

**Ferndale Housing Commission
Board of Commissioners Meeting Minutes
Regular Meeting
Withington West Community Room
415 Withington Ferndale, MI. 48220
July 25, 2025
6:30 P.M.**

A Regular Meeting of the FHC Board was called to order on July 25, 2025, at 6:33 P.M. in the Community Room at 415 Withington Ferndale, MI. 48220

Reginald Sutherland opened the meeting at 6:33 P.M.

Roll Call

Present: Reginald Sutherland, Alvita Lozano, Joel Milliner, Dana Parke, Kimmaly Morris, and Aliyah Mgawe.

1. Approval of Agenda

President Sutherland made a motion to approve the agenda. Dana Parke then suggested future Meeting Agendas omit the 'Old Business' and 'New Business' bullet points as this information is covered in the Executive Director and Deputy Director reports. The agenda was approved with the changes.

Ayes: All Nays: None Motion: Passed

2. Approval of Minutes

President Sutherland made a motion to approve the minutes. Dana Parke suggested the minutes were too specific, Joel Milliner suggested all dollar amounts be omitted.

Ayes: All Nays: None Motion: Passed

3. Approval of Financials

Commissioner Milliner asked about the laundry room profits. It was explained that the washers and dryers were not FHC property but were rented and FHC receives a portion of the profits. Joel Milliner also wondered why the financial balances seemed to be in reverse order, Aliyah Mgawe stated she does not know why, these balances come from the FHC Fee Accountant. Dana needs more time to review the financials.

- Joel asked about the accountant for the audit and was told FHC has an RFP for a new auditor for 2026.
- Alvita asked about the car/trucking pick-up cost and does FHC pay weekly; Kimmaly answered they come daily but do not charge unless there is something to pick up. Alvita asked if they pick up from the scattered sites; Reggie answered if the items are left out too long, they will pick them up.
- Alvita asked about a loan amount of \$105.78; Kimmaly said she would look it up, Reggie asked to bring it up at the next meeting. The charge was a personal loan from a staff member's retirement which they had to pay back. This information was relayed by email.
- Reggie asked for approval of finances with items being reviewed.
- Alvita inquired into a CVS charge on the FHC credit card; Aliyah answered the charge was for snacks and drinks for the Resident Committee meeting.

Ayes:

Nays:

Motion: Tabled

4. Executive Director's Report

- **FHC faces a potential shortfall.** The FHC expenses are significantly more than the HUD budget. The shortfall is due to the high Public Housing insurance expenses, inspections, and repairs. FHC has different insurance brokers, and the insurance is not as expensive.
- (Joel asked if we are in shortfall is it possible to have the receiving housing authorities absorb the portability that we are paying on? Aliyah answered yes, we could try to have them absorbed). FHC has stopped absorbing Port-In vouchers in January.
- **The financial Audit has been concluded,** there was one finding which was caused by the auditor and has been addressed. Joel asked if FHC will get a new financial auditor for 2026; Aliyah replied yes, we have an RFP out and will no longer work with the current auditors.
- **Aliyah stated FHC has a shortfall Zoom meeting on August 6th,** asked who would be available to attend. (Joel Milliner agreed to be on the call, Alvita would as well if she were able). Dana would appreciate a follow-up letter (none had been provided by the shortfall specialist)
- **HUD has changed the 5-Year Plan requirements.** HUD has added additional sections to the 5-Year Plan and has rejected FHC's submission. The 5-Year Plan will be completed as time allows.
- Alvita asked if the files could be stored in the cloud for the auditors in case of computer failure. Aliyah stated the audits are on paper as well with the auditor and at FHC but will check on it.
- **HOTMA has added additional inspection to their agenda.** FHC is and will remain compliant.

- **Shepherd House vouchers have been added to the system;** all Shepherd House payments are current.
- Joel asked if Ravi had to do anything extra for the audit; Aliyah replied yes, he had a portion to complete and file with the auditor and charged \$900 to do so. Ravi does not have a copy of his contract and it is not in his file in the FHC office.
- Alvita asked if there any changes in Staff. Aliyah answered no, there was not.

5. Deputy Director's Report

- **60 people were pulled from the waitlist for the vacant PH units;** 4 attended. (Joel asked if the vacant units were occupied yet; Kimmaly responded she invites 60 people at a time and may get 2 but sometimes none. Joel suggested we invite more than 60; Kimmaly said it was not feasible because we have a limited number of apartments). **60 more invitations had been mailed out. The PH and HCV waitlist are to be purged annually, but this had not been performed for several years.**
- **The repairs are being made at 415-407 at a more reasonable price.** (Reggie stated Heather used to pay \$7K and asked what we currently paid. Kimmaly answered \$2K)
- **1405 West Troy had problems with the sewer backing up** into the basement, this occurred 3 times. A scope of the drain was requested to determine who is responsible for repairs; either the city or FHC.
- **Trees are being removed at 529 Kensington;** the trees are pulling at the foundation of the house and leaning on the roof.
- **The vending contractor will be to install the new vending machines** (Reggie: What are we getting? Kimmaly: Snacks and pops)
- **The inspection dates for 39 scattered sites have been set.**
- **FHC is enforcing the Zero Tolerance rules, and now has two pending evictions.**

6. Old Business

Old business was reviewed in E.D and D.D reports

7. New Business

New Business was reviewed in E.D. and D.D. reports

8. Open Call to Audience

- R. Blackwell complained that someone swapped a larger air conditioning unit for a smaller unit
- R. Blackwell complained that she never received a 'violation paper' that she requested.

- R. Blackwell stated the landscaper contractor 'cussed me out' after getting grass on her car and on her patio that was not blown off.
- There was a complaint regarding shopping carts being left in the hallways, Joel suggested that the stores take all shopping carts away; Aliyah responded that many residents rely on the carts.
- Joel asked if FHC could get a quote on an AC unit that has a hole in it. Aliyah responded we will once we get FHC PH spending under control.
- J. Bailey stated she was being persecuted for using 'freedom of speech'.
- J. Bailey stated Kimmaly called someone 'retarded', Kimmaly denied it. Aliyah stated Kimmaly corrects others who use that word.
- J. Bailey asked what happens with PBV vouchers if the participants move; Aliyah responded the vouchers would then be HCV vouchers, if the participants moved out of FHC jurisdiction they would be absorbed.
- J. Bailey complained there was grass on her car
- J. Bailey stated she received a violation and asked for a hearing which had yet to be granted; Aliyah responded FHC was attempting to partner with another HA for hearings to keep it fair. J. Bailey complained that she was not informed, Aliyah apologize stating the hard work of getting PH out of shortfall.
- J. Bailey asked where was all the saved money going? FHC reports savings on contractors, etc, but has no money to show. Alvita explained the money saved was just not spent and goods were accessed at a lower price; Aliyah explained that PH has been operating on HCV funds for past several years and had been in shortfall for years and were maintained on HCV funding which prohibited FHC from using the HCV funds for HCV purposes.

9. Call to Commission

- All Commissioner inquiries were expressed and satisfied during the Executive Director and Deputy Director reports except the following:
 1. Reggie stated there was a new candidate to replace Dan Martin, she is very skilled, and he has sent her recommendation to the mayor.
 2. Dana would like to reevaluate the Friday BOC meeting dates.

