

Changing lives one key at a time

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

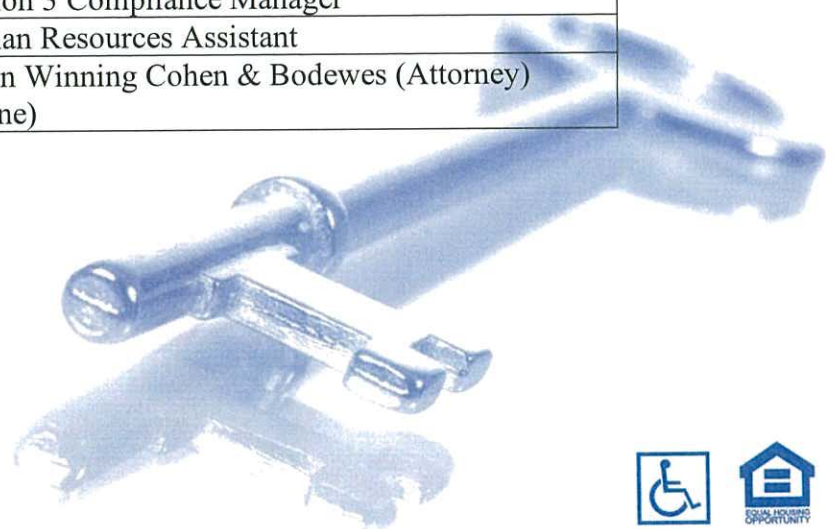
**Monday, April 27, 2026 - 5:00 P.M.**

The SHA Board of Commissioners held a Regular Meeting on Monday, April 27, 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 5:02 P.M.

**Commissioners Present:** Chairman Tim Schweizer  
 Commissioner Dan Long  
 Commissioner Luckist Turner  
 Commissioner Joshua Johnson

**Staff Present:**

<b>E</b>	Dr. Jackie Newman	Chief Executive Officer
<b>P</b>	Melissa Huffstedtler	Chief Operations Officer
<b>P</b>	Wendy Mendenhall	Chief Human Resources Officer
<b>P</b>	Michelle Sergent	Chief Financial Officer
<b>A</b>	Troy Boyer	Director of Mod/Dev
<b>P</b>	Sarah Wallman	Director of Self-Sufficiency Programs
<b>P</b>	Stacy Huebsch	Finance Manager
<b>P</b>	Kylie Jackson	Director of HCV
<b>E</b>	Tammera Aper	Asset Manager
<b>E</b>	Monica Johnson	Asset Manager
<b>P</b>	Latina Faulker	HCV Manager
<b>P</b>	Alan Brinkoetter	Construction Manager
<b>E</b>	Ligia Anderson	Contract Administrator
<b>P</b>	Lauren Gordon Davis	Section 3 Compliance Manager
<b>P</b>	Anna Reif	Human Resources Assistant
<b>P</b>	Samantha Bobor	Giffin Winning Cohen & Bodewes (Attorney) (phone)



**CHAIRMAN'S REMARKS** – None**CHIEF OPERATING OFFICER'S REMARKS**

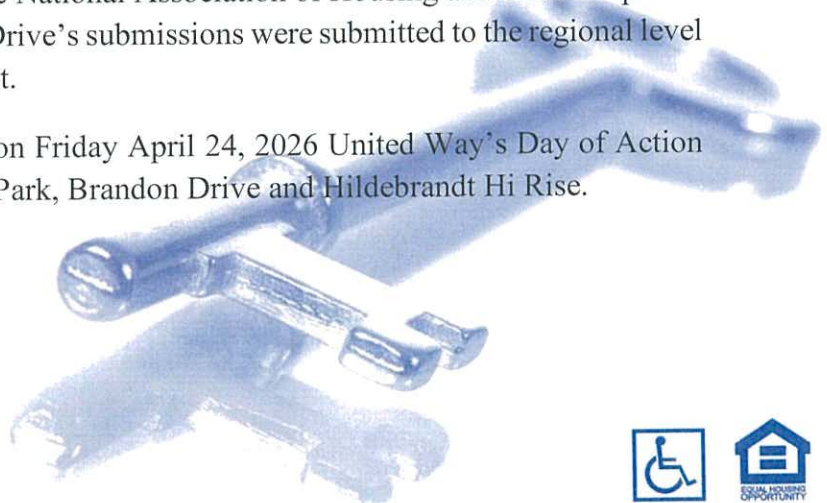
COO Melissa Huffstedtler acknowledged that CEO Newman attended the Mason Street Apartments Ribbon cutting ceremony. It is a permanent supportive housing project that the Springfield Housing Authority committed vouchers to. COO Huffstedtler advised the board that SHA is in the process of working with the Heartland Continuation of Care, Fifth Street Renaissance, and Helping Hands to lease the property.

In other business, Melissa Huffstedtler advised the Board that she and Family Self-Sufficiency Director, Sarah Wallman attended the Move to Work Collaborative Conference in Washington DC. COO Huffstedtler stated that she and Sarah Wallman were able to hear directly from the HUD Secretary Scott Turner, the Deputy Assistant Secretary, and HUD teams that provided a lot of good information on how other Moving to Work organizations are operating. Dr. Newman was not able to attend due to attending former SHA Director Mr. Logan's funeral on behalf of the Springfield Housing Authority. COO Huffstedtler stated that the Springfield Housing Authority did provide a resolution detailing Mr. Logan's service to the Springfield Housing Authority during his funeral.

COO Huffstedtler advised the Board that the Housing Choice Voucher Program launched a Landlord Learning Lab that is an outreach to landlords and will provide information on HCV processes. Director of HCV, Kylie Jackson, added that information will be sent out to landlords biweekly and will also be posted on the SHA website to refer back to. This information will include frequently asked questions and more guidance on the HCV processes.

COO Huffstedtler advised the Board that SHA had several submissions of the What Home Means to Me Poster Contest that is fostered by the National Association of Housing and Redevelopment Officials. Two of our children at Brandon Drive's submissions were submitted to the regional level to be included in the national poster contest.

COO Huffstedtler advised the Board that on Friday April 24, 2026 United Way's Day of Action was held. SHA had volunteers at Johnson Park, Brandon Drive and Hildebrandt Hi Rise.



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**APPROVAL OF PAST MEETING MINUTES**

March 30, 2026

**MOTION TO APPROVE:** Commissioner Long

**SECOND:** Commissioner Turner

**VOTES IN FAVOR:** ALL

**VOTES AGAINST:** NONE

**RESOLUTION #2026-08** APPROVING AN AGREEMENT WITH AFSCME, LOCAL UNION 3892 AFFILIATED WITH DISTRICT COUNCIL 31

**MOTION TO APPROVE:** Commissioner Johnson

**SECOND:** Commissioner Turner

**DISCUSSION:** - CHRO, Wendy Mendenhall, advised the Board SHA held 9 sessions with AFSCME. Wendy thanked attorney Ben Gehrt for his help throughout negotiations. Commissioner Long inquired what rates the HCV specialist and Occupancy Specialist are currently at and how many positions are there. Wendy Mendenhall advised that there are 3 Occupancy Specialists' positions currently around \$16.50 per hour and 4 HCV Specialist positions currently around \$17 per hour. Commissioner Long inquired if these employees will also get a cost-of-living increase. Wendy provided that they will not be getting a cost-of-living increase. Commissioner Long inquired about the changes to bereavement leave. Wendy advised that SHA included in loco parentis in the immediate family definition. This definition came from the Illinois Family Bereavement Leave Act.

**VOTES IN FAVOR:** ALL

**VOTES AGAINST:** NONE

**RESOLUTION #2026-09** APPROVING A CONTRACT WITH R&C PAINT-DRYWALL, INC FOR THE PURPOSE OF IFB 2026-02 VACANT UNIT PAINTING CONTRACT NOT TO EXCEED TWO HUNDRED FIFTY THOUSAND DOLLARS AND ZERO CENTS (250,000.00)



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**MOTION TO APPROVE:** Commissioner Long

**SECOND:** Commissioner Turner

**DISCUSSION:** - COO Huffstedtler advises the Board that this is SHA's vacant unit painting contract with RNC paint and Drywall. RNC has been SHA's vendor for the past couple of years and they are the lowest and most responsible bidder. Chairman Schweizer inquired if the minor bid irregularities were corrected. Attorney Samantha Bobor advised that she has reviewed these, are all taken care of, and they are all in compliance.

**VOTES IN FAVOR:** ALL

**VOTES AGAINST:** NONE

**RESOLUTION #2026-10 APPROVING CONTRACT MODIFICATION #1 FOR RFP 2024-04 BONANSINGA ELEVATOR REPLACEMENT PROJECT: DESIGN/BUILD SUBMISSIONREVIEW, RECOMMENDATION, AND CONSTRUCTION MANAGEMENT CONSULTANT WITH BUILDING OWNERS' ELEVATOR ADVOCATED, LLC TO EXTEND CONTRACT END DATE TO 03/01/2027**

**MOTION TO APPROVE:** Commissioner Long

**SECOND:** Commissioner Johnson

**DISCUSSION:** - COO Huffstetler advised the Board that the smaller elevator in Bonansinga went under an all-day inspection on Friday April 24, 2026 and passed. This consulting group was hired on to help us navigate this process and the contract is expiring, therefore we have asked for an extension scheduled to end March, 1 2027. Melissa added that the large elevator at Bonansinga was taken out of service on Friday. Construction manager, Alan Brinkoetter advised the board that repairs should start within a week or so.

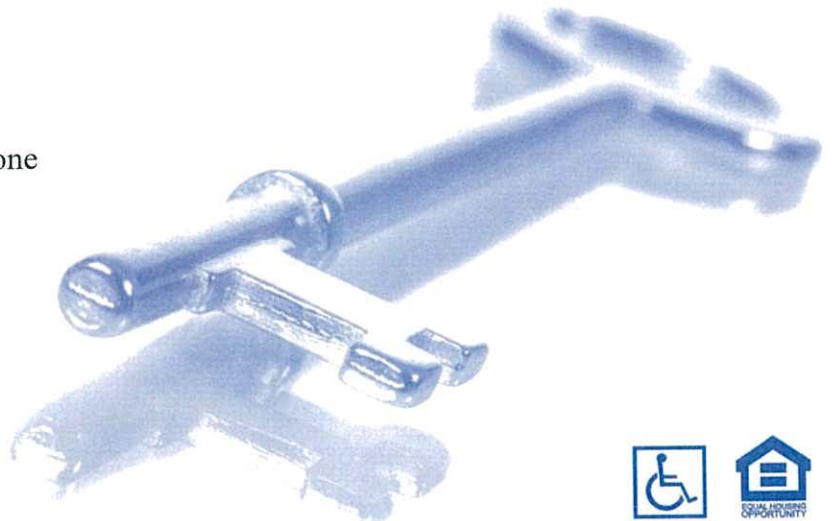
**VOTES IN FAVOR:** ALL

**VOTES AGAINST:** NONE

**RESIDENT COUNCIL REPORTS** – None

**PUBLIC COMMENTS** – None

**BOARD COMMENTS** – None



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**ADJOURNMENT**

**MOTION FOR ADJOURNMENT:** Commissioner Turner

**SECOND:** Commissioner Long

**VOTES IN FAVOR:** ALL

**VOTES AGAINST:** NONE

The meeting adjourned at 5:15

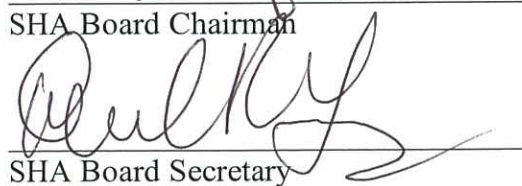
Respectfully Submitted By:

Anna Reif  
Human Resources Assistant

Approved by:



SHA Board Chairman



SHA Board Secretary

June 22, 2026  
Date

June 22, 2026

