

**MINUTES OF THE REGULAR MEETING OF THE COMMISSIONERS OF THE
HOUSING AUTHORITY OF THE COUNTY OF DEKALB
TUESDAY, MARCH 19, 2024**

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, March 19, 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
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:

Ayes

Hounsrou Adjegan
Ron Bemis
Jerry Wahlstrom

Nays

None

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:

Ayes

Hounsrou Adjegan
Ron Bemis
Jerry Wahlstrom

Nays

None

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 began by reading an email he had sent to the board members regarding the agenda item, FY2025 Budget. The email, according to Mr. Van Buer, was a request for the HACD Board to table this agenda item. He reiterated his belief that 50 ILCS 330/3 applies to HACD and proper approval of the budget. Mr. Van Buer informed the board that he will inform both the Attorney General and the new auditors. Mr. Charvat then expressed support for Mr. Van Buer’s statement regarding the budget. He also voiced concerns that the website is not functioning well for some members of the public.

Financial Report, Bills & Payroll February YTD financials were reviewed. CFO Sauter noted that earnings in general are well above the budget. She did draw attention to the Hinckley property, which is operating at a loss when the insurance payout is removed. She clarified to board members that the loss is solely a function of the architect’s rebuild design work. She noted that preparation continues for the end of fiscal year audit.

There was then a brief discussion on the Hinckley property regarding the process of setting of rent. CFO Sauter reiterated that the architect’s rebuild payout was the primary reason for greater than budgeted loss. There was also a short discussion regarding the Shabbona property and the costs involved to repair the damage done by a loose tire.

The bills and payroll were submitted to the Commissioners for approval of payment. Commissioner Adjegan moved that the bills and payroll be approved as submitted. Commissioner Bemis seconded the Motion. Upon roll call, the Ayes and Nays were as follows:

<u>Ayes</u>	<u>Nays</u>
Hounsrou Adjegan	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

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

- **7 Move outs for HCV** – (2 voluntary, 1 absorbed (port), 1 exited to assisted living, 3 assistance no longer needed-increased income)
- **6 Vacate in Public Housing** – (5 assistance no longer needed, 1 exited to assisted living)

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

- 2 Resolutions to be voted on to undergo fairly major projects.
- ACCU (Air Cooled Condensing Unit) Installation at TSP begins 4/1/2024!

General:

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- HCV Program was net positive 7 voucher in February! We are overutilized at 618!
- Public Housing was at 99.86% occupancy for the month of February!
- Next HACD Board meeting is scheduled for Tuesday, April 16, 2024.

Reports of Committees. None

Resolutions. The Board was presented with 24-14 Collection Loss Write-off

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

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

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

24-15 Write-off of Non-expendable Equipment

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

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

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

24-16 FY2025 Budget

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

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

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

24-17 Executive Director Compensation

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

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

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

24-18 Civic Apartments Masonry and Concrete Repair Project

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

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

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

24-19 Mason Court Window Replacement Project

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

<u>Ayes</u>	<u>Nays</u>
Hounsrou Adjegan	
Ron Bemis	
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. The Ayes and Nays were as follows:

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

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

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The meeting was adjourned at 3:20 PM until the regular meeting scheduled to take place, in person on Tuesday, April 16, 2024, at 2:30 PM at 310 N. 6th Street, DeKalb IL 60115.

CHAIRMAN

(SEAL)

ATTEST:

SECRETARY-TREASURER

CERTIFICATE

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 March 19, 2024, and roll call showed the following members to be present and absent:

Commissioners Present

Hounsrou Adjegan
Ron Bemis
Jerry Wahlstrom

Commissioners Absent

Michelle Bringas

IN WITNESS WHEREOF, I have hereunto set my hand and the seal of said Authority
this March 20, 2024.

SECRETARY
