

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 16, 2008

The Commissioners of the Housing Authority of the City of Michigan City, Indiana held a regular meeting on Monday, June 16, 2008 at 4:30 p.m. The meeting was held at the Housing Authority of the City of Michigan City, Indiana 46360. Chairperson Carla Mock called the regular meeting to order at approximately 4:40 p.m. Commissioners who attended the meeting included Vice Chairperson Ronald Strauss, Commissioner Yolanda Thomas-Davis, Commissioner Eddie Wilson, and Commissioner Eric Overcash. Commissioner Hazel Thomas and Commissioner Bill Fine did not attend the meeting. Public attendees included ALCO-TV Andre Steele, Boulevard Gardens residents Mary Wiley and Alma Randolph. Housing Authority personnel, who attended the Board meeting, included Executive Director Lenda Wilson, Housing Authority Attorney Michelle Bazin-Johnson from Friedman & Associates, p.c., and Executive Secretary Robin Fly.

APPROVAL OF MINUTES:

May 19, 2008

Chairperson Mock called for approval of the Regular Board meeting minutes and resolutions dated Monday, May 19, 2008. Commissioner Overcash motioned approval of minutes and resolutions; Vice Chairperson Strauss seconded the motion.

CARRIED

COMMITTEE REPORTS:

Chairperson Mock informed the Board that she would add a Nominating Committee.

APPROVAL OF THE MANAGEMENT REPORTS:

Chairperson Mock called for approval of the management reports as presented to the Board. Commissioner Overcash asked if the management reports include the recent inventory of properties transferred from the Michigan City Housing Development, Inc. (MCHDI) to the Michigan City Housing Authority. In reply, Chairperson Mock said that the Housing Authority is waiting for a response in order to send information to the United States Department of Housing and Urban Development (HUD).

In reference to the Section 8 Housing Choice Voucher Program monthly Board report, Commissioner Davis inquired about the May 8<sup>th</sup> fundraising conference in Merrillville, Indiana. In response, Executive Director Wilson stated that Section 8 Housing Choice Voucher Manager Adrian Bradley attended a conference for grant writing for the homeless.

Vice Chairperson Strauss commended the Housing Authority administration staff for staying on budget. Chairperson Mock also thanked the Housing Authority administration staff for providing much information in each of their reports for the Board review and approval. In regards to the Incident Report, Vice Chairperson Strauss asked if persons who were arrested are evicted from property. In reply, Executive Director Wilson said that the resident involved in one of the incidents has received an eviction notice and has the right to appeal. With no further questions, Commissioner Overcash motioned approval of the Housing Authority management reports as presented to the Board; Commissioner Wilson seconded the motion.

CARRIED

#### COMMITTEE REPORTS:

##### **Nominating Committee**

Chairperson Mock informed the Board about the annual meeting and appointed the personnel committee as the nominating committee. She said that the nominating committee would develop a "slate" listing Board positions and present those positions at the annual Board meeting held on Monday, July 21, 2008.

#### OLD BUSINESS:

#### NEW BUSINESS:

##### New Payment Standards for Section 8

Chairperson Mock called for approval of the new payment standards for Section 8. She explained to the Board that the Housing Authority would amend the current payment standards and include an addendum regarding affirmatively furthering fair housing in the Section 8 Administration Plan.

In response to Vice Chairperson Strauss' comments regarding a 20 percent increase in payment standards, Executive Director Wilson said that the Housing Authority has excess funds and if those funds were not utilized, HUD would take those funds back. She said increasing the payment standards would present the opportunity for the Housing Authority to receive more funding from HUD while assisting Section 8 voucher applicants. With no further discussion, Commissioner Overcash motioned approval of the new Section 8 payment standards increase and the addendum to be included in the Section 8 Administration Plan. Commissioner Wilson seconded the motion.

After discussion, Chairperson Carla Mock introduced the following resolution:

#### RESOLUTION NUMBER 2008-26

A RESOLUTION APPROVING NEW SECTION 8 VOUCHER PAYMENT STANDARDS IN ACCORDANCE WITH THE ADMINISTRATIVE PLAN OF THE HOUSING AUTHORITY OF THE CITY OF MICHIGAN CITY, INDIANA.

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

AYES

Carla Mock  
 Ronald Strauss  
 Eric Overcash  
 Yolanda Thomas-Davis  
 Eddie Wilson

NAYS

CARRIED

Commissioner Hazel Thomas and Commissioner Bill Fine did not attend the Board meeting.

RESOLUTION NUMBER 2008-27

A RESOLUTION APPROVING THE ADDENDUM FOR AFFIRMATIVELY FURTHERING FAIR HOUSING TO THE ADMINISTRATION PLAN OF THE HOUSING AUTHORITY OF THE CITY OF MICHIGAN CITY, INDIANA.

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

AYES

Carla Mock  
 Ronald Strauss  
 Eric Overcash  
 Yolanda Thomas-Davis  
 Eddie Wilson

NAYS

CARRIED

Commissioner Hazel Thomas and Commissioner Bill Fine did not attend the Board meeting.

Michigan City Housing Authority Code of Conduct

Chairperson Mock called for approval of the Michigan City Housing Authority Code of Conduct. She informed the Board that the Housing Authority is required to include the codes and conduct in the Housing Authority's policies and procedures for its officials and employees. Executive Director Wilson explained to the Board that the main purpose of the codes and conduct is to satisfy grant requirements. With no further discussion, Commissioner Wilson motioned approval of the Michigan City Housing Authority Code of Conduct; Vice Chairperson Strauss seconded the motion.

After discussion, Chairperson Carla Mock introduced the following resolutions:

RESOLUTION NUMBER 2008-28

RESOLUTION OF THE HOUSING AUTHORITY OF THE CITY OF MICHIGAN CITY, INDIANA TO APPROVE THE MICHIGAN CITY HOUSING AUTHORITY CODE OF CONDUCT.

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

AYES

Carla Mock  
 Ronald Strauss  
 Eric Overcash  
 Yolanda Thomas-Davis  
 Eddie Wilson

NAYS

CARRIED

Commissioner Hazel Thomas and Commissioner Bill Fine did not attend the Board meeting.

FY2008 Write Offs

Chairperson Mock called for approval of the 2008 fiscal year write offs. She said that write offs are implemented on an annual basis and that collection of write off accounts will continue. Vice Chairperson Strauss asked about the record on collection of such accounts. In response, Executive Director Wilson stated that most accounts are paid off when the former tenant again applies for housing at the Housing Authority because payment of past Housing Authority due accounts are to be satisfied by applicants. With no further inquiries, Commissioner Davis motioned approval of the Fiscal Year 2008 Write offs as presented to the Board; Vice Chairperson Strauss seconded the motion.

After discussion, Chairperson Carla Mock introduced the following resolutions:

RESOLUTION NUMBER 2008-29

RESOLUTION OF THE COMMISSIONERS OF THE HOUSING AUTHORITY OF THE CITY OF MICHIGAN CITY, INDIANA, TO WRITE OFF DOUBTFUL ACCOUNTS FOR TENANT ACCOUNTS RECEIVABLES IN THE AMOUNT OF \$13,265.84.

The resolution was moved by Commissioner Yolanda Thomas-Davis and seconded by Vice Chairperson Ronald Strauss.

AYES

Carla Mock  
Ronald Strauss  
Eric Overcash  
Yolanda Thomas-Davis  
Eddie Wilson

NAYS

CARRIED

Commissioner Hazel Thomas and Commissioner Bill Fine did not attend the Board meeting.

Approval of Bills

For Your Information

Public Comments

Chairperson Mock opened the floor for public comments. No comments were presented to the Board.

ADJOURNMENT:

With no further business to present to the Board, Chairperson Mock adjourned the Board meeting at approximately 4:55 p.m.

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Carla Mock, MCHA Chairperson

ATTEST:

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Lenda Wilson, MCHA Executive Director

RESOLUTION NUMBER 2008-26

A RESOLUTION APPROVING NEW SECTION 8 VOUCHER PAYMENT STANDARDS IN ACCORDANCE WITH THE ADMINISTRATION PLAN OF THE HOUSING AUTHORITY OF THE CITY OF MICHIGAN CITY, INDIANA.

WHEREAS, the current Payment Standards have been in effect since October 1, 2007 as required by the United States Department of Housing and Urban Development; and

WHEREAS, Payment Standards may be set at 110% of the published Fair Market Rents.

NOW THEREFORE, BE IT RESOLVED that the Commissioners of the Housing Authority of the City of Michigan City establishes a revised Payment Standard Schedule for the Michigan City Housing Authority Section 8 Housing Choice Voucher Program effective July 1, 2008, attached hereto as Exhibit A and made a part hereof.

BE IT FURTHER RESOLVED, that Resolution No. 2008-01, which established a Section 8 Payment Standard previously in effect, is hereby rescinded.

Adopted this 16<sup>th</sup> day of June 2008.

Resolution moved by: Commissioner Eric Overcash

Resolution seconded by: Commissioner Eddie Wilson

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Carla Mock, MCHA Chairperson

ATTEST:

RESOLUTION NUMBER 2008-27

A RESOLUTION APPROVING THE ADDENDUM FOR AFFIRMATIVELY FURTHERING FAIR HOUSING TO THE ADMINISTRATION PLAN OF THE HOUSING AUTHORITY OF THE CITY OF MICHIGAN CITY, INDIANA.

WHEREAS, it is the policy of the Michigan City Housing Authority to comply fully with all Federal, State and local nondiscrimination laws and with rules and regulations governing Fair Housing and Equal Opportunity in housing and employment, and

WHEREAS, the Housing Authority will comply with all laws relating to Civil Rights, and

WHEREAS, the Michigan City Housing Authority shall not discriminate because of race, color, sex, religion, familial status, disability, national origin, marital status, or sexual orientation in the leasing, rental or other disposition of housing or related facilities, including land, that is part of any project or projects under the Housing Authority's jurisdiction covered by a contract for annual contributions under the United States Housing Act of 1937, as amended, or in the use or occupancy thereof, and

WHEREAS, the Michigan City Housing Authority by implementing the Addendum of the Affirmatively Furthering Fair Housing to the Administration Plan is in compliance with fair housing laws.

NOW THEREFORE BE IT RESOLVED that the Board of Commissioners of the Housing Authority of the City of Michigan City, Indiana approved the implementation of the Addendum of the Affirmatively Furthering Fair Housing to the Administration Plan.

Adopted this 16<sup>th</sup> day of June 2008.

Resolution moved by: Commissioner Eric Overcash

Resolution seconded by: Commissioner Eddie Wilson

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Carla Mock, MCHA Chairperson

ATTEST:

RESOLUTION NUMBER 2008-28

RESOLUTION OF THE HOUSING AUTHORITY OF THE CITY OF MICHIGAN CITY, INDIANA TO APPROVE THE MICHIGAN CITY HOUSING AUTHORITY CODE OF CONDUCT.

WHEREAS, the Michigan City Code of Conduct shall govern the performance of the appointed officials or employees or agents of the Michigan City Authority engaged in the award and administration of programs supported by Federal Funds, and

WHEREAS, the provisions and requirements of 24 CFR Section 84.42 and Section 85.36(b)(3) are also incorporated in this Code of Conduct by this reference, and

WHEREAS, the requirements of Indiana State Statutes and Federal Regulation will be adhered to and in the event of a conflict in the requirements of any of such state and federal requirements, the stricter of any conflicting provisions will be adhered to, and

WHEREAS, the Code of Conduct would become a part of the Michigan City Housing Authority's policies and procedures.

NOW THEREFORE BE IT RESOLVED that the Board of Commissioners of the Housing Authority of the City of Michigan City approved the Michigan City Code of Conduct as part of the Housing Authority's policies and procedures.

Adopted this 16<sup>th</sup> day of June 2008.

Resolution moved by: Commissioner Eddie Wilson

Resolution seconded by: Vice Chairperson Ronald Strauss

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Carla Mock, MCHA Chairperson

ATTEST:

RESOLUTION NUMBER 2008-29

RESOLUTION OF THE COMMISSIONERS OF THE HOUSING AUTHORITY OF THE CITY OF MICHIGAN CITY, INDIANA, TO WRITE OFF DOUBTFUL ACCOUNTS FOR TENANT ACCOUNTS RECEIVABLES IN THE AMOUNT OF \$13,265.84.

WHEREAS, the Housing Authority of the City of Michigan City, Indiana writes off past due account receivables for residents who have vacated, abandon or died leaving a remaining balance due, and

WHEREAS, such accounts were sent to the collection agency in an attempt to obtain past due monies, and will remain at the collection agency even when the accounts have been written off by the Housing Authority, and

WHEREAS, this resolution states the specific dollar amount to be written off in tenant account receivables is \$13,265.84, and

WHEREAS, a list of tenants with overdue accounts totaling \$13,265.84 will be indefinitely kept on the Housing Authority's records, and

WHEREAS, it is understood that when a tenant with an overdue account returns to apply for housing, the tenant is required to first pay off any overdue accounts.

NOW THEREFORE BE IT RESOLVED that Board of Commissioners authorized the write-off of doubtful accounts totaling \$13,265.84 for tenant accounts receivables with the understanding that such accounts are deemed as uncollectible accounts.

Adopted this 16<sup>th</sup> day of June 2008.

Resolution moved by: Commissioner Yolanda Thomas-Davis

Resolution seconded by: Vice Chairperson Ronald Strauss

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Carla Mock, MCHA Chairperson

ATTEST: