

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

Minutes of the Meeting of
February 12, 2024

Meeting called to Order: 3:32 P.M. by Chair Rickgarn.

Members Present: Farrell, Rickgarn, Knutson, Katz.

Schroeder, Juarez, Reilly.

MOTION by Reilly, seconded by Rickgarn, to approve the minutes of the January 8th, 2023 meeting. All voted in favor, Motion passed.

REPORTS: Three Month Report, Operating Statement for FYE 24 was reviewed by the Board. Motion by Rickgarn, second by Knutson to approve the one-month report. All voted in Favor, Motion passed to approve the report.

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 # 021694 to # 021725 in the amount of \$ 186,955.09. Motion by Rickgarn, second by Katz, 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 Installation this spring

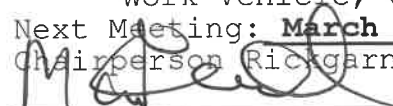
CFP- 2023, Installation this spring.

New Business:

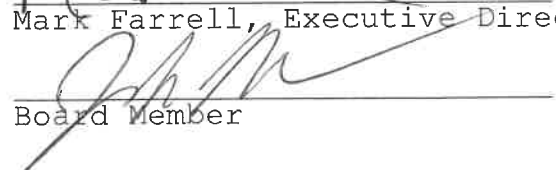
- A. Washer /Dryer Update-payment. \$ 610.00 payment.
- B. Due to shrub trimming at Winchester, may have to do a strip of lawn seeding.
- C. Taking several screens to Southwest Glass to have them repair a few and compare to ordering new screens.
- D. Report on past resident/board member taking us to small claims court.
- E. Motion by Knutson, second by Reilly to table Land Care Bids until the Board can compare 2023 season to 2024 Bid. All voted in favor. Motion passed.
- F. An e-mail was sent to all Board members with costs for the two seasons of Lawn Care. The total service cost was the same. Motion by Rilley, second by Rickgarn to award Teig's lawn care service the contract for the 24 Lawn Season. All voted if Favor. Motion passed.
- G. A CFP open public meeting will be at held right before the regular Board meeting on March 11th.
- H. New CFP Five Year plan will include upgrade on Generator, Work Vehicle, Unit Showers.

Next Meeting: March 11th, 2024 3:30 p.m.

Chairperson Rickgarn Declared the meeting adjourned at 4:32 p.m.



Mark Farrell, Executive Director

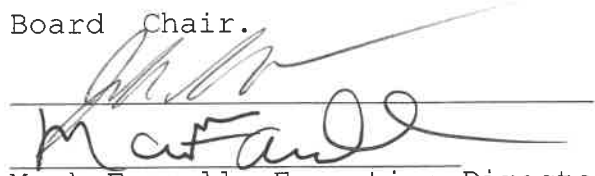


Board Member

Public Housing Commission
Of the City of Marshall
PARKVIEW APARTMENTS
Minutes of the Meeting of
April 8th, 2024

Due to the Executive Director being on Vacation and trying to find a optional date to meet, the April regular Board meeting was canceled until the May Meeting to be held May 13th, 2024.

Board Chair.

A handwritten signature in black ink, appearing to read 'Mark Farrell', is written over a horizontal line. The signature is fluid and cursive.

Mark Farrell, Executive Director

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

Minutes of the Meeting of
March 11, 2024

Meeting called to Order: 3:41 P.M. by Chair Rickgarn.

Members Present: Farrell, Rickgarn, Knutson, Katz.

Schroeder, Juarez, Absent Reilly, Checked In..

MOTION by Knutson, seconded by Rickgarn, to approve the minutes of the February 12th, 2023 meeting. All voted in favor, Motion passed.

REPORTS: Four Month Report, Operating Statement for FYE 24 was reviewed by the Board. Motion by Rickgarn, second by Juarez to approve the one-month report. All voted in Favor, Motion passed to approve the report.

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 # 021814 to # 021838 in the amount of \$ 46,521.21. Motion by Knutson, 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 Installation this spring


CFP- 2023, Installation this spring.

New Business:

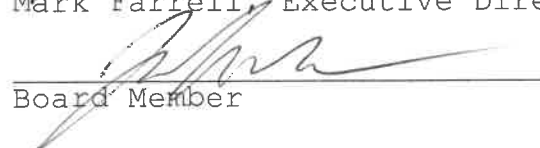
- A. Washer /Dryer Update-payment. \$ 640.00 payment.
- B. Settle Court Case, no court, \$ 200.00 payment.
- C. Information on Rental Ordinance 24-003. Amanda reported PHC not involve.
- D. Southwest glass working on screens for one project , will look over cost.
- E. Fire Department at Parkview on Training with Elevators.
- F. Motion by Knutson, second by Rickgarn, Approve Resolution # 24-04, CFP 24 Budget, All voted in Favor, Motion Passed.
- G. Motion by Rickgarn, second by Knutson, to Approve Resolution # 24-05, Civil Rights Certification. All voted in Favor, Motion Passed.
- H. Motion by Knutson, second by Rickgarn, Approve Resolution # 24-06, Certification of Compliance, All voted in Favor, Motion Passed.
- I. The Board decided on Minnwest as the New Bank for Checking Accountant.
- J.

Next Meeting: May 13, 2024 3:30 p.m.

Chairperson Rickgarn Declared the meeting adjourned at 4:32 p.m.



Mark Farrell, Executive Director



Board Member