

Minutes of the Ypsilanti Housing Commission

Tuesday, November 12, 2019 – 6:00 p.m.

831 Hilyard Robinson Way, Ypsilanti, MI 48197

Meeting called to order at 6:10pm by Commissioner Smith

ROLL CALL:

- Vacant
- Commissioner Brown Absent
- Commissioner Frankenhauser Present
- Commissioner Palmer Present
- Commissioner Smith Present

Others present:

- Executive Director/CEO Z. Fosler
- Tarah Hearn, YHC

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 T. Palmer

Motion passed 3-0

APPROVAL OF MINUTES: R. Smith asked if there were any changes to be made to the meeting minutes of October 15, 2019. H. Frankenhauser moved to approve the minutes as written, second by T. Palmer.

Motion passed 3-0

AUDIENCE PARTICIPATION: None.

CITY COUNCIL MEMBERS' COMMENTS AND QUESTIONS: None.

RESIDENT ASSOCIATION REPORT: T. Palmer stated that she is meeting with a colleague who started up the resident association at Sycamore Meadows. Z. Fosler stated that he met with T. Palmer to discuss goals for the association and the main goal is to get neighbors to meet each other and engage in the community with their children. T. Palmer stated that she has the goal of providing children's events that promote life skills as well as events that engage adults.

OLD BUSINESS:

- **Vacant Board Position:** H. Frankenhauser stated that she met with Yen Azzaro to gauge her interest in becoming a board member. Z. Fosler stated that he sent Yen the board orientation packet to look over and he will be meeting with her later in the week to determine if she is interested.
- **Succession Plan:** Z. Fosler stated that he hasn't received feedback from YHC's attorney. R. Smith stated that he will follow up with him.
- **ED Workplan/Board Workplan:** Z. Fosler stated that he will present document that states his accomplishments for 2019 and a 2020 workplan at the next meeting. R. Smith stated that the 2020 workplan should be placed on meeting agendas bimonthly. The board reviewed the Board Goal Sheet for 2019. H. Frankenhauser stated the board should commit to 5 of these items for the 2020 Board Workplan.

R. Smith made a motion for a brief recess. Meeting recessed at 6:28pm. The meeting was re-adjoined at 6:32pm

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NEW BUSINESS:

- **Resolution #19-03 MERS Retiree Health Funding Vehicle Uniform Resolution:** Z. Fosler stated that the purpose of this resolution is to create a trust for post-employment benefits of YHC employees and retirees.
Resolution 19-03 passed 3-0
- **Resolution #19-04 MERS Authorized Signatories for Contracts and Service Credit Purchase Approvals:** Z. Fosler stated that the purpose of this resolution is to authorize the Executive Director to sign MERS documents on behalf of the YHC.
Resolution 19-04 passed 3-0

MONTHLY REPORTS:

- **Regulatory, Oversight, & Legal Actions:** None.
- **Development Update:** Z. Fosler stated that he has been reviewing an analysis regarding 206 N. Washington that he received from CCA. The analysis shows that the YHC is just short of being competitive for a tax credit application. Z. Fosler stated that he will follow up to see how this can be rectified, and he is still waiting for an RFP for the property to be released by the City. Z. Fosler stated that he will also be following up with St. Joe's Hospital regarding a potential partnership.
- **Security/Safety Update:** Z. Fosler stated that he will have a call with property management and CCA to determine how much the YHC can afford to contribute to the cost of security services.
- **Finance Reports:** The board reviewed and discussed financial reports and the finance cover sheet. The board also reviewed the eviction report. Z. Fosler stated that he will follow up regarding the variance amounts for Strong Future. H. Frankenhauser asked for clarification on if eviction notices are filed with the court before they are posted to the resident's door. T. Hearn will follow up with property management for clarification.

DIRECTOR'S REPORT:

- **Harvest Parties:** Z. Fosler stated that the harvest parties at each site went very well, particularly the party at Hollow Creek that was planned and hosted by a resident.
- **New Parkridge PSH Provider:** Z. Fosler stated that he has resigned a contract for PSH services with Avalon with a termination of 60 days. He stated that the YHC is in the process of establishing FEP as the PSH provider for New Parkridge.

COMMISSIONER COMMENTS:

Commissioner Frankenhauser: She stated that she is excited for the new commissioner to come on board. She also stated that she is excited to choose goals for 2020.

Commissioner Palmer: She stated that she is excited about working on the resident's association.

Commissioner Smith: She stated that she is looking forward to making progress on goals and she enjoys working with fellow board members.

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ADJOURN: H. Frankenhauser moved to adjourn, second by R. Smith. **Passed 3-0. Meeting adjourned at 7:01pm**

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 November 12, 2019.

	YEAS	NAYS	ABSENT
Commissioner Brown	_____	_____	_____
Commissioner Frankenhauser	_____	_____	_____
Commissioner Palmer	_____	_____	_____
Commissioner Smith	_____	_____	_____

Zachary D. Fosler, Executive Director & CEO