

Minutes of the Ypsilanti Housing Commission

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

601 Armstrong Dr., Ypsilanti, MI 48197

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

ROLL CALL:

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| • 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 moved to amend the agenda to include a presentation by Mark Reed, Family Empowerment Program MSW intern, under new business and approve the amended agenda, 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 November 9, 2017. A. Moore moved to approve the minutes as written, second by R. Smith.

Motion passed 3-0, Abstention 1 (H. Frankenhauser)

R. Smith asked if there were any changes to be made to the meeting minutes of December 7, 2017. A. Moore moved to approve the minutes as written, second by T. Palmer.

Motion passed 4-0

AUDIENCE PARTICIPATION: Marquan Jackson, the Director of the Family Empowerment Program, was in attendance. M. Jackson thanked Commissioner Palmer for attending the Hamilton Crossing holiday party. M. Jackson stated that he would like to express his gratitude to T. Palmer for volunteering her time to engage with residents and the community. He also congratulated T. Palmer on the work she is doing with Success By Six focusing on early childhood education. T. Palmer stated that she enjoyed the party and the opportunity to meet new residents. M. Jackson stated that FEP is partnering with the weatherization team at OCED to host an energy efficiency workshop with residents. M. Jackson also thanked the YHC for its classroom sponsorship in the EMU/YMCA/YHC Early Childhood Center that will be opening in late January.

CITY COUNCIL MEMBERS' COMMENTS AND QUESTIONS: None.

RESIDENT COUNCIL REPORT: T. Palmer stated that she will be meeting with FEP to finalize plans for a resident council before the end of the year. M. Jackson suggested that T. Palmer and FEP work to identify 2-3 individuals from each YHC site that would be good candidates for a resident council and to identify meaningful projects for the council to take ownership of.

OLD BUSINESS: None.

NEW BUSINESS:

- **Youth Council Proposal:** Mark Reed, FEP MSW Intern, presented a proposal for a YHC Youth Council. The purpose of the youth council is to provide a platform for youth residents to advocate for themselves within the community. The youth council will focus on skill-building in the areas of community organizing and self-advocacy, M. Reed asked the board to provide a financial contribution for the council that will be starting up in

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January. M. Jackson stated that this proposal is a great opportunity for youth to develop the skills to take ownership of their community. T. Palmer stated that she participated in a similar program during her youth. The Board expressed their support of the idea and look forward to it coming to fruition.

- **Resolution #17-07 – To Set 2018 Meeting Schedule:** The board discussed the 2018 meeting schedule. A. Moore moved to approve Resolution 17-07, second by H. Frankenhauser.

Resolution 17-07 passed 4-0

MONTHLY REPORTS:

- **Regulatory, Oversight, and Legal Actions:** None.
- **RAD:** Z. Fosler stated that construction on the New Parkridge project is expected to be completed by the end of the year. A. Moore asked if there is a backup plan in case the project is not completed. Z. Fosler stated that the first step would be to discuss a credit adjustor with the project's syndicator and the next step would be to discuss penalties with the general contractor. Z. Fosler stated that he believes the project will be completed on time and these measures will not be necessary. A. Moore asked if the YHC and CCA are being strategic with the allocation of resources so that the majority of units are completed on time. Z. Fosler stated that the schedule has been amended to prioritize unit delivery above the management building. A. Moore stated that she hopes that workers' safety is the number one priority. A. Moore asked for an update on landscaping to prevent flooding in the yards of neighboring homes. Z. Fosler stated that he had an architect walk the area and determined that the water flooding the homes is not coming from New Parkridge. Z. Fosler offered to have dirt deposited into the resident's yard, but she declined. A. Moore stated that the installation of a rain garden can be a potential project for the YHC. Z. Fosler stated that installation of solar panels on the Amos Washington Building is still forthcoming, but that power to the building needs to be supplied first.
- **Financial Reports:** Z. Fosler and the board reviewed and discussed the financial reports. Z. Fosler stated that the YHC fiscal year end has been changed to December, and a six-month audit report is forthcoming. A. Moore asked Z. Fosler to give an update on the vacancy rate for each property to make sure rates are not higher than normal. Z. Fosler stated that New Parkridge is being occupied as buildings are completed, Deborah Strong Housing only has one vacancy, and Hamilton Crossing has four vacancies. Z. Fosler stated that these vacancy rates are normal given the number of total units.

DIRECTOR'S REPORT:

- **YHC Vehicle Update:** Z. Fosler stated that he has made progress with removing the vandalized vehicles from the office premises. Two vehicles will be repaired and utilized by FEP, one will be used by the Hamilton Crossing maintenance team, and one is being sold.
- **Urban Institute Senior Housing Meeting:** Z. Fosler attending a meeting held by the Urban Institute to discuss affordable senior housing in Southeast Michigan.
- **NCRC NAHRO Board Meeting:** Z. Fosler stated that he will be attending the North Central Regional Council NAHRO Board meeting and training in Chicago in January.
- **New Parkridge Ribbon-Cutting Ceremony:** Z. Fosler stated that a date has been set for the ribbon-cutting ceremony: Wednesday, January 24 at 10am.
- **YHC Board Retreat:** A. Moore asked if a date has been set for the board's next retreat. T. Hearn stated that she will follow up with a date. R. Smith stated that the board should have an evaluation during the retreat.

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- **Coordinating Funding (CoFu):** Z. Fosler stated that the YHC has submitted a Request for Information for the 2018 round of CoFu in order to fund PSH services in New Parkridge units.
- **African-American Ypsilanti Signage Project:** Z. Fosler stated that he attended a community meeting concerning the project. M Jackson thanked Z. Fosler for contributing historical information for the Parkridge community signage.

COMMISSIONER COMMENTS:

Commissioner Frankenhauser: She asked for follow up regarding the installation of in-unit bike storage. Z. Fosler stated that installations will occur upon request.

Commissioner Moore: She stated that she is looking forward the upcoming board retreat. She welcomes any opportunity to make the board better and she supports R. Smith's suggestion of creating a board evaluation. She thanked M. Jackson and M. Reed for attending and she thanked Z. Fosler and T. Hearn for their continued hard work.

Commissioner Palmer: She stated that she's excited about the proposal to start a youth council.

Commissioner Smith: She thanked M. Reed for presenting the youth council idea. She complemented M. Jackson for his amazing work in the community.

ADJOURN: A. Moore moved to adjourn, second by T. Palmer. **Passed 4-0. Meeting adjourned at 6:53pm**

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 December 14, 2017.

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

Zachary D. Fosler, Executive Director