

MINUTES

DUPAGE HOUSING AUTHORITY BOARD OF COMMISSIONERS

August 16, 2018

The August 16, 2018 Board of Commissioners meeting of the DuPage Housing Authority (DHA) was held in the Board Room at 711 East Roosevelt Road, Wheaton, IL.

In Attendance: DHA Commissioners, Dru Bergman, John Berley, Michael Brosnahan, Jessica Garmon, Lou Petritz and Chairman Ingram.

Also present were Executive Director Kenneth Coles, Finance Manager Christine Celeste-Wade, Legal Counsel Eric Hanson, and Sr. Administrative Assistant Susan Martin.

In the audience was Jan Kay, League of Women Voters.

1. CALL TO ORDER

The meeting was called to order by Chairman Ingram at 8:45 a.m.

2. ROLL CALL

A roll call showed that a quorum existed.

3. PLEDGE OF ALLEGIANCE

4. PUBLIC COMMENT

There was no public comment.

5. APPROVAL OF MINUTES

Commissioner Berley made a motion, seconded by Commissioner Petritz to approve the minutes of July 19, 2018. The motion carried unanimously.

6. FINANCIAL REPORT

Commissioner Brosnahan, Chairman of the Finance Committee, presented the Financial Report. Among the topics discussed were:

- The Finance Committee met on Tues. August 14, 2018 to review financials.
- While one of DHA's largest landlords has changed ownership, DHA's completion of client paperwork is approximately half way processed. The financial line items associated with this will take care of itself in the next couple months.
- HUD gives additional admin fee if the port-ins are greater than 20% of unit months leased for the year. DHA has earned this additional money for port-ins.
- While the D & O insurance rate did not drop as anticipated, options are being explored.
- DHA was able to assist 14 families with the Security Deposit Grant last month.
- DHA Management, Inc. financials were "pretty routine".

7. UNFINISHED BUSINESS

There was no unfinished business.

8. NEW BUSINESS

Resolution 2018-14 Adoption of Revised DHA By-Laws: Upon discussion by the Board, the resolution was tabled with revisions and suggestions provided to Legal Counsel Hanson.

Resolution 2018-16 Adoption of SEMAP. This is the third year DHA has successfully maintained the

status as a High Performer. Commissioner Brosnahan made a motion, seconded by Commissioner Bergman to approve Resolution 2018-16. The motion carried unanimously.

9. EXECUTIVE DIRECTOR'S REPORT

HUD awarded DHA 67 vouchers for Hawthorn Ridge. QAD completed its assessment of DHA and the Chicago Office needs to review it and respond.

10. EXECUTIVE SESSION

There was no Executive Session.

11. ADJOURNMENT

Commissioner Garmon made a motion, seconded by Commissioner Berley to adjourn. The motion carried unanimously, and Chairman Ingram adjourned the meeting at 9:25 a.m.

Respectfully Submitted,
Susan Martin
Sr. Administrative Assistant/Recording Secretary