

The Regular Board Meeting of the Commissioners of the Housing Authority of the County of Lake, Illinois, was held August 16, 2018, at Warren Manor, 34425 N. Almond Road, Gurnee, IL 60031.

Present: (Physically present unless noted otherwise.)  
Dr. H. Lee Jordan, Jr., Chairman  
Kevin Considine, Commissioner  
Scott Helton, Commissioner  
Diana O’Kelly, Commissioner

Absent: John Idleburg, Commissioner  
Curtis Robinson, Commissioner  
(Vacant) Commissioner

Others Present: Tiffany A. Gonzalez, Interim Executive Director/CEO  
Keon Jackson, Interim Deputy Director  
Khadija Darr, Director of Finance  
Valerie Rogers, Executive Secretary  
Brian Grach, Authority Attorney  
Paul Soberano, Lake County Deputy Sheriff

Posting of the notice of this meeting and the agenda complied with the requirements of the Open Meetings Act (5 ILCS 120/2.02(a)). The notice and agenda were posted prior to 12:30 p.m. on Tuesday, August 14, 2018 at the principal office, 33928 North US Highway 45, Grayslake, IL 60030, at Warren Manor, 34425 N. Almond Road, Gurnee, IL 60031 and on the Agency’s website, [www.lakecountyha.org](http://www.lakecountyha.org).

#### ROLL CALL

Noting that a quorum of Commissioners was present, Chairman Jordan called the meeting to order at 12:36 p.m. Roll call was taken and the following Commissioners were present: Considine, Helton, O’Kelly, Jordan. Absent: Idleburg, Robinson. One Commissioner position is vacant.

#### 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 – 7/2/18 ANNUAL MEETING

#### MINUTES – 7/2/18 REGULAR MEETING

#### MINUTES – 7/2/18 EXECUTIVE SESSION – Personnel Issues, Pending & Probable Litigation, Real Estate Transactions

After discussion, Ms. O’Kelly moved, seconded by Mr. Considine, to approve the Minutes of the July 2, 2018 Annual and Regular meeting and the Minutes of the 7/2/18 Executive Session Personnel Issues, Pending & Probable Litigation, Real Estate Transactions as presented. The Board voted as follows: Ayes: Considine, Helton, O’Kelly, Jordan. Absent and Not Voting: Idleburg, Robinson. 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.

Prior to the meeting Commissioner Considine conducted a review of the bills. The list of bills and financial report was provided by Director of Finance Khadija Darr. (See Exhibits 01A, 01B, 02)

Khadija explained public housing rent collections are at 97%. She stated the HCV program received \$1.5 M, less funding than the \$2.1 M expected forcing LCHA to cover the shortage from our operating reserves and subsequently request the shortage from our HUD held reserves.

After discussion Mr. Helton moved, seconded by Mr. Considine to approve the List of Bills as presented. The Board voted as follows: Ayes: Considine, Helton, O'Kelly, Jordan. Absent and Not Voting: Idleburg, Robinson. Motion Carries.

## REPORTS

The following reports for June and July 2018 were provided for review.

Capital Improvements, .....	Keon Jackson, Interim Deputy Director
Procurement, Maintenance	(See Exhibits 03A & 03B)
Public Housing Program, LCHA Rentals	
Housing Choice Voucher Program.....	Corinne Jordan, Dir. of Housing Choice Voucher
FUP <sup>1</sup> ,	(See Exhibits 04A & 04B)
Repayments & Investigations.....	Jennifer Clemons-Ferguson,
	Asst. Director of Housing Choice Voucher
	(See Exhibits 05A & 05B)
FSS <sup>2</sup> , Housing Counseling .....	Alecia Boddie, Director of Community Affairs
Resident Services	(See Exhibits 06A & 06B)
Human Resources.....	Lefran Elgezdi, Human Resources Manager
	(See Exhibits 07A & 07B)
FOIA/OMA <sup>3</sup> , Travel-Training .....	Valerie Rogers, Executive Secretary/FOIA & OMA
	(See Exhibits 08A & 08B)

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<sup>1</sup> Family Unification Program

<sup>2</sup> Family Self-Sufficiency Program

<sup>3</sup> Freedom of Information Act. Open Meetings Act.

Other Matters

1. As per the original schedule of Regular Board meetings, this meeting was held at Warren Manor, 34425 N. Almond Road, Gurnee, IL. The Commissioners were provided a brief presentation and tour by Property Manager Alona Miller. (See Exhibit 09)
2. Interim ED/CEO, Tiffany A. Gonzalez extended a sincere welcome to Lake County Housing Authority's newly appointed Commissioner, Diana O'Kelly. Commissioner O'Kelly is the current Fremont Township Supervisor and served as a County Board Member from December 1994 to November 2014. (See Exhibit 10)
3. Ms. Gonzalez presented a PowerPoint presentation of LCHA's programs and services. She intends to refine it utilizing audience feedback and then use it as a learning tool for the community.
4. Ms. Gonzalez announced she is going to schedule the Commissioner Training for September. We have contracted with Nan McKay and Associates to provide it in-house. It will be a one-day (8 hour) training held here at the central office. It will be announced as a Special Meeting.
5. Mr. Gonzalez reported the Senior Picnic was held August 8th at Van Patten Woods in Wadsworth, IL. The intricate planning and hard work of Resident Services Coordinator Danita Ward resulted in an outstanding day of fun. Unfortunately, many residents feared oppressive heat and opted not to attend. Even with a less-than-expected turnout the day was a huge success.
6. Ms. Gonzalez said the LCHA *Staff Appreciation Day* was held on August 1<sup>st</sup> at Nippersink Forest Preserve, Shelter D, Round Lake. Good food and enjoyable company prevailed, slightly shortened by a quick moving storm.
7. Ms. Gonzalez stated the Office of Inspector General conducted an audit on HUD regarding *Operating Fund Calculations Awarded To Public Housing Agencies*. The final report disclosed an overpayment made to LCHA in the amount of \$5,421.00. We are obligated to repay the overfunded amount immediately. (See Exhibit 11)
8. Ms. Gonzalez announced LCHA will be hosting another Pizza with Police at Kuester Manor, 310 Osage, Wauconda on 8/17/18. Pizza with police brings police officers and people in the communities they serve together in unity—over a slice of pizza—learn more about each other and talk about issues. The Executive Director, Senior Residents at the various buildings and local Police officers spend the afternoon eating pizza and talking about concerns and getting to know one another. (See Exhibit 12)
9. Ms. Gonzalez reported Lake County Housing Authority is hosting a Back to School Community Empowerment Resource Fair Saturday, August 18, 2018, 12:00 – 2:00 p.m. at the central office. At this event over 200 backpacks and supplies that were given from a single donor will be issued to pre-registered housing participants with children.

There will also be many community partners in attendance with resource materials such as CAP, Oak Street Health, YouthBuild Lake County, Grayslake Fire Dept., Lake County Sheriff, Mayor of Grayslake, Pfizer, and many others.

The children will enjoy a bouncy house, food and drinks, cotton candy, and snow cones. This event

is designed to bridge the gap between the community resources throughout the entire county while giving families a fun way to connect. (See Exhibit 13)

10. Ms. Gonzalez distributed LCHA's 2017 Fact Sheet and LCHA's Quarterly Update 2018 to the Board. (See Exhibits 23, 24)

#### OLD BUSINESS

##### Brookstone and Regency at Coles Park - Update

Ms. Gonzalez reported recent delays regarding sewer line maintenance agreements with the Village of North Chicago. She stated Dorchester Management, a subsidiary of the Benoit Group, anticipates leasing the 50 units at Regency by late September 2018. LCHA's consultant, Cindi Herrera plans to attend the September Board meeting to provide a more detailed developmental report.

#### NEW BUSINESS

##### Service & Space Agreement – LCHA & Dorchester Management

Dorchester Management is the professional leasing company overseeing Regency at Coles Park. We are proposing to lease office space to Dorchester at LCHA's central office in Grayslake in order to meet with applicants and conduct necessary business.

After discussion, Ms. O'Kelly introduced the following Resolution:

(See next page for Resolution.)

**RESOLUTION NO. 2018-78**

**REAFFIRMATION OF THE SERVICE AND SPACE AGREEMENT**

**LCHA & DORCHESTER MANAGEMENT**

After discussion Ms. O’Kelly moved, seconded by Mr. Considine to reaffirm the Agreement with Dorchester Management as presented with the Amendment to enumerated Item 1 allowing the termination of the Agreement by either party with a sixty (60) day written notice. Reaffirmation is subject to both parties agreeing to the Amendment.

(See Exhibit 14)

Roll Call Vote:

Ayes: .....Considine, Helton, O’Kelly, Jordan

Nays: .....None

Absent: .....Idleburg, Robinson

Abstain: .....None

Motion:.....Carries

Adopted and passed by the Board of Commissioners of the Housing Authority of the County of Lake, Illinois on August 16, 2018.

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Dr. H. Lee Jordan, Jr., Chairman

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Tiffany A. Gonzalez  
Interim Secretary/Treasurer  
Interim Executive Director/CEO

**Reaffirmation of MOU – LCHA, PCWA & DCFS**

LCHA is in the process of completing the application for the Family Unification Program (FUP) Voucher Grant for fifty (50) additional FUP Vouchers. We are required to submit an MOU agreement between LCHA, the Public Child Welfare Agency (PCWA) and DCFS. The MOU was presented as well as the most current FUP Fact Sheet.

After discussion, Ms. O’Kelly introduced the following Resolution:

(See next page for Resolution.)

**RESOLUTION NO. 2018-79**

**REAFFIRMATION OF MOU – LCHA, PCWA & DCFS**

After discussion Ms. O’Kelly moved, seconded by Mr. Considine to Reaffirm the Memorandum of Understanding (MOU) between Lake County Housing Authority, the Public Child Welfare Agency (PCWA) and the Department of Children and Family Services (DCFS) as presented.

Reaffirmation of MOU – LCHA, PCWA & DCFS

(See Exhibit 15)

Roll Call Vote:

Ayes: .....Considine, Helton, O’Kelly, Jordan

Nays: .....None

Absent: .....Idleburg, Robinson

Abstain: .....None

Motion:.....Carries

Adopted and passed by the Board of Commissioners of the Housing Authority of the County of Lake, Illinois on August 16, 2018.

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Dr. H. Lee Jordan, Jr., Chairman

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Tiffany A. Gonzalez  
Interim Secretary/Treasurer  
Interim Executive Director/CEO

**Reaffirmation of MOU – Employee Connections/Community Youth Employment Program**

An integral part of the Family Self Sufficiency Program is referring participants to beneficial services. This MOU with Employee Connections is invaluable in linking our clients with needed resources. The MOU was presented. (See Exhibit 16)

After discussion, Ms. O’Kelly introduced the following Resolution and moved to Reaffirm the MOU – Employee Connections/Community Youth Employment Program as presented. Attorney Grach alerted the Board as to the incomplete passage on page 2, paragraph 3, referencing the services provided by LCHA in the partnership. Attorney Grach observed no statements were recorded after, “Lake County Housing Authority will.”

After discussion, Ms. O’Kelly withdrew her motion to Reaffirm the MOU – Employee Connections/Community Youth Employment Program as presented. Ms. Gonzalez stated the MOU would be reviewed and presented to the Board for consideration at the next Board meeting.

**Authorization for Special Board Meeting – 8/25/18 – Personnel Issue**

The Board opted to consider this agenda item after the Executive Session.

Bids

Capital & Operating Funds

When questioned, Interim Deputy Director Keon Jackson explained Section 3 as follows:

Section 3 is a provision of the Housing and Urban Development Act of 1968. The purpose of Section 3 is to ensure that preference for employment, training and contracting opportunities generated from the expenditure of certain HUD funds is directed to local low and very low-income persons, particularly those who receive federal housing assistance, and businesses that are owned by or substantially employ such persons.

A “section 3 resident” is: 1) a public housing resident; or 2) a low- or very low-income person residing in the metropolitan area or Non-Metropolitan County where the Section 3 covered assistance is expended.

A Section 3 business is not entitled to a contract simply by being listed in the HUD Section 3 Business Registry database. Section 3 businesses may need to demonstrate to the satisfaction of the recipient agency (i.e., Public Housing Authority, local government agency, developer, etc.) that they are a responsible bidder with the ability to perform successfully under the terms and conditions of prospective contracts.

The Section 3 regulation at 24 CFR Part 135.36 provides preference to Section 3 businesses that submit responsible bids for contracts and subcontracts, but does not guarantee the award of contracts.

Keon explained the bid is for compliance monitoring for all LCHA contracts.

1. Section 3 Compliance Services

After discussion, Ms. O’Kelly introduced the following Resolution:

(See next page for Resolution.)

**RESOLUTION NO. 2018-80**  
**(CAPITAL & OPERATING FUNDS)**  
**INFORMAL BID AWARD FOR PURCHASE OF**  
**EQUIPMENT, MATERIALS, LABOR AND/OR SERVICES**  
**SECTION 3 COMPLIANCE SERVICES**

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

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

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

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

<u>VENDOR</u>	<u>DESCRIPTION</u>	<u>LOCATION</u>	<u>AMOUNT</u>
Motivation, Inc.	Section 3 Compliance Services	Agency Wide	\$2,970.00 AS3C Services Annually \$495.00 One-Time Set-Up Fee \$3,000.00/Month Construction/Renovation Service

(See Exhibit 17)

After discussion Ms. O’Kelly moved, seconded by Mr. Considine to adopt Resolution 2018-80.

Roll Call Vote:

Ayes: .....Considine, Helton, O’Kelly, Jordan

Nays: .....None

Absent: .....Idleburg, Robinson

Abstain: .....None

Motion:.....Carries

Adopted and passed by the Board of Commissioners of the Housing Authority of the County of Lake, Illinois on August 16, 2018.

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Dr. H. Lee Jordan, Jr., Chairman

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Tiffany A. Gonzalez  
Interim Executive Director/CEO  
Interim Secretary/Treasurer



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August 16, 2018

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2. Roof Replacement (House)-109 W. Crissey, Beach Park – AMP 4, and  
Roof Replacement (House & Garage)-20617 N. Florence, Prairie View-AMP 4

After discussion, Ms. O’Kelly introduced the following Resolution:

(See next page for Resolution.)

**RESOLUTION NO. 2018-81**

**(CAPITAL & OPERATING FUNDS)**

**INFORMAL BID AWARD FOR PURCHASE OF**

**EQUIPMENT, MATERIALS, LABOR AND/OR SERVICES**

**ROOF REPLACEMENT – 10209 W. CRISSEY, BEACH PARK – AMP 4 AND**

**HOUSE & GARAGE – 20617 N. FLORENCE, PRAIRIE VIEW – 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 bid is approved and the appropriate staff are authorized to issue purchase orders for said materials, labor and/or service.

<u>VENDOR</u>	<u>DESCRIPTION</u>	<u>LOCATION</u>	<u>AMOUNT</u>
Shake's Roofing	Roof Replacement	(House) 10209 W. Crissey, Beach Park/AMP 4 (House & Garage) 20617 N. Florence, Prairie View/AMP 4	\$16,150.00

(See Exhibit 18)

After discussion Ms. O'Kelly moved, seconded by Mr. Considine to adopt Resolution 2018-81.

Roll Call Vote:

Ayes: .....Considine, Helton, O'Kelly, Jordan

Nays: .....None

Absent: .....Idleburg, Robinson

Abstain: .....None

Motion: .....Carries

Adopted and passed by the Board of Commissioners of the Housing Authority of the County of Lake, Illinois on August 16, 2018.

\_\_\_\_\_  
Dr. H. Lee Jordan, Jr., Chairman

\_\_\_\_\_  
Tiffany A. Gonzalez  
Interim Executive Director/CEO  
Interim Secretary/Treasurer

Operating Fund

1. Desk Replacement (1) – Central Office/HCV

After discussion, Mr. Considine introduced the following Resolution:

(See next page for Resolution.)

**RESOLUTION NO. 2018-82**

**(OPERATING)**

**INFORMAL BID AWARD FOR PURCHASE OF  
EQUIPMENT, MATERIALS, LABOR AND/OR SERVICES  
DESK REPLACEMENT – CENTRAL OFFICE - 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>
Officesight.com	Desk Replacement (1)	Central Office/HCV	\$724.46

(See Exhibit 19)

After discussion Mr. Considine moved, seconded by Ms. O’Kelly to adopt Resolution 2018-82.

Roll Call Vote:

Ayes: .....Considine, Helton, O’Kelly, Jordan

Nays: .....None

Absent: .....Idleburg, Robinson

Abstain: .....None

Motion:.....Carries

Adopted and passed by the Board of Commissioners of the Housing Authority of the County of Lake, Illinois on August 16, 2018.

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Dr. H. Lee Jordan, Jr., Chairman

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Tiffany A. Gonzalez  
Interim Executive Director/CEO  
Interim Secretary/Treasurer

2. Bus Services – Senior Picnic – AMPs 2 & 3

After discussion, Mr. Considine introduced the following Resolution:

(See next page for Resolution.)

**RESOLUTION NO. 2018-83**

**(OPERATING)**

**INFORMAL BID AWARD FOR PURCHASE OF  
EQUIPMENT, MATERIALS, LABOR AND/OR SERVICES  
BUS SERVICES – SENIOR PICNIC – 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>
Durham School Services	Bus Service - Two (2) Vehicles	Senior Picnic AMPs 2 & 3	\$671.00

(See Exhibit 20)

After discussion Mr. Considine moved, seconded by Ms. O’Kelly to adopt Resolution 2018-83.

Roll Call Vote:

Ayes: .....Considine, Helton, O’Kelly, Jordan

Nays: .....None

Absent: .....Idleburg, Robinson

Abstain: .....None

Motion:.....Carries

Adopted and passed by the Board of Commissioners of the Housing Authority of the County of Lake, Illinois on August 16, 2018.

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Dr. H. Lee Jordan, Jr., Chairman

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Tiffany A. Gonzalez  
Interim Executive Director/CEO  
Interim Secretary/Treasurer

3. Parking Lot Repair & Resurface – Central Office

After discussion, Mr. Considine introduced the following Resolution:

(See next page for Resolution.)

**RESOLUTION NO. 2018-84**

**(OPERATING)**

**INFORMAL BID AWARD FOR PURCHASE OF**

**EQUIPMENT, MATERIALS, LABOR AND/OR SERVICES**

**PARKING LOT RESURFACE & REPAIR – CENTRAL OFFICE**

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

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

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

NOW, THEREFORE, BE IT RESOLVED by the Commissioners of the Housing Authority of the County of Lake, Illinois, that the following 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>
Great Lakes Property Logistics	Parking Lot Resurface & Repair	Central Office	\$8,379.14

(See Exhibit 21)

After discussion Mr. Considine moved, seconded by Ms. O’Kelly to adopt Resolution 2018-84.

Roll Call Vote:

Ayes: .....Considine, Helton, O’Kelly, Jordan

Nays: .....None

Absent: .....Idleburg, Robinson

Abstain: .....None

Motion:.....Carries

Adopted and passed by the Board of Commissioners of the Housing Authority of the County of Lake, Illinois on August 16, 2018.

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Dr. H. Lee Jordan, Jr., Chairman

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Tiffany A. Gonzalez  
Interim Executive Director/CEO  
Interim Secretary/Treasurer



4. Unit Turnaround – 707 Lake Street, Grayslake – AMP 4

After discussion, Mr. Considine introduced the following Resolution:

(See next page for Resolution.)

**RESOLUTION NO. 2018-85**

**(OPERATING FUND)**

**INFORMAL BID AWARD FOR PURCHASE OF**

**EQUIPMENT, MATERIALS, LABOR AND/OR SERVICES**

**UNIT TURNAROUND –707 NORTH LAKE STREET, GRAYSLAKE– 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 bid is approved and the appropriate staff are authorized to issue purchase orders for said materials, labor and/or service.

<u>VENDOR</u>	<u>DESCRIPTION</u>	<u>LOCATION</u>	<u>AMOUNT</u>
Bee Liner Lean	Unit Turnaround	707 North Lake Street, Grayslake/AMP 4	\$17,975.00

(See Exhibit 22)

After discussion Mr. Considine moved, seconded by Ms. O’Kelly to adopt Resolution 2018-85.

Roll Call Vote:

Ayes: .....Considine, Helton, O’Kelly, Jordan

Nays: .....None

Absent: .....Idleburg, Robinson

Abstain: .....None

Motion:.....Carries

Adopted and passed by the Board of Commissioners of the Housing Authority of the County of Lake, Illinois on August 16, 2018.

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Dr. H. Lee Jordan, Jr., Chairman

\_\_\_\_\_  
Tiffany A. Gonzalez  
Interim Executive Director/CEO  
Interim Secretary/Treasurer

Commissioner Roundtable - Discussion

This time scheduled for discussion of non-action items as initiated by members of the Board. Commissioner O’Kelly thanked the Board for a warm welcome. She also expressed appreciation to Interim ED/CEO Tiffany A. Gonzalez for the overview of LCHA programs and services. No other topics of discussion were presented.

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

At 2:00 p.m. Ms. O’Kelly moved, seconded by Mr. Helton, to go into Executive Session to discuss Personnel Matters, Pending & Probable Litigation, Real Estate Transactions. The Board voted as follows: Ayes: Considine, Helton, O’Kelly, Jordan. Nays: None. Absent and Not Voting: Idleburg, Robinson. Motion Carries.

The Board returned to open session at 2:44 p.m. and roll call was taken. Present: Considine, Helton, O’Kelly, Jordan. Absent: Idleburg, Robinson.

Authorization for Special Board Meeting – 8/25/18 – Personnel Issue

Chairman Jordan proposed to hold a Special Board Meeting on Saturday, 8/25/18 at 8:30 a.m. The sole purpose of the meeting will be the discussion of a personnel issue. A vote regarding the personnel issue, in open session, may be possible.

After discussion, Ms. O’Kelly introduced the following Resolution:

**RESOLUTION NO. 2018-86**

**AUTHORIZATION FOR SPECIAL BOARD MEETING – 8/25/18 – PERSONNEL ISSUE**

After discussion Ms. O’Kelly moved, seconded by Mr. Considine to authorize a Special Board Meeting to be held 8/25/18 at 8:30 a.m. for a Personnel Issue. The location will be the Central Office, 33928 N. US Highway 45, Grayslake, IL 60030.

Roll Call Vote:

Ayes: .....Considine, Helton, O’Kelly, Jordan

Nays: .....None

Absent: .....Idleburg, Robinson

Abstain: .....None

Motion:.....Carries

Adopted and passed by the Board of Commissioners of the Housing Authority of the County of Lake, Illinois on August 16, 2018.

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Dr. H. Lee Jordan, Jr., Chairman

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Tiffany A. Gonzalez  
Interim Secretary/Treasurer  
Interim Executive Director/CEO

ADJOURNMENT

There being no further business to come before the Board, Ms. O'Kelly moved, seconded by Mr. Considine to adjourn the meeting. The Board voted unanimously in favor of the motion. Motion Carries. Meeting adjourned at 2:45 p.m.

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Dr. H. Lee Jordan, Jr.  
Chairman

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Tiffany A. Gonzalez  
Interim Executive Director/CEO  
Interim Secretary/Treasurer