



**Ferndale Housing Commission**  
**Regular Board of Commissioners Meeting minutes**  
**Withington West Community Room**  
**July 22, 2024**  
**6:00 P.M.**

**1. Roll Call**

The Regular Board meeting was called to order by Board Commission President Reginald Sutherland. Meeting attended by: Reggie Sutherland, Dana Parke, Alvita Lozano, Joel Milliner, and Aliyah Mgawe.

**2. Approval of Agenda**

President Sutherland approved Agenda

Ayes: All                      Nays: None      Motion: Passed

**3. Approval of Minutes**

President Sutherland led the motion to approve the meeting minutes

Ayes: All                      Nays: None      Motion: Passed

**4. Disbursements**

Commissioner Lozano requested additional time to review financials.

Ayes: All                      Nays: None                      Motion: Passed

**5. Executive Director's Report**

- Storm damage repairs at Autumn House are delayed by insurance carrier. All required documents were submitted by the contractor. FHC is communicating with the insurance company to expedite the repairs.

- Autumn House Air Quality analysis reports showing safe air quality were made available
- Contact information for the key people at the Department of Insurance and Financial Services were made available, meeting attendees were encouraged to call.
- A letter from Joseph Gacioch to E.D. Aliyah Mgawe addressing the slow movement on the AH repairs, detailing the costs paid thus far for the multiple water damages and sharp increase in insurance premiums with a promise to assist FHC recover was made available to all attendees.
- The current first quarter invoice for Insurance in excess of \$100K was made available
- The \$80k expenditure for Locks/Keys was clarified as the changing of all locks and keys for the PH buildings due to a shooting incident on June 5<sup>th</sup>, 2024 in which there were no injuries.
- Updates on savings on EZ Text and AT&T
- LARA reports were submitted from the years 2022-2024 to retain FHC nonprofit status
- FHC will comply with HUD regulations to issue Head of Household their own bedroom
- FHC had the HUD designation of Troubled/Capital Fund Troubled which was remedied with the submission of dozens of reports. The FHC designation is now Standard. FHC will strive for High Performer.
- The PIC reports had not been submitted since September 2023 and is now current.
- FHC welcomed new cleaning company, Coverall. Coverall provides COVID disinfection in addition to extensive cleaning and is more cost effective.
- Alicrity online bank payment issues have been resolved by DD/PH Mgr Kimmaly Morris
- Rat bait traps have been placed around both PH buildings in response to community concerns

6. **Deputy Director/Public Housing Manager's Report**

- 7 work orders were entered and completed

- The City of Ferndale performed a Water Sprinkler backflow test on both PH buildings
- **Occupancy:** AH has 6 vacancies, WW is at full capacity.
- A 100% inspection was scheduled to gauge upkeep and/or repairs for both PH buildings
- The City inspections of scattered sites was scheduled for July 24th.
- Bed Bug Control inspection notices were mailed to all affected resident, the inspections were scheduled for July 24<sup>th</sup>.
- **Warning Letters:** No warning letters were issued
- **Lease Violations:** No Writ of Evictions, 3 Lease Violations
- **Delinquency:** Rent delinquency has been resolved with the access to Online payments through Alicrity
- **Utilities:** DTE accounts were reviewed for increases in electricity usage due to the fans drying the units from the storm damage. If an increase is found, the amount of the increase will be credited to the tenant's rent.
- **Resident Committee:** Due to the recent water damages at AH and the stark increase in the insurance premium, resident committee expenditures were temporarily halted.

## 7. Old Business

- Welcome newest Commissioner Dr. Joel Milliner
- Shortfall Application denied by HUD
- Capital Funds Granted
- 5-Year Rolling Plan for 2023-2024
- Revisions to HCV procedures
- Disciplinary and Grievance implementation
- Update on AH restoration

## 8. New Business

- Repairs at AH
- Insurance updates
- Air quality at AH
- FHC savings on AT&T, EZ Text and Cleaning Contractor
- Lara submissions to retain Nonprofit Status

- PIC reporting update
- Rat bait
- \$80K expenditures for locks/keys
- Troubled/Capital Fund Troubled to Standard Performer
- Alicrity online banking

## 9. Call to Audience

(There had been half-slips of paper with the message: “Hi residents, are you a victim of the Ferndale Housing Commission (sic)? Now is the time to speak out! July 22<sup>nd</sup>, 2024 at 6PM. Please Join the Board meeting at 415 Withington, Ferndale, 48220.” These slips were placed beneath each apartment door at WW and A.H)

- Commissioner Parke stated the last Call to Audience had been cut off, and her term had not been updated. A. Mgawe will provide the cut-off portion of the last Call to Audience and stated she had not received Commissioner Parke’s term limits.
- Pat from an eviction prevention group, invited by resident Jennifer Bailey, asked if FHC could get funds from FEMA for AH repairs, A. Mgawe answered that FEMA funds are not available as the storm was not declared a natural disaster by Gov. Whitmer
- Maryann from an eviction prevention group, invited by resident Jennifer Bailey, asked if there was a timeline for the repairs; A. Mgawe reiterated the delay was caused by the insurance company and the City Manager is helping
- Resident Jennifer Bailey asked why the insurance company was delaying the repairs, A. Mgawe reiterated that this was the third major water damage disaster at A.H. in the past few months which caused the insurance company to increase the premiums from \$99K to \$300K and become reluctant to continue to insure FHC.
- Jennifer Bailey expressed that the Board, Staff and City Manager did not seem concerned that the rood blew off at A.H, the walls are wet, and it smells like dead people, President Sutherland

stated the walls were thoroughly dried with the first contractor, A. Mgawe stated the Air Quality report was completed, passed inspection, and made available, and a third of the roof blew off and was replaced

- Jennifer Bailey stated a resident on the 4<sup>th</sup> floor was concerned about the wet walls, President Sutherland stated the walls had been dried and tested to confirm as much. Ms. Bailey did not provide the concerned resident's name or apt. #.
- WW Resident Karen Hicks asked if the residents would get 48 hour notice for bedbug inspections; K, Morris confirmed that yes, they would receive 48 hours' notice and a two week notice.
- There were concerns regarding rent checks not being cashed; K. Morris stated all rent checks, except the late arrivals, had been deposited in the bank.
- Jennifer Bailey complained she had not received her rent receipts, K. Morris and A. Mgawe stated they both had emailed and mailed the requested receipts to her. K. Morris showed the copies she had provided to Ms. Bailey.
- AH Resident Claude Washington was upset that his name was not on the rent receipts, K. Morris explained the HUD rule that the HOH name is listed on all correspondence and offered to show Mr. Washington the system FHC uses and how the receipts print out. Mr. Washington stated that FHC needed a new system as he wanted his name on the receipts as he is a long time resident of 18 years. Ms. Remi Heard asked Ms. Washington if his name was ever on a receipt within the 18 years, Mr. Washington replied no, it was not but if he does not receive one with his name on it by the July 15<sup>th</sup> he will charge FHC a late fee.
- Commissioner Parke thanked everyone for coming, stating we are all concerned with the length of time it is taking to complete the repairs at A.H., that none of the Commissioners are paid to be serve on the Board, that they all have jobs and she is with Henry Ford Health, that the air quality had been tested and was found good, that the office staff has been working diligently to resolve

issues and concerns, and congratulating Jose for working with FHC for 40 years.

- WW resident Barbara Lee stated the staff is very pleasant.
- WW Resident Furginia stated the 4<sup>th</sup> floor cameras were not working, K. Morris stated that all but 3 cameras were working and we are working on the 3 that are not.
- WW resident Furginia stated that only 1 computer was working in the computer room, K.Morris stated she would look into it.
- Commissioner Alvita asked if anyone was having trouble parking during the festivals, some of the audience stated yes. Remi Heard stated FHC has No Parking signs in the parking lot, Bill Willcock confirmed.
- Jennifer Bailed complained some residents in AH were boarding up the windows with plywood to keep their personal air conditioning units in place, she provided pictures. She also complained the cleaning company was not doing a good job as she had seen a dead fly on a windowsill. K.Morris will speak with the cleaning and extermination companies.

The meeting was adjourned at 7:03 PM by President Sutherland