

**MINUTES OF THE REGULAR MEETING OF THE COMMISSIONERS OF THE
HOUSING AUTHORITY OF THE COUNTY OF DEKALB
TUESDAY, OCTOBER 21, 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 2:32 PM on Tuesday, October 21, 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 (Arrived at 3:23 PM)
Mark Cordes

Commissioners Absent

Jerry Wahlstrom

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
Mark Cordes

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

Ayes

Hounsrou Adjegan
Ron Bemis
Mark Cordes

Nays

None

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

Public Comment. No members of the public were present.

Financial Report, Bills & Payroll October YTD financials were reviewed. It was noted that revenues are above budget across all projects. CFO Sauter noted that the three primary drivers of the increased revenues are 1. Dwelling Rents 2. Additional HCV Admin Fees 3. HCV Fraud repayments.

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A brief discussion around the details of each type of revenue then took place.

This was followed by Board Member questions. Topics included cyber insurance, cleaning stipends to residents, and Maintenance Fleet Service fees,

The bills were submitted to the Commissioners for approval of payment. Commissioner Adjegan moved that the bills 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
Ron Bemis	
Mark Cordes	

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 10-16-25]

4-1-25 to 10-16-2025						4-1-24 to 10-16-24
Project Name	# Units	Unit Days	Occupied	Pct%	Vacant	
002(A) - Lewis Court	14	2786	2754	98.85%	32	97.88%
002(B) - Garden Estates	16	3184	3155	99.09%	29	99.56%
003(A) - Civic Apartments	73	14527	14474	99.64%	53	98.60%
003(B) - Mason Manor	26	5174	5099	98.55%	75	97.47%
AMP 001 - Taylor Street	149	29651	29434	99.27%	217	99.37%
TOTALS:	278	55322	54916	99.27%	406	98.92%

Fiscal Year - [4-1-25 to 10-16-25]

4-1-25 to 10-16-2025						4-1-24 to 10-16-24
Project Name	# Units	Unit Days	Occupied	Pct%	Vacant	
Briarwood Apartments	48	9552	9385	98.25%	167	97.83%
DeKalb Sunset House	1	199	199	100.00%	0	100.00%
Dresser	26	5174	5136	99.27%	38	98.80%
Gurler 307	6	1194	1147	96.06%	47	98.66%
Gurler 313	5	995	961	96.58%	34	100.00%
Sequoia Apartments	12	2388	2388	100.00%	0	98.12%
Sunset View	8	1592	1536	96.48%	56	100.00%
TOTALS:	106	21094	20752	98.38%	342	98.44%

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

- Mason Court Kitchen Cabinet and Countertop Replacement should be completed before month's end.

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General:

- 5- year Capital Plan is posted to website
- 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, November 18, 2025.

(Return to Agenda)

Reports of Committees. None

Resolutions. The Board was presented with **Resolution 26-07 Public Housing Flat Rents.**

Commissioner Adjegan 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>
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Hounsrou Adjegan	
Ron Bemis	
Michelle Bringas	
Mark Cordes	

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

The Board was presented with **Resolution 26-08 Health Insurance Renewal.**

Chair Bemis recused himself from the vote. Commissioner Ajegan made a motion to approve the resolution. Commissioner Bringas seconded the motion. The Ayes and Nays were as follows:

<u>Ayes</u>	<u>Nays</u>
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Hounsrou Adjegan	
Ron Bemis	
Michelle Bringas	
Mark Cordes	

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

<u>Ayes</u>	<u>Nays</u>
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Hounsrou Adjegan	
Ron Bemis	
Michelle Bringas	

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Mark Cordes

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

The meeting was adjourned at 3:33 PM until the regular meeting scheduled to take place, in person on Tuesday, November 18, 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 October 21, 2025, and roll call showed the following members to be present and absent:

Commissioners Present

Hounsrou Adjegan
Ron Bemis
Michelle Bringas
Mark Cordes

Commissioners Absent

Jerry Wahlstrom

IN WITNESS WHEREOF, I have hereunto set my hand and the seal of said Authority this October 22, 2025.

SECRETARY
