

**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 12, 2012.

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

Present:       Leroy Smith Jr. Chairman  
                  William Gosch, Commissioner  
                  Robert Yuhas, Commissioner  
                  Shad Etchason, Commissioner  
                  Julian Marsh, Secretary-Treasurer  
                  James A. Jankowicz, Legal Counsel

Absent:         Lisa Campbell Hein, Vice Chair

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

Chairman Smith presented the Open Time of the agenda. Hearing no comment the meeting proceeded as follows.

The Public Hearing was declared open at 3:32. There were no members of the public present. Mr. Marsh stated that the purpose of the Public Hearing is to give citizens of the community a chance to make comments and recommendations to be included in the plan. There was a Resident Advisory Board meeting held on November 16, 2011. Comments received at the meeting have been addressed and are included in the plan. Commissioner Gosch stated that the residents of the Lexington have formed a new resident council and he is very happy to say that his daughter is serving on their council. After no further comment the Public Hearing adjourned at 3:35.

Chairman Smith presented the Minutes from the Regular Meeting of December 8, 2011. Commissioner Etchason moved to accept the Minutes as presented. Commissioner Yuhas seconded the motion.

Hearing no comment, Chairman Smith called for a roll call vote. All voted "Aye" except Chairman Smith who abstained. The Motion carried.

Chairman Smith presented the Rent Roll/L&O Summary Report for the month of December 2011. Commissioner Yuhas moved to receive and file the report. Commissioner Gosch seconded the motion.

Terri Goodman stated that all the vacancies at the highrises have been assigned and are ready to lease. The waiting list for three bedroom scattered sites has been re-opened so those should get filled up in the near future. Hearing no further comment, Chairman Smith called for a roll call vote. All voted "Aye". The Motion carried.

Chairman Smith presented the Housing Choice Voucher Program Occupancy report for the month of December 2011. Commissioner Yuhas moved to receive and file the report.

January 12, 2012

Commissioner Gosch seconded the motion.

Mr. Marsh stated that we are making good progress with the HCV program. The funding shortages may have an impact on the number of vouchers that can be administered. The staff is working on a plan to address this.

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

Chairman Smith presented the Wabash Crossing Occupancy report for the month of December 2011. Commissioner Yuhas moved to receive and file the report. Commissioner Etchason seconded the motion.

Mr. Marsh reported that he is pleased with what he is seeing at Wabash Crossing. Vacancies have been reduced dramatically and physical appearance has improved. They are still having trouble with vacancies in the market rate units. There will be a conference call next week to discuss various issues. East Lake will be having a meet and greet in the near future. They would like the staff and the Housing Authority to help them develop a list of key people to invite including city staff, city council members and others. They are trying to decrease the negative opinion of Wabash Crossing. Chairman Smith stated that we should consider inviting the residents surrounding the Mound Road property. Chairman Smith would also like to invite the staff of the Good Samaritan Inn. Commissioner Yuhas stated he drove by Wabash Crossing and saw the maintenance staff clearing the snow out of the driveways. He considered that an improvement over past performance. He questioned seeing opened windows and staff replied that there could be various reasons why windows would be opened.

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

Chairman Smith presented the General Fund Check Register Report for the month of December 2011. Commissioner Yuhas moved to receive and file the report and Commissioner Etchason seconded the motion.

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

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

**RESOLUTION NO. 12-01**

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

January 12, 2012

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

Diane Hackert stated that this is the annual submission through which we receive the Capital Funding. It is the Annual Plan and updated Five Year Plan for the Capital Fund Program. The next full Five Year Plan will be due in the year 2015 at which time we will be outlining any new major goals and objectives for the next five years and a statement on progress in meeting the previous five year goals and objectives. Hearing no further comment, Chairman Smith called for a roll call vote. All voted "Aye". The Motion carried.

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

**RESOLUTION NO. 12-02**

AUTHORIZING AND APPROVING ADJUSTMENT OF UTILITY ALLOWANCES FOR THE SECTION 8 HOUSING CHOICE VOUCHER PROGRAM

WHEREAS, the Authority is required to review annually and adjust utility allowances in the event that a utility rate increases resulting in a 10% or more monthly utility cost, and

WHEREAS, the Authority has completed a utility allowance analysis and determined an adjustment is appropriate; 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 attached utility allowance schedule for Section 8 Housing Choice Voucher units be accepted and approved.
- Section 2. That the above utility allowance schedule be implemented effective April 1, 2012.
- Section 3. That the Executive Director or his designee advise the Department of Housing and Urban Development of the utility allowance revision and implement this change as required in CFR 982.519 (2).

Commissioner Etshason moved to accept the resolution as presented. Commissioner

January 12, 2012

Yuhas seconded the motion. Mr. Marsh stated that when there is a change in the utility rate of 10% or more up or down, the Housing Authority has to change the allowances. This addresses an audit finding that can now be closed.

Old/New Business:

Mr. Marsh stated that he would like to first of all wish everyone a Happy New Year and believes the past year was a good one. Both project manager positions are now filled and the new staff members are doing a good job. We have been working with the Mercer Group to do the reorganization and are trying to get to the point of making a presentation to the board at the next meeting. It has been a difficult year for funding so we are looking at how we are going to continue to provide the same level of services with the reduced funding. We are planning a retreat for the board members so we can discuss the direction of the agency. Commissioner Etchason asked if there is a date planned for the retreat. Mr. Marsh stated that the date has not been set yet but we are looking at a possible Saturday in May. Chairman Smith reported about the changes that are coming regarding scoring of Housing Authorities and the industry groups are trying to work with HUD regarding those changes and funding cuts.

Commissioner Yuhas asked about the director review. Jim Jankowicz stated that he has been working with Phillip Robertson on getting it completed and submitted. Commissioner Etchason asked if there was a timetable included in the proposal for this review. Jim Jankowicz stated that there may have been some confusion about the actual start time and he will let Mr. Robertson know there was an inquiry from the board.

Commissioner Yuhas asked about the land on Mound Road. Mr. Marsh reported that staff is exploring all options.

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

Commissioner Yuhas - "Aye",  
Commissioner Gosch - "Aye"  
Commissioner Etchason - "Aye"  
Chairman Smith - "Aye"

Motion carried unanimously. The meeting adjourned at 4:13 p.m.

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Chairman Smith

(ATTEST)

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Secretary-Treasurer

January 12, 2012