ROCKFORD HOUSING AUTHORITY
BOARD OF COMMISSIONERS

REGULAR AUGUST MEETING
Minutes- Updated

August 26, 2015

Present:	Jerry Lumpkins, Chair Phyllis Ginestra, Vice Chair Alice Jenkins, Commissioner Karen Hoffman, Commissioner	Staff: Tim Horning, RHA Legal Counsel Bridget Weeks, Executive Assistant
Absent:	Ric Cervantes, Commissioner	

The meeting was called to order at 5:09 p.m.

At 5:26 Commissioner Ginestra made a motion to go into public comments. Commissioner Jenkins seconded the motion.

AUDIENCE

Meeting notification of RHA Board meetings was reviewed.

At 5:34 p.m., public comments ended.

At 5:38 p.m. Commissioner Hoffman made a motion to go into closed session. Commissioner Ginestra seconded the motion.

At 6:25 p.m. Commissioner Ginestra made a motion to come out of closed session. Commissioner Jenkins seconded the motion.

MINUTES:

Commissioner Ginestra moved that the RHA Board of Commissioners accept the minutes from the Regular July meeting held on July 23, 2015. Commissioner Jenkins seconded the motion.

Ayes: Commissioners: Ginestra, Jenkins, Hoffman & Lumpkins

Nays: None

MOTION APPROVED

CHECKS:

Commissioner Ginestra moved to place the checks from July 2015 on file for audit. Commissioner Jenkins seconded the motion. Commissioner Jenkins seconded the motion.

Ayes: Commissioners: Ginestra, Jenkins, Hoffman & Lumpkins

Nays: None

MOTION APPROVED

FINANCIAL REPORT

Michele Sather, Finance Manager, reviewed the financials for the month of July. Public housing program has accumulating $64,000. Site managers are actively looking at ways to reduces expenses. The capital fund program has spent $7 of the 14 million. The grant funding program has a little over $100,000 in remains, made up of two grants (FSS Coordinator grants and public housing).

Total income for the PH in total 10 million in revenue, and 10 million in expenses. $150,000 with all sites, excluding Section 8 and COCC. This budget is based on current facts, and looking at what we want to do with taking RAD into consideration. Ron Clewer, CEO, provided some insight on the goal of moving into centralized maintenance. Site budgets and their challenges were discussed. Such as: age of property and replacement items. More specifically Orton Keyes and Blackhawk face the following challenges': plumbing, tiles, water heaters. Due to the proposed future demo of Fairgrounds capital funds will be used for the removal and reinstallation of water heaters. The crime in the fairgrounds area has a large infusion from neighborhood surrounding which plays into the site.

RHA must make some substantial changes for the quality of life of our residents around the connect home opportunity, people seeking jobs, a need for a coordinator to help residents who are seeking jobs; this position has been included in the budget if there is a need.

NEW DEVELOPMENT AND ORGANIZATIONAL OVERVIEW

Ron Clewer, CEO, presented this report. Board Assessment system, and understanding the best practice case studies. Heading into 10/1 there will not be a federal budget, congress will be approving continuing resolutions. The current bill does add cuts to our funding but nothing substantial. We will reach out and ask for continued support from federal and state with moving to work. We will reach out to our elected officials for support. We will have our Annual Event on 9/24/15, at Rockford University to present a brief synapsis of where we have been and a new look at where we are going as well as community event.

HUMAN RESOURCES REPORT

Kayla Liggett, Human Resources Manager, presented changes and updates in the staff. As of now all positons are filled. We haven't had a lot of turnover in the past month. Today was Kayla's' official last day with RHA. We will be experiencing ongoing transitional changes with Bridget transitioning from Executive Assistant to Human Resource Management. Within a year time we have seen significant changes resulting us to become compliant.

UNFINISHED BUSINESS:

RESOLUTION #2015-44

RESOLUTION THAT THE RHA BOARD OF COMMISSIONERS AUTHORIZE THE CEO TO EXECUTE THE ATTACHED MASTER DEVELOPMENT AGREEMENT, SUBJECT TO LEGAL COUNSEL APPROVAL FOR THE RAD CONVERSION OF ALL 175 UNITS AT ORTON KEYES.

Commissioner Ginestra moved that the RHA board of Commissioners authorize the CEO to Execute the attached master development agreement, subject to legal counsel approval for the RAD conversion of all 175 units at Orton Keyes. Commissioner Jenkins seconded the motion.

Ayes: Commissioners: Ginestra, Jenkins, Hoffman & Lumpkins

Nays: None

MOTION APPROVED

RESOLUTION #2015-45

RESOLUTION THAT THE RHA BOARD OF COMMISSIONERS AUTHORIZE THE CEO TO EXECUTE THE ATTACHED MASTER DEVELOPMENT AGREEMENT SUBJECT TO LEGAL COUNSEL APPROVAL FOR THE RAD CONVERSION SCATTERED

PER MONTH (ESTIMATED AT $80,121 AT 98% OCCUPANCY).

Commissioner Ginestra moved that the RHA Board of Commissioners resolves to award an eight (8) month contract extension to Gorman and Company for property management services at RHA scattered sites in an amount of $35 per occupied unit, per month (estimated at $80,121 at 98% occupancy). Commissioner Jenkins seconded the motion.

Ayes: Commissioners: Ginestra, Jenkins, Hoffman & Lumpkins

Nays: None

MOTION APPROVED

RESOLUTION #2015-55

RESOLUTION THAT THE RHA BOARD OF COMMISSIONERS APPROVE A MODIFICATION TO THE LARSON AND DARBY CONTRACT FOR ARCHITECTURAL AND ENGINEERING SERVICES IN A NOT TO EXCEED AMOUNT OF $112,516.00 AND EXTEND THE CONTRACT END DATE TO APRIL 30, 2016.

Commissioner Ginestra moved that the RHA Board of Commissioners approve a modification to the Larson and Darby contract for architectural and engineering services in a not to exceed amount of $112,516.00 and extend the contract end date to April 30, 2016. Commissioner Jenkins seconded the motion.

Ayes: Commissioners: Ginestra, Jenkins, Hoffman & Lumpkins

Nays: None

MOTION APPROVED

RESOLUTION #2015-56

RESOLUTION THAT THE RHA BOARD OF COMMISSIONERS AWARD MIDWEST ENVIRONMENTAL ONE (1) YEAR CONTRACT EXTENSION TO COMPLETE THIS MOLD REMEDIATION AT 1XXX CASPER ST AND LEAD TESTING AT SCATTERED SITES. THE CONTRACT EXTENSION FOR ENVIRONMENTAL CONSULTING SERVICES CONTINGENT IN AN AMOUNT NOT-TO-EXCEED $80,000.

Nays: None

MOTION APPROVED

RESOLUTION #2015-59

RESOLUTION THAT THE RHA BOARD OF COMMISSIONERS APPROVE A SIX (6) MONTH EXTENSION TO THE CONTRACT OF ADVANCED TECHNOLOGY SERVICES (ATS) IN AN AMOUNT NOT TO EXCEED $26,000.

Commissioner Ginestra moved that the RHA Board of Commissioners approve a six (6) month extension to the contract of advanced technology services (ATS) in an amount not to exceed $26,000. Commissioner Jenkins seconded the motion.

Ayes: Commissioners: Ginestra, Jenkins, Hoffman & Lumpkins

Nays: None

MOTION APPROVED

RESOLUTION #2015-60

RESOLUTION THAT THE RHA BOARD OF COMMISSIONERS APPROVE A CONTRACT AWARD TO SERVPRO OF ROCKFORD IN AN ANTICIPATED AMOUNT NOT TO EXCEED $30,000.

Commissioner Ginestra moved that the RHA Board of Commissioners approve a contract award to ServPro of Rockford in an anticipated amount not to exceed $30,000. Commissioner Jenkins seconded the motion.

Ayes: Commissioners: Ginestra, Jenkins, Hoffman & Lumpkins

Nays: None

MOTION APPROVED

RESOLUTION #2015-61

RESOLUTION THAT THE RHA BOARD OF COMMISSIONERS APPROVE THE REQUEST TO SUBMIT A RAD APPLICATION FOR BREWINGTON OAKS. IN APPROVING THE SUBMISSION THE BOARD OF COMMISSIONERS GIVE THE CEO THE AUTHORIZATION TO SIGN ANY

At 8:25 a motion was made to approve the attached fiscal year 2016 budget and related schedules. Commissioned Jenkins seconded the motion.

MOTION APPROVED

RESOLUTION #2015-64 RESOLUTION THAT THE RHA BOARD OF COMMISSIONERS APPROVE THE ATTACHED FISCAL YEAR 2016 BUDGET AND RELATED SCHEDULES.

Commissioner Ginestra moved that the RHA Board of Commissioners approve the attached fiscal year 2016 budget and related schedules. Commissioner Jenkins seconded the motion.

Ayes: Commissioners: Ginestra, Jenkins, Hoffman & Lumpkins

Nays: None

MOTION APPROVED

AUDIENCE

At 8:34 p.m., with no future business, Commissioner Jenkins made a motion to adjourn the meeting.

MOTION PREVAILED

Chairman

Board Secretary
/ah