

**MINUTES OF THE REGULAR MEETING OF THE COMMISSIONERS OF THE
HOUSING AUTHORITY OF THE COUNTY OF DEKALB
TUESDAY, JULY 20, 2021**

The Commissioners of the Housing Authority of the County of DeKalb met via zoom at 2:32 PM on Tuesday, July 20, 2021.

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

<u>Commissioners Present</u>	<u>Commissioners Absent</u>
Herodote Hounsrou Adjegan Ron Bemis Deanna Cada Ging Smith Jerry Wahlstrom	None

Others Present
Tim Horning, Attorney
Michelle Perkins, Executive Director
Christine Sauter, CFO
Vivian Bright, Operations Director

There being a quorum present, the meeting duly convened opening with the hearing of any public comments. *There was no one present from the public.*

Approval of the Agenda. Chairperson Wahlstrom asked for changes to the agenda. There being no changes to the agenda, Commissioner Cada made a Motion to approve the Agenda and Commissioner Bemis seconded the Motion. Upon roll call of the vote, the Ayes and Nays were as follows:

<u>Ayes</u>	<u>Nays</u>
Deanna Cada Ron Bemis Herodote Hounsrou Adjegan Ging Smith Jerry Wahlstrom	None

All were in favor, none opposed. Motion then carried.

Approval of the Minutes. Chairperson Wahlstrom asked for changes to the meeting minutes as noted on the agenda. There being no changes, Commissioner Bemis made a Motion to approve the meeting minutes. Commissioner Adjegan seconded the Motion. Upon roll call of the vote, the Ayes and Nays were as follows:

<u>Ayes</u>	<u>Nays</u>
Ron Bemis Herodote Hounsrou Adjegan Deanna Cada Ging Smith Jerry Wahlstrom	None

All were in favor, none opposed. Motion then carried.

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

<u>Ayes</u>	<u>Nays</u>
Deanna Cada	None
Ging Smith	
Herodote Hounsrou Adjegan	
Ron Bemis	
Jerry Wahlstrom	

All were in favor, none opposed. Motion then carried.

Financial Report: CFO Sauter reviewed the funds distribution overview report noting that HCV Emergency Housing Voucher (EHV) fees were received in June and are listed on a separate line item in the report. All EHV HAP and admin fee funds will be tracked separately per HUD guidance. It was also noted that staff will get updated CD rates to determine plans for the CDs maturing in August. The YTD financials were reviewed noting that all programs are doing well. The quarterly reports were reviewed and discussed.

Executive Director Report: *Legal.* Attorney Horning reviewed the eviction moratorium noting that it has been rescinded in part and is expecting full repeal in August. Perkins noted the significant attrition due to multiple factors which include normal vacates, terminations and transfers. Perkins stated that a dip in occupancy is expected over the next few months and shared with Commissioners the recent data on pulling applicants from the waiting list.

Emergency Housing Vouchers. The ACC has been updated, the MOU has been executed between the CoC, Hope Haven and HACD per HUD's mandate. 17 families have been referred and are in process for leasing. Once leased tenants will fall under normal HCV guidelines and processing.

Paycheck Protection Program. Sixty-five program participants have been identified as receiving paycheck protection loans in which they declared ownership of a business. These loans are in direct conflict with tenant income reporting to the Housing Authority. Staff has sent communications to each tenant seeking additional information regarding the claimed business and will investigate and address each situation on a case-by-case basis. At this time, we do foresee some terminations based upon tenants failing to respond.

Rental Assistance Demonstration [RAD]. Commissioners were provided with a high-level financial comparison of current HACD budget numbers vs HUD RAD numbers. Staff will provide information on the operational change that a RAD conversion would have on staffing and tenants.

Capital Projects. Staff reviewed the current projects in progress, noting projects that have been completed. With an attempt to ensure multiple bidders, staff extended the Civic Water Pipe Replacement Bid deadline and will submit a resolution for recommending contract approval next month. This project will be significant and consume a large portion of current capital funds.

Housing Needs – project discussion. No movement on project. ED Perkins noted that continued discussions with community members on possible options are progressing and will take time to come to any sort of direction or decision. Perkins will continue to update Commissioners as more information is

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available.

COVID19. This item will be removed from report

Perkins provided Commissioners the April 2021 tenant survey results and the “Clean-Unmodified” audit opinion and exit conference letter. Additional general notes about meetings and incidental property issues were discussed.

Resolutions: The Board was presented with **Resolution 22-08 Approval of Shabbona Utility Allowance**. Commissioner Bemis made a motion to approve. Commissioner Cada seconded the Motion. The Ayes and Nays were as follows:

<u>Ayes</u>	<u>Nays</u>
Ron Bemis	None
Deanna Cada	
Herodote Hounsrou Adjegan	
Ging Smith	
Jerry Wahlstrom	

All were in favor, none opposed. Motion then carried.

ED Perkins informed Commissioners regarding the 6th Street one way and parking change coming. Noting that two years ago staff had put in a request to the City of DeKalb to evaluate this option and within the last two months, after the City’s process was complete, Council voted to approve.

There being no further business to come before the Commissioners, Chairperson Wahlstrom asked for a Motion to adjourn the regular meeting. Commissioner Adjegan made a motion to adjourn. Commissioner Bemis seconded the Motion. The Ayes and Nays were as follows:

<u>Ayes</u>	<u>Nays</u>
Herodote Hounsrou Adjegan	None
Ron Bemis	
Deanna Cada	
Ging Smith	
Jerry Wahlstrom	

All were in favor, none opposed. Motion then carried.

The meeting was adjourned at 3:53 PM until the regular meeting scheduled to take place, in person on Tuesday, August 17, 2021, at 2:30 PM at 310 N. 6th Street, DeKalb IL 60115.

CHAIRMAN

(SEAL)

ATTEST:

SECRETARY-TREASURER

CERTIFICATE

I, MICHELLE PERKINS, 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 Meeting was held on July 20, 2021, via zoom and roll call showed the following members to be present and absent:

Commissioners Present
Herodote Hounsrou Adjegan
Ron Bemis
Deanna Cada
Ging Smith
Jerry Wahlstrom

Commissioners Absent

IN WITNESS WHEREOF, I have hereunto set my hand and the seal of said Authority
this July 23, 2021.

ACTING SECRETARY
