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# ALACHUA COUNTY HOUSING AUTHORITY

## BOARD OF DIRECTORS MEETING MINUTES Regular Meeting held April 3rd, 2024 @ 5:00PM

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; Alternate Commissioner Svetlana Korotkevitch; Executive Director Amanda Nazaro; Chief Financial Officer Kori Allen; Director of Voucher Programs Cody Pierce; Director of Operations Ron Hall; Director of Public Housing Ebony Harrington; Director of Maintenance Robert Cortes; Staff Rodney Davis, Catherine Hanner and Nathan Kempner **Absent:** Tenant Commissioner Rudolph Vaughan; Commissioner Latonya Porter; Alt Tenant Commissioner (pending appointment) **Public:** None

1. Call to Order and Introductions at 5:00 PM
2. Approval of this Agenda: Resolution #04032024A

Chairperson Packer calls for any discussion.

Vice Chairperson Martin-Back **MOVES** to approve the agenda as is. Commissioner Blount 2<sup>nd</sup>. Roll Call Vote take and agenda was accepted unanimously.

3. Public Comments - None
4. Approval of Minutes: Resolution #04032024B

Chairperson Packer asks if there are any corrections or comments. Vice Chairperson Martin-Back **MOVES** to accept March 6th, 2024 General Meeting Minutes. Alt. Tenant Commissioner Korotkevitch 2<sup>nd</sup>. Roll Call Vote taken. March 6<sup>th</sup>, 2024, General Meeting Minutes accepted unanimously.

5. Financial Reports: Resolution #04032024C: January Financial Report from Kori Allen, CFO

The new budgets are now in place for 2024. Ms. Allen acknowledges that she made the requested notations on the financial reports for clarification as requested at the previous board meeting. We are working on renewing the cyber security liability insurance. The CDs we had matured in March, so we did a 2-month rollover until May. You will see that we pulled 2 months of operating subsidy for Public Housing to avoid getting locked out with the transition from Ken to Amanda. Inventory contents for insurance was adjusted. Commissioner Blount asked how long until the NSP contract ends. Executive Director Nazaro stated that we believe this contract ends either this September or next September and that we need to be putting money into these units to get them fixed up before they become ours.

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Chairperson Packer asks if there are any questions or comments. Vice Chairperson Martin-Back MOVES to approve January 2024 Financials. Commissioner Blount 2<sup>nd</sup>. Roll Call Vote taken. January 2024 Financials accepted unanimously.

**6. Old Business: None**

**7. New Business:**

**a. Resolution #04032024D: Approval of Sheetrock Contract Presented by Ron Hall, DOO**

We recently put out a RFP for a sheetrock removal and replacement contract as a direct result of the current modernization happening on our units. Two contractors showed up to the non-mandatory walkthrough, however, neither contractor bid on the RFP. We received one proposal from McDonough Construction Services, Inc. We are asking the board to approval a contract for one year with the option to extend the contract for up to four more one-year periods. This will be an Indefinite Delivery Indefinite Quantity contract not to exceed \$75,000 per year.

Chairperson Packer asks if there are any questions or comments. Commissioner Blount MOVES to approve McDonough Construction Services, Inc. for the sheetrock removal and replacement contract. Vice Chairperson Martin-Back 2<sup>nd</sup>. Roll Call Vote taken. Approval of McDonough Construction Services, Inc. was accepted unanimously.

**b. Resolution #04032024E: Approval of ACHA Disposal of Assets Presented by Robert Cortes, Director of Maintenance**

This month we disposed of 2 refrigerators and 3 stoves.

Chairperson Packer asks if there are any questions or comments. Commissioner Blount MOVES to approve ACHA Disposal of Assets. Commissioner Korotkevitch 2<sup>nd</sup>. Roll Call Vote taken. Approval of ACHA Disposal of Assets was accepted unanimously.

**8. Secretary's Report**

**a. Capital Fund Report: None**

**b. Public Housing Occupancy Report: Presented by Ebony Harrington, Director of Public Housing**

For the month of March, we had 14 HUD Approved vacancies and 4 Non-HUD Approved vacancies. For the month of March, we are at 98.47% and for the year we are currently at 99.12%.

**c. Section 8 HCV Report: Presented by Cody Pierce, Director of Housing Voucher Programs**

HCV Program has 407 total vouchers, with 404 leased and 20 issued. Mainstream Program has 208 total vouchers, with 207 leased and 8 issued. HUD-VASH has 533 total vouchers with 348 leased, 41 issued, and 144 available vouchers. We are fully leased up on Tenant Protection, Partners in Housing, TBRA, and Foster Youth Initiative Programs. We have 7 HCV Port-Ins.

**9. Discussion of Vision 2030 Report: None**

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

**Chairperson Packer:** The audit is looking good so far from my interview with Malcolm and I'm very pleased by the conversations with him. Also states that we may have to revisit the amounts for travel to add some flexibility.

**Vice Chairperson Martin-Back:** Husband is doing a charity bike ride and is looking for donations if anyone is interested.

**Commissioner Porter:** Absent

**Commissioner Blount:** Please join him at Cypress and Grove on April 19th, 2024 for his jazz show.

**Alternate Commissioner Korotkevitch:** None

**11. Future Scheduling:**

Next ACHA Board of Directors meeting is Wednesday, May 1<sup>st</sup>, 2024 at 5:00PM, at ACHA.

**12. Adjournment of the Meeting:**

**Chairperson Packer** asks for motion to adjourn. Adjournment at 5:33PM.

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Signature/Date

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Signature/Date