

MINUTES FEBRUARY 16, 2021

GRAND RAPIDS HOUSING COMMISSION

The regular meeting of the Grand Rapids Housing Commission was held on February 16, 2021 in the conference room of the administrative building at 1420 Fuller SE, Grand Rapids, Michigan. The President called the meeting to order at 6:03 p.m.

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

Absent: None

The President declared a quorum present.

Also attending the meeting: Senior Human Resource Generalist Mia Gutridge, Director of Asset Management Felicia Clay, Interim Executive Director Hattie Tinney, Computer Network Systems Administrator Jay Connor, Mario from Linc Up, and Lindsey Reames.

PUBLIC COMMENTS:

Mario Leon informed the Commission that he is the newly appointed Housing Liaison for Linc Up.

MINUTES:

20-109 Commissioner Miles, supported by Commissioner Steimle-App, moved to approve the Minutes of the regular meeting of January 19, 2021.

Ayes: Bunn, Butler, Miles, Steimle-App, Zylstra

Nays: None

The President declared the motion carried.

RESOLUTIONS & MOTIONS:

1. The President presented the Commission with a copy of the resolution approving the financial statements for period ending, January 31, 2020.

20-110 The following resolution was introduced, read in full, and considered:

RESOLUTION APPROVING OPERATING
STATEMENTS OF INCOME AND EXPENDITURES

WHEREAS, the Operating Statements of Income and Expenditures for the period ended January 31, 2021 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 Statements of Income and Expenditures for the period ended January 31, 2021 are in all respects approved.

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

Ayes: Bunn, Butler, Miles, Steimle-App, Zylstra

Nays: None

The President declared the motion carried.

2. The President presented the Commission with a copy of the resolution approving budget revisions for fiscal year ending June 30, 2021.

20-111 The following resolution was introduced, read in full, and considered:

RESOLUTION APPROVING
REVISED OPERATING BUDGET
FOR FISCAL YEAR 2021

WHEREAS, an operating budget for the fiscal year ending June 30, 2021 has been previously approved by the Grand Rapids Housing Commission; and

WHEREAS the Housing Commission in its review, has determined that revisions to the operating budget are necessary for the efficient and economical operation of the programs,

NOW, THEREFORE, BE IT RESOLVED that the proposed operating budget for the fiscal year ending June 30, 2021 is in all respects approved.

Commissioner Zylstra, supported by Commissioner Bunn, moved adoption of the foregoing resolution.

Ayes: Bunn, Butler, Miles, Steimle-App, Zylstra

Nays: None

The President declared the motion carried.

3. The President presented the Commission with a copy of the resolution approving the sale of de minimus property 321 and 325 Donald Place S.E.

20-112 The following resolution was introduced, read in full, and considered:

RESOLUTION AUTHORIZATION FOR SALE OF DE MINIMIS PROPERTY

325 and 321 DONALD PLACE SE, GRAND RAPIDS, MI 49506

WHEREAS, in December 2020 the Housing Commission board granted approval to the Grand Rapids Housing Commission (GRHC) staff to enter into an agreement with IHeartGR Real Estate to obtain qualified buyers for the purchase of the five (5) properties approved for inventory removal by the U.S. Department of Housing and Urban Development (HUD) in conjunction with the closing of the twenty (20) Scattered Site units Rental Assistance Demonstration (RAD) conversion transaction; and

WHEREAS, a written offer in the amount of One Hundred Forty-four Thousand Nine Hundred Dollars (\$144,900) has been received from Emma Howard, a qualified 80% AMI client, to purchase the property located at 325 and 321 Donald Place SE, Grand Rapids, MI 49506; and,

WHEREAS, the net proceeds the GRHC will receive from the sale of the property, less closing costs and real estate broker fee, is estimated to be \$134,082.

NOW, THEREFORE, BE IT RESOLVED that the GRHC staff requests authorization to sell the property located at 325 and 321 Donald Place SE, Grand Rapids, MI 49506 to Emma Howard for the amount of One Hundred Forty-four Thousand Nine Hundred Dollars (\$144,900).

BE IT FURTHER RESOLVED that the Interim Executive Director, Hattie Tinney Beenen or her successor are authorized and approved to complete, execute, and deliver all documentation necessary to successfully complete the sale of 325 and 321 Donald Place SE, Grand Rapids, MI 49506 to Emma Howard.

Commissioner Bunn, supported by Commissioner Zylstra, moved adoption of the foregoing resolution.

Ayes: Bunn, Butler, Miles, Steimle-App, Zylstra

Nays: None

The President declared the motion carried.

DIRECTOR'S REPORT

1. The Interim Executive Director presented the Board with a copy of the Vacancy Report for January 2021.

Adams Park	4
Campau Commons	1

Scattered Site I-V	0
Public Hsg. Total	5
Creston Plaza	1
Homeown Rental	0
Hope Community	3
Leonard Terrace	3
Mt. Mercy	6
Ransom Tower	2
Sheldon Apts.	0
Overall Total	20

2. The Interim Executive Director presented the Board with a copy of the Section 8 Status Report for January 2021 which shows a 96.5% utilization rate.

3. The Interim Executive Director presented the Board with a copy of the Personnel Report for February 2021.

4. The Interim Executive Director informed the Board that COVID immunizations will be available at the sites serving elderly populations..

OTHER BUSINESS

1. The Interim Executive Director reminded the Board that there are open positions on the Housing Corporations that the Board needs to fill.

20-113 There being no further business to come before the Commission, it was moved by Commissioner Miles, supported by Commissioner Steimle-App to adjourn.

Ayes: Bunn, Butler, Miles, Steimle-App, Zylstra

Nays: None

The President declared the meeting adjourned at 6:27 pm.

Hattie Tinney Beenen

Interim Executive Director/Secretary