

Minutes of the Ypsilanti Housing Commission

Monday, April 13, 2020 – 6:00 p.m.

Virtual Meeting

<https://zoom.us/j/177376365>

Meeting ID: 177 376 365

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

ROLL CALL:

- Commissioner Azzaro Present
- Commissioner Brown Present
- Commissioner Frankenhauser Present
- Commissioner Palmer Present
- Commissioner Smith Present

Others present:

- Executive Director/CEO Z. Fosler
- Tarah Hearn, YHC
- David Soule, KMG Prestige
- Lisa League, KMG Prestige
- Marquan Jackson, FEP

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 5-0

APPROVAL OF MINUTES: R. Smith asked if there were any changes to be made to the meeting minutes of March 9, 2020. T. Palmer moved to approve the minutes as written, second by H. Frankenhauser.

Motion passed 5-0

AUDIENCE PARTICIPATION: None.

CITY COUNCIL MEMBERS' COMMENTS AND QUESTIONS: None.

RESIDENT ASSOCIATION REPORT: None.

OLD BUSINESS:

- **ED Workplan Update:** Z. Fosler stated that he needs to update the workplan given the present circumstances.

NEW BUSINESS:

- **COVID19 Updates:** Lisa, from KMG, stated that there are no known cases of the virus at New Parkridge or Deborah Strong Housing among staff or residents. Property managers at both sites are working remotely three days a week. Maintenance is only completing emergency work orders and unit turns. Property management offices are not open to the public. R. Smith asked if there are a lot of units that need to be turned. Lisa stated that Strong has five vacant units and New Parkridge has none. Personal protective equipment (PPE) has been ordered for all staff. Z. Fosler asked if maintenance staff at New Parkridge has been asked to assist with unit turns over at Strong. Lisa stated that she can do so. H. Frankenhauser asked if the pandemic has put a hold on new move ins. Lisa stated that there is no hold up. David, from KMG, stated that the organization has applied for the payroll

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protection program in case funds are needed for staff. H. Frankenhauser asked if staff hours have been cut. David stated that hours have not been cut and staff is still being paid full-time salaries while working remotely.

- M. Jackson, from the Family Empowerment Program, gave an update on resident services during the pandemic. He stated that FEP staff is going into the office on the same days as property management. Approximately 3000lbs of food has been distributed to families in the last two weeks during pop up food pantries at each site. Staff has been setting up tables outside and preparing grab-and-go packages. Residents who need food delivered (i.e. elderly residents) can request delivery. M. Jackson stated that he has been in contact with DTE to address the issue of DTE cutting off utilities for vulnerable residents during a pandemic. He also stated that there has been a significant increase in domestic violence incidents and child abuse incidents, and FEP staff has been working with YPD to address this issue. M, Jackson stated that Ypsilanti Community Schools is distributing tablets to students and FEP staff is working on getting resident families signed up for free wi-fi services. M. Jackson stated that the YHC has been awarded a \$132,500 grant from Washtenaw County to assist with the transition of PSH services at New Parkridge from Avalon to FEP and to help support those services for three years. FEP has also received a \$20,000 grant from United Way which will cover a part-time FEP staff member to work out of Hollow Creek until October. This staff person will focus on connecting residents with technology services. M. Jackson stated that a free transportation program will start next week to transport residents to essential locations (i.e. food pantries, grocery stores, medical appt., banks, etc.)
- **Ypsilanti Tenant Screening Law:** H. Frankenhauser moved to table the topic until the May meeting, second by R. Smith.

Motion passed 5-0

MONTHLY REPORTS:

- **Regulatory, Oversight, & Legal Actions:** None.
- **Development Update:** Z. Fosler stated that he was supposed to go on a tour of Carpenter Place apartments, but the tour has been postponed.
- **Facilities & Security Update:** None.
- **Finance Reports:** The board reviewed and discussed financial reports and the finance cover sheet. H. Frankenhauser asked about auto insurance amounts. Z. Fosler stated that the YHC covers auto insurance for the maintenance trucks and FEP vans.

DIRECTOR'S REPORT: Covered during COVID19 updates.

Commissioner Azzaro: She stated that she hopes everyone is safe and healthy. She is also happy to hear about the work that YHC/FEP is doing. Z. Fosler stated that the insurance increase at Hamilton Crossing is due to a unit fire last year,

Commissioner Brown: No comment.

Commissioner Frankenhauser: She agreed with Commissioner Azzaro.

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Commissioner Palmer: She agreed with Commissioner Azzaro.

Commissioner Smith: She agreed with Commissioner Azzaro.

ADJOURN: H. Frankenhauser moved to adjourn, second by T. Palmer. **Passed 5-0. Meeting adjourned at 6:43pm**

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 April 13, 2020.

| | YEAS | NAYS | ABSENT |
|----------------------------|-------|-------|--------|
| Commissioner Azzaro | _____ | _____ | _____ |
| Commissioner Brown | _____ | _____ | _____ |
| Commissioner Frankenhauser | _____ | _____ | _____ |
| Commissioner Palmer | _____ | _____ | _____ |
| Commissioner Smith | _____ | _____ | _____ |

Zachary D. Fosler, Executive Director & CEO