

MINUTES OF THE
McHENRY COUNTY HOUSING AUTHORITY
August 19, 2024

Chairman Leathers called the regularly scheduled meeting of the Board of Commissioners of the McHenry County Housing Authority to order at 1:30 p.m. on August 19, 2024, at the Housing Authority's offices, 1125 Mitchell Court, Crystal Lake, Illinois.

ROLL CALL:

Commissioners Present:

Keith Leathers, Chairman
Mary Reid, Vice Chairwoman via phone
Leslie Blake
Randy Zaleski
Sue Miller

Commissioners Absent: Myers

Also Present: Kim Ulbrich, Executive Director
Holly Lyons, Deputy Director
Katalina Sumano, Fiscal Officer
Greg Waggoner
Lou Ness, Board Liaison

Public Comment:

Minutes: Commissioner Reid moved to approve the June 17, 2024, Board meeting minutes. Commissioner Blake seconded the motion, and all voted, aye.

Commissioner Reid moved to approve the June 17, 2024, Compensation Committee meeting minutes. Commissioner Blake seconded the motion, and all voted, aye.

Financials: Commissioner Reid moved to approve the June and July Financial reports as presented, and Commissioner Zaleski seconded the motion. All voted, aye.

Ms. Ulbrich presented the June financials. Corporate's loss for the month was \$1,434.20. Cost Allocation shows overhead expenses at \$44,331.92. The development account has a balance of \$681,638.83.

Section 8 had a gain in Administrative Expenses of \$6,045.08 and a loss in HAP expenses of \$32,999.19. The agency has \$828,324.40 in administrative reserves and \$0 in HAP reserves.

Public Housing lost \$47,188.23 due to extensive structural issues in the rehab. There was a total of

\$339,492.77 in savings for June.

SilverTrees 1 lost \$6,729.97 and a PILOT payment of \$8,215. It has two vacancies. SilverTrees II lost \$7,893.10 and a PILOT payment of \$8,908. It has one vacancy.

GreenTrees has a \$22,411.36 loss due to a PILOT payment of \$21,1498. The development has two vacancies, 6 and 22

LIHEAP- 23-224002 is 98%, a slight increase from last month, and 23-274002 is 97% spent-no change). 24-254002 is our state grant, for which we have obligated 57%, and 24-224002 is 13% spent.

Weatherization- 58% of the HHS and 89% of DOE grants are spent. 23-251002 is 58% spent, 33% of the BIL grant, and 43% of the utility grant was spent.

The CSBG 2024 grant is 34% spent. We have spent 40% of Senior Dental.

Renaissance is showing a gain of \$4525.67.

The RHS program had \$1,68.60 monthly staff costs and \$602.00 in cost allocation costs. There were no landlord payments this month.

Ms. Ulbrich presented the July financials.

This month, Corporate gained \$1062.72. Cost Allocation shows overhead expenses at \$41,502.25. The development account has a balance of \$683,910.75.

Section 8 had a gain in Administrative Expenses of \$1,178.90 and a loss in HAP expenses of \$33,353.81. The agency has \$828,324.40 in Administrative reserves and \$0 in HAP reserves.

Public Housing gained \$11,533.20. July's savings totaled \$351,528.71.

SilverTrees 1 gained \$6,508.24 and has two vacancies. SilverTrees II gained \$3,885.63 and has one vacancy.

GreenTrees has a gain of \$15,822. The development has four vacancies, six of which are leased for 9/1,35,44 22

LIHEAP- 23-224002 is 98%, same as last month, and 23-274002 is 98% spent. 24-254002 is our state grant, for which we have obligated 58%, and 24-224002 is less than 1%.

Weatherization- 60% of the HHS and 89% of DOE grants are spent. 23-251002 is 60% spent, 34% of the BIL grant, and 45% of the utility grant was spent.

The CSBG 2024 grant is 39% spent. We have spent 42% of Senior Dental.

Renaissance is showing a loss of \$.

This month, the RHS program had \$1,68.60 in monthly staff costs, \$602.00 in cost allocation costs, and

\$30,242 in landlord payments.

Bills Due: Waggoner Law Firm \$ 918.75.

Commissioner Reid moved to approve the legal bill, and Commissioner Miller seconded the motion. The roll call was taken, all voted aye, and the motion was carried.

Legal Status Report: Greg discussed the Section 8 voucher appeal going through the courts.

Executive Director Report:

Section 8—Resolution 2024-07 The Section Eight Management Assessment Program (SEMAP) measures the performance of the public housing agencies (PHAs) that administer the Housing Choice Voucher program in 14 key areas. SEMAP helps HUD target monitoring and assists PHA programs that need improvement. This is a yearly requirement, but HUD has waived it for the past four years because of the pandemic.

We received notice on Monday that HUD Shortfall needs are set to outpace their funding, and they would have to do a second offset of HAP funding. HAP funding is the funding that goes to the landlords. As you know, we have a surplus of HUD-held HAP reserves. I was concerned they would take some of those funds, and the next day, they took \$900,000 of our funds. Gale, our fee accountant, will adjust our outlook for the year, and we will have that ready for the next board meeting.

CSBG—The CSBG grant application is due on September 15th. The grant amount is \$410,790. The grant has increased by about \$5,000, which will go towards programs. Pepper and the CSBG department have been working on cleaning up the program language and requirements for each program.

Administration- Resolution 2024-08 Procurement Policy. We have not updated our policy since 2004, and several federal updates have occurred. We have incorporated the language from the federal CFR to update our policy. They added up to \$50,000 for micro-purchases, which are allowable based on cost reasonableness. This would give an agency the option to purchase items without necessarily going out to bid. Our current policy requires us to procure a bid or RFP for jobs and services with costs over \$2,000. This is very low and often causes delays for minor items we need to repair or replace. We are recommending a \$20,000 limit for micro-purchases. This would allow us to move forward with projects based on cost reasonableness. We can still procure a bid or RFP, but it would give us flexibility to move quicker when we need to for necessary items. Purchases over \$2,000 require Davis-Bacon wages for most of our programs. Small purchase procedures up to \$250,000 require price or rate quotations. We have set ours for anything that exceeds the \$20,000. DCEO (the state) has flagged our policy as needing updating. It does create more work for our program auditors because they have to look at all of these purchases, like laptops, and confirm we followed our policy.

Personnel Policy—We have a clean-up change to our overtime policy. For nonexempt employees, overtime is not allowed unless the executive director and program supervisor approve it.

Developer Fee- We have a couple of items that we want to pay for through the developer fee account.

1) Railings for SilverTrees apartment entrances. The contractor who bid on the concrete work for the development did not include the railing in the bid. Mike's bid specs were unclear on whether to include them. Due to the additional concrete work needed to accommodate slope issues and the city's requirements, we do not have grant funds left to pay for the railings. We have to install these for our disabled residents and the safety of the tenants.

2) Parking lot at Silvertrees- The parking lot for both Silvertrees I and II was bid out over a year ago. We had to wait until the concrete work was complete before we could start the parking lot, and the grant

took a while to get from the county. The contractor has agreed to honor his original price. However, there is concern about the drainage after we have the parking lot pavement meet the sidewalks (so there is no stepping-off for the residents). We have an extra \$9500 that we want to set up as a due to/ from the account.

3) General Contracting Services for the development of specs for GreenTrees. Mike developed specs for the grant application, but we need professional specs to be completed. This is too large of a project, and we want to ensure the specs are precise so everyone knows precisely what is expected. Once the specs are created, we will bid for a general contractor to oversee the project. We are still waiting on the county for the grant. They are waiting for a capital improvement plan to be done.

LIHEAP—IACAA (Illinois Association of Community Action Agencies) came to our office to provide training on the program's discount rates. The Nicor discount goes into effect on October 1st. ComEd is expected to join next year.

• Low-Income Discount Rates – Natural Gas Discounts					
Company	Tier 1 0-50% FPL	Tier 2 51%-100%	Tier 3 101%-150%	Tier 4 151%-200%	Tier 5 201%-300%
Ameren	75%	55%	25%	10%	5%
Nicor	75%	55%	25%	10%	5%
North Shore	79%	60 %	36%	12%	5%
Peoples	83%	68%	45%	20%	5%

A Simple Example of how it will work for the lowest-income households.

- A. Total for gas: \$120.51
- B. Minus 75% Tier One Discount: $\$120.51 \times .75 = \90.39 discount.
- C. New gas bill amount: $\$120.51 - \$90.39 = \$30.12$.

Discount applied every month.

PIPP customers also get a discount.

LIHEAP benefits are applied AFTER the discount.

The agency is still required to complete a full application, but we will only earn our fees based on the percentage of LIHEAP applied to the \$30.12.

There are a few concerns we have besides the apparent loss of income. 1) Clients will think they received their LIHEAP based on the discount. 2) Clients will not want to bother to fill out paperwork for the amount of balance left on the bill. 3) Staff must explain to clients how the new program works and why applying to LIHEAP every year is essential. 4) No one knows what happens when a client pays a bill late. With the PIPP program, if they miss a payment, they are kicked off the program. 5) This does not apply to our propane clients.

A considerable amount of marketing will be required. DCEO has given us an additional \$28,000 to work with their private consultants on marketing LIHEAP to areas where we are failing. They have identified McHenry and Huntley as their target areas. There is a gap between low-income households in those areas and low-income households in those areas receiving LIHEAP benefits. We have requested that they review the numbers for Huntley because the town is shared with Kane County. They will review and let us know if that target area needs to be changed.

Cyber Insurance reached out for additional proposals, and David Albanese with Neis Insurance in Crystal

Lake provided a quote from Cowbell (thank you, Leslie). With Cincinnati, they can only offer cyber coverage along with management liability (directors and officers) coverage. Since we already have coverage we did not pursue a proposal. CFC is \$8960 per year, and Cowbell is \$7830 per year.

NICHA Quarterly Meeting- We hosted the Northern Illinois Housing Authorities on August 2nd, and Abby Nicholas with NAMI McHenry County presented “Mental Health in the Workplace” to the EDs and all of our directors. It was a fantastic presentation.

Programs:

Section 8- Commissioner Reid motioned to approve resolution 2024-07 SEMAP Certification. Commissioner Miller seconded the motion, and everyone voted yes.

MCHA has completed the Section 8 Management Assessment Program (SEMAP) for the Section 8 Housing Choice Voucher Fiscal Year 2024 (7/01/2023 – 6/30/2024). The SEMAP is designed to assess whether the Section 8 tenant-based assistance programs operate to help eligible families afford decent rental units at the correct subsidy cost. SEMAP also establishes a system for HUD to measure Public Housing Authority (PHA) performance in key Section 8 program areas and to assign performance ratings. SEMAP provides procedures for HUD to identify PHA management capabilities and deficiencies to effectively target monitoring and program assistance. PHAs can use the SEMAP performance analysis to assess and improve their program operations. A PHA is required to submit the HUD-required (24 CFR 985) SEMAP certification form within 60 calendar days after the end of its fiscal year. The certification must be approved by the PHA board resolution and signed by the PHA executive director. MCHA must submit our SEMAP score to HUD via PIC no later than 8/29/2024 each year. SEMAP information for the closed-out fiscal year has been included in the board packet for review

Public Housing and Renaissance—We will have two lease turnovers by the end of August. Sealcoating the driveways and septic pumpouts will start soon. We have one lease signing and inspection for Renaissance this month.

LIHEAP—The program has officially ended for the 2024 program year. MCHA entered 3,393 applications for the year, which may increase as we continue to receive documents from clients. We have an application completion rate of 90%, which is very good. In July, we received a massive surge in applications due to ComEd’s inability to send disconnection notices. We continue to have issues with ComEd’s new software. The new program year will start on October 1st.

Weatherization—The department has worked on its catalog pricing this month. In July, they were able to enter 36 applications and 20 assessments.

CSBG—Commissioner Miller motioned to approve the submittal of the 2025 CSBG grant and budget of \$410,790. Commissioner Zaleski seconded the motion, and all voted yes. The department welcomed new staff member Kimberly in July. She has previous CSBG, LIHEAP, and WX experience.

Senior/disabled Housing – No Report

Administrative Business Commissioner Reid stated the 2025 allocation meeting will happen in September. After serving 20 years on the commission for the housing authority Mary is stepping down as of October 1st. Chairman Leathers thanked her for her service and the time she has dedicated to the Senior Service Commission. Chairman Leathers appointed Commissioner Miller to the commission.

Commissioner Blake motioned to approve Resolution 2024-08 Procurement Policy, and Commissioner Miller seconded the motion. All voted in favor.

Commissioner Blake motioned to approve the update to the Personnel Policy. Composer Miller seconded the motion, and all voted aye.

Commissioner Blake motioned to approve the funding for the Silvertrees railings from the developer fee account. Commissioner Reid seconded the motion. A roll call was taken, and everyone voted in favor.

Commissioner Blake motioned to approve the extra funding for the silvertree parking lot as a due to from to Silvertrees. Commissioner Zaleski seconded the motion, and all voted yes.

Commissioner Blake motioned to approve the development of specs for the Greentrees project funded through the developer fee account. Commissioner Leslie seconded the motion, and all voted in favor.

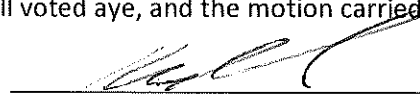
Workforce Housing—Lou Ness, a McHenry County Board member and housing authority liaison, distributed the Workforce Housing Report and discussed its findings and the significant amount of work that went into developing it.

Commission Miller motioned to approve Cowbell Cyber insurance proposal. Commissioner Blake seconded the motion, and all voted yes.

Adjourn: Commissioner Reid motioned to adjourn the meeting at 2:45 P.M. Commissioner Zaleski seconded the motion. All voted aye, and the motion carried.



Kim Ulbrich, Executive Director



Keith Leathers, Chairman

MINUTES OF THE
McHENRY COUNTY HOUSING AUTHORITY
September 16, 2024

Chairman Leathers called the regularly scheduled meeting of the Board of Commissioners of the McHenry County Housing Authority to order at 1:30 p.m. on September 16, 2024, at the Housing Authority's offices, 1125 Mitchell Court, Crystal Lake, Illinois.

ROLL CALL:

Commissioners Present:

Keith Leathers, Chairman
Leslie Blake
Sue Miller
Kevin Myers
Randal Zaleski
Sue Miller

Commissioners Absent: Mary Reid, Vice Chairwoman

Also Present:

Kim Ulbrich, Executive Director
Holly Lyons, Deputy Director
Katalina Sumano, Fiscal Officer
Greg Waggoner

Public Comment:

Minutes: Commissioner Blake moved to approve the corrected August 19, 2024, minutes. Commissioner Miller seconded the motion, and all voted, aye.

Financials: Commissioner Zaleski moved to approve the August Financial report as presented, and Commissioner Miller seconded the motion. All voted, aye.

Ms. Ulbrich presented the August financials.

Corporate is showing a gain for the month of \$21,028.72. Cost Allocation shows overhead expenses at \$44,456.48. The development account has a balance of \$686,403.57.

Section 8 had a gain in Administrative Expenses of \$28,915.69 and a gain in HAP expenses of \$26,728.80. The agency has \$857,901.11 in administrative reserves and \$-6,625.31 in HAP reserves.

Public Housing gained \$9,702.35. August savings totaled \$364,049.10.

SilverTrees 1 lost \$694 and has two vacancies. SilverTrees II gained \$4374.27. It has one

vacancy.

GreenTrees has a gain of \$6,751.14. The development has three vacancies, 6 and 22

LIHEAP- 23-224002 is 99% and 23-274002 is 99%. 24-254002 is our state grant, for which we have obligated 61%, and 24-224002 is 48% spent. The new State grant has just started.

Weatherization: 60% of the HHS and 38% of the DOE build grant were spent. 24-251002 was 60% spent, 33% of the BIL grant, and 49% of the utility grant. Nothing was spent on the state grant, and we received the new DOE grant this week.

The CSBG 2024 grant is 43% spent. We have spent 54% of Senior Dental.

Renaissance is showing a gain of \$807.02.

The RHS program had \$1,68.60 monthly staff costs and no landlord payments this month.

Bills Due: Waggoner Law Firm \$ 778.75.

Commissioner Blake moved to approve the legal bill, and Commissioner Myers seconded the motion. The roll call was taken, all voted aye, and the motion was carried.

Legal Status Report: Attorney Waggoner updated the board on the status of the two evictions and Section 8 complaint.

Executive Director Report: Section 8— MCHA currently has 45 VASH Vouchers, which are special vouchers, regulations, and policies. HUD announced the availability of additional funds to assist the households with Security Deposits, Utility assistance, deposits, application and holding fees, and renters insurance if required by the landlord. We applied and received a small amount of additional funding (\$14,366). The amendment approves the use of these funds for these specific purposes. We are excited to be able to offer this help to our veterans.

The second change to the admin plan is updating the definition of Domestic Violence, and the third is adding the two newest PBV developments to our plan.

LIHEAP—The program has ended for 2024 as of August 15th. The close-outs are due in September, so minor financial changes may occur. The department purchased new conference room equipment for hybrid meetings. This will be helpful for speakers presenting to the board or board members who cannot attend. You have to call in now; hearing everyone at the table can be challenging. Now, we should be able to hear and see everyone at the table and people attending remotely.

Weatherization—The story here is that we have been on hold with production since the end of June. This is due to issues with the new WebEx software system. The system was supposed to be up and running by June 30th but has run into several software issues. We are paying staff

out of training dollars because they have been doing training and trying to work with the system. However, this impacts our cost allocation because we are not spending our grant. It also is delaying work at our Greentrees development.

Rural Development—Holly and Melissa have been diligently working on the new software transition, which we officially transitioned to on September 1st. As with most software changes, there have been some kinks, but they are getting worked out.

Administration—We are considering having the Christmas Party at the Woodstock Moose again this year on Friday, December 20th. They always do a great job, and it seems to be a good location for staff.

The draft audit was uploaded to HUD by the August due date, and our auditors will be here in the last week of October to complete the audit.

Section 8—Resolution 2024-07 The Section Eight Management Assessment Program (SEMAP) measures

Programs:

Section 8—Commissioner Blake motioned to approve the amendment to the Admin Plan as presented. Commissioner Miller seconded the motion, and everyone voted yes. The HCV/PBV program continues to serve 776 families. We have nine PBV vacancies. An estimated 45 vouchers are on the street looking for housing.

Public Housing and Renaissance—Public housing has three vacancies. One will quickly fill, and the others will need more repairs. Renaissance is 100% occupied and has had one inspection and lease signing.

LIHEAP—The 2024 program has ended, and the department is gearing up for the 2025 program year. Six agencies will assist clients with LIHEAP applications, and Shameur will take on auto re-enrollment for LIHEAP seniors.

Weatherization—18 Audits are scheduled. The department attended its first Energy Out Wet Conference in Austin, TX, for the required yearly CEUs. They were able to network with other agencies in different states. The department continues to work with the new software and build its catalogs for the 2025 program year.

CSBG— No Report.

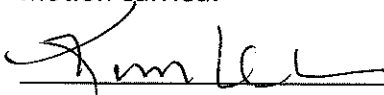
Senior/disabled Housing—We are done converting to the new Yardi software and continuing to learn the new system. GreenTrees has passed the termite inspection. Silvertrees' concrete work is complete, and the parking lot paving has started.

Administrative Business

Commissioner Blake motioned to approve the staff Christmas Party for up to \$1500.00. Commissioner Miller seconded the motion. All voted in favor.

Ms. Ulbrich discussed the Pedcor Normal project and the possibility of forming a separate entity to partner on developing affordable housing. There was a consensus to investigate further with an attorney.

Adjourn: Commissioner Blake motioned to adjourn the meeting at 2:34 P.M. Commissioner Miller seconded the motion. All voted aye, and the motion carried.



Kim Ulbrich, Executive Director
Chairman



Keith Leathers,

MINUTES OF THE
McHENRY COUNTY HOUSING AUTHORITY
October 21, 2024

Chairman Leathers called the regularly scheduled meeting of the Board of Commissioners of the McHenry County Housing Authority to order at 1:30 p.m. on October 21, 2024, at the Housing Authority's offices, 1125 Mitchell Court, Crystal Lake, Illinois.

ROLL CALL:

Commissioners Present:

Keith Leathers, Chairman
Mary Reid, Vice Chairwoman
Leslie Blake
Sue Miller
Kevin Myers
Randal Zaleski
Sue Miller
Victor Oswald

Also Present:

Kim Ulbrich, Executive Director
Holly Lyons, Deputy Director
Katalina Sumano, Fiscal Officer
Greg Waggoner

Public Comment: None.

Presentation by Pedcore: Representatives from Pedcore discussed the 4% tax credit project in Normal, Illinois.

Minutes: Commissioner Reid moved to approve the corrected September 16, 2024, Special and Board meeting minutes. Commissioner Blake seconded the motion, and all voted, aye.

Financials: Commissioner Reid moved to approve the September Financial report as presented, and Commissioner Zaleski seconded the motion. All voted, aye.

Ms. Ulbrich presented the September financials.

Corporate's gain for the month is \$3,143.47. Cost Allocation shows overhead expenses at \$970.23. The development account has a balance of \$696,131.94.

Section 8 had a gain in Administrative Expenses of \$9,619.59 and a gain in HAP expenses of \$3,979.50. The agency has \$863,963.37 in administrative reserves and \$-3,245.81 in HAP reserves.

Public Housing gained \$4,413.67. September savings totaled \$365,479.69.

SilverTrees 1 is showing a gain of \$608.23 and has two vacancies. SilverTrees II has a loss of \$1,675.97. It has one vacancy.

GreenTrees has a gain of \$6,751.14. The development has three vacancies, 6 and 22

LIHEAP- 25-254002 has 1% spent, and 24-224002 is 50% spent. The new State grant has just started.

Weatherization: 63% of the HHS, which is closed, and 24-251002 was 60% spent, which is closed. 39% of the DOE build grant, 39% of the BIL grant, and 54% of the utility grant were spent.

The CSBG 2024 grant is 49% spent. We have spent 56% of Senior Dental.

Renaissance is showing a loss of \$403.99.

The RHS program had \$1,670.60 monthly staff costs and no landlord payments this month.

Bills Due: Waggoner Law Firm \$ 1321.25.

Commissioner Blake moved to approve the legal bill, and Commissioner Reid seconded the motion. The roll call was taken, all voted aye, and the motion was carried.

Legal Status Report: Attorney Waggoner updated the board on the status of public housing evictions and Section 8 appeals.

Executive Director Report: Section 8— Weatherization— The state is still struggling to implement the new software for all aspects of the program. We were required to complete all of our work in Weatherworks by June 30th as we would not have access to the program after that date. You always expect a few glitches with new software, but this has exceeded “ a few glitches.” The department is typically slower while the new programs start, and they complete their procurement for the new program year. We have not been able to produce any significant jobs for Weatherization since July. We have had some other construction work for the DOE Build program but have been at a standstill otherwise. We have been using training dollars to pay staff (per DCEO); however, I don’t know how long we can continue using those funds. Additionally, this will have an impact on our cost allocation.

CSBG—The CSBG program now mandates that service providers obtain Results-Oriented Management and Accountability (ROMA) certification to submit their Community Action Plan (CAP). While this requirement has always existed, it was not enforced until this year. Our Illinois Association of Community Action Agencies (IACAA) can provide the necessary certification.

They will review our plan to ensure it meets Federal requirements. This is a significant change, as the plan must be updated annually rather than every three years.

Legal services for exploring non-profit entities: Nick Brunick with Applegate & Thorne-Thomsen will be at the special meeting at 11:30 to discuss the different legal structures for the housing authority should the board decide to pursue it. Here's a little bit about Nick.

"I represent developers (both for-profit and not-for-profit) who are using a variety of financing sources to build or rehab housing, to launch new businesses, or to create schools, health centers, grocery stores, early childhood centers, manufacturing facilities, or other enterprises or institutions that are needed for healthy and competitive communities. I also represent lenders bringing capital to underserved communities, creating innovative loan funds, and providing financing for affordable housing and small businesses. From supportive housing for homeless veterans to affordable apartments for working-class families, our clients address the full spectrum of affordable housing needs in every kind of community and housing market. In addition to structuring creative real estate projects, I enjoy serving as general counsel to several community development corporations (CDCs), housing developers, and CDFI lenders, advising them on broader strategic and corporate issues. And I enjoy spending significant time advocating and building support for affordable housing and for efforts to create jobs and opportunity in urban, suburban, and rural communities."

Developer MOU- A developer has approached us about a property in Normal, Illinois. Initially, they had contacted the Bloomington Housing Authority to partner with them. Bloomington and Mclean County housing authorities share an executive director. Mclean County Housing Authority has no housing units, but Bloomington does. During the same period, the executive director and board chairpersons resigned. The developer has a contract on the land and is eager to move forward with the project if possible. They are interested in applying for 4% tax credits through IHDA, which could significantly boost the project's potential.

We have project-based vouchers for two successful Pedcore developments in McHenry County: Congress Parkway in Crystal Lake (2014) and Garden Place in Cary (2017).

We have been unsuccessful in communicating with Bloomington about the project. However, we contacted the City of Normal's Director of Economic Development, who knows the project and said the city supports it. The city has a significant need for affordable housing, which concerns the board members.

In addition to the above property, the developer has identified three properties in Crystal Lake for a LIHTC development. They are in the beginning stages of evaluating the properties for feasibility and have spoken to the city about the possibility of these areas working.

Programs:

Section 8—The HCV/PBV program continues to serve 774 families. We have nine PBV vacancies.

Public Housing and Renaissance—Public housing has three vacancies. The fall furnace cleaning is underway, and driveways have been seal-coated. Wonder Lake pumpouts should start soon. Renaissance- The driveway was repaired and seal-coated. There was one lease signing and one

inspection.

LIHEAP—We have entered 455 applications for the first two weeks of the program. Appointments are booked through mid-November.

Weatherization—10 Intakes and three jobs out for September. The department is working through issues with the new IWX system and waiting for desk audits to be returned.

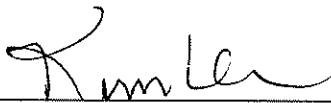
CSBG— Commissioner Reid motioned to approve the MOU for a ROMA Certified CAP. Commissioner Blake seconded the motion, and a roll call was taken. All voted in favor. CSBG was very busy in September with security deposits and rental assistance. We are struggling to get paperwork back from CSBG and Senior Dental applicants. We have exceeded our 800 target number for referrals in CSBG.

Senior/disabled Housing—We are still waiting on the grant to move forward with the rehabilitation work for the development. We have one evaluation pending for Greentrees.


Administrative Business

Commissioner Blake motioned to authorize engagement letters for Nick Brunick's legal services with Applegate&Thorne=Thomsen to explore a non-profit entity and the Pedcore Development. Commissioner Zaleski seconded the motion, and a roll call was taken. All voted aye.

Adjourn: Commissioner Zaleski motioned to adjourn the meeting at 2:55 P.M. Commissioner Reid seconded the motion. All voted aye, and the motion carried.



Kim Ulbrich, Executive Director



Keith Leathers, Chairman

MINUTES OF THE
McHENRY COUNTY HOUSING AUTHORITY
October 21, 2024

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Attorney Brunick

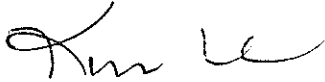
Public Comment: None.

Attorney Brunick discussed the housing authority's various options for creating an NFP entity, including a single-purpose LLC vs. a 501 (c)(3). Brunick also went over the liability associated with these various entities. Mr. Brunick noted that more housing authorities are developing vs. not developing. Indemnity from the lead developer is suggested. Legal fees were discussed for the Pedcor development.

Ms. Ulbrich talked to the City of Normal's economic development director. They are very supportive because the city has a critical need for affordable housing. Their manufacturing companies struggle to find employees who can find housing in the area. The schools may take issue with the specific tax exemptions.

Commissioner Myers discussed that the agency needs to have a clear mission for any 501 (c) (3) created and purpose for any earned developer fees.

Adjourn: Commissioner Zaleski motioned to adjourn the meeting at 1:25 p.m. Commissioner Myers seconded the motion. All voted aye, and the motion carried.



Kim Ulbrich, Executive Director



Keith Leathers, Chairman