

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

**REGULAR MEETING
MONDAY, NOVEMBER 7, 2016 – 5:00 P.M.**

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

The Springfield Housing Authority Board of Commissioners will hold a Regular Meeting on Monday, November 7, 2016 – 5:00 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**
 - **September 26 2016**
- V. **FS GRADUATES**
- VI. **RESOLUTIONS AND BOARD ACTION**

**RESOLUTION NO. 3151 – ADOPTING THE UTILITY ALLOWANCE SCHEDULE
FOR SECTION 8 HOUSING FOR RESIDENT PURCHASED UTILITIES**

RESOLUTION NO. 3152 – APPROVING A CHANGE ORDERS #27 THROUGH



#33 ON THE CONTRACT WITH CORE CONSTRUCTION FOR THE VILLAS AT VINEGAR HILLS IN THE AMOUNT OF FOUR THOUSAND TWO HUNDRED AND THIRTY DOLLARS (\$4,230.00)

RESOLUTION NO. 3153 – APPROVING THE HCV 5-YEAR MAINSTREAM PROGRAM BUDGET FOR THE SPRINGFIELD HOUSING AUTHORITY IN THE AMOUNT OF \$463,150.00 FOR THE FISCAL YEAR JANUARY 1, 2017 THROUGH DECEMBER 31, 2017

RESOLUTION NO. 3154 – APPROVING THE HOUSING CHOICE VOUCHER PROGRAM BUDGET FOR THE SPRINGFIELD HOUSING AUTHORITY IN THE AMOUNT OF \$12,386,000.00 FOR THE FISCAL YEAR JANUARY 1, 2017 THROUGH DECEMBER 31, 2017

RESOLUTION NO. 3155 – APPROVING THE CONVENTIONAL HOUSING AMP, COCC, AND SHA BUSINESS ACTIVITIES PROGRAM OPERATING BUDGET OF THE SPRINGFIELD HOUSING AUTHORITY FOR THE PERIOD JANUARY 1, 2017 THROUGH DECEMBER 31, 2017

RESOLUTION NO. 3156 – APPROVING A CONTRACT WITH INNOVATIVE CONSTRUCTION MANAGEMENT SERVICES, INC. FOR THE PURPOSE OF VACANT UNIT PAINTING IN VARIOUS SCATTERED SITES IN THE NOT TO EXCEED AMOUNT OF TWO HUNDRED THOUSAND DOLLARS (\$200,000.00) OR NOVEMBER 30, 2017, WHICHEVER IS APPLICABLE FIRST

RESOLUTION NO. 3157 – APPROVING MANAGEMENT AGREEMENT BETWEEN THE SPRINGFIELD HOUSING AUTHORITY AND KING'S COURT LIMITED PARTNERSHIP

RESOLUTION NO. 3158 – APPROVING MANAGEMENT AGREEMENT BETWEEN THE SPRINGFIELD HOUSING AUTHORITY AND UNION BAPTIST PLAZA

RESOLUTION NO. 3159 – APPROVING A CONTRACT WITH MIDWEST OFFICE FOR THE PURPOSE OF PROVIDING FURNITURE, FIXTURES, AND EQUIPMENT WITHIN THE VILLAS AT VINEGAR HILL COMMON AREAS IN THE NOT TO EXCEED AMOUNT OF \$152,552.72

- VII. CLOSED SESSION – PERSONNEL**
- VIII. RESIDENT COUNCIL REPORTS**
- IX. COMMENTS**
- X. ADJOURNMENT**

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SPRINGFIELD HOUSING AUTHORITY
BOARD OF COMMISSIONERS
NOVEMBER 7, 2016 – 5:00 P.M.
200 NORTH ELEVENTH STREET
SPRINGFIELD, ILLINOIS**

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- II. CHAIRMAN'S REMARKS
- III. EXECUTIVE DIRECTOR'S REMARK
- IV. APPROVAL OF PAST MEETING MINUTES
- V. FSS GRADUATES
 - Elonzo M. Copeland (Section 8)
 - Coretta Davis (Section 8)
 - Stephanie Ferguson (Section 8)
 - Kenesha Jones (Section 8)
 - Andrea Mathis (Section 8)
 - Bridget McCullogh (Section 8)
 - Kenneth McGraw (PH)
- VI. RESOLUTIONS AND BOARD ACTION

RESOLUTION NO. 3151 – ADOPTING THE UTILITY ALLOWANCE SCHEDULE FOR SECTION 8 HOUSING FOR RESIDENT PURCHASED UTILITIES

RESOLUTION NO. 3152 – APPROVING CHANGE ORDERS #27 THROUGH #33 ON THE CONTRACT WITH CORE CONSTRUCTION FOR THE VILLAS AT VINEGAR HILLS IN THE AMOUNT OF FOUR THOUSAND TWO HUNDRED AND THIRTY DOLLARS (\$4,230.00)

RESOLUTION NO. 3153 – APPROVING THE HCV 5-YEAR MAINSTREAM PROGRAM BUDGET FOR THE SPRINGFIELD HOUSING AUTHORITY IN THE AMOUNT OF \$463,150.00 FOR THE FISCAL YEAR JANUARY 1, 2017 THROUGH DECEMBER 31, 2017



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**MINUTES OF REGULAR MEETING
SPRINGFIELD HOUSING AUTHORITY
BOARD OF COMMISSIONERS
MONDAY, SEPTEMBER 26, 2016 - 5:00 P.M.**

The Springfield Housing Authority Board of Commissioners held a Regular Meeting on Monday, September 26, 2016 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 George Alexander
Commissioner Donny Anderson

Commissioners Absent: Commissioner Dan Long

Jackie Newman	Executive 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 Self-Sufficiency
Lawrence Harris	Asset Manager
Adrienne Grover	Asset Manager
Deborah Brown	Finance Manager
Stacy Huebsch	Budget Manager
Grant Gruen	Contract Administrator
Donald LoBue	Attorney
Brenda Bruner	Executive Assistant

EXECUTIVE DIRECTOR'S REMARKS

Director Newman stated that her written report stands as submitted, but wanted to highlight some staff shifts that have taken place within the agency:

Adrienne Grover has accepted the position of Asset Manager, and her previous position of Section 8 Manager is open.

Lawrence Harris moved from the position of Director of Self-Sufficiency to Asset Manager of the position that was left vacant by Jeff Schukai.

Lisa Crites has returned and accepted the vacated position of Director of Self-Sufficiency that Lawrence's move created

Grant Gruen is new to the agency and has filled the vacancy left by Jennifer Klein (Contract Administrator).

With nothing additional to add beyond this, Director stated that the rest of written report stands.

APPROVAL OF PAST MEETING MINUTES

Regular Meeting – August 22, 2016

MOTION TO APPROVE: Commissioner Alexander

SECOND: Commissioner Anderson

DISCUSSION: None.

VOTES IN FAVOR: Schweizer, Anderson and Alexander

VOTES AGAINST: None

RESOLUTIONS AND BOARD ACTION

RESOLUTION NO. 3149: APPROVING CHANGE ORDERS #21 THROUGH #26 ON THE CONTRACT WITH CORE CONSTRUCTION FOR THE VILLAS AT VINEGAR HILLS IN THE AMOUNT OF SIXTEEN THOUSAND EIGHT HUNDRED FIFTY-TWO DOLLARS (\$16,852.00)

MOTION TO APPROVE: Commissioner Alexander

SECOND: Commissioner Anderson

DISCUSSION: Chairman stated that Melissa had briefed the Board on this item and Joe reported out at tonight's meeting. He stated that some of the items that are covered under these changes orders include drywall, transfer grill, blow-in insulation (credit), chases-steel beams, kitchen peninsula update, and sanitary lines (insulation) credit. With the pluses and minuses, you will reach the dollar amount of this resolution.

VOTES IN FAVOR: Schweizer, Anderson and Alexander

VOTES AGAINST: None

RESOLUTION NO. 3150: APPROVING A CHANGE MODIFICATION WITH JENNINGS PAINTING, INC. FOR 2016 VACANT UNIT PAINTING CONTRACT IN THE AMOUNT OF FORTY THOUSAND DOLLARS (\$40,000.00)

MOTION TO APPROVE: Commissioner Alexander

SECOND: Commissioner Anderson

DISCUSSION: Grant reported that in order to meet the HUD required 100% occupancy guidelines, the SHA has worked diligently to get units prepared and leased. This additional amount will help us to do that.

VOTES IN FAVOR: Schweizer, Anderson and Alexander

VOTES AGAINST: None

RESIDENT COUNCIL REPORTS

None.

COMMENTS

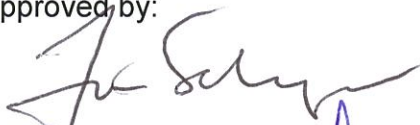
Chairman added that initially it was scheduled to have a "Closed Session" to discuss personnel matter, but this will be discussed at the October's Board Meeting.

ADJOURNMENT

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

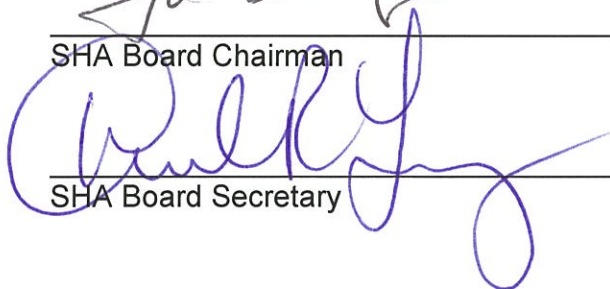
Minutes Submitted By:
Brenda S. Bruner, Executive Assistant

Approved by:



SHA Board Chairman

November 7, 2016
Date



SHA Board Secretary

November 7, 2016
Date