

**MINUTES OF THE REGULAR MEETING OF THE COMMISSIONERS OF THE
HOUSING AUTHORITY OF THE COUNTY OF DEKALB
TUESDAY, SEPTEMBER 24, 2019**

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, September 24, 2019.

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

Commissioners Present

Ron Bemis
Deanna Cada
Ging Smith
Jerry Wahlstrom

Commissioners Absent

Herodote Hounsrou Adjegan

Others Present

Vivian Bright, Director of Operations
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 were no members from the public present for comments.*

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

Ayes

Ron Bemis
Deanna Cada
Ging Smith
Jerry Wahlstrom

Nays

None

Absent

Herodote Hounsrou Adjegan

**MINUTES OF THE REGULAR MEETING OF THE COMMISSIONERS OF THE
HOUSING AUTHORITY OF THE COUNTY OF DEKALB
TUESDAY, SEPTEMBER 24, 2019**

Financial Report: CFO Sauter noted that YTD earnings are well over budget with revenues coming in stronger than budgeted and expenses coming in under budget. Sauter noted that the HCV utilization dip in July/August has come up in September with voucher leasing at 605. Sauter also noted that CY2019 HCV utilization projections show a 99% utilization which will provide for strong HAP funding in CY2020. Staff is happy to report that the \$10,000 Community reinvestment grant funds from First Midwest Bank were received on 8/27/19 to continue supporting the HCV security deposit assistance program. As discussed at the August meeting, staff will seek funds to start a damage fund to help our homeless tenants secure housing with an independent landlord. Sauter also updated the Commissioners on the following items: HUD awarded HACD an additional \$3801 for the 2019 Capital fund grant; Health and Property insurance renewal efforts are well underway. Staff will provide Commissioners a status update at the October meeting; Property taxes were discussed, and it was noted that HACD staff applied for and were granted a tax exemption for the Briarwood Apartment property when it was purchased. There are no immediate plans to begin paying PILOT tax payments on this property.

Executive Director Report: *Legal.* A former Briarwood tenant who is a current voucher holder has submitted a perfected charge to IDHR regarding disability discrimination. Attorney Horning has filed a response to the perfected charge and IDHR has asked for a continuance. No change since the previous report. Two termination notices have been issued to tenants at Taylor Street Plaza both for smoking.

PHA Annual Plan & 5-Year Goals. Staff noted that work continues on the Annual Plan and 5-Year Goals. Staff welcomes comments on all elements of the plan before Board approval in December.

Rental Assistance Grant. The Rental Assistance Grant was submitted to the new CoC. It was scored and ranked, which positioned the grant “straddling” the Tier 1 & Tier 2 funding line. The Grant is due to HUD by September 30, 2019.

Perkins reviewed the recently completed capital projects noting that the fire unit at Taylor Street Plaza is now complete and back online. Central Office received a new garage door and the Taylor Street Plaza Elevator Renovation will begin with the small elevator on September 30, 2019. Perkins provided the Commissioners an overview of pertinent meetings, community outreach and upcoming key dates.

Resolutions: The Board was presented with **Resolution 20-09 Sequoya Apartments Utility Allowance #2.** In compliance with HUD regulations, HACD annually reviews utility allowances. Approval of this resolution would maintain compliance with HUD, HACD policy and provide updated utility allowances for Sequoya Apartments. Commissioner Bemis made a motion to approve. Commissioner Cada seconded the Motion. All were in favor, none opposed. Motion then carried.

The Board was presented with **Resolution 20-10 HCV Payment Standards Eff 12/1/19.** In compliance with HUD regulations, HACD annually reviews HCV Payment Standards to ensure they are within the 90-110% of the new FMRs released by HUD. Approval of this resolution would maintain compliance with HUD. Commissioner Cada made a motion to approve. Commissioner Smith seconded the Motion. All were in favor, none opposed. Motion then carried.

The Board was presented with **Resolution 20-11 Approval of SprintCom Rooftop Cellular Lease.** In compliance with HUD regulations, the Board of Commissioners must approve leases that involve third-party agreements. Attorney Horning noted that some final details with HUD needed to be agreed upon and advised that Commissioners lay the vote over until the next regularly scheduled meeting. Commissioner Bemis made a motion to approve Attorney Horning’s request to lay the vote over on this resolution until the next regularly scheduled meeting. Commissioner Smith seconded the Motion. All were in favor, none opposed. Motion then carried.

**MINUTES OF THE REGULAR MEETING OF THE COMMISSIONERS OF THE
HOUSING AUTHORITY OF THE COUNTY OF DEKALB
TUESDAY, SEPTEMBER 24, 2019**

There being no further business to come before the Commissioners, Chairperson 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 3:25 PM until the regular meeting scheduled to take place on Tuesday, October 15, 2019 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 September 24, 2019 at 310 N. 6th Street, DeKalb, IL, and roll call showed the following members to be present and absent:

Commissioners Present

Ron Bemis
Deanna Cada
Ging Smith
Jerry Wahlstrom

Commissioners Absent

Herodote Hounsrou Adjegan

IN WITNESS WHEREOF, I have hereunto set my hand and the seal of said Authority
this September 26, 2019.

ACTING SECRETARY
