

**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, September 11, 2014.

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

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

Chairperson Campbell-Hein conducted the swearing in ceremony of Jennifer Sykes as the newest Board Member. Chairperson Campbell-Hein offered her assistance to Ms. Sykes if she has any questions.

At this time Chairperson Campbell-Hein announced the open time of the Agenda.

Hearing no comment, Chairperson Campbell-Hein presented the Minutes from the Regular Meeting of August 14, 2014. Commissioner Etchason moved to accept the Minutes as presented. Commissioner Hansbro 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 Closed Session Minutes from August 14, 2014. Commissioner Etchason 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 Rent Roll/L&O Summary Report for the month of August 2014. Commissioner Etchason moved to receive and file the report. Commissioner Gosch seconded the motion.

Brenda Kraus stated that we have been dealing with issues unrelated to leasing such as vacations for staff so that has slowed down the renovations. Commissioner Etchason inquired about the bed bug status. Ms. Kraus stated that we are identifying units where the tenant had not reported them yet. Treatments consist of three treatments at 2 week intervals. Staff will continue to monitor this closely. Chairperson Campbell-Hein asked what the costs are. Mr. Alpi reported that if we hire it out it is \$300 per unit per treatment and if we use our own staff it is \$150 per unit per treatment.

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 August 2014. Commissioner Hansbro moved to receive and file the report. Commissioner Etchason seconded the motion.

Brenda Kraus reported that the numbers are going up. Hopefully the upward trend will continue. Chairperson Campbell-Hein inquired about the porting our process. Ms. Kraus explained the porting out and porting in processes.

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 August 2014. Commissioner Etchason moved to receive and file the report. Commissioner Gosch seconded the motion.

Mr. Alpi reported they are only down 2 or 3 units. We will be scheduling an appointment to meet with the leasing staff and look at files.

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 August 2014. Commissioner Etchason moved to receive and file the report and Commissioner Hansbro seconded the motion. A commissioner asked if we are killing snakes. Mr. Alpi reported yes we have a scattered site with a vacant house next to it. We have consulted with the city about this situation.

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 July. Commissioner Etchason moved to receive and file the report. Commissioner Gosch seconded the motion.

Terri Goodman reported considering everything that has happened this summer we are holding steady. Mr. Alpi reported we are on target with our projections. Commissioner Etchason asked Terri if she could explain the financial sheets to the new commissioner. Lisa Campbell-Hein asked if Terri could insert which properties are in each AMP on the financial sheets.

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. 14-29

September 11, 2014

AUTHORIZING AND APPROVING THE SUBMISSION OF THE ACTUAL
MODERNIZATION COST CERTIFICATE FORM HUD-53001 FOR CAPITAL
FUND PROGRAM GRANT IL06-P012-50111

WHEREAS, all contract work in connection with Capital Fund Program IL06-P012-50111 was completed as of June 4, 2014, and

WHEREAS all modernization costs and liabilities incurred by the Decatur Housing Authority have been fully paid in accordance with the PHA Plan, and

WHEREAS, there are no undischarged mechanics, laborers', contractors', or material-mens' liens against such modernization work on file in any public office and the time in which such liens could be filed has expired; 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 all work included in Capital Fund Program Grant IL06-P012-50111 in the amount of \$924,728.00 has been completed.

Section 2. That the books of account be adjusted to fully reflect the completion of this grant activity and that this work should be audited as part of the IPA Audit for the fiscal year ending 3/31/2015.

Section 3. That the Executive Director or his designee be authorized to submit the Actual Modernization Cost Certificate Form HUD-53001, for IL06-P012-50111, in the amount of \$924,728.00 as required and in accordance with the Department of Housing & Urban Development Regulations.

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

Mr. Alpi reported that this resolution authorizes staff to submit the close out documents to HUD for the Capital Fund Program IL06-P012-50111.

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 reported that Pilot has been approved with 501 (c) (3) status. He further stated that currently Pilot is set up so the current BOC of the DHA is also the board of Pilot. This makes it an instrumentality. We could also set it up as an affiliate. There are different guidelines for each classification. We are also looking into becoming a CHDO which also has a different set of guidelines. At this point, Pilot is an instrumentality. We are investigating the pros and cons of changing the status.

Terri Goodman reported that we have received a check for \$500,000 from the Attorney

September 11, 2014

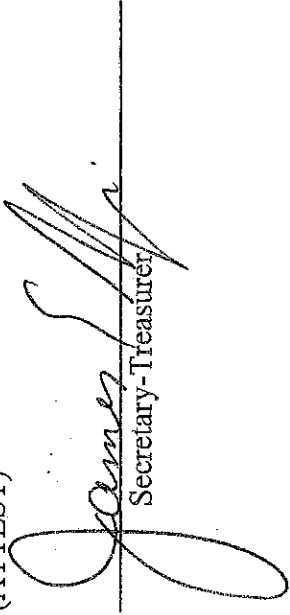
General's Office. This check represents the first installment of the \$2 million National Foreclosure Settlement grant. This is the grant that will help fund the "City House" program. Staff will keep the Board informed of the progress.

Chairperson Campbell-Hein stated there was no further business to come before the Board. Commissioner Hansbro moved to adjourn and Commissioner Etchason seconded the motion. Upon a call of the roll, the Commissioners voted as follows:

Commissioner Sykes - "Aye",
Commissioner Gosch - "Aye",
Commissioner Etchason - "Aye",
Commissioner Hansbro - "Aye"
Chairperson Campbell-Hein - "Aye".

The motion carried unanimously. The meeting adjourned at 4:14 p.m.

(ATTEST)


Secretary-Treasurer


Chairperson Campbell-Hein