

BATTLE CREEK HOUSING COMMISSION MINUTES

Regular Meeting September 23, 2025

Pending Board Approval

CALL TO ORDER:

The regular meeting of the Battle Creek Housing Commission (BCHC) was called to order at 3:00 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

APPROVAL OF AGENDA & MINUTES

The motion was then made by Commissioner Gillette and supported by Commissioner Torrey to approve the Agenda & Minutes of the August 26, 2025 Regular Meeting.

Vote: Ayes- Unanimous
Nays- None

BUSINESS:

Public Comment or any Special Presentations: None

Directors Reports & Financials:

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

Deputy Directors Reports:

Deputy Director Paternoster's Reports on Occupancy and Pest Control were presented, are attached and made a part of these minutes.

Deputy Director Alassaf's Report was presented, is attached and made a part of these minutes. Deputy Director Alassaf asked the Commission for suggestions as to what they would like to see in his monthly Board Report.

NEW BUSINESS:

Resolution 2025-13 – Collection Loss Write Off – 4th Quarter

A motion was made by Commissioner Gillette and supported by Commissioner Guzzo to adopt Collection Loss Resolution 2025-13 as prepared.

Vote: Ayes- Unanimous
Nays- None

Resolution 2025-14 - Georgetown Estates Property Management

In regard to the Eenhoorn LLC letter, dated September 3, 2025, notifying BCHC that Eenhoorn would be ending its role as the Georgetown Estates Property Manager as of December 31, 2025, a motion was then made by Commissioner Guzzo, and supported by Commissioner Gillette, for BCHC to notify Eenhoorn LLC to not list the Georgetown Estates property for sale, but rather to prepare to directly take over the property management role by December 31, 2025.

Vote: Ayes- Unanimous
Nays- None

Resolution 2025-15 – Procuring LIHTC 4% Developer

Then Commissioner Guzzo made a motion supported by Commissioner Gray that BCHC should procure a Developer for the purpose of rehabilitating the Commission's properties.

Vote: Ayes- Unanimous
Nays- None

Resolution 2025-16 – FYE 09-30-2025 Budget Revision of Employee Salary/Benefits

A motion was then made by Commissioner Torrey and supported by Commissioner Gray to provide, in lieu of an annual Health Saving Account, an increase in the full time employee's annual salary of \$2000.00.

Vote: Ayes- Unanimous
Nays- None

Resolution 2025-17 - BCHC Community Contributions Request

In addition to the discussion items included in the Directors Report, the Commission reviewed a request by the Calhoun County Continuum of Care, under the BCHC Community Contribution Policy, for \$2000.00 to be used for the purpose of providing

haircuts to attendees at the 2025 Calhoun County Connect event scheduled for October 17, 2025. Commissioner Gray then made a motion, supported by Commissioner Guzzo, to approve this request.

Vote: Ayes- Unanimous
Nays- None

UNFINISHED BUSINESS:

None

OTHER BUSINESS:

Commissioner Comments:

The Commission recognized the quality of the Resident Newsletter included in the packet. Commissioner Guzzo stated that she wanted to thank the staff for all the work that they do.

ADJOURNMENT:

At 4:30 President Simmons adjourned the meeting. The next regular meeting of the Commission will be Tuesday, October 28, 2025 at 3:00 p.m.

Respectfully Submitted,

Lee Talmage
Secretary