

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

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The Commissioners of the Housing Authority of the County of DeKalb met in regular session via zoom meetings at 2:32 PM on Tuesday, August 18, 2020.

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

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

**Others Present**  
Michelle Perkins, Executive Director  
Christine Sauter, CFO  
Vivian Bright, Operations Director  
Tim Horning, Attorney

There being a quorum present, the meeting duly convened opening with the hearing of any public comments. *No one from the public was in attendance.*

**Approval of the Agenda.** Commissioner Wahlstrom asked for changes to the Agenda. There being no changes Commissioner Smith made a Motion to approve the agenda. Commissioner Adjegan seconded the Motion. Upon roll call of the vote, the Ayes and Nays were as follows:

<u><b>Ayes</b></u>	<u><b>Nays</b></u>
Ging Smith Herodote Hounsrou Adjegan Ron Bemis Deanna Cada Jerry Wahlstrom	None

All were in favor, none opposed. Motion then carried.

**Approval of the Minutes.** Commissioner Wahlstrom asked for changes to the meeting minutes. No corrections or changes were noted, Commissioner Adjegan made a Motion to approve the minutes. Commissioner Bemis seconded the Motion. Upon roll call of the vote, the Ayes and Nays were as follows:

<u><b>Ayes</b></u>	<u><b>Nays</b></u>
Herodote Hounsrou Adjegan Ron Bemis Ging Smith Deanna Cada Jerry Wahlstrom	None

All were in favor, none opposed. Motion then carried.

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**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 of the vote, the Ayes and Nays were as follows:

<u>Ayes</u>	<u>Nays</u>
Ron Bemis	None
Deanna Cada	
Ging Smith	
Herodote Hounsrou Adjegan	
Jerry Wahlstrom	

All were in favor, none opposed. Motion then carried.

**Financial Report:** The YTD financials were reviewed noting that Agency earnings are over budget. Revenues are over budget due to HUD public housing subsidy funding, excess HCV admin fees received from 2019 & 2020 and other tenant income. It was noted that despite a few expense areas that are over budget, agency total operating expenses are well under budget YTD. The Commissioners were provided with an update on the CARES Act funding noting that round 2 of funding for additional HCV HAP and HCV admin fee funding was released the end of July. Based on initial communications it appears that eligible expense parameters for the funding have broadened past COVID19 related needs. HACD is waiting for further guidance and will provide an update at the September meeting. Staff is hoping to have the FY20 Audit Report to the Commissioners before the September meeting. The Briarwood Bond payoff plan will be on the agenda for discussion at the September meeting.

**Executive Director Report:** *Legal.* Applicant J. Johnson has filed in small claims court and a date for trial has been set for August 26,2020 however, Attorney Horning with ask for a dismissal based upon the fact that applicant has been issued a voucher. Applicant L. Davis Public Housing denial has been upheld. Horning noted several Lease Termination notices have been issued, limited action is available until the moratorium on evictions is lifted.

*COVID19.* Staff were very appreciative of the bonus received. Staff continues full time on site working hours however social distancing, and closure of buildings to the public remain in place for the foreseeable future.

*Capital Project.* Staff continue with landscaping during the summer months. Plans are underway for the Civic Apartments water project and Comcast Cabling. Fire panel at Dresser is Complete, Security Video System for Briarwood along with installation of building door locks are in progress.

ED Perkins gave a general overview of the staffing situation along with noting that the Annual Plan cycle has begun. Perkins provided an update of items noting upcoming meetings and key dates. With the COVID19 precautions still underway, staff and Commissioners agree to move forward with a zoom meeting for next month.

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**Resolutions:** The board was presented with resolution **21-05 Sequoya Apartments Utility Allowance**. Approval of this resolution would maintain HUD compliance and update the utility allowance to be current with rates. Commissioner Bemis made a motion to approve and Commissioner Adjegan second the motion. Upon roll call of the vote, the Ayes and Nays were as follows:

<b><u>Ayes</u></b>	<b><u>Nays</u></b>
Ron Bemis	None
Herodote Hounsrou Adjegan	
Deanna Cada	
Ging Smith	
Jerry Wahlstrom	

All were in favor, none opposed. Motion then carried.

With no further discussion to be had Commissioner Wahlstrom asked for a Motion to Adjourn the regular meeting. Commissioner Smith made a motion to Adjourn. Commissioner Adjegan seconded the Motion. Upon roll call of the vote, the Ayes and Nays were as follows:

<b><u>Ayes</u></b>	<b><u>Nays</u></b>
Ging Smith	None
Herodote Hounsrou Adjegan	
Ron Bemis	
Deanna Cada	
Jerry Wahlstrom	

All were in favor, none opposed. Motion then carried. Meeting Adjourned at 3:10 P.M.

The meeting was adjourned until the regular meeting scheduled to take place on Tuesday, September 15, 2020 at 2:30 PM to be held via Zoom conference link to be published.

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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 Regular Meeting was held on August 18, 2020 via Zoom conference:

<https://us02web.zoom.us/j/81611567574?pwd=RVEzbkE0MFFSekNDNUFMVFAvVTdYQT09>,

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 August 20, 2020.

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ACTING SECRETARY

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