Minutes

ANNUAL MEETING OF THE BOARD OF COMMISSIONERS
HOUSING AUTHORITY OF THE CITY OF BLOOMINGTON
Tuesday, June 23, 2026, 4:00 PM
104 E. Wood Street, Bloomington, Illinois

1. **Call to Order** - The annual meeting of the Board of Commissioners of the Housing Authority of the City of Bloomington, Illinois was held at 104 E. Wood Street, Bloomington, Illinois. The meeting was called to order at 4:03 pm by Executive Director Jeremy Hayes, and upon a roll call, the members answered as follows:

2. **Roll Call; Selection of Acting Chairperson**
   Commissioner Brown, present
   Commissioner Muncy, present
   Commissioner Csecinovits, present
   Commissioner Trunell, present
   Commissioner Middleton, present

   Also present were:
   Jeremy Hayes, Executive Director
   Jorge Ovalle, Section 8 Director
   Ashley Short, Director of Public Housing
   Tim Margherio, Director of Maintenance
   Krystal Donovan, Administrative Assistant
   Clay Patterson, Attorney
   Aaron Harris, BDO (via Zoom)
   Ciera Munoz, resident (via Zoom)

   Jeremy opened the meeting and introduced the acting chair, Commissioner Betty Middleton. Commissioners then introduced themselves, sharing their backgrounds and reasons for serving on the Board.

3. **Approval of Minutes**
   Approval of the minutes of May 26, 2026 regular meeting. A motion was made by Commissioner Brown to approve the minutes of the May 26, 2026 meeting. Commissioner Middleton seconded the motion. Upon a voice vote, all commissioners present stated "aye." Motion carried.

4. **Public Comments** – There were none.

5. **New Business**

   5.1 Introductions of New Commissioners and Key Staff – Each Commissioner introduced themselves, noting their personal background and interests that led them to

seek appointment to the Board. Jeremy then asked key staff present to introduce themselves:

Public Housing: Ashley Short, Director of Public Housing, described her role with the Authority, including overseeing public housing applications, verifying applicant preferences, property management, lease compliance and generally ensuring the public housing program's compliance with HUD regulations.

Resident Services: Alton Shelvin, Resident Services Director, summarized the department's programs, including Resident Opportunity and Self-Sufficiency (ROSS) and Family Self-Sufficiency (FSS), which support residents working toward self-sufficiency. He also oversees the the Elderly Services Coordinator, who works closely with residents at the towers.

Maintenance: Tim Margherio, Director of Maintenance, outlined the department's responsibilities, including unit turnovers, repairs, and pest control. He noted that the department has 15 employees, including technical and custodial staff, and that 11 positions are covered by a collective bargaining agreement with LIUNA Local 362.

Housing Choice Voucher Program: Jorge Ovalle, HCV Director, described the Housing Choice Voucher program, which helps low-income families, seniors, and people with disabilities afford safe housing in the private market. He noted that the program includes several voucher types and that his department includes two specialists and one inspector.

BHA's legal counsel, Clay Patterson, was also introduced. Clay noted he has represented the Housing Authority for more than 20 years.

5.2 Overview of Housing Authority Operations - Jeremy gave a presentation, approximately 45 minutes in length, providing an overview of the Housing Authority of the City of Bloomington (BHA), clarifying its structure, and its role in the community. He explained that the agency is one of about one hundred in the state. He noted that the primary function of housing authorities is to administer the Section 8 Housing Choice Voucher Program and public housing. He added that more than 5 million people housed nationally through the voucher program compared to less than 2 million in public housing. Jeremy outlined the organizational structure, noting that the board manages a single employee, the executive director, who oversees the rest of the organization's 34 full-time staff.

The presentation covered all the key operational aspects of BHA's public housing program, the housing choice voucher program, and special programs like CHSP and FSS. The location of each public housing site was presented.

5.3 Review of Bills. Jeremy explained that financial oversight is a core responsibility of the board. Every month the commissioners get a comprehensive view of every financial transaction. A list of checks and payments is included in the monthly board packet. This is different from the monthly financial report from BDO. A motion was made to approve the bills was made by Commissioner Muncy and seconded by Commissioner Middleton. The motion carried on a voice vote.

5.4 April financial report. Aaron Harris from BDO presented an overview of their work with the Housing Authority, explaining that they handle monthly financial closures, year-end reporting to HUD, and various budget-related tasks. He reviewed the April financial report, highlighting key variances between budgeted and actual revenue and expenditures across different programs including public housing, noting unfavorable variances in operating subsidies and security expenses. Jeremy noted that security expenses were higher than anticipated due to extended fire door replacement project timelines, and explained that once the project ends, they could reduce security presence to minimal hours. After a brief discussion, a motion was made by Commissioner Middleton to accept the financial report. Commissioner Brown seconded the motion. The motion carried on a voice vote.

5.5 Proposals for Capital Fund Program (CFP) Services. Jeremy explained that the Housing Authority has previously had an in-house position who managed the Capital Fund Program on a day-to-day basis. It has become difficult to find a person who has the combination of both building-related knowledge as well as grant administration and financial understanding.

We are now at a point where the agency needs immediate help planning new capital fund projects, especially those that will address unit vacancies. In light of this, staff feels that bringing in a consultant will be very helpful, and a better alternative than filling a regular position. Jeremy anticipates that these services would provided on a one-year contract with some opportunity to evaluate whether this service is needed longer term or if we can hire internally for this work. He concluded by noting that staff is in the process of evaluating the proposals that have been submitted and expects to bring a resolution approving a contract to the next Board meeting.

6. **Election of Officers** – There was a discussion about postponing the election of officers until the board is fully acclimated, with a proposal to rotate the acting chair position among commissioners for upcoming meetings. Commissioners discussed this concept and agreed that it was an ideal approach, and planned that at the end of each meeting, there would be a motion and a vote appointing an acting chair.

   Commissioner Muncy volunteered to serve as acting chair. Commissioner Middleton made motion to appoint Commissioner Muncy as acting chair of the Board of Commissioners through the end of the next meeting. The motion was duly seconded and passed on a unanimous voice vote.

7. **Administration Reports.** Jeremy referred to the printed reports included in the agenda packet.
   7.1 Executive Director Report
   - Project Based Vouchers for Sue's Landing

- City of Bloomington fire inspection compliance order at Towers
- Comcast/Xfinity installation at Towers
- Towers renaming

7.2 Public Housing Occupancy Report

7.3 Section 8 Housing Choice Voucher Report

7.4 Maintenance & Capital Improvement Report

7.5 Resident Services Report

8. **Adjournment** - Commissioner Middleton moved to adjourn the meeting, and Commissioner Brown seconded the motion. The motion carried on a unanimous vote; the meeting adjourned at 5:52 p.m.

This is to certify this is a true and correct copy of the minutes of the regular meeting of the Board of Commissioners of the Housing Authority of the City of Bloomington, Illinois held June 23, 2026 at 104 East Wood Street, Bloomington, Illinois, and to further certify that said meeting was held pursuant to written notice and sent to all Commissioners of said Authority in accordance with by-laws, and that there was a quorum present at said meeting.

Respectfully submitted,

_____

Jeremy Hayes, Secretary-Treasurer