

**Ferndale Housing Commission
Board of Commissioners Meeting Minutes
Regular Meeting
Autumn House
June 27, 2025
6:30 P.M.**

A Regular Meeting of the FHC Board was called to order on June 27, 2025, at 6:30 P.M. in the Community Room at 500 E. Nine Mile Rd

Reginald Sutherland opened the meeting at 6:43 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

Ayes: All Nays: None Motion: Passed

2. Approval of Minutes

President Sutherland made a motion to approve the minutes. The date on the prior meeting was incorrect; the meeting minutes were approved with the corrected date.

Ayes: All Nays: None Motion: Passed

3. Approval of Financials

Commissioner Milliner noticed the financials were from the previous year, named May Financials and mistakenly submitted as 2025 financials. The 2025 financials were provided two days prior to the meeting, reviewed, and approved.

Ayes: All Nays: None Motion: Passed

4. Executive Director's Report

- \$100K saved on with the new insurance carriers, the Public Housing program had drained the funds of the HCV program, the new premium will help in running the PH program.

- Complaints of residents not picking up behind their dogs; new notices were posted in both buildings.
- FHCH has partnered with several other Executive Directors to mediate hearings, this will ensure the hearings are fair.
- In an attempt to reduce the number of manual payments, a Hold report was created and distributed to the Housing Specialists to investigate. The majority of funds paid are due to payments on Hold which should have been released, late recertifications, and late move-ins,
- The Financial audit had been completed, there was one non-financial finding, which was caused by the auditor.
- FHC will publish an RFP for a new auditor for the 2026 audit.
- Royal Oak Cottages will be completed by the end of 2025; FHC has allocated 8 housing vouchers for the PBV units.
- HUD has issued a directive that all housing commissions must abide by the Housing Opportunity Through Modernization Act (HOTMA) by July 1, 2025. FHC is hands to ensure compliance.
- HUD will reduce funding to all housing commissions to their baseline voucher allocations, FHC is below our baseline issuances and not in danger of shortfall.
- Renter's insurance information has posted at both buildings; FHC has advised all residents to obtain the insurance to protect their valuables from damaged or destroyed by forces outside of FHC responsibility

5. Deputy Director's Report

- The boiler at WW on Saturday 21st at 12:41 am, an EZ text was sent updated the residents and a contractor had been contacted, the repairs were completed the same morning.
- 20 PH Waitlist applicants were invited to a briefing, 3 people attended.
- 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.
- AH cameras were repaired and are now able to be viewed from cell phones and the computers at WW.
- WW community room carpet was cleaned.
- McCoy services submitted a quote for \$6,825 to restore the bathroom in unit 415-407. The damage was due to hot water running in the bathtub for an estimated 2-3 months.
- Landscaping is scheduled for the full summer months.
- FHC is seeking umbrellas for the WW patio tables
- FHC is preparing to have trees removed on scattered site properties that are growing into other Ferndale residents homes.

- Porch repairs for 1978 Almont had been quoted at \$2100, the contractor later declined the job.
- Pete Vending will be the new contractor for vending machines
- Preparing to schedule inspections for WW and all scattered sites for 2025.
- Bed bug inspections at AH were positive for bed bugs and cockroaches; the units were scheduled for extermination.
- 2 evictions were scheduled for lease violations and violations of the Zero Tolerance policy.
- All repairs scheduled for WW, AH, and scattered site units.
- Complaints of a wood in the window, securing an ac unit, had been resolved with the resident painting the wood white as to become compliant with FHC rules regarding white window dressings.
- The resident with the red curtains on her windows had agreed to correct the issue herself.
- Backflow sprinkler testing had not been completed in 2025 and will be scheduled.
- Water barrels connected to FHC scattered sites are very large and pulling at the foundations of the properties.

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 her credit had been reduced; she expected to have \$499 and now had \$210. She was reminded that she paid \$89 for her rent, as the credit had been used.
- D. Carner requested assistance in changing the amount of rent on the website; he was not able to update it and was told to come see Kimmaly to learn how.
- D. Carner also questioned his medical deductions and was advised to send them in to be credited.
- R, Blackwell was noticeably upset that the wooden ac plank would be allowed if painted white.

9. Call to Commission

- Commissioner Dana stated that she was willing to step down as VP
- All Commissioners should be added as signatories for the checks

- Alvita suggested that all Commissioners receive the financial statements as this is the what is the norm for other Board of Commissioners. She made a motion that the current finance committee, consisting of herself and Joel, be dissolved. All voted Aye, none voted Nay and this motion was granted.
- Dana asked if all the scattered sites have the water barrels, Kimmaly responded she will find out.
- Reggie suggested the shadow boxes in AH be updated. Aliyah stated they were all updated within the last month or so.
- Alvita mentioned the upcoming retirement of the Lead Maintenance Tech and was advised that he would retire in late November. Alvita wanted to know what would be done to honor him, Aliyah stated she would keep everyone in the loop when that time came.
- Regarding the applicants for new Commissioner seat, there were concerns regarding the attorney that works for DHC, and a concern regarding another who sits on another board. Dana stated that no-one working for another housing commission should be allowed to sit on the board.

The meeting was adjourned at 8:04 pm