

**MINUTES OF THE REGULAR MEETING OF THE COMMISSIONERS OF THE
HOUSING AUTHORITY OF THE COUNTY OF DEKALB
TUESDAY, AUGUST 16, 2011**

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 2:34 p.m. on Tuesday, August 16, 2011.

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
 Susie Hill
 Ging Smith

ABSENT:

ALSO PRESENT: Brett Brown, Executive Director
 Chris Sauter, CFO
 Jennifer Yochem, Admissions Coordinator

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 Moulton made a Motion to approve the Agenda. Commissioner Hill seconded the Motion. All were in favor, none opposed. Motion then carried.

Approval of the Minutes. Commissioners reviewed the minutes of the regular July 2011 meeting. Commissioner Moulton made a Motion to approve the meeting Minutes. Commissioner Smith seconded the Motion. All were in favor, none opposed. Motion then carried.

Approval of Bills and Payroll. The bills and payroll were submitted to the Commissioners for approval of payment. Commissioner Wahlstrom 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:

AYES: Ron Bemis
 Donna Moulton
 Jerry Wahlstrom
 Susie Hill
 Ging Smith

NAYS: None

BUSINESS:

Public Comment. No Public comment

Legal. Hughes judicial appeal: No changes in status at this time; the court still holds appeal under advisement. GYP Tendon Assessment: Received denial of coverage from insurance company; review indicates possible basis for an appeal due to the latent damage from water damage; informal request made to AHRMA for additional support of denial. GYP Fiber Optic Line Drafted a 30-month license; waiting on signatures of County; restriction of DFO services waived.

Financials. CFO Sauter reviewed monthly reports. Annual audit went well; minor comment which has since been resolved. IKE Grant award is in due diligence; working toward commitment. Recommend development of board resolution on COCC charges to AMPS for grant management 10% fee to apply to first portion of grant awards, with declining percentage charge for higher amounts.

Follow up letter and materials on reserve recapture sent to Congressman Hultgren. Line of Credit expenditures planned; CFO Sauter to review “excess” reserve indications from HUD and planned reserve projects.

Resolutions: The board was presented with resolutions. Resolution **12-10 AMP Budget Amendment.** Amendments to FY12 Operating Budget providing for AMP reserve fund projects discussed under Financial Updates. Commissioner Moulton made a motion to approve, and Commissioner Hill seconded it. All were in favor, none opposed. Motion then carried. **12-11 Ratification/Approval of Sunset Contract.** Commissioner Moulton made a motion to approve, and Commissioner Smith seconded it. All were in favor, none opposed. Motion then carried.

Discussion: Additional thoughts and comments regarding single-family properties and Briarwood opportunity. Staff is researching properties in Sycamore and Genoa for use in distributing assistance, improving family placements and development of a self-sufficiency program by collaborating with DeKalb County Community Service. Two potential properties were discussed; one a townhome in Sycamore and a 2-bedroom single family home in Sycamore.

Revised Briarwood revenue and expense figures received, along with revised asking price of \$1.6 million. Revised price reflects new understanding that the property must continue as an affordable housing development for 13 years. Requirement that the property continue in present use resolves prior questions about income mixing and concentration of assistance. Occupancy is 86% over the last 10 years. Need an operation evaluation based upon cost per unit in comparison to DCHA cost per unit. Survey of 20 current residents reflects a quality development and viability of property as an affordable housing property. Staff recommends further review of project expenses and preparation of acquisition proposal based on projection of return and possible financing. The property warrants further review and it was suggested the Commissioners tour the property.

Staff Report: Civic Elevator Project. Project is nearing completion; possible change order pending; some differences of opinion between contractor and architect; low tenant disruption during course of project. DeKalb Housing Task Force: Communications with Katie Stoddard were shared with board. REAC Scores. Two of the three inspections completed and scores received: AMP 1 (GYP) a 93; AMP 2 (Lewis/Garden); a 91; similar scoring anticipated for AMP 3 (Civic/Mason) should lead to overall high performer designation, despite PHAS changes.

As there was no further discussion to come before the meeting, Commissioner Moulton moved to adjourn the regular meeting. Commissioner Smith seconded the Motion and Motion then carried. The

regular meeting was adjourned at 4:35PM until the regular September meeting on Tuesday September 20, 2011 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 August 16, 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
 Ging Smith

ABSENT:

IN WITNESS WHEREOF, I have hereunto set my hand and the seal of said Authority
this 15th day of September, 2011.

ACTING SECRETARY