

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

**Tuesday, June 8, 2021
8:00 A.M.**

City of Winter Park Community Center, Cypress
Room 721 W. New England Ave
Winter Park FL, 32789

Commissioners Present: Board Chair; Hal George, Vice Chair; Kenneth Goodwin, Commissioner Tammy Holiday, Commissioner Kevin O’Rawe, and Commissioner Karen Jacobs

Staff Present: LaShanda Lovette, Executive Director, Tiara Hardaway, Deputy Director; Tarena Grant, Resource Coordinator and Project Manager, Rohan Wallace

I. Call to Order

Chair George called the meeting to order at 8:03 a.m. and announced a quorum.

II. Approval of Minutes (May 2021)

There was a motion provided by Commissioner Regner to approve the May 11, 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

RESOLUTION NO.: 06082021-A

Authorizing A Contract With Kodiak Property Maintenance For Exterior Painting & Soffit Repairs at Tuscany at Aloma Apartments In the amount of \$317,856

Mrs. Lovette discussed this resolution as the CDBG grant projects. She first introduced our Project Manager, Rohan Wallace, to discuss the capital projects that are needed at the Tuscany at Aloma property. Mr. Wallace discussed the pictures provided to the board displaying the soffits, the stairs, balconies, and the drainage system that the CDBG funds will be taking care of. A board member asked what the current soffit material is. Mr. Wallace responded it is the original soffit at the property and looking to replace with aluminum or vinyl soffit. He also mentioned that there was no prior soffit repair done prior to this project. Another board member asked about the stair repair. Mr. Wallace stated that the contractors will be working on the treads of the stairs and not a repair of the entire stairway. Lastly, Mr. Wallace described the drainage problem in the east courtyard area that will need to be graded to be properly drained. There was brief discussion the contractors that bid on the project.

With no further discussion, Commissioner Jacob moved for approval of the resolution. Commissioner Goodiwn provided a second to the resolution as written. Resolution as approved unanimously.

RESOLUTION NO.06082021-B

Authorizing A Contract With One Source Restoration Services and Building Services, Inc For Repair of the Second Floor Balconies & Exterior Stairs at Tuscany at Aloma Apartments In an Amount of \$513,480

Mrs. Lovette discussed this resolution as the approval for the repair of the stairs and the second-floor balconies at the Tuscany at Aloma property. Mr. Wallace mentioned that the quotes that were provided were within the scope and cost estimate for the project. A board member asked whether the housing authority thought of utilizing any other material to replace the stairs, than what is there. Mr. Wallace responded that if they used a different material then all the stairs would need to be put up to code, and the cost would exceed more than double. Another board member asked if Orange County will provide all the funds for the projects. Mrs. Lovette responded that it will cover the costs of all projects and if we do not spend it all, we can add additional capital projects to take care of at the property, to include repair of the sidewalks.

With no further discussion, Commissioner Jacobs moved to approve the resolution as written. There was a second provided by Commissioner O’Rawe. The resolution was passed unanimously.

V. Informational Only Items:

➤ Resource Coordinator (ROSS) monthly recap

Mrs. Grant discussed resident services for the month of May. She mentioned that the sites continued the Fresh food bus stop and Second Harvest food pantries for the senior properties. Mrs. Grant mentioned that she will add the other sites to the Fresh food bus stop event at each property every month. Mrs. Grant stated she is working with the dedicated senior medical center community partner and will hold a free food truck event with our properties. She also stated that some residents have already started to utilize their services and are loving this partnership. A board member asked if we have a relationship with Advent Health. Mrs. Grant responded she has not but will work on getting a contact for them. Another board member asked what we charge community partners to come onsite. Mrs. Grant responded that the housing authority does not charge partners to come onsite if they are directed through her.

Executive Director Report

WPHA Property Overview May of 2021 – Mrs. Lovette discussed that occupancy continues to stay high at 98% and all properties have a waiting list to pull from to turn units quickly. She mentioned that Tuscany at Aloma will have some turns coming up, but the site is actively working to fill those units now. A board member asked about the work orders at the Plymouth. Mrs. Lovette responded that the seniors are placing work orders that are not necessarily needed for the staff to do, but to communicate what is going on at the property when staff is not on site or do not notice it.

A board member mentioned that the City of Winter Park is going green and would like the housing authority to consider some green options for our properties.

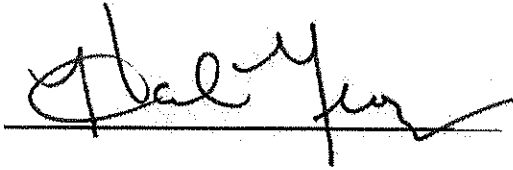
New Business/ Public Comment

Mrs. Lovette mentioned that the city has approved a new board member and she will be presented at the next board meeting.

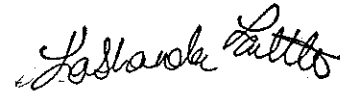
VI. Adjournment

With there being no further business to come before the board, Chair George called for adjournment at 9:42 a.m.

Respectfully Submitted,



Hal George, Board Chair



LaShanda Lovette, Executive Director

