

**MINUTES OF A REGULAR BOARD MEETING
OF THE HOUSING AUTHORITY OF JOLIET
BOARD OF COMMISSIONERS
ON WEDNESDAY, MAY 18, 2016**

The Housing Authority of Joliet Board of Commissioners met for a Regular Board Meeting on Wednesday, May 18, 2016 at 8:00 AM. The meeting was held at the Housing Authority of Joliet's Administration Offices, 6 South Broadway Street, Joliet, IL. The following were present and absent:

Present

Mittchelena Meade, Chairman
Karen Williams, Vice Chairman
Roger Powell, Sr., Treasurer and Secretary
Patrick Asher, Commissioner
Robert Hernandez, Commissioner (came in at 8:10 AM)

Absent

Maria Cottrell, Commissioner

Also present at the Board Meeting were Michael Simelton, Chief Executive Officer, Attorney Eric Hanson and HAJ Staff.

The first item on the Agenda was Approval of Minutes. Commissioner Asher made a motion to approve the Board Meeting Minutes of April 20, 2016 and Commissioner Powell seconded the motion. Upon roll call the ayes and nays were as follows:

AYES

Roger Powell, Sr.
Patrick Asher
Karen Williams
Mittchelena Meade

NAYS

Thereupon the Chairman declared said motion carried and the Board Meeting Minutes of April 20, 2016 approved.

The next item on the Agenda was Approval of Bills. Commissioner Powell made a motion to approve the Bills for the period April 1-30, 2016 in the amount of \$581,574.98 and Commissioner Williams seconded the motion. Upon roll call the ayes and nays were as follows:

AYES

Roger Powell, Sr.
Patrick Asher
Karen Williams
Mittchelena Meade

NAYS

Thereupon the Chairman declared said motion carried and the Bills approved.

The next item on the Agenda was Approval of Resolutions.

Resolution No. 16-2799
Approving Contract Between the
Housing Authority of Joliet and
Lakeview General Construction, Inc. to
Assist with Re: Vacant Unit Turnaround
Services at the Six (6) HAJ Developments

Mr. Simelton stated that one item that HUD focused on was to make sure to increase occupancy at all Housing Authorities, State wide. If vacancy rate was less than 90% HUD would put the Housing Authority on a hot list, the Chairman would be emailed about the Housing Authority's deficiency; if between 90% and 96% then would be put on a threshold. This process was started when HUD came in under the Recovery Plan and suggested that HAJ outsource the turnaround service to get us back on track. HAJ turnaround time now is 99.3%. When there is an influx of vacancies this will help get the units turned around. The contract amount is an estimate, which could be less than this amount. Commissioner Asher enquired on what type of work would be done on a unit? Mike Gentile, Facilities Manager, they do the complete unit turnaround, cleaning, maintenance repairs, etc. to make the unit ready. Commissioner Asher made a motion to approve Resolution No. 16-2799 and Commissioner Williams seconded the motion. Upon roll call the ayes and nays were as follows:

AYES

NAYS

Roger Powell, Sr.
Patrick Asher
Robert Hernandez
Karen Williams
Mittchelena Meade

Thereupon the Chairman declared said motion carried and Resolution No. 16-2799 approved.

Resolution No. 16-2800
Approving Contract Between the
Housing Authority of Joliet and
Carlson Brothers, Inc. re: Demolition
Of the DesPlaines Gardens Homes
(AKA Water's Edge) Family
Housing Development

Mr. Simelton asked for this Resolution to be tabled because of a discrepancy in the first bid packet. Currently out for rebid and bid due June 1st. Asking for a Special Board Meeting June 2nd to approve this Resolution, if Commissioners are available. Commissioner Meade enquired on what was the discrepancy. John Chow, Chief Development and Operations Officer, said received five proposals and when the evaluation committee went through the evaluation there were a couple of criteria that were competitive, one was geared towards Consulting Engineer and this is a demolition contract and eliminated that criteria. The other one that stipulated 90 days and this is only a 30 day contract, this was also eliminated. This is an RFP and there is a negotiation process.

Commissioner Hernandez made a motion to Table Resolution No. 16-2800 and Commissioner Powell seconded the motion. Upon roll call the ayes and nays were as follows:

AYES

NAYS

Roger Powell, Sr.
Patrick Asher
Robert Hernandez
Karen Williams
Mittchelena Meade

Thereupon the Chairman declared said motion carried and Resolution No. 16-2800 tabled.

The next item on the Agenda was Old Business.

Fairview Update. Ms. McGaughy came to a previous Board Meeting and brought up some issues that needed to be addressed and those items were addressed. The residents received a flyer from Ms. McGaughy about identifying deficiencies within their property and suggested that they withhold their rent. Mr. Simelton received a couple of phone calls referencing the flyer from the Joliet Herald News. Had a meeting with Ms. McGaughy to address what was brought up at the Board Meeting and about protocol that there are capable staff to address these issues. Discussed what HAJ has going on at Fairview, \$242,000 ROSS Service Coordinator Grant HAJ just received; \$500,000 Statewide Workforce Innovation Program grant; and working on putting together a summer food program for the children. Also it is the police job to police the site and there will be additional cameras installed to help with security issues. Ms. McGaughy's main issue was with the children but everything she brought up had nothing to do with the children.

Approval of ten (10) additional Commercial Electronic Systems (CES) Cameras at the Fairview Housing Development in the amount of \$41,090.00. The cameras can be used at other sites. Commissioner Hernandez made a motion to approve the ten (10) additional cameras at the Fairview Housing Development and Commissioner Asher seconded the motion. Upon roll call the ayes and nays were as follows:

AYES

NAYS

Roger Powell, Sr.
Patrick Asher
Robert Hernandez
Karen Williams
Mittchelena Meade

Thereupon the Chairman declared said motion carried and the ten additional cameras approved.

The next item on the Agenda was New Business.

FY 2016 Scholarship Program – Spring Semester Report.

Water's Edge Redevelopment Timeline.

DRAFT – FY 2017 Operating Budget for review. Out of 162 units at DesPlaines Gardens and there will be 122 units torn down; HAJ petitioned HUD to merge the remaining 40 units with the John C. Murphy Building which was 139 units, now will be 179 units. This will officially be recognized July 1, 2016. The new budget reflects what it will look like July 1st. Linda Lea, Chief Financial Officer, gave a brief overview of the 2017 Operating Budget, 85% funding. Will receive subsidy for DesPlaines Gardens for two years following demolition.

The next item on the Agenda was Departmental Reports.

Capital Fund Program

Capital Fund Program (CFP) Obligation Disbursement Summary

Housing Choice Voucher Program

HCV Contracts Executed During the Month of April, 2016

Voucher Management System Report for March, 2016

Conventional Public Housing Program

Public Housing Leases Executed During the Month of April, 2016

AMP Monthly Occupancy Rate and Unit Turnaround Time for FY 2016

Finance and Accounting

TAR's Report for April, 2016

Investment Register for April, 2016

Financial Report for March, 2016. Commissioner Asher asked about the Management fee. Ms. Lea stated that each of the properties pay a fee to the COCC, Administrative salaries, benefits, etc. The COCC is negative due to currently covering the Bridge Program, not receiving funding from the State of Illinois. A letter went to the State of Illinois stating the funds that are owed to the Housing Authority and they agreed with the amount. When Water's Edge closes will recoup funds for the COCC. With Section 8 adding the DesPlaines residents, it will take time to catch up. AMP's are looking good, they are in the positive.

Commissioner Meade commended the staff for the handling of the Ms. McGaughy Fairview Housing Development situation.

Commissioner Asher made a motion to go into Executive Session followed by adjournment with no further action to be taken and Commissioner Powell seconded the motion. Upon roll call the ayes and nays were as follows:

AYES

NAYS

Roger Powell, Sr.
Patrick Asher
Robert Hernandez
Karen Williams
Mittchelena Meade

Thereupon the Chairman declared said motion carried and the meeting went into Executive Session followed by adjournment.

BY: _____
CHAIRMAN, BOARD OF COMMISSIONERS

SECRETARY