

# **LANSING HOUSING**

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## **C O M M I S S I O N**

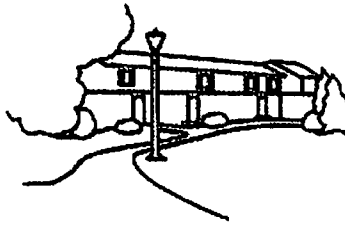
### **AGENDA**

#### **LANSING HOUSING COMMISSION**

**May 26, 2010**

- 1. Call to Order.**
- 2. Roll Call.**
- 3. Approval of Minutes of April 28, 2010.**
- 4. Resolution # 1102 –Finding of No Significant Impact (FONSI)**
- 5. Resolution # 1103 – Concrete Bid Approval**
- 6. Resolution #1104 – Architectural Bid Approval**
- 7. Resolution #1105 – 2008 and 2009 Annual Certified Audit**
- 8. Informational Items**
  - a. Capital Fund Projects**
  - b. Asset Management Reports**
    - i. AMP - 102-104 Lisa Parsons**
    - ii. AMP- 103-105 Rhonda Pagel**
    - iii. AMP - 107-111 Sona Mendoza**
    - iv. AMP- 110-112 Dave Abood**
  - c. Housing Choice Voucher Report – Kendra Schmidtman**
- 9. Executive Director Comments – Logo Contest, MERS Amendments, Health Insurance**
- 10. President Comments**
- 11. Public Comment – limit 3 minutes per person**
- 12. Other Business.**

**Adjournment.**



# **LANSING HOUSING**

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## **C O M M I S S I O N**

### **MINUTES OF THE May 26, 2010, COMMISSION MEETING LANSING HOUSING COMMISSION**

**PRESENT AT ROLL CALL:**      **President Villegas**  
   **Vice-president Welch**  
   **Commissioner Nelson**

**STAFF:**      **Patricia Baines Lake**      **David Abood**  
                 **Lisa Krell**                      **Kendra Schmidtman**  
                 **Phil Chajkowski**              **Sona Mendoza**  
                 **Rhonda Pagel**                 **Ramiro Salazar**  
                 **Lisa Parsons**                   **Rick Porter**  
                 **Edward Forrest**

**GUESTS:**      **Chuck McIntosh, Seff Pineda**

**President Villegas called the meeting to order at 6:13 pm.**

**Commissioner Nelson arrived at 6:15 pm.**

**The Board agreed to amend the agenda to discuss Resolution #1105 as a first item. Reznick Group, Inc. participated by conference call to provide an overview of the 2009 audit and answer questions regarding the 2008 and 2009. After reviewing the Audits, Commissioner Welch made a motion to table the Resolution until we could have a Special Meeting with an in person presentation by the auditing firm to discuss the audit in further detail. Commissioner Nelson seconded the motion.**

**Ayes:              Welch, Nelson, Villegas**

**The Minutes of Regular Meeting of April 28, 2010 were presented to the Board for approval. Commissioner Nelson asked that the minutes be corrected to show**

that she was not in attendance. Commissioner Welch moved to approve the minutes with correction and Commissioner Nelson seconded the motion.

**Ayes: Welch, Nelson, Villegas**

**Resolution #1102-Approval of the Environmental Impact Statement for Capital Fund Years 2010-2014 was presented to the Board for approval. This statement is done in conjunction with the annual plan and it includes a Finding of No Significant Impact and a Request for Release of Capital Funds. Commissioner Welch moved to approve Resolution #1102, Commissioner Nelson seconded the motion.**

**Ayes: Welch, Nelson, Villegas**

**Resolution #1103-Authorization for Director, Patricia Baines-Lake to enter into Contract(s) for cement work to be completed at any Lansing Housing Commission AMP. Prices will be set for specific areas and sizes of cement areas– and each Manager can notify the Contractor and schedule their own work. Commissioner Welch made a motion to approve Resolution #1103, Commissioner Nelson seconded the motion.**

**Ayes: Welch, Nelson, Villegas**

**Resolution #1104-Approval to enter into Contract(s) for Architectural Services to be performed for any Lansing Housing Commission AMP. This would provide the LHC with Design Services, oversight of projects, and put a procedure in motion that would expedite the obligation of Capital Funds. Commissioner Welch moved to approve Resolution #1104 with Commissioner Nelson seconding the motion.**

**Ayes: Welch, Nelson, Villegas**

**The Management Reports were presented to the Board.**

**Mod Coordinator Rick Porter presented the Capital Fund Report to the Board.**

**Asset Manager Rhonda Pagel presented the PH reports for Mt. Vernon, Hildebrandt and LaRoy Froh. David Abood presented for S. Washington. Discussion was held on figuring out how to reflect a true collection rate on the Asset Management Reports. This task will be assumed by the new Director of Asset Management.**

**Kendra Schmidtman presented the Section 8 Informational Report to the Board.**

**Executive Director's Report:** Ms. Lake indicated all of the paperwork needed to change health care insurance from Blue Cross Blue Shield and PHP to BCN Healthy Living 2 was submitted for underwriting and approval was expected around June 14, 2010. Patricia touched briefly on the idea of an early out option to address budget concerns. She also asked the Board to look at the Logo designs presented to the Commission from employees.

**Director Lake introduced our new Human Resources Director, Edward Forrest. Ed gave us a brief summary of his former employment and what it entailed.**

**Public Comment:** Carolyn Wade spoke briefly regarding her tenancy at Oliver Gardens.

**Chuck McIntosh spoke briefly about the current Maintenance 22 vacancy.**

**Seff Pineda asked about the status of his former employment.**

**President's Report**

**President Villegas stated that he had no report, but he thanked everyone for all of their hard work in the last few months.**

**Vice-president Welch moved to go into Executive Session. The Board went into Executive Session at 7:48 pm.**

**The Regular Session of May 26, 2010 reconvened at 8:45 p.m.**

**Vice-president Welch spoke briefly on Weatherization Monies. Residents must apply. Commissioner Nelson spoke on the new Michigan Department of Human Services cap on help with electricity and heat payments.**

**Discussion was held on a Special Meeting time to go over the Audits. It was tentatively scheduled for June 15, 2010 at 8:00 am.**

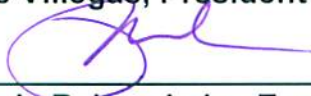
**There being no further business, Commissioner Welch moved to adjourn the meeting.**

**The meeting adjourned at 8:51 pm.**



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Vince Villegas, President



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Patricia Baines Lake, Executive Director and Secretary

*June 23, 2010*  
Date