

**JOURNAL OF THE PROCEEDINGS
OF THE BOARD OF COMMISSIONERS
OF THE HOUSING AUTHORITY OF COOK COUNTY (HACC)**

**REGULAR BOARD MEETING
Housing Authority of Cook County (HACC)
175 W. Jackson Blvd., Suite 350
Chicago, IL 60604**

December 15, 2016 at 12:30 p.m.

ROLL CALL

PRESENT: Hipolito "Paul" Roldan, Chair
Wendy Walker Williams, Vice Chair
Polly Kuehl, Commissioner
Nilda Soler, Commissioner
Saul Klibanow, Commissioner

HACC STAFF: Richard Monocchio, Executive Director and Secretary
Jon Duncan, General Counsel
Alesia Hushaw, Chief of Staff
Karl Becker, Chief Financial Officer
Sheryl Seiling, Director of Rent Assistance
Monica Slavin, Director of Compliance and Occupancy
Monique Bond, Communications Director
Jessica Del Valle, Manager of Strategic Initiatives
Andrzej Sisson, Resident Training, Education and Jobs Program
Coordinator
Holly Wallace, Manager of Educational Programs & Partnerships
Vivienne Ouma, HACC Housing Specialist
Debbie Kyker, Executive Assistant

Other Attendee(s): Michael Dickman, Legal Aid Society of Metro Family Services
Craig Hanson, CARPLS Legal Aid
Lawrence Wood, LAF
Matt Hulstein, CVCS
Martin Cozzola, CVCS

PUBLIC HEARING REGARDING THE PROPOSED HACC ANNUAL PLAN

Chair, Paul Roldan called the December 15, 2016 meeting of the Housing Authority of Cook County (HACC) Board of Commissioners to order at 12:33 PM. The first order of business was to hold a public hearing for the purpose of receiving public comments on the HACC Annual Plan.

Matt Hulstein of Chicago Volunteer Legal Services proposed an addition to the HACC Annual Plan, asking the HACC to coordinate with legal services in the area to ensure as wide of access to free legal representation as possible.

Commissioner, Polly Kuehl asked Mr. Hulstein whether his proposal was to change the Administrative Plan to make it HACC's responsibility to make sure that an individual being terminated has representation. Matt Hulstein responded, yes. He stated that he is proposing language that says HACC has worked closely with legal aid to ensure access to justice.

Lawrence Wood asked to address Commissioner Polly Kuehl's concern and stated that the consortium is not proposing that it is HACCs responsibility to ensure that everyone has an attorney. He further stated that the consortium only wants the HACC to ensure that people are aware that organizations like CARPLS exist and are provided free of charge. Lawrence Wood stated that it was not his organization's position that the HACC Annual Plan should be amended to require an amendment to the HACC's termination notices.

Mark Hulstein also proposed that the Administrative Plan include language that the termination notice needs to alert the family they have a right to legal representation.

The Public Hearing for the consideration of public comments on the HACC Annual Plan was adjourned at approximately 1:30 p.m. A recess was taken until 2:00 p.m.

JOURNAL OF PROCEEDINGS FOR DECEMBER 15, 2016

CALL TO ORDER

Chair Paul Roldan called the December 15, 2016 Regular Board meeting of the Housing Authority of Cook County (HACC) Board of Commissioners to order at 2:02PM.

Chair Paul Roldan called for an Executive Session for the purpose of seeking legal advice, Commissioner Nilda Soler seconded the motion, which was approved by all "ayes". A closed meeting was then held for that purpose, which was adjourned without action being taken. Minutes of the closed meeting are maintained separately from the minutes of the open meeting.

The Board of Commissioners then proceeded with the remainder of the public meeting.

PUBLIC COMMENTS

None.

CONSENT AGENDA

Approval of the Minutes of the October 20, 2016, Regular meeting of the Housing Authority of Cook County (HACC) Board of Commissioners which was moved by Commissioner, Nilda Soler and seconded by Commissioner, Polly Kuehl. The motion carried with all “ayes”.

PRESENTATION OF RESOLUTIONS RESOLUTION NO. 2016-HACC-25

A RESOLUTION SETTING THE REGULAR HOUSING AUTHORITY BOARD OF COMMISSIONERS MEETING SCHEDULE FOR THE CALENDAR YEAR 2017

A resolution setting a public meeting schedule for the Board of Commissioners of the Housing Authority of Cook County for the calendar year 2017.

Section 2.02(a) of the Illinois Open Meetings Act [5 ILCS 120/2.02(a)] requires government agencies to publish a schedule of its regular meeting dates at the beginning of each calendar or fiscal year, stating the dates, times and places of such meetings.

Article III, Section 2 of the By-Laws of the Housing Authority of Cook County adopted on September 13, 2012 (“By-Laws”) provides that regular meetings of the Authority’s Board of Commissioners shall be held at the Authority’s Central Office on the second Thursday of each month or at other places within Cook County or at other times as the Authority may designate with public notice in the manner required by law.

Prior to 2013, the HACC Board of Commissioners held its regular meetings on a monthly basis. Starting in 2013, the regular public meetings of the HACC Board of Commissioners have been held on a bi-monthly basis, adding Special Meetings with public notice as have been required by the business needs of the Housing Authority.

The proposed regular public meeting schedule for 2017 contemplates that the Board of Commissioners meetings for the months of June, August, October and December 2017 be held on the third Thursdays of those months rather than the second Thursdays. This one-week shift for those months is suggested in order to accommodate HACC staffing preparation needs in advance of the Board of Commissioners for those months. The HACC By-Laws authorize the Board of Commissioners to adopt a change in the schedule with proper public notice.

Chair Paul Roldan requested a motion to approve Resolution 2016-25 which was moved by Vice Chair Wendy Walker Williams and seconded by Commissioner Saul Klibanow. The motion carried with all “ayes”.

RESOLUTION NO. 2016 – HACC-26

AUTHORIZING THE APPROVAL OF THE ANNUAL AGENCY PLAN FOR FISCAL YEAR 2017 OF THE HOUSING AUTHORITY OF COOK COUNTY TO BE SUBMITTED TO THE U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT

The Department of Housing and Urban Development (HUD) requires all public housing authorities such as the Housing Authority of Cook County (HACC) to file an Annual Agency Plan. In addition, every five years, HUD requires public housing authorities to file a Five Year Plan along with its Annual Agency Plan. The Agency Five Year Plan and the Agency Annual Plan are broad guides to HACC policies, programs, operations and strategies for meeting local housing needs, missions and goals. The HACC’s Five Year Plan was filed with HUD in January, 2015. The HACC’s Annual Plan for the coming year is due to be filed with HUD in early January, 2017.

The contents of the Agency Annual Plan are centered on elements that have been revised since the HACC’s previous Annual Plan submission to HUD. Attached to these documents were the proposed changes to the Public Housing Admission and Continued Occupancy Policy and to the Housing Choice Voucher Program Administrative Plan.

The 2017 Annual Plan outlines short term activities planned for the Housing Authority during the Fiscal Year 2017. The 2017 Annual Plan was posted and advertised for public comments. The public comments that were received were included in the Board materials that were distributed to the Board prior to the meeting copies of which were provided to attendees of the meeting.

Chair Paul Roldan asked along with this approval, given the lengthy discussion from public comments and from the Board’s Executive Session, how the Housing Authority shall communicate to the public.

Jon Duncan responded that the way the submission of the Annual Plan to HUD works is the Housing Authority needs to submit along with Board resolutions any response to public comments. Mr. Duncan also noted that there was a comment from the Chicago Volunteer Legal Services, which the Housing Authority prepared a written response to.

Commissioner Polly Kuehl mentioned on page 3 of the Annual Plan there is a sentence that reads “the family may avoid termination by paying any past due balance and resuming monthly payments.” Commissioner Kuehl asked what this sentence means.

Sheryl Seiling, Director of Rent Assistance, stated this basically means that if the Housing Authority enters into a repayment agreement with the tenant and they default on the repayment agreement 3 times, then the Housing Authority will issue a notice of termination for the default or allow the tenant to remain in the program if they pay the entire balance past due.

Commissioner Polly Kuehl suggested that the wording be changed to all instead of any past due balance.

Chair Paul Roldan requested a motion to approve Resolution 2016-26 which was moved by Commissioner Nilda Soler and seconded by Commissioner Saul Klibanow. The motion carried with all “ayes”.

Following the motion, Chair Paul Roldan stated that the Board has come to a conclusion and asked that Jon Duncan discuss the determination further.

Mr. Duncan stated that with the approval of the submission of the Annual Plan, the Board did not approve any further amendments to the Annual Plan other than what was already requested by the Housing Authority staff. Mr. Duncan stated that are reasons not to make the changes to the termination notice as proposed. Mr. Duncan stated that these reasons are outlined in the review of the public comments.

Lawrence Wood responded that there is no objection to the Housing Authority not including the information in the Administrative Plan. He further stated that the concern is the practical effect of amending the notices.

Mr. Duncan then stated once a termination notice is issued, it creates an adversarial relationship with the party whom the notice is issued to. Therefore, Mr. Duncan stated that if the Housing Authority includes a referral to any specific organization, now as an adversary, the Housing Authority is referring the participant to an organization for legal representation.

Mr. Duncan further stated this this would be acceptable, unless the later relationship between the lawyer and the recipient of the notice goes sour. Mr. Duncan stated at that point there would be a potential referral liability that the Housing Authority needs to avoid, particularly with giving notice to someone with whom the Housing Authority is in a position of conflict. Another concern Mr. Duncan addressed is the notion of a government agency recommending anyone in particular providing legal services in the adversarial context.

Mr. Duncan stated that what he believes is good practice, which the Housing Authority has done in the past, is to provide a list of people who have identified themselves as being available to provide this service.

Mr. Duncan stated that the Housing Authority staff discussed amending the termination notice to inform the recipient of the notice that he/she is entitled to a hearing and is also entitled to have a lawyer or representative at the hearing, and a list of available representatives is available at the recipients request or on the HACC’s website, or something to this effect.

RESOLUTION NO. 2016 – HACC-27

A RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO ENTER INTO AN INTERGOVERNMENTAL AGREEMENT WITH THE COOK COUNTY JUSTICE ADVISORY COUNCIL, A DEPARTMENT OF THE COUNTY OF COOK

The Cook County Justice Advisory Council of the County of Cook (hereinafter referred to as “JAC”), has secured federal funding under the Safe and Thriving Communities grant program to plan and implement a Cook County South Suburban Safe and Thriving Communities Project. The JAC seeks the assistance and expertise of the Housing Authority of Cook County in planning and implementing the Project.

An Intergovernmental Agreement has been proposed between the HACC and the JAC for the purpose of the planning and implementing the Cook County South Suburban Safe and Thriving Communities Project.

Section 5 of the Illinois Intergovernmental Cooperation Act, 5 ILCS 220/5, provides the statutory authority for the HACC to enter into to proposed Intergovernmental Agreement with the JAC, with the approval of the HACC’s Board of Commissioners. Section 5 of the Act also will require the approval of the Cook County Board on behalf of the JAC. Under the terms of the proposed Intergovernmental Agreement, the JAC will pay the HACC up to \$137,800.50 over the 21 month term of the agreement for the planning and implementing of the program.

Chair Paul Roldan requested a motion to approve Resolution 2016-27 which was moved by Commissioner Polly Kuehl and seconded by Vice Chair Wendy Walker Williams. The motion carried with all “ayes”.

RESOLUTION NO. 2016 – HACC-28

A RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR IN HIS CAPACITY AS CHIEF EXECUTIVE OFFICER AND PRESIDENT OF COOK COUNTY SUBURBAN DEVELOPMENT, LLC, TO DIRECT SELECTION OF THE GENERAL CONTRACTOR IN CONNECTION WITH WHEELING TOWERS AND HUNTINGTON APARTMENTS REDEVELOPMENT PROJECT

Resolution authorizing the Executive Director, in his capacity as Chief Executive Officer and President of Cook County Suburban Development, LLC, to direct the selection of a general contractor to engage in the substantial rehabilitation of the low-income senior properties located in Wheeling and Niles, Illinois and commonly known as the Wheeling Towers and Huntington Apartments Redevelopment Project.

To accomplish the Wheeling Towers and Huntington Apartment Redevelopment Project, the Cook County Suburban Development, LLC has issued an Invitation for Bid to solicit bids from

general contractors. The Redevelopment Project will meet local community needs by promoting adequate and affordable housing, economic opportunity, suitable living environment and UFAS/ADA Compliant units and common areas for the residents of Wheeling Towers and Huntington Apartments.

Therefore, the Housing Authority staff is respectfully requesting the Board of Commissioners to authorize the Executive Director, in his capacity as Chief Executive Officer and the President of Cook County Suburban Development, LLC, to direct the solicitation of bids from contractors and to authorize the Executive Director to enter into a construction contract with the lowest responsive and responsible bidder for the substantial rehabilitation of the Wheeling Towers and Huntington Apartments, subject to all applicable federal, state, local and regulatory guidelines.

Chair Paul Roldan requested a motion to approve Resolution 2016-28 which was moved by Commissioner Saul Klibanow and seconded by Commissioner Nilda Soler. The motion carried with all “ayes”.

RESOLUTION NO. 2016 – HACC-29

RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR IN HIS CAPACITY AS CHIEF EXECUTIVE OFFICER AND PRESIDENT OF RICHARD FLOWERS COMMUNITY HOUSING, LLC TO DIRECT SELECTION OF THE GENERAL CONTRACTOR IN CONNECTION WITH RICHARD FLOWERS HOMES REDEVELOPMENT PROJECT

Resolution authorizing the Executive Director, in his capacity as Chief Executive Officer and President of Richard Flowers Community Housing, LLC to direct the selection of a general contractor to engage in the substantial rehabilitation of the low-income senior properties located in Robbins, Illinois and commonly known as the Richard Flowers Homes Redevelopment Project.

To accomplish the Richard Flower Homes Redevelopment Project, the Richard Flowers Community Housing, LLC has issued an Invitation for Bid to soliciting bids from general contractors. The Redevelopment Project will meet local community needs by promoting adequate and affordable housing, economic opportunity, suitable living environment and UFAS/ADA Compliant units and common areas for the residents Richard Flowers Homes.

Commissioner Polly Kuehl asked whether the three 4% deals are separate or whether they can be combined deals. Richard Monocchio replied, no these deals cannot be combined.

Chair Paul Roldan requested a motion to approve Resolution 2016-29 which was moved by Commissioner Saul Klibanow and seconded by Commissioner Nilda Soler. The motion carried with all “ayes”.

RESOLUTION NO. 2016 – HACC-30

A RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR IN HIS CAPACITY AS CHIEF EXECUTIVE OFFICER AND PRESIDENT OF SOUTH SUBURBAN SENIOR LIVING, LLC, TO DIRECT SELECTION OF THE GENERAL CONTRACTOR IN CONNECTION WITH EDWARD BROWN APARTMENT AND TURLINGTON WEST APARTMENTS REDEVELOPMENT PROJECT

Resolution authorizing the Executive Director, in his capacity as Chief Executive Officer and President of South Suburban Senior Living, LLC; to direct the selection of a general contractor to engage in the substantial rehabilitation of the low-income senior properties located in Robbins and Harvey, Illinois and commonly known as the Edward Brown Apartments and Turlington West Apartments Redevelopment Project.

To accomplish the Edward Brown Apartments and Turlington West Apartments Redevelopment Project, the South Suburban Senior Living, LLC has issued an Invitation for Bid to soliciting bids from general contractors. The Redevelopment Project will meet local community needs by promoting adequate and affordable housing, economic opportunity, suitable living environment and UFAS/ADA Compliant units and common areas for the residents of Edward Brown Apartments and Turlington West Apartments.

Chair Paul Roldan requested a motion to approve Resolution 2016-30 which was moved by Commissioner Polly Kuehl and seconded by Commissioner Nilda Soler. The motion carried with all “ayes”.

RESOLUTION NO. 2016 – HACC-31

A RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR IN HIS CAPACITY AS CHIEF EXECUTIVE OFFICER AND PRESIDENT OF SOUTHERN COUNTY COMMUNITY HOUSING, LLC, TO DIRECT SELECTION OF THE GENERAL CONTRACTOR IN CONNECTION WITH JUNIPER TOWERS AND GOLDEN TOWERS I & II REDEVELOPMENT PROJECT

Resolution authorizing the Executive Director, in his capacity as Chief Executive Officer and President of Southern County Community Housing, LLC, to direct the selection of a general contractor to engage in the substantial rehabilitation of the low-income senior properties located in Park Forest and Chicago Heights, Illinois and commonly known as the Juniper Towers and Golden Towers I & II Redevelopment Project.

To accomplish the Juniper Towers and Golden Tower I & II Redevelopment Project, the Southern County Community Housing, LLC has issued an Invitation for Bid to solicit bids from general contractors. The Redevelopment Project will meet local community needs by promoting adequate and affordable housing, economic opportunity, suitable living environment and

UFAS/ADA Compliant units and common areas for the residents of Juniper Towers and Golden Towers I & II.

Chair Paul Roldan requested a motion to approve Resolution 2016-31 which was moved by Commissioner Nilda Soler and seconded by Commissioner Saul Klibanow. The motion carried with all “ayes”.

EXECUTIVE DIRECTOR’S REPORT

Richard Monocchio, Executive Director discussed HACC Accomplishments and HACC Goals and Objectives. He provided attachments of these accomplishments, goals and objectives to the Board.

FINANCIAL REPORT

Financial presentation given by Karl Becker, Chief Financial Officer.

OTHER BUSINESS

None.

ADJOURNMENT

Chair, Paul Roldan requested a motion to adjourn the special meeting of the Board which was moved by Commissioner, Nilda Soler and seconded by Commissioner, Polly Kuehl. The motion carried with all “ayes”.

Accordingly, the Regular board meeting of the Housing Authority of the Cook County Board of Commissioners adjourned at 3:19 p.m.

Respectfully submitted by:

Hipolito ‘Paul’ Roldan
Chair

February 9, 2017
DATE

Richard J. Monocchio
Executive Director

February 9, 2017
DATE