



**ROCKFORD HOUSING AUTHORITY  
BOARD OF COMMISSIONERS  
March 2024 Meeting  
Agenda**

**Meeting Date:** Thursday March 21, 2024 – 4:00 pm

**Place:** **IN PERSON**  
Rockford Housing Authority  
223 S Winnebago St.  
Rockford, IL 61102

**I. ROLL CALL**

**II. MINUTES**

- A. Approval of the minutes from the Regular January meeting held January 18, 2024  
**Pgs. 1-6**
- B. Approval of the minutes from the Special January meeting held January 25, 2024  
**Pgs. 7-8**
- C. For record minutes from the Regular February meeting held February 15, 2024,  
No approval needed

**III. 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.*

**IV. CHECKS**

- A. Approval to place the checks from January on file for audit. **Emailed February 8, 2024**

- B. Approval to place the checks for February on file for audit. **Emailed March 12, 2024**

**V. WRITTEN REPORTS & DASHBOARDS (FEBRUARY 2024)**

- A. LIPH Report & Dashboard -Tequila Pollard-Brown – Affordable Housing Manager **Pgs. 10-11**
- B. HCV Utilization Report & Dashboard – Rosalind Gulley, HCV Program Manager **Pgs. 13-15**
- C. Fairgrounds Relocation Report- Carandus Brown, Human Services Manager **Pgs. 17-23**
- D. Security Report & Dashboard – Felice Woitynek, Policy, Compliance, and Security Systems Manager **Pg. 25**
- E. Section III Report & Dashboard -Stephanie Summers, Section III Compliance Manager **Pgs. 27-29**
- F. Maintenance Dashboard & Report- Vince Tarara, Maintenance Manager **Pgs. 31-33**

**I. WRITTEN REPORTS & DASHBOARDS (MARCH 2024)**

- A. LIPH Report & Dashboard -Tequila Pollard-Brown – Affordable Housing Manager **Pgs. 35-36**
- B. HCV Utilization Report & Dashboard – Rosalind Gulley, HCV Program Manager **Pgs. 38-40**
- C. Fairgrounds Relocation Report- Carandus Brown, Human Services Manager **Pgs.43-48**
- D. Security Report & Dashboard – Felice Woitynek, Policy, Compliance, and Security Systems Manager **Pg. 50**
- E. Section III Report & Dashboard -Stephanie Summers, Section III Compliance Manager **Pgs. 52-53**
- F. Maintenance Dashboard & Report- Vince Tarara, Maintenance Manager **Pgs. 55-57**

**II. MONTHLY REPORTS**

- A. Finance 1<sup>st</sup> Quarter Dashboard & Report with Property Manager Summaries- Jana Janes, Director of Finance **Pgs. 59-95**
- B. Finance Report - Jana Janes, Director of Finance **Pgs. 97-120**
- C. CEO Report **February**, Laura Snyder, Chief Executive Officer **Pgs. 122-123**
- D. CEO Report **March**, Laura Snyder, Chief Executive Officer **Pgs. 124-126**
- E. RAB Report – Ken Oliver, RAB President

**III. UNFINISHED BUSINESS**

- A. Approval –North Main Manor and Oleson Plaza Paint Project **Pg. 128**
- B. Approval- CEO Employment Contract **Pg. 129**  
Closed session pursuant to 5 ILCS 120/2 (c) (1) to discuss employment and compensation of RHA CEO
- C. Approval- Closed Meeting Minutes

**IV. NEW BUSINESS**

- A. Approval - Consent Agenda (December) **Pgs. 132-133**
- B. Approval – Consent Agenda (January) **Pgs. 134-135**  
*Items on the Consent Agenda are considered routine and do not require separate discussion. Support documentation is included under separate cover.*  
*If a Commissioner wishes to have discussion, or if a member of the public wishes to comment on any consent item, the item may be removed from the consent agenda and considered separately.*  
*Questions or clarifications may be considered by the Commissioners without removal from the Consent Agenda. The Consent Agenda is adopted in one motion.*
- C. Approval – Section III Policy **Pgs.137-161**
- D. Approval – ACOP & Admin Policy Changes
- E. Approval- Amending the Fairgrounds Valley Section 18 Application to remove the Fairgrounds Valley Community and Maintenance Building from Demolition **Pg. 162**

**V. DISCUSSION**

- A. RHA Commissioners
  - Economic Statement of Interest Due May 1, 2024
- B. R.A.B

**VI. ADJOURN**