

**WINNEBAGO COUNTY HOUSING AUTHORITY  
FEBRUARY 20, 2020  
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 Ronald E. Ballard Commissioner Alanna D. Conard Commissioner Danielle J.A. Potter
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Absent:	Commissioner Mustafa Abdall Commissioner Tasha N. Reddic
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Also present: Executive Director Alan Zais, Deputy Director Deb Alfredson, 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 noted that his written report had accompanied the Board packet that the Commissioners had previously received.

With regard to the Resolution on the Agenda concerning the extension and amendment of the Management Agreement for the Freeport RAD I development, Alan said that the Winnebago County Housing Authority (WCHA) has been asked to extend the time period

covered by that Agreement. He reminded the Board that the WCHA assumed the management of that development after the Housing Authority of the City of Freeport (HACF) was removed from that role. Alan further explained that the HACF had previously asked the WCHA to allow the HACF to manage the development through the WCHA but that the WCHA had said that it would allow that to occur only if the staff there reported to the WCHA for both supervision and direction. Alan stated that the current two (2) year Agreement expires on March 31, 2020.

He also advised the Board that he had made a presentation to the Board of Commissioners of the HACF on February 14, 2020 and that the report he presented to the HACF Board was very favorable with regard to the achievements under the WCHA's management of that development. He also stated that the HACF subsidizes the WCHA's activities at that development over and above the expenses that WCHA actually pays out of pocket. He stated that the HACF Board wants to extend the Agreement with the WCHA. He also advised that the HACF Executive Director, Babette Jamison-Varner, has asked the WCHA to allow Kerri at HACF to train the HACF staff (in addition to the services that she performs at that development for WCHA). Alan said that while he is checking with the development's ownership regarding that request, he predicted that ownership will not be in favor of allowing Kerri to do the training because he believes that ownership wants the staff there to be solely focused on the Freeport RAD-1 development. Alan also reminded the Board of the impressive results that have been obtained at the development (as outlined in his written report) over the past two (2) years. He said that the work of the engineering team that is looking at water infiltration there has been delayed for two (2) weeks due to weather conditions.

Alan also reported that the Boone County Housing Authority (BCHA) has once again been rated as a "high performer".

In addition, Alan noted that the compliance period for Champion Park/Hope VI will end on December 31, 2020 and that he believes that the equity investor, NEF, is likely to exit from the program at that time. He said that he will be discussing this with the Board of Winnebago Homes Association (WHA). He said that if the equity investor exits, a nominal exit fee may be payable to the equity investor, NEF.

Alan also mentioned the nice note that the WCHA received complimenting the efforts of Christina Coon (a copy of which was included in the Board packets).

Lastly, Alan reported that the WCHA has been advised of its Capital Fund award . He said that in past years, the acceptance of this Capital Fund award had to be confirmed by Board Resolution but that such had not been required for the last two (2) years (instead, requiring only that the WCHA complete forms and have a five (5) year plan in place). However, he indicated that to be safe he wants to put a Resolution on the March 2020 Board Agenda accepting the Capital Fund Award of \$489,546 (which he noted is a \$40,000 - \$50,000 increase over the past year).

## **Consent Agenda**

A motion to approve the Consent Agenda was made by Vice Chairman Getty. That motion was seconded by Commissioner Potter. 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 she is finishing the fiscal year end audits for four (4) entities and that the work on those audits is going fine. She also commented that the new IT provider, Gemini, is doing well in the work that it is performing for the WCHA.

## **Confirmation and Public Notice of Action Taken at January 22, 2020 Meeting**

Attorney Pirages noted the item on the Agenda which confirmed that at the January 22, 2020 meeting the Board of Commissioners had made available for public inspection the minutes from the Executive Session from the August 15, 2019 meeting.

## **Old Business**

None.

## **New Business**

None.

## **Commissioner Comments**

Vice Chairman Getty inquired as to the status of the WCHA moving forward with its new name. Executive Director Alan Zais stated that plans are in place for this to occur in the Fall of 2020 and that he recently met with the consultant to discuss the project and the work that the consultant is performing (including changing the WCHA's website).

## **Executive Session**

None.

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

None.

**Adjournment**

A motion to adjourn the meeting was made by Vice Chairman Getty and that motion was seconded by Commissioner Conard. That motion was passed by unanimous voice vote of all five (5) Commissioners present with none against and two (2) Commissioners absent. The meeting adjourned at 5:40 p.m.

Respectfully submitted,

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Alanna D. Conard, Recording Secretary