

PUBLIC HOUSING COMMISSION

202 N. FIRST STREET

MARSHALL, MN 56258 18th, 2023

November 13, 2023

3:30 P.M Board Meeting

- 1 Call to Order:
2. Roll Call:
3. Approval of Previous Meeting Minutes: October 16th, 2023
4. Reports:
 - A. **Twelve** Month report for Operating Statement for FY 2023
 - B Accounts Receivable/Payable.
 - C. Occupancy/ Maintenance Report
5. CFP. 2022 – Waiting for Patio Doors to Arrive, Installation is weather Permitting, maybe spring.
2023 – Review Patio Contract with Lozinski Const.
6. New Business:
 - A. Washer / Dryer Update. Payment.
 - B. Work truck repairs? Any thoughts.
 - C. Approve Resolution # 24-02, Revised Operating Budget Year End 09/30/2024
 - D. Review Applications, Director's Choice to Hire.
 - E. Canopy is up and very nice and strongly rebuilt.
7. Executive Director Items:
 - A.
8. Commissioner Items:
 - A.
9. Date and Time for Next Regular Meeting, December 11th , 2023. 3:30 p.m.
10. ADJOURN TIME

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

Minutes of the Meeting of
September 18th, 2023

Meeting called to Order: 3:43 P.M. by Chair Rickgarn.
Members Present: Farrell, Rickgarn, Reilly, Katz, Schroeder.
Absent: Knutson and Juarez, Both Called In.

MOTION by Rickgarn, seconded by Reilly, to approve the minutes of the August 15th, 2023 meeting. All voted in favor, Motion passed.

REPORTS: Ten-Month Operating Statement for FYE 23 was reviewed by the Board. Motion by Rickgarn, second by Katz to approve the ten-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 # 021431 to # 021482 in the amount of \$ 77,955.52 Motion by Reilly, second by Rickgarn, to approve the report.

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

CFP- 2022, Architects waiting for Drawings from Lozinski Const., for the Parkview Patio Doors.


CFP- 2023, E-mails on CFP Patio Doors, Pre-Bid and Bid Opening Dates.


New Business:

- A. Washer /Dryer Update-payment.
- B. Fire Unit has been rented out as of September 1st, 2023.
- C. Report from ABC Controls on Fire Alarm System.
- D. The Board reviewed two Bids for snow removal. Motion by Rickgarn, second by Reilly, to Table any action so the Board can compare dollar amounts, to last year's billing and time. All voted in favor. The information will be sent out by e-mail and all members will reply by e-mail.
- E. All communication was done by e-mail. Motion by Rickgarn, second by Juarez to award Snow Contract to Scott's Tree Service. This motion was generated after an e-mail by member Jana Reilly did the numbers from last year and this year's quotes. All members voted in Favor; Motion passed. Four members did by e-mail, one did verbal in Director's office.

Next Meeting: October 16th, 2023 3:30 p.m. Community Room.

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


Mark Farrell, Executive Director


Board Member

10/16/23