

**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 E. Locust St., Decatur, Illinois at 3:30 p.m. on Thursday, December 11, 2014.

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

Present:       Shad Etchason, Vice Chairman  
                  Jennifer Sykes, Commissioner  
                  William Gosch, Commissioner  
                  James E. Alpi, Secretary-Treasurer  
                  James A. Jankowicz, Legal Counsel

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

At this time Vice Chairman Etchason announced the open time of the Agenda and welcomed visitor Mr. Steven Spear, a retired resident of Decatur and his wife Andrea.

Hearing no comment, Vice Chairman Etchason presented the Minutes from the Regular Meeting of November 13, 2014. Commissioner Sykes moved to accept the Minutes as presented. Commissioner Gosch seconded the motion.

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

Vice Chairman Etchason presented the Closed Session Minutes of the November 13, 2104 regular meeting. Commissioner Sykes moved to accept the Minutes as presented. Commissioner Gosch seconded the motion.

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

Vice Chairman Etchason presented the Rent Roll/L&O Summary Report for the month of November 2014. Commissioner Sykes moved to receive and file the report. Commissioner Gosch seconded the motion.

Mr. Alpi reported a gain of three in Public Housing. Occupancy in public housing is 94% overall.

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

Vice Chairman Etchason presented the Housing Choice Voucher Program Occupancy report for the month of November 2014. Commissioner Sykes moved to receive and file the report. Commissioner Gosch seconded the motion.

Mr. Alpi reported there was a gain of 7 and we are at 970 vouchers. We want to stay steady at this number to align with the funding.

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

Vice Chairman Etchason presented the Wabash Crossing Occupancy Report for the month of November 2014. Commissioner Sykes moved to receive and file the report. Commissioner Gosch seconded the motion.

Tina Rice reported the occupancy is holding steady at approximately 82%. She distributed a report regarding the reasons for the turnovers.

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

Vice Chairman Etchason presented the General Fund Check Register Report for the month of November 2014. Commissioner Sykes moved to receive and file the report and Commissioner Gosch seconded the motion.

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

Vice Chairman Etchason presented the Financial Reports for the period through the end of October. Commissioner Sykes moved to receive and file the report. Commissioner Gosch seconded the motion.

Terri Goodman, Director of Finance, reported that we are seven months into the fiscal year and are slightly ahead and staying on budget.

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

Vice Chairman Etchason presented the following resolution for Commissioners' consideration and approval:

**RESOLUTION NO. 14-37**

AUTHORIZING AND APPROVING CONTRACT AMENDMENT  
NO. 4 TO THE INDEFINITE QUANTITY AGREEMENT WITH  
HALEY ARCHITECTURAL GROUP INC., CFP IL06-P012-50109-  
50113

WHEREAS, the Authority has previously engaged the services of Haley Architectural Group, Inc. under an Indefinite Quantity Agreement, and

WHEREAS, additional services are required in connection with development of the City House Program for eight new scattered site for sale homes and four rental homes, and

WHEREAS, the scope of service will include all surveying and/or civil engineering work, and

WHEREAS, fees for all professional services and contract administration for the project will be a lump sum of \$138,000.00, and

WHEREAS, funds are available within the Capital Fund Program IL06-P012-50113/50114 Account No. 1430 and the National Foreclosure Settlement accounts, now; therefore

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

- Section 1. That Contract Amendment No. 4 to Haley Architectural Group, Inc. be authorized and approved.
- Section 2. That the contract amount of ONE HUNDRED THIRTY EIGHT THOUSAND AND NO/100 DOLLARS (\$138,000.00) for professional design, survey, civil engineering, mechanical, electrical, plumbing, and energy efficiency design services for the City House Project.
- Section 3. That the Executive Director or designee is authorized to execute all necessary documents.

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

Mr. Alpi explained the resolution authorizes Haley Architectural Group to develop the designs for the infill houses being planned as part of the City House Project. This project is being funded partially by a grant from Attorney General's Office. Other funding will include the Replacement Housing Factor Funding received as part of the HOPE VI project to replace units lost through the demolition of Longview Place. Commissioner Gosch inquired if we should anticipate any problems like we had with the Mound Road project. Mr. Alpi stated that we are working with the city and a consultant to identify lots for the infill houses. Two neighborhoods have been identified as possibilities but we are waiting on the market study.

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

Old and New Business

Mr. Alpi reported that Congress has reached an agreement on the 2015 budget. Funding will only change 9 tenths of 1%. The Capital Fund will remain the same. The Section 8 HAP payment and Admin fee will increase slightly.

Mr. Alpi reported that we are moving forward with the Carriage House apartment staff to make the conversion to Project Based Vouchers.

Mr. Alpi extended an invitation to the Christmas Party to all board members on Tuesday, December 23, at 11:30 am. It will be held in the meeting room at Doherty's and we would love to have all members attend.

Mr. Alpi stated that he and Terri Goodman will be going to Chicago to meet with HUD

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staff to discuss the occupancy.

DHA Counsel, Jim Jankowicz thanked the board for allowing him to miss last month's meeting.

Vice Chairman Etchason stated there was no further business to come before the Board. Commissioner Sykes moved to adjourn and Commissioner Gosch seconded the motion. Upon a call of the roll, the Commissioners voted as follows:

Vice Chairman Etchason – “Aye”,  
Commissioner Sykes – “Aye”, and  
Commissioner Gosch - “Aye”.

The motion carried unanimously. The meeting adjourned at 4:00 p.m.

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Vice Chairman Etchason

(ATTEST)

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Secretary-Treasurer

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