

The Regular Board Meeting of the Commissioners of the Housing Authority of the County of Lake, Illinois, was held October 22, 2015, at the Lake County Housing Authority Central Office, 33928 North US Highway 45, Grayslake, IL 60030.

Present: (Physically present unless noted otherwise.)
Patrick Bruno, Chairman
Ellen Rumoro, Vice Chairman
Dawn Abernathy, Commissioner
Judy Martini, Commissioner
Curtis Robinson, Commissioner
Sylvia Valadez, Commissioner

Absent: H. Lee Jordan, Jr., Commissioner

Others Present: David A. Northern, Sr., Executive Director/CEO
Khadija Darr, Interim Director of Finance
Valerie Rogers, Administrative Secretary
Robert J. Masini, Authority Attorney
Ryan Eagar, Lake County Deputy Sheriff

ROLL CALL

Noting that a quorum of Commissioners was present, Chairman Bruno called the meeting to order at 12:33 p.m. Roll call was taken and the following Commissioners were present: Abernathy, Martini, Robinson, Rumoro, Valadez, Bruno.

Posting of the agenda complied with the requirements of the Open Meetings Act (5 ILCS 120/2.02(a)). The agenda was posted prior to 12:30 p.m. on Tuesday, October 20, 2015 at the Central Office, 33928 North US Highway 45, Grayslake, IL 60030 and on the Lake County Housing Authority website, www.lakecountyha.org.

PUBLIC COMMENT

Chairman Bruno opened the floor for public comment. Deputy Eagar complimented the provisions. No one else requested to be heard.

MINUTES – 9/17/15 REGULAR MEETING

MINUTES - 9/17/15 EXECUTIVE SESSION – Personnel Issues,
Pending & Probable Litigation, Real Estate Transactions

After discussion, Ms. Rumoro moved, seconded by Mr. Robinson, to approve the minutes of the 9/17/15 Regular Meeting and Executive Session-Personnel Issues, Pending & Probable Litigation, Real Estate Transactions. The Board voted as follows: Ayes: Abernathy, Martini, Robinson, Rumoro, Valadez, Bruno. Nays: None. Absent and Not Voting: Jordan. Motion Carries.

FINANCE CHAIRMAN’S REPORT

After discussion Mr. Robinson moved, seconded by Ms. Abernathy to approve the List of Bills as presented. (See Exhibits 01, 02)

The Board voted unanimously in favor of the motion. 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, Resident Services

By Deputy Director, Tiffany A. Gonzalez. (See Exhibit 03)

Financials

By Interim Director of Finance, Khadija Darr. (See Exhibit 04)

FUP, FSS, Housing Counseling

By Director of Housing Choice Voucher Intake, Yolanda Lynn. (See Exhibit 05)

Housing Choice Voucher Program

By Director of Voucher Management, Corinne Jordan. (See Exhibit 06)

LCHA Rentals, Maintenance, Procurement, Capital Improvements

By Director of Capital Improvements, Keon Jackson. (See Exhibit 07)

Paybacks & Complaints

By Income/Security Investigator, Renee Prior. (See Exhibit 08)

Human Resources & Public Relations Manager

By Human Resources & Public Relations Manager, Joyce Mason (See Exhibit 09)

FOIA, OMA, Staff Training

By Administrative Secretary, FOIA & OMA Officer, Valerie Rogers. (See Exhibit 10)

Other Matters

1. As per the original schedule, the October 2015 regular meeting of the Board of Commissioners was held on Thursday, October 22, 2015 at 12:30 p.m.
2. Mr. Northern reported REAC¹ has scheduled inspection of AMP 3 for the first week in November. AMP 3 includes the following senior buildings:

Beach Haven Towers, Round Lake Beach
Kuester Manor, Wauconda
Millview Manor, Antioch
Orchard Manor, Antioch
3. The FSS Team reported the following: Obtaining work or making a career change may be easier this year than last, according to some employers. The economy is steadily picking up, and more job opportunities available, according to companies participating in the *Putting Lake County to Work* Job Fair.

¹ Real Estate Assessment Center. Their mission is to provide accurate, timely and reliable information assessing the condition of HUD's portfolio.

On October 7, 2015, the FSS Team held its quarterly *Putting Lake County to Work* Job Fair in the main office's community room. This recruitment event offered a myriad of employment options that attracted a diverse group of job seekers from as far away as Kenosha Wisconsin. Each of the 11 employer's tables had a constant stream of visitors interested in discussing their open positions; however, the greatest interest was in Manpower's opportunities at the Abbvie Corporation.

The other companies that took advantage of this awesome opportunity were; The Huntington Resource, Express Employment, Randstad, TCF Bank, Goodwill Talent Bridge, Elite Staffing (Waste Management), Sam's Club, Labor Solutions, and We Care Senior Caregiver Services. (See Exhibit 11)

4. Mr. Northern said Deputy Director Tiffany A. Gonzalez and HR/PR Manager Joyce Mason attended the *Women In Business Expo & Luncheon* on 10/1/15 hosted by the North Chicago Chamber of Commerce. It showcased women owned businesses/organizations and promoted networking with other women in the workforce. (See Exhibit 12)
5. Mr. Northern stated HR/PR Manager Joyce Mason was recently approached to participate in the PR Council of Lake County.

The PR Council was formed in 2004 and strives to enrich public relations and communication professionals by sharing experiences, discussing trends and issues, and fostering mutually beneficial relationships. Joyce attended the September meeting and found it to be beneficial. (See Exhibit 13)

6. Mr. Northern recounted on 5/15/14, LCHA dedicated one hundred (100) vouchers, available on turnover of existing tenant-based vouchers, for clients meeting the definition under the Olmstead decision. (See Exhibit 14)

He said in order for LCHA to efficiently implement the award of vouchers under the Olmstead mandate we petitioned HUD to waive some specific federal regulations.

HUD has determined that there is good cause and waived 24 CFR § 982.207(b)(3), to allow LCHA to implement a tenant selection preference for persons with *specific* disabilities under the HCV program pursuant to the provisions stated in OGC-FHEO's² approval letter dated April 9, 2015. (See Exhibit 15)

HUD also waived 24 CFR § 982.206, allowing LCHA to implement its alternative notice procedure to effectively reach the target Olmstead population. These waivers are effective as of the date signed and may remain in effect until June 2018, which is consistent with the timeframe established under the State of Illinois' Olmstead Coordinated Remedial Plan.

7. Mr. Northern announced Housing Counselor Mary Ellen Campbell is hosting a First Time Homebuyer's Education class on Saturday, 10/17/15. Please inform any interested individuals who may benefit. (See Exhibit 16)

² The Office of General Counsel provides legal opinions, advice and services with respect to all departmental programs and activities. Office of General Counsel- Fair Housing Equal Opportunity.

8. Mr. Northern reported the FSS team has collaborated with Carthage College, Columbia College, Lake Forest College, Northeastern University, North Park University and Robert Morris University to setup an Educational Expo for its program participants. Attendees will be presented with an opportunity to not only meet with admission representatives but to tour two of the participating college's campuses. A college degree can provide positive effects to an individual's self-esteem, employability and earning potential. The purpose of this event is to provide individuals an opportunity to meet with representatives from various educational institutions, in hopes of inspiring them to begin or further their education. (See Exhibit 17)
9. Mr. Northern said Housing Authorities must submit to HUD their Annual Lead Based Paint Activity Report based on LBP activity during the year ending with the HA's fiscal year. The report is to be submitted to the local HUD Area Office within 30 days of its fiscal year ending date. In compliance, LCHA has submitted their report. (See Exhibit 18)
10. Mr. Northern offered our appreciation to Commissioner Abernathy for supplying her certificate of completion for the *Open Meetings Act* training. (See Exhibit 19)
11. Mr. Northern reported as a service to landlords, LCHA has again posted the information regarding applications for a property tax credit. Applications are due by 12/15/15. (See Exhibit 20)
12. Mr. Northern said the U. S. Minority Contractors Association held their monthly meeting October 15th at the North Chicago Public Library. Deputy Director Tiffany A. Gonzalez and Modernization Coordinator Ryan Brandes attended on behalf of the Authority and gave a presentation on the Marion Jones redevelopment. We utilized this opportunity to promote our agency and expand our network of contractors. (See Exhibit 21)
13. Mr. Northern said on Friday, October 9th, 2015 The Coalition to Reduce Recidivism hosted its 12th Annual Luncheon and Job Fair featuring Keynote Speaker Former Illinois Governor George Ryan. It was held at the Milan Banquet Hall, 651 Lakehurst Road, Waukegan, IL 60085. As a member of the Coalition, LCHA volunteered participation in the luncheon and Job Fair.
14. **HCV Program - Administrative Fee Proration Increase to 81%.** Mr. Northern announced the Office of Public and Indian Housing (PIH) is pleased to inform that the Office of Voucher Program has identified additional administrative fee funds to support ongoing fees for the public housing agencies (PHAs) administering the HCV programs. Consequently, administrative fee advances for November and December 2015 will rise from the current 79% level to 81%. Also note that a funding assignment has been processed to adjust the administrative fee to PHAs nationwide for the increased proration.
15. Mr. Northern announced the September 2015 *Employee of the Month*, Anthony Judd, Maintenance Mechanic. Anthony received a commemorative certificate, T-shirt, pin and \$25.00 gift certificate.
16. Mr. Northern stated the on-site portion of the financial audit is scheduled for January 4-6, 2016. It will be conducted by Goldie Roberts as approved by the Board on 9/17/15.

17. Mr. Northern announced HUD will release an additional \$192,000 in Administrative Fees for LCHA and \$3.9M in HAP funding for being a High-Performer on HUD's SEMAP³.
18. Mr. Northern stated an all staff meeting was held 10/21/15 to review insurances and benefits effective on 11/1/15. HR/PR Manager Joyce Mason conducted team-building games and the Leadership Team presented last year's challenges, successes and future goals.
19. Mr. Northern reported on his participation in the NeighborWorks[®] Achieving Excellence Program.

The NeighborWorks Achieving Excellence Program, conducted in collaboration with Harvard University's Kennedy School of Government, is an 18-month educational program for senior leaders in organizations working to benefit their communities. He explained at the beginning of the program, each participant selects a specific and significant challenge facing their organization for which solutions will not only dramatically change how their organizations do business, but also enable them to make lasting change in their communities. By the end of the course, each organization can expect to have achieved measurable successes to address that challenge.

Mr. Northern detailed the Performance Challenge he selected. He stated the Lake County Housing Authority's Housing Choice Voucher Department (2,803 housing vouchers) is a *High Performer* designation Program. He planned to elevate LCHA's Public Housing Department (620 housing units) from a *Standard Performer* designation to *High Performer* designation based on HUD's Public Housing Assessment System, therefore allowing all families - both those in public housing and those receiving housing choice vouchers - to be in high performing programs.

Mr. Northern identified 6 goals.

(Continued on next page.)

³ Section Eight Management Assessment Program

Minutes of the Regular Board Meeting

October 22, 2015

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| Performance Challenge Summary | | | |
|---|----------------------------|---|---|
| The Lake County Housing Authority's Housing Choice Voucher Department (2,803 housing vouchers) is a High Performer designation Program. I will elevate our Public Housing Department (620 housing units) from a Standard Performer designation to High Performer designation based on HUD's Public Housing Assessment System, therefore allowing all families - both those in public housing and those receiving housing choice vouchers - to be in high performing programs. | | | |
| | | October 2014 | Goal |
| | | | October 2015 |
| 1 | Increase Occupancy Rate | 90%-95% | 98% |
| 2 | Accounts Receivable | 89% | 95% |
| 3 | REAC Inspections | 26 of 40 Points | 36 of 40 Points |
| 4 | Accounts Payable | Current and Timely | To Be Determined** Steps Taken: Hired Housing Inspector All Maintenance Trained in Uniform Physical Conditions Standards. Client Education of Failing Condition Pre-Inspections Conducted to Identify/Rectify Maintain high level of efficiency. |
| 5 | Capital Fund | 7 of 10 Points | 10 of 10 Points |
| 6 | Marion Jones Redevelopment | 125 units. Repair costs-unapproachable; Major systems in imminent danger of failing; Unavoidable concentration of poverty. | Relocated 125 occupants. Received 115 Tenant Protection Vouchers. (Permanent Vouchers to LCHA) Physical demolition near completion. IHDA approved Preliminary Project Assessment. Purchased additional property from Foss Park. PUD approved by the City of North Chicago. Eliminated 125 units through demolition. Acquired 115 Tenant Protection Vouchers. Will gain 220 additional units of affordable, mixed income housing. Results: An overall increase of 210 units of affordable housing. |
| *4 Units in major rehab towards ADA compliance. Recalculating without these units = 98%. | | | |
| **REAC Inspections scheduled for 1st & 3rd week in Nov 2015. | | | |

Mr. Northern stated he must still submit a final paper and presentation for full program completion.

OLD BUSINESS

Marion Jones

All buildings are now down and the concrete slab foundations have been removed. Work is beginning on the removal of roads and underground utilities.

The Illinois Housing Development Authority (IHDA) has approved the Preliminary Project Assessment (PPA) for the project.

The City of North Chicago has approved LCHA's Petition for a Special Use Permit for a Planned Unit Development (PUD) for the project. (See Attached)

LCHA has purchased additional property from FOSS Park District for the project.

LCHA remains committed to meeting our goals to include MBE and WBE companies and Section 3 qualified individuals in this project. Section 3 staff has been heavily involved in the project to date.

LCHA staff continues to check in with relocated residents to ensure their smooth adjustment in their new homes and reaches out to local supportive agencies to help allocate services when needed.

Construction start is still scheduled to begin March 2016 with completion estimated for March 2017.

NEW BUSINESS

Approving Benefit Options – LCHA Staff

Mr. Northern stated open enrollment for LCHA staff insurance/benefit options is underway. With the exception of Flexible Spending Accounts (FSA), all insurances become effective 11/1/15. He presented the following for approval:

Medical Blue Cross Blue Shield (BCBS) will continue to provide our Medical insurance. We propose eliminating one option from our current five options, for a new total of four options. The remaining four options include three PPO options and one HMO option. These options provide a good range of coverage and cost options for staff needing dependent/spouse coverage. The BCBS premiums increased by 3.5% this year, which is a very low increase given the average in the current market.

LCHA proposes to absorb the increase in health coverage for individuals and dependents/spouses. The estimated cost is \$4,595 which is really exceptional.

Life/STD/LTD We recommend switching our Short Term Disability/Long Term Disability/Life Insurance coverage to Dearborn Financial from Lincoln Financial due to service issues with Lincoln Financial as well as cost issues. Because Dearborn Financial has a partnership with BCBS, LCHA receives an additional 1% discount on Medical coverage as well as lower rates (greater than 8%) for STD/LTD/Life.

Dental Guardian will continue to provide our dental insurance. Guardian's rates increased by 7% this year which remains very competitive in comparison to the other carriers who offered quotes on coverage for our group.

Vision LCHA is proposing changing our Vision coverage carrier from United Healthcare (Spectera) to VSP. This will result in a higher level of benefits, a much larger network of providers to choose from, and reduced premium costs.

After discussion, Ms. Valadez introduced the following Resolution:

(See next page for Resolution.)

RESOLUTION NO. 2016-01

AUTHORIZATION TO APPROVE

BENEFIT OPTIONS FOR LCHA STAFF

After discussion Ms. Valadez moved, seconded by Ms. Martini to authorize the approval of the benefit options for LCHA staff as presented.

(See Exhibit 22)

Roll Call Vote:

Ayes:Abernathy, Martini, Robinson, Rumoro, Valadez, Bruno

Nays:None

Absent:Jordan

Abstain:None

Motion:.....Carries

Adopted and passed by the Board of Commissioners of the Housing Authority of the County of Lake, Illinois on October 22, 2015.

Patrick Bruno, Chairman

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

Adopting New Tenant Paid Utility Allowance Schedule

LCHA had an outside vendor (Happy Software) update our utility allowance schedules last year (effective 11/1/2014). This year, a survey was conducted for rate changes in electric, gas, water, sewer, and trash. The survey compared rates from 2014 to current 2015 rates. HUD requires the allowances to be changed if there is a difference of 10% or more. The data provided supports decreases in electric and gas. Trash rates increased, but no changes to water/sewer rates.

- | | |
|-----------------|---|
| Electric | ComEd delivery service charges decreased in Single Family units by 18%, but multi-family units increased by 9%. This indicates an average decrease of 14%. |
| Gas | The cost of gas usage was averaged between Nicor and North Shore gas. The rates decreased by 29%. |
| Trash | LCHA has not changed our Refuse/Trash rate since 2006. Three different refuse companies were contacted and rates were averaged for the 12 various municipalities served. The average rate increased 13% since 2006 and requires a change. |
| Water | Rates were averaged between 13 different municipalities. The average change was 3%. |

Sewer Rates were averaged between 15 different municipalities. The average change was also 3%.

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

After discussion, Ms. Rumoro introduced the following Resolution:

RESOLUTION 2016-02

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 Electricity by 14%, and a decrease in Gas by 29%, and an increase in Trash by 13%; and no change in water, sewer, or appliances is warranted;

NOW, THEREFORE, BE IT RESOLVED that the following tenant paid utility allowance schedule be approved effective January 1, 2016 for annual certifications and November 1, 2015 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.

| | | Single Family Home | | | | | |
|----------------------|----------|---------------------------------|------|-----|------|------|------|
| | | Monthly Dollar Allowance | | | | | |
| Utility or Appliance | | 0 BR | 1 BR | 2BR | 3 BR | 4 BR | 5 BR |
| Heat | Gas | | 41 | 49 | 61 | 70 | 95 |
| | Electric | | 58 | 71 | 89 | 101 | 117 |
| Cooking | Gas | | 4 | 6 | 7 | 9 | 9 |
| | Electric | | 8 | 10 | 13 | 16 | 17 |
| Electric/Lights | | | 28 | 37 | 46 | 56 | 61 |
| Hot Water | Gas | | 5 | 7 | 9 | 11 | 12 |
| | Electric | | 11 | 15 | 18 | 22 | 24 |
| Water or Well | | | 28 | 35 | 43 | 48 | 55 |
| Sewer | | | 24 | 29 | 37 | 41 | 47 |
| Trash Removal | | | 23 | 23 | 23 | 23 | 23 |
| Stove | | | 4 | 5 | 5 | 6 | 6 |
| Refrigerator | | | 4 | 4 | 5 | 5 | 6 |
| Owner Provided A/C | | | 10 | 14 | 16 | 20 | 21 |
| Total Allowances | | | | | | | |

| | | Townhome/Duplex | | | | | |
|----------------------|----------|---------------------------------|------|-----|------|------|------|
| | | Monthly Dollar Allowance | | | | | |
| Utility or Appliance | | 0 BR | 1 BR | 2BR | 3 BR | 4 BR | 5 BR |
| Heat | Gas | | 32 | 43 | 54 | 65 | 74 |
| | Electric | | 46 | 62 | 77 | 93 | 106 |
| Cooking | Gas | | 4 | 6 | 7 | 9 | 9 |
| | Electric | | 8 | 10 | 13 | 16 | 17 |
| Electric/Lights | | | 28 | 37 | 46 | 56 | 61 |
| Hot Water | Gas | | 5 | 7 | 9 | 11 | 12 |
| | Electric | | 11 | 15 | 18 | 22 | 24 |
| Water or Well | | | 28 | 35 | 43 | 48 | 55 |
| Sewer | | | 24 | 29 | 37 | 41 | 47 |
| Trash Removal | | | 23 | 23 | 23 | 23 | 23 |
| Stove | | | 4 | 5 | 5 | 6 | 6 |
| Refrigerator | | | 4 | 4 | 5 | 5 | 6 |
| Owner Provided A/C | | | 5 | 8 | 10 | 11 | 11 |
| Total Allowances | | | | | | | |

| | | Apartment | | | | | |
|----------------------|----------|--------------------------|------|-----|------|------|------|
| | | Monthly Dollar Allowance | | | | | |
| Utility or Appliance | | 0 BR | 1 BR | 2BR | 3 BR | 4 BR | 5 BR |
| Heat | Gas | 23 | 29 | 37 | 38 | 53 | 64 |
| | Electric | 33 | 41 | 53 | 66 | 81 | 93 |
| Cooking | Gas | 4 | 4 | 6 | 7 | 9 | 9 |
| | Electric | 6 | 8 | 10 | 13 | 16 | 17 |
| Electric/Lights | | 21 | 27 | 37 | 46 | 56 | 61 |
| Hot Water | Gas | 4 | 5 | 7 | 9 | 11 | 12 |
| | Electric | 9 | 11 | 15 | 18 | 22 | 24 |
| Water or Well | | 21 | 28 | 35 | 43 | 48 | 55 |
| Sewer | | 18 | 24 | 29 | 37 | 41 | 47 |
| Trash Removal | | 23 | 23 | 23 | 23 | 23 | 23 |
| Stove | | 4 | 4 | 5 | 5 | 6 | 6 |
| Refrigerator | | 4 | 4 | 4 | 5 | 5 | 6 |
| Owner Provided A/C | | 4 | 4 | 8 | 9 | 11 | 11 |
| Total Allowances | | | | | | | |

After discussion Ms. Rumoro moved, seconded by Ms. Abernathy to adopt Resolution 2016-02 as presented.

Roll Call Vote:

Ayes:Abernathy, Martini, Robinson, Rumoro, Valadez, Bruno.

Nays:None

Absent:Jordan

Abstain:None

Motion:.....Carries

Adopted and passed by the Board of Commissioners of the Housing Authority of the County of Lake, Illinois on October 22, 2015.

Patrick Bruno, Chairman

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

Memorandum of Understanding - LCHA & Lake County, IL - Environmental Reviews

The Board opted to move this until after Executive Session.

Bids

Operating Fund

1. Unit Turnaround & ADA Compliant- 34425 N. Almond Road, Unit A101, Gurnee – AMP 2

After discussion, Ms. Rumoro introduced the following Resolution:

(See next page for Resolution.)

RESOLUTION NO. 2016-03
(OPERATING)
INFORMAL BID AWARD FOR PURCHASES OF
EQUIPMENT, MATERIALS, LABOR AND/OR SERVICES
UNIT TURNAROUND & ADA COMPLIANT
34425 N. ALMOND ROAD, UNIT A101, GURNEE – AMP 2

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 | Unit Turnaround & ADA Compliant | 34425 N. Almond Road, Unit A101, Gurnee/AMP 2 | \$42,900.00 |

(See Exhibit 23)

After discussion Ms. Rumoro moved, seconded by Ms. Martini to adopt Resolution 2016-03.

Roll Call Vote:

Ayes:Abernathy, Martini, Robinson, Rumoro, Valadez, Bruno.

Nays:None

Absent:Jordan

Abstain:None

Motion:.....Carries

Adopted and passed by the Board of Commissioners of the Housing Authority of the County of Lake, Illinois on October 22, 2015.

Patrick Bruno, Chairman

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

2. Unit Turnaround & ADA Compliant- 34425 N. Almond Road, Unit A102, Gurnee – AMP 2

After discussion, Ms. Rumoro introduced the following Resolution:

(See next page for Resolution.)

RESOLUTION NO. 2016-04
(OPERATING)
INFORMAL BID AWARD FOR PURCHASES OF
EQUIPMENT, MATERIALS, LABOR AND/OR SERVICES
UNIT TURNAROUND & ADA COMPLIANT
34425 N. ALMOND ROAD, UNIT A102, GURNEE – AMP 2

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 | Unit Turnaround & ADA Compliant | 34425 N. Almond Road, Unit A102, Gurnee/AMP 2 | \$42,900.00 |

(See Exhibit 24)

After discussion Ms. Rumoro moved, seconded by Ms. Martini to adopt Resolution 2016-04.

Roll Call Vote:

Ayes:Abernathy, Martini, Robinson, Rumoro, Valadez, Bruno.

Nays:None

Absent:Jordan

Abstain:None

Motion:.....Carries

Adopted and passed by the Board of Commissioners of the Housing Authority of the County of Lake, Illinois on October 22, 2015.

Patrick Bruno, Chairman

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

3. Domestic Whole-Building Heat Pump – Shiloh Towers, Zion – AMP 2

After discussion, Ms. Rumoro introduced the following Resolution:

(See next page for Resolution.)

RESOLUTION NO. 2016-05

(OPERATING)

INFORMAL BID AWARD FOR PURCHASES OF

EQUIPMENT, MATERIALS, LABOR AND/OR SERVICES

DOMESTIC WHOLE-BUILDING HEAT PUMP – SHILOH TOWERS, ZION – AMP 2

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 | Domestic Whole Building Heat Pump | Shiloh Towers, 1525 27 th Street, Zion/AMP 2 | \$11,995.00 |

(See Exhibit 25)

After discussion Ms. Rumoro moved, seconded by Ms. Martini to adopt Resolution 2016-05.

Roll Call Vote:

Ayes:Abernathy, Martini, Robinson, Rumoro, Valadez, Bruno.

Nays:None

Absent:Jordan

Abstain:None

Motion:.....Carries

Adopted and passed by the Board of Commissioners of the Housing Authority of the County of Lake, Illinois on October 22, 2015.

Patrick Bruno, Chairman

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

4. Unit Turnaround & ADA Compliant- 730 Golfview, Round Lake Beach, Unit 106 – AMP 3

After discussion, Ms. Rumoro introduced the following Resolution:

(See next page for Resolution.)

RESOLUTION NO. 2016-06
(OPERATING)
INFORMAL BID AWARD FOR PURCHASES OF
EQUIPMENT, MATERIALS, LABOR AND/OR SERVICES
UNIT TURNAROUND & ADA COMPLIANT
730 GOLFVIEW, UNIT 106, ROUND LAKE BEACH – 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 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 | Unit Turnaround & ADA Compliant | 730 Golfview, Unit 106, Round Lake Beach/AMP 3 | Not To Exceed \$30,360.00 |

(See Exhibit 26)

After discussion Ms. Rumoro moved, seconded by Ms. Martini to adopt Resolution 2016-06.

Roll Call Vote:

Ayes:Abernathy, Martini, Robinson, Rumoro, Valadez, Bruno.

Nays:None

Absent:Jordan

Abstain:None

Motion:.....Carries

Adopted and passed by the Board of Commissioners of the Housing Authority of the County of Lake, Illinois on October 22, 2015.

Patrick Bruno, Chairman

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

5. Unit Turnaround & ADA Compliant- 730 Golfview, Round Lake Beach, Unit 108 – AMP 3

After discussion, Ms. Rumoro introduced the following Resolution:

(See next page for Resolution.)

RESOLUTION NO. 2016-07
(OPERATING)
INFORMAL BID AWARD FOR PURCHASES OF
EQUIPMENT, MATERIALS, LABOR AND/OR SERVICES
UNIT TURNAROUND & ADA COMPLIANT
730 GOLFVIEW, UNIT 108, ROUND LAKE BEACH – 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 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 | Unit Turnaround & ADA Compliant | 730 Golfview, Unit 108, Round Lake Beach/AMP 3 | Not To Exceed \$30,360.00 |

(See Exhibit 27)

After discussion Ms. Rumoro moved, seconded by Ms. Martini to adopt Resolution 2016-07.

Roll Call Vote:

Ayes:Abernathy, Martini, Robinson, Rumoro, Valadez, Bruno.

Nays:None

Absent:Jordan

Abstain:None

Motion:.....Carries

Adopted and passed by the Board of Commissioners of the Housing Authority of the County of Lake, Illinois on October 22, 2015.

Patrick Bruno, Chairman

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

6. Common Hallway Painting – Orchard Manor, Antioch – AMP 3

After discussion, Ms. Rumoro introduced the following Resolution:

(See next page for Resolution.)

RESOLUTION NO. 2016-08

(OPERATING)

INFORMAL BID AWARD FOR PURCHASES OF

EQUIPMENT, MATERIALS, LABOR AND/OR SERVICES

COMMON HALLWAY PAINTING – ORCHARD MANOR, ANTIOCH – 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 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> |
|-------------------|----------------------------|--|---------------|
| A & L Painting | Common Hallway Painting | Orchard Manor, 465 Orchard, Antioch/AMP 3 | \$2,200.00 |

(See Exhibit 28)

After discussion Ms. Rumoro moved, seconded by Ms. Martini to adopt Resolution 2016-08.

Roll Call Vote:

Ayes:Abernathy, Martini, Robinson, Rumoro, Valadez, Bruno.

Nays:None

Absent:Jordan

Abstain:None

Motion:.....Carries

Adopted and passed by the Board of Commissioners of the Housing Authority of the County of Lake, Illinois on October 22, 2015.

Patrick Bruno, Chairman

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

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7. Unit Turnaround – 41535 Mill Creek Road, Wadsworth – AMP 4

After discussion, Ms. Rumoro introduced the following Resolution:

(See next page for Resolution.)

RESOLUTION NO. 2016-09

(OPERATING)

INFORMAL BID AWARD FOR PURCHASES OF

EQUIPMENT, MATERIALS, LABOR AND/OR SERVICES

UNIT TURNAROUND – 41535 MILL CREEK ROAD, WADSWORTH – 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> |
|--------------------|--------------------|---|-----------------------------|
| Chaser Painting | Unit Turnaround | 41535 Mill Creek Road, Wadsworth/AMP 4 | Not To Exceed \$6,745.00 |

(See Exhibit 29)

After discussion Ms. Rumoro moved, seconded by Ms. Martini to adopt Resolution 2016-09.

Roll Call Vote:

Ayes:Abernathy, Martini, Robinson, Rumoro, Valadez, Bruno.

Nays:None

Absent:Jordan

Abstain:None

Motion:.....Carries

Adopted and passed by the Board of Commissioners of the Housing Authority of the County of Lake, Illinois on October 22, 2015.

Patrick Bruno, Chairman

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

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8. Unit Turnaround – 422 Oak, Mundelein – AMP 4

After discussion, Ms. Rumoro introduced the following Resolution:

(See next page for Resolution.)

RESOLUTION NO. 2016-10

(OPERATING)

INFORMAL BID AWARD FOR PURCHASES OF

EQUIPMENT, MATERIALS, LABOR AND/OR SERVICES

UNIT TURNAROUND – 422 OAK, 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> |
|-----------------------------|--------------------|-----------------------------|-----------------------------|
| Chaser Construction, LLC | Unit Turnaround | 422 Oak, Mundelein/AMP 4 | Not To Exceed \$7,458.90 |

(See Exhibit 30)

After discussion Ms. Rumoro moved, seconded by Ms. Martini to adopt Resolution 2016-10.

Roll Call Vote:

Ayes:Abernathy, Martini, Robinson, Rumoro, Valadez, Bruno.

Nays:None

Absent:Jordan

Abstain:None

Motion:.....Carries

Adopted and passed by the Board of Commissioners of the Housing Authority of the County of Lake, Illinois on October 22, 2015.

Patrick Bruno, Chairman

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

9. Concrete Crushing Services – AMP 1

After discussion, Ms. Rumoro introduced the following Resolution:

(See next page for Resolution.)

RESOLUTION NO. 2016-11
(OPERATING)
INFORMAL BID AWARD FOR PURCHASES OF
EQUIPMENT, MATERIALS, LABOR AND/OR SERVICES
CONCRETE CRUSHING – MARION JONES – AMP 1

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> |
|---------------------|--------------------|--------------------|---------------|
| Lake County Grading | Concrete Crushing | Marion Jones/AMP 1 | \$25,500.00 |

(See Exhibit 31)

After discussion Ms. Rumoro moved, seconded by Ms. Martini to adopt Resolution 2016-11.

Roll Call Vote:

Ayes:Abernathy, Martini, Robinson, Rumoro, Valadez, Bruno.

Nays:None

Absent:Jordan

Abstain:None

Motion:.....Carries

Adopted and passed by the Board of Commissioners of the Housing Authority of the County of Lake, Illinois on October 22, 2015.

Patrick Bruno, Chairman

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

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

At 1:45 p.m. Ms. Rumoro moved, seconded by Mr. Robinson, to go into Executive Session to discuss Personnel Matters, Pending & Probable Litigation, Real Estate Transactions. The Board voted as follows: Ayes: Abernathy, Martini, Robinson, Rumoro, Valadez, Bruno. Nays: None. Absent and Not Voting: Jordan. Motion Carries.

The Board returned to open session at 2:45 p.m. and roll call was taken. Present: Abernathy, Martini, Robinson, Rumoro, Valadez, Bruno. Absent: Jordan.

Memorandum of Understanding - LCHA & Lake County, IL - Environmental Reviews

No action was taken on this item.

ADJOURNMENT

There being no further business to come before the Board, Ms. Martini moved, seconded by Ms. Rumoro to adjourn the meeting. The Board voted unanimously in favor of the motion. Motion Carries. Meeting adjourned at 2:46 p.m.

Patrick Bruno, Chairman

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