

Ferndale Housing Commission Minutes

Of July 12, 2017

A REGULAR MEETING of the Ferndale Housing Commission was held on Wednesday, July 12, 2017 at 5:05 PM in the Autumn House Community Room (Board Room) located at 500 E Nine Mile, Ferndale, MI 48220.

A. Roll call:

Present: Bentley, DaSilva, Sutherland, VanPoucker, and Heler
Absent: Tartaglia, excused

B. Approval of the Agenda –

Motion by DaSilva, seconded by Bentley, be it resolved to approve the agenda as presented.
Ayes: All
Nays: None
Motion Passed.

C. Approval of the minutes:

Regular meeting of June 14, 2017 –

Motion by DaSilva, seconded by Sutherland, be it resolved to approve the Regular meeting minutes of 6/14/17 as amended.

Ayes: All
Nays: None
Motion Passed.

D. Approval of Disbursements:

Checks reviewed and signed by DaSilva.

Motion by Bentley, seconded by DaSilva, be it resolved to approve the Disbursements as submitted.

Ayes: All
Nays: None
Motion Passed.

E. Executive Director's Report:

1. Monthly Report

Occupancy in good shape, 2 vacancies

Delinquencies are good, only 4

Violations 6, 1 eviction

Work order log – did annual and entered into work orders (75), better than May, back to completion rate of 88%. Notes are helpful.

Financials – nothing remarkable

Questions from last meeting were handled and raised gardens installed at both buildings, patio set and horseshoe pit were added to Autumn House and hallway lights are much better.

Heler – question on financial 2nd from end almost \$2,000 difference – VanPoucker stated there were a number of turnovers that had to be painted/carpet cleaned/replaced.

2. Second Quarter Strategic Plan Update

Revisit – in Dropbox, table – we’re implementing a lot of things, handbooks, manuals, have to do all the follow up. HUD audit closing, shifted dollars within budget, moved a line item, waiting for letter from HUD.

Motion by DaSilva, supported by Sutherland, be it resolved to approve the Executive Director’s report as submitted.

Ayes: All
Nays: None
Motion Passed.

F. New Business

1. Approval of mid-year public housing write offs

VanPoucker – this is not a large number historically. \$4,454.48 written off as bad debt, uncollectable

Motion by Bentley, supported by Sutherland, be it resolved to write off uncollectable mid-year receivables in the amount of \$4,454.48.

VanPoucker – we do seek out payment plans but if they’ve moved, we’ll never recover. Placed in debts owed and cannot go on to another subsidized housing if debts are owed.

2. Approval of City request for easement (9 Mile sidewalk at Autumn House)

VanPoucker – attorney reviewed and has no issues. It’s been assumed but city is cleaning up records and would like formal records. In discussion with city to remove Autumn House sign.

Motion by DaSilva, supported by Sutherland, be it resolved to approve and authorize the Executive Director to execute the Public Sidewalk and Utilities Easement agreement with the City of Ferndale for parcel 24-25-34-226-019 as presented.

3. Discussion of draft city inclusive housing policy

VanPoucker – this policy is part of the City’s Master Land Use Plan; looking to provide affordable housing, city is working on incentives to include % of units to be affordable housing for all new construction. We house 90% at or below extremely low income. The city will target at 80, 60, 40% AMI and parse it that way.

Heler – are we using someone else’s model? Theresa Gilloti from Washtenaw county is working with the city.

VanPoucker – will go to council on 24th to say FHC is supportive of city and underscore how we communicate to community. Numbers are surprising - \$43,000 income qualifies

VanPoucker – meeting on July 26 in Ann Arbor – converted all Public Housing to RAD

4. Executive Director Performance Evaluation

Motion by Bentley, supported by DaSilva, be it resolved to move into Closed Session at 5:35PM for the purpose of the Executive Director’s Performance Evaluation.

Ayes: All
Nays: None
Motion Carried

DaSilva – sorry we didn’t ask her to do more. Knew we were hiring a super person but didn’t know we hired a super human.

Heler – very happy with performance and goals

VanPoucker – challenge of a lifetime but so rewarding. Very comfortable. Amazing mix of everything, so challenging, enjoy it, stretched/challenged herself. Wants to be more externally engaged. Not an extrovert. How do you want me to communicate?

Heler – continue to do what you’re doing. We’re moving in different directions, involving people, need the information.

DaSilva – comfortable with rate of information, happy that you’re including monthly reports.

Bentley – agree, any more and it will take time away from other things the director should be doing.

Heler – agree, reports are incredibly helpful and become the history of the agency; will be helpful in a future audit because everything is documented

Heler – you have exceeded our expectations

DaSilva – the relationship between the city and FHC is unique;

Motion by Bentley, supported by Sutherland, be it resolved to adjourn the closed session and return to the regular agenda at 5:54 pm.

Ayes: All
Nays: None
Motion Carried

G. Old Business: None

H. Call to Resident's Committee Members

Steve – shelter for smoker's – addressed it with the umbrella

I. Open Call/Call to Audience:

None

J. Call to Commission

Heler – all wish Deanna Tartaglia's husband the best.

There being no further business, the meeting was adjourned at 5:55 pm.

**The next regular board meeting will take place on Wednesday, August 9, 2017 at 5:00 pm
in the Community Room at 415 Withington.**