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**ALACHUA COUNTY HOUSING AUTHORITY  
BOARD OF DIRECTORS MEETING MINUTES**

**Special Meeting held on July 27th, 2023 @ 12:00PM**

Located at ACHA administrative office located at 703 NE 1<sup>st</sup> Street, Gainesville, FL 32601

**Present:** Chairperson Sheldon Packer; Vice Chairperson Debra Martin-Back; Commissioner Kali Blount; Commissioner Rudolph Vaughan; Executive Director Ken Armstrong; Chief Financial Officer Kori Allen; Director of Operations Ron Hall; Deputy Director Amanda Nazaro; Staff Rodney Davis; Staff Catherine Hanner (*enters after introductions*); Staff Ebony Harrington **Absent:** Commissioner Latonya Porter; Alt Commissioner (pending appointment); Alt Tenant Commissioner (pending appointment); **Public:** N/A

**1. Call to Order and Introductions @ 12:00 PM**

**2. Approval of this Agenda**

**Resolution #07272023A**– Chairperson Packer calls for discussion or comments. **Commissioner Vaughn MOTION** to approve the agenda as is. **Commissioner Blount 2<sup>nd</sup>**. Roll Call Vote taken. Agenda accepted unanimously.

*Catherine Hanner enters after introductions*

**3. Public Comments**

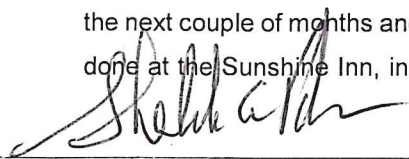
None


**4. Approval of Minutes**

**Resolution #07272023B** – Chairperson Packer asks if there are any corrections or comments. **Vice Chairperson Martin-Back MOTION** to accept July 5, 2023, General Meeting Minutes. **Tenant Commissioner Vaughn 2<sup>nd</sup>**. Roll Call Vote taken. July 5, 2023, General Meeting Minutes accepted, unanimously.

**5. Financial Reports**

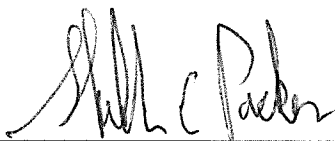
**Resolution #07272023C**– **Kori Allen, CFO**, reviewed May 2023 Financials. Mrs. Allen speaks to a CD that ACHA did about a year ago that had half general funds from legal money we got back, as well as some Sunshine Inn money. She states that this CD has come due and Mrs. Allen has cashed that out and is planning to hold on to that cash for now and states that the short terms CDs are going to be coming due in the next couple of months and that she will do all those at once. Mrs. Allen talks about the large rehab being done at the Sunshine Inn, in which they turned 4 individual units into one large warehouse space as well

  
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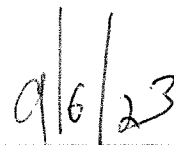
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as the rehab to the management office to allow for an on-site property manager. Mrs. Allen states that she would like to wait for the final bill on this rehab, as well as a few other potential projects, to decide on making potentially a smaller payment on the loan or opening another CD. Mrs. Allen states that we also plan to do some upgrades to the kitchenettes at Sunshine Inn, so we will need to hold on to some cash for that project as well. Mrs. Allen also talks to being in the final stage of the audit and says that next month we will probably present on that. Mrs. Allen mentions she forgot pages in the originally sent out packet, and states that they are the individual sheets on top added afterwards. Mrs. Allen says she will go further in depth when we get to the budget revision section, unless there are any questions.

**DISCUSSION:** **Commissioner Blount** has a question on the Public Housing budgeting statement about the gain/loss on sale of equipment. **CFO Kori Allen** states that that is because of the units in Alachua we demolished and we had to take that off of the books. Ms. Allen states that this is because those have not been fully depreciated, so the way to get those off is to run the difference between the accumulated depreciation and what's left as book value through gain or loss on sale. **Commissioner Blount** also asks about the line for turnaround contract cost. **Mrs. Allen** states that that is the line for Mr. Hernandez that we keep increasing, and that we will be big time increasing because we also did the procurement for additional unit turn contracts. **Commissioner Blount** then asks about the line for property insurance and asks if we got a new policy. **Mrs. Allen** states this is because we assumed a 10% increase and it ended up increasing way more than we anticipated, which has been taken into consideration on the budget revision amendment. **Executive Director, Ken Armstrong**, mentions that we will be procuring that out in the near future to see if we can get a better rate. **Commissioner Blount** asks about the HAP subsidy line of the HCV budget and if it has to do with units going offline. **Mrs. Allen** states that no this has to do with that we budget what we think it'll be and we've had a lot of people coming off the program as well as less veterans coming in. Mrs. Allen also states that HUD likes to keep their money, so they only give you what they think you will use based on 4 months ago, so she is trying to get them to give us a little bit more money. **Commissioner Blount** asked if during the normal course of the year, if something big happens like new units or casualty loss, if we amend the projections or if we just reflect that in the balance. **Mrs. Allen** states that it depends; in a normal year we would probably say that this amount was outside the budget, however, because we did such a major budget revision, we took that into consideration in said revision. **Commissioner Blount** asked about the legal expenses under the administrative expenses being \$10,000 above budget. **Mrs. Allen** states that those expenses are related to the development costs. **Ken Armstrong, ED**, states that those legal fees will be reimbursed by the development at some point in time, and states that we will build this without spending a dime towards the development itself.



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**Chairperson Packer** asks if there are any more questions or comments. **Commissioner Blount** MOTION to approve May 2023 Financials. **Tenant Commissioner Vaughn 2<sup>nd</sup>**. Roll Call Vote taken. May 2023 Financials accepted unanimously.

**6. Old Business**

None.


**7. New Business**

- a. **Resolution #07272023D– Ken Armstrong, ED** brings to the table a resume for a new Executive Director. Mr. Armstrong states that ACHA did its due diligence over the last 20 days, and we received one resume from Mrs. Nazaro. Mr. Armstrong also states that he has provided **Chairperson Packer** with all the paperwork to show due diligence as well as the salary rates as such. **Chairperson Packer** gives everyone a few minutes to go over Mrs. Nazaro's resume.

**DISCUSSION: Commissioner Blount** states that based off looking at the resume alone, you would think this person was much older based on their experience. **Mrs. Nazaro** states that she learned this way of doing a resume during her time with the VA during her internship. **Commissioner Blount** asked Mrs. Nazaro how long she sees herself staying with the agency. **Mrs. Nazaro** states that she has been with the agency since she was a 19-year-old intern while a student at UF, which has been over 17 years now. Mrs. Nazaro talks to her work as an intern doing the cold night shelter with Gail. Mrs. Nazaro states that she does not foresee herself leaving the area as her family is established here, and sees the agency as stuck with her for a while. **Vice Chairperson Martin-Back** asks Mrs. Nazaro what her long term vision for the agency is. **Mrs. Nazaro** states that currently there is a lot of transition going on at the agency as well as the fact she still has a lot to learn about this position and about the other departments within our agency. Mrs. Nazaro states that her first focus will be internally making sure our house is fully functioning both for the employees and for our residents. Mrs. Nazaro speaks to her goals she set as deputy director and that we haven't quite met those for a number of reasons including that she tends to have unrealistic expectations on top of management changes and how quickly time goes by. Mrs. Nazaro plans to work directly with these new department directors and work on building our current programs, including management of these new properties and getting our properties where they need to be. Mrs. Nazaro states her goal is to have product that others want, but that it is important to improve on our house before we go into others'. Mrs. Nazaro said she will focus on growing the section 8 program and looking into RAD for Public Housing, as well as the 9% tax credits and initiatives set up by Mr. Armstrong. Mrs. Nazaro speaks to a focus on growing the Section 8 department as we are seeing it's exploding and speaks to getting Family Self Sufficiency. Mrs. Nazaro gives Ron Hall, COO, credit for his help in the development side of things. Mrs. Nazaro states she enjoys the grant writing and plans to continue writing grants for as much funding as we can get and her goal is to provide as much affordable housing to the people of Alachua County as possible. **Commissioner**

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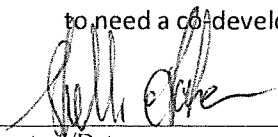
  
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**Blount** asks Mrs. Nazaro if she is willing to allow the board to show her off to NAHRO. **Mrs. Nazaro** responded yes and that she does feel she needs to get more involved and attend more events, as well as having others show face as well. Mrs. Nazaro thanked the board, and Ken Armstrong, for the opportunity.

**Tenant Commissioner Vaughn MOTION** to approve Amanda Nazaro as the next Alachua County Housing Authority's Executive Director. **Commissioner Blount 2<sup>nd</sup>**. Roll Call Vote taken. Approval of Amanda Nazaro as Executive Director accepted unanimously.

- b. **Resolution #07272023E – Ken Armstrong, ED**, brings to the table the procurement results for a new ACHA Co-Developer. Mr. Armstrong states that ACHA did a full procurement and all the necessary due diligence required. Mr. Armstrong states that we received packets from two developers, Arbours Valley and Smith & Henzy. Mr. Armstrong states that there was a team of three individuals, himself, Amanda Nazaro, and Ron Hall, that went through the proposals and rated them. Mr. Armstrong states that while Arbours Valley rated well, Smith and Henzy scored better. Arbours Valley scored on average 72, while Smith and Henzy scored on average 89. Smith and Henzy has a larger organization, has done more work with Public Housing, has more dedicated people to these types of projects, and has one of the most impressive proposals that Mr. Armstrong has ever seen to date. Mr. Armstrong speaks to Steve and working with Arbours Valley and that he has nothing negative to say about them, however they did not quite have the Public Housing experience which meant a little more work on our side of things. Mr. Armstrong states he would suggest if the board decides to go with a new co-developer, that maybe the board think about a shorter-term contract.

**DISCUSSION: Vice Chairperson Martin-Back** asks if this decision will affect the current Merrillwood development. **Mr. Armstrong** states that it does not affect the Merrillwood development, and they would continue to be our co-developer on this phase of Merrillwood. **Ron Hall, COO**, speaks to the grading process and how it was night and day for him; he has loved working with Steve from Arbours, his presentation of his stuff just wasn't there. Mr. Hall states that not only did Smith and Henzy put to paper that they can do the job that Mr. Hall knows that Arbours can do, they also have a good return on their investment and a good packet showing the other housing authorities in multiple states that they have worked with while this was the first Public Housing project for Arbours. **Chairperson Packer** asks Mr. Hall if there is something in the background that he knows that the board should know that caused their rating number to be so low. **Mr. Hall** states no, that as a grader he must grade based off of what is presented independently of what he knows from experience with them. **Vice Chairperson Martin-Back** asks that in considering the shorter-term contract, do we have any projects in the next year or two that we are going to need a co-developer and would that make a difference. **Mr. Armstrong** responded that right now there

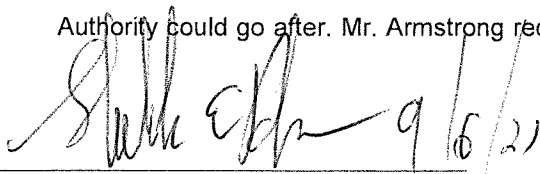
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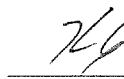
is not currently anything on the table for the next 6-8 months to allow time for Amanda to get acclimated. Mr. Armstrong speaks to potential 4% tax credits but that right now he doesn't believe that is the way to go as it can leave a huge debt for the agency that we don't want to come back around 10 years from now. Mr. Armstrong believes that next year when the 9% tax credits come around, we will be ready to go after those for Merrillwood or even Rocky Point or Newberry. Mr. Armstrong speaks to Choice Neighborhood which is a grant for he is switching gears to and plans to get Amanda ready to go after that would allow us to buy land near a neighborhood of ours and clean it up and build a boys and girls club and some senior and family housing. **Chairperson Packer** asks about having two developers and would we be able to use that to negotiate. **Mr. Armstrong** states that while that may be a good idea, we can't operate that way. Mr. Armstrong says that if the board were to choose to go with the new developer, no new projects even Merrillwood projects could be done with Arbours. Mr. Armstrong states that the only work that could be done at that point with Arbours is work associated with Merrillwood Phase 1. **Commissioner Blount** asks if Mr. Armstrong is familiar with which co-developers Gainesville Housing Authority is working with. **Mr. Armstrong** states they were using Pinnacle before they got put under investigation, so he is unsure who they are currently using at this time. **Vice Chairperson Martin-Back** asked for an update on the Merrillwood project. **Mr. Armstrong** states that the project is behind and that it'll likely be another 12-14 months. **Mr. Hall** tells the board about the foundation issues the developers ran into, including the issues with the coring samples, and the changes they are needing to make that are causing the delays. **Vice Chairperson Martin-Back** asks if this decision will affect the current Merrillwood development. **Mr. Armstrong** states that it does not affect the Merrillwood development, and they would continue to be our co-developer on this phase of Merrillwood. **Vice Chairperson Martin-Back** asked if we approve Smith and Henzy for a 2-year contract and if at the end of that time we decide we want to start with phase 2 of Merrillwood, would we be close enough to procure that back out if we don't end up liking Smith and Henzy. **Mr. Armstrong** states that yes, we would have that option at the end of that contract.

**Chairperson Packer** asks if there are any further questions or comments. **Vice Chairperson Debra Martin-Back** **MOTION** to approve a 2-year contract with Smith and Henry as the next Alachua County Housing Authority's Co-Developer. **Commissioner Vaughn 2<sup>nd</sup>**. Roll Call Vote taken. Approval of a 2-year contract with Smith and Henry as the next Co-Developer is accepted unanimously.

- c. **Resolution #07272023F – Ken Armstrong, ED** discusses the 4% tax credit options that the Housing Authority could go after. Mr. Armstrong recommends not going after this tax credit at this time as it is not



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advantageous to take the risk on a debt coming back to the agency when the 9% tax credit is still out there and an option in the near future.

**DISCUSSION: Commissioner Blount** asks Mr. Armstrong how confident he is in the agency's chances at getting the 9% tax credit in the future. **Mr. Armstrong** states that he feels that our shot at the 9% next year is good based on the product that we have and that we do things right. Mr. Armstrong states that we were close to getting it this last time. Mr. Armstrong also states that on a 10-million-dollar deal with the 4% tax credit, we would be looking at around a 5-million-dollar debt. Mr. Armstrong states he'd rather go after the 9% tax credits and programs such as Choice Neighborhood, as we are not at the point we really need to go for those 4% credits.

**Chairperson Packer** asks if there are any questions or comments. Resolution is Tabled at this time.

- d. **Resolution #07272023G – Ken Armstrong, ED**, speaks on an approval of leasing a Public Housing Satellite Office. Mr. Armstrong states that the current office is busting at the seams, and that Kori was able to find a little office out not far from our units, that could be used as a satellite office. Mr. Armstrong states that the rent is very affordable and the location is advantageous to the clientele in the Newberry/Archer area.

**DISCUSSION: Commissioner Vaughn** asks the question if the office is located near a bus stop. **Deputy Director Amanda Nazaro** states that while there is not a bus stop, it is almost within walking distance of the Newberry properties and is a 2-minute drive from those properties. Mrs. Nazaro also speaks to the benefit of having a satellite office in that area allowing for better property management of our units as well as flexibility for the clients. **Vice Chairperson Martin-Back** suggests getting the walkable score for the new office and using that on the information sheet we give to the clients. **Commissioner Blount** asks if this location would just be for some of the Public Housing staff. **Mrs. Nazaro** states that it will be for Adina mainly, who is over the Newberry/Archer area. Mrs. Nazaro goes on to say that ACHA is looking to making a functional office space out at the Substation in Alachua to give Susan the satellite space to property manage the Alachua neighborhoods. **Commissioner Blount** asks if this office is stand alone or part of a complex. **Mrs. Nazaro** states that it is part of a building with about 10 units which is nice because of the safety component of having other people around. Mrs. Nazaro states that it is well lit, recently redone foyer, decent size office space, and shared bathrooms and kitchen area. **Ebony Harrington, Public Housing Director**, states that Adina has been out to the office and was very excited and pleased with it. **Mrs. Nazaro** states that the plan is to have Adina out there 3-4 days a week. **Vice Chairperson Martin-Back** asked if the rent was gross or triple net. **Mrs. Allen** states that it is \$425 a month plus sales tax and asks if we have to pay sales tax since we are tax-exempt. **Vice Chairperson Martin-Back** said yes she believes so. Mrs.

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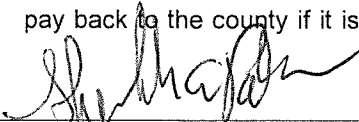
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Allen presents a copy of the lease for Mrs. Martin-Back. **Commissioner Vaughn** asks for clarification that all board meetings would still be held at the main location, which was confirmed by other board members as well as Mr. Armstrong. **Mr. Armstrong** speaks on 2 pieces of property that Mrs. Allen also found out new our Newberry property that we could use funds to buy and put in an office and two handicap accessible units out there new our current Newberry units. He states that if we do purchase this land, by the end of the 2-year lease for this satellite office, we could have an onsite office ready which would alleviate the rent cost and be near units. He speaks to having 17 units that we are allowed to build and our need for more fully handicap accessible units. **Vice Chairperson Martin-Back** asks who is responsible for maintaining the property such as AC, light bulbs, etc. **Mrs. Allen** states she believes the landlord is responsible for that as they had additional fans and such for use. Mrs. Allen also states the only utility we are responsible for is Internet. **Mrs. Nazaro** speaks to them being very accommodating and allowing us to install ring cameras and a drop box outside, as well as offering additional AC units and such. She also raves about the cleanliness and quality of the area. **Commissioner Blount** asked about a move in date. **Mrs. Allen** states that the lease starts August 1<sup>st</sup>, 2023 but we need to get her furniture, internet, and such to set that office up. She will be set up out there as soon as possible.

**Chairperson Packer** asks if there are any questions or comments. **Commissioner Vaughn** MOTION to approve new Newberry office space. **Vice Chairperson Martin-Back 2<sup>nd</sup>**. Roll Call Vote taken. Approval of new satellite office space in Newberry was accepted unanimously.

- e. **Resolution #07272023H – Ken Armstrong, ED**, brings to the table a major budget revision for the last part of this year to put into action a plan to get our units in good shape so that we are giving our clients a good finished product. Mr. Armstrong states we have a lot of reserves that we need to spend or risk losing them, but that it won't be sustainable. He states that next year we will go back to using capital funds for these sort of projects. Mr. Armstrong also states that this new budget takes into consideration the increase in our insurance as well as salary changes in house as transitions in positions begin to happen. **Mrs. Allen** states that in this budget revision she wanted to take everything into consideration. Mrs. Allen starts with the NSP program stating that she did not make any changes to the income section. Mrs. Allen states that she increased Office Expenses by \$200 because of landlord permits on 2 units that were new that we didn't know about before. Mrs. Allen states she also increased the budget for material expenses for general material cost as well as the increase in the HOA fee, as well as the SALT fee for one of the tenants. Mrs. Allen states that for heating and cooling she found an error in the original formula that she accidentally divided by 12 not multiplied by 12, so that needed to be corrected. Mrs. Allen also states that the property insurance and worker comp insurance are higher across the board so we made increases for that in every program. Mrs. Allen states that the General Expenses category has to do with the program income that we have to pay back to the county if it isn't used, so she balances to the reserves, to give a place holder to get the

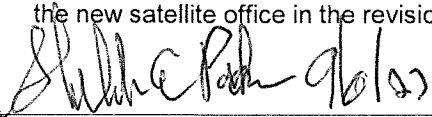
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reserve balance to what we get to keep correct. Mrs. Allen moves on to the Sunshine Inn and the rent increase we budgeted to start in June, that we are doing across the board at Sunshine Inn in October instead, so the budget takes into consideration this decrease in rental income, as well as management fees on both the COCC income side and the Management/Booking expense side. She states that this year we started with management fees instead of actuals on timesheets, so there are management fees on those. Mrs. Allen goes on to state that previously we were charging per unit for the storage space at \$180/ unit but now that we have turned those 4 units into one warehouse space, we will now be charging warehouse space which is about \$1300/month. She states that this is the change in the other revenue income. Mrs. Allen states that office expenses change because of the fee on the online rental payment portal that we as an agency eat to encourage tenants to pay their rent online, as well of the cost of the deposit reader that we put in the office at Sunshine Inn for Kaitlyn to be able to allow her to make deposits from Sunshine Inn. The increase also includes funds set aside to furnish the new property management office at Sunshine Inn. Mrs. Allen states she also bumped up the legal expenses for Sunshine Inn and Public Housing for evictions as well as to the other category for inspections as they are doing more inspections at the Sunshine Inn. Mrs. Allen states that landscaping and grounds has previously been something done by the maintenance guys, however, we went under contract for that recently and that will begin after the remodel. Next Mrs. Allen jumps in the COCC budget. She states that Admin salaries, allocated overhead, and benefits all tie in together in that when we do the budget, we project an allocation for each person, and she made that more accurate. Mrs. Allen states that she would like to make admin people 100% COCC instead of trying to split it all out since it will flow through the other programs anyway, especially with the push for electronic timesheets. Mrs. Allen says while there were some salary changes, most of this part of the revision is due to allocation shifts which primarily affected the COCC and the benefits. Mrs. Allen states that the direct salaries category is her allocation for overhead, and that is why that changes the more that salaries change because more money that gets shifted to the programs based on allocated overhead. Mrs. Allen states that under office expenses, there are some new contracts that we didn't have before, such as phone lines and such. Mrs. Allen then moves on to Section 8 and how we shifted more out of Section 8 back into the COCC because of admin salaries coming out of COCC which also had an effect on allocated overhead. Mrs. Allen talks to the insurance cost increasing big time, they also charged us a member assessment that was like \$30,000 that she believes was to cover losses from last year. Mrs. Allen speaks to wanting to get another vehicle for Public Housing for the property managers who are working offsite, which will be brought to the board here in the new future. Mrs. Allen moves on the Public Housing Admin salaries and that she kept Cathy in there to be able to calculate her benefits correctly as well as the new employees, which is why this number looks a little high right now. Mrs. Allen talks about how the retirement contribution is calculated and that ACHA does a 4.5% contribution based on pay, as well as that we pay out on unused sick and vacation time, which Cathy had a huge payout on. Mrs. Allen states that for office expenses, she added to rent to the new satellite office in the revision as well as the environmental review done in Waldo. Mrs. Allen states



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that she bumped up the legal budget and the allocated overhead for gas, and mentioned the slab leak that caused an excessively high water bill that needed to be considered. Mrs. Allen talks to the maintenance and labor category and how we had a part time slot that we made a fulltime position, and states that the maintenance team is now currently fully staffed. Mrs. Allen states that we increased the budget for materials because we would like to make a lot of small upgrades to these units to make the units look good and make them appealing to our clients, so that we can replace things instead of cleaning off and reusing damaged goods. **Mr. Hall** asked if this included the contracts we have coming up. **Mrs. Allen** says no those would come out of capital funds not operating funds. Mrs. Allen states that the increase to auto/truck category was due to maintenance being done as well as new vehicles being purchased. She states that the increase to the landscaping category is due to an increase at annual contract renewal that was not taken into consideration in the original budget. Mrs. Allen state the increase in unit turns was because of the multiple vendors we now have completing those turnovers. **Mrs. Harrington** speaks to how we can utilize having multiple vendors for these unit turns to help get individuals who are over or under housed, moved into their correct unit size based off of their household composition. **Mrs. Allen** states she is bumping the budget for plumping up as we have been having some issues with that in our units. She also states that the increase in the pest control is due to a new contract that has a slightly higher rate. Mrs. Allen states the increase in the miscellaneous category is to address issues currently being had in the Alachua area. Mrs. Allen speaks to contract expenses because we received the safety and security grant which gave us a lot of security cameras, however, these require internet/phone lines that need to be accounted for.

**DISCUSSION:** Vice Chairperson **Martin-Back** asks that since we are at a negative \$1.2 million as opposed to negative \$409k, are these funds coming from the reserves that we have that we need to use? **Mrs. Allen** says yes this is coming from the reserves that we need to use as we currently have an unreserved surplus of \$4 million in equity, but also \$350k in CDs that are coming due in the next few months as well as \$385k in our cash account.

**Chairperson Packer** asks if there are any further questions or comments. **Vice Chairperson Martin-Back** **MOTION** to approve the proposed budget revisions as presented. **Commissioner Blount 2<sup>nd</sup>**. Roll Call Vote taken. Approval of the proposed budget revisions as presented was accepted unanimously.

*Ken Armstrong leaves*

- f. **Resolution #07272023I – Amanda Nazaro, Deputy Director**, brings to the board staff travel expenses for a training for Cody Pierce in Houston, Texas. This training will prepare Cody to become HCV certified as a

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manager. **Vice Chairperson Martin-Back** makes the motion to use the revision of the budget to not use the version that has the Per Diem listed twice.

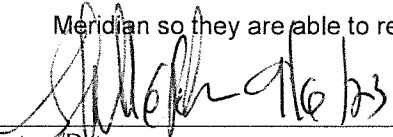
**Chairperson Packer** asks if there are any questions or comments. **Commissioner Vaughn** MOTION to approve the Travel costs for Cody's training. **Commissioner Blount 2<sup>nd</sup>**. Roll Call Vote taken. Approval of staff travel budget for Cody without the extra Per Diem listed at the bottom, was accepted unanimously.


**8. Secretary's Report**

a. **Capital Fund Report: Ron Hall, COO**, states that we are working on the PHA 5-year annual plan. Mr. Hall states that he usually tells the board this at the August board meeting, presents it in September, and the board usually votes on it in October.

b. **Public Housing Occupancy Report: Ebony Harrington, Public Housing Director**, thanks the board for the opportunity to be the new Public Housing Director and that she is excited about us excelling forward and offering more opportunities to our clients. Mrs. Harrington states that Public Housing's occupancy numbers this month are amazing, and that there was only 1 vacant unit, putting them at 99.6% for the month with an overall total for the year of 98.64%. Mrs. Harrington speaks to the fact that the addition of the new unit turn contracts will accelerate the opportunities we have to offer to our clients. Mrs. Harrington speaks to the maintenance-public housing meetings that have been occurring to come up with ways to get these numbers better every month, and the product of those meetings is definitely showing. **Mrs. Nazaro** states that public housing and maintenance have been doing a great job and have a great plan moving ahead so I'm excited to see what is to come.

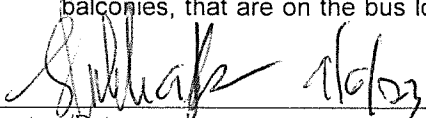
c. **Section 8 HCV Report: Amanda Nazaro, Deputy Director**, reviewed the Section 8 program and that they are actively issuing vouchers. Mrs. Nazaro states that right now we have 392 families leased up on the housing choice voucher program, with 28 vouchers issued/families actively looking for housing and 0 available vouchers. For the Mainstream Disabled Program, we have 184 families leased up, with 18 voucher issued, and 6 available vouchers. Mrs. Nazaro states that Heather is working on getting more families housed and that this is the program that we work with the Center for Independent Living and Meridian so they are able to refer families, and we just got 3 new referrals this week so those numbers will

  
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continue to grow. Mrs. Nazaro states that HUDVASH has 352 families leased up with 33 vouchers issued and 146 available vouchers. Mrs. Nazaro states that we see new veterans every Thursday and that the disturbance earlier was for that as we are getting 2 new veterans on the program today and we normally hold that in the conference room. Mrs. Nazaro states that the Foster Youth remains at 100%, but one of those foster youth recipient's assistance will end at the end of August and she will transition on to the section 8 program because she has been successful on the program. **Commissioner Vaughn** asked if it goes by age. **Mrs. Nazaro** states it is based on a 36-month allocation of funds, and she has phased out. Now it can be extended if you are still a student, they just changed it to 5 years if you are still a student. However, she did not meet that criteria but has been successful on the program, therefore, we are transitioning her to the section 8 program. The other recipient is a full-time student, so he will be able to stay on housing 2 more years under the foster youth grant. Mrs. Nazaro states that the Partner's in Housing Initiative that we have a contract with the county and with Family Promise has 5 families leased up, 4 families searching, and 1 family that is in the midst of screening. Mrs. Nazaro stated that she met with Heather today and asked that she reach back out to Family Promise about the families searching for housing as these families were in need of emergent housing so we need to reevaluate if these families need assistance still or if we need to close them out and move on to other families in need of assistance. Mrs. Nazaro states that TBRA is back on the line item because after closing out all the families and assessing the remaining funds, we have determined we have enough left in the budget to assist 1 family for a 12-month period. The new family is currently pending lease up and is being inspected today and came in with considerable income, meaning we won't have to pay as much monthly and may be able to assist her for longer than 12 months.

**DISCUSSION:** **Commissioner Blount** asked if there is any kind of judgement or evaluation that comes down that we get dinged from HUD for this slow trickle from the VA. **Mrs. Nazaro** responded yes, they used to be way more involved and would ask for monthly reporting from her on numbers and referrals. But it affects our overall occupancy numbers for sure. While our section 8 and mainstream programs remain at 98% occupancy, when you're only at 70% or lower with HUDVASH it definitely messes with our numbers. We can't utilize the funds HUD gives us for that program so it looks like we are sitting on vouchers that we have no control over. Mrs. Nazaro predicts that at some point, HUD will take back some of those vouchers that are not being utilized. Mrs. Nazaro states that we have never had more than 420 leased up on HUDVASH, however, because we were doing so well at getting veterans housed, they kept giving us vouchers. Mrs. Nazaro states that she does not know if there is as big of a current need, if we have as many homeless veterans searching for permanent supportive housing, as we do vouchers. Mrs. Nazaro talks about recently meeting with the landlord who recently bought and redid the old paramount hotel on SW 13<sup>th</sup> St. These units are now accepting our vouchers for their phenomenal little efficiency units with balconies, that are on the bus loop and in a great location near Bivens Lake. She states that these units

  
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are going for between \$900-\$1100 for a spacious, fully furnished unit that comes with all utilities including phone, cable, and internet. Mrs. Nazaro states that projects like these are why we need to step up our game at the Sunshine Inn. Mrs. Nazaro states that she is having bi-weekly meetings with the VA trying to get more referrals in but it's the same story every week that they are short-staffed and because these are clinical caseloads, they can only each carry so many cases. She states that we are currently averaging about 2 new veterans a week. **Vice Chairperson Martin-Back** asks if Mrs. Nazaro is familiar with SSVF (Supportive Services for Veteran Families). **Mrs. Nazaro** states she is very familiar with the program, and that Mrs. Harrington is also very familiar with the agency as that is where she worked before the housing authority years ago. Mrs. Nazaro states that this program is through Meridian. Mrs. Nazaro states that SSVF helps a lot with wrap around services like helping veterans who get behind catch up on payments and helping new veterans with things such as deposits. **Mrs. Harrington** states that they are holding over a lot of these individuals and families who can't currently get on with HUDVASH with services such as getting them housing, helping with deposits, and helping make the house a home when they move in with things like beds and simple furnishes, as well as things like silverware and shower curtains that are necessities to thrive in our environment. She states they are currently filling the gap in the time that HUDVASH can't take on that caseload. **Mrs. Nazaro** states that SSVF is a great resource for veterans right now while HUDVASH is limited. She states that normally SSVF is there for the transitional part of the veteran's journey and we are the permanent part, and unfortunately right now they are just spending a little bit more time with SSVF.

d. **Discussion of Vision 2023 Report:** None

*Ken Armstrong Enters*

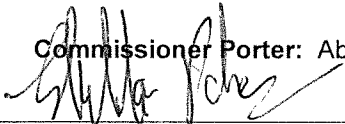
9. **Commissioner's Comments/Public Comments**

**Chairperson Packer:** States that the National NAHRO Conference is in October in New Orleans. He states he will not be going early and asked that the other commissioners be thinking about whether they would like to go or not. **Commissioner Blount** asked if there was an agenda online yet. **Chairperson Packer** stated that they just announced yesterday to register so if you go to the website you should be able to find more information. He states we will bring this back up at the September meeting.

**Vice Chairperson Martin-Back:** None

**Commissioner Blount:** Asked for clarification to ensure we completed the vote for New Business Line F. It was clarified that the vote was completed.

**Commissioner Porter:** Absent



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**Tenant Commissioner Vaughn:** Wants to congratulate her and thinks she will be an amazing director.

**Alt Commissioner:** Vacant

**Alt Tenant Commissioner:** Vacant

**STAFF:** None

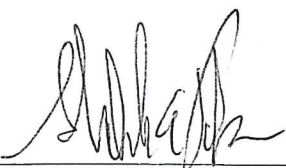
**PUBLIC:** None

**10. Future Scheduling:**

**Commissioner Blount MOTIONS** to not have an August board meeting. **Vice Chairperson Martin-Back 2nd.** It was unanimously voted that this special board meeting would stand in place of the for Wednesday, August 2<sup>nd</sup>, 2023 at 5:00PM meeting scheduled at ACHA. The next scheduled board meeting will be Wednesday, September 6<sup>th</sup>, 2023 at 5:00PM.

**11. Adjournment of the Meeting:**

Chairperson Packer asks for motion to adjourn. Adjournment @ 12:43PM.



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