

**MINUTES OF THE REGULAR MEETING OF THE COMMISSIONERS OF THE
HOUSING AUTHORITY OF THE COUNTY OF DEKALB
TUESDAY, FEBRUARY 18, 2020**

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, February 18, 2020.

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

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 Bemis 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 Adjegan 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 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

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Financial Report: CFO Sauter updated the Commissioners on the Briarwood Bond noting that there is no prepayment fee for early payoff. Discussion will continue at the March meeting. Sauter noted that the CD that would be used to pay off the bond matures in April. Sauter shared with the Commissioners the President and HUD Secretary's proposed cuts to HUD funding in federal fiscal year starting 10/1/2020. The proposed cuts to public housing operating funds would be 21%, HCV HAP and admin fee cut percentages were not provided. Staff will continue to monitor funding notices but will not make any changes to the FY21 budget. Sauter updated the Commissioners on the following items: CY2020 public housing subsidy funding before proration is the same amount as CY2019. AMP 1 & 2 will receive more while AMP 3 will receive less, variances are not large; Staff was delighted to learn that the 2020 Capital Fund Grant awarded is \$739,248, a nice increase from \$689,000 in 2019; Sauter distributed and discussed the proposed FY21 Agency wide budget and wage budget; Sauter distributed the Executive Director's 360 evaluation and salary/bonus history for discussion during closed session.

Executive Director Report: *Legal.* No change in status for the denied Public Housing Applicant L. Davis. A "re-hearing" is scheduled to take place this month. There has been no update from IDHR for the K. McTear case. Attorney Horning has assisted staff with a complicated landlord divorce situation. Taylor Street Plaza has issued three lease terminations. Lewis, Garden and Hinckley each have one lease termination notice issued.

Continuum of Care – Rental Assistance Grant. No update on funding. HUD has not released the Tier 2 funding allocations.

Capital Projects. Primary project focus is the Taylor Street Plaza Elevator Modernization project. Small elevator is complete, work is underway for the large elevator. Staff will be soliciting RFP's for seal coating of parking lots for all properties; Briarwood outer door security assessment is being done; Civic will commence with wiring for Comcast cable, mimicking Taylor Street Plaza's configuration; various tree and landscaping initiatives planned for spring.

Request for Proposals for a Housing Needs Study for DeKalb County. Staff has released a request for proposals for a comprehensive Housing Needs Study of DeKalb County. Proposals are due by March 20, 2020. The intent of the study is to provide decision makers, stakeholders and community members and understanding of key housing issues. The study will provide an assessment of unmet housing demand now and in the next five, ten and fifteen years and is intended to assist with potential new or redevelopment projects.

Fostering Youth Initiative – Tenant Protection Vouchers. HUD has approached HACD seeking their participation utilizing FYI-TPV's. This program would be limited and geared toward youth age 18-24 coming out of the foster care system. This would be a MOU with HACD and DCFS. DCFS would provide all support services for the youth. Potentially beginning with 4, with a max of 25. FYI-TPV's have a maximum 36-month program participation. Commissioners did not have any direct opposition for participation however some additional questions were noted. Staff will contact DCFS/HUD for additional information and will seek an official board resolution before program implementation.

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Resolutions: The Board was presented with **Resolution 20-23 Public Comment Policy.**

Approval of the Public Comment Policy would be compliant with the Open Meetings Act and proper protocol for public bodies. Commissioner Bemis made a motion to approve. Commissioner Adjegan seconded the Motion. All were in favor, none opposed. Motion then carried.

The Board was presented with **Resolution 20-24 Maintenance Wage Rate Determination Approval of HUD 4750.** Approval of the maintenance job classifications and wage rates. Commissioner Smith made a motion to approve. Commissioner Adjegan seconded the Motion. All were in favor, none opposed. Motion then carried.

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 4:00 PM.

Closed Session discussion ensued (*see closed session minutes*). Commissioner Bemis made a motion to exit closed session and Commissioner Cada seconded the Motion. All were in favor, none opposed. Motion then carried and closed session ended at 4:30 PM.

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

Ayes: All
Nays: None
Absent: None

Motion by Commissioner Bemis to approve bonus to Executive Director of \$10,000.00 Seconded by Commissioner Cada and upon roll call the Ayes and Nays were as follows:

Ayes: All
Nays: None
Absent: None

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 Smith seconded the Motion. All were in favor, none opposed. Motion then carried.

The meeting was adjourned at 4:36 PM until the regular meeting scheduled to take place on Tuesday, March 17, 2020 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 18, 2020 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
Deanna Cada
Ging Smith
Jerry Wahlstrom

Commissioners Absent

IN WITNESS WHEREOF, I have hereunto set my hand and the seal of said Authority
this February 25, 2020.

ACTING SECRETARY
