

## Minutes of November 25, 2024

Commissioner Henry called the meeting to order at 5:30 p.m. Mr. Fleming called the roll.

**PRESENT AT ROLL CALL:** Commissioners Emma Henry, Loria Hall, Heather Taylor absent, Bryan Jones, Ashlee Barker.

**STAFF:**

Doug Fleming	Kim Shirey
Steve Raiche	Jennifer Burnette

**Guests: None**

Commissioner Barker motioned and Commissioner Hall seconded a motion to approve the minutes of the October 23, 2024, commission meeting. **The Motion was approved by all members present.**

**Public Comment:** limit of 3 minutes per person

**Action Items:** none

**Informational Items:**

**Finance Report** October 2024

- Doug and I met with the finance committee to update them on a couple of items. I wanted to point out an additional column in the summary in the finance report labeled MSHDA. This is in response to a couple of things we have been talking about the last couple of months from the audit report, basically trying to get some fund out that are non-federal dollars and not comingle them with the HCV admin unit. My anticipation because these are non-federal dollars is that this column would show a profit healthy. I would expect some kind of profit margin of around 20%.
- We are going to make one more final contribution to our pension plan before the year-end of \$350,000 trying to true that up as we go into a new year.
- Then as a group we're still assessing where things may or may not fall out with a new administration. We're going to have a new director of HUD. I suspect it will be several

months before we get any kind of indication if there's going to be significant changes. His name is Scott Turner.

- We did sell a house last month. The impact for us is that the receivable balance for the LIPH program is coming down. That is important for us primarily because we have a scoring system at the end of each year and that can impact whether or not HUD wants to take an additional look at some things to being able to bring that balance down, we were not able to write off a receivable until a tenant actually moves out of a house.

### **Housing Choice Voucher October 2024**

Jennifer Burnette provided a brief overview of the October 2024 Housing Choice Voucher Reports

- Our FSS or our Housing Choice Voucher Advantage Program, we are currently up to 36 participants. We signed up eight new participants in the month of October, so that is going very well.
- Of course, we have not issued any additional vouchers on the regular HCV program during the month of October.
- We did have one VASH orientation which issued two vouchers, then she also has four veteran participants that are out searching for housing or pending inspection and six that are in process.
- Our shortfall call said a lot of it is going to depend on the new administration to see when we will be released from the voucher held, probably April or May.

### **Asset Management Report October 2024**

#### **Public Housing (PH), Scattered**

- Public Housing currently has 65 units left in public housing. Sixty of them are occupied, which is an occupancy rate of 92% at the end of October. There was zero (0) move in, one (1) move outs, and zero (0) transfer.
- There are two open work orders at the end of October.
- Last week Karen had four move-ins which left her with one vacant.



### Deputy Director Comments:

- Those of you that are going to Miami in January, your reservations have been made.
- We have started Santa's workshop as of this week. We are doing it a little differently this year. We are doing families and seniors.
- We had a friends giving today here at the Housing Commission. We played games. We also worked too. We had a lot of food. We have fixed a plate for each of you to take with you for this evening or tomorrow's lunch or whatever you prefer. It was fun. We took a lot of selfies.

### Executive Directors Comments: Development Activities

- The only thing in the new administration I would say is that the tax bill is up, it is the Trump tax bill from the last administration that has to be renewed.
- We might see benefits we might see from our industry from the development side is there will be pretty much pro tax credits. We might see some adjustments in terms of more money and changing the rules to make more money available.
- 220 Riverview is still moving forward. I told you last month by the environmental snag we're going through that looks pretty good.
- Grand Vista is probably still going to close in December. We are in pretty good shape. We had a meeting with the Cherry Hill Neighborhood Association. We had good dialogue. I think there were half a dozen people that showed up. We got their feedback.
- We talked about the pause in both MSHDA and HCV program. We are trying to figure out how to utilize staff now they are not processing applications or doing orientations.
- We do have our bonuses that are coming up. We have paid a bonus for the last three years. We had internal discussions about giving an additional percentage. We talked to the finance committee this morning. So, we are going to do that at our holiday party this year.
- Single family housing, I am going to meet with Gillespie about the lots over at McLaren. So, I will let you know what happens there.
- I did assign a staff member to look into some grant opportunities for gaps to fill in the gaps.
- We have always invited the board to the holiday party. This year has a little twist, it will be in Grand Rapids. We will pay your milage up and back and will pay for a hotel room if you want to come up and stay overnight. We are doing it in Grand Rapids because our

HR people are there. They are going to make a presentation that day. So, we will have a day of training and have multiple things for the day. We are going to tell them about the benefit package. What we have done with the OPEB and the pension plan, so they understand we want to make sure no matter how much money you make per hour, there is also value in your benefit package. Vic is going to lead them in some employee customer service. Then they will take a break and the party is at 6:30 pm and dinner is at 7:00 pm.

**President's Comments:**

- Okay, I only have one thing today, so we talked last time about the City Council and our relationship with them and education on what we do and why it is important to have buy in from the city and make sure they understand the importance of affordable housing in Lansing and the need.
- We do have a schedule for a December meeting. At this point I don't think that we really have anything that is going to need any board action so I would say there is an 80 to 90% chance if you all agree that we will probably not have a December meeting.

**Other Items:** None

**Other Activities:**

**Other Business:**

**Adjournment:** The meeting was adjourned at 5:54 p.m.

\_\_\_\_\_ Date \_\_\_\_\_  
Emma Henry Board Chair

\_\_\_\_\_ Date \_\_\_\_\_  
Doug Fleming, Acting Secretary