

**CITY OF LAPEER
MINUTES OF A REGULAR
LAPEER HOUSING COMMISSION MEETING
LAPEER RIVERVIEW TOWERS, LLC
AUGUST 18, 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, August 18, 2022 at 4:13 p.m.

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

Members Absent: Commissioners Robin Chesnutt and Lisa Lie.

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

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

MINUTES

It was moved by Commissioner RaCosta and supported by Commissioner Roberts to approve the minutes of the meeting held on July 21, 2022 as presented.

Yeas: Commissioners Mikus, RaCosta and Roberts.

Nays: None.

Absent: Commissioners Chesnutt and Lie.

MOTION CARRIED.

PUBLIC COMMENTS

There were no public comments.

MONTHLY FINANCIAL REPORT APPROVAL

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.

Absent: Commissioners Chesnutt and Lie.

MOTION CARRIED.

MONTHLY BILL APPROVAL

Housing Manager 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.

Absent: Commissioners Chesnutt and Lie.

MOTION CARRIED.

RIVERVIEW TOWERS

Manager Jackson updated the commission on responses received to the recent Riverview Towers Tenant survey for updated testimonials for the marketing brochure.

COMMISSIONER COMMENTS

There were no comments from the commissioners.

STAFF REPORTS

Executive Director

LRT/LHC Financial Report – FYE 6/30/2022

Executive Director Soldenski reviewed details of the LRT & LHC Financial Reports for the Fiscal Year Ended June 30, 2022 including unrestricted reserve fund balances.

It was moved by Commissioner Roberts and supported by Commissioner RaCosta to approve the LHC/LRT Financial Reports for the Fiscal Year Ended June 30, 2022.

Yeas: Commissioners Mikus, RaCosta and Roberts.

Nays: None.

Absent: Commissioners Chesnutt and Lie.

MOTION CARRIED.

LRT/LHC Procurement Policy

Director Soldenski reviewed the updated Procurement Policy for both Lapeer Riverview Towers and the Lapeer Housing Commission including purchase limits, bidding processes, procedures and conflicts of interest.

It was moved by Commissioner RaCosta and supported by Commissioner Roberts to approve the updated LHC/LRT Procurement Policy effective August 18, 2022.

Yeas: Commissioners Mikus, RaCosta and Roberts.

Nays: None.

Absent: Commissioners Chesnutt and Lie.

MOTION CARRIED.

Riverview Towers Parking Lot Improvement – Contractor Selection

Director Soldenski reviewed 3 bids received for the Riverview Towers parking lot improvements including crack sealing, sealcoating and new line striping. Discussion was held on new requirements for identifying handicap parking spaces.

It was moved by Commissioner RaCosta and supported by Commissioner Roberts to select Bennett Asphalt Paving as the contractor to complete the Riverview Towers parking lot improvement project in the amount of \$6,220.

Yeas: Commissioners Mikus, RaCosta and Roberts.

Nays: None.

Absent: Commissioners Chesnutt and Lie.

MOTION CARRIED.

Director Soldenski distributed a National Low Income Housing Coalition Out of Reach Report for the commissioners to review and reported Kameron Lewis has been hired to replace Craig Lamoreaux and the LHC waitlist will be opened from August 29th to September 6th.

TRAINING REPORT

Soldenski reviewed Module 13 of the HUD PHA Financial Management PowerPoint training program concerning Personnel Policies.

AJOURNMENT

There being no further business, it was the consensus of the commission to adjourn the regular meeting at 4:52 p.m.

MEETING ADJOURNED

Ms. Denise Soldenski, Executive Director

Mr. James Mikus, Chairman