Minutes

REGULAR MEETING OF THE BOARD OF COMMISSIONERS
HOUSING AUTHORITY OF THE CITY OF BLOOMINGTON
Tuesday, August 25, 2026, 4:00 PM
104 E. Wood Street, Bloomington, Illinois

1. **Call to Order** – The regular 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. Acting Chair Ben Muncy called the meeting to order at 4:02 p.m.

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

   Also present were:
   Jeremy Hayes, Executive Director
   Ashley Short, Director of Public Housing
   Tim Margherio, Director of Maintenance
   Aaron Blevins, Maintenance Supervisor
   Alton Shelvin, Resident Services Director
   Krystal Donovan, Administrative Assistant (via Zoom)
   Shelli Garland, HCV Specialist
   Aaron Harris, BDO (via Zoom)
   Laura Kantorzyk, resident
   Cathy Zaklan, resident
   Lilly Howell, resident

3. **Approval of Minutes**
   The Board reviewed the minutes of June 23, 2026, regular meeting. Commissioner Csecsinovits noted that her name was misspelled. Commissioner Csecsinovits moved to approve the minutes with the correction noted. Commissioner Trunell seconded the motion. Upon a voice vote, all commissioners present voted aye. The motion carried.

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

5. **New Business**
   5.1 Review of bills, June 2026. Executive Director Hayes explained that the review of bills has been in a different format this year, partly due to the Authority's new PHA Web software.
   Although the report differs from prior years, it still includes all paper check transactions and electronic payments. Housing Choice Voucher payments are listed separately because they are paid from a separate account. Jeremy noted that staff occasionally

highlight certain items for the Commissioners, for example the large payment to Tech Electronics for the fire panel project at the Towers. He explained that "CFP" refers to the Capital Fund Program and said the Tech Electronics payment was either the final or next-to-last payment for that major project.

Other payments were largely recurring expenses for electronic payments and regular vendors, such as Republic Services for trash collection and Blue Cross Blue Shield for employee health insurance.

Jeremy next reviewed the Housing Assistance Payment (HAP) register, which lists payments made to landlords. The report separates paper check payments from electronic payments. He said the Authority is working to encourage tenants and landlords to use electronic deposit, noting that direct deposit has become a requirement in many similar programs and that paper checks create additional time and expense. He also noted that the HCV program may periodically issue mid-month payments to account for adjustments. Port-out payments are processed through a separate report and may include payments made to housing authorities in other parts of the country. After brief discussion, Commissioner Brown moved to approve the bills. Commissioner Trunell seconded the motion. Upon a voice vote, all commissioners present stated "aye." The motion carried.

5.2 Financial report, June 2026. Aaron Harris summarized the monthly financial statements for June 2026 that were included in the board packet. Commissioner Csecsinovits moved to accept the financial report. Commissioner Brown seconded the motion. Upon a voice vote, all commissioners present voted aye. The motion carried.

5.3 Review of draft mid-year budget revisions for FY 2026. Executive Director Hayes reviewed the draft mid-year budget revisions and explained that, with several months of actual revenue and expenditure data available, staff can better compare current activity with the budget adopted in December. He noted that the revisions help reset expectations for the second half of the year and provide a useful foundation for developing the 2027 budget. Jeremy stated that rental income is generally lower than projected, primarily due to lower-than-anticipated occupancy, particularly in AMP 1. He also noted that subsidy income has also been lower than budget but is expected to be adjusted later in the year. Staff anticipate presenting final budget revisions for Board consideration at the September meeting for board approval.

5.4 Discussion of draft Annual PHA Plan for 2027. Executive Director Hayes explained that the annual PHA Plan compiles the Housing Authority's policies and must be submitted to HUD each year. The draft includes recent proposed revisions to the Admissions and Continued Occupancy Policy (ACOP), which is the public housing policy document. While many elements of the PHA Plan remain unchanged from year to year, the Authority must provide required information to HUD and identify any significant proposed changes for the upcoming year.

Jeremy reviewed four notable changes. First, the ACOP would restore community-wide public housing waiting lists instead of site-based lists, which had created confusion after online applications began in late 2024 or early 2025. Second, Wood Hill Towers would be renamed Holman Short Towers in honor of longtime Executive Director Kim Holman-Short. Third, John Kane Homes, Nierstheimer Apartments, and McGraw Apartments would be designated for elderly or disabled residents, consistent with their historical use.

Finally, the public housing preference point system is proposed to be simplified. Commissioner Middleton asked whether veterans receive preference points. Jeremy said they do not currently, but the Authority could consider adding them. He explained that VASH vouchers are VA supportive housing vouchers for veterans referred by the VA to the housing authority in the area where they seek housing. McLean County currently has 20 VASH vouchers.

Jeremy also noted that the ACOP includes routine revisions tied to recently adopted federal regulations. The Authority subscribes to Nan McKay, which provides updates to support compliance with regulatory changes.

As part of the annual process, the Authority must hold a public hearing and convene the Resident Advisory Board, both of which provide opportunities for public input.
Jeremy said the Authority typically does not make major year-to-year program changes. Following the public hearing and Resident Advisory Board meeting, the plan will be presented at the September meeting for possible Board adoption.

5.5 Study topic: Housing Choice Voucher program basics. HCV Specialist Shelli Garland presented an overview of the Housing Choice Voucher program, including program terminology, the orientation process, voucher holder responsibilities, payment standards, rent calculations, and utility allowances. She stated that staff works to lease voucher holders as quickly as possible and typically conduct weekly orientations lasting approximately two and one-half hours.

6. Administration Reports

6.1 Executive Director Report

- PHAS score and designation status for FY2024
- Project Based Vouchers for Sue's Landing
- Parking lot and yard lighting at public housing sites. Jeremy reported that he met with an Ameren engineer at Holton Homes to review current lighting, billing, and options for additional lighting improvements.
- City of Bloomington fire inspection compliance order at Towers
- Comcast/Xfinity installation at Towers

6.2 Public Housing Occupancy Report

6.3 Section 8 Housing Choice Voucher Report

6.4 Maintenance & Capital Improvement Report

6.5 Resident Services Report

7. **Election of Officers**

7.1 Description of offices and election process. Acting Chair Muncy noted that election of officers had been deferred from prior meetings. Jeremy reviewed the procedure for nominating and electing officers, including the requirement for a nomination, second, and roll call vote. He explained that the process would be completed first for Chair and then for Vice-Chair.

7.2 Nominations and election of Chair. Commissioner Middleton nominated Commissioner Muncy for Chair. Commissioner Csecsinovits seconded the nomination. Acting Chair Muncy called for a roll call vote:

Commissioner Brown	Aye
Commissioner Muncy	Aye
Commissioner Csecsinovits	Aye
Commissioner Trunell	Aye
Commissioner Middleton	Aye

The motion carried unanimously. Commissioner Muncy was declared Chair.

7.3 Nominations and election for Vice-Chair. Commissioner Middleton nominated Commissioner Csecsinovits for Vice-Chair. Commissioner Muncy seconded the nomination. Chair Muncy called for a roll call vote:

Commissioner Brown	Aye
Commissioner Muncy	Aye
Commissioner Csecsinovits	Aye
Commissioner Trunell	Aye
Commissioner Middleton	Aye

The motion carried unanimously. Commissioner Csecsinovits was declared Vice-Chair.

8. **Adjournment** – Commissioner Brown moved to adjourn the meeting. Commissioner Csecsinovits seconded the motion. The motion carried unanimously, and the meeting adjourned at 5:45 p.m.

This is to certify that the foregoing 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 August 25, 2026, at 104 East Wood Street, Bloomington, Illinois. The meeting was held pursuant to written notice provided to all Commissioners of the Authority in accordance with the by-laws, and a quorum was present.

Respectfully submitted,

_____

Jeremy Hayes, Secretary-Treasurer