

**MINUTES OF THE REGULAR MEETING OF THE COMMISSIONERS OF THE
HOUSING AUTHORITY OF THE COUNTY OF DEKALB
TUESDAY, SEPTEMBER 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 2:34 p.m. on Tuesday, September 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:

ALSO PRESENT: Brett Brown, Executive Director
 Chris Sauter, CFO

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 August 2011 meeting. Commissioner Wahlstrom made a Motion to approve the meeting Minutes. Commissioner Hill 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; the court still holds appeal under advisement. GYP Tendon Assessment: Received denial of coverage from insurance company; review indicates possible basis for an appeal; informal request made to AHRMA for discussion of coverage provisions.

Financials. CFO Sauter reviewed monthly reports. Sauter informed Commissioners that the HCV Program will not be receiving \$81,000 in “set aside funds” due to the Authority’s ending NRA projected balance being above the threshold to qualify for the “set aside funds”. HUD has required submission of a new form HUD-52725 for reporting public housing agency executive compensation information and conducting comparability analysis on the top five compensated employees. Independent Auditor’s Report. FY11 annual audit complete and final report issued, including Management discussion and analysis (MD&A) prepared by ED and CFO. Opinion of auditor is that DCHA financial statements present fairly, in all material respects; opinion is unqualified. Hard copies of audit report provided for each commissioner. ED Brown noted that Net unrestricted assets increased \$407,768; balance of cash increased \$712,731.

Resolutions: The board was presented with Resolution **12-12 Amending Annual and 5-year plans.** This amendment allows for Capital Funds to be used to make unanticipated sidewalk repair and A/C unit replacement; total of items does not equal a substantial deviation from the plan but amendment process is preferred to reliance on insubstantial deviation. Commissioner Moulton made a motion to approve, and Commissioner Smith seconded it. All were in favor, none opposed. Motion then carried. The board was presented with Resolution **12-13 Amending the HCV Admin Plan.** Multiple technical reference changes relating primarily to VAWA. Commissioner Moulton made a motion to approve, and Commissioner Smith seconded it. All were in favor, none opposed. Motion then carried. The board was presented with Resolution **12-14 Rescinding Reserve Policy.** Policy is outdated. Commissioner Wahlstrom made a motion to approve, and Commissioner Moulton seconded it. All were in favor, none opposed. Motion then carried.

Discussion: Appropriations process. Contact has been maintained with Congressman Hultgren’s staff and the staff for Senators Durbin and Kirk. ED Brown provided the Commissioners with a copy of the correspondence. To date, legislators’ staff members indicate no opportunity for input on specific items within proposed bills. IKE grant. The Authority has received a draft commitment letter from IHDA; staff reviewing draft and preparing independent cost estimate for architectural services. Civic Elevator Project. Complete; no apparent issues. REAC Scores. All three inspection scores received: AMP 1 at 93, AMP 2 at 91 and AMP 3 at 92; should support overall high performer designation, despite PHAS changes. DeKalb Housing Task Force. Licensing program may be proposed. Landlord – Tenant subcommittee is proposing ordinance incorporation of strict liability provisions for invitees into all leases and strengthening of City Disorderly House ordinance. Brown provided the Commissioners with a copy of the last Landlord-Tenant subcommittee meeting minutes. Comments on DuPage Housing Authority Executive Director Search. Brown informed the Commissioners that he is a finalist candidate; interview with the DuPage Board of Directors is next step. No opportunity yet to discuss joint operations with DeKalb or possible consortium. Joint operation or consortium proposal may not be possible before the offer stage.

Discussion. Real Estate Acquisition. Sunset Pl., DeKalb. Closing completed; exterior rehab commenced. Target December Leasing. Sycamore and Genoa. Three prospect properties in Sycamore; 2bdrm ranch, 2bdrm townhouse, 3bdrm ranch, and 4bdrm Cape Cod. Briarwood. ED Brown discussed the successful property tours by the Commissioners. A review and analysis of the revenue and expenses

of the property were discussed along with financing options, including IHDA and other alternatives. By consensus, Commissioners authorize ED to draft and submit a contract offer, contingent upon financing and subsequent Board approval.

Other Business. None.

Entry of Closed Session: At 4:30 PM Commissioner Wahlstrom moved to go into closed session. Commissioner Smith seconded it. Commissioners adjourned to closed session to discuss performance and compensation of specific employees.

Return from Closed Session: At 5:05 P.M., closed session discussion between Commissioners concluded and the open meeting resumed.

As there was no further discussion to come before the meeting, Commissioner Hill moved to adjourn the regular meeting. Commissioner Smith seconded the Motion and Motion then carried. The regular meeting was adjourned at 5:07PM until the regular October meeting on Tuesday October 18, 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 September 20, 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