

## MINUTES MARCH 18, 2025

### GRAND RAPIDS HOUSING COMMISSION

The regular meeting of the Grand Rapids Housing Commission was held on March 18, 2025 in the Bobbie Butler Community Center at Creston Plaza, 1080 Creston Plaza Drive NE, Grand Rapids, Michigan. The President called the meeting to order at 6:01 p.m.

Roll Call: Present: Alexander, Bernier, Miles, Steimle-App

Absent: Zylstra

The President declared a quorum present.

Also attending: Executive Director Lindsey Reames, Policy and Program Planning and Implementation Manager Jose Capeles, Director of Leased Housing Shakerah McRae, and Communication and Program Coordinator Joyce Smith.

#### **MINUTES:**

Commissioner Bernier, supported by Commissioner Miles, moved to approve the Minutes of the regular meeting of February 18, 2025.

Ayes: Alexander, Bernier, Miles, Steimle-App,

Nays: None

The President declared the motion carried.

#### **PUBLIC COMMENTS:**

There were no public comments.

#### **RESOLUTIONS & MOTIONS:**

1. The President presented the Commission with a copy of the resolution approving the financial statements for period ending February 28, 2025.

24-73 The following resolution was introduced and considered:

**Resolution to Approve Financial Dashboard Reports that reflect the  
Operating Statement of Income and Expenditures**

**WHEREAS**, the Operating Statement of Income and Expenditures for the period ended February 28, 2025 has been prepared for and reviewed by Executive Staff at the Grand Rapids Housing Commission; and

**WHEREAS**, this information has been prepared for the Housing Commission Board in a financial dashboard format; and

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

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF THE GRAND RAPIDS HOUSING COMMISSION**, that the Operating Statement of Income and Expenditures as represented in the dashboards for the period ended February 28, 2025 are in all respects approved.

Commissioner Bernier, supported by Commissioner Alexander, moved adoption of the foregoing resolution.

Ayes: Alexander, Bernier, Miles, Steimle-App

Nays: None

The President declared the motion carried.

2. The President presented the Commission with a copy of the resolution approving extermination services contracts.

24-74 The following resolution was introduced and considered:

**WHEREAS**, The Grand Rapids Housing Commission (GRHC) has requested bids for Extermination services for ten properties and the main office.

**WHEREAS**, bids were received from four (4) contractors by the deadline of February 11<sup>th</sup>, 2025 at 1:00 p.m.; and

**WHEREAS**, the following is a summary of proposal submissions:

Property Building	IPM Services	Superior Pest	Empire Pest Control	Griffin Pest Solution
<b>Adams Park Apts</b>				
Standard pricing	\$700/25 per unit	\$140.00	\$3,785.00 (15 units, twice weekly)	\$266.00 (7 units per visit, weekly)
If Awarded	\$560/20 per unit	N/A	\$3,660 (15 units twice weekly)	\$240.00 (7 units per visit, weekly)
<b>Campau Commons</b>				
Standard pricing	\$200/20 per unit	N/A	\$375.00 (6 units/service)	\$114.00 (6 units twice monthly)
If Awarded	\$160/20 per unit	N/A	\$360.00 (6 units/service)	\$102.00 (6 units twice monthly)
<b>Hope Community</b>				
Standard pricing	\$150/25 per unit	\$160.00	\$775.00 (12 units, twice montly)	\$105.00 (3 units twice monthly)
If Awarded	\$120/20 per unit	N/A	\$755.00 (12 units, twice monthly)	\$95.00 (3 units twice monthly)
<b>Leonard Terrace</b>				
Standard pricing	\$600/25 per unit	\$240.00	\$635.00 (10 units, twice monthly)	\$228.00 (12 units twice monthly)
If Awarded	\$480/20 per unit	N/A	\$600.00 (10 units, twice monthly)	\$204.00 (12 units, twice monthly)
<b>Mt.Mercy</b>				
Standard pricing	\$50/25 per unit	\$480.00	\$1,275.00 (10 units, twice monthly)	\$190.00 (10 units per visit, twice monthly)
If Awarded	\$400/20 per unit	N/A	\$1,260.00 (10 units, twice monthly)	\$170.00 (10 units per visit, twice monthly)
<b>Ransom Tower</b>				
Standard pricing	\$1,000/25 per unit	N/A	\$1,275.00 (20 units, twice monthly)	\$380.00 (20 units per visit, twice mothly)
If Awarded	\$800/20 per Unit	N/A	\$1,220.00 (20 units, twice monthly)	\$340.00 (20 units per visit twice monthly)
<b>Sheldon Apts ( Cottages Only)</b>				
Standard pricing	\$100/25 per unit	N/A	\$125.00 (4 units, monthly)	\$56 (4 units per visit, once montly)
If Awarded	\$80/20 per unit	N/A	\$120.00 (4 units, monthly)	\$51 (4 units per visit, once monthly)
<b>RAD Scattered Sites</b>				
Standard pricing	\$100.00	\$80.00	\$105.00	\$65.00 ( per treatment, no guarantee)
If Awarded	\$75.00	N/A	\$95.00	\$60.00 (per treatment, no guarantee)
<b>Creston Plaza</b>				
Standard pricing	\$200/25 per unit	N/A	\$650.00 (10 units, twice monthly)	\$133.00 (7 units twice monthly)
If Awarded	\$160/20 per unit	N/A	\$630.00 (10 units, twice monthly)	\$119.00 (7 units twice monthly)
<b>Antoine Court</b>				
Standard pricing	\$500/25 per unit	N/A	\$635.00 (10 units, twice monthly)	\$190.00 (10 units, twice monthly )
If Awarded	\$400/20 per unit	N/A	\$600.00 (10 units, twice monthly)	\$170.00 (10 units, twice monthly)
<b>GRHC Main Office</b>				
Standard pricing	\$75.00	\$80.00	\$75.00	\$56.00
If Awarded	\$70.00	N/A	\$65.00	\$51.00

**WHEREAS**, **IPM Services** is recommended as the most responsible and responsive for Adams Park, Hope Community, Mt. Mercy, Sheldon, Creston Plaza, Campau Commons, and the GRHC main office **Empire Pest Control** is recommended as the most responsible and responsive for Leonard Terrace and RAD scattered sites. **Griffin Pest Control** is recommended as the most responsible and responsive for Antoine Court and Ransom Towers.

**WHEREAS**, other services are on an “as authorized” basis and will be paid at the proposal hourly rate amounts.

**WHEREAS**, the contract will be for a period of one (1) year beginning April 1<sup>st</sup>, 2025. An option year may be executed with an increase not to exceed CPI if agreed by both parties.

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF THE GRAND RAPIDS HOUSING COMMISSION** that the Executive Director is hereby authorized to execute a contract for Extermination services to **IPM Services** is for Adams Park, Hope Community, Mt. Mercy, Sheldon, Creston Plaza, Campau Commons, and the GRHC main office; **Empire Pest Control** for Leonard Terrace and RAD scattered sites; and **Griffin Pest Control** for Antoine Court and Ransom Towers. Other services may be agreed to at rates provided by bidders in their proposals. Contracts will be executed for one year with an option year at an increase not to exceed CPI.

Commissioner Alexander, supported by Commissioner Bernier, moved adoption of the foregoing resolution.

Ayes: Alexander, Bernier, Miles, Steimle-App

Nays: None

The President declared the motion carried.

3. The President presented the Commission with a copy of the resolution approving the rehab contract for 627 Livingston.

24-75 The following resolution was introduced and considered:

**Resolution to Award Contract for**

**Extensive Rehab for 627 Livingston**

**WHEREAS**, the Grand Rapids Housing Commission (GRHC) has requested bids for rehabilitation of 627 Livingston NE due to damage from sewer back-up.

**WHEREAS**, bids were received from three (3) contractors;

**WHEREAS**, the following is a summary of proposal submissions:

- **Kurtis Building and Repair                      \$ 69, 620.75**

- **JD Fisher Builders** **\$ 45,498.00**
- **Property Solutions of W MI** **\$ 101,500.00**

**WHEREAS**, JD Fisher Builders has submitted the lowest quote and has provided services to the Grand Rapids Housing Commission prior with good work practices.

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF  
THE GRAND RAPIDS HOUSING COMMISSION** that the Executive Director is hereby  
authorized to execute a contract for Rehabilitation of 627 Livingston NE to JD Fisher Builders.

Commissioner Bernier, supported by Commissioner Alexander, moved adoption of the foregoing resolution.

Ayes: Alexander, Bernier, Miles, Steimle-App

Nays: None

The President declared the motion carried.

4. The President presented the Commission with a copy of the resolution recognizing Patrick Miles, Sr.

24-76 The following resolution was introduced and considered:

**Resolution to Recognize Patrick Miles, Sr.  
for 19 Years of Distinguished Service as a Member  
of the Grand Rapids Housing Commission**

**WHEREAS**, Patrick Miles, Sr., has provided exceptional service and counsel to the Grand Rapids Housing Commission as a member since 2006, and;

**WHEREAS**, Patrick Miles, Sr., has used his intellect, insight and experience to further the Grand Rapids Housing Commission mission to provide quality affordable housing and essential resources that support self-sufficiency and stronger communities, and has ably represented the

Housing Commission as an affordable housing industry leader in the local, state, regional and national spheres, and;

**WHEREAS**, Patrick Miles, Sr., has been instrumental in the development and oversight of many major initiatives undertaken by the Grand Rapids Housing Commission, including the redevelopment of Campau Commons Apartments and Creston Plaza Apartments, the conversion of Hope Community to a Rapid Re-Housing Program model, the expansion of the GRHC Section 8 Project-Based Voucher Program to support the growth of local affordable housing development, and the establishment of local special-needs voucher programs such as the HUD Veterans Affairs Supportive Housing Program, the Emergency Housing Voucher Program and the Foster Youth to Independence Program.

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF THE GRAND RAPIDS HOUSING COMMISSION** that the Grand Rapids Housing Commission hereby expresses its gratitude to Patrick Miles, Sr., for his service to the Commission, for his sound advice and valued counsel, and for all that he has contributed to our agency and our community as a voice for equal housing opportunity, and;

**BE IT FURTHER RESOLVED**, that the Grand Rapids Housing Commission wishes Patrick Miles, Sr., continued success in all his endeavors and extends our best wishes for his health, happiness and prosperity.

Commissioner Alexander, supported by Commissioner Bernier, moved adoption of the foregoing resolution.

Ayes: Alexander, Bernier, Miles, Steimle-App

Nays: None

The President declared the motion carried.

## **DIRECTOR'S REPORT**

1. The Executive Director presented the Board with a copy of the Vacancy and Voucher dashboard reports for February 2025.
2. The Executive Director presented the Board with a copy of the Personnel Report for March 2025.
3. The Executive Director presented the Board with the upcoming travel and training schedule.
4. The Executive Director updated the Board on the HUD funding. The year-long Continuing Resolution that was passed by Congress keeps the housing spending at the same level as last year with an increase in spending on vouchers. This will allow the Grand Rapids Housing Commission to conservatively issue new vouchers with priority given to Project-Based vouchers.
5. The Executive Director informed the Board that there will be a presentation from the auditors at the April meeting.

The President declared the meeting adjourned at 6:38 pm.

Lindsey S. Reames

Executive Director