

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

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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, December 16, 2025.

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

**Commissioners Present**

Jerry Wahlstrom  
Ron Bemis  
Michelle Bringas  
Mark Cordes

**Commissioners Absent**

Hounsrou Adjegan

**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 Bringas made a Motion to approve the Agenda and Commissioner Cordes seconded the Motion. Upon roll call of the vote, the Ayes and Nays were as follows:

**Ayes**

Jerry Wahlstrom  
Ron Bemis  
Michelle Bringas  
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 Cordes made a Motion to approve the Minutes and Commissioner Bringas seconded the Motion. Upon roll call of the vote, the Ayes and Nays were as follows:

**Ayes**

Jerry Wahlstrom  
Ron Bemis  
Michelle Bringas  
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** December YTD financials were reviewed. It was noted that overall earnings are above budget. CFO Sauter noted that overall earnings are also well above last year's

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performance at this time. There was then a brief discussion among the Board Members and it was agreed that HACD necessarily budgets conservatively due to HUD timing of the release of certain funds. There was also clarification provided to the Board about Payments in Lieu of Taxes (PILOT) and current interest rates vs. last year.

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

**Ayes**  
Jerry Wahlstrom  
Ron Bemis  
Michelle Bringas  
Mark Cordes

**Nays**  
None

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 12-5-25]

4-1-25 to 12-5-2025						4-1-24 to 12-16-24
Project Name	# Units	Unit Days	Occupied	Pct%	Vacant	Pct%
002(A) - Lewis Court	14	3486	3424	98.22%	62	98.31%
002(B) - Garden Estates	16	3984	3955	99.27%	29	99.20%
003(A) - Civic Apartments	73	18177	18101	99.58%	76	98.78%
003(B) - Mason Manor	26	6474	6332	97.81%	142	97.61%
AMP 001 - Taylor Street	149	37101	36813	99.22%	288	99.33%
<b>TOTALS:</b>	<b>278</b>	<b>69222</b>	<b>68625</b>	<b>99.14%</b>	<b>597</b>	<b>98.97%</b>

Fiscal Year - [4-1-25 to 12-5-25]

4-1-25 to 12-5-2025						4-1-24 to 12-16-24
Project Name	# Units	Unit Days	Occupied	Pct%	Vacant	Pct%
Briarwood Apartments	48	11952	11735	98.18%	217	97.12%
DeKalb Sunset House	1	249	249	100.00%	0	100.00%
Dresser	26	6474	6421	99.18%	53	98.58%
Gurler 307	6	1494	1442	96.52%	52	95.92%
Gurler 313	5	1245	1211	97.27%	34	100.00%
Sequoia Apartments	12	2988	2985	99.90%	3	97.99%
Sunset View	8	1992	1932	96.99%	60	100.00%
<b>TOTALS:</b>	<b>106</b>	<b>26394</b>	<b>25975</b>	<b>98.41%</b>	<b>419</b>	<b>97.89%</b>

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

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- Mason Court Kitchen Cabinet and Countertop Replacement completed.
- Annual Capital Plan Public Hearing was held last Thursday.
- Elevator vendors.

**General:**

- HCV utilization is 101% for the fiscal year.
- Total Occupancy for all units is 98.92% for the fiscal year.
- Next HACD Board meeting is scheduled for Tuesday, January 20, 2026.

*(Return to Agenda)*

**Reports of Committees. None**

**Resolutions.** The Board was presented with **Resolution 26-09 Property and Liability Insurance Renewal.**

Commissioner Cordes 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>
Jerry Wahlstrom	
Ron Bemis	
Michelle Bringas	
Mark Cordes	

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

The Board was presented with **Resolution 26-10 5-Year Capital Plan 2026-2030.**

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

<u>Ayes</u>	<u>Nays</u>
Jerry Wahlstrom	
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 Wahlstrom seconded the Motion. The Ayes and Nays were as follows:

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**Ayes**

Jerry Wahlstrom  
Ron Bemis  
Michelle Bringas  
Mark Cordes

**Nays**

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

The meeting was adjourned at 3:37 PM until the regular meeting scheduled to take place, in person on Tuesday, January 20, 2025 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 December 16, 2025, and roll call showed the following members to be present and absent:

**Commissioners Present**

Jerry Wahlstrom  
Ron Bemis  
Michelle Bringas  
Mark Cordes

**Commissioners Absent**

Hounsrou Adjegan

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

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SECRETARY

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