



Ferndale Housing Commission
Regular Board of Commissioners Meeting minutes
Withington West Community Room
October 31, 2025
6:00 P.M.

1. Roll Call

The Regular Board meeting was called to order at 6:00 P.M. by Board Commission President Reginald Sutherland. Roll call: Reggie Sutherland, Alvita Lozano, Kate Baker, Joel Milliner (appeared at 6:13), Dana Parke, Kimmaly Morris, Aliyah Mgawe

2. Approval of Agenda

President Sutherland led the motion to approve 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. Financials

Kate Baker expressed appreciation regarding the Fee Accountant, Ravi Yalamanchi's, presentation.

Ayes: All Nays: None Motion: Passed

5. Executive Director's Report

The following items were outlined in the E.D. report:

- The 2025 Strategic Plan was added to the FHC website.

- FHC was approved for additional funding by HUD, during the government shutdown.
- The Prior Month Correction ((PMC) tab in HUD is open and accepting corrections. The reimbursement of manual payments will increase FHC funding.
- The Project Based Voucher (PBV) unit project of Royal Oak Cottages should be ready to lease to FHC in mid-November.
- All Staff had NAHRO Ethics training, Kimmaly completed Public Housing training, and Ashley completed the Housing Choice Voucher Specialist training. All trainings were completed in September and are eligible for CEU credits.
- The Resident's Handbook, Administrative Plan, and Organization Policy guidebooks are being updated.
- The PBV initial payments had been added to the VMS PMC and should be reimbursed to FHC.
- There is an outstanding voucher submitted to HUD that had not been approved or disapproved. This is voucher is hindering the process of requesting more funding until it has been resolved.
- A WW resident was struck by a car, FHC provided the police with a thumb drive from our cameras to assist in the investigation.
- A WW resident bought an expensive game from an online seller. They met in front of WW. Upon opening the box, the resident found the box filled with a heavy object, instead of the game. The resident was advised to handle these transactions at the police station.

6. Deputy Director/Public Housing Manager's Report

- FHC has had multiple inspections to date, NSPIRE inspections are mandatory for HUD and will occur. Letters preparing the residents were sent to all residents.
- All 2025 city inspections have been completed, repairs are being made and the re-inspections had been scheduled.
- Boilers at both building were inspected and found functional.

- Trees and vegetation along the fence lines of the scattered sites had been removed.
- Furnace safety inspections were conducted, repairs have been concluded.
- The vacant scattered site units are now required to be inspected; they were not required to be inspected in the past.
- Reiterated that due to the shortfall, all unnecessary and/or cosmetic upgrades will be placed on hold until funding allows.
- Parking lot spaces, a huge concern for WW residents, was addressed. All residents were requested to bring their car registrations and insurance documents, to the front desk to receive a parking pass. The registrations should have the WW address listed. Many at WW do not possess registration with the WW address listed, some of the complainers do not possess cars. This further hinders parking enforcement by FHC as any car that is not registered to the WW address would be towed.

6. Call to Audience

- Concerns regarding mold in an apartment was discussed.
- Concerns regarding residents borrowing cars and using resident parking passes was discussed and would be decided on a case-by-case basis.
- A resident was concerned that the cameras on the fourth floor was not working. The FHC camera system is old and desperately needs upgrading. Lacking the funds to upgrade, Kimmaly will notify the camera techs to see if any repairs can be made.
- A resident was concerned that another resident may have a master key, Bill Willcock (maintenance) stated that was an issue years ago and all locks were changed. The resident stated her insurance card has been missing and she believed someone had gained entrance to her unit.
- A resident was concerned that although the computer room at AH locks at a certain time, some residents were blocking the door open and accessing the room after hours. Bill stated he had to move

objects from the door every day. Aliyah suggested residents help by checking the door to ensure the door was not propped open.

- A resident complained an eviction notice was placed on her door too high for her to reach. She stated she had to jump up to snatch it off the door and put the notice in the rent drop box. They stated this had happened twice.
- A resident complained about other residents bringing their relatives over and using the laundry room for their relatives.
- A resident expressed concern about another resident who is not able to take care of herself, Aliyah has called Adult Protective Services in the past, and will do so again.

7. Call to Commission:

- Alvita asked what updated on the Admin Plan were being made, Aliyah responded the Admin Plan was to be updated every year or two, FHC has not had an update since 2017. The changes added were to bring the Admin Plan current.
- Reggie asked if it were possible to sell the vacant units, Aliyah responded FHC would need HUD approval and once those units were sold FHC would lose the Public Housing slots those units are holding open with HUD.
- Kate motioned to accept Sree Consultants bid, the motion was approved with a two-year contract and the pay would not be retroactive to January, 2025.
- Joel motioned to approve Hannah Bond CPA, replacing Barrale and Associations as the FHC auditor if Ms. Bond agreed to a three-year contract at the initial rate. The motion was approved.
- Alvita requested adding sessions to train new board members.
- Joel mentioned he had received complaints regarding the WI-FI had been down at AH; Kimmaly responded the WI-FI has outages every few months and our carrier is working to reduce the outages.

The meeting was adjourned at 7:04 PM by President Sutherland

