

**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, March 12, 2015.

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

Present:	Lisa Campbell-Hein, Chairperson Shelith Hansbro, Commissioner William Gosch, Commissioner James E. Alpi, Secretary-Treasurer James A. Jankowicz, Legal Counsel
Absent:	Shad Etchason, Vice Chairman Jenny Sykes, 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:

Chairperson Campbell-Hein presented the Open Time of the agenda.

There were three visitors at the meeting. Steven and Andrea Speer, and Ellie Sedlak. Mr. Speer was there today to talk about Wabash Crossing. He gave a brief overview of a handout regarding Wabash Crossing written by Councilwoman Dana Ray. Mr. Speer offered suggestions for helping to reduce crime in Wabash Crossing. Mr. Speer thanked the board for their time.

Tina Rice, Wabash Crossing Manager, addressed the concerns of the visitor regarding the items included in Ms. Ray's handout.

Chairperson Campbell-Hein stated that it is her understanding that the crime has significantly reduced over the last five years. Ms. Rice concurred.

Hearing no further comments, Chairperson Campbell-Hein presented the Minutes from the Annual Meeting of February 12, 2015. Commissioner Hansbro moved to accept the Minutes as presented. Commissioner Gosch 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 Minutes of the Closed Session held February 12, 2015 at 4:11 and the Closed Session Minutes held February 12, 2015 at 4:22. Commissioner Hansbro moved to accept the Minutes as presented. Commissioner Gosch seconded the motion.

Hearing no further comments, 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 February 2015. Commissioner Hansbro moved to receive and file the report. Commissioner Gosch seconded the motion.

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Mr. Alpi reported that we have 95% occupancy in the units we manage. Wabash Crossing is at about 80% occupied.

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 February 2015. Commissioner Hansbro moved to receive and file the report. Commissioner Gosch seconded the motion.

Mr. Alpi stated that the HVC occupancy report has been reformatted to include the Carriage House Apartments that we have started administering. We are now administering 1075 vouchers overall.

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 February 2015. Commissioner Hansbro moved to receive and file the report. Commissioner Gosch seconded the motion.

Tina Rice, Manager of Wabash Crossing, gave a brief overview of her occupancy report. Chairperson Campbell-Hein asked if the report could show the reasons for people leaving. Ms. Rice stated it is included in the report.

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 February 2015. Commissioner Hansbro moved to receive and file the report and Commissioner Gosch 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 Financial Reports for the period through the end of January. Commissioner Hansbro moved to receive and file the report. Commissioner Gosch seconded the motion.

Terri Goodman reported that the Section 8 Program did not have as big of a deficit this month due to additional funding for the Carriage House Apartments. Otherwise there is not much of a change from the last report.

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 Commissioners' consideration and approval:

RESOLUTION NO. 15-08

AUTHORIZING ACCEPTANCE OF THE RESIDENT OPPORTUNITIES AND SELF SUFFICIENCY (ROSS) SERVICE COORDINATOR GRANT 2014-RSC-5APH-IL012

WHEREAS, the Authority applied for funding for a Service Coordinator through the ROSS Grant program, and

WHEREAS, Service Coordinator(s) will coordinate supportive services and other activities to help public housing residents attain economic and housing self-sufficiency, and

WHEREAS, the Authority was selected by HUD to receive a three year grant award in the amount of \$246,000; now, therefore

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

Section 1. That the Decatur Housing Authority accept the Resident Opportunities and Self-Sufficiency (ROSS) Service Coordinators Program Grant 2014-RSC-5APH-IL012.

Section 2. That the three year grant award of \$246,000 be used for Service Coordinator salaries and benefits, training, and administration in accordance with grant regulations.

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 stated that staff put together an application and submitted it to HUD for a ROSS Program. This program will allow us to hire a person to help Public Housing Tenants become self-sufficient. The goal is to assist 50 families over the 3 year period.

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 Commissioners' consideration and approval:

RESOLUTION NO. 15-09

AUTHORIZING AND APPROVING INVITATION OF BIDS FOR ROOF REPLACEMENT AT SCATTERED SITES, PROJECT CFP IL06-P012-50113/50114

WHEREAS, the Authority and its Resident Advisory Board have identified the need to replace the roofs at various Scattered Sites, and

WHEREAS, DHA staff has prepared plans and specifications for roof replacement at all the ILL 12-7 Scattered Sites and the remaining ILL 12-5 Scattered Sites, and

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WHEREAS, the Authority will solicit bids by advertising in local newspapers and trade publications, and

WHEREAS, funds are available within the Authority's Capital Fund Program IL06-P012-50113/50114; 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 invitation of bids for Roof Replacement at Scattered Sites - 2015, CFP IL06-P012-50113/50114 is authorized and approved.

Section 2. That advertisements be placed in local newspapers and trade publications.

Section 3. That the Executive Director or designee 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 resolution simply authorizes the Authority to invite bids for the next phase of the Scattered Site Roof Replacement project. We will make a recommendation at the next meeting.

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 Commissioners' consideration and approval:

RESOLUTION NO. 15-10

RESCINDING RESOLUTION 13-20 AND AUTHORIZING AND APPROVING AN ENERGY SERVICES AGREEMENT WITH AMERESCO, INC.

WHEREAS, the Authority received proposals from energy service companies in June 2011 to develop an Energy Performance Contract, and

WHEREAS, Ameresco, Inc. was selected in December 2011 to provide energy services to the Authority, and

WHEREAS, Ameresco, Inc. has performed an investment grade energy audit and identified numerous energy conservation measures (ECMs), and

WHEREAS, Ameresco Inc. and the Authority have identified approximately \$1,100,000 - \$1,250,000 of ECMs which can be implemented using Energy Performance Contracting, and

WHEREAS, Ameresco has developed an Energy Performance Contract specifying improvements to be made, costs savings, and expenses to install and monitor energy savings improvements, and

WHEREAS, the program shall be funded with borrowed funds to be repaid with funds not expended for saved utility costs, and

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WHEREAS, previously approved Resolution No. 13-20 will be superseded by this action, and

WHEREAS, HUD approval of the Energy Agreement is required prior to execution; 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 an Energy Services Agreement with Ameresco, Inc. for implementation of an Energy Performance Contract be authorized and approved.
- Section 2. That the value of the contract will be between \$1,100,000 and \$1,250,000 and the term of the loans be not more than 13 years.
- Section 3. That Resolution No. 13-20 is hereby rescinded, and supplanted by this resolution.
- Section 4. That the Executive Director or designee is authorized to execute all necessary documents contingent upon HUD approval.

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

Mr. Alpi stated that we have distributed a newer version of this resolution. This correction includes an increase to the amount of the contract and the term of the contract will be extended to 13 years. We will seek HUD approval and bring a recommendation to the board incorporating changes required by HUD, if any.

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

Old and New Business

Mr. Alpi stated that we will be having our annual HUD REAC Inspection the last week of April and first week of May. Chairperson Campbell-Hein asked if it seems like this is happening more often. Mr. Alpi stated that the score you receive determines how often each AMP is inspected.

Mr. Alpi further reported that we have received the ACC Amendment for the Capital Fund and have submitted it to HUD so we can draw down the 2015 funds. We were supposed to receive Year Nine of 2nd Increment funding under the Replacement Housing Factor program but there has been an error at HUD. We have contacted the Office of Capital Improvements to inform them of the error and are awaiting a response. These RHF funds have been pledged to the City House development.

Mr. Alpi also stated that we received a letter last week inviting us to request 10 additional vouchers under the Veteran's Assistance and Supportive Housing (VASH) Program. These

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vouchers will service homeless veterans in the community. They will be referred by the Veteran's Administration. Staff will send in an application for these additional vouchers.

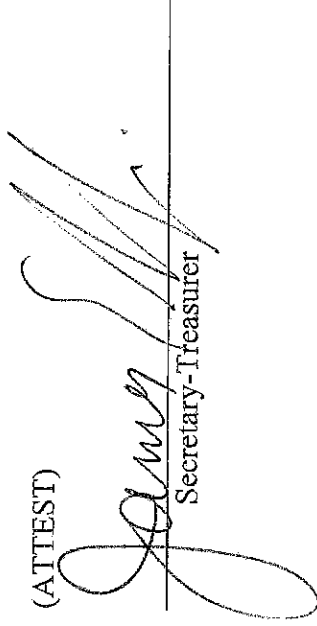
Mr. Alpi stated that we have been approached by Verizon to see if we would be interested in letting them put a cell tower on the Hartford. Staff is looking into it as it could generate funds. Jim Jankowicz stated that we need to be careful as it could lead to costs associated with the use of the building for other than low income housing.

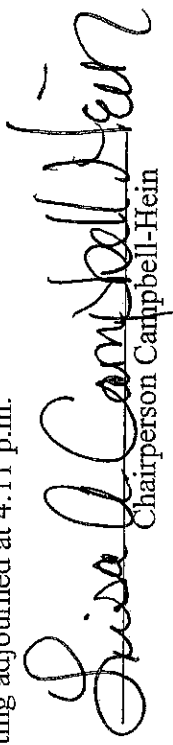
Mr. Alpi stated that HUD has recognized that with the sequestration and proration that happened last year, there were many Housing Authorities who had to discontinue leasing under the Section 8 program. HUD is now offering an add-on to the HAP that can be applied for. Staff has submitted an application for this add-on.

Hearing no comment, Chairperson Campbell-Hein 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:

Commissioner Gosch - "Aye",
Commission Hansbro, "Aye" and
Chairperson Campbell-Hein - "Aye".

The motion carried unanimously. The meeting adjourned at 4:11 p.m.

(ATTEST)

Secretary-Treasurer


Chairperson Campbell-Hein