



Michigan City Housing Authority
Tiffany A. Dixon, Executive Director
621 East Michigan Blvd
Michigan City, IN 46360
(219) 872-7287 Fax (219) 873-7700

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

Minutes of the Regular Board Meeting
August 21, 2025

The Regular Board Meeting of the Commissioners of the Michigan City Housing Authority was held on August 21, 2025 at 621 E. Michigan Boulevard Michigan City, Indiana 46360.

Present: Michael Vinson, Chairman
Tulani Reyna, Vice Chairperson
Stasi Benning, Commissioner
Phaedra Greer, Commissioner
Kenneth Fly, Commissioner
Tramel Raggs, Attorney

Absent: Marlise Rawls, Commissioner

MCHA Staff: Tiffany A. Dixon, Executive Director
Tammi Cook, Finance Manager
Marisol Miranda, HCV Manager
Deziraie Renovales, Property Manager



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I. CALL TO ORDER

The Regular Meeting of the Michigan City Housing Authority Board of Commissioners was called to order by Chairman Michael Vinson at approximately 3:03 P.M

II. PLEDGE OF ALLEGIANCE

All present stood and recited the Pledge of Allegiance.

III. ROLL CALL

Roll call was conducted by Chairman Vinson. The following members were present:

- Chairman Michael Vinson
- Vice Chairperson Tulani Rayna
- Commissioner Stasi Benning
- Commissioner: Phaedra Greer
- Commissioner Kenneth Fly

Absent:

- Commissioner: Marlise Rawls

Also Present:

- Executive Director, Tiffany A. Dixon
- Property Manager, Deziraie Renovales
- Finance Manager, Tammi Cook
- Attorney Trammel Raggs

IV. APPROVAL OF MINUTES:

The minutes of the July 17, 2025 Regular Board Meeting were presented for approval.



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Motion: Chairman Greer
Second: Commissioner Reyna

Roll Call Vote:

- Vinson – Aye
- Reyna – Aye
- Benning- Aye
- Greer- Aye
- Fly- Abstain

Motion carried.

V. CHAIRMAN' S OPENING REMARK'S

Chairman Vinson urges MCHA to schedule meetings with tenants to address concerns for security doors. Discussed maintenance, security upgrades, and ongoing property management challenges.

VI. PUBLIC COMMENT

Resident expressed dissatisfaction and concerns with pest control methods, security and HA-tenant communication.

VIII. Reports

A. Housing Choice Voucher

Marisol Miranda, Housing Choice Voucher Manager, shared program updates and the following:

- HCV waiting list opened to the public August 4, 2025- August 8, 2025; 995 application received.
- Computer lottery selected 500 applications for active HCV waiting list.
- Approximately half of applicants were from Michigan City, IN/ LaPorte, IN area.
- Families who are selected will be notified by October 31, 2025
- Applications will begin being pulled from the list in September to increase utilization.
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A.) Property Management

Desiree Renovales, Property Manager, shared program updates for Public Housing, Homeownership, and Business Activity waiting lists; as well as the occupancy rate for Lakeland Estates, Boulevard Gardens, Harborside Homes, Harborside Duplexes, and Scattered Sites.

B.) Finance

Tammi Cook, Finance Manager provided information for all programs. Highlights include:

- HCV payments and administrative fees
- Housing Assistance Payment (HAP) expenses
- Operational reserves
- Updates on business activity and balance sheets

C.) Executive Director Report

Tiffany A. Dixon, Executive Director, shared updates:

- FY2026 operating budget due to HUD by October 1, 2025
- Budget covers entire Housing Authority and HCV program and Public Housing
- Major reallocation of staff salaries to tenant services. 3% staff wage increase projected.
- Routine maintenance budget increased by 35% to \$150,000 due to historical issues and anticipated repairs
- HCV program; aiming to increase utilization
- Federal Funding assumed at 90% of HUD baseline; public housing occupancy projected at 97%
- Balanced budget targeted; surplus projected; risk tied to actual subsidy funding.

D.) Attorney Report:

Tramel Raggs, MCHA Attorney

- a. 2 evictions in process
- b. 2 active litigation reports
- c. The attorney's office will issue a formal litigation report to the commissioner before the next meeting.



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- d. Updated notifications for agendas and public notice for all appointed board members with the format, to be compliant with all board members with the law that was passed in Indiana.

IX. NEW BUSINESS

Resolution 2025-10: Authorization to Ratify Vacancy Reduction Change Order #3

Motion: Chairman Vinson

Second: Vice Chairperson Reyna

- Vinson – Aye
- Reyna – Aye
- Benning – Aye
- Greer- Aye
- Fly- Aye

Resolution 2025-11: Authorization to Approve Vacancy Reduction Change order #4

Motion: Chairman Vinson

Second: Vice Chairperson Reyna

- Vinson – Aye
- Reyna – Aye
- Benning – Aye
- Greer- Aye
- Fly- Aye

Resolution 2025-12: Authorization to Approve Amendment to Procurement Policy

Motion: Chairperson Vinson

Second: Vice Chairperson Reyna

- Vinson – Aye
- Reyna – Aye
- Benning – Aye
- Greer- Aye
- Fly- Aye



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Resolution 2025-13: Authorization to Approve 2026 Operating Budget

Motion: Chairman Vinson

Second: Vice Chairperson Reyna

- Vinson – Aye
- Reyna – Aye
- Benning – Aye (would also like additional detail)
- Greer- Aye
- Fly- Abstain

IX. OLD BUSINESS:

Resolution 2025-9 Authorization to Approve Executive Director Employment Contract:

Motion: Vice Chairperson Reyna

Second: Commissioner Fly

- Vinson – Aye
- Reyna – Aye
- Benning – Aye
- Greer- Aye
- Fly- Aye

X. COMMISSIONER'S REMARK'S

Chairman Vinson opened the floor for Commissioner comments:

- Commissioner Greer spoke to resident present regarding concerns mentioned about safety measures and building access by maintenance and pest control
- Commissioner Fly spoke to resident present regarding safety issues directly asking questions about safety measures and building access by maintenance and pest control

XI. ADJOURNMENT:

There being no further business, Chairman Vinson called for adjournment.

All present voted in favor. Meeting adjourned.



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Approved by the Board of Commissioners of the Michigan City Housing Authority on this 21st day of August 2025.

ATTEST:

A handwritten signature in black ink, appearing to read "Tiffany A. Dixon", written over a horizontal line.

TIFFANY A. DIXON, SECRETARY

A handwritten signature in black ink, appearing to read "Michael R. Vinson", written over a horizontal line.

MICHAEL VINSON, CHAIRPERSON