SPRINGFIELD HOUSING AUTHORITY
Changing lives one key at a time

200 North 11th Street, Springfield, IL 62703
Phone 217.753.5757 Fax 217.753.5799
www.springfieldhousingauthority.org

SPRINGFIELD HOUSING AUTHORITY
BOARD OF COMMISSIONERS – REGULAR MEETING
MONDAY, APRIL 22, 2019 – 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 REMARKS

IV. APPROVAL OF PAST MEETING MINUTES

V. RESOLUTIONS AND BOARD ACTION

RESOLUTION NO. 3315 – APPROVING THE CONTRACT FOR SECURITY SERVICES WITH VETS SECURING AMERICA

RESOLUTION NO. 3316 – APPROVING A CONTRACT WITH ISAACS REFRIGERATION COMPANY, INC. FOR THE PURPOSE OF HVAC REPLACEMENT IN AMP 4 IN THE AMOUNT OF $42,000.00

RESOLUTION NO. 3317 – APPROVING THE LEASE AGREEMENT BETWEEN THE VILLAS AT VINEGAR HILL BEAUTICIAN AND THE SPRINGFIELD HOUSING AUTHORITY

RESOLUTION NO. 3318 – APPROVING THE LEASE AGREEMENT BETWEEN SHAMORIE REYNOLDS BEAUTICIAN AT THE BONANSINGA HI-RISE AND THE SPRINGFIELD HOUSING AUTHORITY

VI. RESIDENT COUNCIL REPORTS

VII. COMMENTS

VIII. ADJOURNMENT

4/17/19

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

REGULAR MEETING
MONDAY, APRIL 22, 2019 – 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, April 22, 2019 – 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**
- **March 25, 2019**

V. **RESOLUTIONS AND BOARD ACTION**

RESOLUTION NO. 3315 – APPROVING THE CONTRACT FOR SECURITY SERVICES WITH VETS SECURING AMERICA

RESOLUTION NO. 3316 – APPROVING A CONTRACT WITH ISAACS REFRIGERATION COMPANY, INC. FOR THE PURPOSE OF HVAC REPLACEMENT IN AMP 4 IN THE AMOUNT OF $42,000.00

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VI. RESIDENT COUNCIL REPORTS

VII. COMMENTS

VIII. ADJOURNMENT

MINUTES OF REGULAR MEETING
SPRINGFIELD HOUSING AUTHORITY
BOARD OF COMMISSIONERS
MONDAY, MARCH 25, 2019 - 5:00 P.M.

The Springfield Housing Authority Board of Commissioners held a Regular Meeting on Monday, March 25, 2019 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 Timothy Schweizer Commissioner Dan Long Commissioner Luckist Turner
Commissioners Absent:	Commissioner Kimeka Robinson

Jackie Newman	Executive Director
Melissa Huffstedtler	Deputy Director
Michelle Sergent	Director of Finance
Wendy Mendenhall	Director of HR
Renee Bell	Director of FSS
Joseph Antonacci	Dir. Of Mod/Dev
Darryl Jones	Asset Manager
Karen Cliburn	Budget Manager
Robb Stark	Procurement Specialist
Randy Segatto	Attorney
Blake Whitener	Construction Manager
Karen Cliburn	Budget Manager
Brenda Bruner	EA

EXECUTIVE DIRECTOR'S REMARKS

Director Newman reported a couple highlights from her submitted report. She first stated that the skylight at 200 is now completed; and thanked the Board for their support in getting this done. The breakroom is also complete, and some of the board members were able to view it at the last board meeting. There are other efforts we are doing to bring staff together—such as Lunch and Learns and the last event for "March Madness". Director Newman stated that we are moving forward on the RAD project for Lincolnwood Estate. Her final comment was to congratulate Blake Whitener for his promotion to Construction Manager. Blake has been with the agency for three years and will also be working with the Section 3 compliance portion that has been vacant for a while.

APPROVAL OF PAST MEETING MINUTES

Regular Meeting – January 28, 2019

MOTION TO APPROVE: Commissioner Long
SECOND: Commissioner Turner

DISCUSSION: None.

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

RESOLUTIONS AND BOARD ACTION

RESOLUTION NO. 3310: AUTHORIZING SALE OF 1327 E. REYNOLDS STREET, SPRINGFIELD, ILLINOIS, A NORTH PARK PLACE HOMEOWNERSHIP UNIT, TO DOMONIQUE MILLER IN THE AMOUNT OF $90,000.00

MOTION TO APPROVE: Commissioner Long
SECOND: Commissioner Turner

DISCUSSION: Melissa reported on this item, stating that this is the final unit to be sold. The price of sale in this item states $90K; but actual sale price with based on the appraised value. Melissa added that she inspected the unit and it is in great shape; and with this sale it will move the house off the roll to homeownership.

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

RESOLUTION NO. 3311: APPROVING A CONTRACT WITH KLC TURF PRO FOR SEASONAL MOWING OF SPRINGFIELD HOUSING AUTHORITY PROPERTIES FOR YEARS 2019, 2020, AND 2021

MOTION TO APPROVE: Commissioner Long
SECOND: Commissioner Turner

DISCUSSION: Michelle stated that before conversion to "asset management", staff (custodians) mowed. But between unit turn-over and general upkeep, we went to hiring the mowing out. We had two successful bids on this item, with KLC Turf Pro being the lowest most responsive bidder.

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

RESOLUTION NO. 3312: APPROVING A CONTRACT WITH JENNINGS PAINTING, INC. FOR THE PURPOSE OF INTERIOR PAINTING IN THE BONANSINGA HI-RISE IN THE AMOUNT OF $67,340.00

MOTION TO APPROVE: Commissioner Long
SECOND: Commissioner Turner

DISCUSSION: Jessica stated that the item was posted on eProcurement, with five companies responding. The lowest bidder was in non-compliance (not having their Section 3 paperwork). Chairman asked if this was a surprise, to which Melissa responded that this requirement is included in all the bid packets.

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

RESOLUTION NO. 3313: APPROVING A CONTRACT WITH KONE, INC. FOR THE PURPOSE OF INSTALLING SAFETY FEATURE (ROPE GRIPPERS) ON THE ELEVATORS AT BONANSINGA HI-RISE (AMP 3) TO COMPLY WITH THE ILLINOIS STATE FIRE MARSHAL IN THE AMOUNT OF $49,876.00

MOTION TO APPROVE: Commissioner Long
SECOND: Commissioner Turner

DISCUSSION: Melissa stated that computer boards for the elevators are very expensive, and is what we would look at if we were updating the whole system. Chairman asked if this was an unplanned expense. Melissa stated that it was, however there are Capital Funds available to get these safety features installed. Melissa stated that elevator updates will be budgeted through Capital Funds at a later time…which could cost approximately $400K for the two hi-rises.

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

RESOLUTION NO. 3314: APPROVAL OF THE SUBMISSION TO THE U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT (HUD) OF THE CLOSE-OUT FOR THE 2013 REPLACEMENT HOUSING FACTOR GRANT (IL06R004501-13) IN THE AMOUNT OF $88,689.00

MOTION TO APPROVE: Commissioner Long
SECOND: Commissioner Turner

DISCUSSION: Melissa reported that this is the third submission to HUD since September 2018. All the funds in this program have been obligated; and will now be included in the 2018 audit.

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

RESIDENT COUNCIL REPORTS

None.

COMMENTS

None.

ADJOURNMENT

Motion to adjourn was made by Commissioner Turner; vote was unanimous in favor of the motion.

Minutes Respectfully Submitted By:
Brenda S. Bruner, Executive Assistant

Approved by:

SHA Board Chairman — April 22, 2019 Date

SHA Board Secretary — April 22, 2019 Date