

**MINUTES OF THE REGULAR MEETING OF THE COMMISSIONERS OF THE
HOUSING AUTHORITY OF THE COUNTY OF DEKALB
TUESDAY, MAY 25, 2010**

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 2:40 p.m. on Tuesday, May 25, 2010.

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

PRESENT: Ron Bemis
 Donna Moulton
 Jerry Wahlstrom (departed meeting at 3:45PM)
 Susie Hill

ABSENT: Ging Smith

ALSO PRESENT: Brett Brown, Executive Director
 Chris Sauter, CFO
 Kendra Chaplin, AMP 3 Property Manager
 Jennifer Yochem, Admissions Coordinator
 Janet McCarthy, GYP Resident
 JoAnne McCarthy, 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 Wahlstrom made a Motion to approve the Agenda. Commissioner Moulton seconded the Motion. Motion unanimously carried.

Approval of the Minutes. Commissioners reviewed the minutes of the regular April 2010 meeting. Commissioner Moulton made a Motion to approve the meeting Minutes. Commissioner Wahlstrom 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 Moulton moved that the bills and payroll be approved as submitted. Commissioner Wahlstrom seconded the Motion. Commissioner Bemis would like to have Hinckley and Shabbona added to financial reports. Upon roll call, the Ayes and Nays were as follows:

AYES: Ron Bemis
 Donna Moulton
 Jerry Wahlstrom
 Susie Hill

NAYS: None

BUSINESS:

Public Comment. Commissioner Bemis formally welcomed Susie Hill, Resident Commissioner, to the Board. Commissioner Hill looks forward to working with the Board. Additionally, Commissioner Bemis welcomed guests Janet McCarthy and JoAnne McCarthy. Both women stated that they were interested in the inner workings of the Authority; they have been residents at Golden Years Plaza for several years and had never participated or attended a board meeting.

Legal. Hughes appeal: Hughes appeal dismissed for want of prosecution on court's motion. However, the court could grant a motion to vacate the order, and the Hughes family could file a complaint in the circuit court; still in the wait and see mode. Disability discrimination allegation: Investigator is finishing assessment of approximately 500 pages of response documentation produced for the initial evidentiary determination. Official initial decision is due in June. Gun possession: Staff continues to closely monitor Supreme Court consideration of challenge to Chicago gun control ordinances; ED Brown has facilitated discussion among other ED's and with Housing Development Law Institute. This issue is viewed at a national level. Freedom of Information Act: State position on sensitivity of program participant's names differs from HUD; HUD general counsel states that federal government decision on privacy is intended to preempt the field; on behalf of PHA's generally, ED Brown asked HUD's counsel to provide an advisory opinion. Non-renewal of Sandwich: Follow up conversation with V. Taylor at HUD and discussion of renewal advice relied upon proves not successful. It is a loss of \$40,000 to the FY11 budget. HDLI panel of Section 3 program: HUD intends to push unfunded mandate. Section 3 requirements as described by panel will constitute a tax, in effect, on Capital Funds for business training.

Financials: CFO Sauter reviewed 4/30/10 reports and anticipated variations from the budget. Property management fee to Central Office frozen by HUD, despite lack of correlation with Multi Family percentage management fees. No effect on AMPS, just Central Office.

Discussion: Executive Director Brown sought comment on wage research and requested board discussion of general policy toward employee compensation. Commissioner Bemis acknowledged the effort that was put into the Wage Study by ED Brown and his staff. Eight housing authorities and eight government agencies contacted for input on the wage analysis. Commissioners felt that a wage study is not necessary every year but perhaps every 3-5 years. Research indicates that overall DCHA staff is in the middle or bottom half of comparable ranges. Commissioners did not comment directly on wage competitiveness and did not reach any consensus on a policy for how employees should be compensated compared to market research. Commissioner Wahlstrom questioned whether wage study information should be sought from outside sources, as opposed to relying on staff research. ED Brown commented that use of outside consultants should always be considered, perhaps most often for the ED's position. Brown advised that staff had considered contracting a study prior to conducting current research. As the third-party work comparable to the current study had been estimated at \$20,000, staff completed the current research in-house. Commissioner Hill commented that she held a good opinion of Authority staff and that staff should be compensated for quality work. Commissioner Hill questioned whether staff was being fairly compensated.

Administrative Resolutions: The board was presented with three resolutions. Resolution **11-04 PH Utility Allowance** was presented for the Commissioners' to approve an independent company, ResidentLife Utility Allowances, evaluation and recommended Public Housing utility Allowances. Commissioner Moulton made a motion to approve, and Commissioner Hill seconded it. All were in favor, none opposed. Motion then carried.

The board was presented with **Resolution 11-05 HCV Income Limits** which modified to raise the admission income limits according to HUD guidelines in Housing Authority's Housing Choice Voucher Program. Commissioner Moulton made a motion to approve, and Commissioner Hill seconded it. All

were in favor, none opposed. Motion then carried.

The board was presented with **Resolution 11-06 PH Income Limits** which modified to raise the admission income limits according to HUD guidelines in Housing Authority's Low Income Public Housing Program. Commissioner Hill made a motion to approve, and Commissioner Moulton seconded it. All were in favor, none opposed. Motion then carried.

Staff Report: DCHA received National Merit Award from NAHRO: The award is for the online streamlining of application process. Operations Manager Perkins spearheaded this daunting task which has been quite a success. The application and waitlist management are areas of DCHA strength within its peer network. GYP Water Project nearly completed. The final painting and final payout is pending for the overall completion. The project came in on time and under budget. Civic Elevator project developing: RFP completed for the architects; negotiating with James Child, top ranked firm which has done work for Henry County Housing Authority and Rock Island Housing Authority.

TRA-becomes PETRA as HUD administration pushes largest ever reform. ED Brown has expended substantial effort to track and communicate concern (including US legislators, NAHRO and network of ED's). Public Housing proposed to resemble Project Based Voucher Program, with underlying push toward regionalization of PHA's. ED Brown will continue to follow progress of initiative and assess possible outcomes. Loss of local priorities and service networks is a concern. Funding instability presented by HUD proposals is a major concern. Project Basing: Staff is working toward payoff of Hinckley Rural Development mortgage and assignment of project based vouchers to provide housing assistance for current and future residents in Hinckley. Mortgage payoff and project basing processes are lengthy and must be worked on in parallel. Project basing is the process of "tying" vouchers from the tenant-based HCV program to particular property. Project basing vouchers to properties away from DeKalb's Greek Row area will improve distribution of assistance. Staff is investigating project basing opportunities in Sycamore and other areas of the County.

Rental Assistance for Non-Elderly with Disabilities: DCHA is currently exploring the application process for additional vouchers for the Housing Choice Voucher Program. Deadline for application is in early July. Follow up meetings for RAMP and Safe Passage being scheduled. Additional vouchers will serve waitlist applicants and will help support HCV budget and scale efficiencies per HUD reform. There will be a resolution in support of the application for the June Board Meeting.

Other Business. Chairman Bemis detailed information that he received a telephone call and follow up documentation covering current issues at Golden Years Plaza from resident Ed Lauritzen. ED Brown has directed staff members to follow up on the key issues.

As there was no further discussion to come before the Commissions, Commissioner Hill moved to adjourn the regular meeting. Commissioner Moulton seconded the Motion and Motion then carried. The regular meeting was adjourned at 5:04 PM until the regular June meeting on Tuesday June 15, 2010 at 2:30 PM at the offices of the Housing Authority of the County of 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 May 25, 2010 at 310 N. 6th Street, DeKalb, IL, and roll call showed the following members to be present and absent:

PRESENT: Ron Bemis
 Donna Moulton
 Jerry Wahlstrom
 Susie Hill

ABSENT: Ging Smith

IN WITNESS WHEREOF, I have hereunto set my hand and the seal of said Authority
this 15th day of June, 2010.

ACTING SECRETARY