



The Aurora Housing Authority™

BOARD OF DIRECTORS MEETING

REGULAR BOARD MEETING

1449 Jericho Circle, Aurora, IL 60506 – AHA Board Room
July 25, 2018 at 4:30 p.m.

Present: Joe Grisson III, Chairman
Meloyne Wimbley, Vice Chairman
Frank Johnson, Commissioner
Shireen Long, Commissioner
Sherrill Dodson-Lewis, Commissioner

Also Present: Ralph Jordan, Executive Director
Maria Godinez, Public Housing Director
Judy Maisonet, Director of Finance
Tracey Robinson, Interim Director of HCV
Carlos Guillen, Maintenance Director
Ana Garcia, Finance Specialist

The meeting was called to order at 4:39 p.m.

AGENDA ITEMS COVERED

- Roll Call
- Approval of the Minutes
- Public Comments
- Review of Financial Reports
- Review of Departmental Reports
- Old Business
- New Business
- Executive Sessions
- Adjournment

APPROVAL OF THE MINUTES

A motion was made by Meloyne Wimbley and seconded by Frank Johnson to approve the minutes of the Special Board Meeting of June 11, 2018, Working Session of June 25, 2018 and Regular Meeting of June 27, 2018. Five ayes, zero nays.

PUBLIC COMMENTS

There were no public comments. Mr. Grisson took the opportunity to once again welcome Mr.



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Jordan to the Aurora Housing Authority.

FINANCIAL REPORTS

Aurora Housing Authority ended in the positive for the month July with a total of \$187,695.24. A financial report was not presented to the board at the board meeting but a list of all accounts payable transactions was presented. Mr. Jordan points out that the accountants continue to make final adjustments to the finances.

In the past three days, since the working session that took place on July 23rd, AHA has focused on financial analysis. Mr. Jordan expects to have a completed budget for the current fiscal year as well as a full financial report at the next board meeting. In the past, the board has received a combined financial report for all projects. Moving forward the agency will provide separate financial reports for the projects as well as a combined report. These reports will reflect the work the agency has done in the past couple of weeks.

DEPARTMENTAL REPORTS

Executive Report

Mr. Jordan began by stating that he currently trusts the financial reports that are being presented to the board but he would like to implement more accurate financial reports that are generated directly from the Emphasys software.

Moving on to Public Housing, Mr. Jordan states that he would like to increase the occupancy rate. In the last month AHA was at a 94-95 occupancy rate while HUD had AHA at a 92.63. The most recent report that AHA received from HUD listed 29 vacancies. Maria added that as of that report AHA had come down to 25-26 vacant units. Consistency would be key, Mr Jordan added, in reaching a goal of 98 percent and no less than 96 that would help AHA earn good PHARS scores. Mr. Jordan finished by adding that he would meet with maintenance staff and work with them to get better unit turnaround times.

For HCV, Mr. Jordan addresses the waiting list that currently holds 62 applicants. It is emphasized that the applicants have been waiting a long time as AHA currently replaces EOP with port-ins and not waiting list applicants. Mr. Jordan states that in the future, he would like to see the agency servicing the Aurora area residents and hopefully open up the HCV waiting list for 300-400 applicants. Questions regarding the port-in process were voiced and settled.

Mr. Jordan moved on to the audits that AHA had been working on with the auditors and the accountants for the past few weeks. Mr. Jordan mentioned the ramifications of not turning in the audit that was due December 31st, 2018 which led the AHA into troubled status. Mr. Jordan notified the board that as of last night, July 24th, the first audit had been submitted to HUD. As for the second audit that was due on May 30th, it had not yet been completed. Mr. Jordan assured the board that he would work with auditors to get everything done by July 30th. Mr. Jordan reiterated his goal to have a budget presented to the board by the next board meeting.

Mr. Jordan discussed some findings that stemmed from the PHARS assessment that took place



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back in April. The biggest concerns were the finances, failing to convert to asset management, and the money that was spent on the Scholarship Gala events that took place a few years back. To name a few, other concerns included: review of employee policy and procedures, internal quality control, policy for community service (if tenants don't work, they have to do community service), lease ups, files had incorrect calculations, reexams are behind schedule, security cooperation agreement (set up a meeting with APD to request crime report on our sites), files were disorganized and uneasy to audit, tenant files had errors in them, removal of a former commissioner from authorization, NLDC / AHA employees, get old financial reports, set board approved policies, insurance policy, AMP funds cannot cover HCV (AHA spends LIPH funds and then reimburses from HCV), and unreliable costs such as the gala. Mr. Jordan mentions that AHA will have to pay back \$60,000.00 of the LIPH funds that were used for this event. Another item that AHA will have to focus on is closing out the Capital Funds for 2015 and 2016. A plan will be put in place to address all issues and submitted to HUD for approval.

Mr. Jordan assures the board that these are all things that can be fixed. He will work on providing staff with the right training, as the AHA has the potential to be a high performing agency.

The frequency of updates being sent to the board by Mr. Jordan are debated. It is agreed that an email with crucial items dictating the progress of the agency should be sent when needed in order to prevent micromanagement. Mr. Jordan reiterates his policy of full-disclosure and assures the board that if there is anything they need to know, he will let them know.

The smoking policy was briefly discussed. An update was given that the property managers are doing their best to implement this policy when they come across tenants violating the policy. No negative feedback was received from tenants.

Public Housing

Maria Godinez read the numerical data from her report. She added that winning contractor for the REAC bid was contacted and that a date was set for the inspections. The inspections would take place from October 23rd to October 25th and the family sites would be evaluated this year.

Section 8

Tracey Robinson read the numerical data from her report. She also mentioned that one family had enrolled for the FSS program.

Maintenance

Carlos Guillen stated that AHA is currently focusing on unit turnarounds and that the inspections at Maple Terrace and Eastwood were good.

OLD BUSINESS

No old business was discussed.



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NEW BUSINESS

Rick Guzman – Neighbor Project

Mr. Guzman introduced the Neighbor Project as a result of a merger between two long-standing organizations that have helped the Aurora area. The Neighbor Project focuses on providing opportunities for growth for low-income families. Although the Neighbor Project currently does provide help for many immigrants moving to Aurora, it also helps many people who are from the Aurora Area. The Neighbor Project helps participants gain knowledge in savings, homeownership, financial literacy, as well as providing counseling services to the families. The project in turn, helps the City of Aurora retain families with higher assets that will turn around and use that money throughout the city. The Neighbor Project operates with the belief that every individual has something to offer when given the right tools.

Mr. Guzman mentions the possibility of working with the Aurora Housing Authority in order to develop a program along with the FSS HCV program that will provide learning tools for those enrolled in FSS. This in turn, will provide the HCV participants with knowledge that will help them establish themselves outside of the HCV program. The possibility of a developing a program that would have a 2 – 1 match for every dollar the family puts away in a savings account that will be used for higher education, college, or a training program is mentioned. A program like this would help both the Neighbor Project and AHA accomplish its goals and would be in the best interest of the City of Aurora.

Mr. Grisson voices his interest in looking at a partnership with the Neighbor Project in order to further develop and expand the FSS programs to more families.

The application process is briefly explained, adding that the application process aids in determining the applicants that are serious about accessing these tools.

EXECUTIVE SESSION

A motion was made by Meloyne Wimbley and seconded by Frank Johnson to enter into Executive Session. Five ayes, zero nays.

ADJOURNMENT

A motion was made by Meloyne Wimbley and seconded by Frank Johnson to adjourn the Regular Meeting. Five ayes, zero nays.

Regular Meeting adjourned at 6:06 p.m.