

LANSING HOUSING

C O M M I S S I O N

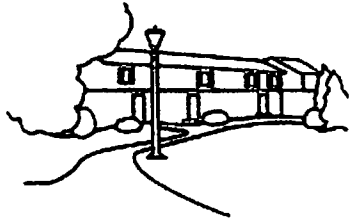
AGENDA

LANSING HOUSING COMMISSION

July 28, 2010

- 1. Call to Order.**
- 2. Roll Call.**
- 3. Approval of Minutes of June 23, 2010.**
- 4. Resolution # 1108 - FOIA Policy**
- 5. Resolution #1109 - Smoke Free Property**
- 6. Resolution #1110 – Interlocal Contract**
- 7. Informational Items**
 - a. Capital Fund Projects**
 - b. Financial Reports**
 - 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 Comments**
- 9. President Comments**
- 10. Public Comment – limit 3 minutes per person**
- 11. Other Business.**

Adjournment.



LANSING HOUSING

C O M M I S S I O N

MINUTES OF THE July 28, 2010, COMMISSION MEETING LANSING HOUSING COMMISSION

PRESENT AT ROLL CALL: **President Villegas**
 Commissioner Baltimore
 Commissioner Nelson

STAFF: **Patricia Baines Lake** **David Abood**
 Lisa Krell **Kendra Schmidtman**
 Phil Chajkowski **Sona Mendoza**
 Ramiro Salazar **Forrest Babcock**

GUESTS: **Amy Moore – Ingham County Health Department**

President Villegas called the meeting to order at 6:06 pm.

Commissioner Nelson was not present at roll call, but arrived at 6:08 pm.

Informational items: Capital Fund Report was given by Executive Director Lake. All of the 2008 Capital Fund was obligated by the deadline date and in addition \$90,000 of our 2009 Grant was obligated. The ARRA Grant is 82% expended. Board members were encouraged to take a tour of the Modernization work. Ms. Lake will schedule the tour.

Financial Manager, Ramiro Salazar reported on the status of the Housing Choice Voucher Program. Financial Manager, Phil Chajkowski reported on the Low Income Public Housing Program and COCC.

The Minutes of the June 23, 2010 Meeting were presented to the Board for approval. Commissioner Baltimore moved to approve the minutes with Commissioner Nelson seconding the motion.

Ayes: Baltimore, Nelson, Villegas

Director of Asset Management, Forrest Babcock, was introduced to the Board. Mr. Babcock gave the Mt. Vernon District Asset Management Report. Dave Abood

and Sona Mendoza gave reports on their properties. Several properties are experiencing move outs and evictions because of unpaid rent. However, overall occupancy continues to exceed 96%. In addition, we are down two senior maintenance employees. The positions will be filled soon.

Resolution #1108-was presented to the Board for approval. This Resolution adopts the Commission's Freedom of Information Policy. Commissioner Baltimore moved to approve the Resolution, it being seconded by Commissioner Nelson.

Ayes: Baltimore, Nelson, Villegas

Resolution #1110-was presented to the Board for approval. This Resolution adopts the Interlocal HGACBuy Policy. This resolution allows LHC to buy equipment at a governmental entity discount. We are currently looking at buying playground equipment for Forest Road and Hoyt Avenue. Commissioner Baltimore moved to approve the Resolution, it being seconded by Commissioner Nelson.

Ayes: Baltimore, Nelson, Villegas

Executive Director Lake, spoke to the Actuarial from MERS, announced we hired a new employee as a Maintenance 22; stated those who needed more training on Rent Income Calculation received it and are getting ready to take their test; described our RFP for a Broker, to sell the warehouse on Remy and to look for a new office building. In additions, she described NAHRO Training which is available for Commissioners a banking RFP and the option of direct deposit for our Section 8 Landlords after a bank is selected.

She announced LHC has a Tentative Collective Bargaining Agreement and Section 8 staff are taking Furlough days the 1st and 3rd Fridays of the month. The entire office is closed on those days.

President Villegas again thanked everyone for their good work.

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

The meeting adjourned at 6:43 pm.



Vince Villegas, President



Patricia Baines Lake, Executive Director and Secretary



Date