

PUBLIC HOUSING COMMISSION
202 N. FIRST STREET

MARSHALL, MN 56258

June 9th, 2025

3:30 P.M Board Meeting Agenda

- 1 Call to Order:
2. Roll Call:
3. Approval of Previous Meeting Minutes: May 12th, 2025
4. Reports:
 - A. **No Report- Month** report for Operating Statement for FY 2025
Answers from Fee Accountant on Line Items.
 - B. Accounts Receivable/Payable.
 - C. Occupancy/ Maintenance Report
5. CFP. 2024. Notice to Proceed on 12 Winchester Unit Doors.
Notice to Proceed on the Four Garages.
List of Submittals due from Lozinski Const.
Starting hopefully Mid July on the Garages.
6. New Business:
 - A. Washer / Dryer Update. Payment. \$ 636.00 / 4/30/25
 - B. Nothing back from Coreline, on the final payment, Must be all Good.
No blocked drains, no hallway smell, Ok with Final payment.
 - C. In the middle of a Revenue Recapture Audit.
 - D. Colt/ Winchester Street.
 - E.
7. Executive Director Items:
8. Commissioner Items:
 - A.
9. Date and Time for Next Regular Meeting, July 14th , 2025. 3:30 p.m.
10. ADJOURN TIME

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

Minutes of the Meeting of
April 14, 2025

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

Members Present: Farrell, Reilly, Katz, Rickgarn, Alcorn.

Knutson. Absent: Juarez-called In.

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

MOTION by Rickgarn, seconded by Knutson, to approve the minutes of the March 10th, 2025 meeting. All voted in Favor, Motion passed.

Motion by Rickgarn, seconded by Knutson, to approve the Special Meeting Minutes of March 24th, 2025. All voted in Favor, Motion passed.

REPORTS: Four and Five , Month Operating Statement Reports for FYE 25 was reviewed by the Board. Motion by Knutson, second by Rickgarn to table both reports due to line-item numbers off. 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 # 022448 to # 022490 in the amount of \$ 120,858.13 Motion by Reilly, second by Knutson, 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.

Working on Change Order for size of Garages.

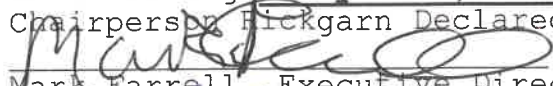
Contract for Garages.

New Business:

- A. Washer /Dryer Update-payment. \$ 687.00
- B. Invoice from Coreline. Board approved not to pay sixteen feet of cleaning, area from floor to main line. All approved. Jana Reilly requested paper work on Warranty before final payment. All approved of this request.
- C. Due to the volume of all the paper work with the Audit, and the mail not delivering on time. Motion by Knutson, second by Reilly to table all action needed on the Audit till May meeting. All voted in Favor, Motion passed.
- D. Resolution # 25-10, was presented to the Board, it was a request by Chair Rickgarn the week the Agenda and Board packet is complied. Comments from Mayor Byrnes, Sharon Hanson and Chair Rickgarn, reported information on this Resolution but not in depth. Motion by Reilly, second by Rickgarn to approve Resolution # 25-10. All voted in Favor, Motion Passed.

Next Meeting: May 12th, 2025 3:30 p.m.

Chairperson Rickgarn Declared the meeting adjourned at 4:27 p.m.


Mark Farrell, Executive Director


Board Member