



# Chicago Housing Authority

## Board of Commissioners

### Agenda

60 E Van Buren St  
Chicago, IL 60605

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Thursday, September 12, 2024

8:30 AM

CHA Corporate Offices

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- I. Roll Call
- II. Approval of Agenda
- III. Centering Thoughts - Commissioner Mildred Harris
- IV. Report from Chief Executive Officer - Tracey Scott
- V. Public Participation
- VI. Recess of Board Meeting
- VII. Committee Meetings
- VIII. Board Meeting Resumes
- IX. Presentation of Resolutions and Committee Reports

#### **Finance & Audit Committee Report – Matthew Brewer, Chairman**

- 1** Authorization to accept and submit to HUD CHA's Financial Statement Audit and Annual Comprehensive Financial Report for the year ended December 31, 2023.  
Presenter: Michael Moran, Chief Financial Officer
- 2** Authorization to accept and submit to HUD CHA's Uniform Guidance Report and Schedule of Expenditures of Federal Awards for the year ended December 31, 2023.  
Presenter: Michael Moran, Chief Financial Officer
- 3** Authorization to execute third amendment to the line of credit facility.  
Presenter: Michael Moran, Chief Financial Officer
- 4** Authorization to execute contract to provide Independent Auditing Services.  
Presenter: Michael Moran, Chief Financial Officer
- 5** Approval of amended and restated Investment and Cash Management Policy.  
Presenter: Michael Moran, Chief Financial Officer
- 6** Authorization to purchase Casualty and Professional Liability insurance.  
Presenter: Mary Howard, Chief Administrative & Resident Services Officer

- 7** Approval of the FY2024 MTW Annual Plan Amendment.  
Presenter: Jennifer Hoyle, Deputy Chief of Staff
- 8** Approval of the FY2025 MTW Annual Plan.  
Presenter: Jennifer Hoyle, Deputy Chief of Staff
- 9** Authorization to award contracts for Hearing Officers for the Housing Choice Voucher Administrative Hearings.  
Presenter Elizabeth Silas, Deputy General Counsel

**Real Estate Operations Development Committee Report – James Matanky, Chairman**

- 10** Authorization to award contract for building renovations at 4834-36 North Kimball Avenue.  
Presenter: Eric Garrett, Chief Operating Officer
- 11** Authorization to award contract for building renovations at 4008-4014 South Prairie Avenue.  
Presenter: Eric Garrett, Chief Operating Officer
- 12** Authorization to award contracts for building renovations at four (4) properties in North Lawndale.  
Presenter: Eric Garrett, Chief Operating Officer

**Tenant Service Committee Report – Meghan Harte, Chairperson**

- 13** Authorization to enter into a Funding Agreement with the Central Advisory Council.  
Presenter: Mary Howard, Chief Administration and Resident Services Officer

**X. Closed Meeting**

**XI. Open Session Resumes - Roll Call**

**XII. Approval of Minutes for the Closed and Regular Meetings**

Approval of Minutes for Closed and Annual & Regular Meetings of July 16, 2024.

**XIII. Presentation of Matters from Closed Session**

- 14** Authorization to settle the matter of Anthony Panozzo ("Plaintiff") v Chicago Housing Authority, Apex Construction Group and Anderson Elevator - Case No. 2023 L 6740.  
Presenter: Elizabeth Silas, Deputy General Counsel
- 15** Approval of Personnel Actions.  
Presenter: Dominick Maniscalco, Deputy Chief Human Resources

**XIV. Adjournment**

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## Board Letter

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**Agenda Date:** September 12, 2024

**Agenda #:** 1

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Authorization to accept and submit to HUD CHA's Financial Statement Audit and Annual Comprehensive Financial Report for the year ended December 31, 2023.

Presenter: Michael Moran, Chief Financial Officer

### **Recommendation**

The Finance and Audit Committee has reviewed and approved the Chicago Housing Authority's ("CHA") audited Financial Statement Audit and Annual Comprehensive Financial Report for the year ended December 31, 2023, pursuant to the Finance and Audit Committee's Charter. The 2023 reports were presented to the Finance and Audit Committee at its September 12, 2024 regular meeting.

It is recommended that the Board of Commissioners ("Board") accept the attached, Financial Statement Audit and Annual Comprehensive Financial Report for the year ended 2023 and authorize the CEO or her designee to submit such documents to the United States Department of Housing and Urban Development (HUD).

CHA staff has completed all necessary due diligence to support the submission of this initiative and recommends the approval of this item accordingly.

### **Background**

HUD requires public housing authorities to annually publish a complete set of financial statements presented in conformity with generally accepted accounting principles (GAAP) and audited in accordance with generally accepted auditing standards by a firm of licensed, certified public accountants. For the year ended 2023, the Authority engaged Ernst & Young to audit its results and issue the Annual Comprehensive Financial Report in accordance with HUD requirements. The Authority is required to submit the Financial Statement Audit and Financial Report to HUD by September 30, 2024, nine months after the end of its fiscal year (2023).

Ernst & Young has issued the CHA an unmodified opinion. The Report of Independent Auditors states that CHA's financial statements present fairly, in all material respects, the financial position of the Authority as of December 31, 2023.

Respectfully Submitted:

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**Tracey Scott**  
**Chief Executive Officer**



**Agenda #: 1**

**RESOLUTION NO. 2024-CHA-XX**

**WHEREAS,** the Board of Commissioners has reviewed the Board Letter dated September 12, 2024 and attached hereto entitled "Authorization to accept and submit to HUD CHA's Financial Statement Audit and Annual Comprehensive Financial Report for the year ended December 21, 2023".

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

**THAT,** The Board of Commissioners hereby accepts the Authority's

- Financial Statement Audit and Annual Comprehensive Financial Report for The Year Ended December 31, 2023

**THAT,** The Board of Commissioners hereby authorizes the Chief Executive Officer or her designee to submit the Financial Statement Audit and Annual Comprehensive Financial Report for the year ended December 31, 2023 to the U.S. Department of Housing and Urban Development.

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**Angela Hurlock**  
**Chairperson**  
**Chicago Housing Authority**



## Board Letter

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**Agenda Date:** September 12, 2024

**Agenda #:** 2

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Authorization to accept and submit to HUD CHA's Uniform Guidance Report and Schedule of Expenditures of Federal Awards for the year ended December 31, 2023.

Presenter: Michael Moran, Chief Financial Officer

### **Recommendation**

The Finance and Audit Committee has reviewed and approved the Chicago Housing Authority's ("CHA") audited Uniform Guidance Report for the year ended December 31, 2023, pursuant to the Finance and Audit Committee's Charter. The 2023 reports were presented to the Finance and Audit Committee at its September 12, 2024, regular meeting.

It is recommended that the Board of Commissioners ("Board") accept the attached Uniform Guidance Report for the year ended December 31, 2023 and authorize the CEO or her designee to submit such documents to the United States Department of Housing and Urban Development (HUD).

The Chief Financial Officer has completed all necessary due diligence to support the submission of this initiative and recommends the approval of this item accordingly.

### **Background**

The Uniform Guidance is required for entities such as the CHA that receive and use substantial federal financial assistance and reports on the CHA's compliance with applicable federal regulations. The CHA is required to submit the Uniform Guidance Report to HUD by September 30, nine months after the end of its fiscal year 2023.

The Authority engaged Ernst & Young to audit its results and issue the Uniform Guidance Report and Schedule of Expenditures of federal Awards for the year ended December 31, 2023 in accordance with HUD requirements.

Ernst & Young has issued the CHA an unmodified opinion on CHA compliance for the major federal program.

Respectfully Submitted:

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**Tracey Scott**  
**Chief Executive Officer**



**Agenda #: 2**

**RESOLUTION NO. 2024-CHA**

**WHEREAS,** the Board of Commissioners has reviewed the Board Letter dated September 12, 2024 and attached hereto entitled "Authorization to accept and submit to HUD CHA's Uniform Guidance Report and Schedule of Expenditures of Federal Awards for the year ended December 31, 2023";

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

**THAT,** The Board of Commissioners hereby accepts the Authority's

- 2023 Uniform Guidance Report and Schedule of Expenditures of Federal Awards

**THAT,** The Board of Commissioners hereby authorizes the Chief Executive Officer or her designee to submit the Uniform Guidance Report and Schedule of Expenditures of Federal Awards for the year ended December 31, 2023 to the U.S. Department of Housing and Urban Development.

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**Angela Hurlock**  
**Chairperson**  
**Chicago Housing Authority**



## Board Letter

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**Agenda Date:** September 12, 2024

**Agenda #:** 3

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Authorization to execute third amendment to the line of credit facility.

Presenter: Michael Moran, Chief Financial Officer

### **Recommendation**

It is recommended that the Board of Commissioners authorize the Chief Executive Officer or her designee to 1) execute a Third Amendment to the BMO Harris Bank N.A. Line of Credit Facility which extends the term of the line of credit facility (the "Facility") to a new 60-months term and 2) increase the amount of the Facility to \$50 Million.

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

### **Background**

BMO Harris Bank N.A. ("BMO Harris Bank" or the "Bank") is the CHA's primary cash management bank and has consistently provided best practice service delivery in a full range of banking products and services. Under Resolution No. 2016-CHA-112, passed October 18, 2016, CHA Board authorization was granted allowing CHA to expand the authorized use of the Facility to include providing loans which support residential and community development activities and to increase the Facility total amount from \$20 Million to \$50 million. Under Resolution No. 2019-CHA-37, passed July 16, 2019, CHA Board authorization was granted allowing CHA to extend the Facility for an additional 60-month term and reduce the total amount of the Facility from \$50 million to \$25 million. The current Facility has an extended termination date from July 31, 2024 to October 15, 2024 under an Extension Letter Agreement. Under this Board action, CHA is seeking authorization to extend the Facility to a new 60-month term and to increase the total amount of the Facility from \$25 Million to \$50 Million for the purpose of overall liquidity enhancement.

Respectfully Submitted:

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**Tracey Scott**  
**Chief Executive Officer**





**Agenda #: 3**

**RESOLUTION NO. 2024-CHA-XX**

**WHEREAS,** the Board of Commissioners has reviewed the Board Letter dated September 12, 2024 entitled, "Authorization to execute third amendment to the line of credit facility".

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

**THAT,** the Board of Commissioners hereby authorizes the Chief Executive Officer or her designee to 1) execute Third Amendment to BMO Harris Bank Line of Credit Facility ("Facility") which extends the Facility to a new 60- months term; and 2) increases the amount of the Facility to an aggregate amount of \$50 Million.

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**Angela Hurlock**  
**Chairperson**  
**Chicago Housing Authority**



## Board Letter

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**Agenda Date:** September 12, 2024

**Agenda #:** 4

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Authorization to execute contract to provide Independent Auditing Services.

Presenter: Michael Moran, Chief Financial Officer

### **Recommendation**

The Chief Executive Officer ("CEO") of the Chicago Housing Authority ("CHA") recommends that the CHA Board of Commissioners ("Board") approve the award of contract to the below listed contractor in the approximate aggregate value of \$4,850,000 consisting of an aggregate original contract value of \$1,910,000 for a two-year base term from January 1, 2025 through December 31, 2025 and three additional one-year options for a combined amount of \$4,850,000 to provide independent auditing services. The Board further authorizes the CEO to approve each request to exercise the options awarded under the contract.

Recommended Awardee	Base Contract Value	Base Term	Option Terms	Total Contract Value
Ernst & Young, LLP	\$1,910,000	1/1/2025-12/31/2026	1 <sup>st</sup> Option: \$970,000 2 <sup>nd</sup> Option: \$980,000 3 <sup>rd</sup> Option: \$999,000	\$4,850,000

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**

CHA is required to perform an annual audit in conformity with Generally Accepted Auditing Principles, Government Auditing Standards issued by the Comptroller General of the United States and provisions of the Office of Management & Budget, Uniform Guidance provisions (Single Audit A-133). The audit is mandatory for participants in United States Department of Housing and Urban Development programs and is generally used to determine whether the CHA's financial data can be relied upon, and the requirement promotes sound financial management, including effective internal control, with respect to federal awards administered by federal, state and local governments and not-for-profit organizations. In addition, CHA is required to complete several report filings that require auditor procedures for HUD's Real Estate Assessment Center (REAC) Financial Data Schedule on-line reporting, UG reporting, and Grant related annual and Close out reporting.

**Procurement Activities**

Specifications prepared by CHA staff were publicly advertised as RFP Event 3246 for Independent Auditing Services on March 21, 2024. A Pre-Proposal Conference was held on April 3, 2024, and four (4) firms attended. Three (3) proposals were received on April 23, 2024. The responses to the RFP are listed in the table below:

<b>Vendor Responses:</b>
Ernst & Young, LLP
CliftonLarsenAllen LLP (CLA)
Marcum LLP

The recommended vendor(s) were selected through a competitive procurement process in accordance with HUD regulation CFR 200.318 that evaluated responses in the following areas:

- |    |   |           |
|----|---|-----------|
| 1. | Specialized Qualifications and Past Performance (Technical) | 30 points |
| 2. | Approach, Work Plan & Timeline (Technical)                  | 25 points |
| 3. | Organizational Structure and Key Personnel (Technical)      | 15 points |
| 4. | Proposed Fees   | 20 points |
| 5. | Diversity and Inclusion                                     | 10 points |

Final scores received from the Evaluation Committee were used to determine the competitive range. Oral presentations were not held, and best and final offers were received. Based on the overall scoring, CHA staff recommends Ernst & Young, LLP for award to provide Independent Auditing Services as needed by CHA.

**Diversity Contracting Requirements**

The CHA staff has reviewed the proposed vendors and has determined the vendor's utilization plans meet CHA's stated goals.

Ernst & Young, LLP will satisfy the CHA 20% M/W/DBE subcontracting requirement through subcontracting direct participation to Prado & Renteria CPAs, Prof. Corp. (WBE, certified through the Cook County) and to Mitchell and Titus (MBE, certified through CMSDC). Ernst & Young, LLP will satisfy their Section 3 3% subcontracting requirement through a proposed other economic opportunity plan (OEO).

**Vendor Background Information**

Susan Wheeler, Partner, 155 North Wacker Drive, Chicago, Illinois 60606-1787. Ernst & Young, LLP (EY) provides an experienced and qualified team to perform audit services utilizing the best industry practices. EY is an international firm with a significant local presence offering key solutions to manage critical financial business and operational risks. EY has several clients in the public sector, including public housing authorities in many cities nationwide.

Based on the foregoing, it is in the best interest of CHA for the Board to authorize the CEO or her designee, to enter into a contract for independent auditing services with Ernst & Young, LLP in the aggregate amount of \$4,850,000.

Respectfully Submitted:

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**Tracey Scott**  
**Chief Executive Officer**



**Agenda #: 4**

**RESOLUTION NO. 2024-CHA-X**

**WHEREAS,** the Board of Commissioners of the Chicago Housing Authority has reviewed the Board Letter dated September 12, 2024 entitled "Authorization to execute contract to provide Independent Auditing 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 her designee to enter into a contract with Ernst & Young, LLP., to provide Independent Auditing Services, for a two-year base term, with three additional one-year option terms, for an aggregate amount not-to-exceed \$4,850,000.

This award is subject to the Contractor's compliance with CHA's Diversity Contracting and insurance requirements.

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**Angela Hurlock**  
**Chairperson**  
**Chicago Housing Authority**



## Board Letter

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**Agenda Date:** September 12, 2024

**Agenda #: 5**

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Approval of amended and restated Investment and Cash Management Policy.

Presenter: Michael Moran, Chief Financial Officer

### **Recommendation**

The Chief Executive Officer ("CEO") of the Chicago Housing Authority ("CHA") recommends that the Board of Commissioners ("Board") approve the attached Investment & Cash Management Policy which was last updated in July 2023.

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. Policy changes go into effect upon Board approval.

### **Background**

As part of a comprehensive policy review process, CHA has reviewed and updated previous Board approved policies to comply with current laws, regulations and practices. This policy updates, combines and supersedes CHA's current Investment and Cash Management (renamed in 2023) Policy, which was originally adopted in 1997, and revised and approved in 2000, 2004, 2008, 2010, 2014, 2017, 2022 and 2023.

Key revisions include:

- Add CFO and CEO authorization for the sale of securities as part of the 2023 annual internal audit recommendations
- Change maximum duration limit for CHA Core and CHA LLC Portfolios from 18 months to 24 months and maximum maturity for government securities from 10 years to 5 years to ensure consistency and best practice
- Add two-level review and approval for Annual Cash Flow Forecast
- Add capital structure and planning to the General Provisions of debt management section

Respectfully Submitted:

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**Tracey Scott**  
**Chief Executive Officer**



**Agenda #: 5**

**RESOLUTION NO. 2024-CHA-XX**

**WHEREAS,** the Board of Commissioners has reviewed the Board Letter dated September 12, 2024, entitled "Approval of amended and restated Investment and Cash Management Policy";

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

**THAT,** the Board of Commissioners hereby approves the Investment & Cash Management Policy, (Policy No. XX) effective September 12, 2024, which amends and supersedes the policy previously set forth, effective July 18, 2023.

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**Angela Hurlock**  
**Chairperson**  
**Chicago Housing Authority**



## Board Letter

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**Agenda Date:** September 12, 2024

**Agenda #:** 6

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Authorization to purchase Casualty and Professional Liability insurance.

Presenter: Mary Howard, Chief Administrative & Resident Services Officer

### **Recommendation**

The Chief Executive Officer ("CEO") of the Chicago Housing Authority ("CHA") recommends that the CHA's Board of Commissioners ("Board") authorize the purchase of casualty and professional liability insurance coverages for CHA's auto and physical damage, crime, cyber, employed lawyers professional, fiduciary, general, public officials and employment practices. The combined premiums are for an aggregate not-to exceed amount of \$775,748 and cover a one-year policy term of October 1, 2024 through September 30, 2025.

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**

CHA renews its insurance coverage for casualty and professional liability lines of coverages annually. In determining the need for insurance coverage, CHA evaluated its existing casualty and professional liability insurance coverages and the cost effectiveness of renewal coverage options. With authorization from HUD, CHA utilizes its insurance broker of record to competitively market, solicit and bind coverage for CHA.

CHA utilized Arthur J. Gallagher to provide brokerage and insurance consulting services. At this time CHA would like to authorize Arthur J. Gallagher to bind the recommended coverage for 2024-2025 renewal of casualty and professional liability insurance.

### **Procurement Process**

Arthur J. Gallagher is the CHA's current broker of record for all casualty and professional insurance purchases. Insurance policies are considered a 'supply and delivery' product. As such, insurance premiums are not subject to compliance with MBE/WBE and Section 3 requirements, however, Arthur J. Gallagher meets or exceeds these obligations under their separate brokerage contract.

Respectfully Submitted:

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**Tracey Scott**  
**Chief Executive Officer**





**Agenda #: 6**

**RESOLUTION NO. 2024-CHA-XX**

**WHEREAS,** the Board of Commissioners of the Chicago Housing Authority has reviewed the Board Letter dated September 12, 2024 entitled "Authorization to purchase Casualty and Professional Liability Insurance";

**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 her designee to purchase insurance for CHA's casualty and professional liability lines of auto and physical damage, crime, cyber, employed lawyers professional, fiduciary, general, public officials and employment practices, through its insurance broker of record, Arthur J. Gallagher, for an aggregate not-to-exceed amount of \$775,748 covering a one-year policy term, from October 1, 2024 through September 30, 2025.

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

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**Angela Hurlock**  
**Chairperson**  
**Chicago Housing Authority**



## Board Letter

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**Agenda Date:** September 12, 2024

**Agenda #:** 7

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Approval of the FY2024 MTW Annual Plan Amendment.

Presenter: Jennifer Hoyle, Deputy Chief of Staff

### **Recommendation**

The Chief Executive Officer ("CEO") of the Chicago Housing Authority ("CHA") recommends that the CHA Board of Commissioners ("Board") approve the FY2024 MTW Annual Plan Amendment and authorize CHA to submit the FY2024 MTW Annual Plan Amendment to the Department of Housing and Urban Development (HUD).

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.

### **Background**

As part of its MTW Agreement, CHA is required to submit an Annual Plan to HUD, due no later than 75 days prior to the close of CHA's fiscal year. The MTW Annual Plan provides an overview regarding CHA's operations, finances and MTW activities, as well as information necessary for HUD to assess CHA's compliance with the MTW Program. CHA's FY2024 MTW Annual Plan was approved by HUD on May 1, 2024. CHA is now proposing an amendment to that plan.

In 2021, HUD issued a revised Form 50900 (Attachment B to the MTW Agreement) which outlines requirements for the content of MTW annual plans and reports and for tracking the impact of MTW activities. This submission complies with all of the requirements of the Amended and Restated MTW Agreement, including the revised Form 50900 and applicable HUD regulations for the submission of annual plans.

Respectfully Submitted:

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**Tracey Scott**  
**Chief Executive Officer**



**RESOLUTION NO. 2024-CHA-**

**WHEREAS,** The Board of Commissioners has reviewed the Board Letter dated September 12, 2024 requesting approval of the Proposed FY2024 MTW Annual Plan Amendment and authorization to submit the Proposed FY2024 MTW Annual Plan Amendment 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 FY2024 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 FY2024 MTW Annual Plan Amendment supersedes any and all conflicting language found in prior CHA MTW Annual Plans;

**THAT,** The Board of Commissioners grants authorization to submit the Proposed FY2024 MTW Annual Plan Amendment 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.

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**Angela Hurlock**  
**Chairperson**  
**Chicago Housing Authority**



## Board Letter

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**Agenda Date:** September 12, 2024

**Agenda #:** 8

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Approval of the FY2025 MTW Annual Plan.

Presenter: Jennifer Hoyle, Deputy Chief of Staff

### **Recommendation**

The Chief Executive Officer (“CEO”) of the Chicago Housing Authority (“CHA”) recommends that the CHA Board of Commissioners (“Board”) approve the FY2025 MTW Annual Plan and authorize CHA to submit the FY2025 MTW Annual Plan to the Department of Housing and Urban Development (HUD).

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.

### **Background**

As part of its MTW Agreement, CHA is required to submit an Annual Plan to HUD, due no later than 75 days before the start of CHA’s fiscal year. The MTW Annual Plan provides an overview of CHA’s operations, finances and MTW activities, as well as information necessary for HUD to assess CHA’s compliance with the MTW Program.

In 2021, HUD issued a revised Form 50900 (Attachment B to the MTW Agreement) which outlines requirements for the content of MTW annual plans and reports and for tracking the impact of MTW activities. This submission complies with all of the requirements of the Amended and Restated MTW Agreement, including the revised Form 50900 and applicable HUD regulations for the submission of annual reports.

Respectfully Submitted:

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**Tracey Scott**  
**Chief Executive Officer**



**RESOLUTION NO. 2024-CHA-**

**WHEREAS,** The Board of Commissioners has reviewed the Board Letter dated September 12, 2024 requesting approval of the Proposed FY2025 MTW Annual Plan and authorization to submit the Proposed FY2025 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 FY2025 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 FY2025 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 FY2025 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.

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**Angela Hurlock**  
**Chairperson**  
**Chicago Housing Authority**



## Board Letter

**Agenda Date:** September 12, 2024

**Agenda #:** 9

Authorization to award contracts for Hearing Officers for the Housing Choice Voucher Administrative Hearings.

Presenter Elizabeth Silas, Deputy General Counsel

### **Recommendation**

The Chief Executive Officer (“CEO”) of the Chicago Housing Authority (“CHA”) recommends that the CHA Board of Commissioners (“Board”) approve the award of contracts to the below listed contractors in the approximate aggregate value of \$2,520,000 consisting of an aggregate original contracts value of \$504,000 for a one (1) year base term from January 1, 2025 through December 31, 2025; and four (4) option years in the combined amount of \$2,016,000 to Hearing Officer services for the CHA’s Housing Choice Voucher (“HCV”) program.

The Board further authorizes the CEO to approve each request to exercise the options awarded under the contracts.

Recommended Awardee	Base Contract Value	Base Term	Option Terms	Total Contract Value
Yolaine Marie Dauphin	\$504,000	January 1, 2025 – December 31, 2025	1 <sup>st</sup> Option: \$504,000	\$2,520,000
Rhonda Walker				
Joseph Chico			2 <sup>nd</sup> Option: \$504,000	
Margaret Fitzpatrick			3 <sup>rd</sup> Option: \$504,000	
Denis Guest Attorney at Law			4 <sup>th</sup> Option: \$504,000	
Mark Moreno				
Dennis M. Fleming				
<b>Total:</b>	<b>\$504,000</b>		<b>Aggregate Total: \$2,016,000</b>	<b>\$2,520,000</b>

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 Fund

### **Background**

Pursuant to the Department of Housing and Urban Development (“HUD”) rules and regulations, 24 CFR 982.555 *et.al*, and the CHA Administrative Plan, CHA must provide Housing Choice Voucher participants due process hearings, at their request, prior to taking certain adverse actions that impact participants’ assistance.

HUD regulations also provide that the hearing officer that presides over a hearing may not be the same individual (or a subordinate of that individual) that made the decision to take the adverse action which is the subject of the hearing. CHA has historically engaged hearing officers, as independent contractors, with prior hearing officer experience, including former judges from the Circuit Court of Cook County.

CHA will award a flat fee per case contract to each awardee for a one-year base term. The flat fee per case for the Hearing Officer contracts is \$700.00 for each completed hearing.

### **Procurement Activities**

Specifications prepared by the CHA staff were publicly advertised as RFP Event 3251 for the Housing Choice Voucher Program Hearing Officers on June 21, 2024. A Pre-Proposal Conference was held on June 27, 2024. Seven (7) proposals were received on July 19, 2024. The responses to the RFP are depicted in the table below:

<b>Responsive Proposal(s)</b>
Denis Guest Attorney at Law
Dennis M. Fleming
Joseph Chico
Margaret Fitzpatrick
Mark Moreno
Rhonda Walker
Yolaine Marie Dauphin

One nonresponsive proposal was received from CJP Appraisal Services, LLC.

The recommended vendor(s) were selected through a competitive procurement process in accordance with HUD regulation CFR 200.318 that evaluated responses in the following areas (list criterion and points):

1. The Respondent possesses verifiable experience and demonstrates successful performance conducting hearings and rendering timely decisions -- 45 points
2. The Respondent exhibits the ability to produce quality decisions as evidenced by the submitted writing samples -- 35 points
3. The Respondent's proposal provides a clear description of how the Respondent will provide the services in the Statement of Work -- 10 points
4. The Respondent's proposal demonstrates a firm understanding of the Statement of Work and all tasks required to perform the Statement of Work -- 10 points

Final scores received from the evaluation committee were used to determine the competitive range. Best and final offers were completed. Based on the overall scoring, CHA staff recommends all seven (7) attorneys for awards to provide Hearing Officer services as needed by CHA.

**Diversity Contracting Requirements**

This requirement is not applicable because there are no opportunities for subcontracting and this solicitation required hiring individuals not companies. All the vendors are solo practitioners. Further Section 3 is inapplicable with this procurement because the solicitation is for professional legal services.

However, in an effort to garner the most diverse candidates' possible CHA conducted outreach to the Asian American Bar Association, the Black Women Lawyers Association, the Puerto Rican Bar Association, Arab American Bar Association, Hispanic Lawyers Association of Illinois and the Women's Bar Association of Illinois.

**Vendor Background Information**

Joseph Chico, 10302 S. Avenue N. Chicago, IL 60617. For approximately twenty-five years Mr. Chico has presided over administrative hearings with the City of Chicago - Department of Human Resources and Department of Administrative Hearings. Also, for approximately twelve years, he has presided over Informal Hearings for the Chicago Housing Authority (CHA) Housing Choice Voucher (HVC) Program.

Margaret Fitzpatrick, 217 Wildflower Desplaines, IL 60016. Ms. Fitzpatrick has been a practicing attorney for over 37 years and for the past 13 years has worked solely as a hearing officer at CHA for the HCV Informal Hearings. She has heard over 1000 HCV Cases.

Yolaine Marie Dauphin, 4306 S. Drexel Blvd. Chicago, IL 60653. Ms. Dauphin has 33 years of professional experience in the public and private legal sectors, including 7 years as an independent contractor with the Housing Choice Voucher program. She also has over 10 years' experience as an Administrative Law Judge for the City of Chicago Department of Administrative Hearings and approximately 7 years as a Commissioner of the Illinois Workers' Compensation commission.

Denis Guest Attorney at Law, 3119 S. Michigan Chicago, IL 60616. Mr. Guest has served as an administrative law judge/hearing officer on a full-time basis since 1997. He has served as a hearing officer with the Housing Choice Voucher program since 2012. He has also served as an independent impartial trier of fact in formal proceedings between various Cook County Departments and those accused of having violated a Cook County Ordinance.

Dennis M. Fleming, 6607 N. Lightfoot Chicago, IL 60646. Mr. Fleming has been a licensed attorney in Illinois since 1976. Over the last 25 years, his practice has concentrated on serving in quasi-judicial positions with the City and County Departments of Administrative Hearings, the Chicago License Appeal Commission, the Chicago Human Resources Board, and the CHA HCV program.

Rhonda Walker, 405 W. Superior St. 7<sup>th</sup> Fl Chicago, IL 60654. Ms. Walker has served as an HCV hearing officer for the Chicago Housing Authority since 2020. She has also served as an administrative law judge with the City of Chicago, Department of Administrative Hearings for 23 years and as a due process hearing officer with the Illinois State Board of Education since 2023.

Mark Moreno, 10 South Riverside Plaza, Suite 875 Chicago, IL 60606. Mr. Moreno has been a practicing attorney in Illinois since 2002. He has experience in both Civil and Criminal Law, and has practiced in both State and Federal Court, and has both bench and jury trial experience. He



is a member of the Federal Trial Bar and has extensive experience with motion practice, i.e., motions to dismiss, for summary judgment, etc. He is an Administrative Law Judge with the City of Chicago and has presided over various hearings regarding motor vehicle infractions under the Municipal code. He is also an Arbitrator for cases on Cook County's Law and Commercial Calendar.

The aforementioned attorneys through their responses have demonstrated the requisite years of practice, hearing officer experience and temperament needed to duly execute CHA hearing officer duties. Writing samples provided showed a clear understanding of legal analysis and review of facts in determining outcomes.

Based on the foregoing, it is in the best interest of the CHA for the Board to authorize the CEO or her designee, to enter into contracts for Hearing Officer services with the seven (7) aforementioned attorneys, with an annual not-to-exceed amount of \$504,000 for all seven (7) contracts. The approximate aggregate amount for hearing officer services is \$2,520,000.00

Respectfully Submitted:

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**Tracey Scott**  
**Chief Executive Officer**



**Agenda #: 9**

**RESOLUTION NO. 2024-CHA-XX**

**WHEREAS,** the Board of Commissioners of the Chicago Housing Authority has reviewed the Board Letter dated September 12, 2024, entitled “Authorization to Award Contracts for Hearing Officers for the Housing Choice Voucher Administrative Hearings.”

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

**THAT,** the Board of Commissioners (“Board”) grants authorization to the Chief Executive Officer to enter into contracts with selected Illinois licensed attorneys to serve as Hearing Officers for a base term of one year, starting from January 1, 2025, through December 31, 2025, with the option to extend the contracts for up to four additional one-year terms. The total amount for the base term of all contracts is not to exceed \$504,000. Each one-year extension term will also have an allocated aggregate amount not to exceed \$504,000. Therefore, the cumulative not-to-exceed amount for the base term and all four option years will be \$2,520,000. The Board delegates authority to the Chief Executive Officer, or her designee, to decide whether to exercise each option term, which may only be exercised individually at the conclusion of the preceding contract term.

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**Angela Hurlock**  
**Chairperson**  
**Chicago Housing Authority**



## Board Letter

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**Agenda Date:** September 12, 2024

**Agenda #:** 10

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Authorization to award contract for building renovations at 4834-36 North Kimball Avenue.

Presenter: Eric Garrett, Chief Operating Officer

### **Recommendation**

The Chief Executive Officer ("CEO") of the Chicago Housing Authority ("CHA") recommends that the CHA Board of Commissioners ("Board") approves the award of a contract to the below-listed contractor for a total contract value of \$2,077,302 for the building renovations at 4834-36 North Kimball Avenue.

Recommended Awardee		Total Contract Value
Cordos Development & Associates, LLC.		\$2,077,302
	<b>Aggregate Total:</b>	<b>\$2,077,302</b>

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**

In 2023, CHA announced the Restore Home initiative seeking up to \$50,000,000 to renovate long-vacant buildings and return them to occupancy. This encompassed both single-family homes and multi-family buildings. The initiative was approved as part of the 2024 budget at the December 2023 Board meeting to accomplish this goal by Q2 2025.

As part of Restore Home, 4834-36 North Kimball Avenue is a 1920s brick 6-flat building that has been vacant for almost four years. The scope of the project includes the complete interior renovation of the six apartments and upgrades to the building exterior and landscaping. This renovation will include full electrical modernization of the property in compliance with the Chicago Energy Transformation Code.

Most importantly, this renovation will support CHA's mission, vision, and values.

### **Procurement Activities**

Specifications prepared by CHA staff were publicly advertised as IFB Event 3253 for Kimball Apartments Renovation on June 17, 2024. A Pre-Bid meeting was held on June 20, 2024. Eight (8) bids were received on July 1, 2024.

Having completed its review of the submitted bid materials, the responses at the pre-award survey meetings and the recommendations of staff, the CHA has determined that Cordos Development & Associates, LLC. is the lowest responsive and responsible bidder.

**Diversity Contracting Requirements**

CHA staff has reviewed the proposed vendors and has determined the vendors utilization plans meets with CHA's stated goals.

Cordos Development & Associates, LLC. (Cordos) is a certified Section 3 business. Cordos will satisfy their MWDBE and Section 3 requirements using Camargo Enterprises, LLC. for a combined contract value of 40% on this project. Camargo Enterprises, LLC. (Camargo) is a certified MBE through the State of Illinois Commission on Equity and Inclusion and they are self-certified as 51 percent Section 3 business. Camargo will perform electrical, HVAC, openings work and plumbing.

Cordos has worked on several projects CHA projects such as, Brooks Homes (8) units, Margaret Day Blake and Harry J. Schneider Apartments Elevator Modernization and has successfully met diversity goals on all projects.

**Vendor Background Information**

Vince Cordos, President: 10 West Hubbard Street, Chicago, IL 60654. Since their inception in 2002, Cordos Development & Associates LLC. has earned an impressive reputation for excellence in the Chicagoland construction industry. Cordos's area of expertise includes Design Build, Value Engineering, Construction, Project Management, and Trade Construction (Concrete, Masonry, Carpentry, Finishes and Plumbing).

Cordos currently has 15 employees. They also do work for many other public agencies in the State including Public Building Commission (PBC), Housing Authority of Cook County and Chicago Public Schools (CPS).

Based on the foregoing, it is in the best interest of the CHA for the Board to authorize the CEO or her designee, to enter into a contract with Cordos Development & Associates, LLC for building renovations at 4834-36 North Kimball Avenue in the not-to-exceed amount of \$2,077,302.

Respectfully Submitted:

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**Tracey Scott**  
**Chief Executive Officer**



**RESOLUTION NO. 2024-CHA-XX**

**WHEREAS,** the Board of Commissioners of the Chicago Housing Authority has reviewed the Board Letter dated September 12, 2024 titled "Authorization to award a contract for building renovations at 4834-36 North Kimball Avenue".

**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 her designee to award a contract to Cordos Development & Associates, LLC for a total not-to-exceed compensation amount of \$2,077,302 for building renovations at 4834-36 North Kimball Avenue.

This award is subject to the Contractor's compliance with CHA's Diversity Contracting and insurance requirements.

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**Angela Hurlock**  
**Chairperson**  
**Chicago Housing Authority**



## Board Letter

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**Agenda Date:** September 12, 2024

**Agenda #:** 11

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Authorization to award contract for building renovations at 4008-4014 South Prairie Avenue.

Presenter: Eric Garrett, Chief Operating Officer

### **Recommendation**

The Chief Executive Officer (“CEO”) of the Chicago Housing Authority (“CHA”) recommends that the CHA Board of Commissioners (“Board”) approve the award of a contract to MIKK Construction for a lump sum base bid value of \$6,300,241 for the building renovations at 4008-4014 South Prairie Avenue.

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**

In 2023, CHA announced the Restore Home initiative seeking up to \$50,000,000 to renovate long vacant buildings and returning them to occupancy. This encompassed both single family homes and multi-family buildings. The initiative was approved at the December 2023 Board meeting to accomplish this goal by Q2 2025.

As a part of Restore Home, 4008-14 South Prairie Avenue is a 1960s brick 3-story/ 24-unit building that has been fully vacant for almost 6 years. The scope of the project includes the complete interior renovation of the 24 apartments and upgrades to the building exterior and landscaping. This renovation will include full electrical modernization of the property in compliance with the Chicago Energy Transformation Code.

Most importantly, this renovation will support CHA’s mission, vision and values.

### **Procurement Activities**

Specifications prepared by CHA staff were publicly advertised as IFB Event 3261 for Prairie Avenue Rebid on August 20, 2024. A Pre-Bid meeting was held on August 23, 2024. 3 bids were received on September 3, 2024.

Vendor Name	Total
Alfa Chicago	\$6,957,896
MIKK Construction Corp.	\$6,300,241
Tiles in Style, LLC	\$6,815,795

After reviewing the bid submittal materials, the CHA staff held pre-award meetings with the apparent low bidder and second lowest bidder.

Having completed its review of the submitted bid materials, the responses at the pre-award survey meetings and the recommendations of staff, the CHA staff has determined that MIKK - DLP Construction Corporation is the lowest responsive and responsible bidder.

**Diversity Contracting Requirements**

The CHA staff has reviewed the proposed vendors and has determined the vendors utilization plans meets with the CHA's stated goals.

MIKK - DLP Construction Corporation is certified as a MBE business by Cook County Government. The vendor is also certified as a Section 3 Business meeting the criteria of 75% of all labor hours performed by permanent Section 3 employees. According to their Utilization Plan they will satisfy their compliance requirements through a combination of self-performance and subcontracting in both M/W/DBE and Section 3 utilization categories.

J.A.M. Enterprises of Illinois, a City of Chicago certified MBE, is providing masonry and concrete work at 10%. The balance of the M/W/DBE goal is being met by MIKK.-DLP Construction Section 3 certified vendor Community Playlot Builders is receiving 4% of the Section 3 requirement, with the balance of the requirement being fulfilled by MIKK.

**Vendor Background Information**

Kenyatta Gibbs, President: 420 E. 142<sup>nd</sup> St. Dolton, IL 60419. MIKK-DLP Construction Corp is a DBE/BEP/MBE Certified Illinois company with a team that collectively has over 40 years of experience in the real estate construction industry. MIKK has successfully bid, managed, and executed a variety of renovation and new build projects, including those with The Chicago Housing Authority, City of Chicago Department of Housing, Related, Related Midwest, Brinshore, BCM LLC, Eastlake Management, The Habitat Company and the Hispanic Housing Development Corporation. These projects have involved the creation of ready family/ senior properties and scattered site properties, which consist of both affordable and mixed-income residential units.

Based on the foregoing, it is in the best interest of the CHA for the Board to authorize the CEO or her designee, to enter into a contract with MIKK-DLP Construction Corp. for building renovations at 4008-14 South Prairie Avenue in the not-to-exceed amount of \$6,300,241

Respectfully Submitted:

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**Tracey Scott**  
**Chief Executive Officer**



**RESOLUTION NO. 2024-CHA-XX**

**WHEREAS,** the Board of Commissioners of the Chicago Housing Authority has reviewed the Board Letter dated September 12, 2024 entitled "Authorization to award a contract for building renovations at 4008-14 South Prairie Avenue".

**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 her designee to award a contract to MIKK Construction for building renovations at 4008-14 South Prairie Avenue for the lump sum total amount of \$6,300,214 plus a not-to-exceed amount of \$378,014.46 in contingency (6%) for an aggregate total not-to-exceed compensation amount of \$6,678,255.

This award is subject to the Contractor's compliance with CHA's Diversity Contract Compliance and insurance requirements.

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**Angela Hurlock**  
**Chairperson**  
**Chicago Housing Authority**





## Board Letter

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**Agenda Date:** September 12, 2024

**Agenda #:** 12

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Authorization to award contracts for building renovations at four (4) properties in North Lawndale.

Presenter: Eric Garrett, Chief Operating Officer

### **Recommendation**

The Chief Executive Officer ("CEO") of the Chicago Housing Authority ("CHA") recommends that the CHA Board of Commissioners ("Board") authorize the CEO or her designee to: 1) Commit funds for a not to exceed amount of \$22,136,000 for the building renovations; 2) Execute contract(s) upon completion of the IFB process; and 3) Enter and execute other such documents as may be required for the building renovations at the four addresses listed below.

- 1500 S. Christiana Ave
- 1312-16 S. Harding Ave
- 1323-29 S. Kedzie Ave
- 1404-14 S. Homan Ave

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**

In 2023, CHA announced the Restore Home initiative seeking up to \$50,000,000 to renovate long vacant buildings and returning them to occupancy. This encompassed both single-family homes and multi-family buildings. The initiative was approved as part of the 2024 budget at the December 2023 Board meeting to accomplish this goal by Q2 2025.

As a part of Restore Home, the four properties in North Lawndale are 1960s 3-story brick and wood frame buildings that have been vacant from four to eight years. The scope of the project includes the complete interior renovation of the sixty-six apartments and upgrades to the buildings' exteriors and landscaping. This renovation will include full electrical modernization of the properties in compliance with the Chicago Energy Transformation Code.

Most importantly, these renovations will support CHA's mission, vision, and values.

### **Procurement Activities**

Specifications prepared by CHA staff were publicly advertised as IFB Event 3257 for North Lawndale Apartments Renovation on July 23, 2024. A Pre-Bid meeting was held on July 26,

2024. Bids were received on August 22, 2024. The responses to the bids are depicted in the table below:

<b>Building Address: 1500 S Christiana Ave</b>	
<b>VENDOR NAME</b>	<b>Total</b>
MIKK -DLP Construction Corp.	\$1,855,222.16
Tiles In Styles LLC	\$1,758,500.00
Alfa Chicago Inc	\$2,189,420.00
SMB Contracting Inc.	\$1,496,300.00
3LW Renovations LLC	\$2,624,568.00

<b>Building Address: 1404-14 S Homan Ave</b>	
<b>VENDOR NAME</b>	<b>Total</b>
MIKK -DLP Construction Corp.	\$5,304,996.36
Bowa Construction	\$8,238,451.19
Tropic Construction Corp.	\$6,961,000.00
Tiles In Styles LLC	\$9,701,846.00
Alfa Chicago Inc.	\$6,989,718.00

After reviewing the bid submittal materials, the CHA staff held pre-award meetings with the apparent low bidder and second lowest bidder. CHA recommends proceeding with the award of a contract to MIKK-DLP Construction Corp for work at 1500 S Christiana Ave. and Tropic Construction Corp. for work at 1404-14 S Homan Ave.

Additionally, having reviewed the submitted bid materials, CHA staff determined additional clarification is required to determine the lowest responsive and responsible bidder for the properties at 1312-16 S. Harding Ave and 1323-29 S. Kedzie Ave

#### **Diversity Contracting Requirements**

The CHA staff has reviewed the proposed vendors and has determined the vendors utilization plans meets with the CHA's stated goals for both MIKK Construction-DLP Corp and Tropic Construction Corp..

#### **Vendor Background Information**

Tropic Construction Corp:

Hipolito (Paul) Roldán, President/Chief Executive Officer: 325 N. Wells St. 8<sup>th</sup> FL. Chicago, IL 60654. Tropic Construction Corp. is a wholly owned for-profit general contracting and construction management subsidiary of HHDC. Since its inception in 1993, Tropic has completed contracts in excess of \$250 million on over 6,200 housing units both ground up and substantially renovated and over 130,000 square feet of commercial space for HHDC. All projects were completed on time and within budget. Tropic offers a seamless process of cost estimating, construction management and subcontractor selection process in-house. Over the years, Tropic has grown in size and scope. Tropic's staff brings over 100 years of combined experience in residential and commercial construction and has expanded to build projects for outside public and private clients such as Chicago Housing Authority

**MIKK-DLP Construction Corp:**

Kenyatta Gibbs, President: 420 E. 142<sup>nd</sup> St. Dolton, IL 60419. MIKK-DLP Construction Corp is a DBE/BEP/MBE Certified Illinois company with a team that collectively has over 40 years of experience in the real estate construction industry. MIKK has successfully bid, managed, and executed a variety of renovation and new build projects, including those with The Chicago Housing Authority, City of Chicago Department of Housing, Related, Related Midwest, Brinshore, BCM LLC, Eastlake Management, The Habitat Company and the Hispanic Housing Development Corporation. These projects have involved the creation of ready family/ senior properties and scattered site properties, which consist of both affordable and mixed-income residential units.

*Based on the foregoing, it is in the best interest of the CHA for the Board to authorize the not to exceed funding amount of \$22,136,000 and the CEO or her designee, to execute contract(s) upon completion of the IFB process and enter and execute other such documents as may be required to renovate the sixty-six apartments of North Lawndale.*

Respectfully Submitted:

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**Tracey Scott**  
**Chief Executive Officer**



**RESOLUTION NO. 2024-CHA-XX**

**WHEREAS,** the Board of Commissioners of the Chicago Housing Authority has reviewed the Board Letter dated September 12, 2024 entitled "Authorization to award a contract for building renovations at (4) properties in North Lawndale".

**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 her designee to: 1. Commit funds not to exceed amount of \$22,136,000 for the building renovations; 2) Execute contract(s) upon completion of the IFB process; and 3) Enter and execute such documents as may be required for the renovations of the four North Lawndale properties.

the Board of Commissioners authorizes the Chief Executive Officer or her designee to award a contract to MIKK Construction for the lump sum total amount of \$1,855,223 plus a not-to-exceed amount of \$111,313 in contingency (6%) for an aggregate total not-to-exceed compensation amount of \$1,966,536 for building renovations at 1500 N Christiana Ave.

the Board of Commissioners authorizes the Chief Executive Officer or her designee to award a contract to Tropic Construction for the lump sum total amount of \$6,961,000 plus a not-to-exceed amount of \$417,660 in contingency (6%) for an aggregate total not-to-exceed compensation amount of \$7,378,660 for building renovations at 1404-14 N Homan Ave.

The Board further authorizes the approval of total not-to-exceed contract funding to all of the North Lawndale properties in the aggregate amount of \$22,136,000, inclusive of the foregoing amounts and the pending contract awards to be made pursuant to the ongoing solicitation and selection processes.

This award is subject to the Contractor's compliance with CHA's Diversity Contract Compliance and insurance requirements.

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**Angela Hurlock**  
**Chairperson**  
**Chicago Housing Authority**



## Board Letter

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**Agenda Date:** September 12, 2024

**Agenda #:** 13

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Authorization to enter into a Funding Agreement with the Central Advisory Council.

Presenter: Mary Howard, Chief Administration and Resident Services Officer

### **Recommendation**

The Chief Executive Officer ("CEO") of the Chicago Housing Authority ("CHA") recommends that the CHA Board of Commissioners ("Board") approve a Funding Agreement with the Central Advisory Council ("CAC") for a three-year term from January 1, 2025 through December 31, 2027, for an aggregate contract value of \$1,930,000.

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 sixteen (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 will include additional funding for the 2025 election.

Respectfully Submitted:

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**Tracey Scott**  
**Chief Executive Officer**





**Agenda #: 13**

**RESOLUTION NO. 2024-CHA-X**

**WHEREAS,** the Board of Commissioners of the Chicago Housing Authority has reviewed the Board Letter dated September 12, 2024, entitled "Authorization to Enter into a 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 Chief Executive Officer, or her designee, to execute Funding Agreement with the Central Advisory Council. The Agreement shall have a three-year term, effective January 1, 2025 through December 31, 2027 for an aggregate value not to exceed \$1,930,000.

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**Angela Hurlock**  
**Chairperson**  
**Chicago Housing Authority**



# Chicago Housing Authority

60 E Van Buren St  
Chicago, IL 60605

## Board Letter

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**Agenda Date:** September 12, 2024

**Agenda #:**

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Approval of Minutes for Closed and Annual & Regular Meetings of July 16, 2024.





**Agenda #: 14**

**RESOLUTION NO. 2024-CHA –**

**WHEREAS,** the Board of Commissioners has reviewed the Board Letter dated September 12 2024, entitled Authorization to Settle the Matter of Anthony Panozzo, (“Plaintiff”) v. Chicago Housing Authority (“CHA”), et al., Case No. 2023 L 006740 requesting authorization to resolve the above-mentioned litigation by entering into a settlement agreement, the key terms of which are to: 1) pay Plaintiff the amount \$1,150,000, in exchange for a full release of all claims and dismissal of his lawsuit.

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

**THAT** the Board of Commissioners authorizes the Chief Executive Officer, to enter into a class settlement agreement in the matter of Anthony Panozzo, (“Plaintiff”) v. Chicago Housing Authority (“CHA”), et al., Case No. 2023 L 6740.

**THAT** the Chief Legal Officer and the Chief Executive Officer are further authorized to negotiate, enter into and execute any and all further agreements or orders to effectuate the purposes approved in this Resolution.

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Angela Hurlock  
Chairperson  
Chicago Housing Authority



## Board Letter

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**Agenda Date:** September 12, 2024

**Agenda #:** 15

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### Approval of Personnel Actions.

Presenter: Dominick Maniscalco, Deputy Chief Human Resources

#### **Recommendation**

The Chief Executive Officer ("CEO") of the Chicago Housing Authority ("CHA") recommends that the Board of Commissioners approve and ratify the Personnel Actions listed below.

#### **Explanation**

The Chief Executive Officer recommends the following personnel actions:

#### **Approval of selection, appointment, and removal of officers and employees at Grade Level S13:**

- Resignation of employment for General Counsel.

#### **Ratification of selection, appointments, and removal of employees below Grade Level S13:**

- Offer of employment to Emergency Dispatcher (2).
- Offer of employment to Paralegal, Litigation.
- Offer of employment to Executive Assistant.
- Offer of employment to Budget Analyst.
- Offer of employment to Manager, Contract.
- Offer of employment to Resident Owned Business (ROB) Advisor.
- Offer of employment to Application Developer I.
- Offer of employment to Accountant I, Capital Assets.
- Offer of employment to Desktop Engineer II.
- Offer of employment to Director, HQ Facilities.
- Offer of employment to Legal Coordinator (2).
- Offer of employment to Financial Analyst.
- Offer of employment to Director, Infrastructure & Security.
- Offer of employment to SharePoint Developer.
- Offer of employment to Contract Analyst.
- Promotion of employee to Senior Accountant, HR & Payroll.
- Lateral Transfer of employee to Senior Budget Analyst.
- Salary Adjustment of employee to Treasury Operations Manager.

#### **Acceptance of resignations, retirements, and terminations:**

- Retirement of employment for Legal Coordinator.
- Retirement of employment for Director, HQ Facilities.

- Separation of employment for Administrative Associate.
- Resignation of employment for Manager, HQ Facilities.
- Retirement of employment for Financial Analyst.
- Retirement of employment for Senior Director, Internal Audit.
- Resignation of employment for SharePoint Developer.
- Retirement of employee for Director, Information Technology.
- Retirement of employment for Senior Portfolio Manager.
- Retirement of employment for Executive Assistant.
- Retirement of employment for Data Integrity Analyst.
- Retirement of employment for Project Manager, Construction.
- Resignation of employment for Director, Treasury Investment, Debt Management & Special Projects.
- Resignation of employment for Program Specialist, Youth.
- Retirement of employment for BI Report Developer.
- Resignation of employment for Director Treasury, Cash & Liquidity Management.
- Resignation of employment for Senior Director, Public Engagement.
- Retirement of employment for Manager, Contract.
- Resignation of employment for Contract Analyst.
- Separation of employment for LevelUP FSS Coach.
- Separation of employment for Director, HQ Facilities.
- Separation of employment for Manager, Employee Engagement.
- Separation of employment for Affordable Connectivity Program Coordinator (2).

Respectfully Submitted:

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**Tracey Scott**  
**Chief Executive Officer**



**Agenda #: 15**

**RESOLUTION NO. 2024-CHA-**

**WHEREAS,** the Board of Commissioners has reviewed the Board Letter dated September 12, 2024, 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.

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**Angela Hurlock**  
**Chairperson**  
**Chicago Housing Authority**