

Changing lives one key at a time

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

**REGULAR MEETING  
MONDAY, OCTOBER 23, 2017 – 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, October 23, 2017 – 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 25, 2017
- V. RESOLUTIONS AND BOARD ACTION

**RESOLUTION NO. 3219A– AUTHORIZING THE SALE OF RESIDENCE LOCATED AT 100 NORTH 13<sup>TH</sup> STREET, SPRINGFIELD, ILLINOIS IN THE AMOUNT OF EIGHTY-FIVE THOUSAND DOLLARS AND ZERO CENTS (\$85,000.00) TO ANGELA R. DOUGLAS**

**RESOLUTION NO. 3230 – AUTHORIZING SALE OF RESIDENCE LOCATED AT 1205 EAST WASHINGTON STREET, SPRINGFIELD, ILLINOIS IN THE AMOUNT OF \$85,000.00 TO TYMAE HOLLOWAN**



**RESOLUTION NO. 3231 – APPROVING THE PURCHASE OF A 2017 FORD F350 BUCKET TRUCK FOR USE BY ALL SHA AMPS, AT A COST NOT TO EXCEED \$65,000.00**

**RESOLUTION NO. 3232 – ADOPTING THE UTILITY ALLOWANCE SCHEDULE FOR PUBLIC HOUSING FOR RESIDENT PURCHASED UTILITIES**

**VI. RESIDENT COUNCIL REPORTS**

**VII. COMMENTS**

**VIII. ADJOURNMENT**

Changing lives one key at a time

**SPRINGFIELD HOUSING AUTHORITY  
BOARD OF COMMISSIONERS – REGULAR MEETING  
OCTOBER 23, 2017 – 5:00 P.M.  
200 NORTH ELEVENTH STREET  
SPRINGFIELD, ILLINOIS**

**AGENDA**

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

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- VI. RESIDENT COUNCIL REPORTS
- VII. COMMENTS
- VIII. ADJOURNMENT



**MINUTES OF REGULAR MEETING  
SPRINGFIELD HOUSING AUTHORITY  
BOARD OF COMMISSIONERS  
MONDAY, SEPTEMBER 25, 2017 - 5:00 P.M.**

The Springfield Housing Authority Board of Commissioners held a Regular Meeting on Monday, September 25, 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

Commissioners Absent: Commissioner George Alexander

Jackie Newman	Executive Director
Melissa Huffstedtler	Deputy Director
Michelle Sergent	Director of Finance
Debra Hereford	Director of Section 8
Wendy Mendenhall	Director of Human Resources
Joe Antonacci	Director of Mod/Development
Stacy Huebsch	Finance Manager
Adrienne Grover	Asset Manager
Lawrence Harris	Asset Manager
Randy Segatto	Attorney
Brady Bushman	Budget Manager
Candi Clouse-Guccione	Section 8 Admin Assistant
Brenda Bruner	Executive Assistant

**EXECUTIVE DIRECTOR'S REMARKS**

Director highlighted a couple items that were included in her report to the Board. One, in order to keep the Board informed of what duties the staff perform, a list of the HUD electronic systems is being provided to them this evening. Also, she mentioned that within her report there is information pertaining to the Section 8 FMRs for their review. Commissioner Long asked Debra if the dollar amounts were up; and she responded that they were some changes, but very minimal (just a couple of dollars).

**APPROVAL OF PAST MEETING MINUTES**

Regular Meeting – August 28, 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. 3226: ADOPTING THE UTILITY ALLOWANCE SCHEDULE FOR SECTION 8 HOUSING FOR RESIDENT PURCHASED UTILITIES**

MOTION TO APPROVE: Commissioner Long

SECOND: Commissioner Anderson

**DISCUSSION:** Debra stated that this schedule comes from NELROD, is reviewed annual, was posted for tenant comment, and there was an increase of approximately 10%.

VOTES IN FAVOR: Schweizer, Long, and Anderson

VOTES AGAINST: None

**RESOLUTION NO. 3227: APPROVING THE SPRINGFIELD HOUSING AUTHORITY PHA PLANS; A FIVE-YEAR PLAN FOR FISCAL YEARS 2018-2022 AND ANNUAL PLAN FOR FISCAL YEAR 2018 TO BE SUBMITTED TO THE U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT**

MOTION TO APPROVE: Commissioner Long

SECOND: Commissioner Anderson

**DISCUSSION:** Melissa stated that this is an annual submission and programs are currently on-going. Commissioner Long asked what type of improvements will come from this. Melissa responded that training for PH staff and includes MOD staff's salary and benefits.

VOTES IN FAVOR: Schweizer, Long, and Anderson

VOTES AGAINST: None

**RESOLUTION NO. 3228: APPROVAL OF THE SUBMISSION OF THE CLOSE-OUT FOR THE 2014 CAPITAL FUND PROGRAM GRANT (IL06P004501-14) IN THE AMOUNT OF \$1,160,743.00, THE 2014 REPLACEMENT HOUSING FACTOR GRANT (IL06R004501-14) IN THE AMOUNT OF \$14,467.00, THE 2014 REPLACEMENT HOUSING FACTOR GRANT (IL06R004502-14) IN THE AMOUNT OF \$93,007.00, AND THE 2015 REPLACEMENT HOUSING FACTOR GRANT (IL06R004501-15) IN THE AMOUNT OF \$14,612.00 TO THE U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT**

MOTION TO APPROVE: Commissioner Long  
SECOND: Commissioner Anderson

**DISCUSSION:** Melissa reported that this is the close-out of funds that have been spent. 2014 is fully expended; RHF funds were used for the Villas at Vinegar Hill; and auditing has been completed for these close-outs.

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

**RESOLUTION NO. 3229: APPROVING A CONTRACT WITH AMCO FENCE COMPANY FOR THE PURPOSE OF FENCE INSTALLATION AT 1910 TRUMAN ROAD IN THE AMOUNT OF THIRTY-FOUR THOUSAND SIX HUNDRED DOLLARS AND NO CENTS (\$34,600.00)**

MOTION TO APPROVE: Commissioner Long  
SECOND: Commissioner Anderson

**DISCUSSION:** To move quickly on this project, the Board was polled previous to this evening's meeting. All who voted were in agreement on this item. Melissa added that AMCO will begin to work on getting the fence installed, starting tomorrow, after official approval from the Board this evening. Commissioner Long asked the question about the number of robberies that have taken place since the new road that now runs past the Truman Road office has opened. Melissa responded that right before the Board was polled the office had been broken into, and another attempt was made in that same week. Commissioner Long asked if there are cameras in place; to which Melissa stated that they are. Director added that there may need to be some updates/upgrades to the current camera system.

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

**RESIDENT COUNCIL REPORTS**

None.

**COMMENTS**

None.

**ADJOURNMENT**

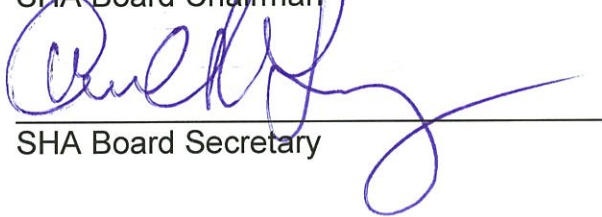
Motion to adjourn. Vote unanimous in favor of the motion.

Minutes Submitted By:  
Brenda S. Bruner, Executive Assistant

Approved by:

  
\_\_\_\_\_  
SHA Board Chairman

October 23, 2017  
Date

  
\_\_\_\_\_  
SHA Board Secretary

October 23, 2017  
Date