

**BOONE COUNTY HOUSING AUTHORITY
FEBRUARY 16TH, 2024, REGULAR MEETING
MINUTES**

Call to Order, Roll Call

Chairman Allen Sisson called the meeting to order at 9:00 a.m.

Following the call to order, roll call was taken.

The following Board members were present:

Present:	Chairman Allen Sisson Vice Chairman Robert Johns Commissioner Ray Morse Commissioner Ron Wait Commissioner Jimmeka Wilson Commissioner Michelle Schwartz Commissioner Jen Jacky
----------	---

Absent:

Also present: Staff members: Alan Zais, Deb Alfredson, Vickie Huwe, Kristin Andrews and Radmila Meanovich.

Introduction of Guests

No Guests were present.

Public Hearing on further revisions to the FY2023 Housing Choice Voucher Administrative Plan

Robert Johns moved to go into the public hearing at 9:04 am. The motion was seconded by Michelle Schwartz and approved by all commissioners present.

Alan reported that no comments were received from the public, and no one from the public was present for the public hearing.

Robert Johns moved to go out of the public hearing at 9:04 am. The motion was seconded by Michelle Schwartz and approved by all commissioners present.

Changes to the Agenda

None.

Public Comment

None.

Executive Director Report

Alan Zais provided a written report to the board. Alan said that it was time to renew the five year intergovernmental agreement with the Winnebago County Housing Authority. Alan said the agreement stated that there would be an annual cost analysis to set the management fee, which historically ran between \$4,800 to \$6,400 for annual monthly payments, but that BCHA had struggled with meeting the management agreement along with other unforeseen additional costs, particularly with legal fees, and therefore several years ago WCHA had set the management fee artificially low to \$3,000 so that BCHA would not show a significant account receivable. Alan said he would like to increase the amount to \$3,500 effective with the new agreement, which would maintain the \$3,000 monthly rate and add an additional \$500 a month for administration of the Moving to Work (MTW) Agreement, which would also need to be shown to HUD in the Agreement. Alan and Vickie both said this would be affordable to BCHA, as BCHA administrative funding has increased over the past several years with the additional Housing Choice Voucher, Mainstream voucher, and Veterans Assisted Supportive Housing voucher administrative funding. Alan also said the Senator Duckworth will be presenting the Pearl Place Grand Opening in April, and that the BCHA board and other community and organization leaders will be formally invited.

Resolution

- I. Resolution No. 24 R 2 *“Resolution Approving the Minutes of the January 19th, 2024 Regular Meeting of the Board of Commissioners”*

Ron Wait moved to approve Resolution No. 24 R 2. The motion was seconded by Michelle Schwart Johns and approved by all commissioners present.

- II. Resolution No. 24 R 3 *“Resolution Approving Further Revisions to the FY2023 Housing Choice Voucher Administrative Plan”*

Jen Jacky moved to approve Resolution No. 24 R 3 with the correction of changing the Winnebago County Health Department to the Boone County Health Department, removing the word “aging” out of the Family Unification Program section, and adding the definition of the Mainstream Voucher program. The motion was seconded by Robert Johns and approved by all commissioners present.

Financial Report

Vickie noted that she had provided a written report to the board. Vickie said the negative equity for the Mainstream program is because HUD still not providing the adequate reserves payments, and Vickie has continued to need to request the reserves release. Vickie said that otherwise the agency is doing great.

Robert Johns moved to accept the financial report. The motion was seconded by Jen Jacky approved by all commissioners presents.

Old Business

None.

New Business

None.

Commissioner Comments

Jimmeka Wilson shared that she had been reappointed to the BCHA board for another term.

Executive Session

None.

Action Take from Executive Session

None.

Adjournment

Robert Johns moved to hold the next meeting at 9:00 a.m. on March 15, 2024, at the BCHA Office, 2036 North State Street, Belvidere, Illinois, 61008, and adjourn the meeting at 9:30 a.m. The motion was seconded by Ron Wait and approved by all commissioners present.

Respectfully submitted,

Recording Secretary

Commissioner _____ moved to approve these minutes, seconded by Commissioner _____

The foregoing minutes were approved by the Boone County Housing Authority on this 15th day of March 2024.

Chairman Allen Sisson _____

Vice Chairman Robert Johns _____

Commissioner Ron Wait _____

Commissioner Ray Morse _____

Commissioner Jen Jacky _____

Commissioner Jimmeka Wilson _____

Commissioner Michelle Schwartz _____