

**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, March 14, 2013.

Chairperson Campbell-Hein called the meeting to order and at this time opening ceremonies were conducted by citing the Pledge of Allegiance. Upon a call of the roll, those present and absent were as follows:

Present: Lisa Campbell Hein- Chairperson  
Robert Yuhas, Vice Chairman  
William Gosch, Commissioner  
Shad Etchason, Commissioner  
James E. Alpi, Secretary-Treasurer  
James Jankowicz, Legal Counsel

Absent: Shelith Hansbro, Commissioner

There being a quorum present and the meeting duly convened, business was transacted as follows:

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

Hearing no response, the meeting continued as follows:

Chairperson Campbell-Hein presented the Minutes from the Annual Meeting of February 14, 2013. Vice Chairman Yuhas made a motion to accept the minutes as presented. Commissioner Gosch seconded the motion.

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

Chairperson Campbell-Hein presented the minutes from the Closed Session of February 14, 2013. Vice Chairman Yuhas made a motion to accept the minutes as presented. Commissioner Etchason seconded the motion.

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

Chairperson Campbell-Hein presented the Rent Roll/L&O Summary Report for the month of February 14, 2013. Commissioner Etchason moved to receive and file the report. Vice Chairman Yuhas seconded the motion.

Terri Goodman stated that the staff is working really hard and doing a good job getting units leased up. We are at 97%.

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 February 2013. Vice Chairman Yuhas moved to receive and file the report. Commissioner Etchason seconded the motion.

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Brenda Kraus stated that we have gained some. Mr. Alpi stated that we are at 1030 vouchers being utilized. We would like to increase that number. Funding cuts on the administration of this program make it difficult.

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

Chairperson Campbell-Hein presented the Wabash Crossing Occupancy report for the month of February 2013. Vice Chair Yuhas moved to receive and file the report. Commissioner Gosch seconded the motion.

Mr. Alpi stated that the overall occupancy increased by one unit. Mr. Alpi stated that Eastlake has an obligation to keep the Tax Credit units and market rate units leased also.

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 February 2013. Vice Chairman Yuhas moved to receive and file the report and Commissioner Etchason seconded the motion.

Commissioner Etchason inquired about the different charges from various vendors regarding cable. Terri Goodman explained there are different vendors providing services for the television and internet. Vice Chairman Yuhas asked if we could have Comcast consolidate our accounts on to one bill. Terri Goodman stated we will find out if that is an option.

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 the commissioners' consideration and approval:

**RESOLUTION 13-13**

**AUTHORIZING AND APPROVING A REVISION OF THE HOUSING CHOICE VOUCHER PROGRAM ADMINISTRATIVE PLAN OF THE DECATUR HOUSING AUTHORITY**

WHEREAS, the Authority continually seeks to review the Housing Choice Voucher Program Admin Plan to assure compliance with federal regulatory changes and for responsiveness to local need, and

WHEREAS, the Authority continuously seeks ways to reduce administrative costs, and

WHEREAS, HUD has established temporary guidelines for PHA's in fulfilling Housing Choice Voucher program requirements during this period of decreased resources available to the PHA, 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 Administrative Plan be hereby revised as shown in the attachments.
- Section 2. That the staff of Decatur Housing Authority is authorized to implement the changes effective April 01, 2013.
- Section 3. That staff cease using the temporary provisions in the Administrative Plan by March 31, 2014.

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

Brenda Kraus stated that this resolution authorizes a change to our HCV Admin Plan that will allow us to take advantage of an ease in restrictions offered by HUD. One change is regarding a change in the re-examination requirements for tenants on a fixed income and one change allows the tenants to self-certify that they have assets of \$5,000.00 or less. This will be in effect for one year.

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 stated that he attached a copy of the old Section 3 Plan and the newly revised Section 3 Plan so the board members could compare to see what the significant changes were. The old Section 3 Plan was very specific to the HOPE VI project so revisions were made to cover all Section 3 covered projects. Commissioner Etchason asked if we have had any workshops and offered assistance and suggested union business agents be invited. Mr. Alpi stated staff is planning workshops for the public and businesses and will also invite union business agents as suggested.

Mr. Alpi explained federal sequestration of funds and what it means to the Housing Authority. He explained that there was a continuing resolution passed but it still included the lost reserves from 2012. There may be an additional continuing resolution that will delete a portion of the amount recaptured from reserves. He will keep the board informed about this issue.

Mr. Alpi explained the National Foreclosure Settlement awards program. DHA submitted a proposal with four options for projects to the Illinois Attorney General's office. It is anticipated selections of projects will occur in April.

Mr. Alpi asked if commissioners have completed their "Statement of Economic Interest" forms and given them to Diane Hackert for submittal. All present stated yes.

Mr. Alpi reported the Open Meetings Act regulations states that board members of public bodies are not required to certify every year only initially upon joining the board. Staff is required to re-certify each year. Chairperson Campbell-Hein inquired if she had completed her

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certification. Diane Hackert stated she will check in her file and let her know.

Mr. Alpi stated that we will need to have a special meeting to approve award of a contract for the Furnace and Water Heater Replacement at Scattered Sites, Townhouses and Garden Apartments. We would like to ask the board to consider this. The board concurred and selected March 21, 2013 at 8:00 a.m. to have a special meeting. The board will receive a notice of special meeting.

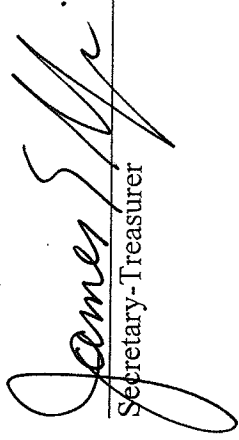
Chairperson Campbell-Hein stated that there was no further business to come before the board. Vice Chairman Yuhás moved to adjourn. Commissioner Etchason seconded the motion.

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

Vice Chairman Yuhás, - "Aye"  
Commissioner Gosch, - "Aye"  
Commissioner Etchason, - "Aye" and  
Chairperson Campbell-Hein, - "Aye"

The Board adjourned at 4:10 p.m.

(ATTEST)

  
Secretary-Treasurer

  
Chairperson Campbell-Hein

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