



# East Tawas Housing Regular Commission Meeting

Port Huron Housing Commission

Wednesday, November 20, 2024 at 10:00 AM EST to Wednesday, November 20, 2024 at 11:00 AM EST

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., Tim Freel and Dr. Cary Lichtman

#### B. ETHC, City of East Tawas Representatives and PHHC members:

Property Manager Melissa Nickell, Maintenance Staff Evan Buysens, City Manager Brent Barringer and PHHC Executive Director James A. Dewey, Program Assistant Specialist Anne Landschoot , Grace Martin ET Accounting Department

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

Deputy Executive Director/Legal Corporation Counsel Gregory T. Stremers, Financial Manager Suzanne Ward

#### D. Absent:

None

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

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

- Changes
- Additions

### V. Approval of Minutes - October Meeting Minutes

### VI. Presentation or communication

- None

### VII. Review of the Financial Reports:

#### A. ETHC Balance Sheet and Budget vs. Actual September 2024

- Balance Sheet and Operating Statement vs. Actual

#### B. Combined Bay Park Tower South and Bay Park Tower North

- South and North Tower Check Register for October 2024

#### 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:**

#### **1. CertaSite for Bay Park Tower South and North**

Representative: Jenna McCarthy

Phone: 989-356-6949

Service: Annual Sprinkler, standpipe, fire pump, alarm systems, testing, extinguishers, exit light, first aid kit and repairs.

Cost: South Tower \$2,979.41

North Tower \$3,145.34

Contract: Two (2) Year Contract with option to renew up to Five (5) Years

01/01/2025 to 12/31/2026

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

- Resolution No. 2024-09, 2025 Operating Budget for Bay Park Tower North and Bay Park Tower South

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

- None

### **D. Miscellaneous:**

#### **1. 2025 Commissioner Calendar review and approval**

## **XI. Public Audience Comments**

## **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 December 11, 2024 at 10:00 AM