

CITY OF MANISTEE HOUSING COMMISSION

Regular Meeting Minutes

September 24, 2013

The Regular Meeting of the City of Manistee Housing Commission was held on Tuesday, September 24, 2013 at 4:00 p.m. at the City Council Chambers.

Members Present

- President Dale Priester
- Vice-President Doug Parkes
- Commissioner Donna Korzeniewski
- Commissioner Cheryl Stephison

Members Absent

- Treasurer Elbert Purdom

Staff Present

- Housing Coordinator Lorna Perski
- Executive Director/Commission Secretary Clinton McKinven-Copus

Amendments to the Agenda

There were no Amendments to the Agenda

Approval of Minutes

- Regular Meeting Minutes, August 27, 2013

Motion to Approve: Doug Parkes

Motion Seconded: Cheryl Stephison

Motion Approved

Old Business

There was no Old Business to discuss

New Business

Resolution 2013-14 Passbook Savings Rate for 2013-2-014 – A rate must be set that is tied to the FDIC that Lorna uses to calculate tenant asset income that brings into safe harbor with HUD. As of October 1, 2013 that rate is .06%. This resolution will allow us to change to the current FDIC Rate. Doug asked to have the percentage rate changed on the resolution to .06% so as to not confuse it with 6%.

Motion to Approve: Doug Parkes

Motion Seconded: Cheryl Stephison

Motion Approved

Regular Meeting Minutes

August 27, 2013

Page 2

Director's Report

The Occupancy Rate is at 100% at Century Terrace and Harborview right now. The house rate is not as good right now. Dale asked about Lorna's process for filling units. The turnaround time is still very good, but we have had a lot of vacancies and we have several homes that when vacant, need to have beams jacked up. The team is not happy that the rate goes down with house vacancies.

We need to have three month's reserve in our bank account, but we may have 5 months in reserve by the end of the year.

Rent collection is going very well. There was a profit of approximately \$36,000.00 this month.

Swidorski and Smalley Construction are the two bids for the demolition of the Manistee Plating Building between Century Terrace and Harborview. One bid was about \$6,000.00 and the other was about \$11,000.00. Swidorski won the bid for the demolition of 104 Park Avenue.

Finances

The Board of Commissioners reviewed and placed on file the August 2013 Financial Statements.

Motion to Accept and Place on File: Donna Korzeniewski

Motion Second: Cheryl Stephison

Motion Approved

Communications

There was a dividend check from HAAG Insurance in the amount of \$4,360.17. Dale asked what the return was on the \$100.00 deposit that we made at the beginning of the insurance group, it was \$78.00.

Clint got out a copy of the ADA 503 Planning that we needed to submit to HUD and Fair Housing. He said he received information that someone at Fair Housing received and read it yesterday. He doesn't know if HUD received or read it.

It was unclear as to how Clint is to submit reports to HUD after their last visit. The next big item is coming due in November, then the Maintenance Policy in February. Clint wants to wait on the return card from Fair Housing. Then he will e-mail to Willie and Ann at HUD and put it in the drop box for board members to see.

Regular Meeting Minutes

August 27, 2013

Page 3

Public Comment

No Public Comment

Commissioner Report/Comment

Doug asked about the article in the newspaper about the 13 and 17 year olds and the tenant issue at Century Terrace.

The next meeting is scheduled for October 22, 2013.

There has not been a date set for the Commissioner Training.

Motion to Adjourn

Motion to Approve: Donna Korzeniewski

Motion to Second: Doug Parkes

Motion Approved

Meeting adjourned at 4:50 p.m.

DRAFT