

**CITY OF LAPEER
MINUTES OF A REGULAR
LAPEER HOUSING COMMISSION MEETING
LAPEER RIVERVIEW TOWERS, LLC
JULY 24, 2023**

A rescheduled regular meeting of the Lapeer Housing Commission/Lapeer Riverview Towers, LLC was held at Lapeer City Hall, 576 Liberty Park, Lapeer, Michigan on Monday, July 24, 2023 at 9:30 a.m.

Members Present: Chairman Jim Mikus, Vice Chair Jennell RaCosta and Commissioner Robin Chesnutt.

Members Absent: Commissioners Lisa Lie and 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 9:30 a.m.

MINUTES

It was moved by Commissioner Chesnutt and supported by Commissioner RaCosta to approve the minutes of the meeting held on June 15, 2023 as presented.

Yeas: Commissioners Mikus, RaCosta and Chesnutt.

Nays: None.

Absent: Commissioners Lie and 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 and Chesnutt.

Nays: None.

Absent: Commissioners Lie and Roberts.

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 Chesnutt to ratify the monthly bills paid 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 Chesnutt.

Nays: None.

Absent: Commissioners Lie and Roberts.

MOTION CARRIED.

RIVERVIEW TOWERS

There was not an additional Riverview Towers report.

COMMISSIONER COMMENTS

There were no commissioner comments.

STAFF REPORTS

Executive Director

Riverview Towers – 1st Floor Painting Contract Award

Director Soldenski reviewed three bids received for painting of the first-floor common areas of Riverview Towers.

It was moved by Commissioner RaCosta and supported by Commissioner Chesnutt to award the contract for the Riverview Towers first-floor common area painting project to Northeastern Painting Company in the amount of \$9,500.

Yeas: Commissioners Mikus, RaCosta and Chesnutt.

Nays: None.

Absent: Commissioners Lie and Roberts.

MOTION CARRIED.

LHC HCV/Section 8 - EIV Debts Owed Policy Update

Director Soldenski reviewed updates to the LHC HCV/Section 8 Administrative Policy concerning HUD Enterprise Income Verification Debts Owed Module.

It was moved by Commissioner Chesnutt and supported by Commissioner RaCosta to approve the updates to the LHC HCV/Section 8 Administrative Policy regarding the process for handling HUD's Enterprise Income Verification Debts Owed Module as proposed effective immediately.

Yeas: Commissioners Mikus, RaCosta and Chesnutt.

Nays: None.

Absent: Commissioners Lie and Roberts.

MOTION CARRIED.

SEMAP Certification Submission

It was moved by Commissioner RaCosta and supported by Commissioner Chesnutt to approve LHC Resolution #181-2023 as follows:

**Lapeer Housing Commission
Resolution #181-2023
For LHC SEMAP Submission/Certification 06/30/2023**

WHEREAS, the Lapeer Housing Commission is the Public Housing Authority (PHA) responsible for the administration of RAD Project Based Vouchers for Lapeer Riverview Towers, LLC, and Housing Choice Vouchers within the City of Lapeer funded by HUD; and

WHEREAS, pursuant to 24 CFR 985, Section 8 Management Assessment Program (SEMAP), PHAs administering a tenant-based Section 8 rental voucher program and project-based component of the program must submit an annual SEMAP Certification within 60 days after the end of the fiscal year; and

WHEREAS, the quality control information from the housing authority is of importance to the performance of the housing authority and provides assurance that there is no evidence of serious deficient performance; and

WHEREAS, HUD uses the information and other data to assess housing authority management capabilities and deficiencies, and to assign an overall performance rating to the authority; and

WHEREAS, there are fourteen performance indicators: Selection from the Waiting List, Reasonable Rent, Determination of Adjusted Income, Utility Allowance Schedule, HQS Quality Control Inspections, HQS Enforcement, Expanding Housing Opportunities, FMR Limit and Payment Standards, Annual Reexaminations, Correct Tenant Rent Calculations, Pre-Contract HQS Inspections, Annual HQS Inspections, Lease-up, and Family Self Sufficiency Enrollment (LHC does not participate in FSS), as well as a De-concentration Bonus Indicator (LHC does not participate in the bonus indicator) which shall be assessed individually and then combined by the Real Estate Assessment Center (REAC) into the agency's PHAS score for the purpose of identifying management capabilities and deficiencies; and

WHEREAS, HUD's verification of the accuracy of the information reported shall determine the authority's capacity to administer the Section 8 rental assistance program within the Federal law and regulations; and

WHEREAS, PHA's utilize this assessment to conduct internal audits of their operations and correct identified deficiencies. The results of the assessment can be utilized by a PHA's Board of Commissioners and Executive Director, resident organizations, and the community to understand more comprehensively the PHA's operations; and

WHEREAS, the assessment will be based on a certification completed by the office of the Executive Director and submitted covering performance for the fiscal year ending on June 30th, 2023;

THEREFORE, BE IT RESOLVED that Lapeer Housing Commission approves the SEMAP submission, proving no serious deficiencies, to HUD on or before August 29th, 2023 for the performance covering the fiscal year ending on 6/30/23. The submission will be prior to the deadline of August 29th, 2023.

Yeas: Commissioners Mikus, RaCosta and Chesnutt.

Nays: None.

Absent: Commissioners Lie and Roberts.

MOTION CARRIED AND RESOLUTION DECLARED ADOPTED.

Director Soldenski updated the commission on the AED units which are now on site, staff training scheduled for operating the AED units, HUD HOTMA rent calculation changes to be effective January 1, 2025 and HUD NSPIRE changes to the HQS inspection process to be effective in October 2024.

OTHER BUSINESS

Discussion was held on the possibility of reinstating the Riverview Towers tenant holiday party and exterior updates needed to the maintenance garage potentially to be completed next spring.

AJOURNMENT

There being no further business, it was the consensus of the commission to adjourn the meeting at 9:53 a.m.

MEETING ADJOURNED

Ms. Denise Soldenski, Executive Director

Mr. James Mikus, Chairman