



200 North 11th Street, Springfield, IL 62703
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**NOTICE OF REGULAR MEETINGS OF THE
SPRINGFIELD HOUSING AUTHORITY
BOARD OF COMMISSIONERS**

**REGULAR MEETING
Monday, January 27, 2025 – 5:00 P.M.
200 North Eleventh Street
Springfield, Illinois 62703**

Meeting ID: 864 9310 0084

Password: 534872

Dial in: 1/312-626-6799 US (Chicago)

Link to meeting:

<https://us02web.zoom.us/j/86493100084?pwd=cUxGcjRMRkdBRUFTRDFKK28zeGNJQT09>

The public is welcome to attend electronically via Zoom.

The Springfield Housing Authority Board of Commissioners will hold a Regular Meeting on Monday, January 27, 2025 at 5:00 p.m. Please see the agenda below.

If you have any questions, don't hesitate to get in touch with the Executive Director's Office at 217-753-5757, ext. 206.

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
 - December 9, 2024





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V. RESOLUTIONS AND BOARD ACTION

RESOLUTION #2025-01 – APPROVING LINCOLNWOOD ESTATES SF, LLC AND THE VILLAS AT VINEGAR HILL PROGRAM OPERATING BUDGETS FOR THE PERIOD JANUARY 1, 2025 THROUGH DECEMBER 31, 2025

RESOLUTION #2025-02 – APPROVING THE ANNUAL SUPPORT FEE TO MANAGEMENT COMPUTER SERVICES (MCS), INC FOR PHA WEB COMPUTER SOFTWARE USE FOR FY 2025 THROUGH FY 2029 IN AN AMOUNT NOT TO EXCEED \$350,000

RESOLUTION #2025-03 – APPROVING THE REPAIR OF THE SMALL ELEVATOR AT THE HILDEBRANDT HI RISE FOR \$111,891 WITH KONE AFTER THE FIRE IN UNIT #705 ON JULY 1, 2024 THAT WILL BE COVERED BY THE PROPERTY INSURANCE POLICY WITH AHRMA

RESOLUTION #2025-04 – APPROVING THE 2025 ANNUAL MAINTENANCE TENANT CHARGE SCHEDULE FOR THE PERIOD OF FEBRUARY 1, 2025 THRU DECEMBER 31, 2025

RESOLUTION #2025-05 – APPROVAL OF THE SUBMISSION TO THE U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT (HUD) OF THE CLOSE-OUT FOR THE 2020 CAPITAL FUND GRANT (IL01P004501-20) IN THE AMOUNT OF \$1,752,780.00

RESOLUTION #2025-06 – APPROVAL OF THE SUBMISSION TO THE U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT (HUD) OF THE CLOSE-OUT FOR THE 2021 CAPITAL FUND GRANT (IL01P004501-21) IN THE AMOUNT OF \$1,975,128.00

RESOLUTION #2025-07 – APPROVING A CONTRACT WITH JOHNCO CONSTRUCTION, INC. FOR THE PURPOSE OF SIDING, WINDOWS, AND DOORS UPGRADE AT AMP 2 – JOHNSON PARK IN THE CONTRACT AMOUNT OF ONE MILLION THIRTY-TWO THOUSAND EIGHTEEN DOLLARS (\$1,032,018.00)

VI. RESIDENT COUNCIL REPORTS

VII. PUBLIC COMMENTS

VIII. BOARD COMMENTS



PERSONNEL

IX. ADJOURNMENT

**MINUTES OF REGULAR MEETING
SPRINGFIELD HOUSING AUTHORITY
BOARD OF COMMISSIONERS**

MONDAY, January 27, 2025 - 5:00 P.M.

The SHA Board of Commissioners held a Regular Meeting on Monday, January 27, 2025, 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 Luckist Turner

Staff:

P	Dr. Jackie Newman	Executive Director
P	Melissa Huffstedtler	Deputy Director
P	Wendy Mendenhall	Director of Human Resources
P	Michelle Sergent	Director of Finance
A	Troy Boyer	Director of Mod/Dev
P	Sarah Wallman	Director of Self-Sufficiency Programs
A	Karen Cliburn	Budget Manager
P	Stacy Huebsch	Finance Manager
P	Kylie Jackson	Asset Manager
P	Tammera Aper	Asset Manager
P	Latina Faulker	HCV Manager
A	Adrienne Kipp	ROSS Coordinator
P	Alan Brinkoetter	Construction Manager
P	Samantha Bobor	Giffin Winning Cohen & Bodewes (Attorney) (virtual)

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SECOND: Commissioner Johnson

VOTES IN FAVOR: ALL

VOTES AGAINST: NONE

RESOLUTION #2025-02 – APPROVING THE ANNUAL SUPPORT FEE TO MANAGEMENT COMPUTER SERVICES (MCS), INC. FOR PHA WEB COMPUTER SOFTWARE USE FOR FY 2025 THROUGH FY 2029 IN AN AMOUNT NOT TO EXCEED \$350,000.00

DISCUSSION: Director of Finance, Michelle Sergent, addressed the change in software from 1987 to current, acknowledging the forward movement in technology; she identified that Management Computer Services (MCS) is out of La Crosse, Wisconsin. She expressed that they are reliable; they have 3 separate servers that are kept at different locations, however, she also stated that if something happens, computers could be set up at any location and the ability to retrieve needed information could be easily accessed. From photos, accounts receivable and payable, ledgers, and more - reliable computer support is provided through MCS and is tenant-user friendly.

MOTION TO APPROVE: Commissioner Daniel Long

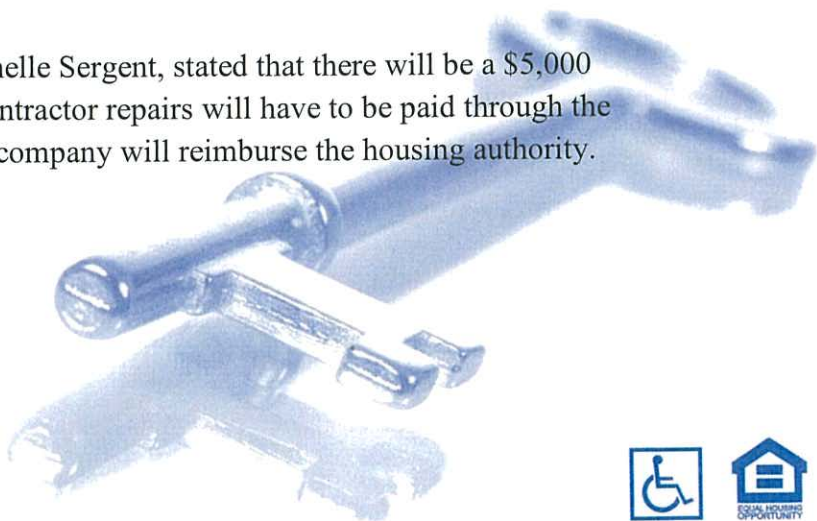
SECOND: Commissioner Luckist Turner

RESOLUTION #2025-03 – APPROVING THE REPAIR OF THE SMALL ELEVATOR AT THE HILDEBRANDT HI-RISE FOR \$111,891 WITH KONE AFTER THE FIRE IN UNIT #705 ON JULY 1, 2024 THAT WILL BE COVERED BY THE PROPERTY INSURANCE POLICY WITH AHRMA.

DISCUSSION: Director of Finance, Michelle Sergent, stated that there will be a \$5,000 deductible with the insurance company; contractor repairs will have to be paid through the housing authority, however, the insurance company will reimburse the housing authority.

VOTES IN FAVOR: ALL

VOTES AGAINST: NONE



VOTES AGAINST: NONE

RESOLUTION #2025-07 APPROVING A CONTRACT WITH JOHNCO CONSTRUCTION, INC. FOR THE PURPOSE OF SIDING, WINDOWS, & DOORS UPGRADE AT AMP 2 JOHNSON PARK IN THE CONTRACT AMOUNT OF ONE MILLION THIRTY TWO THOUSAND EIGHTEEN DOLLARS \$1,032,018.00)

MOTION TO APPROVE: Commissioner Daniel Long

SECOND: Commissioner Luckist Turner

DISCUSSION: The President of JOHNCO, Mr. Paul Burns, virtually attended this meeting. JOHNCO was the lowest bidder for the project. Contract Administrator, Ligia Anderson, provided the history of JOHNCO in conjunction with some of their larger projects that they completed successfully. Through this contract, 56 units will be addressed for Johnson Park. Deputy Director, Melissa Huffstedtler, stated that the project will begin the following week. Mr. Burns stated that multiple projects have been successfully completed with Springfield Housing Authority in the past and that he looks forward to completing this project as well.

MOTION TO APPROVE: Commissioner Daniel Long

SECOND: Commissioner Luckist Turner

RESIDENT COUNCIL REPORTS - NONE

PUBLIC COMMENTS – Chairman Schweizer acknowledged Dr. Jackie L. Newman's 40th Year Anniversary with Springfield Housing Authority.

The motion to adjourn was made by Commissioner Luckist Turner.

