

Minutes of the Ypsilanti Housing Commission

Thursday, September 14, 2017 – 6:00 p.m.

601 Armstrong Dr., Ypsilanti, MI 48197

Meeting called to order at 6:14pm by Commissioner Smith

ROLL CALL:

- | | |
|--------------------------------|---------|
| • Commissioner Frankenhauser | Present |
| • Commissioner Hollifield | Absent |
| • Commissioner Moore | Present |
| • 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. H. Frankenhauser moved to approve the agenda as written, second by A. Moore.

Motion passed 4-0

APPROVAL OF MINUTES: R. Smith asked if there were any changes to be made to the meeting minutes of August 10, 2017. H. Frankenhauser moved to approve the minutes as written, second by T. Palmer.

Motion passed 4-0

AUDIENCE PARTICIPATION: Tazjianna Davis, T. Palmer's daughter, was present to observe meeting proceedings.

CITY COUNCIL MEMBERS' COMMENTS AND QUESTIONS: None.

RESIDENT COUNCIL REPORT: T. Hearn stated that the Family Empowerment Program has interns that can assist T. Palmer with developing a resident council. T. Hearn stated that she will pass along the interns' contact info.

OLD BUSINESS:

- **YHC Youth Video Project Update:** A. Moore stated that the video will be screened on Saturday, September 16 at 4pm at Riverside Arts Center. The screening is free and open to the public. Donations will be accepted at the door, and all proceeds will be split with Riverside Arts Center. A. Moore stated that the project has been an incredible honor and learning experience. T. Palmer stated that she is excited that her son will be speaking at the event.
- **Executive Director Workplan Update:** Z. Fosler stated that he does not have any updates and asked the board to table this item until the next meeting. A. Moore suggested that a copy of the updated workplan be included in the meeting packet for all meetings going forward. A. Moore moved to table the workplan update until the next meeting, second by T. Palmer.

Motion passed 4-0

NEW BUSINESS:

- **Election of Officers:** Per ARTICLE II- Officer of the Ypsilanti Housing Commission board of Commissioner BYLAWS Section 6. Election or Appointment. The Chairperson and Vice Chairperson shall be elected at the Annual Meeting of the Commission from among the Commissioners of the Commission, and shall hold office for one year or until their successors are elected. The Secretary will be the existing Executive Director duly appointed by the Commission.

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Z. Fosler conducted the annual vote for the election of officers. R. Smith nominated A. Moore to continue as Vice Chair. A. Moore nominated T. Palmer for Vice Chair because she has been very active during her first year as a commissioner. T. Palmer stated that she would like to wait until next year to accept a nomination for Vice Chair. The board voted for A. Moore to continue as Vice Chair.

Ayes: 4 Nays: 0

A. Moore nominated R. Smith to continue as Chair. The board voted for R. Smith to continue as Chair.

Ayes: 4 Nays: 0

R. Smith stated that she encourages newer board members to take on leadership roles because A. Moore and herself have been longstanding board members. R. Smith stated that every board member has the potential to lead this board and support the excellent work of the Executive Director.

- **Potential Senior Housing Development:** Z. Fosler presented a senior housing development opportunity to the board. Z. Fosler stated that he was contacted by the City of Ypsilanti and the NRP Group, an affordable housing developer based out of Cleveland, to discuss developing 70 units of affordable senior housing near the intersection of Michigan Ave. and Hawkins. Z. Fosler has provided the NRP Group with the necessary documentation for a tax-credit application but is waiting for the split of the developer fee to be finalized before moving forward. Z. Fosler stated that MSHDA requires fifty percent of the developer fee to be paid to a non-profit partner (YHC) in a tax-credit application if the application takes non-profit points. Z. Fosler stated that he is currently working with Chesapeake Community (CCA) Advisors to evaluate the proposed project and will involve YHC legal counsel when appropriate. A. Moore asked how senior income is defined. Z. Fosler stated that social security is the largest factor in determining senior income. A. Moore stated that YHC's success can be largely attributed to working with CCA, and she encouraged Z. Fosler to enter into a formal partnership to keep working with CCA going forward. Z. Fosler stated that CCA is dedicated to maintaining its relationship with the YHC because the New Parkridge and Strong Future development projects have been very successful and CCA is a co-general partner on both developments.

A. Moore asked Z. Fosler to summarize how services for the elderly residents of the proposed development will be funded indefinitely. Z. Fosler stated that the Family Empowerment Program is working on a grant application to fund a program to support residents that are aging in place. A. Moore stated that funding to support aging in place should be worked into the deal in some capacity. T. Palmer stated that many people in the area are passionate about caring for the elderly. H. Frankenhauser asked why the development will have mostly two-bedroom units if it is designed for seniors. Z. Fosler stated that he will ask the NRP Group about the site design and follow-up with the board. T. Palmer stated that she has heard from many people who used to live on the south side of Ypsilanti that would like to return because of all the development in the area. Z. Fosler stated that he will call a special meeting if the project moves forward before the tax credit application deadline of October 2.

Affordable Housing Task Force: Z. Fosler stated that the Mayor plans to propose the formation of an affordable housing task force at the next City Council meeting. Z. Fosler stated that if the task force is approved, the Mayor would like a member of the YHC Board to participate. Z. Fosler stated that he plans to attend a special meeting of City Council regarding affordable housing and International Village, a potential Water Street housing and retail development. Z. Fosler stated that he will express his support for the International Village development and explain the difficulty of developing affordable housing on the Water Street site. Z. Fosler stated that the potential development can generate revenue for the City and free up more funds to develop affordable housing on other sites. A. Moore asked which ward Water Street is in because she would like to see future development focused in the ward in which the Parkridge community is located. R. Smith asked Z. Fosler if he knows who is opposed to

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the International Village development. Z. Fosler

stated that the City Council special meeting was requested by the City of Ypsilanti Human Relations Commission.

A. Moore recalled that an audience participant at a previous YHC meeting is a member of that commission, and encouraged Z. Fosler to reach out to him. Z. Fosler stated that he will try to contact the audience participant.

MONTHLY REPORTS:

- **Regulatory, Oversight, and Legal Actions:** Z. Fosler gave an update on the pending lawsuit related to an alleged slip-and-fall injury occurring at a now demolished public housing unit on Maus Avenue. The plaintiff's attorney has requested additional information from YHC. Z. Fosler is working with YHC's attorney to comply with this request by the October 18th deadline.
- **RAD Construction Update:** Z. Fosler stated that the New Parkridge community building is on schedule for completion by mid-October. Z. Fosler stated that he continues to discuss solar panel installation with Charthouse Energy. All units along Armstrong Dr. are completed and fully occupied. A. Moore asked Z. Fosler to create a plan to address safety hazards within and around the YHC office building. A. Moore stated that the potholes in the parking lot and railing leading up to the front door need significant repairs. A. Moore stated that she has received complaints from residents about lack of outdoor storage for bikes and other items. A. Moore stated that residents have reported bikes being stolen and would like to have the issue resolved. A. Moore suggested that property management consider creating secure outdoor storage areas for residents to place their belongings. She has also received complaints about a drainage issue on the properties near the New Parkridge development. A. Moore stated that the grounds of New Parkridge are higher than nearby properties, but she would like Rohde, the general contractor, to consider creating some sort of rain barrier between the two areas.

T. Palmer, YHC's resident commissioner, stated that she is having issues with trash storage outside of her unit. Z. Fosler stated that he will follow up with property management about the issue. R. Smith asked Z. Fosler if he needs permission from the board to move forward with safety hazard repairs or selling the YHC-owned cars sitting outside the office. Z. Fosler stated that he does not need permission from the board to move forward with repairs and the board has already passed a resolution to move forward with the car sales. Z. Fosler stated that Armstrong Dr. and the YHC/Parkridge Community Center parking lot belongs to the City and the City is responsible for repairs. Z. Fosler stated that he has been trying to negotiate repairs with the City's Public Works department since this summer.

- **Financial Reports:** Z. Fosler and the board reviewed and discussed financial reports. Z. Fosler stated that Beth Steffen, YHC's asset manager, plans to call into the next meeting per the request of board members who would like a review of how to analyze financials. Z. Fosler stated that Beth has provided a written summary of how she puts together the financials each month for the board's reference. A. Moore asked Z. Fosler to work on a ten-year financial plan for YHC as part of next year's executive director workplan.

DIRECTOR'S REPORT:

- **Vandalism:** Z. Fosler summarized issues with vandalism at the YHC office and vacant units at New Parkridge. Z. Fosler stated that those responsible for damage to YHC's vehicles and vacant units are most likely local children who may be residents. A. Moore asked if property management plans to reach out and work with the children so that they aren't solely being punished. Z. Fosler stated that property management and the Family Empowerment Program have a series of community meetings planned and Darlene, FEP's support services coordinator, has reached out to provide support to the children and their families.

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- **Security:** Z. Fosler stated that he is considering renting YHC office space to Great Lakes Security to as a means to offset the cost of security services for YHC properties. A. Moore encouraged Z. Fosler to work with YHC's accountant to make sure that the transaction is done properly.
- **National NAHRO Conference:** Z. Fosler reminded the board to register for the October National NAHRO Conference, including the Ethics for Commissioners course.

COMMISSIONER COMMENTS:

Commissioner Frankenhauser: She stated that she is sad to miss the film screening on Saturday, but she is excited to see it in the future. She stated that she met with Z. Fosler and Marquan Jackson, Director of FEP, to discuss how to develop programming for homeownership education. At that meeting, they decided to invite the director of low-income mortgage programs at Old National Bank, and the director of homeownership education programs at Habitat for Humanity to collaborate on creating programs for residents.

Commissioner Moore: She stated that this was a good meeting and she thanked T. Palmer for providing dinner for the board.

Commissioner Palmer: She stated that she is excited for the film screening on Saturday.

Commissioner Smith: She stated that this was an awesome meeting. She also encouraged the board to start thinking about extending Z. Fosler's contract with a multi-year term.

ADJOURN: H. Frankenhauser moved to adjourn, second by A. Moore. **Passed 4-0. Meeting adjourned at 7:33pm**

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 September 14, 2017.

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

Zachary D. Fosler, Executive Director