

The **Special** Board Meeting of the Commissioners of the Housing Authority of the County of Lake, Illinois, was held June 30, 2016, at the Lake County Housing Authority Central Office, 33928 North US Highway 45, Grayslake, IL 60030.

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

Absent: Patrick Bruno, Chairman
H. Lee Jordan, Jr., Commissioner
Curtis Robinson, Commissioner

Others Present: David A. Northern, Sr., Executive Director/CEO
Tiffany A. Gonzalez, Deputy Director
Khadija Darr, Interim Director of Finance
Valerie Rogers, Administrative Secretary
Brian Grach, Authority Attorney

ROLL CALL

Noting that a quorum of Commissioners was present, Vice Chairman Rumoro called the meeting to order at 8:01 p.m. Roll call was taken and the following Commissioners were present: Abernathy, Martini, Valadez, Rumoro. Absent: Bruno, Jordan, Robinson.

Posting of the notice of this Special Meeting and the agenda complied with the requirements of the Open Meetings Act (5 ILCS 120/2.02(a)). The agenda was posted prior to 8:00 p.m. on Tuesday, June 28, 2016 at the Central Office, 33928 North US Highway 45, Grayslake, IL 60030 and on the Lake County Housing Authority website, www.lakecountyha.org. In addition, notice of the Special meeting and agenda were sent to the news media, in particular, to the news media requesting notice of such meetings.

PUBLIC COMMENT

Vice Chairman Rumoro opened the floor for public comment.

Mary Floyd Pitts expressed interest in the Marion Jones redevelopment progress.

MINUTES – May 19, 2016 REGULAR MEETING

MINUTES – May 19, 2016 EXECUTIVE SESSION – Personnel Issues,
Pending & Probable Litigation, Real Estate Transactions

After discussion, Ms. Martini moved, seconded by Ms. Abernathy, to approve the minutes of the May 19, 2016 Regular Meeting and Executive Session-Personnel Issues, Pending & Probable Litigation, Real Estate Transactions. The Board voted unanimously in favor of the motion. Motion Carries.

NEW BUSINESS

Approval of Extension - Project Based Voucher Contract – Grayslake Senior Residences, LP – 15 Years

The Housing Choice Voucher Program provides "tenant-based" rental assistance, so an assisted tenant can move with assistance from one unit to another. Section 8 also authorizes a variety of "project-based" rental assistance programs (PBV), under which the owner reserves some or all of the units in a building for low-income tenants, in return for a Federal government guarantee to make up the difference between the tenant's contribution and the rent specified in the owner's contract with the government. A tenant who leaves a PBV subsidized project will lose access to the project-based subsidy. With some exceptions, no more than 25 percent of units in a multifamily project may have project-based voucher assistance.

Under PBV programs, the PHA may enter into a HAP contract with an owner for an initial term of up to 15 years and an extension of the initial term of up to 15 years. In order to extend the initial contract term, the PHA must determine whether such an extension is appropriate to continue providing affordable housing for low-income families. Both the initial contract term and any contract extension are subject to the availability of appropriated funds.

Grayslake Senior Residences, LP, commonly known as Library Lane is under a Project Based Voucher contract and is seeking an extension. LCHA supports the request.

After discussion, Ms. Valadez introduced the following Resolution:

RESOLUTION 2016-75

PROJECT BASED VOUCHER CONTRACT RENEWAL

GRAYSLAKE SENIOR RESIDENCES, LP – FIFTEEN (15) YEAR TERM

WHEREAS, Grayslake Senior Residences, LP, commonly known as Library Lane, is a 148 unit affordable senior living community in Grayslake, IL; and

WHEREAS, The Housing Authority of the County of Lake, Illinois and The DeBruler Company at Grayslake Senior Residences, LP entered the original Project Based Voucher HAP contract effective July 1, 2002 with a term length of Ten (10) Years; and

WHEREAS, The Housing Authority of the County of Lake, Illinois and The DeBruler Company at Grayslake Senior Residences, LP found it beneficial to continue the contract at the expiration on July 1, 2012; and

WHEREAS, both parties agreed to execute a five (5) year extension to the HAP contract for 131 Project Based Voucher units amending the length of term to Fifteen (15) Years expiring June 30, 2017; and

WHEREAS, The Housing Authority of the County of Lake, Illinois has determined an extension is appropriate to continue providing affordable housing for low-income seniors; and

WHEREAS, The DeBruler Company at Grayslake Senior Residences, LP has proposed to extend the affordability of the 131 units under the Project Based Voucher contract for an additional Fifteen (15) Years; and

WHEREAS, Project-Based Vouchers are a component of the Housing Choice Voucher program under which a Housing Authority can attach up to 20% of its funding to specific housing units and The Housing Authority of the County of Lake, Illinois has a Project-Based Voucher program with goals that include the preservation of affordable housing for seniors and people with special needs; and

WHEREAS, continuation of the 131 Project-Based Vouchers in the existing program would reflect the total Project-Based Voucher program size to approximately 8 percent of the total budget authority for the Housing Choice Voucher program funding.

NOW, THEREFORE, BE IT RESOLVED, the Housing Authority of the County of Lake, Illinois intends to enter a fifteen (15) year extension to the Project Based Voucher HAP contract for 131 units with The DeBruler Company at Grayslake Senior Residences, LP to expire on 6/30/2032.

(See Exhibit 01)

After discussion Ms. Valadez moved, seconded by Ms. Martini to adopt Resolution 2016-75.

Roll Call Vote:

Ayes:Abernathy, Martini, Valadez, Rumoro

Nays:None

Absent:Bruno, Jordan Robinson

Abstain:None

Motion:.....Carries

Adopted and passed by the Board of Commissioners of the Housing Authority of the County of Lake, Illinois on June 30, 2016.

Ellen Rumoro, Vice Chairman

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

Approval for Disposition of Marion Jones Land for Redevelopment

In the anticipated process of the Marion Jones redevelopment, LCHA must apply to HUD to dispose of approximately 14.531 acres of land (the former Marion Jones footprint) to owner entity TBG Marion Jones, L.P. under a 99 year ground lease for the development of 170 housing units. Our consultant, Cindi Herrera will be present at the meeting for a detailed update. The attached Resolution is for your consideration.

After discussion, Ms. Valadez introduced the following Resolution:

(See next page for Resolution.)

RESOLUTION 2016-76

APPROVAL TO DISPOSITION OF MARION JONES LAND FOR REDEVELOPMENT

WHEREAS, LCHA determined that the Marion Jones Public Housing Community was no longer viable as decent, safe and sanitary housing for the Residents of the Lake County; and,

WHEREAS, on May 18, 2012, the U.S. Department of Housing and Urban Development (HUD) approved the use of Bond Refinancing Funds (FAF) for the redevelopment of the Marion Jones site; and,

WHEREAS, on March 27, 2014, HUD approved the demolition of the existing improvements at the Marion Jones site to develop a new affordable housing community; and

WHEREAS, to enable the new development to be built on the former Marion Jones site, LCHA must enter into a 99 year ground lease with the new owner entity: TBG Marion Jones, L.P. for approximately 14.53 acres of land; and

WHEREAS, LCHA must submit a disposition application to secure HUD approval to transfer approximately 14.53 acres of land and release all restrictive covenants;

NOW, THEREFORE, BE IT APPROVED that the Board of Commissioners of the Lake County Housing Authority hereby approves the disposition of approximately 14.531 acres of land (the former Marion Jones footprint) to TBG Marion Jones, L.P. under a 99 year ground lease for the development of 170 housing units.

After discussion Ms. Valadez moved, seconded by Ms. Martini to adopt Resolution 2016-76.

Roll Call Vote:

Ayes:Abernathy, Martini, Valadez, Rumoro

Nays:None

Absent:Bruno, Jordan Robinson

Abstain:None

Motion:.....Carries

Adopted and passed by the Board of Commissioners of the Housing Authority of the County of Lake, Illinois on June 30, 2016.

Ellen Rumoro, Vice Chairman

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

Approval of Interagency Agreement Between The Housing Authority of the County of Lake and North Chicago Housing Authority

On 5/15/14 by Resolution 2014-110 LCHA supported the IL Housing Development Authority (IHDA) by earmarking one hundred (100) vouchers, available on turnover of existing tenant-based vouchers, for clients meeting the definition within the Olmstead Act.

LCHA will, therefore, award Housing Choice Vouchers through this special admissions program titled the Olmstead Class/Money Follows Person (MFP) through the State of Illinois. The qualifying family will be referred through The State Referral Network (SRN). The Olmstead Class members receiving a voucher from LCHA are restricted to residing within Lake County, IL. As they might wish to relocate and/or reside within the areas of operation for North Chicago Housing Authority or Waukegan Housing Authority LCHA believes it will be beneficial to all parties for only LCHA to operate and administer the Olmstead Class members. Both housing authorities are favorable with the attached agreements.

After discussion, Ms. Martini introduced the following Resolution:

(See next page for Resolution.)

RESOLUTION NO. 2016-77

APPROVAL OF INTERAGENCY AGREEMENT

BETWEEN THE HOUSING AUTHORITY OF THE COUNTY OF LAKE

AND NORTH CHICAGO HOUSING AUTHORITY

After discussion Ms. Martini moved, seconded by Ms. Abernathy to approve the Interagency Agreement Between The Housing Authority of the County of Lake and North Chicago Housing Authority as presented.

(See Exhibit 02)

Roll Call Vote:

Ayes:Abernathy, Martini, Valadez, Rumoro.

Nays:None

Absent:Bruno, Jordan, Robinson

Abstain:None

Motion:.....Carries

Adopted and passed by the Board of Commissioners of the Housing Authority of the County of Lake, Illinois on June 30, 2016.

Ellen Rumoro, Vice Chairman

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

Approval of Interagency Agreement Between The Housing Authority of the County of Lake and Waukegan Housing Authority

After discussion, Ms. Martini introduced the following Resolution:

(See next page for Resolution.)

RESOLUTION NO. 2016-78

APPROVAL OF INTERAGENCY AGREEMENT

BETWEEN THE HOUSING AUTHORITY OF THE COUNTY OF LAKE

AND WAUKEGAN HOUSING AUTHORITY

After discussion Ms. Martini moved, seconded by Ms. Abernathy to approve the Interagency Agreement Between The Housing Authority of the County of Lake and Waukegan Housing Authority as presented.

(See Exhibit 03)

Roll Call Vote:

Ayes:Abernathy, Martini, Valadez, Rumoro.

Nays:None

Absent:Bruno, Jordan, Robinson

Abstain:None

Motion:.....Carries

Adopted and passed by the Board of Commissioners of the Housing Authority of the County of Lake, Illinois on June 30, 2016.

Ellen Rumoro, Vice Chairman

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

Approval of Memorandum of Agreement between Lake County Housing Authority and Catholic Charities

This non-financial cooperative agreement encourages and allows both agencies to better serve its clients. It is beneficial to continue. The contract period is from July 1, 2016 – June 30, 2017.

After discussion, Ms. Abernathy introduced the following Resolution:

(See next page for Resolution.)

RESOLUTION NO. 2016-79

APPROVAL OF MEMORANDUM OF AGREEMENT BETWEEN

LAKE COUNTY HOUSING AUTHORITY AND CATHOLIC CHARITIES

After discussion Ms. Abernathy moved, seconded by Ms. Martini to approve the Memorandum of Agreement between Lake County Housing Authority and Catholic Charities as presented.

(See Exhibit 04)

Roll Call Vote:

Ayes:Abernathy, Martini, Valadez, Rumoro.

Nays:None

Absent:Bruno, Jordan, Robinson

Abstain:None

Motion:.....Carries

Adopted and passed by the Board of Commissioners of the Housing Authority of the County of Lake, Illinois on June 30, 2016.

Ellen Rumoro, Vice Chairman

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

Bids

Operating Fund-Rescind

1. Resolution 2016-64
Vehicle Lease – All AMPs
Awarded on 5/19/16 to Fields CJD - \$242/month
Contractor will not execute contract at bid quote.

After discussion, Ms. Valadez introduced the following Resolution:

(See next page for Resolution.)

RESOLUTION 2016-80
RESCINDING BID AWARD
(OPERATING)
INFORMAL BID AWARD FOR PURCHASES OF
EQUIPMENT, MATERIALS, LABOR AND/OR SERVICES
VEHICLE LEASE – 2016 JEEP – ALL AMPS BY RESOLUTION 2016-64

WHEREAS, at the Authority’s Regular Board Meeting on May 19, 2016 a bid for Vehicle Lease was awarded by Resolution 2016-64 to Fields CJD for use by all AMPs in the amount of \$242.00 per Month; and

WHEREAS, Fields CJD verbally notified LCHA the contract would not be honored for the pricing quoted; and

WHEREAS, no contract had been executed and no vehicle had been supplied;

WHEREAS, pending Board approval, a letter of official notice of termination of contract will be mailed to Fields CJD.

NOW, THEREFORE, BE IT RESOLVED, that the bid award made at the May 19, 2016 Regular Board Meeting by Resolution 2016-64 be and is hereby rescinded.

After discussion Ms. Valadez moved, seconded by Ms. Martini to adopt Resolution 2016-80.

Roll Call Vote:

Ayes:Abernathy, Martini, Valadez, Rumoro

Nays:None

Absent:Bruno, Jordan Robinson

Abstain:None

Motion:.....Carries

Adopted and passed by the Board of Commissioners of the Housing Authority of the County of Lake, Illinois on June 30, 2016.

Ellen Rumoro, Vice Chairman

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

Operating Fund

1. Unit Turnaround – 34471 Almond Road, Unit C, Gurnee – AMP 4

After discussion, Ms. Martini introduced the following Resolution:

(See next page for Resolution.)

RESOLUTION NO. 2016-81

(OPERATING)

INFORMAL BID AWARD FOR PURCHASES OF

EQUIPMENT, MATERIALS, LABOR AND/OR SERVICES

UNIT TURNAROUND – 34471 ALMOND ROAD, UNIT C, GURNEE – 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	Unit Turnaround	34471 Almond Road, Unit C, Gurnee/AMP 4	Not To Exceed \$9,540.00

(See Exhibit 05)

After discussion Ms. Martini moved, seconded by Ms. Abernathy to adopt Resolution 2016-81.

Roll Call Vote:

Ayes:Abernathy, Martini, Valadez, Rumoro

Nays:None

Absent:Bruno, Jordan Robinson

Abstain:None

Motion:.....Carries

Adopted and passed by the Board of Commissioners of the Housing Authority of the County of Lake, Illinois on June 30, 2016.

Ellen Rumoro, Vice Chairman

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

2. Rent Reasonableness Study for North Chicago – AMP 1

After discussion, Ms. Martini introduced the following Resolution:

(See next page for Resolution.)

RESOLUTION NO. 2016-82

(OPERATING)

INFORMAL BID AWARD FOR PURCHASES OF

EQUIPMENT, MATERIALS, LABOR AND/OR SERVICES

RENT REASONABLENESS STUDY FOR NORTH CHICAGO

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>
Adams Valuation Corp.	Rent Reasonableness Study	North Chicago, AMP 1	\$2,500.00

(See Exhibit 06)

After discussion Ms. Martini moved, seconded by Ms. Abernathy to adopt Resolution 2016-82.

Roll Call Vote:

Ayes:Abernathy, Martini, Valadez, Rumoro

Nays:None

Absent:Bruno, Jordan Robinson

Abstain:None

Motion:.....Carries

Adopted and passed by the Board of Commissioners of the Housing Authority of the County of Lake, Illinois on June 30, 2016.

Ellen Rumoro, Vice Chairman

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

Minutes of the **Special** Board Meeting

June 30, 2016

Page 14 of 20

3. Window Replacement – 15787 Pope, Prairie View – AMP 4

After discussion, Ms. Martini introduced the following Resolution:

(See next page for Resolution.)

RESOLUTION NO. 2016-83

(OPERATING)

INFORMAL BID AWARD FOR PURCHASES OF

EQUIPMENT, MATERIALS, LABOR AND/OR SERVICES

WINDOW REPLACEMENT – 15787 POPE, 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 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>
Nucon	Window Replacement	15787 Pope, Prairie View/AMP 4	\$5,737.00

(See Exhibit 07)

After discussion Ms. Martini moved, seconded by Ms. Abernathy to adopt Resolution 2016-83.

Roll Call Vote:

Ayes:Abernathy, Martini, Valadez, Rumoro

Nays:None

Absent:Bruno, Jordan Robinson

Abstain:None

Motion:.....Carries

Adopted and passed by the Board of Commissioners of the Housing Authority of the County of Lake, Illinois on June 30, 2016.

Ellen Rumoro, Vice Chairman

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

4. Vehicle Lease – 2016 Jeep – All AMPs

After discussion, Ms. Martini introduced the following Resolution:

(See next page for Resolution.)

RESOLUTION NO. 2016-84

(OPERATING)

INFORMAL BID AWARD FOR PURCHASES OF

EQUIPMENT, MATERIALS, LABOR AND/OR SERVICES

VEHICLE LEASE – 2016 JEEP – 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>
Liberty Auto Group	Vehicle Lease	All AMPS	Zero Down Payment \$242.00/Month

(See Exhibit 08)

After discussion Ms. Martini moved, seconded by Ms. Abernathy to adopt Resolution 2016-84.

Roll Call Vote:

Ayes:Abernathy, Martini, Valadez, Rumoro

Nays:None

Absent:Bruno, Jordan Robinson

Abstain:None

Motion:.....Carries

Adopted and passed by the Board of Commissioners of the Housing Authority of the County of Lake, Illinois on June 30, 2016.

Ellen Rumoro, Vice Chairman

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

5. Printing Services – 1 Year – CHOICES Booklet - HCV

After discussion, Ms. Martini introduced the following Resolution:

(See next page for Resolution.)

RESOLUTION NO. 2016-85

(OPERATING)

INFORMAL BID AWARD FOR PURCHASES OF

EQUIPMENT, MATERIALS, LABOR AND/OR SERVICES

PRINTING SERVICES – 1 YEAR – CHOICES BOOKLET - 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>
DocuCopies.com	Printing Services, 1 year	CHOICES Booklet/HCV	\$3,600.00

(See Exhibit 09)

After discussion Ms. Martini moved, seconded by Ms. Abernathy to adopt Resolution 2016-85.

Roll Call Vote:

Ayes:Abernathy, Martini, Valadez, Rumoro

Nays:None

Absent:Bruno, Jordan Robinson

Abstain:None

Motion:.....Carries

Adopted and passed by the Board of Commissioners of the Housing Authority of the County of Lake, Illinois on June 30, 2016.

Ellen Rumoro, Vice Chairman

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

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

No executive session was held.

ADJOURNMENT

There being no further business to come before the Board, Ms. Martini moved, seconded by Ms. Valadez to adjourn the meeting. The Board voted unanimously in favor of the motion. Motion Carries. Meeting adjourned at 8:30 p.m.

Ellen Rumoro, Vice Chairman

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