

**WAUKEGAN HOUSING AUTHORITY
REGULAR MINUTES
Sept. 20, 2023**

The Board met in a live meeting on Wednesday, Sept. 20, 2023 @ Harry Poe Manor, 300 Lake Street, Waukegan, Illinois @ 5:30 p.m. Those present were as follows:

ROLL CALL

PRESENT

**Eleanor Murkey
Kittie Harden
Pauline Redd
Michelle Obleton
Jesus Gerena**

ABSENT

ALSO, PRESENT

**Charles Chambers, CEO
Martin Walker, Attorney
Celester Rodney, Director of Human Resources
Debra Beshel, Quality Control Coordinator
Maria Garcia, Assistant Property Manager
Andrea Moore- prior tenant-Audience
Lakeisha Robinson- Barwell Manor Tenant, Audience
Sherida Faceen, recently relocated from MLK property? Tenant- Audience
Maria Garza-Harry Poe tenant-audience
Pam Ingram- Harry Poe tenant- audience
Maurice Dobbins- Harry Poe tenant- audience**

1. ROLL CALL: 5:31PM There being a quorum present, the Acting Chairman Eleanor Murkey called the meeting to order. Commissioner Cunningham presented a check payable to the WHA on behalf of the County Board for \$500,000.00.
2. APPROVAL OF REGULAR MINUTES OF June 2023 REGULAR BOARD MEETING MINUTES. Motion by Harden and seconded by Gerena to approve Regular board minutes for June 2023. Passed and approved as written.
3. APPROVAL OF EMERGENCY SESSION MINUTES JUNE 2023: Motion by Gerena, seconded by Harden. Passed and approved as written.
4. EXECUTIVE DIRECTOR'S REPORT: Presented as written, Chambers reported on NARO.
5. QUALITY CONTROL COORDINATOR REPORT FOR June 2023: Debra presented as written. She further stated she was looking to train staff on Veteran Administration.
6. SECTION 8 REPORT FOR June, July, August 2023: Presented as written.

7. HOUSING MANAGERS REPORT FOR May 2023: Presented as written by Chambers, he informed all parties regarding the new Housing manager Moira Delaney.

8. DEVELOPMENT MANAGEMENT REPORT-BLUFFS AT SOUTH SHERIDAN FOR June, July, August 2023: Chambers reported they were about 100% completed, simply paying off vendors. He further commented on a special covert operation completed by the Waukegan Police task force which successfully arrested 2 individuals and confiscated firearms.

9. DEVELOPMENT MANAGEMENT REPORT- ARMORY TERRACE FOR June, July August 2023: Per Chambers, should be completed in 3-4 months. Working towards converting 0 bedroom units to minimum 1 bedroom units, which would converted the 98 units to about 70-78 units total. Chambers reiterated that tenants have first right of refusal to move back into refurbished units. Redd asked how notice is given, Chambers discussed Ren/Gen notices to tenants and that developers help tenants move from unit to unit.

10. FSS COORDINATORS REPORT FOR June, July, August 2023: Presented as written by Ms. Rodney.

11. COMMUNITY OUTREACH REPORTS FOR June, July, August 2023: Presented as written by Ms. Rodney.

12. TENANTS OWING ONE OR MORE MONTHS RENTS: Presented as written by Charles, delinquency notices were discussed at length; tenants are informed of organizations that will help with payments.

13. VACANCY REPORTS: Presented as written by Charles.

14. WAUKEGAN HOSUING DEVELOPMENT CORPORATION UPDATES: Chambers and Rodney discussed new tech software updates and training, e-signature forms, BlueInk and PerformYard for employee performance evaluations.

Motion to accept reports and updates as written and otherwise presented by Redd, seconded by Harden.

Oral Motion Passed and approved.

15. NEW BUSINESS:

A: APPROVAL OF CASH RECEIPTS FOR June, July, August 2023.

Motion by Obleton and seconded by Redd. Motion Passed and approved.

Roll Call:

AYES

NAYS

Eleanor Murkey

Kittie Harden

Pauline Redd

Michelle Obleton

Jesus Gerena

B: APPROVAL OF MONTHLY DISBURSEMENTS FOR June, July, August 2023: Motion by Redd and seconded by Obleton. Motion Passed and approved.

Roll Call:

AYES	NAYS
Eleanor Murkey	
Kittie Harden	
Pauline Redd	
Michelle Obleton	
Jesus Gerena	

C. Approval of annual PHA Plan Fiscal Year revised 2022. Motion by Gerena and seconded by Harden. Motion Passed and approved.

Roll Call:

AYES	NAYS
Eleanor Murkey	
Kittie Harden	
Pauline Redd	
Michelle Obleton	
Jesus Gerena	

D. Approval of annual PHA Plan Fiscal Year 2023. Motion by Redd and seconded by Obleton. Motion Passed and approved.

Roll Call:

AYES	NAYS
Eleanor Murkey	
Kittie Harden	
Pauline Redd	
Michelle Obleton	
Jesus Gerena	

E. Approval of IL026-IFB-22-003 Installation of security cameras. Motion by Redd and seconded by Gerena. Motion Passed and approved.

Roll Call:

AYES	NAYS
Eleanor Murkey	
Kittie Harden	
Pauline Redd	
Michelle Obleton	
Jesus Gerena	

F. Approval of IL026-IFB-22-004 Scattered sites roof replacement. Motion by Redd and seconded by Obleton. Motion Passed and approved.

Roll Call:

AYES	NAYS
Eleanor Murkey	
Kittie Harden	
Pauline Redd	
Michelle Obleton	

Jesus Gerena

16. AUDIENCE PARTICIPATION: Attorney Walker admonished all participants that this was a forum to advise commissioners of their concerns and not a question answer forum; and that each participate had 3 minutes.

1) Andrea Moore- stated she is currently unhoused, was at Barwell. Witnessed violations at today's meeting. The commissioners need proper training, Ren/Gen and Chap were done incorrectly and passing reports "as written" is a violation.

2) Lakeesha Robinson- living in fear at Barwell, has questions about forms she was given as a resident living in fear. There are roaches and bed bugs at Barwell and no one is doing anything about it. She has emailed Chambers.

3) Sherida Faceen- she is relocating from the MLK building, but was misplaced into Armory. She never unpacked, but wasn't given time. She is a Lupus patient and suffering. Nicole Wall and Derrick More are manipulating her family. (She was instructed when her time concluded but continued regardless)

4) Maria Garza- feels forgotten at Harry Poe, it is not clean. Security guard let anyone in. The back door was once operational to all tenants but is now locked.

5) Pam Ingram- too many dogs and cats, doubts everyone is approved or paying for it, animals defecate all throughout building and around the grounds outside and owners don't pick it up. Building needs proper cleanup. Many people sneak in as they are friends with the security guards.

6) Maurice Dobbins- people here have no respect, loud all night, don't respect hours, tenants are loud all night.

17. COMMISSIONERS TIME: Obleton-thanked tenants and others for bringing their concerns to the board. Redd-stated that tenants need to be sure to follow the chain of command and keep records of all incidents to create a paper trail.

The audience was instructed that the general meeting had closed and the board would go into executive session. At some point, Lakeesha Robinson dropped, or threw a bag of bedbugs on the table in front of Miss Harden, and alarmed her causing her to say "get that shit away from me" while Miss Andrea Moore recorded the interaction. A maintenance worker was requested to collect the bag of insects and store it away for evidentiary purposes.

18. EXECUTIVE SESSION TO DISCUSS SAFETY AND PERSONNEL CONCERNS: The Board did enter executive session at approx. 6:46PM, and said minutes are collected in a separate file.

19. ADJOURMENT: Motion by Gerena and second by Reed to adjourn. Oral vote was had Motion Passed and Adjourned at approx. 7:40 PM.

Charles J. Chambers, Jr.
Executive Director

September 20, 2023

Eleanor Murkey
Chairman

September 20, 2023