



**Peoria Housing Authority
Board of Commissioners
Regular Board Meeting**

Monday, July 27, 2015

MINUTES

OPENING: At 4:37 p.m., Chair Zika opened the meeting with the Pledge of Allegiance, a moment of silence and roll call.

ROLL CALL: Commissioners Present: Chairman Zika, Commissioner Williams, and Commissioner Cannon
Late Arrivals: Commissioner Perkins and Commissioner Brown

ATTENDING PHA STAFF: Brenda Coates, Bret Stone, Timm Krueger, and Nicole Krol

FAMILY SELF SUFFICIENCY (FSS) PRESENTATION:

A presentation was given by Nicole Livsey, HCV Family Self Sufficiency Coordinator. Two successful participants from the FSS program, Patricia Sturdivant and Charlene Rowe were able to purchase their first homes. K. Zika commented to the Family Self Sufficiency (FSS) graduates on how much their words encourage the members of the Board of Commissioners. Not only does the Board of Commissioners want to provide good housing, but help people move out of public housing and become self sufficient. K. Zika gave his thanks for the graduates sharing their stories and also to Nicole Livsey for the hard work she does within the Family Self Sufficiency program (FSS).

COMMUNITY COMMENTS:

Elaine Hopkins, a Peoria resident shared that she would like to encourage the PHA to look into programs which allow individuals with low level felony convictions access to public housing.

Hedy Elliott Gardner, also a Peoria resident stated she is still interested in writing a grant for Dixon garden at Harrison Homes 501(c)3 and would like to be notified of future River Valley Foundation Meetings. Ms. Elliott shared her appreciation for PHA doing a better job at keeping the trespass list updated and current. Ms. Elliott expressed concern about the entrance at Oregon and Krause of the old Harrison school building being wide open and accessible to the children in the area. She intends to bring the issue to the City Council Meeting on 8/28/15.

Ms. Elliott also wanted to make the PHA aware of an Op-Ed piece that she wrote for the Community Word regarding the non-violent offender program and other pilot programs being used by various other states.

People with a second chance are running with it and they need access to affordable housing. She is hoping PHA will consider it.

APPROVAL OF THE JUNE 09, 2015 WORKING POLICY SESSION MINUTES:

Chair Zika asked if there were any comments, corrections, or changes to the minutes of the Working Policy Session held on 6/9/15. Hearing no further comments, Chair Zika asked for a motion to approve. Motion to approve moved by Commissioner Cannon, seconded by Commissioner Williams. Roll call.

Ayes: Commissioner's Cannon, Williams, Perkins, and Chair Zika.

Nay: None, motion carried.

APPROVAL OF THE JUNE 22, 2015 REGULAR BOARD MEETING MINUTES:

Chair Zika asked if there were any comments, corrections, or changes to the minutes of the Regular BOC meeting held on June 22, 2015. Chair Zika pointed out on page nine, it stated B. Coates answered "No", and it was not understood as to what B. Coates replied "no" to. The original question from Chair Zika was if the overall rate actually did go down from re-payment agreements. B. Coates confirmed the answer to be "no it was not due to re-payment agreements." Chair Zika asked that the minutes be revised to clarify the answer given by B. Coates.

On the same page, an action item was identified for B. Coates to review the reasons for TAR's being lower than normal. Chair Zika stated when he reviewed the numbers for this month, they were very similar to last month. Chair Zika confirmed with T. Edmonds, the Finance Director, this month's numbers being correct. Chair Zika stated there was nothing wrong with the language in the minutes; however he did want to verify the financial data being discussed. Chair Zika asked if there were any comments, corrections, or changes to the minutes of the Regular BOC meeting on June 22, 2015. Hearing no further comments, Chair Zika asked for a motion to approve. Motion to approve moved by Commissioner Cannon, seconded by Commissioner Williams. Roll call.

Ayes: Commissioner's Cannon, Williams, Perkins, and Chair Zika.

Nay: None, motion carried.

RESOLUTION #AR072715-01 COLLECTION LOSS WRITE-OFFS:

B. Coates commented on pg. 86, explaining that Prairie State Legal Services was representing the resident and that being the reason for the delay. B. Coates also noted that the eviction date listed needs to be changed to October 30, 2015 instead of 2014. Commissioner Cannon questioned the dates on page 83 and asked if those should be revised as well. B. Coates stated that she was unsure if those should have been pulled for the 1st quarter and needed to verify with T. Edmonds.

There were questions about the large write-off for River West South, and B. Coates explained that she did not have an explanation at this time due to the absence of staff for Asset Management.

Chair Zika commented on the collection loss recovery on page 89. Chair Zika asked if PHA has implemented the State of Illinois Recovery. B. Coates stated that she had expected funds this year, and she will request T. Edmonds to follow up with the local recovery refund program. Chair Zika asked if there were any comments, corrections, or changes to resolution #AR072715-01. Hearing no further comments, Chair Zika asked for a motion to approve. Motion to approve moved by Commissioner Perkins, seconded by Commissioner Cannon. Roll call.

Ayes: Commissioner's Cannon, Williams, Perkins, and Chair Zika.

Nay: None, motion carried.

RESOLUTION #AR072715- 02 REVISION OF BOARD APPROVED PROCUREMENT POLICY DELEGATING CONTRACTING AUTHORITY:

B. Coates stated that the Board Finance Committee advised they wanted to be directly involved in procurement of the legal and audit services. As a result, the current PHA Procurement Policy must be revised to reflect the change. Chair Zika stated that the intention of the change would be for the board to delegate that responsibility to the Finance Committee. Commissioner Perkins voiced concern about authority being taken away from the CEO. Chair Zika explained that auditors in all public companies and most non-profit companies are hired and report to the board, not the CEO, and the board normally delegates that responsibility to the Finance Committee. The hiring of the legal council would be open for debate.

B. Mooty explained that typically the legal council is appointed by the City Board, with the approval of the City Trustees. Commissioner Williams suggested using a Board committee for selection. B. Coates stated that she is unable to use her contracting authority to overturn a recommendation if she is a part of a committee, and this proposed change if approved, would override the CEO's contracting authority. Chair Zika stated the Finance Committee would be involved in the selection process, but the nomination would come from the Board. Commissioner Perkins' concern is that if an organization is going to hire a CEO, then the CEO should have some say so in everything that concerns the organization. It is understood that ultimately, the Board is responsible for the organization; however she does not want to undermine the authority of the CEO.

Commissioner Cannon asked if this decision should wait until Commissioner Fassino (Chairperson for the Finance Committee) is present. Chair Zika stated that he felt confident on voting on the audit, seeing that it is standard practice, however he was unclear on how to handle the legal services. B. Coates stated her concern regarding having a majority of Commissioners on the selection committee making the recommendation with the CEO reporting to the Board. Commissioner Perkins stated she liked Commissioner Williams' idea of having one member of the Board, a PHA staff member, and an outside member on a Board committee, however she will not support the resolution as it is written now.

Chair Zika decided for a motion to approve the passing of the resolution excluding the legal services. Motion to approve moved by Commissioner Perkins, seconded by Commissioner Cannon. Roll call.

Ayes: Commissioner's Cannon, Williams, Perkins, Brown and Chair Zika.

Nay: None, motion carried.

Chair Zika stated that a contract for proposal has been written, and it has been reviewed by both Commissioner Fassino and Chair Zika. The intention is to have K. Zika, J. Fassino, T. Robertson, and T. Edmonds to be on the review. As it stands now, the final approval would come from the CEO, B. Coates.

- Commissioner Williams suggested an assignment for the Finance Committee to come up with a different make-up process for the final approval of the contract.

Chair Zika explained that this resolution is suggesting the Board is involved. At this point, all the Finance Committee will do is recommend the decision. The Board should then decide whether they want to delegate to the Finance Committee. The previous motion, which was approved, was to strike the legal services from the resolution. Commissioner Williams stated that he did not have a problem with the Board approving the

decision, however his concern is with having two Board members on the Finance Committee participate on the selection committee. Attorney B. Mooty suggested adding a sentence stating "The selection committee shall have less than a majority of members from the Board of Commissioners "

Chair Zika made a new motion to add the previous approved motion relative to legal services and include the sentence "The selection committee shall have less than a majority of members from the Board of Commissioners". Motion to approve moved by Commissioner Perkins, seconded by Commissioner Brown. Roll call.

Ayes: Commissioner's Williams, Perkins, Brown and Chair Zika.

Nay: None, motion carried.

FINANCIAL REPORTS:

Chair Zika asked if there were any comments, corrections, or changes to the Financial Reports Hearing no further comments, Chair Zika asked for a motion to approve. Motion to approve moved by Commissioner Perkins, seconded by Brown. Roll call.

Ayes: Commissioner's Williams, Perkins, Brown and Chair Zika.

Nay: None, motion carried.

SECTION 8 REPORTS:

Chair Zika stated that he would like to comment on the good progress being made. Chair Zika asked if there were any comments, corrections, or changes to the Section 8 Reports. Hearing no further comments, Chair Zika asked for a motion to approve. Motion to approve moved by Commissioner Williams, seconded by Brown. Roll call.

Ayes: Commissioner's Williams, Perkins, Brown and Chair Zika.

Nay: None, motion carried.

ASSET MANAGEMENT REPORTS:

Chair Zika commented on page 65 regarding the numbers for Scattered Sites. B. Coates answered five of those units are in MOD and bid out for renovation. Regarding the remaining 3, PHA is working with HUD for disposition of the units and they will not be considered for renovation.

Chair Zika pointed out that PHA is still below 90%, and wanted to know if there was a specific plan to improve occupancy. B. Coates stated that painters, laborers, and carpenters have been hired which should improve turn around. Chair Zika asked if there were any comments, corrections, or changes to the Asset Management Reports. Hearing no further comments, Chair Zika asked for a motion to approve. Motion to approve moved by Commissioner Brown, seconded by Perkins Roll call.

Ayes: Commissioner's Williams, Perkins, Brown and Chair Zika.

Nay: None, motion carried.

OPERATION REPORTS:

Chair Zika commented on the exterior renovation issues for Taft Homes under Pending Projects.

B. Coates stated now that the city inspection is complete; a Scope of Work is being completed to address the concerns. Chair Zika wanted to make the Board aware that this is being driven by the city. The PHA has had direction from HUD to carefully review putting capital fund money into Taft towards repair, however it is now required by the city. B. Coates stated that PHA does want to comply and not be treated differently, however with the cost associated with the Scope of Work, and the possibility of future demolition, HUD should be involved. Chair Zika asked if there were any comments, corrections, or changes to the Operation Reports. Hearing no further comments, Chair Zika asked for a motion to approve. Motion to approve moved by Commissioner Perkins, seconded by Brown. Roll call.

Ayes: Commissioner's Williams, Perkins, Brown and Chair Zika.

Nay: None, motion carried.

OLD BUSINESS:

A Working Policy Session has been scheduled for August 11, 2015 to discuss Taft Redevelopment. Number 42 on the Open Items List – Implementation of Adult Curfew at Taft will be drafted and brought before Legal Counsel for review.

NEW BUSINESS:

T. Krueger stated that in the past there have been complaints about the PHA website.

The website lacked all important aspects of branding and managing the PHA image online. Starting in December, there have been many changes made. Using Google Analytics, which provides user data on our website, PHA was able to analyze data from September to June. From these results, dramatic changes have taken place and the results have been tremendous.

In an effort to reach as many people as possible to address common misconceptions about the PHA, a quiz was developed and placed on the website. The quiz is available on the PHA website under the "about" section.

CEO REPORT:

B. Coates stated that PHA never received an official letter with the SEMAP scores, and the email provided to the Board was incomplete. The email provided the scores, however it did not include the details associated with the scoring. HUD was on-site to conduct the Confirmatory Review June 15-17th, and based on the review B. Coates gave a brief summary of the details provided in the exit meeting.

B. Coates confirmed the Voucher Management System will be on the agenda for the next Finance Committee meeting for discussion.

B. Coates gave an update on the screen project at Taft Homes. The installation of the new screens will begin August 4, 2015, and the next meeting with the hearing officer is scheduled for August 25, 2015.

B. Coates mentioned an email which was sent by HUD to Board members and Executive Staff regarding an educational resource called Lead the Way, which can be accessed through the HUD exchange. Also available on the HUD exchange is the final rule to Affirmatively Furthering Fair Housing which establishes guidelines and tools to meet fair housing obligations.

There is a tentative date for the upcoming PHARS visit with HUD Team Leader, Kevin Laviano set for the week of August 17, 2015.

BOARD COMMENTS:

Commissioner Williams gave his official resignation to the PHA Board. The PHA Board and staff thanked Commissioner Williams for his time and efforts spent, and wished him well with his new endeavors.

EXECUTIVE SESSION:

Chair Zika called for a motion to move into Executive Session for the purpose of Personnel issues. Chair Zika called for a motion to approve. Motion to approve moved by Commissioner Perkins seconded by Commissioner Brown. Roll call:

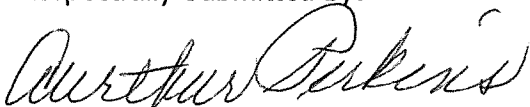
Ayes: Commissioner's Perkins Williams, Brown and Chair Zika.

Nay: None, motion carried.

ADJOURNMENT of the REGULAR BOARD MEETING

Meeting adjourned at 6:32 p.m.

Respectfully Submitted by:



Arthur Perkins
Board Secretary

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