

PUBLIC HOUSING COMMISSION

202 N. FIRST STREET

MARSHALL, MN 56258

July 14th, 2025

3:30 P.M Board Meeting Agenda

- 1 Call to Order:
- 2 Roll Call:
- 3 Approval of Previous Meeting Minutes: June 9th, 2025
- 4 Reports:
 - A. **Seven - Month** report for Operating Statement for FY 2025
 - B Accounts Receivable/Payable.
 - C. Occupancy/ Maintenance Report
- 5 CFP. 2024. Winchester Doors, replacement started on 07/08/2025.
Garages: Update presented at the Meeting.
- 6 New Business:
 - A. Washer / Dryer Update. Payment. \$ 710.00-5/31, \$ 557.00- 6/31.
 - B. Proposal to Change Washer/Dryer Cost at all three places.
 - C. Certification Statement of Audit Submission.
 - D. Answers to Colt/ Winchester Street Improvements/ Payments.
 - E. Answers on Fuel for considering a new Generator.
 - G. Report and cost for Ash Borer Treatment from Adam Rigge.
 - H. Resolution # 25-10. 12 Month Budget, 10/01/25 to 09/30/26.
- 7 Executive Director Items: .
- 8 Commissioner Items:
 - A.
- 9 Date and Time for Next Regular Meeting, August 11th , 2025. 3:30 p.m.
10. ADJOURN TIME

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

Minutes of the Meeting of
May 12, 2025

Meeting called to Order: 3:31 P.M. by Chair Rickgarn.

Members Present: Farrell, Reilly, Katz, Rickgarn.
Knutson, Juarez. Absen: Alcorn

Also present were Mayor Byrnes and City Admin. Sharon Hansen.

MOTION by Reilly, seconded by Rickgarn, to approve the minutes of the April 14th, 2025 meeting. All voted in Favor, Motion passed.

REPORTS: Six Month Operating Statement Report, for FYE 25 was reviewed by the Board. Motion by Rickgarn, second by Knutson to table the report due to line-item number. 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 # 022490 to # 022539 in the amount of \$ 90,964.46 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- 2024. Contract on 12 Winchester Unit Doors signed.
Contract for garages signed.

New Business:

A. Washer /Dryer Update-payment. \$

B. Final Payment sent to Coreline after receiving Warranty Forms. Coreline back to Parkview to cut open a drain line they missed. All works great now. Rubber boots installed in hallway clean outs to control smell.

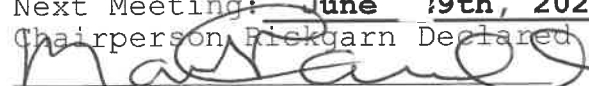
C. Motion by Reilly, second by Knutson to approve Resolution # 25-09, approve Audit report for FYE 09/30/2024. The Board has a few questions on the Audit, but they would not change any numbers in the Audit. All voted in Favor, Motion passed.

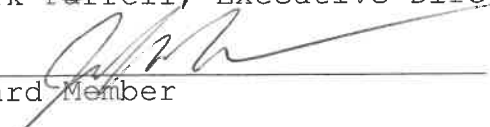
D. Information on By-Laws, Special Meetings was presented to the Board. Motion by Rickgarn to Amend the original Motion of Resolution # 25-10. No action to Dissolve or Rescind. All voted in Favor, Motin passed.

E. The Mayor talked to the Board on Ash Trees in Marshall.

Next Meeting: June 19th, 2025 3:30 p.m.

Chairperson Rickgarn Declared the meeting adjourned at 5:25 p.m.


Mark Farrell, Executive Director


Board Member