

**MINUTES**  
KENDALL HOUSING AUTHORITY  
BOARD OF COMMISSIONERS  
August 27, 2021

Pursuant to executive order 2021-15 signed by Governor Pritzker and guidance provided by legal counsel, Kendall Housing Authority conducted this meeting by use of electronic means using Zoom, without a physical quorum present in the boardroom.

In Attendance: KHA Commissioners, Elizabeth Flowers, Tom Grant, Jeremy Swanson, and Chairman Prochaska. Also present were Executive Director Kenneth Coles, and Sr. Administrative Assistant Susan Martin.

1. CALL TO ORDER

The meeting was called to order by Chairman Prochaska at 8:10 am.

2. ROLL CALL AND CERTIFICATION OF QUORUM

A roll call showed that a quorum was present.

3. PUBLIC COMMENT

There was no Public Comment made at this meeting.

4. APPROVAL OF MINUTES

Commissioner Swanson made a motion, seconded by Commissioner Grant, to approve both the minutes of May 21, 2021 and June 16, 2021, and the motion carried by unanimous vote.

5. FINANCIAL REPORT

Executive Director Coles presented the Financial Report which included the balance sheet, income statements and check registry. KHA has until the end of the year to use the Cares Act funding.

6. NEW BUSINESS

- Resolution 2021-07 Approval of KHA Annual Plan. Commissioner Grant made a motion, seconded by Commissioner Swanson, to approve the resolution. The motion carried unanimously. Discussion of how housing authorities obtain vouchers.
- Resolution 2021-08 Admin Plan Revisions. Commissioner Flowers made a motion, seconded by Swanson and the motion carried unanimously. Changes in Chapter 10 prevent double dipping by landlords and Chapter 16 allows for remote informal hearings.

7. EXECUTIVE DIRECTOR'S REPORT

Discussion of fraud from clients use of pandemic funds for business owners. Probably opening the wait list next year.

8. UNFINISHED BUSINESS

Discussion of KHA office space in the health dept. Commissioner Flowers to follow up with the County Board.

9. EXECUTIVE SESSION

There was no Executive Session.

10. FUTURE DISCUSSION/ACTION ITEMS

There were no items.

11. ADJOURNMENT

Commissioner Swanson made a motion, seconded by Commissioner Flowers, to adjourn the meeting. The motion carried unanimously, and Chairman Prochaska adjourned the meeting at 8:43 a.m.

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