

CITY OF MANISTEE HOUSING COMMISSION
Regular Meeting Minutes
December 18, 2012

The Regular Meeting of the City of Manistee Housing Commission was held at 4:00 p.m. in the Harborview Apartments Community Room.

The meeting was called to order at 4:00 p.m. by President Dale Priester.

Members Present – President Dale Priester, Vice-President Doug Parkes, Treasurer Elbert Purdom, Commissioner Donna Korzeniewski and Commissioner Lawrence Bacon.

Members Absent – None.

Amendments to the Agenda

There were no Amendments to the Agenda.

Approval of Minutes

Minutes of the November 27, 2012 Regular Meeting were reviewed by commissioners. There were no corrections or additions. **Doug made a motion to approve the minutes as written.** Elbert seconded the motion. All members voted in favor. Motion carried.

Old Business

There was no Old Business to discuss.

New Business

Resolution 2012-28 Amendments to Operating Budget Fiscal Year 2013. **Doug made a motion to approve Resolution 2012-28 Amendments to Operating Budget Fiscal Year 2013.** Dale seconded the motion. All members voted in favor. Motion carried. Commissioners discussed the changes to the 2013 Operating Budget.

Resolution 2012-29 Write-Off of Doubtful Accounts. The amount of write-off of doubtful accounts is \$20,274.44 and Resolution 2012-28 lists which accounts we need to write off as bad-debt. **Donna made a motion to approve Resolution 2012-29 Write-Off of Doubtful Accounts.** Doug seconded the motion. All members voted in favor. Motion carried.

Director's Report

Occupancy Reports are included in the Director's Report.

Financial Report of Reserves and Key Financial Indicators are included in the Director's Report.

Communications

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There were no communications this month.

Public Comment

There were no public comments at this meeting.

Commissioner Reports/Comments/Concerns

There were no Commissioner Reports, Comments or Concerns at this meeting.

There was no additional business to discuss. **Donna made a motion to adjourn the meeting at 4:45 p.m.** Doug seconded the motion. All members voted in favor. Motion carried.



Dale Priester
President



Clinton McKinven-Copus
Executive Director
Commission Secretary