



Port Huron Housing Regular Commission Meeting

Port Huron Housing Commission

Tuesday, June 18, 2024 at 6:00 PM EDT to Tuesday, June 18, 2024 at 7:00 PM EDT
905 Seventh Street. Port Huron Michigan 48060

Agenda

I. Roll Call

Presenter: Executive Director

Present

President Scott R. Urmy, Vice President Dale Hemmila, Commissioner(s) Natacha Hayden, Andrew Kercher, Tyler Moldovan

Also

Executive Director James A. Dewey, Deputy Executive Director/Legal Corporation Counsel Gregory T. Stremers, Financial Manager Suzanne Ward and Program Assistant Specialist Anne Landschoot

Absent

None

II. Public Comment for anything on the Agenda

Presenter: President Urmy

- Please limit your comments to one time, 5 minute speaking opportunity for only items listed on this agenda.

III. Presentation

- Human Resource Manager Jill Trzemzalski

IV. Approval of Agenda to include any Changes/Additions

Presenter: President Urmy

1. Changes
 1. None
2. Additions
 1. None

V. Approval of Consent Agenda

Presenter: President Urmy

Agenda items considered routine are marked with an asterisk (*) and will be considered for adoption by one motion with no separate discussion. A Commissioner may request an item to be removed from the consent agenda and the item will be considered in its normal sequence.

VI. *Approval of Minutes

- CONSENT AGENDA

- May Regular Commissioner Meeting Minutes

VII. Financial Reports:

A. * Balance Sheet, Statement of Operating Income and Expense and Budget Versus Actual Expenses

CONSENT AGENDA

- May - will be presented at the meeting
- No report attached at this time.

B. Public Housing General Fund Cash Disbursement and Wire Transfers

Presenter: President Urmy

1. Cash Disbursement

- May 2024

2. Wire Transfers

- May 2024

C. Section 8 Cash Disbursements and *Utilization Report

Presenter: President Urmy

1. Section 8 Cash Disbursements

- May 2024

2. *Utilization Report

- **CONSENT AGENDA**

D. Account Submitted for Write Off Approval

Presenter: President Urmy

E. *Tenant Account Receivable Report

- **CONSENT AGENDA**
- May 2024

F. * Quarterly Investment Report

- **CONSENT AGENDA**
- Issued - January, April, August and October of each year
- Due in August 2024

G. CFP (Capital Fund Project) Obligation/Expenditure Status (E-LOCC)

Presenter: President Urmy

- Discussion only

H. Disposal of fixed assets

1. Dwelling 2024

2. Non Dwelling 2024

VIII. Monthly Reports

Presenter: Executive Director

A. * Occupancy Report

CONSENT AGENDA

1. *Current Vacancy Report and move out reasons

CONSENT AGENDA

B. * Capital Fund Report

CONSENT AGENDA

C. Travel and Training

Presenter: Executive Director

1. MI NAHRO Fall Conference

Boyne Mountain Resort

Dates: September 11 thru 13th, 2024

Attendees: Jim, Greg, Scott, Pam and one Staff Member

Cost: TBD

2. National NAHRO Conference

Location: Orlando, Florida

Dates: September 26-28, 2024

Attendees: Jim, Scott and one Commissioner or staff member

Cost: TBD

D. Approval of Contracts

Presenter: President Urmy

1. Section 8 Multi Year Inspector

Jeff Stout

5255 Ponderosa Drive

Clyde MI 48049

Cost: Varies See Bid Tabulation

2. Tree Trimming and Removal Bid Tabulation

Canopy Climber Treet Care

4430 Myron Road

Burtchville MI 48059

Service: Trimming and cut of 121 trees, removal of 2 stump grinding and haul away

Cost: \$25,200.00

3. Desmond/Peru Vinyl Flooring replacement at Vacancy

Flooring Edge Inc.

5139 Lapeer Road

Kimball MI 48074

Service: Vinyl Flooring Replacement, kitchen and bathroom

Cost: \$36,093 (min) to \$54,243.00 (max)

4. PHHC/ East Tawas Housing Commission Intergovernmental Contract Agreement

E. Miscellaneous

Presenters: President Urmy, Executive Director

1. *Correspondence/Communication

CONSENT AGENDA

None

2. *Written Reports

a. Executive Director Report

Presenter: Executive Director

b. *Elderly Disabled Service Coordinator Report

CONSENT AGENDA

c. *Ross Grant Report

CONSENT AGENDA

3. *Quarterly Report

CONSENT AGENDA

a. *Maintenance Activity Report on Operations

CONSENT AGENDA

- Due in January, April, **August** and October 2024

b. YTD 3 Year Comparison Move out

CONSENT AGENDA

- Due in January, April, **August** and October 2024

c. *Five (5) Year Goal Achievement

CONSENT AGENDA

- March, June, September and December 2024
- Due June 2024

IX. Report of Committees

Presenter: Executive Director

None

X. Unfinished Business

Presenter: Executive Director

None

XI. New Business

A. Resolution

Presenter: President Urmy

1. Resolution No 2024-07 Public Housing Utility Allowance

B. Executive Director Evaluation

Closed session will be requested

XII. Public/Open Comment for all items NOT listed on the agenda

- Please limit your comments to one time, 5 minute speaking opportunity for only items listed on this agenda

XIII. Open Board Discussion

Presenter: President Urmy

XIV. Adjournment

Presenter: President Urmy

- No meeting in July 2024
- The next Regular Meeting is scheduled for August 20, 2024 at 6:00 PM located at the 905 Seventh Street Port Huron MI 48060
- Enjoy your time off