

## Minutes of the Ypsilanti Housing Commission

Thursday, August 25 – 6:00 p.m.

601 Armstrong Dr., Ypsilanti, MI 48197

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

### ROLL CALL:

- Commissioner Boone Absent
- Commissioner Brannon Absent
- Commissioner Hollifield Present
- Commissioner Moore 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. A. Moore moved to approve the agenda as written, second by C. Hollifield

**Motion passed 3-0**

**APPROVAL OF MINUTES:** R. Smith asked if there were any changes to be made to the meeting minutes of July 28, 2016. A. Moore moved to approve the minutes as presented, second by C. Hollifield.

**Motion passed 3-0**

**AUDIENCE PARTICIPATION:** Z. Fosler introduced Stephanie Canada, KMG Property Manager, to the Board.

**CITY COUNCIL MEMBERS' COMMENTS AND QUESTIONS:** None present.

**RESIDENT COUNCIL REPORT:** Z. Fosler explained that Commissioner Boone has been meeting with a group of residents. He attended the first meeting where residents expressed an interest in hosting a community event. Also, resident councils have been included as part of the Strong Families Fund work plan.

### OLD 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.
- **Discussion of YHC Regular Meeting Schedule**

A. Moore made a motion to table the election of officers and the discussion of YHC regular meeting schedule until next meeting, second by C. Hollifield

**Motion passed 3-0**
- **Discussion of Fall Board Retreat-** A. Moore expressed that the Board should focus its strategic planning on empowering residents. A. Moore and R. Smith suggested inviting residents to the Fall Board Retreat. Board members suggested setting a date and an agenda via email or phone. The Board also discussed inviting a representative from Avalon Housing or Family Empowerment Program to speak about permanent-supportive housing and other social services provided for residents.

**NEW BUSINESS:** None.

### MONTHLY REPORTS:

- **Regulatory, Oversight, and Legal Actions:** None.

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- **RAD Construction Update:** Z. Fosler reported that the Parkridge demolition is only slightly behind due to the Strong Futures project being delayed due to budget constraints and change orders. A. Moore asked if there is data to back up Z. Fosler's report. R. Smith asked if the delays were unforeseen, and she supported A. Moore's request for data. A. Moore asked if the contingency funds remaining are appropriate for the current stage of completion for the project. Z. Fosler replied that he will follow up with V. Vaughn to obtain data.
- **Financial Reports:** Z. Fosler and the Board reviewed and discussed the financial reports. Z. Fosler explained that the financials will be updated because the YHC accountant is finishing up year-end reporting and an audit will take place in early December. A request has been submitted to the HUD field office to change the fiscal year. The Board discussed the potential of using profits to start new development projects and congratulated Z. Fosler on a job well done.
- **Hamilton Crossing:** Z. Fosler suggested removing this report as a permanent agenda item because it is included in the financial report.

### DIRECTOR'S REPORT:

- **Towne Centre Place:** Z. Fosler has received numerous calls regarding issues at Towne Centre Place. He is exploring the potential for YHC to acquire the site.
- **Public Housing Executive Directors Meeting:** The YHC hosted the bi-monthly Regional Public Housing Executive Directors Meeting at the Sauk Trail Pointe community center. During that meeting, Z. Fosler explained the YHC's RAD conversion process.
- **New Parkridge Groundbreaking Ceremony:** The ceremony was a success and many notable people, including Congresswoman Debbie Dingell and Mayor Amanda Edmonds, were present.
- **National NAHRO Conference:** Z. Fosler will be speaking about the Strong Families Fund at the National NAHRO conference in October.
- **Resident Grievances:** Z. Fosler reported that T. Boone had received some grievances during a resident meeting. He will touch base with T. Boone to see if there are any issues.
- **Warranty Issues:** Z. Fosler explained that it is important to educate residents on how to operate appliances in order to cut down on maintenance requests. Z. Fosler reported that a resident in a Maus unit has been experiencing mold. R. Smith asked if it is safe for the resident to live there while waiting for the unit to be tested and cleaned. Z. Fosler responded that it is safe for the resident to be there. Also, the resident needs to be educated on how to operate the air conditioner.
- **EMU Welcome Reception:** Z. Fosler attended the welcome reception for the new EMU President and he expressed how valuable the relationship with EMU is.

### COMMISSIONER COMMENTS:

- Commissioner Hollifield: He stated that this was a very good meeting. He also spoke to a resident on Maus Ave. who loves their new unit.
- Commissioner Moore: She stated that the groundbreaking was great and it was nice to hear different perspectives within the community.

**Minutes of the Ypsilanti Housing Commission**

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- Commissioner Smith: She stated that she enjoyed the groundbreaking and was very proud to be a part of the YHC. She also encouraged the board commissioners to attend the October NAHRO conference. She also suggested scheduling a meeting with Revision Parkview, meeting with residents during the Board Retreat, and reviewing the YHC LLCs during the Board Retreat.

**ADJOURN:** C. Hollifield moved to adjourn, second by A. Moore. **Passed 3-0. Meeting adjourned at 7:04pm**

**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 August 25, 2016.

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

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Zachary D. Fosler, Executive Director