

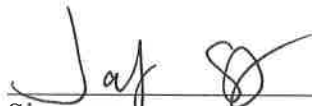
MARQUETTE HOUSING COMMISSION
BOARD MEETING MINUTES
May 28, 2024

The meeting was called to order at 4:37 pm.

- 1) Roll Call
Present: Stark, Tharp, Agassi, and Maki
Absent: Metz
- 2) Approval of Agenda: Motion made by Tharp, so moved by Agassi, to approve the agenda as presented with the addition of adding the evaluation form under New Business and the SEMAP CAP
- 3) Approval of Previous Meeting Minutes:
 - a) Motion made by Agassi, so moved by Tharp, to approve the April 23, 2024 minutes.
 - b) Motion made by Tharp, so moved by Metz, to approve the April 27 Special Meeting minutes.
- 4) Public Comment: None
- 5) Consent Agenda
 - (a) Executive Director's Report
 - Pine Ridge:**
 - Vacancies: One
 - We need to have 24-hour coverage for the fire system. AT&T should not bill us.
 - Lake Superior Village:**
 - Vacancies: 0
 - Midway: Vacancies: 0
 - 520/522 Fisher: Closing May 31, 2024. One house is currently vacant. The second house is leased, and the tenant intends to sign a new lease with MHC. The lot is a nonconforming lot. We can continue to use both buildings as rentals. Working with Acrisure to obtain insurance.
 - 211 Mather: Closing May 31, 2024. The two-bedroom apartment is leased through July 31, 2024, and the tenant does not intend to renew the lease. The efficiency apartment tenant will remain. Also working with Acrisure for insurance.
 - Executive Director:**
 - Attended the Building Michigan Community Conference.
 - I will be sending out a Request for Quotes
 - (b) Youth & Family Center: Would like a calendar of events.
 - (c) Financials – MHC page 8 Non retain expense questioned the person "On Call" checks to Vasseau.
 - (d) Checks – Vasseau questioned. Why did write a check to Grandview. It is a landlord. Birch Grove check questioned. Simplified Business Solutions. Select Realty. Birch Grove.
 - (e) Cash Positions Statement: Going to see some changes in the next statement.
 - (f) HCV Report – As always continuing to try and lease up more vouchers.
 - (g) PRM – Commissioners like the style of the new report.
 - (h) LSV – Same

Motion made by Agassi, seconded by Tharp, approve the consent Agenda.

- 6) Communications – None
- 7) Old Business - None
- 8) New Business –
 - (a) Resolution 2024-4a and 2024-4b. 4a) Motion made by Agassi, seconded by Tharp, to approve Resolution 2024-4a. 4b) Motion made by Tharp, seconded by Agassi, to approve Resolution 2024-4b.
 - (b) Review of the actual Procurement Policy. Adding to the Procurement Policy. Everything over a certain amount would have to go out for bid. Fine with the Ex Dir as signer and not needing a commissioners' signature. Agassi suggested parameters when purchasing property. Title company is required. Stark making sure the procurement policy is being followed with this resolution.
 - (c) Executive Director Evaluation
 - (d) SEMAP CAP Motion made by Agassi, Tharp seconded, to approve the SEMAP CAP.
- 9) Commissioner Comments: Agassi-1) Appreciates the diligence everyone...staff & Commissioners. 2) Good Attitudes. Stark – Suggested a committee for setting up a checklist for when looking at a property. Agassi and Tharp are willing to be on the committee. To be a standing point on the agenda. Tharp-Ditto Agassi.
- 10) Public Comment – None
- 11) Adjournment at 6: 25 pm.


Signature

6/24/24
Date