

**WINNEBAGO COUNTY HOUSING AUTHORITY
DECEMBER 20, 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 Ron Ballard Commissioner Tasha Reddic
Absent:	Commissioner Alanna D. Conard Commissioner James E. Hughes 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. Also present were Rebecca Epperson and Emily Hartzog of the Chartwell Agency.

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

Executive Director Alan Zais asked if the Chairman would entertain a “change to agenda” to allow the Chartwell representatives to address the Board; that request was granted. Ms. Epperson and Ms. Hartzog described the services that they may provide to the WCHA with regard to the proposed name change and change in “brand identity”. They briefly described the messaging, brand identity, and other tasks that they may provide in connection with “identity redesigns”.

Ms. Epperson and Ms. Hartzog departed from the meeting at 5:41 p.m.

Public Hearing on the FY2019 Agency Plan, the FY2019 Housing Choice Voucher Administrative Plan and the FY2019 Annual Admissions and Continued Occupancy Policy

A motion to open the Public Hearing on these matters was made by Vice Chairman Getty; that motion was seconded by Commissioner Reddic. The motion to open the Public Hearing was approved by unanimous voice vote of the four (4) Commissioners present with none against and three (3) Commissioners absent.

The Public Hearing opened at 5:42 p.m. Executive Director Alan Zais noted that Notice of the Public Hearing had been published and otherwise properly advertised and that the related materials had been on display and open for inspection for an appropriate time period. Executive Director Alan Zais further stated that no one from the public was present to comment about the FY2019 Agency Plan, the FY2019 Housing Choice Voucher Administrative Plan and the

FY2019 Annual Admissions and Continued Occupancy Policy; he also noted that no written comments had been submitted despite the previously-given Public Notice.

A motion to close the Public Hearing was made by Commissioner Reddic; that motion was seconded by Vice Chairman Getty. The motion to close the Public Hearing was approved by unanimous voice vote of the four (4) Commissioners present with none against and three (3) Commissioners absent. The Public Hearing closed at 5:42 p.m.

Introduction of Guests

None.

Changes to Agenda

None (other than that noted at the beginning of these minutes).

Public Comments

None.

Executive Director's Report

Executive Director Alan Zais indicated that his written report had been included in the Board packet materials that the Commissioners had previously received.

Alan commented about the mention in his report of Lena Homes. Alan indicated that WCHA was approached about this matter by John Cronin, an architect with whom the WCHA had previously worked on the Westport redevelopment; Alan otherwise indicated that Mr. Cronin has a good reputation. Mr Cronin has proposed a new construction development in Lena, Illinois involving thirty-one (31) units in seven (7) to eight (8) different buildings that would be supported by layered project-based vouchers. Alan said that he had advised Mr. Cronin that the WCHA would be interested in being involved with this development and that he would make the Board of Commissioners aware of this proposal; however, Alan noted to Mr. Cronin that the WCHA would not be interested if there was adverse community reaction within Lena to this development and, therefore, recommended that Mr. Cronin needed to speak with local officials about same. Alan said that the preliminary application had been submitted regarding this project and that the results of that application should be known in approximately one (1) week.

Alan further commented with regard to the proposed Lena project that it would solidify the WCHA's regional outreach and that it would also be a good economic development for the Village of Lena. Alan asked the Board for its consensus on proceeding; the consensus of the Board was to proceed with exploring this project but that the WCHA would not likely pursue same if there was significant negative reaction from the community. Commissioner Reddic expressed her concern regarding how the citizens of Lena would react based upon her past experience there.

Consent Agenda

A motion to approve the items on the Consent Agenda was made by Vice Chairman Getty. That motion was seconded by Commissioner Ballard. The items on the Consent Agenda were approved by unanimous roll call vote of the four (4) Commissioners present with none against and three (3) Commissioners absent.

Financial Report

Finance Director Vickie Huwe noted that the Boone County Housing Authority had received more administrative fees and, therefore, that it had recently paid the WCHA through February 2018. She also advised that the Housing Authority of the City of Freeport has not billed the WCHA for approximately three (3) months now for its portion of the fees received from that development (as it is supposed to be doing); Executive Director Alan Zais noted how it was difficult to see how the Housing Authority of the City of Freeport is continuing to operate given the lack of revenues that it must be experiencing.

Old Business

None.

New Business

None.

Commissioner Comments

Vice Chairman Getty reminded the other Commissioners of the e-mails that she has been sending for advocacy through NAHRO. She commented that NAHRO is keeping track of Commissioner involvement in these efforts and encouraged the Commissioners to avail themselves of this opportunity to support HUD and NAHRO in the passage of legislation. She noted that the “link” to the site is in the e-mails that she has forwarded, that the model letters are written and posted there, and that all the Commissioners have to do is amend the letters to include their personal information.

She also presented to Executive Director Alan Zais an example of a “refrigerator card” that she obtained from another housing authority at a recent NAHRO conference that can be distributed to residents for them to list contact information regarding the WCHA’s administrative team, first responders, etc. Executive Director Alan Zais asked Assistant Director Felicia Davis to bring this card to her upcoming team meeting and for the development and distribution of a similar card among the WCHA’s residents.

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 Reddic. The motion to adjourn the meeting was approved by unanimous voice vote of all four (4) Commissioners present with none against and one (3) Commissioners absent. The meeting adjourned at 5:53 p.m.

Respectfully submitted,

Alanna Conard, Recording Secretary