



703 N.E. 1st Street • Gainesville, FL 32601  
Phone: 352.372.2549 • Fax: 352.373.4097 • TTY: 1.800.955.8771 or 711  
www.acha-fl.com

# ALACHUA COUNTY HOUSING AUTHORITY

## BOARD OF DIRECTORS MEETING MINUTES Regular Meeting held August 7th, 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 (via video); Commissioner Kali Blount (entered late); Commissioner LaTonya Porter (entered late); Alternate Commissioner Svetlana Korotkevitch; Executive Director Amanda Nazaro; Chief Financial Officer Kori Allen; Director of Operations Ron Hall; Director of Maintenance Robert Cortes; Director of Public Housing Ebony Harrington; Staff Rodney Davis, Catherine Hanner and Nathan Kempner **Absent:** Tenant Commissioner (pending appointment); Alt Tenant Commissioner (pending appointment); Director of Voucher Programs Cody Pierce **Public:** None

1. **Call to Order and Introductions at 5:00 PM**
2. **Approval of this Agenda: Resolution #08072024A**

**Chairperson Packer** calls for any discussion.

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

*Commissioner Blount Enters Meeting*

3. **Public Comments - None**
4. **Approval of Minutes: Resolution #08072024B**

**Chairperson Packer** asks if there are any corrections or comments. It was noted that the date at the top of the minutes was incorrect. **Commissioner Blount MOVES** to accept July 3<sup>rd</sup>, 2024 General Meeting Minutes, with corrections. **Alternate Commissioner Korotkevitch 2<sup>nd</sup>**. Roll Call Vote taken. July 3<sup>rd</sup>, 2024, General Meeting Minutes accepted unanimously with corrections.

5. **Financial Reports: Resolution #08072024C: May Financial Report from Kori Allen, CFO**

Stated that we may do a budget amendment soon. Would like how pages are grouped to go back to old way due to the source of funding, but will still make sure things are labelled for understanding. Stated VMS audit is going well and we have our exit interview tomorrow with HUD to finish that audit out.

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Signature/Date

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Signature/Date

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

**6. Old Business: None**

**7. New Business:**

**a. Resolution #08072024D: Approval of Sheetrock Contract Amendment Presented by Amanda Nazaro (Executive Director) and Robert Cortes (Director of Maintenance)**

We are needing to increase the contract budget due to the extensiveness of the damage to the wood behind the walls and mold issues that were discovered once the work started getting done. We originally asked for \$75,000, and have used \$64,900. We are coming back asking for an additional \$100,000 so that we won't have to come back to the board a second time.

*Commissioner Porter Enters Via Video*

**Chairperson Packer** asks if there are any questions or comments. **Alternate Commissioner Korotkevitch MOVES** to approve Sheetrock Contract Amendment. **Vice Chairperson Martin-Back 2<sup>nd</sup>**. Roll Call Vote taken. Approval of Sheetrock Contract Amendment was accepted unanimously.

**b. Resolution #08072024E: Approval of Board and Staff Travel to 2024 NAHRO National Conference Presented by Amanda Nazaro, Executive Director**

We are looking for 4 staff members (Amanda Nazaro, Ron Hall, Ebony Harrington, and Cody Pierce) and Sheldon Packer to attend the NAHRO National Conference in Orlando. This would be 3 nights in Orlando.

**Chairperson Packer** asks if there are any questions or comments. **Vice Chairperson Martin-Back MOVES** to approve Board and Staff Travel to the 2024 NAHRO National Conference. **Commissioner Porter 2<sup>nd</sup>**. Roll Call Vote taken. Approval of Board and Staff Travel to the 2024 NAHRO National Conference was accepted unanimously.

**c. Resolution #08072024F: Approval of Amendment to Resolution Presented by Amanda Nazaro, Executive Director**

Wanted to amend the resolution, but decided not to amend the resolution.

**d. Resolution #08072024G: Approval of ACHA Disposal of Assets Presented by Robert Cortes, Director of Maintenance**

We are looking to dispose of 1 refrigerator and 16 stoves.

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

**e. 2023 Section 8 Management Assessment Program (SEMAP) Evaluation Presented by Amanda Nazaro, Executive Director**

We scored 100 percent as a final score on our SEMAP evaluation.

## 8. Secretary's Report

### a. Capital Fund Report Presented by Amanda Nazaro, Executive Director

Nothing to Report Tonight. 5-Year Plan 1<sup>st</sup> viewing will be next month.

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

For the month of August, we had 9 HUD Approved vacancies and 4 Non-HUD Approved vacancies. For the month we are at 98.39% and for the year we are currently at 99.14%. With the hurricane, there was a unit in Alachua that is damaged beyond repair (luckily, no one was in the unit). What will end up happening, is we will have to apply for a total removal and then it will add to the number of units we can potentially build later down the road.

### c. Section 8 HCV Report: Presented by Amanda Nazaro, Executive Director

HCV Program has 407 total vouchers, with 411 leased and 45 issued. Mainstream Program has 208 total vouchers, with 212 leased and 12 issued. HUD-VASH has 533 total vouchers with 377 leased, 41 issued, and 115 available vouchers. We are fully leased up on Tenant Protection, Partners in Hope, TBRA, and Foster Youth Initiative Programs. We have 11 HCV Port-Ins.

## 9. Commissioner's Comments/Public Comments

**Chairperson Packer:** Apologizes for his mishandling of the agenda this evening. Thanks Ms. Martin-Back for coming in on her own time to talk with Amanda Nazaro to discuss some questions about the SRO PM Contract.

**Vice Chairperson Martin-Back:** No Comment.

**Commissioner Porter:** No Comment.

**Commissioner Blount:** No Comment.

**Alternate Commissioner Korotkevitch:** No Comment.

## 10. Future Scheduling:

Next ACHA Board of Directors meeting is Wednesday, September 4<sup>th</sup>, 2024, at 5:00PM, at ACHA.

## 11. Adjournment of the Meeting:

**Chairperson Packer** asks for motion to adjourn. Adjournment at 5:45pm.