

**MINUTES OF THE REGULAR MEETING OF THE COMMISSIONERS OF THE
HOUSING AUTHORITY OF THE COUNTY OF DEKALB
TUESDAY, OCTOBER 25, 2022**

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 2:30 PM on Tuesday, October 25, 2022.

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
Sabrina Nicholson
Ging Smith
Jerry Wahlstrom

Commissioners Absent

Ron Bemis

Others Present

Tim Horning, Attorney
Dave Siegel, Executive Director
Christine Sauter, CFO
Vivian Bright, Operations Director

There being a quorum present, the meeting duly convened.

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

<u>Ayes</u>	<u>Nays</u>
Herodote Hounsrou Adjegan	None
Sabrina Nicholson	
Ging Smith	
Jerry Wahlstrom	

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

Approval of the Minutes. Chairperson Wahlstrom asked for changes to the meeting minutes presented for September 20, 2022 – Regular Meeting. There being no changes, Chairperson Wahlstrom made a Motion to approve the meeting minutes. Commissioner Adjegan seconded the Motion. Upon roll call of the vote, the Ayes and Nays were as follows:

<u>Ayes</u>	<u>Nays</u>
Herodote Hounsrou Adjegan	None
Sabrina Nicholson	
Ging Smith	
Jerry Wahlstrom	

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

**MINUTES OF THE REGULAR MEETING OF THE COMMISSIONERS OF THE
HOUSING AUTHORITY OF THE COUNTY OF DEKALB
TUESDAY, OCTOBER 25, 2022**

Public Comment. Two members of the public were present. Mr. Van Buer recommended that Resident Commissioner return the stipend he was paid for serving on the HACD Board in previous years or consider resigning. Mr. Van Buer feels the resolution to this matter agreed upon by the HACD Board and approved by HUD was inappropriate and insufficient. Mr. Charvat commented that Commissioner Nicholson's vote on the minutes to the previous HACD Board Meeting, which she did not attend, was inappropriate. Mr. Charvat expressed that Commissioner Nicholson should have abstained from the vote. Mr. Charvat also stated that Commissioner Bemis's role at FNBO represents an ethical issue for all financial decisions the HACD Board reviews. Mr. Charvat also expressed that the rate of return on CDs recently purchased by HACD are below his expectations considering current market conditions. Mr Charvat encouraged HACD to utilize credit card points to pay of the balance of credit cards rather than purchasing gift cards.

Financial Report, Bills & Payroll

The September YTD financials were reviewed and discussed noting that agency net earnings are higher than budgeted. The favorable budget variance is due to an increase in HCV admin fee revenue and capital fund revenue and the public housing litigation funds received. Additionally, total agency expenses are under budget. It was noted that Hinckley earnings are under budget due to demolition, haul away and landfill expense for the fire unit and a large collection loss write off, but HACD is hopeful that the settlement from insurance should offset these losses.

Staff then reviewed the Quarterly Reports. Public Housing ratios were highlighted and it was noted that our reserve ratios are significantly above minimum HUD guidance. Capital Funds were then highlighted with brief explanations as to which funds were designated for which fiscal years. Some focus was put on the Civic Water Project and abatement of certain units. Next, staff presented contract listings with a brief explanation around organization, expiration dates, and due dates for renewal. Finally, staff presented the "Cash or Cash Equivalent by Program" Chart.

The bills and payroll were submitted to the Commissioners for approval of payment. There was a brief discussion around vacancies at Civic related to the water project and questions about unemployment insurance. 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
Sabrina Nicholson	
Ging Smith	
Jerry Wahlstrom	

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

Report of the Secretary-Treasurer/Executive Director. *Legal.* Attorney Horning provided an update on current tenant evictions and court actions. Mr. Horning noted an uptick in evictions for the month of September and provided general status updates on each case. Horning then provided updates on grievances surrounding informal reviews and hearings. There has also been collaboration with property managers around amending leases. Horning noted that he has had numerous discussion with nearly every attorney at Prairie State Legal Services.

**MINUTES OF THE REGULAR MEETING OF THE COMMISSIONERS OF THE
HOUSING AUTHORITY OF THE COUNTY OF DEKALB
TUESDAY, OCTOBER 25, 2022**

Executive Director, David Siegel provided the below updates:

Capital Projects & General Property (not capital funds) Projects – In Progress.

- Civic Apartments - The project continues to progress well. At the end of last week, 52 kitchens & 48 bathrooms had been completed. Additionally, the last of the two (2) handicap units have been completed. The contractors tackled 12 kitchens this past week and things went smoothly. Tenants had their kitchen back by 2:00 pm Friday afternoon. The kitchens will be painted on Friday, October 28th along with the bathrooms.
- Met with Resident Advisor Board members on Wednesday, October 19th at Civic Apartments to review the Capital Five Year Action Plan and the Survey Results. An additional Resident Advisory Board Meeting was held Thursday, October 20th at Taylor Street Plaza. This concludes the 2023 Resident Advisory Board “Let’s Talk Capital” meetings for this year. A thank you letter will go out to the participants this week. 5 Year Plan and Annual Plan are now available for public viewing and comment.
- Mason Court - Signed the agreement with Fence Sales of Sycamore Inc to add the finishing touches to the entrance pillars on the 100 hundred and 200 hundred side of property. The work should be completed by the end of October and at that point the project will be fully concluded.
- Second estimate for Hinkley rebuild came in this week at \$495,000.

Martin Krpan Construction LLC	\$495,000 (Does not include new concrete floor for crawl space)
Shepard Construction Inc	\$601,000 (Does not include new concrete floor for crawl space)

These are cost estimates only. A meeting will be established with AHRMA in the coming weeks to have them confirm final value of the property. HACD will work with architect for final drawing and bid documents so we are able to go out for bid to rebuild the four (4) units.

- **General:**
- PHADA Commissioners’ Conference is scheduled to begin Sunday, January 8th.
- Next HACD Board meeting is scheduled for Tuesday, November 15, 2022.

There was a brief discussion around estimates for the Hinkley insurance negotiations. Next steps will be sitting down with AHRMA to finalize insurance payment, hopefully in the next few weeks.

Reports of Committees. None

Resolutions: The Board was presented with **RESOLUTION NO. 23-10 HEALTH INSURANCE RENEWAL.** Commissioner Adjegan made a motion to approve the resolution. Commissioner Nicholson seconded the Motion. The Ayes and Nays were as follows:

<u>Ayes</u>	<u>Nays</u>
Herodote Hounsrou Adjegan	
Sabrina Nicholson	
Ging Smith	
Jerry Wahlstrom	

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

**MINUTES OF THE REGULAR MEETING OF THE COMMISSIONERS OF THE
HOUSING AUTHORITY OF THE COUNTY OF DEKALB
TUESDAY, OCTOBER 25, 2022**

Old Business. The Board was presented with **RESOLUTION NO. 23-06 (a) APPROVAL OF DISH WIRELESS L.L.C. ROOFTOP LEASE.** Commissioner Smith made a motion to approve the resolution. Commissioner Adjegan seconded the Motion. The Ayes and Nays were as follows:

<u>Ayes</u>	<u>Nays</u>
Herodote Hounsrou Adjegan Sabrina Nicholson Ging Smith Jerry Wahlstrom	

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

New Business. None

Adjournment. 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. The Ayes and Nays were as follows:

<u>Ayes</u>	<u>Nays</u>
Herodote Hounsrou Adjegan Sabrina Nicholson Ging Smith Jerry Wahlstrom	

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

The meeting was adjourned at 3:06 PM until the regular meeting scheduled to take place, in person on Tuesday, November 15, 2022, at 2:30 PM at 310 N. 6th Street, DeKalb IL 60115.

CHAIRMAN

(SEAL)

ATTEST:

SECRETARY-TREASURER

CERTIFICATE

I, David Siegel, 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 October 25, 2022, and roll call showed the following members to be present and absent:

Commissioners Present
Herodote Hounsrou Adjegan
Sabrina Nicholson
Ging Smith
Jerry Wahlstrom

Commissioners Absent
Ron Bemis

IN WITNESS WHEREOF, I have hereunto set my hand and the seal of said Authority
this October 26, 2022.

ACTING SECRETARY
