

Changing lives one key at a time

**NOTICE OF REGULAR MEETING OF THE
SPRINGFIELD HOUSING AUTHORITY
BOARD OF COMMISSIONERS**

**REGULAR MEETING
THURSDAY, MARCH 30, 2017 – 12:00 P.M.**

**Administrative Office
200 North Eleventh Street
Springfield, Illinois**

The Springfield Housing Authority Board of Commissioners will hold a Regular Meeting on Thursday, March 30, 2017 – 12:00 p.m. at the Administrative Office, 200 North Eleventh Street, Springfield, Illinois. Please see the agenda below.

Please contact the Executive Director's Office at 217/753-5757, ext. 206 if there are any questions.

SPRINGFIELD HOUSING AUTHORITY

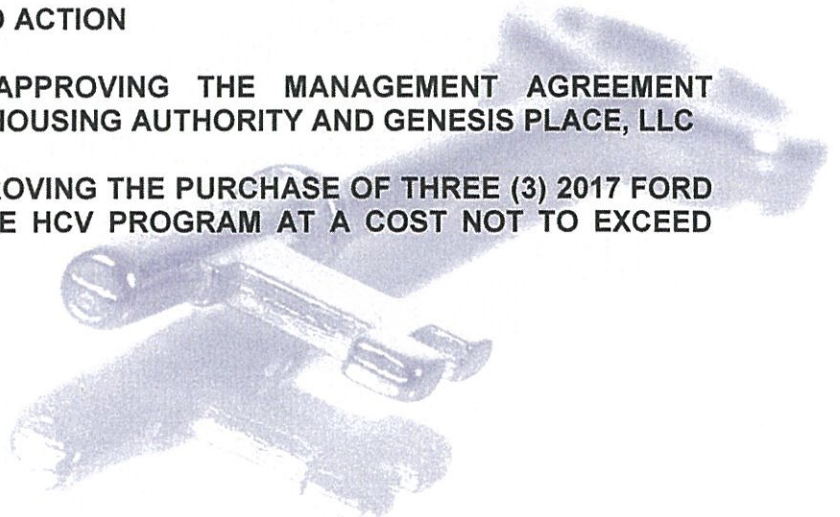
Timothy Schweizer, Chairman

AGENDA

- I. CALL TO ORDER/ROLL CALL
- II. CHAIRMAN'S REMARKS
- III. EXECUTIVE DIRECTOR'S REMARKS
- IV. APPROVAL OF PAST MEETING MINUTES
 - February 27, 2017
- V. RESOLUTIONS AND BOARD ACTION

**RESOLUTION NO. 3183 – APPROVING THE MANAGEMENT AGREEMENT
BETWEEN THE SPRINGFIELD HOUSING AUTHORITY AND GENESIS PLACE, LLC**

**RESOLUTION NO. 3184 – APPROVING THE PURCHASE OF THREE (3) 2017 FORD
TAURUS SE SEDANS FOR THE HCV PROGRAM AT A COST NOT TO EXCEED
\$60,075.00**



RESOLUTION NO. 3185 – APPROVING A CONTRACT WITH E. L. PRUITT COMPANY FOR THE PURPOSE OF PACKAGED TERMINAL AIR CONDITIONERS REPLACEMENT IN AMP THREE IN THE NOT TO EXCEED AMOUNT OF \$150,000.00

RESOLUTION NO. 3186 – APPROVING CHANGE ORDERS #51 through #54 ON THE CONTRACT WITH CORE CONSTRUCTION FOR THE VILLAS AT VINEGAR HILLS IN THE AMOUNT OF FIFTY SEVEN THOUSAND SIX HUNDRED EIGHTY AND EIGHT CENTS (\$57,680.08)

RESOLUTION NO. 3187 - APPROVING AN AGREEMENT WITH UNITED BROTHERHOOD OF CARPENTERS AND JOINERS OF AMERICA, LOCAL UNION #270 AND THE CENTRAL ILLINOIS REGIONAL COUNCIL

VI. RESIDENT COUNCIL REPORTS

VII. COMMENTS

VIII. ADJOURNMENT

**MINUTES OF REGULAR MEETING
SPRINGFIELD HOUSING AUTHORITY
BOARD OF COMMISSIONERS
MONDAY, FEBRUARY 27, 2017 - 5:00 P.M.**

The Springfield Housing Authority Board of Commissioners held a Regular Meeting on Monday, February 27, 2017 at the SHA Administrative Office, 200 North Eleventh Street, Springfield, Illinois. The meeting was called to order at 5:00 p.m.

Commissioners Present: Chairman Tim Schweizer
Commissioner Dan Long
Commissioner Donny Anderson
Commissioner George Alexander

Melissa Huffstedtler	Deputy Director
Michelle Sergent	Director of Finance
Debra Hereford	Director of Section 8
Joe Antonacci	Director of Modernization/Development
Wendy Mendenhall	Director of Human Resources
Lisa Crites	Director of FSS
Deborah Brown	Finance Manager
Robin Dowis	Asset Manager
Lawrence Harris	Asset Manager
Adrienne Grover	Asset Manager
Stacy Huebsch	Budget Manager
Grant Gruen	Contract Administrator
Donald LoBue	Attorney
Unita Boyd	Account Tech. I
Virginia Pursley	PH/FSS Specialist
Karla Martin	FSS Specialist
Brenda Bruner	Executive Assistant

EXECUTIVE DIRECTOR'S REMARKS

Deputy Director, Melissa Huffstedtler spoke on behalf in Director Newman's absence. She invited the Board is to attend the first quarterly FSS Graduation ceremony that will be held Tuesday, March 7 from 5:30-7:30 p.m. at the Lincoln Library.

APPROVAL OF PAST MEETING MINUTES

Regular Meeting – January 23, 2017

MOTION TO APPROVE: Commissioner Long

SECOND: Commissioner Anderson

DISCUSSION: None.

VOTES IN FAVOR: Schweizer, Long, Anderson, and Alexander
VOTES AGAINST: None

RESOLUTIONS AND BOARD ACTION

RESOLUTION NO. 3179: APPROVING CHANGE ORDERS #45 THROUGH #50 ON THE CONTRACT WITH CORE CONSTRUCTION FOR THE VILLAS AT VINEGAR HILLS IN THE AMOUNT OF ONE HUNDRED THOUSAND NINE HUNDRED NINETY-SIX DOLLARS AND TWENTY-ONE CENTS (\$100,996.21)

MOTION TO APPROVE: Commissioner Long
SECOND: Commissioner Anderson

DISCUSSION: Grant gave a breakdown on the change orders. One of the change orders will cover fire-rated doors. Commissioner Long asked what will become of the doors that are currently installed, so that this is not a total loss. Joe responded that it is possible that these doors can be re-purposed at different sites. Initially the resolution was not approved. After discussion and more detailed explanation for the purpose of these changes orders, the item was approved unanimously by the Board.

VOTES IN FAVOR: Schweizer, Long, Anderson, and Alexander
VOTES AGAINST: None

RESOLUTION NO. 3180: AUTHORIZING THE SPRINGFIELD HOUSING AUTHORITY TO EXECUTE AN AGREEMENT WITH THE ILLINOIS HOUSING DEVELOPMENT AUTHORITY (IHDA) TO ACCEPT FUNDS IN AN AMOUNT NOT TO EXCEED FIFTY-FIVE THOUSAND DOLLARS (\$55,000.00) TO OPERATE THE ILLINOIS FORECLOSURE PREVENTION PROGRAM

MOTION TO APPROVE: Commissioner Long
SECOND: Commissioner Anderson

DISCUSSION: Lisa Crites reported that this application was applied for and approved in the amount \$55,000.00, for the purpose of foreclosure prevention in Illinois. She added that half of the funds will be used for salaries and benefits; the remainder will be used for services and any type of advertisement.

VOTES IN FAVOR: Schweizer, Long, Anderson, and Alexander
VOTES AGAINST: None

RESOLUTION NO. 3181: APPROVING THE PURCHASE OF MILESTONE SOFTWARE THROUGH A-1 LOCK FOR THE SECURITY CAMERAS AT THE VILLAS AT VINEGAR

**HILL IN THE AMOUNT OF TWENTY-NINE THOUSAND TWO HUNDRED FIFTY DOLLARS
(\$29,250.00)**

MOTION TO APPROVE: Commissioner Long
SECOND: Commissioner Anderson

DISCUSSION: Michelle reported that this software will be for all security cameras at all of SHA's sites. She added that the Board members had been polled prior to this meeting on this item. Additionally, she stated there will be one hundred and fifty (150) cameras in the Villas. Commissioner Long asked about whether or not this cost will come from the administrative costs. Michelle stated that this item will be funded through the account for furniture, fixtures, etc.

VOTES IN FAVOR: Schweizer, Long, Anderson, and Alexander
VOTES AGAINST: None

**RESOLUTION NO. 3182: APPROVING THE SUBMISSION OF THE SECTION 8
MANAGEMENT ASSESSMENT PROGRAM (SEMAP) REPORT TO THE U.S.
DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT FOR THE PERIOD
COVERING JANUARY 1, 2016 THROUGH DECEMBER 31, 2016**

MOTION TO APPROVE: Commissioner Long
SECOND: Commissioner Anderson

DISCUSSION: Debra Hereford reported that this is an annual submission. A total of thirteen (13) indicators are used in this self-assessment. She added that SHA has been ranked as a SEMAP 'higher performer' since 2007.

VOTES IN FAVOR: Schweizer, Long, Anderson, and Alexander
VOTES AGAINST: None

RESIDENT COUNCIL REPORTS

None.

COMMENTS

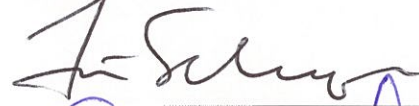
Michelle stated that financials for December and January have been closed by her to department. December's information has been forwarded to HUD, and this is what SHA will be audited on in April of this year.

ADJOURNMENT

Motion to adjourn. Vote unanimous in favor of the motion.

Minutes Submitted By:
Brenda S. Bruner, Executive Assistant

Approved by:



SHA Board Chairman

March 30, 2017
Date



SHA Board Secretary

March 30, 2017
Date