

**MINUTES OF THE REGULAR MEETING OF THE COMMISSIONERS OF THE  
HOUSING AUTHORITY OF THE COUNTY OF DEKALB  
TUESDAY, FEBRUARY 20, 2024**

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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, February 20, 2024.

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

**Commissioners Present**

Michelle Bringas  
Ron Bemis  
Jerry Wahlstrom

**Commissioners Absent**

Hounsrou Adjegan

**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 Bemis made a Motion to approve the Agenda and Commissioner Bringas 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>
Michelle Bringas	None
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 Bringas made a Motion to approve the Minutes and Commissioner Bemis 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>
Michelle Bringas	None
Ron Bemis	
Jerry Wahlstrom	

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

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**Public Comment.** Two member of the public were present. Mr. Van Buer spoke first of 50 ILCS 30 and his belief that this applies to HACD and proper approval of the budget. He then produced an email from 2 years ago where he expressed this same belief and asked that the document be entered into the official record. Mr. Van Buer then expressed disappointment because he believes HACD is not following its own Board Travel Policy. Mr. Charvat then expressed frustration with his inability to access the HACD website. Mr. Charvat then reiterated that he feels Vice Chairperson Bemis should recuse himself from all financial matters. Mr. Charvat closed his comments by stating he agreed with Mr. Van Buer regarding proper budget proceedings.

**Financial Report, Bills & Payroll** January YTD financials were reviewed. CFO Sauter noted that across all programs Operating Earnings are well above the budget. She then highlighted a few revenue items that are coming in over budget and several expenses that are coming in under budget. She noted that each property and project are over budget as we approach the end of the fiscal year. CFO Sauter reminded the board that their statement of economic interest for the County Board will be due soon.

CFO Sauter then provided a detailed update on the Audit proposals. 6 firms submitted proposals, which were scored by a committee. As a result, Rector, Reeder & Lofton will conduct HACD's next audit.

Board members asked a series of questions regarding specific expenses.

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 Bringas seconded the Motion. Upon roll call, the Ayes and Nays were as follows:

<u>Ayes</u>	<u>Nays</u>
Michelle Bringas	None
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** – (1 voluntary, 1 deceased, 2 exited to assisted living)
- **2 Vacate in Public Housing** – (3 assistance no longer needed, 2 terminated, 1 exited to assisted living)

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

- Nothing of note at this time.

**General:**

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- HCV Program was net positive 4 voucher in January! All 611 vouchers are being utilized!
- Public Housing was at 99.5% occupancy for the month of January!
- Next HACD Board meeting is scheduled for Tuesday, March 19, 2024.

**Reports of Committees. None**

**Resolutions. None**

**Old Business. None**

The next item on the agenda was discussion of employees and their performance, specifically the Executive Director. Per allowable closed session topics in section 2 (c) (1) of the Open Meetings Act 5ILCS 120, Commissioner Bringas made a motion to enter closed session and Commissioner Bemis seconded the Motion. Upon roll call the Ayes and Nays were as follows:

<u><b>Ayes</b></u>	<u><b>Nays</b></u>
Ron Bemis	None
Michelle Bringas	
Jerry Wahlstrom	

All were in favor, none opposed. Motion then carried and closed session began at 2:53 PM.

Closed Session discussion ensued. Commissioner Bemis made a motion to exit closed session and Commissioner Bringas seconded the Motion. Upon roll call the Ayes and Nays were as follows:

<u><b>Ayes</b></u>	<u><b>Nays</b></u>
Michelle Bringas	None
Ron Bemis	
Jerry Wahlstrom	

All were in favor, none opposed. Motion then carried and closed session ended and a return to regular session commenced at 4:39 PM.

**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 Bringas made a motion to adjourn. Commissioner Bemis seconded the Motion. The Ayes and Nays were as follows:

<u><b>Ayes</b></u>	<u><b>Nays</b></u>
Michelle Bringas	
Ron Bemis	
Jerry Wahlstrom	

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

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The meeting was adjourned at 4:41 PM until the regular meeting scheduled to take place, in person on Tuesday, March 19, 2024, 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 February 20, 2024, and roll call showed the following members to be present and absent:

**Commissioners Present**

Michelle Bringas  
Ron Bemis  
Jerry Wahlstrom

**Commissioners Absent**

Hounsrou Adjegan

IN WITNESS WHEREOF, I have hereunto set my hand and the seal of said Authority this February 21, 2024.

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SECRETARY

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