

**MINUTES OF REGULAR MEETING  
 SPRINGFIELD HOUSING AUTHORITY  
 BOARD OF COMMISSIONERS  
 MONDAY, APRIL 22, 2024 - 5:00 P.M.**

The Springfield Housing Authority Board of Commissioners held a Regular Meeting on Monday, April 22, 2024, at the SHA Administrative Office, 200 North Eleventh Street, Springfield, Illinois. This meeting was held in person and via Zoom (telecommunication) and was called to order at 5:00 p.m.

Commissioners Present:

Chairman Tim Schweizer  
 Commissioner Dan Long  
 Commissioner Joshua Johnson

Staff Present:

<b>A</b>	Dr. Jackie Newman	Executive Director
<b>P</b>	Melissa Huffstedtler	Deputy Director
<b>P</b>	Wendy Mendenhall	Director of Human Resources
<b>P</b>	Michelle Sergent	Director of Finance
<b>P</b>	Troy Boyer	Director of Mod/Dev
<b>P</b>	Sarah Wallman	Director of Self-Sufficiency Programs
<b>P</b>	Karen Cliburn	Budget Manager
<b>P</b>	Stacy Huebsch	Finance Manager
<b>A</b>	Tim Kobos	Asset Manager
<b>P</b>	Kylie Jackson	Asset Manager
<b>P</b>	Kelly Brown	Asset Manager
<b>A</b>	Latina Faulker	HCV Manager
<b>P</b>	Adrienne Kipp	ROSS Coordinator
<b>P</b>	Ligia Anderson	Contract Administrator
<b>P</b>	George Jennings	Section 3 Compliance Manager
<b>P</b>	Alan Brinkoetter	Construction Manager
<b>P</b>	Samantha Bobor	Giffin Winning Cohen & Bodewes (Attorney)
<b>P</b>	Evonite Smith	Executive Assistant
<b>P</b>	Dorothy Barnes	SHA Inspector

**CHAIRMAN'S REMARKS**

Commissioner Long called the meeting to order at 5:00 pm and turned the meeting over to Deputy Director Melissa Huffstedtler.

**EXECUTIVE DIRECTOR'S REMARKS**

In the absence of Director Newman, Melissa stated that the Director and she attended the **NAHRO NCRC?** Conference in Washington, DC. They discussed affordable housing and legislative priorities with legislators who represent our area. Melissa also reported attending the Moving to Work Conference which provided much insight in planning for SHA's future.

Madison Park Place Construction development is moving along, and families are moving from temporary or existing units to permanent ones. We'll try to have some events as they go into phase 2 of the redevelopment.

### **APPROVAL OF PAST MEETING MINUTES**

March 25, 2024

MOTION TO APPROVE: Commissioner Long

SECOND: Commissioner Johnson

**DISCUSSION:** None.

VOTES IN FAVOR: ALL

VOTES AGAINST: NONE

### **RESOLUTIONS AND BOARD ACTION**

**RESOLUTION #3608** – APPROVING THE LEASE AGREEMENT BETWEEN THE SPRINGFIELD HOUSING AUTHORITY AND THE SPRINGFIELD URBAN LEAGUE (SUL) FOR THE PROPERTY LOCATED AT #9 BRANDON DRIVE

MOTION TO APPROVE: Commissioner Long

SECOND: Commissioner Johnson

**DISCUSSION:** Melissa stated that SHA is planning to convert the property, so a contract renewal is proposed back to July 1, 2023, through June 30, 2025. As we look towards that RAD conversion of the property, we thought this would just be the best way to continue with the agreement that we've had until 2025. Within the next year, we'll have some new ideas about working on revising our vision for the property.

Springfield Urban League talked about ramping up their programs in the fall, and that they've served about 34 to 38 Brandon families over the last year. When the RAD conversion happens, and we demolish all of Brandon, we likely will reconsider our partnership.

VOTES IN FAVOR: ALL

VOTES AGAINST: NONE

**RESOLUTION #3609 – APPROVING AN EXTENSION TO THE MANAGEMENT PLAN AND MANAGEMENT AGREEMENT BETWEEN THE SPRINGFIELD HOUSING AUTHORITY AND COOK STREET RENAISSANCE**

MOTION TO APPROVE: Commissioner Long  
SECOND: Commissioner Johnson

**DISCUSSION:** Melissa stated that this is a management agreement for Cook Street, and it expired in 2023. We've been managing the property just in terms of accepting applications and finding tenants since its inception in 2009. This is just an, extension to the management agreement that we have on file. We're supposed to get 6% of their gross collected rent, but we only do the management of the applications.

VOTES IN FAVOR: ALL  
VOTES AGAINST: NONE

**RESIDENT COUNCIL REPORTS** - NONE

**PUBLIC COMMENTS** - NONE

**BOARD COMMENTS** –

Michelle added that we will have an upcoming resolution to see if we could pull forward with a partnership with the City of Springfield Police Department so they can view our security cameras when they're responding to a call. They have a memorandum of understanding that they want to get executed so they can start working on the project.

**ADJOURNMENT**

Dan Long motioned to adjourn. The Meeting adjourned at 5:35 p.m.

Minutes Respectfully Submitted By:  
Evonite Smith, Executive Assistant

Approved by:

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SHA Board Chairman

April 22, 2024  
Date

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

April 22, 2024  
Date