

**MINUTES OF THE REGULAR MEETING OF THE COMMISSIONERS OF THE
HOUSING AUTHORITY OF THE COUNTY OF DEKALB
TUESDAY, FEBRUARY 20, 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 2:34 PM on Tuesday, February 20, 2018.

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

Commissioners Present

Jerry Wahlstrom
Herodote Hounsrou Adjegan
Ron Bemis
Ging Smith

Commissioners Absent

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 Bemis made a Motion to approve the meeting minutes. Commissioner Smith 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 Adjegan 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:

Ayes

Herodote Hounsrou Adjegan
Ron Bemis
Jerry Wahlstrom
Ging Smith

Nays

None

Absent

Deanna Cada

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Financial Report: CFO Sauter reviewed YTD financials noting that agency earnings continue to be strong and better than budget. Sauter distributed the preliminary proposed FY19 Agency operating and wage budget for review. Commissioners reviewed and discussed the detail. Sauter noted that 2018 PH operating subsidy increased slightly, and HCV admin fees remained the same, however, 2018 final proration has not been released by HUD. Therefore, the FY19 budget reflects same prorations at FY18. Commissioners inquired about the plan for the projected 12/31/2018 negative agency held HAP reserves. Sauter noted that HUD is currently holding \$513K HAP reserves and those funds can be requested to cover HAP shortfall any month needed. Options for plans to reduce HAP costs were discussed including reducing number of vouchers leased, reducing rents paid to landlords and will work with HUD staff for their recommendations. Staff will be closely monitoring the HUD held balance and projecting where that balance will be in 18-24 months for planning purposes.

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 has been filed by HACD. HCV has one notice of termination pending based upon a positive court outcome and Public Housing has three notices pending hearing results.

Project Based Vouchers. No responses were received to the request for proposals for the 14 Project Based Vouchers. Staff has discussed opportunities for development of accessible property and possibly utilizing the remaining vouchers for sustainability. The revised Environmental Review for Safe Passage is being reviewed by HUD and we are now waiting on a notice to proceed.

Assessment of Fair Housing. HUD has pushed back the due date for CDBG grant recipients therefore removing the immediate need for the City of DeKalb to act upon the AFH. HUD has yet to release the data for PHAs that triggers the obligation for the AFH. Until an AFH is due, the City and HACD are still under obligation to comply with an Analysis of Impediments (AI). HACD and the City will begin working on an AI to ensure compliance with HUD until it is necessary to complete the AFH.

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 18-14 Maintenance Wage Rate Determination Approval of HUD 4750.** Approval of the maintenance job classifications and wage rates. Commissioner Bemis made a motion to approve. Commissioner Smith 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 Bemis made a motion to enter closed session and Commissioner Adjegan seconded the Motion. All were in favor, none opposed. Motion then carried and closed session began at 3:50 PM.

Closed Session discussion ensued (*see closed session minutes*). Commissioner Bemis made a motion to exit closed session and Commissioner Smith seconded the Motion. All were in favor, none opposed. Motion then carried and closed session ended at 4:10 PM.

Commissioners re-opened the meeting to the public, Motion by Commissioner Bemis to increase salary for Executive Directory by 3%. Second by Commissioner Adjegan and upon roll call the Ayes and Nays were as follows:

Ayes: All
Nays: None
Absent: Cada

Motion by Commissioner Adjegan to approve bonus to Executive Director of \$7,500.00 Seconded by Commissioner Smith and upon roll call the Ayes and Nays were as follows:

Ayes: All
Nays: None
Absent: Cada

Commissioner Wahlstrom asked for a Motion to adjourn the regular meeting. Commissioner Bemis made a motion to adjourn. Commissioner Smith seconded the Motion. All were in favor, none opposed. Motion then carried.

The meeting was adjourned at 4:11 PM until the regular meeting scheduled to take place on Tuesday, March 27, 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 February 20, 2018 at 310 N. 6th Street, DeKalb, IL, and roll call showed the following members to be present and absent:

Commissioners Present
Herodote Hounsrou Adjegan
Ron Bemis
Jerry Wahlstrom
Ging Smith

Commissioners Absent
Deanna Cada

IN WITNESS WHEREOF, I have hereunto set my hand and the seal of said Authority
this March 19, 2018.

ACTING SECRETARY
