

**MINUTES OF REGULAR MEETING
SPRINGFIELD HOUSING AUTHORITY
BOARD OF COMMISSIONERS**

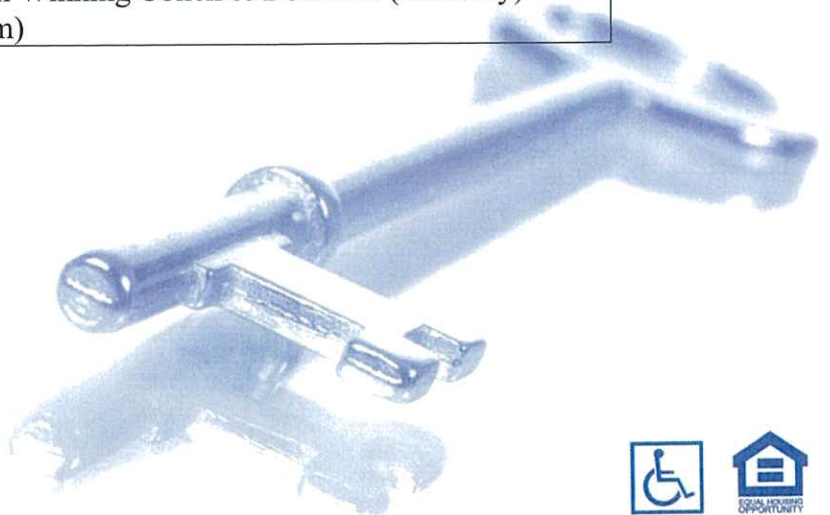
Monday, June 22, 2026 - 5:00 P.M.

The SHA Board of Commissioners held a Regular Meeting on Monday, June 22, 2026, at the SHA Administrative Office, 200 North Eleventh Street, Springfield, Illinois. This meeting was held in person and via Zoom (telecommunication) and was called to order at 5:01 P.M.

Commissioners Present: Chairman Tim Schweizer
Commissioner Dan Long
Commissioner Joshua Johnson

Staff Present:

P	Dr. Jackie Newman	Chief Executive Officer
P	Melissa Huffstedtler	Chief Operating Officer
P	Wendy Mendenhall	Chief Human Resources Officer
E	Michelle Sergent	Chief Financial Officer
P	Troy Boyer	Director of Mod/Dev
P	Sarah Wallman	Director of Self-Sufficiency Programs
P	Stacy Huebsch	Finance Manager
P	Kylie Jackson	Director of HCV
E	Tammera Aper	Asset Manager
E	Monica Johnson	Asset Manager
E	Latina Faulker	HCV Manager
P	Alan Brinkoetter	Construction Manager
P	Ligia Anderson	Contract Administrator
E	Anna Reif	Human Resources Assistant
P	Samantha Bobor	Giffin Winning Cohen & Bodewes (Attorney) (zoom)



Changing lives one key at a time

CHAIRMAN'S REMARKS –

Chairman Schweizer called the meeting to order at 5:01 p.m. and addressed the need for Officer elections. Chairman Schweizer offered a slate of nominations as follows: Chairperson Tim Schwize, Vice Chairperson Dan Long, Secretary Luckist Turner and Treasurer Joshua Johnson. The Chief Executive Office Executive Office Administrator will continue to serve as Assistant Secretary.

MOTION TO APPROVE: Commissioner Long

SECOND: Commissioner Johnson

VOTES IN FAVOR: ALL

VOTES AGAINST: NONE

CHIEF EXECUTIVE OFFICER'S REMARKS

CEO Newman advised the Board that staff have been attending HOTMA trainings and reviewing policies to ensure compliance. CEO Newman provided that HOTMA was approved by Congress in 2016 and this fall, regulations that affect rent calculations, income and asset calculations, etc. will be going into effect. CEO Newman provided that this week, the SHA's software vendor is on-site for training and follow up meetings will be held regarding HOTMA required updates to software platforms. CEO Newman advised the Board that updates to HUD's software platforms have caused the delay to full HOTMA implementation. CEO Newman advised the Board that they may receive correspondence and/or communications regarding HOTMA implementation and/or compliance. The SHA's policies are HOTMA compliant, but the Board may see updates to the policies in the coming months after resident and public meetings. CEO Newman reported that she is tracking the 21st Century Road to Housing Act and its implications on housing authority operations including possible impacts on funding. Commissioner Long inquired about the Four Agreements staff training. CEO Newman provided an overview of the staff development training facilitated by CEO Newman in June 2026.

APPROVAL OF PAST MEETING MINUTES

April 27, 2026

MOTION TO APPROVE: Commissioner Long

SECOND: Commissioner Johnson

VOTES IN FAVOR: ALL

Changing lives one key at a time

VOTES AGAINST: NONE

RESOLUTION NO. 2026-11 APPROVING A CONTRACT FOR THE PURPOSE OF EXTERIOR STAIRWELL REPLACEMENT - AMP 1 & AMP 2 PROPERTIES IN THE CONTRACT AMOUNT OF EIGHTY-NINE THOUSAND NINE HUNDRED FIFTY DOLLARS (\$89,950.00)

MOTION TO APPROVE: Commissioner Long

SECOND: Commissioner Johnson

DISCUSSION: Ligia Anderson, Contract Administrator, advised the Board that the SHA received three bids for the proposed project and that ICMS was the lowest, most responsible bidder identified. SHA staff recommends award of the contract to ICMS. Commissioner Long commented that the bids looked competitive and that the project averaged about \$8,950 for each of the ten (10) stairwells being replaced.

VOTES IN FAVOR: ALL

VOTES AGAINST: NONE

RESOLUTION NO. 2026-12 APPROVING A CONTRACT WITH TRIPLE A ASBESTOS FOR THE PURPOSE OF ASBESTOS ABATEMENT BLANKET CONTRACT - PHA PROPERTIES IN THE CONTRACT AMOUNT OF SIXTY THOUSAND DOLLARS (\$60,000.00)

MOTION TO APPROVE: Commissioner Long

SECOND: Commissioner Johnson

DISCUSSION: Ligia Anderson, Contract Administrator, advised the Board that Triple A Asbestos was the lowest, most responsible bidder identified. SHA staff recommends award of the contract to Triple A Asbestos.

VOTES IN FAVOR: ALL

VOTES AGAINST: NONE

RESOLUTION NO. 2026-13 APPROVING A CONTRACT WITH ILLINI TECH SERVICES NOT TO EXCEED \$60,000.00 (SIXTY THOUSAND DOLLARS) PER CONTRACT YEAR

MOTION TO APPROVE: Commissioner Long

Changing lives one key at a time

SECOND: Commissioner Johnson

DISCUSSION: In CFO Michelle Sergent's absence, Sarah Wallman, Director of Self-Sufficiency Programs presented the Resolution. The SHA received four (4) proposals. Two local Central Illinois companies were identified as the top submitters and provided "Best and Final" offers for review. Sarah provided that Illini Tech is recommended by the review panel to the Board for contract approval. Chairman Schweizer inquired about the SHA's current provider of IT services. Sarah responded that Novanis is the current IT provider and the company did not submit a proposal during the RFP process. Commissioner Long inquired as to the names of the top two firms. Sarah provided the top two firms were Illini Tech and King Tech and an overview of the selection process. Commissioner Long inquired if price was a factor and Sarah responded price was a factor, but not the only factor. Commissioner Long inquired about the contract amount in which Sarah responded that the contract amount was a not to exceed amount and was expected to cover about 400 hours of service. Commissioner Long inquired about the location of the recommended vendor. Sarah responded that the company is located out of Carlinville, Illinois and that they have several technicians that reside in Springfield.

VOTES IN FAVOR: ALL

VOTES AGAINST: NONE

RESOLUTION NO. 2026-14 AUTHORIZING AND APPROVING A COLLECTION LOSS WRITE-OFF FOR CONVENTIONAL PUBLIC HOUSING IN THE AMOUNT OF \$133,494.10

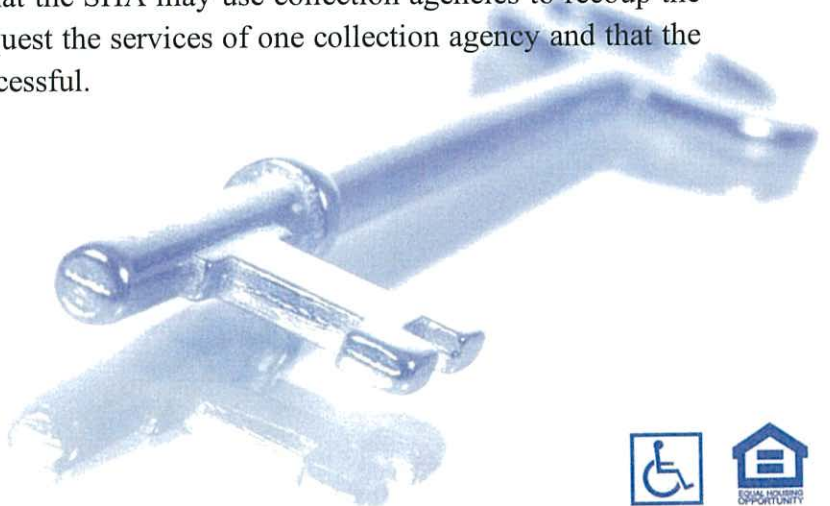
MOTION TO APPROVE: Commissioner Long

SECOND: Commissioner Johnson

DISCUSSION: Stacy Huebsch, Finance Manager presented the public housing write-offs including 10-year comparables, biannual write-offs for the past five years and the Illinois Debt Recovery recoupments. Stacy provided that the SHA may use collection agencies to recoup the debts owed, but that the SHA can only request the services of one collection agency and that the collection rate in the past was not very successful.

VOTES IN FAVOR: ALL

VOTES AGAINST: NONE



Changing lives one key at a time

RESOLUTION NO. 2026-15 AUTHORIZING AND APPROVING A COLLECTION LOSS WRITE-OFF FOR LINCOLNWOOD ESTATES SF LLC IN THE AMOUNT OF \$10,075.84

MOTION TO APPROVE: Commissioner Long

SECOND: Commissioner Johnson

DISCUSSION: Stacy Huebsch, Finance Manager presented the Lincolnwood Estates write-offs including 6-year comparables. There were no collections or Illinois Debt Recovery recoupments.

VOTES IN FAVOR: ALL

VOTES AGAINST: NONE

RESOLUTION NO. 2026-16 AUTHORIZING AND APPROVING A COLLECTION LOSS WRITE-OFF FOR VILLAS AT VINEGAR HILL LP IN THE AMOUNT OF \$1,561.00

MOTION TO APPROVE: Commissioner Long

SECOND: Commissioner Johnson

DISCUSSION: Stacy Huebsch, Finance Manager presented the Villas at Vinegar Hill write-offs including 9-year comparables.

VOTES IN FAVOR: ALL

VOTES AGAINST: NONE

RESOLUTION 2026-17 AUTHORIZING AND APPROVING A COLLECTION LOSS WRITE-OFF FOR MADISON PARK PLACE REHABILITATION LLC IN THE AMOUNT OF \$237.37

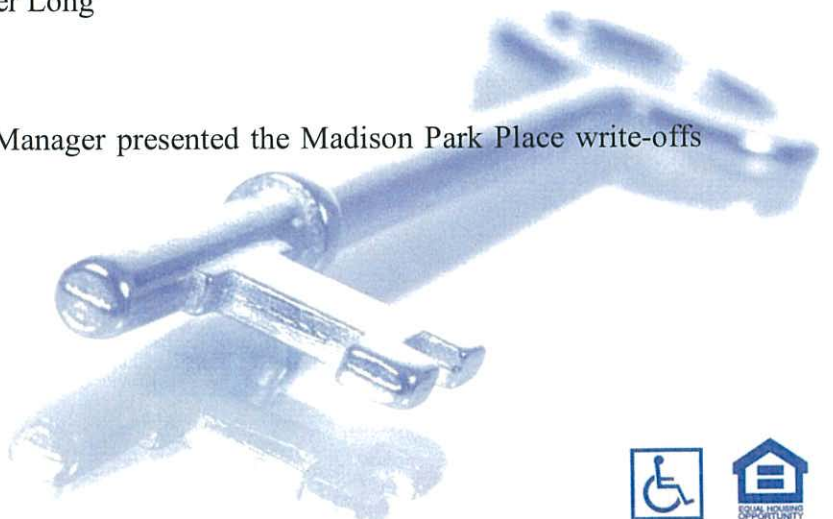
MOTION TO APPROVE: Commissioner Long

SECOND: Commissioner Johnson

DISCUSSION: Stacy Huebsch, Finance Manager presented the Madison Park Place write-offs including 3-year comparables.

VOTES IN FAVOR: ALL

VOTES AGAINST: NONE



Changing lives one key at a time

RESIDENT COUNCIL REPORTS – None

PUBLIC COMMENTS – None

BOARD COMMENTS – None

CLOSED SESSION –

5ILCS 120/2 (c)(1) The appointment, employment, compensation, discipline, performance, or dismissal of specific employees, specific individuals who serve as independent contractors in a park, recreational, or educational setting, or specific volunteers of the public body or legal counsel for the public body, including hearing testimony on a complaint lodged against an employee, a specific individual who serves as an independent contractor in a park, recreational, or educational setting, or a volunteer of the public body or against legal counsel for the public body to determine its validity. However, a meeting to consider an increase in compensation to a specific employee of a public body that is subject to the Local Government Wage Increase Transparency Act may not be closed and shall be open to the public and posted and held in accordance with this Act.

MOTION TO ENTER CLOSED SESSION: Commissioner Long

SECOND: Commissioner Johnson

DISCUSSION: None

VOTES IN FAVOR: ALL

VOTES AGAINST: NONE

Meeting entered closed session at 5:27pm

MOTION TO RETURN TO OPEN SESSION: Commissioner Long

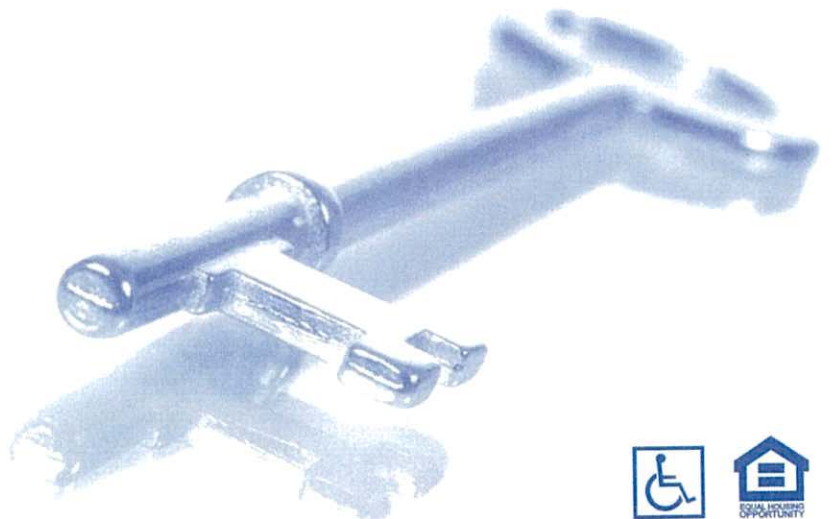
SECOND: Commissioner Johnson

DISCUSSION: None

VOTES IN FAVOR: ALL

VOTES AGAINST: NONE

Meeting entered open session at 6:19pm





Changing lives one key at a time

ADJOURNMENT

MOTION FOR ADJOURNMENT: Commissioner Johnson

SECOND: Commissioner Long

VOTES IN FAVOR: ALL

VOTES AGAINST: NONE

The meeting adjourned at 6:20PM

Respectfully Submitted By:

Melissa Huffstedtler
Chief Operating Officer

Approved by:

SHA Board Chairman

SHA Board Secretary

July 27, 2026

Date

July 27, 2026

