

WASHTENAW URBAN COUNTY EXECUTIVE COMMITTEE MEETING

Tuesday, March 25, 2014 1:00pm- 3:00pm
Washtenaw County Learning Resource Center (LRC)

Meeting Minutes

Members in Attendance: Linda Terhaar, City of Saline; Paul Schreiber, City of Ypsilanti; Ron Smith, Bridgewater Township; Mandy Grewal, Pittsfield Township; E. Spaulding Clark, Scio Township; John Stanowski, York Township; Karen Lovejoy Roe, Ypsilanti Township

Communities Absent: City of Ann Arbor, Ann Arbor Township, Dexter Township, Lima Township, Manchester Township, Northfield Township, Salem Township, Saline Township, Superior Township, Webster Township, Village of Manchester

Staff Present: Katie Bennett, Brett Lenart

Meeting called to order: 1:04pm

I. Public Comments

There were no public comments.

II. Announcements

Mr. Brett Lenart announced that the Washtenaw County Coordinated Funding application review process is currently underway and the Community Development Block Grant (CDBG) portion of the recommendation is expected to be brought to the Urban County Executive Committee (UCEC) at next month's meeting.

III. Minutes

A. 2/25/14 Meeting Minutes

Mr. Paul Schreiber (support: Ms. Karen Lovejoy Roe) to approve the February, 25 2014 meeting minutes and the motion carried unanimously.

IV. General Administration

A. Washtenaw Urban County 2014 Action Plan

Mr. Lenart directed the committee's attention to the 2014 Action Plan, noting that it has been updated to reflect the final 2014 funding amounts that staff received from HUD last week. He highlighted the following allocations:

- Community Development Block Grant: \$ 1,832,712 (5% decrease from 2013)
- HOME Investment Partnerships Program: \$ 925,308 (2% increase from 2013)
- Emergency Solutions Grant: \$ 156,155 (7% increase from 2013)

Mr. Lenart referenced the "2014-15 Estimated v. Actual CDBG Allocation" table included in the packet, remarking on the slight differences between staff estimates for the 2014 CDBG allocation and the actual allocation. He stated the difference is approximately \$6,000 and that those funds have been distributed across all projects based on the percentages included in the formula.

Mr. Lenart directed the committee's attention to the "RFP 6760 – OCED Funding Recommendations – Revised 3/19/14" table included in the packet. He noted that staff underestimated the 2014 HOME award by nearly \$63,000 and recommends the following increases in the project recommendations:

- Habitat For Humanity Down Payment Assistance – from \$406,000 to \$420,000
- Avalon Housing Arbdale Apartments – from \$400,000 to \$415,000
- Ypsilanti Housing Commission – from \$392,000 to \$415,000

He clarified that the reason the dollar amounts included on handout “Washtenaw Urban County 2014-15 Planned Activities – Draft” do not match these figures is because 1) the project recommendations are combination of 2013 and 2014 HOME funds and 2) the action plan includes project delivery cost.

Mr. Lenart highlighted that the ESG allocation was \$17,890 more than anticipated and that public comments have been added to the plan.

Ms. Mandy Grewal asked if the funding policy the committee had discussed at the last meeting would be brought back. Mr. Lenart explained that, yes, staff is planning to bring a draft policy to the committee. However, once staff received the allocations from HUD last week, it was no longer necessary for this particular Action Plan. He added that staff is intending to bring the draft policy back as part of a larger policy guidebook containing all of the policies the UCEC has adopted.

Ms. Karen Lovejoy Roe referenced the “Washtenaw Urban County 2014-15 Planned Activities – Draft” and asked if the dollar amount listed for Habitat for Humanity was only 2014 funding. Mr. Lenart confirmed that the dollar amount only included 2014 HOME funding and that the remaining project funds will come from the 2013 HOME allocation.

Ms. Mandy Grewal (support: Mr. Paul Schreiber) to approve the 2014 Action Plan as presented and to recommend the plan to the Washtenaw County Board of Commissioners for final adoption and the motion carried unanimously.

B. 2013 Action Plan Substantial Amendment

Mr. Lenart reiterated that, as part of the 2014 HOME Affordable Housing RFP, funds that needed to be reallocated from the 2013 HOME award were also included and that the incorporation of these recommendations requires a Substantial Amendment to the 2013 Action Plan. He explained that the substantial amendment included transferring the withdrawn request for funding from Oakridge Apartments to Habitat for Humanity, as well as allocating \$135,500 of 2013 CHOD funding to Avalon Housing. Additionally, he noted two other minor changes: 1) reallocation of \$25,000 from 2013 Single Family Rehabilitation to the Pittsfield Township Mid-Block Crossing project, which is being “borrowed” from the Township’s future allocation and 2) the shifting of \$916 from ESG Administration to ESG homelessness prevention, shelter and rapid re-housing activities.

Mr. John Stanowski expressed concern for the lack of veteran specific affordable housing that was previously included in the Oakridge Apartments project. He asked if the Arbordale Apartments project included veteran specific units. Mr. Lenart explained that the funds previously allocated to the Oakridge Apartment project have been reallocated to Habitat for Humanity, which is a homeownership program. He added that, while the Arbordale Apartments project is not specifically targeting veterans, veterans are a commonly assisted population. Ms. Wendy Carty-Saxon of Avalon Housing was in attendance and confirmed Mr. Lenart’s statement. Mr. Lenart added that the Ann Arbor Housing Commission project, as included in the 2014 Action Plan, does provide for some veteran specific units. Mr. Lenart suggested the committee consider adding more weight to veteran specific units during the next RFP process. Ms. Mandy Grewal concurred the concerns of Mr. Stanowski.

V. Adjournment

Ms. Karen Lovejoy Roe asked for confirmation regarding the Ypsilanti Township’s CDBG acquisition project. Mr. Lenart confirmed that the project was included in the 2014 Action Plan and that staff would follow up with the appropriate procurement process.

Ms. Mandy Grewal (support: Mr. John Stanowski) to adjourn the meeting.

Meeting adjourned: 1:31pm