

CEO REPORT:

Eric Martin shared highlights from his report that was emailed in advance of the meeting:

- Lake Metropolitan Housing Authority has submitted to HUD a continuation of COVID-19 related waiver requests which include waiving the mandate of SEMAP, increasing the payment standard during the HAP contract, voucher term extensions, and increasing the payment standard from 100 percent to 115 percent of FMR.
- Eric noted that the HCV lease-up numbers have increased over the previous month.
- Efforts are underway to prepare vacant Public Housing units at Parkview Place for lease-up once all units are converted to Market Rate properties. Public Housing reserve dollars will be used to cover the expenses.
- Eric mentioned that although increased expenses in the Multi-Family properties will continue over the next month as units are being brought online and necessary projects are underway, the agency will now focus more on leasing up available units.
- Staff recruiting efforts have picked up over the past month as noted in the hiring of the executive assistant. Eric expects that other key positions will get filled over the next 30 to 60 days.
- Eric highlighted that the Jackson Tower bid packet is expected to be completed and posted and publicly solicited by March 15th.
- Eric gave an update on the security camera project. GiffinTek is testing a hopeful solution at Jackson Towers. Thus far, all indications point to having security cameras back up and online very soon.

FEBRUARY FINANCE REPORT:

A motion was made by Charles Stennis and seconded by Julius Williams to approve the February financials. The February financials were approved by roll call with 6 ayes from Cynthia Brooks, Vice-Chairperson Charles Stennis Jr., Gregory Schmidt, Kathryn Popp, Julius Williams, and Chairperson Jeffrey Mackey.

OTHER UPDATES & COMMENTS:

Board Chairperson Jeffrey Mackey commented on the resurgence of COVID-19 and encouraged everyone to take the necessary precautions to stay healthy.

RESOLUTIONS:

None were brought forth.

ADJOURNMENT:

A motion was made by Cynthia Brooks to adjourn the meeting. The meeting adjourned at 7:13 p.m.

Respectfully submitted,

Eric P Martin
Executive Director



Meeting of The Board of Commissioners CEO Report March 2022

Housing Choice Voucher:

HUD has approved our 2022 waiver request, which includes the following:

- Extending the moratorium on SEMAP Scoring,
- Increase the payment standard during the HAP contract,
- Voucher term extension flexibility,
- Increasing the current payment standard from 100 percent to 115 percent of FMR.

We will now be able to offer more housing assistance to our HCV applicants and tenants while improving our budget utilization. The new 115 percent FMR will be effective June 1 and applied at all interims and annual adjustments occurring after June 1, 2022.

Our lease-ups dropped by 8 in March. We will be pulling 100 more applicants from the waiting list in April. With only one employee dedicated to intake, we are only able to pull 100 applicants at a time. Unfortunately, this has not been enough to sustain consistent growth in our program lease-ups. It is becoming increasingly clear that additional help is needed to pull a much larger volume of applicants.

Public Housing/Multi-Family Program/Market Rate:

We are continuing our efforts in turning vacant units at Parkview Place into rentable units. As discussed previously, our goal is to utilize our Public Housing reserve dollars to fund needed repairs and upgrades to the empty units prior to conversion.

In Multi-Family, we are refocusing our efforts on leasing up available units now that we have made decent progress in completing unit turns. We fully expect a steady increase in rental revenue over the final quarter of FY 2022 and well into FY 2023.





Staffing:

We are happy to announce that our long-awaited Multi-Family Specialist and FSS Coordinator are both onboard and in the building. We are now actively recruiting HCV Specialists to help bolster our front-end efforts to get more vouchers on the street and increase our lease-ups.

In other good news, we have completed the buildout of our first satellite office at Washington Square. Tenants living in the building now have an onsite Multifamily Specialist and will no longer need to travel to the Administration building for appointments.

Section 18 Disposition:

Currently, there are 6 residents who are still looking to relocate. We have reached out to our Relocation Coordinator to develop a targeted strategy for the remaining Public Housing residents. The hope is to intensify our efforts and better identify and remove any unique barriers preventing relocation.

Jackson Towers:

We held a preproposal conference for our Jackson Towers façade project on March 30th which went extremely well. However, during the walkthrough, our architectural consultants advised that we get another opinion on the structural integrity of the building and concrete panels. We have suspended the bid and are hoping to have a final opinion from the structural engineer sometime this week. If the structure of the building and the concrete panels are sound, we will re-bid the project to include both sealant replacement and weatherproofing of the concrete panels.

Security Cameras:

GriffinTek has confirmed that they will be able to restore camera surveillance at all locations. We met with John Griffin this past week to discuss equipment and additional internet requirements at Woodlawn and Washington Square. John has indicated that he expects to have us completely back online sometime in May. This will not only include





Jackson Towers, Washington Square, and Woodlawn; but also working cameras at the Administration Building and the surrounding parking lots.

Respectfully submitted,
Eric P. Martin, MBA/PA



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