

Lincoln Park Housing Commission Special Meeting

Thursday, September 12, 2019

7:00 p.m.

**MINUTES**

1. Call Meeting to Order at 7:03 p.m.
2. Pledge of Allegiance
3. Roll Call: McTaggart, Varner, Gilbert, Melton      Absent: White (unexcused)
4. Resolutions

**RESOLUTION #19-091**

- a. Approve the Agenda for September 12, 2019.  
**Donald McTaggart made a motion to approve, Thelbert Varner second, all in favor, motion carried.**

**RESOLUTION #19-092**

- b. Approve the Minutes of the Meeting held August 8, 2019.  
**Thelbert Varner made a motion to approve, Gordan Gilbert second, all in favor, motion carried.**

**RESOLUTION #19-093**

- c. Approve the September Housing Assistance Program (HAP) Payments and Utility Reimbursements Payments for the Voucher Program for the amount of \$117,720.00.  
**Donald McTaggart made a motion to approve, Thelbert Varner second, all in favor, motion carried.**

**RESOLUTION #19-094**

- d. Approve September Housing Assistance Program (HAP) Payments for the Moderate Rehabilitation Program for the amount of \$11,721.00.  
**Thelbert Varner made a motion to approve, Gordan Gilbert second, all in favor, motion carried.**

**RESOLUTION #19-095**

- e. Motion to approve LPHC Mileage Reimbursement Policy for the Commissioners.  
**Donald McTaggart made a motion to approve, Thelbert Varner second, all in favor, motion carried.**

**RESOLUTION #19-096**

- f. Motion to accept opening of the RFP for Audit Services for LPHC.  
**Gordan Gilbert made a motion to approve, Donald McTaggart second, all in favor, motion carried.**

**RESOLUTION #19-097**

- g. Motion to award of RFP for Audit Services to John DiPiero CPA, for 1 year (2019) in the amount \$5,950.00, and for 2 years contingent on board approval.  
**Thelbert Varner made a motion to approve, McTaggart second, all in favor, motion carried.**

**RESOLUTION #19-098**

- h. Approve Management Reports
- i. Vacancy Turnaround Report
  - ii. Current Vacancy Report
  - iii. Physical Housing Assessment Systems (PHAS) Work Order Report August
  - iv. Recertification Report
  - v. Incomplete Work Order Report – Nothing to Report
  - vi. Voucher Status Report
  - vii. A/R (Accounts Receivable) Balance Due Report with Explanations
  - viii. Service Coordinator Report
  - ix. Financial Reports – Emailed to Commissioners by the Corporate Office
- Gordan Gilbert made a motion to approve, Donald McTaggart second, all in favor, motion carried.**

**RESOLUTION #19-099**

5. Approve Payables for August in the amount of \$2,246.00.  
**Donald McTaggart made a motion to approve, Thelbert Varner second, all in favor, motion carried.**

**RESOLUTION #19-100**

6. Call from the table: Motion to approve to change October's Commissioner Meeting time to start at 6:00 p.m.  
**Gordan Gilbert made a motion to approve, Thelbert Varner second, all in favor, motion carried.**
7. Public Participation: N/A
8. Adjournment at 7:20 p.m.

