

MINUTES OF THE 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, December 9, 2021.

Chairperson Campbell called the meeting to order and upon a call of the roll, those present and absent were as follows:

Present: Lisa Campbell, Chairperson
Shelith Hansbro, Vice Chair
Jenny Sykes, Commissioner
Kristin Carr, Commissioner
Terri Goodman, Secretary-Treasurer
James A. Jankowicz, Legal Counsel

Absent: Joshua Robertson, Commissioner

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

Chairperson Campbell presented the Open Time of the agenda.

Hearing no comment, Chairperson Campbell presented the Minutes from the Special Meeting held November 10, 2021. Commissioner Sykes moved to accept the Minutes as presented. Commissioner Carr seconded the motion.

Hearing no comment, Chairperson Campbell called for a roll call vote to accept the minutes as presented. All voted “Aye” except Commissioner Carr and Vice Chair Hansbro who abstained. The motion carried.

Chairperson Campbell presented the Rent Roll/L&O Summary Report for the month of November 2021. Commissioner Sykes moved to receive and file the reports. Vice Chair Hansbro seconded the motion.

Shara LeBeau, Finance Director, reported occupancy is at 95% overall. Terri Goodman, Executive Director, reported we are now having trouble getting applicants approved. We are pulling 15 names at a time and only getting 1 or 2 approved.

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

Chairperson Campbell presented the Housing Choice Voucher Program Occupancy report for the month of November 2021. Vice Chair Hansbro moved to receive and file the report. Commissioner Sykes seconded the motion.

Shara LeBeau reported leases are up a couple units. The new temporary workers and doing a good job learning and getting the hang of things.

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

Chairperson Campbell presented the Wabash Crossing Occupancy Report for the month of November 2021. Commissioner Sykes moved to receive and file the report. Vice Chair Hansbro
December 9, 2021

seconded the motion.

Shara LeBeau reported the number of leases overall is up by one.

Hearing no further comment, Chairperson Campbell called for a roll call vote. All voted “Aye” to receive and file the report. The motion carried.

Chairperson Campbell presented the General Fund Check Register Report for the month of November 2021. Commissioner Sykes moved to receive and file the report and Commissioner Carr seconded the motion.

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

Chairperson Campbell presented the HCV Landlord Check Register Report for the month of November 2021. Commissioner Sykes moved to receive and file the report and Commissioner Carr seconded the motion.

Hearing no comment, Chairperson Campbell called for a roll call vote. All voted “Aye”. The motion carried.

Chairperson Campbell presented the Capital Fund Check Register Report for the month of November 2021. Commissioner Sykes moved to receive and file the report and Commissioner Carr seconded the motion.

Hearing no comment, Chairperson Campbell called for a roll call vote. All voted “Aye”. The motion carried.

Chairperson Campbell presented the Financial Reports for the period through the end of October 2021. Vice Chair Hansbro moved to receive and file the report. Commissioner Sykes seconded the motion.

Shara LeBeau, Finance Director, reported the Section 8 Department showed no administrative expenses because we used remaining COVID funds. Also, there were three pay periods in October so it makes salaries look higher than usual.

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

Chairperson Campbell called for a motion to receive and file the audit report that was presented at the November meeting. Commissioner Sykes made a motion to receive and file the audit report for Year Ending March 31, 2021. Commissioner Carr seconded the motion.

Hearing no comment, Chairperson Campbell called for a roll call vote. All voted “Aye”. The motion carried.

Old and New Business

Terri Goodman reported that the office Christmas party is on December 22, 2021 at 12:00 p.m. and the board is invited to attend.

December 9, 2021

Terri Goodman also reported that she had a phone conversation with Elzie Higginbottom, owner of East Lake Development, and he has decided to start getting on board with the necessary improvements at Wabash Crossing. He has hired a Project manager and he brought him to meet us. He has kept his word on 15 units. He stated he is having trouble getting materials due to Covid. We have received a call from HUD stating they have hired a consultant to help Housing Authorities with issues like this. Mr. Higginbottom called Jeff Lines asking what we can do, and Mr. Lines told him he is not his client. Terri Goodman stated there will be no decisions made until we see if HUD is giving financial assistance. Hopefully we will have more information soon.

Chairperson Campbell stated there was no further business to come before the Board.

Commissioner Sykes made a motion to adjourn, and Commissioner Carr seconded the motion.

Upon a call of the roll, the Commissioners voted as follows:

Vice Chair Hansbro, "Aye",
Chairperson Campbell, "Aye",
Commissioner Sykes, "Aye" and
Commissioner Carr, "Aye".

The motion carried unanimously. The meeting adjourned at 3:55 p.m.

(ATTEST)


Secretary - Treasurer


Chairperson Campbell