

**MINUTES OF REGULAR MEETING
SPRINGFIELD HOUSING AUTHORITY
BOARD OF COMMISSIONERS****Monday, June 23, 2025 - 5:00 P.M.**

The SHA Board of Commissioners held a Regular Meeting on Monday, June 23, 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 5:01P.M.

Commissioners Present:

Chairman Tim Schweizer
Commissioner Dan Long
Commissioner Luckist Turner
Commissioner Joshua Johnson

Staff Present:

P	Dr. Jackie Newman	Executive Director
P	Melissa Huffstedtler	Deputy Director
P	Wendy Mendenhall	Director of Human Resources (virtual)
P	Michelle Sergent	Director of Finance
P	Troy Boyer	Director of Mod/Dev
P	Sarah Wallman	Director of Self-Sufficiency Programs
A	Stacy Huebsch	Finance Manager
P	Kylie Jackson	Director of HCV
P	Tamera Aper	Asset Manager
P	Monica Johnson	Asset Manager
P	Latina Faulker	HCV Manager
P	Alan Brinkoetter	Construction Manager
P	Ligia Anderson	Contract Administrator
P	Lauren Gordon Davis	Section 3 Compliance Manager
p	Angela West	Executive Office Administrator
P	Samantha Bobor	Giffin Winning Cohen & Bodewes (Attorney)

CHAIRMAN'S REMARKS

Chairman Tim Schweizer turned the meeting over to Executive Director Dr. Jackie L. Newman.

EXECUTIVE DIRECTOR'S REMARKS

Director Newman presented a written report to the Board.

APPROVAL OF PAST MEETING MINUTES

May 27, 2025

MOTION TO APPROVE: Commissioner Long

SECOND: Commissioner Turner

VOTES IN FAVOR: ALL

VOTES AGAINST: NONE

RESOLUTION #2025-18 – AUTHORIZING AND APPROVING A COLLECTION OF LOSS WRITE-OFF FOR CONVENTIONAL PUBLIC HOUSING IN THE AMOUNT OF \$131,459.13

MOTION TO APPROVE: Commissioner Long

SECOND: Commissioner Johnson

DISCUSSION: - Director of Finance, Michelle Sergent, identified the maintenance charges, move out charges, and utility charges that were incurred in the uncollectible accounts authorized in June and December and that these amounts will be entered in the Enterprise Income Verification system with the United States Department of Housing and Urban Development and will be put in the Illinois Debt Recovery program.

VOTES IN FAVOR: ALL

VOTES AGAINST: NONE

RESOLUTION #2025-19 – AUTHORIZING AND APPROVING A COLLECTION LOSS WRITE-OFF FOR CONVENTIONAL LINCOLNWOOD ESTATES SF LLC IN THE AMOUNT OF \$12.60

MOTION TO APPROVE: Commissioner Long

Changing lives one key at a time

SECOND: Commissioner Turner

DISCUSSION: - Director of Finance, Michelle Sergent, identified the annual write off in the amount of \$12.60 for the conventional Lincolnwood Estates SF LLC.

VOTES IN FAVOR: ALL

VOTES AGAINST: NONE

RESOLUTION #2025-20 – AUTHORIZING AND APPROVING A COLLECTION LOSS WRITE-OFF FOR CONVENTIONAL MADISON PARK PLACE REHABILITATION LLC IN THE AMOUNT OF \$27,164.63

MOTION TO APPROVE: Commissioner Long

SECOND: Commissioner Johnson

DISCUSSION: Director of Finance, Michelle Sergent, indicated that five individuals were written off. One individual is deceased. One moved out, one was evicted, one was over the income, and the other was a move out. 18% of these charges are move-out charges and 81% are rent charges.

VOTES IN FAVOR: ALL

VOTES AGAINST: NONE

RESOLUTION #2025-21 APPROVING A CONTRACT WITH TRIPLE A ASBESTOS FOR A BLANKET CONTRACT FOR ASBESTOS ABATEMENT NOT TO SIXTY THOUSAND DOLLARS AND ZERO CENTS (\$60,000.00)

MOTION TO APPROVE: Commissioner Long

SECOND: Commissioner Johnson

DISCUSSION: Contractor Ligia Anderson stated her division received 3 bids on May 30, 2025. Triple A was timely with their proposal. As a woman-owned company, Triple A is fully licensed and they are insured with over three decades of experience with asbestos testing.

RESOLUTION # 2025-22 – AUTHORIZING SALE OF 1417 EAST MADISON STREET, SPRINGFIELD, ILLINOIS A MADISON PARK PLACE HOMEOWNERSHIP UNIT, TO SANDRA CLEMONS IN THE AMOUNT OF \$90,000.00.

DISCUSSION: Director of Family & Self-Sufficiency Services, Sarah Wallman, informed the board that Ms. Sandra Clemons wishes to purchase a Madison Park Place homeownership unit. Buyer meets the income requirements to be a homeowner and will be purchasing the home outright.

RESIDENT COUNCIL REPORTS - NONE

PUBLIC COMMENTS – Dr. Newman asked Deputy Director Deputy Huffstedtler to talk about the PHA Plan. Deputy Director Huffstedtler informed the board that the deadline is October 15, 2025. This plan incorporates all of the needs central housing authorities want to achieve in the next year in conjunction with the next five years in terms of policies, and the plans that the housing authority has for redevelopment purposes. Deputy Director Huffstedtler formally acknowledged the 20th Year Anniversary with Dr. Jackie L. Newman serving as Springfield Housing Authority's Executive Director.

BOARD COMMENTS – Chairman Tim Schweizer acknowledged Dr. Newman's 20th Year Anniversary, remembering when he and Commissioner Dan Long, accepted her as Springfield Housing Authority's Executive Director. Chairman Schweizer, the rest of the board, along with some of Springfield Housing Authority's staff, and public attendees formally congratulated Dr. Newman with a celebration that also involved virtual attendees (zoom).

ADJOURNMENT

There being no further business to come before the SHA Board of Commissioners, Commissioner Johnson motioned to adjourn. This was seconded by Commissioner Turner.

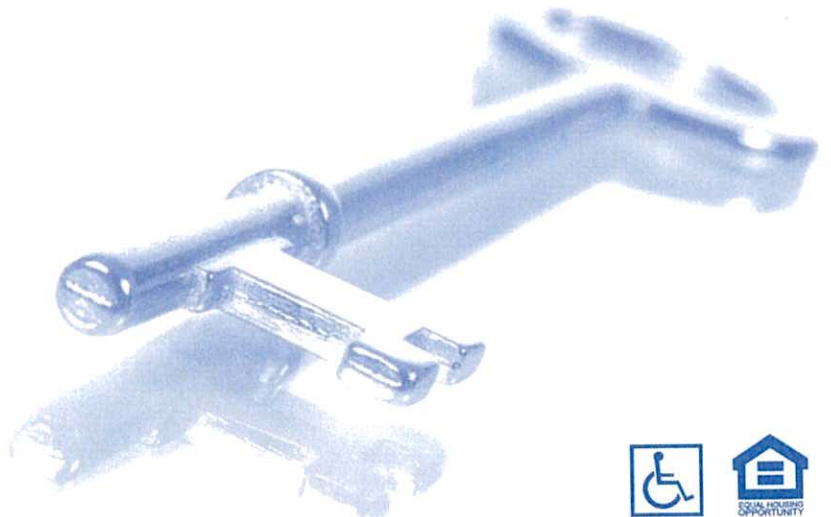
VOTES IN FAVOR: ALL

VOTES AGAINST: NONE

The meeting adjourned at 5:48

Respectfully Submitted By:

Angela West





SPRINGFIELD
HOUSING
AUTHORITY

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Approved by:

SHA Board Chairman

SHA Board Secretary

July 28, 2025

Date

July 28, 2025

