

CITY OF MANISTEE HOUSING COMMISSION
Meeting Minutes
April 22, 2014
Regular Meeting Minutes

Meeting Start Time: The meeting was opened at 4:06 p.m. by President Dale Priester.

Roll Call:

<u>Commissioner</u>	<u>Present</u>	<u>Absent Excused</u>	<u>Absent Non-Excused</u>
Dale Priester	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Doug Parkes	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Elbert Purdom	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Donna Korzeniewski	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Cheryl Stephison	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>

Housing Commission Staff Present:

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

Others Present:

- None

Amendments to the Agenda:

- There were no Amendments to the Agenda

Approval of Minutes:

March 11, 2014 Regular Meeting Minutes

Motion: Donna Korzeniewski

Second: Elbert Purdom

Approval: All members present voted in favor

Old Business:

- There was no Old Business to discuss at this meeting

1 New Business:

2
3 *Resolution 2014-05: 2014 Flat Rents Required Revision*

4
5 Motion: Donna Korzeniewski
6 Second: Elbert Purdom
7 Approval: All members present voted in favor

8
9 On January 17, 2014, the President signed the Department of Housing and Urban Development
10 Appropriations Action, 2014 (2014 Appropriations Act). Section 210 of that act amended the United States
11 Housing Act of 1937 to create to new rules for flat rents for public housing residents. Section 210 requires
12 PHAs to comply with the new requirements by June 1, 2014...

13
14 ...The 2014 Appropriations Act requires PHAs to establish flat rents at no less than 80 percent of the fair
15 market rent (FMR).

16
17 *Resolution 2014-06 By-law Update 2014*

18
19 Motion: Elbert Purdom
20 Second: Donna Korzeniewski
21 Approval: All members present voted in favor

22
23 Last August we made changes to the by-laws and submitted them to the City of Manistee. Public comment
24 on the agenda items was one of the changes. What we do for attendance and maintaining a quorum at
25 meetings was another. George Saylor inserted the wording that is commonly used by the City of Manistee
26 for meetings, an attendance guide, willingness to attend, reasons to be excused, three consecutive missed
27 meetings not excused need to be reported to the City Manager. When absences reach six for the year, the
28 Mayor will take action. There was also a change to the agenda at this time. Resolution approval authorizes
29 Clint to forward it onto the City Manager.

30
31 Executive Director's Report:

32
33 *Resident Smoking Survey Report* – Clint presented the results of the Smoking Survey to Commissioners.
34 Approximately 50% of surveys were returned.

35
36 *Key Performance Indicators* - We are doing very well with our occupancy. It is at 98% currently. We have
37 only turned 18 units around so far this year. Statistically it keeps our numbers up until further into the
38 year.

39
40 Financials – Now that we are out of troubled status with HUD our reserves need to be up to \$540,000.00
41 which is a six month reserve. No date has been set by HUD as to when we need to have the six month

1 reserve amount in place. HUD has not appropriated funds for the whole year of 2014 for Operating Funds
2 as of yet. \$20,000.00 was our cost for Snow Removal this past winter.

3
4 Finances:

5
6 February 2014 Financial Statement were reviewed by board members.

7
8 Motion to Accept and Place on File: Donna Korzeniewski

9 Second: Elbert Purdom

10 Approval: All members present voted in favor.

11
12 March 2014 Financial Statement were reviewed by board members.

13
14 Motion to Accept and Place on File: Donna Korzeniewski

15 Second: Elbert Purdom

16
17 Approval: All members present voted in favor.

18
19 Communications:

20 A letter from Mr. Willie Garrett from HUD on the close out of the Recovery Agreement and Action Plan
21 Close Out was received.

22
23 Public Comment:

24 There were five members of the public present at this meeting. There were complaints that a dog that
25 resides in one of the units of Century Terrace has been running loose in the back yard of the Century
26 Terrace Building.

27
28 Commissioner Report/Comments:

29 There were no Commissioner Reports or Comments

30
31 **Meeting Adjourned**

32 Motion: Donna Korzeniewski

33 Second: Elbert Purdom

34 Approval: All Members Present voted in favor.

35
36 Time: 4:54 p.m.

37
38
39
40 

41 Dale Priester
42 President

43


Clinton McKinven-Copus
Executive Director/Secretary
City of Manistee Housing Commission