

# AGENDA

SPECIAL MEETING OF THE MIDLAND CITY HOUSING COMMISSION  
TO TAKE PLACE MONDAY, DECEMBER 6, 2021 AT 3:00 P.M.  
AT COUNCIL OVERFLOW, CITY HALL,  
333 W. ELLSWORTH STREET, MIDLAND, MICHIGAN

## Meeting Agenda:

1. **Roll Call**
2. **Approval of Minutes**
  - a. [September 13, 2021 Regular Meeting](#)
3. **Senior Housing Updates**
  - a. [Riverside Place](#)
  - b. [Washington Woods](#)
4. **2021-22 Community Development Block Grant Program Update**
5. [\*\*2022 Housing Commission Meeting Schedule\*\*](#)
6. **Future Meeting Date**
  - a. March 7, 2022 – Regular Meeting
7. **Adjournment**

# 9/13/21 Housing Commission Minutes

#midland/HC-Minutes

## Roll Call

Present: Garchow, King, Mortensen, Moten

Absent: Walker

## Approval of the Minutes

Motion:

- Moten / King

## The Why of the Housing Commission

- (M) Focus was primarily on CDBG spending and senior housing oversight
- What attracted you to the HC?
  - (Mortensen) Housing challenges to individuals and forced life choices due to it being a part of a bigger system
  - (Moten) Came to Midland surprised at the low cost of housing. Got a sense of how many people are spending well above the 30% threshold on housing. Housing can help address generational poverty and stability
  - (King) Like people and want to help people. Spent 3 years working for MSHDA and looking at how resources were used to address housing instability. Local control and knowing neighbors is critically important to addressing instability.
  - (Garchow) All about affordable housing. Saw the effects of HFH on moving people forward.

## Senior Housing Updates

### 2021-22 CDBG Update

- Karen Murphy
  - The purpose of the fund lines up with the Parks Master Plan from 2021.
  - Recreation for all and outdoor spaces are safe and welcoming.
  - Lots of public input about the parks
  - Lots of use in the 58 neighborhood parks
  - Proposed: accessibility to the Central Park band-shell (est. 1938)
    - Average age is 70+
    - Phase 1 includes plaza and walkway to Collins St.

- Phase 2 would be drop off area and connection to King's daughter
- Miracle field is being built currently
- Neighborhood park accessibility
  - Kent Park not very accessible
    - Play and picnic space
    - Highly visible and use friendly
  - Virginia Park, Maryland Park
  - Would be important to have a meeting with the neighbors before implementing changes.
- Deputy Chief McMillan
  - CRO - Community policing especially near parks
    - Patrols or activities
  - Call volume for parks has been very minimal this summer.
  - Crime free multi-housing strategy is being implemented
    - Working with specific housing complexes to address complaints or issues with tenants
    - Looking at city-wide
  - Grants for traffic control
    - six more signs indicating speed
- The Commission asked to continue discussion with MPD and DPW
- Additional business
  - Eastlawn re-cap discussion

**Housing Commission Report  
December 2021  
Senior Housing Report  
Riverside Place**

**Summary (Maintenance):**

**Lower Level:** Serenus Johnson is making great progress in the lower level at Riverside Place. The heating boilers, air-handling units, and domestic water boilers have now been replaced. The brick pavers that surrounded the back patio have been removed and colored cement has been poured in their place. Next on the list are sump pumps, control panels, aluminum siding doors for the apartments, case work and door replacements for the interior of the building. The custom carpets are completed and carpet in the dining room has begun. Time of completion is on-target for the end of January. There will be delays in getting the contents of the lower level replaced due to long furniture wait times, but staff at Riverside Place are working on these replacements and getting them ordered as soon as possible.

The specifications for the new roof were put out for competitive bid. Three roofing companies were at the pre-bid meeting and only one company placed a bid. The bid was much higher than original budgetary quotes given to us in 2020.

Two of the companies did not bid due to supply chain management issues. They could not secure the insulation needed until 2023. Costs that increased the bid that was received were associated with rising supply cost along and the sheer amount of scaffolding that was placed in the bid to get the job done. The City of Midland Facilities Manager and the Senior Housing Management Team will be meeting soon to explore options moving forward.

**Occupancy Report:**

150 Apartments

- 2 Cannot rent due to water damage ceiling
- 10 Lower Level apartments not rentable
- 5 Studios (music, beauty shop, exercise, quilters, guest suite)
- 77 Market Rent apartments leased
- 46 Discounted Rent apartments leased

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10 apartments available to rent: (4, 1 bedrooms and 6 studios)

**Current Occupancy: 82% (using 150 apartments)**

**Move-OUTS:**

Sept: 2  
Oct: 2  
Nov: 1

**Move- INS:**

Sept: 3  
Oct: 2  
Nov: 4

**Current Wait List:**

Market: 143  
Non-Market: 039

**Applications (March – May):**

Market: 08  
Discount: 02

**Tours:**

Sept: 15  
Oct: 13  
Nov: 05

**Nursing Coordinator Report, by Michel Hupfer:**

- A handful of residents along with a few staff members tested positive for COVID since the last Housing Commission meeting. COVID positive cases have been among vaccinated residents and staff. Since January of 2020, there have been no deaths at Riverside Place attributed to COVID. The most recent residents testing positive with COVID have been hospitalized, but have been returning home and have not had to be admitted to the ICU. We are following City protocol for staff that test positive and residents who test positive are in quarantine for 10-14 days. Our nurses check in daily with the residents in quarantine via phone, take them their mail and maintenance picks up their trash.
- 95% of the residents continue to be vaccinated (including new move-ins) at Riverside Place with the first two shots. Michel arranged for booster shots to come directly to Riverside Place with Great Lakes Pharmacy. Residents with the initial Moderna vaccines were able to get a third shot. 77 residents received the booster on that day. We have not been able to track booster shots as closely as before because the residents have been using various sources to get the booster shot. We plan to send a voluntary survey out soon to get a measure on the community's vaccination levels.
- Senior Housing Management developed a COVID policy for Riverside Place and Washington Woods residents. The policy is based on a certain number of positive cases within the resident population that triggers an immediate meeting between Senior Housing Management at both buildings in order to determine next steps. Examples include: activity cancellations, closing dining rooms, mask requirements and guests and visitor allowances.
- Exercise classes continue with limited capacity on multiple days.
- Educational flyers, bulletin board and activities on various health topics posted and distributed regularly.
- Assessments for new move-ins and new resident orientations continue.
- Our part-time nurse Jamie is now working at Washington Woods as the Nursing Coordinator. Congrats Jamie! The part-time job was posted and applications are being reviewed.
- Ongoing social and emotional support for residents who continue to struggle with isolation, hoarding, and mental health conditions.

## Activity Coordinator Report, by Kristine Burleson:

Activity Update for September - November

- With our lower level still under construction, we utilized the Riverside Place pergola for musical performances and enjoyed an ice cream social as well. As the temperatures dropped in October we moved activities back in doors and were entertained by The Golden Guild and a very talented Cello player that is only 8! The residents enjoyed passing out candy during the downtown BOO Bash and making fall crafts for their doors.
- In November we honored our Veterans at Riverside. Our talented Riverside Place quilters made 4 quilts that were raffled to fellow Veterans at the musical event featuring Virginia and Friends.
- We continue to provide a monthly meal deal from our local restaurants and caterers on the weekends for residents. These have been a great hit with residents!
- Residents have been engaged in the following:
  - Weekly: Bible study, shuffleboard, corn hole, writing group, reading group, knitters group, quilting group, card groups and coffee social
  - Monthly: crafts, decorating club, reading club discussions, ladies' tea, and musical entertainment

Respectfully submitted,

Kim Samborn

Senior Housing Manager

**Washington Woods**

Occupancy:

Over the last quarter Washington Woods has had a good occupancy rate between 97 – 98%. We have had several internal moves (people moving from the east side to the west side) which has put a strain on the maintenance staff with the renovation of apartments. At the current time we have five apartments not bringing in revenue. We have exhausted our waiting list, however, phone calls and tours remain steady.

Over the last quarter, Washington Woods had 11 move out’s; 11 move in’s; 7 internal moves and 44 tours.

Buildings and Grounds:

A total of five grants were written and submitted for the replacement of the East Side Chiller. One grant was denied and four grants have been approved. The approved grants include:

Hemlock Semiconductor – MACF Donor Advised	\$10,000
CDBG – Coronavirus Relief	\$315,000
MACF – Quarterly Grant Cycle	\$40,000
Alden and Vada Dow Family Foundation	<u>\$40,000</u>
Total	\$405,000

Specifications for the East Side chiller have been written and are presently out for bid. We have heard that the lead time for these large items are at least 24 weeks due to supply chain problems. If this is the case, the chiller will not be installed and functioning until the fall of 2022. We are hoping that the old chiller can survive another season of start-up and maintain the cooling function through the hot summer weather!

Washington Woods has had some turn over with the maintenance staff. Currently, we are down one part time staff member.

## Health/Wellness and Covid Response:

Washington Woods has a new Health Coordinator, Jamie Keskey. Jamie was the part time nurse at Riverside Place and was promoted to Health Coordinator at Washington Woods. The Health Coordinator and part time nurse work closely together to allow our residents to successfully age in place.

In September we had our annual flu clinic. A total of 89 residents and 3 staff members took advantage of the convenience of the clinic to receive their annual flu shots.

In October/November we had several residents who tested positive for COVID. Some of these residents were previously vaccinated and had breakthrough cases. Other residents were not vaccinated and tested positive. All of these residents were quarantined in their apartments with our nurses bringing mail and meals to them. Washington Woods closed down the dining room and activity programs for a week following our Senior Housing protocol.

## Activities:

Our veterans were celebrated on Veteran's Day with a special evening party including patriotic tunes and singing. The Washington Woods quilt club made a red, white and blue quilt which was given to one of our veterans in a drawing. The quilt club also made 75 pillow cases which were donated to a Veteran's group who work with low income veterans.

Along with all the normal monthly activities, residents enjoy participating in special dress days. On November 16<sup>th</sup>, we celebrated National Pickle Day where residents and staff dressed up like pickles. We ended the day with a pickle tasting party. 😊

Throughout the year we encourage residents to exercise by walking the halls. The fall walk-a-thon was called the Turkey Trot Marathon.



## **STAFF REPORT TO THE HOUSING COMMISSION**

SUBJECT: 2022 Housing Commission  
Meeting Schedule

DATE: October 18, 2020

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### **REPORT**

In advance of 2022 calendar year, each Board and Commission is required to establish a meeting schedule. Below is a list of Housing Commission meeting dates for your review and approval:

March 7, 2022

June 6, 2022

September 12, 2022

December 5, 2022

Please note that the quarterly meetings will still be held on the first Monday of each quarter in the City Council Overflow conference room. Meetings will begin at 3:00 p.m.