

**MINUTES OF THE REGULAR MEETING OF THE COMMISSIONERS OF THE
HOUSING AUTHORITY OF THE COUNTY OF DEKALB
TUESDAY, MAY 18, 2021**

The Commissioners of the Housing Authority of the County of DeKalb met via zoom at 2:32 PM on Tuesday, May 18, 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
Tim Horning, Attorney
Michelle Perkins, Executive Director
Vivian Bright, Operations Director

Commissioner Wahlstrom stated that due to the COVID19 disaster proclamation and the requirements of 5 ILCS120/7 (e), the Housing Authority of the County of DeKalb Board of Commissioner Meeting will be held via video and phone conference.

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 to the agenda, Commissioner Bemis made a Motion to approve the Agenda and Commissioner Adjegan seconded the Motion. Upon roll call of the vote, the Ayes and Nays were as follows:

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

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

Approval of the Minutes. Chairperson Wahlstrom asked for changes to the meeting minutes as noted on the agenda. There being no changes, Commissioner Cada made a Motion to approve the meeting minutes. 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 Ging Smith Herodote Hounsrou Adjegan Ron Bemis 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 Adjegan 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:

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

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

Financial Report: Director Perkins noted that we are one month into the new fiscal year with not much to report as expenses are light along with experiencing the yearend accrual effect. The FY21 Financial Audit is scheduled for June 21st.

Executive Director Report: Legal. Attorney Horning stated that there has been minimal eviction activity. We do have an agreed order of possession for June 1, that is due for a status hearing. The eviction moratorium continues through May 29, 2021.

COVID19. There are no positive staff or tenant reported COVID19 cases and the situation remains the same with continued precautionary measures, however we have begun a slow return to in person meetings, targeting October to return to normal operations.

Emergency Housing Vouchers. Through the American Recovery Plan, HUD has provided \$5 billion in funding for Emergency Housing Vouchers that specifically target homeless individuals and families. Of the more than 3,000 PHAs, 696 PHAs were awarded vouchers. HACD was one of the PHAs and have been awarded 17 EHV's. Staff and Commissioners discussed the program and the benefits it could provide to our community's most vulnerable families. Staff discussed the plan of operation and ability to administer the vouchers. With no objection from the Commissioners HACD will notify HUD of acceptance of the vouchers.

Paycheck Protection Program. Staff have found several incidents where tenants have received paycheck protection loans in which they declared ownership of a business. These applications are in direct conflict with their income reporting to the Housing Authority. Staff will be investigating each tenant on a case-by-case basis.

Rental Assistance Demonstration [RAD]. HUD continues to modify the RAD with the intention of making it easier and more lucrative for PHAs to convert from the Public Housing (Section 9) Program to the Project Base Voucher or Project Based Rental Assistance Program. Recently released guidance provides a "no-debt" option that would be beneficial to HACD. Staff has had preliminary discussion with HUD on the transition and feels confident in the prospect of moving forward to RAD. Staff will continue to research utilizing RAD and will prepare additional information for Commissioners on what the transition would mean to HACD.

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Capital Projects. Staff reviewed the current projects and RFPs under way. Staff has begun research on the possibility of building a Morton Shed on the North West corner lot of Briarwood. The shed would provide for truck and plow storage, and additional storage needed at our family sites and Briarwood. It would allow for a maintenance workspace, thereby removing it from the current office area and subsequently would then provide more office space at Briarwood. Initial cost estimate is \$125,000.

Housing Needs – project discussion. No movement on project. Continued discussions with community members on possible options for the Annie Glidden North Area and or other potential sites for a senior only affordable housing complex. Perkins will continue to update Commissioners as more information is available.

Resolutions: The Board was presented with **Resolution 22-01 Briarwood Apartments Rents.** Approval of this resolution would allow for a rent increase for all new and renewal leases. Commissioner Cada made a motion to approve. Commissioner Smith seconded the Motion. They 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.

The Board was presented with **Resolution 22-02 Sunset View Apartments Rents.** Approval of this resolution would allow for a rent increase for all new and renewal leases. Commissioner Smith made a motion to approve. Commissioner Bemis seconded the Motion. They Ayes and Nays were as follows:

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

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

The Board was presented with **Resolution 22-04 House Rules.** Approval of this resolution would approve the modifications and allow for implementation of the updated House Rules. Commissioner Adjegan made a motion to approve. Commissioner Bemis seconded the Motion. They Ayes and Nays were as follows:

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

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

The Board was presented with **Resolution 22-05 Housing Choice Voucher Utility Allowance**. Approval of the resolution would maintain HUD compliance and allow for adoption of the updated allowances. Commissioner Cada made a motion to approve. Commissioner Adjegan seconded the Motion. They Ayes and Nays were as follows:

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

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

The Board was presented with **Resolution 22-06 Public Housing Utility Allowance**. Approval of the resolution would maintain HUD compliance and allow for adoption of the updated allowances. Commissioner Bemis made a motion to approve. Commissioner Smith seconded the Motion. The Ayes and Nays were as follows:

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

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

Annual Meeting of the Municipal Corporation. Commissioner Wahlstrom asked for a Motion to open the Annual Meeting. Commissioner Bemis made a Motion and Commissioner Adjegan seconded the Motion. The Ayes and Nays to open the Annual Meeting were as follows:

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

All were in favor, none opposed.

The Annual Meeting was held from 3:57 P.M. to 4:04 P.M. Roll call was conducted as follows:

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

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Jerry Wahlstrom

No one from the public was present to comment. Commissioner Wahlstrom reviewed the Commissioners attendance records, noting the high attendance rates. Commissioner Wahlstrom reviewed the remaining terms of Commissioner appointments. ED Perkins asked for nominations for Chairperson and Vice-Chairperson.

Commissioner Bemis nominated Jerry Wahlstrom for appointment to Chairperson and Ging Smith for Vice-Chairperson and Commissioner Cada Seconded the motion. With no other nominations being offered. They Ayes and Nays were as follows:

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

All were in favor and with none opposed the nominations were closed.

A Motion by Commissioner Cada to accept Jerry Wahlstrom as Chairperson and Ging Smith for Vice-Chairperson was seconded by Commissioner Adjegan. Upon roll call the Ayes and Nays were as follows:

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

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

There being no further business to come before the Annual Meeting, Commissioner Bemis made a Motion to Adjourn the Annual Meeting. Commissioner Adjegan seconded the Motion. Upon roll call the Ayes and Nays were as follows:

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

All were in favor, none opposed. Motion then carried and the Annual Meeting was closed.

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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 Adjegan seconded the Motion. The Ayes and Nays were as follows:

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

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

The meeting was adjourned at 4:07 PM until the regular meeting scheduled to take place on Tuesday, June 15, 2021 at 2:30 PM via zoom link to be provided.

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 May 18, 2021 via zoom 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	None

IN WITNESS WHEREOF, I have hereunto set my hand and the seal of said Authority
this May 21, 2021.

ACTING SECRETARY
