

**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, January 8, 2015.

Vice Chairman Etchason 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
 Shelith Hansbro, Commissioner
 William Gosch, Commissioner
 James E. Alpi, Secretary-Treasurer
 James A. Jankowicz, Legal Counsel

Absent: Lisa Campbell-Hein, Chairperson
 Jennifer Sykes, Commissioner

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.

Hearing no comment, Vice Chairman Etchason presented the Minutes from the Regular Meeting of December 11, 2014. Commissioner Gosch moved to accept the Minutes as presented. Commissioner Hansbro 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 December 2014. Commissioner Hansbro moved to receive and file the report. Commissioner Gosch seconded the motion.

Mr. Alpi reported seven people moved in and seven people moved out so occupancy in Public Housing is 94% overall. Staff continues to get units turned as quickly as possible.

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 December 2014. Commissioner Hansbro moved to receive and file the report. Commissioner Gosch seconded the motion.

Mr. Alpi reported we are at 970 vouchers. We need to stay at this number.

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 December 2014. Commissioner Hansbro moved to receive and file the report. Commissioner Gosch seconded the motion.

January 8, 2015

Tina Rice reported they are working on the end of year numbers. She gave a brief overview of the leasing activity report.

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 December 2014. Commissioner Hansbro 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 November. Commissioner Hansbro moved to receive and file the report. Commissioner Gosch seconded the motion.

Terri Goodman, Director of Finance, reported that all four AMPs show a loss for November. The COCC showed a gain of \$16,000. Mr. Alpi stated we are trying to figure out how much we will be funded for the upcoming year. January is the first payment we have received for the new budget.

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

At this time the Board conducted a Public Hearing to receive comments regarding the Decatur Housing Authority's PHA Plan at 4:06. Mr. Alpi stated that this is a new five year period so there is a Five Year Plan also. This submission is required by HUD and it includes any changes to the Section 8 Administrative Plan and the Public Housing Admissions and Continued Occupancy Plan (ACOP). There were no public participants and no comments were received. The Plan will be submitted to HUD by January 16, 2015. The hearing adjourned at 4:07.

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

RESOLUTION NO. 15-01

**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

January 8, 2015

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

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. 15-02

AUTHORIZING AND APPROVING CONTRACT MODIFICATION NO. 1 TO AIR KING, INC. FOR FURNACE AND WATER HEATER REPLACEMENT AT SCATTERED SITES, PH II, CFP IL06-P012-50113/50114

WHEREAS, the Furnace and Water Heater Replacement at Scattered Sites, Phase II CFP IL06-P012-50113/50114 is now complete, and

WHEREAS, the original contract amount contained an allowance to be used for unforeseen conditions, and

WHEREAS, all proceed orders for unforeseen conditions have been executed, and

WHEREAS, there is an unused amount of \$10,577.00 therefore requiring the contract amount to be decreased by this amount; now, therefore

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

- Section 1. That Contract Modification No. 1 to Air King, Inc. for Furnace and Water Heater Replacement at Scattered Sites, Phase II, Project IL06-P012-50113/50114 be authorized and approved.
- Section 2. That the contract amount is reduced by \$10,577.00 and the time for completion is February 6, 2015.

January 8, 2015

Section 3. That the Executive Director or Contracting Officer is authorized to execute all necessary documents.

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

Mr. Alpi reported that this is simply a housekeeping issue. The contract amount included an allowance for unforeseen conditions. All work is complete and there were funds left over that will be reprogrammed for other work.

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

Old and New Business

Hearing no comment, Vice Chairman stated the board will now go into closed session at 4:12 to discuss litigation affecting DHA which is filed and pending or which action is probable or imminent, pursuant to 5 ILCS 120/2 (c) (11), and to discuss collective negotiating matters between DHA and its employees or representatives pursuant to 5 ILCS 120/2 (c) (2).

The Board of Commissioners returned to open session at 4:51.

Vice Chairman Etchason stated there was no further business to come before the Board. Commissioner Hansbro 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 Gosch - "Aye", and
Commissioner Hansbro – "Aye".

The motion carried unanimously. The meeting adjourned at 4:52 p.m.

Vice Chairman Etchason

(ATTEST)

Secretary-Treasurer

January 8, 2015