

Changing lives one key at a time

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

**REGULAR MEETING
THURSDAY, APRIL 27, 2017 – 11:30 A.M.**

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

The Springfield Housing Authority Board of Commissioners will hold a Regular Meeting on Thursday, April 27, 2017 – 11:30 a.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**
 - **March 30, 2017 – Regular Meeting**
 - **April 5, 2017 – Special Meeting**
- V. RESOLUTIONS AND BOARD ACTION**

RESOLUTION NO. 3189 – APPROVING A GENERAL DEPOSITORY AGREEMENT WITH FIVE (5) BANKS FOR COMMUNITY RELATIONS, LOAN SERVICING, AND DEVELOPMENT OPTIONS WITH SHA

RESOLUTION NO. 3190 – APPROVING A GENERAL DEPOSITORY AGREEMENT WITH ILLINOIS NATIONAL BANK FOR THE DAILY, EFFECTIVE, AND EFFICIENT OPERATIONS OF THE SHA



RESOLUTION NO. 3191 – APPROVING A GENERAL DEPOSITORY AGREEMENT WITH BANK OF SPRINGFIELD FOR THE DAILY, EFFECTIVE, AND EFFICIENT OPERATIONS OF THE SHA

RESOLUTION NO. 3192 – APPROVING AN EXTENSION TO THE MANAGEMENT AGREEMENT BETWEEN THE SPRINGFIELD HOUSING AUTHORITY AND COOK STREET RENAISSANCE

RESOLUTION NO. 3193 – APPROVING AN EXTENSION TO THE G4S SECURE SOLUTIONS (USA), INC. CONTRACT

RESOLUTION NO. 3194 – APPROVING A CONTRACT WITH CT ADAMS PEST CONTROL FOR PEST CONTROL SERVICE OPTIONS A AND D FOR A CONTRACT PERIOD OF ONE (1) YEAR WITH TWO (2) RENEWAL OPTIONS

RESOLUTION NO. 3195 – APPROVING A CONTRACT WITH AMERICAN PEST CONTROL, INC. FOR PEST CONTROL SERVICE OPTIONS B, C, E AND F FOR A CONTRACT PERIOD OF ONE (1) YEAR WITH TWO (2) RENEWAL OPTIONS

RESOLUTION NO. 3196 – APPROVING CHANGE ORDER #55 ON THE CONTRACT WITH CORE CONSTRUCTION FOR THE VILLAS AT VINEGAR HILLS IN THE AMOUNT OF FIVE THOUSAND ONE HUNDRED THIRTY-TWO DOLLARS AND SIXTY-TWO CENTS (\$5,132.62)

RESOLUTION NO. 3197 – APPROVING THE LEASE AGREEMENT BETWEEN WAYNE DUNWOODY, BARBER/BEAUTICIAN AT THE VILLAS AT VINEGAR HILL AND THE SPRINGFIELD HOUSING AUTHORITY

VI. RESIDENT COUNCIL REPORTS

VII. COMMENTS

VIII. ADJOURNMENT

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**SPRINGFIELD HOUSING AUTHORITY
BOARD OF COMMISSIONERS
APRIL 27, 2017 – 11:30 A.M.
200 NORTH ELEVENTH STREET
SPRINGFIELD, ILLINOIS**

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VII. COMMENTS

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**MINUTES OF REGULAR MEETING
SPRINGFIELD HOUSING AUTHORITY
BOARD OF COMMISSIONERS
THURSDAY, MARCH 30, 2017 - 5:00 P.M.**

The Springfield Housing Authority Board of Commissioners held a Regular Meeting on Thursday, March 30, 2017 at the SHA Administrative Office, 200 North Eleventh Street, Springfield, Illinois. The meeting was called to order at 12:00 p.m.

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

Commissioners Absent: Commissioner George Alexander

Jackie Newman	Executive Director
Melissa Huffstedtler	Deputy Director
Michelle Sergent	Director of Finance
Debra Hereford	Director of Section 8
Joe Antonacci	Director of Mod/Development
Wendy Mendenhall	Director of Human Resources
Donald LoBue	Attorney
Alexis Boswell	Section 8 Manager

EXECUTIVE DIRECTOR'S REMARKS

Director Newman commented that the Villas are moving along well and the contractors are finishing work on the fourth floor. We anticipate people to begin moving in April 2017; and a ribbon cutting ceremony in early May 2017. Commissioner Long asked if the fire damage was covered by insurance, and Director Newman stated it was covered by CORE's insurance. She added that the building looks amazing! More information on dates will be provided, as we firm-up move-in and ribbon cutting dates.

Director then stated that SHA would like to use RAD for Lincolnwood Estates (28 units); and an RFQ has been released for a development partner. SHA will be requesting a special meeting next week for approval of this development partner, in order to submit a RAD letter of interest and seek funding for the development with summer deadline dates. This special meeting will be for the Board to meet the selected development partner and provide additional information on the project. This special meeting will be held on Wednesday, April 5th at 12pm.

APPROVAL OF PAST MEETING MINUTES

Regular Meeting – February 27, 2017

MOTION TO APPROVE: Commissioner Long
SECOND: Commissioner Anderson

DISCUSSION: None.

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

RESOLUTIONS AND BOARD ACTION

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

MOTION TO APPROVE: Commissioner Long
SECOND: Commissioner Anderson

DISCUSSION: None.

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

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

MOTION TO APPROVE: Commissioner Long
SECOND: Commissioner Anderson

DISCUSSION: Michelle Sergent reported on this item, stating that funds from HCV and FSS will be used to purchase six (6) new vehicles. Three of the ones that are being replaced, are ten (10) years old and are experiencing costly repairs. Since FSS has expanded, there are now five (5) staff who use the vehicles, additional vehicles are needed for their use. Piggybacking off of the State of Illinois's contract, delivery will be determined once the order is placed. Director Newman states that this is part of the planned vehicle replacement program.

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

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

MOTION TO APPROVE: Commissioner Long
SECOND: Commissioner Anderson

DISCUSSION: Joe Antonacci stated that this item is for PTAC unit replacements at Hildebrandt and Bonansinga. E.L. Pruitt was the one and only bidder within ICE. Attorney LoBue's letter

stated that the bid was for two hundred and forty (240) units at a cost of \$462,116.00. E. L. Pruitt bid them all; using per unit cost and the not to exceed because there aren't enough funds to replace them all. Commissioner Long asked why there was only one bid. Michelle responded that this is a specialized contract and not many companies can do the work.

VOTES IN FAVOR: Schweizer, Long, and Anderson

VOTES AGAINST: None

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 DOLLARS AND EIGHT CENTS (\$57,680.08)

MOTION TO APPROVE: Commissioner Long

SECOND: Commissioner Anderson

DISCUSSION: Joe reported that information on the change orders were included in the board packet. He provided further detail on change order #54, which references the "truss uplift cosmetic corrections". Commissioner Long asked if we are about \$622K in change orders. Joe responded that amount would be very close.

VOTES IN FAVOR: Schweizer, Long, and Anderson

VOTES AGAINST: None

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

MOTION TO APPROVE: Commissioner Long

SECOND: Commissioner Anderson

DISCUSSION: Michelle reported that the Board has approved the agreements for Painters & Engineers. This agreement is for the 2% retro increase to January 1, 2017, that was included in the approved budget. The remaining open contract is with AFSCME. Chairman asked if this was a wage re-opener only, to which Michelle responded that it was.

VOTES IN FAVOR: Schweizer, Long, and Anderson

VOTES AGAINST: None

RESIDENT COUNCIL REPORTS

None.

COMMENTS

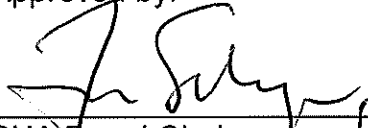
None.

ADJOURNMENT

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

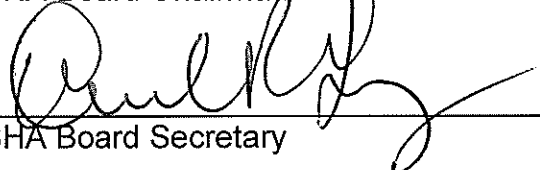
Minutes Submitted By:
Brenda S. Bruner, Executive Assistant

Approved by:



SHA Board Chairman

April 27, 2017
Date



SHA Board Secretary

April 27, 2017
Date

**MINUTES OF SPECIAL MEETING
SPRINGFIELD HOUSING AUTHORITY
BOARD OF COMMISSIONERS
MONDAY, APRIL 5, 2017 - 12:00 P.M.**

The Springfield Housing Authority Board of Commissioners held a Special Meeting on Wednesday, April 5, 2017 at the SHA Administrative Office, 200 North Eleventh Street, Springfield, Illinois. The meeting was called to order at 1:00 p.m.

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

Commissioners Absent: Commissioner George Alexander

Jackie Newman	Executive Director
Melissa Huffstedtler	Deputy Director
Joe Antonacci	Director of Modernization/Development
Lawrence Harris	Asset Manager
Donald LoBue	Attorney
Brenda Bruner	Executive Assistant

EXECUTIVE DIRECTOR'S REMARKS

The reason for this special meeting is to discuss the early start agreement between BEAR Development and SHA for the properties known as Lincolnwood Estates. Further discussion ensued below.

RESOLUTIONS AND BOARD ACTION

RESOLUTION NO. 3188: APPROVING AN EARLY START DEVELOPMENT AGREEMENT WITH BEAR DEVELOPMENT, LLC FOR THE REHABILITATION OF LINCOLNWOOD ESTATES THROUGH THE RENTAL ASSISTANCE DEMONSTRATION PROGRAM (RAD) AND THE DEVELOPMENT OF NEW CONSTRUCTION SENIOR AFFORDABLE HOUSING UNITS

MOTION TO APPROVE: Commissioner Long
SECOND: Commissioner Anderson

DISCUSSION: Deputy Director, Melissa Huffstedtler stated that this special meeting was called in order to meet the deadline to start development on the Lincolnwood Estates under the RAD program. She stated that this same program was used in the development of Genesis Place and Madison Park Place. The goal is to generate more affordable housing. Melissa stated that the PHA Plan and the CapFund will provide matching funds for this program; and added that tenants in this new project will pay the normal 30% of required allotment for rent. This project serves as a pilot program, for potential projects that SHA may be able to complete at a later

time. Director Newman added that the portfolio stock shows a positive impact on SHA doing this project (based and noted by the auditing firm last year).

Commissioner Long asked about the evaluation process. Melissa responded that there are a total of 100 points used by the panel of eight (8). She explained the breakdown for each of those five (5) respondents; stating that BEAR ranked the highest. During the selection process the panel was able to narrow the selection down to two (2) out of the five (5). They felt that BEAR, who also have a strong Section 3 component, was the best partner selection. They were chosen based on the point-system, but also because that they guarantee they will incur the brunt of the project, their experience with projects like this throughout several states, and they have a good working relationship with IHDA and HUD.

Melissa stated that Adam Templar and Jonah Atwood, from BEAR/CMA, are here to talk about their experience, the program, and to answer any questions that the Board may have. She concluded that this is a two-phase program. The first will be to rehabilitate the current structure; the second-phase will include new construction; and that this project will be for the senior population. She then turned the conversation over to the reps from BEAR—Adam Templar and Jonah Atwood.

Adam stated there are two parts to this company. BEAR is the consulting side, which he oversees; and CMA is the construction-side, which Jonah oversees. He stated this is a small company that was established in 1920 in Kenosha, Wisconsin. However, they (BEAR/CMA) got its start about twelve (12) years ago; and RAD was the program that gave them their start working with public housing authorities. They have completed approximately one thousand units, using RAD; they take the pre-development risk; not only familiar with IHDA and HUD, but also LIHTC (tax credits); focus on affordable housing projects; have completed projects in Georgia, Wisconsin, Florida, and Illinois; and also worked on the front-end of the SHA's Villa project through IHDA funding.

Jonah explained the connection between BEAR and CMA. He then stated that he does oversee the contracting portion of this team. He said that there will be sub-contracting for this project and that 98-99% of those hired for this will be from the Springfield area.

Chairman asked Attorney LoBue if he had any comments on this. Attorney LoBue responded that the number one priority is protect SHA. He added that there were some changes that he suggested that have been agreed upon by both sides and incorporated into this agreement. He also mentioned, specifically, that one of his concerns stemmed from language on the general contractor, which is found under "terms and conditions. Otherwise, he was in agreement.

Commissioner Long asked why the rush to get this project started. Melissa responded that RAD, IHDA and HP all have different dates of submission, and the need to get funding started soon so that the project can begin. In other words, to jumpstart funding applications. Adam added that the application to FHLB is due June 23; the goal to start construction by the end of this year

or the first of next year; and that 4% LIHTC and state donations are ongoing, but some have limited funding. Melissa concluded that SHA is hopeful that any funds left from this project will go towards starting the next one.

Adam then went page-by-page of the agreement. Explaining and answering any questions that board may have had. He commented that the first phase of the project will be approximately \$6M, but couldn't give an estimate for the second phase, but that it will be based on the number units that will be built at a different location than Lincolnwood.

Jackie added that some of them were able to visit Elgin, IL and to discuss with the Executive Director on their RAD projects.

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

COMMENTS

None.

ADJOURNMENT

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

Minutes Submitted By:
Brenda S. Bruner, Executive Assistant

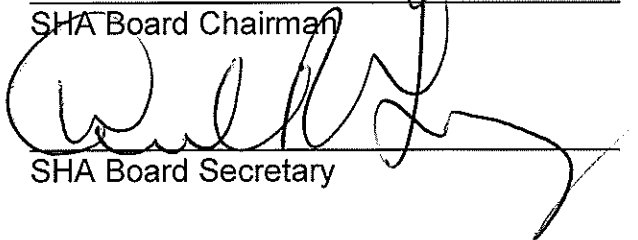
Approved by:



SHA Board Chairman

April 27, 2017

Date



SHA Board Secretary

April 27, 2017

Date