

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

Regular Meeting

The Board of Commissioners met at 3:30 p.m. on Thursday, June 8, 2023.

Vice-Chairperson 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
 Kristin Carr, Commissioner
 Josh Robertson, Commissioner
 Terri Goodman, Secretary-Treasurer
 James Jankowicz, Legal Counsel

Absent: Lisa Campbell, Chairperson
 Jenny Sykes, Commissioner

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-Chairperson Hansbro presented the Open Time portion of the Agenda.

Abeer Motan spoke in open time. Ms. Motan felt it was important for the Housing Authority to accept diversity and she stated that she did not feel included. She voiced a number of concerns that were not related to Decatur Housing Authority business. After exceeding her time for speaking, Vice-Chairperson Hansbro advised Ms. Motan that if she felt endangered she needed to call the police as the Police Department was equipped to handle any concerns pertaining to dangerous situations. Vice-Chairperson Hansbro also inquired of Ms. Motan what Ms. Motan wanted, and Ms. Motan responded that she wants fair housing.

Vice-Chairperson Hansbro presented the Minutes of the regular meeting of May 11, 2023. Commissioner Robertson moved to accept the Minutes. Commissioner Carr seconded the motion.

Hearing no comment, Vice-Chairperson Hansbro called for a roll call vote. Vice-Chairperson Hansbro, Commissioner Carr, and Commissioner Robertson voted “Aye”. No Commissioner voted “No”. The motion carried unanimously.

Vice-Chairperson Hansbro presented the Rent Roll/L&O Summary Report for the month of May, 2023. Commissioner Robertson moved and Commissioner Carr seconded the motion to receive and file the report.

Shara LeBeau reported that occupancy is slowly coming up and staff is working hard.

Hearing no further comment, Vice-Chairperson Hansbro called for a roll call vote. Commissioner Carr, Commissioner Robertson, and Vice-Chairperson Hansbro voted “Aye”. No Commissioner voted “No”. The motion carried unanimously.

Vice-Chairperson Hansbro presented the Housing Choice Voucher Program Occupancy report for the month of May, 2023. Commissioner Robertson moved to receive and file the report. Commissioner Carr seconded the motion.

Shara LeBeau advised the board that Jody Pallone would have reported, but she was absent due to a death in the family. Jody Pallone is working hard to get letters out from pulling last year's applications and is making progress.

Hearing no further comment, Vice-Chairperson Hansbro called for a roll call vote. Commissioner Carr, Commissioner Robertson, and Vice-Chairperson Hansbro all voted "Aye". No Commissioner voted "No". The motion carried unanimously.

Vice-Chairperson Hansbro presented the Wabash Crossing Occupancy Report for the month of May, 2023. Commissioner Robertson moved to receive and file the report. Commissioner Carr seconded the motion.

Shara LeBeau reported that one phase is down one four units and another phase is down two units.

Hearing no further comment, Vice-Chairperson Hansbro called for a roll call vote. Vice-Chairperson Hansbro, Commissioner Carr, and Commissioner Robertson and voted "Aye". No Commissioner voted "No". The motion carried unanimously.

Vice-Chairperson Hansbro presented the General Fund Check Register Report for the month of May, 2023. Commissioner Robertson moved to receive and file the report and Commissioner Carr seconded the motion.

Hearing no comments and no questions, Vice-Chairperson Hansbro called for a roll call vote. Commissioner Robertson, Vice-Chairperson Hansbro, and Commissioner Carr all voted "Aye". No Commissioner voted "No". The motion carried unanimously.

Vice-Chairperson Hansbro presented the HCV Landlord Check Register Report for the month of May, 2023. Commissioner Robertson moved and Commissioner Carr seconded the motion to receive and file the report.

Hearing no comment, Vice-Chairperson Hansbro called for a roll call vote. Commissioner Carr, Commissioner Robertson, and Vice-Chairperson Hansbro all voted "Aye". No commissioner voted "No". The motion carried unanimously.

Vice-Chairperson Hansbro presented the Capital Fund Check Register Report for the month of May, 2023. Commissioner Robertson moved to receive and file the report. Commissioner Carr seconded the motion.

Hearing no comment, Vice-Chairperson Hansbro called for a roll call vote. Vice-Chairperson Hansbro, Commissioner Carr, and Commissioner Robertson voted "Aye". No Commissioner voted "No". The motion carried unanimously.

Vice-Chairperson Hansbro presented the Financial Reports for the period through the end of April, 2023. Commissioner Robertson moved to receive and file the reports. Commissioner Carr seconded the motion.

Shara LeBeau reported that DHA has now started its new fiscal year and we are at square one. AMPs are up to five months in reserves. COCC money has been moved to cover security expenses. COCC has 41 months in reserves.

Hearing no further comment, Vice-Chairperson Hansbro called for a roll call vote. Commissioner Carr, Commissioner Robertson, and Vice-Chairperson Hansbro all voted "Aye". No Commissioner voted "No". The motion carried unanimously.

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Vice-Chairperson Hansbro presented the following Resolution for Commissioners' consideration and approval:

RESOLUTION NO. 23-14

AUTHORIZING AND APPROVING THE SUBMISSION OF A SECTION
EIGHT MANAGEMENT ASSESSMENT PROGRAM CERTIFICATION FOR
THE FISCAL YEAR ENDING MARCH 31, 2023

WHEREAS, the Department of Housing and Urban Development requires under 24 CFR Pt. 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, 2023, be 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, 2023.

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

Shara LeBeau advised the Board that this was DHA's annual submission of its Section 8 Management Assessment Program Certification for the fiscal year ending March 31, 2023.

Hearing no further comment or questions, Vice-Chairperson Hansbro called for a roll call vote. Vice-Chairperson Hansbro, Commissioner Carr, and Commissioner Robertson all voted "Aye". No Commissioner voted "No". The motion carried unanimously.

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

RESOLUTION NO. 23-15

AUTHORIZING AND APPROVING CONTRACT MODIFICATION NO. 2 TO
BUILDING SYSTEMS OF ILLINOIS, INC. FOR BATHROOM REMODEL AT
SCATTERED SITES, PHASE I, CFP IL06-P012-50120/50121

WHEREAS, the contract with Building Systems of Illinois, Inc. for Bathroom Remodel at Scattered Sites – PH I is now complete, and

WHEREAS, the contract amount included an allowance for unforeseen conditions, and

WHEREAS, the bid for this work included unit costs for installing grab bars and a deduct for not doing abatement, and

WHEREAS, all unforeseen conditions, additions, and deletions have been identified, and

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WHEREAS, there is a credit due to DHA; 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 Contract Modification No. 2 to Building Systems of Illinois, Inc. for Bathroom Remodel at Scattered Sites – PH I, CFP IL06-P012-50120/50121 is authorized and approved.
- Section 2. That the contract amount is decreased by THIRTY THOUSAND, EIGHT HUNDRED NINE AND 00/100 DOLLARS (\$30,809.00) and the time for completion extended by 160 days due to material delays.
- Section 3. That the Executive Director or Contracting Officer is authorized to execute all necessary documents.

Commissioner Robertson moved to approve the resolution and Commissioner Carr seconded the motion.

Executive Director Goodman indicated that the contract modification would complete the Authority’s bathroom project. The initial contract had included costs to add grab bars and a credit for asbestos flooring removal. During the project, it was discovered that several floors had already been abated after the old tile was pulled up. It was not possible to identify which floors had already been abated during the initial architect inspection, so a unit cost deductive amount was included. As a result of final investigation and work, the contract would be reduced by the amount of \$30,809. The funds would be reallocated for upcoming work in the Capital Fund Program.

Hearing no further comment, Vice-Chairperson Hansbro called for a roll call vote. Commissioner Robertson, Commissioner Carr, and Vice-Chairperson Hansbro voted “Aye”. No Commissioner voted “No”. The motion carried unanimously.

Vice-Chairperson Hansbro asked if there was any old or new business. Executive Director Goodman asked if the board had given further consideration to selling the building on West Grand Avenue, known as “Cec’s Barber Shop”. If the Housing Authority did, it would be essential for the Housing Authority to keep the access road from Grand to the Lexington, as well as sufficient parking. Further investigation would be done to see whether or not the property was titled in DHA or DIA’s name. The board concurred that as long as the City would bear any expense in obtaining HUD approval for the sale of the property, the Housing Authority was willing to do so, provided that access and parking was maintained.

Executive Director Goodman indicated that the City Manager had called Tina at Wabash Crossing and wanted her to do a write-up concerning City responsibilities in WBASH Crossing, particularly with regard to pavement, street lights, etc. with hopes to reduce crime in the neighborhood.

Executive Director Goodman also reported that HUD now appears to be strongly considering giving East Lake higher rents and allowing conversion of Wabash Crossing to RAD. HUD would like her to contact Jeff Lines and further would like a conference call with Terri Goodman and Elzie Higginbottom. It was noted that factoring in Wabash Crossing, DHA’s occupancy level is only 76%, while it is 95% without Wabash Crossing units. She

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noted that Patrick Cano at HUD said he had never seen HUD being willing to offer more money.

Terri Goodman advised the board that we have a maximum of 20% project-based vouchers and we are about there. A number of our vouchers are being utilized at Carriage House, which may limit the availability at Wabash Crossing.

Jim Jankowicz advised the board that due to surgery scheduled for July 13, 2023, he will be unable to attend the regularly scheduled July board meeting. The board discussed the possibility of cancelling the July meeting, if business can wait until the month of August.

The board noticed a heightened level of aggressiveness in Ms. Motan's comments during open time. It was noted that Ms. Motan is facing criminal charges, and her more aggressive demeanor may have been caused by the stress she is facing.

Executive Director Goodman advised the board the audit is complete.

Vice-Chairperson 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-Chairperson Hansbro, "Aye",

Commissioner Carr, "Aye", and

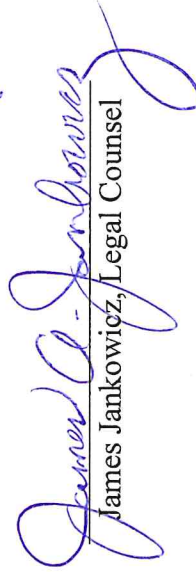
Commissioner Robertson, "Aye".

No Commissioner voted "No". The motion carried unanimously. The board meeting adjourned at 4:24 p.m..



Vice-Chairperson Hansbro

(ATTEST)


James Jankowicz, Legal Counsel