

**MINUTES OF THE REGULAR MEETING OF THE COMMISSIONERS OF THE
HOUSING AUTHORITY OF THE COUNTY OF DEKALB
TUESDAY, DECEMBER 20, 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 2:30 p.m. on Tuesday, December 20, 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: None

ALSO PRESENT: Brett Brown, Executive Director
 Chris Sauter, CFO
 Michelle Perkins, OM

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

Approval of the Minutes. Commissioner Bemis asked for changes to the Minutes. Commissioners reviewed the minutes of the regular November 2011 meeting. There being no changes to the minutes, 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 Moulton 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. Guidance on Instrumentalities: Washington DC Firm Reno & Cavanaugh finds little guidance in Illinois precedent regarding PHA operation of instrumentalities. Discussed statutory provisions related to income limits and rents for PHA-owned properties; advises broad discretion in determining income levels to be served.

Financials. CFO Sauter reviewed monthly reports. Sauter discussed HCV Admin Fee reserve balance noting a possible discrepancy. IKE Grant: Draft commitment letter remains in process; multiple points of concern with IHDA commitment letter provisions. FFY12 Appropriations process: Operating Fund 100%; Capital Fund down 8-10% but probable offset by bonus; HAP 100%, but project use of NRA; HCV Admin Fee prorated to 76% may cause \$30k deficit. Davis-Bacon Audit: DCHA hosted UD training and limited capital funds file audit; minor audit comment, with high compliments overall.

Resolutions: The board was presented with **Resolution 12-16 Administrative Plan Amendments.** Resolution allows for HUD mandated modifications to be captured in the plan. Commissioner Moulton made a motion to approve, and Commissioner Smith seconded it. All were in favor, none opposed. Motion then carried.

Discussion: Real Estate Acquisition. Sunset Place. Exterior largely complete; interior work to be complete by early December. January move-in target; need to approve initial program description at December meeting. DCEO notice to be sent following completion of program description. Briarwood. Counteroffer not yet received; Boston Capital legal counsel expected to propose changes, but deal terms said to be agreed. Work with Reno & Cavanaugh to support decision on ownership and possible income caps.

Staff Report: DeKalb Housing Task Force: Data Committee summary of findings complete; summary to be shared with Task Force tomorrow; full report by next week. Chairman and ED to meet tomorrow with legal counsel hired by City to discuss code enforcement system and licensing possibility. Housing Action Coalition: ED Brown participated as a panelist for session involving homeless service provider collaborations with PHA's. Revised preference points to be considered. Comments on DuPage Housing Authority Executive Director Search. ED Brown completed second interview with DuPage board. Next meeting of DuPage board is this Thursday. Job offer possible by end of week.

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 3:40 P.M. until the regular December meeting on Tuesday, December 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 October 18, 2011 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 December, 2011.

ACTING SECRETARY