

**MINUTES OF A REGULAR MEETING
OF THE HOUSING AUTHORITY OF JOLIET
BOARD OF COMMISSIONERS
ON WEDNESDAY, APRIL 20, 2016**

The Housing Authority of Joliet Board of Commissioners met for a Regular Board Meeting on Wednesday, April 20, 2016 at 8:00 AM. Meeting started late due to taking photos of Commissioners and Staff for the Housing Authority of Joliet website. The meeting was held at the Housing Authority of Joliet's Administration Offices, 6 South Broadway Street, Joliet, IL. The following were present and absent:

Present

Mittchelena Meade, Chairman
Karen Williams, Vice Chairman
Roger Powell, Sr., Treasurer and Secretary
Patrick Asher, Commissioner
Maria Cottrell, Commissioner
Robert Hernandez, Commissioner

Absent

Lorraine Guerrero, Commissioner

Also present at the Board Meeting were Michael Simelton, Chief Executive Officer, Attorney Eric Hanson and HAJ Staff.

The first item on the Agenda was Approval of Minutes. Commissioner Asher made a motion to approve the Board Meeting Minutes of March 16, 2016 and Special Board Meeting Minutes of April 4, 2016 and Commissioner Williams seconded the motion. Upon roll call the ayes and nays were as follows:

AYES

Roger Powell, Sr.
Patrick Asher
Maria Cottrell
Robert Hernandez
Karen Williams
Mittchelena Meade

NAYS

Thereupon the Chairman declared said motion carried and the Board Meeting Minutes approved.

The next item on the Agenda was Approval of Bills. Commissioner Williams made a motion to approve the Bills for the period March 1-31, 2016 in the amount of \$566,011.54 and Commissioner Powell seconded the motion. Upon roll call the ayes and nays were as follows:

AYES

NAYS

Roger Powell, Sr.
Patrick Asher
Maria Cottrell
Robert Hernandez
Karen Williams
Mittchelena Meade

Thereupon the Chairman declared said motion carried and the Bills approved.

The next item on the Agenda was Approval of Resolutions.

Resolution No. 16-2798
Certifications of Compliance with PHA Plans and
Related Regulations (*Standard, Troubled, HCV-Only*
***And High Performer PHAs*)**

All HUD looks for in the Agency Plan is to submit any policy changes that the Housing Authority may have. Also look to make sure that the Housing Authority meets the goals and objectives that were outlined in the Agency Plan. Also to see if the Housing Authority is continuing advancement of affordable housing within the program. Commissioner Williams made a motion to approve Resolution No. 16-2798 and Commissioner Powell seconded the motion. Upon roll call the ayes and nays were as follows:

AYES

NAYS

Roger Powell, Sr.
Patrick Asher
Maria Cottrell
Robert Hernandez
Karen Williams
Mittchelena Meade

Thereupon the Chairman declared said motion carried and Resolution No. 16-2798 approved.

The next item on the Agenda was New Business.

FY 2015 Financial Assessment Subsystem (FASS-PH) submission March 21, 2016. This usually has to be submitted by March 31st.

Housing Authority of Joliet 2015 Financial Audit by Rector, Reeder & Lofton, P.C. (**REVIEW**) Commissioner Meade would like a meeting with Linda Lea, Chief Financial Officer, to go over the 2015 Financial Audit, it looks good.

U.S. Department of Housing and Urban Development correspondence dated March 21, 2016 from William E. Wilkins, Director Office of Public Housing Region V, re: 2014 Audit Deficiency Central Office Cost Center & Cumulative Deficits. Mr. Simelton commented that there was some deficiencies within the COCC and an issue with affordability. Those items were from 2012 and have been cleaned up. Auditors submitted a letter identifying that those items have been cleaned up. The letter passed out at the Board Meeting from HUD states that the matters have been closed.

Rector, Reeder & Lofton, P.C. correspondence dated April 1, 2016 from Brandy Lofton, CPA Principal, re: Response to Audit Deficiency.

U.S. Department of Housing and Urban Development correspondence dated March 23, 2016 from William E. Wilkins, Director Illinois State Office of Public Housing Region V, re: Final Closeout of Capital Funding (CFP) IL06P024501-11, \$1,454,064.00.

U.S. Department of Housing and Urban Development correspondence dated March 31, 2016 from Dominique Blom, Deputy Assistant Secretary Office of Public Housing Investments, re: FY 2015 Resident Opportunity and Self-Sufficiency (ROSS) Service Coordinator Grant Application. Mr. Simelton said that the ROSS grant will specifically assist residents with education, job training, finance literacy and goal setting, etc. to promote self-sufficiency. This grant will be used for the Fairview Housing Development and will start within the next thirty days, it is a three year grant. The relocation firm that HAJ hired is working with the Housing Authority to implement this grant. Commissioner Asher enquired on who is responsible for taking care of this grant? Mr. Simelton commented that Mark Jakielski with the consultant firm. This gives the Housing Authority time to prep the residents at Fairview for relocation. There will be a report for the Board on how the residents from DesPlaines are doing from the consultant firm. The residents from DesPlaines will be monitored for at least three years or relocate back to Water's Edge.

Lawrence 'Larry' M. Walsh, Jr. correspondence dated March 23, 2016 congratulating HAJ on receiving a \$242,000 grant, Resident Opportunities and Self-Sufficiency Service Coordinators (ROSS).

Chicago Regional Council of Carpenters correspondence dated April 1, 2016 from Peter DiRaffaele, Chief of Staff/Director of Operations. There was a concern that there was a sub-contractor on the Hawthorne Lakes Senior Residence site that was not paying prevailing wage rates. This is being taken care of and HAJ staff will go on the site to do employee interviews.

Carlson Bros. Inc. response to the Chicago Regional Council of Carpenters correspondence.

Announcing the Housing Authority of Joliet's Community of Choice: *Water's Edge*, flyer.

Commissioner Hernandez enquired about the break-ins at DesPlaines increasing because they want to steal copper, etc. The police and HAJ staff have been patrolling has helped curtail the problem.

Review of Media Management Policy ***DRAFT***. Mr. Simelton asked the Board for any input they may have for these two draft policies.

Review of Social Media Policy ***DRAFT***.

DEPARTMENTAL REPORTS

Capital Fund Program

Capital Fund Program (CFP) Obligation Disbursement Summary

Housing Choice Voucher Program

HCV Contracts Executed During the Month of March, 2016

Voucher Management System Report for February, 2016

Housing Choice Voucher Family Self-Sufficiency (FSS) Report for March, 2016

Conventional Public Housing Program

Public Housing Leases Executed During the Month of March, 2016

AMP Monthly Occupancy Rate and Unit Turnaround Time for FY 2016

Finance and Accounting

TAR's Report for March, 2016

Investment Register for March, 2016

Financial Report for February, 2016

Roy Finley, Regional Asset Manager and Mike Gentile, Regional Asset Manager addressed the resident concerns that were presented at the March 16, 2016 Board Meeting. One concern was that on one of the buildings it was not mold but moss on the building. Contractor recommended getting the water away from the building. Trenched the area and put in plastic pipe to pull the water away from the building. Then cleaned the gutters. Then power washed the building to get the mold off the building. The reason for the raccoons in the area is that residents were pouring bacon grease on the outside, which drew them. Cleaned up the area. Fixed a shed. There were no raccoons in the attic they were squirrels. Set traps and to this day have not caught one, so they probably are gone. Found one small hole and closed that up. The residents have not heard any noise from the attic lately, traps are still set and are checked periodically. One of the buildings are on a corner and have some large trees which could cause the moss. Received a couple of quotes to have two trees removed, so the front of the building could get some sun.

There were complaints about eviction of a couple of residents; one was arrested for retail theft, one strike; one resident claimed that she had packages stolen from the front of her unit, it was identified that she pulled up in her car got the package and went back into her car and left, then called to say she had packages stolen. It was on video what transpired. Then there was a resident who had unreported income. Mr. Jakielski will work with this resident to give her time to pay the money back. There was a team of young males committing robberies, a couple have been arrested and banned from HAJ property.

The Fairview area has calmed down since the police have been patrolling quite frequently.

With no further action to bring before the Board Commissioner Asher made a motion to adjourn and Commissioner Williams seconded the motion. Upon roll call the ayes and nays were as follows:

AYES

NAYS

Roger Powell, Sr.
Patrick Asher
Maria Cottrell
Robert Hernandez
Karen Williams
Mittchelena Meade

Thereupon the Chairman declared said motion carried and the Board Meeting adjourned.

BY: _____
CHAIRMAN, BOARD OF COMMISSIONERS

SECRETARY