

Minutes of the Ypsilanti Housing Commission

Wednesday, May 12, 2021 – 6:00 p.m.

Virtual Meeting

<https://zoom.us/j/96113746887>

Meeting ID: 961 1374 6887

Meeting called to order at 6:04pm by Commissioner Smith

ROLL CALL:

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

Others present:

- Executive Director/CEO Z. Fosler
- Tarah Hearn, YHC

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 Y. Azzaro.

Motion passed 4-0

APPROVAL OF MINUTES: R. Smith asked if there were any changes to be made to the meeting minutes of April 14, 2021. T. Palmer moved to approve the minutes as written, second by R. Smith.

Motion passed 4-0

AUDIENCE PARTICIPATION: None.

CITY COUNCIL MEMBERS' COMMENTS AND QUESTIONS: None.

OLD BUSINESS

- **New Parkridge Security & Safety:** Z. Fosler stated that he has responded to Melvin Parson about his safety concerns for the property. He stated that Melvin suggested increased signage for parking. Z. Fosler told him that signage will not necessarily help because the current signage is adequate, but visitors are disregarding it because Broadmoor Security has not been consistently towing unauthorized vehicles. Z. Fosler stated that the Broadmoor contract has been terminated and Great Lakes Security will be starting on May 13. Security will be onsite 12 hours a day, 7 days a week and staff will monitor security cameras. Z. Fosler stated that the window of the front door to the New Parkridge office was vandalized last weekend. He stated that he has camera footage of the incident and YPD has been notified. Y. Azzaro asked if Great Lakes or property management plans to communicate with residents about the change. Z. Fosler stated that T. Hearn will place updates in the newsletter. R. Smith asked if there is a budget for security overtime for when the weather gets nicer. She also asked if incidents are isolated to New Parkridge and if the issue stems from residents or guests of residents. Z. Fosler stated that there is a budget to ramp up security during peak periods (Memorial Day, Fourth of July, etc.) He stated that incidents are mostly concentrated at the New Parkridge site and it is not always clear if the incidents stem from residents or guests. L. Brown asked if security patrols can start at dusk instead of 3pm because most of the incidents happen at night. T. Palmer agreed. Z. Fosler stated that patrols start at 3pm due to safety concerns raised by staff and the number of incidents that have occurred during afternoon hours.

NEW BUSINESS:

- **YHC Employee PTO Policy Discussion:** Z. Fosler proposed a change in YHC's PTO policy to the board. He proposed distributing 40 PTO hours to employees on January 1 (as opposed to July 1) to coincide with YHC's

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fiscal year. He will present a resolution at the next meeting for the board to authorize the distribution of 20 PTO hours on July 1 of this year and 40 PTO hours January 1 of each year moving forward.

MONTHLY REPORTS:

- **Regulatory, Oversight, & Legal Actions:** None.
- **Development Update:** None.
- **Facilities:** Z. Fosler stated that the YHC office will be getting a new roof this summer. R. Smith asked if solar panels will be installed. Z. Fosler said not at this time. He stated that architects came to measure the office and will provide a renovation proposal shortly. He also stated that community gardens will be installed at each YHC site.
- **Finance Reports:** The board reviewed and discussed financial reports and the finance cover sheet. R. Smith asked about the “budget variance for NOI” for Hamilton Crossing Phase I. Z. Fosler stated that he will follow up with CCA. R. Smith also asked about the “2021 projected total reduction to rent” and the “total non-operating expenses” for Strong Housing. Z. Fosler stated he will follow up with the Regional Property Manager. Y. Azzaro asked why snow removal for Hamilton Crossing was over budget. Z. Fosler stated that he will follow up.

DIRECTOR’S REPORT:

- **Solar Panel Grant:** Z. Fosler stated that YHC has been awarded the solar panel grant to install panels on the Hamilton Crossing office. An MOU will be signed in the coming weeks.
- **NCRC NAHRO Conference:** Z. Fosler stated that Tarah and Darlene (FEP) did a great job on the “Communicating with Residents” panel.
- **MI NAHRO Conference:** Z. Fosler stated that he has been presiding over the Michigan NAHRO conference and it is going well.
- **Resident Passing:** Z. Fosler stated that a long-time resident of New Parkridge passed away due to COVID-19. She will be greatly missed.

COMMISSIONER COMMENTS:

Commissioner Azzaro: No comment.

Commissioner Brown: No comment.

Commissioner Palmer: She congratulated Tarah and Darlene on the conference and said it was a great meeting.

Commissioner Smith: She congratulated Tarah and Darlene on the conference and stated she will propose the panel for the National NAHRO Conference.

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ADJOURN: T. Palmer moved to adjourn, second by L. Brown. **Passed 4-0. Meeting adjourned at 6:54pm**

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 May 12, 2021.

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

Zachary D. Fosler, Executive Director & CEO