

MINUTES
KENDALL HOUSING AUTHORITY
BOARD OF COMMISSIONERS
May 24, 2013

The May 24, 2013 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 Matt Prochaska, Jessie Hafenrichter, and Chairman Jim Dirst. Also present were Executive Director Deborah Darzinskis and Sr. Administrative Assistant Greg Lippert.

Also attending were Steve Curatti, Program Administrator for the Kendall County Health Department; Jason Andrade, Mental Health Director for the Health Department; and Matt Schury of the Kendall County Record.

1. CALL TO ORDER

The meeting was called to order by Chairman Dirst at 8:02 am.

2. ROLL CALL AND CERTIFICATION OF QUORUM

A roll call showed 3 Commissioners were present, a quorum of the Board.

3. PUBLIC COMMENT

Steve Curatti and Jason Andrade of the Kendall County Health Department presented information on the Department's efforts to encourage no-smoking policies in multi-unit housing. They offered to provide assistance to the KHA if the Board decided to adopt a policy of encouraging no-smoking policies by landlords who rent units to Section 8 voucher-holders. There was a discussion that included the effect of second-hand smoke, how no-smoking policies might be enforced, and the role of the KHA in the issue. The Board thanked Mr. Curatti and Mr. Andrade for the presentation.

4. APPROVAL OF BOARD MINUTES FROM MARCH 15, 2013

A motion was made by Commissioner Prochaska and seconded by Commissioner Hafenrichter to approve the Board minutes from March 15, 2013. The motion passed unanimously, all "aye" votes.

5. FINANCIAL REPORT

- Executive Director Darzinskis presented the Monthly Activity Report, the KHA Balance Sheet and the KHA Income Statement as of April 30, 2013. She said that federal budget sequestration had reduced HUD fees to the KHA. The staff is looking for ways to reduce expenses where possible, she said.
- Executive Director Darzinskis said efforts were underway to increase the KHA lease-up rate, with 20 people from the Wait List being scheduled for interviews. As additional people from the Wait List are evaluated, she said, it is possible that KHA will want to reopen the Wait List late in 2013 or in 2014. There was a discussion that included the Wait List interview process and the lease-up rate. It was agreed that Executive Director Darzinskis would report at each meeting on them. It also was agreed that the Interim CFO and the Certification Specialist for KHA would be invited to the next Board meeting to discuss the issues.
- Executive Director Darzinskis said the KHA auditor is expected to be on-site in June or July.

6. OLD BUSINESS

- Board Membership: There was a discussion about the appointment of 2 KHA Commissioners to fill a vacancy and to succeed Commissioner Hafenrichter, who plans to leave the Board after her successor is appointed. Executive Director Darzinskis said the KHA must have a Resident

Advisory Board, but is not required to have a tenant on the KHA Board of Commissioners. She offered to meet with Commissioner Prochaska, the County Board liaison to the KHA, and the County Board Chairman to help move the appointment process forward.

- Anti-Smoking Information Sheets: The Board agreed to postpone discussion of the issue until Commissioner Grant could be present.

7. NEW BUSINESS

- Resolution 2013-5: Approval of revisions to KHA Administrative Plan. A page was distributed with one revision in addition to the changes distributed earlier to the Board. A motion was made by Commissioner Prochaska and seconded by Commissioner Hafenrichter to approve Resolution 2013-5. The motion passed unanimously, all "aye" votes.
- Resolution 2013-6: Approval of Intergovernmental Agreement with DHA. A motion was made by Commissioner Prochaska and seconded by Commissioner Hafenrichter to approve Resolution 2013-6. The motion passed unanimously, all "aye" votes.
- Discussion: Wall Street Journal story on Housing Authorities seeking new tenant rules. Executive Director Darzinskis said Public Housing Authorities nationally are seeking flexibility to address large Wait Lists for Section 8 Vouchers. Among the policies being discussed, she said, are setting limits on the number of years a voucher can be held.

8. EXECUTIVE DIRECTOR'S REPORT

Executive Director Darzinskis reported on the following:

- The KHA Management Team will begin work in July on the Annual Plan, which is due in October. The Annual Plan, she said, outlines strategic directives for the KHA and is required by HUD. She invited feedback from the Board on the current Annual Plan and any changes that Commissioners would like made for 2014.
- Calls will be made to potential members of the KHA Resident Advisory Board (RAB), which is required to provide feedback on the Annual Plan. Chairman Dirst said he would like to see the names of possible RAB members.
- "KHA by the Numbers" was distributed. It had information on KHA clients and KHA office activities.

9. EXECUTIVE SESSION

There was no Executive Session.

10. ADJOURNMENT

A motion was made by Commissioner Prochaska and seconded by Commissioner Hafenrichter to adjourn the meeting at 8:57 am. The motion passed unanimously, all "aye" votes.

Respectfully Submitted,
Gregory Lippert
Sr. Administrative Assistant/Recording Secretary