

**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, September 12, 2013.

Vice Chairman Yuhas 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  
James E. Alpi, Secretary-Treasurer  
James Jankowicz, Legal Counsel

Absent: Shelith Hansbro, Commissioner  
Shad Etchason, 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. Commissioner Hansbro arrived at this time.

Hearing no comment, Chairperson Campbell-Hein presented the Minutes from the Regular Meeting of August 8, 2013. Vice Chairman Yuhas made a motion to 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 of August 8, 2013 at 4:24 p.m. and August 8, 2013 at 4:28 p.m. Vice Chairman Yuhas made a motion to accept both sets of closed session 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 2013. Vice Chairman Yuhas moved to receive and file the report. Commissioner Gosch seconded the motion.

Terri Goodman stated that occupancy is at 97% and staff is pleased. All maintenance staff has been pulled in to do renovation so units can be turned over for leasing. Chairperson Campbell-Hein asked why 1955 W. Center has been vacant so long. Ms. Goodman stated that there is less of a demand for the large five bedroom units so they concentrate on units in demand. Commissioner Yuhas asked if we are required to keep 5 bedroom units. Mr. Alpi stated yes all units owned by the Housing Authority are tied to an ACC so they are required to be maintained as low income housing.

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

Vice Chairperson Campbell-Hein presented the Housing Choice Voucher Program Occupancy report for the month of August 2013. Vice Chairman Yuhas moved to receive and file the report. Commissioner Gosch seconded the motion.

Brenda Kraus stated that the number of leases is now down to a manageable number. Mr. Alpi feels like we can start leasing again. He further stated that this will be a balancing act and staff will continue to monitor the numbers closely.

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

Vice Chairperson Campbell-Hein presented the Wabash Crossing Occupancy report for the month of August 2013. Vice Chairman Yuhas moved to receive and file the report. Commissioner Gosch seconded the motion.

Ms. Rice, Manager of Wabash Crossing, stated that occupancy is 86% overall. She further stated that staff at Wabash Crossing continue to push and are committed to the development's occupancy rates.

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 2013. Vice Chairman Yuhas moved to receive and file the report and Commissioner Gosch 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 Financial Report for the period ending in July. Vice Chairman Yuhas made a motion to receive and file the report. Commissioner Hansbro seconded the motion.

Mr. Alpi stated that last month our operation loss was reduced to \$12,000 and staff is working very hard to keep the occupancy rates up. The trend is moving in the right direction. We continue to look at ways to save money and may need to make organizational changes. 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. 13-28**

AUTHORIZING AND APPROVING INVITATION OF BIDS FOR A HYDRAULIC  
ELEVATOR MAINTENANCE SERVICE CONTRACT  
AT AMP ILL 12-22, 12-23, 12-28

WHEREAS, the Authority is required to periodically solicit and receive bids for service contracts, and

WHEREAS, the service contract for elevator maintenance is approaching the expiration date,  
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and

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

WHEREAS, funds are available within the Authority’s Operating Budget; now, therefore

BE IT HEREBY RESOLVED BY THE BORAD OF COMMISSIONERS OF THE DECATUR HOUSING AUTHORITY OF THE CITY OF DECATUR, ILLINOIS:

Section 1. That invitation for bids for a Hydraulic Elevator Maintenance Service Contract be 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.

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

Mr. Alpi stated that every two years we go out for bid for this service. This resolution authorizes us to run advertisements.

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. 13-29**

**AUTHORIZING AND APPROVING REVISION OF THE HOUSING CHOICE VOUCHER PROGRAM PAYMENT STANDARDS**

WHEREAS, staff has completed a review of the Voucher Program Payment Standards in accordance with 24 CFR 888.111, and

WHEREAS, HUD made available the new Fair Market Rent schedule, and

WHEREAS, the review conducted by staff has determined due to federal cuts in subsidy the Payment Standard should be approximately 93% of the published Fair Market Rent for Macon County to maintain the current payment levels, and

WHEREAS, setting Payment Standards above 93% may result in reducing the number of families served; 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 Housing Choice Voucher Program Payment Standards is as follows:

SRO - \$286 75% UA	3 BR - \$885
0 BR - \$382	4 BR - \$971
1 BR - \$488	5 BR – \$1,116
2 BR - \$636	6 BR – \$1,262

Mobile homes space or lot only is 2 BR FMR x 40% = \$255

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SRO .75 x 0 BR FMR = \$286

Section 2. That the Executive Director or designee be authorized to implement new Payment Standards effective November 1, 2013.

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

Mr. Alpi stated that every year HUD adjusts the Fair Market Rents. Staff reviewed what effect raising the FMRs by 8% to align with HUD. By raising the FMRs by 8% it would create a boom for landlords and will reduce the amount of funds unless HUD increases the budget amount by the same amount. The Housing Authority has the latitude to set payment standards at 90-110% of Fair Market Rent. Staff selected 92% of the new FMR in effect freezing the level of payment. There is no situation where rents will go down. This will affect all vouchers holders except Project Based Vouchers. They will remain at what the contract says. Mr. Alpi gave a brief explanation of how the payment standards work.

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 passed out information about the Rental Assistance Demonstration (RAD) program. He explained the basic concept of the program and how it could be advantageous to the Housing Authority. Staff at Wabash Crossing is also interested in this program and if it is possible to include Wabash Crossing units and are working with the Housing Authority on the research of the regulations. DHA staff has talked with Jeff Lines of TAG Associates to see what it would take to do an application. They are going to send a proposal. Vice Chairman Yuhas inquired about the potential for failure if you have poor management. Mr. Alpi stated yes there is potential for failure and we will be getting more information to the board as we learn more. Chairperson Campbell-Hein stated that she feels like HUD is getting rid of public housing and this may be a good time to jump on board. Mr. Alpi stated that the question becomes if this will work for this agency in this community. David Turner from Eastlake Management stated that investors are extremely interested in the program and will continue to investigate. DHA is required to submit the application as the sponsor agency. Vice Chairman Yuhas asked if Eastlake would consider sharing the costs of the consultant. Mr. Turner stated that Eastlake will continue to work with the Housing Authority.

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Vice Chairman Yuhas made a motion to go into closed session to discuss or consider the appointment employment, compensation, discipline, performance, or dismissal of an employee pursuant to 5 ILCS 120/2 (c) (1). 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 September 12, 2013 at 4:30 p.m.

The Board of Commissioners returned to open session at 4:57 p.m.

Chairperson Campbell-Hein stated that there was no further business to come before the board in open session. Vice Chairman Yuhas moved to adjourn. Commissioner Hansbro seconded the motion. Upon a call of the roll the Commissioners voted as follows:

Vice Chairman Yuhas – "Aye"  
Commissioner Gosch, -"Aye"  
Commissioner Hansbro – "Aye" and  
Chairperson Campbell-Hein – "Aye"

The Board adjourned at 4:58.

(ATTEST)

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Chairperson Campbell-Hein

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Secretary-Treasurer

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