

CITY OF MANISTEE HOUSING COMMISSION
Meeting Minutes
August 25, 2015
Regular Meeting Minutes

Meeting Start Time: The Meeting was called to order at 4:04 p.m. by President Dale Priester.

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 checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Sheryl Kuenzer	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Housing Commission Staff Present:

- Clinton McKinven-Copus, Executive Director/Commission Secretary
- Kevin Helminiak, Maintenance Crew Leader

Others Present:

- George Saylor, General Counsel

Public Comment on Agenda Related Items:

- None

Consent Agenda:

Motion: Doug Parkes
Second: Sheryl Kuenzer
Approval: All in Favor

Amendments to the Agenda:

- None

Special Presentation of Michigan Freedom of Information and Open Meetings Act:

General Counsel, Mr. George Saylor concerning recent updates to the Michigan Freedom of Information Act and the Open Meetings Act and how they apply to the City of Manistee Housing Commission as a public body.

City of Manistee Housing Commission Minutes

Meeting Date: August 25, 2015

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Old Business:

- None

New Business:

- Resolution 2015-06: Adoption of the Operating Budget for Fiscal Year 2016
 - Motion: Doug Parkes
 - Second: Elbert Purdom
 - Approval: All in Favor
- Resolution 2015-07: Updating of the Cash Management—Internal Controls Policy
 - Motion: Donna Korzeniewski
 - Second: Doug Parkes
 - Approval: All in Favor
- Resolution 2015-08: Write Off of Doubtful Accounts
 - Motion: Doug Parkes
 - Second: Elbert Purdom
 - Approval: All in Favor
- Resolution 2015-09: Utility Allowance Effective October 1, 2015
 - Motion: Doug Parkes
 - Second: Sheryl Kuenzer
 - Approval: All in Favor
- Resolution 2015-10: Adoption of Freedom Of Information Act Procedures and Guidelines and Summary Thereof
 - Motion: Donna Korzeniewski
 - Second: Doug Parkes
 - Approval: All in Favor
- Resolution 2015-11: Adjustment of Tenant Charge for Basic-Expanded Cable Services
 - Motion: Doug Parkes
 - Second: Sheryl Kuenzer
 - Approval: All in Favor

Executive Director's Report:

- Executive Director, Clinton McKinven-Copus reviewed the presented Key Performance Indicators with the Board of Commissioners

Public Comment:

The Commissioners heard comments from four members of the public.

Commissioner Report/Comments:

None

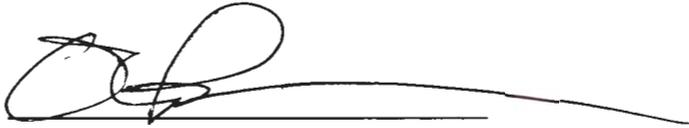
Meeting Adjourned

Motion: Donna Korzeniewski

Second: Doug Parkes

Approval: All in Favor

Time: 5:17 p.m.



Dale Priester
President



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