

**CITY OF LAPEER
MINUTES OF A REGULAR
LAPEER HOUSING COMMISSION MEETING
LAPEER RIVERVIEW TOWERS, LLC
AUGUST 16, 2018**

A regular meeting of the Lapeer Housing Commission/Lapeer Riverview Towers, LLC was held at Lapeer City Hall, 576 Liberty Park, Lapeer, Michigan on Thursday, August 16, 2018 at 4:21 p.m.

Members Present: Chairman Jim Mikus, Vice Chairperson Jennell RaCosta, Commissioner Chuck Dixon and Commissioner Robin Chesnutt.

Members Absent: Commissioner Kerri Roberts.

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

Chairman Mikus called the meeting to order at 4:21 p.m.

MINUTES

It was moved by Commissioner RaCosta and supported by Commissioner Dixon to approve the minutes of the regular meeting held on July 19, 2018 as presented.

Yeas: Commissioners Mikus, RaCosta, Dixon and Chesnutt.

Nays: None.

Abstain: None.

Absent: Commissioner Roberts.

MOTION CARRIED.

PUBLIC COMMENTS

There were no public comments.

MONTHLY FINANCIAL REPORT APPROVAL

Ms. Soldenski distributed and reviewed the Financial Report for the Fiscal Year Ending June 30, 2018 and reviewed various items in the report including the Restricted and Un-Restricted Reserve Fund Balance Amounts and Capital Expenditures as of June 30th.

It was moved by Commissioner RaCosta and supported by Commissioner Dixon to approve the Monthly Financial Report as presented.

Yeas: Commissioners Mikus, RaCosta, Dixon and Chesnutt.

Nays: None.

Abstain: None.

Absent: Commissioner Roberts.

MOTION CARRIED.

MONTHLY BILL APPROVAL

Ms. Jackson reviewed additional checks submitted for payment approval.

It was moved by Commissioner RaCosta and supported by Commissioner Dixon to approve the monthly bills as follows: 1) Riverview Towers LLC Checking; 2) Riverview Towers LLC Reserve for Replacements; 3) Housing Choice Voucher – Monthly Landlord Payments; 4) Housing Choice Voucher; and 5) Contractor Payments as presented.

Yeas: Commissioners Mikus, RaCosta, Dixon and Chesnutt.

Nays: None.

Abstain: None.

Absent: Commissioner Roberts.

MOTION CARRIED.

RIVERVIEW TOWERS

Ms. Jackson reported a deaf tenant recently taught a sign language class to 11 tenants and stated that the recently new tenants have been a positive addition to the Riverview Towers building community.

COMMISSIONER COMMENTS

There were no Commissioner comments.

STAFF REPORTS

Executive Director

Riverview Towers

Ms. Soldenski updated the board on the office renovation project stating she is currently in the process of preparing bid requests for the work.

LHC Riverview Towers SEMAP Submission – Resolution #165-2018

Ms. Soldenski updated the commission on LHC Riverview Towers SEMAP submission and certification process.

It was moved by Commissioner Dixon and supported by Commission RaCosta to approve LHC Resolution #165-2018 approving the SEMAP submission for Fiscal Year Ending June 30, 2018.

LAPEER HOUSING COMMISSION RESOLUTION #165-2018

LHC SEMAP Submission/Certification **Fiscal Year Ended June 30, 2018**

WHEREAS, the Lapeer Housing Commission is the Public Housing Authority (PHA) responsible for the administration of RAD Project Based Vouchers for Lapeer Riverview Towers, LLC, and Housing Choice Vouchers within the City of Lapeer funded by HUD; and

WHEREAS, pursuant to 24 CFR 985, Section 8 Management Assessment Program (SEMAP), PHAs administering a tenant-based Section 8 rental voucher program and project-based component of the program must submit an annual SEMAP Certification within 60 days after the end of the fiscal year; and

WHEREAS, the information from the housing authority concerns the performance of the housing authority and provides assurance that there is no evidence of serious deficient performance; and

WHEREAS, HUD uses the information and other data to assess housing authority management capabilities and deficiencies, and to assign an overall performance rating to the authority; and

WHEREAS, there are fourteen performance indicators: Selection from the Waiting List, Reasonable Rent, Determination of Adjusted Income, Utility Allowance Schedule, HQS Quality Control Inspections, HQS Enforcement, Expanding Housing Opportunities, FMR Limit and Payment Standards, Annual Reexaminations, Correct Tenant Rent Calculations, Pre-Contract HQS Inspections, Annual HQS Inspections, Lease-up, and Family Self Sufficiency Enrollment (LHC does not participate in the FSS), as well as De-concentration Bonus Indicator (LHC does not participate in the bonus indicator) which shall be assessed individually and then combined by the Real Estate Assessment Center (REAC) into the agency's PHAS score for the purpose of identifying management capabilities and deficiencies; and

WHEREAS, HUD's verification of the accuracy of the information reported shall determine the authority's capacity of administer the Section 8 rental assistance program within the Federal law and regulations; and

WHEREAS, PHA's utilize this assessment to conduct internal audits of their operations and correct identified deficiencies. The results of the assessment can be utilized by a PHA's Board of Commissioners and Executive Director, resident organizations, and the community to understand more comprehensively the PHA's operations; and

WHEREAS, the assessment will be based on a certification completed by the office of the Executive Director and submitted covering performance for the fiscal year ending on June 30th, 2018;

THEREFORE, BE IT RESOLVED that Lapeer Housing Commission approves the SEMAP submission, proving no serious deficiencies, to HUD on August 1st, 2018 for the performance covering the fiscal year ending on 6/30/18. The submission was prior to the deadline of August 29th, 2018.

Yeas: Commissioners Mikus, RaCosta, Dixon and Chesnutt.

Nays: None.

Abstain: None.

Absent: Commissioner Roberts.

MOTION CARRIED AND RESOLUTION DECLARED ADOPTED.

Lapeer Riverview Towers – Policy Changes

Ms. Soldenski updated the commission on three proposed changes to the Lapeer Riverview Towers Policy regarding pulling from the waitlist. Ms. Soldenski reviewed the current process followed and the proposed changes to the process. After discussion, it was moved by Commissioner Dixon and supported by Commissioner RaCosta to approve the three Lapeer Riverview Towers, LLC policy changes regarding pulls from the Waitlist as proposed.

Yeas: Commissioners Mikus, RaCosta, Dixon and Chesnutt.

Nays: None.

Abstain: None.

Absent: Commissioner Roberts.

MOTION CARRIED.

Ms. Soldenski also updated the board on the recent pest issue in which a total of 6 units were treated and the upcoming NAHRO conference scheduled for September 12th to 14th.

AJOURNMENT

There being no further business, it was the consensus of the commission to adjourn the meeting at 4:46 p.m. **MEETING ADJOURNED**

Ms. Denise Soldenski
Executive Director