

**MINUTES OF THE REGULAR MEETING**  
**OF THE**  
**COMMISSIONERS OF THE CHICAGO HOUSING AUTHORITY**  
**September 19, 2017**

The Commissioners of the Chicago Housing Authority held its Regular Meeting of the Board of Commissioners on Tuesday, September 19, 2017, at approximately 11:30 a.m. at the CHA Corporate Offices located at 60 E. Van Buren in Chicago, IL.

Chairman Hooker then called the meeting to order and upon roll call those present and absent were as follows:

Present:	Craig Chico Dr. Mildred Harris Meghan Harte John Hooker Jack Markowski Cristina Matos Francine Washington
Absent:	Matthew Brewer Mark Cozzi

Also present were Eugene Jones, Chief Executive Officer; James Bebley, Chief Legal Officer; Chicago Housing Authority staff members and the General Public.

There being a quorum present, the meeting duly convened and business was transacted as follows:

Jack Markowski, Chairman of the Finance & Audit committee, then presented his report. Per Commissioner Markowski, the Finance & Audit Committee held its regular meeting at 8:30 a.m. today at the CHA Corporate Offices. Commissioner Markowski chaired the meeting and the following committee members were present as well: Commissioners Harte and Matos. Present also but not counted for the quorum were Chairman John Hooker, Vice-Chairman Craig Chico and Commissioner Francine Washington. Committee members then voted to adjourn to closed session to discuss certain audit reviews and investigatory matters. Committee members then returned to open session and discussed, voted and recommended for approval the following five items.

Commissioner Markowski then presented an Omnibus Motion for approval of Items 1 through 5.

**(Item 1)**

The resolution for Item 1 approves the FY2018 Moving to Work (MTW) Annual Plan and authorize CHA to submit the FY2018 MTW Annual Plan to HUD. As part of the MTW Agreement, CHA is required to submit an Annual Plan to HUD, due 75 days prior to the start of CHA's fiscal year. The MTW Annual Plan provides required information on planned operations and activities for the fiscal year, including proposed new MTW activities that require HUD approval. A 30-day public comment period was conducted from August 1 – August 31, 2017. CHA held three public comment hearings during the public comment period. Announcements for the public comment process appeared on CHA's website and in area newspapers. CHA also distributed resident notices across public housing properties and sent an email notification to HCV residents. During the public comment period, residents and the general

public were able to submit comments orally and in writing regarding the proposed FY2018 MTW Annual Plan. Prior to finalizing the proposed FY2018 MTW Annual Plan, CHA gave consideration to comments received during the public comment period. CHA has complied with the requirements of the Amended and Restated MTW Agreement and HUD regulations regarding annual plans and amendments.

**RESOLUTION NO. 2017-CHA-87**

**WHEREAS,** The Board of Commissioners has reviewed the Board Letter dated September 19, 2017 requesting approval of the Proposed FY2018 MTW Annual Plan and authorization to submit the Proposed FY2018 MTW Annual Plan to HUD attached hereto;

**THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF THE CHICAGO HOUSING AUTHORITY:**

**THAT,** The Board of Commissioners hereby approves the Proposed FY2018 Moving to Work Annual Plan and grants authorization to the Chief Executive Officer, the Board Chairperson, or their designee to make any final updates as deemed necessary;

**THAT,** this approval of the Proposed FY2018 MTW Annual Plan supersedes any and all conflicting language found in prior CHA MTW Annual Plans;

**THAT,** The Board of Commissioners grants authorization to submit the Proposed FY2018 MTW Annual Plan to the U.S. Department of Housing and Urban Development upon Board approval. Such approval shall constitute conclusive evidence of the Board's approval of any and all such changes.

**(Item 2)**

The resolution for Item 2 approves and adopt the CHA's 2017 Revised Investment Policy and rescind CHA Resolution No. 2007-CHA-117 (Adoption of Interfund Borrowing Policy). The current Investment Policy was last revised in 2014. The CHA Investment Policy is designed to guide and maintain compliance with both the Illinois Public Funds Act and HUD's cash management guidelines. Staff developed this policy within the framework of the Government Finance Officers Association best practices methodology. It is consistent with that of Chicago sister agencies and other public housing authorities. The purpose of the Investment Policy is to provide investment guidelines to: ensure the safety of principal; provide adequate liquidity to meet anticipated expenditures; and maximize the return on investments within those constraints. The Revised CHA Investment Policy contains the following critical elements: governance and management attributes through the outlining of responsibilities and staff investment committee oversight; specific, transparent portfolio guidelines to ensure maximum safety and liquidity; expansive risk control metrics with strict reporting and compliance requirements; and procedures outlining the management of broker/dealer and investment advisors.

**RESOLUTION NO. 2017-CHA-88**

**WHEREAS,** the Board of Commissioners of the Chicago Housing Authority has reviewed the Board Letter dated September 19, 2017 entitled "RECOMMENDATION TO APPROVE AND ADOPT THE CHICAGO HOUSING AUTHORITY'S 2017 REVISED INVESTMENT POLICY AND RESCIND RESOLUTION NO. 2007-CHA-117 (ADOPTION OF INTERFUND BORROWING POLICY)."

**THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF THE CHICAGO HOUSING AUTHORITY:**

- THAT,** the Board of Commissioners approves and adopts the Chicago Housing Authority's 2017 Revised Investment Policy, and rescinds CHA Resolution No. 2007-CHA-117 (Adoption of Interfund Borrowing Policy); and
- THAT,** the Board of Commissioners authorizes the Chief Executive Officer and Chief Financial Officer to implement the 2017 Revised Investment Policy in accordance with this Resolution.

**(Item 3)**

The resolution for Item 3 authorize the purchase of insurance coverage with the below-listed insurers for an aggregate not-to-exceed amount of \$1,378,631 for one-year policy terms effective from October 1, 2017 through September 30, 2018, to provide Property and Management Liability coverage. The Authority renews insurance coverage for Property and Management Liability on an annual basis, effective on October 1<sup>st</sup>. Arthur J. Gallagher is the Authority's broker of record for all P&C insurance purchases. HUD granted an indefinite waiver to utilize broker to complete procurement process. Section 3 does not apply to 'supply and delivery' procurements; however, Gallagher allocates 30% of their brokerage contract's value to two M/W/DBE vendors (Risk Management Information Systems and W. A. George Insurance Agency).

**RESOLUTION NO. 2017-CHA-89**

**WHEREAS,** the Board of Commissioners of the Chicago Housing Authority has reviewed the Board Letter dated September 19, 2017 entitled RECOMMENDATION TO PURCHASE PROPERTY AND MANAGEMENT LIABILITY INSURANCE COVERAGE.

**THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF THE CHICAGO HOUSING AUTHORITY:**

**THAT,** the Board of Commissioners authorizes the Chief Executive Officer or his designee to purchase Property and Management Liability Insurance Coverage through its insurance broker of record, Arthur J. Gallagher & Company ("AJG"), for a period of one (1) year, beginning October 1, 2017 through September 30, 2018, in an amount not-to-exceed \$1,378,631.

This award is not subject to the CHA's MBE/WBE/DBE/ Section 3 hiring and insurance requirements.

**(Item 4)**

The resolution for Item 4 approves and adopts the revised Chicago Housing Authority Travel Policy. The revised Travel Policy provides guidance for employees, Board members, and other authorized individuals traveling on official CHA business. The guidelines require all employees to secure the most economical means of travel and to use good judgment in managing travel costs. The major revisions to the policy are: Guidance and practices required by the Local Government Travel Expense Control Act that became effective January 1, 2017 in the State of Illinois. The Act establishes certain definitions of travel activities for Illinois Local governments; basic travel-related record-keeping and approval guidelines for Local Governments; reporting requirements to Board members should employees exceed the maximum allowed travel expenses of the Local Government; that travel expenses for Board members be approved by roll call at an open meeting of the governing Board; and clarification of reimbursement guidelines used for hotel and per diem rates. CHA staff will receive an update and training on the new travel policy at the September Authority-wide training session.

**RESOLUTION NO. 2017 – CHA-90**

**WHEREAS,** the Board of Commissioners has reviewed the Board Letter dated September 19, 2017 entitled, “Recommendation to Adopt Revised Chicago Housing Authority Travel Policy” and concurs in the recommendation contained therein;

**THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF THE CHICAGO HOUSING AUTHORITY:**

**THAT,** the Board of Commissioners repeals and rescinds the Chicago Housing Authority Travel Guidelines, approved September 20, 2011 by Resolution No. 2011-CHA-108 and effective September 1, 2011.

**THAT,** the Board of Commissioners adopts the revised Chicago Housing Authority Travel Policy, effective as of September 19, 2017. The revised Travel Policy shall supersede the existing Travel Guidelines.

**(Item 5)**

The resolution for Item 5 approves the revised CHA Employee Handbook. The CHA’s Department of Human Resources strives to keep the CHA’s personnel policies current. Therefore, personnel policies are revised to keep pace with generally accepted business practices and to comply with changes in federal or state law. Some of the key revisions to the Employee Handbook includes the following: updates to the American with Disabilities Act; changes the method of distributing Vacation Leave Benefits to the accrual method; formalizes the Donated Sick Leave Bank policy and allows for donations to a specific employee; includes the Child Bereavement Leave Act signed in to law in July 2016 which allows for a ten-day leave; adds language regarding ineligibility to reapply for a position at CHA upon termination for cause; added an Anti-Bullying Prohibition; added a definition for domestic partner and includes where appropriate; added military family leave provisions under the National Defense Authorization Act and added a section on Pregnancy Rights in the workplace. The Employee Handbook and the policies and procedures contained will become effective September 20, 2017, and will supersede all previous personnel policy guides, manuals and procedures, and any other previous representations, statements, either verbal or written, pertaining to CHA’s Personnel Policy.

**RESOLUTION NO. 2017-CHA-91**

**WHEREAS,** the Board of Commissioners of the Chicago Housing Authority has reviewed the Board Letter dated September 19, 2017 entitled “**APPROVAL OF THE REVISED CHA EMPLOYEE HANDBOOK**”

**THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF THE CHICAGO HOUSING AUTHORITY:**

**THAT,** the Board of Commissioners authorizes the Chief Executive Officer or his designee to implement the Revised CHA Employee Handbook containing revised personal policies dated effective September 20, 2017, which shall supersede the existing CHA Employee Handbook dated effective April 1, 2007.

The Motion to adopt resolutions for Items 1 through 5 was seconded by Commissioner Washington and the voting was as follows:

Ayes: Craig Chico  
Dr. Mildred Harris  
Meghan Harte  
John Hooker  
Jack Markowski  
Cristina Matos

Francine Washington

Nays: None

There being no questions or discussion, Chairman Hooker thereupon declared said Motion carried and said resolutions adopted.

Commissioner Meghan Harte, Chairwoman of the Tenant Services Committee then presented her report. Per Commissioner Harte, the Tenant Services Committee held its monthly meeting earlier today. Commissioner Harte chaired the meeting and the following committee members were present as well: Commissioners Chico, Harris, Matos and Washington. Although Chairman Hooker and Commissioner Markowski were also present they were not counted toward the quorum. Committee member then discussed, voted and recommended for approval the item appearing on the agenda.

On behalf of the Tenant Services Committee, Commissioner Harte presented a Motion for approval of Item 6.

**(Item 6)**

CHA issued a Request for Proposal (RFP) in May 2017 soliciting qualified firms to provide scholarship administration services for CHA residents participating in post-secondary education. Four hundred sixty-eight (468) Section 3 vendors, 2,800 vendors from the City of Chicago certified vendor list and 84 assist agencies were contacted regarding this solicitation. A total of four proposals were received by the proposal submission deadline. Of the four proposals received, two were deemed non-responsive. Based on the recommendation of the evaluation committee International Scholarship and Tuition Services, Inc. (ISTS) was the selected respondent. Accordingly, the resolution for Item 6 approves award of contract ISTS in an aggregate amount of \$1,407,500 which includes a contract value of \$563,000 for a two year base term plus three one-year option terms in an aggregate amount of \$844,500. The CHA post-secondary education scholarship program provides funding assistance for CHA college bound youth and adults who have a financial need and are preparing to enroll in a post-secondary education institution. Since 2013, ISTS has managed all aspects of the CHA Scholarship Program, including collaboration with CHA, to develop eligibility requirements, selection criteria and scoring procedures for scholarship awards. ISTS has collaborated with CHA to promote the program to CHA residents, developed the web based application portal, reviewed submitted scholarship applications and has distributed awards. Scholarships are awarded in increments between \$1,000 and \$5,000. The total scholarship fund of \$250,000 per year is included in this Board request.

**RESOLUTION NO. 2017-CHA-92**

**WHEREAS,** the Board of Commissioners of the Chicago Housing Authority has reviewed the Board Letter dated September 19, 2017 entitled "RECOMMENDATION TO ENTER INTO A CONTRACT WITH INTERNATIONAL SCHOLARSHIP AND TUITION SERVICES, INC. TO PROVIDE SCHOLARSHIP ADMINISTRATION SERVICES".

**THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF THE CHICAGO HOUSING AUTHORITY:**

**THAT,** the Board of Commissioners authorizes the Chief Executive Officer or his designee to execute a contract with International Scholarship and Tuition Services, Inc. in an aggregate amount of \$1,407,500 which includes a contract value of \$563,000 for a two (2) year base term plus three (3) one-year option terms in an aggregate amount of \$844,500 to provide a scholarship administration services for CHA residents participating in post-secondary education. The Board delegates authority to the Chief Executive Officer to use his discretion to exercise the option year terms. Each option year term

shall only be exercised at the time of the expiration of the prior contract term, and may only be exercised individually.

This award is subject to the Contractor's compliance with the CHA's MBE/WBE/DBE/ Section 3 hiring and insurance requirements.

The Motion to adopt resolution for Item 6 was seconded by Commissioner Harris and the voting was as follows:

Ayes: Craig Chico  
Dr. Mildred Harris  
Meghan Harte  
John Hooker  
Jack Markowski  
Cristina Matos  
Francine Washington

Nays: None

There being no questions or discussion, Chairman Hooker thereupon declared said Motion carried and said resolution adopted.

In the absence of Matthew Brewer, Chairman of the Real Estate Operations Development committee, Vice-Chairman Chico presented his report. Per Commissioner Chico, the Real Estate Operations Development Committee held its monthly meeting earlier today. Commissioner Chico chaired the meeting and the following committee members were present as well: Commissioners Harte, Markowski and Washington. Although Chairman Hooker and Commissioners Harris and Matos were also present they were not counted toward the quorum since they are not members of the committee. Committee member then discussed, voted and recommended for approval the seven items appearing on the agenda.

On behalf of the Real Estate Operations Development committee, Commissioner Chico presented an Omnibus Motion for approval of Items 7 through 13.

**(Item 7)**

The resolution for Item 7 approves the fifth amendment to office space lease between A Safe Haven Foundation and CHA. In December 2016, the CHA Board of Commissioners approved a fourth amendment extending the lease term from January 1, 2017 through December 31, 2017. This extension allowed CHA additional time to continue seeking a new location and explore the option of purchasing a building to house the HCV West Regional Office. In June of this year, CHA acquired a property which is proposed to be the new location for the HCV West Regional Office. The property is in the process of being renovated and is expected to be completed in late 2018. A Safe Haven Foundation has agreed to extend the lease from January 1, 2018 through December 31, 2018 with a 5% increase in the monthly rent. This Fifth Amendment will increase the monthly rent from \$18,020.22 to \$18,921.23. An additional \$1,950 is included for maintenance services and related fees.

**RESOLUTION NO. 2017-CHA-93**

**WHEREAS,** the Board of Commissioners of the Chicago Housing Authority has reviewed the Board Letter dated September 19, 2017 (date of Board Meeting) entitled "RECOMMENDATION TO EXECUTE A FIFTH AMENDMENT TO THE OFFICE SPACE LEASE BETWEEN A SAFE HAVEN FOUNDATION AND CHICAGO HOUSING AUTHORITY"

**THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF THE CHICAGO HOUSING AUTHORITY:**

**THAT,** the Board of Commissioners authorizes the Chief Executive Officer or his designee to execute a Fifth Amendment to the Office Space Lease Agreement for 2750 W. Roosevelt Road (Contract No. 11219) with A Safe Haven Foundation to extend the Lease term commencing January 1, 2018 through December 31, 2018 and approve a 5% rent increase from a monthly amount of \$18,020.22 to \$18, 921.23 during the term of the lease. The Total Gross Base Rent amount for this extension period is in an amount not-to-exceed \$227,054.76 plus \$1,950 for maintenance services and related fees, for a total amount not-to-exceed \$229,004.76.

**(Item 8)**

The resolution for Item 8 approves a Housing Assistance Payment (HAP) contracts for Property Rental Assistance (PRA) for 600 S. Wabash Apartments, Leontyne Apartments, Major Jenkins Apartments, Near North Apartments, South Park Plaza and St. Leo Residence. **600 S. Wabash Apartments:** HAP contract commenced September 8, 2005 and expired on August 31, 2016. This development is an eight-story, elevator/walk up apartment building containing 169 single residence occupancy (SRO) units. Project based voucher (PBV) subsidies assist 76 units to provide affordable housing options for the homeless. **Leontyne Apartments:** HAP contract commenced September 16, 2004 and expired on August 31, 2016. This development consists of three-story townhomes, walk up apartments containing a total of 53 units located at 654 E. 43<sup>rd</sup> Street, in the Grand Boulevard/Bronzeville community area. PBV subsidies assist 14 units. Leontyne Apartments also consists of one, two, three and four-bedroom apartment units. **Major Jenkins Apartments:** HAP contract commenced on May 1, 2004 and expired on April 30, 2017. This is a four- story, elevator/walk up apartment building containing 160 SRO units located at 5012-16 N. Winthrop in the Uptown community. PBV subsidies assist 80 units for homeless individuals. **Near North Apartments:** HAP contract commenced on March 16, 2007 and expired on March 15, 2017. This development is a five-story elevator/walk up apartment building containing 96 units located at 1244 N. Clybourn Ave. in the Old Town community. Near North Apartments consists of only SRO units. PBV subsidies assist 46 units to help provide housing for the homeless. **South Park Plaza:** HAP contract commenced on May 31, 2005 and expired on April 30, 2016. This development is a five-story elevator/walk up apartment building containing 134 units located at 2600 S. King Drive, in the Bronzeville community. South Park Plaza consists of one, two, three and four-bedroom apartment building that also provides affordable housing opportunities to families. PBV subsidies assist 34 units. **St. Leo Residence/ VASH:** HAP contract commenced on February 7, 2007 and expired on January 31, 2017. This development is a four-story, elevator/walk-up apartment building containing 141 SRO units located at 7750 S. Emerald Ave, in the Auburn Gresham community. St. Leo Residence/VASH provides affordable housing opportunities to homeless veterans. PBV subsidies assist 90 units.

**RESOLUTION NO. 2017-CHA-94**

**WHEREAS,** the Board of Commissioners of the Chicago Housing Authority has reviewed the Board Letter dated September 19, 2017 entitled "Authorized to Execute 1) Housing Assistance Payment Contracts for Property Rental Assistance at 600 S. Wabash Apartments, Leontyne Apartments, Major Jenkins Apartments, Near North Apartments, South Park Plaza, and St. Leo Residence, and 2) all other documents as may be necessary or appropriate to implement the foregoing.

**THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF THE CHICAGO HOUSING AUTHORITY:**

**THAT,** the Board of Commissioners authorizes the Chief Executive Officer or his designee to execute 1) Housing Assistance Payment Contracts for Property Rental Assistance at 600

S. Wabash Apartments, Leontyne Apartments, Major Jenkins Apartments, Near North Apartments, South Park Plaza, and St. Leo Residence, and 2) all other documents as may be necessary or appropriate to implement the foregoing.

**(Item 9)**

CHA issued a Request for Proposals (RFP) in May 2017 to solicit qualified elevator consultants to provide assessment and design services for CHA's Elevator Modernization Program. The intent of this RFP was to obtain multiple qualified elevator consultants to accomplish the task of comprehensive assessment and design services for 150 CHA elevators and conveying devices that were located in various parts of the city. CHA solicited 32 vendors, 380 Section 3 Business Concerns, 29 Assist Agencies and Procurement Database Infor Rich Elevator related client. CHA received one proposal in response to this RFP. Accordingly, the resolution for Item 9 approves award of contract to Globetrotters Engineering Corporation for a not-to-exceed amount of \$3,345,189.00 plus a not-to-exceed amount of \$200,712.00 in contingency, to provide complete assessment and design services for the Elevator Modernization Program for various CHA properties for a total not-to-exceed amount of \$3,545,900.00. The CHA's Elevator Modernization Program is a holistic, authority-wide effort to upgrade, modernize and improve the overall efficiency of CHA elevators and conveying devices. The CHA's elevators have not been comprehensively rehabilitated since they were initially constructed. The goal of the Elevator Modernization Program is to apply a comprehensive, prescriptive approach to the rehabilitation of the Authority's elevators. This will enable the CHA and its residents to have functional and reliable elevator service for many years to come and will reduce overall annual maintenance costs. The CHA's Elevator Modernization Program will accomplish this goal by enlisting the selected Elevator Consultant to determine the condition of each device, make recommendations necessary to bring the device to its highest and best operating condition and to subsequently design the appropriate improvements and upgrades. The end product of this contract will be to create construction bid documents that will enable qualified Elevator Contractors to implement the specified recommendations. The selected Elevator Consultant will also be responsible for monitoring and overseeing the project work that will be completed in the field during the future construction phases.

**RESOLUTION NO. 2017-CHA-95**

**WHEREAS,** the Board of Commissioners of the Chicago Housing Authority has reviewed the Board Letter dated September 19, 2017 entitled "Recommendation to Award a Contract for Assessment and Design Services for the Elevator Modernization Program".

**THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF THE CHICAGO HOUSING AUTHORITY:**

**THAT,** the Board of Commissioners authorizes the Chief Executive Officer or his designee to enter into one (1) contract to provide professional assessment and design services for the Elevator Modernization Program at various CHA properties with Globetrotters Engineering Corporation, in a not-to-exceed amount of \$3,345,189.00 plus a not-to-exceed amount of 200,711.00 in contingency for an aggregate not-to-exceed amount of \$3,545,900.00.

This award is subject to the Contractor's compliance with the CHA's MBE/WBE/DBE, Section 3 and insurance requirements.

**(Item 10)**

The CHA issued an Invitation for Bid (IFB) in July 2017 to solicit general contractors to replace the roof and perform façade repairs at Judge Fisher Apartments located at 5821 N. Broadway. CHA solicited 18 vendors, 31 assist agencies and 388 Section 3 businesses and Procurement Infor Rich Client Administration Commodity Codes for Roofing and Construction Services. A total of 3 responsive bids

were received. The lowest bidder requested their bid to be withdrawn due to a substantial calculation error identified in their proposal. Accordingly, the resolution for item 10 approves award of contract to Old Veteran Construction, the second lowest bidder in the firm fixed price of \$6,680,365.00 plus a not-to-exceed amount of \$400,821.00 in contingency (6%, which is in line with industry standards) strictly limited to potential change orders justified as discovered conditions or code compliance issues for a total not-to-exceed amount of \$7,081,166.00. Judge Fisher Apartments is a senior building located at 5821 N. Broadway. The CHA is currently finishing a \$11 million-dollar construction project at Judge Fisher that began in March 2015 that addressed interior issues and included the renovation of common area finishes, installation of a new heat pump, air conditioning in each unit, new security, fire alarm and sprinkler systems, and a new air unit for the common corridors. During the course of this life safety renovation project, the CHA identified additional exterior issues and minor items that could drastically improve maintenance costs, aesthetics and overall energy efficiency. These items were designed and assembled into the newest Judge Fisher construction project. The Judge Fisher Roof Replacement and Façade Repairs project will require the General Contractor to repair spalling concrete, paint the exterior façade, replace select areas of the roof, and remove and replace all windows. The General Contractor will also be expected to install a window washing support system, replace common area and stairwell doors on the 1<sup>st</sup> floor through the 22<sup>nd</sup> floor and replace the entrance vestibule on the west side of the building to improve temperature control measures in the lobby area. The project at Judge Fisher will correct and renovate all items not covered under prior scopes of work or construction projects. Upon completion of this project, Judge Fisher will not require additional capital renovations for years to come.

#### **RESOLUTION NO. 2017-CHA-96**

**WHEREAS**, the Board of Commissioners of the Chicago Housing Authority has reviewed the Board Letter dated September 19, 2017 entitled “Recommendation to Award a Contract for the Roof Replacement and Façade Repairs at Judge Fisher Apartments”.

**THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF THE CHICAGO HOUSING AUTHORITY:**

**THAT**, the Board of Commissioners authorizes the Chief Executive Officer or his designee to enter into a contract with Old Veteran Construction for the Roof Replacement and Façade Repairs at Judge Fisher Apartments in the firm fixed price of \$6,680,365.00 plus a not-to-exceed amount of \$400,821.00 in contingency (6%, which is in line with industry standards) strictly limited to potential change orders justified as discovered conditions or code compliance issues for a total not-to-exceed amount of \$7,081,166.00.

This award is subject to the Contractor’s compliance with the CHA’s MBE/WBE/DBE, Section 3 and insurance requirements.

#### **(Item 11)**

CHA released a Request for Qualifications (RFQ) for Mixed Finance Pre-Qualification for Development Teams in April 2017. A total of 6 proposals were received. Based on the technical scores and to ensure full and open competition, all 6 firms met or exceeded the acceptable minimum threshold established by the Contracting Officer. Accordingly, the resolution for Item 11 approves the following Development Teams for mixed-income and mixed-use development delivery: Bickerdike Redevelopment Corporation; Celadon - KMA Holdings XII, LLC; East Lake Management & Development Corp.; Evergreen Real Estate Group; Miller-Valentine Group; and RK Development Group, Inc. CHA’s primary objective is to provide the highest quality housing units for low-income families within diverse and healthy communities. The CHA refined the scope of its pre-qualified developer list for pre-qualification for development teams (PDT) to engage development partners for the acquisition, development and management of mixed-income and mixed-use developments. As part of CHA’s unit delivery strategy, the Request for Qualifications (RFQ) was created to help accomplish its commitment to deliver 25,000

units. The unit delivery strategy builds on CHA's experience working with private development teams and owners to supply quality housing that enables low-income families to maximize their potential for long-term economic success. The RFQ provides a method to pre-qualify developers and creates opportunities for CHA to provide capital loans and operating funds for new construction and rehabilitation of multi-family, mixed-income and mixed use projects that directly benefit CHA residents. The selected respondents will be issued a "Letter of Qualification" and have two (2) years from the date of that letter to submit proposals to CHA. CHA may provide financial investment or enter into long term leases for the units, subject to Board, HUD and other approvals, if necessary.

**RESOLUTION NO. 2017-CHA-97**

**WHEREAS,** the Board of Commissioners has reviewed the Board Letter dated September 19, 2017 entitled "Recommendation to approve six (6) development teams for mixed income and mixed-use development delivery"

**THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF THE CHICAGO HOUSING AUTHORITY:**

**THAT,** the Board of Commissioners authorizes the Chief Executive Officer or his designee to approve six (6) Development Teams for mixed income and mixed-use development delivery:

- Bickerdike Redevelopment Corporation
- Celadon - KMA Holdings XII, LLC
- East Lake Management & Development Corp.
- Evergreen Real Estate Group
- Miller-Valentine Group
- RK Development Group, Inc.

**(Item 12)**

The resolution for Item 12 approves Housing Assistance Payments (HAP) contracts with Grais Apartments, Austin Apartments and Rowan Trees Apartment. Initial contract rents will be determined by market comparables and fair market rents applicable at the time the HAP contract is executed. Thresholds RAD LLC, an Illinois limited liability company (Thresholds) submitted applications to the United States Department of Housing and Urban Development (HUD) to convert Grais, Austin, and Rowen from the Moderate Rehabilitation (Mod Rehab) program tenant protection vouchers to project-based vouchers (PBV) under the Rental Assistance Demonstration Second Component program (RAD2). Subject to HUD and CHA approvals, 146 total units in 3 separate properties will be preserved as affordable housing. When approved by HUD and converted to RAD2/PRA, the Properties will continue to serve single men and women who have a diagnosed mental illness. As such, the target population will continue to come from the City's central referral system (HMIS) which is cross-referenced with CHA waitlists. CHA waitlist residents that are on HMIS will have first opportunity for vacancies. **Grais Apartments:** Grais Apartments has been in CHA's Mod Rehab portfolio since August 25, 1995. The 4-story, elevator building is located in the Rogers Park community in a general area. The building contains 44 studio units, each with individual kitchens and baths. As part of the conversion process, Grais Apartments will complete necessary rehabilitation that will include roof replacement, masonry and lintel repairs, window repair/replacement, elevator upgrades, plumbing and electrical repairs and updates, as well as updates to common areas. Apartments will be modernized with new baths, kitchens and flooring, as well with new in-unit HVAC systems. Five units will be handicapped-accessible and one unit will be available for hearing- or vision-impaired. Once rehab is complete, the building will offer free internet access, a community room, on-site laundry, 24-hour desk coverage with on-site staff, and on-site supportive services. PRA vouchers will assist up to 6 studio units, with the remainder of the units assisted with RAD2 vouchers. **Austin Apartments:** Austin

Apartments has been in CHA's Mod Rehab portfolio since July 20, 1995. The 4-story, elevator building is located in the Austin community in a limited area. The building contains 57 studio units, each with individual kitchens and baths. As part of the conversion process, Austin Apartments will complete necessary rehabilitation that will include roof replacement, masonry and lintel repairs, window repair/replacement, elevator upgrades, plumbing and electrical repairs and updates, as well as updates to common areas. Apartments will be modernized with new baths, kitchens and flooring, as well as new in-unit HVAC systems. Five units will be handicapped-accessible and one unit for hearing- or vision-impaired. Once complete, the building will offer free internet access, a community room, on-site laundry, 24-hour desk coverage, on-site property management and supportive services. PRA vouchers will assist up to 6 studio units, with the remainder of units assisted with RAD2 vouchers. **Rowan Trees Apartments:** Rowan Trees Apartments has been in CHA's Mod Rehab portfolio since October 6, 1997. The 4-story, elevator building is located in the Englewood community in a limited area. At the completion of rehab, the building will contain 39 studios and 6 one-bedroom units, each with individual kitchens and baths. Rowan Trees Apartments will complete necessary rehabilitation that will include masonry and lintel repairs, window repair / replacement, elevator upgrades, plumbing and electrical repairs and updates, as well as updates to common areas. Apartments will be modernized with new baths, kitchens, flooring, and new in-unit HVAC systems. Five units will be handicapped-accessible and one unit for hearing- or vision-impaired. The building will offer free internet access, a community room, staff offices, on-site laundry, 24-hour desk coverage with on-site staff, and on-site supportive services. PRA will assist up to 6 units with the remainder assisted with RAD2 vouchers. Thresholds will be the owner and manager of all three properties and is a subsidiary of The Thresholds, an Illinois 501(C)(3) not for profit corporation.

#### **RESOLUTION NO. 2017-CHA-98**

**WHEREAS,** the Board of Commissioners of the Chicago Housing Authority has reviewed the Board Letter dated September 19, 2017 entitled, "Authorization to Execute 1) Housing Assistance Payments contracts with (A) Grais Apartments, (B) Austin Apartments, (C) Rowan Trees Apartments; and 2) all other documents as may be necessary or appropriate to implement the foregoing."

**THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF THE CHICAGO HOUSING AUTHORITY:**

**THAT,** the Board of Commissioners authorizes the Chief Executive Officer or his designee to execute 1) Housing Assistance Payments contracts with (A) Grais Apartments, (B) Austin Apartments, (C) Rowan Trees Apartments; and 3) all other documents as may be necessary or appropriate to implement the foregoing.

#### **(Item 13)**

The resolution for Item No. 13 approves submission of a Disposition Application to HUD for the disposition of property that will be comprised of the Taylor Street Library and Apartments. In the past fifteen years, CHA and its development partner Related Midwest have been advancing revitalization strategy for the ABLA public housing redevelopment site (ABLA) by creating the Roosevelt Square mixed-income development (Roosevelt Square). The next rental phase of Roosevelt Square is the Taylor Street Library and Apartments, a mixed-use, mixed-income midrise building located within the Little Italy neighborhood. The proposed project will be situated on vacant CHA owned land that is a part of ABLA. The new Taylor Street Library and Apartments property will offer approximately 16,000 square feet of library space on the first floor and include an early learning area for children, a Your Media Digital lab, and community meeting and study rooms. Additionally, the Taylor Street Library and Apartments will contain 73 total residential units with 37 apartments designated for CHA families. This board action will provide authorization to proceed with the land disposition for this development

project. This disposition activity was identified in the CHA FY2003 MTW Annual Plan approved by HUD.

**RESOLUTION NO. 2017-CHA-99**

**WHEREAS,** the Board of Commissioners of the Chicago Housing Authority has reviewed the Board Letter dated September 19, 2017 entitled Authorization to: 1) Submit a Disposition Application to HUD for disposition of property that will be comprised of the Taylor Street Library and Apartments; and 2) Execute and deliver such other documents and perform such actions as may be necessary or appropriate to implement the foregoing.

**THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF THE CHICAGO HOUSING AUTHORITY:**

**THAT,** the Board of Commissioners authorizes the Chief Executive Officer or his designee to: 1) Submit a Disposition Application to HUD for the disposition of property that will be comprised of the Taylor Street Library and Apartments; and 2) Execute and deliver such other documents and perform such actions as may be necessary or appropriate to implement the foregoing.

The Motion to adopt the resolutions for Items 7 through 13 was seconded by Commissioner Washington and the voting was as follows:

Ayes:            Craig Chico  
                      Dr. Mildred Harris  
                      Meghan Harte  
                      John Hooker  
                      Jack Markowski  
                      Cristina Matos  
                      Francine Washington

Nays:            None

There being no questions or discussion, Chairman Hooker thereupon declared said Motion carried and said resolutions adopted.

Chairman Hooker then invited residents and the public at large to address the Board.

At the conclusion of public participation and upon Motion made by Chairman Hooker and properly seconded by Commissioner Markowski, the Commissioners adjourned to Closed Session. Chairman Hooker announced that pursuant to the Open Meetings Act, 5 ILCS 120/2, the Board would adjourn for approximately 15 minutes to discuss personnel related matters; purchase, sale and lease of real estate property; pending, probable or imminent litigation; review of closed meeting minutes and audit reviews.

Following Closed Session, Commissioners reconvened in Open Session.

Chairman Hooker called the meeting to order and upon roll call those present and absent were as follows:

Present:        Craig Chico  
                      Dr. Mildred Harris  
                      Meghan Harte  
                      John Hooker  
                      Cristina Matos  
                      Francine Washington

Absent: Matthew Brewer  
Mark Cozzi  
Jack Markowski

There being a quorum present, the meeting duly convened and business was transacted as follows:

Upon motion made by Chairman Hooker and properly seconded by Commissioner Harris, the open and closed minutes for meetings of July 18, 2017 were approved as submitted.

**(Item 14)**

The resolution for Item 14 ratifies the following Personnel Actions: offer of employment to six applicants; promotion of six current employees; resignation of 6 employees and termination of 1 employee.

**RESOLUTION NO. 2017-CHA-100**

**WHEREAS**, the Board of Commissioners has reviewed the Board Letter dated September 19, 2017, entitled "Approval of Personnel Actions":

**THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF THE CHICAGO HOUSING AUTHORITY:**

**THAT**, the Board of Commissioners hereby approves the requested personnel actions.

The Motion to adopt the resolution for Item 14 was seconded by Commissioner Washington and the voting was as follows:

Ayes: Matthew Brewer  
Craig Chico  
Mark Cozzi  
Dr. Mildred Harris  
John Hooker  
Francine Washington

Nays: None

There being no questions or discussion, Chairman Hooker thereupon declared said Motion carried and said resolution adopted.

There being no further business to come before the Commissioners, upon Motion made by Commissioner Chico and seconded by Commissioner Harte, the board meeting of September 19, 2017 was adjourned.

\_\_\_\_\_  
John Hooker, Chairman  
Chicago Housing Authority

\_\_\_\_\_  
Lee Chuc-Gill, Secretary  
Custodian and Keeper of Records