

PUBLIC HOUSING COMMISSION
202 N. FIRST STREET
MARSHALL, MN 56258

AGENDA
Open CFP BOARD MEETING
MARSHALL HOUSING COMMISSION
Monday

May 8th, 2023

Community Room

3:30 P.M.

1. Call to Order.
2. Roll Call.
3. Introduce Board Members and Liaison.
4. Go over CFP 23.
5. Open up to crowd for concerns and comments.
6. Adjourn

23-07PUBLIC HOUSING COMMISSION

202 N. FIRST STREET

MARSHALL, MN 56258

May 8th, 2023

3:30 P.M. CFP Annual Meeting

Board Meeting to Follow.

- 1 Call to Order:
- 2 Roll Call:
- 3 Approval of Previous Meeting Minutes: April 10th, 2023
- 4 Reports:
 - A. **Five** Month report for Operating Statement for FY 2023
 - B Accounts Receivable/Payable.
 - C. Occupancy/ Maintenance Report
5. CFP - 2021. Final Documentation has been set in, Final Payment.
2022 – Review Bid Tabulation Sheet.
Approve Resolution # 23-07, Form of Agreement with Lozinski
Construction on CFP 22, Patio Door Replacement.
6. New Business:
 - A. Washer / Dryer Update. Payment.
 - B. Approve Resolution # 23-06, Lieu of Taxes.
 - C. Approve Resolution # 23-08, Civil Rights Certification.
 - D. Approve Resolution # 23-09, Certification of Compliance.
 - E. Approve Resolution # 23-10, CFP Budget, with Line Items.
 - F. Update on Unit Fire.
 - G. Review Bids for Parkview Awnings.
 - H. Address any concerns from Annual Meeting
7. Executive Director Items:
 - A.
8. Commissioner Items:
 - A.
9. Date and Time for Next Regular Meeting, June 12th, 2023. 3:30 p.m.
10. ADJOURN TIME

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

Minutes of the Meeting of
March 13th, 2023

Meeting called to Order: 3:34 P.M. by Chair Reilly.

Members Present: Farrell, Reilly, Rickgarn, Schroeder
Knoben, Knutson

MOTION by Rickgarn, seconded by Reilly, to approve the minutes of the January 9th, 2022 meeting. All voted in favor, Motion passed.

Motion by Knutson, second by Rickgarn to approve the minutes of the February Meeting, 2022 meeting. All voted in favor, Motion passed.

REPORTS:

Two- and Three-Month Operating Statement for FYE 23 was reviewed by the Board. Motion by Knoben, second by Knutson to approve the

Two-month report. All voted in Favor, Motion passed to approve the report. Motion by Reilly, second by Rickgarn to approve the Third month report. All voted in Favor, Motion Passed.

Account Receivable/Payable: Two months of reports were reviewed; several items were pointed out and discussed to the Board by the Director, including checks from # 021124 to # 021212 in the amount of \$ 133,287.29 Motion by Knutson, second by Knoben, to approve one set of reports. Motion by Knoben, second by Knutson to approve the second report. All voted in favor of both reports.

Occupancy Report: Currently working with several applicants for Parkview, and Family Units. Detailed Maintenance report included. Working with Layers on two Evictions.

CFP-2021. Waiting for Final paper work.

2022. Five Year Plan approved by HUD.

Scope of work by Studio E Architects.

Motion by Knoben, second by Rickgarn, to approve Resolution # 23-04, Contract with Studio E for CFP 22 Grant. All voted in Favor, Motion passed.

New Business:

A. Washer /Dryer Update-payment.

B. PHC's Assessment System Scoring Report.

C. Candidate for the PHC Board, from the Family Units.


D. Motion by Knutson to table Resolution # 23-03, for different wording in one paragraph. Second by Reilly. All voted in Favor.

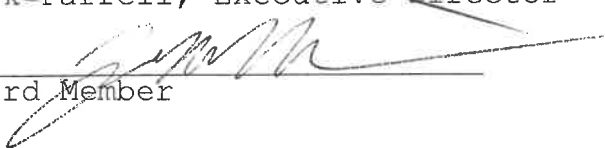
E. The Board reviewed two Lawn Bids. Motion by Knutson, second by Rickgarn to Award Lawn Contract to Teig's Lawn Care for 22 season. All voted in Favor, Motion passed.

F. CFP 23 Annual Meeting set for May 8th at 3:30 p.m.

Next Meeting: **April 10th, 2023 3:30 p.m. Community Room.**

Chairperson Reilly Declared the meeting adjourned at 4:25 p.m.


Mark Farrell, Executive Director


Board Member