PUBLIC HOUSING COMMISSION

OF THE CITY OF MARSHALL

Minutes of Meeting

August 10th, 2026

Meeting Called to Order: 4:01 P. M. by Jana Reilly.

Members Present: John Rickgarn, Jana Reilly, Tanisha Juarez, John Alcorn in at 4:13 PM, Left at 5:20 PM.

Ex Officio Present: Bill Mulso, Linda Runia

Agenda as presented, and the Minutes of July 13th, 2026, as presented. Motion by John R, seconded by Tanisha J. All voted in favor, to approve.

REPORTS:

Nine-Month operating statement for FY 2026 not received at time of meeting. 8/10/2026 Bill will email it to everyone when it comes in from Hawkins Ash.

Accounts Receivable/Payable: a one-month report was reviewed, some items were pointed out and discussed to the Board by the Director, including checks from 023213 to 023272 in the amount of $ 177,211.77. Motion by John R., seconded by Tanisha J to approve the report as presented. All voted in favor.

Occupancy Report: Vacant units 2022 and 3042 (fire Impact). Unit 2018 pending eviction (Court 8-11-2026 at 1:00 PM) Unit #3038 (letter to vacate, eviction to follow). Unit 5080 (vacant 8-31-26). Maintenance report reviewed as presented. Maintenance report for family units reviewed as presented. Winchester #1 vacant 8-31-26, Peterson St. #123 vacant 8-31-26. Unit inspections will be scheduled to take place in early September for all properties.

Washer/Dryer Update: Payment not in as of 8/10/2026 for July 2026.

CFP 2023 Discussed balance of $52,399.30 to be drawn down for possible repair of roof at Colt St. and camera projects.

CFP. 2024- Punch list from Architect on four garages completed. Balance $28366.16 of money will be used to pay final invoice on garage project.

CFP. 2025 – Total grant amount of $383,206 approved. Generator project: Update from Studio E. (design work is currently with the electrical engineer)

CFP. 2026 – Grant has been authorized in the amount of $388,942.00. Currently waiting approval of revised 5-year CFP from HUD. Proposed projects include: Operations, generator completion, sidewalks, garage replacement, architectural services and family unit siding.

NEW BUSINESS:

- **A.** MN Paid Leave Resolution #26-04 re-affirm 50% each share. (.33/employer, .33/employee). Effective 8/1/2026. Motion by John R, seconded by John A. all in Favor.
- **B.** Update on fire Damage Restoration; estimated completion around September 2026.
- **C.** MPHC Purchasing Card: Minnwest credit card, purchase an Amazon Prime acct with the tax-exempt status. Motion John A. seconded by John R. All in Favor.
- **D.** Recruitment of New Commission Members. If anyone knows of someone, please contact and encourage to apply.
- **E.** Commission Branding – okay to pursue update brand and standards, Bill will update at next meeting.
- **F.** Commission Per Diem – Review email from Sharon Hanson. John Rickgarn will contact Sharon Hanson/ Steven Anderson to discuss next step.
- **G.** Employee Retirement Plan: Resolution #26-05 plan updates to be effective 10/1/2026.
  Motion by ~~Jana~~ John R, seconded by John A. All voted in favor.
  Linda Runia to be added to enrollment, lump sum 4.5% for 3 years by employer.
  Motion by ~~Jana~~ John R, second by John A. All in Favor.

Commission Member Items: Tanisha J to re-apply.

Executive Director Report: Bill went over a list of items he is working on including tenant payment methods, executive director position description and replacement of PHC trucks. Updates to follow at the next meeting.

Date and time for next regular meeting, September 14th, 2026, at 4:00 PM (Bill will send out notice of meeting)

Adjourn Time: 5:30 PM motion by John R, seconded by Tanisha J., All in favor.

Approved 9-14-26

Bill Mulso, Interim Executive Director

Board Member