

**Minutes of the Regular Meeting  
of the Board of Commissioners  
of the St. Petersburg Housing Authority  
June 24, 2021**

Commissioner James Dates, Chair, called the meeting to order at 9:05 a.m. The following meeting participants were in attendance:

**Present at Roll:** Commissioner James Dates, Chair  
Commissioner Kimberly Brown-Williams  
Commissioner Terri Lipsey Scott  
Commissioner Angel Charlton

**Absent at Roll:** Commissioner Stephanie Owens, Vice Chair  
Commissioner Jerrilyn Evans

**Staff Present:** Danielle Thomas, Chief Operating Officer  
Carolyn Avington, Financial Officer  
Robin Adams, Asset Management Officer  
Audria Davis, Interim Human Resources Officer  
Pamela Hobbs, Procurement Officer  
Sherika Roberson, Housing Choice Voucher Manager  
Andrea Joyal, Accountant  
Mary Wooters, Executive Assistant

**Others Present:** Ricardo Gilmore, Attorney, Saxon, Gilmore & Carraway P.A.  
Brian Evjen, Director of Development, Norstar Development USA  
Luis Garcia, Housing & Community Development Specialist, City of St. Petersburg (Virtual)  
Brenda Gilstrap-Stokes, Jordan Park Projects Nostalgic Association, Inc. (Virtual)  
Gary MacMath, Boley Centers, Inc. (Virtual)  
Peter Van Warner, The Related Group (Virtual)  
Renee Long, Legislative Aide for Deborah Figgs-Sanders, City of St. Petersburg (Virtual)

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**SUBJECT:** Approval of Agenda

**BOARD ACTION:** Commissioner Lipsey Scott motioned to approve the minutes. Commissioner Brown-Williams seconded the motion. There was no further discussion and a vote was called:

Commissioner James Dates	YES
Commissioner Kimberly Brown-Williams	YES
Commissioner Terri Lipsey Scott	YES
Commissioner Angel Charlton	YES

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**SUBJECT:** Legal Report

Attorney Gilmore would like to congratulate SPHA and the Commissioners on the wonderful presentation from City Council. He was happy to be in attendance to see what a wonderful reception SPHA received. He hopes to see that happen again.

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**SUBJECT:** Approval of the May 27, 2021 Board Meeting Minutes

**BOARD ACTION:** Commissioner Lipsey Scott motioned to approve the minutes. Commissioner Brown-Williams seconded the motion. There was no further discussion and a vote was called:

Commissioner James Dates	YES
Commissioner Kimberly Brown-Williams	YES
Commissioner Terri Lipsey Scott	YES
Commissioner Angel Charlton	YES

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**SUBJECT:** Public Forum – Brenda Gilstrap-Stokes

Ms. Gilstrap-Stokes is a representative of the Jordan Park Projects Nostalgic Association, Inc. The association is a charitable, non-profit organization that has been in existence since 2010 and provides services to Jordan Park residents. Members and their families were some of the first families to move into Jordan Park when HUD originally created public housing in this area. Previously, they were the Jordan Park projects, one of the first public housing facilities in the country. Ms. Gilstrap-Stokes is urging the Commissioners to ensure that since SPHA is going to give out Section 8 vouchers with provisions, that payment of security deposits is or should have been waived since it is an involuntary placement. She does not know whether that item has been waived but since it is an involuntary placement that item is or should have been waived. She is also urging the Commissioners to keep track of the location of those individuals who are being displaced from Jordan Park, which has to do with locating affordable housing in St. Petersburg. Having gone through that search herself it is not as easy as statistics would suggest and she knows that there are minimal provisions for staff or administration assisting residents but she implores the Board to be a bit more active or proactive in that regard than what is currently set. Sixty days is a very short period of time to find and locate housing in St. Petersburg at this particular time. Their organization is available to assist anywhere they can in regards to services to the residents of Jordan Park. She is very hopeful that this transition will go smoothly and she would be remiss if she did not note that there is some skepticism regarding the transition. If you reach resistance, it may be because of the past actions of the past Commissioner's administration.

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**SUBJECT:** Non-Consent Agenda Resolutions

- A. Resolution # 2021-20 – Approval to Amend the HCV Administrative Plan to Include the Emergency Housing Voucher (EHV) Program

Sherika Roberson, Housing Choice Voucher Manager, presented the Resolution.

SPHA received 79 Emergency Housing vouchers in May. The vouchers will be issued to residents referred to SPHA by the Continuum of Care (COC) program. Documents such as birth certificates, social security cards, etc. will not have to be collected in order to issue the voucher. The only thing that will be required is their income so their vouchers can be calculated. These residents will not have to go on the waiting list.

**BOARD ACTION:** Commissioner Lipsey Scott motioned to approve the resolution. Commissioner Charlton seconded the motion. There was no further discussion and a vote was called:

Commissioner James Dates	YES
Commissioner Kimberly Brown-Williams	YES
Commissioner Terri Lipsey Scott	YES
Commissioner Angel Charlton	YES

- B. Resolution #2021-21 – A Resolution to Commit HCV Project-Based Vouchers to Multiple, Privately Owned Properties

Pamela Hobbs, Procurement Officer, presented the Resolution.

The resolution is the result of SPHA's solicitation for Project-Based Vouchers (PBV) and accordingly, six proposals were received, of which five were responsive and SPHA would like to award vouchers to. The first two the entirety of the vouchers and then the remaining vouchers will be divided among the last three of the five proposers. This resolution requests authorization from the Board to be able to sign a HAB contract with them.

**BOARD ACTION:** Commissioner Lipsey Scott motioned to approve the resolution. Commissioner Charlton seconded the motion. There was no further discussion and a vote was called:

Commissioner James Dates	YES
Commissioner Kimberly Brown-Williams	YES
Commissioner Terri Lipsey Scott	YES
Commissioner Angel Charlton	YES

- C. Resolution #2021-22 – Approval to Amend the Development Agreement Relating to the Rehabilitation and New Construction of Jordan Park Apartments

Carolyn Avington, Financial Officer, presented the Resolution.

Some of the things that the Public Speaker was inquiring about will be covered by the \$500,000 listed specifically for relocations in the predevelopment budget. The security deposit is a valid concern.

SPHA will pay up to one month's security deposit. Therefore, if your rent is \$1,000 then we will pay up to \$1,000 towards it. Application fees up to \$300 will also be covered. It will include a fixed moving allowance whether the resident decides to move their belongings or they prefer SPHA move them. Residents will be given the choice to receive money, pay a service or be reimbursed. That is what the relocation dollars are going to cover for the residents. The 60 days is the notice that is given. SPHA's ROSS coordinator and Social Services coordinator are going to assist the residents through the process. Ms. Sherika Roberson stated it is actually 120 days and not the 60 day notice, which is what we are required to give residents per HUD.

Commissioner Lipsey Scott requested that SPHA do a follow-up with Ms. Gilstrap-Stokes and the Jordan Park Nostalgic Association so that there is no misinformation being given out when SPHA is providing the community with the above-mentioned information. She would like them to have the appropriate information, as they become ambassadors for this project with hopes that they will help SPHA with information that it might not have access to concerning the relocation.

**BOARD ACTION:** Commissioner Lipsey Scott motioned to approve the resolution. Commissioner Brown-Williams seconded the motion. There was no further discussion and a vote was called:

Commissioner James Dates	YES
Commissioner Kimberly Brown-Williams	YES
Commissioner Terri Lipsey Scott	YES
Commissioner Angel Charlton	YES

D. Resolution #2021-23 – Approval to Enact the Involuntary Displacement Preference for Jordan Park Residents

Ms. Avington presented the Resolution.

There are two parts to the resolution. The first is to enact the preference. The second is to actually issue a voucher, which means residents can then begin their housing search. Actual vouchers will not be issued until all of the financing pieces are in place. SPHA has KeyBank's commitment. RBC's commitment is being negotiated this afternoon, which we should have in place before the end of next week. SPHA will not go forward until all the necessary documents are in place.

Ms. Roberson stated that in order to make the process smoother, SPHA has already started the process of copying the necessary information from the resident's files. A representative is going over every afternoon to copy birth certificates, social security numbers, etc. The only thing that residents will have to provide is their income because income changes.

Commissioner Lipsey Scott would like to acknowledge the extraordinary efforts that are being made by the SPHA team to ensure that we move forward in a very positive light. That the representation of this organization is of such that this entire community might embrace these efforts because what it is wanting to do and intends to do is make a difference in the lives of individuals who need us most.

**BOARD ACTION:** Commissioner Lipsey Scott motioned to approve the resolution. Commissioner Charlton seconded the motion. There was no further discussion and a vote was called:

Commissioner James Dates	YES
Commissioner Kimberly Brown-Williams	YES
Commissioner Terri Lipsey Scott	YES
Commissioner Angel Charlton	YES

- E. Resolution #2021-24 – Approval to Authorize the Executive Director / CEO or Designee to Negotiate and Enter into a Contract for the Purchase of Property

Ms. Avington presented the Resolution.

As the resolution states, if we can come to terms with the seller, we will bring it back to be ratified before the Board but in order to obtain financing, a contract has to be in place. The resolution is in regards to the Edward White Hospital property.

**BOARD ACTION:** Commissioner Lipsey Scott motioned to approve the resolution. Commissioner Brown-Williams seconded the motion. There was no further discussion and a vote was called:

Commissioner James Dates	YES
Commissioner Kimberly Brown-Williams	YES
Commissioner Terri Lipsey Scott	YES
Commissioner Angel Charlton	YES

- F. Resolution #2021-25 – Approval to Authorize the Executive Director / CEO to Amend the Housing Choice Voucher Administrative Plan and the Agency Annual Plan to Include Provisions Related to Attachment of Project Based Voucher Assistance to Certain Units Pursuant to the Housing Opportunities through Modernization Act of 2016

Ms. Avington presented the Resolution.

The resolution is for the Housing Authority to issue Project Based Vouchers to Jordan Park. In order to do that non-competitively, Resolution #2021-20, a competitive one, had to be presented. SPHA is able to issue non-competitive vouchers because it is subsidized housing, SPHA owns the property, more than \$25,000 in costs is being spent per unit and it qualifies. In addition, in order to issue a non-competitive award of PBVs, SPHA needs to make these changes to the current Administrative Plan (Section 8) and PHA (Public Housing Agency) plan.

**BOARD ACTION:** Commissioner Lipsey Scott motioned to approve the resolution. Commissioner Brown-Williams seconded the motion. There was no further discussion and a vote was called:

Commissioner James Dates	YES
Commissioner Kimberly Brown-Williams	YES
Commissioner Terri Lipsey Scott	YES
Commissioner Angel Charlton	YES

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**SUBJECT:** Resident Interest Reports

A. Dashboard for Public Housing Performance Indicators FY 2021

**BOARD ACTION:** Adopted by Consent

B. Dashboard for HCV Data Report

**BOARD ACTION:** Adopted by Consent

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**SUBJECT:** Finance Committee Reports

A. Financial Reports

**BOARD ACTION:** Adopted by Consent

A. Fraud Recovery Program Status Report

**BOARD ACTION:** Adopted by Consent

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**SUBJECT:** Chairperson Report

Commissioner Dates agreed with what Attorney Gilmore said regarding the City Council Meeting. The feedback that he received was that it was excellent. It was well received and reflects what the Commissioners see at the Housing Authority every day. The excellence of the staff, the quality of the information that they are receiving and the trust level between the Board and the staff.

Commissioner Lipsey Scott stated it is refreshing to be respected. She is honored to see the fruition of where SPHA is today and in the direction that it is going. She appreciates SPHA's hard work and what it is doing to make a difference in the lives of others.

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**SUBJECT:** Chief Operating Officer's Comments

Danielle Thomas, COO, went over the written report she provided to the Board on June 24, 2021. It includes a Social Services update welcoming two new staff members; Jordan Park Update – Covid-19 Vaccination Effort, Disposition Application, Resident Meeting Update; Committee of the Whole/Joint City Council – SPHA Board Annual Meeting. ***(Attached is a copy of the detailed COO Report)***

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**SUBJECT:** Old Business – No Old Business

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**SUBJECT:**                New Business – No New Business

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There being no further business to discuss, the meeting was adjourned at 9:25 a.m.

Approved and adopted on this 26<sup>th</sup> day of August 2021.

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James Dates  
Chairperson

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Michael O. Lundy  
Secretary