

**CITY OF LAPEER  
MINUTES OF A REGULAR  
LAPEER HOUSING COMMISSION MEETING  
LAPEER RIVERVIEW TOWERS, LLC  
SEPTEMBER 20, 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, September 20, 2018 at 4:24 p.m.

**Members Present:** Chairman Jim Mikus, Vice Chairperson Jennell RaCosta and Commissioner Kerri Roberts.

**Members Absent:** Commissioner Chuck Dixon and Robin Chesnutt.

**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 4:24 p.m.

**MINUTES**

It was moved by Commissioner RaCosta and supported by Commissioner Roberts to approve the minutes of the regular meeting held on August 16, 2018 as presented.

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

**Nays:** None.

**Abstain:** None.

**Absent:** Commissioners Dixon and Chesnutt.

**MOTION CARRIED.**

**PUBLIC COMMENTS**

There were no public comments.

**MONTHLY FINANCIAL REPORT APPROVAL**

Ms. Soldenski distributed the Financial Report for and reviewed the new section of the report which will track the reserve fund balance and expenditures to date. It was moved by Commissioner RaCosta and supported by Commissioner Roberts to approve the Monthly Financial Report as presented.

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

**Nays:** None.

**Abstain:** None.

**Absent:** Commissioners Dixon and Chesnutt.

**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) 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 and Roberts.

**Nays:** None.

**Abstain:** None.

**Absent:** Commissioners Dixon and Chesnutt.

**MOTION CARRIED.**

### **RIVERVIEW TOWERS**

Ms. Jackson reported prospective tenants have been lined up to fill the current vacant units.

### **FRIENDS Lease Renewal**

After discussion, it was moved by Commissioner Roberts and supported by Commissioner RaCosta to approve an extension of the Riverview Towers space lease with FRIENDS In-Home Care at the same monthly rent amount, terms and conditions for the period of September 1, 2018 through August 31, 2020.

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

**Nays:** None.

**Abstain:** None.

**Absent:** Commissioners Dixon and Chesnutt.

**MOTION CARRIED.**

### **COMMISSIONER COMMENTS**

Commissioner RaCosta commented on Ms. Soldenski's great job on facilitating the sale of the 937 N. Monroe Street property.

### **STAFF REPORTS**

#### **Executive Director**

#### **Riverview Towers**

##### **Office Renovation**

Ms. Soldenski updated the board on the office renovation project which is scheduled to begin October 4<sup>th</sup> and completed October 7<sup>th</sup> and reviewed the bids received for the project including movers, painting and carpet.

It was moved by Commissioner RaCosta and supported by Commissioner Roberts to accept the bid from Michigan Office Movers for moving services for the Riverview Towers office renovation project in the amount of \$4,160.

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

**Nays:** None.

**Abstain:** None.

**Absent:** Commissioners Dixon and Chesnutt.

**MOTION CARRIED.**

It was moved by Commissioner RaCosta and supported by Commissioner Roberts to accept the bid from The Carpet Store for carpet replacement services for the Riverview Towers office renovation project in the amount of \$7,403.08.

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

**Nays:** None.

**Abstain:** None.

**Absent:** Commissioners Dixon and Chesnutt.

**MOTION CARRIED.**

It was moved by Commissioner Roberts and supported by Commissioner RaCosta to accept the bid from Ambassador for painting services for the Riverview Towers office renovation project in the amount of \$2,260.

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

**Nays:** None.

**Abstain:** None.

**Absent:** Commissioners Dixon and Chesnutt.

**MOTION CARRIED.**

#### Fee Accountant Rate Increase

Ms. Soldenski reviewed the fee increase for Montross Associates. After discussion, it was moved by Commissioner RaCosta and supported by Commissioner Roberts to approve the rate increase for the LHC/LRT Fee Accountant Montross Associates to \$545/mo. for Lapeer Riverview Towers and to \$240/mo. for Lapeer Housing Commission effective September 20, 2018.

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

**Nays:** None.

**Abstain:** None.

**Absent:** Commissioners Dixon and Chesnutt.

**MOTION CARRIED.**

#### Annual Meeting

It was the consensus of the commission to hold the Annual Meeting at 4:00 p.m. on October 18<sup>th</sup> at The Blind Fish restaurant located at 1723 DeMille Road.

#### AJOURNMENT

There being no further business, it was the consensus of the commission to adjourn the meeting at 4:47 p.m. **MEETING ADJOURNED**