

MINUTES OF THE ANNUAL
MEETING OF THE BOARD OF COMMISSIONERS
OF THE HOUSING AUTHORITY OF THE CITY
OF MICHIGAN CITY, INDIANA, HELD ON
WEDNESDAY, JULY 21, 2010

The Commissioners of the Housing Authority of the City of Michigan City, Indiana held an annual meeting on Wednesday, July 21, 2010 at 4:30 p.m. The meeting was held at Galveston Steakhouse, 10 Commerce Square, Michigan City, Indiana 46360. Chairperson Carla Mock called the annual meeting to order at approximately 4:35 p.m. Commissioners who attended the meeting included Vice Chairperson Ronald Strauss, Commissioner Eddie Wilson, Commissioner Yolanda Thomas-Davis, Commissioner Hesham Khalil, and Commissioner Hazel Thomas. Housing Authority Attorney Michelle Bazin-Johnson was also in attendance. Commissioner William Fine did not attend this meeting. Public attendees included ALCO TV representative Andre Steele and Norma Ritter. Housing Authority personnel, who attended the Board meeting, included Executive Director Lenda Wilson and Executive Secretary Robin Fly.

APPROVAL OF MINUTES:

June 21, 2010

Chairperson Mock called for approval of the regular Board meeting minutes and resolutions dated June 21, 2010. Commissioner Khalil motioned approval of the minutes and resolutions as presented to the Board; Commissioner Thomas seconded the motion.

CARRIED

APPROVAL OF MANAGEMENT REPORTS:

Chairperson Mock called for approval of management reports as presented to the Board. In regards to the Scattered Sites occupancy report Commissioner Thomas questioned the accuracy of the number of vacant units in correlation with the total number of existing units and asked if the Section 8 Housing Choice Voucher report included Tall Timbers units and Executive Director Wilson said stated correct number of vacant units and said that status of Tall Timbers units was not on this report.

In reference to the Family Self-Sufficiency Program (FSS) for Public Housing, Commissioner Thomas commended FSS program for a wonderful job in regards to the activities and the credit counseling program. She asked if the FSS report contained any information regarding saving accounts for program participants. Executive Director Wilson said that the report does not contain any information involving the escrow accounts.

In reference to the FSS report, Attorney Bazin Johnson commended the Youth Workshop for Female Teens program and suggested implementation of such program for the male youth. Executive Director Wilson said that Officer Corley is working with the young males.

CARRIED

COMMITTEE REPORTS:

Chairperson Mock called for presentation of any committee reports.

OLD BUSINESS:

Schedule A of the Teamsters Contract

Chairperson Mock called for discussion of the handout regarding Schedule A, an addendum to the Teamsters Local Union 135 contract. Executive Director Wilson said that the only major change in Schedule A involves the inclusion of Luther Monroe and the deletion of Craig Lachmund. Chairperson Mock said that the contract has not changed due to a wage freeze. Executive Director Wilson said that the Housing Authority would review the contract addendum again at the end of the year. With no further discussion, Vice Chairperson Strauss motioned approval of Schedule A of the Teamsters Local Union 135 contract; Commissioner Khalil seconded the motion.

RESOLUTION NUMBER 2010-31

RESOLUTION OF THE HOUSING AUTHORITY OF THE CITY OF MICHIGAN CITY, INDIANA TO APPROVE SCHEDULE A: OCTOBER 1, 2010 THROUGH AND INCLUDING SEPTEMBER 30, 2011 OF THE TEAMSTERS LOCAL UNION 135 CONTRACT ADDENDUM.

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

AYES

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

NAYS

CARRIED

Commissioner William Fine did not attend this Board meeting.

NEW BUSINESS:

Election of Officers

Executive Director Wilson declared the offices of the Chairperson and Vice Chairperson of the Board of Commissioners of the Housing Authority of the City of Michigan City as vacant and opened the floor for nominations for the Vice Chairperson position. Commissioner Wilson nominated Ronald Strauss as Vice Chairperson of the Housing Authority Commissioners' Board, and Commissioner Hazel Thomas seconded the motion. With the acceptance by Ronald Strauss, the Board of Commissioners reappointed Ronald Strauss to the Vice Chairperson position.

Executive Director Wilson opened the floor for nominations for the Chairperson position. Vice Chairperson Strauss nominated Carla Mock as Chairperson of the Housing Authority Commissioners' Board, and Commissioner Khalil seconded the motion. With the acceptance by Carla Mock, the Board of Commissioners reappointed Carla Mock to the Chairperson position.

Budget Approval

Chairperson Mock called for approval of the budget. Executive Director Wilson informed the Board about the continual budget freeze and said the budget has basically remained the same except for the inclusion of Tall Timbers administration fees. At that time Board briefly postponed approval of the budget to discuss approval of the Tall Timbers Administration Fees.

Tall Timbers Administration Fees

Chairperson Mock called for approval of the Tall Timbers administration fees. Chairperson Mock said that five personnel would administer the Tall Timbers program. Commissioner Thomas asked if 2 housing managers would consist of the five personnel assigned to administer the Tall Timbers program. Executive Director Wilson answered in affirmative. She said that Section 8 Housing Manager Kathy Wilson would relinquish 26 of her Section 8 vouchers to Housing Manager Carolyn Combs in order to administer the 26 units from Tall Timbers. With no further inquiries, Commissioner Thomas motioned approval of the salary increase derived from the administration fees allocated to the Housing Authority under the Tall Timbers program. Commissioner Davis seconded the motion.

RESOLUTION NUMBER 2010-32

RESOLUTION OF THE HOUSING AUTHORITY OF THE CITY OF MICHIGAN CITY, INDIANA TO APPROVE SALARY INCREASES DERIVED FROM THE ADMINISTRATIVE FEES OF THE TALL TIMBERS 26 UNITS.

The resolution was moved by Commissioner Hazel Thomas and seconded by Commissioner Yolanda Thomas-Davis.

AYES

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

NAYS

CARRIED

Commissioner William Fine did not attend this Board meeting.

Budget Approval

Chairperson Mock called for approval of the budget. Executive Director Wilson explained to the Board that no major changes are included in the budget. She said that the Housing Authority would allocate \$100,000 from its Capital Fund budget toward Operating Subsidy. The budget will remain on file at the Housing Authority and is not submitted to HUD according to Executive Director Wilson. With no further discussion, Commissioner Wilson motioned approval of the Operating Budgets for low rent and homeownership units. Vice Chairperson Strauss seconded the motion.

RESOLUTION NUMBER 2010-33

RESOLUTION OF THE HOUSING AUTHORITY OF THE CITY OF MICHIGAN CITY, INDIANA TO APPROVE FISCAL YEAR 2011 OPERATING BUDGET.

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

AYES

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

NAYS

CARRIED

Commissioner William Fine did not attend this Board meeting.

Approval of Bills

Chairperson Mock called for approval of invoice from Kaser Spraker Construction, Inc. Commissioner Khalil motioned approval of the Kaser Spraker Construction, Inc. invoice #10147 in the amount of \$37,934.33, the amount certified by the architect. Vice Chairperson Strauss asked that the architect inform the Board about the status of the construction project. Executive Director Wilson said that Kaser Spraker Construction, Inc. is making good progress. She said that the construction company will probably complete the project before October 2010 and would probably not spend all the allocated funding. With no further questions, Commissioner Khalil motioned approval of the architect's certificate for payment in the amount of \$37,934.33; Vice Chairperson Strauss seconded the motion.

CARRIED

For Your Information

Public Comment

Chairperson Mock called for comments from the public. A meeting attendee introduced herself as Norma Ritter. She informed the Board about an upsetting letter regarding Chris Carter's aunt who resides at the Housing Authority. In the letter Mr. Carter writes that his aunt has to pay an additional \$20 a month for the air conditioner during the summer months. In reply, Chairperson Mock informed Ms. Ritter that she could contact the Executive Director, the Chairperson, the Vice Chairperson or anyone on the Board. She said that she appreciated Ms. Ritter bringing her comments to the Board and would have Executive Director Wilson further investigate the matter.

Executive Director Wilson informed the Board that because the Housing Authority pays for utilities, HUD regulation requires the Housing Authority to implement a surcharge for the air conditioners. She informed the Board that she personally visited the aunt who informed her that she did not want air conditioning.

Attorney Bazin-Johnson stated that because the Housing Authority has to comply with HUD's federal regulation which is beyond the Board's authority, Ms. Ritter should not request a fee waiver but should contact her U.S. Senator or U.S. Representative to discuss with them her dislike for the policy.

Adjournment

With no other business to present before the Board, Chairperson Mock adjourned the Board meeting at approximately 5:25 p.m.

Carla Mock, MCHA Chairperson

ATTEST:

Lenda Wilson, MCHA Executive Director

RESOLUTION NUMBER 2010-31

RESOLUTION OF THE HOUSING AUTHORITY OF THE CITY OF MICHIGAN CITY, INDIANA TO APPROVE SCHEDULE A: OCTOBER 1, 2010 THROUGH AND INCLUDING SEPTEMBER 30, 2011 OF THE TEAMSTERS LOCAL UNION 135 CONTRACT ADDENDUM.

WHEREAS, the Housing Authority of the City of Michigan City reviews Schedule A addendum to the Teamsters Local Union 135 contract on an annual basis, and

WHEREAS, due to the wage freeze, Schedule A remained the same with exception of inclusion of Luther Monroe and deletion of Craig Lockmund, and

WHEREAS, the Housing Authority will review Schedule A again at the end of the year.

NOW THEREFORE BE IT RESOLVED that the Board of Commissioners of the Housing Authority of the City of Michigan City, Indiana approved Schedule A of the Teamsters Local Union 135 contract.

Adopted this 21st day of July 2010.

Resolution moved by: Vice Chairperson Ronald Strauss

Resolution seconded by: Commissioner Hesham Khalil

Chairperson Carla Mock

ATTEST

RESOLUTION NUMBER 2010-32

RESOLUTION OF THE HOUSING AUTHORITY OF THE CITY OF MICHIGAN CITY, INDIANA TO APPROVE SALARY INCREASES DERIVED FROM THE ADMINISTRATIVE FEES OF THE TALL TIMBERS 26 UNITS.

WHEREAS, the Housing Authority of the City of Michigan City has been assigned the administration of the Tall Timbers Housing Choice Vouchers as allocated by the United States Department of Housing and Urban Development (HUD), and

WHEREAS, HUD has allocated \$13,836.00 to the Housing Authority to administer 26 Tall Timbers Housing Choice Vouchers, and

WHEREAS, \$9,523.58 of the \$13,836.00 has been appropriated toward the following personnel salary increases:

Title	Salary	\$0.5
Executive Director	\$56,182	\$ 2,809.10
Financial Assistant	\$30,005	\$ 1,500.25
Housing Manager	\$32,854	\$ 1,642.70
Housing Manager	\$30,000	\$ 1,500.00
Housing Inspector	\$27,894	<u>\$ 1,394.70</u>
		\$ 8,846.80
		7.65%
		\$676.78
		\$9,523.58
Expected Administration Fee		\$13,836.00

WHEREAS, the Housing Authority's Section 8 Housing Manager would relinquish 26 Section 8 vouchers to the Housing Authority's Low Rent/Transitional Housing/Scattered Sites/Homeownership/Housing Manager in order for the Housing Authority's Section 8 Housing Manager to administer 26 units from Tall Timbers.

NOW THEREFORE BE IT RESOLVED that the Board of Commissioners of the Housing Authority of the City of Michigan City, Indiana approved the salary increase for appropriate staff positions listed above to administer 26 units from Tall Timbers.

Adopted this 21st day of July 2010.

Resolution moved by: Commissioner Hazel Thomas

Resolution seconded by: Commissioner Yolanda Thomas-Davis

Chairperson Carla Mock

ATTEST

RESOLUTION NUMBER 2010-33

RESOLUTION OF THE HOUSING AUTHORITY OF THE CITY OF MICHIGAN CITY, INDIANA TO APPROVE FISCAL YEAR 2011 OPERATING BUDGET.

WHEREAS, the Housing Authority submits a budget to HUD for approval on a yearly basis, and

WHEREAS, the Housing Authority fiscal year starts at the beginning of October and ends last day of September, and

WHEREAS, with the continual freeze on staff salaries, very few changes have been applied to the fiscal year 2011 operating budget except for the following:

1. Housing Authority has increase five personnel salaries for administration of 26 Section 8 Housing Choice Vouchers from Tall Timbers Administration Fees
2. Housing Authority has transferred \$100,000 from its Capital Funds towards its Operating Subsidy

NOW THEREFORE BE IT RESOLVED that the Board of Commissioners of the Housing Authority of the City of Michigan City, Indiana approved all aforementioned changes to the fiscal year 2011 operating budget.

Adopted this 21st day of July 2010.

Resolution moved by: Commissioner Eddie Wilson

Resolution seconded by: Vice Chairperson Ronald Strauss

Chairperson Carla Mock

ATTEST: