

**CITY OF LAPEER
MINUTES OF A REGULAR
LAPEER HOUSING COMMISSION MEETING
MAY 19, 2016**

A regular meeting of the Lapeer Housing Commission was held at Lapeer City Hall, 576 Liberty Park, Lapeer, Michigan on Thursday, May 19, 2016 at 4:00 p.m.

Members Present: Commissioners Jim Mikus, Rachelle Creighton, Kerri Roberts, Jennell RaCosta and David VanWagnen.

Members Absent: None.

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

Chairman Jim Mikus called the meeting to order at 4:16 p.m.

Ms. Soldenski requested an item be added to the agenda, Item # H.1.d. Electrical Panel Update.

It was moved by Commissioner RaCosta and supported by Commissioner Roberts to approve adding an item to the agenda, Item # H.1.d. Electrical Panel Update.

Yeas: Commissioners Mikus, Creighton, RaCosta, Roberts and VanWagnen.

Nays: None.

Abstain: None.

Absent: None.

MOTION CARRIED.

MINUTES

It was moved by Commissioner RaCosta and supported by Commissioner Roberts to approve the minutes of the regular meeting held on April 14, 2016 as presented.

Yeas: Commissioners Mikus, Creighton, RaCosta, 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 VanWagnen to approve the Monthly Financial Report as presented.

Yeas: Commissioners Mikus, Creighton, RaCosta, Roberts and VanWagnen.

Nays: None.

Abstain: None.

Absent: None.

MOTION CARRIED.

MONTHLY BILL APPROVAL

Ms. Jackson reviewed additional checks submitted for payment approval.

It was moved by Commissioner RaCosta and supported by Commissioner VanWagnen to approve the monthly bills as follows: 1) Public Housing Operating Fund; 2) Public Housing Capital Fund; 3) Housing Choice Voucher – Monthly Landlord Payments; 4) Housing Choice Voucher; and 5) Contractor Payments as presented.

Yeas: Commissioners Mikus, Creighton, RaCosta, Roberts and VanWagnen.

Nays: None.

Abstain: None.

Absent: None.

MOTION CARRIED.

RIVERVIEW TOWERS

Ms. Jackson reported there is an additional vacancy bringing the total vacant units to three. Also, the tenants are helping with sewing neck pillows for Operation Care Package Group which they seem to be enjoying. Ms. Soldenski added that Ms. Jackson and Ms. Gavan are doing a great job. She mentioned that Riverview has an upcoming event called Parents Day that HUD promotes for tenants to be more involved. Ms. Soldenski also informed the commission that Riverview is planning a trip to Ed-Tech to see what services they offer that may help the residents save money.

COMMISSIONER COMMENTS

There were no Commissioner comments.

STAFF REPORTS

Executive Director

RAD Conversion Policy Update Consultant Selection

Ms. Soldenski informed the Commission that she is working on completing the formation for the LLC, finalizing tax ID numbers, bank accounts, ground lease and management agreements and resident leases. The City Attorney has been very busy and LHC may need to hire additional legal services to complete this administrative portion of the LLC.

Ms. Soldenski indicated the Housing Choice Voucher and the Project Based Voucher programs will need updated policies before the conversion to RAD is completed. Due to a limited timeframe, she would like to hire a firm to handle completing these policies. After accepting three bids, Ms. Soldenski requested approval to accept the bid from CVR in the amount of \$2,800.00 to complete the policies for Lapeer Riverview Towers, LLC.

It was moved by Commissioner RaCosta and supported by Commissioner Roberts to approve accepting the bid from CVR in the amount of \$2,800.00 to complete the policies for Lapeer Riverview Towers, LLC.

Yeas: Commissioners Mikus, Creighton, RaCosta, Roberts, and VanWagnen.

Nays: None.

Abstain: None.

Absent: None.

MOTION CARRIED.

Riverview Towers Electrical Panel Update

Ms. Soldenski informed the commission of the varying cost estimates she received from the architect to complete the electrical panels at Riverview. Originally it was \$175,000 and then reduced to \$138,000. Bids were sent out and only two were returned in the amounts of \$164,000 and \$179,000. Ms. Soldenski would like to refuse these bids and send it out a second time for bid, with more specific specs in relation to either panel replacement or repairing and painting the walls after the panels are repaired. The architect is willing to rebid but it will be an additional \$885.00. Ms. Soldenski requested approval to rebid this project and authorize the additional cost of \$885.00.

It was moved by Commissioner RaCosta and supported by Commissioner VanWagnen to approve rebidding the Electrical Panel Replacement project with an additional cost of \$885.00 to be paid to the architect.

Yeas: Commissioners Mikus, Creighton, RaCosta, 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 4:50 p.m.

Ms. Denise Soldenski
Executive Director