

The Regular Board Meeting of the Commissioners of the Housing Authority of the County of Lake, Illinois, was held April 20, 2017, at the Lake County Housing Authority Central Office, 33928 North US Highway 45, Grayslake, IL 60030.

Present: (Physically present unless noted otherwise.)
Dr. H. Lee Jordan, Jr., Chairman
Sylvia Valadez, Vice Chairman
Dawn Abernathy, Commissioner (Arrived 5:40 p.m.)
Kevin Considine, Commissioner
Scott Helton, Commissioner
Curtis Robinson, Commissioner

Absent: (Vacant) Commissioner

Others Present: Tiffany A. Gonzalez, Deputy Director
Khadija Darr, Director of Finance
Keon Jackson, Director of Capital Improvements
Valerie Rogers, Administrative Secretary
Brian Grach, Authority Attorney
Timothy Fitch, Lake County Deputy Sheriff

ROLL CALL

Noting that a quorum of Commissioners was present, Chairman Jordan called the meeting to order at 5:36 p.m. Roll call was taken and the following Commissioners were present: Considine, Helton, Robinson, Valadez, Jordan. Absent: Abernathy. One Commissioner position is vacant.

It was noted that as per the *Open Meetings Act* (5 ILCS 120/2.02) notice of this meeting was duly posted with agenda 48 hours in advance of the meeting; prior to 5:30 p.m. on Tuesday, April 18, 2017 at the Central Office, 33928 North US Highway 45, Grayslake, IL 60030 and on the Lake County Housing Authority website, www.lakecountyha.org.

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was recited.

PUBLIC COMMENT

Chairman Jordan opened the floor for public comment. No one requested to be heard.

MINUTES – 3/16/17 REGULAR MEETING

MINUTES – 3/16/17 EXECUTIVE SESSION – Personnel Issues, Pending & Probable
Litigation, Security Procedures, Real Estate Transaction

MINUTES – 4/7/17 SPECIAL MEETING

After discussion, Ms. Valadez moved, seconded by Mr. Helton, to approve the Minutes of the March 16, 2017 Regular Meeting and Executive Session-Personnel Issues, Pending & Probable Litigation, Real Estate Transactions as presented. The Board voted as follows: Ayes: Considine, Helton, Robinson, Valadez, Jordan. Absent and Not Voting: Abernathy. Motion Carries.

After discussion, Mr. Robinson moved, seconded by Mr. Considine, to approve the Minutes of the April 7, 2017 Special Meeting as presented. The Board voted as follows: Ayes: Considine, Helton, Robinson, Valadez, Jordan. Absent and Not Voting: Abernathy. Motion Carries.

Commissioner Dawn Abernathy arrived – 5:40 p.m.

FINANCE REPORT

The Board of Commissioners of Lake County Housing Authority requests that all bills are paid in a manner appropriate to avoid late fees. In addition, to facilitate a smooth, responsible financial operation the Board acknowledges disbursements may be made prior to the regular scheduled monthly Board meeting.

Commissioner Abernathy conducted a review of the bills and provided a recommendation to the Board. The list of bills and financial report was provided by Director of Finance Khadija Darr.

(See Exhibits 01, 02)

After discussion Ms. Valadez moved, seconded by Mr. Robinson to approve the List of Bills as presented. The Board voted as follows: Ayes: Abernathy, Considine, Helton, Robinson, Valadez, Jordan. Absent and Not Voting: None. Motion Carries.

REPORTS

Without formal action the consensus of the Board was to proceed with the following as reported. The following reports were provided.

Public Housing Program,.....	Tiffany A. Gonzalez, Deputy Director (See Exhibit 03)
FUP ¹ , FSS ² , Housing Counseling..... Resident Services	Yolanda Lynn, Director of Voucher Intake (See Exhibit 04)
Housing Choice Voucher Program.....	Corinne Jordan, Director of Voucher Management (See Exhibit 05)
LCHA Rentals, Maintenance,..... Procurement, Capital Improvements	Keon Jackson, Director of Capital Improvements (See Exhibit 06)
Paybacks & Complaints	Renee Prior, Income/Security Investigator (See Exhibit 07)
Human Resources.....	Lefran Elgezdi, Human Resources Manager (See Exhibit 08)

¹ Family Unification Program

² Family Self-Sufficiency Program

FOIA/OMA³, Travel-Training Valerie Rogers, Executive Secretary/FOIA & OMA
(See Exhibit 09)

Other Matters

1. Deputy Director Tiffany A. Gonzalez relayed Mr. Northern's regrets as he was unexpectedly unable to attend this meeting.
2. Chairman Jordan and Deputy Director Gonzalez welcomed LCHA's newest Commissioner, Kevin Considine to his first regular Board meeting. Kevin was recently named the President and CEO of Lake County Partners. He was appointed by the Lake County Board on 3/14/17 as LCHA's Commissioner replacing Patrick Bruno. We look forward to drawing from his experience and knowledge and a productive working relationship.
3. Thank you to Commissioner Considine for providing the required Certificate of Completion for the Open Meetings Act Training from the Office of the Attorney General of the State of Illinois.
(See Exhibit 10)
4. Mr. Northern attended The Community Leaders Forum for Solutions meeting on March 22, 2017. Topics included updates from outreach, housing for veterans and setting healthy boundaries.
5. Mr. Northern was very pleased to announce PHADA's 2017 Freedom & Civil Rights Scholarship has been awarded to Miya Ransom-Cox, a resident of LCHA's public housing. Miya will be receiving a \$5,000.00 scholarship. She will be honored on May 2, 2017 at the Stephen J. Bollinger Memorial Scholarship luncheon during PHADA's 2017 Annual Convention & Exhibition in Chicago. Dr. Jordan will be providing the invocation for the ceremony and I will be giving the opening welcome. LCHA has invited her family, as its guest to attend the luncheon.
(See Exhibit 11)
6. LCHA is serious about giving back to its community. Human Resources Generalist Lefran Elgezdi has scheduled several events where staff may volunteer their time in support of agencies providing needed services for families. We hope you will be able to join us in any or all of these events.
(See Exhibit 12)
7. Dr. Jordan and Mr. Northern attended NAHRO's 2017 Washington Conference March 26-28, 2017. They arrived armed with folders overflowing with the many accomplishments and proud moments of LCHA. They met with the offices of Senators Durbin and Duckworth and with Representatives Roskam, Hultgren and Schneider.

The Washington Conference is a great opportunity to learn the latest from Capitol Hill, HUD and the White House about the federal legislation and regulations that impact LCHA's ability to meet the needs of Lake County families. New HUD Secretary Dr. Ben Carson addressed the conference attendees and his speech centered on the following:

- Encourage more public private partnerships
- Wants to remove bureaucracy
- Said assisted housing programs are not going to be eliminated on his watch
- Infrastructure Bill will have a lot of resources for housing in it so don't get too concerned about

³ Freedom of Information Act. Open Meetings Act.

the President's "skinny budget" today

- *Building healthy communities, include clinics
- Support for low Income housing tax credits
- Stronger efforts on section 3 resident employment
- More job training programs

The Secretary finished up by saying there are three things we can all do to reduce our families likelihood of ever living in poverty. He said if you do all three of the following you'll have less than a 2% chance that your family will have to live in poverty:

1. Finish high school
 2. Get married
 3. Wait until marriage to have children
8. LCHA held the required Resident Advisory Board meeting for the purpose of inviting comment on our PHA Plan effective 10/1/17. Two sessions were held; 11:00 a.m. at Shiloh Towers, Zion (20 attended) and 6:00 p.m. at Beach Haven Towers, Round Lake Beach (30 attended). The only proposed change is amending our current Smoke Free Policy to be in compliance with HUD's Smoke Free Policy. Primarily, the distance from any building will be amended to 25 feet. The RAB summary is attached. (See Exhibit 13)
9. On Thursday March 30th 2017, the FSS team took a group of 26 youth ages 8-18 to tour the Illinois state capital. This trip was designed in an effort to teach children about the history of our state as well as provide an understanding of how state and local government works to keep them safe every day. Each aspect of this trip provided the youth with a new and exciting perspective on how legislation is created, passed, and enforced. This day trip was hosted during spring break and came at no cost to our participants. We feel that this was a unique opportunity because many youth will never receive the opportunity to engage in this critical process.

Our Group watched government in action at the capitol building and even received the opportunity to go onto the senate floor and sit in their state senators seats. They also learned about their own roles in a representative democracy and the processes that are available to them to enact change in their communities. Senator Melinda Bush, Representative Rita Mayfield, and Senator Sam Yingling greeted our group and spoke with them about what they are doing to support the district that we live in.

In addition to the governmental functions, the group also received the opportunity to visit the old state capital building and stand on the steps where Barack Obama announced his run for presidency. We also visited the Abraham Lincoln Presidential museum where the group learned about the life and legacy of President Abraham Lincoln.

Representative Mayfield followed-up by sending all the children a group picture and a thank you note. (See Exhibit 30)

10. LCHA is continuously improving and is committed to providing a positive experience to all who encounter the agency. In keeping with this mission, LCHA contracted with Bloodhart Consulting to provide community engagement forums during the week of April 3, 2017 The purposes of the forums was to allow our residents, community partners, LCHA Leadership, and Board of Commissioners an opportunity to share ideas, likes, concerns and recommendations

Each forum focused on the following:

- Provide a forum for key constituents to share opinions and ideas
- Gain a better understanding of the areas that LCHA is doing well and those areas that they need more focus
- Understand how we can better serve the community
- Deepen relationships with constituents (Residents, Community, LCHA Leadership Staff, and LCHA Board of Commissioners).

The consultant, Alison Bloodhart held 5 focus group sessions

- Resident sessions were held on April 5, 2017
- 1 (1.5 hour session at 11:00 a.m. at Shiloh Towers, Zion, IL)
- 1 (1.5 hour session at 6:00 p.m. at Beach Haven Towers, Round Lake Beach)
- Key community partners/social services organizations session (3 hours) was held on April 6, 2017 at the LCHA main office.
- LCHA Leadership Team session (2 hours) was held on April 6, 2017 at the LCHA main office.
- Board of Commissioners session (2 hours) was held on April 7, 2017 at the LCHA main office.

After the completion of the session, Ms. Bloodhart will re-compile the material including concerns and recommendations and provide a written report. LCHA will work as a team to create an action plan.

11. LCHA is once again grateful to the Lindenhurst Early Childhood Center for the donation of Easter Baskets for the distribution to our families. Director Frank Davis is committed to directing a school that seeks to provide opportunities for children to develop character, manners, social skills, academic abilities, community involvement, and provides a foundation that fosters a love of learning. We are indebted to his standards and generosity.
12. The 1st Quarter of 2017 Newsletter has been distributed packed with information and the wonderful workings of our agency. I hope you are as proud of our people as I am. (See Exhibit 29)
13. We were proud to work with the Lake County Building & Construction Trades Council, in conjunction with Great Lakes Construction Association and Northeastern Illinois Federation of Labor, as they continue its Giving Back to the Community efforts. They are handing out Easter dinners to families within the Waukegan Public School District. Service Above All Else! (See Exhibit 31)

OLD BUSINESS

Brookstone and Regency at Cole Park - Update

The Strategy & Intelligence Manager, Bethany Williams of Lake County Partners built a quick Economic Impact Analysis for Brookstone at Coles Park & Regency at Coles Park based on our hard construction costs. (See Exhibit 14)

Midlothian Manor - Update

On November 14, 2016 *Residents for an Engaged Community* filed an appeal with the Illinois Appellate Court and a Motion to Stay with the County Circuit Court to prevent the proposed use of Midlothian. On March 1, 2017 Judge Schippers denied the Motion to Stay.

The briefing of the case in the Appellate Court should be completed by June, 2017. A decision by that court will probably not be made until late, 2017 or early 2018.

Daniel Shapiro, Attorney for the *Residents for an Engaged Community* has filed an Opening Brief for the Defendants. It contains 104 pages. We will certainly provide it upon your request.

NEW BUSINESS

Reaffirm Letter of Support - YouthBuild Lake County's Application – 2017 DOL Grant

YouthBuild Lake County (YBLC) is applying for the DOL grant that will serve 70 students over the next two years. We have worked in unison with YBLC for many years through the Internship Program and fully support their mission.

After discussion, Ms. Valadez introduced the following Resolution:

RESOLUTION NO. 2017-80

REAFFIRM LETTER OF SUPPORT

YOUTHBUILD LAKE COUNTY'S APPLICATION – 2017 DOL GRANT

After discussion Ms. Valadez moved, seconded by Mr. Helton to Reaffirm the Letter of Support for YouthBuild Lake County's Application for the 2017 DOL Grant as presented.

(See Exhibit 15)

Roll Call Vote:

Ayes:Abernathy, Considine, Helton, Robinson, Valadez, Jordan

Nays:None

Absent:None

Abstain:None

Motion:.....Carries

Adopted and passed by the Board of Commissioners of the Housing Authority of the County of Lake, Illinois on April 20, 2017.

Dr. H. Lee Jordan, Jr., Chairman

Tiffany A. Gonzalez
Acting Secretary Treasurer, Deputy Director

Reaffirm Letter of Support – Youth Conservation Corps' Application – 2017 DOL Grant

At the 11/17/16 Board meeting, by Resolution 2017-25, LCHA and the Youth Conservation Corps (YCC) entered into an Internship Program Agreement. YCC is also now applying for the DOL grant. We also ask your reaffirmation of this letter of support.

After discussion, Mr. Considine introduced the following Resolution:

RESOLUTION NO. 2017-81

REAFFIRM LETTER OF SUPPORT

YOUTH CONSERVATION CORPS' APPLICATION – 2017 DOL GRANT

After discussion Mr. Considine moved, seconded by Ms. Abernathy to Reaffirm the Letter of Support for Youth Conservation Corps' Application for the 2017 DOL Grant as presented.

(See Exhibit 16)

Roll Call Vote:

Ayes:Abernathy, Considine, Helton, Robinson, Valadez, Jordan

Nays:None

Absent:None

Abstain:None

Motion:.....Carries

Adopted and passed by the Board of Commissioners of the Housing Authority of the County of Lake, Illinois on April 20, 2017.

Dr. H. Lee Jordan, Jr., Chairman

Tiffany A. Gonzalez
Acting Secretary Treasurer, Deputy Director

Authorization for FY 2017 Collection Losses – Public Housing

Writing off bad debts is a periodic event. All have been terminated, skipped, evicted, etc. and sent to the collection agency. Until now, we had been executing this process on an annual basis at the end of the fiscal year. We will now implement this process twice per year in order to remove debt from our financial books sooner.

After discussion, Mr. Robinson introduced the following Resolution:

(See next page for Resolution.)

RESOLUTION NO. 2017 –82

AUTHORIZATION FOR FY 2017 COLLECTION LOSSES – PUBLIC HOUSING

WHEREAS, the policy of the Housing Authority of the County of Lake, Illinois is to write-off accounts of tenants that have been terminated from the program or the former tenant’s location is unknown;

THEREFORE, BE IT RESOLVED that the following tenant accounts are to be transferred to the allowance for doubtful accounts and sent to the Authority’s collection company.

<u>Account #</u>	<u>Amount</u>	<u>Amp</u>
0355-9	\$1,250.96	2
0344-2	\$365.88	2
0498-3	\$330.96	2
0151-5	\$408.92	2
0130-6	\$2,966.75	2
0189-16	\$405.00	3
0194-8	\$172.99	3
0219-6	\$132.00	3
0251-12	\$163.00	3
0256-12	\$3,812.76	3
0274-8	\$4,257.98	3
0378-5	\$3,336.74	3
0610-5	\$2,828.57	4
0304-10	\$745.99	4
0553-4	\$7,132.86	4
0569-7	\$1,600.24	4
0607-2	\$5,295.39	4
0530-3	\$1,207.77	4
0570-2	\$6,391.50	4
0391-9	\$2,156.95	5
0543-5	\$699.76	5
0004-5	\$8,213.68	Rentals
0022-1	\$6,482.86	Rentals
	\$60,359.51	

After discussion Mr. Robinson moved, seconded by Mr. Considine to adopt Resolution 2017-82.

Roll Call Vote:

Ayes:Abernathy, Considine, Helton, Robinson, Valadez, Jordan.

Nays:None

Absent:None

Abstain:None
Motion:.....Carries

Adopted and passed by the Board of Commissioners of the Housing Authority of the County of Lake, Illinois on April 20, 2017.

Dr. H. Lee Jordan, Jr., Chairman

Tiffany A. Gonzalez
Acting Secretary Treasurer, Deputy Director

Approval of Travel Report Expenses

1. IL Governor's Conference of Affordable Housing, Chicago, IL-David A. Northern, Sr.
2. NAHRO 2017 Washington Conference, Arlington, VA-David A. Northern, Sr., ED/CEO
3. NAHRO 2017 Washington Conference, Arlington, VA-Dr. H. Lee Jordan, Jr. - Chairman

The Board approved Resolution 2017-54 at the 2/16/17 Board meeting regarding travel and associated expenses to be in compliance with Public Act 099-0604, *Local Government Travel Expense Control Act*.

Consequently, Commissioners and the Executive Director/CEO must complete and submit a *Travel Authorization Form* or an *Expense Report Form* to the Board for approval by a roll call vote at an open meeting no later than the next regular Board meeting following the final date of travel or, if less than 14 calendar days between the final date of travel and the next regular Board meeting, by the 2nd regular Board meeting following the final date of travel.

After discussion, Ms. Abernathy introduced the following Resolution:

(See next page for Resolution.)

RESOLUTION NO. 2017-83

APPROVAL OF TRAVEL REPORT EXPENSES

After discussion Ms. Abernathy moved, seconded by Mr. Considine to approve the Travel Report Expenses as presented.

(See Exhibits 18, 19, 20)

Roll Call Vote:

Ayes:Abernathy, Considine, Helton, Robinson, Valadez, Jordan

Nays:None

Absent:None

Abstain:None

Motion:.....Carries

Adopted and passed by the Board of Commissioners of the Housing Authority of the County of Lake, Illinois on April 20, 2017.

Dr. H. Lee Jordan, Jr., Chairman

Tiffany A. Gonzalez
Acting Secretary Treasurer, Deputy Director

Bids

Capital Fund

1. Tables & Chairs – Community Room – Beach Haven Towers – AMP 3

After discussion, Ms. Abernathy introduced the following Resolution:

(See next page for Resolution.)

RESOLUTION NO. 2017-84

(CAPITAL FUND)

INFORMAL BID AWARD FOR PURCHASE OF

EQUIPMENT, MATERIALS, LABOR AND/OR SERVICES

TABLES & CHAIRS – COMMUNITY ROOM – BEACH HAVEN TOWERS – AMP 3

WHEREAS, it has been found and determined that the bids received and shown on the attached bid tabulation were informally solicited by telephone or in writing from at least three (3) suppliers or in the case of a sole source supplier the requisite certification has been made; and

WHEREAS, it has been determined that the following purchase and contract is in accordance with HUD Regulations; and

WHEREAS, the following contractor is determined not to be on the HUD Debarred Contractors list;

NOW, THEREFORE, BE IT RESOLVED by the Commissioners of the Housing Authority of the County of Lake, Illinois, that the following bid is approved and the appropriate staff are authorized to issue purchase orders for said materials, labor and/or service.

<u>VENDOR</u>	<u>DESCRIPTION</u>	<u>LOCATION</u>	<u>AMOUNT</u>
Worthington Direct	Tables & Chairs	Community Room, Beach Haven Towers, Round Lake Beach/AMP 3	\$1,976.68

(See Exhibit 21)

After discussion Ms. Abernathy moved, seconded by Mr. Robinson to adopt Resolution 2017-84.

Roll Call Vote:

Ayes:Abernathy, Considine, Helton, Robinson, Valadez, Jordan.

Nays:None

Absent:None

Abstain:None

Motion:.....Carries

Adopted and passed by the Board of Commissioners of the Housing Authority of the County of Lake, Illinois on April 20, 2017.

Dr. H. Lee Jordan, Jr., Chairman

Tiffany A. Gonzalez
Acting Secretary Treasurer, Deputy Director

Minutes of the Regular Board Meeting

April 20, 2017

Page 12 of 25

2. Security Camera Replacement – Beach Haven Towers – AMP 3

After discussion, Ms. Valadez introduced the following Resolution:

(See next page for Resolution.)

RESOLUTION NO. 2017-85

(CAPITAL FUND)

INFORMAL BID AWARD FOR PURCHASE OF

EQUIPMENT, MATERIALS, LABOR AND/OR SERVICES

SECURITY CAMERA REPLACEMENT – BEACH HAVEN TOWERS – AMP 3

WHEREAS, it has been found and determined that the bids received and shown on the attached bid tabulation were informally solicited by telephone or in writing from at least three (3) suppliers or in the case of a sole source supplier the requisite certification has been made; and

WHEREAS, it has been determined that the following purchase and contract is in accordance with HUD Regulations; and

WHEREAS, the following contractor is determined not to be on the HUD Debarred Contractors list;

NOW, THEREFORE, BE IT RESOLVED by the Commissioners of the Housing Authority of the County of Lake, Illinois, that the following bid is approved and the appropriate staff are authorized to issue purchase orders for said materials, labor and/or service.

<u>VENDOR</u>	<u>DESCRIPTION</u>	<u>LOCATION</u>	<u>AMOUNT</u>
Allied Telecom	Security Camera Replacement	Beach Haven Towers, RLB/AMP 3	\$21,394.64

(See Exhibit 22)

After discussion Ms. Valadez moved, seconded by Ms. Abernathy to adopt Resolution 2017-85.

Roll Call Vote:

Ayes:Abernathy, Considine, Helton, Robinson, Valadez, Jordan.

Nays:None

Absent:None

Abstain:None

Motion:.....Carries

Adopted and passed by the Board of Commissioners of the Housing Authority of the County of Lake, Illinois on April 20, 2017.

Dr. H. Lee Jordan, Jr., Chairman

Tiffany A. Gonzalez
Acting Secretary Treasurer, Deputy Director

Operating Fund

1. Landscaping Services – As Needed – LCHA Rentals, AMPs 4 & 5

After discussion, Mr. Considine introduced the following Resolution:

(See next page for Resolution.)

RESOLUTION NO. 2017-86

(OPERATING)

INFORMAL BID AWARD FOR PURCHASE OF

EQUIPMENT, MATERIALS, LABOR AND/OR SERVICES

LANDSCAPING SERVICES – LCHA RENTALS, AMPS 4 & 5

WHEREAS, it has been found and determined that the bids received and shown on the attached bid tabulation were informally solicited by telephone or in writing from at least three (3) suppliers or in the case of a sole source supplier the requisite certification has been made; and

WHEREAS, it has been determined that the following purchase and contract is in accordance with HUD Regulations; and

WHEREAS, the following contractor is determined not to be on the HUD Debarred Contractors list;

NOW, THEREFORE, BE IT RESOLVED by the Commissioners of the Housing Authority of the County of Lake, Illinois, that the following bids are approved and the appropriate staff are authorized to issue a purchase order for said equipment, materials, labor and/or services.

<u>VENDOR</u>	<u>DESCRIPTION</u>	<u>LOCATION</u>	<u>AMOUNT</u>
Diamond Cutters, Inc.	Landscaping Services	LCHA Rentals, AMPS 4 & 5	Annually \$19,404.00/

(See Exhibit 23)

After discussion Mr. Considine moved, seconded by Ms. Abernathy to adopt Resolution 2017-86.

Roll Call Vote:

Ayes:Abernathy, Considine, Helton, Robinson, Valadez, Jordan.

Nays:None

Absent:None

Abstain:None

Motion:.....Carries

Adopted and passed by the Board of Commissioners of the Housing Authority of the County of Lake, Illinois on April 20, 2017.

Dr. H. Lee Jordan, Jr., Chairman

Tiffany A. Gonzalez
Acting Secretary Treasurer, Deputy Director

2. Scavenger Services – Agency Wide

After discussion, Mr. Considine introduced the following Resolution:

(See next page for Resolution.)

RESOLUTION NO. 2017-87

(OPERATING)

**INFORMAL BID AWARD FOR PURCHASE OF
EQUIPMENT, MATERIALS, LABOR AND/OR SERVICES
SCAVENGER SERVICES – AGENCY WIDE**

WHEREAS, it has been found and determined that the bids received and shown on the attached bid tabulation were informally solicited by telephone or in writing from at least three (3) suppliers or in the case of a sole source supplier the requisite certification has been made; and

WHEREAS, it has been determined that the following purchase and contract is in accordance with HUD Regulations; and

WHEREAS, the following contractor is determined not to be on the HUD Debarred Contractors list;

NOW, THEREFORE, BE IT RESOLVED by the Commissioners of the Housing Authority of the County of Lake, Illinois, that the following bids are approved and the appropriate staff are authorized to issue a purchase order for said equipment, materials, labor and/or services.

<u>VENDOR</u>	<u>DESCRIPTION</u>	<u>LOCATION</u>	<u>AMOUNT</u>
Advanced Disposal	Scavenger Services	Agency Wide	\$898.00/Month

(See Exhibit 24)

After discussion Mr. Considine moved, seconded by Ms. Abernathy to adopt Resolution 2017-87.

Roll Call Vote:

Ayes:Abernathy, Considine, Helton, Robinson, Valadez, Jordan.

Nays:None

Absent:None

Abstain:None

Motion:.....Carries

Adopted and passed by the Board of Commissioners of the Housing Authority of the County of Lake, Illinois on April 20, 2017.

Dr. H. Lee Jordan, Jr., Chairman

Tiffany A. Gonzalez
Acting Secretary Treasurer, Deputy Director

Minutes of the Regular Board Meeting

April 20, 2017

Page 18 of 25

3. Fire Extinguisher Inspection & Service – AMPs 2 & 3, CO

After discussion, Mr. Considine introduced the following Resolution:

(See next page for Resolution.)

RESOLUTION NO. 2017-88

(OPERATING)

INFORMAL BID AWARD FOR PURCHASE OF

EQUIPMENT, MATERIALS, LABOR AND/OR SERVICES

FIRE EXTINGUISHER INSPECTION & SERVICE – AMPS 2 & 3, CO

WHEREAS, it has been found and determined that the bids received and shown on the attached bid tabulation were informally solicited by telephone or in writing from at least three (3) suppliers or in the case of a sole source supplier the requisite certification has been made; and

WHEREAS, it has been determined that the following purchase and contract is in accordance with HUD Regulations; and

WHEREAS, the following contractor is determined not to be on the HUD Debarred Contractors list;

NOW, THEREFORE, BE IT RESOLVED by the Commissioners of the Housing Authority of the County of Lake, Illinois, that the following bids are approved and the appropriate staff are authorized to issue a purchase order for said equipment, materials, labor and/or services.

<u>VENDOR</u>	<u>DESCRIPTION</u>	<u>LOCATION</u>	<u>AMOUNT</u>
Fox Valley Fire & Safety	Fire Extinguisher Inspection & Service	AMPs 2 & 3, Central Office	Approx/Annual \$1,500.00

(See Exhibit 25)

After discussion Mr. Considine moved, seconded by Ms. Abernathy to adopt Resolution 2017-88.

Roll Call Vote:

Ayes:Abernathy, Considine, Helton, Robinson, Valadez, Jordan.

Nays:None

Absent:None

Abstain:None

Motion:.....Carries

Adopted and passed by the Board of Commissioners of the Housing Authority of the County of Lake, Illinois on April 20, 2017.

Dr. H. Lee Jordan, Jr., Chairman

Tiffany A. Gonzalez
Acting Secretary Treasurer, Deputy Director

Minutes of the Regular Board Meeting

April 20, 2017

Page 20 of 25

4. Concrete Sign Foundation Removal – Warren Manor/Amp 2 & Almond Townhomes

After discussion, Mr. Considine introduced the following Resolution:

(See next page for Resolution.)

RESOLUTION NO. 2017-89
(OPERATING)
INFORMAL BID AWARD FOR PURCHASE OF
EQUIPMENT, MATERIALS, LABOR AND/OR SERVICES
CONCRETE SIGN FOUNDATION REMOVAL
WARREN MANOR/AMP 2 & ALMOND TOWNHOMES

WHEREAS, it has been found and determined that the bids received and shown on the attached bid tabulation were informally solicited by telephone or in writing from at least three (3) suppliers or in the case of a sole source supplier the requisite certification has been made; and

WHEREAS, it has been determined that the following purchase and contract is in accordance with HUD Regulations; and

WHEREAS, the following contractor is determined not to be on the HUD Debarred Contractors list;

NOW, THEREFORE, BE IT RESOLVED by the Commissioners of the Housing Authority of the County of Lake, Illinois, that the following bids are approved and the appropriate staff are authorized to issue a purchase order for said equipment, materials, labor and/or services.

<u>VENDOR</u>	<u>DESCRIPTION</u>	<u>LOCATION</u>	<u>AMOUNT</u>
2 Code Plumbing	Concrete Sign Foundation Removal	Warren Manor/AMP 2, Almond Townhomes	Not To Exceed \$1,750.00

(See Exhibit 26)

After discussion Mr. Considine moved, seconded by Ms. Abernathy to adopt Resolution 2017-89.

Roll Call Vote:

Ayes:Abernathy, Considine, Helton, Robinson, Valadez, Jordan.

Nays:None

Absent:None

Abstain:None

Motion:.....Carries

Adopted and passed by the Board of Commissioners of the Housing Authority of the County of Lake, Illinois on April 20, 2017.

Dr. H. Lee Jordan, Jr., Chairman

Tiffany A. Gonzalez
Acting Secretary Treasurer, Deputy Director

5. Security Camera Replacement – Central Office

After discussion, Mr. Considine introduced the following Resolution:

(See next page for Resolution.)

RESOLUTION NO. 2017-90

(OPERATING FUND)

INFORMAL BID AWARD FOR PURCHASE OF

EQUIPMENT, MATERIALS, LABOR AND/OR SERVICES

SECURITY CAMERA REPLACEMENT – CENTRAL OFFICE

WHEREAS, it has been found and determined that the bids received and shown on the attached bid tabulation were informally solicited by telephone or in writing from at least three (3) suppliers or in the case of a sole source supplier the requisite certification has been made; and

WHEREAS, it has been determined that the following purchase and contract is in accordance with HUD Regulations; and

WHEREAS, the following contractor is determined not to be on the HUD Debarred Contractors list;

NOW, THEREFORE, BE IT RESOLVED by the Commissioners of the Housing Authority of the County of Lake, Illinois, that the following bid is approved and the appropriate staff are authorized to issue purchase orders for said materials, labor and/or service.

<u>VENDOR</u>	<u>DESCRIPTION</u>	<u>LOCATION</u>	<u>AMOUNT</u>
Allied Telecom	Security Camera Replacement	Central Office	\$12,095.20

(See Exhibit 27)

After discussion Mr. Considine moved, seconded by Ms. Abernathy to adopt Resolution 2017-90.

Roll Call Vote:

Ayes:Abernathy, Considine, Helton, Robinson, Valadez, Jordan.

Nays:None

Absent:None

Abstain:None

Motion:.....Carries

Adopted and passed by the Board of Commissioners of the Housing Authority of the County of Lake, Illinois on April 20, 2017.

Dr. H. Lee Jordan, Jr., Chairman

Tiffany A. Gonzalez
Acting Secretary Treasurer, Deputy Director

Change Order

Operating Fund

1. Resolution 2015-147 Approved 9/17/15
Annual Audit Services – Agency Wide – 3 Year Contract
Goldie Roberts - \$13,633.00
CO #1: Additional Tasks for AMP 1 – Add \$681.65 Annually Ex 28

After discussion, Mr. Robinson introduced the following Resolution:

(See next page for Resolution.)

RESOLUTION NO. 2017-91

APPROVAL OF OPERATING FUND CHANGE ORDER

(See Exhibit 28)

After discussion Mr. Robinson moved, seconded by Ms. Abernathy to approve the Operating Fund Change Order as presented.

Roll Call Vote:

Ayes:Abernathy, Helton, Robinson, Jordan
Nays:None
Absent:Bruno, Valadez
Abstain:None
Motion:Carries

Adopted and passed by the Board of Commissioners of the Housing Authority of the County of Lake, Illinois on April 20, 2017.

Dr. H. Lee Jordan, Jr., Chairman

Tiffany A. Gonzalez
Acting Secretary Treasurer, Deputy Director

Commissioner Roundtable - Discussion

Nothing was brought for discussion.

Executive Session – Personnel Matters, Pending & Probable Litigation, Real Estate Transactions

At 6:11 p.m. Mr. Robinson moved, seconded by Ms. Abernathy, to go into Executive Session to discuss Personnel Matters, Pending & Probable Litigation, Real Estate Transactions. The Board voted as follows:
Ayes: Abernathy, Considine, Helton, Robinson, Valadez, Jordan. Nays: None. Absent and Not Voting: None. Motion Carries.

The Board returned to open session at 6:51 p.m. and roll call was taken. Present: Abernathy, Considine, Helton, Robinson, Valadez, Jordan. Absent: None.

ADJOURNMENT

There being no further business to come before the Board, Mr. Considine moved, seconded by Ms. Abernathy to adjourn the meeting. The Board voted unanimously in favor of the motion. Motion Carries. Meeting adjourned at 6:52 p.m.

Dr. H. Lee Jordan, Jr., Chairman

Tiffany A. Gonzalez
Secretary/Treasurer
Executive Director/Chief Executive Officer