



Minutes of September 13, 2017

A REGULAR MEETING of the Ferndale Housing Commission was held on Wednesday, September 13, 2017 at 5:00 pm in the Community Room at 500 East Nine Mile.

- A. Roll Call
Present: Jennifer Bentley, Melissa DaSilva, Reggie Sutherland, Deanna Tartaglia, and Heather VanPoucker
Absent: Ann Heler, excused
- B. Approval of Agenda
Motion by Commissioner Tartaglia, seconded by Sutherland, be it resolved to approve the Agenda as presented.
Ayes: All
Nays: None
Motion Passed.
- C. Approval of Minutes
- i. Regular Meeting of August 9, 2017
Motion by Commissioner Tartaglia, seconded by Sutherland, be it resolved to approve the Regular Meeting Minutes of August 9, 2017 as presented.
Ayes: All
Nays: None
Motion Passed.
 - ii. Correction to Feb 8, 2017 minutes
Motion by Commissioner Tartaglia, seconded by Sutherland, be it resolved to approve the Regular Meeting Minutes of February 8, 2017 as corrected.
Ayes: All
Nays: None
Motion Passed.
- D. Approval of Disbursements
Heler reviewed and approved the checks.

Cleared HUD requirements. \$0 had to be paid back to HUD. No open issues left.
Resident – garage timer is on a photo cell should come on when it's dark.
Report of urination behind garage? Provide dates/times and can more accurately watch camera footage. Let FHC know so they can investigate.

Resident activity – joint barbecue at Withington last week. Handed out resident handbooks at both meetings, also at the office, and at all re-certifications.

Purchasing – separate item

Emily and VanPoucker at NAHRO conference at Crystal Mountain next week.

Online training continues

Motion by Commissioner Sutherland, seconded by Tartaglia, be it resolved to approve the Disbursements as presented.

Ayes: All

Nays: None

Motion Passed.

E. Executive Director's Report

3 vacancies at Autumn House; 2 new at Withington; 6 delinquencies in August; 13 violations but half due to utilities. Work orders – 67 – have completed 54 (81%). Routine completed in less than 2 days; urgent in 1 day.

Financials – accountant is modifying the allocation between programs (correcting old formula). Auditors will be in the office August 21.

Motion by Commissioner Tartaglia, seconded by Sutherland, be it resolved to accept the Director's Report as submitted.

Ayes: All

Nays: None

Motion Passed.

F. New Business

i. Introduction of new staff member

Leah Deasy hired and will be working on special projects.

DaSilva – makes us a unique staff, satisfies more than basic requirements

ii. Discussion of commissioner training program (Sutherland)

August 15-17 attended NAHRO in Lansing, informative, training on fundamentals and ethics of the commission. Would like to continue training. Excellent experience.

iii. Use of MiDeal for planned building improvements

See packet – statewide purchasing consortium; building and maintenance services including property management.; would like to use Allied/ MiDeal – can add Bacon Davis and ICE.

DaSilva – reason for not using a vendor because bid was higher; are you concerned about them in the future;

VanPoucker – needed 1 off such as plumbing went with low bid mom/pop; needs project manager and they would do the cost estimates on the bigger projects;

Bentley – comfortable with MiDeal but didn't see project manager specifically. What do they cost?

VanPoucker – only know through DPW Director Cureton; would ask for more information on program managers. If the Board is comfortable with MiDeal, consider price, etc. for program manager; will report back.

iv. Notification of HCV Shortfall and eligibility for Set-Aside funds.

Rents and tenant portions have gone down; they can afford less and we pick up more; number of vouchers (975) same; has a call scheduled with shortfall team to discuss further;

HUD uses predictive model to guess obligations – some assumptions are based on guesses. Our success rate is 63%, their model assumes 70%; HUD hasn't adjusted their numbers to reflect our monthly. Nearly all vouchers have lapsed; 1 in the interlude, ready to lease unit. We're meeting HUD's requirements; challenge is we're tight on HAP budget; will work on reducing HAP payments; not going to approve those. Will tighten up our spending. We're not broke, we have money in the bank; these are just the rent payments; HUD will give us more money; not as alarming as HUD makes it look. We've had to pick up a few more rent payments for people based on various circumstances.

Jennifer – there is a rumor circulating that the buildings were sold. VanPoucker stated that is not true. May have been possibly misunderstood because of discussions about RAD programs.

DaSilva – do we have opportunity in working with residents on their own financial.

VanPoucker – going to test data – lot of residents have seasonal employment, could go up/down based on season.

DaSilva – there are utility assistance programs and maybe that could help offset income loss

VanPoucker – rents themselves are going up; people have vouchers and can't find affordable housing.

G. Old Business

i. Website

Plan to have demo of draft website at WW next month. Met with designer and just about there. Phase 2 – online rent payment

ii. NAHRO membership renewal

VanPoucker – value of membership – can belong to MI chapter and not national; discounted training; newsletters are nice synthesis; VanPoucker neutral on membership; \$1500 for 13 people.

Bentley – important for advocacy

VanPoucker – MI is \$45 but you don't get the advocacy

DaSilva – didn't acknowledge letter regarding predecessor; expected a response because she was among their faculty;

NLIH – DaSilva gets all her advocacy information from them

H. Call to Residents' Committee Members.

Rent is under control, nobody complaining, more people coming outside; donated pictures to Autumn House.

Concern about snow – do we have the same company and what will change with service; VanPoucker stated she will address issues with the company as they come up.

Jennifer – work orders – not removing anything just adding options.

I. Open Call/Call to Audience.

Claude – dumpster replaced? Emily is working with Car to replace. Concern about residents coming to the committee about issues instead of calling the office; Maybe a letter to residents telling them how to do this. VanPoucker – most people understand but are trying to take the shortest route. That’s why it’s in the resident handbook. Need work orders sent to the office.

Jennifer – never specified what you could bring to the committees. VanPoucker – had a nice bullet list of committee responsibilities, will post again.

Sutherland – on behalf of resident Flo – are we going to change out the water pipes; VanPoucker – a revamp of the building plumbing is in the plan. If it’s a problem with your own room, submit a work order. Flowers by walkway impede ambulances. VanPoucker talking about removing and replacing with a ramp when they repave parking lot but not this year.

Leaking faucets – VanPoucker – you need to report these plumbing issues; DaSilva – this is an opportunity for residents to report these items with work orders.

- J. Call to Commission.
Reggie – thank you to VanPoucker and Renee for pictures
- K. Adjournment.

There being no further business, the meeting adjourned at 5:59 pm.

The next regular board meeting will take place on
Wednesday, October 11, 2017 at 5:00 p.m.
in the Community Room at 415 Withington.

THESE MINUTES PROVIDE A TRUE AND COMPLETE RECORD OF THE MEETING.

SIGNED: _____ DATE: _____

