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

Annual Board Meeting
McCown Towers Board Room
August 27, 2025
4:30 P.M.

I. **CALL TO ORDER:** Chair Taylor called the annual meeting of the Sarasota Housing Authority Board of Commissioners to order at 4:36 pm.

II. INVOCATION

III. PLEDGE OF ALLEGIANCE

IV. ROLL CALL

Commissioners Present: Chair Ernestine Taylor, Vice Chair John Colón, Commissioner Jack Meredith, Commissioner Carolyn Mason and Commissioner David Morgan
Commissioners Not Present: Commissioner Nicole Roman and Commissioner Philip DiMaria
General Attendees: City Commissioner Jen Ahearn-Koch, County Commissioner Mark Smith, Attorney Ric Gilmore, Attorney Susanne DeCopain, Joe Chambers, Jake Zunamon, Valerie Buchand (SHAARC), Agnes Kirkland (SHAARC) and Walter Gilbert (Newtown Representative)
SHA Personnel: William Russell, Ken Waters and Andrea Keddell

V. ACCEPTANCE OF MINUTES

A. SHA Regular Board Meeting – July 23, 2025
- ➢ Chair Taylor put up the minutes from the July 23, 2025, Regular Board Meeting for approval.
- ➢ Commissioner Colón made a motion to approve the minutes. Commissioner Meredith seconded the motion.
  - Following discussion on the need for several Commissioners to vote "Present," Attorney Gilmore suggested that these be changed to motions to accept with any necessary changes vs motions to approve. That will allow each Commissioner to vote without the need for them to vote present and it eliminates the need for the minutes to be accepted no matter how many are in attendance. Commissioners Colón and Meredith amended the motion and second to state "acceptance of the minutes with any proposed changes."
  - The motion was voted on and passed unanimously.

VI. ACCEPTANCE OF AGENDA

A. SHA Board Agenda – July 24, 2024
- ➢ Chair Taylor put up the agenda for the July 24, 2024, Board Meeting for approval.
- ➢ Commissioner Mason made a motion to approve the agenda. Commissioner Morgan seconded the motion.
  - The motion was voted on and passed unanimously.

VII. SPECIAL PRESENTATION

A. SHA Partner Introductions (SRQ Strong)
- Mr. Russell introduced Andy Blanch and Helen Neal, the founders of SRQ Strong and their work with Sarasota Housing Authority residents and team members on trauma awareness and healing. Mr. Russell provided some background information on Ms. Neal's past work with the public housing residents and students and discussed Dr. Nadine Harris's Adverse Childhood Experiences (ACES) study. He also announced that Lunch and Learn events will begin in September for the McCown residents.
- Ms. Andrea (Andy) Blanch, a founding member and current Board Chair of SRQ Strong, explained SRQ Strong's mission to empower Sarasota and Manatee county residents to overcome trauma along with its vision to create a community that works together and cares for itself. She provided a brief overview of the work that they do in the community, including some SHA residents.
- Ms. Helen Neal reported on the work she's been doing with SHA residents and Team Members (staff). She passed out a handout on The Thought Cycle (Thought-Feeling-Behavior-Result) and a list of help topics of classes they will or have provided SHA youth residents and Team Members.
- Mr. Russell added that he's participated in a Poverty Simulation Training and that he has plans to have one of the local foundations provide sponsorship to bring this training to SHA Team Members in an effort to improve customer service skills.

B. City Commission Liaison Update
- City Commissioner Jen Ahearn-Koch reported that she continues to try to get information on the concern a resident raised at the last meeting about the alley between McCown and the other property. The interim City Manager is still in discussion with Mr. Russell about the 1st Street project.

C. County Commission Liaison Update
- County Commissioner Mark Smith reported that he's been approved by the County Commission to become SHA's County Commission Liaison. Mr. Russell thanked Commissioner Smith for his part in bringing forth SHA's Central Garden's project and the County on the recent award of Resilient SRQ funds to SHA's Central Gardens project.

VIII. PUBLIC PRESENTATION

A. Donna Rochleau, a resident from McCown Towers/Annex, reported again (last reported in June 2021) that the loudspeaker announcements that come into the units should only be urgent and/or important announcements. They are receiving too many frivolous announcements. She listed the items that would be warranted for a loudspeaker announcement, such as power outages, water shut offs, elevator breakdowns and emergency vehicle or fire alarm announcements. She further provided examples of announcements that everyone should not be subjected to, such as ice cream socials, movie showings in the board room and events that are posted all over the building (in the elevators, unit doors and common areas). She pressed for commissioner agreement and was affirmed that she's been heard and would receive a written response.

B. Ms. Valerie Buchand, Resident Council Member from Janie's Garden, requested that Mr. Russell provide her with a binder similar to what was provided to, recently appointed, Commissioner Roman with SHA policy and regulations. She also requested a list of salaries and positions for everyone that worked for the housing authority over the past 2 years. She would like to see about receiving this by Tuesday next week. She further expressed continued concern about evictions and wants the council notified of these evictions so they can provide representation if necessary.

C. Ms. Pamela Runyon, a resident from the McCown Towers/Annex, reported the parking lot is not well lit at night and the lights are not working. She also inquired about if the parking permits could be enforced and when the fence will be fixed in the back of the building.

IX. NOMINATION & ELECTION OF OFFICERS

A. Nominations for Chair/Vice Chair:
- Commissioner Colón made a motion to continue with Ernestine Taylor as Chair and John Colón as Vice Chair. Commissioner Morgan seconded the motion.
- Hearing no other nominations, the nominations were closed. The nomination was voted on and passed unanimously.
- Commissioner Taylor agreed to serve as Chair.
- Commissioner Colón agreed to serve as Vice Chair.

X. APPOINTMENT OF COMMITTEE CHAIRS

A. Development Ad Hoc Committee:
- Commissioner Meredith offered to act as Chair of the Development Ad Hoc Committee.

B. Commissioner Morgan inquired about the need for an ad hoc budget committee.
- Mr. Russell responded that a Budget Workshop will be set up for the Board in February 2026 to discuss the budget for the next fiscal year.

XI. RESOLUTIONS – ACCEPTED BY CONSENT

A. Res 25-16: Charitable Contributions Policy
- Commissioner Morgan pulled Resolution 24-16. Mr. Russell explained that he would want to revise the wording on the form to include SHA Team Members and Commissioners be added to the request form, given that it's not just outside agencies that would need to put in a request for attendance at or sponsorship for an event.
- Commissioner Colón made a motion to accept the Resolution 24-16 with the requested change to the wording in the policy form. Commissioner Mason seconded the motion.
    - The motion was voted on and passed unanimously.

- Mr. Russell inquired about approval from the board to sponsor a table in the amount of $1,600 for the upcoming NAACP Awards Gala, for which he is being recognized. The sponsorship funds would need to be allocated from the Sarasota Housing Funding Corp (SHFC).
- Commissioner Morgan inquired about the need to have this approved at an SHFC board meeting. Attorney Gilmore stated they are separate entities and that would be correct.
- Commissioner Meredith added that for future budgeting purposes, it may be a good idea to plan for these types of sponsorships.
- Commissioner Morgan made a motion to approve the sponsorship utilizing SHFC funds. Commissioner Mason seconded the motion.
  - The motion was voted on and passed unanimously.

XII. OLD BUSINESS

A. Development Updates / Redevelopment Report

1. <u>McCown North Tower/Parking Garage</u>
   - Mr. Zunamon shared his screen and went over the different unit layouts (584 sq ft Studio and 740 sq ft 1 Bedroom) and all with balconies. Mr. Zunamon stated he would email the plans following the meeting so they could be sent out to the Commissioners.
   - Resident meetings will be scheduled to show proposed plans to the residents. At this time, they are looking to hold 2 meetings on Tuesday, 9/16/25, with 1 meeting in the morning and 1 in the afternoon.
   - Mr. Zunamon reported that one Parking deck was removed since plans with the City were inconclusive. The parking deck is estimated to take 6 months to complete. Commissioner Morgan inquired what the plans are for parking while the garage is being built. Mr. Zunamon responded that the City hasn't been able to formally commit to any parking agreement, but they continue to look at alternative options such as on-street parking as well as other neighboring lots and provide shuttle services to and from the Towers. Commissioner Morgan added that this service would need to be available to the residents 24/7 or an uber account of some sort should be set up.
   - Conversations do continue with the City regarding a parking agreement for a public parking area in the garage or adding an additional level as a potential revenue source.

2. <u>Groundbreaking Event (Lofts on Lemon II & Cypress Square II (Amaryllis III)</u>
   - Mr. Russell reported that this event (for both developments) has been scheduled for Wednesday, 9/17/25, at 10 a.m. They are looking to locate parking at Lofts and hold the programmed event there. If no parking can be arranged, then the program event would be at Cypress and then attendees would be shuttled over to Lofts for an additional photo opportunity.
   - Commissioner Morgan will be looking into a parking option for the Lofts site, but it could require some sort of compensation.

3. Lofts on Lemon (Phase II)
   - Mr. Zunamon reported the financial closing took place on August 5th. Wiseman Construction is beginning work on the site, and they should be going vertical soon.

4. Cypress (Phase II)/ Courts II / Amaryllis III
   - Mr. Zunamon reported the Marmer Construction team is moving along with construction and this development should also be going vertical soon.

5. Cypress III / Amaryllis IV & Central Gardens (22nd St.)
   - Mr. Zunamon reported that they have resubmitted all the plans for the Development Review Committee (DRC) and should be presenting it to the planning board in October. The project was awarded an additional $2.5 million in CDBG, Resilient SRQ funding. They are looking to have the financial closing and begin construction in March or April of 2026. Marmer Construction is reported to be doing a great job.

6. Single Family Home on Osprey
   - Commissioner Morgan inquired about an update on the Single-Family Home and the Accessible Dwelling Unit (ADU) on Osprey that had been discussed at a previous Development meeting. Mr. Russell stated that he believes the plans are being finalized and should be going out to bid within the next month or so.

B. President/CEO Evaluation
   - Attorney Gilmore went over the Evaluation Compilation Sheet from the evaluations submitted for the evaluation that was due in July 2025. As of this date, only 5 of the 7 evaluations of the commissioners on the board have been submitted completed evaluations. Attorney Gilmore reminded the board that a detailed evaluation compilation can be requested and will be provided. Pursuant to the President & CEO contract, it is up to the board's discretion to provide a salary increase and/or bonus based on the evaluation score.
   - Commissioner Meredith inquired when the appropriate time would be to discuss/decide on compensation. Attorney Gilmore responded that it should be decided at the next meeting, given they were due back in July.

XIII. NEW BUSINESS

A. McCown Tower North / Interim Parking Solutions
   - Discussed above in XII. A.1.

B. Consideration of Letter from Community Leaders asking for Reinstatement of Former Courts Names into the New Amaryllis Park Place Campus
   - Mr. Walter Gilbert, from Newtown Alive, passed out the letter that was sent to Mr. Russell regarding the Newtown community's request to provide recognition markers, bronze plaques or monuments placed on the new buildings to honor the former local leaders and maintain the history of the previous development names (Bethune Court, Gore Court, Carver Court, Gregg Court, Mays Court and Reed Court).

- Commissioner Morgan and Mr. Russell explained that this was discussed at a recent ad hoc development meeting. There was a suggestion to place a large bronze plaque on the wall of the community building, across from the mail kiosks. That way everyone on the campus would be able to view it. The plaque could list the names and provide information about each of the leader's contributions were.

XIV. PROGRAM UPDATES – ACCEPTED BY CONSENT

A. Monthly Financial Statements
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 (*if Submitted*)

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

XV. COMMISSIONER ANNOUNCEMENTS / COMMENTS

A. Commissioner Mason expressed disappointment that some of the Commissioners did not complete their performance evaluation for the President & CEO. She states that it's part of their duty as a Commissioner to complete requests on time and that it is not fair to Attorney Gilmore or Mr. Russell.
B. Commissioner Meredith and Commissioner Morgan thanked County Commissioner Smith and City Commissioner Ahearn-Koch for attending SHA meetings and supporting the agency.
C. Commissioner Morgan reported that he's met with Mr. Russell regarding the goals that were brought up at the June Board Retreat. Some of the items have already gone into effect and he expressed that this is a step forward.
D. Commissioner Taylor also thanked County Commissioner Smith and City Commissioner Ahearn-Koch, as well as the residents that attend each month to share their concerns and experiences.

XVI. ADJOURNMENT

The Sarasota Housing Authority Board of Commissioners meeting was adjourned at 6:00 pm.