

# A G E N D A

Regular Meeting

September 10, 2025

1. Roll Call
2. Reading of Minutes of Board Meeting April 9, 2025
3. Public Comment
4. Resident Council Reports
  - Meadville Housing Resident Council
  - Holland Towers Resident Council
  - William Gill Commons Resident Council
5. Report of Acting Executive Director
  - CATA bus stop at Holland Towers
  - Cintas – new contract
  - National Fuel Proposal – Morgan – utility reimbursement checks 4/2023, 3/2024 and 2025
  - MAWA leak and LeakID
  - David Weber tele-meeting 7/11
  - SB Thomas Associates tele-meeting 8/8 and Contractor meeting 8/19
  - New hires and employment contracts – Housing Inspector, Administrative Assistant
  - Local 964 Memorandum of Agreement – Sick Leave
  - TIP change order from 6/25/2025
  - Banks: account access and credit card issues
  - Smith Marion fye 2025 Audit DRAFT and findings
  - Holland Towers Fire Alarm update – HUD Pre-Award Approval for Non-competitive Proposal Procurement
6. **SOLICITOR’S REPORT**  
Christopher D. Ferry
7. **CAPITAL FUND GRANT PROGRAM**  
Holland Towers Apartment Renovations – deliberation of prior change order and Procurement Policy.  
Housing-Related Hazards & Lead-based Paint Capital Fund Program – Update –
8. **ELM/ MORGAN AND SCATTERED SITES AND GILL VILLAGE**  
Tommi Jo Davenport, Property Manager
9. **HOLLAND TOWERS**  
Charlotte M. Mitchell, Property Manager
10. **MAINTENANCE REPORT**  
Jon Ketcham, Acting Executive Director
11. **EXTERMINATION REPORT**  
Kyle Lynch, Assistant Maintenance Inspector
12. **SECTION 8 HOUSING CHOICE VOUCHER REPORTS**  
Vanessa Winner, Section 8 Coordinator
13. **SECTION 8 INSPECTION REPORT**
14. Kyle Lynch, Assistant Maintenance Inspector
15. **APPLICATIONS**  
Charlotte M. Mitchell, Property Manager
18. **RESIDENT INITIATIVES PROJECTS REPORTS**  
Barbara L. Houserman, Resident Initiatives Coordinator
19. **RESOLUTIONS**  
Resolution No. 7 of 2026 – Annual Housekeeping Inspection Policy  
Resolution No. 8 of 2026 – Integrated Pest Management Plan Policy  
Resolution No. 9 of 2026 – Daniel Harris retirement
20. Treasurer’s Report - Lists of Bills July & August 2025  
Jon M. Ketcham, Acting Executive Director

21. Report of Committees
22. New Business – Shade Tree Commission – Alice Sjolander
23. Communications
24. Adjournment