

MINUTES

DUPAGE HOUSING AUTHORITY FINANCE COMMITTEE June 18, 2019

CALL TO ORDER

Finance Chairman Brosnahan, called the meeting to order at 11:00 a.m. at the DuPage Housing Authority offices, 711 E. Roosevelt Road, Wheaton, IL.

ROLL CALL

In attendance were Commissioner Berley and Commissioner Bergman. Also present were, Executive Director Kenneth Coles, Finance Manager Christine Celeste-Wade, and Sr. Administrative Assistant Sue Martin.

PUBLIC COMMENTS

There were no public comments.

APPROVAL OF MINUTES

Commissioner Berley made a motion, seconded by Commissioner Bergman, to approve the Finance Committee meeting minutes of May 14, 2019. The motion carried unanimously.

FINANCIAL STATEMENTS

Finance Chairman Brosnahan reviewed the Finance Statements including the Balance Sheet, Income Statements, Check Register, Credit Card Statements, and DHA Management, Inc. Among the topics covered during discussions were:

- Chairman Brosnahan reviewed the Financials on June 13th with Finance Manager Celeste-Wade.
- Some progress on the HAP port in balances.
- The Landlord pro-ration payment process may be changed to full month payments.
- After due diligence, the Ogden Manor subsidy was absorbed into revenue.

NEW BUSINESS

- Discussion of the Team Merit Proposal. With approximately 1,000 people pulled from the list, 135 ports and other work completed for a successful year; the agency wishes to reward staff for effort. Commissioner Berley made a motion, seconded by Commissioner Bergman to unanimously recommend approval of the merit proposal to the DHA Board of Commissioners.
- Resolution 2019-09 DHA FY2020 Budget. The DHA and DHA Management Inc. budgets were reviewed line by line. Commissioner Berley made a motion, seconded by Commissioner Bergman to unanimously recommend passage of the DHA Budget to the DHA Board of Commissioners.
- Resolution 2019-12 & 2019-13 Authorizing the Execution of a HAP Repayment Agreement with HUD and Resolution 2019-13 Authorizing the Execution of a PHA HCV Admin Repayment Agreement with HUD. Finance Chairman Brosnahan stated DHA has the money to make the payment, and although it will impact the housing projects, the repayment is realistic, and the agency will be operational viable. Commissioner Bergman made a motion, seconded by Commissioner Berley to unanimously recommend acceptance of both repayment resolutions to the DHA Board of Commissioners.
- Clifton, Larson, Allen will most likely attend the August meeting to share the audit plan for FY2020. Chairman Brosnahan stated the repayment will favorably impact the audit.
- NSP property transfers are expected by the end of the fiscal year.
- Finance Chairman Brosnahan will solicit new Finance Committee members from the Board as he plans to retire when his term is completed at the end of the year 2020.

ADJOURNMENT

Commissioner Berley made a motion, seconded by Commissioner Bergman to adjourn the meeting. The motion carried unanimously, and Chairman Brosnahan adjourned the meeting at 11:59 a.m.

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