



Sarasota Housing Authority
269 South Osprey Avenue
Sarasota, Florida 34236

Board Meeting
March 29, 2023
4:30 P.M.

I. **CALL TO ORDER:** Chair Jack Meredith called the meeting of the Sarasota Housing Authority Board of Commissioners to order at 4:32 pm.

II. **INVOCATION**

III. **PLEDGE OF ALLEGIANCE**

IV. **ROLL CALL**

Commissioners Present: Chair Jack Meredith, Vice Chair Ernestine Taylor, Commissioner John Colón (in at 4:45 pm), Commissioner Deborah Sargent, Commissioner Carolyn Mason and Commissioner Duane Finger

Commissioners Not Present: Commissioner Mark Vengroff (Excused)

Attendees: Attorney Rhonda Stringer (via Zoom), Attorney Ric Gilmore (via Zoom-out at 5:45 pm), City Commissioner Jen Ahearn-Koch, Valerie Buchand, Rachel Johnson, Agnes Kirkland, Elena Andrews and Joe Chambers (in at 5:50 pm)

SHA Personnel: William Russell, Rick Toney, Andrea Keddell and Ken Waters (in at 5:05 pm/out at 5:48 pm)

V. **APPROVAL OF MINUTES**

A. SHA Regular Board Meeting – February 15, 2023: Chair Meredith put up the minutes from the February 15, 2023, Regular Board Meeting for approval.

- Commissioner Sargent took a moment to inquire about items that were discussed at the Board Retreat that were not included in the minutes. Chair Meredith responded that he had just provided an overview at the February 15 meeting and that not all the items from the Retreat were discussed. He further explained that he had planned sending out the Retreat Minutes and Goals that were discussed as soon as he has them typed up and that he will make a note of the items that Commissioner Sargent mentioned. Once they're sent out if any Commissioner feels that something is missing it can be edited at that time.
- Commissioner Mason made a motion to approve the minutes. Commissioner Finger seconded the motion.
 - Motion was voted on and passed unanimously.

VI. **SPECIAL PRESENTATION**

A. None

VII. **PUBLIC PRESENTATION**

A. Ms. Valerie Buchand addressed the board:

- Ms. Buchand requested that the Board table the Resident Council MOU one more time and pointed out that she did not agree with the descriptions of some of the Business Terms listed in the Board Packet for discussion. She specifically mentioned that the Resident Council brought in the doctors and shared the office with them. She further maintained that “Ms. Champagne” was the one to state that the Housing Authority and Council do not work together and created the hostile work environment. She stated she’s going to meet with HUD on this issue and let HUD decide the outcome.
- Ms. Buchand added that they are an Agency-Wide Resident Council and want to include the RAD units, Voucher Holders and other Developments (all residents).
- B. Ms. Donna Rochleau addressed the board regarding Parking and Cameras at McCown/Annex. She states it’s understandable that spaces are taken up by construction but it’s becoming very difficult to find parking. The security guard that use to assist in keeping local hotel guests out of the lot is no longer there. The camera’s also don’t seem to be monitored. (Comments on this issue were discussed pre-meeting, prior to the start of the recording/meeting.)

VIII. RESOLUTIONS

- A. Res 23-03: Approval of Investment Policy
 - Commissioner Sargent made a motion to accept A. Resolutions 23-03. Commissioner Finger seconded the motion.
 - Commissioner Colón commented that it’s a HUD policy but that some of the items are antiquated. He’s in favor of the policy but he’d like to make some recommended changes. Under HUD Approved Investment Instruments starting on page 5 he recommended removal of:
 - 2. b. Mortgage-Backed Securities Program Mortgage-Backed Bonds (MBS)
 - 2. d. U.S. Government Guaranteed New Communities Act Debentures
 - 2. h. Maritime Administration Merchant Marine Bonds, Notes, and Obligations
 - 3. e. Federal National Mortgage Association Debentures
 - 3. g. FNMA Short-Term Discount Notes
 - 8. Super NOW Accounts
 - The list above are the current change requests, and should there be further changes, they can be brought before the board at a future date.
 - Commissioner Sargent amended her motion to add the revisions and requested an updated policy be sent out to the board. Commissioner Finger re-seconded the motion.
 - The motion was voted on and passed unanimously.
- B. Res 23-04: Collection Write Off
 - Commissioner Sargent inquired if there’s a need to have resident names on the reports in the board packet that is posted on the website and if the names could be redacted. Attorney Gilmore added that this is something that could be done but did remind the board that the names are public record and can be requested.
 - Commissioner Sargent made a motion to accept B. Resolutions 23-04 (with the names of the residents redacted from the report). Commissioner Finger seconded the motion.

- Commissioner Finger stated that in the past this was discussed and the names and reasoning behind the write-offs were listed to provide clarification for the commissioners. Attorney Gilmore suggested that this information could be available to the staff, and should a commissioner have an inquiry as to the reason for the write-off or amount of the write-off, staff could provide that information without the name being in the report.
 - The motion was voted on and passed (5 to 1). Commissioner Colón voted against removing the resident names from the Board Report.
- C. Res 23-05: FY 2024 Operating Budget
- Commissioner Meredith inquired if there was a budget line item for security services. Mr. Russell pointed out several line items that cover security services. Commissioner Sargent inquired about budgets for all the other entities that SHA assisted in developing. Mr. Russell explained that SHA doesn't control the budgets for Lofts on Lemon or Amaryllis and stated that he will look into providing a refresher presentation on SHA's portfolio, including SHA's role in the projects. He also informed the board that SHA is going back to merit-based salary increases and that 4% of the budgeted is for this plus 1% for possible promotions.
 - Commissioner Finger made a motion to accept Resolutions 23-05. Commissioner Colón seconded the motion.
 - The motion was voted on and passed unanimously.

IX. OLD BUSINESS

- A. Business Terms for Sarasota Housing Authority Agency-Wide Resident Council (SHAARC) MOU
- Mr. Russell explained that negotiations have been going back and forth for the MOU between SHA and the Agency-Wide Resident Council. He submitted a document outlining the final 3 items that need to be resolved and that he wanted to receive direction from the board in order to finalize the MOU.
 - Item 1 asks whether the Board agrees to go beyond the HUD regulations and provide funds to the Resident Council for Rental Assistance Demonstration (RAD) units/non-public housing properties.
 - Commissioner Meredith inquired about how much of the funding/budget goes for programming and events for residents and what percentage is used for stipends that go directly to Resident Council members. Questions were also raised as to what the Resident Council plans to do with any additional funds that would be approved, should they be approved.
 - Commissioner Sargent responded that the Resident Council hasn't been allowed to serve the residents at the new developments such as Amaryllis Park Place and Lofts on Lemon. Mr. Russell explained that per the HUD Resident Council regulation (24 CFR Part 964) Resident Council regulations only pertain to Public Housing & RAD projects, not Tax Credit or Section 8 properties.
 - The question was again raised as to what the Resident Council plans to do with any additional funds for the non-public housing properties, should they be approved. Would the funds go to resident programming or towards stipends for the Resident Council Members?

- Commissioner Sargent stated it would be for more activities. But she states the Council has been put on hold for the last 3 years from being allowed to communicate with residents. Commissioner Sargent deferred to the Council President, Valerie Buchand who was brought up to address the board concerns:
 - ✓ Commissioner Taylor again inquired about what the Resident Council plans to do with any additional funds for the non-public housing properties. Would the funds go to resident programming or towards stipends for the Resident Council Members? Ms. Buchand responded the Council hasn't received any other funds, that Council Members receive the \$79 +/- cents every month now and that they haven't thought about the increased amount. She added also that they've never received up to the \$200 per month allowed by the HUD regulations. She states the left-over funds after the stipends were paid are used for office supplies (paper, pens, etc.). Once that runs out, the Council would request additional funding from the Housing Authority to cover expenses in the office. She added that when the Council had the ROSS Grant, they didn't have the need to ask for additional funds from the Housing Authority. Ms. Buchand states that the reason they want all the Section 8 residents and other residents added is that they serve all SHA program participants, not just Public Housing.
 - ✓ Commissioner Mason inquired to Mr. Russell as to why the Council is not allowed to go into the Tax Credit properties and provide services. Attorney Gilmore suggested tabling this item and hashing out the specifics, getting them in writing. Commissioner Colón suggested all the Commissioners submit their questions to Mr. Russell who can provide the answers from the Resident Council and the Housing Authority at the next public meeting.
 - Commissioner Colón made a motion to table this item and have the written questions & responses reported at the next public meeting. Commissioner Mason seconded the motion.
 - The motion was voted on and passed unanimously.
- B. Lofts on Lemon Phase II Site Plan – Conceptual site plan was included in the board packet that was shared and discussed at the 3/14/23 Development Committee meeting. Mr. Russell went over the plans and major options for units and parking. The plan is for 7 stories (3 levels for parking and 4 levels for residential units with 1 live/work unit (approx. 1100 sq ft) on the 1st floor). The unit mix is slated to have 72 one-bedroom, 12 two-bedroom and 8 three-bedroom units for a total of 93 units.
- Mr. Chambers responded to an inquiry that there would be a shared-use agreement for parking and that the other phases could utilize the parking.
 - Discussion took place about the live/work unit and City Commissioner Jen Ahern-Koch suggested there be priorities be set up ahead of time for the type of business that goes into the space. Mr. Chambers stated that office/professional would be the ideal target and that preference would be to have a resident utilize the retail office space.
 - Suggestion was made to have Electric Vehicle (EV) charging stations in the garage.

X. NEW BUSINESS

- A. Comments for City on Downtown Density Bonus Proposal – Mr. Russell provided a background of the reasoning behind this item and that he’s looking for the Board to provide direction for him to go before the City with the Housing Authority’s proposal.
- Mr. Russell went on to outline the bonus structures he’s proposing to provide incentive to developers to build affordable housing, as well as what should be considered “affordable.” City Commissioner Jen Ahern-Koch reported that there’s an Affordable Housing Presentation online for the public to view, that this board may find helpful. She also mentioned that she could provide the presentation she did on inclusionary zoning on November 8th that may assist this board in understanding how a developer can still be profitable and still build affordable housing.
 - Following discussion, it was decided to hold a special board meeting (or utilize the upcoming Development Committee meeting) to discuss this further.

XI. PROGRAM UPDATES – ACCEPTED BY CONSENT

- A. Monthly Financial Statements
- B. Board Committee Reports
- C. Housing Management Reports
- D. Housing Voucher Report
- E. Capital Fund Program Report
- F. Resident Services Monthly Report

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- Commissioner Finger made a motion to accept the Program Updates Consent Agenda. Commissioner Colón seconded the motion.
 - The motion was voted on and passed unanimously.

XII. COMMISSIONER ANNOUNCEMENTS / COMMENTS

- A. Commissioner Sargent reported that the Resident Council added another member to the Resident Council Board, Carolyn Spencer, from the Courts/Bertha Mitchell property. She added that she wasn’t in on the election. Mr. Russell added that Joe Wigley was elected as the rep for the Annex. Commissioner Sargent also inquired about a resident who is applying and hasn’t received confirmation of her application to Amaryllis, and they pushed her application off this list. Mr. Russell said to provide him with the specifics and he’ll look up the case to provide her the information.
- B. City Commissioner Jen Ahern-Koch reported that the Coalition of City Neighborhood Associations has invited an expert speaker to their event on Inclusionary Zoning this Saturday at 9 a.m. in the back of the Municipal Auditorium.

XIII. ADJOURNMENT

The Sarasota Housing Authority Board of Commissioners meeting was adjourned at 6:27 pm.