

Housing Authority of the City of Freeport

MINUTES OF THE REGULAR MEETING OF THE BOARD OF COMMISSIONERS OF THE HOUSING AUTHORITY OF THE CITY OF FREEPORT SEPTEMBER 17, 2025

The regular meeting of the Board of Commissioners of the Housing Authority of the City of Freeport was held on Wednesday, September 17, 2025, at the Housing Authority of the City of Freeport Administrative Office located at 1052 W. Galena Avenue, Freeport, Illinois at 12:00 p.m. Chair Carter called the meeting to order at 12:06 p.m.

II. ROLL CALL

The following members were present and responded to roll call:

Present

Chair Carter

Commissioner Yount

Commissioner Bush

Commissioner Bukas

Vice Chair Cunningham

Staff Present

Rachel Greenwood, Interim Executive Director & Property
Operations, Board Secretary

James Palermo, Director of Facilities & Maintenance

Consultants

Remote: Mike Bainbridge, Chief Financial Officer

Absent Commissioners:

Commissioner Harrell

Commissioner Pearson

III. PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was conducted.

IV. APPROVAL OF AGENDA

Commissioner Yount moved, seconded by Commissioner Cunningham to approve the agenda for September 17, 2025, as presented. Chair Carter requested voice vote, unanimously approved.

V. APPROVAL OF MINUTES

a. Regular Meeting, August 20, 2025

Commissioner Bukas stated a correction to make on Regular Meeting Minutes of August 20, 2025, a under section VII. HACF Reports, that "Commissioner Bush inquired, should be stated as Commissioner Bukas inquired..." With this correction stated, Commissioner Bukas moved, second by Commissioner Cunningham to approve the Regular Meeting Minutes of August 20, 2025. Chair Carter requested Roll Call.

Roll Call was as follows:

Bush:	Aye	Bukas:	Aye
Carter:	Aye	Yount:	Aye
		Cunningham:	Aye

b. Approval of Special Meeting Minutes, September 11, 2025
Commissioner Bukas moved, seconded by Commissioner Bush to approve Special Meeting Minutes for September 11, 2025. Chair Carter requested Roll Call. Roll call was as follows:

Bukas:	Aye	Yount:	Aye
Carter:	Aye	Cunningham:	Aye
Bush:	Aye		

VI.

PUBLIC COMMENT

None.

VII.

HACF REPORTS

HACF staff presented reports, presented by Director of Facilities & Maintenance, James Palermo, and Interim Executive Director, Rachel Greenwood. Palermo stated that playground resurfacing will be starting around September 29, 2025. Commissioner Bukas asked regarding the demolition of the 3 buildings. Greenwood responded that she will provide an update on this project. Commissioner Bush asked regarding playground at the apartments on the East side, Parkside Apartments. Palermo responded that the property was sold and HACF is not owner of apartments anymore. Chair Carter asked about the Monroe center as well, Palermo stated HACF is not owner. Vice Chair Cunningham inquired about having a tour of the facilities, Palermo responded to let him know when it is available. Greenwood presented updates regarding demolition project at Westview, stated that at this time communication between Housing Authority of Joliet has not occurred recently, made several contacts and contact Executive Director of HAJ, with no response. Greenwood contact HUD contact, Natik Patel, has been waiting on a response. Greenwood stated she is working with Vice Chair Cunningham on reestablishing eLOCCS access from the HUD Secure Systems portal. Greenwood stated updates for the Five-Year Plan/Annual Plan submission to HUD. Acquired a third-party company, to assist with preparing and submission of this required report. Commissioner Bukas inquired about cost of this membership. Greenwood stated \$1,300 monthly, with cost including additional trainings and membership benefits to staff members. Greenwood stated about tenant services, workshops and community activities that is planned for tenants. Greenwood presented overview of NSPIRE inspection that occurred on June 26, 2025. Greenwood updated regarding receiving new printers and posted a part-time position for Leasing and Occupancy.

VIII.

MONTHLY FINANCIAL REPORT, MIKE BAINBRIDGE

a. June Financials 2025
Chief Accountant, Mike Bainbridge discussed and presented financial reports for June 2025. Bainbridge explained budget variances. No questions were asked for June financial reports.
b. July Financials 2025
Chief Accountant, Mike Bainbridge discussed and presented financial reports for July 2025. Bainbridge went through July tickmarks for variances. Vice Chair Cunningham inquired about the part-time position if this was budgeted. Greenwood responded that this was not in the budget. However, the

thought process is to have unit vacancies filled, will increase rental income and HUD occupancy subsidies. Bainbridge also explained the process in supporting the leasing position.

IX. APPROVALS FOR FINANCIALS

- a. May 2025
- b. June 2025
- c. July 2025

Vice Chair Cunningham moved, seconded by Commissioner Bush to approve financials. Chair Carter requested Roll Call.

Roll Call was as follows:

Carter: Aye
Bush: Aye
Yount: Nay

Bukas: Aye
Carter: Aye

XI. RESOLUTIONS

- a. Resolution 092025-01: Resolution to Approve FY2026 Cost of Living Increase
Chair Carter presented Resolution to the Board.

XII. APPROVALS

- a. Resolution 092025-01: Resolution to Approve FY2026 Cost of Living Increase
Vice Chair Cunningham moved to approve, seconded by Commissioner Yount. Chair Carter requested Roll Call.

Roll Call was as follows:

Bukas: Nay
Carter: Aye
Bush: Aye

Cunningham: Aye
Yount: Aye

At 12:46 p.m. Vice Chair Cunningham exited the meeting. Palermo exited the meeting at 12: 46 p.m.

IX. ENTER INTO CLOSED SESSION FOR THE PURPOSE OF:

At 12:47 p.m. Commissioner Bush moved, second by Commissioner Yount to enter into Closed Session for the purpose of the following:

- a. Litigation, when an action against, affecting or on behalf of the particular public body has been filed and is pending before a court or administrative tribunal, or when the public body finds that an action is probable or imminent, in which case the basis for the finding shall be recorded and entered into the minutes of the closed meeting. 5 ILC 120/2(c)(11)
- b. The appointment, employment, compensation, discipline, performance, or dismissal of specific employees, specific individuals who serve as independent contractors in a park, recreational, or educational setting, or specific volunteers of the public body or legal counsel for the public body, including hearing testimony on a complaint lodged against an employee, a specific individual who serves as an independent contractor in a park, recreational, or educational setting, or a volunteer of the public body or against legal counsel for the public body to determine its validity. However, a meeting to consider an increase in compensation to a specific employee of a public body that is subject to the Local Government Wage Increase

Transparency Act may not be closed and shall be open to the public and posted and held in accordance with this Act, 5 ILCS 120/2 (c)(1)

Roll Call was as follows:

Carter:	Aye	Bush:	Aye
Bukas:	Nay		
Yount:	Aye		

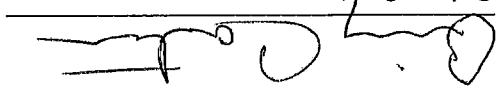
Greenwood presented updates regarding the Freeport RAD I, LLC litigation with Winnebago County Housing Authority. Bainbridge explained funding.

At 12:50 p.m. Commissioner Bukas stated he had to leave to go back to work. Bukas exited the meeting, which left the meeting to not have a quorum.

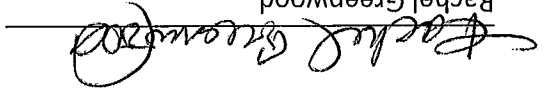
X. ADJOURNMENT

There being no further business to be conducted at the regular meeting of the Board of Commissioners of the Housing Authority of the City of Freeport, Commissioner Yount moved, second by Chair Carter to adjourn. Chair Carter requested voice vote, unanimously carried, and Chair Carter declared the meeting adjourned at 12:53 p.m.

ATTEST:


Quincy Carter

Chair of the Board of Commissioners
Housing Authority of the City of Freeport


Rachel Greenwood

Interim Executive Director & Property Operations Manager, Board Secretary
Housing Authority of the City of Freeport