



# MARQUETTE HOUSING COMMISSION

316 Pine Street      Marquette, Michigan 49855      (906) 226-7559

## Minutes August 24, 2010

- Call to Order:**            The meeting was called to order by President Jeeves at 4:12pm
- Members Present:**      Jeeves, Scullion, Zoller, and Jordan
- Members Absent:**        Burcar
- In Attendance:**         Eric Erland, Tammy Shega, Michael Dvorscak, and Buzz Tiseo
- Quorum:**                 Yes.
- Election of Officers:**      Jeeves asked for nominations for the position of Commission President. Scullion nominated Jeeves, nomination was seconded by Jordan, nomination carried unanimously. Jeeves asked for nominations for Vice President. Zoller moved to nominate Scullion. Nomination was seconded by Jeeves. Motion carried unanimously.
- Approval of Minutes:**      Motion by Zoller, seconded by Scullion, to approve the July 27th 2010, regular meeting minutes. Motion by Zoller seconded by Scullion, motion carried unanimously.
- Public Comment:**         None
- New Business:**            This item was moved up on the agenda by Jeeves. Buzz Tiseo, from City Insurance, Marquette, MI., was present to speak to the insurance bid placed with MHC. Erland noted he brought to the Board members a tabulation sheet that former Director Pelto had completed and reviewed with Erland after the bid opening meeting concluded. Erland recommended to the Board that MHC accept the City Insurance bid and asked Buzz Tiseo to provide the Board with specifics about the bid.

**Bills:**

Erland explained the bills that were out of the ordinary. Motion by Scullion and seconded by Zoller and carried unanimously to approve and authorize payment of August, 2010 as follows: \$102,670.30 for the general fund, \$54,931.86 for the Capital Fund and \$16,271.27 for the Housing Choice Voucher program.

**Communications:**

None

**Cash Position Statement:**

Erland pointed out that a CD matured on August 16 and he is working to compare rates and terms at multiple banks and that MHC has 10 days in which to decide how it will reinvest this money. Erland also pointed out that one account listed on the cash position statement is no longer active and that MHC received a check to close out the account. Zoller asked what the account was for and Erland responded that he would have that information to report during the next board meeting. Motion by Zoller, seconded by Scullion, and carried unanimously, to accept and place on file the 8/19//10 Cash Position Statement.

**Operating Statements:**

Motion by Scullion, seconded by Zoller carried unanimously to approve the July 31, 2010, financial statements that consisted of: Combining Project Based Balance Sheet, Combining Project Based Income Statement, Combined Balance Sheet, Combining Income Statement, Combining Project Based Income Statement, Low Rent Project 1 – Pine Ridge Income Statement, Low Rent Project 2 – Lake Superior Village Income Statement, and Low Rent –Central Office Cost Center Income Statement.

**TAR Reports:**

Erland noted there was one account submitted for write off from this report. Motion by Scullion, seconded by Jordan, and carried unanimously to accept the TAR reports and write off the following accounts, continuing our efforts to collect.

Lake Superior Village: one account: \$348.00

**Summary of  
Project  
Performance:**

Erland noted that an ad had been placed by Project Manager Tammy Shega into the mining journal to assist her with a high number of anticipated unit turns coming up. Zoller asked Shega how the response was to the ad. Shega responded that people had come to take applications but none had been returned. Jeeves asked if there were people to replace the tenants moving out and Shega replied yes. Scullion commented that the report for Pine Ridge looked great. Motion by Zoller, seconded by Scullion, and carried unanimously to accept and place on file the Summaries of Project Performance for Pine Ridge and Lake Superior Village.

**HCV**

Jeeves asked Erland how this program was doing. Erland responded that apparently this report did not make it into the board packet and apologized for this oversight. Erland did tell the board that there were 42 Vouchers under lease. Dvorscak stated same and also stated HUD had told MHC we should keep 45 under lease and that MHC's utilization rate was 93%. Dvorscak also stated there are 32 people currently on the wait list.

**Executive  
Directors Report**

Erland noted that most of the information contained in this report had been discussed to this point of the meeting.

**Report of  
Committees:**

Pine Ridge has 1 vacancy and 27 on the waiting list.  
Lake Superior Village has 1 vacancy and 15 on the waiting list.

Youth and Family Center: Their report was in the Board's packet.

**Old Business**

None

**Miscellaneous**

Jeeves requested that Erland look into pricing for installation of air conditioning for the community room. Zoller stated she felt that the air conditioning in the library was not sufficient and asked Erland to look into that as well.

Jordan asked Erland about the computers in the library and has a concern that they are filtered appropriately to keep out offensive content. Erland said he would contact MSU who installed the computers and report back to Jordan what he finds out.

**New Business**

Insurance - Moved up on agenda

**Adjourned**

5:15pm

Respectfully submitted, Eric Erland