

**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, November 10, 2022.

Vice Chair Hansbro called the meeting to order and upon a call of the roll, those present (all attended in person) and absent were as follows:

|          |                                    |
|----------|------------------------------------|
| Present: | Shelith Hansbro, Vice-Chairperson  |
|          | Jenny Sykes, Commissioner          |
|          | Josh Robertson, Commissioner       |
|          | Kristin Carr, Commissioner         |
|          | Terri Goodman, Secretary-Treasurer |
|          | James A. Jankowicz, Legal Counsel  |

|         |                            |
|---------|----------------------------|
| Absent: | Lisa Campbell, Chairperson |
|---------|----------------------------|

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:

Vice Chair Hansbro called for a motion to receive and file the Audit Report that was presented at the October meeting. Commissioner Sykes moved to receive and file the audit report. Commissioner Robertson seconded the motion.

Hearing no comments, Vice Chair Hansbro called for a roll call vote. All voted “Aye”. The motion carried.

Vice Chair Hansbro presented the Open Time portion of the Agenda.

Abeer Motan, who has attended other meetings and spoken in open time, introduced herself by stating her name and explained her reason for attending the DHA meeting today. She asked the board if we can all work together to eliminate crime all together. She inquired if there is a way DHA can change the policy to evict people who commit one offense. She stated she feels this will get rid of drug dealers in the community. Ms. Motan thanked the board for hearing her comments. Vice Chair Hansbro thanked her for her comments.

Hearing no further comment, Vice Chair Hansbro presented the minutes of the regular meeting held on October 13, 2022. Commissioner Robertson moved to accept the minutes. Commissioner Sykes seconded the motion.

Hearing no comment, Vice Chair Hansbro called for a roll call vote. All voted “Aye” except Commissioner Carr who abstained. The motion carried.

Vice Chair Hansbro presented the Rent Roll/L&O Summary Report for the month of October, 2022. Commissioner Sykes moved to receive and file the report. Commissioner Robertson seconded the motion.

Terri Goodman reported we are at 91%. She further stated that we have 22 units done and have 7 approved applicants. The majority of applicants we are processing are not eligible due to the inability to get power in their name.

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Hearing no further comment, Vice Chair Hansbro called for a roll call vote. All voted Aye". The motion carried unanimously.

Vice Chair Hansbro presented the Housing Choice Voucher Program Occupancy report for the month of October 2022. Commissioner Sykes moved to receive and file the report. Commissioner Carr seconded the motion.

Jody Pallone reported they opened the waiting list in June and have pulled 120 applicants. Five have been housed. Forty-three of the 120 (36%) have been deemed ineligible for various reasons. We have a new staff person starting on Monday to help process applications. In October there have been 19 new contracts signed and have 3 more today. There are 53 on the looking list and have 16 inspections ordered.

Hearing no further comment, Vice Chair Hansbro called for a roll call vote. All voted "Aye". The motion carried unanimously.

Vice Chair Hansbro presented the Wabash Crossing Occupancy Report for the month of October 2022. Commissioner Robertson moved to receive and file the report. Commissioner Carr seconded the motion.

Terri Goodman reported that occupancy has gone down. Jim Jankowicz inquired if there was a meeting. Terri stated Mr. Higginbottom met with a State of IL grant writing consultant to request \$5 million. He stated he is going to be meeting with Shelith's sorority sister. Mr. Higginbottom stated that if he doesn't receive the funds this fall, he will be approved in the Spring.

Hearing no further comment, Vice Chair Hansbro called for a roll call vote. All voted "Aye". The motion carried unanimously.

Vice Chair Hansbro presented the General Fund Check Register Report for the month of October 2022. Commissioner Sykes moved to receive and file the report and Commissioner Carr seconded the motion.

Hearing no comment, Vice Chair Hansbro called for a roll call vote. All voted "Aye". The motion carried unanimously.

Vice Chair Hansbro presented the HCV Landlord Check Register Report for the month of October 2022. Commissioner Sykes moved and Commissioner Carr seconded the motion to receive and file the report.

Hearing no comments, Vice Chair Hansbro called for a roll call vote. All voted "Aye. The motion carried.

Vice Chair Hansbro presented the Capital Fund Check Register Report for the month of October 2022. Commissioner Robertson moved to receive and file the report and Commissioner Sykes seconded the Motion.

Hearing no comment, Vice Chair Hansbro called for a roll call vote. All voted "Aye". The motion carried.

Vice Chair Hansbro presented the Financial Reports for the period through the end of September, 2022. Commissioner Sykes moved to receive and file the report. Commissioner Carr seconded the motion.

Terri Goodman reported that the AMPS are holding at 4 months in reserves with the COCC at 55 months.

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Hearing no comment, Vice Chair Hansbro called for a roll call vote. All voted “Aye”. No The motion carried.

Vice Chair Hansbro presented the following Resolution for Commissioners’ consideration and approval:

**RESOLUTION NO. 22-22**

**AUTHORIZING AND APPROVING REVISION OF THE HOUSING CHOICE VOUCHER PROGRAM PAYMENT STANDARDS**

WHEREAS, staff has completed a review of the Voucher Program Payment Standards in accordance with 24 CFR 888.111, and

WHEREAS, HUD made available the new Fair Market Rent schedule, and

WHEREAS, HUD adjustments increase some rents and decrease others, and

WHEREAS PHA’s may set payment standards between 90% and 110 % of FMR to reflect local market conditions and unit availability, and

WHEREAS, the Payment Standards will remain between 90% and 110% of Fair Market Rents for Decatur MSA; 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 Housing Choice Voucher Program Payment Standards is amended as noted effective January 1, 2023.

|              |                |
|--------------|----------------|
| SRO - \$449  | 3 BR - \$1,254 |
| 0 BR - \$599 | 4 BR - \$1,399 |
| 1 BR - \$771 | 5 BR – \$1,463 |
| 2 BR - \$944 | 6 BR – \$1,654 |

Mobile homes space or lot only is 2 BR FRM x 40% = 343.00.

SRO is calculated at 75% of the 0 bedroom Fair Market Rent.

Section 2. That the Executive Director of designee is authorized to implement new Payment Standards effective January 1, 2023.

Commissioner Robertson moved to accept the resolution as presented. Commissioner Carr seconded the motion.

Jody Pallone stated that because we have many people eligible for 1- and 2-bedroom units from the most recent HCV wait list (June 2022 Lottery), we have maximized the 2023 payment standards for 1 and 2 bedroom voucher holders. Per HUD regulation, the Housing Authority can approve payment standards from 90% to 110% of the Fair Market Rent without additional HUD approval. DHA is increasing the 1-bedroom, 2-bedroom, and 4-bedroom payment standard to 110% FMR for 2023 calendar year. DHA is increasing the 3-bedroom payment standard to 105% FMR for 2023 calendar year. Efficiency units, 5-bedroom, and 6-bedroom payment standards will be increased to 100% FMR for 2023 calendar year.

Hearing no further comment, Vice Chair Hansbro called for a roll call vote. All voted “Aye”. The motion carried unanimously.

Vice Chair Hansbro presented the following resolution for Commissioners' consideration and approval:

**RESOLUTION NO. 22-23**

AUTHORIZING AND APPROVING RULES AND  
PROCEDURES FOR RESIDENT COMMENTS AND  
PUBLIC COMMENTS AT BOARD MEETINGS

WHEREAS, the Decatur Housing Authority ("Authority") wishes to establish rules and regulations for resident comments and public comments during Board Meetings; 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 Board of Commissioners welcomes and appreciates the views and input from interested citizens. Individuals or groups wishing to address the Board should sign in (name and address) prior to the meetings. Speakers will be asked to give their name and address as they begin their presentation. The board asks that comments be delivered in a three-minute time frame in order that others may receive adequate time and attention. As a matter of protocol, comments shall reflect courtesy and not contain derogatory or slanderous comments about an individual or group. Breach of the above mentioned protocol may result in the Board Chairperson declaring the speaker or group out of order and discontinue the presentation. As a general rule, neither the Board nor staff will provide immediate responses.

Section 2. That the sign in sheet for speakers to give their name and address shall contain a copy of the rules and procedures as set forth in Section 1. Above.

Section 3. That the rules and procedures shall be in full force and effect from and after its passage and approval, as provided by law.

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

Jim Jankowicz stated this resolution just formalizes what was discussed at the meeting last month regarding proper board meeting etiquette for visitors who attend the DHA board meetings.

Hearing no further comment, Vice Chair Hansbro called for a roll call vote. All voted "Aye". The motion carried unanimously.

Vice Chair Hansbro asked if there was any old and new business. Terri Goodman stated we have a new leasing specialist in the public housing department, and she is very good and very pleasant. We still need to fill the elderly/disabled social service position and the scattered site social service staff person is off on medical leave.

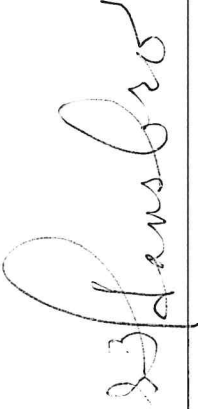
Vice Chair Hansbro stated there was no further business to come before the Board. Commissioner Robertson moved and Commissioner Carr seconded the motion to adjourn. Upon a call of the roll, the Commissioners voted as follows:

Vice-Chair Hansbro, "Aye",  
Commissioner Sykes, "Aye",  
Commissioner Carr, "Aye", and

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Commissioner Robertson, “Aye”.

The motion carried unanimously. The meeting adjourned at 3:47.



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Vice Chair Hansbro

(ATTEST)



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Secretary-Treasurer