

**AURORA HOUSING AUTHORITY  
REGULAR MEETING  
WEDNESDAY, JANUARY 27, 2016  
1449 JERICHO CIRCLE, AURORA, IL 60506**

**Present:** Bill Powell, Chairman  
Meloyne Wimbley, Secretary  
Mariana Hill, Commissioner  
Dave Richert, Commissioner  
Anthony Stanford, Commissioner

**Also Present:** Keith Gregory, Executive Director  
Maria Godinez, Director of Public Housing  
Sue Lowe, Director of Housing Choice Voucher  
Jim Cisneros, Director of Maintenance  
Ana Garcia, Executive Assistant

The Meeting was called to order at 4:32 p.m.

**AGENDA ITEMS COVERED**

- Financials
- Staff Reports

**READING AND APPROVAL OF THE MINUTES**

A motion was made by Meloyne Wimbley and seconded by Dave Richert to approve the minutes of the Regular Meeting of December 16, 2015. 5 ayes, zero nays. 🇺🇸

**PUBLIC COMMENTS**

There were no public comments. 🇺🇸

**REVIEW OF FINANCIAL REPORTS & LIST OF BILLS**

Mr. Gregory reported a \$77,000 net profit, bringing the year-to-date profit to \$198,000. Mr. Gregory explained that the Public Housing program had a profit of \$99,000 and Housing Choice Voucher had a \$22,000 net loss. This leaves PH at a year to date loss of \$156,000, and HCV is at a \$323,000 net profit. 🇺🇸

**MONTHLY REPORTS**

Mr. Gregory began by explaining that the agency will be having REAC in March from the 3-7<sup>th</sup>. The agency began by going inside every unit, doing mock inspections and addressing any issues. Mr. Gregory explained that it is not usual to have two REACs within a twelve month period but he is expecting to see improvement when the agency receives the results sometimes in April, instead of July as it is accustomed to have them.

Mr. Gregory mentioned that the agency has agreed to a third year for the internship program which will take place in the months of June through August. The agency will be looking to have 3-4 interns within those three months, and the agency is looking to expand the variety of schools and disciplines of the interns.

Mr. Gregory brought up the Operating Budget draft that was sent out to the commissioners, and welcomed any questions commissioners might have. Individual meetings were also proposed by Mr. Gregory to further discuss the draft, and agreed to set them up with the commissioners.

**Board Member Question:**

Commissioner Dave Richert vocalized interest about individual meetings and inquired about whether the proposed budget was based on 83 or 81 percent. Mr Gregory answered that it is based on 83 percent and that the second draft would clear up a few things when its sent out sometime in the next week.

**Board Member Question:**

Commissioner Richert asked whether the proposed budget should be designed for the agency to break even. Mr. Gregory replied that it generally is and that the agency would find out whether it is above or below the budget sometime during the fiscal year. Director Gregory explained that the agency has changed insurance from AHRMA Insurance to Housing Authority Insurance and it has cut the agency's bill in half. AHRMA, Mr. Gregory suggests, was basing the AHA's properties at a higher value based on zip code, as opposed to the actual value of the property. This was one of the main reasons the agency was able to realize savings from switching providers.

Director of Public Housing, Maria Godinez, reported 1,185 applicants on the Public Housing Waiting List, 164 on the HCV waiting list, and 292 on the Project Based Voucher Waiting list. She also informed the board of the purge done to the PH waiting list, and the closure of the 1 bedroom waiting list for PH. Ms. Godinez also mentioned events that were hosted on the sites and events offered to the tenants and the completion of another 3 vouchers for lease up. She also reiterated the focus of the agency on addressing any issues that could lower the agency's REAC score.

**Board Member Question:**

Dave Richert inquired about the high number of evictions, and the reason for these evictions. Ms. Godinez clarified that it was just a high month for evictions due to debt acquired by the tenants, and because of criminal activity.

Director of HCV, Sue Lowe, reported a total of thirty-nine re-certifications completed for the month, and seventy-seven re-certifications in progress. Forty-nine interims were processed, nineteen were reissued, there were four port outs, thirteen lease-ups, thirteen initial inspections, forty-six annual inspections, ten terminations- three deceased, four absorbed, one voucher expired, one violation of family obligations, and one voluntary, one repayment

agreement, a total of eight PBV vouchers, seventeen VASH vouchers and a total of eight-hundred and forty-six HCV vouchers. Questions were voiced and settled.

Director of Maintenance, Jim Cisneros, made clear the priority of our tenants health. Mr. Cisneros explained that aside from the focus on REAC the agency was focused on shoveling and salting the sites, and maintaining property heat in the tenants units. He elaborated on the steps taken to ensure a positive score on the REAC inspection like hiring the mock inspector and going in to every unit at least once.

**Board Member Question:**

Board Member Meloyne Wimbley inquired on the mock inspector and whether the mock inspector goes in before or after work has been performed on the unit. Mr. Cisneros said that the agency hired a mock inspector to inspect the sites with fresh eyes to see the things that are overlooked by the employees. The mock inspector goes in after the unit has been worked on to ensure that nothing was missed and see where the agency could fail on points.

**Board Member Question:**

Commissioner Anthony Stanford inquired on what specific areas the agency was focusing on or if it was just all over the place. He also inquired on the tenants knowledge of the inspection. Mr. Cisneros clarified that it is minor work mostly on the exterior and that all tenants were made aware of the upcoming inspection.

**Board Member Question:**

Mr. Richert asked if the agency relies on software to keep track of labor, material, and time put into specific units. Mr. Gregory answered that we have the software but we had not relied on it as much as we are now that we are focusing on REAC.

**Board Member Question:**

Ms. Wimbley inquired on the levels of the agency's warehouse. Mr. Gregory mentioned that we have an employee, Lenny, who ensures the levels of our warehouse are maintained should we need materials, and added that this is how we ensure low costs of contractors. The agency pays for labor from contractors and use its' own supply. 🌟

**OLD BUSINESS**

**On Site Review Updates**

Mr. Gregory informed the board that the agency has prioritized the REAC inspection and would have on site reviews in the coming month of February. 🌟

**NEW BUSINESS**

New business was not presented at this board meeting. 🌟

The Board Meeting adjourned at 4:59 p.m.