

MINUTES
KENDALL HOUSING AUTHORITY
SPECIAL BOARD OF COMMISSIONERS
June 11, 2025

The June 11, 2025, Board of Commissioners meeting of the Kendall Housing Authority was held in the Kendall County Health Department, 2nd floor Conference Room, 811 West John Street, Yorkville, IL.

In Attendance: KHA Commissioners: Vice Chairman Thomas Grant, Commissioner Erik Gauss, and Commissioner Elizabeth Flowers. Also present were Interim Executive Director Dorian Jenkins and Comptroller Bryant Lee.

CALL TO ORDER

The meeting was called to order by Vice Chairman Grant at 8:05 am.

ROLL CALL

A roll call showed that three commissioners were present, and a quorum was present.

PUBLIC COMMENT (Limit of 5 minutes per person)

There were no members of the public who provided comments.

NEW BUSINESS

Interim Executive Director updated the Commissioners on the shortfall that a meeting would be held on June 26th for KHA. The projected shortfall is approximately \$600k, but after utilizing our reserves the net shortfall expected would be \$300k. It was noted that HUD has indicated that the shortfall would be covered. More details will be provided after the meeting is held.

The audit engagement letter was signed for Rubino to conduct the 2024 audit services. The current contract comprises of a 1-year base term and three 1-year options starting in 2023. This engagement with Rubino would represent option year 2 with one year option left in the contract.

Discussion of the Annual 577 HC Form was made, and it was discussed that the previous submission of this form was incorrect and needed updating. The approval of the form was approved as amended to strike paragraphs 3 and 4 and paragraph 11 section 1 from the form and was signed by Vice-chairman Grant.

- Resolution 2025-01 Approval to renew agreement with IHDA for the RHSP 2025 Grant Allocation Round 3.

The Rental Housing Support Program grant application was also discussed. This represents round 3 funding of the grant that provides funding for the HCV Operations Program through IHDA. This allows assistance with low-income housing in the area and no federal funds are involved in this program. The agency will receive administrative fees to operate the program.

The Chair put the motion to vote with the ayes having it and the motion carried passing unanimously.

- Resolution 2025-02 Approval of the revised Admin Plan.

The Administrative Plan would need an amendment to the plan related to protocol on insufficient funding in the program. The amendment would address insufficient funding scenarios and outline a hierarchy that establishes termination order. The Interim ED and management held discussions and proposed the following hierarchy be added to the administrative plan:

1. Families with zero HAP and receive no subsidy would be removed from the program first.
2. Next, would be clients with outstanding or new tenant repayment agreements due to program violations
3. Following, would then be terminated on a first in, first-out basis.
4. And finally, the special purpose vouchers as defined in Section 4-III.B of the admin plan, would be last to be terminated.

The Chair put the motion to vote with the ayes having it and the motion carried passing unanimously.

UNFINISHED BUSINESS

There is no unfinished business.

EXECUTIVE SESSION (per Section 2 of the Illinois Open Meetings Act)

No Executive Session occurred.

ACTIONS TO BE TAKEN AS A RESULT OF THE EXECUTIVE SESSION (if necessary)

No Action.

FUTURE DISCUSSION/ACTION ITEMS

- HUD meeting scheduled for June 26th regarding funding shortfall
- Continue Executive Director search process

ADJOURNMENT

Commissioner Gauss made a motion, seconded by Commissioner Flowers to adjourn the meeting. The motion carried unanimously, and Vice Chairman Grant adjourned the special meeting at 8:45 am.