

Minutes of the Ypsilanti Housing Commission

Tuesday, February 26, 2019 – 6:00 p.m.

831 Hilyard Robinson Way, Ypsilanti, MI 48197

Meeting called to order at 6:06pm by Commissioner Smith

ROLL CALL:

- Commissioner Brown Present
- Commissioner Frankenhauser Present
- Commissioner Moore Absent
- Commissioner Palmer Absent
- Commissioner Smith Present
- Executive Director/CEO Z. Fosler Present
- Tarah Hearn, YHC Present
- David Soule, KMG Prestige Present
- Cris Davis, KMG Prestige Present

APPROVAL OF AGENDA: R. Smith moved to amend the agenda for KMG to give an update on evictions and financials and to add rescheduling the March board meeting under new business. R. Smith asked if there were any other changes to be made to the agenda. H. Frankenhauser moved to approve the agenda as amended, second by R. Smith.

Motion passed 3-0

KMG Property Management Update: David Soule and Cris Davis gave an update on property management operations. Cris stated that 3 evictions are in process for Deborah Strong Housing. R. Smith asked for an estimate on delinquency. David stated that the estimate is \$10,000 and a portion of this amount is due to residents being on repayment plans. Z. Fosler asked if HUD repayment plan amounts are included in delinquency reports. David stated that property management staff will be following up with each resident who has submitted a work order to make sure the work has been completed satisfactorily. H. Frankenhauser asked if cannabis usage is a screening factor for new hires. Cris stated that KMG does not drug test prior to hiring and cannabis possession is not an automatic disqualification for hire. Cris stated that there is 1 eviction in process for New Parkridge and 14-day notices were sent out to every delinquent resident. David stated that costs will be higher for maintenance work during the first few months of 2019 due to HUD REAC inspections. David stated that utility allowance costs at New Parkridge have increased due to a DTE meter issue that has been resolved.

APPROVAL OF MINUTES: R. Smith asked if there were any changes to be made to the meeting minutes of January 8 and January 17, 2019. H. Frankenhauser moved to approve the minutes as written, second R. Smith.

Motion passed 3-0

AUDIENCE PARTICIPATION: None.

CITY COUNCIL MEMBERS' COMMENTS AND QUESTIONS: None.

RESIDENT ASSOCIATION REPORT: Z. Fosler stated that T. C. Collins will be starting a gardening program at New Parkridge. Raised garden beds were installed at Sauk Trail Pointe last year, but resident engagement was low. Z. Fosler stated that he will be meeting with Darlene Holliday and Growing Hope to discuss 2019 programming. R. Smith asked about landscaping in front of the YHC office. Z. Fosler stated that mulch will be spread and perennials should come up. KMG will host resident meetings at each site beginning in March. H. Frankenhauser asked if there will be surveys to collect feedback from residents. Z. Fosler stated that he will follow up.

OLD BUSINESS:

- **Succession Planning:** R. Smith stated that a succession plan draft will be presented at the March meeting.

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NEW BUSINESS:

- **Executive Director Workplan:** Z. Fosler stated that he is ready to meet with A. Moore to go over the 2018 workplan evaluation. R. Smith asked Z. Fosler to send a copy of his workplan to L. Brown since she has not yet seen one.
- **Rescheduling March meeting:** The board decided to cancel the regular March meeting and hold it prior to the board retreat on March 10.

MONTHLY REPORTS:

- **Regulatory, Oversight, & Legal Actions:** R. Smith stated that David Blanchard is ready and willing to continue providing legal services to the YHC.
- **Development Update:** Z. Fosler asked the board if this discussion can be tabled until March. The board agreed.
- **Security/Safety Update:** Z. Fosler stated that an assault occurred in a resident's unit at New Parkridge. The police are investigating the issue. He also stated that property management staff has discussed scaling back on security until the summer.
- **Finance Reports:** Z. Fosler and the Board reviewed and discussed financial reports and the monthly finance cover sheet.
- R. Smith asked to see the most recent Family Empowerment Program report.

DIRECTOR'S REPORT:

- **NAHRO Board Nomination:** R. Smith is a candidate for the MI NAHRO Board and VP of Commissioners for NCRC NAHRO.

COMMISSIONER COMMENTS:

Commissioner Brown: No Comment

Commissioner Frankenhauser: No Comment

Commissioner Smith: No Comment

ADJOURN: H. Frankenhauser moved to adjourn, second by R. Smith. **Passed 3-0. Meeting adjourned at 7:09pm**

THEREFORE, BE IT RESOLVED:

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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 26, 2019.

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

Zachary D. Fosler, Executive Director