



Sarasota Housing Authority (SHA)
269 South Osprey Avenue
Sarasota, Florida 34236

Board Meeting
McCown Towers Board Room
December 11, 2024
4:00 P.M. (Early Start)

- I. **CALL TO ORDER:** Chair Ernestine Taylor called the regular meeting of the Sarasota Housing Authority Board of Commissioners to order at 4:03 pm.
- II. **INVOCATION**
- III. **PLEDGE OF ALLEGIANCE**
- IV. **ROLL CALL**

Commissioners Present: Chair Ernestine Taylor, Vice Chair John Colón (in at 4:09 pm), Commissioner Jack Meredith (out at 5:03 pm), Resident Commissioner Nicole Roman, Commissioner Duane Finger and Commissioner David Morgan

Commissioners Not Present: Commissioner Carolyn Mason (Excused)

Invited Attendees: City Commissioner Jen Ahearn-Koch, Joe Chambers (Calston-Video), Jake Zunamon (Smith-Henzy-Video) and Attorneys Ric Gilmore & Rhonda Stringer (Video)

SHA Personnel: William Russell and Andrea Keddell
- V. **APPROVAL OF MINUTES**
 - A. SHA Regular Board Meeting – October 23, 2024
 - Chair Taylor put up the minutes from the October 23, 2024, Regular Board Meeting for approval.
 - Commissioner Morgan made a motion to approve the minutes. Commissioner Meredith seconded the motion.
 - The motion was voted on and passed unanimously. Commissioner Finger voted present.
- VI. **APPROVAL OF AGENDA**
 - A. SHA Regular Board Agenda – December 11, 2024
 - Chair Taylor put up the agenda for this December 11, 2024, Regular Board Meeting for approval.
 - Commissioner Finger made a motion to approve the agenda. Commissioner Morgan seconded the motion.
 - The motion was voted on and passed unanimously.
- VII. **SPECIAL PRESENTATION**
 - A. City Commission Liaison Update
 - City Commissioner Jen Ahearn-Koch reported that a community meeting took place on homelessness and outreach. It was well attended and there is a lot of interest on this topic, and it is a good time to talk to people in our community to educate them on strategies for homelessness outreach.

VIII. PUBLIC PRESENTATION

A. None.

IX. RESOLUTIONS – ACCEPTED BY CONSENT

A. None.

X. OLD BUSINESS

A. Development Updates – Calston/Smith-Henzy

- McCown New Tower/Parking Garage – Mr. Zunamon reported that the Live Local RFA is due 12/20/25 (approx. \$15 million). He pulled up the site plans that were in the board packet and discussed specifics of the plans. McCown II is proposed to have 7 stories with the 1st floor having amenities, retail and offices, as well as approximately 99 parking spaces for city use. Floors 2 & 3 would be parking (an additional 278 parking spaces). Floors 4, 5, 6 and 7 would units (160 senior units: 104 one-bedroom units with 740 sq ft., 16 one-bedroom units with 584 sq ft and 40 studios with 584 sq ft). This application would not cover the entire phase, and additional funding would need to be secured (Sail Funds, Tax Credit, Mortgage). The units would be elderly units to increase the likelihood of being funded. Total cost is estimated at \$52 (Pike) -\$55 (Wiseman) million.
 - Discussion took place of amenities and possibilities of having more floors or different a unit mix. Mr. Zunamon stated that they could definitely add more but couldn't build less than the application that is submitted.
 - Commissioner Finger inquired about the elevators in the plans and if there could be more than 2 elevators. Mr. Chambers responded the elevators would be upgraded and faster, but this can be looked at down the road.
 - Commissioner Meredith made a motion to move forward with the RFA application. Commissioner Colón seconded the motion.
 - ✓ The motion was voted on and passed unanimously.
 - Amaryllis III/Cypress II/Courts II – There is an estimated closing date of March 5, 2025. Bond calls are starting this week and they're starting to work on permits. A Historical Preservation Board Hearing is scheduled for 1/14/25 to get approval to begin demolition.
 - Lofts on Lemon II – This project is approximately 2 months behind Cypress II with an estimated closing in May 2025. Project is fully financed.
 - Mr. Zunamon reported that he'll be working with Mr. Chambers on putting together some 1-Page project timelines to show the upcoming milestones of this and Cypress II projects.
 - Amaryllis IV/Cypress III/Central Gardens/22nd Street – The Florida Housing board has approved funding for this project (100 - 1-, 2- and 3-bedroom units). We are still awaiting results of the challenge from other applicants.
- B. Resident Advisory Board (RAB)/Resident Council – Draft Budget
- Mr. Russell reported he met with SHAARC and had plugged in some draft budget figures. With the estimated figures there was approximately \$9,000 left to allocate. Ms. Buchand requested that \$5,000 be allocated to professional services and the remaining \$3,252 to outreach to bring the budget to the approved \$30,000.

- The board inquired about what professional services and outreach are included in those figures. The asterisk (*) at the bottom of the budget states that Professional Services and Development includes Insurance, CPA, Legal, Consultants, Service Coordinators and Movers.
- The board also inquired about how the budget would work (i.e. Would the approved expenses be reimbursed or paid by SHA or would the funds be directly allocated to SHAARC's bank account?). Mr. Russell stated that this would need to be decided by the board on whether the board would have the funds and book their own travel and pay their invoices. The board's general consensus would be that SHA would be in charge of paying the monthly stipends directly to the council members.
- Commissioner Morgan pointed out that approximately 60% of the budget is for Council Travel and Council Stipends instead of resident programming or activities. It was further discussed that the blanket category of Professional Services and Development is too vague and should be explained further. Commissioner Morgan suggested that SHAARC provide the board with the goal of these 2, line items and a more defined budget for these items.
- Commissioner Morgan made a motion to table this item and have Mr. Russell request Ms. Buchand to attend the next meeting in order to provide additional information on the professional services and development and the outreach line items. Commissioner Colón seconded the motion.
 - The motion was voted on and passed unanimously.

XI. NEW BUSINESS

- A. Resident Advisory Board (RAB) Comments to SHA Annual Plan / 5-Year Plan FY 2025
- Mr. Russell explained that these were the RAB comments on the Annual Plan / 5-Year Plan FY 2025 that is being submitted for Board approval at the January 29th meeting and briefly described each of the comments provided in the board packet. These comments will be submitted along with SHA Annual Plan / 5-Year Plan to HUD following the board's approval.
 - Questions were asked and answered for the 13 comments.
- B. Overtime Pay for On-Call Maintenance
- Mr. Russell explained that during the hurricane (disaster situation), SHA closed, in accordance with following the City guidelines. Due to this, SHA maintenance staff that were required to come in and assist did not work over the 40-hour work week to allow for overtime pay. Mr. Russell is proposing overtime pay for on-call maintenance staff working during an emergency/disaster occurrence.
 - Commissioner Morgan made a motion to approve overtime pay for on-call maintenance staff working during an emergency/disaster occurrence. Commissioner Finger seconded the motion.
 - The motion was voted on and passed unanimously.
- C. Additional Office Building-Morrill Court
- Mr. Russell reported that SHA has outgrown the current Osprey location which houses SHA's Administration office and Section 8 office. Another building in the area has become available and SHA has an interest in putting in an offer to purchase/lease this building as well (same campus as current building).

- Mr. Russell added that the purchase structure could be similar to how the current Osprey building was purchased with SHA's Section 8 pre-paying to lease the building. Additional discussion took place on looking at additional options to purchase a space for the entire Administration and Section 8 staff in a professional office building.
- Mr. Russell added that there is a walk-through of the available building on Morrill Street scheduled for 12/19/24. Commissioner Taylor to attend the walk-through.
- The board agreed that Mr. Russell should get more information and bring it back to the board.

XII. PROGRAM UPDATES – ACCEPTED BY CONSENT

- A. Monthly Financial Statements (Janie's Garden)
 - B. Board Committee Meeting Minutes
 - C. Housing Choice Voucher Report
 - D. Housing Management Reports
 - E. Capital Improvement Report
 - F. Resident Services Monthly Report
 - G. Resident Advisory Board/Sarasota Housing Authority Agency-Wide Resident Council (SHAARC) Board Report (*not submitted*)
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- Commissioner Finger made a motion to accept the Program Updates Consent Agenda. Commissioner Morgan seconded the motion.
 - The motion was voted on and passed unanimously.

XIII. COMMISSIONER ANNOUNCEMENTS / COMMENTS

- A. None.

XIV. ADJOURNMENT

The Sarasota Housing Authority Board of Commissioners meeting was adjourned at 5:15 pm.