

## Minutes of the Ypsilanti Housing Commission

Tuesday, February 14<sup>th</sup>, 2023 – 6:00 p.m.

New Parkridge, 831 Hilyard Robinson Way

**Meeting called to order** at 6:05 p.m. by Commissioner R. Smith.

### ROLL CALL:

- Commissioner Brown Present
- Commissioner Palmer Present
- Commissioner Simmons Present
- Commissioner R. Smith Present
- Commissioner Williams Present

### Others Present

- Zac Fosler, YHC
- Deandre Webster, YHC
- Kate Harris, NEW Center

**APPROVAL OF AGENDA:** R. Smith asked if there were any changes to be made to the agenda. M. Simmons moved to amend the agenda to have the NEW Center provide their presentation prior to the property management update, second by L. Williams. **Motion passed, 5-0.**

**APPROVAL OF MINUTES:** R. Smith asked if there were any changes to be made to the Minutes from January 10<sup>th</sup>, 2023. L. Williams moved to approve the Minutes second by M. Simmons. **Motion passed, 5-0.**

**AUDIENCE PARTICIPATION:** None.

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

**NEW Center:** K. Harris gave a presentation that included goals, next steps, and a project timeline for the upcoming board working sessions. K. Harris stated that she would reach out to each board member and YHC staff to schedule one-on-one interviews.

**PROPERTY MANAGEMENT UPDATE:** KMG's regional property manager was unavailable to attend the meeting, so Z. Fosler reported out. Strong is at a 96% occupancy rate, Hamilton Phase 1 is at a 92% occupancy rate, Hamilton Crossing Phase 2 is at a 95% occupancy rate, and New Parkridge has an 89% occupancy rate.

Z. Fosler has asked property management for an update and a written plan for financial recovery across the sites. He also requested an update on the plan moving forward with the waitlist and clarification of what is being communicated to those on the waitlist. KMG has committed to providing an annual break-even report by the end of the week. The waitlist process has been very challenging. Many important details that were previously discussed with property management were not implemented in the launch of the waitlist. While the list is salvageable, the oversights have resulted in additional work for on-site staff that already have a lot on their plate. Z. Fosler will follow up with KMG on how to go about collecting household data from those on the waitlist. R. Smith suggested that Z. Fosler meeting with KMG right after the written plan is received.

M. Simmons stated that he is upset with the waitlist process, considering that plans were discussed during a previous board meeting. M. Simmons stated that receiving a written plan and a waitlist update are his top two priorities.

**Minutes of the Ypsilanti Housing Commission**

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**NEW BUSINESS:** None

**MONTHLY REPORTS:**

- **Regulatory, Oversight, & Legal Actions:** None.
- **Development Update:** Z. Fosler stated that the current focus is to get the YHC’s current properties in order before further exploration of development opportunities. There was consensus among the board that this is the appropriate course of action.
- **Facilities & Security Update:** Z. Fosler stated that he is waiting to receive a copy of the security schedule to review rates and patrolling frequency.
- **Finance Reports:** R. Smith stated that the property finances were discussed during the property management update. R. Smith stated that Z. Fosler has been on top of the concerns presented by the board and has actively been in communication with property management. R. Smith stated that the board would like a representative from KMG present at the board meetings, and if a representative is not available, to please provide advanced notice.

**DIRECTOR’S REPORT:**

- **Michigan CLASS:** Z. Fosler stated that since passing the resolution to invest with Michigan CLASS, the investment account has been growing.

**COMMISSIONER COMMENTS:**

- **Commissioner Brown:** None
- **Commissioner Palmer:** None
- **Commissioner Simmons:** None
- **Commissioner Smith:** Stated that she has nominated L. Brown for a member-at-large position on the MI NAHRO board, and she stated that she had accepted a nomination to be MI NAHRO Senior VP. She said she is looking forward to the opportunity and that everyone is doing a great job and is looking forward to the future.
- **Commissioner Williams:** None

**ADJOURN:** M. Simmons moved to adjourn, second by L. Williams. **Passed 5-0. Meeting adjourned at 7:13 p.m.**

**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 **February 14<sup>th</sup>, 2023.**

	YEAS	NAYS	ABSENT
Commissioner Brown	_____	_____	_____
Commissioner Palmer	_____	_____	_____
Commissioner R. Smith	_____	_____	_____
Commissioner Simmons	_____	_____	_____
Commissioner Williams	_____	_____	_____

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Zachary D. Fosler, Executive Director & CEO