

**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, January 9, 2014.

Vice Chairman Yuhas 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 and absent were as follows:

Present: Robert Yuhas, Vice Chairman
 William Gosch, Commissioner
 Shad Etchason, Commissioner
 Shelith Hansbro, Commissioner
 James E. Alpi, Secretary-Treasurer
 James Jankowicz, Legal Counsel

Absent: Lisa Campbell Hein- Chairperson

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

Vice Chairman Yuhas presented the Open Time of the agenda.

At this time Jim Jankowicz declared the Public Hearing for the PHA Plan open at 3:31. Mr. Alpi explained the purpose of the Public Hearing and identified the major improvements included in the PHA Plan. Mr. Alpi further stated that there was a Resident Advisory Board Meeting held on November 20, 2013 here at the Davis Center. The purpose of the Resident Advisory Board is to assist staff at the Housing Authority in the preparation of the plan. Recommendations made by the Resident Advisory Board are included in the plan. Hearing no comments from the public, the hearing adjourned at 3:33.

Vice Chairman Yuhas presented the Minutes from the Regular Meeting of December 12, 2013. Commissioner Hansbro made a motion to accept the minutes as presented. Commissioner Gosch seconded the motion.

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

Vice Chairman Yuhas presented the minutes from the Special Meeting of December 23, 2013. Commissioner Hansbro made a motion to accept the minutes as presented. Commissioner Gosch seconded the motion.

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

Vice Chairman Yuhas presented the corrected Rent Roll/L&O Summary Report for the month of December 2013. Commissioner Etchason moved to receive and file the report. Commissioner Hansbro seconded the motion.

Mr. Alpi stated that this report is not actually corrected it is simply reformatted to include Wabash Crossing on the same report so the occupancy levels can be compared more easily. Mr.

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Alpi highlighted the specifics and advised the board to provide input if more information should be included on this report.

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

Vice Chairman Yuhas presented the Housing Choice Voucher Program Occupancy report for the month of December 2013. Commissioner Hansbro moved to receive and file the report. Commissioner Etchason seconded the motion.

Brenda Kraus stated that the report shows 34 looking but we had orientation yesterday so there are actually 20 more. We have stopped the numbers from decreasing. We have another orientation next week so the numbers will increase again.

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

Vice Chairman Yuhas presented the Wabash Crossing Occupancy report for the month of December 2013. Commissioner Etchason moved to receive and file the report. Commissioner Gosch seconded the motion.

Tina Rice, manager from Eastlake, presented a fact sheet regarding specific circumstances regarding the move-ins and move-outs. She further stated that the weather has played havoc with all aspects including frozen water pipes and snow removal. She has had to contact the city regarding the snow removal. Commissioner Hansbro expressed concern if there is training being provided to residents regarding precautions they can take regarding the pipes. Ms. Rice stated they are working with tenants and maintenance regarding this issue.

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

Vice Chairman Yuhas presented the General Fund Check Register Report for the month of December 2013. Commissioner Etchason moved to receive and file the report and Commissioner Gosch seconded the motion.

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

Vice Chairman Yuhas presented the Financial Report through the end of November. Commissioner Etchason moved to receive and file the report as presented. Commissioner Hansbro seconded the motion.

Mr. Alpi stated that we continue to use reserves to cover expenses so we will have to look at a reduction in staff and expenses. If congress adopts a continuing resolution we may have to look at reductions now and then again at a later date. Vice Chairman Yuhas stated that it appears that reserves are holding steady. Mr. Alpi explained the specifics of how the funding flows and HUD requirements.

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

Vice Chairman Yuhas presented the following resolution for the commissioners' consideration and approval:

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RESOLUTION NO. 14-01

AUTHORIZING AND APPROVING THE SUBMISSION OF A
FIVE YEAR PHA PLAN AND ANNUAL PLAN TO THE DEPARTMENT OF
HOUSING AND URBAN DEVELOPMENT

WHEREAS, the Authority is required to submit to HUD, an Agency Plan on an annual basis and,

WHEREAS, Decatur Housing Authority's Resident Advisory Board (RAB) has participated in development of the Agency Plan, and

WHEREAS, the Decatur Housing Authority has prepared an Agency Plan in accordance with HUD directives, and

WHEREAS, the Board of Commissioners has conducted a Public Hearing requesting input into Decatur Housing Authority's Annual Plans; 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 Housing Authority shall consider all comments from residents and the general public prior to submission to the Department of Housing and Urban Development.
- Section 2. That this document shall be conveyed to the City of Decatur for confirmation on consistency with the Consolidated Plan.
- Section 3. That the Executive Director or his designee shall be authorized to execute all necessary documents for submission to the Department of Housing and Urban Development.

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

Mr. Alpi gave an overview of the main items that are included in the plan such as furnace replacement and the National Foreclosure Settlement grant. Vice Chairman Yuhás inquired if residents have been given instructions regarding the filter replacement on the new furnaces. Mr. Alpi stated we are working with maintenance to revamp the preventative maintenance plan so the filters get replaced more frequently. Commissioner Etchason inquired about the current preventative maintenance schedule. Mr. Alpi stated the plan has evolved over the years and we can do better. Commissioner Gosch stated that he replaces his filter every three months.

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

Vice Chairman Yuhás inquired about the concealed carry resolution. Mr. Alpi stated that our legal counsel has advised us that it would be redundant to have a concealed policy as the law already states that concealed carry is not allowed in government buildings.

Old and New Business

Mr. Alpi expressed the need to forward any calls from staff or the media to him regarding

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the reduction in staff. Mr. Alpi thanked the board for their patience regarding meeting schedules for the January and February meetings. He asked for availability for the February meeting. All board members agreed to February 6, 2014 at 3:30 here at the Davis Center. Mr. Alpi stated that Chairperson Campbell-Hein has given this day as an option of availability also. Commissioner Etchason expressed his desire to hold some of the future meetings at the highrises. Mr. Alpi agreed that is a good idea. Vice Chairman Yuhas concurred.

Mr. Alpi stated that Eastlake has decided not to pursue the RAD application at this time.

Vice Chairman Yuhas stated that there was no further business to come before the board. Commissioner Hansbro moved to adjourn. Commissioner Gosch seconded the motion. Upon a call of the roll the Commissioners voted as follows:

Vice Chairman Yuhas, -“Aye”
Commissioner Gosch, - “Aye”
Commissioner Etchason, - “Aye” and
Commissioner Hansbro – Aye”

The Board adjourned at 4:14 p.m.

Vice Chairman Yuhas

(ATTEST)

Secretary-Treasurer

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