



**ROCKFORD HOUSING AUTHORITY  
BOARD OF COMMISSIONERS**

**Regular August Meeting  
Minutes**

Thursday, August 8, 2019

**Present:** Karen Hoffman, Chairman  
Jaime Sanchez, Commissioner  
Kenneth Oliver, Commissioner  
Ziyad Shihadah, Commissioner

**Staff:** Laura Snyder, CEO  
Tim Horning, RHA Legal Counsel  
Angel Mackey, Executive Assistant

**Absent:** Jeff DiBenedetto, Vice Chairman

The meeting was called to order at 4:05 p.m.

**MINUTES:**

Commissioner Sanchez moved that the RHA Board of Commissioners accept the minutes from the regular meeting held July 18, 2019. Commissioner Oliver seconded the motion.

Ayes: Sanchez, Oliver, Shihadah, Hoffman

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.

## **CEO REPORT**

Laura Snyder, CEO

### **Human Services:**

● ROSS is a program that is designed to link residents of public housing and housing funded through the Native American Housing Assistance and Self Determination Act (NAHASDA) to supportive services and activities, enabling them to make progress towards economic independence and housing self-sufficiency. Grantees (PHA's) can identify additional goals based on the needs of the public and Indian housing communities they serve.

**For families**, the ROSS program is intended to enable participants to:

- Make progress toward economic independence and housing self-sufficiency;
- Reduce or eliminate the need for welfare assistance; and
- Increase earned income.

**For elderly (age 62+) participants and persons with disabilities**, the ROSS program aims to:

- Enhance quality of life by connecting residents to services and activities;
- Enable participants to age/remain in place; and
- Avoid more costly forms of care, such as nursing homes or other institutional facilities.

Through needs assessments, case management, and referrals to community- and web-based services, ROSS Service Coordinators help each participant advance towards the above goals in ways that best fit their needs, personal priorities, and interests.

ROSS Coordinator's, Carandus Brown and Ray Williams attending a training in DC that provided guidance on effectively implementing the ROSS program, innovate their approach to serving ROSS participants, and connect with other grantees to gain knowledge of best practices. The training focused on:

- Understanding the critical elements of ROSS program implementation and administration
- More effectively implement the ROSS program
- Gain an in-depth understanding of reporting requirements.

- Brewington Relocation is moving quickly with 1 resident remaining. A request for relocation extension was submitted to HUD on Wednesday, July 10<sup>th</sup>. The request asked for a 30-day extension and advised HUD that RHA will look to temporarily relocate remaining residents into suitable LIPH units until such time that an HCV property is secured, or a change of choice is presented by the resident. Although, the extended deadline for relocation of July 27, 2019 has passed, to date, a formal response to this request has not been received from HUD.
- Section 3 Coordinator, Michaela Harris, is working closely with Human Services to provide education and training to residents throughout our portfolio. Working from survey's that were distributed to all LIPH and HCV client's in April, to determine the needs and goals of our resident's. Michaela is working to establish relationships and collaborations to help residents realize those goals.
- Working with Ron Clewer, Gorman and Co., we have reached an agreement to recruit residents currently living in PBRA properties for FSS services. We look to have this contract signed before the end of the month.

#### **Occupancy:**

- Blackhawk 95%
- Park Terrance & Low-rise 97%
- North Main Manor 95%
- Fairgrounds 89%
- Olesen Plaza 95%
- Scattered Sites East 97%
- Scattered Sites West 94%

#### **Operations:**

- We have received notification that we have received a "Standard Performer" PHAS rating for FY 2017. Only losing one point for the late submission of our 2017-year end audit.
- Public Housing Occupancy is moving slowly. Director of Housing Operations, Owen Carter, is working with Program Managers to increase our occupancy. Please refer to the Occupancy dashboard.
- HCV has exhausted the current waitlist. Program Manager, Sybil Mueller, is working with Yardi to open the waitlist. The current projection for opening this list is the second week of August. Sybil will be performing "test" applications on August 8<sup>th</sup> and 9<sup>th</sup>.
- We have received notification from HUD that although we qualified for the CY 2019 set-aside monies, HUD calculation determined that we would not be provided any additional funding.

### **Procurement:**

- Continuing planning for the RFP for demolition of Brewington Oaks with a final meeting prior to the "Environmental" RFP going out on August 6, 2019 being held on Friday 8/2/19.

### **Development:**

- Continuing section 18 application for the disposition of 1117 Elm St. to Crusader Clinic. We are awaiting HUD approval of the application for disposition.
- Reviewing Market Study completed by Ratio and working toward next steps
- We are now in possession of the potential land bank properties from the city. Redevelopment Coordinator, Erin Woosley, will forward this listing to RATIO for review and determination of which properties will be suit our needs for Fairgrounds redevelopment. With the understanding that this listing is not available to the public and lists "potential" properties only, we have agreed to hold this listing in the strictest of confidence.
- We meet with Urban Equities who is interested in the purchase of Brewington Oaks. During the meeting Urban Equities stated that their interest in the property does not include affordable housing and that they are not looking to partner with RHA. Any development through this agency would be strictly commercial and possibly market rate housing.

### **Finance:**

- 2020 Budget drafts have been completed
- HCV – 2006 OIG finding repayment agreement has not been received from HUD. Taip Asani, Director of Finance will continue to follow up with HUD until the agreement is received and signed.

### **CEO Message:**

Our team continues to focus on providing safe, decent, and sanitary housing for the most vulnerable members of our community. However, we provide much more than housing. We offer individuals, families, and senior citizens a foundation from which to build successful lives. This is a mentality that we will need to keep at the forefront while FY2020 funding is being determined in DC. In March of 2019, The Budget presented requests \$44.1 billion in gross discretionary funding for HUD, an \$8.7 billion or 16.4-percent decrease from the 2019 estimate. On August 2, the Senate approved a budget/ceiling deal that was later signed by the president, the two-year deal allows for \$25 billion in additional nondefense spending in FY 2020 as compared to FY 2019, but \$9 billion less than what the House "deemed" when it began to write its FY 2020 bills. While it is theoretically possible that Congress could choose to maintain the funding levels for HUD programs in the House FY 2020 Transportation-HUD

spending bill, it is more likely that the final FY 2020 HUD program appropriations will be less than the House bills.

Leadership will remain focused on program services as we begin planning for potential shortfall or lack of funding.

#### **GORMAN REPORT**

Ron Clewer, Illinois Market President

##### **The Grove**

Monthly financials have been submitted to Bridge representatives.

With the earlier Board meeting date, monthly police call reports have yet to be completed.

##### **Jane Addams**

Monthly financials have been submitted to Bridge representatives.

With the earlier Board meeting date, monthly police call reports have yet to be completed.

##### **Orton Keyes**

Monthly financials have been submitted to Bridge representatives. At the time of this report, all HUD filings are complete.

With the earlier Board meeting date, monthly police call reports have yet to be completed.

##### **Other items:**

**Family Self-sufficiency** programming Gorman and RHA staff met on August 2, 2019 to discuss FSS service delivery at Orton Keyes and The Grove. A plan is in place with an agreement to review performance after 90 days.

#### **UNFINISHED BUSINESS**

##### **Resolution #2019-018**

Commissioner Shihadah moved that the RHA Board of Commissioners lay over the request for approval for the 2020 Board Plan of Work Draft until the September 19, 2019 board meeting. Commissioner Sanchez seconded the motion.

Ayes: Commissioners: Shihadah, Sanchez, Oliver, Hoffman

Nays: None

**MOTION APPROVED**

**Resolution #2019-019**

RESOLUTION THAT THE RHA BOARD OF COMMISSIONERS HEREBY APPROVE THE FY18 PHA19 ANNUAL PLAN.

Commissioner Sanchez moved that the RHA Board of Commissioners approve the FY18 PHA19 Annual Plan. Commissioner Oliver seconded the motion.

Ayes: Commissioners: Sanchez, Oliver, Shihadah, Hoffman  
Nays: None

**MOTION APPROVED**

**Resolution #2019-020**

RESOLUTION THAT THE RHA BOARD OF COMMISSIONERS HEREBY RESOLVE TO AWARD A NEW LEASE TO LYDIA URBAN ACADEMY WITH THE TERMS AND CONDITIONS OF THE LEASE AS ATTACHED HERETO.

Commissioner Shihadah moved that the RHA Board of Commissioners resolve to award a new lease to Lydia Urban Academy with the terms and conditions of the lease as attached hereto. Commissioner Oliver seconded the motion.

Ayes: Commissioners: Shihadah, Oliver, Sanchez, Hoffman  
Nays: None

**MOTION APPROVED**

**Resolution #2019-021**

RESOLUTION THAT THE RHA BOARD OF COMMISSIONERS HEREBY RESOLVE TO AWARD A NEW LEASE TO BLACKHAWK LEARNING CONNECTION WITH THE TERMS AND CONDITIONS OF THE LEASE AS ATTACHED HERETO.

Commissioner Oliver moved that the RHA Board of Commissioners resolve to award a new lease to Blackhawk learning connection with the terms and conditions of the lease as attached hereto. Commissioner Shihadah seconded the motion.

Ayes: Commissioners: Oliver, Shihadah, Sanchez, Hoffman  
Nays: None

**MOTION APPROVED**

**Resolution #2019-022**

Commissioner Oliver moved that the RHA Board of Commissioners lay over the request for approval for the Angelic Organics Lease Renewal until the September 19, 2019 board meeting. Commissioner Shihadah seconded the motion.

Ayes: Commissioners: Oliver, Shihadah, Sanchez, Hoffman  
Nays: None

**MOTION APPROVED**

## **NEW BUSINESS**

### **Resolution #2019-023**

Commissioner Oliver moved that the RHA Board of Commissioners lay over the request for approval for the FY2020 Budget Draft until the September 19, 2019 board meeting. Commissioner Sanchez seconded the motion.

Ayes: Commissioners: Oliver, Sanchez, Shihadah, Hoffman  
Nays: None

**MOTION APPROVED**

### **Resolution #2019-024**

RESOLUTION THAT THE RHA BOARD OF COMMISSIONERS HEREBY APPROVE LAURA SNYDER, CEO AND OWEN CARTER, DIRECTOR OF HOUSING OPERATIONS TO ATTEND THE NATIONAL HOUSING CONFERENCE BEING HOSTED IN DARWIN, AUSTRALIA.

Commissioner Shihadah moved that the RHA Board of Commissioners approve Laura Snyder, CEO and Owen Carter, director of housing operations to attend the national housing conference being host in Darwin, Australia. Commissioner Sanchez seconded the motion.

Ayes: Commissioners: Shihadah, Sanchez, Oliver, Hoffman  
Nays: None

**MOTION APPROVED**

## **R.A.B – RESIDENT ADVISORY BOARD**

## **AUDIENCE**

## **RHA COMMISSIONERS**



Al Brewington's family has requested his portrait be given to them, Chairman Hoffman, Commissioners, Sanchez, Oliver, and Shihadah all agreed the portrait should be given to the family.

Commissioner Shihadah expressed concerns about the last person living at Brewington Oaks. CEO Laura Snyder explained the last person has stated they are okay with being the last person in the building and they are currently working with RHA Resident Service team, and Prairie State legal Services on finding a place.

**MOTION PREVAILED**

At 5:50 pm with no future business, Commissioner Oliver made a motion to adjourn. Commissioner Sanchez seconded the motion.

Ayes: Commissioners: Oliver, Sanchez, Shihadah, Hoffman  
Nays: None

**MOTION PREVAILED**

  
Chairman, Karen Hoffman

  
Board Secretary, Laura Snyder