

**Ferndale Housing Commission  
Board of Commissioners Meeting Minutes  
Regular and Closed Meeting  
Autumn House Community Room  
500 E. Nine MI. Ferndale, MI. 48220  
August 29, 2025  
6:00 P.M.**

A Regular Meeting of the FHC Board was called to order on August 29, 2025, at 6:30 P.M. in the Community Room at 500 E. 9 MI. 48220

Reginald Sutherland opened the meeting at 6:35 P.M.

Roll Call

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

1. Approval of Agenda

President Sutherland made a motion to approve the agenda. Dana added bullet points for discussion: To introduce Kate Baker as the newest Commissioner, Revisiting having the meetings on Fridays, and Vice President role. The agenda was approved with the additions.

**Ayes: All**

**Nays: None**

**Motion: Passed**

2. Approval of Minutes

President Sutherland made a motion to approve the minutes.

**Ayes: All**

**Nays: None**

**Motion: Passed**

3. Approval of Financials

Commissioner Joel asked about high phone bills, Aliyah stated the bill includes the personal phones for the staff that has them, all office phones, and the front door buzzer. Kate Baker stated bills were reasonable and added an example of phone billing from a previous workplace.

- Commissioner Joel asked about a Debit charge regarding a bond; Kate Baker explained this was a normal procedure to add these debits to offset a potential shortage.

- Joel asked about 'Surplus' line, Kate Baker explained the meaning of the surplus.
- Joel asked about 'Uncollectible' line, Kate explained this line item.
- Joel asked about Fee Accountant Ravi's pay, and if an RFP were published, Aliyah answered with the Fee Accountant's monthly salary, and there was an RFP published for both Fee Accountant as well as a PNA which would save FHC money in repairs/replacement of older equipment. The two Fee Accountant submissions for the F.A. requested a much higher rate than the current Fee Accountant. FHC cannot afford the requested rates due to the shortfall.
- Dana stated Aliyah did not answer Joel's question regarding Fee Accountant, Aliyah stated yes, she did answer in the affirmative and added the information regarding the PNA and the difficulty in affording another Fee Accountant.
- Kate Baker stated that FHC needs a Treasurer, all agreed.
- Finances approved with suggested changes.

**Ayes: All**

**Nays: None**

**Motion: Passed**

#### 4. Executive Director's Report

- **Update on shortfall:** The Public Housing Program, in conjunction with late process annual, Hold placed and not removed, with the high costs of repairs have caused a shortfall.
- **Admin Plan update:** Richard Pearce, Shortfall Specialist, has ordered FHC to update the Admin Plan.
- **Request for Proposal,** FHC has published an RFP for Physical Needs Assessment.
- **HUD Restructuring:** The POTUS has proposed restructuring the HCV and Public Housing Programs to less secure and underfunded Block Grants. The Block Grants will supposedly reduce the federal budget by \$33M

#### 5. Deputy Director's Report

- **Public Housing Vacant units:** 10 unoccupied units left.
- **Scattered Site Problem:** Sewage backed up several times in a scattered site unit, the city denied responsibility. FHC is receiving quotes for repairs.
- **Repairs:** Repairs at 415-407 have been completed with a savings of \$4K
- **Trees are being removed at 529 Kensington;** the trees have been removed.
- **The inspection dates for 39 scattered sites have been completed:** A list of repairs was provided to maintenance.
- **Elevator Inspections:** Have been completed and has passed.
- **Cross Connection backflow testing:** Both buildings have passed
- **Insurance Company Inspections:** Alerus, our new insurance company, had inspected 3 scattered site homes and WW. They have requested some modifications and repairs to the scattered site homes.

- **Landscaping:** Due to the change of seasons, and budget restrictions, landscaping services have been scheduled every 3 weeks (instead of every 2 weeks)
- **Evictions:** We had an appointment scheduled today for eviction proceedings against three current residents.
- **WW City Inspections:** Scheduled for October 1.

1. Joel asked if we were caught up on inspections, Kimmaly answered the inspections rotate between buildings every year.
2. Joel asked if the weeping holes had been repaired, Kimmaly answered they had not, the contractor we were working with wanted FHC to rent them an expensive crane.
3. Reggie suggested asking the City of Ferndale if there was a crane we could borrow; Kimmaly responded the new contractors we are working with has their own.

#### 6. Open Call to Audience

- R. Blackwell complained that she had not received documentation that the violation against her had been dismissed.
- R. Blackwell complained that another resident was smoking, drinking, and cursing her. Kimmaly requested that Renee write a formal complaint.
- R. Blackwell stated that she complains of certain things, but nothing is ever done. Aliyah suggested she put her complaints/requests be put in writing and submitted to the office.
- R. Blackwell complained regarding shopping carts being left in the hallways, Aliyah responded that there was signage regarding returning the carts to the proper place but there is little else that can be done when people decide to ignore the signage.
- R. Blackwell stated that when Commissioner Reggie drops off food, once the food has been taken by the residents the boxes that contained the food are left behind. The boxes remain on the table until Reggie brings more food for the residents and breaks the boxes down to put in the recycle bin. Reggie stated he did ask the residents to remove them once they have been emptied.
- R. Blackwell stated the trash room needs to be cleaned. Kimmaly stated the cleaners come twice weekly and the residents must be careful in disposing of their trash and garbage.

7. Call to Commission

- Dana suggested we revisit the BOC meetings on Fridays as she had noticed the attendance was lower on Fridays. Aliyah reminded her that summer attendance is usually low, and there were BOC meetings that no-one attended last summer.
- Reggie made a motion the meeting be held at 6:00 instead of 6:30 to accommodate Dana's schedule. There was a vote.

**Ayes: All                      Nays: None                      Motion: Passed**

- Kate Baker was introduced as the newest FHC Commissioner; she is well-rounded in her achievements, knowledgeable, has a long history of working with nonprofits and a passion for low/middle income housing. She was wholeheartedly welcomed.
- The Regular meeting was adjourned at 7:57 PM, and Closed Session began at 7:58 PM.
- Closed Session was adjourned at 8:09 PM.
- Dana Parke has relinquished her role as Vice President.
- Reggie Sutherland suggested Joel Milliner for the role, this will be voted on at the September meeting.
- Regular Board Meeting was reopened at 8:10 PM and adjourned at :15 PM