



MEETING AGENDA

The Marquette Housing Commission hereby gives public notice of a meeting scheduled for Tuesday, March 28, 2023 at 2:00 P.M. in the Pine Ridge conference room.

- 1) Roll Call
- 2) Approval of Agenda *(page 1)*
- 3) Approval of Previous Meeting Minutes-November *(page 2,3)*
- 4) Public Comment
- 5) Consent Agenda
 - a) Executive Director's Report *(page 4)*
 - b) Youth and Family Center Report *(page 5)*
 - c) Financials-February *(page 6-11)*
 - d) Approval of checks *(page 12-14)*
 - e) Cash Position Statement *(page 15)*
 - f) Housing Choice Voucher Progress Report *(page 16)*
- 6) Communications
- 7) Old Business
 - a) Venture Motel update
- 8) New Business
- 9) Commissioner Comments
- 10) Public Comment
- 11) Adjournment

Mission

To provide and maintain quality, affordable housing free from discrimination.

MARQUETTE HOUSING COMMISSION
BOARD MEETING MINUTES

February 28, 2023

The meeting was called to order at 12:00 pm.

- 1) Roll Call
Present: Stark, Metz, Rose, and Maki
Absent: None
- 2) Approval of Agenda: Motion made by Metz so moved by Rose, to approve the agenda as presented with the addition to adding CAAM under 6) Communications
- 3) Approval of Previous Meeting Minutes: Motion made Metz, so moved by Rose, to approve the November 22, 2022 minutes.
- 4) Public Comment: Tenant was told they would be added to the agenda and because they are not, they realize they only have three minutes to speak. They provided copies of HUD CFR handbook, fact sheets of tenants' rights, and resignation letter from secretary of Resident Council. Pets are not on a leash, illegal substances not being addressed; all which disrupts the livelihood of the tenants. Only asking for cooperation from management.
- 5) Consent Agenda
(a) Executive Director's Report

Staff:

- Apartment manager and occupancy specialists are working on reorganizing tenant files.

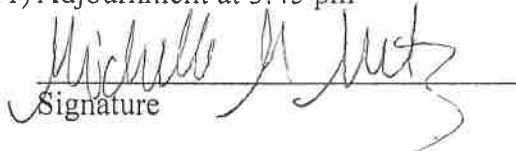
Vacancies:

- Lake Superior Village: 0 - They are transferring two families from a 3BR to a 2BR.
- Pine Ridge Marquette: 0 - One eviction that has been in the process since November.

Executive Director:

- The MSHDA loans for both properties have been closed.
- The audit for MSHDA for both projects has been completed. Pine Ridge's audit has been submitted. Lake Superior Village audit is waiting for a letter from the lawyer representing AHSUP in the lawsuit regarding a tenant falling during construction
- Attended the Michigan NAHRO conference in Gaylord. My term as President is up September 2023.
- Working on completing the necessary 40 hours of course work for my real estate license.
- Submitted the required annual management forms to MSHDA.
- Need to determine if MHC can end compliance contract with KMG Prestige. Commissioner asked to reiterated the reason we submit files to KMG before Cinnaire is to add the extra protection that we are compliant.
- Participating in discussions with local agencies about developing permanent supportive housing.

- (b) Youth and Family Center Report – December through February activities reported.
- (c) Financials – January 2023 We have a budget in place. No capital expenditures. Budget column is yearly.
- (d) Approval of checks – Voided checks were due to new printer adjustments. Credit card services questioned. Understands now that HAP checks are for the vouchers.
- (e) Cash Position Statement – CD moved from line 1 to line 3. Add CD percentage to report.
- (f) Housing Choice Voucher Progress Report – Showed two year tool and how the yearly amounts change periodically within one year.
Motion made by Metz, seconded by Rose, to approve the Executive Director’s report.
- 6) Communications
 - (a) Participation in CEDAM and PHADA – Board would like to participate in both.
 - (b) CAAM email – Requirement to implement a plan so everybody has access to the information. It is okay for CAAM and MHC to write a grant to develop for the program. Motion made by Metz, seconded by Rose, to agree with CAAM.email.
- 7) Old Business
- 8) New Business
 - a) Strategic planning review – Motion made by Metz, seconded by Rose, to approve the strategic plan as written. Board wants the plan on our website and added to Old Business on the agenda.
 - b) Strategic planning client satisfaction survey – E.D. will resend the survey so board members may submit to the strategic planner.
 - c) Annual funding to Youth and Family Center – Motion made by Metz, seconded by Rose, to provide the Y&F Center \$25,000 per year. Need to add a budget line for Y&F. In the future this will be given at the start of each year with the possibility of changing the amount given.
 - d) Resolution 2023-1 Personnel Policy – Motion made by Rose, seconded by Metz, to approve the Personnel Policy. Motion passes.
 - e) Resolution 2023-2 Utility Policy – Motion made by Metz, seconded by Rose, to approve the Utility Allowances.
 - f) Meeting with owner of Venture Motel
 - g) Meeting day and time
- 9) Commissioner Comments: Rose – No comment, Metz – would like to know about having the rules specified by AHSUP, not MHC.
- 10) Public Comment – Clarification of not adding Resident Council to the agenda
- 11) Adjournment at 3:45 pm


Signature

3-28-23
Date

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Motion made by Metz, seconded by Rose, to approve the Executive Director’s report.
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 - (a) Participation in CEDAM and PHADA – Board would like to participate in both.
 - (b) CAAM email – Requirement to implement a plan so everybody has access to the information. It is okay for CAAM and MHC to write a grant to develop for the program. Motion made by Metz, seconded by Rose, to agree with CAAM.email.
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Signature

Date



March 24, 2023

TO: Board of Directors
FROM: Sharon L. Maki, Director
SUBJECT: Executive Director's Report

Pine Ridge Marquette:

- Apartment manager and occupancy specialists are working reorganizing files.
- Maintenance issues include issues with the front door not opening correctly and roof fan noise. Both issues have been referred out and resolved.
- Vacancies: 1-end of the month transfer LSV; 1 eviction in process since November, hearing date on 4/6

Lake Superior Village:

- Apartment manager and occupancy specialists are working reorganizing files.
- Management require over housed tenants to transfer to correctly sized units. This is resulting in vacancies taking longer to fill than normal.
- Vacancies: 1 4-bedroom-transfer to 3 BR

Executive Director:

- Annual audits were submitted to MSHDA and received by MHC. There were no findings or areas of concern noted.
- Working on completing the necessary 40 hours of course work for my real estate license.
- MHC can end compliance contract with KMG Prestige with a 60-day notice. I have requested a 30 notice. As soon as I receive a response, I will be sending out a letter terminating the contract.
- The owner of the Venture Motel has given a \$1.3 million purchase price. The property is valued at \$446,000.
- A Request for Proposals has been sent out to project base eight (8) vouchers.
- Response to tenant concerns at previous meeting: The Executive Director, Management staff, and Service Coordinator have not received any complaints from tenants or the resident council regarding issues addressed by the tenant. When complaints are received management addresses them via conversation with tenant and/or lease violation. Tenant and the resident council are not made aware of the actions taken once the complaint is received. The Grievance Procedure is being reviewed by the ED and two Commissioners. Once reviewed and updated, the procedure will be posted in multiple places throughout the building and our website

Youth and Family Center

March report:

- We've applied for 3 grants with another 4 due by mid-April.
- We are running a Spring Program this next week. It will mainly be for testing if the new hours and schedule will work this summer.
- We are hosting a Free Shopping Spree for all LSV residents on Wednesday the 29th from 3-5pm. All families who show up will get any clothing, winter gear, and living space necessities they need for free.
- We are making Maple Syrup and coloring eggs during our Spring Break Program activities!

PRM Limited Dividend Housing Association LP
Income & Expense Statement
For the 1 Month and 2 Months Ended February 28, 2023

	1 Month Ended	2 Months Ended		
	<u>February 28, 2023</u>	<u>February 28, 2023</u>	<u>BUDGET</u>	<u>*OVER/UNDER</u>
Operating Income				
Rental Income				
5120 - Rental Income- Apartments	\$ 46,854.00	\$ 94,049.00	\$ 557,280	\$ 463,231.00
5121 - Rental Assistance Payments	46,921.00	94,289.00	567,600	473,311.00
5200 - Vacancy Loss	(48.00)	(370.00)	(1,250)	(880.00)
5300 - Bad Debt/Former Residents	0.00	0.00	(500)	(500.00)
Total Rental Income	\$ 93,727.00	\$ 187,968.00	\$ 1,123,130	\$ 935,162.00
Financial Income				
5410 - Interest on General Fund	\$ 423.55	\$ 971.81	\$ 140	\$ (831.81)
5420 - Interest on S/D Fund	2.88	6.06	2	(4.06)
5430 - Interest on Taxes/Insurance Reserve	75.51	143.41	6	(137.41)
5440 - Interest on Replacement Reserve	2,848.27	5,977.06	1,210	(4,767.06)
5460 - Interest on General Operating Reserve	1,226.85	2,580.55	530	(2,050.55)
5480 - Interest on ORC Reserve	8.55	17.98	12	(5.98)
Total Financial Income	\$ 4,585.61	\$ 9,696.87	\$ 1,900	\$ (7,796.87)
Other Income				
5910 - Laundry and Vending Revenue	\$ 0.00	\$ 1,749.40	\$ 9,300	\$ 7,550.60
5920 - Tenant Charges	0.00	258.00	500	242.00
5970 - Bad Debt Recovery	0.00	20.00	0	(20.00)
5980 - Rooftop Rental	1,161.25	2,322.50	18,000	15,677.50
5990 - Miscellaneous Revenue	0.00	6,058.13	0	(6,058.13)
Total Other Income	\$ 1,161.25	\$ 10,408.03	\$ 27,800	\$ 17,391.97
Total Operating Income	\$ 99,473.86	\$ 208,072.90	\$ 1,152,830	\$ 944,757.10
Operating Expenses				
Project Expenses				
Rent Expenses				
6210 - Advertising	\$ 0.00	\$ 0.00	\$ 450	\$ 450.00
Total Rent Expenses	\$ 0.00	\$ 0.00	\$ 450	\$ 450.00
Administration				
6310 - Office Salaries	\$ 7,030.41	\$ 14,606.81	\$ 89,100	\$ 74,493.19
6311 - Office Supplies and Expense	2,783.01	3,807.54	0	(3,807.54)
6315 - Staff Training	108.68	108.68	0	(108.68)
6320 - Management Fees	7,128.00	14,256.00	98,700	84,444.00
6330 - Legal Expense	739.26	1,725.88	0	(1,725.88)
6360 - Telephone	1,001.05	1,801.36	10,000	8,198.64
6390.1 - Bank Service Charges	40.00	50.00	0	(50.00)
6390.2 - TRACS- ShofCorp	122.00	244.00	0	(244.00)
6392 - Service Coordinator	2,880.00	6,140.00	37,634	31,494.00
6393 - Resident Services	(3.80)	534.31	0	(534.31)
Total Administration	\$ 21,828.61	\$ 43,274.58	\$ 235,434	\$ 192,159.42

PRM Limited Dividend Housing Association LP
Income & Expense Statement
For the 1 Month and 2 Months Ended February 28, 2023

	1 Month Ended	2 Months Ended		
	<u>February 28, 2023</u>	<u>February 28, 2023</u>	<u>BUDGET</u>	<u>*OVER/UNDER</u>
Operational Expenses				
6510 - Maintenance Payroll	\$ 6,749.36	\$ 14,345.57	\$ 87,189	\$ 72,843.43
6515 - Supplies	2,886.92	3,830.65	0	(3,830.65)
6520.02 - Heating & Cooling Contracts	569.90	569.90	0	(569.90)
6520.04 - Elevator Maintenance Contracts	4,360.47	5,042.97	8,200	3,157.03
6520.09 - Exterminating Contracts	267.11	1,723.11	3,000	1,276.89
6520.11 - Routine Maintenance Contracts	1,270.19	2,540.38	0	(2,540.38)
6520.12 - Miscellaneous Contracts	633.25	2,801.04	0	(2,801.04)
6525 - Garbage and Trash Removal	945.14	2,088.29	9,900	7,811.71
Total Operational Expenses	<u>\$ 17,682.34</u>	<u>\$ 32,941.91</u>	<u>\$ 108,289</u>	<u>\$ 75,347.09</u>
Utilities				
6450 - Electricity	\$ 5,657.18	\$ 11,689.86	\$ 60,000	\$ 48,310.14
6451 - Water	1,633.15	3,229.10	25,790	22,560.90
6452 - Gas	6,880.36	15,282.87	42,000	26,717.13
6453 - Sewer	2,648.30	5,236.20	69,510	64,273.80
Total Utilities	<u>\$ 16,818.99</u>	<u>\$ 35,438.03</u>	<u>\$ 197,300</u>	<u>\$ 161,861.97</u>
Depreciation/Amortization Expense				
Total Depreciation/Amortization Expense	\$ 0.00	\$ 0.00	\$ 0	\$ 0.00
Taxes and Insurance				
6710 - Payment in Lieu of Taxes	\$ 1,199.48	\$ 2,329.64	\$ 0	\$ (2,329.64)
6711 - Payroll Taxes	1,285.16	2,645.74	17,115	14,469.26
6720 - Property and Liability Insurance	2,459.07	4,918.14	0	(4,918.14)
6723 - Other Employee Benefits	10,558.94	15,795.38	28,560	12,764.62
Total Taxes and Insurance	<u>\$ 15,502.65</u>	<u>\$ 25,688.90</u>	<u>\$ 45,675</u>	<u>\$ 19,986.10</u>
Financial Expenses				
6820 - Interest on Mortgage Payable	\$ 0.00	\$ 0.00	\$ 345,767	\$ 345,767.00
6850 - Interest on Loan Payable	1,153.33	2,306.66	0	(2,306.66)
Total Financial Expenses	<u>\$ 1,153.33</u>	<u>\$ 2,306.66</u>	<u>\$ 345,767</u>	<u>\$ 343,460.34</u>
Total Project Expenses	<u>\$ 72,985.92</u>	<u>\$ 139,650.08</u>	<u>\$ 932,915</u>	<u>\$ 793,264.92</u>
Operating Income (Loss)	<u>\$ 26,487.94</u>	<u>\$ 68,422.82</u>	<u>\$ 219,915</u>	<u>\$ 151,492.18</u>
Other Payments - Memorandum				
7510 - Tax Escrow Deposits	\$ 1,600.00	\$ 4,800.00	\$ 14,460	\$ 9,660.00
7515 - Insurance Escrow Deposits	2,265.78	6,797.34	46,892	40,094.66
7520 - Replacement Reserve Deposits	3,500.00	10,500.00	42,000	31,500.00
7590 - Operating Expenditures- Contra	(7,365.78)	(22,097.34)	(103,352)	(81,254.66)
Total Memorandum Accounts	<u>\$ 0.00</u>	<u>\$ 0.00</u>	<u>\$ 0</u>	<u>\$ 0.00</u>

LSV Limited Dividend Housing Association LP
Income & Expense Statement
For the 1 Month and 2 Months Ended February 28, 2023

	1 Month Ended	2 Months Ended	BUDGET	*OVER/UNDER
	<u>February 28, 2023</u>	<u>February 28, 2023</u>		
Operating Income				
Rental Income				
5120 - Rental Income- Apartments	\$ 53,484.00	\$ 106,945.00	\$ 550,620	\$ 443,675.00
5121 - Rental Assistance Payments	68,028.00	134,992.00	845,316	710,324.00
5200 - Vacancy Loss	(2,856.00)	(4,469.00)	(8,700)	(4,231.00)
5300 - Bad Debt/Former Residents	0.00	0.00	(4,500)	(4,500.00)
Total Rental Income	<u>\$ 118,656.00</u>	<u>\$ 237,468.00</u>	<u>\$ 1,382,736</u>	<u>\$ 1,145,268.00</u>
Financial Income				
5410 - Interest on General Fund	\$ 425.16	\$ 1,034.90	\$ 140	\$ (894.90)
5420 - Interest on S/D Fund	1.94	3.88	1	(2.88)
5430 - Interest on Taxes/Insurance Reserve	82.23	150.27	10	(140.27)
5440 - Interest on Replacement Reserve	1,062.53	2,223.34	600	(1,623.34)
5460 - Interest on General Operating Reserve	1,427.97	3,003.58	860	(2,143.58)
5485 - Interest on ORC	9.02	18.97	0	(18.97)
Total Financial Income	<u>\$ 3,008.85</u>	<u>\$ 6,434.94</u>	<u>\$ 1,611</u>	<u>\$ (4,823.94)</u>
Other Income				
5920 - Tenant Charges	\$ 0.00	\$ 568.44	\$ 3,000	\$ 2,431.56
Total Other Income	<u>\$ 0.00</u>	<u>\$ 568.44</u>	<u>\$ 3,000</u>	<u>\$ 2,431.56</u>
Total Operating Income	<u>\$ 121,664.85</u>	<u>\$ 244,471.38</u>	<u>\$ 1,387,347</u>	<u>\$ 1,142,875.62</u>
Operating Expenses				
Project Expenses				
Rent Expenses				
6210 - Advertising	\$ 0.00	\$ 0.00	\$ 1,000	\$ 1,000.00
Total Rent Expenses	<u>\$ 0.00</u>	<u>\$ 0.00</u>	<u>\$ 1,000</u>	<u>\$ 1,000.00</u>
Administration				
6310 - Office Salaries	\$ 7,350.40	\$ 15,725.82	\$ 98,200	\$ 82,474.18
6311 - Office Supplies and Expense	961.58	2,272.36	21,280	19,007.64
6315 - Staff Training	104.50	104.50	6,160	6,055.50
6320 - Management Fees	5,906.00	11,812.00	81,780	69,968.00
6325 - Travel Expense	0.00	0.00	2,550	2,550.00
6330 - Legal Expense	0.00	2,882.89	4,000	1,117.11
6350 - Auditing	0.00	0.00	11,400	11,400.00
6360 - Telephone	421.69	790.22	5,000	4,209.78
6380 - Bad Debts	0.00	0.00	13,200	13,200.00
6390.1 - Bank Service Charges	10.00	50.00	740	690.00
6390.2 - TRACS- ShofCorp	102.00	204.00	2,070	1,866.00
6392 - Service Coordinator	720.00	1,535.00	10,594	9,059.00
6393 - Resident Services	0.00	0.00	25,000	25,000.00
Total Administration	<u>\$ 15,576.17</u>	<u>\$ 35,376.79</u>	<u>\$ 281,974</u>	<u>\$ 246,597.21</u>

LSV Limited Dividend Housing Association LP
Income & Expense Statement
For the 1 Month and 2 Months Ended February 28, 2023

	1 Month Ended	2 Months Ended		
	<u>February 28, 2023</u>	<u>February 28, 2023</u>	<u>BUDGET</u>	<u>*OVER/UNDER</u>
Operational Expenses				
6510 - Maintenance Payroll	\$ 7,251.23	\$ 15,165.84	\$ 85,931	\$ 70,765.16
6515 - Supplies	1,400.06	2,735.23	20,960	18,224.77
6520.02 - Heating & Cooling Contracts	0.00	0.00	500	500.00
6520.07 - Electrical Contracts	0.00	0.00	500	500.00
6520.08 - Plumbing Contracts	230.00	230.00	1,000	770.00
6520.11 - Routine Maintenance Contracts	0.00	210.00	3,600	3,390.00
6520.12 - Miscellaneous Contracts	0.00	87.75	9,440	9,352.25
6525 - Garbage and Trash Removal	<u>1,376.01</u>	<u>2,752.02</u>	<u>19,000</u>	<u>16,247.98</u>
Total Operational Expenses	\$ 10,257.30	\$ 21,180.84	\$ 140,931	\$ 119,750.16
Utilities				
6450 - Electricity	\$ 10,596.41	\$ 21,114.86	\$ 100,000	\$ 78,885.14
6451 - Water	3,691.94	7,383.89	41,130	33,746.11
6452 - Gas	10,621.11	23,928.30	87,000	63,071.70
6453 - Sewer	<u>5,812.38</u>	<u>11,624.76</u>	<u>65,870</u>	<u>54,245.24</u>
Total Utilities	\$ 30,721.84	\$ 64,051.81	\$ 294,000	\$ 229,948.19
Depreciation/Amortization Expense				
Total Depreciation/Amortization Expense	\$ 0.00	\$ 0.00	\$ 0	\$ 0.00
Taxes and Insurance				
6710 - Payment in Lieu of Taxes	\$ 796.25	\$ 1,536.97	\$ 0	\$ (1,536.97)
6711 - Payroll Taxes	1,163.50	2,650.20	15,500	12,849.80
6720 - Property and Liability Insurance	4,577.02	9,154.04	0	(9,154.04)
6722 - Workmen's Compensation	0.00	0.00	1,000	1,000.00
6723 - Other Employee Benefits	<u>10,880.18</u>	<u>18,647.95</u>	<u>103,691</u>	<u>85,043.05</u>
Total Taxes and Insurance	\$ 17,416.95	\$ 31,989.16	\$ 120,191	\$ 88,201.84
Financial Expenses				
6820 - Interest on Mortgage Payable	\$ 0.00	\$ 0.00	\$ 322,000	\$ 322,000.00
6850 - Interest on Loan Payable	<u>941.56</u>	<u>1,883.12</u>	<u>5,350</u>	<u>3,466.88</u>
Total Financial Expenses	\$ 941.56	\$ 1,883.12	\$ 327,350	\$ 325,466.88
Total Project Expenses	\$ 74,913.82	\$ 154,481.72	\$ 1,165,446	\$ 1,010,964.28
Operating Income (Loss)	\$ 46,751.03	\$ 89,989.66	\$ 221,901	\$ 131,911.34
Other Payments - Memorandum				
7510 - Tax Escrow Deposits	\$ 1,250.00	\$ 3,750.00	\$ 15,000	\$ 11,250.00
7515 - Insurance Escrow Deposits	4,436.45	13,309.35	53,232	39,922.65
7520 - Replacement Reserve Deposits	2,900.00	8,700.00	34,800	26,100.00
7590 - Operating Expenditures- Contra	<u>(8,586.45)</u>	<u>(25,759.35)</u>	<u>(103,032)</u>	<u>(77,272.65)</u>
Total Other Payments - Memorandum	\$ 0.00	\$ 0.00	\$ 0	\$ 0.00

**Marquette Housing Commission
Business Activities
Income & Expense Statement
For the 1 Month and 5 Months Ended February 28, 2023**

	1 Month Ended	5 Months Ended		
	<u>February 28, 2023</u>	<u>February 28, 2023</u>	<u>BUDGET</u>	<u>*OVER/UNDER</u>
Operating Income				
Rental Income				
Total Rental Income	\$ 0.00	\$ 0.00	\$ 0	\$ 0.00
Revenues - HUD PHA GRANTS				
Total HUD PHA GRANTS	\$ 0.00	\$ 0.00	\$ 0	\$ 0.00
Nonrental Income				
3610 - Interest Income	\$ 2,020.61	\$ 8,997.38	\$ 1,080	\$ (7,917.38)
3690.1 - Non-Tenant Income	20.00	611,973.53	30,000	(581,973.53)
3693 - Management Fees- PRM	7,128.00	32,946.00	79,205	46,259.00
3694 - Management Fees- LSV	5,906.00	27,298.00	65,628	38,330.00
Total Nonrental Income	<u>\$ 15,074.61</u>	<u>\$ 681,214.91</u>	<u>\$ 175,913</u>	<u>\$ (505,301.91)</u>
Total Operating Income	<u>\$ 15,074.61</u>	<u>\$ 681,214.91</u>	<u>\$ 175,913</u>	<u>\$ (505,301.91)</u>
Operating Expenses				
Routine Expense				
Administration				
4110 - Administrative Salaries	\$ 9,097.40	\$ 37,061.04	\$ 111,495	\$ 74,433.96
4130 - Legal Expense	0.00	100.00	200	100.00
4140 - Staff Training	364.00	2,128.79	750	(1,378.79)
4150 - Travel Expense	866.62	1,142.62	7,000	5,857.38
4170 - Accounting Fees	2,549.00	11,073.50	19,440	8,366.50
4171 - Auditing	0.00	0.00	9,000	9,000.00
4182 - Employee Benefits - Admin	11,471.83	44,264.87	52,500	8,235.13
4185 - Telephone	138.84	694.60	2,000	1,305.40
4190.2 - Membership Dues & Fees	305.00	828.74	700	(128.74)
4190.3 - Admin Service Contracts	2,747.34	11,536.06	5,000	(6,536.06)
4190.4 - Office Supplies	383.09	1,076.33	500	(576.33)
4190.5 - Other Sundry	1,076.63	5,406.32	500	(4,906.32)
Total Administration	<u>\$ 28,999.75</u>	<u>\$ 115,312.87</u>	<u>\$ 209,085</u>	<u>\$ 93,772.13</u>
Tenant Services				
Total Tenant Services	\$ 0.00	\$ 0.00	\$ 0	\$ 0.00

Marquette Housing Commission
Business Activities
Income & Expense Statement
For the 1 Month and 5 Months Ended February 28, 2023

	1 Month Ended	5 Months Ended	BUDGET	*OVER/UNDER
	<u>February 28, 2023</u>	<u>February 28, 2023</u>		
Utilities				
Total Utilities	\$ 0.00	\$ 0.00	\$ 0	\$ 0.00
Ordinary Maint. & Operations				
4420 - Materials	\$ 209.51	\$ 209.51	\$ 0	\$ (209.51)
4433 - Employee Benefits - Maint.	0.00	72.00	0	(72.00)
Total Ordinary Maint. & Oper	<u>\$ 209.51</u>	<u>\$ 281.51</u>	<u>\$ 0</u>	<u>\$ (281.51)</u>
General Expense				
4510.2 - Liability Insurance	\$ 183.16	\$ 916.13	\$ 1,159	\$ 242.87
4510.3 - Workmen's Compensation	491.33	2,456.66	0	(2,456.66)
4510.4 - All Other Insurance	0.00	0.00	3,318	3,318.00
Total General Expense	<u>\$ 674.49</u>	<u>\$ 3,372.79</u>	<u>\$ 4,477</u>	<u>\$ 1,104.21</u>
Total Routine Expense	\$ 29,883.75	\$ 118,967.17	\$ 213,562	\$ 94,594.83
Non-Routine Expense				
Extraordinary Maintenance				
Total Extraordinary Maintenance	\$ 0.00	\$ 0.00	\$ 0	\$ 0.00
Casualty Losses-Not Cap.				
Total Casualty Losses	\$ 0.00	\$ 0.00	\$ 0	\$ 0.00
Total Non-Routine Expense	\$ 0.00	\$ 0.00	\$ 0	\$ 0.00
Total Operating Expenses	<u>\$ 29,883.75</u>	<u>\$ 118,967.17</u>	<u>\$ 213,562</u>	<u>\$ 94,594.83</u>
Operating Income (Loss)	<u>\$ (14,809.14)</u>	<u>\$ 562,247.74</u>	<u>\$ (37,649)</u>	<u>\$ (599,896.74)</u>
Depreciation Expense				
Total Depreciation Expense	\$ 0.00	\$ 0.00	\$ 0	\$ 0.00
Surplus Credits & Charges				
Total Surplus Credits & Charges	\$ 0.00	\$ 0.00	\$ 0	\$ 0.00
Capital Expenditures				
Total Capital Expenditures	\$ 0.00	\$ 0.00	\$ 0	\$ 0.00
Other Financial Items				
Total Other Financial Items	\$ 0.00	\$ 0.00	\$ 0	\$ 0.00
GAAP Net Income (Loss)	<u>\$ (14,809.14)</u>	<u>\$ 562,247.74</u>	<u>\$ (37,649)</u>	<u>\$ (599,896.74)</u>

Marquette Housing Commission
Check Register Summary Report
 Business Activities
 From: 02/28/2023 To: 03/23/2023

Date	Ref Num	Payee	Payment	Deposit	Balance	Memo
02/28/2023	026742	906 Technologies	1,095.12		(568,554.45)	AT-26577 442.99 AT-26621 484.13 AT-26492 168.00
03/16/2023	026743	Verizon Wireless	138.84		(568,693.29)	inv 9929441033
03/16/2023	026744	HAAS	1,620.00		(570,313.29)	invoice date 2/28/2023
03/16/2023	026745	906 Technologies	446.00		(570,759.29)	AT-26806 Monthly Webroot February
03/16/2023	026746	Northstar	108.00		(570,867.29)	inv 2405 12 Employees 4/1-6/30/2023
03/16/2023	026747	KMG Capital	4,266.68		(575,133.97)	COMP1222 & COMP 0223
03/16/2023	026748	Cardmember Service	394.09		(575,528.06)	Due 4/1/23
03/16/2023	026749	City of Marquette-City Treasurer	22,933.07		(598,461.13)	February Payroll
03/21/2023	026750	Lake Superior Village Youth & Family	25,000.00		(623,461.13)	For Year 2023 January - December
Total:			56,001.80	0.00		

Date: 03/01/2023
 Time: 10:29:19

Marque Housing Commission
Check Register Summary Report
 Voucher

From: 02/28/2023 To: 03/23/2023

Date	Ref Num	Payee	Payment	Deposit	Balance	Memo
03/01/2023	ACH	906 Real Estate Holdings LLC	171.00		(2,748,921.41)	March Hap
03/01/2023	ACH	Stuart Bennett	579.00		(2,749,500.41)	March Hap
03/01/2023	ACH	James B. Butts	319.00		(2,749,819.41)	March Hap
03/01/2023	ACH	Scott or Sharon Ciullo	382.00		(2,750,201.41)	March Hap
03/01/2023	ACH	Findley's LLC	780.00		(2,750,981.41)	March Hap
03/01/2023	ACH	Grandview Marquette	2,754.00		(2,753,735.41)	March Hap
03/01/2023	ACH	Ironshore Properties, LLC	1,124.00		(2,754,859.41)	March Hap
03/01/2023	ACH	Iron Bay Properties	769.00		(2,755,628.41)	March Hap
03/01/2023	ACH	Kevin Koupus	696.00		(2,756,324.41)	March Hap
03/01/2023	ACH	Lost Creek Apartments	399.00		(2,756,723.41)	March Hap
03/01/2023	ACH	M&M Properties LLC	400.00		(2,757,123.41)	March Hap
03/01/2023	ACH	Denise Nelson	459.00		(2,757,582.41)	March Hap
03/01/2023	ACH	Orianna Ridge - The Preserve	1,155.00		(2,758,737.41)	March Hap
03/01/2023	ACH	Proex Realty	1,250.00		(2,759,987.41)	March Hap
03/01/2023	ACH	Racine Rentals, LLC	553.00		(2,760,540.41)	March Hap
03/01/2023	ACH	Allison L. Smith	1,481.00		(2,762,021.41)	March Hap
03/01/2023	ACH	Lisa St. Charles	750.00		(2,762,771.41)	March Hap
03/01/2023	ACH	Ron Thorley	524.00		(2,763,295.41)	March Hap
03/01/2023	ACH	Lori Violetta	875.00		(2,764,170.41)	March Hap
03/01/2023	ACH	Heidi Lynn Werda	597.00		(2,764,767.41)	March Hap
03/01/2023	003941	Birch Grove MHC	286.00		(2,765,053.41)	March Hap
03/01/2023	003942	Daniel Lohman	454.00		(2,765,507.41)	March Hap
03/01/2023	003943	Sawyer Village	507.00		(2,766,014.41)	March Hap
03/01/2023	003944	Negaunee Apartments LP	252.00		(2,766,266.41)	March Hap
03/01/2023	003945	ANJANETTE DISHMOND	19.00		(2,766,285.41)	March Hap
03/01/2023	003946	Katie A. Martinez	282.00		(2,766,567.41)	March Hap
03/01/2023	003947	KRISTIN R. NELSON	15.00		(2,766,582.41)	March Hap
03/01/2023	003948	Audrey Puuri	7.00		(2,766,589.41)	March Hap
03/01/2023	003949	Rae A. Robar	102.00		(2,766,691.41)	March Hap
03/16/2023	003950	Cardmember Service	32.08		(2,766,723.49)	Due 4/1/23

Date: 03/23/2023
Time: 10:29:19

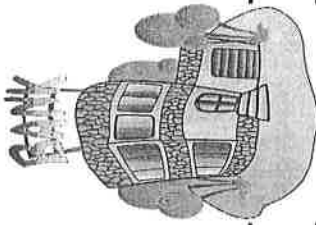
Marquette Housing Commission
Check Register Summary Report

Voucher

From: 02/28/2023 To: 03/23/2023

Date	Ref Num	Payee	Payment	Deposit	Balance	Memo
03/16/2023	003951	Housing Data Systems	345.00		(2,767,068.49)	inv 301127
03/16/2023	003952	HAAS	218.36		(2,767,286.85)	inv date 2/28/2023
03/16/2023	003953	City of Marquette-City Treasurer	992.94		(2,768,279.79)	February 2023 Payroll

Total: 19,529.38 0.00



Marquette Housing Commission Cash Position Statement

FISCAL YEAR END 2023
March

	Account Number	Account Name	Last Board Meeting 2/24/2023	Current Balance 2/24/2023	Change
Incredible Bank	CK MPOOL 0001 100221327	GF checking	681,892.68	678,865.61	(3,027.07)
Incredible Bank	100617919	HCV Checking	61,406.99	61,654.89	247.90
Incredible Bank	CD (3.1%)		3,000,000.00	3,000,000.00	-
Incredible Bank		Pine Ridge-Operating		487,209.75	487,209.75
Incredible Bank		Pine Ridge-SD		37,606.63	37,606.63
Incredible Bank		Pine Ridge-Op Reserve		231,525.03	231,525.03
Incredible Bank		LSV-Operating		358,778.42	358,778.42
Incredible Bank		LSV-Security Deposit		26,869.70	26,869.70
TOTALS ALL ACCTS			3,743,299.67	4,882,510.03	1,139,210.36

Business Activities (Sharon, Susi and Kendra)

HAP-Housing Assistance Payment

HCV-Housing Choice Voucher

January - December 2023

	Oct-23	Nov-23	Dec-23	Jan-23	Feb-23	Mar-23	Apr-23	May-23	Jun-23	Jul-23	Aug-23	Sep-23
Total Under Lease				33	33	33	34					
Voucher Count												
Shop Mode				Smith	Smith	0	0					
Issued from wait list				Kuehl & 1 no show	Finney	Schofield & Martinez						
Leased						Kuehl declined	Finney					
Portable Vouchers Pd												
% Voucher Utilized				62%	62%	62%	64%					
Monthly HAP Expense				\$17,503	18,027.00	17,941.00	19,126.00					
Total Spent to date	72,597.00	72,597.00		\$17,503	35,530.00	53,471.00	72,597.00	72,597.00	72,597.00	72,597.00	72,597.00	72,597.00
% Budget Utilized	0.0%	0.0%	0.0%	8.34%	15.9%	23.9%	32.5%	0.0%	0.0%	0.0%	0.0%	0.0%
Target %	83.3%	91.6%	100.0%	8.33%	16.66%	25.0%	33.3%	41.7%	50.0%	58.3%	66.7%	75.0%

May 2022 report based on \$182637

Based on 9/2022 \$209,000 report from HUD, 2023 will be based on \$223,455 (changed 3/15/2023)