



Minutes of December 12, 2018

A REGULAR MEETING of the Ferndale Housing Commission was held at 5:00 pm in the Community Room at 415 Withington.

A. Roll Call

Present: Donnie Johnson, Deanna Tartaglia, Reggie Sutherland, Jeannie Davis, and Heather VanPoucker

Absent: Jennifer Bentley

B. Approval of Agenda

Motion by Commissioner Johnson, seconded by Tartaglia, be it resolved to approve the Agenda as amended.

Ayes: All

Nays: None

Motion Passed.

C. Approval of Minutes

i. Regular Meeting of October 10, 2018

Motion by Commissioner Davis, seconded by Johnson, be it resolved to approve the minutes of October 10, as submitted.

Ayes: All

Nays: None

Motion Passed.

ii. Regular Meeting of November 14, 2018

Motion by Commissioner Johnson, seconded by Tartaglia, be it resolved to approve the minutes of November 14, as submitted.

Ayes: All

Nays: None

Motion Passed.

iii. Special Meeting of November 28, 2018

Motion by Commissioner Johnson, seconded by Tartaglia, be it resolved to approve the minutes of November 28, as submitted.

Ayes: All

Nays: None

Motion Passed.

C. Approval of Financial Report

i. Financials ending October 31, 2018. Waiting on big-ticket items to come through. Notwithstanding the fire, we're in good shape.

Motion by Commissioner Johnson, seconded by Davis, be it resolved to approve the Financial Report as presented.

Ayes: All

Nays: None

Motion Passed.

E. Approval of Disbursements

Review of invoices completed by Sutherland

Purchase of iPad for use by office personnel for inspections.

Electronic Safety – smoke detector system, sprinkler strobes (will be covered by insurance)

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

Ayes: All

Nays: None

Motion Passed.

F. Executive Director's Report

Vacancies: 12 vacancies; 3 units for those displaced by repairs, 2 homes offline for repairs (insurance claim)

Violations: 5 violations, 2 evictions, rents due were not processed due to holiday

Work orders: 46 work orders/43 completed, average 2.6 days

Reviewed flat rents – adjustment not needed

Maintenance – work completed in Autumn House hallways, 1 unit upgraded and will be a model for future upgrades

Local artist for directional signage – looked at RustBelt Motor City Brick for ideas; he is VanPoucker's ex-brother-in-law but ok with the board; over \$2,000 will get competitive quotes

RAD application – several articles, interviews. Resident advisory board meeting and brought residents current with information. Reiterated we are not moving, we're not leaving. Negotiating agreements and ownership to FHC ground lease. Will need to establish non-profit; interests and ownership are very protected. First call with transaction manager from HUD coming up; CAN coming up; website updated with RAD information. Holiday activities for both high rises coming up.

Jennifer Mundy went to 4day training – exceptional and adds certification

Emily will take certification class for LITECH training.
Annual performance reviews and comp statements. Pay longevity in December

Lease violations for utility shutoffs – refer to Social Worker.

Dog violations –

Marihuana violations – Johnson, get together a handout explaining the change in laws

Motion by Commissioner Johnson, seconded by Davis, be it resolved to approve the Executive Director's Report as presented.

Ayes: All

Nays: None

Motion Passed.

G. New Business

i. Approval of Write-offs

\$1,744.20 uncollectible debt

Motion by Commissioner Johnson, seconded by Tartaglia, be it resolved to approve the 2018 write-offs as presented.

Ayes: All

Nays: None

Motion Passed.

ii. Approval of 2019 PH Budget

Ended \$25 to the good!

Motion by Commissioner Sutherland, seconded by Davis, be it resolved to approve the 2019 PH Budget as presented.

Ayes: All

Nays: None

Motion Passed.

Audit Received

iii. Approval of 2019 HCV Budget

\$77,000 to the good – revenue will dip to reflect that we spent less, it will take a while for us to get back to the numbers served

Motion by Commissioner Sutherland, seconded by Davis, be it resolved to approve the 2019 HVC Budget as presented.

Ayes: All

Nays: None

Motion Passed.

iv. Approval of 2019 Capital Budget

Represents plan b – vehicle replacement of 10-year-old truck

Motion by Commissioner Davis, seconded by Sutherland, be it resolved to approve the 2019 Capital Budget as presented.

Ayes: All

Nays: None

Motion Passed.

Approval of Cost Allocations

Snapshot of how we spend our time – draft form – will apply allocations according to spending

H. Old Business (None)

I. Call to Residents' Committee Members (None)

J. Open Call/Call to Audience

Reggie – can we do a field trip to scattered sites

Johnson – look at the change in meeting time

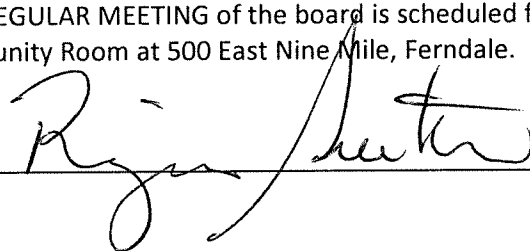
K. Call to Commission

L. Adjournment

There being no further business, be it resolved the meeting adjourned at 5:42 p.m.

The next REGULAR MEETING of the board is scheduled for Wednesday, January 9, 2019, at 5:00 p.m. in the Community Room at 500 East Nine Mile, Ferndale.

SIGNED:



DATE:

1-09-2019