

**MINUTES OF REGULAR MEETING
SPRINGFIELD HOUSING AUTHORITY
BOARD OF COMMISSIONERS
MONDAY, MARCH 29, 2021 - 5:00 P.M.**

The Springfield Housing Authority Board of Commissioners held a Regular Meeting on Monday, March 29, 2021 at the SHA Administrative Office, 200 North Eleventh Street, Springfield, Illinois. Due to the COVID-19 pandemic, this meeting was also held via Zoom (telecommunication) and was called to order at 5:00 p.m.

Commissioners Present: Chairman Timothy Schweizer
Commissioner Dan Long
Commissioner Luckist Turner
Commissioner William Gass

Staff Present:

Jackie Newman	Executive Director
Melissa Huffstedtler	Deputy Director
Renee Bell	Director of FSS
Michelle Sergent	Director of Finance
Wendy Mendenhall	Director of Human Resources
Joe Antonacci	Director of Mod/Development
Adrienne Grover	Director of HCV
Robin Dowis	Asset Manager
Darryl Jones	Asset Manager
Karen Cliburn	Budget Manager
Stacy Huebsch	Finance Manager
Becky Stehman	Asset Manager
Jessica Watson	Contract Administrator
Samantha Bobor	Attorney
Dean Olson	SJ-R
Roy Williams	Alderman
Dale Rector	Auditor
Brenda Bruner	Executive Assistant

CHAIRMAN'S REMARKS

Chairman read the following comment:

This meeting is being conducted electronically pursuant to Executive Order 2020-07 signed by Governor Pritzker and guidance provided by Legal Counsel. More importantly, based on what we know now about the coronavirus pandemic and prudent precautions as a result thereof, this meeting is being conducted in a way to provide the maximum amount of protection to our Board, staff and the community. We apologize for any inconvenience to anyone, but we ask for your understanding and compliance temporarily. Thank you.

Chairman turned the meeting over to Director Newman.

EXECUTIVE DIRECTOR'S REMARKS

Director Newman stated that she would highlight a few items, but will keep her comments brief. She stated that SHA is one week away from its soft-reopening for all offices. Sessions have been held to help staff prepare and help to prevent any conflicts. We will only be accepting clients who have an appointment—using a phase-in approach, and monitoring weekly during the first month. She added that vaccinations are being offered to staff and clients. We have had approximately 150+ residents in the hi-rises who have received their vaccine. We are thinking of implementing a pop-up clinic at Johnson Park and Brandon Drive. Commissioner Long asked if it is a mandate for staff to receive the shot; and Wendy stated that 1.5 hours are offered to staff to encourage them to get the vaccine. Commissioner Long then asked if there was a number for the staff who have already been vaccinated; and Wendy stated, that at this time, there is not.

With that, Director Newman stated her written report (submitted to the Board via email) stands as submitted.

APPROVAL OF PAST MEETING MINUTES

Regular Meeting – February 22, 2021

MOTION TO APPROVE: Commissioner Turner
SECOND: Commissioner Long

DISCUSSION: None.

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

RESOLUTIONS AND BOARD ACTION

RESOLUTION NO. 3423: APPROVING A CONTRACT WITH KONE, INC. FOR THE PURPOSE OF ELEVATOR RE-HAB AT BONANSINGA HI-RISE IN AMP 3 IN THE AMOUNT OF TWO HUNDRED FIFTY THOUSAND DOLLARS AND NO CENTS (\$250,000.00)

MOTION TO APPROVE: Commissioner Long
SECOND: Chairman Schweizer

DISCUSSION: Jessica stated that the elevator doors at Bonansinga Hi-rise are not operating properly, and there are some electrical problems also. There is a larger elevator in the building, but it must be left available for move-in and -outs. The current item before the board this evening is in the amount, not to exceed, \$250,000.00 to replace the doors of the current elevators that clients use to get to their apartments in the Bonansinga Hi-Rise. This will allow for the controllers to be updated and to get them to code. The additional repairs needed will be bid and brought before the board at a later time.

Chairman asked for clarification, that the approval of this resolution is considered essential. Melissa responded that for public safety and health concerns of our clients, yes, this is essential and the amount requested will allow these concerns to be handled. Commissioner Long asked if this is for one or two elevators; and Melissa responded that it is for two. She went on to say, with the Board's approval this evening we will be able to move forward—as the doors have to be manufactured, which will take time. However, it will allow us to be able to go back to the residents of the building and let them know that we

are working on the problem. Chairman asked if there is a timeline that this will be completed. Melissa stated that she wasn't sure of the exact time, but that it will probably take a few weeks.

VOTES IN FAVOR: Schweizer, Long, Turner, and Gass

VOTES AGAINST: None

RESIDENT COUNCIL REPORTS

None.

PUBLIC COMMENTS

Dale Rector, partner of Rector, Reeder & Lofton, PC was available at this evening's meeting to discuss the preliminary results of the audit and to be available for any questions that the Board may have about the same. Dale stated that he received full compliments on the whole agency from his staff. He stated that the evaluation of the Procurement department was great; tenant files were fairly clean (stating that one employee that no longer worked with the agency had a couple files that were missing); the books were great; the tax credit properties were in good shape; there were no delays on anything due to COVID-19. Commissioner Long asked when could they expect a copy of the completed audit report, and Dale responded that it's usually a 60-day period. Michelle added that there were four auditors that came to complete the audit and she felt that they were very thorough, even moreso than in previous years. Commissioner Long asked how did things look in the Section 8 department. Dale stated that out of 100+ files that were reviewed, there may have been one to two errors found. Director Newman took a moment to thank Adrienne Grover for her work in directing staff in this report from Dale. She stated that Adrienne is very organized and knowledgeable of the program and wanted to make sure that she knows that her work is greatly appreciated. Dale agreed that SHA is very fortunate for such great staff.

Commissioner Gass stated that he would like to talk with the auditor personally. He asked if he could have a phone number for him, so that he could call him. He added that, perhaps, Brenda would be able to forward that information to him. Dale said that he would give him his number right then, but Michelle stated that a copy of the report that she was discussing this evening, and the auditor's number would be sent to Commissioner Gass tomorrow.

Discussion then ensued regarding the outstanding rent payments. Michelle stated that currently 30% of public housing residents are behind in their rent payments, at an approximate amount of \$199K. The moratorium has been extended to June 30, 2021. Asset managers are working with their clients to get and stay on top of the outstanding payments. Repay agreements, rental assistance programs, the Illinois Debt Recovery Program are some of the avenues that SHA are taking in order to capture some of these late payments; and specifically, \$40-50K have already been collected through the Illinois Debt Recovery Program. However, we've just learned that there will no longer be a state refund process that we can use to collect this outstanding rents. Through COVID-19 we have been able to keep total expenses lower this year, we still have 4-months of money in reserves, and have closed 18-ledgers. In the financials, that were submitted to the Board prior to the meeting, shows that in the February ledger that one AMP shows a small loss—but we are still very financially stable at this time. Director Newman added that all of this reflects the need and importance for more "ADVOCACY" at this time. Commissioner Long asked if we will be able to collect these back rents once we are through the moratorium. Michelle stated that we could. Commissioner Gass asked if these outstanding rent payments are for Public Housing and Housing Choice Vouchers. Michelle responded that these dollars are based solely on Public Housing;

adding that HCV payments got directly to the landlords and not to SHA. Commissioner Gass then asked after the moratorium has ended, would it be like a mass exodus of evictions. Director Newman stated no, we would first seek repayment agreements. We are not looking to make people homeless, and will work with our clients to assure that. Michelle added that we have and will continue to work with our clients; encouraging them to use their stimulus and tax refunds to take care of these back rent payments.

BOARD COMMENTS

None

ADJOURNMENT

Motion was made to adjourn and the vote was unanimous in favor of the motion.

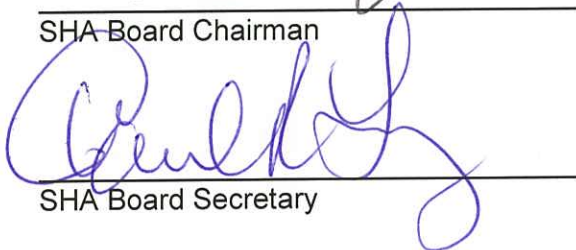
Minutes Respectfully Submitted By:
Brenda S. Bruner, Executive Assistant

Approved by:



SHA Board Chairman

April 26, 2021
Date



SHA Board Secretary

April 26, 2021
Date