

**REGULAR MEETING OF THE  
LAKE METROPOLITAN HOUSING AUTHORITY  
May 12, 2021  
\*ONLINE – via Zoom  
6:00 P.M.**

*This meeting and all formal actions memorialized herein were taken in a duly noticed virtual, open meeting of this Board and all deliberations which resulted in formal action were taken in meeting(s) open to the public, in full compliance with all applicable legal requirements including Section 121.22 of the Ohio Revised Code and HB 404 during the state declared COVID-19 emergency.*

The meeting was called to order by Chairperson Jeffrey Mackey at 6:00 p.m.

**PRESENT**

Cynthia Brooks  
Vice-Chair Charles Stennis  
Gregory Schmidt  
Kathryn Popp (connected 6:13pm)  
George Phillips  
Julius Williams  
Chairperson Jeffrey Mackey

**ALSO PRESENT**

Melissa Winfield, Chief Executive Officer  
Marshal Pitchford, Attorney  
Amy Tressler, Assistant Director  
Eric Martin, Chief Financial Officer  
Tammy Doll, Executive Assistant

**CHAIRPERSON'S COMMENTS:**

Chairperson Jeffrey Mackey spoke of the continued work in the community to administer COVID-19 vaccinations. Ohio Governor Mike DeWine has announced that he will be lifting most public health orders beginning June 2, 2021, along with offering incentive drawings to those who have been vaccinated.

Agenda will be amended to include a resolution to amend the Administrative Plan to allow for biennial HQS inspections by using CARES Act waivers. Agenda amendment was accepted by unanimous acclamation.

**MEETING MINUTES:**

April 14, 2021 Regular Board Meeting minutes. The minutes were accepted by unanimous acclamation.

**CEO REPORT:**

CEO Melissa Winfield shared highlights from her report that was emailed in advance of meeting:

- It has been difficult to fill vacant units; there are currently 28 vacancies.
- HCV utilization rate is at 85%; not leasing as fast as hoped for.
- The suspension of SEMAP scoring will allow Lake MHA to carry over the most recent score.
- Lake MHA was not selected to receive any Emergency Housing Vouchers through HUD.

- Current CDC eviction moratorium expires June 30, 2021. Attorney Pitchford will work with staff to develop strategy for 20-25 tenants up for eviction for nonpayment of rent.
- Painesville Police have been hired to monitor Jackson Towers on intermittent evenings in response to several tenant complaints of illegal activity in the building.
- Welcome to Eric Martin, new Chief Financial Officer!
- Advisory REAC inspections are set to resume in June 2021. A 28-day notice will be provided, and tenants will have the ability to opt-out if they do not want an inspector in their unit.
- Source of income discrimination is being reviewed at the state level, as well as at the federal level. Many voucher holders report that landlords do not want to rent to them because of their source of income. Some cities in Ohio have already enacted laws to prohibit this type of discrimination, and it continues to be an issue in Lake County.
- Information was provided regarding the Emergency Broadband Benefit discount program for eligible low-income households.
- In partnership with the Lake County General Health District, there will be a mobile COVID-19 vaccination clinic at each of Lake MHA's properties in the coming weeks.
- Lake MHA will be applying for 2021 CDBG funds for HVAC upgrades to the 70 units at Woodlawn Homes.
- CEO Winfield expects to receive shortly a HUD approval letter for the Section 18 application for ParkView Place in Willoughby.
- The PHADA virtual annual convention will be held May 17-18, 2021. It is available to all Board members.
- Auditor of State Award was received for the fifth year in a row.

#### **APRIL FINANCE REPORT:**

A motion was made by Vice-Chairperson Charles Stennis, Jr. and seconded by Gregory Schmidt to approve the March 2021 financials. The March financials were approved by roll call with 7 ayes from Cynthia Brooks, Vice-Chairperson Charles Stennis, Jr., Gregory Schmidt, Kathryn Popp, George Phillips, Julius Williams, and Chairperson Jeffrey Mackey.

#### **RESOLUTION:**

- **Resolution 8-2021:** Resolution Amending the Housing Choice Voucher Administrative Plan of the Lake Metropolitan Housing Authority, to reflect adoption of HQS Waivers available under the CARES Act.

A motion was made by Cynthia Brooks and seconded by Kathryn Popp to adopt this resolution. Resolution 8-2021 was approved by roll call with 7 ayes from Cynthia Brooks, Vice-Chairperson Charles Stennis, Jr., Gregory Schmidt, Kathryn Popp, George Phillips, Julius Williams, and Chairperson Jeffrey Mackey.

**EXECUTIVE SESSION**

A motion was made by Vice-Chairperson Charles Stennis, Jr. and seconded by Cynthia Brooks to enter into Executive Session to discuss the sale and/or disposition of real property, to include attendance by agency staff and legal counsel. Motion was approved by roll call with 7 ayes from Cynthia Brooks, Vice-Chairperson Charles Stennis, Jr., Gregory Schmidt, Kathryn Popp, George Phillips, Julius Williams, and Chairperson Jeffrey Mackey.

**ADJOURNMENT:**

A motion was made by Vice-Chairperson Charles Stennis, Jr. and seconded by Cynthia Brooks to adjourn the meeting. The meeting adjourned at 7:03 p.m.

Respectfully submitted,



Melissa Winfield  
Chief Executive Officer