

**AGENDA**  
**WARREN HOUSING COMMISSION**  
Stilwell Manor – Stilwell Recreation Room  
26600 Burg Road · Warren, Michigan 48089

**Regular Meeting of the Housing Commission**  
**Thursday, September 12, 2024 at 6:00 p.m.**

Anyone wishing to submit questions about the business address at this meeting, or request a virtual meeting link to accommodate a disability, may do so by contacting the Senior Housing Office at (586) 758-1310 or sending an email to [svclark@cityofwarren.org](mailto:svclark@cityofwarren.org) or [sgorgis@cityofwarren.org](mailto:sgorgis@cityofwarren.org).

**1. Call to Order**

**2. The Pledge of Allegiance**

**3. Roll Call**

Chairman Ken Kaercher

Secretary Thomas Miller

Commissioner Debra Ladensack

Commissioner Charmaine Wood

Commissioner Curtiss Ostosh

Councilperson Melody Magee

City Attorney Laura Sullivan

Director of Maintenance Kevin Yaden

Director of Administration Sean Clark

Deputy Director of Administration Sara Gorgis

**4. Approval the Agenda**

- a) Approval of the agenda for the Thursday, September 12, 2024, Regular Meeting.

**5. Approval of the Minutes**

- a) Approval of the Minutes from the Thursday, July 11, 2024, Regular Meeting.

**6. Staff Report**

- a) Receive and File Staff Report dated September 9, 2024.

**7. Old Business**

**8. New Business**

- a) Recommendation to reopen the Stilwell Manor waiting list, effective date October 1, 2024.
- b) Recommendation to approve Emergency Purchase Order 2528764, for Flood Damage Repair, to BMS CAT of Michigan, LLC, in the amount not to exceed \$46,000.
- c) Recommendation to approve Emergency Purchase Order 2528852, for Flood Damage Repair, to BMS CAT of Michigan, LLC, in the amount not to exceed \$25,000.
- d) Recommendation to approve Xfinity Communities Services Agreement with Stilwell Manor.
- e) Recommendation to approve Xfinity Communities Services Agreement with Joseph Coach Manor.
- f) Request to appoint two (2) Warren Housing Commission commissioners to the Affordable Housing Task Force.
- g) Recommendation to approve Records Retention and Disposal Schedule – Local Government Record Inventory policy.
- h) Recommendation to authorize the City of Warren Treasurer to invest surplus money into interest-bearing accounts.

**9. Audience Participation**

Members of the audience who would like to address the Housing Commission may do so under the Audience portion by filling out the audience form located on the kitchen counter. Each audience member may speak once and up to five (5) minutes per Commission meeting under the audience portion. Commissioners will not respond to any questions or comments during the audience participation.

**10. Staff Comments**

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- 11. Commission Comments
- 12. Councilperson Comments
- 13. Adjournment