

The Regular Board Meeting of the Commissioners of the Housing Authority of the County of Lake, Illinois, was held December 15, 2016, at the Lake County Housing Authority Central Office, 33928 North US Highway 45, Grayslake, IL 60030.

Present: (Physically present unless noted otherwise.)
Rev. H. Lee Jordan, Jr., Chairman
Dawn Abernathy, Commissioner
Curtis Robinson, Commissioner

Absent: Patrick Bruno, Commissioner
Scott Helton, Commissioner
Sylvia Valadez, Vice Chairman

Others Present: David A. Northern, Sr., Executive Director/CEO
Tiffany A. Gonzalez, Deputy Director
Keon Jackson, Director of Capital Improvements
Ryan Brandes, Modernization Coordinator
Valerie Rogers, Executive Secretary
Brian Grach, Authority Attorney
Scott Pacholsky, Lake County Deputy Sheriff

SUMMARY OF MEETING – NO QUORUM

It was noted that as per the *Open Meetings Act* (5 ILCS 120/2.02) notice of this rescheduled meeting was duly posted with agenda 48 hours in advance of the meeting; prior to 12:30 p.m. on Tuesday, October 18, 2016 at; at the Central Office, 33928 North US Highway 45, Grayslake, IL 60030 and on the Lake County Housing Authority website, www.lakecountyha.org. Notice was also sent to the news media, in particular to any media that filed an annual request for such a notice.

ROLL CALL

At 12:40 p.m. roll call was taken and the following Commissioners were present: Abernathy, Robinson, Jordan. Absent: Bruno, Helton, Valadez. A Commissioner had not yet been appointed to fulfill the term vacated with the resignation of Judy Martini.

Chairman Jordan declared the absence of a quorum noting that no motions or voting will occur until/unless a quorum is recognized. The meeting continued with reports only.

FINANCE REPORT

The Board of Commissioners of Lake County Housing Authority requests that all bills are paid in a manner appropriate to avoid late fees. In addition, to facilitate a smooth, responsible financial operation the Board acknowledges disbursements may be made prior to the regular scheduled monthly Board meeting.

Chairman Jordan conducted a review of the bills. The financial report was provided by Director of Finance Khadija Darr. (See Exhibit 02)

REPORTS

Without formal action the consensus of the Board was to proceed with the following as reported.

Mr. Northern submitted the following reports:

Public Housing Program,	Tiffany A. Gonzalez, Deputy Director (See Exhibit 04)
FUP ¹ , FSS ² , Housing Counseling Resident Services	Yolanda Lynn, Director of Voucher Intake (See Exhibit 05)
Housing Choice Voucher Program	Corinne Jordan, Director of Voucher Management (See Exhibit 06)
LCHA Rentals, Maintenance, Procurement, Capital Improvements	Keon Jackson, Director of Capital Improvements (See Exhibit 07)
Paybacks & Complaints	Renee Prior, Income/Security Investigator (See Exhibit 08)
Human Resources.....	Lefran Elgezdi, Human Resources Manager (See Exhibit 09)
FOIA/OMA ³ , Travel-Training	Valerie Rogers, Executive Secretary/FOIA & OMA (See Exhibit 10)

Other Matters

1. Mr. Northern reported the 2016 Senior Holiday Feast was held on 11/18/16. Approximately 85 seniors attended and were provided a full turkey dinner. Bingo was played and lucky winners received gift cards. Individual pies were given to all attendees to take home to enjoy. We are grateful to Avon Township for their generous donation of \$300 in support of this event.

3. Mr. Northern stated Lake County Housing Authority opened its Housing Choice Voucher waiting list for 5 days from 11/28/16 through 12/2/16. LCHA publicized via local newspaper, agency's website, social media, and email blasts. (See Exhibit 11)

Over 15,000 applications were taken during this timeframe. A computer generated lottery system will randomly select 5,000 applications to be placed on the waiting list.

4. Mr. Northern recalled, as mentioned last month, LCHA will be undergoing its annual financial audit. Auditors will be onsite January 4-5, 2017. It will be conducted by Goldie Roberts, CPA.
5. Mr. Northern related on 12/9/16 Judy Martini and he attended the Lake County Building & Construction Trades Council annual holiday luncheon. It was held at the Foss Park Golf Course in

¹ Family Unification Program

² Family Self-Sufficiency Program

³ Freedom of Information Act. Open Meetings Act.

North Chicago. It allowed us an opportunity to personally thank them for the turkey giveaway they sponsored benefiting our families. LCHA sent letters of gratitude as well to all the participating trades.

6. Mr. Northern reported he attended the YouthBuild Lake County's Thanksgiving Luncheon on 11/18/16. He said he is always proud to be part of such dedicated and meaningful group.
(See Exhibit 12)
7. Mr. Northern announced on December 2, 2016 Lake County Housing Authority was awarded two grants totaling \$23,000 from Associated Bank. A portion of the funds will be used to assist low-income homeowners with the cost of repairs and home improvements, the other will be used to provide Community Reinvestment Act (CRA) and Fair Lending Training to the public.

OLD BUSINESS

Brookstone and Regency at Cole Park - Update

Mr. Northern said we are excited to announce that the estimated date for financial closing is Tuesday, December 29th. We've gone through the strenuous planning process, giving each aspect of this project its due diligence. We have overcome the many hurdles that accompany undertaking a project of this magnitude and we greatly appreciate your support along the way.

Mr. Northern said our groundbreaking ceremony is scheduled for the month of January (tentative). We look forward to celebrating this momentous occasion with you and will keep you informed of any updates.

Thank you for your continued support.

The chart below provides an update of the overall estimated project schedule.

Financial Closing December 2016
Construction Start January 2017
Construction Complete December 2017
Re-Occupancy Start January 2018
Full Occupancy June 2018
Stabilization December 2018

ADJOURNMENT

There being no further business to come before the Board, Chairman Jordan convened the meeting at 1:10 p.m.

Rev. H. Lee Jordan, Jr., Chairman

David A. Northern, Sr.
Secretary/Treasurer
Executive Director/Chief Executive Officer