

**PUBLIC HOUSING COMMISSION**

**202 N. FIRST STREET**

MARSHALL, MN 56258

February 10, 2025

3:30 P.M Board Meeting

- 1 Call to Order:
2. Roll Call:
3. Approval of Previous Meeting Minutes: February 10th, 2025
4. Reports:
  - A. **Four Month** report for Operating Statement for FY 2025
  - B Accounts Receivable/Payable.
  - C. Occupancy/ Maintenance Report
5. CFP. 2024. Contract signed for 12 Winchester Unit Doors.  
Family Unit Garages?
6. New Business:
  - A. Washer / Dryer Update. Payment. \$ 655.00
  - B. Estimate Invoice, Completed Invoice, Two Repair Bills.
  - C. Approve Resolution # 25-04, Wage Increase for a Three-Year Term.
  - D. Approve Resolution # 25-05, CFP Budget Line Items for CFP 25.
  - E, Approve Resolution #25-06, CFP Budget Line Items for CFP 26.
  - F. Approve Resolution # 25-07, Five Year CFP Plan.
  - G. Approve Resolution # 25-08, Civil Rights Certification
  - H. Review Lawn Bids for Lawn Season 25, Award Contract.
7. Executive Director Items: .
8. Commissioner Items:
  - A.
9. Date and Time for Next Regular Meeting, April 14th , 2025. 3:30 p.m.
10. ADJOURN TIME

**PUBLIC HOUSING COMMISSION  
OF THE CITY OF MARSHALL  
PARKVIEW APARTMENTS**

Minutes of the Meeting of  
January 13, 2024

Meeting called to Order: 3:31 P.M. by Vice Chair Reilly.  
Members Present: Farrell, Reilly, Katz, Rickgarn, Alcorn, Juarez.  
Absent: Knutson, Called In

MOTION by Reilly, seconded by Rickgarn, to approve the minutes of the December 15th, 2024 meeting. All voted in favor, Motion passed.

**REPORTS: One & Two Months Operating Statement Report** for FYE 25 was reviewed by the Board. Motion by Rickgarn, second by Reilly to approve the two Reports. All voted in Favor, Motion passed.

**Account Receivable/Payable: A One-month report** was reviewed; several items were pointed out and discussed to the Board by the Director, including checks from # 0222301 to # 022347 in the amount of \$ 125,323.76. Motion by Reilly, second by Rickgarn, to approve the report. All voted in favor.

**Occupancy Report:** Currently working with several applicants for Parkview, and Family Units. Detailed Maintenance report included. CFP - 2022-2023. Patio Doors Installed, Working off of Walk Thru Items.

2022, All Completed, Final Payments.

2023, Working off the Punch List on Patio and Unit Doors.


CFP- 2024, Working out details of Garages and doors for the Pre Bid Date.


**New Business:**

- A. Washer /Dryer Update-payment. \$ 711.00
- B. No updates or calls from Coreline on the Main Sewer Line at Parkview.
- C. Resolution # 25-01, Tabled due to lack of Quorum.
- D. Due to the Reporting time on Resolution # 25-02, Pay Equity, it will be handled thru e-mails.  
Motion by Rickgarn, second by Juarez, All voted in favor, Motion passed.

Next Meeting: February 10th, 2024 3:30 p.m.

Chairperson Rickgarn Declared the meeting adjourned at 4:31 p.m.

  
Mark Farrell, Executive Director

  
Board Member