



310 Seymour Lansing, MI 48933 (517) 487-6550 Fax (517) 487-6977

**AGENDA
LANSING HOUSING COMMISSION
December 15, 2010**

- 1. Call to Order.**
- 2. Roll Call.**
- 3. Approval of Minutes October 27, 2010.**
- 4. Resolution # 1116-Investment Policy-Phil Chajkowski**
- 5. Resolution #1117-Disposition Remy-Director Lake**
- 6. Resolution #1118-Use of Proceeds-Director Lake**
- 7. Informational Items**
 - a. Financial Reports**
 - i. Housing Choice Voucher ("HCV")- Ramiro Salazar**
 - ii. Low Income Public Housing ("LIPH") AMPS – Phil Chajkowski**
 - iii. COCC– Phil Chajkowski**
 - c. Asset Management Reports – Forrest Babcock**
 - i. AMP - 102-104 Lisa Parsons**
 - ii. AMP - 103-105 Rhonda Pagel**
 - iii. AMP - 107-111 Sona Mendoza**
 - iv. AMP - 110-112 Dave Abood**
 - d. Housing Choice Voucher Report – Kendra Schmidtman**
- 8. Executive Director Quarterly Report**
- 9. President Comments**
- 10. Public Comment – limit 3 minutes per person**
- 11. Other Business**

Adjournment



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**MINUTES OF THE December 15, 2010, COMMISSION MEETING
LANSING HOUSING COMMISSION**

PRESENT AT ROLL CALL: President Villegas
Commissioner Baltimore
Commissioner Bell

ABSENT: Commissioner Nelson

STAFF:	Patricia Baines-Lake	David Abood
	Lisa Krell	Kendra Schmidtman
	Phil Chajkowski	Sona Mendoza
	Forrest Babcock	Rhonda Pagel
	Dona Davenport	

President Villegas called the meeting to order at 6:14 pm.

The Minutes of the October 27, 2010 Meeting were presented to the Board for approval. Commissioner Baltimore moved to approve the minutes, Commissioner Villegas seconded the motion.

Ayes: Baltimore, Villegas, Bell

Resolution #1116 –Investment Policy was presented to the Board for approval. Commissioner Baltimore moved to approve the Policy, Commissioner Bell seconded the motion.

Ayes: Baltimore, Bell, Villegas

Resolution #1117 – Authorization for the use of proceeds from the sale of items and property was presented to the Board for approval. Commissioner Baltimore moved to authorize Resolution #1117, Commissioner Bell seconded the motion.

Ayes: Baltimore, Bell, Villegas

Resolution #1118 –Authorization to request HUD approval to utilize proceeds from the sale of Oliver Towers to purchase a new Central Office facility. Commissioner Baltimore moved to approve the Policy, Commissioner Bell seconded the motion.

Ayes: Baltimore, Bell, Villegas

Ramiro Salazar, Finance Manager presented the Housing Choice Voucher Program financial report.

Phil Chajkowski, Finance Manager presented the Central Office Cost Center along with individual Asset Management Project's financial reports. Mr. Chajkowski also reported on the result of our Banking RFP.

Forrest Babcock presented the Asset Management Narrative Report. Mr. Babcock also presented Asset Manager Parsons' September activities for AMPs 102-104.

Asset Manager, Rhonda Pagel reported on Hildebrandt and AMP 105, David Abood reported on S. Washington Park and AMP 112 , and Sona Mendoza reported on activity at LaRoy Froh and AMP 111.

Kendra Schmidtman explained, to Commissioner Bell, the process for processing an application for placement into our Housing Choice Voucher Program. She then reported on activity for November and December.

Director Lake presented a recap of 2010 achievements since her arrival at LHC. We also provided information on the Lansing Food Fight and how we lead the way for a group at the City to take year two. In collaboration with the City of Lansing we have submitted an application for a Choice Neighborhood Planning grant.

President Villegas thanked staff for all of their hard work.

There being no further business, Commissioner Baltimore moved to adjourn the meeting.

The meeting adjourned at 7:19 pm.



Vince Villegas, President



Patricia Baines Lake, Executive Director and Secretary



Date