

MINUTES DECEMBER 17, 2019

GRAND RAPIDS HOUSING COMMISSION

The regular meeting of the Grand Rapids Housing Commission was held on December 17, 2019 in the community room of Campau Commons at 821 Division South, Grand Rapids, Michigan. President Butler called the meeting to order at 6:07 p.m.

Roll Call: Present: Butler, Miles, Steimle-App, Zylstra

Absent: Bunn

The President declared a quorum present.

Also attending the meeting: Deputy Executive Director Hattie Tinney, Director of Leased Housing Judy Cannon-Groce, and Acting Director of Asset Management Felicia Clay.

MINUTES:

19-66 Commissioner Miles, supported by Commissioner Zylstra, moved to approve the Minutes of the regular meeting of November 26, 2019.

Ayes: Butler, Miles, Steimle-App, Zylstra

Nays: None

The President declared the motion carried.

RESOLUTIONS & MOTIONS:

1. The Director presented the Commission with a copy of the resolution approving the financial statements for period ending November 30, 2019.

19-67 The following resolution was introduced read in full and considered:

RESOLUTION APPROVING OPERATING
STATEMENT OF INCOME AND EXPENDITURES

WHEREAS, the Operating Statements of Income and Expenditures for the period ended November 30, 2019 has been prepared for and submitted to the Grand Rapids Housing Commission; and

WHEREAS, the Housing Commission has reviewed the Statements; and

WHEREAS, the Housing Commission, in its review, has determined that the expenditures are necessary in the efficient and economical operation of the Housing Commission for the purpose of serving low income families.

NOW, THEREFORE, BE IT RESOLVED that the Operating Statement of Income and Expenditures for the period ended November 30, 2019 are in all respects approved.

Commissioner Zylstra, supported by Commissioner Steimle-App, moved adoption of the foregoing resolution.

Ayes: Butler, Miles, Steimle-App, Zylstra

Nays: None

The President declared the motion carried.

2. The Director presented the Commission with a copy of the resolution approving audited financial statements.

19-68 The following resolution was introduced, read in full and considered:

RESOLUTION APPROVING AUDITED FINANCIAL STATEMENTS

FOR FISCAL YEAR ENDED JUNE 30, 2019

WHEREAS, the Grand Rapids Housing Commission contracted with the audit firm Plante Moran to prepare audited financial statements for the fiscal year ended June 30, 2019; and

WHEREAS, Plante Moran has completed their audit and issued draft statements for the Grand Rapids Housing Commission and Ransom Avenue Development Corporation for the year

ended June 30, 2019; and

WHEREAS, the Housing Commission has reviewed the statements and has determined that the statements fairly present the financial conditions of the Grand Rapid Housing Commission and Ransom Avenue Development Corporation.

NOW, THEREFORE, BE IT RESOLVED, that the audited financial statements for the Grand Rapids Housing Commission and Ransom Avenue Development Corporation for the year ended June 30, 2019 are in all respects approved.

Commissioner Steimle-App, supported by Commissioner Miles, moved adoption of the foregoing resolution.

Ayes: Butler, Miles, Steimle-App, Zylstra

Nays: None

The President declared the motion carried.

3. The Director presented the Commission with a copy of the resolution approving operating budgets for partnerships.

19-69 The following resolution was introduced, read in full and considered:

RESOLUTION APPROVING
LIMITED PARTNERSHIP OPERATING BUDGETS
FOR CALENDAR YEAR 2020

WHEREAS, proposed operating budgets for the limited partnerships for the calendar year ending December 31, 2020 have been prepared for and reviewed by the Grand Rapids Housing commission; and

WHEREAS, the Housing Commission, in its review, has determined that the proposed expenditures are necessary for the efficient and economical operation of the programs.

NOW, THEREFORE, BE IT RESOLVED that the proposed operating budgets for the calendar year ending December 31, 2020 are in all respects approved.

Commissioner Butler supported by Commissioner Miles, moved adoption of the foregoing resolution.

Ayes: Butler, Miles, Steimle-App, Zylstra

Nays: None

The President declared the motion carried.

4. The Director presented the Commission with a copy of the resolution approving the five-year plan.

19-70 The following resolution was introduced, read in full and considered:

RESOLUTION APPROVING THE GRAND RAPIDS HOUSING COMMISSION
FIVE-YEAR PLAN FOR FFY 2020-2024 AND AUTHORIZATION
TO HOLD A PUBLIC HEARING ON THE PLAN

WHEREAS, the Department of Housing and Urban Development has established and implemented a nationwide process and timeline for developing PHA Five-Year Plans and submitting these plans for public review; and

WHEREAS the Housing Commission has reviewed the strategies, goals and objectives proposed in the Five-Year Plan for FFY 2020-2024...

NOW, THEREFORE, BE IT RESOLVED that the Grand Rapids Housing Commission approves the Five-Year Plan for FFY 2020-2024, and the Director of the Housing Commission is hereby authorized to hold a public hearing regarding said Plan

Commissioner Miles, supported by Commissioner Steimle-App, moved adoption of the foregoing resolution.

Ayes: Butler, Miles, Steimle-App, Zylstra

Nays: None

The President declared the motion carried.

DIRECTOR'S REPORT

1. Vacancy Report for November 2019

Adams Park	3
Campau Commons	2
Scattered Site I-V	0
Public Hsg. Total	5
Creston Plaza	3
Homeown Rental	0
Hope Community	6
Leonard Terrace	4
Oakdale	0
Mt. Mercy	0
Ransom Tower	2
Sheldon Apts.	2
Overall Total	22

2. The Director presented the Commission with a copy of the Section 8 Status Report for November. The total percentage for this year is 99.6%.

3. The Director presented the Commission with a copy of the Personnel Report for November 2019.

4. The Director updated the Commission on the results of opening the Section 8 waiting list for new applicants. In three days 4175 applications were received of which 2000 will go on the waiting list in January.

5. The Director updated the Commission on the developments for Antoine Court Apartments. Twenty scattered site houses are being converted to the Section 8 program. Seven vacant units will be sold and the proceeds will go towards the Antoine Court project. Specs for the project are prepared and will be submitted to Pioneer Construction to go out for bids. These bids will be presented to the Board at the February meeting.

6. The Director presented the Board with an informational handout showing how the Housing Commission's non-profit community partners have been able to use 71 of the Housing Commission's vouchers to help create 351 LIHTC housing units.

7. The Director presented the Board with the meeting schedule for 2020.

19-71 There being no further business to come before the Commission, it was moved by Commissioner Zylstra supported by Commissioner Miles to adjourn.

Ayes: Butler, Miles, Steimle-App, Zylstra

Nays: None

The President declared the meeting adjourned at 6:53 pm.

Carlos A. Sanchez

Executive Director/Secretary