

**MINUTES OF THE REGULAR MEETING OF THE COMMISSIONERS OF THE  
HOUSING AUTHORITY OF THE COUNTY OF DEKALB  
TUESDAY, NOVEMBER 20, 2018**

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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 2:35 PM on Tuesday, November 20, 2018.

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

**Commissioners Present**

Herodote Hounsrou Adjegan  
Ron Bemis  
Deanna Cada  
Ging Smith  
Jerry Wahlstrom

**Commissioners Absent**

**Others Present**

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

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 Smith made a Motion to approve the Agenda. Commissioner Cada seconded the Motion. All were in favor, none opposed. Motion then carried.

**Approval of the Minutes.** Chairperson Wahlstrom asked for changes to the meeting minutes. There being no changes, Commissioner Bemis 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 Cada moved that the bills and payroll be approved as submitted. Commissioner Bemis seconded the Motion. Upon roll call, the Ayes and Nays were as follows:

**Ayes**

Herodote Hounsrou Adjegan  
Ron Bemis  
Deanna Cada  
Ging Smith  
Jerry Wahlstrom

**Nays**

None

**Absent**

None

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**Financial Report:** CFO Sauter reviewed the YTD financials noting that Agency earnings continue to be strong and well above budget. Sauter noted that several revenue line items are coming in over budget resulting in YTD revenue being \$193K above budget. Sauter also noted that YTD operating expenses are \$178 under budget. The Public Housing program will continue to use operating reserves to fund unit asbestos abatement expenditures. Sauter updated the Commissioners on the following items: Staff is very happy with the \$139K 2019 AHRMA insurance premium which equals 2.79% increase from 2018. A board resolution will be presented at the December meeting for approval; The DCCF awarded the Agency with a \$10K grant for the HCV security deposit assistance program on 11/14/18; Staff met with members of the First Midwest Bank CRA grant committee to discuss and seek out additional grant funding for the security deposit assistance program and were notified on 11/19/18 that a \$10K grant was approved – wonderful news!; The Hinckley reserve account utilized in the era of rural development was closed and \$75K transferred into a 6 month CD.

**Executive Director Report:** *Legal.* Horning has filed a response for IDHR case 2018CH2508, no change, still awaiting a response. IDHR case 2018CH0946, although dismissed without merit the applicant has appealed the dismissal which requires an additional review by IHDA. Attorney Horning is working with Director Perkins on a reasonable accommodation for a SPC participant. Taylor Street Plaza has court action for one tenant due to failure to pay rent, and one for housekeeping. A notice has been issued for destruction of property and right to peaceful enjoyment of the property.

*DCRDC.* The board met for the third quarter meeting in late October. 2019 budgets were approved, and it was decided that the IHDA loan for Dresser Court would be refinanced at the same terms. New projects continue to be discussed.

*Continuum of Care Merge.* Multiple conference calls with IL501 have been conducted discussing the merge. HUD Technical Support has been brought in and draft documents/agreements are being reviewed. Perkins, Lesly Wicks of Hope Haven, Deanna Cada, of DeKalb County Mental Health Board and Joanne Rouse, City of DeKalb will participate in the merge process to ensure DeKalb County's best interest.

*REAC Inspection – AMP 2.* On November 7, 2018 HUD's contracted REAC inspector were on site for inspection of AMP 2 – Lewis Court Apartments and Garden Estates. Inspection score received was 87 with a 5.71-point deduction for overgrown vegetation on the fence owned by the neighboring company. Staff has sent HUD an appeal of the deduction seeking an overall physical inspection score of 92 allowing for a 3-year reprieve.

*AHRMA Loss Control Visit.* Perkins provided commissioners the report from AHRMA regarding the items noted on the Loss Control Visit. Briarwood playground was noted and has already been remediated. Dresser Court will be addressed in the near future.

Perkins gave an overview of capital projects noting that Civic has received an accessible elevator lobby door and the rebid of the Taylor Street Plaza Elevator Renovation is underway. Perkins provided the commissioners a draft Annual Plan, Capital Plan and updates for the Admissions and Continued Occupancy Policy for the Public Housing Program and the Administrative Plan for the Housing Choice Voucher Program. Perkins shared several upcoming key dates and meetings.

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**Resolutions:** There were no resolutions.

There being no further business to come before the Commissioners, Chairperson Wahlstrom asked for a Motion to adjourn the regular meeting. Commissioner Adjegan made a motion to adjourn. Commissioner Bemis seconded the Motion. All were in favor, none opposed. Motion then carried.

The meeting was adjourned at 3:15 PM until the regular meeting scheduled to take place on Tuesday, December 18, 2018 at 2:30 PM at the offices of the Housing Authority of the County of DeKalb, 310 N. 6<sup>th</sup> Street, DeKalb, IL.

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CHAIRMAN

(SEAL)

ATTEST:

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SECRETARY-TREASURER

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## CERTIFICATE

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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 November 20, 2018 at 310 N. 6<sup>th</sup> Street, DeKalb, IL, and roll call showed the following members to be present and absent:

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

IN WITNESS WHEREOF, I have hereunto set my hand and the seal of said Authority  
this November 26, 2018.

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ACTING SECRETARY

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