



# Housing Authority of the City of Freeport

## Notice of Meeting of the Board of Commissioners of The Housing Authority of the City of Freeport

**PLEASE BE ADVISED** that the Board of Commissioners of the Housing Authority of the City of Freeport, Illinois will conduct its regularly scheduled Board Meeting:

**Date:** Friday, February 14, 2020  
**Time:** 12:00 pm  
**Location:** HACF Administrative Offices (Lower Level, Empowerment Center)  
1052 West Galena Avenue  
Freeport, IL 61032

### Agenda

- I. Call to Order
- II. Roll Call
- III. Pledge of Allegiance
- IV. Approval of Agenda
- V. Approval of Minutes
  - a. Regular January 10, 2020
  - b. Closed Session January 10, 2020
  - c. Special Session January 27, 2020
- VI. Public Comment
- VII. Brewster/Hosmer Apartments Update, Alan Zais, Winnebago Housing Authority
- VIII. Review and Approval of Claims and Demands
  - a. Operating
  - b. Capital Fund Program
- IX. Financial Report, Mike Bainbridge
  - a. November, 2019
  - b. December, 2019
- X. Department Reports
  - a. Administration, Bernadette Mekalska
  - b. Facilities and Maintenance, Tom Cassidy
  - a. Public Housing Management Reports, Faniqua Hughes

- XI. CEO Update ~ PHAS Recovery Plan
  - a. HACF and HUD Recovery Agreement Contract
  - b. Recovery Work Plan Update
    - a. Goal 1: Governance:
      - a. Commissioners Training:
        - i. Lead the Way Commissioners Training Certificates
        - ii. Proposed Commissioners Retreat Agenda
      - b. Recommended By-Laws Revisions
      - c. HACF Staff Training Update and 2020 Training Calendar
      - d. Final Draft CEO/ED Job Description and Performance Evaluation (Reviewed by Attorney)
    - b. Goal 2: Physical
      - a. January 10, 2020 REAC Inspection Summary
      - b. EPC Contract Update
      - c. Section 18 Application Update
    - c. Goal 3: Financial
      - a. Draft Ad-Hoc Finance Committee Description
    - d. Goal 4: Management
      - a. Rent Collection Strategies—Implementation Plan Approval
      - b. NICC Update
      - c. Compliance with Davis Bacon and Contracts
      - d. Fraud Hotline
    - e. Goal 5: Capital Fund Program
      - a. 2016 Capital Fund Program Update
- XII. Approvals
  - Proposed Commissioners Retreat Agenda
  - Proposed Revisions to HACF By-Laws
  - CEO/ED Job Description and Performance Evaluation
  - Ad-Hoc Finance Committee Description
  - Rent Collection Strategies and Implementation Plan
  - Fraud Hotline Recommendation
- XIII. Adjournment