

## **East Tawas Housing Regular Commission Meeting**

Wednesday, October 16, 2024 at 10:00 AM EDT to Wednesday, October 16, 2024 at 11:00 AM EDT  
South Tower Community Room 304 W. Bay Street, East Tawas, MI

### **Agenda**

#### **I. Call to Order**

Presenter: Ann Balfour

#### **II. Roll Call:**

Presenter: James A. Dewey

##### **A. Present:**

President Ann Balfour, Vice President Todd Ronan, Commissioner(s) Joe Cano Jr., Timothy Freel and Dr. Cary Lichtman

##### **B. ETHC and City Representatives:**

Property Manager Melissa Nickell, Maintenance Staff Evan Buysens, City Manager Brent Barringer and Grace Martin ET Accounting Department

##### **C. PHHC Management Group Via Zoom:**

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

##### **D. Absent:**

None

#### **III. Public Comment for anything on the agenda**

#### **IV. Approval of Agenda to Include Changes/Additions**

- Changes:
  - **Section 5 Approval of Minutes**  
Corrected Commissioner Ronan name on Public Hearing Meeting Minutes
  - **Section 10 Resolution 2024-06 ACOP**  
Added RAB Board Comments to agenda
- Additions

#### **V. Approval of Minutes - September Meetings**

- Public Hearing Minutes
  - Correction- Signature name
- Regular Meeting Minutes

## **VI. Presentation or communication**

- None

## **VII. Review of the Financial Reports:**

### **A. Balance and Operating Statement Report**

### **B. Cash Disbursements**

- North Cash Disbursement
- South Cash Disbursement

### **C. E-LOCCS - Capital Funding**

## **VIII. Executive Directors Report/PHHC Management's Report:**

Presenter: ED James A. Dewey

## **IX. Unfinished Business:**

- None

## **X. New Business:**

### **A. Contract Approvals:**

### **B. Resolution(s):**

#### **1. Resolution No. 2024-04 Flat Rent Schedule**

#### **2. Resolution No. 2024-05 Section 8 Tenant Selection Plan**

#### **3. Resolution No. 2024-06 Public Housing ACOP**

- Resident Comments from RAB Meeting:
  - Inquired about assigned parking
    - Response: There is no assigned parking as it is first come/first serve
  - Inquired about additional handicap parking
    - Response: Management will consider this and take action upon the next parking lot resurfacing/resealing action.

#### **4. Resolution No. 2024-07 Policy Approval**

- Equal Housing - Fair Housing - Civil Rights Compliancy
- Excess Utility Policy
- Integrated Pest Management
- No Cash Policy
- No Smoking - Smoke Free Housing Policy
- No Trespassing Policy
- Parking Policy
- Pet Policy
- Rent Collection Policy
- Repayment Agreement Policy
- Resident Initiative

- VAWA (Violence Against Women Act)
- Weapons and Firearms Policy

## **5. Resolution No. 2024-08 2025-2030 Five Year and Annual Plan**

### **C. Travel and Training**

- None

### **D. Miscellaneous:**

#### **1. Monthly Vacancy Report**

- As of October 1, 2024
  - North Tower
  - South Tower 100% occupied

Informational purposes only, no vote required.

### **XI. Public Audience Comments:**

- Please limit your comments to 5 minutes with one speaking opportunity.
- Please offer your name, Tower location and apartment number for the records

### **XII. City Council Liaison Comments**

Presenter: City Manager Brent Barringer

### **XIII. Commissioner's Comments**

Presenter: Any member of ETHC Board of Commissioners

### **XIV. Adjournment**

- Next approved meeting shall be held on November 13, 2024 at 10:00 AM. Early due to the Thanksgiving holiday,