

MARQUETTE HOUSING COMMISSION

Board Meeting Minutes

April 22, 2025

The meeting was called to order at 4:35 pm.

1. Roll Call

Present: Stark, Agassi, Schumacher, and Maki

Absent: None

2. Approval of Agenda: Motion made by Schumacher, seconded by Agassi, to approve the agenda as presented.

3. Approval of Meeting Minutes: Motion made by Schumacher, seconded by Agassi, to approve the February 25, 2025, meeting minutes.

4. Public Comment: None

5. Consent Agenda

a. Executive Director's Report

Pine Ridge Marquette:

Vacancies: 0

MSHDA on site May 6th for the annual property inspection.

Lake Superior Village:

Vacancies: 0

One family had to be relocated due to a sewer issue. Once it is repaired, a new family will move in.

MSHDA on site May 6th for the annual property inspection.

Midway Drive Villas:

Vacancies: 0

520/522 Fisher Street:

Vacancies: 0

211 Mather:

Vacancies: The efficiency apartment remains empty.

Executive Director:

Community Housing Network (CHN) reapplied to receive the 9% LIHTC award for two properties in Ishpeming. MHC is working with Port Huron Housing Commission to obtain some of their Fair Cloth units. These units will be converted into Project Based Vouchers through a RAD conversion. MHC will include these units in their HCV portfolio.

The MI Neighborhood grant was not funded as it was not reviewed as a municipal applicant. MSHDA has encouraged MHC to reapply so it can be placed in the right category. There is still money available in this category and hopefully the grant will be funded.

Four staff members (Heidi, Emily, Sarah, and Jacini) presented at the regional NAHRO conference. They presented on changes and challenges front line face during a RAD conversion.

I was elected as the Region 1 Vice-President for Michigan NAHRO. I have also requested to be considered for a seat on the National Professional Development Committee.

b. Youth and Family Center Report: As presented in board packet. After the report was submitted, they also had an egg and basket hunt along with an Easter dinner. All the board members enjoy reading about all the activities.

c. Financials: Question asked why Other Sundry went up so much. Answer is that it is a back payment for Michigan taxes in 2023 for the 4th quarter. Another question asked why payroll was so high for January. It was due to a 3-payroll month. Question asked why the telephone expense was so much higher than the previous month. The January check was not received so an EFT was done to cover the check. A credit was applied the following month. The properties are running well. Question asked what the Reserve for Replacement is set at. Commissioner asked if we had a Capital Reserve Study done. We had it done before the RAD conversion. They also listed which items would need to be replaced and when.

d. Approval of checks: Kansa check questioned. It's cloud-based software. Check for running boards on the truck questioned. It's a safety item. Wondering if HCV rent checks will increase with fair market rents. Commissioner asked what HAP acronym stood for...Housing Assistance Payment.

e. Cash Positions Statement: Money market pulled. One less account. Next month need to discuss what to do when the CD matures.

f. Pine Ridge: Curious to know what will happen with the waitlist when the new 51 1-bedroom construction is completed.

g. Lake Superior Village Report: A couple people owe money. We need to write it off in the motion.

h. Housing Choice Voucher Report: We have PHA and HUD reserve money. In May the program may be increasing a good amount.

Motion made by Schumacher, seconded by Agassi, to approve the consent agenda, with the approval to write off the \$7,011.43 amount due to Lake Superior Village.

6. Communications: None

7. Old Business:

a) Strategic Plan Overview: - Revisit mission and vision statement. Our vision has shifted. We are looking for better lifestyles by providing quality housing. Each Commissioner will bring suggestions to the next meeting. The ideal mission statement should be one sentence. Our vision statement can be longer. Commissioner thinks PRM & LSV are crown jewels in Marquette. Need a five year succession plan. Next year we also have the Union contracts.


b. Update from Esquire – Casey Majestic regarding counter lawsuit against Lake State Roofing. This is going into mediation. Ready to settle.

c) Insurance- for retired Bonnie Pelt. Executive Director will meet with the retired ED to discuss options. The President of the Commission is willing to sit in on the meeting. Possibility of having an attorney present.

8. New Business: Resolution 2025-7 Electronic Communication Privacy Policy. Motion made by Agassi, seconded by Schumacher, to approve Resolution 2025-7.

9. Public Comment: None

10. Adjournment: The meeting ended at 6:15 pm.



Signature

5.27.2025

Date