

**MINUTES OF THE REGULAR MEETING**  
**OF THE ST. CLAIR COUNTY HOUSING AUTHORITY (SCCHA)**  
**BOARD OF COMMISSIONERS**  
**1790 SOUTH 74<sup>TH</sup> STREET, BELLEVILLE, ILLINOIS**  
**9:00 A.M., WEDNESDAY MAY 14, 2025**

**ROLL CALL**

The meeting was called to order by Chairman, Dan Barger. Upon a roll call the following Commissioners and others were in attendance.

**Commissioners Present**

Dan Barger, Chairman  
Sr. Julia Huiskamp, 1<sup>st</sup> Vice Chairman  
Stephanie Scurlark-Belt, 2<sup>nd</sup> Vice Chairman\*  
Jacqueline Johnson, Secretary

\*Remote presence due to employment

**Others Present**

Vera Jones, Executive Director  
Nancy Schmidt, Finance Director  
Shanae Golliday-Anderson, Admin. Director  
Nick Urban, Modernization Director  
Philip Rice, SCCHA Attorney  
Annette Hill, Executive Assistant

**Commissioners Absent**

Herbert Simmons, Treasurer

**Others Absent**

Meisha Kerby, Asset Management Director  
Pam Jackson, Programs Director

**PUBLIC COMMENTS**

None

**MINUTES**

Consider approving the Minutes of the Regular Meeting held on April 9, 2025.

Commissioner Huiskamp made a motion to approve the minutes as presented. Commissioner Johnson seconded the motion.

All Commissioners voted in the affirmative ---motion passed.

**FINANCE MATTERS**

Consider approving Finance Matters for the months of March 2025, including General Disbursements- All Projects, Payroll Disbursements, Treasurer's Report/Investments Register, Schedule of Miscellaneous Receipts, Comparative Income/Expense Reports and Electronic Payment Transactions (for the April 2025) Copies attached.

A motion to approve Finance Matters was made by Commissioner Johnson with a second by Commissioner Huiskamp.

Commissioner Huiskamp expressed her concerns about the budget deficit facing the Housing Choice Voucher Program, a matter that had been previously addressed in last month's meeting. In her reply, Ms. Jones updated the committee on recent discussions held with the SCCHA Executive team with the regional HUD representatives from Chicago. During the call, HUD officials voiced concerns regarding the impact of the recent spike in market rents across the region, which poses a significant risk to the voucher program having a budget shortfall. This assessment was based on an internal evaluation tool utilized by HUD to gauge potential shortfalls. However, Nancy Schmidt, the Financial Director of SCCHA, remains optimistic, asserting that she does not anticipate a budget shortfall, as she is actively monitoring the financial situation in conjunction with both the Executive Director and the HCVP Director. Ms. Jones further noted that there are regular monthly calls scheduled with HUD to assess the status of voucher disbursements. Currently, no new vouchers are being issued, leaving approximately one hundred individuals still seeking housing. The regional rental market is particularly tight, characterized by a significant lack of affordable housing options, which complicates the efforts of families trying to utilize their vouchers. This situation is further heightened by the perception that many new voucher recipients are "hard to house," a stigma rooted in various factors such as negative rental histories, outstanding utility bills, legal judgments, low credit scores, and insufficient funds for essential security and utility deposits. These obstacles create a challenging landscape for families striving to achieve stable housing.

Furthermore, there are one hundred Project Based Vouchers designated for developments at New Broadview, Winstanley Park, and Vivian's Village, with HUD advising continued support for these initiatives.

The motion passed unanimously upon the roll call.

### **TENANT MATTERS**

Review and discuss reports related to Tenant Matters for the month of April 2025. These include Low Rent (Public Housing) Vacancy Report, Low Rent Tenant Accounts Receivable Report, Low Rent /Housing Choice Voucher Program (HCVP) Tenant/Member Statistics, Low Rent Move-In Report/Move-Out Report, HCVP Move-In Report/Move-Out Report, HCVP Location Report, Waiting List Statistics Reports and Waiting List Report by Location and Number of Bedrooms Report. (Copies attached)

Commissioner Barger explained that the reports are for informational and discussion purposes only, not requiring any official action. Commissioner Huiskamp inquired about the current percentage of vacancies.

Ms. Jones indicated that the current vacancies stand at four percent, mirroring the previous month. She anticipates that this rate will remain stable over the next few months, given the increased number of residents moving in and out of the properties. The frequent tenant turnover, resulting from relocations, lease terminations, and necessary maintenance following move-outs, suggests that the vacancy rate is likely to hold steady at this level for the foreseeable future.

Ms. Jones also spoke about the recent tragic fire at Private Mathison Manor that resulted in a loss of life. She stated that the management team is working closely with the insurance company to manage the consequences of this unfortunate incident. The insurance company is prioritizing the assessment of the damaged unit and is committed to expediting repairs to ensure that the units can be leased again as soon as possible.

Being no further discussion the 1<sup>st</sup> Chairman proceeded to the next agenda item.

### **OLD BUSINESS**

None

### **NEW BUSINESS**

#### **7-A Consider Approving the Hiring of Attorney for Personnel Matters to Replace the Retiring Kevin Kaufhold**

Commissioner Johnson proposed a motion to approve the hiring of a new attorney, (Michael Wagner, Clayborne & Wagner, LLC.) for personnel matters to succeed the retiring Kevin Kaufhold. Commissioner Scurllark-Belt seconded the motion. Commissioner Barger stated that Ms. Jones made an excellent choice in Michael Wagner of Belleville.

Upon the roll call the motion passed.

#### **7-B Consider Awarding Low Bidder Morrissey Construction Co. in the Amount of \$2,599,000 for RAD Renovation at Silver Creek Manor in Lebanon/O'Fallon**

Commissioner Huiskamp made a motion to award low bidder Morrissey Construction Co. in the amount of \$2,599,000 for RAD renovation at Silver Creek Manor in Lebanon/O'Fallon. Commissioner Scurllark-Belt seconded the motion.

Upon the roll call the motion passed.

### **OTHER BUSINESS AND REPORTS BY THE EXECUTIVE DIRECTOR**

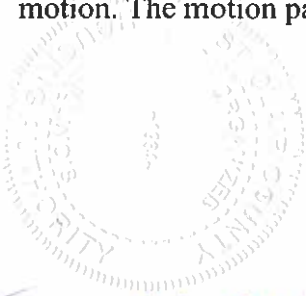
#### **8-A Contract Status Report (May)**

Ms. Jones indicated that the report is included among the materials provided, and she remarked that all contracts are progressing as anticipated or have been successfully finalized.

Ms. Jones announced that the grassy area adjacent to the entrance of the Board room will be transformed into an outdoor patio designed for employees to enjoy their lunch breaks and breaks away from the office. This initiative aims to enhance employee spirits and provide much-needed respite from the daily challenges they face while serving the community. The team frequently encounters significant hostility from the individuals they assist, which can be emotionally taxing. It is important to recognize that the frustrations expressed by community members often stem from a variety of personal issues unrelated to housing, highlighting the complex nature of the challenges they face in their lives. By creating a dedicated space, the organization hopes to support its staff in managing the stress associated with their vital work.

### **ADJOURNMENT**

Commissioner Johnson made a motion to adjourn the meeting. Commissioner Huiskamp seconded the motion. The motion passed with unanimous consent.



A handwritten signature in blue ink, appearing to read "D. Barger", is written over a horizontal line.

Dan Barger (Chairman)

A handwritten signature in blue ink, appearing to read "Jacqueline F. Johnson", is written over a horizontal line.

Jacqueline Johnson (Secretary)