

MINUTES

DUPAGE HOUSING AUTHORITY BOARD OF COMMISSIONERS

May 21, 2020

Pursuant to executive order 2020-07 signed by Governor Pritzker and guidance provided by legal counsel, DuPage Housing Authority conducted this meeting by use of electronic means using Zoom, without a physical quorum present in the boardroom.

In Attendance: DHA Commissioners, Dru Bergman, John Berley, Mike Brosnahan, Jessica Garmon, Stefanie Hood, Candace King, and Chair Sherrin Ingram.

Also present were Executive Director Kenneth Coles, Finance Manager Christine Celeste-Wade, Special Counsel Jean Kenol, and Sr. Administrative Assistant Susan Martin.

1. CALL TO ORDER

The meeting was called to order by Chairman Ingram at 8:47 a.m.

2. ROLL CALL

A roll call showed that seven Commissioners were present, a quorum.

3. PLEDGE OF ALLEGIANCE

4. PUBLIC COMMENT

There were no public comments.

5. APPROVAL OF MINUTES

King made a motion, seconded by Garmon to approve the minutes of April 16, 2020. The motion carried unanimously.

6. FINANCIAL REPORT

Finance Chairman Brosnahan presented the Financial Report. Among the topics covered were:

- The Finance Committee met on May 19th and reviewed financials.
- HUD continues to close out the repayment file and then disbursing cash to our account so that we are in a good position to close out the books in June.
- HUD is to send out a notification with details on how funds can be used for operational expenses due to the pandemic.
- Finance Chairman Brosnahan congratulated the staff for their work in lowering the Port Receivables balances. These balances may be the new norm.
- The Security Deposit Grant assisted 25 families. There was a DHA historic escrow disbursement to a FSS graduate who received a \$39K escrow.
- DHA Management, Inc. had nothing of significance.

7. EXECUTIVE DIRECTOR'S REPORT

Executive Director Coles responded to a question on the Meyers Common non-renewal notice which was sent to both the Stough Group and the Chicago HUD office.

8. UNFINISHED BUSINESS

There was no unfinished business.

9. NEW BUSINESS

- Resolution 2020-06 Administrative Plan Revisions. Tenancy Approval changes now prohibit income increases to be included in any initial move to make the unit affordable within program guidelines that cap tenant portion at 40% of adjusted household income. Streamlined Annual Reexaminations allows DHA to utilize the administering agency's public notifications as verification of an income increase in benefit income – such as social security. King made a motion, seconded by Garmon, to approve Resolution 2020-06 and the motion carried unanimously.
- Resolution 2020-07 Intergovernmental Agreement in Relation to the Tax Abatement Program with Aurora Housing Authority. This is the annual contract renewal with AHA without changes. Berley made a motion, seconded by Brosnahan, to approve Resolution 2020-07. The motion carried unanimously.
- Resolution 2020-08 Support for Housing Authority of Champaign County/MTW Main Street Lofts, West Chicago. HACC is able to assist the developer to construct Main Street Lofts by subsidizing 24 project-based vouchers at that complex. However, West Chicago is not in their jurisdiction and this is formal approval for them to complete that mission. Executive Director Coles assured the group there should be no downside to this. Brosnahan made a motion, seconded by Bergman, and the motion carried unanimously.

10. EXECUTIVE SESSION

There was no Executive Session.

11. FUTURE DISCUSSION/ACTION ITEMS

Executive Director Coles reminded the group of his contract expiration date, June 30th. Chair Ingram will reach out to the Commissioners with additional information.

Commissioner Hood questioned FSS promotional activity. While DHA does market information both in the office, at client briefings and on the website, most FSS graduates do not wish to have their private information or identity on social media.

Chairman Ingram, with the consensus of the Board, requested the June DHA Board Meeting meet by Zoom.

12. ADJOURNMENT

Garmon made a motion, seconded by Berley to adjourn. The motion carried unanimously, and Chair Ingram adjourned the meeting at 9:28 a.m.

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