

Minutes of the Ypsilanti Housing Commission

Tuesday, April 16, 2019 – 6:00 p.m.

831 Hilyard Robinson Way, Ypsilanti, MI 48197

Meeting called to order at 6:07pm by Commissioner Smith

ROLL CALL:

- Commissioner Brown Absent
- Commissioner Frankenhauser Present
- Commissioner Moore Absent
- Commissioner Palmer Present
- Commissioner Smith Present

Others present:

- Executive Director/CEO Z. Fosler
- Tarah Hearn, YHC
- Kathy McCormick, Millennia
- Staci Couch, Millennia
- Cris Davis, KMG Prestige

Millennia Property Management Update: K. McCormick gave a general property update on Hamilton Crossing Phase I & II. She stated that the 3 vacant units in Phase I have move-ins scheduled in the coming weeks. Phase I has no pending evictions. Phase II is 100% occupied. Cinnaire inspections took place last week and Kathy pointed out some landscaping and erosion issues to the inspector. She will be working on getting a proposal from a landscaping company to take care of these issues. The file audit part of the inspections went well. Hamilton Crossing is currently hiring for a maintenance position and Kathy would like to hire from the local community if feasible. S. Couch stated that she is working with Real Page to implement an electronic waiting list for the YHC. Z. Fosler stated that he would like one central application for all potential applicants on the YHC website.

KMG Property Management Update: C. Davis gave general property updates on Deborah Strong Housing and New Parkridge. C. Davis, Z. Fosler, and the Board engaged in a discussion regarding site security. C. Davis stated that delinquency of rent payments has gone down at Deborah Strong Housing, and unit inspections have gone well.

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 3-0

APPROVAL OF MINUTES: R. Smith asked if there were any changes to be made to the meeting minutes of March 10, 2019. T. Palmer moved to approve the minutes as written, second by H. Frankenhauser.

Motion passed 3-0

AUDIENCE PARTICIPATION: None.

CITY COUNCIL MEMBERS' COMMENTS AND QUESTIONS: None.

RESIDENT ASSOCIATION REPORT: T. Palmer stated that she has been trying to get in touch with the Family Empowerment Program to work on the development of a resident association, but she hasn't received any response. Z. Fosler stated that he will follow up with M. Jackson.

OLD BUSINESS:

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- **Board Retreat Debrief:** The board reviewed the summary from last month's board retreat. H. Frankenhauser stated that the board still needs to narrow down the list of goals brainstormed during the retreat. R. Smith stated that her vision is for each board member to pick an area of expertise to report on at each board meeting. For example, she stated that her interest is housing/economic development and T. Palmer's interest is youth programming. R. Smith stated that she believes the board is not reaching its full potential or commitment level. Heidi stated that she would like to add narrowing down the goal list to the agenda for the next meeting and assign focus areas to each board member to report on monthly. Heidi stated that the board should have a workplan that holds board members accountable for community work.
- **Succession Planning:** R. Smith stated that she will continue to work on the succession plan draft with H. Frankenhauser and Z. Fosler and present a draft at the next meeting.

MONTHLY REPORTS:

- **Regulatory, Oversight, & Legal Actions:** None.
- **Development Update:** Z. Fosler stated that New Beginnings Academy currently has an offer from another buyer, but he will update the board if that offer falls through. He also stated that the old Boys & Girls Club building on N. Park is a potential site for development.
- **Security/Safety Update:** C. Davis covered safety during the KMG Property Management Update. Z. Fosler provided the results of a recent inspection of the YHC office by the property insurance carrier. There were no findings or recommendations.
- **Finance Reports:** Z. Fosler and the Board reviewed and discussed financial reports and the monthly finance cover sheet.

DIRECTOR'S REPORT:

- **Community Concerns:** Z. Fosler gave an update on residents raising property management issues at the Parkridge Monday meeting. He stated that he has followed up on the concerns raised and property management has been following protocol. He stated that he will follow up with L. Brown on strategies for addressing resident concerns in a public, community setting. He stated that he and R. Smith will also be meeting with Mayor Bashert to discuss some minor community concerns and to share his vision for the YHC.
- **2018 Workplan Review:** Z. Fosler distributed an updated 2018 workplan to the board for review.
- **NAHRO Election:** Z. Fosler stated that the winners of the Michigan NAHRO election will be announced at the Battle Creek conference. He stated that R. Smith is nominated for an At-Large board position and encouraged all board members to vote.
- **NAHRO "What Home Means to Me" Poster Contest:** Z. Fosler stated that two youth residents have won at the state level. Commissioner Palmer's daughter, Tazjianna Davis, has won an award for the fourth consecutive year and her son, Kurston McMillan entered and won for the first time this year.

COMMISSIONER COMMENTS:

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Commissioner Frankenhauser: She stated that she would like to learn more about how the waiting list process works to figure out if there are any barriers for applicants moving through the waiting list. She is also looking forward to narrowing down goals for the YHC.

Commissioner Palmer: none

Commissioner Smith: none

ADJOURN: H. Frankenhauser moved to adjourn, second by T. Palmer. **Passed 3-0. Meeting adjourned at 7:47pm**

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 16, 2019.

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

Zachary D. Fosler, Executive Director