



Regular Meeting Agenda

FHC BOARD OF COMMISSIONERS

Friday, May 30, 2025, 6:30 PM

415 Withington St. Ferndale MI. 48220

Community Room

Regular Meeting Agenda:

- 1. Approval of Agenda**
- 2. Approval of Minutes**
- 3. Approval of Financial Report**
- 4. Executive Director Report**
- 5. Deputy Director/Public Housing Manager Report**
- 6. Old Business**
 - **Revised SEMAP Scores**
 - **Staff Changes**
 - **Portability billings**
 - **Painting units**
 - **Insurance repairs**
 - **Vacant units**
 - **Tree removals**
 - **Backed up basements**
 - **WW wall repair**
 - **Cross connection and elevator inspections**
 - **Resident Complaints**
- 7. New Business**
 - **HUD funding**
 - **Public Housing Insurance**
 - **Shepherd House PBV Vouchers**
 - **Devon Trace account**
 - **Violations**
- 8. Open Call to Audience**
- 9. Call to Commission**
- 10. Adjournment**



Ferndale Housing Commission
Regular Board of Commissioner's Meeting Minutes
Autumn House Community Room
Friday, April 25, 2025
6:30 PM

1. Roll Call

President Sutherland opened the meeting at 7:05 PM

In attendance: Aliyah Mgawe, Kimmaly Morris, Reginald Sutherland, Joel Milliner, Alvita Lozano. Dana Parke was excused.

2. Approval of Agenda

Agenda approved

Ayes: All Nays: None

3. Approval Of Minutes

Ayes: All Nays: None

4. Approval of Disbursements:

Joel Milliner approved disbursements

5. Executive Director's Report:

- HUD revised the FHC SEMAP indicators for the 2023 audit and closed the Corrective Action Plan (CAP)
- Comerica has refunded the last two fraudulent charges of \$16,417 and \$20,157.35.
- Santrice McPherson is no longer with FHC; Alicia Ward began on May 5th and has 16 years' experience in Housing and HUD compliance.
- All Housing Authorities that received FHC portability participants have been contacted to provide updated billing statements. The Portability statements had not been paid since 2022/2023 and we are working to bring all billing current.

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- Resident Committee attendees have expressed an interest in painting their own units. FHC will provide the paint and equipment.

6. Deputy Director's Report:

- All insurance repairs have been completed.
- 21 vacant units have been freshly painted, cleaned, some had flooring replaced, and are ready for leasing.
- FHC mailed out 50 letters of interest to waitlist applicants, 22 had been returned.
- DTE contacted FHC regarding assisting with tree removals and trimming for the scattered sites.
- Three basements backed-up in the scattered site homes.
- Bids are being collected to repair the east wall of W.W.
- The cross connection and elevator tests were being scheduled.

7. Call To Audience:

- Renee Blackwell was concerned about returning the walls to the original colors if painted. Aliyah confirmed that the walls may need to be restored to original colors upon move-out.
- Renee Blackwell was concerned regarding cleaning the units upon move-out, Joel Milliner and Aliyah Mgawe stated normal wear and tear was acceptable.
- Renee Blackwell was concerned regarding shampooing the carpets, cleaning the walls upon move-out, Aliyah Mgawe and Joel Milliner reiterated that normal wear and tear was expected.
- Renee Blackwell was concerned that the cameras in A.H. were not functioning; Aliyah Mgawe mistakenly told her all cameras had been repaired. Renee then became confrontational and called Aliyah Mgawe a liar. Aliyah stated she thought all cameras were functioning, it was her mistake and apologized.

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- Renee Blackwell was concerned that the cameras were nonfunctional, Kimmaly Morris stated we could not rewind the cameras and are working on getting them replaced.
- Renee Blackwell was concerned that the garbage cans were not being cleaned. Kimmaly Morris will ask the maintenance men to hose them down as this is not in the cleaning crew's contract. Residents must be careful when placing their garbage in the bins.
- Joel Milliner asked the difference between replacing and upgrading the camera system. He was informed that the camera technology is outdated, the system is too old to upgrade, and a new system has to be installed.
- Aliyah Mgawe stated that Public Housing funds were depleted as the insurance rates have tripled last year, skyrocketing to \$300K, the HUD budget for Public Housing is \$332K. The cameras will be replaced once less expensive insurance is found and the vacant units are filled to bring in more funding. All work/repairs from Public Housing apartments and scattered sites have been paid for by HCV funds. The delinquent portability billings are estimated to be \$200K – the HCV funds must be used to bring the portability current and pay landlords.
- Jennifer Bailey was concerned that A.H would be sold; Reggie Sutherland and Joel Milliner assured her it would not be sold.
- Jennifer Bailey asked what was taking so long to 'fix the building'? Reggie Sutherland explained the contractor schedules, financing from the insurance company and other external factors contribute to the delays in repairs.
- Jennifer Bailey stated that the contractors were 'piling trash' beneath her windows causing bedbugs to infiltrate her unit and triggering her asthma attacks. Kimmaly Morris stated she would talk to the contractors.

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- Jennifer Bailey asked when the lawn will be mowed and the hedges trimmed, stating rats were darting between the hedges.
- Oliver Connelly stated the back stairwells are not regularly cleaned. Kimmaly Morris will speak to the cleaning crew.
- There was concern regarding booking the community room with complaints regarding noise (quiet time is after 10:00 PM and enforced); about walking in on private parties that one is not invited too; (Kimmaly assured the Commissioners that flyers were printed up to be posted); the procedure for booking the Community Room was explained. It was noted that none of the complainers had booked the room.
- Commissioner Alvita stated she sensed tension on both sides between the public housing residents and the E.D. and the D.D. Public Housing Mgr – Aliyah and Kimmaly, and stated it would be good if the public housing residents showed a little kindness. Alvita knew firsthand the work that running FHC entails and the transition over the past year was intense.
- Commissioner Joel stated that he listens to the public housing residents and their complaints. It appears the public housing residents 'turn the knife' just to be petty.
- Alvita stated the current administration walked into 'a mess' and asked for patience, stating the FHC staff has worked 'above and beyond'

8. Call to Commission

- President Reggie asked about the PILOT program for taxes, and is attempting to negotiate to reduce the FHC payments.
- Joel inquired into the inspections to be held as FHC has just undergone (and paid) for inspections. Kimmaly replied the inspections are to be done every two years but had been

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neglected in the prior two years leading to more inspections to bring them current.

The meeting was adjourned at 8:05 PM

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Executive Director Report April/May 25, 2025

- HUD has allowed additional HCV funding for April which will be used to bring delinquent portability billings current and to pay Contract Rent Increases requested by property managers/owners. Attached.
- FHC has requested a HUD voucher for \$137,961, this was approved.
- HUD will allow FHC to revise the VMS reports to claim money which has been left unclaimed due to incorrect HAP reporting. This is a detailed report as the funds must balance exactly with proofs for a HUD audit.
- The financial auditor was in office on Wednesday 21st. We do not have the results yet. I am confident that we will pass the audit.
- Our new insurance brokers will present the top three insurance carriers that are interested in covering FHC. We are on track to have coverage by June 1st and may have it now (after this report was created). This will be covered in the May/June report.
- Ann Heler has retired and will no longer assist in securing the money held under the Devon Trace account. I will dedicate myself to securing the funds as soon as I am able.
- Shepherd House has the eight allotted PBV vouchers, funded by FHC, completed. The PBV vouchers are being added to the system when time allows. Once in the system, the payments will be sent during the first week of every month. The delay was caused by the FHC software which did not include the PBV account- this has been added (at no cost to FHC).
- A tenant has been violated for constant harassment of office staff with a flurry of degrading and denigrating emails accusing FHC staff of lying, stealing, being slumlords and questioning the intelligence of staff. This is a direct violation of HUD CFR 966.4 (1)(2); ACOP 13-III under Other Authorized Reasons for Termination. In order to improve the quiet enjoyment of FHC apartments, all violent and noncompliant residents will be warned, then violated. Three violations will result in eviction as per FHC policy. We will no longer remain compliant and will enforce the rules wholeheartedly. These rules have been posted under the Zero Tolerance/Rules in both buildings. FHC must maintain a professional demeanor in all transactions with all participants and we expect the same.



U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT

Financial Management Center
2380 McGee Street, Suite 400
Kansas City, MO 64108-2605

OFFICE OF PUBLIC AND INDIAN HOUSING

April 24, 2025

MI096
FERNDAL HOUSING COMMISSION
415 WITHINGTON
FERNDAL, MI 48220

Dear Executive Director:

**SUBJECT: Section 8 Housing Choice Voucher Program - Award of Additional Funding
Point of Obligation Letter**

This letter is to notify you that HUD will be providing your agency additional Housing Voucher program funds. The amount of funds being obligated and the purpose of such funds are reflected in the table below.

Program Funding	Budget Authority Assigned	Purpose of Funding
AF	\$53,681	May HCV HAP and Admin Fees
VO	\$585,739	May HCV HAP and Admin Fees

Your executed copy of the notice to amend the Consolidated Annual Contributions Contract (CACC) with revised funding exhibits reflecting the changes described above will be transmitted under separate cover. That letter will contain all information related to this funding including increment number, effective/expiration dates and units, if applicable.

If you have any questions, please contact your Financial Analyst.

Sincerely,

Nebyu F. Tilahun

Digitally signed by Nebyu F. Tilahun
DN: CN = Nebyu F. Tilahun, C = US,
O = Financial Management Center
OU = Division Director
Reason: I am approving this document

Division Director

Memo Reference: 25-111



Financial Entry

FERNDALÉ HOUSING COMMISSION
Payment Voucher Entry

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eLOCCS
OFND Operating Fund
Payment Voucher

**U.S. Department of Housing
and Urban Development**
Office of Public and Indian Housing

Public reporting burden for this collection of information is estimated to average 15 minutes per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information.

HUD implemented the Line of Credit Control System (eLOCCS) to process requests for payments to grantees. Grant recipients should fill out a voucher form for the applicable HUD program with all the necessary information prior to the drawdown process. This information is required to obtain benefits under the U.S. Housing Act of 1937, as amended. The information requested does not lend itself to confidentiality.

1. Voucher Number 099-01669403	2. LOCCS Pgm Area OFND	3	4		
5. Voice Response No. n/a	6. Grantee Organization FERNDALÉ HOUSING COMMISSION				
8. Grant or Project No. MI096-00000125D	6a. Grantee Organization TIN 38-2449126				
Budget Line Item	Name	Authorized	Disbursed	Available Balance	Voucher Amount
1000	Operating Subsidy	273,630.00	182,420.00	91,210.00	137,961.00
Total:		273,630.00	182,420.00	91,210.00	137,961.00

I certify the data reported and funds requested on this voucher are correct and the amount requested is not in excess of immediate disbursement needs for this program. In the event the funds provided become more than necessary, such excess will be promptly returned, as directed by HUD.

11. Name & Phone Number of Person completing this form ALIYAH MGAWE	12. Name & Title of Authorized Signatory	13. Signature	14. Date of Request 04-23-2025
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Warning: HUD will prosecute false claimers and statements. Conviction may result in criminal and/or civil penalties. (18 U.S.C. 1001, 1010, 1012.; 31 U.S.C. 3729, 3802)

form HUD-50080-OFND-a (4/2000)

This Payment Request was **APPROVED**...

A payment of **\$137,961.00** should be deposited in your account on **Friday April 25, 2025**. Please print this request, and retain for your records.



Please use the **Cancel Voucher** option on the main menu if you need to cancel this voucher prior to payment.

FERNDALE HOUSING COMMISSION

RE: VERBAL ABUSE OR DISRESPECT TOWARDS STAFF

TO: TENANT

DATE: May 21, 2025

APARTMENT NO. _____ ADDRESS: _____

You are hereby notified that your action(s) are described as follows:

Consistent degrading, disrespectful communications via email dating from 2024 to present, despite numerous attempts to establish and maintain professional communications by Executive Director, Deputy Director/Public Housing Manager, and Commissioner members. This is a direct violation of the Resident Handbook, HUD Anti-Harassment rules, and FHC Admissions and Continued Occupancy Policy (ACOP)

You have been determined to be in violation of the following Sections (s) or paragraph(s) of the Ferndale Housing Commission Resident Handbook:

**Ferndale Housing Commission Resident Handbook; Page fifteen (15), Paragraphs four (4):
“..THERE IS ZERO TOLERANCE FOR VERBAL ABUSE OR DISRESPECT toward FHC
staff...”**

Ferndale Housing Commission ACOP: “The FHC Admissions and Continued Occupancy (ACOP) 13-III.C. OTHER AUTHORIZED REASONS FOR TERMINATION [24 CFR 966.4(1)(2) AND 5(II)(B)] (pg. 13-17 enclosed): ‘HARASSING refers to intentionally annoy persistently and/or creating an unpleasant or hostile situation by uninvited and unwelcome verbal or physical conduct, in person, in writing, through voice mail or other electronic communications’

- Copies of this notice and multiple abusive emails from you have been entered into your permanent tenant file.
- Please make notice that any further violations on your part will result in termination of your continued occupancy as per above.
- If you do not agree with this determination, you must request in writing, an informal hearing with the director within 10 working days. Requests should be made to the following address:

Ferndale Housing Commission
Attention: Aliyah Mgawe - Executive Director
415 Withington
Ferndale, MI 48220



To: Board of Commissioners

From: Kimmaly Morris P.H. Manager / D.D.

Date: May 27, 2025

RE: Monthly Report

- ❖ Second and final letters were sent to applicants who did not make the initial appointments, a new set of applicants have been pulled from the waitlist and contacted for the vacant units. Some applicants have rejected the units and wish to remain where they are. FHC will continue to pull until the units are filled
- ❖ 1 Scatted sites unit basements backed up and the sump pump and water tank had to be replaced.
- ❖ 1 Scattered site house needs cement work for the front porch, this is expensive and will be authorized as soon as possible.
- ❖ The cross-connection testing and elevators testing, and generator testing are now being scheduled for 2025-2026. The inspections are two years behind; we had these inspections 9 months ago, but these inspections will put us back on a regular schedule.
- ❖ 2 Violations have been issued for breaking the lease, handbook, and HUD rules regarding harassing staff with degrading, denigrating and abusive language. In an effort to improve the lives of our public housing residents, we will adhere to the Zero Tolerance Policy and, enforce FHC and HUD rules.
- ❖ There had been a guest of a public housing resident who was disturbing other residents. The man, Joe, has been sent away and warned not to return. He was a guest of a resident, had not started trouble and FHC had no reason to trespass him until he either A) exceeded the two-week visitor limit – or B) harassed residents. The police would not act either until one of these conditions were met. Residents were repeatedly asked to not allow Joe in, but continued to do so.