

WASHTENAW URBAN COUNTY EXECUTIVE COMMITTEE MEETING
Wednesday, February 3, 2021 - 2:00pm – 3:30pm
Location: Virtual Meeting using Zoom

Members in Attendance:

Supervisor Diane O’Connell (Ann Arbor Township); Councilperson Elizabeth Nelson (City of Ann Arbor); Jessica West (Director of Community Development, Pittsfield Township); Supervisor Ken Dignan (Northfield Township); Trustee Linda Adams (Augusta Township); Michael Radzik (Office of Community Standards Director, Ypsilanti Township); Mike Greene (Assistant City Manager, City of Saline); Trustee Sandie Schulze (Sylvan Township); Supervisor Will Hathaway (Scio Township).

Communities Absent: City of Dexter; City of Ypsilanti; Bridgewater Township; Dexter Township; Lima Township; Manchester Township; Salem Township; Saline Township; Superior Township; Webster Township; York Township.

Facilitator: Commissioner Sue Shink

OCED Staff Present: Nathan Voght; Sharde Crutchfield; Tara Cohen; Teresa Gillotti

Guests: Chris Brown (Habitat for Humanity of Huron Valley); County Health Officer Jimena Loveluck (Washtenaw County Health Department); Lamar Weir (Office of Congresswoman Debbie Dingell); Marta Larsen (Northfield Human Services/People’s Express board of trustees /Whitmore Lake community advocate); Brandyn Walker & Wendy Carty-Saxon (Avalon Housing).

Meeting called to order: 2:04 PM

I. **Public Comment** – Lamar Weir introduced himself from Congresswoman Dingell’s office, noting that he is in attendance to listen for important updates.

II. **Announcements**

A. Introductions – Each member state name and physical location (I.e. City or Township)¹

Pursuant to [MCL 15.263 Sec.3](#), Chair Shink took roll call during which each member stated their name and physical location (I.e. City or Township, Washtenaw County, State of Michigan).

III. **Minutes**

A. 1-6-21 Meeting Minutes – Review & Approval (**ACTION**)

Moved by Hathaway. Support by Radzik.

Roll call vote:

Schwartz: Yes

Nelson: Yes

Dignan: Yes

Adams: Yes

Hathaway: Yes

West: Yes

O’Connell: Yes

Radzik: Yes

Greene: Yes

Motion carried unanimously.

IV. General Administration

A. County Health Officer's COVID-19 Update (Jimena Loveluck, WCHD)

Jimena Loveluck presented an update on COVID 19 and the status of vaccinations in Washtenaw County; her presentation can be found in the [meeting packet](#) (see page 30 of the PDF.) Due to time constraints, there was not time for Q & A following the presentation; members were told to follow up by email with questions.

B. Presentation: Washtenaw County Brownfield Redevelopment Authority (Nathan Voght, OCED)

Presentation slides are included in the [meeting packet](#) (see page 10 of the PDF.)

C. OCED Program Updates/Status of COVID-19 Response (Teresa Gillotti, OCED)

1) Eviction Diversion and Prevention Program and upcoming Rental Assistance Program

Gillotti stated that the CDC moratorium on evictions was extended through March 31, 2021, and Biden is hoping to extend through September. She noted that the Eviction Diversion and Prevention Program (EDP) is currently being wrapped up, and that the program has spent \$1.7 million to date. A new rental assistance program will be ramping up with the **\$21 million grant** (U.S. Treasury funds) that Washtenaw County is receiving from MSHDA. Approximately \$19m (nineteen million) of the grant will be for direct assistance, with tiered assistance thresholds based on a household's % Area Median Income. OCED has a goal of a soft launch for this new program by March 1st. Gillotti said she will be sharing out more information as the program is more solidified.

Gillotti also mentioned the Free Mask Program is continuing, noting that the County has requested 330,000 masks from the Centers for Disease Control (CDC). She explained that distribution hubs have been identified throughout the County. She expressed thanks to Commissioner Shink for her help on this effort, and let everyone know to look for future updates related to the Free Mask Program in the near term via email from Tara Cohen.

D. 2021 Action Plan Development: Summary of Citizen Participation to date (Tara Cohen, OCED)

Tara Cohen provided brief summaries of responses to the UCEC leadership survey, the recent 30-day public comment period and public hearing for the 2021 Action Plan Needs Assessment, and the Non-Housing Community Needs Assessment Survey. Cohen expressed her appreciation for the jurisdictions who have increased survey participation by advertising the survey on their social media, websites, newsletters, etc. She noted she plans to send the disaggregated survey data to individual jurisdictions, in the coming weeks – as long as the response rate was high enough to protect the anonymity of respondents. Cohen mentioned that this year's survey was translated to both Spanish and Korean, and the overall survey had already yielded representation from all 20 Urban County jurisdictions, with a few more days left before the surveys close. She thanks Ann Arbor Councilwoman Linh Song for connecting her to a community volunteer for Korean translation.

E. Project Planning for Fiscal Year 2021-22 (Tara Cohen)

1) Reminder of Key Dates

- Non-Housing Community Needs Assessment Survey: Closes Feb. 5th at 5pm
- CDBG Project Application forms: Due **March 11th** by 5pm
- Affordable Housing proposals (RFP #8020): Due Feb. 18th by 3pm

Cohen emphasized the extension on the deadline for CDBG project applications, now due March 11th instead of Feb. 12th, to account for possible policy changes for consideration at the March 3rd UCEC meeting that may affect scope or timeline for individual projects.

- 2) 2021 CDBG Project Applications & Pre-Application Guide
 - o Discussion: Allocation Banking

Cohen provided background on the development of the *Policy & Procedures for CDBG Allocations to Local Units*, which was adopted by the UCEC in January 2020 and became effective July 1, 2020 for Fiscal Year 2020-21. She asked the group to weigh in on the idea of creating more flexibility for reserving CDBG allocations over longer periods of time. Only a few members provided feedback; Jessica West (Pittsfield Township) commented that it has been helpful for Pittsfield to be able to roll funds together from multiple allocation years. Sandie Schulze of Sylvan Township inquired whether Sylvan had any CDBG funds available from prior years Cohen responded that they do not, as they've not ever submitted a project application since joining in 2018. Cohen explained that she plans to bring back proposed revisions to the *Policy & Procedures* for possible action at the March 3rd meeting.

- 2) Low-Moderate Income Maps

Cohen explained that the jurisdictions' current LMI maps that are often used for identifying eligible CDBG projects will not be updated again until 2024. She noted this timing is based on when HUD re-packages and releases new data that OCED is required to use for creating/updating these maps for the Urban County and individual member jurisdictions.

F. General Updates

- 1) Local Project Updates (Tara Cohen, OCED) – See the meeting packet (agenda summary) for an overview of recently or soon to be completed public infrastructure and facility improvement projects funded with CDBG.
- 2) Housing & Infrastructure Updates (Sharde Crutchfield, OCED) – OCED's Housing & Infrastructure (H & I) Manager Sharde Crutchfield provided a brief overview of the programs administered by OCED's H & I Division. Visit the OCED website [Home Improvement Programs page](#) for more details.
- 3) Community Announcements/updates (All) – None.

V. Adjournment

Hathaway moved to adjourn. Support from Radzik.

Motion carried unanimously.

Adjourned: 3:17 PM

Next Meeting: Wed., March 3, 2021, 2:00 – 3:30pm, Location: TBD