

MINUTES OF THE REGULAR
MEETING OF THE BOARD OF COMMISSIONERS
OF THE HOUSING AUTHORITY OF THE CITY
OF MICHIGAN CITY, INDIANA, HELD ON
MONDAY, JUNE 21, 2010

The Commissioners of the Housing Authority of the City of Michigan City, Indiana held a regular meeting on Monday, June 21, 2010 at 4:30 p.m. The meeting was held at the Michigan City Housing Authority, 621 East Michigan Boulevard, Michigan City, Indiana 46360. Chairperson Carla Mock called the regular meeting to order at approximately 4:34 p.m. Commissioners who attended the meeting included Vice Chairperson Ronald Strauss, Commissioner Eddie Wilson, Commissioner Yolanda Thomas-Davis, and Commissioner Hesham Khalil. Housing Authority Attorney Michelle Bazin-Johnson was also in attendance. Commissioner William Fine and Commissioner Hazel Thomas did not attend this meeting. ALCO TV representative Andre Steele attended the regular meeting. Housing Authority personnel, who attended the Board meeting, included Executive Director Lenda Wilson and Executive Secretary Robin Fly.

APPROVAL OF MINUTES:

May 17, 2010

Chairperson Mock called for approval of the regular Board meeting minutes and resolutions dated May 17, 2010. With correction duly noted, Commissioner Wilson motioned approval of the minutes and resolutions as presented to the Board; Commissioner Davis seconded the motion.

CARRIED

APPROVAL OF MANAGEMENT REPORTS:

Chairperson Mock called for approval of management reports as presented to the Board. In reference to the Boulevard Gardens and Lakeland Estates monthly occupancy report, Commissioner Davis asked if the Street Department was contacted to clean excess garbage at Lakeland Estates. Executive Director Wilson informed Board that because Lakeland Estates is under the ownership of the Housing Authority, Housing Manager Joyce Gaston has to call the Street Department to clean the streets at Lakeland Estates.

Vice Chairperson Strauss inquired about the lack of reported incidents. In reply Executive Director Wilson said that there have been no incidents since the incident involving the individual on Cedar Street. In reference to the Section 8 Housing Choice Voucher Report, Executive Director Wilson said that 26 vouchers have been received from Tall Timbers due to early payment of mortgage. In conversing with HUD and Tonn and Blank, owner of Tall Timbers, the Housing Authority's section 8 program has received 22 vouchers for occupied units, and according to Executive Director Wilson, as of August 1, 2010 the residents of those occupied units have the choice of receiving a

Section 8 voucher or if a residents does not qualify or want a Section 8 voucher, then another applicant would be pulled off the Section 8 waiting list for a voucher.

Chairperson Mock asked if the residents, who do not receive a voucher, pay fair housing cost. Executive Director Wilson said that they pay the market rate for Tall Timbers. She informed the Board that appropriate housing managers who issue vouchers would receive a salary increase. She said the Section 8 program will receive a special onetime fee along with HAP and other funding to administer the vouchers. In response to Commissioner Khalil's question about when funding would arrive to administer vouchers, Executive Director Wilson said that special fee funding is due to arrive July 1, 2010 and that HAP monies and administrative fees are due to arrive August 1, 2010. With no further inquiries, Vice Chairperson Strauss motioned approval of the management reports as presented to the Board; Commissioner Davis seconded the motion.

CARRIED

COMMITTEE REPORTS:

Chairperson Mock called for presentation of any committee reports.

OLD BUSINESS:

Correspondence to James Childs Architects

Chairperson Mock called for discussion regarding Attorney Bazin-Johnson's letter to James Childs Architect. Attorney Bazin-Johnson informed the Board that Executive Director Wilson and she had a conversation today with Mark Leblang from James Childs Architects who has an errors and omission insurance policy. She said that upon review of bid policy, the owner, the Housing Authority, is responsible to provide wage rate. In discussion to mitigate cost to the Housing Authority, James Childs Architects agreed to exclude costs of hours to negotiate wage rates and to decrease cost in future bids. She said that the conversation overall was a "beneficial conversation."

NEW BUSINESS:

Annual Management Assessment Ratification

Chairperson Mock called for approval of telephone ratification of the annual management assessment. Executive Director Wilson explained to the Board that the approval of the annual management assessment is normally conducted every other year; however, due to HUD changing the rules for an annual approval of the management assessment, the Housing Authority sought telephone approval to complete assessment at a deadline date established by HUD in order not to receive a zero score rating. She said if the Housing Authority receives a zero, the Housing Authority would be considered a "troubled" negating the housing authority opportunity for subsidy funding.

Vice Chairperson Strauss asked if the assessment is a good report. In response, Executive Director Wilson said the report is an actual assessment of the Housing Authority and would like to decrease unit turnaround days. With no further questions, Commissioner Wilson motioned approval of ratification of the Annual Management Assessment. Commissioner Khalil seconded the motion.

CARRIED

After discussion, Carla Mock introduced the following resolution:

RESOLUTION NUMBER 2010-26

RESOLUTION OF THE HOUSING AUTHORITY OF THE CITY OF MICHIGAN CITY, INDIANA TO APPROVE RATIFICATION OF THE MANAGEMENT ASSESSMENT FOR PUBLIC HOUSING AGENCIES FOR FISCAL YEAR 2009 VIA TELEPHONE APPROVAL.

The resolution was moved by Commissioner Eddie Wilson and seconded by Commissioner Hesham Khalil.

AYES

Carla Mock
 Ronald Strauss
 Yolanda Thomas-Davis
 Eddie Wilson
 Hesham Khalil

NAYS

CARRIED

Commissioner William Fine and Commissioner Hazel Thomas did not attend this Board meeting.

Purchase of Maintenance Truck

Chairperson Mock called for approval of purchase of maintenance truck. Soon after, she withdrew the initial motion to purchase the 2007 Chevrolet 2D Regular Cab truck for \$12,998. Then Vice Chairperson Strauss in order to allow the maintenance department to purchase a quality used truck, recommended that the Board approve the purchase of the truck not-to-exceed the cost of \$15,000. With no further discussion, Vice Chairperson Strauss motioned approval of a truck to purchase at a maximum cost of \$15,000. Commissioner Khalil seconded the motion.

After discussion, Carla Mock introduced the following resolution:

RESOLUTION NUMBER 2010-27

RESOLUTION OF THE HOUSING AUTHORITY OF THE CITY OF MICHIGAN CITY, INDIANA TO APPROVE A COST NOT-TO-EXCEED \$15,000 FOR PURCHASE OF A TRUCK FOR THE MAINTENANCE DEPARTMENT.

The resolution was moved by Vice Chairperson Ronald Strauss and seconded by Commissioner Hesham Khalil.

AYES

Carla Mock
 Ronald Strauss
 Yolanda Thomas-Davis
 Eddie Wilson
 Hesham Khalil

NAYS

CARRIED

Commissioner William Fine and Commissioner Hazel Thomas did not attend this Board meeting.

Sale of Home at 618 S. Calumet for \$43,000

Chairperson Mock called for approval of sale of home at 618 S. Calumet for \$43,000. Executive Director Wilson said that home would be sold out of rental stock under Business Activity. She said that 618 S. Calumet is a vacant home and that the buyer who arrived at the Housing Authority seeking housing met the income criteria to purchase the property according to Executive Director Wilson.

Vice Chairperson Strauss motioned approval for sale of 618 S. Calumet for \$43,000. Commissioner Wilson seconded the motion. Commissioner Davis abstained from the vote.

After discussion, Carla Mock introduced the following resolution:

RESOLUTION NUMBER 2010-28

RESOLUTION OF THE HOUSING AUTHORITY OF THE CITY OF MICHIGAN CITY, INDIANA TO APPROVE THE SALE OF 618 S. CALUMET AVENUE, MICHIGAN CITY, INDIANA 46360 IN THE AMOUNT OF \$43,000.00.

The resolution was moved by Vice Chairperson Ronald Strauss and seconded by Commissioner Eddie Wilson.

AYES

Carla Mock
 Ronald Strauss
 Eddie Wilson
 Hesham Khalil

ABSTAIN

Yolanda Thomas-Davis

CARRIED

Commissioner William Fine and Commissioner Hazel Thomas did not attend this Board meeting.

Deed Correction 154 Chestnut Street

Chairperson Mock called for approval to correct deed for 154 Chestnut Street property. Executive Director Wilson explained to the Board that property was listed as a turnkey 3 property. She said that HUD has possession of all turnkey 3 properties and that the Housing Authority requests deeds from HUD when the homes are sold. Attorney Bazin-Johnson explained further that the Housing Authority acts as a trustee of the turnkey 3 properties on behalf of HUD and that when 154 Chestnut Street was sold all lots were not included in the sale. A quitclaim deed was drafted to include correction of title to include missing lot 13 according to Attorney Bazin-Johnson.

Commissioner Khalil asked if owner on Lot 14 was also paying taxes for Lot 13 property utilized also by the owner. Executive Director Wilson said that the owner may not have paid taxes but the Housing Authority was also not paying taxes due to its tax exemption status. Attorney Bazin-Johnson informed Board that with the correction of 154 Chestnut Street deed to include Lot 13 and Lot 14, the new owner would pay the taxes for both lots. With no further inquiries, Vice Chairperson Strauss motioned correction of title for 154 Chestnut Street. Commissioner Khalil seconded the motion with correction also on the quit claim deed changing the word “pate” to “page” in the legal description.

After discussion, Carla Mock introduced the following resolution:

RESOLUTION NUMBER 2010-29

RESOLUTION OF THE HOUSING AUTHORITY OF THE CITY OF MICHIGAN CITY, INDIANA TO APPROVE THE QUIT CLAIM DEED TO FLOYD BUCKNER RESIDENT OF LAPORTE COUNTY FOR CONSIDERATION OF \$10.00 INVOLVING DEED CORRECTION TO INCLUDE LOT 13 IN LEGAL DESCRIPTION OF 154 CHESTNUT STREET PROPERTY.

The resolution was moved by Vice Chairperson Ronald Strauss and seconded by Commissioner Hesham Khalil.

AYES

Carla Mock
 Ronald Strauss
 Yolanda Thomas-Davis
 Eddie Wilson
 Hesham Khalil

NAYS

CARRIED

Commissioner William Fine and Commissioner Hazel Thomas did not attend this Board meeting.

Grant Submission Unity Foundation

Chairperson Mock called for approval of grant submission to the Unity Foundation of LaPorte County. Executive Director Wilson said that the Housing Authority would like to complete an application for submission to the Unity Foundation of LaPorte County in request of a \$3,000 grant to develop a security educational program at Lakeland Estates in collaboration with the Minority Health Coalition and the Michigan City Police Department; the monies would also would allow purchase of an identification machine to make IDs for the residents. With no further questions, Commissioner Khalil motioned approval to submit application to the Unity Foundation of LaPorte County requesting a \$3,000 grant; Vice Chairperson Strauss seconded the motion.

After discussion, Carla Mock introduced the following resolution:

RESOLUTION NUMBER 2010-30

RESOLUTION OF THE HOUSING AUTHORITY OF THE CITY OF MICHIGAN CITY, INDIANA FOR APPROVAL TO SUBMIT AN APPLICATION TO THE UNITY FOUNDATION OF LAPORTE COUNTY FOR REQUEST OF FUNDING IN THE AMOUNT OF \$3,000 TO DEVELOP A SECURITY EDUCATION PROGRAM AND TO PROVIDE EQUIPMENT FOR IDENTIFICATION BADGES FOR RESIDENTS AT LAKELAND ESTATES.

The resolution was moved by Commissioner Hesham Khalil and seconded by Vice Chairperson Ronald Strauss.

AYES

Carla Mock
 Ronald Strauss
 Yolanda Thomas-Davis
 Eddie Wilson
 Hesham Khalil

NAYS

CARRIED

Commissioner William Fine and Commissioner Hazel Thomas did not attend this Board meeting.

Kaser Spraker Draw \$151,833.37

Chairperson Mock called for approval of Kaser Spraker Draw. She said that the invoice from Kaser-Spraker Construction, Inc. is in the amount of \$151,833.37. Based upon the recommendation from the architect, Commissioner Khalil motioned approval of the invoice amount; Commissioner Wilson seconded the motion.

CARRIED

Approval of Bills

For Your Information

Public Comment

Adjournment

With no other business to present before the Board, Chairperson Mock adjourned the Board meeting at approximately 5:30 p.m.

Carla Mock, MCHA Chairperson

ATTEST:

Lenda Wilson, MCHA Executive Director

RESOLUTION NUMBER 2010-26

RESOLUTION OF THE HOUSING AUTHORITY OF THE CITY OF MICHIGAN CITY, INDIANA TO APPROVE RATIFICATION OF THE MANAGEMENT ASSESSMENT FOR PUBLIC HOUSING AGENCIES FOR FISCAL YEAR 2009 VIA TELEPHONE APPROVAL.

WHEREAS, the Housing Authority of the City of Michigan City, Indiana normally approves the Management Assessment for Public Housing Agencies on a bi-annual basis, and

WHEREAS, the United States Department of Housing and Urban Development (HUD) changed its regulations to include an annual submission of the Management Assessment for the Public Housing Agencies, and

WHEREAS, when the Housing Authority became aware of such change, a telephone approval from the Board of Commissioners was sought in order to meet HUD's deadline date, and

WHEREAS, all Commissioners approved the submission of the Management Assessment for Public Housing Agencies for fiscal year 2009 via telephone with the exception of Commissioner Hazel Thomas who was not present at the Board meeting.

NOW THEREFORE BE IT RESOLVED that the Board of Commissioners of the Housing Authority of the City of Michigan City, Indiana approved ratification of submission of the Management Assessment for Public Housing Agencies for fiscal year 2009 to HUD via prior telephone approval.

Adopted this 21st day June 2010.

Resolution moved by: Commissioner Eddie Wilson

Resolution seconded by: Commissioner Hesham Khalil

Chairperson, Carla Mock

ATTEST

RESOLUTION NUMBER 2010-27

RESOLUTION OF THE HOUSING AUTHORITY OF THE CITY OF MICHIGAN CITY, INDIANA TO APPROVE A COST NOT-TO-EXCEED \$15,000 FOR PURCHASE OF A TRUCK FOR THE MAINTENANCE DEPARTMENT.

WHEREAS, Housing Authority Maintenance Department has a present inventory of some unsafe trucks and has dire need to replace a truck, and

WHEREAS, the maintenance department sought several price comparison quotes for purchase of used truck and presented such information for Board review and approval, and

WHEREAS, the maintenance department recommended purchase of a 2007 Chevrolet 2D Regular Cab for \$12,998 at an accumulated mileage of 64,000, and

WHEREAS, the Board after review of all quotes recommended purchase of a 2008 Chevrolet Silverado for \$15,997 at an accumulated mileage of 16,146, and

WHEREAS, because the maintenance department decided on the 2007 Chevrolet 2D Regular Cab for \$12,998 over the 2008 Chevrolet Silverado for \$15,997 based primarily on the price, the Board suggested implementation of a not-to-exceed purchase price of \$15,000.

NOW THEREFORE BE IT RESOLVED that the Board of Commissioners of the Housing Authority of the City of Michigan City, Indiana approved not-to-exceed price of \$15,000 for purchase of a used truck.

Adopted this 21st day June 2010.

Resolution moved by: Vice Chairperson Ronald Strauss

Resolution seconded by: Commissioner Hesham Khalil

Chairperson, Carla Mock

ATTEST

RESOLUTION NUMBER 2010-28

RESOLUTION OF THE HOUSING AUTHORITY OF THE CITY OF MICHIGAN CITY, INDIANA TO APPROVE THE SALE OF 618 S. CALUMET AVENUE, MICHIGAN CITY, INDIANA 46360 IN THE AMOUNT OF \$43,000.00.

WHEREAS, the Housing Authority encountered an applicant seeking for emergency housing, and

WHEREAS, in consideration of housing stock of properties under Business Activity, purchase of vacant property at 618 S. Calumet Avenue at a cost of \$43,000 was brought to the attention of this potential buyer, and

WHEREAS, after approval of mortgage by the bank and because the buyer's income qualified under HUD's income criteria, buyer accepted offer to purchase property at \$43,000.

NOW THEREFORE BE IT RESOLVED that the Board of Commissioners of the Housing Authority of the City of Michigan City, Indiana approved sale of 618 S. Calumet Avenue for \$43,000.

Adopted this 21st day June 2010.

Resolution moved by: Vice Chairperson Ronald Strauss

Resolution seconded by: Commissioner Eddie Wilson

Resolution abstained by: Commissioner Yolanda Thomas-Davis

Chairperson, Carla Mock

ATTEST

RESOLUTION NUMBER 2010-29

RESOLUTION OF THE HOUSING AUTHORITY OF THE CITY OF MICHIGAN CITY, INDIANA TO APPROVE THE QUIT CLAIM DEED TO FLOYD BUCKNER RESIDENT OF LAPORTE COUNTY FOR CONSIDERATION OF \$10.00 INVOLVING DEED CORRECTION TO INCLUDE LOT 13 IN LEGAL DESCRIPTION OF 154 CHESTNUT STREET PROPERTY.

WHEREAS, when the Housing Authority sold 154 Chestnut Street property, Lot 13 was supposed to be included with Lot 14 in the legal description of deed, and

WHEREAS, upon recent purchase of 154 Chestnut Street property, the buyer had this property surveyed, and

WHEREAS, the survey indicated Lot 13 was deeded to the Housing Authority, and

WHEREAS, upon such knowledge, the Housing Authority Attorney drafted a quit claim with inclusion of Lot 13 in legal description of 154 Chestnut Street property in correction of the deed, and

WHEREAS, after review, Board noted minor correction on quit claim deed before consideration of Board approval, and

WHEREAS, quit claim deed releasing Lot 13 to buyer will enable correction of legal description to include both Lot 13 and Lot 14 in deed for 154 Chestnut Street property.

NOW THEREFORE BE IT RESOLVED that the Board of Commissioners of the Housing Authority of the City of Michigan City, Indiana approved quit claim deed correction and correction of deed to property located at 154 Chestnut Street with inclusion of Lot 13 and Lot 14 in legal description.

Adopted this 21st day June 2010.

Resolution moved by: Vice Chairperson Ronald Strauss

Resolution seconded by: Commissioner Hesham Khalil

Chairperson, Carla Mock

ATTEST

RESOLUTION NUMBER 2010-30

RESOLUTION OF THE HOUSING AUTHORITY OF THE CITY OF MICHIGAN CITY, INDIANA FOR APPROVAL TO SUBMIT AN APPLICATION TO THE UNITY FOUNDATION OF LAPORTE COUNTY FOR REQUEST OF FUNDING IN THE AMOUNT OF \$3,000 TO DEVELOP SECURITY EDUCATION PROGRAM AND TO PROVIDE EQUIPMENT FOR IDENTIFICATION BADGES FOR RESIDENTS AT LAKELAND ESTATES.

WHEREAS, the Unity Foundation of LaPorte County distributes grant and scholarship funding to charities throughout the LaPorte community, and

WHEREAS, Unity Foundation of LaPorte County is offering grant funding from \$500 to \$3,000 to organizations to assist in projects involving arts, the environment, health and human services, education, and the community, and

WHEREAS, the Housing Authority would seek grant funding in the amount of \$3,000 to implement a security education program and for equipment to provide identification badges for residents at Lakeland Estates.

NOW THEREFORE BE IT RESOLVED that the Board of Commissioners of the Housing Authority of the City of Michigan City, Indiana authorized approval for submission of application to the Unity Foundation of LaPorte County for grant funding in the amount of \$3,000 to develop a security education program and to provide equipment to make identification badges for Lakeland Estates residents.

Adopted this 21st day June 2010.

Resolution moved by: Commissioner Hesham Khalil

Resolution seconded by: Vice Chairperson Ronald Strauss

Chairperson, Carla Mock

ATTEST