

**MINUTES OF THE REGULAR MEETING OF THE COMMISSIONERS OF THE  
HOUSING AUTHORITY OF THE COUNTY OF DEKALB  
TUESDAY, AUGUST 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, August 20, 2024.

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

**Commissioners Present**

Hounsrou Adjegan  
Ron Bemis  
Mark Cordes  
Jerry Wahlstrom

**Commissioners Absent**

Michelle Bringas

**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 Adjegan 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:

<b><u>Ayes</u></b>	<b><u>Nays</u></b>
Hounsrou Adjegan	None
Ron Bemis	
Mark Cordes	
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 Cordes 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
Ron Bemis	
Mark Cordes	
Jerry Wahlstrom	

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

**Public Comment.** Mr. Van Buer referenced a letter from the Kankakee County State's Attorney regarding public purposes and public funds. Mr. Van Buer then reminded the Board about an email he had sent in the morning requesting review of his recent FOIA request. Mr. Van Buer then referenced the

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HUD financial data schedule guidebook. Mr. Van Buer then again referenced the letter from the Kankakee County State’s Attorney and a flower policy. Mr. Van Buer expressed that he feels HACD is misusing public funds and stated, “and that’s why you hide it, you try to look at all your reports.”

**Financial Report, Bills & Payroll** July YTD financials were reviewed. CFO Sauter noted that earnings in general are well above the budget. Sauter stated overall expenses are under budget, however, Administrative Expenses, specifically in the HCV Program are over budget. This is related to our temp worker, who has now been brought on full-time. It was also noted that allocations regarding computers, Total Care, and phone systems have been adjusted to spread the expenses evenly to all properties and programs.

Chairperson Wahlstrom then inquired about how CFO Sauter determines what makes her summary sheet for each Board Meeting. Chairperson Wahlstrom stated, for example, that his attention might have focused on Administrative Expenses not only being under budget, but also below last year’s expenses by a slight margin. CFO Sauter stated that she scrutinizes each program individually and makes notes. More often than not, she notes variances that are large on a percentage basis, revenues that are under budget, or expenses that are larger than expected. There was then a brief discussion on legal expenses, resident stipends, and unit abatement costs.

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

<u><b>Ayes</b></u>	<u><b>Nays</b></u>
Hounsrou Adjegan	None
Ron Bemis	
Mark Cordes	
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 -**

- **8 Move outs for HCV** – (1 assistance no longer needed, 1 Port Billing Absorb, 1 deceased, 3 terminated, 2 other)
- **6 Vacate in Public Housing** – (2 assistance no longer needed, 1 nursing home, 3 other)

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

- Assuming today’s resolution is passed, HACD anticipates replacing all stoves at Civic and Taylor Street Plaza within the next 45 days.
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**General:**

- Next HACD Board meeting is scheduled for Tuesday, September 17, 2024.

*(Return to Agenda)*

**Reports of Committees. None**

**Resolutions. The Board was presented with Resolution 25-08 Authorization for Stove Replacement Project.**

Commissioner Bemis made a motion to approve the resolution. Commissioner Cordes seconded the motion. The Ayes and Nays were as follows:

<u>Ayes</u>	<u>Nays</u>
Hounsrou Adjegan	
Ron Bemis	
Mark Cordes	
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 Adjegan made a motion to adjourn. Commissioner Cordes seconded the Motion. The Ayes and Nays were as follows:

<u>Ayes</u>	<u>Nays</u>
Hounsrou Adjegan	
Ron Bemis	
Mark Cordes	
Jerry Wahlstrom	

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

The meeting was adjourned at 3:14 PM until the regular meeting scheduled to take place, in person on Tuesday, September 17, 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 August 20, 2024, and roll call showed the following members to be present and absent:

**Commissioners Present**

Hounsrou Adjegan  
Ron Bemis  
Mark Cordes  
Jerry Wahlstrom

**Commissioners Absent**

Michelle Bringas

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

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SECRETARY

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