

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

Commissioner Nehs called the Housing Commission meeting to order at 6:03 p.m.

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

Absent/excused: Commissioner Catallo

Note: These minutes were amended at the March 9, 2016, Housing Commission meeting to show Commissioner Ronayne was present when roll call was taken.

CONSENT AGENDA:

- A. Housing Commission meeting minutes of November 12, 2015.
- B. Housing Commission Invoice Distribution Report dated November and December 2015.

It was moved by Commissioner Deneau and supported by Commissioner Schultz to approve the agenda and consent agenda as presented.

Carried unanimously

CITIZENS COMMENTS: Marilou VanScoit asked the commission to return the bulletin board to the lobby. Commissioner Nehs said it would be considered. Lydia Daniel thanked the commission for the new carpeting and paint throughout the building. Several residents did not like the new steps on the main porch, saying they were uneven and too narrow, Director Necelis said the city's inspector checked the steps; there was a flaw with one of the steps and the contractor redid it. The inspector then approved the steps.

COMMUNICATIONS: Clark, Johnson, other Allen Terrace residents; RSVP program. Commissioner Nehs thanked the residents for their remarks regarding the holiday dinner.

COUNCIL LIAISON REPORT: Mr. Ekong wished everyone a happy new year and said he would follow up on the steps.

HOUSING COMMISSION REPORT: Director Necelis said there were two move-outs and two move-ins in November and a \$685 vacancy loss from a delinquent payment. Also, 36 work orders were received and completed. For December, 38 work orders were received and completed; there were no vacancies.

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

Carried unanimously

UNFINISHED BUSINESS: Revised Parking Space Forms. The current forms refer to assigned parking spaces and are titled "Individual assigned parking space policy." The policy has lapsed and the forms need revisions. Mr. Rizzo spoke on behalf of the Allen Terrace Resident Council executive board. He said that the commission's action of shifting the

administration of the policy from the office to the executive board violated the Truth in Renting Act. He also said it was a unilateral change that would put the commission in contempt of court.

It was moved by Commissioner Deneau and supported by Commissioner Schultz to rename the Individual Assigned Parking Space Form as Vehicle Information.

Carried unanimously

It was moved by Commissioner Deneau and supported by Commissioner Schultz to drop the language: "My car is regularly parked or will be parked in my assigned space during a minimum of six (6) months during _____ (year)."

Carried unanimously

NEW BUSINESS: The goals and objectives for 2016-17 were reviewed and discussed.

Commissioner Ronayne was excused from the meeting at 6:50 p.m.

It was motioned by Commissioner Schultz and supported by Commissioner Deneau to approve the goals and objectives for 2016-17.

Carried unanimously

INFORMATION: There was discussion regarding proposed 2016-17 Allen Terrace apartment rental adjustments. Director Necelis is recommending a \$10 increase on the one-bedroom units and a \$12 increase for the two-bedroom apartments beginning July 1, 2015.

COMMISSIONER COMMENTS: Director Necelis listed the projects that were completed since 2012. She also said that Community Development Block Grants have been declining in recent years, which is why she is recommending a \$10 rent increase for 2016-17. Responding to a question, she said former director Inglis had agreed to assume responsibility for administering the parking lot from the resident council.

ADJOURNMENT: It was moved by Commissioner Catallo and supported by Commissioner Deneau to adjourn.

Carried unanimously

Time of adjournment: 7:05 p.m.

Respectfully submitted,

Barbara Ziemba, Administrative Assistant