



Meeting No. 604

September 16, 2021

A Regular Board Meeting (No. 604) of the Detroit Housing Commission was held on Thursday, August 19, 2021, at 10:00 a.m. The meeting was conducted via a Zoom Video Conference considering the requirement to maintain social distancing to mitigate the spread of the Coronavirus.

Guests Present via Zoom:

Zachary Rowe, Friends of Parkside, Nicole Owens, Karen Dybis, Rukiya Calvin & Amy Senese.

DHC Staff Present:

Sandra B. Henriquez, Fatima Garland, Joy Flood, Seana Williams Page, Gwendolyn A. de Jongh, Kevin Kubacki, David Bruhoff, Shariq Sajjad, Angela Diggs-Jackson, Angela Williams, Matthew Lents, Niva Shrestha, Mike Rangos, and Tamela Jackson.

At this meeting, the following business was conducted:

I. Call to Order

The meeting was called to order at 10:08 a.m.

II. Board of Commissioners Roll Call

Penny Bailer – Present

Achsah Williams – Absent

Keona Cowan – Present

Richard Hosey - Present

Aaron Seybert- Present

Board Secretary Sandra B. Henriquez declared a quorum was present.

III. Approval of Agenda

Vice President Bailer moved for approval of the agenda.
Commissioner Seybert seconded the motion.

The agenda was unanimously approved as submitted.

IV. Approval of Minutes – Special Board Meeting Minutes June 24, 2021.

Commissioner Seybert moved for approval of the minutes.
Vice President Bailer seconded the motion.

The minutes were unanimously approved as submitted.

Public Comments on Agenda Action Items (3 Minutes for individuals & 5 Minutes for representation from a group or organization): *None*

V. DHC Action Items:

NOTE: All votes were taken by roll call votes.

1. Approval to Execute Change Order No. 3 with Qualified Construction for Additional Time Only to be Added to the Contract at Brewster Homes Apartments. The Contract Value Will Remain the Same– **Resolution No. 3115**

Matthew Lents presented these resolutions to the Board.

Vice President Bailer moved for approval of these resolutions.
Commissioner Seybert seconded the motion.

Comments: *Commissioner Seybert asked about the timeline extension. Mr. Lents explained that a moderate change in scope and field delays were cause for the delay.*

This resolution was unanimously approved as submitted.

2. Approval of Tenant Accounts Receivable Write-Off – **Resolution No. 3116**

Kevin Kubacki presented this resolution to the Board.

Vice President Bailer moved for approval of this resolution.
Commissioner Seybert seconded the motion.

Comments: *Commissioner Seybert asked if Finance was tracking trending receivables. Mr. Kubacki said, 'yes.' Commissioner Seybert inquired about having the board receive a five-year trend at the end of the year. President Hosey suggested including a chart, either next month or sometime after, that will give the board a better understanding of the business.*

This resolution was unanimously approved as submitted.

VI. DHC Information Items: None

DHC Departmental Monthly Reports

1) Finance

Kevin Kubacki presented this report to the Board.

Comments: *President Hosey asked about the reserves. Mr. Kubacki explained the process for the HUD reserves. Commissioner Seybert asked if the HAP payments at risk for growing differential between rent collected and receivables owed. Mr. Kubacki explained the HAP process with Ms. Henriquez giving a bit more detailed explanation of how the process works.*

2) Real Estate Management

Armeca Crawford presented this report to the Board.

Comments: *President Hosey asked if the offline units included vacancies. Ms. Crawford stated that the vacant units are only included if they are not approved by HUD. President Hosey asked if there is a quick turnaround with the vacancies. Ms. Crawford addressed the question saying 'no,' but that the issues are being addressed. She also mentioned that the Real Estate Management Division is working with the Capital Asset team for assistance to have the units that take more than 30 days placed in modernization. The Commissioners thanked the team for their detailed reporting.*

3) Rental Assistance

Joy Flood presented this report to the Board.

Comments: *President Hosey asked about the project-based voucher RFP's. Ms. Henriquez referenced the process for the RFP's and the commitments that DHC is engaged in. Commissioner Seybert asked if there's a way to get the residents to sign up for CERA or other available eviction diversion programs, during the recertification process. Ms. Flood said, 'yes,' the CERA funds can be used for persons on the HCV program who qualify.*

4) Real Estate Development

Fatima Garland presented this report to the Board.

Comments: *President Hosey inquired about the progress in development. Mrs. Garland said the department will start with small development projects so that most of the work can be done internally. Once we start on the larger developments, we can then move forward to partnering with larger developers as DHC moves forward to be*

able to stand on it owns. President Hosey asked about the timeline for the smaller projects. Mrs. Garland stated that we need a few months for the consultant to come in before we can give a definitive timeline. President Hosey inquired about acquisitions from the City of Detroit. Mrs. Garland stated that we are trying to acquire properties from HRD and the Land Bank Authority, which should be forthcoming in the next couple of months. Ms. Henriquez mentioned that she has been in weekly discussions with the city regarding development. Commissioner Cowan inquired about the consultant's role and our strategy in development. Mrs. Garland stated that DHC will be present in certain roles with the City of Detroit, but they will have the conversations with the consultants once they're on board. Commissioner Seybert suggested entering into an MOU with the City and the Land Bank Authority. He also encouraged having direct contact with City Council in order to try and expedite certain information.

5) Capital Improvement

Matthew Lents presented this report to the Board.

Comments: *None*

6) General Counsel

Gwendolyn A. de Jongh presented this report to the Board.

Comments: *None.*

7) Human Resources

David Bruhoff presented this report to the Board.

Comments: *None.*

8) Procurement

Mike Rangos presented this report to the Board.

Comments: *None.*

9) Resident Services

Seana Williams Page presented this report to the Board.

Comments: *Commissioner Seybert asked Ms. Page if there was anything in the Resident Services department that is successful but underfunded. Ms. Page stated there is a \$2.3 million grant that will help in building needed staff capacity for the Workforce Development Initiative, additional assistance would help the program further.*

VII. General Public Comments:

1. Zachary Rowe, Friends of Parkside shared the following updates:

Mr. Rowe started by thanking all the TVP residents who have joined today's Detroit Housing Commissioners meeting. He stated that one resident said, "Listening in on this meeting has opened my eyes...and that public housing is a blessing". This is an important group who governs and oversees the work of the Detroit Housing Commission. He went further on to thank Ms. Henriquez and her leadership team Ms. Crawford and Ms. Page for their support of the 12th Annual Parkside Health, Safety, and Job Fair. DHC employees were extremely helpful. Curtis and Mark provided great advice and feedback on the set up, logistics, and parking. In addition, he thanked Ms. Crawford for working with TVP residents who needed to move from their current unit to suitable housing. Mr. Rowe also acknowledged the positive work of the current TVP management staff lead by Neva Hall.

Since the last DHC meeting, Friends of Parkside:

- *continued to publish their weekly newsletter, 'Community Connector'*
- *provided food and household items to residents, and other additional assistance*
- *received a small grant from the Carls Foundation for youth activities*
- *received a small subcontract from Stanley Quy to work with the Inkster Housing Commission on the community engagement section of their strategy planning process*
- *awarded 25 desktop computers from Comcast for Parkside seniors*
- *held their 12th Annual Parkside Health, Safety, & Job Fair on July 21st. There were more than 30 vendors, including three virtual vendors. They also had COVID-19 testing, vaccination, and education available.*

Mr. Rowe mentioned that the rumors and speculations about the status of the Villages at Parkside are running wild and the residents are worried about being displaced. He invited Ms. Henriquez to a community meeting in September to update TVP residents. He also stated that Ms. Henriquez has met with the FOP board in the past and they loved and appreciated her candor and openness about Parkside. And that is what residents need now.

Mr. Rowe thanked the DHC commissioners and staff for all that they do to support and uplift public housing residents, including and especially the residents of the Villages at Parkside.

2. *Nicole Owens, Resident at the Villages of Parkside, shared some of the issues in her apartment and on the site. She asked if there was any type of security in order for the resident to feel safe on the property.*

Ms. Henriquez explained that there will be a transformation of the Parkside property once DHC is in control of the site. She asked Ms. Crawford to reach out to Fourmidable and Ms. Owens to the discuss and correct the issues.

VIII. Commissioner Comments: *None.*

IX. DHC Staff Comments: *Ms. Henriquez shared information about operational changes within the agency. She also mentioned the 'Return to Work' fair on September 8, 2021. Employees will be returning to work September 13, 2021.*

X. Adjournment

The meeting was adjourned at 12:08 p.m.