

**WAUKEGAN HOUSING AUTHORITY
REGULAR MINUTES
November 15, 2023**

The Board met in a live meeting on Wednesday, Nov. 15, 2023 @ Ravine Terrace, 200 Lake Street, Waukegan, Illinois @ 5:30 p.m. Those present were as follows:

ROLL CALL

PRESENT

**Eleanor Murkey (Via Zoom)
Kittie Harden
Pauline Redd**

ABSENT

**Michelle Obleton
Jesus Gerena**

ALSO, PRESENT

**Charles Chambers, CEO
Martin Walker, Attorney
Celester Rodney, Director of Human Resources
Sharful Haq**

1. ROLL CALL: 5:31PM There being a quorum present, the Chairman Murkey called the meeting to order.
2. APPROVAL OF REGULAR MINUTES OF October 2023 REGULAR BOARD MEETING MINUTES. Motion by Harden and seconded by Redd to approve Regular board minutes for Oct. 2023. Passed and approved as written.
3. EXECUTIVE DIRECTOR'S REPORT: Presented as written, Chambers informed the Board that he and David Northern, former Lake County Housing Authority CEO, were involved in several organizations within HUD which will help the WHA move forward with future projects.
4. SECTION 8 REPORT FOR October 2023: Presented as written. Montoya was not in attendance.
5. HOUSING MANAGERS REPORT FOR October 2023: Presented as written.
6. DEVELOPMENT MANAGEMENT REPORT-BLUFFS AT SOUTH SHERIDAN FOR October 2023: Chambers reported we are officially closed on the redevelopment of The Bluffs and finalizing the payments required.
7. DEVELOPMENT MANAGEMENT REPORT- ARMORY TERRACE FOR October 2023: Per Chambers, currently under construction and the second floor is amazing. Grand opening will most likely be in Spring 2024.
8. FSS COORDINATORS REPORT FOR October 2023: Presented as written by Ms. Rodney. Graduates of the program will receive an escrow check of about \$18K. Redd asked about maximum participants may

receive. Chambers stated it's an excellent program and WHA is trying to obtain more mandatory slots for more tenants to participate.

9. COMMUNITY OUTREACH REPORTS FOR October 2023: Presented as written by Ms. Rodney, annual Spooktacular event at The Bluffs for Halloween, Thanksgiving can food drive and gift card giveaway to the residents.

10. TENANTS OWING ONE OR MORE MONTHS RENTS: Presented as written by Chambers

11. VACANCY REPORTS: Presented as written by Chambers, payment plans were in process as previously discussed by Delaney. WHA cannot create new leases at this time.

12. WAUKEGAN HOUSING DEVELOPMENT CORPORATION UPDATES: Chambers discussed the new By-Laws were being drafted and the WHD Corp. was looking for work. In addition, the Ravine Terrace Rehabilitation, LLC was being formed.

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

Roll Call:

AYES

NAYS

Eleanor Murkey

Kittie Harden

Pauline Redd

Passed and approved.

13. NEW BUSINESS:

A: APPROVAL OF CASH RECEIPTS FOR Oct. 2023.

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

Roll Call:

AYES

NAYS

Eleanor Murkey

Kittie Harden

Pauline Redd

B: APPROVAL OF MONTHLY DISBURSEMENTS FOR Oct. 2023: Motion by Harden and seconded by Redd. Motion Passed and approved.

Roll Call:

AYES

NAYS

Eleanor Murkey

Kittie Harden

Pauline Redd

C: APPROVAL OF RESOLUTION NO. 09-WHA-23 APPROVAL OF SECTION 8/HCV BAD DEBT WRITE OFFS. Motion by Harden and seconded by Redd. Passed and approved.

Roll Call:

AYES

NAYS

Eleanor Murkey
Kittie Harden
Pauline Redd

D. APPROVAL OF RESOLUTION NO. 10-WHA-23 FOR APPROVAL OF PUBLIC HOUSING BAD DEBT WRITE OFFS. Motion by Redd and seconded by Harden. Passed and approved.

Roll Call:

AYES
Eleanor Murkey
Kittie Harden
Pauline Redd

NAYS

E. APPROVAL OF 2024 MONTHLY BOARD MEETING SCHEDULE. Motion by Redd and seconded by Harden. Passed and approved.

Roll Call:

AYES
Eleanor Murkey
Kittie Harden
Pauline Redd

NAYS

F. DISCUSSION OF INDEPENDENT AUDITOR’S REPORT. Per Chambers it was a good audit report. There was an issue with the annual re-inspections as they weren’t done within the 30-day requirement. A letter was obtained from the landlords as to whether that work was done; five letters were overlooked, and the WHA demanded 2-week reports from them. This is merely an employee error under HUD and not a “material finding”.

14. AUDIENCE PARTICIPATION: None

15. COMMISSIONERS TIME: Redd-the Facen issue was found to be false, the WHA findings were closed.

The audience was instructed that the general meeting had closed and the board would go into executive session.

16. EXECUTIVE SESSION TO DISCUSS SAFETY AND PERSONNEL CONCERNS: Approval of Executive Session Minutes October 2023. The Board did not enter executive session but did review and vote to approve said minutes. Motion by Redd second by Harden. Passed and approved.

Roll Call:

AYES
Eleanor Murkey
Kittie Harden
Pauline Redd

NAYS

17. ADJOURNMENT: Motion by Redd and second by Harden to adjourn. Oral vote was had Motion Passed and Adjourned at approx. 6:02 PM.

Charles J. Chambers, Jr.
Executive Director/CEO

November 15, 2023

Eleanor Murkey
Chairman

November 15, 2023