

**WINNEBAGO COUNTY HOUSING AUTHORITY  
MARCH 17, 2016 REGULAR MEETING  
MINUTES**

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

Chairman Wescott called the meeting to order at 5:32 p.m. Following the call to order, roll call was taken.

The following Board Members were in attendance:

Present:	Chairman Fred Wescott Vice Chairman Dina Getty Commissioner Ron Ballard Commissioner Alanna Conard
Absent:	Commissioner Pearl Hawks Commissioner Jim Hughes

Also present: Executive Director Alan Zais, Director of Operations, 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**

A request was made to move Item XII "Executive Session" and Item X "New Business" so that they occur immediately following the Executive Director's Report (Item VI) and before the Consent Agenda (Item VII). The Board approved of this change to the agenda.

**Public Comments**

None.

**Executive Director's Report**

Executive Director Alan Zais noted the information that he had submitted to the Board in his written report. He asked the Board if there were any questions regarding the materials in his report and none were raised.

**Executive Session**

A motion was made by Vice Chairman Getty 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 Conard and approved by unanimous voice vote of the four (4) Commissioners present with none against and two (2) Commissioners absent. The Executive Session opened at 5:35 p.m. A motion to come out of Executive Session was made by Commissioner Conard, seconded by Commissioner Ballard and approved by unanimous voice vote of the four (4) Commissioners present with none against and two (2) Commissioners absent. The Executive Session closed at 5:45 p.m.

### **New Business**

With regard to the staff organizational change, the organizational changes were outlined in the Executive Director's written report that had been submitted to the Board with the Board packet. A motion to approve the organizational changes as outlined in the Executive Director's written report was made by Vice Chairman Getty and seconded by Commissioner Conard. That motion was approved by unanimous voice vote of the four (4) Commissioners present with none against and two (2) Commissioners absent.

Alan also noted that he had met with representatives of IHDA (Sam Mroda, Allan Quick and Bill Pluta) along with Ron Clewer of the Rockford Housing Authority, Larry Williams of the Housing Authority of the City of Freeport, Robin of BRick Partners, LLC and Brian Gillen of HUD to discuss the Regional Housing Initiative. Alan said that there is considerable excitement over this initiative which would allow for better resident mobility with Section 8 vouchers, additional development opportunities based on project-based vouchers, further collaboration with regard to procurement, etc. Alan noted that IHDA is aware of the \$15 million that was placed in the budget by President Obama for the Regional Housing Initiative with a preference for those funds being given to agencies that have already shown progress in regional housing cooperation. This obviously places the WCHA in a good position to benefit from such funds. Alan noted that ultimately this will require a Resolution to approve by all four (4) housing authority boards (Winnebago County Housing Authority, Rockford Housing Authority, Boone County Housing Authority and the Housing Authority of the City of Freeport) but he emphasized that the control of each housing authority will remain with each board. Assuming this initiative proceeds, it will also require an intergovernmental agreement between the four (4) entities. This collaboration will allow opportunities for development such as that found at the Rockton School project involving the use of project-based Section 8 vouchers. Alan reiterated that IHDA is very excited about this and is pleased with the collaboration among the four (4) agencies -- which he said has not been seen elsewhere in the State.

In addition to continuing to work on the Rockton School Project, Alan noted that he has also been approached by representatives of the Burton Foundation and that he had met with Tracey Manning, the Executive Director of Burton Foundation, approximately one week ago. Alan said that the Burton Foundation is involved in the development of housing for the elderly (55 plus) and is looking to build a 32 unit development in Cherry Valley with a mixture of one and two bedroom homes. This will require the use of project-based vouchers; Alan noted that the WCHA has twenty-nine (29) project-based vouchers left that can be used without a waiver from HUD and that Burton Foundation is talking about using nine (9) of those project-based voucher to make this new development work. Alan said that this project would be like Westport where

Winnebago Homes Association would be a 25% owner. Alan noted that the preliminary application for this project has been approved by IHDA and that an application will be submitted in July with an anticipated award in November allowing for construction in 2017.

Alan also noted that he is sensitive to the need for community interaction and outreach. Alan said that Tracey from Burton Foundation had advised that the Village Trustees are aware of the project and want the project done but that they only want it done if the WCHA is involved in the project. Alan plans to speak with the Village Trustees to make sure that this project has been properly vetted in the community. He also noted that he is going to complete his due diligence on the Burton Foundation but that so far their operations look good. He also noted his preference to award the construction on this project to union contractors. The consensus of the Board was that Alan should proceed with steps toward the completion of this project.

### **Consent Agenda**

A motion to approve the items on the Consent Agenda was made by Commissioner Ballard. That motion was seconded by Commissioner Conard. The items on the Consent Agenda were approved by unanimous vote of the four (4) Commissioners present with none against and one (2) Commissioners absent.

### **Financial Report**

Finance Director Vickie Huwe noted that the budget was among the items included in the Consent Agenda. She said that the last year's budget had included \$50,000.00 being moved from WHA to WCHA to assist with expenses; however, she noted that the use of that money never became necessary. For the coming fiscal year, Vickie indicated that the budget includes \$30,000.00 being moved from WHA to WCHA but noted her hope that this, again, will not become necessary.

Vickie also mentioned that the WCHA has received \$5,794.00 from state income tax funds received from individuals who have owed money to the WCHA. Alan thanked Vickie for her efforts and initiative in learning this program which has greatly assisted the WCHA in securing money from individuals who owe money to the WCHA (which is accomplished by attaching the individuals' tax refunds through the State).

### **Old Business**

Vice Chairman Getty questioned the status of the name change issue. Alan Zais and Attorney Pirages noted that they would regroup on this issue during the coming month and report at the April meeting.

### **Commissioner Comments**

Vice Chairman Getty questioned the timing of Executive Director Zais' review. Attorney Pirages indicated that he would review the minutes to determine the last time that an adjustment to Alan's compensation had been made.

Chairman Wescott noted that March 17 marks his 15<sup>th</sup> anniversary with the WCHA Board. He commented that a lot has been accomplished during the last 15 years. Alan noted that there has been much discussion on Facebook regarding Fred's anniversary with the WCHA and the WCHA's accomplishments during his tenure.

Alan Zais congratulated Felicia Davis on her promotion to the position of Assistant Executive Director and noted that she will now be paid at the rate of \$60,000.00 per annum.

**Adjournment**

A motion to adjourn the meeting was made by Vice Chairman Getty and that motion was seconded by Commissioner Ballard. The motion passed by unanimous voice vote of all four (4) Commissioners present with none against and two (2) Commissioners absent. The meeting adjourned at 6:08 p.m.

Respectfully submitted,

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Alanna Conard, Recording Secretary