

PUBLIC HOUSING COMMISSION

202 N. FIRST STREET

MARSHALL, MN 56258

April 11, 2022

PARKVIEW APARTMENTS

3:30 P.M. BOARD MEETING

- 1 Call to Order:
2. Roll Call:
3. Approval of Previous Meeting Minutes: March 14th, 2021
4. Reports:
 - A. **Five** Month report for Operating Statement for FY 2022.
 - B Accounts Receivable/Payable.
 - C. Occupancy/ Maintenance Report
5. CFP - 2021. Documents from Dunnicks for Parkview parking& Sewer Drain.
6. New Business:
 - A. Washer / Dryer Update. Payment.
 - B. Review Letter from Eric at Studio E on Parkview Tile.
 - C. Notice of Pay Equity Compliance.
 - D. Letter to PHC Board from Schutz CPA's on Audit
 - E. Review and sign off on Management Rep. Letter.
 - F. Approve Resolution # 22-09, Audit for Fiscal Year End September 30,2021.
7. Executive Director Items:
 - A.
8. Commissioner Items:
 - A.
9. Date and Time for Next Regular Meeting, May 9th, 2022. 3:30 p.m.
10. ADJOURN TIME

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

Minutes of the Meeting of
February 14, 2022

Meeting called to Order: 3:33 P.M. by Chair Reilly.

Members Present: Farrell, Reilly, Sailor, Knobon,
Sailor, Edblom
Absent: Rickgarn, called in.

MOTION by Knutson, seconded by Knobon, to approve the minutes of the January 10th, 2021 meeting. All voted in favor, Motion passed.

REPORTS:

Three Month Operating Statement for FYE 22 was reviewed by the Board. Motion by Knutson, second by Sailor to approve the monthly report. All voted in Favor, Motion passed to approve the report. Chair signed report.

Account Receivable/Payable: One month of reports were reviewed; several items were pointed out and discussed to the Board by the Director, including checks from # 020530 to # 020576 in the amount of \$ 68,026.51 Motion by Knobon, second by Knutson, to approve the report. All voted in Favor, Motion Passed.

Occupancy Report: Currently working with several applicants for Parkview, and Family Units. Detailed Maintenance report included.

CFP-2020. All punch list items, completed, final paper work in, final pay request submitted.

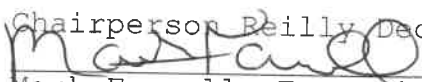
2021. Motion by Knobon, second by Knutson to award CFP contract to Dunnick's for Parkview parking lot and drain only. All voted in Favor, Motion passed.

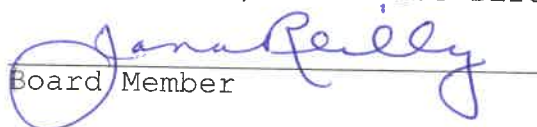
New Business:

- A. Washer /Dryer Update-payment.
- B. Updates from Flooring Company
- C. Reviewed First Street Assessments, both lots.
- D. Motion by Knutson, second by Reilly, to Approve Resolution # 22-2, Payment In Lieu of Taxes. All voted in Favor, Motion passed.
- E. Reviewed Certification of Compliance for March meeting.
- F. Motion by Knutson, second by Knobon to Approve Resolution # 22-3, Five Year Plan, with a few changes in wording and sentences. All voted in Favor with changes, Motion passed.

Next Meeting: March 14th 2021 3:30 p.m. Community Room.

Chairperson Reilly Declared the meeting adjourned at 4:28 p.m.


Mark Farrell, Executive Director


Board Member