

**CITY OF LAPEER
MINUTES OF A REGULAR
LAPEER HOUSING COMMISSION MEETING
LAPEER RIVERVIEW TOWERS, LLC
NOVEMBER 17, 2022**

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 17, 2022 at 4:27 p.m.

Members Present: Chairman Jim Mikus, Vice Chairperson Jennell RaCosta and Commissioner Lisa Lie.

Members Absent: Commissioners Kerry Roberts and Robin Chesnutt.

Also Present: Executive Director Denise Soldenski and Grant Administrator Shelley Lincoln.

Chairman Mikus called the meeting to order at 4:27 p.m.

MINUTES

It was moved by Commissioner RaCosta and supported by Commissioner Lie to approve the minutes of the meeting held on October 20, 2022 as presented.

Yeas: Commissioners Mikus, RaCosta and Lie.

Nays: None.

Absent: Commissioners Roberts and Chesnutt.

MOTION CARRIED.

PUBLIC COMMENTS

There were no public comments.

Agenda Amendment

It was moved by Commissioner RaCosta and supported by Commissioner Lie to amend the agenda to add items H.1.a(2) Housing Compliance Specialist Upgrade and H.1.a(3) Internal Control Policy.

Yeas: Commissioners Mikus, RaCosta and Lie.

Nays: None.

Absent: Commissioners Roberts and Chesnutt.

MOTION CARRIED.

MONTHLY FINANCIAL REPORT APPROVAL

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

Yeas: Commissioners Mikus, RaCosta and Chesnutt.

Nays: None.

Absent: Commissioners Roberts and Lie.

MOTION CARRIED.

MONTHLY BILL APPROVAL

Director Soldenski reviewed additional checks submitted for payment approval.

It was moved by Commissioner RaCosta and supported by Commissioner Lie 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 Lie.

Nays: None.

Absent: Commissioners Roberts and Chesnutt.

MOTION CARRIED.

RIVERVIEW TOWERS

Director Soldenski updated the commission on current vacancies, cabinet replacement in vacant units and the lobby flooring project.

COMMISSIONER COMMENTS

There were no comments from the commissioners.

STAFF REPORTS

Executive Director

Riverview Towers – Tenant Appreciation

Director Soldenski reviewed her request to purchase tenant holiday/appreciation gifts in lieu of the annual holiday luncheon meeting. It was moved by Commissioner RaCosta and supported by Commissioner Lie to approve an expenditure not to exceed \$850 to purchase tenant holiday appreciation gifts.

Yeas: Commissioners Mikus, RaCosta and Lie.

Nays: None.

Absent: Commissioners Roberts and Chesnutt.

MOTION CARRIED.

Housing Compliance Specialist Upgrade

Director Soldenski requested a wage upgrade to the current Housing Compliance Specialist due to increased workload being assigned for the LHC HCV program. It was moved by Commissioner RaCosta and supported by Commissioner Lie to approve a \$3,000 annual wage increase for the Housing Compliance Specialist as requested effective November 1, 2022.

Yeas: Commissioners Mikus, RaCosta and Lie.

Nays: None.

Absent: Commissioners Roberts and Chesnutt.

MOTION CARRIED.

Internal Control Policy Update

Director Soldenski reviewed updates to the Internal Control Policy. It was moved by Commissioner RaCosta and supported by Commissioner Lie to approve the updates to the Internal Control Policy as presented.

Yeas: Commissioners Mikus, RaCosta and Lie.

Nays: None.

Absent: Commissioners Roberts and Chesnutt.

MOTION CARRIED.

Director Soldenski also updated the commission on the audit process and rental inspections.

AJOURNMENT

There being no further business, it was the consensus of the commission to adjourn the meeting at 4:50 p.m.

MEETING ADJOURNED

Ms. Denise Soldenski, Executive Director

Mr. James Mikus, Chairman