

**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, June 11, 2015.

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

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

Absent: Lisa Campbell-Hein, Chairperson
 Shelith Hansbro, Commissioner

There being a quorum present and the meeting duly convened, opening ceremonies were conducted with the reciting of the pledge of allegiance and business was transacted as follows:

Vice Chairman Etchason presented the Open Time of the agenda.

Hearing no comments, Vice Chairman Etchason presented the Minutes from the Regular Meeting of May 14, 2015. 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" except Vice Chairman Etchason, who abstained. The motion carried.

Legal counsel stated that there are closed session minutes to be approved also. Vice Chairman Etchason presented the Closed Session Minutes of May 14, 2015. Commissioner Sykes made a motion to approve the Closed Session Minutes as presented. Commissioner Gosch seconded the motion. All voted "Aye" except Vice Chairman Etchason, who abstained. The motion carried.

Vice Chairman Etchason presented the Rent Roll/L&O Summary Report for the month of May 2015. Commissioner Sykes moved to receive and file the report. Commissioner Gosch seconded the motion.

Brenda Kraus reported we lost a little ground. The renovation crew is doing a great job and we need to process applicants quicker. We are 96% occupied overall.

Mr. Alpi reported that we are striving for 97% overall and the staff is doing remarkable.

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 May 2015. Commissioner Sykes moved to receive and file the report. Commissioner Gosch seconded the motion.

Brenda Kraus reported that we have lost 4 more due to not keeping recertification

June 11, 2015

appointments. This is a lease violation.

Mr. Alpi voucher utilization is at or 97% which is good but we are trying to increase it to position ourselves for the next year of funding.

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 May 2015. Commissioner Sykes moved to receive and file the report. Commissioner Gosch seconded the motion.

Mr. Alpi reported occupancy in Phase I is 75 %, Phase II is 80% and Phase III is in the low 90 percentile. He further stated that HUD as inquired about units showing in PIC that are vacant for an extended period of time. Staff is checking into what the problem is. Vice Chairman Etchason inquired about the status with East Lake. Mr. Alpi reported that IHDA came down and did an inspection but have not heard the results at this time.

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 May 2015. Commissioner Sykes moved to receive and file the report and Commissioner Gosch seconded the motion.

Hearing no comment, Vice Chairman 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 April. Commissioner Sykes moved to receive and file the report. Commissioner Gosch seconded the motion.

Terri Goodman stated the financial reports included in the board packet are the first ones for the fiscal year. She further reported that we had a good audit. AMP 22 showed a loss due to extra staff time being used to get ready for the REAC inspection. Commissioner Sykes inquired about there being no utilities in AMP 23. Terri responded that it will be on the report next month due to the billing cycle.

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 stated he would like to elaborate on Terri's clean audit. We received one finding and it was for our utility allowances. We are still working with Ameresco on this. They will be submitting the EPC to HUD for approval. We are very happy with the audit. We will solicit proposals for this service to conform to HUD guidelines but we are very pleased with the firm that has been doing our audits. They do this for several housing authorities so they are very

June 11, 2015

familiar with HUD rules and regulations.

Mr. Alpi stated that we have had an inquiry about the property on Mound Road and asked if the board would consider selling the property. Further discussion will be during the closed session portion of the meeting.

Mr. Alpi introduced a new staff member. Amy Schroeder has joined the staff as the ROSS Coordinator. Ms. Schroeder has worked in the Social Service field in the community for several years and we are happy to have her on the staff. The board welcomed Amy.

At this time, Vice Chairman Etchason called for a motion to go into closed session. Commissioner Sykes made a motion to go into closed session. Commissioner Gosch seconded the motion. All voted "Aye". The Motion carried.

The board went into closed session at 3:50 to discuss setting a price for sale or lease of property pursuant to 5 ILCS 120/2 (c) (6).

The board returned to Open Session at 4:14.

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

RESOLUTION NO. 15-17

AUTHORIZING AND APPROVING CONVEYANCE OF PROPERTY TO
DECATUR PILOT NFP

WHEREAS, Decatur PILOT NFP is seeking developable vacant land within the National Foreclosure Settlement (NFS) revitalization area, and

WHEREAS, Decatur PILOT NFP will use properties to support a new single family affordable homeownership program, and

WHEREAS, the Decatur Housing Authority owns two suitable parcels within the revitalization area that are unutilized, and

WHEREAS, the Decatur Housing Authority is supportive of Decatur PILOT's revitalization efforts; 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 Decatur Housing Authority will donate two unutilized vacant parcels to Decatur PILOT NFP.
- Section 2. That the donated parcels shall be the lot located at 1071 W Macon St, Tax ID # 04-12-15-302-008 and the lot located at the southwest corner of West Decatur and South Oakland St., Tax ID # 04-12-15-303-001.
- Section 3. That the Executive Director or designee is authorized to execute all necessary documents.

June 11, 2015

Commissioner Sykes 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.

Hearing no comment, 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 4:16 p.m.

Vice Chairman Etchason

(ATTEST)

Secretary-Treasurer

June 11, 2015