

**MINUTES OF THE REGULAR MEETING OF THE COMMISSIONERS OF THE  
HOUSING AUTHORITY OF THE COUNTY OF DEKALB  
TUESDAY, SEPTEMBER 17, 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, September 17, 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  
Michelle Bringas  
Mark Cordes  
Jerry Wahlstrom

**Commissioners Absent**

Ron Bemis

**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 Bringas 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:

**Ayes**

Hounsrou Adjegan  
Michelle Bringas  
Mark Cordes  
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 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:

**Ayes**

Hounsrou Adjegan  
Michelle Bringas  
Mark Cordes  
Jerry Wahlstrom

**Nays**

None

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

**Public Comment.** Mr. Van Buer read from a letter he composed and asked that this letter be entered into the public record. Mr. Van Buer's letter indicated that he had now submitted 5 PAC requests related to FOIA responses he had received. Mr. Van Buer continued to read that he had requested certain

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specific reports in Excel in 2021 and 2022 and presented evidence that they were produced in approximately 2 days by HACD staff.

**Financial Report, Bills & Payroll** August YTD financials were reviewed. Ms. Sauter informed the Board that she was currently pursuing Insurance Renewals. The financial department is also working on the 2025 Operating Subsidy.

There was a brief discussion on Public Housing HUD Subsidy. This was followed by a discussion regarding a recent staff member who transitioned from a temporary worker to a full-time staff member. Relative advantages of utilizing a “temp agency” versus hiring directly was discussed.

There was then a discussion around a DeKalb Mechanical charge, which was related to the ACCU installation at Taylor Street Plaza. The new contract with Docusign was also discussed.

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

<u>Ayes</u>	<u>Nays</u>
Hounsrou Adjegan	None
Michelle Bringas	
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 -**

- **3 Move outs for HCV** – (1 deceased, 2 voluntary withdrawal)
- **7 Vacate in Public Housing** – (2 assistance no longer needed, 3 terminated, 1 transfer to HCV, 1 moving in with family)

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

- Stove installation was completed at Civic Apartments. Further replacement is stalled for this week due to damage at TSP, specifically the elevator.
- New security camera installation should be completed this week
- 2 of 3 RAB Meetings have taken place. This is a key component of forming our 5-Year Plan for Capital Expenditures.

**General:**

- Next HACD Board meeting is scheduled for Tuesday, October 15, 2024.
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*(Return to Agenda)*

**Reports of Committees. None**

**Resolutions.**

The Board was presented with **Resolution 25-09 Authorization for Briarwood 56' x 30' Commercial Building**. Commissioner Cordes made a motion to approve the resolution. Commissioner Adjegan seconded the motion. The Ayes and Nays were as follows:

<b><u>Ayes</u></b>	<b><u>Nays</u></b>
Hounsrou Adjegan	
Michelle Bringas	
Mark Cordes	
Jerry Wahlstrom	

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

The Board was presented with **Resolution 25-10 Authorization for Lewis Court Sidewalk Replacement**.

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

<b><u>Ayes</u></b>	<b><u>Nays</u></b>
Hounsrou Adjegan	
Michelle Bringas	
Mark Cordes	
Jerry Wahlstrom	

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

The Board was presented with **Resolution 25-11 Update to HCV Payment Standard**.

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

<b><u>Ayes</u></b>	<b><u>Nays</u></b>
Hounsrou Adjegan	
Michelle Bringas	
Mark Cordes	
Jerry Wahlstrom	

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

The Board was presented with **Resolution 25-12 Update to Public Housing Flat Rent**.

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

<b><u>Ayes</u></b>	<b><u>Nays</u></b>
Hounsrou Adjegan	
Michelle Bringas	
Mark Cordes	
Jerry Wahlstrom	

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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:

**Ayes**  
Hounsrou Adjegan  
Michelle Bringas  
Mark Cordes  
Jerry Wahlstrom

**Nays**

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

The meeting was adjourned at 3:32 PM until the regular meeting scheduled to take place, in person on Tuesday, October 15, 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 September 17, 2024, and roll call showed the following members to be present and absent:

**Commissioners Present**

Hounsrou Adjegan  
Michelle Bringas  
Mark Cordes  
Jerry Wahlstrom

**Commissioners Absent**

Ron Bemis

IN WITNESS WHEREOF, I have hereunto set my hand and the seal of said Authority this September 18, 2024.

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SECRETARY

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