

**BOONE COUNTY HOUSING AUTHORITY  
FEBRUARY 19, 2021, REGULAR MEETING  
MINUTES**

**Call to Order, Roll Call**

Chairman Allen Sisson called the meeting to order at 9:05 a.m. (In light of the COVID-19 pandemic and consistent with Gov. Pritzker’s Executive Orders, the meeting was held telephonically).

Following the call to order, roll call was taken.

The following Board members were present:

Present:	Chairman Allen Sisson Vice Chairman Robert Johns Commissioner Elsie Brown Commissioner Ron Wait
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Absent:	Commissioner Julaine Drake Commissioner Ray Morse
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Also participating telephonically: Staff members Kristin Andrews, Vickie Huwe, Deb Alfredson and Christina Coon.

Executive Director Alan Zais participated telephonically and in person at the Boone County Housing Authority office at 2036 North State Street, Belvidere, Illinois, to allow for public attendance.

**Introduction of Guests**

Ron Gorman, Illinois Market President for Gorman & Co, introduced himself. Ron said he sued to be the Chief Executive Officer for the Rockford Housing Authority (RHA) and in his new position has relationships with housing authorities. He said that while at RHA he facilitated the Rental Assistance Demonstration (RAD) program for the 159 units of Orton Keyes, the 43 RAD and 49 blend units of The Grove and the 85 RAD units for the Jane Addams program. He then joined Gorman & Co. He thanked the BCHA board for the award of the Project Based Vouchers for Pearl Place, and told the board that he would now be applying for the 4% Low Income Housing Tax Credit (LIHTC) program and Historic Tax Credits.

**Changes to the Agenda**

Alan Zais explained the proposed change to the agenda and indicated that it is being proposed that Item X(A) on the Agenda -- that addresses the “Temporary suspension of by-law provisions pursuant to Executive Order 2020-07 signed by Gov. Pritzker on March 16, 2020” -- be moved with the Board’s consent so that it may be reviewed first and before other actions are taken. Elsie Brown approved to move the agenda item. The motion was seconded by Robert Johns and approved by all Commissioners present.

Alan noted that pursuant to the Executive Order, various provisions of the Open Meetings Act, including those that require that members of the public body be physically present at such meetings and those limiting remote participation by members of the public body, had been suspended. In keeping with the Executive Order, Alan noted that the provisions of the Boone County Housing Authority’s (BCHA) by-laws which require, among other things, the physical presence of Board members for a quorum, that the meeting be

held at the regular meeting place of the BCHA at 2036 North State Street, etc. be suspended in keeping with the provisions of the Executive Order. A motion to suspend those by-law provisions was made by Ron Wait and the motion was seconded by Elsie Brown. The motion was approved by all the Commissioners present.

### **Public Comment**

None.

### **Executive Director Report**

Alan Zais reported that he provided a report for the board. Alan noted for the board that NI ReACH (formerly Winnebago County Housing Authority) was applying to the Moving To Work Co-Hort 4 HUD designation and he would look to include BCHA into the program benefit through the Intergovernmental Agreement, as has been previously discussed on occasion since 2014. Alan said he had a report on the MTW in the written report and that he would keep the board aware as it progressed. Alan said that NI ReACH had adopted the recommendations of the Vera Institute of Justice, with the sole modification of a two year look back period for criminal checks (as opposed to the recommended six-month period). Alan said that Vera had been planned to present to the board at the November 20, 2020 regular board meeting, but the meeting was not held due to a lack of quorum, and he asked if Vera could present at the March 19, 2021 board meeting. The board gave consent.

### **Resolution No. 21 R 2, “Resolution Approving the Minutes of the January 15, 2021 Regular Meeting of the Board of Commissioners”**

Elsie Brown moved to approve Resolution No. 21 R 2. The motion was seconded by Robert Johns. Tron Wait said that Allen was not present at the January 15, 2021 and that it was called to order by Robert Johns, and Ron accepted the motion to amend the minutes to show that correction. The motion to accept the amended minutes was then approved by all commissioners present.

### **Resolution No. 21 R 3, “Resolution Approving the Award of Project Based Voucher Revision for a Date Extension”**

Ron Wait moved to approve Resolution No. 21 R 3. The motion was seconded by Elsie Brown. Ron Clewer again thanked the board for the award and said he looked further to proceeding with the Pearl Place program. Ron Wait said that he attended the building when it was a high school and would be happy to share any history as the program progressed. Ron said the program had originally applied for 9% LIHTC but moved to 4% LIHTC because of the historic status, and that \$750,000 had already been awarded for the historic preservation. Ron said the renovation would also cover exterior work to make the building look beautiful again. The motion approving the resolution was then approved by all commissioners present.

### **Financial Report**

Vickie Huwe noted that she had included a report for the board. Vickie said that BCHA was still slowly making progress moving out of negative equity, which was now \$9,000 from the previous \$15,000. She said that it was now only eleven months behind in management fees.

Robert Johns moved to accept the financial report. The motion was seconded by Elsie Brown and approved by all commissioners present.

**Old Business**

None

**New Business**

None.

**Commissioner Comments**

None.

**Executive Session**

None.

**Action Take from Executive Session**

None.

**Adjournment**

Ron Wait moved to hold the next meeting at 9:00 a.m. on March 19, 2021 at the Boone County Housing Authority office, 2036 North State Street, Belvidere, Illinois, 61008, and adjourn the meeting at 9:22 a.m. The motion was seconded by Robert Johns 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 19th day of March, 2021.

Chairman Allen Sisson

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Vice Chairman Robert Johns

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Commissioner Ron Wait

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Commissioner Ray Morse

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Commissioner Julaine Drake

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Commissioner Elsie Brown

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