



East Tawas Housing Regular Commission Meeting

Port Huron Housing Commission

Wednesday, December 11, 2024 at 10:00 AM EST to Wednesday, December 11, 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., Dr. Cary Lichtman and Andrew Mong

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

Property Manager Melissa Nickell, Maintenance Staff Evan Buysens, City Manager Brent Barringer, Grace Martin Deputy Treasurer and Councilwoman Sandi Hamill

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 Specialist Anne Landschoot, Program Operational Manager Pam Moses

D. Absent:

None

III. Public Comment on anything on the agenda

IV. Oath to Office

Presenter: Grace Martin- Deputy Treasurer

Andrew Mong to sign the Oath to Office

V. Approval of Agenda to Include Changes/Additions

- Changes
- Additions

VI. Approval of Minutes - November Meeting Minutes

VII. Presentation or communication

- None

VIII. Review of the Financial Reports:

A. ETHC Balance Sheet and Budget vs. Actual October 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 November 2024

C. E-LOCCS - Capital Funding

D. ETHC Annual Write Off Reports

IX. Executive Directors Report/PHHC Management's Report:

Presenter: ED James A. Dewey

X. Unfinished Business:

- None

XI. New Business:

A. Contract Approvals:

- None

B. Resolution(s):

Presenter: Pam Moses

ETHC Resolution No. 2024-10 South Tower Dwelling Lease and Tenant Handbook

C. Travel and Training

1. Melissa Nickell- Property Manager

Date: TBD

Cost: Hotel, travel and pre-diem

Locations: Port Huron, MI 48060

Training: 4-day Operational Training at PHHC

D. Miscellaneous:

1. Bay Park North and South Tower Monthly Vacancy Report

XII. Public Audience Comments

XIII. City Council Liaison Comments

Presenters: City Manager Brent Barringer, Councilwomen Sandi Hamill

XIV. Commissioner's Comments

Presenter: Any member of ETHC Board of Commissioners

XV. Adjournment

- Next approved meeting shall be held on January 22, 2025 at 10:00 AM