

**COMMISSIONERS**

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George Guy  
*CEO/Executive Director*

Christopher Payne  
*Chairperson*

Donna Harris  
*Vice Chair*

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

**FAX**

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260.267.9305 Administration  
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 November 14, 2023

**Call to Order:** Chairperson, Chris Payne, called the meeting of the Fort Wayne Housing Authority to order at approximately 8:01 a.m. on November 14, 2023, at 7315 Hanna Street, Fort Wayne, IN 46816 and on Zoom.

**Present (In Person):** Commissioners: Chris Payne, Donna Harris, Jim Morlan, and George Guy (CEO/Executive Director).

**Present (Virtually):** Wil Smith, DeLois McKinley-Eldridge, and Debra Faye Williams-Robbins

**Excused:** Sandra Black

**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), Larissa Williams (Programs Manager), Kelly Flanagan (Programs Manager), Angia Dukes (Housing Programs Manager), Avery Rice (YouthBuild Director), and Dana Christian (Development Manager)

### Open Forum

No one present

### Approval of Minutes from previous meetings

Minutes to be amended. Motion to approve the amended minutes by Wil Smith and Jim Morlan seconded the motion. Unanimously approved by the Commissioners.

### Approval of Financials

Financials presented by BDO PHA Finance (Jake Bastoni). He provided an overview of the financial report for September. Discussed the presentation of financials.

Motion to approve the financials by Donna Harris and Jim Morlan seconded the motion. Unanimously approved by the Commissioners.

## Staff Presentations

- a. Asset Management – Sarah Smith, Deputy Director, provided a verbal update based on the written reports.
- b. Modernization & Construction – Dan Kuleff, Modernization & Construction Coordinator, provided a verbal update based on the written reports.
- c. Development – Dana Christian, Development Consultant, provided a verbal update based on the written reports.
- d. Housing Choice Voucher Program – Kyra Banks, HCV Administrator, provided a verbal update based on the written reports.
- e. Enrichment and Career Services – Larissa Williams and Kelly Flanagan, Program Managers, provided verbal updates based on the written reports.
- f. Housing Programs – Angia Dukes, Housing Programs Manager, provided a verbal update based on the written reports.
- g. YouthBuild – Avery Rice, YouthBuild Program Director, provided a verbal update based on the written reports.
- h. Finance – Carolyn Nichter, Finance Manager, provided a verbal update based on the written reports.
- i. Operations – Sarah Smith, Deputy Director, provided a verbal update based on the written reports.

## Old Business

- a. Hillcrest Update – George Guy and Dana Christian provided an update the Hillcrest Development Project.
- b. Board Training – January 30<sup>th</sup> 8-4 and February 13<sup>th</sup> 8-2 (times are approximate) – George Guy notified the board that there will be training for board members in January and February.

## New Business

- a. Safety and Security at Hillcrest – George Guy and Dan Kuleff provided an update on the state of Hillcrest and the need for fencing around an area of the building and grounds to prevent unwanted access.
- b. No Board Meeting in January 2024 – George Guy informed the board that there will be no regular board meeting in January.

## Resolutions

- a. Resolution 2023-24 – Resolution Approving Snow Removal  
Motion to approve resolution 2023-24 made by Donna Harris and Jim Morlan seconded. Unanimously approved by the Commissioners.
- b. Resolution 2023-25 – Resolution Approving Voucher Payment Standards  
Motion to approve resolution 2023-25 made by Wil Smith and Donna Harris seconded. Unanimously approved by the Commissioners.

## Executive Session

No actions taken or decisions made.

## Adjournment

Regular Meeting adjourned at approximately 9:38 a.m.



