

# Ferndale Housing Commission Minutes

Of July 11, 2017

A SPECIAL MEETING of the Ferndale Housing Commission was held on Tuesday, July 11, 2017 at 5:00 PM in the Withington West Community Room (Board Room) located at 415 Withington, Ferndale, MI 48220.

**A. Roll call:**

Present: Bentley, DaSilva, Sutherland, Heler, Van Poucker  
Absent: Tartaglia, excused

**B. Approval of the Agenda –**

Motion by Bentley, seconded by DaSilva, be it resolved to approve the agenda as presented.

Ayes: All

Nays: None

Motion Passed.

**C. New Business**

i. Discussion of Physical Needs Assessment (PNA)

Van Poucker reported that the 2017 Capital Fund program awards had been released yesterday, with Ferndale Housing Commission expected to receive \$149,586 which is slightly more than the 2017 budget which includes \$145,000.

Van Poucker presented a detailed spreadsheet for all FHC properties, which takes the PNA figures and organizes them into logical groupings of tasks that would be done together; like if we are going to paint and carpet units, which would be the time to switch out light fixtures and interior door. She also intends to group similar projects across properties to realize economy of scale whenever possible.

Van Poucker indicated that the PNA is divided by each building, and two groupings of our scattered site homes; the 25 we built and the 18 we purchased. The purchased scattered site homes did not have any capital needs identified in the first 5 years of the PNA.

The rationale for how things are prioritized is that safety will remain at the forefront; and that residents have been patient in waiting on many improvements so it is important that we make good on the commitments we've made, especially making progress on paint and carpet now that non-smoking is in effect. Also, several items related to the exterior of our properties and/or interior public areas, may be great opportunities to partner with others to leverage external resources. These are highlighted in green on the spreadsheet.

The items highlighted in yellow indicate instances where we had current unit cost information that is less than what the prepared PNA included. The items moved to under the "TOTAL" lines, are projects that may likely qualify for emergency grant funds, or other funding mechanisms to

complete. There was discussion that we have chosen to be very aggressive in our preventive maintenance plan on our elevators, having them services monthly when quarterly is all that is required. This likely explains the long life and placement of this item so late in the PNA.

With regard to project priorities, for both buildings, the first five years of the recommended action plan includes paint, carpet, light fixtures, and interior doors in those units where paint/carpet are older than 10 years old. At Autumn House, unit windows and doors are also planned for replacement over a five year period. And at Withington new building entry doors remain a priority.

At the 25 scattered site homes, roofs, gutters, downspouts, fascia, and soffits are prioritized over the first five years. Five homes need a rear porch immediately, and all need front porch brick work over the first five years of the implementation plan. Siding will also be repaired/replaced over the first five years.

Van Poucker indicated that the parking lots at Autumn House were identified in the PNA as a priority, and due to accessibility challenges in the front, these would be something to accomplish early on. Also the sprinkler line is broken under the driveway and cannot be fixed until the lot is repaved.

Van Poucker reported that the city's request for easement on nine mile in front of Autumn House may be an opportunity to rethink the "Autumn House" sign that is there. Perhaps when the city does work on the sidewalk they'd be willing to remove/replace the sign and retaining wall that are there with just the building numbers and maybe something more aesthetically pleasing. Residents don't seem attached to the name "Autumn House" and the sign is tired looking.

Bentley suggested prioritizing projects where the season will impact price and feasibility, such as the roofs, when painting can be done in the winter months.

Consensus was to move ahead with the 2017 projects as identified, including front-loading the paint/carpet projects in the buildings to complete additional units in the first year if needed to address all those over 10 years old. All concurred that prioritizing the house roofs and related structural repairs was priority, along with any porches that are safety issues.

Van Poucker will present all information again at resident meetings, however all of this has been addressed multiple times throughout the year.

There was extensive conversation about affordable housing within the community, and that as the city develops its policy, we will have some relief in not being the only option in town. We presently house mostly Extremely Low Income (ELI) residents, with monthly rents that average about \$200/month. As other options open, and as we implement our local preference, we may see a more diverse income mix at our properties. That will increase our rent roles and better position us to care for and improve our properties.

**D. Old Business: None**

**E. Open Call/Call to Audience:**

Phyllis: The back door handle isn't latching properly.

Van Poucker: I'll let maintenance know.

Resident: The building needs more laundry facilities.

Darlene: Many problems with laundry are due to people not following rules and not being considerate (using all four machines at once, etc.)

Van Poucker: We will work with resident committee, and discuss at resident meetings to ensure compliance with rules and "good neighbor" behavior; also will analyze laundry capacity and whether additional machines are needed.

**F. Call to Commission**

DaSilva: "HAND" is the homeless coalition operating in Detroit and they have monthly open public meetings that may be beneficial to attend.

There being no further business, the meeting was adjourned at 6:00 pm.

**The next regular board meeting will take place on Wednesday, July 12, 2017 at 5:00 pm  
in the Community Room at 500 East Nine Mile.**