

**CITY OF LAPEER
MINUTES OF A REGULAR
LAPEER HOUSING COMMISSION MEETING
LAPEER RIVERVIEW TOWERS, LLC
NOVEMBER 21, 2019**

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, November 21, 2019 at 4:17 p.m.

Members Present: Chairman Jim Mikus and Commissioners Kerri Roberts, Robin Chesnutt and Chuck Dixon.

Members Absent: Vice Chairperson Jennell RaCosta.

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

Chairman Mikus called the meeting to order at 4:18 p.m.

MINUTES

It was moved by Commissioner Roberts and supported by Commissioner Chestnutt to approve the minutes of the regular meeting held on October 17, 2019 as presented.

Yeas: Commissioners Mikus, Dixon, Roberts and Chesnutt.

Nays: None.

Abstain: None.

Absent: Commissioner RaCosta.

MOTION CARRIED.

PUBLIC COMMENTS

There were no public comments.

MONTHLY FINANCIAL REPORT APPROVAL

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

Yeas: Commissioners Mikus, Dixon, Roberts and Chesnutt.

Nays: None.

Abstain: None.

Absent: Commissioner RaCosta.

MOTION CARRIED.

MONTHLY BILL APPROVAL

Ms. Jackson reviewed additional checks submitted for payment approval.

It was moved by Commissioner Chesnutt 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, Dixon, Roberts and Chesnutt.

Nays: None.

Abstain: None.

Absent: Commissioner RaCosta.

MOTION CARRIED.

RIVERVIEW TOWERS

Ms. Jackson invited the commissioners to the Riverview Towers tenant Christmas party to be held at 11:30 a.m. on December 11th and stated 36 tenants have signed up for the Thanksgiving celebration scheduled for Tuesday, November 26th.

COMMISSIONER COMMENTS

There were no comments from the commissioners.

STAFF REPORTS

Executive Director

LHC By-Laws Update

Ms. Soldenski reviewed distributed updates to the Lapeer Housing Commission By-Laws and reviewed changes including the board appointment process, no requirements for a Treasurer or Secretary position, allowing the Executive Director to act as Secretary and potentially creating a Financial Committee. It was moved by Commissioner Dixon and supported by Commissioner Roberts to approve the updates to the LHC By-Laws as proposed effectively immediately.

Yeas: Commissioners Mikus, Dixon, Roberts and Chesnutt.

Nays: None.

Abstain: None.

Absent: Commissioner RaCosta.

MOTION CARRIED.

Pest Control Service Agreement

Ms. Soldenski reviewed issues with the current pest control all inclusive agreement and a comparison sheet of services offered by other companies. After discussion, it was moved by Commissioner Roberts and supported by Commissioner Dixon to approve entering into an agreement with Griffin Pest Solutions for pest control services at Riverview Towers.

Yeas: Commissioners Mikus, Dixon, Roberts and Chesnutt.

Nays: None.

Abstain: None.

Absent: Commissioner RaCosta.

MOTION CARRIED.

LHC/LRT FYE 6/30/19 Audit Report

Ms. Soldenski reviewed various items in the LHC/LRT Audit Report for the period ended June 30, 2019 including the net position, capital asset investments, operational expenses and cash flow and stated there were no findings in the report. It was moved by Commissioner Roberts and supported by Commissioner Chesnutt to approve the Lapeer Housing Commission/Lapeer Riverview Towers Audit Report for FYE 6/30/19.

Yeas: Commissioners Mikus, Dixon, Roberts and Chesnutt.

Nays: None.

Abstain: None.

Absent: Commissioner RaCosta

MOTION CARRIED.

HCV Administrative Plan Update

Ms. Soldenski reviewed proposed updates to the Housing Choice Voucher Administrative Plan concerning sections on Housing Search & Leasing and Definitions and stated this will be a continuing process to match the HUD guidebook. It was moved by Commissioner Dixon and supported by Commissioner Roberts to approve the HCV Administrative Plan updates as proposed concerning Housing Search & Leasing and Chapter Definitions effective November 21, 2019.

Yeas: Commissioners Mikus, Dixon, Roberts and Chesnutt.

Nays: None.

Abstain: None.

Absent: Commissioner RaCosta.

MOTION CARRIED.

TRAINING REPORT

Ms. Soldenski conducted a training session and distributed a presentation from the recent NAHRO conference reviewing Fair Housing Laws including the Equal Access Rule, Unprotected Classes, Use of Criminal Records, Assistance Animals, Accessible Parking, Familial Status, Age, Type of Housing Covered and Policies. Ms. Soldenski also reviewed the recent HUD press release concerning RAD public housing projects.

AJOURNMENT

There being no further business, it was the consensus of the commission to adjourn the meeting at 4:58 p.m.

MEETING ADJOURNED

Ms. Denise Soldenski, Executive Director

Mr. James Mikus, Chairman