

**MINUTES OF THE REGULAR MEETING OF THE COMMISSIONERS OF THE
HOUSING AUTHORITY OF THE COUNTY OF DEKALB
TUESDAY, SEPTEMBER 19, 2023**

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 2:32 PM on Tuesday, September 19, 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
Sabrina Nicholson
Ging Smith
Ron Bemis
Jerry Wahlstrom

Commissioners Absent

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
Sabrina Nicholson
Ging Smith
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. Two errors, one regarding attendance and another regarding dates were pointed out and secretary confirmed those corrections would be made. Commissioner Nicholson 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
Sabrina Nicholson
Ging Smith
Ron Bemis
Jerry Wahlstrom

Nays

None

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

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Public Comment. Two members of the public were present. Derek Van Buer spoke first and expressed disappointment with the Housing Authority’s response to FOIA requests. He noted that documents regularly take a full two weeks to be provided, even when the request is simple. He then noted two recent requests that have yet to be provided to him. Further, he noted that a PAC request determination letter had not yet been satisfied by HACD and therefore he chose to submit another FOIA request in hopes of receiving those documents. He noted that he often receives documents within 1-2 business days from the DeKalb County Board and is disappointed with HACD’s slow processing. Mark Charvat then spoke and reminded the Board that he feels Commissioner Bemis should recuse himself from all financial matters that involve his employer, a bank. Mr. Charvat noted, “that perception is reality” and while he doesn’t believe there is any financial wrongdoing, he does feel strongly that there is a conflict of interest.

Financial Report, Bills & Payroll August YTD financials were reviewed. Net Earnings are well above budget. It was noted that all program and projects are coming in over budget. It was noted that HUD subsidy is below budget and after exploration it just seems to be a timing issue and we anticipate another round of allocations soon, as it normally is done every 2 months. Expenses are under budget. It was also noted that Health Insurance Renewal rates are lower than last year, primarily because the average age of staff has come down. Finally, it was communicated that CDs have been renewed for an additional 6 months for Briarwood and Shabbona. Questions were then taken. There was a brief discussion on Health Insurance rates. Next, Hinckley’s modest financial performance was discussed. Radon results and mitigation options were discussed. Finally a specific charge on page 39 was explored and it was noted this was for a resident appreciation dinner that took place at Civic to thank residents for their patience over the course of the past 2 years as the wastewater project was undertaken and completed.

The bills and payroll were submitted to the Commissioners for approval of payment. Commissioner Nicholson 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
Sabrina Nicholson	
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

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

- **3 Move outs for HCV** – (2 terminated, 1 deceased)
 - **6 Vacate in Public Housing** – (1 unknown, 4 assistance no longer needed, 1 deceased)
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Capital Projects & General Property (not capital fund) Projects – In Progress

- Snow plow services are being taken back in house. Only Shabbona, Hinckley, and Lewis Court will be plowed by contractors.
- “Let’s Talk Capital” meetings kicked off last Wednesday. These are mandatory meetings that allow resident feedback on capital spending for all public housing properties. There will be a total of 3 meetings and then we will post our 5 year plan for public review.
- **General:**
- HCV was net positive 12 vouchers in August! September should be similarly good. We are targeting 100% utilization for December 1st, 2023!
- Public Housing was at 99.5% occupancy for the month of August. We now sit at 98.16% occupancy for FY2024, exceeding FY2023!
- Next HACD Board meeting is scheduled for Tuesday, October 17, 2023.

Reports of Committees. None

Resolutions. The Board was presented with **24-08 Housing Choice Voucher Payment Standard.** (HUD) requires public housing authorities (PHAs) which administer a Housing Choice Voucher program (HCV) to establish payment standards which are used to calculate housing assistance payments (HAP) that the PHA pays to landlords/owners on behalf of participant families leasing an HCV unit.

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

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

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

The Board was presented with **24-09 Public Housing Flat Rent.** The Annual Contributions Contract (ACC) between the Housing Authority of the County of DeKalb (HACD) and the United States Department of Housing and Urban Development (HUD) and federal program regulations require HACD to annually review, revise, and adopt as needed Public Housing Program Flat Rents.

Commissioner Smith 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	
Sabrina Nicholson	
Ging Smith	
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All were in favor, none opposed. Motion then carried.

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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 Smith seconded the Motion. The Ayes and Nays were as follows:

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

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

The meeting was adjourned at 3:21 PM until the regular meeting scheduled to take place, in person on Tuesday, October 17, 2023, 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 September 19, 2023, and roll call showed the following members to be present and absent:

Commissioners Present

Hounsrou Adjegan
Sabrina Nicholson
Ging Smith
Ron Bemis
Jerry Wahlstrom

Commissioners Absent

IN WITNESS WHEREOF, I have hereunto set my hand and the seal of said Authority
this September 20, 2023.

SECRETARY
