

Minutes of the Ypsilanti Housing Commission

Thursday, June 14, 2018 – 6:00 p.m.

831 Hilyard Robinson Way, Ypsilanti, MI 48197

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

ROLL CALL:

- Commissioner Frankenhauser Present (via phone)
- Commissioner Moore Present
- Commissioner Palmer Absent
- Commissioner Smith Present
- Executive Director & CEO Z. Fosler Present
- Tarah Hearn, YHC Present

APPROVAL OF AGENDA: R. Smith asked if there were any changes to be made to the agenda A. Moore moved to approve the agenda as written, second by H. Frankenhauser.

Motion passed 3-0

APPROVAL OF MINUTES: R. Smith asked if there were any changes to be made to the meeting minutes of May 10, 2018. H. Moore stated that her commissioner comments should be amended to state that she would like to work on the succession plan before the YHC criminal background screening review and that R. Smith's comment should be amended to include C. Hollifield's name. H. Frankenhauser moved to approve the minutes with the proposed amendments, second by R. Smith.

Motion passed 3-0

AUDIENCE PARTICIPATION: None.

CITY COUNCIL MEMBERS' COMMENTS AND QUESTIONS: None.

RESIDENT COUNCIL REPORT: None.

OLD BUSINESS:

- **Board Evaluation Results:** The board reviewed and discussed the board evaluation results. A. Moore stated that she is surprised at the breadth of responses and suggested that the board may be misaligned. She would like to volunteer to sit with each board member to get a better understanding of where responses are coming from. She would like to create a board workplan based on these discussions. R. Smith agreed, with A. Moore but would like to have a facilitator come in to do this work instead. R. Smith posited that the breadth of responses may be due to different levels of knowledge and experience among board members, or even varied interpretations of the questions. A. Moore stated that she feels a sense of urgency to act based on the evaluation results. She stated that the outcome of facilitation should be board alignment and the beginning of a board workplan. H. Frankenhauser stated that the evaluation is supposed to be a test run before doing an official evaluation with a facilitator. Z. Fosler stated that he will propose some options for a facilitator by the July meeting.

A. Moore asked about the plan to fill the vacant board position. Z. Fosler stated that he has spoken to a few potential candidates, but he needs to review residency requirements to determine if Ypsilanti Township residents are eligible for the position. Z. Fosler stated that he will recommend a candidate to the mayor before the July meeting. H. Frankenhauser asked what sort of skills/knowledge the YHC is looking for in a board member. Z. Fosler stated that C. Hollifield's strength was his connection to the Southside Ypsilanti community. A. Moore stated that a candidate that can speak wisely about the community is valuable.

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MONTHLY REPORTS:

- **Regulatory, Oversight, and Legal Actions:** None.
- **Development:** Z. Fosler stated that he has received potential site drawings from architects and he will pass them along to the board. He stated that CCA has encouraged him to pursue a preservation redevelopment because it is easier to obtain tax credits, but that isn't necessarily an absolute. Z. Fosler stated that he needs to have more discussions about mixed use plans for the YHC office. A. Moore stated that the new YHC design should provide visibility through the building to make the area more inviting for the community. She also stated that it is important to place a senior development in an area that has accessible community resources. Z. Fosler agreed. Z. Fosler stated that the final New Parkridge OHM inspection is forthcoming. A. Moore asked for an update on repairs for the YHC office parking lot, entrance ramp, and surveillance coverage (cameras & lighting). Z. Fosler stated that Rohde will repair the front portion of the parking lot and the City should repair the rest. He stated that he will contact a different contractor for the ramp repairs and follow up with the contractor who is supposed to be completing electrical work. A. Moore asked about the vehicle parked in front of the office. Z. Fosler stated that he will ask FEP if they would like to use the vehicle.
- **Financial Reports:** Z. Fosler and the Board reviewed and discussed financial reports and the monthly finance cover sheet. A. Moore stated that the numbers on the YHC combined financial statement and the finance cover sheet do not match. Z. Fosler stated that he will follow up with the accountant and the asset manager. R. Smith asked Z. Fosler to forward the updated financials to the board once he receives them. R. Smith asked if the asset manager can call into the next meeting. A. Moore asked what property management is doing about uncollected rent. Z. Fosler stated that property management is currently taking action against specific tenants. A. Moore asked if property management could have stepped in prior to uncollected rent becoming a major issue. Z. Fosler stated that he will follow up with property management.

DIRECTOR'S REPORT:

- **Affordable Housing Tax Credit Coalition Charles L. Edson Tax Credit Excellence Award – Honorable Mention:** Z. Fosler accepted the award for New Parkridge in Washington D.C. this week along with Vicki Vaughn from CCA. Congresswoman Debbie Dingell spoke on behalf of the YHC.
- **NAHRO Merit Award:** The New Parkridge development has received a Merit Award from NAHRO. The award will be presented at the Summer NAHRO Conference.

COMMISSIONER COMMENTS:

Commissioner Frankenhauser: She stated that she is excited for a new board member to come on board.

Commissioner Moore: She congratulated the YHC on the grand opening of the Collaborative Childcare Center. She stated that Ward 1 Productions is continuing to do well. The group is currently working on projects documenting the Parkridge Community Center murals and Parkridge Summer Camp. She stated that the Mother's Day photo shoot went well, and the accompanying dinner was amazing to be a part of.

Commissioner Smith: She stated the board will do something for Clarence Hollifield's family to commemorate his service to the board and community.

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ADJOURN: A. Moore moved to adjourn, second by H. Frankenhauser. **Passed 3-0. Meeting adjourned at 7:11pm**

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 June 14, 2018.

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

Zachary D. Fosler, Executive Director