

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

A regular meeting of the Lapeer Housing Commission was held at Lapeer City Hall, 576 Liberty Park, Lapeer, Michigan on Thursday, March 19, 2015 at 4:33 p.m.

**Members Present:** Chairman Jim Mikus, Vice Chairperson Jennell RaCosta, Commissioner David VanWagnen and Commissioner David Weir.

**Members Absent:** Commissioner Virginia Sloan.

**Also Present:** Ms. Denise Soldenski, Executive Director, Ms. Shelley Lincoln, Housing Grant Administrator, Ms. Dorothy Dennis, Riverview Towers Building Manager, and Ms. Jodi Wood, Housing Manager.

Chairman Jim Mikus called the meeting to order at 4:33 p.m.

**MINUTES**

It was moved by Commissioner RaCosta and supported by Commissioner Weir to approve the minutes of the regular meeting held on February 19, 2015 as presented.

**Yeas:** Commissioners Mikus, VanWagnen, RaCosta and Weir.

**Nays:** None.

**Abstain:** None.

**Absent:** Commissioner Sloan.

**MOTION CARRIED.**

**PUBLIC COMMENTS**

Ms. Soldenski introduced Jodi Wood to the board and reported Ms. Wood is training with Dorothy Dennis.

**RIVERVIEW TOWERS**

Ms. Soldenski reviewed additional checks submitted for payment approval.

**MONTHLY BILL APPROVAL**

Ms. Soldenski reviewed the method of payment to Jodi Wood for her services which are now split between the Lapeer Housing Commission and the HCV program and recommended Ms. Wood's payroll be paid bi-monthly with one payment for the 1<sup>st</sup> thru the 15<sup>th</sup> of the month and one payment for the 16<sup>th</sup> thru the end of the month. After discussion it was moved by Commissioner RaCosta and supported by Commissioner Weir to approve the payment method for Jodi Wood's services as proposed.

**Yeas:** Commissioners Mikus, VanWagnen, RaCosta and Weir.

**Nays:** None.

**Abstain:** None.

**Absent:** Commissioner Sloan.

**MOTION CARRIED.**

It was moved by Commissioner RaCosta and supported by Commissioner Weir 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, VanWagnen, RaCosta and Weir.

**Nays:** None.

**Abstain:** None.

**Absent:** Commissioner Sloan.

**MOTION CARRIED.**

### **COMMISSIONER COMMENTS**

There were no Commissioner comments.

### **STAFF REPORTS**

#### **Executive Director**

##### **5 Year / Annual PHA Plan – Public Hearing**

Chairman Mikus opened the public hearing on the Lapeer Housing Commission's Five Year / Annual PHA Plan at 4:39 p.m. There being no comments, the public hearing was closed.

##### **Riverview Towers**

Ms. Soldenski updated the commission on a pest issue at Riverview Towers, the need for replacement of an additional boiler heat exchanger unit and Ms. Wood's training with Dorothy Dennis in anticipation of her retirement.

Ms. Soldenski reported the range hood fire extinguishers of the units are in need of replacement and requested to add cost of replacement to Capital Fund expenditures. It was moved by Commissioner RaCosta and supported by Commissioner VanWagnen to add the cost of replacing the range hood fire extinguishers to the Capital Fund.

##### **Rental Assistant Demonstration Program (RAD) – Resolution #148-2015**

Ms. Soldenski reported the City Commission approved submission of the application for the RAD program conversion of Riverview Towers. Discussion was held regarding the legal descriptions for the garage parcel and the vacant parcel behind the garage and whether or not to combine the parcels into one with a new legal description or leave the parcels separate for future use. After discussion, it was moved by Commissioner RaCosta and supported by Commissioner Weir to approve Resolution #148-2015:

#### **Lapeer Housing Commission**

#### **Resolution #148-2015**

WHEREAS, the U.S. Department of Housing and Urban Development has offered the Rental Assistance Demonstration (RAD) program to existing Public Housing Agencies to convert from Public Housing to either Project Based Rental Assistance or Project Based Vouchers; and

WHEREAS, Lapeer Housing Commission has researched the option of converting from Public Housing for Riverview Towers to Project Based Vouchers under the RAD program; and

WHEREAS, the Lapeer Housing Commission has enlisted the assistance of RAD Conversion Specialists, LLC to act as the consultant for purposes of preparation and submission of an application to HUD along with services to proceed to close if HUD does indeed accept the LHC application; and

WHEREAS, the Lapeer Housing Commission has approached the City of Lapeer City Commission and residents of Riverview Towers for support of the submission of an application to HUD; and

WHEREAS, the Lapeer Housing Commission would like to present an application only for conversion, no significant renovation, and to allow Riverview Towers to remain affordable housing for seniors and people with disabilities via the HUD approved Senior Designation.

THEREFORE, BE IT RESOLVED that the Lapeer Housing Commission approves the submission of RAD application to HUD via RAD Conversion Specialists, LLC for the conversion of Riverview Towers from Public Housing to Project Based Vouchers without significant renovation while retaining the Senior Designation.

**Yeas:** Commissioners Mikus, VanWagnen, RaCosta and Weir.

**Nays:** None.

**Abstain:** None.

**Absent:** Commissioner Sloan.

**MOTION CARRIED. RESOLUTION DECLARED ADOPTED.**

### Security Deposits

Ms. Soldenski updated the commission on the current Riverview Towers security deposit policy stating the policy may be changed at the time of the RAD Conversion or in the 2016 PHA Plan to collect the greater of one-half the Fair Market Rent or the tenant's rent portion.

Ms. Soldenski also informed the commission that Riverview Towers will be eligible to participate in the Constellation gas contract with other City buildings in April.

### ADJOURNMENT

There being no further business, it was the consensus of the board to adjourn the meeting at 5:05 p.m.

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Ms. Denise Soldenski  
Executive Director