

**CITY OF MANISTEE HOUSING COMMISSION**  
**Regular Meeting Minutes**  
**July 23, 2013**

The Regular Meeting of the City of Manistee Housing Commission was held on July 23, 2013 at 4:00 p.m. at the City Council Chambers at City Hall.

Members Present:

- President Dale Priester
- Vice-President Doug Parkes
- Commissioner Donna Korzeniewski
- Commissioner Cheryl Stephison

Members Absent:

- Treasurer Elbert Purdom, Excused due to business conflict

Staff Present:

- Housing Coordinator Lorna Perski
- Executive Director/Commission Secretary Clinton McKinven-Copus

**Amendments to the Agenda**

There were no Amendments to the Agenda

**Approval of June 25, 2013 Minutes**

Motion to Approve: Doug Parkes

Motion Seconded: Donna Korzeniewski

Motion Approved

**Old Business**

Tabled Item: Resolution 2013-07 Effective Commissioner Training (onsite). Board members had questions about the training scheduled for October 26, 2013, particularly about the cost. Willie and his supervisor will look at some training and possibly some on-line training for commissioners. Commissioners wanted to take approval of this resolution off of the table for now.

**New Business**

**Resolution 2013-08 Write-Off of Doubtful Accounts.**

The write-off of doubtful accounts for July total \$8,069.83. There are a couple large accounts going into garnishment. Collection is going on all doubtful accounts currently. Doubtful accounts are written off each year in July and December.

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Motion to Approve: Donna Korzeniewski

Motion Seconded: Doug Parkes

Motion Approved

### **Director's Report**

Commissioners discussed and reviewed the Director's Report.  
There will be a work session on August 13 to approve the budget.

### **Finances**

June 2013 Financial Reports were reviewed.

### **Communications**

There was discussion regarding the e-mail and letter from HUD. Some board members did not receive the letter or e-mail from HUD informing them of the HUD onsite visit August 21-23.

### **Public Comment**

There were no Public Comments at this meeting.

### **Commissioner Reports or Concerns**

Comments and concerns included questions about the Demolition of 104 & 104½ Park Avenue and tenant responsibility for grass cutting in the homes.

### **Adjournment**

Motion to Approve: Donna Korzeniewski

Motion Seconded: Doug Parkes

Motion Approved

Meeting adjourned at 4:47 p.m.

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Dale Priester  
President

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Clinton McKinven-Copus  
Executive Director  
Commission Secretary