

**MINUTES OF THE REGULAR MEETING OF THE COMMISSIONERS OF THE  
HOUSING AUTHORITY OF THE COUNTY OF DEKALB  
TUESDAY, OCTOBER 17, 2023**

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The Commissioners of the Housing Authority of the County of DeKalb met in regular session at the Housing Authority's Central Office, 310 N. 6th Street, DeKalb, IL at 2:30 PM on Tuesday, October 17, 2023.

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

**Commissioners Present**

Hounsrou Adjegan  
Ging Smith  
Ron Bemis  
Jerry Wahlstrom

**Commissioners Absent**

Sabrina Nicholson

**Others Present**

Tim Horning, Attorney  
Jill Morgan, Operations Director  
Christine Sauter, Chief Finance Officer  
Dave Siegel, Executive Director

There being a quorum present, the meeting duly convened.

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

<b><u>Ayes</u></b>	<b><u>Nays</u></b>
Hounsrou Adjegan	None
Ging Smith	
Ron Bemis	
Jerry Wahlstrom	

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

**Approval of the Minutes.** Chairperson Wahlstrom asked for changes to the meeting minutes presented. Commissioner Bemis made a Motion to approve the Minutes and Commissioner Adjegan seconded the Motion. Upon roll call of the vote, the Ayes and Nays were as follows:

<b><u>Ayes</u></b>	<b><u>Nays</u></b>
Hounsrou Adjegan	None
Ging Smith	
Ron Bemis	
Jerry Wahlstrom	

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

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**Public Comment.** No members of the public were present.

**Financial Report, Bills & Payroll** September YTD financials were reviewed. It was noted that HACD had two large deposits worth noting. The Public Housing, the deposit reflected grant funds for AC units that were procured. Also, Hinckley financials reflect the payout for the building fire of 2021. Revenues continue to improve and proration on administrative fees for HCV have improved. There was then a lengthy discussion about the HCV Program administrative fees and what can be done if the HCV Program was to run in to a deficit due to reduced administrative fees or if proration is insufficient to cover associated costs of the program. CFO Sauter then discussed some CDs that were up for renewal and stated that interest rates have increased so HACD will take advantage of current rates.

The next item for discussion was the quarterly report. Public Housing reserves were discussed. Capital Funds were then discussed and capital projects were reviewed and forecasted. The Health Insurance contract was discussed in anticipation of the Resolution. Finally, cash reserves were reviewed.

The bills and payroll were submitted to the Commissioners for approval of payment. Commissioner Bemis 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>
Hounsrou Adjegan	None
Ging Smith	
Ron Bemis	
Jerry Wahlstrom	

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

**Report of the Secretary-Treasurer/Executive Director.**

**Legal:**

➤ **General:**

- Reviewed/Consulted on FOIA & Public Access Bureau
- Consulted on and represented HACD on tenant terminations

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➤ **Terminations/Vacates for last month -**

- **4 Move outs for HCV** – (3 terminated, 1 assistance no longer needed)
- **8 Vacate in Public Housing** – (3 unknown, 3 assistance no longer needed, 1 exited to assisted living, 1 terminated)

**Capital Projects & General Property (not capital fund) Projects – In Progress**

- The last “Let’s Talk Capital” meeting was held last Wednesday. These are mandatory meetings that allow resident feedback on capital spending for all public housing properties. We anticipate posting our 5 Year Plan for public review next Tuesday.
- The Refrigerator Grant swap out will begin October 23. 259 refrigerators will be replaced with energy efficient models over 3 weeks.

**General:**

- HCV Program was net positive 9 vouchers in September! We stand at 594 vouchers currently being utilized (HUD has allotted us 611 HCVs). We are targeting 100% utilization for December 1<sup>st</sup>, 2023!
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- Public Housing was at 99.64% occupancy for the month of September. HACD has the second highest occupancy out of 105 Housing Authorities in the State of Illinois!!!!!!
- Next HACD Board meeting is scheduled for Tuesday, November 21, 2023.

**Reports of Committees. None**

**Resolutions. The Board was presented with 24-10 Health Insurance Renewal.**

Commissioner Bemis recused himself from the vote. Commissioner Adjegan made a motion to approve the resolution. Commissioner Smith seconded the motion. The Ayes and Nays were as follows:

<b><u>Ayes</u></b>	<b><u>Nays</u></b>
Hounsrou Adjegan	
Ging Smith	
Jerry Wahlstrom	

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

**Old Business. None**

**New Business. None**

**Adjournment.** There being no further business to come before the Commissioners, Chairperson Wahlstrom asked for a Motion to adjourn the regular meeting. Commissioner Bemis made a motion to adjourn. Commissioner Adjegan seconded the Motion. Chairperson Wahlstrom allowed for a break in protocol by allowing Commissioner Smith to cast the final vote for the closing of her final meeting. The Ayes and Nays were as follows:

<b><u>Ayes</u></b>	<b><u>Nays</u></b>
Hounsrou Adjegan	
Ron Bemis	
Jerry Wahlstrom	
Ging Smith	

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

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The meeting was adjourned at 3:50 PM until the regular meeting scheduled to take place, in person on Tuesday, November 21, 2023, at 2:30 PM at 310 N. 6<sup>th</sup> Street, DeKalb IL 60115.

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CHAIRMAN

(SEAL)

ATTEST:

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SECRETARY-TREASURER

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## CERTIFICATE

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I, David Siegel, 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 October 17, 2023, and roll call showed the following members to be present and absent:

**Commissioners Present**

Hounsrou Adjegan  
Ging Smith  
Ron Bemis  
Jerry Wahlstrom

**Commissioners Absent**

Sabrina Nicholson

IN WITNESS WHEREOF, I have hereunto set my hand and the seal of said Authority  
this October 18, 2023.

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SECRETARY

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