



# LANSING HOUSING COMMISSION

## AGENDA LANSING HOUSING COMMISSION September 2009

1. Call to Order.
2. Roll Call.
3. Approval of Minutes of August 31, 2009.
4. Resolution #1073 - Write off in Inactive Tenant Accounts
5. Items of Information
  - a. Capital Fund Projects
  - b. Status of ARRA Capital Fund
  - c. PHAS – Vacancy and unit turnaround
6. Director's Monthly Report
7. Report of President
  - a. Personnel
  - b. Resident Relations
8. Public Comment – limit 3 minutes
9. Other Business.
10. Adjournment.





# LANSING HOUSING COMMISSION

## MINUTES OF THE September 15, 2009, COMMISSION MEETING LANSING HOUSING COMMISSION

**PRESENT:** President Villegas  
Vice-president Welch  
Commissioner Gina Nelson

**STAFF:**

Sarah Segerlind	Dona Davenport
Rhonda Pagel	David Abood
Sona Mendoza	Dave Bauer
Lisa Parsons	Fred McFadden
Phil Chajkowski	Ramiro Salazar
Vickie Limberg	Greg Hoard
Brian Custer	Lavonica James
Salvador Navarro	

**GUESTS:** Justin Sleight, Valerie Benjamin - Glover

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

Commissioner Baltimore was absent at roll call.

The Minutes of August 31, 2009 Board Meeting were presented to the Board for approval. President Villegas noted two corrections. Commissioner Welch moved that the minutes be approved, Commissioner Nelson seconded the motion.

**Moved:** Commissioner Welch  
**Seconded:** Commissioner Nelson  
**Ayes:** Welch, Nelson, Villegas  
**Absent:** Baltimore

Resolution #1073 write off of inactive tenant balances was presented to the Board for approval. Commissioner Welch moved to approve the write offs, with Commissioner Nelson seconded the motion.

**Moved:** Commissioner Welch  
**Seconded:** Commissioner Nelson  
**Ayes:** Welch, Nelson, Villegas  
**Absent:** Baltimore

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Items of Information- Modernization Coordinator reported that the current Capital Fund project will soon be complete. The new ARRA Capital Fund projects – windows have been ordered – work will commence soon.

Acting Director, Sarah Segerlind spoke to the PHAS Vacancy and Turnaround meeting held September 4, 2009. It was attended by an Asset Manager, Placement Specialist, and Rehabber. Commissioner Welch recommended that staff meet on a rotating basis so everyone can participate. She also stated that she felt very proud of the Lansing Housing Commission staff.

Director's Monthly Report – A report of the status of the Section 8 Program was presented to the Board. The Board requested that we present the Section 8 budget at the next meeting. The individual AMP reports were presented to the Board. President Villegas inquired as to some of the vacancies.

President Villegas – after two weeks of negotiations, President Villegas has signed a Contract with Patricia Baines Lake. She will start on September 28, 2009 and he officially welcomed her to the Lansing Housing Commission.

Director Baines-Lake spoke just for a brief moment. She indicated she would be meeting with the entire staff as soon as she starts.

Public comment: The following individuals participated in Public Comment: Justin Sleight, Valerie Benjamin – Glover and Salvador Navarro. Mr. Sleight and Ms. Benjamin Glover spoke to the Oliver Towers Building. Salvador inquired as to additional staff.

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

The meeting adjourned at 6:48 PM.

  
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Vince Villegas, President

  
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Patricia Baines Lake, Executive Director and Secretary

*Oct. 14, 2009*  
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Date