

**CITY OF LAPEER  
MINUTES OF A REGULAR  
LAPEER HOUSING COMMISSION MEETING  
JUNE 16, 2016**

A regular meeting of Lapeer Housing Commission was held at Lapeer City Hall, 576 Liberty Park, Lapeer, Michigan on Thursday, June 16, 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, and Ms. Janelle Jackson, 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 May 19, 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 Roberts 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 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; 4) Housing Choice Voucher; and 5) Contractor Payments as presented.

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

**Nays:** None.

**Abstain:** None.

**Absent:** None.

**MOTION CARRIED.**

## **RIVERVIEW TOWERS**

Ms. Jackson reported two of the three vacancies are close to being rented, and that Parents Day, which HUD promotes for tenants, was held and enjoyed by the tenants that participated.

## **COMMISSIONER COMMENTS**

There were no Commissioner comments.

## **STAFF REPORTS**

### **Executive Director**

#### *HUD Reporting*

Ms. Soldenski informed the Commission that HUD's Quality Assurance Division has requested a Voucher Management System (VMS) audit. VMS is the monthly reporting of Housing Assistance Payments and number of participants which drives the continuance of funding for the Housing Choice Voucher program. The audit was for January – December, 2015. No findings were submitted, however, five concerns required attention by LHC prior to closing out the audit. Ms. Soldenski provided a response to the five concerns on 6-15-2016 and is awaiting final response from HUD. Ms. Soldenski will update the board as soon as feedback is received.

#### *RAD Conversion Update*

Ms. Soldenski informed the Commission that she is working on completing the finalization of the LLC, including tax id numbers, bank accounts, etc., and is moving closer to a closing date which may be in August.

#### *Riverview Towers Electrical Panel – Contractor Approval*

Ms. Soldenski updated the Commission on the Electrical Panel Replacement project stating she received the second round bids and requested approval to hire OSC Electrical in the amount of \$138,640 to complete the project.

It was moved by Commissioner RaCosta and supported by Commissioner Mikus to approve accepting the Electrical Panel Replacement project bid from OSC Electric in the amount of \$138,640 as presented.

**Yeas:** Commissioners Mikus, Roberts, RaCosta, Creighton 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 4:40 p.m.

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Ms. Denise Soldenski  
Executive Director