

Minutes of the Ypsilanti Housing Commission

Tuesday, March 14th, 2023 – 6:00 p.m.

New Parkridge, 831 Hilyard Robinson Way

Meeting called to order at 6:08 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

- Z. Fosler, YHC
- D. Webster, YHC
- L. League, KMG
- S. Hernandez, FEP

APPROVAL OF AGENDA: R. Smith asked if there were any changes to be made to the agenda. T. Palmer moved to approve the agenda, second by L. Brown. **Motion passed, 5-0.**

APPROVAL OF MINUTES: R. Smith asked if there were any changes to be made to the Minutes from February 14th, 2023. T. Palmer moved to approve the Minutes second by M. Simmons. **Motion passed, 5-0.**

AUDIENCE PARTICIPATION: None.

CITY COUNCIL MEMBERS' COMMENTS AND QUESTIONS: None.

OLD BUSINESS: None

NEW BUSINESS: None

FEP Project Decoded Update:

S. Hernandez stated that teenage boys ages 12-19 met twice weekly to participate in Project Decoded. While the program was initially intended for boys only, girls between 12-19 can now participate. Project Decoded has been in the works since November 2022 and is a collaboration between the City of Ypsilanti, Parkridge Community Center, and the Ypsilanti Housing Commission.

In the program's first half, teens spend time learning coding, gaming engines, and exploring video game design. During the program's second half, teens eat a meal and play video games. The objective is for the teens to be able to make a video game by the completion of the program. An additional objective is to have older teens become interns at Code 313 at the completion of the program. One teenager, who is 17, has excelled within the first weeks and has since been offered an internship with Code 313. If the internship goes well, there will be an employment opportunity.

There had been ten consistent teenagers who have been participating and they are looking for more teenagers to participate. The program was initially funded for two years and that he wishes that with the program's success,

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additional funding will become available to support the project. R. Smith stated that it is incredible that the program is nearing its capacity.

PROPERTY MANAGEMENT UPDATE:

L. League stated that KMG values its relationship with YHC. Strong Future is down to only one vacancy. City inspections, low manpower, and having to contract out services had put property management in a pinch. She is grateful that the YHC was able to provide some financial relief to help with past-due vendor balances. KMG wants to build a better relationship with the board once inspections are over.

L. League stated that Strong Future has a 99% occupancy rate, Hamilton Crossing Phases I and II have a 98% and 96% occupancy rate, respectively, and New Parkridge has a 90% occupancy rate.

L. League stated that names had been pulled from the waitlist for New Partridge, and six applicants have been identified and will be assigned to units when they are completed. She will follow up with Z. Fosler about moving forward and getting units turned. She has focused on getting the easier units turned to decrease vacancy rates.

L. League stated that her personal portfolio is heavy and that her position will be restructured soon to reduce her workload. She had two lease-ups happening simultaneously. She will have a lighter workload, allowing her to spend more time at the YHC sites.

R. Smith stated that it sounds like L. League is being proactive in solving the problems. R. Smith stated that she is happy that L. League has a plan. She would like to see a timeline of when everything will be caught up.

Z. Fosler stated that KMG and YHC recently had a meeting to discuss finances and that the next steps are to meet with property management and maintenance to create obtainable milestones.

M. Simmons thanked L. League for being here and stated that he is pleased with the rising occupancy rates. He would like the properties to be back on track by the end of the year. M. Simmons asked for an update about city inspections. L. League L Stated that New Parkridge recently passed all city inspections.

L. League stated that the resident wear and tear on the units had made inspections difficult, and not having the manpower makes it even more challenging to pass inspections. Unit turns had been put on the back burner to prep for city inspections. When an inspection is failed, they are assigned another date, and late fees are issued. L. Brown asked if staffing had been an issue. L. League stated that usually, one maintenance tech would be enough to cover New Parkridge, but since all the sites are preparing for city inspections, it is challenging to have maintenance from other sites assist at New Parkridge.

L. League stated that she had submitted a crash team request, where volunteers from other KMG properties could assist with unit turns at YHC sites. L. Williams thanked L. League for her efforts and the progress that has been made. M. Simmons asked for clarification and an update on the waitlist. L. League stated that the waitlist is manageable and that the next step is to gather additional information for those on the waitlist.

MONTHLY REPORTS:

- **Regulatory, Oversight, & Legal Actions:** None.
- **Development Update:** None
- **Facilities & Security Update:** Z. Fosler stated that security rates had been adjusted.

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- **Finance Reports:** R. Smith stated that the board is aware of the work Z. Fosler has been doing. R. Smith stated that she would like to see an improvement in the properties’ finances, but until then, the board is relieved that the YHC has adequate reserves to weather a shortfall.

DIRECTOR’S REPORT:

- Z. Fosler stated that he did take an extended period away from work due to medical leave and stated that in the future, he would notify the board any time he goes under anesthesia.
- Z. Fosler stated that the YHC participated in the elected official tour orchestrated by the Washtenaw Housing Alliance (WHA). This was an excellent opportunity to showcase some of the great work the YHC and FEP are doing, and an opportunity to discuss operational needs and funding challenges.

COMMISSIONER COMMENTS:

- **Commissioner Brown:** None
- **Commissioner Palmer:** None
- **Commissioner Simmons:** He is pleased with Zac with how he tackled the board’s concerns and came back with answers.
- **Commissioner Smith:** Reminded the board to vote in the upcoming Michigan NAHRO election and that she is excited to see the entire board together.
- **Commissioner Williams:** None

ADJOURN: M. Simmons moved to adjourn, second by L. Williams. **Passed 5-0. Meeting adjourned at 7:15 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 **March 14th, 2023.**

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

Zachary D. Fosler, Executive Director & CEO