

Minutes of the Ypsilanti Housing Commission

Monday, January 13, 2020 – 6:00 p.m.

831 Hilyard Robinson Way, Ypsilanti, MI 48197

Meeting called to order at 6:18pm by Commissioner Smith

ROLL CALL:

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

Others present:

- Executive Director/CEO Z. Fosler
- Tarah Hearn, YHC
- Cris Davis, KMG Prestige

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 4-0

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

Motion passed 3-0 (1 abstention, H. Frankenhauser)

AUDIENCE PARTICIPATION: Cris Davis gave a report on Deborah Strong Housing and New Parkridge.

New Parkridge:

- The property ended the year with decreased revenue and under-budget due to several issues. A larger owner distribution was paid out in the middle of the year. The year-end delinquency amounts were higher than usual. C. Davis plans to implement strategies to address delinquency in the coming year. He stated that property management will be distributing 14-day notices for non-payment of rent beginning on the 2nd of each month as opposed to the 6th when the late fee kicks in. Z. Fosler asked if there is a pattern among residents who are chronically late on rent payments. C. Davis stated that it is usually a lack of financial prioritization. Z. Fosler asked if the cost burden on residents is increased due to residents going to court earlier in the month. C. Davis stated that this is a side effect. Y. Azzaro asked if there is a breakdown of what happens to residents who are displaced due to eviction from non-payment of rent. C. Davis stated that he does not have a breakdown. Y. Azzaro asked what percentage of families are evicted due to the court process and what percentage of families are diverted from eviction due to receiving assistance. C. Davis stated that he does not have any percentages. H. Frankenhauser asked Z. Fosler if the YHC can examine delinquency rates and tips to decrease delinquency from other housing commissions. C. Davis stated that maintenance costs were high due to a change in salaries, the cost of REAC inspection preparation, and water/sewage costs. Security expenses and legal expenses were also high due to increased gun violence on-site over the summer. Y. Azzaro asked if security is effective. Z. Fosler stated that security has been helpful. T. Palmer asked if Carla Franklin's assistant has started. C. Davis stated that the assistant hasn't started yet, but the hiring process is on-going. C. Davis stated that he has also contacted accounting to figure out why PILOT is double the amount as usual. Z. Fosler stated that he will meet with him offline to discuss.

Deborah Strong Housing:

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- The property had a great year and delinquency was low. The property will have a REAC inspection in the upcoming months. Staff has been completing inspections and conducting walkthroughs to prepare. C. Davis stated that there is an ongoing issue of DTE parking lot lighting being connected to resident units. Residents accounts have been credited but more work needs to be done to resolve the issue.

T. Palmer left at 6:32pm.

CITY COUNCIL MEMBERS' COMMENTS AND QUESTIONS: None.

RESIDENT ASSOCIATION REPORT: None

NEW BUSINESS:

- **Resolution #20-01 2020 HSA Employer Contribution Amounts:** The board discussed the employer HSA contributions for 2020.
Resolution 20-01 passed 3-0

MONTHLY REPORTS:

- **Regulatory, Oversight, & Legal Actions:** None.
- **Development Update:** Z. Fosler stated the St. Joe's would like to donate the property on S. Hamilton for the development of affordable senior housing. The land has enough space for approximately 4-6 units. R. Smith stated that she would also like to explore housing for youth aging out of foster care in 2020. Z. Fosler stated that he has met with the City about developing 206/210 N. Washington. H. Frankenhauser asked for a timeline for this development. Z. Fosler stated that the RFP should be issued in 2-3 months. Z. Fosler stated that Decky Alexander approached him about the possible development opportunity with EMU. Y. Azzaro stated that Dr. Smith, EMU President, earmarked funds for a market study on the state of affordable housing in 2021.
- **Security/Safety Update:** None. R. Smith asked Z. Fosler to place EMU criminal justice internships on his agenda.
- **Finance Reports:** The board reviewed and discussed financial reports and the finance cover sheet. The board also reviewed the eviction report. R. Smith suggested that board members rotate to take an in-depth look at financials at least a week before each meeting. H. Frankenhauser suggested that the full board receives a training on how to analyze financials since it is the board's responsibility to provide oversight. Z. Fosler stated that he will search for an appropriate training. H. Frankenhauser stated that she wants to focus on eviction prevention programming.

DIRECTOR'S REPORT

- **2020 ED Workplan:** Z. Fosler distributed a draft 2020 workplan to the board. He stated that it is a rough draft and encouraged board members to contact him individually with feedback and ideas before the next board meeting.
- **NCRC Board Meeting:** Z. Fosler stated that he and R. Smith attended the regional NAHRO board meeting earlier this month.

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- **National NAHRO Strategic Planning:** Z. Fosler stated that as a presidential appointee to NAHRO’s Strategic Advisory Planning Committee (SPAC), he has been invited to join NAHRO’s Board of Governors for a strategic planning retreat in Santa Fe, NM.

COMMISSIONER COMMENTS:

Commissioner Azzaro: She stated that she feels lucky to serve on a board with such great people and she is happy to see such quick activity and agility in the group.

Commissioner Frankenhauser: She stated that she is happy that there is a full board again and she is excited to finalize a development opportunity in 2020.

Commissioner Smith: She welcomed Y. Azzaro to the board. She stated that she is excited to bring new ideas into NAHRO as part of her roles as At-Large Commissioner for MI NAHRO and Vice President of Commissioners for NCRC NAHRO.

ADJOURN: H. Frankenhauser moved to adjourn, second by R. Smith. **Passed 3-0. Meeting adjourned at 7:27pm**

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 January 13, 2020.

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

Zachary D. Fosler, Executive Director & CEO