

**Minutes of the Virtual Regular Meeting
of the Board of Commissioners
of the St. Petersburg Housing Authority
January 28th, 2020**

Commissioner Owens, Chair, called the meeting to order at 10:02 a.m. At roll call, the following Commissioners were in attendance:

Present at Roll: Commissioner Stephanie Owens, Chair
 Commissioner Jerrilyn Evans
 Commissioner James Dates
 Commissioner Terri Lipsey Scott
 Commissioner Angel Charlton

Staff Present: Michael Lundy, Chief Executive Officer
 Danielle Thomas, Chief Operating Officer
 Robin Adams, Asset Management Officer
 Larry Butler, Social Services Officer
 Audria Davis, Compliance Officer
 Larry Gonzalez, Housing Choice Voucher Officer
 Pamela Hobbs, Procurement Officer
 Carolyn Avington, Finance Officer
 Andrea Joyal, Accountant
 Jackie Roberson, Human Resources Officer
 Mikayla Gleason, Communications Specialist
 Kaela Bell, Executive Office Manager

Others Present: Ricardo Gilmore, Attorney, Saxon, Gilmore & Carraway P.A.
 Kimberly Brown-Williams
 Luis Garcia, City of St. Pete
 Marianne Edmonds, Public Resources Advisory Group

SUBJECT: Swearing in Commissioner Kimberly Brown Williams

BOARD ACTION: Commissioner Owens asked the Board to postpone the swearing in of the new commissioner to the following month's Board meeting.

SUBJECT: Approval of Agenda

BOARD ACTION: Commissioner Evans motioned to approve the minutes. Commissioner Dates seconded the motion. There was no further discussion and a vote was called.

Commissioner Stephanie Owens	YES
Commissioner Jerrilyn Evans	YES
Commissioner James Dates	YES
Commissioner Terri Lipsey Scott	NO (technical error)
Commissioner Angel Charlton	YES

SUBJECT: Legal Report

Ricardo Gilmore informed the Board that he had attended other meetings (unrelated to SPHA) where issues arose between Board members who wanted to wear face shields and those who preferred facemasks. He stated that shields are not as good as other masks in preventing the spread of COVID-19. Mr. Gilmore suggested passing a resolution that requires mask-wearing at Board meetings and defining what masks are acceptable.

SUBJECT: Approval of Minutes of the December 10, 2020 Annual Public Hearing

BOARD ACTION: Commissioner Evans motioned to approve the minutes. Commissioner Dates seconded the motion. There was no further discussion and a vote was called.

Commissioner Stephanie Owens	YES
Commissioner Jerrilyn Evans	YES
Commissioner James Dates	YES
Commissioner Terri Lipsey Scott	YES
Commissioner Angel Charlton	YES

SUBJECT: Approval of Minutes of the December 10, 2020 Special Call Board Meeting

BOARD ACTION: Commissioner Evans motioned to approve the minutes. Commissioner Dates seconded the motion. There was no further discussion and a vote was called.

Commissioner Stephanie Owens	YES
Commissioner Jerrilyn Evans	YES
Commissioner James Dates	YES
Commissioner Terri Lipsey Scott	YES
Commissioner Angel Charlton	YES

SUBJECT: Public Forum

There was no Public Forum.

SUBJECT: Chairperson Report

Chair Stephanie Owens stated she is extremely happy with where the housing authority is heading in terms to leadership and employee morale.

Mr. Gilmore presented a summary of the Board's CEO performance evaluation. He stated that Mr. Lundy received a score of 3.91, which is at the top of the excellent range. Mr. Lundy expressed gratitude to the board for trusting him to lead SPHA. He stated that he is still fine-tuning things but is happy with the direction the Authority is headed. He closed by thanking the board again and staff for trusting his leadership.

SUBJECT: Resident Interests Report

A. Resolution #2021-01 Approval of TARS Write-Offs for Saratoga Apartments for Quarter Ending 12/31/20

Robin Adams, Asset Management Officer, presented Resolution #2021-01 Approval TARS Write-Offs for Saratoga Apartments for Quarter Ending 12/31/20. Commissioner Dates motioned to approved the resolution. Commissioner Evans seconded the motion. A vote was called.

Commissioner Stephanie Owens	YES
Commissioner Jerrilyn Evans	YES
Commissioner James Dates	YES
Commissioner Terri Lipsey Scott	YES
Commissioner Angel Charlton	YES

B. Resolution #2021-02 Approval of Revision of the Housing Choice Voucher Payment Standards

Larry Gonzalez, Housing Choice Voucher Officer, presented Resolution #2021-02 Approval of Revision of the Housing Choice Voucher Payment Standards. Commissioner Evans motioned to approve the resolution. Commissioner Dates seconded the motion. A vote was called.

Commissioner Stephanie Owens	YES
Commissioner Jerrilyn Evans	YES
Commissioner James Dates	YES
Commissioner Terri Lipsey Scott	YES

Commissioner Angel Charlton YES

C. Resolution #2021-03 Approval to Amend HCV Administrative Plan to Include Homeless Preference for HCV Waiting List

Mr. Gonzalez presented Resolution #2021-03 Approval to Amend HCV Administrative Plan to Include Homeless Preference for HCV Waiting List. Commissioner Evans motioned to approve the resolution. Commissioner Dates seconded the motion. A vote was called.

Commissioner Stephanie Owens YES
Commissioner Jerrilyn Evans YES
Commissioner James Dates YES
Commissioner Terri Lipsey Scott YES
Commissioner Angel Charlton YES

D. Resolution #2021-04 Approval to Amend HCV Administrative Plan to Revise Involuntary Displacement Preference for HCV Waiting List

Mr. Gonzalez presented Resolution #2021-04 Approval to Amend HCV Administrative Plan to Revise Involuntary Displacement Preference for HCV Waiting List. Commissioner Evans motioned to approve the resolution. Commissioner Dates seconded the motion. A vote was called.

Commissioner Stephanie Owens YES
Commissioner Jerrilyn Evans YES
Commissioner James Dates YES
Commissioner Terri Lipsey Scott YES
Commissioner Angel Charlton YES

E. Resolution #2021-05 Approval to Amend HCV Administrative Plan to Include "Good Cause Refusal" Provision

Mr. Gonzalez presented Resolution #2021-05 Approval to Amend HCV Administrative Plan to Include "Good Cause Refusal" Provision. Commissioner Evans motioned to approve the resolution. Commissioner Dates seconded the motion. A vote was called.

Commissioner Stephanie Owens YES
Commissioner Jerrilyn Evans YES
Commissioner James Dates YES
Commissioner Terri Lipsey Scott YES
Commissioner Angel Charlton YES

F. Resolution #2021-06 Approval to Amend HCV Administrative Plan to Include Pinellas County Resident Preference for HCV Waiting List

Mr. Gonzalez presented Resolution #2021-06 Approval to Amend HCV Administrative Plan to Include Pinellas County Resident Preference for HCV Waiting List. Commissioner Evans motioned to approve the resolution. Commissioner Dates seconded the motion. A vote was called.

Commissioner Stephanie Owens	YES
Commissioner Jerrilyn Evans	YES
Commissioner James Dates	YES
Commissioner Terri Lipsey Scott	YES
Commissioner Angel Charlton	YES

G. Resolution #2021-07 Approval to Amend HCV Administrative Plan to Revise Waiting List "Special Admission" Provision

Mr. Gonzalez presented Resolution #2021-07 Approval to Amend HCV Administrative Plan to Revise Waiting List "Special Admission" Provision. Commissioner Evans motioned to approve the resolution. Commissioner Dates seconded the motion. A vote was called.

Commissioner Stephanie Owens	YES
Commissioner Jerrilyn Evans	YES
Commissioner James Dates	YES
Commissioner Terri Lipsey Scott	YES
Commissioner Angel Charlton	YES

H. Resolution #2021-08 Revision To The Public Housing Admissions And Continued Occupancy Policy (ACOP) To Modify The Existing Veterans' Preference And To Add A Preference For Homeless Individuals And Families

Ms. Adams presented Resolution #2021-08 Revision To The Public Housing Admissions And Continued Occupancy Policy (ACOP) To Modify The Existing Veterans' Preference And To Add A Preference For Homeless Individuals And Families. Commissioner Dates motioned to approved the resolution. Commissioner Evans seconded the motion. A vote was called.

Commissioner Stephanie Owens	YES
Commissioner Jerrilyn Evans	YES
Commissioner James Dates	YES
Commissioner Terri Lipsey Scott	YES
Commissioner Angel Charlton	YES

I. Clearview Park, Disston Place, Gateway Place, Romaine, Jordan Park Apartments & Sunset Oaks Management Report

Ms. Adams presented the Property Management Report. There was some discussion between Ms. Adams and the Board.

J. Social Services Report

Larry Butler, Social Services Officer, presented the Social Services Report. There was some discussion between Mr. Butler and the Board.

K. HCV Utilization Report

Mr. Gonzalez presented the HCV Utilization Report. There was minimal discussion regarding this report.

SUBJECT: Finance Committee Reports

A. Resolution #2021-09 Approval to Amend the Development Agreement relating to the Rehabilitation and New Construction of Jordan Park Apartments

Carolyn Avington, Finance Officer, presented Resolution #2021-09 Approval to Amend the Development Agreement relating to the Rehabilitation and New Construction of Jordan Park Apartments. Commissioner Evans motioned to approved the resolution. Commissioner Dates seconded the motion. A vote was called.

Commissioner Stephanie Owens	YES
Commissioner Jerrilyn Evans	YES
Commissioner James Dates	YES
Commissioner Terri Lipsey Scott	YES
Commissioner Angel Charlton	YES

B. Resolution #2021-10 Resolution Providing Final Approval For The Submission Of Section 18 Disposition Applications (Improved Efficiency/Effectiveness Option) For Two Hundred Six (206) Units At Jordan Park Apartments, And Authorizing The Executive Director To Take Other Actions As Are Necessary To Effectuate The Purposes Of This Resolution.

Ms. Avington presented Resolution #2021-10 Resolution Providing Final Approval For The Submission Of Section 18 Disposition Applications (Improved Efficiency/Effectiveness Option) For Two Hundred Six (206) Units At Jordan Park Apartments, And Authorizing The Executive Director To Take Other Actions As Are Necessary To Effectuate The Purposes Of This Resolution. Commissioner Evans motioned to approve the resolution. Commissioner Dates seconded the motion. A vote was called.

Commissioner Stephanie Owens	YES
Commissioner Jerrilyn Evans	YES
Commissioner James Dates	YES
Commissioner Terri Lipsey Scott	YES
Commissioner Angel Charlton	YES

Commissioner Lipsey Scott stated that if there any changes to the submission to notify the board.

C. Financial Reports & Grants Review

Ms. Avington presented the financial report to the board. There was no further discussion.

D. Fraud Recovery Program Status Report

Audria Davis, Compliance Officer, presented the Fraud Recovery Program Status Report. There was some discussion between Ms. Davis and members of the Board.

SUBJECT: Report from the Procurement Department

A. Resolution #2021-11 Approval to Revise the Procurement Policy

Pamela Hobbs, Procurement Officer, presented Resolution #2021-11 Approval to Revise the Procurement Policy. Commissioner Evans motioned to approve the resolution. Commissioner Dates seconded the motion. A vote was called.

Commissioner Stephanie Owens	YES
Commissioner Jerrilyn Evans	YES
Commissioner James Dates	YES
Commissioner Terri Lipsey Scott	YES
Commissioner Angel Charlton	YES

B. Procurement Standard Operating Procedures Report

Pamela Hobbs, Procurement Officer, presented the Procurement Standard Operating Procedures Report to the Board. There was no further discussion.

C. Resolution #2021-12 Approval to Award Contracts for Architectural & Engineering Services

Ms. Hobbs presented Resolution #2021-12 Approval to Award Contracts for Architectural & Engineering Services. Commissioner Dates motioned to approve the resolution. Commissioner Evans seconded the motion. A vote was called.

Commissioner Stephanie Owens	YES
Commissioner Jerrilyn Evans	YES
Commissioner James Dates	YES
Commissioner Terri Lipsey Scott	YES
Commissioner Angel Charlton	YES

SUBJECT: Jordan Park Redevelopment Update and CEO Report

Mr. Lundy presented the Jordan Park Redevelopment Update. He explained to the board that on December 21, 2020, the Housing Authority received a HUD modification for approval. He continued by stating that in February, the Housing Authority plans to submit an approval Efficient/Effective Section 18 disposition application to HUD with hopes it will be approved by May.

He informed the board that the results of the current Resident Relocation Survey would assist SPHA in implementing a smooth relocation process. Mr. Lundy added the agency anticipates receiving HUD approval of our disposition application no later than May 2021. Mr. Lundy stated the agency anticipates the closing to occur around June or July which gives time for the 103 relocations. He added the agency would most likely have Phase 1 of relocation completed by late summer. He also informed the board that the construction for the senior building can begin following the financial closing.

Mr. Lundy informed the board that SPHA is currently procuring qualified real estate firms to assist our agency in identifying, acquiring and developing additional affordable housing real estate as well as a potential satellite or new central office location. He added that SPHA anticipates presenting the selection of Real Estate firms to the SPHA Board in February or March 2021. He added that SPHA is currently procuring multiple architectural/engineering firms through "Indefinite Quantity" contracts to assist our agency

in developing additional affordable housing, as well as enhancing the current housing portfolio. Having several A&E firms under contract increases SPHA's capacity to engage in multiple real estate activities simultaneously.

Commissioner Terri Lipsey Scott stated that she wanted to be sure that SPHA will not provide any relocation notices without there being proper funding to move forward. She closed with that she is happy to see where the agency is heading.

SUBJECT: Old Business

There was no Old Business.

SUBJECT: New Business

Chair Owens stated it was an honor to serve as chair for the SPHA Board. She continued to state her term is ending and it is time for the Board members to determine who will be voted in as chair for this upcoming term. She encouraged the board to look over the bylaws to determine which position they would like to apply for.

Ricardo Gilmore stated that there is no need to revise the current goals at his 6-month evaluation. He closed with mentioning that there was confusion to Mr. Lundy's pension, and he plans to draft a letter that will include more clarity to his pension for his personal and personnel file.

There being no further business, the meeting was adjourned at 11:37 p.m.

Approved and adopted this 25th day of February 2020.

Stephanie A. Owens, Chairperson

Michael Lundy, Secretary