

MINUTES
KENDALL HOUSING AUTHORITY
BOARD OF COMMISSIONERS
February 24, 2023

The February 24, 2023 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, Elizabeth Flowers, Erik Gauss, and Thomas Grant and Chairman Matthew Prochaska. Also present was Executive Director Cheron Corbett Administrative Assistant Susan Martin. Attending virtually was Comptroller Byron Williams.

1. CALL TO ORDER

The meeting was called to order by Chairman Prochaska at 8:03 am.

2. ROLL CALL AND CERTIFICATION OF QUORUM

A roll call showed that a quorum was present.

3. PUBLIC COMMENT

There were no public attendees.

4. APPROVAL OF MINUTES

Grant made a motion, seconded by Flowers, to approve the minutes of Nov. 18, 2023. The motion carried by unanimous vote.

5. FINANCIAL REPORT

Comptroller Williams reviewed the Balance Sheet and Monthly Statements. He explained Tenant Payback Agreements (TPA) and the new TPA forms/templates. He will research the new deferred prepaid port-in HAP and admin fee.

6. NEW BUSINESS

- Resolution 2023-01 Approval of SEMAP. The KHA 2022 scores were within the standard range. Gauss made a motion, seconded by Grant, to approve the resolution. The motion carried unanimously.
- Resolution 2023-02 Admin Plan Revisions. Upon discussion by the Board, this resolution was found to be not necessary and voided. After reviewing Chapter 4 of the KHA Admin Plan, language regarding the usage of a lottery for the wait list was already included and sufficient. It was recommended that the chapter be re-written for better clarity.

7. EXECUTIVE DIRECTOR'S REPORT

Topics included: BDO audit update, CLA auditors, upcoming RFP's for new vendors.

8. UNFINISHED BUSINESS

2022 Utility Allowances are still being used as we seek a new vendor to provide information for more geographically areas.

9. EXECUTIVE SESSION

There was no Executive Session.

10. FUTURE DISCUSSION/ACTION ITEMS

Executive Director Cheron is working on a developer application and will have that presented at the next meeting.

11. ADJOURNMENT

Commissioner Grant made a motion, seconded by Commissioner Gauss, to adjourn the meeting. The motion carried unanimously, and Chairman Prochaska adjourned the meeting at 8:40 a.m.

Respectfully Submitted,

Susan Martin, Recording Secretary