

**MINUTES OF THE REGULAR MEETING OF THE COMMISSIONERS OF THE
HOUSING AUTHORITY OF THE COUNTY OF DEKALB
TUESDAY, JANUARY 23, 2018**

The Commissioners of the Housing Authority of the County of DeKalb met in regular session at the Housing Authority's Central Office, 310 N. 6th Street, DeKalb, IL at 2:33 PM on Tuesday, January 23, 2018.

The meeting was called to order by Chairperson Wahlstrom and upon roll call, those present and absent were as follows:

<u>Commissioners Present</u>	<u>Commissioners Absent</u>
Jerry Wahlstrom	None
Herodote Hounsrou Adjegan	
Ron Bemis	
Ging Smith	
Deanna Cada	

Others Present
Michelle Perkins, Executive Director
Vivian Bright, DO
Christine Sauter, CFO
Tim Horning, Attorney

There being a quorum present, the meeting duly convened opening with the hearing of any public comments. *There was no one present from the public.*

Approval of the Agenda. Chairperson Wahlstrom asked for changes to the Agenda. There being no changes, Commissioner Bemis made a Motion to approve the Agenda. Commissioner Smith seconded the Motion. All were in favor, none opposed. Motion then carried.

Approval of the Minutes. Chairperson Wahlstrom asked for changes to the regular session meeting minutes. Commissioner Adjegan made a Motion to approve the meeting minutes. Commissioner Cada seconded the Motion. All were in favor, none opposed. Motion then carried.

Approval of Bills and Payroll. The bills and payroll were submitted to the Commissioners for approval of payment. Commissioner Bemis moved that the bills and payroll be approved as submitted. Commissioner Smith seconded the Motion. Upon roll call, the Ayes and Nays were as follows:

<u>Ayes</u>	<u>Nays</u>
Herodote Hounsrou Adjegan	None
Ron Bemis	
Jerry Wahlstrom	
Ging Smith	
Deanna Cada	

Absent
None

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Financial Report: CFO Sauter reviewed YTD financials noting that agency earnings continue to be strong and better than budget. All programs, except Central Office, are performing better than budget YTD. Sauter noted that HCV admin fee reserves are at \$56K and will be transferred to the Central Office in March for asset management fees owed. Sauter updated the Commissioners on the following accounting items: 2018 funding outlook – Public Housing operating subsidy increased 20K for AMP 1 and 7K for AMP 3. Expected 2018 proration for operating subsidy has not been released. HUD is operating under a continuing resolution until early February. Housing Choice Voucher funding outlook is uncertain. Staff is optimistic about Housing Assistance Payment funding but concerned that the proration applied to the Administrative Fee funding will be less than the current year. Sauter reviewed the quarterly reports and presented the new five-year cash graph for all agency programs. Sauter then noted that prior to the closed session, the ED evaluation packet would be handed out and reviewed for Commissioner discussion.

Executive Director Report: *Legal.* Horning reviewed the outstanding legal cases noting IDHR 2018CH0946 disability discrimination complaint filed by an applicant Y. Whiteside has been perfected and that a response will be filed by HACD by February 9, 2018. The Housing Choice Voucher Administrative Court Review for program termination of F. Hawkins has been dismissed. HCV has one notice of termination pending based upon a positive court outcome. Public Housing has three notices pending hearing results.

Sunset House. ED Perkins updated the Commissioners on the status of the Sunset House property noting that the initial lease holder of six years will be vacating the property and no longer needing the program. Commissioners discussed increasing the rent, but still maintaining affordability within the payment standard and that we would move forward with a new tenant. Conversation was had about the nuances of maintaining scattered sites (individual homes).

Continuum of Care. Funding for grant year 2017 has been release and we are being fully funded, sustaining no cuts this year. No scores have been released and the bonus grant applied for to recoup the \$42K lost last grant cycle was not received.

PHADA. The conference went very well with good information and quality sessions for the Commissioners. Perkins provided additional handouts to those who could not attend the conference. There was an overall sad funding and regulatory outlook and again, housing does not appear to be a priority for Washington.

Project Based Vouchers. HUD contact has reviewed the Environmental Review for Safe Passage and believes that he will be sending along a letter to proceed for us to enter in to a HAP contract. Staff has released an RFP for the remaining 14 vouchers. Interest by two developers on possible senior development in Sandwich and possible family development in Waterman.

Perkins gave a general overview of the meetings and community outreach that the staff has participated in and that is upcoming.

Resolutions: The Board was presented with **Resolution 18-13 Rescind Resolution 17-17 Project Base Vouchers for Senior Residences of Sycamore Gardner Capital.** Approval of the resolution would officially rescind this resolution. Commissioner Bemis made a motion to approve. Commissioner Adjegan seconded the Motion. All were in favor, none opposed. Motion then carried.

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The next item on the agenda was discussion of employees and their performance. Per allowable closed session topics in section 2 (c) (1) of the Open Meetings Act, Commissioner _____ made a motion to enter closed session and Commissioner _____ seconded the Motion. All were in favor, none opposed. Motion then carried and closed session began at _____ PM.

Closed Session discussion ensued (see closed session minutes). Commissioner _____ made a motion to exit closed session and Commissioner _____ seconded the Motion. All were in favor, none opposed. Motion then carried and closed session ended at _____ PM.

Commissioners re-opened the meeting to the public, with no further discussion to come before the meeting, Commissioner _____ asked for a Motion to adjourn the regular meeting. Commissioner _____ made a motion to adjourn. Commissioner _____ seconded the Motion. All were in favor, none opposed. Motion then carried.

The meeting was adjourned at _____ PM until the regular meeting scheduled to take place on Tuesday, February 20, 2018 at 2:30 PM at the offices of the Housing Authority of the County of DeKalb, 310 N. 6th Street, DeKalb, IL.

CHAIRMAN

(SEAL)

ATTEST:

SECRETARY-TREASURER

CERTIFICATE

I, MICHELLE PERKINS, the duly appointed, qualified and acting Secretary of the HOUSING AUTHORITY OF THE COUNTY OF DEKALB, ILLINOIS, and Keeper of the records thereof, do hereby certify that I have compared the annexed complete unapproved Minutes as recorded by me and retained in the Records of said Authority, and certify that it is a true, complete and correct presentation of said Minutes, including attachments or exhibits made a part of these Minutes.

I further certify that if the Minutes are subsequently corrected or amended, I shall forward promptly such correction or amendment and a copy of the attachments or exhibits made a part of these Minutes.

I further certify that the said Meeting was held on January 23, 2018 at 310 N. 6th Street, DeKalb, IL, and roll call showed the following members to be present and absent:

<u>Commissioners Present</u>	<u>Commissioners Absent</u>
Herodote Hounsrou Adjegan Ron Bemis Jerry Wahlstrom Ging Smith Deanna Cada	None

IN WITNESS WHEREOF, I have hereunto set my hand and the seal of said Authority
this February 9, 2018.

ACTING SECRETARY
