



# Housing Authority of the City of Freeport

## MINUTES OF THE ANNUAL MEETING OF THE BOARD OF COMMISSIONERS OF THE HOUSING AUTHORITY OF THE CITY OF FREEPORT MAY 21, 2025

The annual meeting of the Board of Commissioners of the Housing Authority of the City of Freeport was held on Wednesday, May 21, 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 Paulette Williams Thomas called the meeting to order at 12:04 p.m.

### II. ROLL CALL

The following members were present and responded to roll call:

#### Present

Chair Williams Thomas

Vice Chair Carter

Commissioner Pearson

Commissioner Cunningham

#### Staff Present

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

James Palermo Jr., Director of Facilities &  
Maintenance

#### Consultants

**Remote:** Mike Bainbridge, Chief Financial Officer

#### Absent Commissioners:

Commissioner Harrell

Commissioner Bukas

### III. PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was conducted.

### IV. APPROVAL OF AGENDA

Vice Chair Carter moved, second by Commissioner Pearson to approve the agenda for April 23, 2025, annual meeting, as presented. On roll call, the following members voted:

**Carter:** Aye

**Williams** Aye

**Thomas:**

**Cunningham:** Aye

**Pearson:**

Aye

Chair Williams Thomas declared the motion passed.

**V. APPROVAL OF MINUTES**

a. Regular Board Meeting Minutes for April 23, 2025.

Commissioner Pearson moved, second by Commissioner Cunningham to approve the Regular Meeting Minutes of April 23, 2025. On roll call, the following members voted:

<b>Carter:</b>	Aye	<b>Pearson:</b>	Aye
<b>Williams Thomas:</b>	Aye		
<b>Cunningham:</b>	Aye		

Chair Williams Thomas declared motion passed.

**VI. PUBLIC COMMENT**

Chair Williams Thomas, Chair of HACF Board of Commissioners, made a public comment regarding her Board member status.

**VII. HACF REPORTS**

HACF staff presented reports.

Commissioner Cunningham asked questions, Greenwood and Palermo responded.

**VIII. FINANCIAL REPORT, MIKE BAINBRIDGE**

Chief Accountant, Mike Bainbridge, discussed and presented financial reports for the Tenant Accounts Receivables Annual A/R Charge -Off.

Commissioner Cunningham asked questions to Bainbridge, Bainbridge responded.

Commissioner Cunningham asked questions to Greenwood, Greenwood responded.

**IX. APPROVAL OF FINANCIALS**

Commissioner Cunningham moved, seconded by Vice Chair Carter for approval of the report presented. Chair Williams Thomas requested roll call; the following members voted:

<b>Carter:</b>	Aye	<b>Pearson:</b>	Aye
<b>Williams Thomas:</b>	Aye		
<b>Cunningham:</b>	Aye		

Chair Williams Thomas declared motion passed.

**X. ENTER INTO CLOSED SESSION FOR THE PURPOSE OF:**

At 12:41 p.m. Commissioner Cunningham moved, second by Vice Chair Carter to enter into Closed Session for the purpose of the following:

a. 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)

Roll Call was as follows:

**Carter:** Aye  
**Williams Thomas:** Aye  
**Cunningham:** Aye

**Pearson:** Aye

Palermo and Greenwood exited room at 12:41 p.m. Bainbridge exited remote session.

At 12:58 p.m. HACF staff entered room. Commissioner Pearson moved, seconded by Vice Chair Carter to return to Open Session. Roll Call was as follows:

**Carter:** Aye  
**Williams Thomas:** Aye  
**Cunningham:** Aye

**Pearson:** Aye

Chair Williams Thomas declared motion passed.

#### **XI. RESOLUTION**

- a. Resolution 052025-01: Resolution Authorizing Approval of the Tenant Accounts Receivables Annual A/R Charge-Off
- b. Proposed Housing Authority of the City of Freeport 2025 – 2026 Office Closing Schedule

#### **XII. APPROVALS**

- a. Resolution 052025-01: Resolution Authorizing Approval of the Tenant Accounts Receivables Annual A/R Charge-Off  
Commissioner Cunningham moved, second by Vice Chair Carter to approve Resolution 052025-01.

Roll call was as follows:

**Carter:** Aye  
**Williams Thomas:** Aye  
**Cunningham:** Aye

**Pearson:** Aye

Chair Williams Thomas declared motion passed.

- b. Proposed Housing Authority of the City of Freeport 2025 – 2026 Office Closing Schedule

Vice Chair Carter moved, second by Commissioner Pearson to approve Proposed HACF 2025-2026 Office Closing Schedule.

Roll Call was as follows:

**Carter:** Aye  
**Williams Thomas:** Aye  
**Cunningham:** Aye

**Pearson:** Aye

Chair Williams Thomas declared motion passed.

#### **XIII. ADJOURNMENT**

There being no further business to be conducted at the annual meeting of the Board of Commissioners of the Housing Authority of the City of Freeport, Commissioner Carter moved, second by Commissioner Pearson to adjourn. Chair Williams Thomas requested voice vote,

unanimously carried, and Chair Williams Thomas declared the meeting adjourned at 1:00 p.m.

**ATTEST:**

 07/02/25

Clayton Cunningham

Vice Chair of the Board of Commissioners

Housing Authority of the City of Freeport

 07/02/25

Rachel Greenwood

Interim Executive Director & Property Operations Manager, Board Secretary

Housing Authority of the City of Freeport