

CITY OF MANISTEE HOUSING COMMISSION
Meeting Minutes
January 21, 2014
Regular Meeting

Meeting Start Time:

The Regular Meeting of the City of Manistee Housing Commission was called to order by President Dale Priester at 4:16 p.m.

Roll Call:

<u>Commissioner</u>	<u>Present</u>	<u>Absent Excused</u>	<u>Absent Non-Excused</u>
Dale Priester	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Doug Parkes	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Elbert Purdom	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Donna Korzeniewski	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Cheryl Stephison	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

Housing Commission Staff Present:

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

Others Present:

- None

Amendments to the Agenda:

- None

Approval of Minutes: Regular Meeting December 10, 2013

Motion: Doug Parkes
Second: Elbert Purdom
Approval: All In Favor

Old Business:

- None

City of Manistee Housing Commission Minutes

Meeting Date: [Insert Date]

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New Business:

Resolution 2014-1 Termination of Memorandum of Understanding with the Port City Resident Council: An MOU was signed on June 6, 2009 with the Port City Resident Council. The CMHC provided an office, computer lab and some funding for the PCRC. Submission of budget items as requested by the CMHC has not been provided by the PCRC. There have been no financial statements provided by the PCRC since their inception. If that information is not provided the CMHC will terminate, and request HUD's review of the PCRC due to non-functioning and no reports for at least 18 months.

Motion: Doug Parkes
Second: Elbert Purdom
Approval: All in Favor

Executive Director's Report:

Key Performance Indicators for 2013 looked great at 98%. Unit turn times required by HUD are 15 days for Maintenance, and 5 days for Management. Our times were 7.7 for Maintenance and 2.37 for Management. This is part of our Recovery Agreement. The numbers are not as good for January 2014.

There has been no response from the Detroit Field Office yet on the discussion notes. The December report is available. The field office representatives said we need six months reserves now, but that is not what was in our Recovery Agreement.

Key Performance Indicators for November shows a profit of \$9,699.06.

Monica Otis is to prepare a report of the unusual expenses for each month. She is also working on a weekly dash board.

There have been no additional expenses this month, except the snow removal is keeping the Maintenance workers from other tasks.

Finances:

November 2013 Financial Statements were reviewed by board members. There were no questions regarding the November Statements.

Motion to Accept and Place on File: Doug Parkes
Second: Elbert Purdom
Approval: All in Favor

Communications:

- None

City of Manistee Housing Commission Minutes

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Public Comment:

Several Tenants from Harborview were present at the meeting and had comments about the Mold Report and the upcoming No Smoking Policy. Clint reported that the No Smoking Policy will affect all of our properties and that we have a legal obligation according to HUD to implement this policy.

Commissioner Report/Comments:

Dale said he thought the Friday newsletter is great. He was surprised that there are scholarships available to children of residents in the amount of \$5,000.00.

Meeting Adjourned

Motion: Doug Parkes
Second: Elbert Purdom
Approval: All In Favor

Time: 4:55 p.m.



Dale Priester
President



Clinton McKinven-Copus
Executive Director/Secretary
City of Manistee Housing Commission