

**MINUTES OF THE REGULAR MEETING OF THE COMMISSIONERS OF THE
HOUSING AUTHORITY OF THE COUNTY OF DEKALB
TUESDAY, MARCH 17, 2009**

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 2:45 p.m. on Tuesday, March 17, 2009.

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

PRESENT: Mary Ramp
 Ron Bemis
 Jerry Wahlstrom
 Ging Smith
 Donna Caul

ABSENT:

ALSO PRESENT: Brett Brown, Executive Director
 Chris Sauter, CFO
 Shelly Perkins, Operations Manager
 Ed Lauritzen, GYP Resident
 Arlene Lauritzen, GYP Resident

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

Approval of the Agenda. Commissioner Bemis asked for changes to the Agenda. There being no changes to the agenda Commissioner Ramp made a Motion to approve the Agenda. Commissioner Wahlstrom seconded the Motion. Motion unanimously carried.

Approval of the Minutes. Commissioners reviewed the minutes of the regular February 2009 meeting. Commissioner Wahlstrom made a Motion to approve the meeting Minutes. Commissioner Smith seconded the Motion. Motion unanimously carried.

Approval of Bills and Payroll. The bills and payroll were submitted to the Commissioners for approval of payment. Commissioner Caul moved that the bills and payroll be approved as submitted. Commissioner Ramp seconded the Motion. Upon roll call the Ayes and Nays were as follows:

AYES: Mary Ramp
 Ron Bemis
 Jerry Wahlstrom
 Ging Smith
 Donna Caul

NAYS: None

BUSINESS:

Public Comment. Mr. Edward Lauritzen, resident of Golden Years Plaza, was in attendance. Mr. Lauritzen offered comments on recent California court ruling regarding laws prohibiting possession of firearms. Mr. Lauritzen is interested in the commissioner's continued discussion of DCHA's policy prohibiting possession of firearms in public housing. Ms. Arlene Lauritzen was also in attendance to discuss her concern for her neighbor's safety as she believes that her neighbor is a victim of domestic violence. Ms. Lauritzen also commented on the noise coming from the unit.

Legal. There were no legal matters to discuss.

Financials. Commissioners confirmed receipt of the YTD financials for February '09 and the Executive Director's comments in their meeting packets. Sauter informed the board that the Housing Choice Voucher Program 11 months ending 2/28/2009 YTD earnings are \$23,604 as compared to budget of (\$18,333). The projected HAP reserve balance for April 2009 is expected to be \$57,290. Sauter stated that the Projected April reserve is expected to cover any April HUD shortfall. Central Office 11 month ending YTD balance is \$110,951 compared to the budget of \$104,269. The Public Housing Program 11 month ending YTD balance is \$106,371 compared to budget of \$18,025 noting the HUD Subsidy/operating income over budget of \$76,344.

Resolutions: The board was presented with resolution **09-15 Maintenance Wage Determination.** The resolution reviews the maintenance job classifications and wage rates as they appear on the Maintenance Wage Rate Determination Paper that HUD requires PHA's to annually submit to the Regional Labor Relations Office in Chicago, along with the maintenance job descriptions as they appear in the Authority's Personnel Policy. The resolution stated a 0% wage rate that is consistent with raises given for other governmental agencies in the area. A motion to adopt was made by Commissioner Ramp and seconded by Commissioner Smith. All were in favor, none opposed. Motion then carried.

The board was presented with resolution **09-16 Public Housing Collection Loss Write-offs.** This annual resolution states the balances that have been on the book of accounts for a period of time, where every effort has been made to collect the unpaid balances and it is requested that the Authority be able to write-off the balances to Collection Loss. A motion to adopt was made by Commissioner Wahlstrom and seconded by Commissioner Caul. All were in favor, none opposed. Motion then carried.

The board was presented with resolution **09-17 Write-Off of Non-Expendable Equipment for the Fiscal Year Ending March 31, 2009.** The resolution complies with the Authority's policy of "Statement of Disposition" stating the board's approval to write-off non-expendable equipment for the past fiscal year ending March 31, 2009. This resolution requests that \$4,249.70 be written-off. A motion to adopt was made by Commissioner Caul and seconded by Commissioner Smith. All were in favor, none opposed. Motion then carried.

The board was presented with resolution **09-18 Revision of Operations and Wage Budgets for All Housing Authority Programs FYE 3/31/2009.** The resolution complies with HUD's annual requirement for fiscal year budgets to be revised and amended as necessary at the end of the PHA's fiscal year end. Revised budgets for all Authority programs were submitted to the commissioners. A motion to adopt was made by Commissioner Wahlstrom and seconded by Commissioner Ramp. All were in favor, none opposed. Motion then carried.

The board was presented with resolution **09-19 Proposed Budgets for FYE 2010 – All Programs**. The resolution complies with HUD’s annual requirement for board approval of program budgets. FY2010 proposed budgets were presented to commissioners. A motion to adopt was made by Commissioner Ramp and seconded by Commissioner Caul. All were in favor, none opposed. Motion then carried.

The board was presented with resolution **09-20 ACC Amendment – Stimulus Formula Funds**. As required by the Housing and Urban Development Office of Capital Improvements this resolution requests the commissioners to approve the amendment of the Authority’s current Annual Contributions Contract accepting the award of the 2009 American Recovery and Reinvestment Act funds in the amount of \$551,289.00. Said funds will be used for the water distribution and plumbing renovation of Golden Years Plaza. A motion to adopt was made by Commissioner Caul and seconded by Commissioner Wahlstrom. All were in favor, none opposed. Motion then carried.

Discussion: Director Brown and CFO Sauter provided an overview of the FYE 2009 budgets. Sauter stated that the information presented reflects the February 2009 financial updates with the addition of actual and projected March 2009 revenue and expense. Sauter stated that there are no material variances from trends.

Sauter discussed the differences between the February 2009 draft of FY10 budgets and final proposed budgets. Notable variations in the final proposed budgets from the February drafts include a decrease in the interest income projections and the addition to operating budgets of routine capitalized expenditures that are not covered by HUD capital funds.

Director Brown informed the board that the our current Physical Needs Assessment produced the architectural and engineering numbers that are included in the Capital Fund 50075.1 submission that describes our use of the ARRA Formula Stimulus funds. Brown stated that we are waiting for further information on the “competitive stimulus grant” and that we are anticipating making a grant proposal for window replacements for both high-rises.

Staff Report: Director Brown briefly summarized communication with City of DeKalb Staff regarding potential City interest in applying or state funds for a “Neighborhood Stabilization” program. City interest was in funds acquisition and demolition of buildings. Brown also advised that Ben Gordon Center had submitted a request to the County for Senior Tax Levy funds to provide on-site mental health services to residents at DCHA high-rises.

Other Business. No Report.

As there was no further discussion to come before the Commissioners, Commissioner Wahlstrom proposed a Motion to Adjourn. Commissioner Caul seconded the Motion and Motion then carried. The regular meeting was adjourned at 4:10 P.M. until the regular March meeting on Tuesday, April 21th, 2009 at 2:30 P.M., at the offices of the Housing Authority of the County DeKalb, 310 N. 6th Street, DeKalb, IL.

CHAIRMAN

(SEAL)

ATTEST:

SECRETARY-TREASURER

CERTIFICATE

I, BRETT S. BROWN, 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 March 17, 2009 at the 310 N. 6th Street, DeKalb, IL, and roll call showed the following members to be present and absent:

PRESENT: Mary Ramp
Ron Bemis
Jerry Wahlstrom
Donna Caul
Ging Smith

ABSENT: None

IN WITNESS WHEREOF, I have hereunto set my hand and the seal of said Authority
this 17th day of April, 2009.

ACTING SECRETARY