

**WINNEBAGO COUNTY HOUSING AUTHORITY  
JANUARY 27, 2016 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 Wescott Commissioner Alanna Conard Commissioner Pearl Hawks Commissioner Jim Hughes Commissioner Phyllis Spiess
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Absent:	Vice Chairman Dina Getty Commissioner Ron Ballard
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Also present: Executive Director Alan Zais, Director of Operations Felicia Davis and James R. Pirages of the law firm of Hinshaw & Culbertson LLP. Also present was Paul Wieland of Wieland & Company, Inc., Certified Public Accountants.

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

**Public Hearing on the 2016 Rental Housing Support Program Policy Revision**

A motion was made by Commissioner Hughes to open a public hearing on the proposed revision to the 2016 Rental Housing Support Program Policy; that motion was seconded by Commissioner Conard and approved by unanimous voice vote of all five (5) Commissioners present with none against and two (2) Commissioners absent. Executive Director Alan Zais noted that the public hearing had been the subject of a Notice of Public Hearing that was published in advance and that no comments had been received from the public in response to the Notice and that no one was present at the public hearing to address the proposed revision.

The public hearing closed at 5:32 p.m. (upon motion of Commissioner Hughes to close the public hearing, that was seconded by Commissioner Conard and approved by unanimous voice vote of all five (5) Commissioners present with none against and two (2) Commissioners absent).

**Introduction of Guests**

Certified Public Accountant Paul Wieland of Wieland & Company, Inc. was introduced by Executive Director Alan Zais.

## **Changes to Agenda**

None.

## **Executive Director's Report**

Executive Director Alan Zais introduced Paul Wieland of Wieland & Company, Inc. to present the audit report for the year ended March 31, 2015.

Mr. Wieland noted his thanks for having the opportunity to complete the audit and said that the audit report will be electronically filed with HUD. He said that the "single audit guidelines" were followed and that the audit is required by the Office of Management and Budget (OMB). He said that the WCHA's financial statements and some major programs are audited and this year the Low Rent and Voucher Programs were subject to audit (of the major programs). He noted that files were examined and that it was the auditor's conclusion that the WCHA's operations are run very cleanly. He said that there were a few minor adjustments to journal entries but no "findings" -- which he said is a testament to how well the organization is run. He indicated that his firm will also file the Winnebago Homes Association's tax returns, 990s, etc. Mr. Wieland asked if there were any questions from the Commissioners.

Executive Director Alan Zais noted his appreciation to Finance Director Vickie Huwe and the rest of the staff who are responsible for the Authority's strong records. He also said that the WCHA's positive outcome through the audit process places it in a very strong position for its involvement in some of the business ventures in which both WCHA and Winnebago Homes Association have been involved. Mr. Wieland then departed the meeting.

Executive Director Alan Zais also noted that there had been a shooting at a house owned by the WCHA on Montrose that had occurred on Tuesday, January 26, 2016. He said that shots had been exchanged including some fired by a guest of a resident. He noted that Director of Operations Felicia Davis was heavily involved in following up on this incident and that eviction proceedings have been started with regard to the involved resident.

Alan also noted that he and other staff members had attended a Regional Housing Initiative Meeting in Washington, D.C. during the prior week. He said that materials regarding this meeting were included with the Board packet. At the meeting -- which was by invitation only -- the WCHA was profiled along with a handful of other housing authorities from across the country and that the WCHA was given lots of accolades for its initiatives. He said that HUD is excited with what is happening at the WCHA with its partnerships and its involvement in developments.

With regard to the Rockton School, Alan noted that Congress had approved 9% tax credits which makes the project more feasible. He said that given the unusual evolution of the building's architecture, there is consideration being given to demolishing the building rather than remodeling. However, he noted that the Village of Rockton may not qualify under the Program because the threshold requirement is that 51% of the households have to be low or moderate

income. Therefore, it is possible that the Rockton School Project may not qualify for participation.

Alan went on to explain that there are other developments that the WCHA is considering. He reminded the Board of the prior interest in developing a senior housing development on the west side of Rockford (either in the neighborhood surrounding the WCHA's offices or near the West Riverside Walmart) and that there are a couple of developers who are interested. He said that if these projects proceed, it will be important for the WCHA to be up front with the local governments about the WCHA's intentions. He noted that both the Villages of Rockton and Cherry Valley have been very inviting to the WCHA and have welcomed the WCHA to consider both of them for possible developments.

Commissioner Hughes noted that the County of Winnebago recently received the Phase II of the Blighted Grant. He noted that this should be received in February.

### **Consent Agenda**

A motion to approve the Consent Agenda was made by Commissioner Hughes. That motion was seconded by Commissioner Conard. The items on the Consent Agenda were approved by unanimous vote of the five (5) Commissioners present with none against and two (2) Commissioners absent.

### **Financial Report**

Finance Director Vickie Huwe was absent from the meeting. However, Alan noted that the WCHA normally includes in its annual budget the possibility of accessing approximately \$50,000.00 in funds from the Winnebago Homes Association (WHA). However, this year, the WCHA has not had to access that money and is likely not to have to do so before the end of the current fiscal year. In the meantime, Alan noted that WHA receives approximately \$126,000.00 per year from rental income as well as other funds (such as returns on the tax credit properties).

### **Old Business**

None.

### **New Business**

Chairman Wescott advised the Board that he had resigned from the NAHRO Commissioners Committee. He requested that Vice Chairman Getty be appointed to that Committee in his place which has been approved.

### **Commissioner Comments**

None.

### **Executive Session**

A motion was made by Commissioner Hawks to go into Executive Session pursuant to the provisions of 5 ILCS 120(c)(1) to consider the "appointment, employment, compensation, discipline, performance or dismissal of specific employees of the public body or legal counsel for the public body or against legal counsel for the public body to determine its validity". That motion was seconded by Commissioner Spiess and approved by unanimous voice vote of the five (5) Commissioners present with none against and two (2) Commissioners absent. The Executive Session opened at 5:55 p.m. A motion to come out of Executive Session was made by Commissioner Spiess, seconded by Commissioner Hawks and approved by unanimous voice vote of the five (5) Commissioners present with none against and two (2) Commissioners absent. The Executive Session closed at 6:04 p.m.

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

None.

### **Adjournment**

A motion to adjourn the meeting was made by Commissioner Hawks and that motion was seconded by Commissioner Spiess. The motion passed by unanimous voice vote of all five (5) Commissioners present with none against and two (2) Commissioners absent. The meeting adjourned at 6:05 p.m.

Respectfully submitted,

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Phyllis Spiess, Recording Secretary