



Housing Authority of the City of Freeport

March 10, 2017 Minutes

1052 West Galena Avenue

Freeport, Illinois 61032

815/232-4171 Fax 815/232-3362

Minutes of the Regular Board Meeting of the Board of Commissioners of the Housing Authority of the City of Freeport March 10, 2017

The Regular Board Meeting of the Board of Commissioners of the Housing Authority of the City of Freeport was held on Friday, February 10, 2017 at the HACF Administrative Office in the Empowerment Center located at 1052 W. Galena Avenue, Freeport, Illinois at 12:00 p.m. Interim Chair Smith-Norman called the meeting to order at 12:03 pm. The following members were present in person at roll call: Interim Chair Jennifer Smith-Norman, Interim Vice-Chair Greta Harrell, Commissioner Roger Schulz, Commissioner Samuel Newton, Commissioner Patrick McDermott, Commissioner Don Beckington, and Commissioner Tiffany Nieman. Others present were Chief Executive Officer Larry Williams and Executive Assistant Brenda Westfall.

A motion was made by Commissioner Nieman to approve the agenda and the motion was seconded by Commissioner Beckington. Interim Chair Smith-Norman declared the Motion carried by voice vote.

Commissioner Nieman made a motion to approve the February 10, 2017 Regular Board Meeting Minutes and the February 16, 2017 Special Board Meeting minutes. Commissioner Schulz seconded the motion. Interim Chair Smith-Norman declared the Motion carried by voice vote.

Persons to be Recognized:

Mr. Williams recognized Patrick McDermott, CFO for FSD# 145 as a new HACF Commissioner.

Public Comment: None

Communications:

Commissioner Harrell shared concerns that she was made aware that individuals involved in the RAD Development were sharing with others that she is related to the contractor who was awarded the bid for the development. She stated that she was aware that a bid went out; however, she was in no way involved with the bidding process nor in the selection of the contractor. She expressed that, in no way did she want it to appear that any degree of impropriety had taken place with regard to her. She further stated that if there was going to be a problem, then maybe the bid should have been awarded to someone else.

Further discussion held about the Hosmer rehab construction bidding. Commissioner Newton said the Union contacted him. Mr. Williams explained HACF is not the developer nor the general contractor. Under Part 85, it is not the usual requirement to share bid results. Mr. Williams asks Commissioners to forward any information requests or questions to him so he can respond. Mr. Williams has met with some Union representatives. There were 16 local contractors at the pre-bid meeting and approximately 8 local contractors responded.

Financial Review:

January and February financials were reviewed. Commissioner Newton make a motion to approve the January and February 2017 financials. Commissioner Schulz seconded the motion. Roll call was as follows to approve the January and February financials and place them on file:

Smith-Norman	Aye	Newton	Aye	Beckington	Aye
Harrell	Aye	Schulz	Aye	Nieman	Aye
McDermott	Aye				

Interim Chair Smith-Norman declared the motion passed.

Commissioner Nieman made a motion to approve the February payables report. Interim Chair Smith-Norman seconded the motion. Roll call was as follows to approve the February payables report:

Smith-Norman	Aye	Newton	Aye	Beckington	Aye
Harrell	Aye	Schulz	Aye	Nieman	Aye
McDermott	Aye				

Interim Chair Smith-Norman declared the motion passed.

Chief Executive Officer Report:

Mr. Larry Williams' report is in connection with the Affordable Housing report. HACF received CHAP letters for the portfolio which includes all HACF properties. Parkside is no longer part of RAD due to the property is in a floodway. The Westview RAD financing options were discussed. It was suggested to schedule a strategic meeting to discuss Westview RAD.

Old Business:

Affordable Housing Discussion – RAD Update

Mr. Williams provided the RAD update in his CEO report.

Resolution#17-01 Approval of Five-Year PHA Plan

The proposed amended Five-Year PHA Plan was revised on the new forms per HUD. Commissioner Schulz made a motion to approve Resolution #17-01. Interim Chair Smith-Norman seconded the motion. Roll call to approve Resolution #17-01 was held as follows:

Smith-Norman	Aye	Newton	Aye	Beckington	Aye
Harrell	Aye	Schulz	Aye	Nieman	Aye
McDermott	Aye				

Interim Chair Smith-Norman declared the motion passed.

By-Laws: Discussion held. Commissioners agreed to wait for legal counsel.

New Business:

Results of Legal RFQ and Approval of Recommendation for General Counsel

The RFQ responses and results with recommendation to offer contract to Hinshaw & Culbertson were presented to the Commissioners. Commissioner Newton made a motion to accept the recommendation of Hinshaw & Culbertson as general counsel. Commissioner Beckington seconded the motion. Roll call to accept the recommendation was as follows:

Smith-Norman	Aye	Newton	Aye	Beckington	Aye
Harrell	Aye	Schulz	Aye	Nieman	Aye
McDermott	Aye				

Interim Chair Smith-Norman declared the motion passed.

Mr. Williams informed the Board the next step is to enter into contract, which is usually three to five years.

Other Business: None

Executive Session:

Commissioner Nieman made a motion to enter into Executive Session for the purposes noted on the agenda.

Discussing "The appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body or legal counsel for the public body, including hearing testimony on a complaint lodged against an employee of the public body or against legal counsel for the public body to determine its validity" as authorized by Section 2(c)(1) of the Illinois Open Meeting Act, as amended [codified at 5 ILCS 120/2(c)(1)]; And

Discussing "Minutes of meetings lawfully closed under this ACT, whether for purposes of approval by the body of the minutes or semi-annual review of the minutes as mandated by Section 2.06, as authorized by Section 2(c)(21) of the Illinois Open Meeting Act, as amended [codified at 5 ILCS 120/2(c)(21)]; And

Discussing "Litigation, when an action against, affecting or on behalf of the particular public body has been filed and is pending before a court or administrative tribunal, or when the public body finds that an action is probable or imminent, in which case the basis for the finding shall be recorded and entered into the minutes of the closed meeting" as authorized by Section 2(c)(11) of the Illinois Open Meeting Act, as amended [codified at 5 ILCS 120/2(c)(11)].

Commissioner Schulz seconded the motion. Roll call vote to enter into Executive Session for the reasons stated on the agenda was held as follows:

Smith-Norman	Aye	Newton	Aye	Beckington	Aye
Harrell	Aye	Schulz	Aye	Nieman	Aye
McDermott	Aye				

Interim Chair Smith-Norman declared the motion passed. Executive Session started at 1:00 pm. Mrs. Westfall left the meeting room.

At 2:15 pm, a motion was made by Commissioner Newton to adjourn Executive Session and resume open session. Commissioner Nieman seconded the motion. Roll call to resume open session was held as follows:

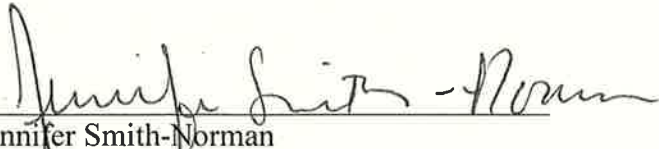
Smith-Norman	Aye	Newton	Aye	Beckington	Aye
Harrell	Aye	Schulz	Aye	Nieman	Aye
McDermott	Aye				

Interim Chair Smith-Norman declared the motion passed.

Open Session resumed. No further action was taken.

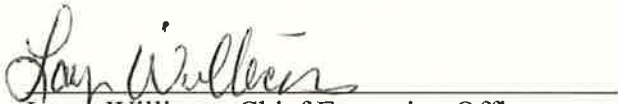
Other Business: None

Motion made to adjourn the meeting. Meeting was adjourned at 2:17 pm.



Jennifer Smith-Norman
Interim Chair of the Board of Commissioners
of the Housing Authority of the City of Freeport

ATTEST:



Larry Williams, Chief Executive Officer
Ex Officio Secretary of Board of Commissioners
of the Housing Authority of the City of Freeport