



## MELVINDALE HOUSING COMMISSION

Regular Board Meeting  
September 19, 2024

A meeting of the Melvindale Housing Commission Board was held on Thursday, September 19, 2024 at 3:00 p.m., in the community room of Coogan Terrace (3501 Oakwood Blvd., Melvindale, MI 48122).

Chair C. Sue Herman called the meeting to order at 3:15 p.m.

ROLL CALL: J. Decaire, C. Sue Herman and Annette Taylor were present.

Also present: Staff— Mayor Nicole Shkira, Cynthia C. Telfer, Executive Director; Elizabeth Dionisi, Operations Manager and Veda Searles, Property Manager

Commissioner *Taylor* moved to approve the absence of *C. Cotto; and H. Cotto*. Decaire seconded. Motion passed unanimously.

I. Approval of Agenda

*Decaire* motioned to approve the September 19, 2024 agenda. *Taylor* seconded. Motion to approve agenda passed unanimously.

II. Approval of Minutes

*Decaire* motioned to approve the June 20, 2024 regular meeting minutes and the July 18, 2024 special meeting minutes. *Taylor* seconded. Motion to approve minutes passed unanimously.

III. New Business

Resolution 2024-011 – To Approve Adoption of SAFMR's

*Taylor* motioned to approve Resolution 2024-011; *Decaire* seconded. A brief discussion was held regarding HUD's mandate to transition from use of published metropolitan Fair Market Rents to Small Area Fair Market Rents.

Motion passed unanimously.

Resolution 2024-012 – To Approve Write Off of Appliances and Hardware

*Decaire* motioned to approve Resolution 2024-012; *Taylor* seconded. A brief discussion was held to review the challenge with appliances installed during

renovation. Telfer noted she would submit a request for use of replacement reserve to cover the costs of new appliances.

Motion passed unanimously.

IV. Commission Reports

Staff reviewed their reports with the Board.

V. Public Commentary

Board Chair Herman acknowledged the presence of Melvindale's Mayor in the audience and encouraged her to speak a few words.

- Mayor Shkira commented that she has been trying to visit all of the Commissions in the city. She indicated she had heard good things about the agency and thinks "you are doing a great job". She stated she wanted to "come to commend [you]".
- Madeline King #614 - Love the flag.

VI. Announcements by Commissioners

Commissioner Taylor – Newsletter was great this month; thank you to the property manager and Executive Director for their affirmation of positivity. Also noted she has heard positive things about the new flag and the Butterfly intercom system. Some residents think it's a lot easier to use.

Commissioner Herman – Really enjoyed the newsletter article on aging and movement.

Commissioner Decaire – Mentioned the school is working on an upcoming play. She'll have more information later, but imagines that they will provide transportation and snacks for Coogan residents as they have in the past.

VII. Adjournment – Motion by Decaire; seconded by Taylor at 4:13 p.m. to adjourn.  
Motion passed unanimously.

## Public Hearing To Review Annual Plan

Chair Herman called the hearing to order at 4:19 p.m.

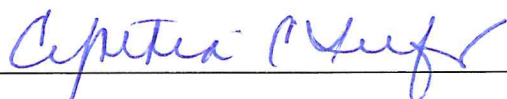
Telfer reviewed the Five Year and Annual Plan, discussing goals, and performance of goals originally established for the 2020-2024 Five Year Plan. No elements of the plans have been challenged by the public, either in writing or during the public hearing.

Decaire motioned to approve Resolution 2024-013 approving submission of the Five Year and Annual Plan to HUD. Taylor seconded. Motion passed unanimously.

Taylor motioned to close the public hearing at 4:30; Decaire seconded. Motion passed unanimously.

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C. Sue Herman, Board Chair



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Cynthia C Telfer, Director / Board Secretary



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C. Sue Herman, Board Chair

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Cynthia C Telfer, Executive Director