# WASHTENAW URBAN COUNTY EXECUTIVE COMMITTEE MEETING

Tuesday, January 24, 2012 1:00pm- 3:00pm
Washtenaw County Learning Resource Center (LRC)

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ATTACHMENTO TO ACENDA						
Available at Meeting and/or Mailed	Available for Email Attachment					
Orientation Powerpoint	January 24 <sup>th</sup> , 2012 Agenda					
Urban County Maps	October 25 <sup>th</sup> , 2011 Meeting Minutes					
	2012-13 Urban County Roster					

## **AGENDA**

I. Public Comment (Note: Up to 3 minutes for each speaker)

### II. Announcements

- A. Urban County Chair Transition
- B. Appreciation of Leah Gunn's Service
- C. FY 12/13 preliminary funding estimates announced by HUD
- **D.** OCED merger effective as of January 1, 2012

#### III. Minutes

A. 10/25/2011 minutes – review & approval (ACTION)

### IV. General Administration

- A. Affordable Housing and CHDO RFP submissions received (B. Lenart)
- B. Single Family Rehab/Weatherization integration update (B. Lenart)
- C. Annual Plan process reminder (B. Lenart)
- **D.** New By-Laws coming February (B. Lenart)
- E. New member orientation/current member refresher (B. Kraft)

### V. Project Updates

- A. Homeownership Assistance (B. Lenart)
  - 1. Community Housing Alternatives
  - 2. Habitat for Humanity
    - a. Ypsilanti Township funding
  - 3. Arrowwood and Forest Hills Cooperatives
  - 4. WHEP Update
- B. Rental Development (B. Lenart)
  - 1. Avalon Housing Rehab projects, Near North, Parkhurst, 701 Miller
  - 2. Michigan Ability Partners -Burton Rd
  - 3. Hamilton Crossing Apartments Ypsilanti Housing Commission
- C. Public Improvements (B. Kraft)
  - 1. City of Ypsilanti
    - a. ADA Curb Cuts No Update
    - b. Harriet Street Study Completed, located at: <a href="http://cityofypsilanti.com/Portals/0/docs/Planning/SOMA/SOMANEEDSASSESS">http://cityofypsilanti.com/Portals/0/docs/Planning/SOMA/SOMANEEDSASSESS</a> MENT.pdf
    - c. Senior Center Improvements
    - d. Parkridge Park No Update
  - 2. Ypsilanti Township
    - a. Firwood Hills Improvements Completed
  - 3. Pittsfield Township
    - a. Golfside Sidewalks Completed
    - b. Carpenter Mid-Block Crossings
  - 4. Superior Township
    - a. Harris Rd. Non-Motorized Trail Completed
    - b. Pine Court Improvements Completed
  - 5. Northfield Township
    - a. Façade Improvements



- D. CDBG & NSP Demolition Program (B. Kraft)

  - Ypsilanti City Demolitions
     Ypsilanti Township Demolitions
     Ann Arbor Demolitions Near North No Update

Next Meeting: Tuesday, February 28<sup>th</sup>, 2012 - 1-3pm, Washtenaw County LRC



# Washtenaw Urban County Executive Committee Meeting

Tuesday, October 25<sup>th</sup>, 2011 1:00pm- 3:00pm Washtenaw County Learning Resource Center (LRC)

### **Minutes**

SarahTeare

**OCED Staff** 

Jennifer Hall

**Brett Lenart** Ben Kraft

Mary Jo Callan

Members In Attendance:

Guests: Leah Gunn Wendy Carty-Saxon Bill McFarlane Larry Krieg

Bill DeGroot Margie Teall Deb Mozurkewich

Teresa Gillotti Karen Lovejoy-Roe

Joe Zurawski

Barbara Fuller

Mike Moran

Meeting called to order: 12:59 pm

I. Public Comments - None

#### II. **Announcements**

- A. Fiscal Year 11/12 funding has been released by HUD and is now available for draws. M. Callan clarified for B. Fuller that these funds were already committed to projects in the current Annual Plan.
- B. Jennifer Hall will be leaving OCED to become the Executive Director of the Ann Arbor Housing Commission, effective 12/1/11. Brett Lenart, currently the Brownfield Coordinator for the County, will be replacing her as the interim supervisor of Housing and Infrastructure. B. Lenart introduced himself to the Executive Committee.
- **C.** OCED has hired Ashley Gelisse as the new Operations and Finance manager.
- D. AATA grant Ann Arbor Transportation authority received a \$2.7 million grant from the Federal Transportation Authority for Blake Transit Center and Hybrid Bus Fleet improvements
- E. Low-Moderate Income (LMI) Areas M. Moran asked about identifying LMI areas in communities that would be eligible for CDBG funding. B. Kraft said that while using the map (provided at the meeting) of census LMI areas is the easiest way, there are other ways of determining LMI status such as collecting income surveys for smaller areas.
- F. Upcoming funding B. McFarlane asked if anything is known about upcoming funding. M. Callan said we are waiting. L. Gunn said that the legislature may eliminate the personal property tax, which would mean a \$43 million reduction in revenue to communities.

#### III. **Minutes**

A. September 27<sup>th</sup> 2011 minutes – presentation & approval (ACTION) MOTION was made by Deb Mozurkewich to approve the minutes from September 27<sup>th</sup>; SECONDED Barbara Fuller. The motion was approved unanimously.

#### IV. **General Administration**

A. Substandard Housing Relocation Policy (J. Hall) - The purpose is to provide relocation assistance to low income households living in substandard housing instead of doing repairs which often cost more than the house is worth. Members discussed and compared condemnation frequency and processes across jurisdictions, as well as experiences with mobile home parks. Points brought up by members: B. McFarlane asked what would happen to a trailer after its occupants would be relocated; B. DeGroot noted that title is often unclear with mobile homes; K. Lovejoy-Roe noted that Ypsilanti Township has been successful in taking blighted properties to court and getting favorable judgments, but that such a process adds legal costs; J. Zurawski expressed concern that landlords or mobile home park owners could move new tenants into units after we've helped somebody move out; J. Hall: OCED will research how much it costs to recycle a mobile home. There are four main points of discussion in developing this relocation policy: Eligibility, Benefits, Administration of the program, and HUD oversight. OCED is anticipating a \$3,000 maximum benefit per household and a \$50,000 budget for the program. Who will administer the program is still unclear, but possibly Barrier Busters. Another question is whether the program would be required to help everyone who is eligible, or only until the funding runs out? B. Lenart will discuss final policy with HUD before adopting it.

- **B.** Green Standards Focus Group (B. Kraft) Reviewed main points of Green Housing focus group that was held with OCED and affordable housing developers on 10/18.
- C. Sample Survey Instrument to Determine LMI Areas (B. Kraft) Reviewed past use of survey in Salem Township: OCED sent out the survey form to a list of addresses provided by the local unit; local unit is responsible for advertising the survey.

### V. Project Updates

- A. Homeownership Assistance No Update
- B. Rental Development No Update
- C. Housing Rehabilitation (J. Hall)
  - i. FHLB Update OCED submitted 4 projects for FHLB funding but no more funding was available when the applications were received.
- D. Public Improvements (B. Kraft)
  - i. City of Ypsilanti
    - 1. ADA curb cuts No update
    - 2. Harriet St. Study Update given by T. Gillotti; study to be submitted by the end of October and improvements will start next year.
    - 3. Senior Center Improvements No update
    - 4. Parkridge Park Second phase of Harriet St. Study (see above)
  - ii. Ypsilanti Township
    - 1. Code Enforcement FY 10-11 funds fully drawn down.
    - 2. Firwood Hills Improvements Underway
  - iii. Pittsfield Township
    - 1. Golfside Sidewalks Completed, waiting for final draw.
    - 2. Carpenter Mid-Block crossings No update
  - iv. Superior Township
    - 1. Harris Rd. Non-Motorized Trail Final draw processed.
    - 2. Pine Court Improvements Underway
  - v. Northfield Township
    - 1. Façade Improvements No update
- E. CDBG & NSP Eligible Demolition (B. Kraft)
  - i. Ypsilanti City Demolitions No update
  - ii. Ypsilanti Township Demolitions Two final NSP demolitions planned.
  - iii. Ann Arbor Demolitions Owners/Developers will meet with OCED and City to develop a plan to secure the structures while they await demolition.

#### 2012-2013 URBAN COUNTY ROSTER AND CONTACTS

NAME	AGENCY	ADDRESS			PHONE	EMAIL	MEMBERSHIP STATUS/VOTING RIGHTS	
Mike Moran	Ann Arbor Township	3792 Pontiac Trail	Ann Arbor	MI	48105	734-663-3418	moran@aatwp.org	Voting Member
	i i							
Jolea Mull	Bridgewater Township	11430 Clinton Road	Clinton	МІ	49236	734-730-6756	mullj@ewashtenaw.org	Voting Member
John Hieftje	City of Ann Arbor	100 N. Fifth Avenue, 3 <sup>rd</sup> Floor	Ann Arbor	МІ	48107	734-794-6161	JHieftje@a2gov.org	Voting Member
Margie Teall	City of Ann Arbor	100 N. Fifth Avenue, 3 <sup>rd</sup> Floor	Ann Arbor	MI	48107	734-794-6161	mteall@a2gov.org	Designee w/ voting rights in absence of Mayor Hieftje
Gretchen Driskell	City of Saline	100 N. Harris St. Saline	Saline	МІ	48176	734-429-4907 x2213	mayor@cityofsaline.org	Voting Member
Lee Bourgoin	City of Saline	100 N. Harris St. Saline	Saline	MI	48176	734-429-4907 x2201	lbourgoin@cityofsaline.org	Designee w/voting rights in absence of Mayor Driskell
Paul Schreiber	City of Ypsilanti	One South Huron Street	Ypsilanti	MI	48197	734-277-5446	mayor@cityofypsilanti.com	Voting Member
Teresa Gillotti	City of Ypsilanti	One South Huron Street	Ypsilanti	MI	48197	734-482-9707	tgillotti@cityofypsilanti.com	Designee w/ voting rights in absence of Mayor Schreiber
Pat Kelly	Dexter Township	9585 Half-Moon Lake	Pinckney	MI	48169	734-426-3838	supervisor-dexter@twp-dexter.org	Voting Member
Kenneth Unterbrink	Lima Township	12172 Jackson Rd.	Chelsea	MI	48118	734-475-2246	unterbrink@peoplepc.com	Voting Member
Ron Mann	Manchester Township	275 S. Macomb St.	Manchester	MI	48158	734-428-8473	mtwp_supervisor@sbcglobal.net	Voting Member
Deb Mozurkewich	Northfield Township	75 Barker Road, PO Box 576	Whitmore Lake	MI	48189	734-449-2880 x12	mozurkewichd@twp.northfield.mi.us	Voting Member
Cindy Wilson	Northfield Township	75 Barker Road, PO Box 576	Whitmore Lake	MI	48189	734-449-2880 x11	wilsoncl@twp.northfield.mi.us	Designee w/ voting rights in absence of Supervisor Mozurkewich
Mandy Grewal	Pittsfield Township	6201 W. Michigan Ave.	Ann Arbor	MI	48108	734-822-3135	grewalm@pittsfieldtwp.org	Voting Member
Barbara Fuller	Pittsfield Township	6201 W. Michigan Ave.	Ann Arbor	MI	48108	734-822-2112	fullerb@pittsfieldtwp.org	Designee w/ voting rights in absence of Supervisor Grewal
Robert Heyl	Salem Township	9600 Six Mile Road, PO Box 75002	Salem	MI	48175	248-349-1690	robert@salem-mi.org	Voting Member
Bill DeGroot	Salem Township	9600 Six Mile Road, PO Box 75002	Salem	МІ	48175	248-349-1690 x3	billd@salem-mi.org	Designee w/ voting rights in absence of Supervisor Heyl
Jim Marion	Saline Township	5731 Braun Rd.	Saline	МІ	48176	734-429-5155	salinetownship@gmail.com	Voting Member
E. Spaulding Clark	Scio Township	827 N. Zeeb Road	Ann Arbor	МІ	48103	734-665-2123	ESClark@twp.scio.mi.us	Voting Member
Bill McFarlane	Superior Township	3040 N. Prospect Road	Ypsilanti	MI	48198	734-482-6099	williammcfarlane@superior-twp.org	Voting Member
Brenda McKinney		3040 N. Prospect Road, Ypsilanti, MI 48198	Ypsilanti	MI	48198	734-482-6099		Designee w/ voting rights in absence of Supervisor McFarlane
	Superior Township							
John Kingsley	Township of Webster	5665 Webster Church Rd.	Dexter	MI	48130	734-426-5103	jkingsley@twp.webster.mi.us	Voting Member
Jeff Wallace	Village of Manchester	912 City Rd.	Manchester	МІ	48158	734-428-7877	jwallace@vil-manchester.org	Voting Member
Yousef Rabhi	Washtenaw County	220 N. Main Street, PO Box 8645	Ann Arbor	МІ	48107	734-548-5159	rabhiy@ewashtenaw.org	Designee Chair without voting rights
Rolland Sizemore	Washtenaw County	220 N. Main Street, PO Box 8645	Ann Arbor	МІ	48107	734-547-2892	sizemore@ewashtenaw.org	Chair without voting rights
Joe Zurawski	York Township	11560 Stony Creek Road	Milan	MI	48160	734-439-8842 x207	jzurawski@twp-york.org_	Voting Member
Brenda Stumbo	Ypsilanti Township	7200 S. Huron River Dr., Ypsilanti, MI 48197	Ypsilanti	МІ	48197	734-481-0617	bstumbo@ytown.org	Voting Member
Karen Lovejoy Roe	Ypsilanti Township	7200 S. Huron River Dr.,	Ypsilanti	МІ	48197	734-484-4700	klovejoyroe@ytown.org	Designee w/ voting rights in absence of Supervisor Stumbo
Michael Radzik	Ypsilanti Township	7200 S. Huron River Dr., Ypsilanti, MI 48197	Ypsilanti	MI	48197	734-544-3730	mradzik@ytown.org	Designee w/ voting rights in absence of Supervisor Stumbo

Office of Community And Economic Development Staff

Mary Jo Callan	OCED	110 N. Fourth Ave. Ste 300	Ann Arbor	MI	48104	734-622-9005	callanm@ewashtenaw.org	OCED Director
Brett Lenart	OCED	110 N. Fourth Ave. Ste 300	Ann Arbor	MI	48104	734-622-9006	lenartb@ewashtenaw.org	OCED Housing & Infrastructure Manager
Ben Kraft	OCED	110 N. Fourth Ave. Ste 300	Ann Arbor	MI	48104	734-622-9018	kraftb@ewashtenaw.org	OCED Community Development Specialist