

**MINUTES OF THE REGULAR MEETING OF THE COMMISSIONERS OF THE
HOUSING AUTHORITY OF THE COUNTY OF DEKALB
TUESDAY, SEPTEMBER 16, 2025**

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 16, 2025.

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

Commissioners Present

Hounsrou Adjegan
Ron Bemis
Michelle Bringas
Mark Cordes
Jerry Wahlstrom

Commissioners Absent

Others Present

Tim Horning, Attorney
Christine Sauter, Finance Director
Jill Morgan, Operations Director
Dave Siegel, Executive Director

There being a quorum present, the meeting duly convened.

Approval of the Agenda. Chairperson Bemis asked for changes to the agenda. There being no changes to the agenda, Commissioner Cordes 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
Ron Bemis
Michelle Bringas
Mark Cordes
Jerry Wahlstrom

Nays

None

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

Approval of the Minutes. Chairperson Bemis asked for changes to the Meeting Minutes presented. Commissioner Adjegan made a Motion to approve the Minutes and Commissioner Wahlstrom seconded the Motion. Upon roll call of the vote, the Ayes and Nays were as follows:

Ayes

Hounsrou Adjegan
Ron Bemis
Michelle Bringas
Mark Cordes
Jerry Wahlstrom

Nays

None

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

Public Comment. No members of the public were present.

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Financial Report, Bills & Payroll September YTD financials were reviewed. It was noted that revenues are above budget across all projects and also exceed last fiscal year. Total expenses were also noted to be overall below budget. CFO Sauter then informed the Board that next month's meeting will include a Resolution to approve the healthcare renewal.

There was then a brief discussion on Public Housing Subsidy and how that is calculated. This was followed by clarification to the Board that Subsidy increases when Utility Allowances increase, which was an open question from the last Board Meeting. CFO Sauter then clarified to Commissioner Cordes that a certain expense was related to Security Deposit Assistance for an individual voucher holder.

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

<u>Ayes</u>	<u>Nays</u>
Hounsrou Adjegan	None
Ron Bemis	
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

Fiscal Year **[4-1-25 to 8-31-25]**

4-1-25 to 8-31-2025						4-1-24 to 8-31-24
Project Name	# Units	Unit Days	Occupied	Pct%	Vacant	Pct%
002(A) - Lewis Court	14	2142	2121	99.02%	21	97.25%
002(B) - Garden Estates	16	2448	2419	98.82%	29	100.00%
003(A) - Civic Apartments	73	11169	11116	99.53%	53	98.44%
003(B) - Mason Manor	26	3978	3938	98.99%	40	97.46%
AMP 001 - Taylor Street	149	22797	22650	99.36%	147	99.31%
TOTALS:	278	42534	42244	99.32%	290	98.85%

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Fiscal Year - [4-1-25 to 8-31-25]

4-1-25 to 8-31-2025						4-1-24 to 8-31-24
Project Name	# Units	Unit Days	Occupied	Pct%	Vacant	Pct%
Briarwood Apartments	48	7344	7224	98.37%	120	98.37%
DeKalb Sunset House	1	153	153	100.00%	0	100.00%
Dresser	26	3978	3956	99.45%	22	100.00%
Gurler 307	6	918	871	94.88%	47	100.00%
Gurler 313	5	765	731	95.56%	34	100.00%
Sequoia Apartments	12	1836	1836	100.00%	0	97.82%
Sunset View	8	1224	1193	97.47%	31	100.00%
TOTALS:	106	16218	15964	98.43%	254	99.01%

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

- Briarwood shed construction has been completed! We are having an epoxy floor poured this week.

General:

- We are fully staffed.
- HCV utilization is 101% for the fiscal year.
- Total Occupancy for all units is 99.0% for the fiscal year.
- Next HACD Board meeting is scheduled for Tuesday, October 21, 2025.

(Return to Agenda)

Reports of Committees. None

Resolutions. The Board was presented with **Resolution 26-06 HCV Payment Standards.**

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

Ayes

Hounsrou Adjegan
Ron Bemis
Michelle Bringas
Mark Cordes
Jerry Wahlstrom

Nays

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

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Ayes

Hounsrou Adjegan
Ron Bemis
Michelle Bringas
Mark Cordes
Jerry Wahlstrom

Nays

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

The meeting was adjourned at 3:28 PM until the regular meeting scheduled to take place, in person on Tuesday, October 21, 2025 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 16, 2025, and roll call showed the following members to be present and absent:

Commissioners Present

Hounsrou Adjegan
Ron Bemis
Michelle Bringas
Mark Cordes
Jerry Wahlstrom

Commissioners Absent

IN WITNESS WHEREOF, I have hereunto set my hand and the seal of said Authority this September 17, 2025.

SECRETARY
