

Minutes of the Ypsilanti Housing Commission
Tuesday, September 11, 2018 – 6:00 p.m.
831 Hilyard Robinson Way, Ypsilanti, MI 48197

Meeting called to order at 6:20pm by Commissioner Smith

ROLL CALL:

- Vacant
- Commissioner Frankenhauser Present
- Commissioner Moore Present
- Commissioner Palmer Present
- Commissioner Smith Present
- Executive Director/CEO Z. Fosler Present
- Tarah Hearn, YHC Present

Commissioner Smith asked for a moment of silence to honor the remembrance of September 11, 2001.

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 amended, second by T. Palmer.

Motion passed 4-0

APPROVAL OF MINUTES: R. Smith asked if there were any changes to be made to the meeting minutes of July 12, 2018. T. Palmer moved to approve the minutes as written, second by H. Frankenhauser.

Motion passed 3-0 (1 abstention, A. Moore)

AUDIENCE PARTICIPATION: None.

CITY COUNCIL MEMBERS' COMMENTS AND QUESTIONS: None.

RESIDENT ASSOCIATION REPORT: Z. Fosler stated that the board has agreed to postpone the formation of a resident association in favor of doing more resident engagement activities. T. Palmer stated that she has been speaking to residents about their interest in forming an association in the near future. Z. Fosler suggested that T. Palmer also speak to these residents about interest in planning YHC events.

OLD BUSINESS:

- **New Board Member:** Z. Fosler stated that a candidate for the vacant board position has submitted her application and may be approved at a City Council meeting before the October board meeting.
- **Board Evaluation & Facilitation:** Z. Fosler stated that he made an executive decision to have Yodit from New Center conduct the board facilitation. Yodit will be reaching out to R. Smith for further discussion in preparation for a late October or early November session.
- **Resolution #18-05 FEP Funding Commitment:** Z. Fosler stated that after reviewing the financials, the YHC can afford the cost of the FEP contribution. A. Moore moved to approve Resolution 18-05, second by T. Palmer.

Resolution 18-05 passed 4-0

NEW BUSINESS:

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- **Resolution #18-06 New Board Meeting Day:** The board discussed moving the monthly meeting to a different day of the week. The board decided to reschedule the meetings to the second Tuesday of each month until the end of 2018. H. Frankenhauser moved to approve Resolution 18-06, second by T. Palmer.

Resolution 18-06 passed 4-0

- **YHC Banking Discussion:** Z. Fosler stated that he met with representatives from Huntington Bank to express dissatisfaction on interest earnings. The YHC will be consolidating three bank accounts into one to save on account fees. A. Moore asked if the YHC audits its supply chain choices. She stated that supply chains should be audited on a regular basis with a focus on making the most money per year instead of just interest on a checking account. A. Moore asked for a summary of the YHC's supply chain bid process.

MONTHLY REPORTS:

- **Regulatory, Oversight, and Legal Actions:** Z. Fosler stated that the YHC is still in the processing of obtaining a lawyer. R. Smith gave an update on referrals that she has for the position. She stated that the referral needs to know exactly what expertise that the YHC needs. Z. Fosler stated that he will follow up.
- **Development Update:** Z. Fosler shared updated architect site plans with the board. Z. Fosler stated that he wants to get a new plan for the YHC office area that includes more housing units. He also stated that he will speak to the City about obtaining the basketball court area surrounding the office. A. Moore asked where these drawings came from. Z. Fosler stated that he met with the City and the County to identify potential parcels and sent the maps to the YHC's architects for potential designs. Z. Fosler stated that he has been encouraged by the Washtenaw Housing Alliance to speak to St. Joseph's Hospital about a housing partnership. A. Moore asked Z. Fosler to remind the board of the YHC's housing goals for the end of the year. Z. Fosler stated that the executive director has been tasked with bringing at least two investment opportunities to the board within the year, and he is on track to do so. Z. Fosler stated that a major hold up on development has been YHC's lack of section 8 voucher assistance. He stated that he spoke with Jennifer Hall from the Ann Arbor Housing Commission about the possibility of obtaining section 8 or VASH vouchers. A. Moore asked if MSHDA has used vouchers transferred out of YHC for senior housing in Ypsilanti. Z. Fosler stated that it may be difficult to obtain that information from MSHDA.
- **Financial Reports:** Z. Fosler and the Board reviewed and discussed financial reports and the monthly finance cover sheet. A. Moore asked about the fire damaged units at Hamilton Crossing have been completely repaired and re-occupied. Z. Fosler stated that he will follow up. A. Moore asked if it is possible for the board to receive a summarized pending eviction/eviction report and a summarized criminal activity report. Z. Fosler stated that this information can be provided for the board. R. Smith suggested that security reports become a monthly agenda item. A. Moore stressed that this is important because it gauges the health of the property and its residents.

DIRECTOR'S REPORT:

- **Ann Arbor News Interview:** Z. Fosler stated that a reporter from MLive stopped by New Parkridge for an interview about New Parkridge and YHC activities. The reporter will be getting in touch with Amelia Reese, a New Parkridge resident, for a follow up interview.
- **National NAHRO Conference:** Z. Fosler reminded the board that the National NAHRO conference is coming up in October. The winners of the "What Home Means to Me" poster contest will be announced at this time.

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- **MI NAHRO Conference:** Z. Fosler stated that he will be attending the Michigan Chapter NAHRO conference in Grand Rapids this week. He expressed concern that registration is not as high as it could be, and he will be reaching out to NAHRO members to resolve this issue. R. Smith suggested that October might be a better month for the conference.
- **Bike Share Update:** Z. Fosler stated that the bike share company has decided to stop offering traditional bikes in favor of electric assist bikes. The company has offered to donate the bikes to the YHC. Z. Fosler has suggested that the YHC rebrand the bikes and give them to residents.
- **New Ramp at YHC Office:** Z. Fosler stated that a new concrete ramp is being installed at the YHC office. The next step will be to have an ADA compliant handrail installed.
- **Community Garden Update:** Z. Fosler met with Growing Hope to discuss the lack of resident involvement for the community garden. From that discussion it was decided that raised beds will be installed at Sauk Trail Pointe for Growing Hope to continue their Seed to Plate Program with residents. The more complex community garden for Sauk Trail Pointe is being put on hold until more resident interest can be developed.

COMMISSIONER COMMENTS:

Commissioner Frankenhauser: She shared progress on succession planning with the board.

Commissioner Moore: She is anxious for the new board member to come on board.

Commissioner Palmer: She is happy to see everyone, and she enjoyed the meeting.

Commissioner Smith: She has done some research on succession planning. The goal is to have an emergency plan in place by October, and formal plan draft by December. She shared that “Ypsi Proud” is having an open forum at Riverside Arts center next week. She stated that Clarence’s family needs to receive their plaque. She also thanked T. Hearn for her efforts with the newsletter and reminded the board that the Executive Director workplan should be reviewed during the next couple of meetings to make sure that Z. Fosler is on track.

ADJOURN: A. Moore moved to adjourn, second by T. Palmer. **Passed 4-0. Meeting adjourned at 7:43pm**

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 September 11, 2018.

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

Zachary D. Fosler, Executive Director