



**ROCKFORD HOUSING AUTHORITY
BOARD OF COMMISSIONERS**

**REGULAR JULY MEETING
Minutes**

July 25, 2014

Present: Jerry Lumpkins, Chair
Phyllis Ginestra, Vice Chair
Karen Hoffman, Commissioner
Ric Cervantes, Commissioner

Staff: Tim Horning, RHA Legal Counsel

Absent: Alice Jenkins, Commissioner

The meeting was called to order at 5:10 PM.

MINUTES:

Commissioner Ginestra moved that the RHA Board of Commissioners accept the minutes from the Regular June meeting held on June 26, 2014. Commissioner Cervantes seconded the motion.

Ayes: Commissioners: Ginestra, Cervantes, Hoffman, & Lumpkins

Nays: None

MOTION APPROVED

CHECKS:

Commissioner Cervantes moved to place the checks from June 2014 on file for audit.
Commissioner Ginestra seconded the motion.

Ayes: Commissioners: Cervantes, Ginestra, Hoffman & Lumpkins

Nays: None

MOTION APPROVED

FINANCE, IT and HCV:

Michelle Cassaro, Chief Financial Officer, delivered the June financials. The FY2015 will be ready to present to the board for approval at the August Board meeting.

There hasn't been much activity with IT. The interns provided some much needed training at the onsite labs for the residents.

The smoking structures, their locations and how they fit into the budget and the capital plan was discussed.

ORGANIZATIONAL OVERVIEW AND OPERATIONS

Ron Clewer, Chief Executive Officer, presented an update with the progress on Orton Keyes. With the new manager, we are looking forward to continued progress at that site. There is still work to be done at Blackhawk but look to have success as the transitions settle in.

We will be exploring and discussing the possibility of centralized maintenance. As we continue to develop our culture and branding at the RHA, there will be an all staff customer training coming up in August. We want to continue to focus on our clients by delivering above average customer service.

HUMAN RESOURCES

Kayla Liggett, Human Resources Manager, gave an update of HR activity. There were some minor staff changes over the past few weeks. There continues to be an active search to fill several positions that have become vacant. Kayla went over the employee recognition committee's activity; highlighting the employees who received employee of the month honor for the months of May and June.

NEW BUSINESS:

RESOLUTION #2014-40

RESOLUTION THAT THE RHA BOARD OF COMMISSIONERS APPROVES THE CONSENT AGENDA AS PRESENTED.

Commissioner Ginestra moved that the RHA Board of Commissioners approves the Consent Agenda. Commissioner Cervantes seconded the motion.

Ayes: Commissioners: Ginestra, Cervantes, Hoffman & Lumpkins

Nays: None

MOTION APPROVED

RESOLUTION #2014-41

RESOLUTION THAT THE RHA BOARD OF COMMISSIONERS APPROVES A MODIFICATION TO THE VALUE OF PEST CONTROL FOR BURR PEST CONTROL IN AN ANTICIPATED AMOUNT NOT TO EXCEED \$40,000.00.

Commissioner Cervantes moved that the RHA Board of Commissioners approves a modification to the value of pest control for Burr Pest Control in an anticipated amount not to exceed \$40,000.00. Commissioner Ginestra seconded the motion.

Ayes: Commissioners: Cervantes, Ginestra, & Hoffman

Nays: Commissioner Lumpkins

MOTION APPROVED

RESOLUTION #2014-42

RESOLUTION THAT THE RHA BOARD OF COMMISSIONERS APPROVES A ONE (1) YEAR CONTRACT WITH FOUR OPTIONS FOR EXTENSION TO ANDERSON PEST SOLUTIONS FOR GENERAL PEST CONTROL AT THE RHA IN AN AMOUNT NOT TO EXCEED \$125,000.00.

Commissioner Ginestra moved that the RHA Board of Commissioners approves a one (1) year contract with four options for extension to Anderson Pest Solutions for general pest control at the RHA in an amount not to exceed \$125,000.00. Commissioner Cervantes seconded the motion.

Ayes: Commissioners: Ginestra, Cervantes, Hoffman & Lumpkins

Nays: None

MOTION APPROVED

RESOLUTION #2014-43

RESOLUTION THAT THE RHA BOARD OF COMMISSIONERS AWARD A ONE (1) YEAR CONTRACT WITH FOUR OPTIONS FOR EXTENSION TO ANDERSON PEST SOLUTIONS FOR BED BUG ELIMINATION SERVICES AT THE RHA IN AN AMOUNT NOT TO EXCEED \$152,000.00.

Commissioner Ginestra moved that the RHA Board of Commissioners award a one (1) year contract with four options for extension to Anderson Pest Solutions for bed bug elimination services at the RHA in an amount not to exceed \$152,000.00. Commissioner Cervantes seconded the motion.

Ayes: Commissioners: Ginestra, Cervantes, Hoffman & Lumpkins

Nays: None

MOTION APPROVED

RESOLUTION #2014-44

RESOLUTION THAT THE RHA BOARD OF COMMISSIONERS APPROVE A ONE (1) YEAR EXTENSION TO THE CONTRACT OF ADVANCED TECHNOLOGY SERVICES (ATS) IN AN AMOUNT NOT TO EXCEED \$103,750.00.

Commissioner Cervantes moved that the RHA Board of Commissioners approve a one (1) year extension to the contract of Advanced Technology Services (ATS) in an amount not to exceed \$103,750.00. Commissioner Hoffman seconded the motion.

Ayes: Commissioners: Cervantes, Hoffman, Ginestra & Lumpkins

Nays: None

MOTION APPROVED

RESOLUTION #2014-45

RESOLUTION THAT THE RHA BOARD OF COMMISSIONERS APPROVE A SIX (6) MONTH CONTRACT EXTENSION TO HERNANDEZ BROTHERS LANDSCAPING IN AN AMOUNT NOT TO EXCEED \$60,000.00.

Commissioner Ginestra moved that the RHA Board of Commissioners approve a six (6) month contract extension to Hernandez Brothers Landscaping I an amount not to exceed \$60,000.00. Commissioner Cervantes seconded the motion.

Ayes: Commissioners: Ginestra, Cervantes, Hoffman & Lumpkins

Nays: None

MOTION APPROVED

RESOLUTION #2014-46

RESOLUTION THAT THE RHA BOARD OF COMMISSIONERS APPROVE ONE (1) YEAR CONTRACT EXTENSIONS TO WORKPLACE STAFFING, QPS EMPLOYMENT GROUP AND GLOBAL STAFFING IN A COMBINED TOTAL AMOUNT NOT-TO-EXCEED \$175,000.00.

Commissioner Cervantes moved that the RHA Board of Commissioners approve one (1) year contract extensions to Workplace Staffing, QPS Employment Group and Global Staffing in a combined total amount not-to-exceed \$175,000.00. Commissioner Ginestra seconded the motion.

Ayes: Commissioners: Cervantes, Ginestra, Hoffman & Lumpkins

Nays: None

MOTION APPROVED

RESOLUTION #2014-47

RESOLUTION THAT THE RHA BOARD OF COMMISSIONERS RESOLVE TO APPROVE A DONATION OF FIVE (5) SCATTERED SITES LOCATED AT 531 SOUTH AVE., 834 10TH AVE., 2308 16TH AVE., 1010 NORTH CENTRAL, AND 715 OAKLEY AVE TO COMPREHENSIVE COMMUNITY SOLUTIONS, INC., AT THE PRICE OF \$1.00 PER PROPERTY.

Commissioner Ginestra moved that the RHA Board of Commissioners resolve to approve a donation of five (5) Scattered Sites located at 531 South Ave., 834 10th Ave., 2308 16th Ave., 1010 North Central, 715 Oakley Ave. to Comprehensive Community Solutions, Inc., at the price of \$1.00 per property. Commissioner Cervantes seconded the motion.

Ayes: Commissioners: Ginestra, Cervantes, Hoffman & Lumpkins

Nays: None

MOTION APPROVED

RESOLUTION #2014-48

RESOLUTION THAT THE RHA BOARD OF COMMISSIONERS APPROVE THE SUBMISSION OF A CHOICE NEIGHBORHOODS INITIATIVE PLANNING GRANT APPLICATION AND GIVE APPROVAL FOR THE CEO TO SIGN ANY DOCUMENTS AND AGREEMENTS NECESSARY FOR THIS SUBMISSION

Commissioner Ginestra moved that the RHA Board of Commissioners approve the submission of a Choice Neighborhoods Initiative Planning Grant Application and give approval for the CEO to sign any documents and agreements necessary for this submission. Commissioner Cervantes seconded the motion.

Ayes: Commissioners: Ginestra, Cervantes, Hoffman & Lumpkins

Nays: None

MOTION APPROVED

RHA COMMISSIONERS:

None.

R.A.B – RESIDENT ADVISORY BOARD (FORMERLY, H.O.M.E. BOARD):

None.

AUDIENCE:

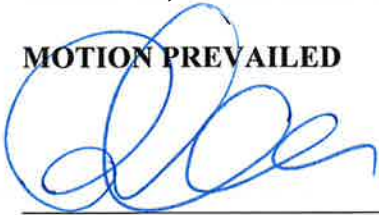
None.

At 6:55 PM Commissioner Cervantes made a motion to enter into Closed Session.
Commissioner Ginestra seconded the motion.

At 7:10 PM, the meeting returned to Open Session.

At 7:10 PM, with no future business, Commissioner Ginestra made a motion to adjourn.

MOTION PREVAILED



Board Secretary
/bw


Chairman