

**WINTER PARK HOUSING AUTHORITY  
ANNUAL BOARD MEETING MINUTES**

**Tuesday, February 9, 2021  
8:00 A.M.**

Zoom Web Meeting

**Commissioners Present:** Board Chair; Hal George, Vice Chair; Kenneth Goodwin, Commissioner Judith Koisars, Commissioner Joe Regner, Commissioner Tammy Holiday, Commissioner Kevin O'Rawe, and Commissioner Karen Jacobs

**Staff Present:** LaShanda Lovette, Executive Director, Tiara Hardaway, Deputy Director and Tarena Grant, Resource Coordinator

**I. Call to Order**

Chair George called the meeting to order at 8:04 a.m. and announced a quorum.

**II. Approval of Minutes (January 2021)**

There was a motion provided by Commissioner Regner to approve the January 12, 2021 minutes as written. Commissioner Jacobs provided a second to the motion. The motion was passed unanimously.

**III. Public Comment**

No public comments.

**IV. Actionable Items Requiring Vote**

No Actionable Items presented.

**V. Informational Only Items:**

➤ **Update on coordination of community resources**

Mrs. Lovette introduced the WPHA Resource Coordinator Tarena Grant. Mrs. Grant began discussion on the events she has put together for the month January of 2021. She stated that she partnered to provide podiatry services for the residents of Tranquil Terrace. She also explained that the senior properties received a food donation from the City of Winter Park Police Department to support their emergency food assistance program. Lastly, Mrs. Grant mentioned that the housing authority in collaboration with the health department will be distributing vaccines to it's elderly sites and will provide update at the next board meeting.

➤ **Malcolm Johnson & Company**

Mr. Johnson began discussion of the audit with the summary of the audit results. He stated an unmodified report, which means the results of the audit, were positive. He then went over the management discussion and analysis of the report which overviews the entire audit review. A board member asked what the ideal ratio of assets and liabilities. Mr. Johnson responded that if the assets meet the liabilities, you are all set. He stated the housing authority is doing well in that space. Another board member asked about the monies due from other government expenses reported for the fiscal year. Mr. Johnson responded this expense reflects grants from HUD. Mr. Johnson recommended the board review the notes from the audit starting on page 7 and the combined financial net position that reflects each program specifically for clarification on charges. Ms. Johnson stated that overall the housing authority was solvent for the fiscal year.



➤ **Executive Director Report**

**Allied-Orion Contract Non-Renewal** – Mrs. Lovette mentioned that we have received (4) responses for the RFP for management services. She stated that the evaluation team will present 2 firms for the board to interview later this month.

**Rental Increases** Mrs. Lovette stated that the housing authority has been working with families individually to assist in this pandemic season and mentioned the properties will be moving forward with filing for evictions with families that continue to be unresponsive. A board member asked how many families this affect would. Mrs. Lovette responded there are 4 families at the Tuscany at Aloma property. She then asked the board on their thoughts regarding rental increases for the year. The board would like more time to discuss and a report from the office on how this would affect the residents. Mrs. Lovette agreed to provide this information.

**WPHA Financial Summary December of 2021** – Mrs. Lovette provided the board with a summary of the financials for the month of December 2021. She stated that the housing authority is looking to hire a maintenance technician as of now and the financials will reflect that expense moving forward. There was no further discussion.

**WPHA Property Overview January of 2021** – Mrs. Lovette discussed that occupancy continues to stay high and all properties have a waiting list to pull from to turn units quickly. She stated that there are two units offline for extensive repairs at the public housing properties. A board member asked what kind of waiting lists do the properties have. Mrs. Lovette responded they are traditional HUD waiting list and will be working on some ideas to assist families that need security deposit assistance in order to move in. There was no further discussion.

**Next Month Board meeting-** Mrs. Lovette stated that the next board meeting will be held in person, as there will need to be vote for a management company. The board agreed to meet at the Winter Park Community Center for the next meeting.

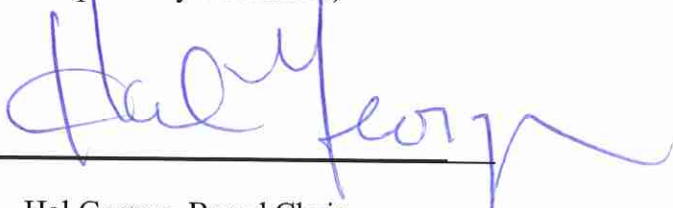
**New Business/ Public Comment**

No new business to discuss

**VI. Adjournment**

With there being no further business to come before the board, Chair George called for adjournment at 9:41 a.m.

Respectfully Submitted,



Hal George, Board Chair



LaShanda Lovette, Executive Director

