



**ROCKFORD HOUSING AUTHORITY
BOARD OF COMMISSIONERS**

**Regular October & Annual Meeting
Minutes**

Thursday October 12, 2017

Present: Jerry Lumpkins, Chairman
Phyllis Ginestra, Vice Chair
Karen Hoffman, Commissioner
Ken Oliver, Commissioner

Staff: Larry Williams, CEO
Laura Snyder, COO
Tim Horning, RHA Legal Counsel
Angel Mackey, Executive Assistant

Absent: Jeff DiBenedetto, Commissioner

The meeting was called to order at 5:15 p.m.

MINUTES:

Commissioner Ginestra moved that the RHA Board of Commissioners accept the minutes from the Regular September meeting held September 14, 2017 Commissioner Jenkins seconded the motion.

Ayes: Ginestra, Hoffman, Oliver, Lumpkins

Nays:

MOTION APPROVED

QUESTIONS/COMMENTS FROM THE AUDIENCE

Note:

The Rockford Housing Authority invites comments from our audience, limiting each individual to three minutes. We do, however, refrain from discussion of personnel issues and grievances. The RHA offers to respond to all questions, if provided in writing, regarding sensitive or inappropriate discussion issues. When addressing the Board of Commissioners please provide your name and the topic of discussion.

John Brantley

John gave the board updates on his activity in the community, and an update on the financials of money spent in his different programs

MONTHLY REPORT SUMMARY

GORMAN REPORT

Julie Neibarger

Fairgrounds Valley

Fairgrounds Phase I aka The Grove

- Provide an update on the relocation, Resident status at the Grove
- Gorman provided schedule of Developer Fees payable to RHA

Fairgrounds Phases II and III:

- Gorman retained outside consultant to assist with single family efforts, meeting with RHA staff scheduled for 10/13 to discuss next steps

Orton Keyes

Construction update:

- Phase 1 of the Orton Keyes project (10 units) is well under way with completion scheduled for the end of October. Flooring is completed in the 1st few units with new doors being installed starting today (10/9). Cabinets are schedule to arrive on Thursday and will be installed during the coming week. Cleaning will follow shortly after and Gorman's punch walk is scheduled for 10/26.
- Phase 2 and each additional phase will have a staggered start with ½ the phase units starting approximately 2 weeks ahead of the original schedule. This will allow for a more even flow schedule and more time for relocating residents in each phase.

Resident relocation update

- Please provide an update on tenants moves, resident communication, other issues, etc.

Update on Ground Breaking Event

- Nov. 9 at 11:00 at Orton Keyes, more details to follow

CEO REPORT

Larry Williams, CEO

Larry gave updates on his 1st 30 days, has spent a lot of time getting to know the staff and the processes of RHA. Will have a full written report next months.

Will be making the move to Rockford IL. next month

COO REPORT

Laura Snyder, COO

Brewington Oaks Sec. 18 had an informational meeting with the Mayor today to explain the expectations, gave Todd the entire PNA to read over.

IT- HUD recommended we have encryption software looking to train all staff next week

Orton Keys-Transitioned to RAD

FINANCE REPORT

Michele Sather, Director of Finance

Laura went over page 7(Board Summary Report) of the board packet, and gave corrected numbers

HOUSING REPORT

Tara Taylor, Operations Manager & Sybil Mueller, HCV Programs Manager

Tara Taylor gave updates on the Handout out provided to the board

Sybil Mueller gave updates HCV is still in a shortfall, Beginning October 1st all inspection are %100 percent by RHA

SECURITY REPORT

Christine Manley, Housing Policy Manager

90 days into the job. Officer Bill left the RHA team interviews to replace him have started today 3 of 6 narrow down to one and soon make the officer.

RESIDENT SERVICES REPORT

Marcus Hill, Resident Services Manager

FSS Last enrolled 50- new resident into the program 17-graduates, 2- homeowners

LHEAP Training and will be taking it mobile

Soar program certification staff will be able to help people receive Disability sooner

RAB Report

Council Representative

UNFINISHED BUSINESS

RESOLUTION #2017-049 Laid over until 11.14.17

Mutual Termination of Master Development Agreement

Commissioner Ginestra moved that the RHA Board approve to layover the approval to mutual termination of the Master Development Agreement for Brewington Oaks between the Rockford Housing Authority and Gorman and Company, Commissioner Cervantes seconded the motion.

Ayes: Commissioners: Ginestra, Hoffman, Oliver, Lumpkins
Nays: None

MOTION APPROVED

RESOLUTION #2017-050 Laid over until 11.14 .17
Mutual Termination of Master Development Agreement

Commissioner Ginestra moved that the RHA Board approve to layover the approval to mutual termination of the Master Development Agreement for Scattered Sites between the Rockford Housing Authority and Gorman and Company, Commissioner Cervantes seconded the motion.

Ayes: Commissioners: Ginestra, Hoffman, Oliver, Lumpkins
Nays: None

MOTION APPROVED

RESOLUTION #2017-063 Laid over until 11.14 .17
Section 18 Application and Submission for Brewington Oaks

Commissioner Ginestra moved that the RHA Board approve to layover the approval of the Section 18 Application and Submission for Brewington Oaks, Commissioner Hoffman seconded the motion.

Ayes: Commissioners: Ginestra, Hoffman, Oliver, Lumpkins
Nays: None

MOTION APPROVED

RESOLUTION #2017-066 Laid over until 11.14 .17
Board Plan of Work

Commissioner Ginestra moved that the RHA Board approve to layover the approval of the Board Plan of Work Application, Commissioner Hoffman seconded the motion.

Ayes: Commissioners: Ginestra, Hoffman, Oliver, Lumpkins
Nays: None

MOTION APPROVED

NEW BUSINESS:

RESOLUTION #2017-064

RESOLUTION THAT THE RHA BOARD OF COMMISSIONERS GRANT THE MONITORING AND INSPECTION SERVICE CONTRACTS TO TYCO SIMPLEX GRINNELL FOR ONE YEAR WITH (4) ADDITIONAL YEARS OPTIONS FOR FIRE/ALARM MONITORING SERVICE AND ANNUAL INSPECTIONS

Commissioner Ginestra moved that the RHA Board of Commissioners grant the monitoring and inspection service contracts to Tyco Simplex Grinnell for one year with (4) additional years options for fire/alarm monitoring service and annual inspections , Commissioner Hoffman seconded the motion.

Ayes: Commissioners: Ginestra, Hoffman, Oliver, Lumpkins
Nays: None

MOTION APPROVED

RESOLUTION #2017-066

RESOLUTION THAT THE RHA BOARD OF COMMISSIONERS APPROVE A ONE-YEAR CONTRACT WITH THE OPTION OF 4 ADDITIONAL YEARS TO THE COUNTY OF WINNEBAGO DEPARTMENT OF INFORMATION TECHNOLOGY AS AN INTERGOVERNMENTAL AGREEMENT IN THE AMOUNT NOT TO EXCEED \$40,000 YEARLY COST FOR INFORMATION TECHNOLOGY SERVICES

Commissioner Hoffman moved that the RHA Board of Commissioners approve a one-year contract with the option of 4 additional years to the county of Winnebago Department of Information Technology as an Intergovernmental agreement in the amount not to exceed \$40,000 yearly cost for information technology services, Commissioner Oliver seconded the motion.

Ayes: Commissioners: Ginestra, Hoffman, Oliver, Lumpkins
Nays: None
Abstained: Commissioner: Ginestra

MOTION APPROVED

RHA COMMISSIONERS:

Commissioner Ginestra made a moved that the Annual meeting be laid over until the January 11, 2018 meeting, Commissioner Hoffman seconded the motion.

Ayes: Commissioners: Ginestra, Hoffman, Oliver, Lumpkins
Nays: None

MOTION APPROVED

Commissioner Ginestra moved that the RHA Board of Commissioners approve to have the Board meeting November 16, 2017 instead of the December 14,2017 meeting and combined the December 14,2017 with the January 11, 2018 meeting, Commissioner Hoffman seconded the motion.

Ayes:
Nays:

Commissioners: Ginestra, Hoffman, Oliver, Lumpkins
None

MOTION APPROVED

R.A.B – RESIDENT ADVISORY BOARD
None

AUDIENCE:

At 7:54p.m. with no future business, Commissioner Ginestra , made a motion to adjourn.
Commissioner Hoffman seconded the motion.

Ayes:
Nays:

Commissioners: Ginestra, Hoffman, Oliver, Lumpkins
None

MOTION PREVAILED


Board Secretary
/lw


Chairman