

COMMISSIONERS

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CEO/Executive Director

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Jim Morlan
Sandra Black
DeLois McKinley-Eldridge
Debra Faye Williams-Robbins
Wil Smith

FAX

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260.267.9306 Housing Choice Voucher
260.267.9307 Public Housing
260.267.9308 Accounting

Housing Authority of the City of Fort Wayne Board Meeting Minutes and Memoranda February 14, 2023

Call to Order: Chairperson, Chris Payne, called the meeting of the Fort Wayne Housing Authority to order at approximately 8:07 a.m. on February 14, 2023, at 7315 Hanna Street, Fort Wayne, IN 46816 and on Zoom.

Present (In Person): Commissioners: Christopher Payne, Donna Harris, Wil Smith, and George Guy (CEO/Executive Director).

Present (Virtually): DeLois McKinley-Eldridge

Excused: Jim Morlan, Sandra Black, and Debra Faye Williams-Robbins

Staff: Sarah Smith (COO), Amy Jacobowitz (VP of Asset Management), Dan Kuleff (Modernization and Construction Coordinator), Carolyn Nichter (Finance Manger), Jessica Matuska (Executive Assistant), Kyra Banks (HCV Administrator), and Dana Christian (Development Manager)

Open Forum

Krystal Odom was present to ask questions pertaining to the Choice Neighborhood Planning Grant. George Guy and Dana Christian answered questions regarding what the funding would be used for as well as when the resident meetings would be held. Ms. Odom also expressed concern for the heat and water temperature in her unit.

Approval of Minutes from previous meeting

Motion to approve the amended minutes by Wil Smith and Donna Harris seconded the motion. Unanimously approved by the Commissioners.

Approval of Financials

Financials presented by BDO PHA Finance (Brian Alten and Jake Bastoni). They provided an overview the financial report for December. Discussed the presentation of financials.

Motion to approve the financials by Donna Harris and Wil Smith seconded the motion. Unanimously approved by the Commissioners.

Department Updates

1. Asset Management – Amy Jacobowitz, VP of Asset Management – Amy provided a verbal report on occupancy and waiting list statistics. Informed board that the two-bedroom waiting list will close on February 20th. All items discussed were included in the written report.
2. Modernization & Construction – Dan Kuleff, Modernization & Construction Coordinator – Dan provided an update on NSPIRE Inspections. We will have more inspections in March. Dan also discussed YouthBuild project and what the students will be learning while onsite.
3. Housing Choice Voucher Program – Kyra Banks, HCV Administrator – Kyra provided a brief verbal report regarding the current utilization. All items discussed were included in the written report.
4. Enrichment and Career Services – Denita Washington, Director of Programs – Denita not present. Sarah Smith provided a verbal report for the department. All items discussed were included in the written report.
5. Finance – Carolyn Nichter, Finance Manager – Carolyn briefly discussed the current Audit that FWHA is undergoing.
6. Operations – Sarah Smith, COO – Sarah provided an update on YouthBuild and our new partner, Grace Construction. We have 15 enrollees, with a goal of 45 by June 30th. Sarah also provided an update on the RFP for Data Software.

Old Business

1. Vincent Village House – Appraisal completed and came in at \$176K. George and Dana will be meeting with Sharon Tucker on February 15th to discuss. Discussed the current condition of the home.
2. Open House/Ribbon Cutting at McCormick – George discussed the event and encouraged the board members to attend.
 - a. Tuesday, February 28 from 10:30am-1:00pm

New Business

1. Annual Meeting – George discussed the upcoming Annual Meeting and the new format.
 - a. Tuesday, March 14, 2023 from 10:30am-1:30pm at Electric Works

Resolutions

1. Resolution 2023-07 – Resolution Approving the FWHA Executive Director to Sign HUD Form-1044
Motion to approve resolution 2023-07 made by Wil Smith and Donna Harris seconded. Unanimously approved by the Commissioners.



Executive Session

No decisions made or actions taken.

Adjournment

Motion to adjourn made by Wil Smith and Donna Harris. Regular Meeting adjourned at approximately 9:34 a.m.