

**CITY OF LAPEER
MINUTES OF A REGULAR
LAPEER HOUSING COMMISSION MEETING
LAPEER RIVERVIEW TOWERS, LLC
JANUARY 19, 2023**

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, January 19, 2023 at 4:21 p.m.

Members Present: Chairman Jim Mikus, Vice Chairperson Jennell RaCosta and Commissioners Lisa Lie and Robin Chesnutt.

Members Absent: Commissioner Kerri Roberts.

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

Chairman Mikus called the meeting to order at 4:21 p.m.

MINUTES

It was moved by Commissioner RaCosta and supported by Commissioner Chesnutt to approve the minutes of the meeting held on December 15, 2022 as presented.

Yeas: Commissioners Mikus, RaCosta, Lie and Chesnutt.

Nays: None.

Absent: Commissioner Roberts.

MOTION CARRIED.

PUBLIC COMMENTS

There were no public comments.

MONTHLY FINANCIAL REPORT APPROVAL

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

Yeas: Commissioners Mikus, RaCosta, Lie and Chesnutt.

Nays: None.

Absent: Commissioner Roberts.

MOTION CARRIED.

MONTHLY BILL APPROVAL

Housing Manager Jackson reviewed additional checks submitted for payment approval.

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

Nays: None.

Absent: Commissioners Roberts.

MOTION CARRIED.

Cabinetry Project Payment Approval

Director Soldenski requested approval to pay bills for the cabinetry replacement project prior to the regular February 16, 2023 meeting.

It was moved by Commissioner RaCosta and supported by Commissioner Lie to authorize payment of invoices from Quinn Quality Built Homes and Church's Lumber for the Riverview Towers cabinetry replacement project when received prior to the February 16, 2023 meeting.

Yeas: Commissioners Mikus, RaCosta, Lie and Chesnutt.

Nays: None.

Absent: Commissioners Roberts.

MOTION CARRIED.

RIVERVIEW TOWERS

Housing Manager Jackson reported the additional part-time help from Casey Gavan is working out well.

COMMISSIONER COMMENTS

There were no comments from the commissioners.

STAFF REPORTS

Executive Director

Auditor Selection

Director Soldenski reviewed the proposal received from Anderson, Tackman to provide LHC/LRT, HCV & PBV auditing services stating no other proposals per the RFP were received.

It was moved by Commissioner RaCosta and supported by Commissioner Lie to accept the proposal from Anderson, Tackman to provide LHC/LRT, HCV & PBV auditing services for 2023 & 2024 with options for 2025 & 2026 as submitted.

Yeas: Commissioners Mikus, RaCosta, Lie and Chesnutt.

Nays: None.

Absent: Commissioners Roberts.

MOTION CARRIED.

7/1/2023 Annual Plan – Inclusion of Cabinet Upgrades

Director Soldenski updated the commission on plans to update cabinetry in six Riverview Towers units per year including the demolition & installation process and requested approval to include the project in the 7/1/2023 LHC/LRT PHA Annual Plan.

It was moved by Commissioner RaCosta and supported by Commissioner Chesnutt to include the Riverview Towers cabinetry upgrade project for six (6) units per year in the 7/1/2023 LHC/LRT PHA Annual Plan effective January 19, 2023.

Yeas: Commissioners Mikus, RaCosta, Lie and Chesnutt.

Nays: None.

Absent: Commissioners Roberts.

MOTION CARRIED.

LHC HCV Administrative Policy Update – Excluded Income

Director Soldenski reviewed her request to update the LHC HCV Administrative Plan Policy concerning verification of fully excluded income.

It was moved by Commissioner Chesnutt and supported by Commission RaCosta to approve the update to the LHC HCV Administrative Plan Policy concerning verification of fully excluded income as proposed effective January 19, 2023.

Yeas: Commissioners Mikus, RaCosta, Lie and Chesnutt.

Nays: None.

Absent: Commissioners Roberts.

MOTION CARRIED.

Director Soldenski updated the commission on the Riverview Towers beauty shop vacancy, the FRIENDS office space vacancy as of January 31, 2023, advertising the office spaces for lease and the Riverview Towers tenant cookbook project.

Soldenski summarized the Federal Strategic Plan to Prevent and End Homelessness article provided in the meeting packet.

Soldenski reported that to date 11 landlords have been awarded \$750 each from the Landlord Incentive Program.

AJOURNMENT

There being no further business, it was the consensus of the commission to adjourn the meeting at 4:44 p.m.

MEETING ADJOURNED

Ms. Denise Soldenski, Executive Director

Mr. James Mikus, Chairman