

MINUTES OF THE REGULAR
MEETING OF THE BOARD OF COMMISSIONERS
OF THE HOUSING AUTHORITY OF THE CITY
OF MICHIGAN CITY, INDIANA, HELD ON
MONDAY, SEPTEMBER 21, 2009

The Commissioners of the Housing Authority of the City of Michigan City, Indiana held a regular meeting on Monday, September 21, 2009 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 4:35 p.m. Commissioners who attended the meeting included Vice Chairperson Ronald Strauss, Commissioner Hazel Thomas, Commissioner Eric Overcash, Commissioner Eddie Wilson, Commissioner Bill Fine, and Housing Authority Attorney Michelle Bazin-Johnson. Commissioner Yolanda Thomas-Davis did not attend this meeting. Public attendees included Andre Steele from ALCO-TV. Housing Authority personnel, who attended the Board meeting, included Executive Director Lenda Wilson.

APPROVAL OF MINUTES:

August 17, 2009

Chairperson Mock called for approval of the Regular Board meeting minutes and resolution dated August 17, 2009. Commissioner Thomas motioned approval of the minutes and resolution as presented to the Board; Vice Chairperson Strauss seconded the motion.

CARRIED

APPROVAL OF MANAGEMENT REPORTS:

Chairperson Mock called for approval of management reports as presented to the Board. Vice Chairperson Strauss asked about 12 Housing Choice Vouchers that remain open and the lack of funding for the Section 8 program due to federal government's cutting back on funding. In response, Executive Director Wilson stated that federal funding has decreased over the entire United States. She said that vouchers had been reduced to 245 in order to keep cost down. With a waiver received from HUD the Housing Authority may immediately increase of tenant's portion of rental payment effective November 1, 2009 according to Executive Director Wilson.

Chairperson Mock asked how many applicants are on the Housing Authority's waiting list. Executive Director stated over 700 applicants. With no further questioning, Commissioner Wilson motioned approval of management reports for September 2009. Commissioner Fine seconded the motion.

CARRIED

COMMITTEE REPORTS:
Policy and Personnel Committee

Chairperson Mock called for discussion of any reports from any committees. Commissioner Overcash informed Board that the policy and personnel committee met prior to the Board meeting with Housing Authority's Attorney Bazin-Johnson and recommended approval of minor changes to the Housing Authority's Policy and Personnel Procedures. Vice Chairperson Strauss asked about the minor changes and the purpose of those changes. Attorney Bazin-Johnson stated that the policy did not contain family and medical leave provisions, progressive discipline, and federal fund support of principal employment in regards to bi-partisan political activities.

Commissioner Overcash suggested tabling approval of the Housing Authority personnel policy and procedures. Commissioner Fine asked if any deadline exists. Executive Director Wilson said that the Housing Authority would like to enact the policy effective October 1, 2009. Due to an anticipated deadline, Commissioner Overcash recommended that the Board approve the personnel policy and procedures and present any questions regarding the policy at the next Board meeting. Chairperson Mock, desiring that every Board member feels comfortable with the policy changes, suggested having an executive session to discuss any questions.

Executive Director Wilson said that no deadline exists and that Board has the option to postpone approval of the personnel policy. Commissioner Overcash then suggested tabling approval of the personnel policy until the next Board meeting to allow the Board ample time to review such policy. After Commissioner Overcash and Commissioner Thomas withdrew their previous motions to approve the policy, Chairperson Mock tabled approval of the policy to discuss any questions at the next Board meeting.

TABLED

In regards to possible deadline for discussion of questions in reference to the Housing Authority personnel policy and procedures, Board decided to present questions regarding the personnel policy to Executive Director Wilson within two weeks from date of Board meeting (September 21, 2009).

OLD BUSINESS:

NEW BUSINESS:

Fiscal Year 2009 Budget Revision

Chairperson Mock called for approval of the fiscal year 2009 budget revision. Executive Director Wilson explained to the Board that annually the Housing Authority reviews the budget to determine if any allocations exceed or are under the budget and revises accordingly. She said that according to budget projections the Housing Authority would

probably have a budget shortage of approximately \$35,000 in rental income even though such allocation was not revised.

Because interest income exceeded estimated allocation Executive Director Wilson stated that such allocation was decreased to \$6,398.00. She said administrative salary would probably exceed budget estimate but allocations from Section 8 would bring figures back down. Utility consumption was understated by approximately \$14,000-\$15,000, and according to Executive Director Wilson, such allocation would not change. She said that toward the end of this fiscal year the Housing Authority has already received operating subsidy amount of \$456,318 which is 88% of \$518,543 of the initially requested operating subsidy; Housing Authority has not received any funding for October – December which is the next fiscal year. She said that although the Housing Authority includes allocation for Payment in Lieu of Taxes (P.I.L.O.T.) to increase subsidy monies, the Housing Authority does not utilize such funding and removes such funding under revision.

She stated that revisions include lowering contract costs and increasing material cost for rehab; effort is being made to work with Housing Authority managers and the residents in an attempt to lower costs. With no further discussion, Commissioner Overcash motioned approval of the budget revision for fiscal year 2009; Commissioner Wilson seconded the motion.

After discussion, Chairperson Mock introduced the following resolution:

RESOLUTION NUMBER 2009-26

A RESOLUTION OF THE COMMISSIONERS OF THE HOUSING AUTHORITY OF THE CITY OF MICHIGAN CITY, INDIANA TO APPROVE THE FISCAL YEAR 2009 REVISED BUDGET.

The resolution was moved by Commissioner Eric Overcash and seconded by Commissioner Eddie Wilson.

AYES

Carla Mock
 Ronald Strauss
 Hazel Thomas
 Eric Overcash
 Eddie Wilson
 Bill Fine

NAYS

CARRIED

Commissioner Yolanda Thomas-Davis did not attend this meeting.

Approval of Bills

For Your Information

Public Comment

Adjournment

With no other business before the Board, Chairperson Mock adjourned the Board meeting at approximately 5:00 p.m.

Carla Mock, MCHA Chairperson

ATTEST:

Lenda Wilson, MCHA Executive Director

RESOLUTION NUMBER 2009-26

A RESOLUTION OF THE COMMISSIONERS OF THE HOUSING AUTHORITY OF THE CITY OF MICHIGAN CITY, INDIANA TO APPROVE THE FISCAL YEAR 2009 REVISED BUDGET.

WHEREAS, the United States Department of Housing and Urban Development (HUD) requires public housing authorities to revise their operating budget in accordance to actual expenditures, and

WHEREAS, after review of the initial budget allocations the following budget allocations exists toward end of fiscal year 2009 to include:

1. Rental Income was estimated at \$441,406 with a possible shortage of \$35,500 causing a negative effect on annual income.
2. Interest income was reduced from \$25,591 to a more realistic amount of \$6,398.
3. Administrative Salaries over budgeted until allocation to other programs are completed.
4. Utility consumption for FY 2008 estimated \$410,520 budgeted \$395,629 shortfall in this area of \$14,891.
5. Requested Operating Subsidy, funded at 88%, \$456,318

WHEREAS, budget revision included an expense increase allocation for material costs, and

WHEREAS, budget revision included an expense decrease allocation in the areas of insurance, pilot and contracts and

WHEREAS, the Housing Authority retains a copy of the revised budget in its files for review during the annual audit.

NOW THEREFORE BE IT RESOLVED that the Board of Commissioners of the Housing Authority of the City of Michigan City approved the revised fiscal year 2009 budget.

Adopted this 21st day of September 2009.

Resolution moved by: Commissioner Eric Overcash

Resolution seconded by: Commissioner Eddie Wilson

MCHA Chairperson Carla Mock
ATTEST