



## TRAVERSE CITY HOUSING COMMISSION

150 Pine Street, Traverse City, Michigan,  
49684 T: (231) 922-4915 | F: (231) 922-2893

### **NOTICE**

**THE TRAVERSE CITY HOUSING COMMISSION REGULAR MEETING  
will be held on Wednesday, February 26, 2025, AT 12:00 P.M.**

#### **SECOND FLOOR TRAINING ROOM – GOVERNMENTAL CENTER**

400 Boardman Avenue, Traverse City, Michigan, 49684  
(231) 995-5150

**POSTED: February 24, 2025**

*The Traverse City Housing Commission does not discriminate on the basis of disability in the admission or access to, or treatment or employment in, its programs or activities. Please, contact the Traverse City Housing Commission Office, 150 Pine Street, Traverse City, Michigan, 49684, (231) 922-4915, to coordinate specific needs in compliance with the non-discrimination requirements continued in Section 35.087 of the Department of Justice Regulations. Information concerning the provisions of Americans with Disabilities Act (ADA), and the rights provided hereunder, are available from the ADA Coordinator. If you are planning to attend and you have a disability requiring any special assistance at the meeting, please notify the Executive Director immediately. Please note that the Traverse City Housing Commission is committed to a dialog that is constructive, respectful, and civil. We ask that all individuals interacting verbally or in writing with the Commission honor these values.*

### **AGENDA**

#### **I CALL TO ORDER & ROLL CALL**

#### **II APPROVAL OF AGENDA**

#### **III PUBLIC COMMENT**

#### **IV CONSENT AGENDA**

The purpose of the Consent Agenda is to expedite business by grouping non-controversial items together to be dealt with by one Commission motion without discussion. Any member of the Commission, staff, or the public may ask that any item on the Consent Agenda be removed from and placed elsewhere on the agenda for full discussion. Such requests will automatically be respected. If an item is not removed from the Consent Agenda the action noted on the Agenda is approved by a single Commission action adopting the Consent Agenda (*all items on the Consent Agenda are printed in italics*).

- A. *Consideration of Approval of January 22, 2025 Regular Meeting Minutes:* Approval Recommended.
- B. *Consideration of Approval of February 5, 2025 Special Meeting Minutes:* Approval Recommended.

- C. *Consideration of Approval of Schedule of Disbursements for December 2024 for Public Housing Program: Approval Recommended.*
- D. *Consideration of Approval of Schedule of Disbursements for December 2024 for HCV (Section 8) Program: Approval Recommended.*
- E. *Review & Acceptance of Financial Statements for December 2024: Approval Recommended.*

**V COMMITTEE & COMMISSIONER REPORTS**

- A. Executive & Finance Committee Meeting

**VI STAFF & PROGRAM REPORTS**

- A. Administrative Summary: Riverview Management/Banking changes
- B. Family Self-Sufficiency (FSS) Program Report: February 2025

**VII OLD BUSINESS**

- A. Orchardview: LIHTC Award Received – MSHDA 15-day Response 2-24-2025
- B. Parkview Update: Construction; Waitlist & Lease-up
- C. Flats at Carriage Commons: July turnover – Waitlist & Lease-up
- D. HCV – HUD HAP (housing assistance payment) Reimbursement: ongoing
- E. Audit UPDATE – Financial Audit & File Review
- F. Spring 2025 – Board Retreat – Dates and Locations

**VIII NEW BUSINESS**

- A. HCV Utility Rate Update – Memorandum (Motion)
- B. Capital Fund 5-year Plan Notice & Memorandum
- C. HUD Capital Fund Program – CFP
  - 1) Close-out of old grants; 11/12 hold on 2023 CFP
  - 2) Drawdown of Funds – February of 2025
- D. Financial Overview – Re-work of Financials for CY 2025
  - 1) Hire of Accounting Consultant
  - 2) Vernon Kreun; former auditor & Finance Director (Motion)

POSSIBLE CLOSED SESSION: *Discussion of potential Real Estate Purchase/Sale & Employee Contract Discussion.*

**IX CORRESPONDENCE**

**X PUBLIC COMMENT**

**XI COMMISSIONER COMMENT**

**XII ADJOURNMENT**

***NEXT SCHEDULED MEETING: March 26, 2025 at NOON.***