# BATTLE CREEK HOUSING COMMISSION MINUTES

# Regular Meeting June 17, 2025

## **Pending Board Approval**

#### CALL TO ORDER:

The regular meeting of the Battle Creek Housing Commission (BCHC) was called to order at 2:58 p.m. by President Simmons in the Main Office of Kellogg Manor, 250 Champion Street, Battle Creek Michigan.

**ROLL CALL**: Present: Commissioner Simmons, President

Commissioner Gillette, Vice President

Commissioner Gray Commissioner Guzzo Commissioner Torrey

Also present: Lee Talmage, Executive Director; John Paternoster, Deputy

Director; Abe Alassaf, Deputy Director

#### **BUSINESS:**

President Simmons stated the Travel Policy Resolution will be removed from New Business in the Agenda.

# **APPROVAL OF AGENDA & MINUTES**

A motion was then made by Commissioner Guzzo and supported by Commissioner Gray to approve the Minutes of the May 27, 2025 Regular Meeting with a correction under Adjournment regarding missing Pest Control Reports.

Vote: Ayes- Unanimous

Nays- None

### **PUBLIC COMMENT & SPECIAL PRESENTATIONS:**

#### **Directors Report & Financials:**

The Directors Report including Bills and Communications, are presented, attached, and made a part of these minutes.

Regarding the 2023 PHAS Score for physical condition, Talmage was asked to send photos of PHAS physical inspection deficiencies.

Commissioner Guzzo also asked when the next meeting of the Georgetown non-profit board would take place. Talmage said it is planned for July 2025.

Talmage also added news about a new Healthy Aging Calhoun Project the Commission is being given an opportunity to take part in with the Calhoun County. A discussion followed on removing the emergency pull cords in Cherry Hill and Kellogg Manor and available options, specifically the use of Personal Emergency Response Systems.

Talmage stated that Financial Statements for May 2025 were not included in this packet, but will be sent out when available.

# **Deputy Directors Reports:**

Deputy Director Paternoster's Reports on occupancy and Pest Control were presented, are attached and made a part of these minutes. The inclusion of the May and June 2025 Pest Control Reports were acknowledged.

Deputy Director Alasaff's Report on Development was presented, is attached and made a part of these minutes.

UNFINISHEI	BUSINESS:	None
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#### **NEW BUSINESS:**

## **Resolution 2025-05 BCHC Travel Policy**

Action postponed for further review by Personnel Policy Committee

# Resolution 2025-06 BCHC Section 8 HCV Administrative Plan Housing Opportunity through Modernization Act

A motion was made by Vice President Gillette and supported by Commissioner Guzzo to approve the revision of the Housing Choice Voucher Administrative Plan.

Vote: Ayes - Unanimous Nays - None

#### Resolution 2025-07 Collection Loss Write Off

A motion was made by Vice President Gillette and supported by Commissioner Torrey to approve the revision of the Housing Choice Voucher Administrative Plan.

Vote: Ayes - Unanimous Nays - None

#### **OTHER BUSINESS:**

Public Comments: None

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None

# **CLOSED SESSION:**

At approximately 4:55 the Commission went into a Closed Session to continue discussion from May 2025 of Strategic Planning-Agency Goals/Performance/Action Items for 2025- 2026.

# **ADJOURNMENT:**

At 6:32 President Simmons adjourned the meeting. The next regular meeting of the Commission will be Tuesday, July 22, 2025 at 3:00 p.m.

Respectfully Submitted,

Lee Talmage Secretary