Minutes

REGULAR MEETING OF THE BOARD OF COMMISSIONERS
HOUSING AUTHORITY OF THE CITY OF BLOOMINGTON
Tuesday, September 22, 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. Vice-Chair Tara Csecsinovits called the meeting to order at 4:05 p.m.

2. **Roll Call**
   Commissioner Brown, present
   Commissioner Muncy, absent
   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; Jorge Ovalle, HCV Director; Toni Beall-Cockrell, Application Intake; Crystal Pratt, Property Manager; Jeff Evans, CFP Consultant; Krystal Donovan, Administrative Assistant (via Zoom); Janet Winters, Accounting Specialist (via Zoom); Aaron Harris, BDO (via Zoom); Laura Kantorzyk, resident; Cathy Zaklan, resident

3. **Approval of Minutes**
   Approval of the minutes of August 25, 2026, meeting. The Board reviewed the minutes of August 25, 2026, regular meeting. Commissioner Middleton moved to approve the minutes. Commissioner Brown seconded the motion. Upon a voice vote, all commissioners present voted aye. The motion carried.

4. **Public Comments** – Laura Kantorzyk said she spoke to CFP Consultant Jeff Evans about an issue with heat in the South Tower building. She requested that Jeff Evans confer with Tim Margherio and Aaron Blevins about addressing the ongoing issue.

5. **New Business**
   5.1 Review of bills, July 2026. Executive Director Hayes pointed out a few larger payments, $291,000 to DH Pace for fire doors, and $48,164 to Weber Electric for electrical work related to the new elevators. Jeremy said approximately $200,000 will be paid when the certificate of inspection is completed. Commissioner Brown moved to

approve the review of bills. Commissioner Trunell seconded the motion. Upon a voice vote, all Commissioners present stated “aye.” Motion carried.

5.2 Financial report, July 2026. Executive Director Hayes and Aaron Harris, BDO, discussed financial variances (differences between amounts budgeted versus amounts actually received or spent) across different housing programs. Aaron explained that June and July monthly subsidy draws were initially rejected by HUD but later approved in August, causing a temporary variance of $685,000. He detailed unfavorable variances in public housing administrative and utility expenses, primarily due to security costs and salary overages, though many were factored into the proposed budget revision. Aaron also reviewed COCC and Section 8 program finances, noting that HAP expenses often experience timing delays with HUD reimbursement. The discussion concluded with Jeremy asking about VMS (Voucher Management System) and learning that HUD will absorb the Mainstream program into the regular Section 8 financial reporting in the future. There being no further discussion, Commissioner Brown moved to accept the July financial report. Commissioner Trunell seconded the motion. Upon a voice vote, all Commissioners present stated “aye.” Motion carried.

5.3 Resolution 1544 approving revised budgets for FY 2026. Executive Director Hayes explained that HUD requires the Authority to adopt operating budgets before each fiscal year begins, which the Board does at its December meeting. The budgets can then be revised mid-year to reflect actual revenue and expenditures realized. Proposed revisions have been prepared for the four AMPs and the Central Office Cost Center (COCC) based on the first five months of FY 2026. He noted that revenue is lower than projected and expenses are higher than anticipated in several key categories.

Lower revenue reflects reduced operating subsidies and rental income. The primary unanticipated expense is related to the fire alarm project at the Towers. The Authority remains subject to a requirement for a 24-hour fire watch.

Executive Director Hayes said he expected that requirement to end within a few weeks. At year-end, AMP 1 is projected to have a surplus, with revenue exceeding expenditures, while the other AMPs are projected to end with deficits. Combined, the AMPs are expected to have a deficit of approximately $58,000.

The Central Office Cost Center, however, is projected to have a $95,575 surplus. Although a mid-year revision is not required, such a revision is good financial management practice. Jeremy also noted that each AMP has substantial financial reserves, more than $1 million each for AMPs 1 and 3, more than $2 million for AMP 4, and approximately $850,000 for AMP 2. These reserves allow the Authority to absorb deficits for multiple years. He added that conservative financial practices has allowed

the Authority to manage years with unanticipated expenses or lower than expected revenue.

Jeremy further noted, in anticipation of the capital fund discussion, that the Authority receives annual Capital Fund Program grants.
Up to 25% of each grant may be transferred to operations. The most recent grant will total $1.9 million. Although the Authority typically transfers only $50,000 to $60,000 for operations, it could draw an additional $300,000 to $400,000 if needed.

After a brief discussion, Commissioner Brown moved to approve Resolution 1544 revising the FY 2026 budget. Commissioner Middleton seconded the motion. The Chair then called for a roll-call vote:

Commissioner Brown	Aye
Commissioner Secsinovits	Aye
Commissioner Middleton	Aye
Commissioner Trunell	Aye

Motion carried. The resolution was approved as follows:

RESOLUTION NO. 1544

WHERAS, the Housing Authority is required to approve annual operating budgets for the public housing Asset Management Properties (AMP's) and the Central Office Cost Center (COCC) for each fiscal year; and

WHEREAS, the Board of Commissioners, at its regular meeting of December 16, 2025 approved annual operating budgets for the AMP's and the COCC for Fiscal Year 2026 (Resolution 1535); and

WHEREAS, in response to variations in both revenues and expenditures, the staff of the Housing Authority has prepared revisions to the FY 2026 annual operating budgets for the AMP's and the COCC; and

WHEREAS, staff distributed and presented these revisions to the Board of Commissioners, which has duly reviewed and considered the revised budget documents.

NOW, THEREFORE, BE IT HEREBY RESOLVED that the Board of Commissioners of the Housing Authority of the City of Bloomington approves the revisions to the Asset Management Property (AMP) budgets and the Central Office Cost Center budget for FY 2026, which are attached hereto as EXHIBIT A and shall be referred to as FY 2026 Annual Operating Budget Revision #1.

5.4 Resolution 1545 adopting the 2027 Annual PHA Plan. Executive Director Hayes explained that HUD requires the plan annually. It serves as a comprehensive guide to the PHA's policies, programs, operations, and strategies for meeting local housing needs and goals, and identifies significant policy or program changes. He noted that including anticipated uses of project-based vouchers ensures the Authority can pursue those opportunities if they arise.

The plan also addresses significant changes to housing-site designations. The Towers and John Kane have historically served older residents but lacked formal designations, so the Authority is clarifying them for consistency. The plan notes updates to nonsmoking-policy enforcement procedures and addresses occupancy by police officers, allowing the Authority to make a unit available if an opportunity arises. It also identifies units undergoing modernization as HUD-approved vacancies, a status that prevents financial penalties while the units are renovated. The long-term goal is to return these units to occupancy.

The final plan will incorporate the most recent fiscal-year audit and report progress toward the goals established in the five-year plan.

After a brief discussion, Commissioner Trunell moved to approve Resolution 1545 adopting the 2027 Annual PHA Plan. Commissioner Brown seconded the motion. The Chair then called for a roll-call vote:

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

Motion carried. The resolution was approved as follows:

RESOLUTION 1545

WHEREAS, the U.S. Department of Housing and Urban Development (HUD) has published regulations that require the Housing Authority of the City of Bloomington, Illinois to develop an Annual Public Housing Agency (PHA) Plan, and

WHEREAS, Housing Authority staff has prepared a 2027 Annual PHA Plan to be submitted to HUD, and

WHEREAS, the Bloomington Housing Authority has consulted with the Resident Advisory Board and the Board of Commissioners in the development of the Annual PHA Plan, and

WHEREAS, a public hearing, notice of which was duly published and posted, was held to discuss the Annual PHA Plan and to hear comments from program participants and any interested party, and

WHEREAS**,** the Board of Commissioners of the Housing Authority of the City of Bloomington has listened to and reviewed the information and documents regarding the Housing Authority's 2027 Annual PHA Plan, and

NOW, THEREFORE BE IT RESOLVED that the 2027 Annual PHA Plan is hereby approved and shall be submitted to HUD in the prescribed form of the electronic submittal along with a PHA Certifications of Compliance with the PHA Plan, Civil Rights and Related Laws and Regulations (form HUD-50077-ST-HCV-HP).

5.5 Resolution 1546 revising the Public Housing Admission and Occupancy Policy (ACOP). Executive Director Hayes highlighted four notable changes. First, the ACOP would reestablish community-wide waiting lists in place of site-based waiting lists. Second, the policy would simplify local-residency preference points, add preference points for families with children, and establish a separate preference category for veterans. Third, it would designate the Towers and John Kane Home for elderly and disabled households. Finally, it would reiterate specific enforcement measures for violations of the smoke-free housing policy. Hayes said the Authority subscribes to Nan McKay Associates and uses its model ACOP as a guide.

Public Housing Director Ashley Short reviewed several changes her department is implementing, including accurately screening individuals from the waiting list and placing them at the most appropriate housing sites. Applicants to the Congregate Housing Program (CHSP) at the Irvin Apartments are evaluated by a professional assessment committee (PAC), which may also refer individuals for housing.

Short said Application Intake Specialist Toni Beal-Cockrell reviews public housing applications and matters related to admissions and preference points. She explains each applicant's stage in the process and frequently responds to status inquiries.

Commissioner Middleton moved to approve resolution 1546 the revised Public Housing Admission and Occupancy policy, effective January 1st, 2027. Commissioner, Trunell seconded the motion. The Chair then called for a roll call vote:

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

Motion carried. The resolution was approved as follows:

RESOLUTION NO. 1546

WHEREAS, the Public Housing Admission and Occupancy Policy (ACOP) is the primary document that establishes policies for administration of the Housing Authority's public housing program; and

WHERAS, the staff of the Housing Authority reviews the ACOP on at least an annual basis to consider changes that may be needed in order to comply with new federal regulations, enhance program operations, or otherwise improve the public housing program, and

WHEREAS, staff conducted a review of the ACOP and presented a series of revisions proposed to become effective on January 1, 2027, and

WHEREAS, staff presented the proposed changes to the ACOP at a September 2, 2026 Resident Advisory Board meeting, at a September 9, 2026 public hearing, and to the Board of Commissioners, which has reviewed and discussed the proposed changes to the ACOP.

NOW, THEREFORE BE IT RESOLVED that the changes to the Public Housing Admission and Occupancy Policy (ACOP) attached hereto as EXHIBIT A are approved, and the 2027 ACOP incorporating such changes is hereby approved and shall be effective January 1, 2027.

5.6 Study topic: Capital Fund Program (CFP) basics. Jeff Evans, the new CFP consultant, presented an overview of capital fund programs, explaining funding sources, required timelines for obligations and expenditures, and the importance of meeting HUD requirements to avoid penalties.

6. Administration Reports

6.1 Executive Director Report

- PHAS score and designation status for FY2024
- Project Based Vouchers for Sue's Landing
- Parking lot/yard lighting at public housing sites
- 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 Report

6.5 Capital Fund Program (CFP) Administration Report.

6.6 Resident Services Report

6. **Adjournment** - Commissioner Trunell moved to adjourn the meeting. Commissioner Brown seconded the motion. The motion was carried unanimously, and the meeting adjourned at 5:10 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 September 22, 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,

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Jeremy Hayes, Secretary-Treasurer