

WINNEBAGO COUNTY HOUSING AUTHORITY
JUNE 21, 2018
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 present:

Present:	Chairman Fred S. Wescott Vice Chairman Dina M. Getty Commissioner Alanna D. Conard Commissioner James E. Hughes Commissioner Tasha Reddic
----------	---

Absent:	Commissioner Ron Ballard Commissioner Pearl Hawks
---------	--

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.

Changes to Agenda

None.

Public Comments

None.

Executive Director's Report

Executive Director Alan Zais noted that he had previously submitted his written report to the Board that had accompanied the Board packet.

Alan advised the Board that the ownership of Westport Village in Freeport is seeking a rent increase. Alan said the staff had completed a comparability analysis and recommended a \$5.00 monthly increase; the only residents who will pay this increase will be those who pay the full rent amount themselves. This will become effective on August 1, 2018.

Alan added with regard to this increase that in the past these types of increases have usually not gone before the Board for approval. He pointed out that with regard to an increase at Champion Park that occurred a few years ago, that increase was put before the Board because of the Winnebago County Housing Authority's (WCHA) involvement in Champion Park. By contrast,

an increase at Collier Gardens was not brought before this Board. With regard to Westport Village, and while noting that HUD looks at properties as being “public housing” if a housing authority “touches it”, he plans to bring the Westport Village increase before both the WCHA Board and the Board of Winnebago Homes Association (WHA). This will be done at the July Board meeting.

He also noted that with regard to Housing Choice Voucher Payment standards, he will be recommending that the payment standard be raised to 95%. He said that projection information had been included with the Board packet and that this issue will, likewise, come before the Board as part of the July meeting agenda.

He commented that the Regional Housing Initiative (RHI) is coming together quickly. He said that additional information on the RHI was included in the Board packet.

Alan also reported on several pending development matters. Alan noted that the involvement of project-based vouchers is critical in making these projects work and, therefore, that the WCHA is approached by many developers who are seeking project-based vouchers for their projects. He highlighted some of the recent requests, as follows:

1. With regard to the Cherry Valley Project, Alan noted that he sees this project eventually happening. He said that there are a couple of developers who are making proposals for this and that he favors this project because it is in Cherry Valley (an area where the WCHA has not previously had a presence), it is a senior development, it is a new property and Winnebago Homes Association will be part of the development which will, in turn, result in revenue being received by WHA. Alan added that the Cherry Valley Project would include approximately fifty (50) units.
2. Longwood Apartments (owned by Zion Development) – Alan noted that he had referred this request to the Regional Housing Initiative.
3. John Cronin from North Arrow Partners has sought the WCHA’s involvement in the development of housing for the disabled. Alan said that WCHA had previously worked with John on the Westport Village Project where he was the architect. John Cronin is proposing a \$3 million project involving twelve (12) units in the area of Alpine and Harrison. John has sought nine (9) vouchers and wanted a commitment by July 20. Alan noted that the WCHA presently has only thirty (30) vouchers left and, therefore, he does not think that the WCHA can commit to this.

Alan also said that the WCHA is applying for the “Mainstream Voucher” Program which, if awarded, would allow WCHA additional vouchers (the smallest amount being 100 and the largest amount being 500). These vouchers would be used to support additional housing for the non-elderly disabled population.

Vice Chairman Getty asked about the status of the Department of Corrections Housing Program that the WCHA Board had previously supported. Alan provided an update on this project. Alan said that originally he had gone to IHDA for its approval with the hope of using IHDA’s approval to secure approval by HUD. While IDHA liked the project, it noted that it could not give “protected class” status to the inmates. He subsequently reached out to HUD and was connected

with a very helpful individual at HUD who walked him through the approval process with HUD. HUD's concern, however, was a fair housing issue since the proposed program involves only men. He subsequently reached out to the New York University sponsors of the program who are working on including women in the program in the future. With this information, Alan is presently working on writing to HUD to obtain its approval which he will, in turn, then use to secure IDHA approval.

Commissioner Hughes inquired about the status of the redevelopment of the Rockton Grade School. Alan indicated that issues had developed with regard to that project and he does not foresee that project happening.

Alan advised that the Veterans Assisted Supportive Housing (VASH) Program has opened up and that he is working with the Veterans Affairs Office in Madison with regard to the VASH Program. He also noted that the previously-mentioned Mainstream Voucher Program awards are supposed to happen in August. As a result, the WCHA should learn by August as to whether it has been awarded vouchers through the Mainstream Program.

Consent Agenda

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

Financial Report

Finance Director Vickie Huwe noted that the WCHA had received approximately \$20,000.00 from Collier Gardens as payment of interest on the loans provided by WCHA. She also noted that Winnebago Homes Association (WHA) had received more than \$47,000.00 from the different properties that it owns and/or manages and, in turn, WHA had paid WCHA approximately \$22,000.00 that it owed to WCHA. She noted that this payment from the WHA has assisted the WCHA's cash flow.

Old Business

None.

New Business

Alan noted that Commissioner Reddic's oath had been received and that she would execute the oath and that Finance Director Vickie Huwe would notarize it at this meeting.

Vice Chairman Getty addressed Executive Director Alan Zais' compensation. She reminded the Commissioners that they had previously discussed Alan's 2017 evaluation but did not adjust Alan's compensation at that time. Instead, Alan received the 3% general increase that had otherwise been approved for other staff. Vice Chairman Getty made a motion to add an additional 2% to the 3% increase previously approved for Executive Director Alan Zais (to bring the total amount of his increase to 5%) and to make that increase retroactive to April 1, 2018.

That motion was seconded by Commissioner Conard. That motion was approved by unanimous roll call vote of the five (5) Commissioners present with none against and two (2) Commissioners absent.

Executive Director Alan Zais expressed his appreciation to the Board for this additional wage adjustment.

Commissioner Comments

None.

Executive Session

None.

Action Taken from Executive Session

None.

Adjournment

A motion to adjourn the meeting was made by Vice Chairman Getty and that motion was seconded by Commissioner Conard. 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 5:52 p.m.

Respectfully submitted,

Alanna Conard, Recording Secretary