

Minutes of the Ypsilanti Housing Commission

Thursday, July 13, 2017 – 6:00 p.m.

601 Armstrong Dr., Ypsilanti, MI 48197

Meeting called to order at 6:08pm by Commissioner Smith

ROLL CALL:

- | | |
|--------------------------------|---------|
| • Commissioner Frankenhauser | Present |
| • Commissioner Hollifield | Present |
| • Commissioner Moore | Absent |
| • Commissioner Palmer | Present |
| • Commissioner Smith | Present |
| • Executive Director Z. Fosler | Present |

APPROVAL OF AGENDA: R. Smith asked if there were any changes to be made to the agenda. T. Palmer moved to approve the agenda as written, second by C. Hollifield.

Motion passed 4-0

APPROVAL OF MINUTES: R. Smith asked if there were any changes to be made to the meeting minutes of June 7, 2017. C. Hollifield moved to approve the minutes as written, second by T. Palmer.

Motion passed 4-0

AUDIENCE PARTICIPATION: None.

CITY COUNCIL MEMBERS' COMMENTS AND QUESTIONS: None.

RESIDENT COUNCIL REPORT: Z. Fosler stated that the Family Empowerment Program is working on developing a new resident council. R. Smith asked T. Palmer if she is interested in working with FEP to implement a resident council. Z. Fosler stated that he will connect T. Palmer with Darlene Holliday to discuss this idea further. T. Palmer asked if the Board plans to recognize 2017 high school graduates. Z. Fosler stated that graduates will be recognized and receive a gift card at the August Board meeting.

OLD BUSINESS:

- **YHC Youth Video Project Update:** The youth project participants work out of the YHC office three days a week on the documentary. The youth have been practicing interview skills and will be setting up interviews with former Parkridge community residents. Charles Peterson, Project Lead, has been working well with the youth and he is very impressed by their skills and enthusiasm. R. Smith asked if the date of the opening night event has been finalized. Z. Fosler stated that A. Moore is working on securing a date and venue for the event. R. Smith stated that she plans to meet with Beverly James within the next week, and she asked Z. Fosler if the YHC offices can be used as a meeting place. Z. Fosler stated that bringing community members to the office would provide a great opportunity for the youth to conduct interviews.
- **Executive Director Workplan Update:** Z. Fosler summarized each priority area of the workplan for the Board. The full occupancy of Deborah Strong Housing has been achieved and construction is on schedule for New Parkridge to be completed by November. The YHC will be hosting events at Hamilton Crossing and Sauk Trail Pointe for National Night Out on August 1st as an opportunity for residents to interact with local law enforcement. Years 1 and 2 of the Strong Families Fund program are fully funded, and the YHC will continue to work with EMU and CSH to meet performance goals. Z. Fosler plans to meet with Growing Hope to renegotiate the proposal for community gardens. Z. Fosler proposed that the community garden project be postponed until next summer. C. Hollifield moved to postpone the community garden portion of the Executive Director workplan until next year, second by T. Palmer.

Motion passed 4-0

Minutes of the Ypsilanti Housing Commission

Thursday, July 13, 2017 – 6:00 p.m.

601 Armstrong Dr., Ypsilanti, MI 48197

Z. Fosler attended the June 6th City Council meeting and plans to attend additional meetings throughout the year. R. Smith encouraged Board members to attend city council meetings with Z. Fosler to show support. The YHC plans to invite City Council on a tour of New Parkridge. Z. Fosler presented the Board with the draft of an evaluation tool for development opportunities. R. Smith stated that diversifying the YHC portfolio while furthering YHC's mission is very important. Z. Fosler has been participating in discussions concerning the acquisition of Cross Street Village, a senior citizen tax-credit property that is reaching the end of its tax credit affordability compliance period. The current owners are exercising their rights under MSHDA's qualified contract procedure (QCP), wherein the property is listed for sale at a price based on an IRS-determined formula. If the property is bought at the QCP price, the buyer assumes a 99-year extended affordability period the original developer agreed to. However, if the property is not purchased, the owner is released from the extended affordability obligation. Unfortunately, the QCP price is well above the value of the property with its current rent restrictions in place. The QCP period ends on September 1, 2017. Z. Fosler met with the Ben Edmondson, Superintendent of Ypsilanti Community Schools, to tour vacant, YCS-owned properties that could be potential sites for additional development. Mr. Edmondson will follow up with data for each property and Z. Fosler will discuss feasibility with CCA.

Z. Fosler stated that the new website is up and running and Commissioner Frankenhauser's information will be added as soon as possible. Z. Fosler stated that all submission requirements for the Michigan Humanities Council Grant were met by the June 30th deadline. The Parkridge historical exhibit funded by this grant will be installed in the New Parkridge community building in September. R. Smith asked if the YHC will host an event when the community building is opened. Z. Fosler stated that the YHC will host a grand opening event. R. Smith asked for an update on the various YHC subsidiaries and related entities to ensure that all meeting requirements have been met. Z. Fosler stated that the majority of YHC entities do not have meeting requirements and YHC's attorney has put together a document to outline existing requirements for all entities. R. Smith suggested that unnecessary entities be dissolved to avoid confusion about requirements.

Z. Fosler stated that the YHC has taken recent measures to improve resident safety. New parking lot lighting, security cameras and on-site security patrols have been implemented at Sauk Trail Pointe. Security patrols also circulate throughout all other YHC properties. Z. Fosler stated that he will be granting the Ypsilanti Police Department power of attorney to trespass non-residents off YHC property if necessary. Parking passes have also been implemented to cut down on high volumes of non-resident traffic throughout YHC sites.

MONTHLY REPORTS:

- **Regulatory, Oversight, and Legal Actions:** None.
- **RAD Construction Update:** Z. Fosler stated that approximately twenty buildings on the New Parkridge site have been completed. There have been many unforeseen costs due to underground utility work, but paving is set to begin on-site in the following week.
 - o **Solar Panel Update:** Z. Fosler stated that he will be reviewing the equipment lease with Chart House Energy next week to determine if solar panel installation is still financially feasible for the community building. Z. Fosler stated that the installation would include a resident training and employment component.

Financial Reports: Z. Fosler and the Board reviewed and discussed the financial reports. The YHC is currently working on the budgets for Deborah Strong Housing and New Parkridge due to unforeseen costs of construction and the need to have the Hollow Creek administrative office staffed. T. Palmer stated that she has made inquiries to KMG Property Management about applying for the staff position. Z. Fosler stated that he needs to do research

Minutes of the Ypsilanti Housing Commission

Thursday, July 13, 2017 – 6:00 p.m.

601 Armstrong Dr., Ypsilanti, MI 48197

to determine if there are any conflict of interest policies prohibiting a Board member from filling such a position, noting that there may be some exceptions for resident commissioners but it requires further research. Z. Fosler stated that he will follow up with T. Palmer with his findings. Z. Fosler stated HUD did not approve the change YHC's fiscal year. Z. Fosler stated that he is working with YHC's auditors to ensure that YHC meets its final reporting requirements for HUD.

DIRECTOR'S REPORT:

- **NAHRO "What Home Means to Me" Poster Contest:** Z. Fosler stated that two youth residents have won at the state level. Commissioner Palmer's daughter, Tazjianna Davis, has won an award for the third consecutive year. The YHC will release the name of the other winner at the winner's discretion.

COMMISSIONER COMMENTS (Summarized):

Commissioner Frankenhauser: She stated that she has accepted a position with Habitat for Humanity as the Home Improvement Program Manager. She stated that Habitat has refrigerator and lightbulb replacement programs for renters that are DTE customers. Z. Fosler stated that YHC properties are unable to utilize refrigerator replacement due to recent renovations, but may be able to pursue lightbulb replacement. She also stated that Habitat will be hosting an upcoming meeting of the Washtenaw Housing Education Partners to discuss homeownership education. She agreed to attend the meeting and report back to the Board if Z. Fosler is unable to attend.

Commissioner Hollifield: He stated that he fully supports the newly implemented security measures because resident safety is a priority of the YHC.

Commissioner Palmer: She stated that she enjoys participating at Board meetings, and she is proud of the progress on the New Parkridge project.

Commissioner Smith: She stated that this was a good meeting and YHC continues to do good things. She is looking forward to attending the NAHRO Summer Conference and working toward achieving future goals.

ADJOURN: C. Hollifield moved to adjourn, second by T. Palmer **Passed 4-0. Meeting adjourned at 7:28pm**

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 July 13, 2017.

	YEAS	NAYS	ABSENT
Commissioner Frankenhauser	_____	_____	_____
Commissioner Hollifield	_____	_____	_____
Commissioner Moore	_____	_____	_____
Commissioner Palmer	_____	_____	_____
Commissioner Smith	_____	_____	_____

Zachary D. Fosler, Executive Director