

MINUTES
KENDALL HOUSING AUTHORITY
BOARD OF COMMISSIONERS
August 23, 2019

The August 23, 2019 Board of Commissioners meeting of the Kendall Housing Authority (KHA) was held in the Kendall County Health Department, 2nd floor Conference Room, 811 West John Street, Yorkville, IL.

In Attendance: KHA Commissioners Erik Gauss, Tom Grant, Robyn Ingemunson, Jeremy Swanson and Chairman Matthew Prochaska. Also present were Executive Director Kenneth Coles, Finance Manager Christine Celeste-Wade, KHA Program Coordinator Cristine Diaz, and Sr. Administrative Assistant Ms. Martin.

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 was no Public Comment made at this meeting.

4. APPROVAL OF MINUTES

Commissioner Grant made a motion, seconded by Commissioner Ingemunson, to approve the minutes of both May 17, 2019 and June 7, 2019 and the motion carried by unanimous vote.

5. FINANCIAL REPORT

Finance Manager Celeste-Wade presented the Financial Report which included the balance sheet, income statements and check registry. KHA is currently under leased with 15 spots open which allowed us to pull applicants off the wait list. The office refresh was completed. Looking to relieve tenant burden with revised payment standard. Working on collecting money owed from some housing authorities.

6. NEW BUSINESS

- Resolution 2019-06 Approval of FY2020 Annual Plan. The HUD required 5-year Plan has 5 objectives: Maintain a clean audit, maintain HCV wait list in compliance with program guidelines, computerize program files, pilot UPCS-V inspection protocol, and explore expansion of affordable housing. Commissioner Grant made a motion, seconded by Commissioner Swanson, to approve Resolution 2019-06. The motion carried unanimously.
- Resolution 2019-07 Authorizing Entering into RHI Intergovernmental Agreement. This is an update to the older agreement which allows KHA to become a fully participating partner. Commissioner Gauss made a motion, seconded by Commissioner Ingemunson, to approve Resolution 2019-07. The motion carried unanimously.
- Resolution 2019-08 Authorizing Official Representative to RHI. Commissioner Gauss made a motion, seconded by Commissioner Grant, to approve Resolution 2019-08. The motion carried unanimously.
- Resolution 2019-09 Approval of Admin Plan Revisions. With the approval of the RHI agreement, some changes in wording are required. With added preferences, KHA will now be able to assist in the States Attorney Victim Protection Program. Changes in the informal reviews/hearing section, keep it compliant with HUD regulations. Commissioner Grant made a motion, seconded by Commissioner Ingemunson, to approve Resolution 2019-09. The motion carried unanimously.
- Resolution 2019-10 Acceptance of Revised KHA 2019 Payment Standards. Tenants in Kendall County are rent burdened with paying over 30% of their income on rent and these new standards will assist in lowering the burden. Commissioner Ingemunson made a motion, seconded by Commissioner Swanson, to approve Resolution 2019-10. The motion carried unanimously.

7. EXECUTIVE DIRECTOR'S REPORT

Executive Director, Mr. Coles, is confident that KHA will be approved for targeted vouchers. KHA was not approved for VASH vouchers. KHA is pulling from the waitlist. Finance Manger Celeste-Wade added that a

representative

from Clifton, Larson, Allen will attend the November Board Meeting to report on the audit.

8. EXECUTIVE SESSION

There was no Executive Session.

9. FUTURE DISCUSSION/ACTION ITEMS

There will be a major change coming in the Admin Plan with the tenant repayment agreement. Inspections will be moving to a biennial schedule.

10. ADJOURNMENT

Commissioner Grant made a motion, seconded by Commissioner Ingemunson, to adjourn the meeting. The motion carried unanimously, and Chairman Prochaska adjourned the meeting at 9:05 a.m.

Respectfully Submitted,

Susan Martin

Sr. Administrative Assistant/Recording Secretary