

**MINUTES**  
KENDALL HOUSING AUTHORITY  
**BOARD OF COMMISSIONERS**  
**SPECIAL MEETING**  
October 17, 2014

The October 17, 2014 Board of Commissioners special meeting of the Kendall Housing Authority (KHA) was held in the Kendall County Health Department, 2<sup>nd</sup> floor Conference Room, 811 West John Street, Yorkville, IL

In Attendance: KHA Commissioners Tom Grant, Carl Gutierrez, Robyn Ingemunson, and Chairman Matt Prochaska. Also present were Executive Director Deborah Darzinskis, HCV Director Kenneth Coles, and Sr. Administrative Assistant Greg Lippert.

1. **CALL TO ORDER**

The meeting was called to order by Chairman Prochaska at 8:00 a.m.

2. **ROLL CALL AND CERTIFICATION OF QUORUM**

A roll call showed that 4 Commissioners were present, a quorum.

3. **PUBLIC COMMENT**

No members of the public attended the meeting.

4. **APPROVAL OF BOARD MINUTES OF SEPTEMBER 19, 2014**

Commissioner Ingemunson made a motion, seconded by Commissioner Gutierrez, to approve the minutes of the Board's September 19, 2014 meeting. The motion carried unanimously.

5. **NEW BUSINESS**

**Resolutions**

- Resolution 2014-12 Approval of FY 2015 Payment Standards – Executive Director Darzinskis discussed the process for setting the KHA Payment Standards, which is done annually. In response to a question by Chairman Prochaska, she said the KHA could afford the higher Payment Standards in 2015, despite the possibility of a temporary shortfall of funds for Housing Assistance Payments to landlords; that situation was caused in part because HUD had improperly underfunded KHA in September and October, she said. The KHA is trying to reach a 95% voucher lease-up rate by 12/31/14 because it is the basis for HUD funding authorization in 2015 and because a 95% rate will add points to the KHA's SEMAP score, she said. There was a discussion about rents in Kendall County compared with neighboring Counties, and about how a tenant's rent portion is calculated. Commissioner Grant made a motion, seconded by Commissioner Gutierrez, to approve Resolution 2014-12. The motion carried unanimously.
- Resolution 2014-13 Approval to Use Unrestricted Net Assets to Cover HAP Shortfall – Executive Director Darzinskis said Resolution 2014-13 was a precaution in the event that Housing Assistance Payment funds are insufficient to pay KHA landlords. She said it was not expected that a shortfall will require the use of Unrestricted Net Assets. She discussed changes made to strengthen the Finance staff. Commissioner Grant made a motion, seconded by Commissioner Ingemunson, to approve Resolution 2014-13. The motion carried unanimously.

6. EXECUTIVE DIRECTOR'S REPORT

Executive Director Darzinskis said she and Commissioner Ingemunson had met to discuss the KHA's operations. She invited the Commissioners to ask questions at any time about the Authority.

7. EXECUTIVE SESSION

There was no Executive Session.

8. ADJOURNMENT

Chairman Prochaska adjourned the meeting at 8:24 a.m. on a motion by Commissioner Gutierrez, seconded by Commissioner Grant. The motion carried unanimously.

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