



# Chicago Housing Authority

## Tenant Services Committee

### Agenda

60 E Van Buren St  
Chicago, IL 60605

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**Tuesday, May 27, 2025**

**8:50 AM**

**CHA Corporate Offices**

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**I. Roll Call**

**II. Approval of Minutes**

Approval of Minutes for Tenant Services Committee Meeting of March 24, 2025.

**III. Resolutions**

**7** Authorization to approve the FY2026 Administrative Plan.

Presenter: Cheryl Burns, Chief Housing Choice Voucher Officer

**8** Authorization to Amend the 2025-2027 Funding Agreement with the Central Advisory Council.

Presenter: Mary Howard, Chief Administrative & Resident Services Officer

**Public Participation**

**IV. Adjournment**



## Board Letter

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**Agenda Date:** May 27, 2025

**Agenda #:** 7

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Authorization to approve the FY2026 Administrative Plan.

Presenter: Cheryl Burns, Chief Housing Choice Voucher Officer

### **Recommendation**

The Chief Executive Officer recommends that the Board of Commissioners of the Chicago Housing Authority approve the FY2026 Housing Choice Voucher (HCV) Administrative Plan.

The requested action complies in all material respects with applicable Chicago Housing Authority Board policies and applicable federal (HUD) regulations.

### **Background**

Pursuant to HUD regulations, CHA is required to implement an Administrative Plan to govern its Housing Choice Voucher (HCV) Program. The HCV Administrative Plan provides the required information on the rules that CHA will follow in the administration of the HCV Program. The FY2026 HCV Administrative Plan contains updated policy changes as needed to be consistent with HUD requirements and current practice.

CHA held a 30-day public comment period from April 1, 2025, through April 30, 2025. Announcements for the public comment process appeared on CHA's website, in the Chicago Reader, and Chicago Sun-Times. CHA also distributed resident notices across CHA properties and sent an email notification to HCV participants. Below is a brief overview of the changes.

### **Changes to Administrative Plan**

#### *Housing Opportunity Through Modernization Act of 2016 (HOTMA)*

Per HUD guidance and Office of Public and Indian Housing (PIH) Notice 2024-19, Public Housing Agencies must update their Administrative Plans to include HOTMA provisions by June 6, 2025. To achieve compliance with HOTMA regulations, HCV has incorporated the following changes into the Administrative Plan:

- Ch. 9 – Leasing
  - Clarifies that CHA assists families finding units in Mobility areas and people with disabilities in locating units to accommodate accessibility-related needs.
- Ch. 16 – Program Administration & Ch. 17 – Project-Based Voucher Program
  - Specifies that CHA does not use Small Area Fair Market Rents but offers exception payment standards in Mobility Areas.
- Ch. 17 – Project-Based Voucher Program
  - Stipulates that CHA uses a noncompetitive selection process for PBV proposals if the proposed development site is on CHA-owned land.
  - Stipulates that CHA may consider terminating or amending a contract if a unit no longer qualifies for excepted status or the increased program cap.

- Clarifies that in case of a family composition change where an elderly or disabled person is removed from an exempted unit, CHA will work with the participant family to identify a PBV relocation unit that meets their household needs.

*Updated HUD-VASH Operating Requirements*

The following change was incorporated per HUD guidance in FR-6476-N-01, which introduces new waivers and flexibilities related to HUD-VASH:

- Ch. 17 – Project-Based Voucher Program
  - Stipulates that the CHA may use a noncompetitive selection process for PBV projects with units made exclusively available to HUD-VASH families on the site of a VA facility.

Respectfully Submitted:

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**Angela Hurlock**  
**Interim Chief Executive Officer**



**Agenda #: 7**

**RESOLUTION NO. 2025-CHA-X**

**WHEREAS,** The Board of Commissioners of the Chicago Housing Authority has reviewed the Board letter dated May 27, 2025, requesting approval of the FY2026 HCV Administrative Plan attached hereto;

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

**THAT,** The Board of Commissioners hereby approves the FY2026 HCV Administrative Plan and grants authorization to the Interim Chief Executive Officer, or her designee to make final updates, as deemed necessary;

**THAT,** This approval of the FY2026 HCV Administrative Plan supersedes any and all conflicting language found in prior CHA HCV Administrative Plans.

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**Matthew Brewer**  
**Interim Chairperson**  
**Chicago Housing Authority**



## Board Letter

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**Agenda Date:** May 27, 2025

**Agenda #:** 8

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Authorization to Amend the 2025-2027 Funding Agreement with the Central Advisory Council.

Presenter: Mary Howard, Chief Administrative & Resident Services Officer

### **Recommendation**

The Chief Executive Officer ("CEO") of the Chicago Housing Authority ("CHA") recommends that the CHA Board of Commissioners ("Board") amend the 2025-2027 Funding Agreement with the Central Advisory Council ("CAC") to add an amount not to exceed \$365,621. The modified aggregate not-to-exceed amount is \$2,295,621.

The requested action complies in all material respects with all applicable federal, state, and local laws, and CHA policies. CHA staff has completed all necessary due diligence to support the submission of this initiative.

### **Funding**

MTW Funds

### **Background**

A Funding Agreement between CHA and the CAC is required by HUD Regulations 24 CFR 964.150 (Funding Tenant Participation) for funding provided by a public housing authority ("PHA") toward a duly elected resident council. The purpose of the CAC, as the elected jurisdiction-wide resident council for CHA residents, is to act as a vehicle for resident participation and to represent the interests of the residents of CHA family properties and senior buildings. The role of a resident council is to improve the quality of life and resident satisfaction, and to participate in self-help initiatives to create a positive living environment for families living in public housing (24 CFR 964.100). The Funding Agreement will be used to fund tenant participation activities (officer stipends, operating expenses, etc.) and operating expenses for fifteen (16) CAC and Local Advisory Council (LAC) offices throughout Chicago.

Resident Councils are required by HUD Regulations CFR 964.130 (Election procedures and standards) to hold elections at least once every three years. Elections must be administered by Resident Councils and monitored by the housing authority. The most recent election was conducted in October 2022 and the first year of this agreement includes additional funding for the 2025 election.

In September 2024, the CHA Board approved a Funding Agreement with the Central Advisory Council for a three-year term in the amount of \$1,930,000. CHA executed this agreement with CAC. Since then, additional funding needs were identified, primarily for CAC and LAC member training following the elections, as well as equipment expenses for the CAC and fifteen LAC offices within CHA's portfolio. As a result, CHA is requesting an increase of \$365,621 in the total value of the Funding Agreement for the three-year term.

Respectfully Submitted:

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**Angela Hurlock**  
**Interim Chief Executive Officer**



**Agenda #: 8**

**RESOLUTION NO. 2025-CHA-X**

**WHEREAS,** the Board of Commissioners of the Chicago Housing Authority has reviewed the Board Letter dated May 27, 2025, entitled "Authorization to Amend the 2025-2027 Funding Agreement with the Central Advisory Council."

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

**THAT,** the Board of Commissioners authorizes the Interim Chief Executive Officer, or her designee, to amend the 2025-2027 Funding Agreement with the Central Advisory Council ("CAC") to add an amount not to exceed \$365,621. The modified aggregate not-to-exceed amount is \$2,295,621.

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**Matthew Brewer**  
**Interim Chairperson**  
**Chicago Housing Authority**