



Tiffany A. Dixon  
Executive Director

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**Housing Authority Board of Commissioners  
of the City of Michigan City, Indiana  
Executive Director Tiffany A. Dixon**

**Minutes of the Regular Meeting  
October 17, 2024**

The Regular Board Meeting of the Commissioners of the Michigan City Housing Authority was held on October 17, 2024 at 621 E. Michigan City, Indiana 46360.

Present: Robert Lonie, Chairman  
Tulani Reyna, Vice Chairperson  
Michael Vinson, Commissioner  
Stasi Benning, Commissioner  
Nicholas Snow, Attorney

Absent: Heather Conley, Commissioner  
Phaedra Greer, Commissioner

MCHA Staff: Tiffany A. Dixon, Executive Director  
Marisol Miranda, HCV Program Manager  
Kourtnei Hamer, Property Manager

**I. Call to Order**

The meeting was called to order at approximately 3:00 PM by Chairman Robert Lonie.

**II. Pledge of Allegiance**

The Board stood for the Pledge of Allegiance.



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### **III. Roll Call**

Chairman Robert Lonie conducted roll call. The following Commissioners were present:

- Robert Lonie
- Tulani Reyna
- Michael Vinson
- Stasi Benning
- Attorney Nicholas Snow

**Absent:** Commissioners Heather Conley and Phaedra Greer.

### **IV. Approval of Minutes**

The following meeting minutes were presented for approval:

- minutes from June 20, 2024,

Commissioner Michael Vinson moved to approve the minutes, seconded by Commissioner Tulani Reyna. The motion carried.

### **V. Chairman's Opening Remarks**

Chairman Lonie welcomed attendees and acknowledged the lack of quorum at the September meeting.

### **VI. Public Comments**



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Resident Comoni Shorter raised concerns about policies and processes under current and previous staff. She requested email communication and copies of relevant policies.

## **VII. Communication**

No formal communications were noted from Executive Director Tiffany Dixon or Attorney Snow.

## **VIII. Reports**

### **1. Housing Choice Voucher (HCV) Program:**

Program Manager, Marisol Miranda provided an update, which the board reviewed and discussed.

### **2. Property Management:**

Property Manager, Kourtney Hamer presented updates on property occupancy and efforts to address vacancies, followed by board discussion.

### **3. Finance Report:**

Executive Director Tiffany Dixon stated that staff is preparing financial reports for the past 12 months, with a submission deadline of November 30th. The MCHA finance team is coordinating with the accountant to meet the deadline.

- Motion to approve: Commissioner Stasi Benning.
- Seconded by: Commissioner Tulani Reyna.

**Votes:** AYES: Chairman Lonie, Vice Chairperson Reyna, Commissioner Benning, Commissioner Vinson



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#### 4. **Executive Director Report:**

Executive Director Tiffany Dixon provided updates:

- **Operating and shortfall budget:** The operating subsidy submitted in August has been approved. Additionally, a 2025 waiver application was submitted as a precaution ahead of the November 30th deadline. A shortfall budget for public housing has also been completed and submitted.
- **4QS Inspections:** A shortfall budget for public housing was submitted. A new inspection company has been contracted, offering improved communication and efficiency at \$40 HQs per inspection.
- **Security Grant:** Progress on Boulevard Gardens' security upgrades includes hallway doors and cameras, with fiber optic cables being installed.
- **Procurement:** New software for RFPs/RFQs has been implemented. Recent RFPs for snow removal and grass cutting were posted.
- **Rehabilitation Projects:** RFPs are being finalized for Boulevard Gardens and Lakelands.
- **Community Initiatives:** Partnership with a food bank for seniors continues. Early Thanksgiving dinners are scheduled for Boulevard Gardens, with commissioners invited.
- **Maintenance Issues:**
  - Mailbox key replacements have been resolved.
  - Boulevard Gardens evening lights are being repaired by an electrical company.
  - Lakeland residents affected by a 48-hour utility outage were relocated to hotels and received food assistance or account credits. A contingency plan is being developed.
- **Leadership Participation:** Tiffany has joined the Michigan City Leadership Committee, renewed memberships with the Chamber of Commerce, and participated in the Inspired Women Chamber of Commerce event.



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Tiffany also addressed Commissioner Vinson's questions about procurement software and policies.

**5. Attorney's Report:**

Attorney Snow had no report.

**IX. New Business**

**A.) 2025 Conferences:**

Chairman Lonie outlined three potential training conferences. Commissioners interested in attending were encouraged to coordinate with Executive Director Tiffany Dixon. Tiffany also mentioned the NARO Annual Legislative Conference in March and the Summer Symposium for future consideration.

**B.) Resolution 2024-10-01 Approval of Payment Standards**

Tiffany Dixon presented the updated payment standards, effective December 1, 2024, for new move-ins and relocations, with recertifications adopting the rates in January 2025. The proposed payment standards align with HUD's guidelines of 90%-110% of Fair Market Rents (FMRs).

**Motion Approved.**

**Votes:** AYES: Chairman Lonie, Vice Chairperson Reyna, Commissioner Benning, Commissioner Vinson.

**C.) Resolution 2024-10-02 Approval of Flat Rents**

Chairman Lonie opened the discussion, Tiffany then explained that public housing tenants have the option to choose between a flat rent rate or a rent based on their income.

A motion was made to approve the flat rent resolution, and the motion was seconded.



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**Votes:** AYES: Chairman Lonie, Vice Chairperson Reyna, Commissioner Benning, Commissioner Vinson.

## **X. Old Business**

### **A.) Training:**

Chairman Lonie emphasized the importance of completing HUD Exchange's "Lead the Way" course as a foundational compliance requirement. He opened the floor for comments and discussion. Commissioner Vinson noted that he has started the training modules.

## **XI. Commissioner Remarks**

Chairman Lonie invited comments from the Commissioners. No remarks were made

## **XII. Adjournment**

Chairman Robert Lonie called for adjournment. All board members present voted AYE.