

**MINUTES OF REGULAR MEETING
SPRINGFIELD HOUSING AUTHORITY
BOARD OF COMMISSIONERS****Monday, October 27, 2025 - 5:00 P.M.**

The SHA Board of Commissioners held a Regular Meeting on Monday, October 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 5:10 P.M.

Commissioners Present: Chairman Tim Schweizer
Commissioner Luckist Turner
Commissioner Joshua Johnson

Staff Present:

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

CHAIRMAN'S REMARKS

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

EXECUTIVE DIRECTOR'S REMARKS

Dr. Newman attended via Zoom as she was attending the Federal Home Loan Bank of Chicago Board (FHLBC) meeting. She advised that the FHLBC Board was discussing the federal government shutdown. Dr. Newman also advised that HUD has advised housing authorities that they will receive November and December 2025 Housing Assistance Payments (HAP). Dr. Newman stated that the Executive Office received calls inquiring of the status of HAP funds and next steps.

Chairman Schweizer inquired as to if there were any other implications on agency operations as a result of the federal government shutdown. Dr. Newman provided that the SHA is conducting business as usual for public housing operations. She has advised staff to be mindful of spending and expenditures during this time. Dr. Newman provided that the SHA continues to be good stewards of public funds. The HCV program has leased up to its budget authority. Dr. Newman stated that it is likely that an end to the federal government shut down is anticipated to be soon.

Chairman Schweizer inquired if SHA staff is able to be paid while federal workers are furloughed. Dr. Newman responded yes.

APPROVAL OF PAST MEETING MINUTES

September 22, 2025

MOTION TO APPROVE: Commissioner Turner

SECOND: Commissioner Johnson

VOTES IN FAVOR: ALL

VOTES AGAINST: NONE

RESOLUTION #2025-33 – APPROVING CONTRACT MODIFICATION NO. 3 WITH JOHNCO IFB 2024-14 JOHNSON PARK SIDING, WINDOWS AND DOORS UPGRADE IN THE AMOUNT OF \$11,760.00 TO REMOVE AND REPLACE SHEATHING THAT IS MISSING OR ROTTING UNDERNEATH THE SIDING

MOTION TO APPROVE: Commissioner Turner

SECOND: Commissioner Johnson

DISCUSSION: - SHA staff polled the Board at the September meeting. No further information or comments.

VOTES IN FAVOR: ALL

VOTES AGAINST: NONE

RESOLUTION #2025-34 – APPROVING A CONTRACT WITH RL VOLLINTINE FOR THE PURPOSE OF DESIGN-BUILD COMMON AREA UPGRADES AT BONANSINGA HI-RISE IN THE CONTRACT AMOUNT OF FOUR HUNDRED TEN THOUSAND FIVE HUNDRED EIGHTY DOLLARS AND ZERO CENTS (\$410,580.00)

MOTION TO APPROVE: Commissioner Turner

SECOND: Commissioner Johnson

DISCUSSION: - Ligia Anderson, Contract Administrator, provided an overview of the Request for Proposal for the Bonansinga Hi-Rise common area upgrades. Ligia advised that RL Vollintine provided the top scoring proposal by the ranking/evaluating committee.

VOTES IN FAVOR: ALL

VOTES AGAINST: NONE

RESOLUTION #2025-35 – APPROVING THE LEASE AGREEMENT BETWEEN THE SPRINGFIELD HOUSING AUTHORITY AND THE SPRINGFIELD URBAN LEAGUE (SUL) FOR THE PROPERTY LOCATED AT #9 BRANDON DRIVE

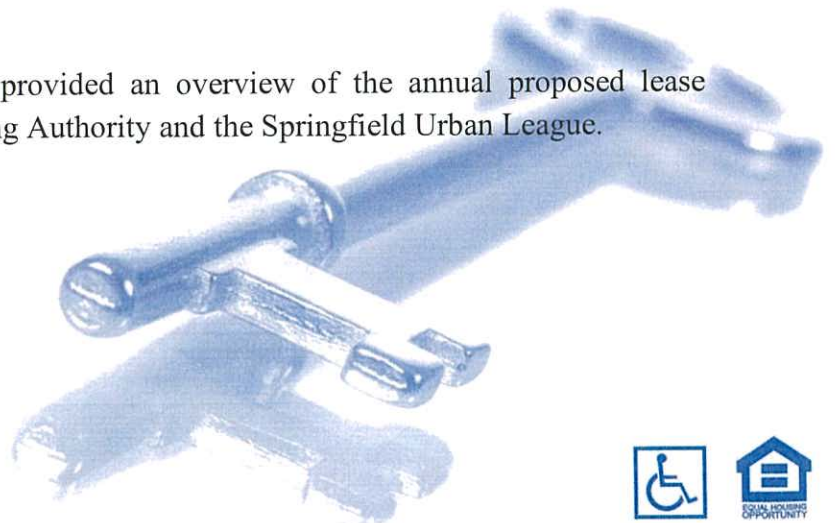
MOTION TO APPROVE: Commissioner Turner

SECOND: Commissioner Johnson

DISCUSSION: - Melissa Huffstedtler provided an overview of the annual proposed lease agreement between the Springfield Housing Authority and the Springfield Urban League.

VOTES IN FAVOR: ALL

VOTES AGAINST: NONE



RESOLUTION #2025-36 – APPROVING THE LEASE AGREEMENT BETWEEN THE SPRINGFIELD HOUSING AUTHORITY AND INDEPENDENT CHILDCARE LLC FOR THE PROPERTY LOCATED AT 1551 EAST MADISON

MOTION TO APPROVE: Commissioner Turner

SECOND: Commissioner Johnson

DISCUSSION: - Melissa Huffstedtler provided an overview of the proposed lease agreement with Independent Childcare for the property located at 1551 E Madison. The lease is for one year with two additional options for renewal. The lease and addendum include rent increases from the previous lease agreement. SHA recommends approval of the lease to provide necessary childcare services in the community.

VOTES IN FAVOR: ALL

VOTES AGAINST: NONE

RESOLUTION #2025-37 – APPROVING WORKER’S COMPENSATION INSURANCE THROUGH THE ILLINOIS PUBLIC RISK FUND (IPRF) FOR 2026

MOTION TO APPROVE: Commissioner Turner

SECOND: Commissioner Johnson

DISCUSSION: - Michelle Sergent, Chief Financial Officer, provided that the SHA has utilized the Illinois Public Risk Fund for many years. IPRF ran the loss runs for the past 20 years. There are minimal open claims from 2023 and 2024, not at the fault of SHA employees. They were car accidents caused by other outside individuals. The proposed rates are an increase over the previous year but not substantial. Previously the SHA sought worker’s compensation insurance premiums from AHRMA but they were higher than IPRF. Michelle also provided that IPRF provides grants back to the SHA that is utilized for safety equipment and/or programs offered by the SHA. Chairman Schweizer inquired as to how IPRF grant funds are utilized. Michelle provided examples such as dollies, back braces, keyless entry/employee badge system, upgrades to equipment, etc.

VOTES IN FAVOR: ALL

VOTES AGAINST: NONE

Changing lives one key at a time

RESIDENT COUNCIL REPORTS – None

PUBLIC COMMENTS – Melissa Huffstedtler inquired if the December 2025 Regular Board meeting date could be changed from December 8, 2025 to December 15, 2025 due to staffing conflicts. SHA Legal Counsel provided that the date could be changed by updating the notice of meeting dates on the SHA website. All members agreed to the regular meeting date change request.

BOARD COMMENTS – None

ADJOURNMENT

MOTION FOR ADJOURNMENT: Commissioner Turner

SECOND: Commissioner Johnson

VOTES IN FAVOR: ALL

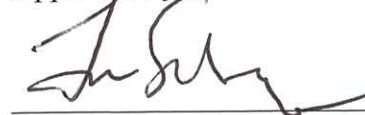
VOTES AGAINST: NONE

The meeting adjourned at 5:34pm


Respectfully Submitted By:

Melissa Huffstedtler
Chief Operations Officer

Approved by:



SHA Board Chairman



SHA Board Secretary

December 15, 2025

Date

December 15, 2025

