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ALACHUA COUNTY HOUSING AUTHORITY

BOARD OF DIRECTORS MEETING MINUTES Regular Meeting held October 1st, 2025 @ 5:00PM

Held at ACHA Administrative Office located at 703 NE 1st Street, Gainesville, FL 32601

Present: Chairperson Sheldon Packer; Vice Chairperson Debra Martin-Back (via video); Commissioner Kali Blount; Commissioner Tyrone Johnson (via video); Alternate Commissioner Michelle Beans; 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; Director of Voucher Programs Kasey Nelson; Staff Catherine Hanner **Absent:** Tenant Commissioner Nicole Graham; Alternate Tenant Commissioner Angela Robinson **Public:** Ric Gillmore, Attorney

1. Call to Order and Introductions at 5:00 PM

2. Approval of this Agenda: Resolution #10012025A

Chairperson Packer asks if there are any corrections or comments. **Commissioner Blount MOVES** to approve the agenda. **Vice Chairperson Debra Martin-Back 2nd**. Roll Call Vote taken and the agenda was accepted unanimously.

3. Public Comments – None

4. Approval of Minutes: Resolution #10012025B

Chairperson Packer asks if there are any corrections or comments. **Commissioner Blount MOVES** to accept the September 3rd, 2025 General Meeting Minutes. **Vice Chairperson Debra Martin-Back 2nd**. Roll Call Vote taken, September 3rd, 2025 General Meeting Minutes accepted unanimously.

5. Financial Reports

a. Approval of July 2025 Financial Statements Resolution #10012025C, Presented by Kori Allen, CFO

Mrs. Allen states that ACHA has sign the contract with the county and we are hoping to start seeing tenants November 1st. Mrs. Allen says that ACHA should receive the up-front money from the county next week. Mrs. Allen states that on-site maintenance has been hired and ACHA is working on hiring a property manager. Mrs. Allen states that she is hoping to get Buildium by November first.

Signature/Date

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Chairperson Packer asks what the budget for the on-site security for these new properties will be. **Mrs. Allen** informs the board that the budget for security on the new properties is \$100,000. Mrs. Allen states that there will be on-site security Monday-Friday from 7pm-7am and 24 hours a day on the weekends.

Vice Chairperson Martin-Back reminds Mrs. Allen that all leases moving forward must have flood disclosures in them.

Vice Chairperson Martin-Back asks Mrs. Allen if the audit has been submitted to which **Mrs. Allen** states that it has been submitted, approved, and cleared and that ACHA was just waiting on the final results. **Tenant Commissioner Beans** asks about HAP Subsidy on the income statement and how it indicates that we have \$671,000 than budgeted and she thought we were down to the wire. **Mrs. Allen** states that ACHA tries to front-load and ask for money in advance and extra as often as possible.

Chairperson Packer asks if there are any further questions or comments. **Vice Chairperson Martin-Back MOVES** to approve July 2025 Financials. **Commissioner Blount 2nd**. Roll Call Vote taken. July 2025 Financials accepted unanimously.

6. Old Business:

7. New Business:

a. Approval of the 5-Year Action and Annual PHA Plans: Resolution #10012025D, Presented by Ron Hall, Director of Operations

Ron Hall, Director of Operations, states that these Plans were talked about at the September board meeting but there are some revisions. Mr. Hall states that B2 – Goals and objectives are fungible as is the dollar amounts attached to them. These goals and objectives were updated in line with HUD initiatives.

Chairperson Packer asks if there are any questions or comments. **Vice Chairperson Martin-Back MOVES** to approve the 5-Year Action and Annual PHA Plans. **Commissioner Blount 2nd**. Roll Call Vote taken. Approval of the 5-Year Action and Annual PHA Plans was accepted unanimously.

b. Review of Personnel Policy Amendment: Resolution #10012025E, Presented by Amanda Nazaro, Executive Director

Amanda Nazaro, ED, states that the proposed personnel policy amendment states that moving forward employees cannot enter into new leases that are owned or managed by ACHA. The exceptions to this policy will be any employee who is grandfathered in or Section III tenants.

Chairperson Packer asks if there are any questions or comments. **Vice Chairperson Martin-Back MOVES** to approve the Personnel Policy Amendment. **Commissioner Blount 2nd**. Roll Call Vote taken. Approval of the Personnel Policy Amendment was accepted unanimously.

c. Approval of 2026 Housing Choice Voucher and Public Housing Payment Standards: Resolution #10012025F, Presented by Kasey Nelson, Director of Voucher Programs and Ebony Harrington, Director of Public Housing

Mrs. Nelson, Director of Voucher Programs states that every year HUD determines the FMRs (Fair Market Rents). Unfortunately, HUD has decided that for 2026 the FMRs are going to decrease. Mrs. Nelson states that ACHA is going to try to keep 2026's payment standards as close to the current numbers as possible. Mrs. Nelson explains that the ideal rent for clients is the payment standard minus the utility allowance. For SROs, the 2026 FMR is \$865 and the payment standard will remain the same as 2025 at \$882 (102% of the FMR). For 0 Bedroom units, the 2026 FMR is \$1,154 and the payment standard will go up from \$1,176 to \$1,177 (102% of the FMR). For 1 Bedroom units, the 2026 FMR is \$1,246 and the payment standard will remain the same at \$1,308 (105% of the FMR). For 2 Bedroom units, the 2026 FMR is \$1,493 and the payment standard is going down from \$1,583 to \$1,567 (105% of the FMR). For 3 Bedroom units, the 2026 FMR is \$1,868 and the payment standard is going down from \$2,016 to \$1,961 (105% of the FMR). For 4 Bedroom units, the 2026 FMR is \$1,977 and the payment standard is going down from \$2,203 to \$2,075 (105% of the FMR). For 5 Bedroom units, the 2026 FMR is \$1,999 and the payment standard is going down from \$2,413 to \$2,098 (105% of the FMR). Mrs. Nelson states that ACHA is worried about shortfall next year so we have to take that into account so as not to overextend ourselves and find ourselves needing to terminate clients.

Ebony Harrington, Director of Public Housing, states that public housing operates based off of 80% of the FMRs. For 2026 the payment standards will see the following changes: 1-bedroom units will have a 4.7% decrease from \$1,046 to \$997; 2-bedroom units will have a 5.7% decrease from \$1,266 to \$1,194; 3-bedroom units will have 7.3% decrease from \$1,613 to \$1,494; 4-bedroom units will see a 5.8% decrease from \$1,679 to \$1,582; and 5-bedroom units will see a 5.8% decrease from \$1,931 to \$1,819. Ms. Harrington states that flat rent amounts will be discussed during the utility allowance resolution.

Chairperson Packer asks if there are any questions or comments. **Commissioner Blount MOVES** to approve 2026 Housing Choice Voucher and Public Housing Payment Standards. **Vice Chairperson Martin-Back 2nd**. Roll Call Vote taken. Approval of 2026 Housing Choice Voucher and Public Housing Payment Standards, was accepted unanimously.

- d. **Approval of 2026 Housing Choice Voucher and Public Housing Utility Allowances: Resolution #10012025G, Presented by Ebony Harrington, Director of Public Housing and Kasey Nelson, Director of Voucher Programs**

Mrs. Harrington, Director of Public Housing, states that on average the public housing utility allowances are decreasing slightly. For Public Housing, utility allowances are determined both by the unit size and the neighborhood the unit is in.

For Alachua there are units ranging from 2 to 5 bedrooms. For 2-bedroom units, the UA is going up 1.05% and the flat rent will be going down 7.6% to \$905. For 3-bedroom units, the UA is going up 1.05% and the flat rent will be going down 9.9% to \$1,110. For 4-bedroom units, the UA is going up 1.05% and the flat rent will be going down 8.5% to \$1,100. For 5-bedroom units, the UA is going up 1.57% and the flat rent will be going down 8.9% to \$1,238.

For Archer there are units ranging from 2 to 5 bedrooms. For 2-bedroom units, the UA is not changing and the flat rent will be going down 7.2% to \$922. For 3-bedroom units, the UA is going down 0.28% and the flat rent will be going down 9.4% to \$1,135. For 4-bedroom units, the UA is

going down 0.22% and the flat rent will be going down 7.9% to \$1,132. For 5-bedroom units, the UA is not changing and the flat rent will be going down 8.1% to \$1,279.

For Newberry there are units ranging from 2 to 5 bedrooms. For 2-bedroom units, the UA is going down 2.1% and the flat rent will be going down 6.8% to \$902. For 3-bedroom units, the UA is going down 1.26% and the flat rent will be going down 9.3% to \$1,102. For 4-bedroom units, the UA is going down 1.43% and the flat rent will be going down 7.6% to \$1,099. For 5-bedroom units, the UA is going down 0.71% and the flat rent will be going down 7.9% to \$1,262.

For Waldo there are units ranging from 2 to 5 bedrooms. For 2-bedroom units, the UA is going up 3.04% and the flat rent will be going down 9.2% to \$821. For 3-bedroom units, the UA is going up 3.22% and the flat rent will be going down 11.6% to \$1,013. For 4-bedroom units, the UA is going up 2.79% and the flat rent will be going down 10.3% to \$992. For 5-bedroom units, the UA is going up 2.79% and the flat rent will be going down 10.5% to \$1,120.

For Cedar Ridge and Linton Oaks there are 2-bedroom units. For 2-bedroom units, the UA is going down 4.46% and the flat rent will be going down 5.9% to \$980.

For Greentree there are 3-bedroom units. For 3-bedroom units, the UA is going down 3.67% and the flat rent will be going down 8.2% to \$1,205.

For Tower Oaks there are 2-bedroom units. For 2-bedroom units, the UA is going down 4.46% and the flat rent will be going down 5.9% to \$980.

For Westpoint and Dogwood there are 3-bedroom units. For 3-bedroom units, the UA is going down 5.05% and the flat rent will be going down 7.9% to \$1,193.

For Mill Run there are 2-bedroom units. For 2-bedroom units, the UA is going down 1.56% and the flat rent will be going down 6.7% to \$941.

For Phoenix there are 2-bedroom and 3-bedroom units. For 2-bedroom units, the UA is down 1.56% and the flat rent will be going down 6.7% to \$941. For 3-bedroom units, the UA is going down 1.5% and the flat rent will be going down 8.9% to \$1,166.

For Pine Forest there are 2-bedroom and 3-bedroom units. For 2-bedroom units, the UA is down 1.89% and the flat rent will be going down 6.7% to \$934. For 3-bedroom units, the UA is going down 2.06% and the flat rent will be going down 8.7% to \$1,162.

For Rocky Point there are 1-bedroom and 2-bedroom units. For 1-bedroom units, the UA is down 1% and the flat rent will be going down 5.6% to \$798. For 2-bedroom units, the UA is going down 1.56% and the flat rent will be going down 6.7% to \$941.

Mrs. Nelson, Director of Voucher Programs, states that a client's portion is the TTP (total tenant portion) minus the utility allowance. Mrs. Nelson states that the utility allowances are slightly increasing. The increase percentages are as followed: Alachua at 4.1%; Hawthorne at 6.3%; Archer at 2.1%; Newberry at 1.1%; Gainesville at 3.6%; and Waldo at 3.7%.

Chairperson Packer asks if there are any questions or comments. **Commissioner Blount MOVES** to approve the 2026 Housing Choice Voucher and Public Housing Utility Allowances.

Signature/Date

Signature/Date

Vice Chairperson Martin-Back 2nd. Roll Call Vote taken. Approval of 2026 Housing Choice Voucher and Public Housing Utility Allowances, was accepted unanimously.

e. **Approval of Disposal of 46 Single Family Dwellings in Merrillwood for SAC Application: Resolution #10012025H, Presented by Ron Hall, Director of Operations**

Mr. Hall states that in preparation for the future Merrillwood Phase 2, ACHA is asking to dispose of 46 single family dwellings. This disposal is not set to happen until a future date, but this approval is needed to complete the SAC Application. **Mr. Hall** states that there are 48 units at this property, but 2 of these properties have already had previous approval of disposal. **Mr. Hall** states that on the images provided the board will see that there are more lots than homes as there are common areas.

Vice Chairperson Martin-Back asks if there is a demo time frame for this project, to which **Mrs. Nazaro** states that we are a year or two out from this project and is shown on the 2027 proposed budget.

Vice Chairperson Martin-Back asks if ACHA will be re-leasing these units or holding the units as they become available to which **Mrs. Nazaro** answers that ACHA will be re-leasing these units until the time comes to demo them.

Alternate Commissioner Beans asks if when ACHA puts the SAC application in, is that when ACHA would ask for tenant protection vouchers to rehome the individuals being displaced to which **Mr. Hall** responds yes there is a line in the application that asks how many tenant protection vouchers that are potentially going to be needed.

Ron Hall mentions a local area opportunity grant to assist with the tax credit application. ACHA and the developer was able to put in an application request through Alachua County. We are waiting to hear on that.

Chairperson Packer asks if there are any questions or comments. **Vice Chairperson Martin-Back** to approve the Disposal of 46 Single Family Dwellings in Merrillwood for SAC Application. **Commissioner Blount 2nd**. Roll Call Vote taken. Approval of the Disposal of 46 Single Family Dwellings in Merrillwood for SAC Application, was accepted unanimously.

f. **Approval of Disposal of Assets: Resolution #10012025I, Presented by Robert Cortes, Director of Maintenance**

Mr. Cortes states that ACHA is asking to dispose of 3 freightliner vans, 1 zero-turn lawnmower, and 2 refrigerators. **Mr. Cortes** states that the zero-turn is 15 years old and while repairs have been completed, it's no longer worth repairing. **Mr. Cortes** states that the freightliners will be sold through a public auction through the county.

Chairperson Packer asks if there are any questions or comments. **Vice Chairperson Martin-Back MOVES** to approve disposal of assets. **Commissioner Blount 2nd**. Roll Call Vote taken. Approval of disposal of assets, was accepted unanimously.

8. **Secretary's Report**

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a. **Capital Fund Report: Presented by Ron Hall, Director of Operations**

Mrs. Nazaro states that the tree removal project is moving along well.

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

For the month of October, ACHA has 23 HUD-Approved Vacancies and 3 non-HUD Approved Vacancies for an occupancy rate for October at 98.71%. These non-HUD Approved Vacancies are due to an end of month move out and an eviction. Currently the year's occupancy rate is 99.2%.

c. **Housing Choice Voucher Program Report: Presented by Kasey Nelson, Director of Housing Choice Voucher Program**

HCV Program has 407 total vouchers, with 412 leased, 0 issued and none available. We are moving in the right direction to get back on budget. Mainstream Program has 208 total vouchers, with 202 leased, 0 issued and none available. HUD-VASH has 533 total vouchers with 402 leased, 54 issued, and 77 available vouchers. ACHA is fully leased up on Tenant Protection, Partners in Hope, TBRA, and Foster Youth Initiative Program. AHCA has 25 HCV Port-Ins and no HUDVASH Port-Ins. Mrs. Nelson notes that there are a lot of open veteran vouchers on the street in Jacksonville with vouchers we have issued and ported over to Jacksonville to help them house veterans they do not have available vouchers for.

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

Chairperson Packer: Mr. Packer asked the board members if they are getting the NAHRO emails and if not to please sign up for them.

Vice Chairperson Martin-Back: None

Commissioner Johnson: Mr. Johnson did not have any comments but did ask the chair about a NY conference to which Mr. Packer states he should have emails from NAHRO about it.

Commissioner Blount: Mr. Blount tells ACHA good job.

Alternate Commissioner Beans: Ms. Beans second Mr. Blount's comment.

Tenant Commissioner Nicole Graham: Absent

Alternate Tenant Commissioner Angela Robinson: Absent

10. **Future Scheduling:**

Next ACHA Board of Directors meeting is Wednesday, November 5th, 2025, at 5:00PM, at ACHA.

11. **Adjournment of the Meeting:**

Chairperson Packer asks for motion to adjourn. Adjournment at 6:01 pm.