

PUBLIC HOUSING COMMISSION

202 N. FIRST STREET

MARSHALL, MN 56258

October 27th, 2025

4:15 P.M Board Meeting Agenda

- 1 Call to Order:
- 2 Roll Call:
- 3 Approval of Previous Meeting Minutes: September 18th, 2025
- 4 Reports:
 - A. **Eleven - Month** report for Operating Statement for FY 2025
 - B Accounts Receivable/Payable.
 - C. Occupancy/ Maintenance Report
- 5 CFP. 2024. Winchester Unit doors, Close out Documents, Final Payment.
Garages: Construction update.
2025- Generator Proposal.
- 6 New Business:
 - A. Washer / Dryer Update. Payment. \$ 741.00 – 9/30/25
 - B. Low Loss Achievement Award From HAI Group.
 - C. Fire Alarm Annual Test Report from ABC Controls.
 - D. After three phone calls , received confirmation, take off Tariff and Fee
Will watch next two Billings.
 - E. Resolution # 25-10, Approval of Family Unit Utility Allowances.
 - F. Update on 365 e-mails from Matt.
- 7 Executive Director Items:
 - A.
- 8 Commissioner Items:
 - A.
- 9 Date and Time for Next Regular Meeting, November 10th , 2025. 3:30 p.m.
10. ADJOURN TIME

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

Minutes of the Meeting of
August 11th, 2025

Meeting called to Order: 3:35 P.M. by Chair Rickgarn.
Members Present: Farrell, Reilly, Rickgarn, Knutson.
Alcorn. Absent Juarez, called in.
Also at the meeting was Linda Runia.

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

REPORTS: Eight- and Nine-Month Operating Statements for FY 25.
Motion by Knutson, second by Rickgarn to Approve Two Month Reports, with Three Line-Item concerns. 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 # 022644 to # 022684 in the amount of \$ 60,651.85 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- 2024. Winchester Unit Doors Completed, Walk thru Inspection 08/06/2025.

Garages: Sheds removed, old concrete gone, earth work completed, cement poured.

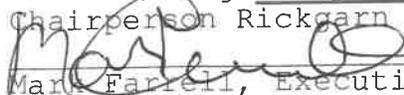
New Business:

- A. Washer /Dryer Update-payment. \$ 701.00 - 07/31/25
- B. Ash Tree Treatment. Motion by Reilly, second by Knutson, to go ahead with Treatment, Question on three trees at Winchester. All voted in Favor, Motion passed.
- C. Tree Bids to Remove Three Trees. One Bid to review, One Bidder called in and was too busy to Bid, but asked to be kept on list for future projects. Motion by Reilly, second by Knutson to award Bid to Scott's Tree Service for removal, but put a hold on replanting to later date. Ask the City if we would qualify for Funding. All voted in favor, Motion passed.

The Director passed out his Annual Performance Evaluation to the Board.

Next Meeting: September 8th, 2025 3:30 p.m.

Chairperson Rickgarn Declared the meeting adjourned at 4:55 p.m.


Mark Farrell, Executive Director


Board Member