

# St. Clair Housing Commission Regular Meeting

Tuesday, September 17, 2024 at 9:00 AM EDT to Tuesday, September 17, 2024 at 10:00 AM EDT  
400 S. Third Street, St Clair Michigan 48079

## Agenda

### Roll Call

#### Present:

President Paul Wade, Vice President Candace Nagel, Commissioner(s): Kent Bacon and Gretchen Cosner

#### Also:

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

#### Absent:

On open position

### I. Public Comment for items listed on the agenda

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

### II. Approval of Agenda

- Changes:
- Additions:

### III. Approval of the Minutes of the Regular Commissioner Meeting

### IV. Communication/Presentation

- None

### V. Financial Reports

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

#### B. Public Housing General Fund Cash Disbursement and Wire Transfer

##### 1. SCHC Cash Disbursement

##### 2. SCHC Wire Transfer

#### C. Section 8 Cash Disbursement

- 16 Checks with 16 payments
- 16 Direct Deposits with 23 payments

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

### VI. Unfinished Business

- None

### VII. New Business

## **A. Miscellaneous**

- None

## **B. Resolution**

- None

## **C. Travel and Training**

- None

## **D. Contracts:**

### **1. Ehrlich Contract Extension**

41169 Vincenti Court

Novi, MI 48375

Cost: Varies based on service

Contract Extension: 05.2024 thru 04.2026

### **2. Buckley Belcher and Company LLC**

Mat Morgan

Mobile: 313.607.0891

Service: Unlimited Elevator Consulting services for 1 hydraulic elevator, along with additional services

Cost: \$65.00 per elevator, per month with \$175.00 follow up condition assessment.

Annual 3% increase

Contract: 09.01.2024 for three years

## **E. Report of the Director**

## **F. Monthly Vacancy Report**

- As of September 2, 2024

## **G. Quarterly Report**

### **1. Five (5) Year Goal Achievement Quarterly Review - (March, June, September, December)**

- **September 2024**

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

- Limited to ONE TIME speaking opportunity per person
  - For the record, please announce your name and apartment number prior to speaking
  - Your time limit will begin after you announce your name and apartment number
  - Ms. Landschoot has been instructed to track the five (5) minute timeframe and will notify the Board of Commissioners when this time has expired
  - We must enforce this to ensure that everyone has an opportunity to speak and we can complete the necessary business of the agenda on a timely fashion
- Thank you for your cooperation!!!!

## **IX. Board Members or Director Comments**

## **X. Adjournment**

- Next meeting scheduled October 15, 2024 at 9:00 AM

