

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

**REGULAR MEETING
Housing Authority of Cook County (HACC)
Boardroom
July 23, 2015 at 2:00 PM**

ROLL CALL

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

HACC STAFF: Richard Monocchio, Executive Director and Secretary
Jon Duncan, General Counsel
Olukayode Adetayo, Chief Financial Officer
James Harney, Director of Asset Management
Sheryl Seiling, Director of Rent Assistance
Monica Slavin, Director of Occupancy and Compliance
Asif Rahman, Director of Construction
Veronica Shirkevich, Director of Human Services
Monique Bond, Director of Public Relations
Darrick Shafer, Assistant Asset Management
Shana Jackson, Legal Counsel
Debbie Kyker, Executive Assistant

Other Attendee(s): Pam Gecan, Urban Relocation
June Webb, Urban Relocation
Joe Targett, Burling Builders, Inc.
Virginia Pace, Lightengale Group
Eric Huffman, Over The Rainbow

JOURNAL OF PROCEEDINGS FOR JULY 23, 2015

CALL TO ORDER

Hipolito 'Paul' Roldan, Chair, called the July 23, 2015 regular meeting of the Housing Authority of Cook County (HACC) Board of Commissioners to order at 2:00PM.

GENERAL PUBLIC COMMENTS

None.

CONSENT AGENDA

Approval of the Minutes of the May 14, 2015 Regular meeting of the Housing Authority of Cook County (HACC) Board of Commissioners which was moved by Commissioner Nilda Soler and seconded by Commissioner Saul Klibanow. The motion carried with all "ayes".

Approval of the Minutes of the June 15, 2015 Special Board meeting of the Housing Authority of Cook County (HACC) Board of Commissioners which was moved by Commissioner Nilda Soler and seconded by Commissioner Saul Klibanow. The motion carried with all "ayes".

PRESENTATION OF RESOLUTIONS

The Board of Commissioners next considered pending resolutions, as follows:

SUMMARY RESOLUTION NO. 2015-HACC- 15

A RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO ENTER INTO A CONTRACT WITH URBAN RELOCATION SERVICES, INC. FOR RELOCATION SERVICES FOR THE FIRST PHASE OF RENTAL ASSISTANCE DEMONSTRATION "RAD" AWARD

The Housing Authority of Cook County ("HACC") recently received a Commitment to enter into a Housing Assistance Payment contract ("CHAP") under HUD's Rental Assistance Demonstration program ("RAD"). Under the RAD program HACC is able to apply for private funding sources in order to perform extensive rehabilitation work on its housing portfolio. Each renovation project will require the relocation of existing tenants. In preparation for the upcoming construction, HACC

is soliciting proposals from qualified firms to provide relocation counseling, assistance and support to residents during the renovation of its public housing properties.

A Request for Proposals (“RFP”) to provide relocation services for first phase of RAD award was issued on May 1, 2015. This solicitation was advertised in the legal ads of the Chicago Tribune on May 4 and 11, 2015. HACC had requested a two-year base contract with three one-year options. HACC allowed potential respondents to ask questions and clarify their understanding of the RFP and the RFP response process through May 15, 2015. Addendum number one (1), with clarifications and responses to all of the questions, was issued on May 15, 2015. Proposals for the RFP were due on May 22, 2015, at which time three (3) responses were received. The respondents were Urban Relocation Services, Inc., Housing Opportunities Unlimited and TEC Services Consulting, Inc.

HACC’s RFP evaluation committee consisted of three evaluators. Scoring was based on four (4) evaluation criteria, including “Price Reasonability and Competitiveness”. Based on the tabulated scores, Urban Relocation Services, Inc. is the recommended Respondent to provide relocation services for first phase of RAD award to HACC.

Commissioner Polly Kuehl asked “on an average how many days are tenants out of their units during the rehab?” June Webb, President of Urban Relocation Services, responded about 6 to 8 weeks.

Chair Paul Roldan how are we dealing with the services within the building, like water shut off? James Harney replied that with any scheduled water shut-off, tenants are notified about 48 hours prior to shut-off. Mr. Harney also stated that the water shut-offs are in the units and not the entire building. Chair Roldan also wanted to know if the roof was being replaced at the HACC’s Perlman property. James Harney replied that they are replacing the roof there.

Commissioner Nilda Soler asked whether the HACC was done with the relocation of the building. June Webb replied that two-thirds of the tenants have been relocated.

Commissioner Polly Kuehl asked were some tenants moved into vacant units during the renovations and if others were moved into hotels. Executive Director Rich Monocchio replied that all tenants were relocated into vacant units and that no hotel rooms were rented.

Commissioner Nilda Soler asked whether the HACC planned to do the same with the renovations of the next building. Richard Monocchio replied, yes – the HACC hopes to have enough vacant units in the next buildings, but there is a chance the HACC will have to do some off-site relocations.

Wendy Walker asked where the HACC would relocate tenants. June Webb replied that Urban Relocation is looking at some Extended Stay hotels. Wendy Walker also asked who would cover the cost for storage. June Webb replied that Urban Relocation would cover the costs of storage and moving.

Chair Roldan requested a motion to approve Resolution 2015-15 which was moved by Commissioner Nilda Soler and seconded by Commissioner Saul Klibanow. The motion carried with all "ayes".

SUMMARY
RESOLUTION NO. 2015 – HACC-16

A RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO ENTER IN HIS CAPACITY AS CHIEF EXECUTIVE OFFICER AND PRESIDENT OF ONEVISION II HOUSING, LLC, TO DIRECT SELECTION OF THE GENERAL CONTRACTOR IN CONNECTION WITH GOEDKE KING REDEVELOPMENT PROJECT.

Resolution authorizing the Executive Director, in his capacity as Chief Executive Officer and President of OneVision II Housing, LLC ("OneVision II"), and as the President of North Suburban Housing LLC (hereinafter referred to as "NSH"); to direct selection of a general contractor to engage in the substantial rehabilitation of the low-income senior properties located in Arlington Heights and Skokie, Illinois and commonly known as the Albert Goedke Apartments and Armond King Apartments (the "Goedke King Redevelopment Project").

To accomplish the Goedke King Redevelopment Project, the NSH has issued an Invitation for Bid, along with one amendment thereto, soliciting bids from general contractors. The Goedke King 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 Albert Goedke and Armond King Apartments.

Therefore, the HACC staff are respectfully requesting the Board of Commissioners to authorize the Executive Director, in his capacity as Chief Executive Officer and the President of OneVision II, to direct and authorize NSH to enter into a construction contract with the selected bidder, Burling Builders, Inc. in the amount not to exceed twenty million sixty six thousand dollars (\$20,066,000.00) for the substantial rehabilitation of the Albert Goedke and Armond King Apartments, subject to all applicable federal, state, local and regulatory guidelines.

Commissioner Polly Kuehl stated that the cost for renovations appears to be about \$82,000 a unit. She asked if this number included soft and hard costs. Olukayode Adetayo replied that this number is only the hard cost.

Chair Paul Roldan asked if the original roofs are being torn off. Richard Monocchio responded yes. Chair Roldan also asked if the windows were a part of the renovations and James Harney replied yes, the HACC will make the building as energy efficient as possible.

Commissioner Polly Kuehl asked are the following items included in the rehab of the building such as: the kitchen in the units, elevators, fire alarm systems, and security cameras. Richard Monocchio replied yes. Commissioner Polly Kuehl further asked if there were accessible units in the building before. James Harney responded that the HACC did have accessible units that met the standards

before. However, he stated these units do not meet the updated UFAS standards, so renovations will take place in these units to bring them up to standard.

Vice Chair, Wendy Walker whether Burling Builders, Inc. was the lowest bidders and are they qualified to do this project? Olukayode Adetayo replied, yes. Wendy Walker asked if Burling Builders, Inc. plans to subcontract any of the work. Joe Targett of Burling Builders, Inc. replied, yes. Wendy Walker further asked if work will be subcontracted to minority vendors. Joe again responded yes. Wendy Walker asked if Burling Builders, Inc. has a percentage of minority contractors they want to use and Joe Targett replied about 30%.

Commission Saul Klibanow asked if Burling is a MBE? Joe Targett replied, yes.

Commissioner Polly Kuehl asked if the boilers were being replaced. Asif Rahman replied that they were replaced in 2010.

Chair Roldan requested a motion to approve Resolution 2015-16 which was moved by Vice Chair, Wendy Walker Williams and seconded by Commissioner Polly Kuehl. The motion carried with all "ayes".

**SUMMARY
RESOLUTION NO. 2015-HACC-17**

**A RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO AWARD PROJECT
BASED VOUCHERS TO OVER THE RAINBOW FOR 32 UNITS AT THE GRACELAND
APARTMENTS IN DES PLAINES IL**

The Housing Authority of Cook County (HACC), in conjunction with the Metropolitan Planning Council (MPC), the Illinois Housing Development Authority (IHDA), and eight other housing authorities – Chicago, Joliet, Lake County, McHenry County, Waukegan, Oak Park, DuPage County, and Park Forest – form the Regional Housing Initiative (RHI).

RHI was designed to encourage the development, rehabilitation, and preservation of quality affordable rental housing throughout the Chicago metropolitan region. RHI provides financial assistance through project based vouchers (PBV) to developers and owners of affordable rental housing who address two specific issues: quality, mixed-income housing located near jobs and transportation and quality housing for households earning up to fifty percent of the area's median income (AMI).

RHI has a rolling competitive application process where members from each PHA score the proposals received to determine which will receive PBV assistance. Over the Rainbow (OTR) submitted a proposal for thirty-two (32) PBVs for the development of the Graceland Apartments, a thirty-three (33) unit permanent supportive housing community located in Des Plaines IL.

Additionally, the HACC, through its competitive process, has previously awarded PBVs to OTR for the development of the Southwick Apartments located in Matteson IL.

The Graceland Apartments consists of one bedroom units which will serve low income people with physical disabilities. The site is located in close proximity to public transportation, which the population served relies heavily upon. OTR owns and/or manages permanent supportive housing in ten buildings which serve over 220 residents. The HACC and OTR are currently working together to lease 35 units at the Southwick Apartments for occupancy beginning the week of July 27, 2015. The wait list at Southwick has over 100 applicants who are interested and in need of barrier free housing. OTR's other developments also have waiting lists, indicating there is a need for more accessible housing in the communities.

The HACC can provide PBV assistance for up to 100% of excepted units in a community that serves the elderly, disabled, and people receiving supportive services. OTR is requesting up to 32, which is 97% of the total units at the Graceland Apartments. Of the thirty-two (32) units, twenty-four (24) will be occupied from applicants on the HACC's wait list and eight (8) will be occupied by applicants from the RHI's centralized wait list. The HACC's ability to provide commitments for PBVs is contingent upon appropriations authorized by the Congress of the United States of America, the HACC's budget authority, and the HACC's voucher utilization at the time the units come on line.

Commissioner Polly Kuehl asked, if there a maximum of leasing that HACC has, does this leave the HACC with a reasonable amount of units. Richard Monocchio replied that the HACC is over 100% leased in the Housing Choice Voucher program. However, Mr. Monocchio stated that there is turnover every month and the HACC is using the attrition.

Polly Kuehl when does use the state referral network to market? Sheryl Seiling replied yes.

Chair Roldan requested a motion to approve Resolution 2015-17 which was moved by Commissioner Saul Klibanow and seconded by Commissioner Nilda Soler. The motion carried with all "ayes".

FINANCIAL REPORT

The financial report was presented by Olukayode Adetayo.

Chair Paul Roldan asked why is HACC substantially below their budget? Olukayode Adetayo replied that the board will see a slight difference in the next report provided because there were some bills that were just recently paid and were not seen in the report before the board.

Commissioner Nilda Soler asked does the HACC use the accrual method. Olukayode Adetayo responded yes.

Commissioner Polly Kuehl asked how much is HUD holding in the reserve? Olukayode Adetayo replied that HUD is holding about \$6.8 Million.

Commissioner Nilda Soler asked does HUD use the money in reserve for other programs? Olukayode Adetayo responded no.

Commissioner Polly Kuehl asked whether the open contracts are on a fiscal year? Olukayode Adetayo replied, no.

HUMAN SERVICES REPORT

Veronica Shirkevich gave a report on HACC events. She stated that there was a Father's Day Event at the Vera Yates site and HACC brought a mobile dentist and asthma doctor. The HACC also provided haircuts for tenants.

Veronica Shirkevich stated that the HACC also sponsored a summer camp where children had live interactive games. The kids were also able to learn about helicopters and the Sheriff's officer brought a helicopter for the children to view up close and personal. Veronica also reported that the HACC took veterans to McHenry County to interact with nature at Botanic Garden. The HACC also took seniors to a White Sox game.

Furthermore, Veronica reported on the grand opening of the HACC's Crisp store at the Vera Yates property. HACC tenants are employees of Crisp.

Commissioner Paul Roldan, how do we raise the money for these events? Richard Monocchio stated that the monies come out of the operations.

CONSTRUCTION UPDATE

A construction update was given by Asif Rahman and James Harney. James Harney stated that about 100 units have been turned over by HACC to the construction company for renovation. Mr. Harney stated that of those 100 units, 32 units are currently under construction. Mr. Harney further stated that the project, as a whole, is about 50% completed. Furthermore, Mr. Harney stated that 75% of the units will have new windows by the end of August.

Commissioner Polly Kuehl asked are there any water or mold issues? James Harney replied no. Richard Monocchio responded that there was asbestos in the roof and panel and James Harney stated that this issue is being addressed.

Commissioner Saul Klibanow asked whether there are any difficulties with the contractors. Asif Rahman stated that we have a great relationship with the contractors. Commissioner Saul Klibanow asked do we focus on different projects in a group? James Harney replied that we have grouped different projects with our contractors.

EXECUTIVE DIRECTOR'S REPORT

REDEVELOPMENT

Evanston: Work is 65% complete on the senior buildings in Evanston. The project is on time and on budget.

Arlington Heights/Skokie: The project is scheduled to close in mid-September. The low construction bid has been identified and board approval is being sought today. NEF and Citigroup are providing the equity and the debt. The IHD board approved HACC's \$1.75M trust fund grant last week. The Cook County was asked to provide an extra \$500,000 in HOME funds, which they have indicated they will do.

Wheeling/Niles: The 9% tax credit application will be submitted to IHDA early next week. 25% drawings and all required due diligence has been completed. HACC received a \$2.1M commitment from Cook County this week.

Vacant units: 22 more units in the South region have been rehabilitated within the last two months. These units have been, or soon will be, leased. An additional 5 units have been bid out, and 7 contractors responded. Those bids are currently being evaluated.

HUMAN SERVICES

CRISP Store – a store containing healthy foods, including fresh fruits and vegetables, has been opened in a public housing unit at Vera Yates. Catholic Charities is the HACC's partner in this endeavor. President Preckwinkle presided over the grand opening. Commissioner Carter was in attendance. The event received significant news coverage, on WBBM Radio, and Channels 2, 5, 7 and Fox in the Morning.

Summer Camp – 50 kids participated in this year's Camp Nabad, a joint effort between the Housing Authority and the Sheriff's office.

Homeless Families voucher pilot – In collaboration with the Board of Education, the Housing Authority is finalizing a program to provide transitional vouchers (up to 18 months) to families rendered homeless due to an unpreventable event, such as a job loss or major medical issue. Families will be tracked and connected with social services during this time period. The goal is to continue utilizing these vouchers to provide rapid rehousing, which in a recently released HUD-report has proven to be the most effective way to prevent homelessness.

TOURS

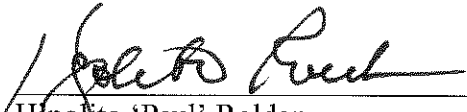
HACC staff, led by the ED, Director of Operations, James Harney and Director of Construction, Asif Rahman conducted separate tours with County Board President Preckwinkle and HUD IL Public Housing Director Bill Wilkins. Channel 9 WGN covered the visit by President Preckwinkle to the Perlman Homes.

ADJOURNMENT

Chair Roldan requested a motion to adjourn the Regular Meeting of the Board which was moved by Commissioner Nilda Soler and seconded by Commissioner Polly Kuehl. The motion carried with all "ayes".

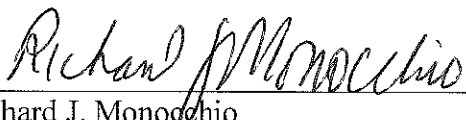
Accordingly, the Regular Meeting of the Housing Authority of the Cook County Board of Commissioners adjourned at 3:33PM.

Respectfully submitted by:



Hipolito 'Paul' Roldan
Chair

September 17, 2015
DATE



Richard J. Monocchio
Executive Director

September 17, 2015
DATE