

**WINNEBAGO COUNTY HOUSING AUTHORITY**  
**JULY 20, 2017**  
**REGULAR MEETING MINUTES**

**Call to Order, Roll Call, Pledge of Allegiance**

Chairman Wescott called the meeting to order at 5:30 p.m. Following the call to order, roll call was taken.

The following Board Members were in attendance:

Present:	Chairman Fred S. Wescott Vice Chairman Dina M. Getty Commissioner Ron Ballard Commissioner James E. Hughes
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Absent:	Commissioner Alanna D. Conard Commissioner Pearl Hawks
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Also present: Executive Director Alan Zais, Assistant Executive Director Felicia Davis, Finance Director Vickie Huwe and James R. Pirages of the law firm of Hinshaw & Culbertson LLP.

Following roll call, Chairman Wescott led those in attendance in reciting the Pledge of Allegiance.

**Introduction of Guests**

None.

**Changes to Agenda**

None.

**Public Comments**

None.

**Executive Director's Report**

Executive Director Alan Zais reminded the Board that his written report had accompanied the Board packets that were previously provided to the Commissioners.

Alan noted that the Winnebago County Housing Authority (WCHA) is to complete an "Environmental" form for the Capital Funds Program. While the WCHA formerly completed these forms on its own, over the years the regulations have changed so that other providers have been required to complete the "Environmental" form (e.g, HUD, then the City of Rockford; etc.). Current regulations require a HUD-approved entity to complete the forms. Alan said that he has been attempting to find a private contractor for this purpose. While Alan has been looking for alternatives, he noted that the contractor enlisted to complete the form for the Wescott Home on

15<sup>th</sup> Street is costing upwards of \$1,300.00. These forms have to be completed both annually and/or when a new property is acquired. He noted that he will keep the Board advised as to his efforts in this regard.

Alan also advised the Board that he recently attended a housing conference where he participated in a Moving to Work (MTW) presentation and saw Marianne Navarro of HUD. He also ran into Jerry Lumpkins of the Rockford Housing Authority (RHA) and talked to him about the MTW Program and the RHA's involvement in the WCHA's application for that Program. Alan noted that Jerry Lumpkins seemed to be unaware of the RHA's involvement but encouraged the WCHA to take the lead in this Program. Alan said that Jerry and he also discussed the possibility of a meeting between the two agencies' respective Chairpersons and Vice Chairpersons.

Alan also mentioned that he ran into Peter Levavi of Brinshore Development. Brinshore is working with the Housing Authority of the City of Freeport (HACF) on the redevelopment programs that WCHA is administering. According to Peter, he believes that the WCHA will be "running" the HACF properties by approximately January 1, 2018. Alan mentioned that it seems as if the HACF is not performing sufficiently to demonstrate to HUD that it is capable of running the redevelopment programs at the Brewster and Hosmer properties in Freeport on its own. Alan said that he will keep the Board advised of further developments in this regard.

### **Consent Agenda**

Commissioner Hughes made a motion to approve the items on the Consent Agenda; that motion was seconded by Vice Chairman Getty. The motion to approve the items on the Consent Agenda was approved by a unanimous roll call vote of all four (4) Commissioners present with none against and two (2) Commissioners absent.

### **Financial Report**

Finance Director Vickie Huwe noted that she was pleased to advise that the WCHA had on July 20 paid the last payment to the Hinshaw & Culbertson law firm for the services rendered more than two years ago in the Ruth Jones discrimination claim matter.

She also noted that there are currently cash flow problems at the Boone County Housing Authority (BCHA). Alan noted that the BCHA Board members are constantly asking him to convey to the WCHA Board their thanks for the services provided to the BCHA by WCHA; he noted how incredibly grateful the BCHA Board is to the WCHA for the WCHA's efforts.

### **Old Business**

None.

### **New Business**

Commissioner Hughes noted that he had received a plaque for his service on the Ken-Rock Community Center Board of Directors but that he has not been asked to serve another term. A discussion was had regarding some of the issues that Ken-Rock is having with its residential

units which are once again being managed by Mid-Northern (since the WCHA discontinued managing that property).

Alan noted that the WCHA is to review its closed session meeting minutes every six months and is currently not in compliance with this requirement. Staff will be working on rectifying this issue with the hopes of addressing and correcting these matters at the August 2017 Board meeting.

Alan also noted that the Illinois NAHRO Conference is scheduled for the same week as the regularly-scheduled August 17, 2017 WCHA Board meeting. After discussion, the Board's consensus was to reschedule the August meeting to Wednesday, August 23, 2017.

A discussion was had regarding the current Board vacancy for a Resident Commissioner. Alan noted that he has considered seven (7) residents for this position but so far has not identified an appropriate candidate. Alan noted that he has been attempting to find a candidate for this position who is a Section 8 Voucher holder but is also considering candidates from other properties connected with the WCHA.

### **Commissioner Comments**

Chairman Wescott noted that he had been made an honorary member of the Vietnam Veterans Honor Society. He said that this recognition was a result of the work that he has done on behalf of veterans both as a member of the WCHA Board as well as a member of the Winnebago County Board.

### **Executive Session**

None

### **Action Taken from Executive Session**

None.

### **Adjournment**

A motion to adjourn the Board meeting was made by Commissioner Hughes and seconded by Vice Chairman Getty. The motion to adjourn the meeting was approved by unanimous vote of the four (4) Commissioners present with none against and two (2) Commissioners absent. The meeting was adjourned at 5:58 p.m.

Respectfully submitted,

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Alanna Conard, Recording Secretary

