**MINUTES OF THE REGULAR MEETING OF THE COMMISSIONERS OF THE**

**HOUSING AUTHORITY OF THE COUNTY OF DEKALB**

# TUESDAY, JANUARY 21, 2014

The Commissioners of the Housing Authority of the County of DeKalb met in regular session at the Housing Authority’s central office, 310 N. Sixth Street, DeKalb, IL at 2:35 PM on Tuesday, January 21, 2014.

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

PRESENT: Jerry Wahlstrom

Ron Bemis

Ging Smith

Herodote Hounsrou Adjegan

ABSENT: Donna Moulton

ALSO PRESENT: Michelle Perkins, Executive Director

Christine Sauter, CFO

Tim Horning, Attorney

Vivian Bright, Operations Coordinator

There being a quorum present and the meeting duly convened, business was transacted as follows:

Approval of the Agenda. Commissioner 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. Commissioner Wahlstrom asked for changes to the Minutes. There being no changes, Commissioner Smith made a Motion to approve the Meeting Minutes. Commissioner Adjegan 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:

AYES: Jerry Wahlstrom

Ron Bemis

Ging Smith

Herodote Hounsrou Adjegan

NAYS: None

ABSENT: Donna Moulton

**BUSINESS**:

**Public Comment**: No public comment.

**Legal**: ED Perkins noted that there are no HCV Terminations for the month and that there is one pending Public Housing termination.

**Financials:** CFO Sauter directed the Commissioners to the December 2013 financial summary page noting that due to the recently approved Omnibus appropriations bill the Authority will see in increase in federal funding the last three months of FY14. Sauter noted that 100% HAP proration for CY14 is estimated to provide funding for all HCV vouchers and is projecting an NRA HAP balance at December 2014 of $207,672. CFO Sauter and Director Perkins discussed the effects on the funding increase from CY13 and noted that the extra funding will help initially but still falls short of the Authority’s needs to cover HCV budget deficit and capital needs of the Public Housing assets. Sauter distributed the quarterly capital grant report and public housing reserve report and briefly discussed them with the Commissioners. Sauter informed the Commissioners that the FY14 audit is scheduled for the week of September 8th and that the Authority will be working with the Illinois Comptroller’s office and their local debt recovery program to collect unpaid balances for the Public Housing and Housing Choice Voucher programs.

**Resolutions:** None

**Staff Report:** ED Perkins followed up on CFO Sauter’s discussion of the FY14 Omnibus Appropriations Bill that is awaiting approval from the President. Perkins informed Commissioners that Public Housing Operating Fund is projected to receive an 8.3% increase over FY13 with an estimated proration of mid to high eighties and the Public Housing Capital Fund is projected to receive a 5% increase over FY13. HAP Funding is estimated to receive a 6% increase over FY13 and an estimated proration of 100% of CY 13 HAP expenditures. The Voucher Admin Fees are estimated to receive a 14.9% increase over FY13 with an estimated proration in the mid-seventies. Perkins noted that the Bill also includes various other HA burden reducing measures that staff will be evaluating.

*CoC Program*. ED Perkins informed Commissioners final work on grant is underway. Submission is due by February 3, 2014.

*Evergreen Village park Management.* ED Perkins noted no movement on project. County is still negotiating purchase price with landowner.

*IKE Grant.* ED Perkins noted waiting on final draw to begin close out procedures.

*GYP Exterior Renovations.* ED Perkins noted renovations are almost complete. Due to early onset of harsh wet/cold weather, final work will happen in the spring of 2013. Staff is estimating coming in under budget.

*HQS Inspections*. ED Perkins noted Nan McKay services will be onsite in the beginning of February to transition in to the HQS Inspection role.

*PHADA Conference*. ED Perkins noted this year’s conference proved to be very good. PHADA held breakout sessions of 25 people at a time to sit in “round table fashion” and discuss strategies to survive federal cutbacks and regulatory changes. The sessions yielded a list of 200+ improvement items for agencies to implement to increase revenue and cut expenses. Perkins noted that HACD is doing well when compared to the list of items. OC Bright and ED Perkins both have lists of follow-up points to investigate and ensure HACD is working at optimum level. Good exposure for our first timers Hounsrou and Vivian.

*Renaming of GYP*. OC Bright requested consideration from the commissioners that the official renaming of Golden Years Plaza to Taylor Street Plaza takes place in the spring. It was decided target date would be May, 2014.

As there was no further discussion to come before the meeting, Commissioner Bemis moved to adjourn the regular meeting. Commissioner Smith seconded the Motion and Motion then carried. The regular meeting was adjourned at 3:35 PM until the regular meeting scheduled to take place on Tuesday, February 18, 2014 at 2:30 PM at the offices of the Housing Authority of the County of DeKalb, 310 N. 6th Street, DeKalb, IL.

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CHAIRMAN

(SEAL)

ATTEST:

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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 Regular Meeting was held January 21, 2014 at 310 N. 6th Street, DeKalb, IL, and roll call showed the following members to be present and absent:

PRESENT: Jerry Wahlstrom

Ron Bemis

Ging Smith

Herodote Hounsrou Adjegan

ABSENT: Donna Moulton

IN WITNESS WHEREOF, I have hereunto set my hand and the seal of said Authority this January 24, 2014.

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ACTING SECRETARY