

**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, July 11, 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 comment, Chairperson Campbell-Hein presented the Minutes from the Regular Meeting of June 13, 2013. Commissioner Etchason made a motion to accept the minutes as presented. Vice Chairman Yuhas seconded the motion.

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

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

Terri Goodman stated that the occupancy rate is up to 97%. Mr. Alpi stated that the staff is doing a good job. 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 June 2013. Vice Chairman Yuhas moved to receive and file the report. Commissioner Gosch seconded the motion.

Brenda Kraus stated that the new number is 987. We are still finding ways to tighten our belts. We are doing cross training of staff. Chairperson Campbell-Hein asked what the target number is. Mr. Alpi replied in the 960s. Staff continues to monitor this closely.

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

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Ms. Rice, Manager of Wabash Crossing, stated that the occupancy overall is 90%. Ms. Rice further stated that they have a special crew working on unit renovations and are getting ahead and have units available to lease.

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

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

Chairperson Campbell-Hein presented the revised Financial Report for the period ending 3/31/14. Vice Chairman Yuhas made a motion to receive and file the report. Commissioner Gosch seconded the motion.

Mr. Alpi stated that staff has added a report with the overall operating expenses for all AMPS on one page. Next month staff will be adding an additional report for the Section 8 program and the following month staff will be adding a report for the entire agency. This fall staff will be working with the project managers to improve their understanding of the operational budgets.

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 NO. 13-25**

AUTHORIZING AND APPROVING INVITATION OF BIDS FOR  
SOLID REFUSE REMOVAL AND RECYCLING SERVICES FOR  
DECATUR HOUSING AUTHORITY

WHEREAS, the Authority does provide and pay for garbage service at all public housing units, and

WHEREAS, the City of Decatur ordinances allow property owners to select waste haulers for commercial properties, and

WHEREAS, all Decatur Housing Authority properties are designated as commercial by city ordinance, and

WHEREAS, the Authority desires to have competitive pricing for solid refuse removal and recycling services at all its properties, and

WHEREAS, funds are available within the Operating Budget; 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 Invitation of Bids for Solid Refuse Removal and Recycling Services for Decatur Housing Authority is authorized and approved.

Section 2. That the ads be placed in newspapers of local circulation and other appropriate trade publications.

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

Vice Chairman Yuhas made a motion to accept the resolution as presented. Commissioner Gosch seconded the motion.

Mr. Alpi stated that this resolution simply gives staff permission to run the advertisement in the local newspaper. Staff solicits bids for the garbage hauling services every two years.

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 gave a brief summary of the current status of the HUD appropriations. Even the best outcome will not be enough funding for the Housing Authority to operate as it is today. Staff continues to look at expenses and revenue so that cuts can be made without decreasing services to our residents.

Mr. Alpi gave an update on the status of our application for the National Foreclosure Settlement Award grant and stated that we hope to hear something soon.

Commissioner Gosch thanked the staff for helping him become more knowledgeable about the computer so he is able to access his board packet.

Vice Chairman Yuhas made a motion to go into closed session. Commissioner Gosch seconded the motion. Upon a call of the roll all voted "Aye".

The Board of Commissioners then went into closed session at its Regular Meeting of July 11, 2013 at 3:58 p.m.

The Board of Commissioners returned to open session at 4:27 p.m.

Chairperson Campbell-Hein stated that there was no further business to come before the board. Vice Chairman Yuhas 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  
Chairperson Campbell-Hein, - "Aye"

The Board adjourned at 4:28 p.m.

(ATTEST)

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Secretary-Treasurer

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Chairperson Campbell-Hein

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