

Minutes of the Ypsilanti Housing Commission

Thursday, February 19, 2015 – 6:00 p.m.

601 Armstrong Dr., Ypsilanti, MI 48197

Meeting called to order at 6:17 P.M. by Commissioner Smith.

ROLL CALL:

• Chairperson R. Smith	Present
• Vice Chairperson A. Moore	Absent
• Commissioner T. Boone	Present
• Commissioner V. Brannon	Present
• Commissioner C. Hollifield	Present
• Executive Director Z. Fosler	Present

APPROVAL OF AGENDA: R. Smith asked if there were any changes to be made to the agenda. Hearing none, she asked for a motion to approve the agenda. V. Brannon moved to approve the agenda, supported by C. Hollifield.

Motion passed 4-0.

APPROVAL OF MINUTES: R. Smith asked if there were any changes to be made to the minutes of the January 29, 2014 regular meeting or the February 9, 2015 special meeting. Hearing none, R. Smith asked for a motion to approve the minutes. C. Hollifield moved to approve both sets of minutes as presented, supported by T. Boone.

Motion passed 4-0.

AUDIENCE PARTICIPATION: None.

CITY COUNCIL MEMBERS' COMMENTS AND QUESTIONS: None present.

RESIDENT COUNCIL REPORT: T. Boone provided a report on the city-wide resident council. We had a meeting this morning, which went very well. We have received 27 surveys back so far from residents. We have been out for about a month, so we will tally the results. The next meeting is March 5, where the results of the surveys will be released. The council also decided to change our meetings from weekly to bi-weekly, meeting every other Thursday at 10 a.m.

We have also started randomly selecting a chairperson, vice chair, and secretary for each meeting so that everyone gets an opportunity to practice running a meeting and taking minutes. We continue working on the graduate appreciation celebration. Mr. Temple has volunteered to assist us with planning the event. We have 13 residents in YHC housing ages 17-19 and Hamilton Crossing has 4. We are looking to possibly partner with Jackson Housing Commission on training for resident councils and election services. We talked about doing it the weekend after Memorial Day. The seniors are out of school on the 16th of May. Further discussion ensued regarding possible venues and possible sources of graduation gifts or scholarships for participants.

OLD BUSINESS:

- **Fee accountant:** Z. Fosler provided an update on the status of hiring a new fee accountant. He has received a proposal for services from Casterline Associates. He is reviewing the proposal, will discuss pricing with the firm, and move forward with an agreement.

NEW BUSINESS: None.

MONTHLY REPORTS:

- **Regulatory, Oversight, and Legal Actions:** Z. Fosler issued a response to HUD's request for a proposed recovery plan. He provided a detailed timeline for the RAD conversions, which is what the Field Office requested. R. Smith stated that she thought the response was very concise and detailed. He will update the Board with any response he hears back.

Z. Fosler provided background information and an update on two slip-and-fall cases with residents at Towner and Paradise Manor.

- **RAD:** Z. Fosler provided an update on the Parkridge Homes PSH tax credit application. He has been working on Addendum III of the application, which covers the supportive services plan, with Marquan Jackson. Z. Fosler will be asking for a number of letters of support and MOUs from local service providers.

We are pushing hard to get to closing with Strong Housing. We are fairly optimistic that we will be able to close in March. There are some outstanding issues that we have to deal with. The new zoning ordinance is presenting some problems with duplex properties that are built on R-1 zoned land. The issue is that if a catastrophic event occurs that destroys a duplex, the current zoning law would only allow one unit to be reconstructed. This creates risk for the tax credit investors who receive their credits based on the number of units available for rent. We are working with the City to find a resolution.

T. Boone asked if any work had been started at Strong Housing. Z. Fosler responded that no work will commence until closing has occurred. The contractors currently working on the project are only turning units to make them ready for relocation activities.

- **Finance Report:** V. Brannon asked about the difference between the first and second sets of financial reports. Z. Fosler stated that the first set is for the Public Housing and Capital Fund Programs and the second set is for our non-federal business activities. He acknowledged that it could be difficult to discern the difference because the fee accountant had failed to label the reports.

V. Brannon observed that we are building a deficit in revenues. Z. Fosler responded, stating that the budgeted operating subsidy amount is a best guess based on historical funding and projections, but that we do not know exactly how much we will receive until Congress appropriates HUD funding. Less-than-expected dwelling rental revenue is likely due to the YHC's decision to cease leasing vacated units to accommodate the relocation process.

Z. Fosler stated that he is not aggressively looking for areas to reduce expenses, but that a reduction will occur somewhat naturally as we transition management of our properties over to KMG Prestige.

- **Hamilton Crossing:** Z. Fosler stated that a proposal has been submitted to Kresge for a three-year extension of funding at Hamilton Crossing and an expansion of funding to the Parkridge Homes property. Kresge has requested some additional information related to the proposal, which we are in the process of preparing. Further discussion ensued regarding the proposal.

DIRECTOR'S REPORT: Z. Fosler stated that he had covered his report in other areas of the meeting. He informed the Board that he and R. Smith will be attending the Neighborworks Training Institute next week, where he will be taking an asset management course.

Z. Fosler announced that E. Temple has completed the Executive Director Education Program, offered jointly by PHADA and Rutgers University. E. Temple was also selected to provide the keynote address at the graduation ceremony. The Board congratulated E. Temple on his achievement. E. Temple thanked the Board for their support.

COMMISSIONER COMMENTS:

- Commissioner Brannon: Thanks for continuing to put up with the phone. Good meeting.
- Commissioner Hollifield: Good meeting. Informative once again. It's always nice to come and learn something.
- Commissioner Boone: It was a great meeting. Thank you all for being supportive with the graduation event. I am really looking forward to it. Thank you Mr. Temple for your volunteering to assist us, and congratulations again, I am really excited for you. That is wonderful. And you guys keep up the good work.
- Commissioner Smith: Ditto what Commission Boone, Hollifield, and Brannon said. It seems like we're getting closer. You can see the progress that we're making. It's awfully hard sometimes, after work, to rush and get here, but I can see the fruits of our labor. Even though we have had barriers, we've been able to overcome them. I think we have outstanding leadership. Even though our agency is shrinking, we are doing some powerful things. I am just looking forward to continuing this movement. It was a great response you sent to HUD. I think the way we are viewed now is totally different then before and I think we are making some positive changes in the lives of some low-income residents in Ypsilanti.

ADJOURN: C. Hollifield moved to adjourn, supported by T. Boone. **Passed 4-0. Meeting adjourned at 6:57 pm.**

THEREFORE, BE IT RESOLVED:

The Ypsilanti Housing Commission and its Board of Commissioners, of the City of Ypsilanti, Michigan, hereby authorize the Executive Director to sign the approved Board of Commissioners minutes of February 19, 2015.

	YEAS	NAYS	ABSENT
Commissioner Smith	_____	_____	_____
Commissioner Moore	_____	_____	_____
Commissioner Boone	_____	_____	_____
Commissioner Brannon	_____	_____	_____
Commissioner Hollifield	_____	_____	_____

Zachary D. Fosler, Executive Director

Date