

# Algonac Housing Commission Regular Meeting

Monday, September 16, 2024 at 6:00 PM EDT to Monday, September 16, 2024 at 7:00 PM EDT  
1205 St. Clair River Drive Algonac Mi 48001

## Agenda

### Roll Call

#### Present:

President Cynthia Smith, Vice President Bernie Ferris, Commissioner Kimberley Catenacci, Deborah Green and Christina Robb

#### Also:

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

#### Absent:

None

### I. Pledge of Allegiance

### II. Public Comments for Items listed on the agenda

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

- Changes
- Additions

### IV. Review/approval of the AHC Minutes

- August 2024 Minutes

### V. Communications

- Audit Zero Audit Findings

### VI. Review of the Financial Reports

#### A. Review of Balance Sheet and Budget vs Actual Expenses

#### B. Review of the Public Housing General Cash Disbursement and Wire Transfer

- Cash Disbursement
- Wire Transfer

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

### VII. Report of the Director

#### A. Monthly Vacancy Report

- Report as of September 2, 2024
- 100% Occupied

**B. Executive Director Report**

**C. Quarterly Report**

**1. Five (5) Year Goal Achievement Quarter (March, June, September and December) 2024**

**VIII. Unfinished Business**

- None

**IX. New Business**

**A. Resolutions**

None

**B. Approval of Contracts**

**1. Office Renovation - Union Properties**

3552 Griswold Rd #1

Port Huron MI 48060

Service: Office Renovation

Cost: \$34,389.40

**2. Ehrlich Contract Extension**

41169 Vincenti Court

Novi, MI 48375

Service: Pest Infestation Control

Cost: Varies on service provided

Contract Extension: 05.01.24 thru 04.30.26

**3. Elevator Service Consulting Contract**

Buckley Belcher and Company LLC

Mat Morgan

Cell /Mobile 313-607-0891

Scope of Services: Unlimited Elevator Consulting Services for AHC 1 Hydraulic Elevator with additional service and follow up

Contract Agreement: 09.01.2024 for 3 years thereafter

Cost: \$65.00 per month or \$650 per elevator for years

\$175.00 Follow up elevator conditional assessment cost

Annual increase of 3%

**C. Travel and Training**

- None

**D. Miscellaneous**

- None

**X. Public/Tenant Comments for items NOT listed on the agenda**

**XI. Items for next agenda**

**XII. Board Meeting/Director Comments**

**XIII. Agenda Completed**

Next Meeting scheduled for October 21, 2024 at 6:00 PM