

**Northville Housing Commission
Regular Meeting Minutes
Wednesday, April 13, 2016
6 p.m.**

Commissioner Nehs called the Housing Commission meeting to order at 6 p.m.

ROLL CALL: Present: Commissioners Nehs, Deneau, Schultz and Ronayne; Director Necelis; Maintenance Manager Parks; Administrative Assistant Ziemba.
Absent/excused: Commissioner Catallo; Council Liaison Ekong

CONSENT AGENDA:

- A. Housing Commission meeting minutes of March 9, 2016.
- B. Housing Commission Invoice Distribution Report dated March 2016; Housing Commission capital outlay, operating and debt retirement funds; revenues/expenditures.

It was moved by Commissioner Schultz and supported by Commissioner Deneau to amend the agenda and consent agenda to include the draft lease change proposals and resident income verification discussion under information.

Carried unanimously

ATRC REPORT: Mr. Rizzo reported that the resident council was preparing for its annual election of officers in June. He also said there was a problem with the council bylaws and procedure. He also said he received a letter regarding the parking situation from the commission's attorney that said the General Rules of Occupancy and other information about Allen Terrace were "suggestions" and not part of the lease. Mr. Rizzo said this means that the rules prohibiting drinking (alcohol) in common areas and feeding animals also are suggestions and that the rules are null and void. Mrs. Davis said two emergency vehicles were here one Sunday and couldn't make the turn in front of the main entrance because vehicles were parked there. She said the responders were upset and asked that she contact Northville police. They also suggested posting "no parking" signs in front of the fountain and at the front of handicap visitors parking. The new parking policy will go into effect July 1; parking stickers no longer will be distributed.

COMMUNICATIONS: Dudley, Johnson, Taylor

COUNCIL LIAISON REPORT: None

HOUSING COMMISSION: Director Necelis said for March there were no move-outs or move-ins and no rent loss. There were 51 work orders and all were completed. Two hundred and ninety-nine meals were served in the building; 356 meals were served outside of the building. She also listed the activities that were held in the building as well as meetings she attended.

It was moved by Commissioner Deneau and supported by Commissioner Schultz to approve the applications as submitted.

Carried unanimously

UNFINISHED BUSINESS: None

NEW BUSINESS: Regarding the third-quarter budget amendments, Director Necelis mentioned that the \$33,000 in Community Development Block Grant funding from last year that the city received in 2015 has been reduced to \$19,103.

It was moved by Commissioner Deneau and supported by Commissioner Ronayne to approve the third quarter budget amendments as presented.

INFORMATION: Commissioner Nehs said the commission will start looking at new furniture for the common areas of the building and that we may get someone to help with this project. Director Necelis explained the income verification process through which Allen Terrace qualifies for federal grants. Copies of the proposed lease changes were shared with the commissioners and will be posted for two weeks to give residents an opportunity to comment on them. The commission will hold a special meeting at 4 p.m. April 27 to vote on the proposed changes.

COMMISSIONER COMMENTS: None

ADJOURNMENT: It was motioned by Commissioner Deneau and supported by Commissioner Ronayne to adjourn.

Time of adjournment: 6:35 p.m.

Respectfully submitted,

Barbara Ziemba, Administrative Assistant