

The Regular Board Meeting of the Commissioners of the Housing Authority of the County of Lake, Illinois, was held October 20, 2016, at the Lake County Housing Authority Central Office, 33928 North US Highway 45, Grayslake, IL 60030.

Present: (Physically present unless noted otherwise.)
Rev. H. Lee Jordan, Jr., Chairman
Dawn Abernathy, Commissioner
Judy Martini, Commissioner
Curtis Robinson, Commissioner

Absent: Patrick Bruno, Commissioner
Scott Helton, Commissioner
Sylvia Valadez, Vice Chairman

Others Present: David A. Northern, Sr., Executive Director/CEO
Tiffany A. Gonzalez, Deputy Director
Keon Jackson, Director of Capital Improvements
Ryan Brandes, Modernization Coordinator
Valerie Rogers, Administrative Secretary
Brian Grach, Authority Attorney
Ryan Eagar, Lake County Deputy Sheriff

ROLL CALL

Noting that a quorum of Commissioners was present, Chairman Jordan called the meeting to order at 5:53 p.m. Roll call was taken and the following Commissioners were present: Abernathy, Martini, Robinson, Jordan. Absent: Bruno, Helton, Valadez.

It was noted that as per the *Open Meetings Act* (5 ILCS 120/2.02) notice of this rescheduled meeting was duly posted with agenda 48 hours in advance of the meeting; prior to 12:30 p.m. on Tuesday, October 18, 2016 at; at the Central Office, 33928 North US Highway 45, Grayslake, IL 60030 and on the Lake County Housing Authority website, www.lakecountyha.org. Notice was also sent to the news media, in particular to any media that filed an annual request for such a notice.

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 – 9/15/16 REGULAR MEETING

MINUTES – 9/15/16 EXECUTIVE SESSION – Personnel Issues, Pending & Probable Litigation,
Security Procedures, Real Estate Transactions

After discussion, Ms. Martini moved, seconded by Ms. Abernathy, to approve the Minutes of the September 15, 2016 Regular Meeting and Executive Session-Personnel Issues, Pending & Probable Litigation, Real Estate Transactions. The Board voted as follows: Ayes: Abernathy, Martini, Robinson, Jordan. Absent and Not Voting: Bruno, Helton, Valadez. Motion Carries.

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 financial report was provided by Director of Finance Khadija Darr. (See Exhibits 01A & 01B)

After discussion Ms. Abernathy moved, seconded by Mr. Robinson to approve the List of Bills as presented. The Board voted as follows: Ayes: Abernathy, Martini, Robinson, Jordan. Absent and Not Voting: Bruno, Helton, Valadez. Motion Carries.

REPORTS

Without formal action the consensus of the Board was to proceed with the following as reported.

Mr. Northern submitted the following reports:

Public Housing Program,.....	Tiffany A. Gonzalez, Deputy Director (See Exhibit 25)
FUP ¹ , FSS ² , Housing Counseling..... Resident Services	Yolanda Lynn, Director of Voucher Intake (See Exhibit 26)
Housing Choice Voucher Program.....	Corinne Jordan, Director of Voucher Management (See Exhibit 27)
LCHA Rentals, Maintenance,..... Procurement, Capital Improvements	Keon Jackson, Director of Capital Improvements (See Exhibit 28)
Paybacks & Complaints	Renee Prior, Income/Security Investigator (See Exhibit 29)
Human Resources.....	Lefran Elgezdi, Human Resources Generalist (See Exhibit 30)
FOIA/OMA ³ , Travel-Training	Valerie Rogers, Executive Secretary/FOIA & OMA (See Exhibit 31)

Other Matters

1. Mr. Northern explained on 1/15/16 HUD released notice PIH 2016-01. It announced Public Housing Agencies (PHAs) have the opportunity to participate in a demonstration testing the effectiveness of combining housing choice vouchers for eligible youth lacking adequate housing

¹ Family Unification Program

² Family Self-Sufficiency Program

³ Freedom of Information Act. Open Meetings Act.

under the Family Unification Program (FUP) with assistance under the Family Self Sufficiency (FSS) program. The purpose is to increase opportunities for housing youth with support to achieve self-sufficiency. (See Exhibit 32)

Mr. Northern stated LCHA applied to participate in the program and has been granted permission to operate under the FUP/FSS Demonstration. (See Exhibit 33)

He said we have already met with DCFS⁴ and Catholic Charities to begin identifying homeless shelters accepting youth. Once completed, a *Memorandum of Understanding* will be executed with the cooperating shelters and DCFS to begin the referral process. LCHA will not be given additional FUP vouchers for this demonstration. Rather, we welcome the opportunity to fulfill our current allocation as referrals have been sparse.

2. Mr. Northern reported in October 2015 HUD issued a memo advising HAs of an increase in the Admin Fees for the Housing Choice Voucher Program from 79% to 81%. In May of 2016 HUD again announced an increase from 81% to 84% retroactive to the 1st quarter calendar year 2016. Mr. Northern said LCHA received an additional \$11,383.00 in catch-up monies for Admin Fees. (See Exhibits 34, 35)
3. Mr. Northern said in an attempt to continually improve LCHA's image and program reach throughout the Lake County community a marketing infomercial was filmed on Tuesday, Oct 11th at Beach Heaven Towers in Round Lake Beach. It was a tenant meeting to include some video and a few tenant statements.
4. LCHA purchased the property/building at 1818 Jackson Street, North Chicago in December 2011. It was not acquired as a public housing property but one purchased with non-federal dollars. The building needed cost-prohibitive repairs to become habitable. Consequently, we included the demolition of the Jackson building within the contract to DeNovo for the demolition of the Marion Jones properties. An unresolved legal battle persists whereby the Jackson property has not been demolished. As a result, we anticipate a \$30,000 refund from DeNovo as the demolition work was never performed.

We are now beginning the lengthy process of selling the property at 1818 Jackson Street, North Chicago "as-is". The sale has been publicized in the newspaper and on our website. Bids are due by 10/31/16. (See Exhibit 36)

5. AHRMA⁵, our insurance carrier notified us of a monetary return resulting from their acknowledged surplus. LCHA received a letter which explains with more detail and provides the formula used to arrive at an agency's allocation. The ending result is a check to LCHA in the amount of 3,599.00. (See Exhibit 37)
6. Earlier this year LCHA was extended an invitation to serve as a member of the Advocate Condell Medical Center Community Health Council. This Council is advisory in nature and meets four times per year. The role of the Council is to help Condell Medical Center establish health priorities, based on the results of the Community Health Needs Assessment that they are required to complete every three years, as part of their not-for-profit IRS requirements. Mr. Northern said he has been participating on behalf of the agency.

⁴ DCFS acts as our Public Child Welfare Agency (PCWA)

⁵ Assisted Housing Risk Management Association

They met again this month with a focus on health priorities for the primary and secondary service areas. Obesity and mental health were the two we selected.

7. Mr. Northern was contacted by the Director of Neighborhood Services for the Village of Round Lake Beach Lisa Pugliese to participate in their Fireside Chat. It is a televised program that will be conducted on October 18, 2016 from 6:00-7:30 p.m. at the Round Lake Beach Civic Center. Discussion, including Q & A, will focus on general information about housing and LCHA's specific services. It will be a panel including a representative from the Affordable Housing Corporation of Lake County and the Lake County Residential Development Corporation.
8. 2016-17 SEDAC⁶ Energy Grant Award. LCHA was awarded an energy grant from the Illinois Public Housing Authority Energy Program and **Smart Energy Design Assistance Center sponsored by** the Illinois Department of Commerce and Economic Opportunity of \$75,100 for near system wide natural gas heating savings upgrades and unit replacements at Shiloh Towers and we anticipate another \$15,000 for the same measures. This replacement project is for the domestic and heat boilers at Shiloh to put in 95% efficiency units. The cost of new units installed is projected at a rough total of \$110,000. This leaves LCHA's projected investment at about \$30,000 for complete system upgrades and the savings look to be about \$5k a year.

We are also gathering data for lighting upgrades for the Central Office, Beach Haven Towers, Orchard Manor, Millview Manor, Beach Haven Towers and Warren Manor. This is projected at approximately another \$100,000 in grant money and LCHA's investment is projected at \$25,000. The payback for LCHA and the tenants' savings is projected to cut light bills by up to 60%.

LCHA is looking to initially invest \$55,000 in the total project over the grant award. This is projected to save our tenants and LCHA significantly on energy consumption costs. True savings will be calculated over the next few months. LCHA is gathering the initial paperwork and bids. We expect to receive the first half of the funding prior to the execution of the work.

9. Mr. Northern attended a Habitat for Humanity Lake County house dedication in North Chicago on 9/24/16 for the Anderson Family. (See Exhibit 38)
10. Mr. Northern announced the August and September 2016 Employees of the Month. The August honoree is Maintenance Mechanic Rodney Smith and the September honoree is HCV Certification Specialist Fredeswinda Sagum. They both will receive a commemorative certificate, T-shirt, pin and \$25.00 gift certificate.

OLD BUSINESS

Marion Jones Update

Financial closing on the project is scheduled for the month of October.

HUD approved LCHA to authorize the assignment of 226 Project Based Vouchers at the Cole Park complex and also indicated the completion of the environmental review. (See Exhibit 02)

The Disposition Application has now been approved by HUD. (See Exhibit 03)

⁶ Smart Energy Design Assistance Center/ SEDAC's services are public sector clients.

The application had been delayed due to an incomplete environmental review. Once the environmental review process was completed and certified HUD approved the disposition of 14.53 acres of land at Marion Jones. Approval of the Disposition Application officially allows us to enter into the Ground Leases.

The chart below provides an update of the overall estimated project schedule.

Financial Closing October 2016
Construction Start October 2016
Construction Complete December 2017
Re-Occupancy Start January 2018
Full Occupancy June 2018
Stabilization December 2018

NEW BUSINESS

Approving Health Options – LCHA Staff

The following explanations are being provided for your understanding. You are also being provided with a summary of the current rates to qualified staff. (See Exhibit 04)

Medical: Recommended for Blue Cross Blue Shield (BCBS) to continue to provide our medical insurance. LCHA will realize an 18% increase in premiums or approximately \$98,000 annually. It is recommended to utilize dollars from the LCHA Retirement Account forfeitures to absorb the increase and not change the plans or increase the employee contributions. It is estimated there is \$123,000 in retirement account forfeitures.

Dental: Recommended to switch our dental provider to Blue Cross Blue Shield. Current provider, Guardian is offering renewal at a 7% increase. BCBS offers better dental rates (same current plan design) saving 6% from Guardian renewal. If dental is moved to BCBS we would realize an additional .5% decrease from overall medical increase.

Vision: Current provider is VSP. Current rates guaranteed through 11/1/2019. No change recommended.

Life/AD&D, Voluntary Life, LTD⁷, STD⁸, EAP⁹ all provided by Dearborn. Current rates guaranteed through 11/1/2018. No change recommended.

COBRA: LCHA does not pay for COBRA administration. It is included with HUB's¹⁰ services. Current provider is Asure (formerly Mangrove). HUB recommends moving to EBC¹¹ who is LCHA's current Flexible Spending Account (FSA) vendor. This is still no cost to LCHA as HUB will continue to fund the COBRA vendor. Recommended change to EBC.

⁷ Long Term Disability

⁸ Short Term Disability

⁹ Employee Assistance Program

¹⁰ HUB Insurance Brokers & Consultants

¹¹ Employee Benefits Corporation

FSA Current provider is EBC. This is the only component that renews on January 1, all others renew November 1. HUB has requested their proposal.

After discussion, Ms. Martini introduced the following Resolution:

RESOLUTION NO. 2017-01

AUTHORIZATION TO APPROVE HEALTH OPTIONS FOR LCHA STAFF

After discussion Ms. Martini moved, seconded by Ms. Abernathy to authorize the approval of the health options for LCHA staff as presented including the use of LCHA Retirement Plan forfeiture funds to finance the increased premiums of Blue Cross Blue Shield.

Roll Call Vote:

Ayes:Abernathy, Martini, Robinson, Jordan

Nays:None

Absent:Bruno, Helton, Valadez

Abstain:None

Motion:.....Carries

Adopted and passed by the Board of Commissioners of the Housing Authority of the County of Lake, Illinois on October 20, 2016.

Rev. H. Lee Jordan, Jr., Chairman

David A. Northern, Sr.
Secretary/Treasurer, Executive Director/CEO

Adoption of Payment Standards-Housing Choice Voucher Program

Director of Voucher Management Corinne Jordan reported the Fair Market Rents were posted by HUD and were effective 10/01/16. All bedroom sizes increased between \$52 and \$112 from the FY 2016 published amounts.

We have the option to set those amounts as per our local market with a 90% to a 110% spread. LCHA currently has two areas defined as CHOICES area and NOT CHOICES rent area.

The CHOICES program encourages families to live in opportunity areas where the rents can be higher. We want to keep the opportunities available to families and continue to offer the maximum subsidy possible.

LCHA will have one Payment Standard for units that are located in a census tract designated by the Chicago Metropolitan Agency for Planning as an opportunity area. The census tract was designated as such based on school performance, job access, unemployment rate, housing stability, median home value, level of poverty, transit accessibility, and travel time to work. These qualified census tracts will have the higher payment standard set at 110% of the Fair Market Rent. All other census tracts not designated as CHOICES will have the lower payment standard set at 90% of the Fair Market Rent.

The new Payment Standards would be effective with the January 1, 2017 re-certifications and with November 1, 2016 new contracts.

After discussion, Mr. Robinson introduced the following Resolution:

RESOLUTION NO. 2017-02

SETTING HOUSING CHOICE VOUCHER PAYMENT STANDARDS

WHEREAS, HUD has published Fair Market Rents (FMRs) for Fiscal Year 2017 and all FMRs have been increased; and

WHEREAS, the Authority is required to set the Housing Choice Voucher Payment Standards between 90% and 110% of the published Fair Market Rent; and

WHEREAS, Payment Standards set below the published FMRs strike a balance between funding limits and improving voucher utilization; and

WHEREAS, the Authority is committed to sustaining opportunity areas to our clients by dividing the County into two areas – All areas not in CHOICES Opportunity qualified census tracts and those located within qualified CHOICES census tracts as identified Areas 4 & 5 by the Chicago Metropolitan Agency for Planning; and

WHEREAS, Lake County Housing Authority has determined the following adjustments are appropriate:

0 Bedroom	Areas Not Qualified for CHOICES Areas Qualified for CHOICES	Increase \$47 or 90% of FMR Increase \$57 or 110% of FMR
1 Bedroom	Areas Not Qualified for CHOICES Areas Qualified for CHOICES	Increase \$49 or 90% of FMR Increase \$59 or 110% of FMR
2 Bedroom	Areas Not Qualified for CHOICES Areas Qualified for CHOICES	Increase \$50 or 90% of FMR Increase \$62 or 110% of FMR
3 Bedroom	Areas Not Qualified for CHOICES Areas Qualified for CHOICES	Increase \$63 or 90% of FMR Increase \$82 or 110% of FMR
4 Bedroom	Areas Not Qualified for CHOICES Areas Qualified for CHOICES	Increase \$89 or 90% of FMR Increase \$107 or 110% of FMR
5 Bedroom	Areas Not Qualified for CHOICES Areas Qualified for CHOICES	Increase \$101 or 90% of FMR Increase \$123 or 110% of FMR

NOW, THEREFORE, BE IT RESOLVED that Payment Standards be set as indicated below; and

BE IT FURTHER RESOLVED that these changes in the Payment Standards be made effective with January 1, 2017 annual certifications and November 1, 2016, for new contracts.

PROPOSED VOUCHER PAYMENT STANDARDS

	<u>0BR</u>	<u>1BR</u>	<u>2BR</u>	<u>3BR</u>	<u>4BR</u>	<u>5BR</u>
All Areas NOT in CHOICES Opportunity Qualified Census Tracts	\$821	\$950	\$1,109	\$1,413	\$1,691	\$1,944
Qualified Census Tracts - CHOICES Opportunity Areas	\$1,003	\$1,160	\$1,355	\$1,725	\$2,065	\$2,374

After discussion Mr. Robinson moved, seconded by Ms. Martini to adopt Resolution 2017-02.

Roll Call Vote:

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

Adopted and passed by the Board of Commissioners of the Housing Authority of the County of Lake, Illinois on October 20, 2016.

Rev. H. Lee Jordan, Jr., Chairman

David A. Northern, Sr.
 Secretary/Treasurer, Executive Director/CEO

Adopting New Tenant Paid Utility Allowance Schedule

Director of Voucher Management Corinne Jordan reported a survey was conducted for rate changes in electric, gas, water, sewer, and trash. The survey compared rates from the last time a change was required to current rates. Electric, gas and refuse utility allowances were changed in 2015. Water and sewer utility allowances were changed in 2014. The data provided supports a decrease in the gas utility allowance. The change in electric, water and sewer rates were under the 10% threshold. The average of refuse rates remained the same.

- Electric** ComEd delivery service charges decreased in both Single Family units and multi-family units by an average of 6% between 2015 and 2016. No change is required.
- Gas** The cost of gas usage was averaged between Nicor and North Shore gas. The rates decreased by 23%. This requires a change in gas utility allowances.
- Trash** Three different refuse companies were contacted and rates were averaged for the 12 various municipalities served. The average rate remained the same. No change is required.
- Water** Rates were averaged between 13 different municipalities. The average change was 9.46%. No change is required.

Sewer Rates were averaged between 15 different municipalities. The average change was 9.93%. No change is required.

Appliances Rental units in LCHA's jurisdiction are typically leased with owner provided ranges and refrigerators. The cost of a family to own their own refrigerator and/or range/stove remains unchanged.

After discussion, Mr. Robinson introduced the following Resolution:

RESOLUTION NO. 2017-03

ADOPTING NEW TENANT PAID UTILITY ALLOWANCE SCHEDULE

WHEREAS, the Authority is required to assess the adequacy of its tenant paid utility allowance schedule annually; and

WHEREAS, the assessment has been completed and a finding made that there be a decrease in Gas by 23%; and no change in Electric, Trash, Water, Sewer, or Appliances is warranted;

NOW, THEREFORE, BE IT RESOLVED that the attached tenant paid utility allowance schedule be approved effective January 1, 2017 for annual certifications and November 1, 2016 for new contracts; and

BE IT FURTHER RESOLVED that the new schedule shall also be approved for the Public Housing Program subject to the receipt and consideration of resident comment.

(See Exhibit 07)

After discussion Mr. Robinson moved, seconded by Ms. Martini to adopt Resolution 2017-03.

Roll Call Vote:

Ayes:Abernathy, Martini, Robinson, Jordan

Nays:None

Absent:Bruno, Helton, Valadez

Abstain:None

Motion:Carries

Adopted and passed by the Board of Commissioners of the Housing Authority of the County of Lake, Illinois on October 20, 2016.

Rev. H. Lee Jordan, Jr., Chairman

David A. Northern, Sr.
Secretary/Treasurer, Executive Director/CEO

Approval of Flat Rents – Public Housing

Deputy Director Tiffany A. Gonzalez explained we must offer low rent residents the option of paying a flat rent or an income based rent. We have tied most of the flat rents to market rents as evidenced by the HUD-set Fair Market Rents. Resolution and Flat Rent Schedule will be available for the meeting.

After discussion, Mr. Robinson introduced the following Resolution:

(See next page for Resolution.)

RESOLUTION NO. 2017-04

SETTING FLAT RENTS

WHEREAS, annually the Authority reviews the flat rent option for the Low Rent Public Housing program; and

WHEREAS, it is appropriate to revise the current flat rents in accordance with procedures adopted in 1999; and in accordance with PIH Notice 2015-13 stipulating when the existing flat rent amount is less than 80 percent of FMR, PHAs must revise their flat rents to no less than 80 percent of FMR;

NOW, THEREFORE, BE IT RESOLVED that the flat rent hereto contained be adopted; and

BE IT FURTHER RESOLVED that these flat rents shall become effective with new leases beginning December 1, 2016 and all lease renewals in calendar year 2017.

LOW RENT PUBLIC HOUSING FLAT RENTS 2017

	0BR	1BR	2BR	3BR	4BR	5BR
Elderly/ Disabled (Zion)	\$706	\$817	\$1,010	N/A	N/A	N/A
Elderly/ Disabled (Round Lake Beach)	\$706	\$817	\$1010	N/A	N/A	N/A
Elderly/ Disabled (All others)	\$706	\$787	\$909	N/A	N/A	N/A
Scattered Sites	N/A	N/A	\$847	\$1,099	\$1,265	N/A

After discussion Mr. Robinson moved, seconded by Ms. Martini to adopt Resolution 2017-04.

Roll Call Vote:

Ayes:Abernathy, Martini, Robinson, Jordan

Nays:None

Absent:Bruno, Helton, Valadez

Abstain:None

Motion:.....Carries

Adopted and passed by the Board of Commissioners of the Housing Authority of the County of Lake, Illinois on October 20, 2016.

Rev. H. Lee Jordan, Jr., Chairman

David A. Northern, Sr.
Secretary/Treasurer, Executive Director/CEO

Approving Amendment to By-Laws – Change in Meeting Time

The Board indicated a desire to permanently change the start time of the Board meetings to 5:30 p.m. to promote community engagement.

The By-Laws of the Authority shall be amended only with the approval of at least three (3) of the members of the Authority at a Regular or Special Meeting, but no amendment shall be adopted unless at least seven (7) days written notice thereof has been previously given to all of the members of the Authority. The Authority officially notified Commissioners by email on 10/11/16. (See Exhibit 09)

After discussion, Ms. Martini introduced the following Resolution:

(See next page for Resolution.)

RESOLUTION NO. 2017-05

AMENDMENT OF BY-LAWS

WHEREAS, Article III, Section 1 and Section 2 state that the Annual Meeting time and the Regular Meeting time shall be 12:30 p.m.; and

WHEREAS, it is desired to change the time of the Meetings to 5:30 p.m.; and

WHEREAS, all Commissioners were given written notice of the intent to amend the By-Laws on October 11, 2016, pursuant to Article IV of the By-Laws;

NOW, THEREFORE, BE IT RESOLVED that Article III, Sections 1 and 2 of the By-Laws shall be amended to read as follows:

ARTICLE III – MEETINGS

SECTION 1. ANNUAL MEETING. The Annual Meeting of the Authority shall be held on the third Thursday of July at 5:30 p.m. unless the same shall be a legal holiday, in which event said meeting shall be held on the next succeeding Thursday.

SECTION 2. REGULAR MEETING. Regular Meetings shall be held without notice at the Regular Meeting place of the Authority on the third Thursday of each month, at 5:30 p.m. unless the same shall be a legal holiday, in which event said meeting shall be held on the next succeeding Thursday.

After discussion Ms. Martini moved, seconded by Mr. Robinson to adopt Resolution 2017-05.

Roll Call Vote:

Ayes:Abernathy, Martini, Robinson, Jordan

Nays:None

Absent:Bruno, Helton, Valadez

Abstain:None

Motion:.....Carries

Adopted and passed by the Board of Commissioners of the Housing Authority of the County of Lake, Illinois on October 20, 2016.

Rev. H. Lee Jordan, Jr., Chairman

David A. Northern, Sr.
Secretary/Treasurer, Executive Director/CEO

**Opening and Closing the Public Housing Scattered Sites Waiting List –
3 Bedroom Units Only: 10/31/16 to 11/4/16**

After discussion, Mr. Robinson introduced the following Resolution:

RESOLUTION NO. 2017-06

OPENING AND CLOSING

PUBLIC HOUSING SCATTERED SITE THREE (3) BEDROOM WAITING LISTS

WHEREAS, Lake County Housing Authority (LCHA) has determined that it is in need of opening the Public Housing Scattered Site Three (3) Bedroom Waiting Lists due to a significant depletion in the amount of applicants; and

WHEREAS, HUD recommends maintaining sufficient applications to fill anticipated vacancies for a forward period of at least twelve (12) months; and

WHEREAS, it is estimated a temporary opening of the Public Housing Scattered Site Three (3) Bedroom Waiting Lists for five (5) calendar days to be sufficient to meet HUD's recommendations and the overall goal of providing quality affordable housing to low-income families; and

WHEREAS, the LCHA Admissions and Continued Occupancy Policy allows for the opening and closing of the waiting list as deemed appropriate by the administration and provides procedure thereto;

NOW, THEREFORE, BE IT RESOLVED that the Board of Commissioners of the Housing Authority of the County of Lake, Illinois approves and authorizes the opening and closing of the Public Housing Scattered Site Waiting Lists for Three (3) Bedroom units for a period of five (5) days; and

BE IT FURTHER RESOLVED, that the Public Housing Scattered Site Three (3) Bedroom Waiting Lists will be open effective at 12:01 a.m. on October 31, 2016 and close at 11:59 p.m. on November 4th, 2016.

After discussion Mr. Robinson moved, seconded by Ms. Abernathy to adopt Resolution 2017-06.

Roll Call Vote:

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

Adopted and passed by the Board of Commissioners of the Housing Authority of the County of Lake, Illinois on October 20, 2016.

Rev. H. Lee Jordan, Jr., Chairman

David A. Northern, Sr.
Secretary/Treasurer, Executive Director/CEO

Opening and Closing the Housing Choice Voucher Waiting List – 11/28/16 to 12/2/16

After discussion, Mr. Robinson introduced the following Resolution:

RESOLUTION NO. 2017-07

OPENING AND CLOSING

HOUSING CHOICE VOUCHER WAITING LIST

WHEREAS, Lake County Housing Authority (LCHA) has determined that it is in need of opening the Housing Choice Voucher Waiting List due to a significant depletion in the amount of applicants; and

WHEREAS, HUD recommends maintaining sufficient applications to fill anticipated vacancies for a forward period of at least twelve (12) months; and

WHEREAS, it is estimated a temporary opening of the Housing Choice Voucher Waiting List for five (5) calendar days to be sufficient to meet HUD's recommendations and the overall goal of providing quality affordable housing to low-income families; and

WHEREAS, the LCHA Administrative Plan allows for the opening and closing of the waiting list as deemed appropriate by the administration and provides procedure thereto;

NOW, THEREFORE, BE IT RESOLVED that the Board of Commissioners of the Housing Authority of the County of Lake, Illinois approves and authorizes the opening and closing of the Housing Choice Voucher Waiting List for a period of five (5) days; and

BE IT FURTHER RESOLVED, that the Housing Choice Voucher Waiting List will be open effective at 12:01 a.m. on November 28, 2016 and close at 11:59 p.m. on December 2, 2016.

After discussion Mr. Robinson moved, seconded by Ms. Abernathy to adopt Resolution 2017-07.

Roll Call Vote:

Ayes:Abernathy, Martini, Robinson, Jordan

Nays:None

Absent:Bruno, Helton, Valadez

Abstain:None

Motion:.....Carries

Adopted and passed by the Board of Commissioners of the Housing Authority of the County of Lake, Illinois on October 20, 2016.

Rev. H. Lee Jordan, Jr., Chairman

David A. Northern, Sr.
Secretary/Treasurer, Executive Director/CEO

Bids

LCHA Rentals

1. Unit Turnaround – 25655 W. Arcade Drive, N, Lake Villa

After discussion, Ms. Abernathy introduced the following Resolution:

(See next page for Resolution.)

RESOLUTION NO. 2017-08

(LCHA RENTALS)

INFORMAL BID AWARD FOR PURCHASES OF

EQUIPMENT, MATERIALS, LABOR AND/OR SERVICES

UNIT TURNAROUND – 25655 ARCADE, LAKE VILLA

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>
J & J Property Investments, LLC	Unit Turnaround	25655 Arcade, Lake Villa	Not To Exceed \$18,430.00

(See Exhibit 10)

After discussion Ms. Abernathy moved, seconded by Mr. Robinson to adopt Resolution 2017-08.

Roll Call Vote:

Ayes:Abernathy, Martini, Robinson, Jordan

Nays:None

Absent:Bruno, Helton, Valadez

Abstain:None

Motion:.....Carries

Adopted and passed by the Board of Commissioners of the Housing Authority of the County of Lake, Illinois on October 20, 2016.

Rev. H. Lee Jordan, Jr., Chairman

David A. Northern, Sr.
Secretary/Treasurer, Executive Director/CEO

Operating Fund

1. Unit Turnaround – 12305 Bonnie Brook, Beach Park – AMP 4

After discussion, Ms. Martini introduced the following Resolution:

(See next page for Resolution.)

RESOLUTION NO. 2017-09

(OPERATING)

INFORMAL BID AWARD FOR PURCHASES OF

UNIT TURNAROUND – 12305 BONNIE BROOK, BEACH PARK – AMP 4

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>
J & J Property Investments, LLC	Unit Turnaround	12305 Bonnie Brook, Beach Park/AMP 4	Not To Exceed \$27,450.00

(See Exhibit 11)

After discussion Ms. Martini moved, seconded by Mr. Robinson to adopt Resolution 2017-09.

Roll Call Vote:

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

Adopted and passed by the Board of Commissioners of the Housing Authority of the County of Lake, Illinois on October 20, 2016.

Rev. H. Lee Jordan, Jr., Chairman

David A. Northern, Sr.
Secretary/Treasurer, Executive Director/CEO

2. Unit Turnaround – 26277 Violet, Mundelein – AMP 4

After discussion, Ms. Martini introduced the following Resolution:

(See next page for Resolution.)

RESOLUTION NO. 2017-10

(OPERATING)

INFORMAL BID AWARD FOR PURCHASES OF

UNIT TURNAROUND – 26277 VIOLET, MUNDELEIN – AMP 4

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>
J & J Property Investments, LLC	Unit Turnaround	26277 Violet, Mundelein/AMP 4	Not To Exceed \$8,750.00

(See Exhibit 12)

After discussion Ms. Martini moved, seconded by Mr. Robinson to adopt Resolution 2017-10.

Roll Call Vote:

Ayes:Abernathy, Martini, Robinson, Jordan

Nays:None

Absent:Bruno, Helton, Valadez

Abstain:None

Motion:.....Carries

Adopted and passed by the Board of Commissioners of the Housing Authority of the County of Lake, Illinois on October 20, 2016.

Rev. H. Lee Jordan, Jr., Chairman

David A. Northern, Sr.
Secretary/Treasurer, Executive Director/CEO

Minutes of the Regular Board Meeting

October 20, 2016

Page 22 of 43

3. Unit Turnaround – 38320 Wilson, Beach Park – AMP 4

After discussion, Ms. Martini introduced the following Resolution:

(See next page for Resolution.)

RESOLUTION NO. 2017-11

(OPERATING)

INFORMAL BID AWARD FOR PURCHASES OF

UNIT TURNAROUND – 38320 WILSON, BEACH PARK – AMP 4

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>
Dean Investments	Unit Turnaround	38320 Wilson, Beach Park/AMP 4	Not To Exceed \$21,880.00

(See Exhibit 13)

After discussion Ms. Martini moved, seconded by Mr. Robinson to adopt Resolution 2017-11.

Roll Call Vote:

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

Adopted and passed by the Board of Commissioners of the Housing Authority of the County of Lake, Illinois on October 20, 2016.

Rev. H. Lee Jordan, Jr., Chairman

David A. Northern, Sr.
Secretary/Treasurer, Executive Director/CEO

4. Unit Turnaround – 219 Liberty, Barrington – AMP 5

After discussion, Ms. Martini introduced the following Resolution:

(See next page for Resolution.)

RESOLUTION NO. 2017-12

(OPERATING)

INFORMAL BID AWARD FOR PURCHASES OF

UNIT TURNAROUND – 219 LIBERTY, BARRINGTON – AMP 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>
Dean Investments	Unit Turnaround	219 Liberty, Barrington/AMP 5	Not To Exceed \$8,830.00

(See Exhibit 14)

After discussion Ms. Martini moved, seconded by Mr. Robinson to adopt Resolution 2017-12.

Roll Call Vote:

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

Adopted and passed by the Board of Commissioners of the Housing Authority of the County of Lake, Illinois on October 20, 2016.

Rev. H. Lee Jordan, Jr., Chairman

David A. Northern, Sr.
Secretary/Treasurer, Executive Director/CEO

5. Printers (4) – AMP 2, AMP 3, FSS & HCV

After discussion, Ms. Martini introduced the following Resolution:

(See next page for Resolution.)

RESOLUTION NO. 2017-13

(OPERATING)

INFORMAL BID AWARD FOR PURCHASES OF

PRINTERS (4) – AMP 2, AMP 3, FSS AND HCV

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>
Amazon	Printers (4)	AMP 2, AMP 3, FSS & HCV	\$1,390.88

(See Exhibit 15)

After discussion Ms. Martini moved, seconded by Mr. Robinson to adopt Resolution 2017-13.

Roll Call Vote:

Ayes:Abernathy, Martini, Robinson, Jordan

Nays:None

Absent:Bruno, Helton, Valadez

Abstain:None

Motion:Carries

Adopted and passed by the Board of Commissioners of the Housing Authority of the County of Lake, Illinois on October 20, 2016.

Rev. H. Lee Jordan, Jr., Chairman

David A. Northern, Sr.
Secretary/Treasurer, Executive Director/CEO

6. Unit Turnaround – 12707 Graves, Beach Park – AMP 4

Mr. Northern explained the lowest bidder suffered an accident and requested to withdraw his bid. It is recommended to award

After discussion, Ms. Martini introduced the following Resolution:

(See next page for Resolution.)

RESOLUTION NO. 2017-14

(OPERATING)

INFORMAL BID AWARD FOR PURCHASES OF

UNIT TURNAROUND – 12707 GRAVES, BEACH PARK – AMP 4

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>
J & J Property Investments, LLC	Unit Turnaround	12707 Graves, Beach Park/AMP 4	Not To Exceed \$17,990.00

(See Exhibit 16)

After discussion Ms. Martini moved, seconded by Mr. Robinson to adopt Resolution 2017-14.

Roll Call Vote:

Ayes:Abernathy, Martini, Robinson, Jordan

Nays:None

Absent:Bruno, Helton, Valadez

Abstain:None

Motion:.....Carries

Adopted and passed by the Board of Commissioners of the Housing Authority of the County of Lake, Illinois on October 20, 2016.

Rev. H. Lee Jordan, Jr., Chairman

David A. Northern, Sr.
Secretary/Treasurer, Executive Director/CEO

7. Information Technology Services – Agency Wide

Mr. Northern stated the bid for Information Technology Services is being removed from consideration at this time.

8. Legal Services – Agency Wide

After discussion, Ms. Martini introduced the following Resolution:

(See next page for Resolution.)

RESOLUTION NO. 2017-15

(OPERATING)

INFORMAL BID AWARD FOR PURCHASES OF

LEGAL 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>
Diver, Grach, Quade & Masini, LLP	Legal Services As Needed	Agency Wide	90/100 Points

(See Exhibit 18)

After discussion Ms. Martini moved, seconded by Mr. Robinson to adopt Resolution 2017-15.

Roll Call Vote:

Ayes:Abernathy, Martini, Robinson, Jordan

Nays:None

Absent:Bruno, Helton, Valadez

Abstain:None

Motion:.....Carries

Adopted and passed by the Board of Commissioners of the Housing Authority of the County of Lake, Illinois on October 20, 2016.

Rev. H. Lee Jordan, Jr., Chairman

David A. Northern, Sr.
Secretary/Treasurer, Executive Director/CEO

9. Ice Melt Products – AMPs 2 & 3

After discussion, Ms. Martini introduced the following Resolution:

(See next page for Resolution.)

RESOLUTION NO. 2017-16

(OPERATING)

INFORMAL BID AWARD FOR PURCHASES OF

ICE MELTER SALT – AMPS 2 & 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 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>
Midwest Salt	Ice Melter Salt	AMPs 2 and 3	\$1,937.50

(See Exhibit 19)

After discussion Ms. Martini moved, seconded by Mr. Robinson to adopt Resolution 2017-16.

Roll Call Vote:

Ayes:Abernathy, Martini, Robinson, Jordan

Nays:None

Absent:Bruno, Helton, Valadez

Abstain:None

Motion:Carries

Adopted and passed by the Board of Commissioners of the Housing Authority of the County of Lake, Illinois on October 20, 2016.

Rev. H. Lee Jordan, Jr., Chairman

David A. Northern, Sr.
Secretary/Treasurer, Executive Director/CEO

Minutes of the Regular Board Meeting

October 20, 2016

Page 34 of 43

10. Printers-(3) Additional – (1) Central Office, (2) HCV Zion

After discussion, Ms. Martini introduced the following Resolution:

(See next page for Resolution.)

RESOLUTION NO. 2017-17

(OPERATING)

INFORMAL BID AWARD FOR PURCHASES OF

PRINTERS – (3) ADDITIONAL – (1) CENTRAL OFFICE & (2) HCV ZION

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>
Amazon	Purchase of (3) Additional Multifunction Printers	(1) Central Office (2) HCV Zion	\$2,164.91

(See Exhibit 20)

After discussion Ms. Martini moved, seconded by Mr. Robinson to adopt Resolution 2017-17.

Roll Call Vote:

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

Adopted and passed by the Board of Commissioners of the Housing Authority of the County of Lake, Illinois on October 20, 2016.

Rev. H. Lee Jordan, Jr., Chairman

David A. Northern, Sr.
Secretary/Treasurer, Executive Director/CEO

11. Equifax Annual Service Contract-60 Months – Sole Source

Mr. Northern stated this is a sole source bid because it is the only system that provides us with this type of information. After discussion, Ms. Martini introduced the following Resolution:

(See next page for Resolution.)

RESOLUTION NO. 2017-18

(OPERATING)

INFORMAL BID AWARD FOR PURCHASES OF

EQUIFAX ANNUAL SERVICE CONTRACT – SOLE SOURCE – HCV & ALL AMPS

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>
Equifax	Employment Verification Process 60 Month Contract	HCV Program & All AMPS	\$2,875/month or \$172,500.00

(See Exhibit 21)

After discussion Ms. Martini moved, seconded by Mr. Robinson to adopt Resolution 2017-18.

Roll Call Vote:

Ayes:Abernathy, Martini, Robinson, Jordan

Nays:None

Absent:Bruno, Helton, Valadez

Abstain:None

Motion:.....Carries

Adopted and passed by the Board of Commissioners of the Housing Authority of the County of Lake, Illinois on October 20, 2016.

Rev. H. Lee Jordan, Jr., Chairman

David A. Northern, Sr.
Secretary/Treasurer, Executive Director/CEO

Discussion Items

OMA¹² permits discussion during regular meetings of items not specifically set forth on the agenda as per 5 ILCS 120, Sec. 2.02(a) of the Illinois Open Meetings Act, "...The requirement of a regular meeting agenda shall not preclude the consideration of items not specifically set forth in the agenda." The Open Meetings Act, however, does not permit the taking of a vote on such a matter at that meeting.

Commissioner Abernathy inquired as to the progress with Verigreen and the Mundelein Project. She questioned the number of project-based units and any units designated for the disabled.

Mr. Northern explained the subject of the discussion is the Fairhaven Crossing development in Mundelein. It is a forty (40) unit affordable housing development at 407 East Hawley Street, Mundelein. It will consist of the following:

- 10 units will be tied to an LCHA Project Based Voucher. (Fairhaven will select the occupant from our waiting list.)
- 4 units will be earmarked as supportive housing for persons with a disability. The units are also tied to an LCHA Project Based Voucher. (Fairhaven will select the occupant from our waiting list.)
- 8 units are earmarked as units for families referred by the State Referral Network in support of the Olmstead Act. The Olmstead Act requires states to place qualified individuals with mental disabilities in community settings, rather than in institutions. LCHA adopted a first priority preference for up to one hundred (100) Olmstead clients under our Housing Choice Voucher Program. These vouchers will be made available to the Illinois State-Wide Referral system for Olmstead clients based on monthly turnover of existing tenant based vouchers.
- 18 remaining units must meet the tax credit guidelines.

Commissioner Abernathy requested, after the November Board meeting, to revisit a discussion regarding the directors of a not-for-profit in relationship to a housing authority.

The Commissioners discussed with Attorney Grach the number of elected officials that may sit on the LCHA Board. Attorney Grach also discussed incompatibility regarding a county board member holding office as a housing authority commissioner.

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

At 6:42 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, Martini, Robinson, Jordan. Nays: None. Absent and Not Voting: Bruno, Helton, Valadez. Motion Carries.

The Board returned to open session at 7:09 p.m. and roll call was taken. Present: Abernathy, Martini, Robinson, Jordan. Absent: Bruno, Helton, Valadez.

¹² Open Meetings Act

Approval of Staff Compensation Range

Deputy Director Gonzalez explained Mellany D. Sellers of The Nelrod Company incorporated the suggestions provided by the Board last month and updated their salary compensation charts. You are also being provided the current pay ranges for LCHA staff. (See Exhibit 22)

Chart 1 Analysis of Nearest Database Comparables (See Exhibit 23),
Chart 2 Averaged Schedule of Hourly and Annual Pay Rate (See Exhibit 24)

After discussion, Ms. Martini introduced the following Resolution:

(See next page for Resolution.)

RESOLUTION NO. 2017-19

APPROVAL OF STAFF COMPENSATION RANGE

After discussion Ms. Martini moved, seconded by Mr. Robinson to approve the staff compensation ranges as presented.

(See Exhibit 24)

Roll Call Vote:

Ayes:Abernathy, Martini, Robinson, Jordan

Nays:None

Absent:Bruno, Helton, Valadez

Abstain:None

Motion:.....Carries

Adopted and passed by the Board of Commissioners of the Housing Authority of the County of Lake, Illinois on October 20, 2016.

Rev. H. Lee Jordan, Jr., Chairman

David A. Northern, Sr.
Secretary/Treasurer, Executive Director/CEO

Approval of Settlement Agreement – Re: DeNovo Constructors, Inc. and Westchester Fire Insurance Company

After discussion, Ms. Martini introduced the following Resolution:

(See next page for Resolution.)

RESOLUTION NO. 2017-20

APPROVAL OF SETTLEMENT AGREEMENT – RE: DENOVO CONSTRUCTORS, INC.

AND WESTCHESTER FIRE INSURANCE COMPANY

WHEREAS, DeNovo Constructors, Inc. (“DeNovo”) and the LCHA entered into a construction contract dated December 22, 2014, pursuant to which DeNovo agreed to perform certain demolition work on a project known as LCHA North Chicago Properties Demolition Project (the “Project”); and

WHEREAS, Westchester Fire Insurance Company (“Westchester”) issued a Performance Bond and Payment Bond on behalf of DeNovo in connection with the contract; and

WHEREAS, DeNovo defaulted on the contract and abandoned its work under the contract; and

WHEREAS, as a result of these defaults, the LCHA made a demand under the bonds; and

WHEREAS, the LCHA and Westchester have reached an agreement resolving the LCHA’s claims under the bonds;

NOW, THEREFORE, BE IT RESOLVED that the Board of Commissioners of the Lake County Housing Authority hereby approves the AGREEMENT AND RELEASE with Westchester Fire Insurance Company in substantially the same form presented with such changes as shall be approved by the Executive Director or the Chairman, after consultation with counsel; and

BE IT FURTHER RESOLVED, that the proper officers, agents and employees of the Lake County Housing Authority are hereby authorized, empowered and directed to do all such acts and things and to execute and deliver all such documents as contemplated to be done and performed or executed and delivered by the Lake County Housing Authority under this Resolution.

(See Exhibit 39)

After discussion Ms. Martini moved, seconded by Mr. Robinson to adopt Resolution 2017-20.

Roll Call Vote:

Ayes:Abernathy, Martini, Robinson, Jordan

Nays:None

Absent:Bruno, Helton, Valadez

Abstain:None

Motion:.....Carries

Adopted and passed by the Board of Commissioners of the Housing Authority of the County of Lake, Illinois on October 20, 2016.

Rev. H. Lee Jordan, Jr., Chairman

David A. Northern, Sr.
Secretary/Treasurer, Executive Director/CEO

Approval of Agreement with TBG Marion Jones, LP, (or An Affiliate) Re: Condition of Real Estate

After discussion, Ms. Martini introduced the following Resolution:

(See next page for Resolution.)

RESOLUTION NO. 2017-21

APPROVAL OF AGREEMENT WITH TBG MARION JONES, LP, (OR AN AFFILIATE)

RE: CONDITION OF REAL ESTATE

WHEREAS, the Benoit Group, LLC (“Benoit”), the Developer of the redevelopment of Marion Jones has agreed to do additional work because the demolition contractor failed to satisfactorily complete its work; and

WHEREAS, the LCHA has agreed to pay Benoit for additional work; and

WHEREAS, Benoit and the LCHA desire to enter into an agreement for the work to be performed by Benoit;

NOW, THEREFORE, BE IT RESOLVED that the Board of Commissioners of the Lake County Housing Authority hereby approves the AGREEMENT with the Benoit Group, LLC in substantially the same form presented with such changes as shall be approved by the Executive Director or the Chairman, after consultation with counsel; and

BE IT FURTHER RESOLVED, that the proper officers, agents and employees of the Lake County Housing Authority are hereby authorized, empowered and directed to do all such acts and things and to execute and deliver all such documents as contemplated to be done and performed or executed and delivered by the Lake County Housing Authority under this Resolution.

(See Exhibit 40)

After discussion Ms. Martini moved, seconded by Mr. Robinson to adopt Resolution 2017-21.

Roll Call Vote:

Ayes:Abernathy, Martini, Robinson, Jordan

Nays:None

Absent:Bruno, Helton, Valadez

Abstain:None

Motion:.....Carries

Adopted and passed by the Board of Commissioners of the Housing Authority of the County of Lake, Illinois on October 20, 2016.

Rev. H. Lee Jordan, Jr., Chairman

David A. Northern, Sr.
Secretary/Treasurer, Executive Director/CEO

Minutes of the Regular Board Meeting

October 20, 2016

Page 43 of 43

ADJOURNMENT

There being no further business to come before the Board, Ms. Abernathy moved, seconded by Mr. Robinson to adjourn the meeting. The Board voted unanimously in favor of the motion. Motion Carries. Meeting adjourned at 7:10 p.m.

Rev. H. Lee Jordan, Jr., Chairman

David A. Northern, Sr.
Secretary/Treasurer
Executive Director/Chief Executive Officer