

MARQUETTE HOUSING COMMISSION

Board Meeting Minutes

May 23, 2017

The meeting was called to order by Smith at 5:31 pm.

1) Roll Call

PRESENT: Smith, Lankinen, Norberg, Maki and Hurley

ABSENT: Kruhak Motion made to formally excuse our Chair by Lankinen, 2nd by Norberg. No discussion. Motion pass

2) APPROVAL OF AGENDA: A motion was made by Lankinen, seconded by Norberg to approve the agenda, with the agreement to vote on the By-laws at the next meeting as at least four (4) Commissioners must be present. Motion passed unanimously.

3) APPROVAL OF PREVIOUS MEETING MINUTES: A motion was made by Lankinen, seconded by Norberg to approve the April 12, 2017 minutes. The motion passed unanimously.

4) PUBLIC COMMENT: None

5) Consent Agenda:

(a) Executive Director's Report:

LAKE SUPERIOR VILLAGE:

Youth & Family Center: Work towards meeting requirements to license the kitchen.

Safety Grant: All cameras are installed. Could use additional cameras. Next new door lacks and deadbolts. Commissioner wanted to confirm that one camera was moved to look over the bus stop for kids.

TruNorth Grant: Submitting \$8,500 grant for two play ground equipment.

Insurance Claim: First Contracting won bid for insurance restoration and sewer line replacement.

Father's Day: June 14th 4-7pm. Celebrate Flag Day Collecting donations and prizes.

Expected attendees are fire and police departments, representatives from Representative Bergman's office, ABC 10 and Mining Journal. Invited were Senator Stabenow, Marquette City Commissioners and the Mayor.

Collections:

- Debts written off
 - March: \$0
 - YTD: \$0
- Debts attempted to be collected
 - March \$0
 - YTD \$35,401.61
- Collection loss receipts

March \$1,050.32
YTD: \$3,308.41

PINE RIDGE:

Fire Alarm System: First Contracting was on site May 1st to install system.

Collections:

- Debts written off
March \$0
YTD: \$658.30
- Debts attempted to be collected
March \$0
YTD: \$0
- Collection loss receipts
March: \$318.86
YTD: \$3,118.14

EXECUTIVE DIRECTOR:

Affordable Housing Conference: Followed the housing tax credit tract. Will make a more detailed presentation in the fall to board regarding RAD. Rental Assistance of Development program. E.D. explained some of the basic components of becoming a RAD entity. Questions from Commissioners and E.D. gave an overview. Commissioners requested at least two professionals to come in to give the Commissioners their opinion.
MI/NRC Conference: E.D. has been appointed Chair of North Central Regional Council Small Agency Task Force.

Financial Assessment: Anderson Tackman will review financial position of the MHC and MERS.

(b) Financial Statements-March PR will increase building material line. LSV – legal expenses are high. Materials is down. CC insurance is over.

(c) Cash Position Statement: as presented

(d) Approval of Checks (Current and previously issued): Question about the EZ Stop, Pangea and PHADA checks by Commissioner. Several checks were questioned and received explanations given.

(e) Housing Choice Voucher Progress Report: Explanation about porting between housing commissions.

(f) Pine Ridge: Project Performance Reports. Tenant Account Report: No write offs

(g) Lake Superior Village Report: Project Performance Report – two apartments with water damage. No write offs. No court order evictions in one year. Project Manager was complimented on progress made at LSV.

Smith asked for motion Lankinen moved Norberg^{2nd} to accept consent agenda. Motion passed unanimously.

6) Tenant Accountant Receivable Write Offs:

(a) Pine Ridge -\$0

(b) Lake Superior Village- \$0

None

7) Communication: None

8) Old Business:

(a) Resolution 2017-6 will be addressed at June 27th meeting. E.D. pointed out the changes. Not able to vote because we need at least four (4) Commissioners. Discussion if we want to make nominations and election all at same meeting. Or from the floor, a nominating committee was not of interest. Election made by ballot agreed by three Commissioners. The Annual meeting has to be announced. Two Commissioners like nominations and paper ballot made at same meeting.

(b) Presentation to City June 12th at 6:00 pm. Power point presentation will be forwarded to each Commissioner. Either the President or Vice will make the presentation.

(9) New Business: None presented

(10) Commissioners Comments: Smith- need to make goals and what is our vision for MHC.

PUBLIC COMMENT: None

Smith adjourned the meeting at 6:20 pm.

President: _____

Igor Kruhak

Executive Director: _____

Sharon Maki

Susan Hurley, Minutes