

**WAUKEGAN HOUSING AUTHORITY  
REGULAR MINUTES  
November 20, 2024**

The Board met in a live meeting on Wednesday, Nov. 20, 2024 @ 1707 N McAree Rd Board Room, Waukegan, Illinois @ 5:30 p.m. Those present were as follows:

**ROLL CALL**

**PRESENT**

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

**ABSENT**

**Jesus Gerena**

**ALSO, PRESENT**

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

1. ROLL CALL: 5:31PM There being a quorum present, the Acting Chairman Michelle Obleton called the meeting to order.
2. APPROVAL OF REGULAR MINUTES OF October 2024 REGULAR BOARD MEETING MINUTES. Motion by Murkey and seconded by Harden to approve Regular board minutes for Oct. 2024 Passed and approved as written.
3. EXECUTIVE DIRECTOR'S REPORT: Presented as written, Chambers discussed HOTMA and new standards to be implemented in 2025, also discussed certifications in inspection and management.
4. SECTION 8 REPORT FOR October 2024: Presented as written. Chambers discussed the Co-Op Agreement which was effective as of Nov. 1, 2024. No need to transfer vouchers to or from partnered municipalities or housing authorities. WHA is keeping FSS and 3 mandatory FSS slots.
5. HOUSING MANAGERS REPORT FOR October 2024: Presented as written by Chambers, he further discussed Harry Poe working on a finance plan and maintaining above 94.8% lease up to at least 96%.
6. DEVELOPMENT MANAGEMENT REPORT-BLUFFS AT SOUTH SHERIDAN FOR October 2024: Chambers reported and Murkey posed the question of outstanding rent. Chambers reiterated that tenants are on payment plans but he's also concerned with treatment by current management companies, some of which need to be cut.
7. DEVELOPMENT MANAGEMENT REPORT- ARMORY TERRACE FOR October 2024: Per Chambers, working on the sale of 215 MLK but first seeking approval from HUD, move involves 8 off-site storage units, but WHA is 90-95% moved in.

- 8. DEVELOPMENT MANAGEMENT REPORT- RAVINE TERRACE FOR October 2024: As written per Chambers. New construction has begun, and they are making progress.
- 9. FSS COORDINATORS REPORT FOR October 2023: As written per Mrs. Rodney
- 10. COMMUNITY OUTREACH REPORTS FOR October 2024: Presented as written by Ms. Rodney.
- 11. TENANTS OWING ONE OR MORE MONTHS RENTS: Presented as written by Charles, discussion regarding old vs. newer tenants gaining access to new buildings.
- 12. VACANCY REPORTS: Presented as written by Charles. WHA is currently at capacity.
- 13. WAUKEGAN HOUSING DEVELOPMENT CORPORATION UPDATES: Chambers discussed he was working on staffing and management.

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

Roll Call:	
AYES	NAYS
Eleanor Murkey	
Kittie Harden	
Pauline Redd	
Michelle Obleton	

Passed and approved.

14. NEW BUSINESS:

a. APPROVAL OF CASH RECEIPTS FOR OCTOBER 2024. Motion by Murkey and seconded by Redd. Motion Passed and approved.

Roll Call:	
AYES	NAYS
Eleanor Murkey	
Kittie Harden	
Pauline Redd	
Michelle Obleton	

b. APPROVAL OF MONTHLY DISBURSEMENTS FOR OCTOBER 2024. Motion by Redd and seconded by Harden. Motion Passed and approved.

Roll Call:	
AYES	NAYS
Eleanor Murkey	
Kittie Harden	
Pauline Redd	
Michelle Obleton	

c. DISCUSS FINAL AUDIT REPORT- no findings per Chambers

d. DISCUSS NSPIRE INSPECTION RESULTS- first inspection passed, second inspection passed as well and with increased results.

a e. APPROVAL OF THE 2025 FIVE-YEAR AND ANNUAL PLAN- must be approved separately during special meeting.

f. BAD DEBT WRITEOFFS FOR PH AND HCV. Motion by Redd and seconded by Harden. Passed and approved.

Roll Call:

AYES

NAYS

Eleanor Murkey

Kittie Harden

Pauline Redd

Michelle Obleton

15. AUDIENCE PARTICIPATION: N/A

16. COMMISSIONERS TIME: Harden- WHA is giving away turkeys for Thanksgiving, food trucks, 1st come first served.

17. EXECUTIVE SESSION TO DISCUSS SAFETY AND PERSONNEL CONCERNS: The Board entered executive session at approx. 6:00PM, and said minutes are collected in a separate file.

19. ADJOURMENT: Motion by Redd and second by Murkey to adjourn. Oral vote was had Motion Passed and Adjourned at approx. 7:00 PM.

Charles J. Chambers, Jr.  
Executive Director/CEO

Michelle Obleton  
Vice Chairman

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