CITY OF LAPEER
MINUTES OF A REGULAR
LAPEER HOUSING COMMISSION MEETING
NOVEMBER 19, 2015

A regular meeting of the Lapeer Housing Commission was held at Lapeer City Hall, 576 Liberty Park, Lapeer, Michigan on Thursday, November 19, 2015 at 4:12 p.m.

Members Present: Chairman Jim Mikus, Vice Chairperson Jennell RaCosta, Commissioner Rachelle Creighton, Commissioner Kerri Roberts, and Commissioner David VanWagnen.

Members Absent: None.

Also Present: Ms. Denise Soldenski, Executive Director, Ms. Shelley Lincoln, Grant Administrator, and Ms. Jodi Wood, Housing Manager.

Chairman Jim Mikus called the meeting to order at 4:12 p.m.

MINUTES

It was moved by Commissioner RaCosta and supported by Commissioner Roberts to approve the minutes of the regular meeting held on October 15, 2015 as presented.
Yeas: Commissioners Mikus, RaCosta, Creighton, Roberts and VanWagnen.
Nays: None.
Abstain: None.
Absent: None.
MOTION CARRIED.

PUBLIC COMMENTS

There were no public comments.

MONTHLY FINANCIAL REPORT APPROVAL

It was moved by Commissioner RaCosta and supported by Commissioner Roberts to approve the Monthly Financial Report as presented.
Yeas: Commissioners Mikus, RaCosta, Creighton, Roberts and VanWagnen.
Nays: None.
Abstain: None.
Absent: None.
MOTION CARRIED.

MONTHLY BILL APPROVAL

It was moved by Commissioner RaCosta and supported by Commissioner Roberts to approve the monthly bills as follows: 1) Public Housing Operating Fund; 2) Public Housing Capital Fund; 3) Housing Choice Voucher – Monthly Landlord Payments; and 4) Housing Choice Voucher as presented.
Yeas: Commissioners Mikus, RaCosta, Creighton, Roberts and VanWagnen.
Nays: None.
Abstain: None.
Absent: None.
MOTION CARRIED.

PUBLIC HOUSING CAPITAL FUNDS

Ms. Soldenski requested approval of additional Capital Fund expenditures expected prior to the next meeting due to the RAD conversion consisting of an invoice from PM Environmental for $7,450 for the RAD Physical Condition Analysis and an invoice from Owosso Handling for $1,577 for a new dumpster.

It was moved by Commissioner RaCosta and supported by Commissioner Roberts to approve payment of $7,450 to PM Environmental for the RAD Physical Condition Analysis and $1,577 to Owosso Handling for a new dumpster.
Yeas: Commissioners Mikus, RaCosta, Creighton, Roberts and VanWagnen.
Nays: None.
Abstain: None.
Absent: None.
MOTION CARRIED.

RIVERVIEW TOWERS

Ms. Wood reviewed additional checks submitted for payment approval.

COMMISSIONER COMMENTS

There were no Commissioner comments.

STAFF REPORTS

Executive Director

Significant Amendment to the Annual Five Year Plan - Public Hearing

Chairman Mikus opened the public hearing at 4:23 p.m. There being no public comments the public hearing was closed at 4:23 p.m.

Declaration of Trust

Ms. Soldenski reported the City of Lapeer has signed a Quick Claim Deed to the Lapeer Housing Commission for the Riverview property with an easement to get to the piece of property east of the maintenance facility that remains under the City's ownership. Executed at this meeting is the Declaration of Trust which is a document to allow HUD's approval for any type of financing which needs to be in place before the RAD conversion can move forward. After this document is in place and recorded, the Housing Commission will be released from it by HUD as part of the RAD conversion process. We cannot move forward with the RAD conversion until this process is completed.

Ms. Soldenski reported the physical assessment analysis has been completed, that a major repair that needs to be completed first will be the electrical panels as they are on a warning list for potential fire issues and this will be taken care of with available funds. The remaining items found were insignificant or standard items. The next big step of the RAD conversion is submitting the financial plan which is due on January 23, 2016.

Section 8 Program - Lapeer County Payment Standards Approval

Ms. Soldenski reported she has had lengthy discussions with HUD on the Section 8 Management Assessment Program (SEMAP) regarding reserves and lease up stating it appears everyone is in the same condition and needs to spend more from their reserves. In the recent past, everyone was told to hold on to the reserves and cut back on the subsidies and change them to 100%, after thoroughly reviewing all the details, it is now recommended to change the payment standard subsidies back to 110%. Ms. Soldenski requested approval to return the Payment Standards for Lapeer back to 110% of Fair Market Rent for Lapeer County.

It was moved by Commissioner RaCosta and supported by Commissioner VanWagnen to approve returning the payment standards for Lapeer back to 110%.
Yeas: Commissioners Mikus, RaCosta, Creighton, Roberts and VanWagnen.
Nays: None.
Abstain: None.
Absent: None.
MOTION CARRIED.

ADJOURNMENT

There being no further business, it was the consensus of the board to adjourn the meeting at 4:45 p.m.

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Ms. Denise Soldenski
Executive Director