

AGENDA

MEETING OF THE MIDLAND CITY HOUSING COMMISSION MONDAY, JUNE 6, 2016

3:00 P.M.

WASHINGTON WOODS SENIOR LIVING COMMUNITY – GERSTACKER ROOM 821 CAMBRIDGE STREET MIDLAND, MI 48642

1. Roll Call
2. Approval of Minutes
 - a. February 8, 2016 Special Meeting
 - b. March 2, 2016 Special Meeting
 - c. April 4, 2016 Special Meeting
3. Public Comments
4. Reports
 - a. Senior Housing – Kim Samborn & Lori Jung
5. Fair Housing Update
6. Communications
7. Washington Woods Rehabilitation Project Tour
8. Future Meeting Date
 - a. Late June 2016 – Special meeting
 - b. September 12, 2016 – Next regular meeting
9. Adjournment

MINUTES
SPECIAL MEETING OF THE MIDLAND CITY HOUSING COMMISSION
MONDAY, FEBRUARY 9, 2015, 3:00 P.M.
333 W. ELLSWORTH STREET
CITY COUNCIL CHAMBERS ROOM
MIDLAND, MICHIGAN

1. Roll Call

PRESENT: Burgess, Mortensen, Garchow, Loose, and Wright

ABSENT: None

OTHERS

PRESENT: Grant Murschel, Community Development Planner; Lori Jung, Assistant Manager of Senior Housing; and eighteen (18) others.

2. Community Development Block Grant Funding Applications

Jennifer Chappel, Executive Director for Midland County Habitat for Humanity, presented the three requests from her agency. The first was for the land acquisition at 311 Sam Street. Wright questioned whether dioxin remediation will be needed at 311 Sam Street. Chappel explained that she will do some research on this and set up the necessary procedure if it is required; the remediation should not be at the expense of Habitat for Humanity. The second was for the two critical home repairs as part of the organization's Neighborhood Revitalization Initiative. The third was a joint application between Habitat for Humanity and Midland Area Homes for the collaborative roofing initiative; Chappel was joined by Nancy Money, Executive Director of Midland Area Homes. Both organizations receive a large amount of requests for roofing repair or replacement needs. MAH will handle the intake and assessment portion, Habitat for Humanity will take care of the financial management and reporting requirements. Mortensen's question was answered that all beneficiaries will be properties within the city of Midland.

Money presented the two other requests from MAH. MAH is the Housing Assessment and Resource Agency for Midland County and, as such, the agency serves as the central intake for the county for persons needing any form of housing assistance. In the past, and as proposed, MAH will utilize CDBG funding with other funding sources to best meet the needs of the clients it serves for home repair and accessibility improvements. Those who qualify for either program will need to be 50% of area median income or less. Money answered Mortensen's question that all funding is anticipated to be utilized in the current year.

Julie Nunn, Executive Director of Cancer Services, presented the organization's request. Her organization serves the nonmedical needs and expenses of persons with cancer. The proposed grant will be used for transportation costs and other financial assistance for city of Midland residents. Nunn answered Wright's question in that approximately 500 people per year as served through Cancer Services.

Beverlee Wenzel, Executive Director of the ROCK Center for Youth Development, presented her organization's request for after-school program funding. The CDBG funding would be used to subsidize the rates to participate in the program for students who are city-residents and from low-income households.

Jill Nylander, Executive Director, presented the request by Legal Services of Eastern Michigan. She explained that the requested funding is proposed to be used for 10 tests within the city during the program year. The testing will target low-income census tracts.

Rob Worsley, Director, presented the request by Midland Community Former Offenders Advocacy and Rehabilitation. He indicated that his program has had great success through the funding provided by CDBG in the current year. The proposal is to continue the CDBG assistance to assist his organization in providing work, housing and other types of entitlement assistance to former offenders. Currently, in Midland County the rate of recidivism is less than seven percent, much lower than the state average. MCFOAR is currently working with The Legacy Center for Community Success to better track the successes of the organization. Worsley answered Garchow's question by indicating that former offenders have a very difficult time finding work since many companies limit how soon after someone has been convicted of a crime can be hired. His organization has had success recently with placing clients into positions at Cintas and Quad Graphics.

Elaine Popovich, Director of Operations, presented the request by Reece Endeavor. She explained that her request is the same as in previous years for Dial-A-Ride bus ticket booklets. She indicated that the exchange of tickets between her and the organization's clients provides a pleasant and positive relational experience. Reece Endeavor currently has 73 tenants within thirty-six homes, 35 of which are in the city of Midland.

Susan Love, New Initiative Coordinator, presented the request by West Midland Family Center for the Family Ties program. She explained that staff at both Eastlawn and Carpenter schools make referrals to the program. Parents must show a commitment to be involved in order to participate. The program works to keep families, whom are at risk of separating, together. It is anticipated that ten families will benefit from this program, similar to recent years.

Nicki Smith, Executive Director, presented the request for safety and security improvements at the facility of Safe and Sound Child Advocacy Center. She explained that the project requested will provide additional security cameras within and on the exterior of the facility. The cameras will link to an intercom system which will allow employees to see who is at the door of the facility before letting the visitors in. \$1,000 of Safe and Sound's own funds are proposed to be used towards this project.

Janine Ouderkirk, Executive Director of Shelterhouse, presented the organization's request for seal-coating and other maintenance to the facility's parking lot. She presented many photos that illustrated the type of cracking and decay that is taking place. Mortensen wondered what the life expectancy for these kind of repairs, Ouderkirk did not have an exact time. Wright indicated that repairs like this might only last a couple of years and that it might appear that the parking lot condition might be in need of more than maintenance.

Susan Putnam, Executive Director, presented the request by Big Brothers Big Sisters of the Great Lakes Bay Region for the proposed parking lot improvement project. She indicated that she has been working with Fisher Contracting in order to prepare the proposal. The vast majority of funding is used for programming to meet the needs of the children the organization works with; as such, little is left over for capital maintenance projects.

Captain Brian Goodwill, of The Salvation Army of Midland, presented his organization's request for the replacement of the boiler. The replacement is part of an ongoing project to modernize and improve the HVAC system within the organization's facility. Garchow commented that a boiler failure can have catastrophic effects on a building if the pipes freeze.

Trudy Laufer, Executive Director, presented the request for Cleveland Manor. She explained that the funds will be used to complete accessibility renovations to three units at Cleveland Manor I. This portion of the facility was built in 1968 and has not received a substantial upgrade in its lifetime. In order for the facility to stay marketable and functional, these renovations are necessary to provide additional accessibility and modern touches. The CDBG funding would be potentially leveraged with a \$500,000 AHP grant through the Federal Home Loan Bank of Indianapolis.

Lori Jung, Assistant Senior Housing Manager, presented the two requests from Washington Woods. The first request is for upgrades to the facility's walk-in refrigerator in the kitchen. The compressor and coils are in need of replacement. With replacement additional efficiencies are expected. The second request is for a backflow preventer for the east side's fire suppression system. The need for this piece of equipment was discovered during the replacement of the water lateral this past year. Jung confirmed that the tub cut-out program has been completed during the current year.

Murschel reviewed the potential availability of funds for the upcoming year. He indicated that approximately \$255,000 could be available to program towards the proposed projects.

3. Future Meeting Date

a) March 7, 2016 – Regular Meeting - RESCHEDULED

Murschel indicated that a couple members will not be able to make it to the meeting on March 7 and that the meeting should be rescheduled to a different date. This meeting is necessary to review the CDBG applications for the 2016-17 year and the PILOT proposal for Bracken Woods. He will send out a Doodle poll to determine when the best date and time.

5. Adjournment

The meeting was adjourned by Chairman Loose at 5:10 p.m.

Respectfully submitted,



Grant Murschel, Community Development Planner

MINUTES ARE NOT FINAL UNTIL APPROVED BY THE MIDLAND CITY HOUSING COMMISSION.

MINUTES
SPECIAL MEETING OF THE MIDLAND CITY HOUSING COMMISSION
WEDNESDAY, MARCH 2, 2016 AT 2:00 P.M.
333 W. ELLSWORTH STREET
CITY COUNCIL CHAMBERS ROOM
MIDLAND, MICHIGAN

1. Roll Call

PRESENT: Burgess, Mortensen, Garchow, Loose, and Wright

ABSENT: None

OTHERS

PRESENT: Grant Murschel, Community Development Planner; Lori Jung, Assistant Manager of Senior Housing; Dave Keenan, Assistant City Manager; and twenty-six (26) others.

2. Public Hearings

a. PILOT – Bracken Woods

Dave Keenan gave the staff presentation on the payment in lieu of taxes proposal (PILOT) for Bracken Woods, 5301 Dublin Avenue, by Lockwood Development. Keenan explained how the current proposal compared to the last proposal during summer 2015. The new proposal includes 10 units at 30% Area Median Income (AMI) compared to 2 units within the last proposal. The remainder of the units (94) will serve 50% AMI. All units will be for eligible very low- or extremely low-income residents. He explained the financials behind the proposal and indicated what revenues the City would likely receive annually from the PILOT with the new proposal compared to the last proposal and the development currently.

Mark Lockwood presented as the applicant on the PILOT proposal. He indicated that the project is needed as the current financial model of the property mortgage allows for maintenance reserves only and not for ongoing capital improvements. The current model for the property owner is a money losing situation. The current loan is also not able to be repaid early. Closing on the property by Lockwood Development would take place within 60-90 days after the PILOT is approved, if approved. Proposed improvements to the facility will be made within 12 months, and Midland County trades people are required to participate in the renovations. Lockwood indicated that he sees the proposal as a means to investment of 2.88 to 1 dollars into the community for affordable housing rents achieved compared to tax revenue lost.

Lockwood answered the question by Garchow by indicated that Lockwood will be the general partner in its relationship with Cinnaire Corporation (formerly Great Lakes Capital Fund). Lockwood also answered the question from Mortensen by indicating that the current vacancy rate is around 9%. The vacancy rate has decreased substantially since Lockwood companies took over the management in July 2015.

To answer a question by Mortensen, Lockwood indicated that the current development is comprised of 60% AMI units and that overtime as units are turned and occupied by new tenants, the settings will change down to the combination of 50% and 30% AMI units. He answered the question by Wright by indicating that a precedence has been set at the state for these kinds of transactions and proposals with the Michigan State Housing Development Authority (MSHDA). The proposal is following these guidelines.

Chairman Loose opened the floor for any public comments in support of the petition.

Kristi Carlson, of the Affordable Housing Alliance (AHA) in Midland, indicated her support for the petition. AHA has over 200 people on their waitlist for affordable units within Midland County. Any additional

affordable housing to meet this need would be great.

Rob Worsley, program director of Midland Community Former Offenders Advocacy and Rehabilitation (MCFOAR), gave his support for the proposal and any additional affordable housing that is in good condition.

Ron Parmele, of 5415 Wallbridge Lane, indicated his support of the petition. He argued that a tax reduction through a PILOT is an investment by the City. He read through his letter that was included in the agenda packet to the Commission.

Amanda Johnson, of Midland Area Homes (MAH) and the Midland County Continuum of Care chairman, indicated that the Continuum still sees the need for additional affordable housing in the community. MAH receives over 1,000 call inquiries each year from households looking for affordable housing in Midland.

Robin Greiner, of 318 Seminole Court and the shelter coordinator at Shelterhouse, indicated that any additional 30-50% AMI units would be helpful to not only a majority of the organization's clients but also for their employees. The Asset Limited Income Constrained Employed (ALICE) population still need additional places to live in the city that are affordable.

Chairman Loose, hearing no additional comments in support, opened the floor for comments in opposition of the petition.

Mike Rapanos, of Midland, expressed his opinion that it seems unfair for PILOTs compared to others within the rental market. He has Section 8 (Housing Choice Voucher) tenants in 7 of his units currently and that program appears to be a better way to meet the need for affordable housing. He questioned why the balance of time on the current PILOT is not enough. He thinks it is shameful that someone can make more money than the income limits after they have qualified and still be able to live in the unit. The current owner was foolish to sign a 9% interest loan at 20 years. He questions why MSHDA, Lockwood and Cinnaire would put in \$5 million to a property that is only worth \$3 million.

AnnaMaria Morgan, president of the Midland Area Real Estate Investors Association, indicated her opposition to PILOTs. She believes that she is an advocate for all Midland taxpayers and questions whether PILOTs are really the solution to the affordable housing need. She wants to know why the vacancy rate at Bracken Woods is so high currently. In July, her group pushed against the last proposal and their efforts resulted in Lockwood revising their proposal. She gave two examples of members of her group that provide affordable rent rates to low-income individuals over a long period of time. Other Midland taxpayers will be left to assume the risk for the development investment done by Lockwood & Cinnaire.

Susan Weitz, 5409 Sunset Drive, gave her opposition to the proposal. She and her husband have owned rental properties for 38 years. She believes that you can be for affordable housing and against PILOT proposals. She advocated for a City-administered voucher program.

Ken Hitch, of St. John's Episcopal Church, spoke in opposition of the PILOT because it would be unfair to Midland taxpayers and the working poor. He indicated that forgiveness without accountability is incorrect. He questioned if the proposal is really meeting the need and why the Housing Commission is not asking for more units at 30% AMI. He believes only 30% AMI units should receive PILOT relief.

Bruce Pynnonen, of 2604 Manor Drive, explained that he is a landlord that receives some profits in some years, and no profits in other years. He questioned what the role of government is. He does not agree with the notion that there is a 50% turnover rate every year. In his opinion, MSHDA will not allow the property to sit vacant for 25 years if it is foreclosed on. The PILOT law was intended to eliminate blight in Detroit and other communities.

Oswald Anders, a member of MAREIA and a landlord in Midland for 34 years, spoke in opposition. He indicated that if there are vacancies than the need has been met. He questioned how rents are calculated if there are live-ins with the people who were initially approved. He has had difficulty finding tenants recently and he attributes this to an oversupply of rental housing in the community. In his opinion, PILOTs create a creative financing mechanism for landlords and an unfair competitive advantage over his properties.

Peggy McMann, of 5001 Washington Street and member of MAREIA, indicated that their position is not against affordable housing but against PILOTs. She wants to know who is making money in this deal and if it is MSHDA since Boston Capital is not making money. Tim McMann also spoke in opposition as he understands this PILOT proposal is simply to facilitate the flipping of the property.

Bill Brenton, of 5101 Oakridge Drive and owner of Tek Circle, indicated that most of his tenants are low income and the working poor. He is undecided on the proposal. He does not receive a subsidy but manages to keep his rates low. He has a waitlist for his units and does not understand why someone would invest \$5 million into a property only worth \$3 million.

Bill Carey, of Stanford, spoke not in opposition or support of the proposal but rather questioned the role of government. He thinks the proposal is corporate welfare.

Hearing no more comments in support or opposition of the petition, Chairman Loose allowed the applicant to address any of the comments that were received.

Mark Lockwood indicated that the 25 years proposed is the number of years that are needed to service the loan. The entire complex will be for low-income people, not just the 30% AMI units. Renovations will only total \$3.1 million. He pointed out that a new complex of this size cannot be built for that price. He toured Bracken Woods with MAREIA members last summer in an effort to be as transparent as possible. The vacancy rate is caused by some units being used to provide appliances and other parts to other units; this units can then not be rented out.

Rod Lockwood indicated that all units will be reduced from their current level of 60% AMI down to a combination of 50% and 30% AMI.

Keenan indicated that a PILOT is currently in place at this location. The proposal can be used as a tool to provide additional affordable housing when the private market does not adequately meet the need.

Murschel reported that currently 294 tenant-based and 41 project-based Housing Choice Vouchers within Midland County. There are currently 25 households on the Homeless Preference Waitlist, that is regularly updated and audited, and there are 122 households on the general waitlist. The general waitlist has been closed since July 30, 2011.

Chairman Loose closed the public hearing.

Mortensen commented that she would like to see the number of units within the PILOTs in other communities and an understanding of how these community's housing commissions are set up.

Wright wondered if there is an end number in sight for the number of units needed of affordable housing in the community. Loose indicated that the focus group in 2010 worked to determine that number.

Garchow commented that the data that has been submitted by staff indicated that there is still a need for affordable housing in the community. He is supportive of the proposal since it will work to sustain 104 units of affordable housing. He feels like enough information has been presented. The purview of the Commission is not to debate how tax dollars should be used but rather how this proposal meets the PILOT criteria and

meets the need in the community.

Keenan indicated that the city budget each year is developed with the PILOT service fee revenues and not the revenue of full taxation. Prior to its construction in 1995-96, the Bracken Woods site was a wooded lot that resulted in very little property tax revenue.

Mortensen wondered if the Commission should act on the item without all of the questions from City Council having been answered. Keenan indicated that some of the answers to the questions will take additional staff time. He indicated that the Commission needs to determine if the proposal still meets the criteria. Keenan continued by indicating that it appears that an additional look at the PILOT policy is necessary as there have been lessons learned through this and the last proposal.

It was moved by Garchow and seconded by Burgess to report to City Council that the current Bracken Woods PILOT proposal by Lockwood Development meets the PILOT standards that are in place. The motion passed unanimously (5-0).

Chairman Loose temporarily recessed the meeting at 5:14 p.m. The meeting was called back to order by Chairman Loose at 5:22 p.m.

Chairman Loose suggested moving item 3a ahead of 2b on the agenda. The Commission agreed.

3. Reports

a) Senior Housing Updates – Lori Jung

Jung presented the quarterly reports for Riverside Place and Washington Woods senior living communities. She highlighted that the occupancy rate is still very healthy at Riverside Place but there have been a few vacancies due to deaths and health issues. Washington Woods is still moving forward with the renovation project. She looks forward to having the members of the Commission over to the facility to see the renovated rooms.

2. Public Hearings

b) Community Development Block Grant 2016-17 Budget

Murschel presented the staff proposal for the 2016-17 CDBG budget. He indicated that staff has estimated that \$332,889 will be available to spend for the year. The proposals for planning and administration, contingency, and housing rehabilitation administration remain at the same level as the current year. He indicated that not every application can be funded in full for the year and that some organizations might not receive any funding for their projects.

Given the previous concerns about the transportation costs associated with transporting city of Midland residents out to West Midland Family Center, the Commission encouraged Murschel to reach out the WMFC to explore other options. The Family Ties program has been very successful over the years but with budget constraints, the current funding level might not be sustainable long term.

Garchow indicated that he is supportive of the staff proposals and understands the concerns with the two parking lot maintenance projects.

It was moved by Mortensen and seconded by Wright to approve the recommend approval to City Council the proposed CDBG 2016-17 budget as presented in the staff report dated February 25, 2016. The motion was approved unanimously (5-0).

4. Communications

None.

5. Future Meeting Date

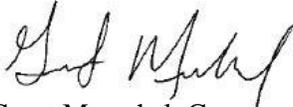
a) March 7, 2016 – Regular Meeting – CANCELLED

It was moved by Wright and seconded by Mortensen to cancel the regularly scheduled meeting of the Housing Commission on March 7, 2016. The motion was approved unanimously (5-0).

6. Adjournment

The meeting was adjourned by Chairman Loose at 5:49 p.m.

Respectfully submitted,



Grant Murschel, Community Development Planner

MINUTES ARE NOT FINAL UNTIL APPROVED BY THE MIDLAND CITY HOUSING COMMISSION.

MINUTES
SPECIAL MEETING OF THE MIDLAND CITY HOUSING COMMISSION
WEDNESDAY, APRIL 4, 2016 AT 2:00 P.M.
333 W. ELLSWORTH STREET
CITY COUNCIL CHAMBERS ROOM
MIDLAND, MICHIGAN

1. Roll Call

PRESENT: Burgess, Mortensen, Garchow, Loose, and Wright

ABSENT: None

OTHERS

PRESENT: Brad Kaye, Assistant City Manager for Development Services; Dave Keenan, Assistant City Manager; Debbie Marquardt, Technical Secretary and thirteen (13) others.

2. Public Comments (unrelated to items on the agenda)

None

3. New Business

None

4. Old Business

a. Bracken Woods PILOT Proposal – City Council Questions

Brad Kaye gave an overview in regards to the Bracken Woods request for a new pilot. City Council referred 18 questions to the Housing Commission for answers. At this point, the public hearing was held on March 2 and 15 of the 18 questions were answered. The Housing Commission did not make a referral at the last meeting so that is the purpose for this meeting. At the end of the presentation the Housing Commission will be in a position to make a recommendation to City Council.

Dave Keenan made a presentation and reviewed the 18 questions from City Council. On January 25 City Council members requested answers to 18 questions. On March 2 answers were given to 15 of the questions. Keenan went over all the questions and the answers since they now have answers to all the questions. The April 11 City Council meeting is for first reading of the ordinance and then the meeting on April 25 is for the second reading.

Mortensen asked about additional information to compare this Housing Commission to other housing agencies. Kaye stated that many of them are free standing agencies and our House Commission operates as an advisory body to City Council so it is hard to compare. Mortensen also asked how many vouchers are in the community. Kaye stated that as of March 29, there are 335 vouchers.

Chairman Loose asked if the public had any questions or new information.

Sid Hanson, has a rental at 219 Bayliss Street. He wanted to compliment the City Council for preparing the questions. He would also like to compliment the city staff for putting together the answers to the questions. His understanding of the questions and answers show they don't have an understanding of the program definitions. MSHDA does have the answers to all of those questions.

AnnaMarie Morgan, president of the Midland Area Real Estate Investors Association, 807 Fournie Street. She wanted to reiterate that there is a demand for low income housing. Their recommendation is to ask City Council to have the proposal increase the amount of low income rentals to 35% of the working poor. More rental units should be provided.

Garchow stated that this was useful. He doesn't see anything missing at this point.

Mortensen wanted to clarify what percentage income these units would be at. Do they go up to 50%? Keenan stated that new tenants would have to qualify for 50% or lower. There are 10 units for 30% or below. Every unit in this project would be very low or extremely low income. Mortensen suggested that annual reviews of the lease to be sure they still qualify should be a change to the policy.

A resolution was received for City Council action. A motion was made by Garchow to approve the resolution for City Council. The motion was seconded by Mortensen. The motion was approved unanimously.

5. Communications

None

6. Future Meeting Date

a. June 6, 2016 – Next regular meeting (potentially located at Washington Woods)

6. Adjournment

The meeting was adjourned by Chairman Loose at 3:49 p.m.

Respectfully submitted,



C. Bradley Kaye, AICP, CFM
Assistant City Manager for Development Services

MINUTES ARE NOT FINAL UNTIL APPROVED BY THE MIDLAND CITY HOUSING COMMISSION.

Housing Commission

June 6, 2016

Washington Woods

West Side Asbestos/Renovation Update:

The west side asbestos/renovation project is slowly progressing. Our original 3 pilot apartments have been rented out. Three more apartments are being renovated by our subcontractors. Once these apartments are completed, we will have a good idea of the final cost for each apartment using subcontractor's work. These three apartments will be rented out to community market renters.

This renovation process has been slowed down due to the time needed for fan coil units to be manufactured. We have ordered all 108 fan coils for the entire project. Fan coils are custom made for us. By ordering all needed units we were able to save substantial money and will no longer have a time delay waiting for these units to be manufactured.

Washington Woods has contracted Robert Case Architectural Firm to write the apartment specifications and create time lines. These are expected to be back to us soon. Once the specifications are written and reviewed, we will put this out for general contractors to bid on the entire renovation project. It is unclear whether Washington Woods would be able to afford this method of renovation.

Once the west side renovation is moving steadily, we will be asking current residents to move into the completed fresh apartments. This process will be determined by residency seniority. The residents who have been living the longest at Washington Woods will have their choice of available renovated apartments.

There are many of our seniors who do not want any other apartment other than their own. To accommodate this, we have saved three 'interim' apartments. These are empty apartments that are not abated or renovated. Residents may move into the interim apartments and wait for their old apartment to be abated and renovated. Once that is complete, they may return to their 'home' apartment.

At the current time, the west side has 17 fully abated apartments waiting for renovation. There are also three apartments that are presently being renovated and three more are empty which will be our interim apartments. This makes a total of 23 empty west side apartments.

Occupancy:

Over this last quarter, we have had many move outs on both sides due to health related issues. There was a period of several weeks where there were 3 rooms open on the East side. We had gone through the waiting list and no one was ready to make a move. We have since gotten an influx of interest and tours. Those rooms have been rented with a few seniors now on an asap

waiting list. Currently we have one east side room empty which is undergoing a complete renovation.

Staffing:

Washington Woods part time Staff Assistant resigned this quarter. The staff assistant was responsible to maintain waiting lists, give tours and complete move-in/move-out paperwork. It was determined that this position needed to have a more specialized “sales/marketing” framework. A new job description for a Residency Coordinator was written and approved. We currently are advertising for this position.

Building Maintenance:

We have had several major projects being worked on over the last quarter. When the east water main was put in late last fall, it was too late in the season to resurface the back parking lot which was dug up. The resurfacing was completed in May. Back dirt was also added with hydro-seeding. Also, two east side elevators on have been updated and renovated. On the west side we had one domestic boiler and two storage tanks installed using CDGB funding.

Health Services:

Our nurses saw 1,079 residents in our M-F clinics over the last three months. They saw an additional 588 residents either in their apartments or in their office outside of clinic hours. The nurses had 33 face to face family conferences and 36 phone family conferences.

Resident come to the daily clinics for such issues as: CHF and other chronic illness control; blood pressure/lung/weight checks; medication and side effects education; wound information; colds/cough; cuts/abrasions/burns; medical equipment needs; home health care needs; general information on medical concerns, etc.

Our resident health programs for this quarter included: Midland Fire Department presenting ‘Safety in Your Apartment’; Senior Services presenting a program on their services; Allergies or a Cold; Hearing Aid Cleaning and Repair; and a 6 week Chronic Pain class.

Activities:

The resident walk-a-thon finished up in April. We had 64 residents participating and they walked a total of 1601 hallway miles!

Other special activities included: Sing-a-Longs; Musical groups; Reminiscing with Root Beer floats; Resident Rummage Sale; Movie Nights; a Picnic potluck; Thera band Exercise and of course Bingo.

Housing Commission Report
June 6, 2016
Senior Housing Report
Riverside Place

Occupancy:

Riverside Place Average Daily Occupancy since January 2016 has been 98.49%.

March, 2015: 98.86%

April, 2015: 99.24%

May, 2015: 98.43%

We have averaged 5 unit turns per month since January 2016. Supportive Units have been the recent trend and we are having difficulty filling these units from current residents at Riverside Place or Washington Woods. We have been moving external wait list residents into the Supportive Units and in many cases, we are asking our Professional Referrals for leads. Residents are moving in from out of town to be closer to Midland family. This has made assessing more difficult and at times, we have found the new move-ins to have a higher rate of memory loss than indicated to our nursing staff by physicians or nurses that are currently working and caring for the resident that is wishing to move to Riverside Place. There is a need to improve our out-of-town assessment process and procedures are being implemented by the nursing staff at Riverside Place and Heartland to alleviate any new move-in failures.

Activities:

This past quarter, we held informational programs, which included a presentation by Chemical Bank on scams and identity theft, and an interractional program sponsored by Senior Services & Midland Fire Department on fall and fire prevention.

Two programs encouraged interaction between residents and the community. Creative 360 honored our Riverside Writers group with a special tea with residents reading from their memoirs. We also participated in the Dr. Seuss Downtown Storybook Day event.

Other special programming included a performance of The Living Last Supper at Easter, line dancing demonstrations by the Dust Stompers, and a musical program by one our resident's daughter.

Health Services Programs:

Our Health Coordinator and our Part Time nurse continue to work with residents and families and to ensure a safe, healthy living arrangement for our seniors. They both spend much of their time in family meetings, visits with residents, and in the clinic with our independent residents. Deb handles the new move-in orientations and does an excellent job helping new residents adjust and feel comfortable right away at Riverside Place. Michel is a valuable extension to our sales and marketing at Riverside Place as she fully participates in tours and spends time with prospective residents on a daily basis. Michel works with the Heartland nurse to help to ensure the program is fully occupied and residents are getting the best care available in our Supportive program. Michel visits our supportive residents weekly to check-in on their care and satisfaction.

Health programs have included:

- Cold vs. Allergies
- A Matter of Balance Class
- Exercise Class 3X per week – different programming by outside Professional Referrals and DVD's – Riverside Place residents like "change-ups" in their exercise programs

Maintenance:

With five unit turns on average per month, the maintenance team has been very busy. Our average unit turn takes three to five business days to complete. Our team spends about four to six hours per day on unit turns when this happens and then spends two to four hours a day on work orders, cleaning, grounds keeping and larger maintenance issues.

Doug is becoming more comfortable working between Washington Woods and Riverside Place. Kim Samborn and Lori Jung are working on ways to help Doug's

efficiencies as he is going between buildings. Things are progressing, but we are still working through communication efforts and team collaboration.

Spring cleaning is 90% complete at Riverside Place and we are fairly caught up on most major items needed in the building. The public carpet areas have been shampooed, the lights have been cleaned, the flowers planted, weeding has begun, stairwells have been deep cleaned, the large glass windows and blocks have been cleaned and bushes are now being trimmed just to name a few.

Specifications are currently being advertised for competitive bids for exterior painting at Riverside Place and we expect to have this completed by fall.

The Endowment Fund Committee at Riverside Place approved a patio/pergola project for west side front lawn. This will include a cement pad, pergola and benches when complete. Specifications are currently being advertised for competitive bidding on this project.

FAIR HOUSING TESTING RESULTS | JUNE 6, 2016

Source: Legal Services of Eastern Michigan

	2012			2013			2014			2015				2016			
	Neg	Pos	Inc.	Pending	Neg	Pos	Inc.	Pending									
Rental																	
<i>National Origin</i>	3	-	5	3	-	7	2	1	3	-	-	-	-	1	-	1	-
<i>Race</i>	-	-	2	1	-	3	7	3	2	-	2	-	-	1	3	-	1
<i>Disability</i>	2	11	8	1	1	3	1	5	4	7	2	2	1	-	-	-	-
<i>Family</i>	-	-	-	-	-	-	4	-	-	-	-	-	-	-	-	-	-
Sales																	
<i>National Origin</i>	-	-	-	1	1	2	1	1	-	-	-	-	-	-	-	-	-
<i>Race</i>	2	1	2	-	-	-	-	-	-	-	-	-	4	-	-	-	3
<i>Disability</i>	-	-	-	1	1	1	-	-	-	-	-	-	-	-	-	-	-

Neg. = Negative (no evidence of differential treatment)
 Pos. = Positive (evidence of differential treatment)
 Inc. = Inconclusive (a follow-up retest is scheduled)
 Pending = Results waiting for further follow-up testing

Two (2) formal discrimination complaints filed by LSEM in 2015. None so far in 2016.