

**MINUTES OF MEETING OF DECATUR HOUSING AUTHORITY
OF THE CITY OF DECATUR, ILLINOIS**

Regular Meeting

The Board of Commissioners of Decatur Housing Authority met in regular session at the Don F. Davis Center, 1808 East Locust Street, Decatur, Illinois at 3:30 p.m. on Thursday, May 14, 2015.

Chairperson Campbell-Hein called the meeting to order and upon a call of the roll, those present (all attended in person) and absent were as follows:

Present: Lisa Campbell-Hein, Chairperson
Shelith Hansbro, Commissioner
Jenny Sykes, Commissioner
William Gosch, Commissioner
James E. Alpi, Secretary-Treasurer
James A. Jankowicz, Legal Counsel

Absent: Shad Etchason, Vice Chairman

There being a quorum present and the meeting duly convened, opening ceremonies were conducted with the reciting of the pledge of allegiance and business was transacted as follows:

Chairperson Campbell-Hein presented the Open Time of the agenda.

Hearing no comments, Chairperson Campbell-Hein presented the Minutes from the Regular Meeting of April 9, 2015. Commissioner Hansbro moved to accept the Minutes as presented. Commissioner Sykes seconded the motion.

Hearing no comment, Chairperson Campbell-Hein called for a roll call vote. All voted "Aye" except Commissioner Hansbro who abstained. The motion carried.

Chairperson Campbell-Hein presented the Rent Roll/L&O Summary Report for the month of April 2015. Commissioner Hansbro moved to receive and file the report. Commissioner Sykes seconded the motion.

Brenda Kraus reported that the REAC inspection is completed so now staff can put the focus back on renovation. Mr. Alpi reported that we have gained 9 in public housing.

Hearing no further comment, Chairperson Campbell-Hein called for a roll call vote. All voted "Aye". The motion carried.

Chairperson Campbell-Hein presented the Housing Choice Voucher Program Occupancy report for the month of April 2015. Commissioner Hansbro moved to receive and file the report. Commissioner Sykes seconded the motion.

Brenda Kraus reported that we have termed 2 more than we have leased but is pleased its not a higher number of terms due to the higher temperatures allowing the power company to turn off power for non-payment.

Mr. Alpi pointed out the new format of the HCV leasing report. He further stated that our goal is to utilize all vouchers or 98% of funding. We will avoid cutting too much due to set aside funding we can be eligible for. The staff is doing an excellent job.

Hearing no further comment, Chairperson Campbell-Hein called for a roll call vote. All voted "Aye". The motion carried.

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Chairperson Campbell-Hein presented the Wabash Crossing Occupancy Report for the month of April 2015. Commissioner Sykes moved to receive and file the report. Commissioner Gosch seconded the motion.

Tina Rice, Manager of Wabash Crossing, reported a gain of 5. She further stated that they have completed purging the waiting list and average 5 approvals for each 30-40 applications. This is average for the industry.

Hearing no further comment, Chairperson Campbell-Hein called for a roll call vote. All voted "Aye". The motion carried.

Chairperson Campbell-Hein presented the General Fund Check Register Report for the month of April 2015. Commissioner Hansbro moved to receive and file the report and Commissioner Sykes seconded the motion.

Hearing no comment, Chairperson Campbell-Hein called for a roll call vote. All voted "Aye". The motion carried.

Chairperson Campbell-Hein presented the Financial Reports for the period through the end of March. Commissioner Hansbro moved to receive and file the report. Commissioner Sykes seconded the motion.

Mr. Alpi reported that all AMPs have 3 months reserves. Next month they will be rebalanced and we will have 4 months reserves in all AMPs. He further reported that the HCV program is a little over but we have funds in reserves that are still DHA's.

Hearing no further comment, Chairperson Campbell-Hein called for a roll call vote. All voted "Aye". The motion carried.

Chairperson Campbell-Hein presented the following resolution for Commissioners' consideration and approval:

RESOLUTION NO. 15-16

AUTHORIZING AND APPROVING THE SUBMISSION OF A SECTION EIGHT MANAGEMENT ASSESSMENT PROGRAM CERTIFICATION FOR THE FISCAL YEAR ENDING MARCH 31, 2015

WHEREAS, the Department of Housing and Urban Development requires under 24 CFR 985, 101 that Housing Authorities certify certain Performance Indicators within the Section Eight Management Assessment Program (SEMAP), and

WHEREAS, this certification process requires the involvement, understanding and authorization by the Board of Commissioners preparatory to submitting said Certification to HUD, and

WHEREAS, staff has prepared and presented to the Board a review of the fifteen (15) HUD indicator categories in the format required by HUD for electronic submission; now, therefore,

BE IT HEREBY RESOLVED BY THE BOARD OF COMMISSIONERS OF THE DECATUR HOUSING AUTHORITY OF THE CITY OF DECATUR, ILLINOIS:

Section 1. That the HUD internet document as attached to this Resolution and representing required information through the fiscal year ending March 31, 2015, be

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authorized for execution by the Chairperson of the Board of Commissioners and the Authority's Executive Director.

Section 2. That the Executive Director is instructed to submit this Certification and any other relevant documentation to the Department of Housing and Urban Development by no later than May 31, 2015.

Commissioner Sykes moved to accept the resolution as presented. Commissioner Gosch seconded the motion.

Brenda Kraus reported that this is an annual submission HUD uses to measure the performance of the Section 8 Program. Commissioner Sykes asked if this is an internal assessment. Ms. Kraus stated yes.

Hearing no further comment Chairperson Campbell-Hein called for a roll call vote. All voted "Aye". The motion carried.

Old and New Business

Mr. Alpi reported that the House voted today on the THUD bill which is what determines our funding. If this bill is passed we will continue to receive 82% on the public housing side and a 14-15% decrease in Capital Funds next year. There will be a slight increase in HAP payments but not necessarily coming to us. The Section 8 administrative fees will remain at 68% which is where we are now.

Mr. Alpi reported that HUD hires a third party to inspect our public housing units. This year there are two AMPs due for inspection. They are AMP ILL 12-22 which includes the Concord, the Townhouses, and 8 scattered sites, and ILL 12-24, which includes 95 scattered sites. The results of this inspection represent one of four components of our PHAS score. Overall there were very few health safety issues.

Mr. Alpi reported that Ameresco has reviewed our utility consumption data so they can adjust the model used to calculate the utility allowances. This process includes notifying tenants of the change and giving a review period. If there is a change in the allowance will have to adjust the tenant rents.

Hearing no further comment Chairperson Campbell-Hein called for a motion to enter closed session pursuant to 5 ILCS 120/2 (c) (2) and 5 ILCS 120/2 (c) (6). Commissioner Hansbro moved to go into closed session. Commissioner seconded the motion.

Hearing no further comment, Chairperson Campbell Hein called for a roll call vote. All voted "Aye". The motion carried. The board went into closed session at 4:05 p.m.

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The board returned to open session at 4:18 p.m.

Hearing no comment, Chairperson Campbell-Hein stated there was no further business to come before the Board. Commissioner Sykes moved to adjourn and Commissioner Hansbro seconded the motion. Upon a call of the roll, the Commissioners voted as follows:

Commissioner Sykes, "Aye",
Commissioner Gosch - "Aye",
Commissioner Hansbro - "Aye", and
Chairperson Campbell-Hein - "Aye".

The motion carried unanimously. The meeting adjourned at 4:19 p.m.

Chairperson Campbell-Hein

(ATTEST)

Secretary-Treasurer

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