

**MINUTES OF THE REGULAR MEETING OF THE COMMISSIONERS OF THE
HOUSING AUTHORITY OF THE COUNTY OF DEKALB
TUESDAY, JANUARY 19, 2021**

The Commissioners of the Housing Authority of the County of DeKalb met in regular session via zoom meetings at 2:35 PM on Tuesday, January 19, 2021.

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

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

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

There being a quorum present, the meeting duly convened opening with the hearing of any public comments. *Matt Reuff from TPMA was present to discuss the Housing Needs Study. 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 Bemis seconded the Motion. Upon roll call of the vote, the Ayes and Nays were as follows:

<u>Ayes</u>	<u>Nays</u>
Ging Smith Ron Bemis Herodote Hounsrou Adjegan 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. Noting one correction, Commissioner Bemis made a Motion to approve the minutes. 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 Deanna Cada Herodote Hounsrou Adjegan Ging Smith 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 Smith moved that the bills and payroll be approved as submitted. Commissioner Adjegan seconded the Motion. Upon roll call of the vote, the Ayes and Nays were as follows:

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

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

Financial Report: The YTD financials were reviewed noting that Agency earnings continue to be significantly over budget. Revenues are coming in well over budget due to CARES funding, increased funding proration and increased capital fund admin fee funding. Operating expenses being under budget is also contributing to the positive variance. CY2021 funding outlook was discussed noting that strong prorations for HCV and Public Housing programs is expected. The quarterly reports were reviewed and discussed. Sauter reviewed the Executive Director performance review packet noting that Commissioners will discuss during closed session at the February board meeting. It was also noted that the preliminary FY22 Agency budget and staff wages would be reviewed at the February meeting.

Executive Director Report: *Legal.* Attorney Horning noted that the state and federal eviction moratorium will be extended and that evictions are generally on hold until lifted. Horning and Perkins have been reviewing options for PHA Affiliates for assistance with future projects.

COVID19. No changes in protocol and no reported positive cases of tenants or staff. Staff continues to adhere to sanitization procedures, utilizing PPE and limited interaction with the public.

Properties: Mason Court Club House had an undetected pipe break on an internal wall for more than 48 hours. The property sustained damage that required the use of a restoration company. Staff used the incident to improve accessibility, update the maintenance shop and overall structure. Briarwood had a sewage backup that effected one dwelling unit and the office which required use of the restoration company. Final bills for both incidents are forthcoming.

Commissioners were given a general overview of capital projects in progress and recently completed along with advertising and public relation activities.

Resolutions: There were no resolutions to be presented.

New Business: *Housing Needs Study.* Matt Reuff of Thomas P. Miller & Associates gave a short presentation reviewing the DeKalb County Housing Needs Report. Commissioners discussed the information including reviewing the current income limits associated with current programs. The report demonstrated a current and future need for additional affordable housing noting an increase in the 65+ age group population. Staff will be posting the final document on the website and will notify stakeholders and the community about the availability of the report.

Housing Development Discussion Plan: The plan was reviewed, and discussion ensued about possible development options. Commissioners asked for additional data which includes a projection of the Authority non-federal financial reserves, specific waiting list data and other county subsidy data which will be researched and provided by staff for future discussion.

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With the COVID19 precautions still underway, staff and Commissioners will continue to move forward with a zoom meeting for next month. With no further discussion of Housing Authority business, Commissioner Wahlstrom asked for a Motion to Adjourn the regular meeting. Commissioner Cada made a motion to Adjourn. Commissioner Smith seconded the Motion. Upon roll call of the vote, the Ayes and Nays were as follows:

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

All were in favor, none opposed. Motion then carried. Meeting Adjourned at 4:46 P.M.

The meeting was adjourned until the regular meeting scheduled to take place on Tuesday, February 16, 2021 at 2:30 PM to be held via Zoom conference link to be published.

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 Regular Meeting was held on January 19, 2021 via Zoom conference:

<https://us02web.zoom.us/j/86462721347?pwd=RlhRZzRUbzV0VStmNEhybUFiVlB2dz09;>

and roll call showed the following members to be present and absent:

<u>Commissioners Present</u>	<u>Commissioners Absent</u>
Herodote Hounsrou Adjegan	
Ron Bemis	
Deanna Cada	
Ging Smith	
Jerry Wahlstrom	

IN WITNESS WHEREOF, I have hereunto set my hand and the seal of said Authority
this January 20, 2021.

ACTING SECRETARY
