

WASHTENAW URBAN COUNTY EXECUTIVE COMMITTEE MEETING
Wednesday, March 22, 2023 - 2:00pm – 3:30pm (Remote)

Members in Attendance:

Supervisor Diane O’Connell (Ann Arbor Township); Trustee Linda Adams (Augusta Township)
Council Member Janet Dillion (City of Saline); Heather Jarrell Roe (Clerk, Ypsilanti Township); Mayor
Nicole Brown (City of Ypsilanti); Council Member Chris Watson (City of Ann Arbor); Jessica West
(Director of Community Development, Pittsfield Township); Trustee Sandie Schulze (Sylvan
Township); Kayleigh Zupi (Deputy Clerk, York Township).

Members Absent: Supervisor Diane Ratkovich (Dexter Township); Supervisor Duane Luick (Lima
Township); Supervisor Laurie Fromhart (Bridgewater Township); Supervisor Gary Whittaker (Salem
Township); Supervisor Jim Marion (Saline Township); Supervisor John Kingsley (Webster Township);
Supervisor Ken Dignan (Northfield Township); Supervisor Ronald Milkey (Manchester Township);
Supervisor Will Hathaway (Scio Township); Supervisor Charles Tellas (York Township); Supervisor
Brenda Stumbo (Ypsilanti Township); Mayor Shawn Keogh (City of Dexter); Mayor Christopher
Taylor (City of Ann Arbor); Supervisor Ken Schwartz (Superior Township); Supervisor Kathy Kennedy
(Sylvan Township); Mayor Brian Marl (City of Saline); Supervisor Mandy Grewal (Pittsfield
Township); Supervisor Brian Shelby (Augusta Township).

Facilitator: Commissioner Justin Hodge

OCED Staff Present: Tara Cohen, Jasmyne Townsend, and Karen Newman

Guests: Mayor Jane Pacheco (City of Chelsea) and Adrianna Jordan (City of Chelsea Community
Development Director)

I. Welcome & Introductions – Roll Call

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

Dillon: Participating remotely from City of Saline, Washtenaw County

Adams: Participating remotely from Augusta Township, Washtenaw County

Jarrell Roe: Participating Remotely from Ypsilanti Township, Washtenaw County

O’Connell: Participating remotely from Ann Arbor Township, Washtenaw County

Brown: Participating remotely from City of Ypsilanti, Washtenaw County

West: Participating remotely from Pittsfield Township, Washtenaw County

Schulze: Participating remotely from Sylvan Township, Washtenaw County

Watson: Participating remotely from City of Ann Arbor, Washtenaw County

Zupi: Participating remotely from Dexter Township, Washtenaw County

Facilitator: Commissioner Justin Hodge

OCED Staff Present: Tara Cohen, Jasmyne Townsend, and Karen Newman

Members of Public Present: Scott Parker (Avalon Housing)

II. Public Comment

Zoom link:

<https://washtenawcounty.zoom.us/j/87514148686?pwd=QTFndWV6TkphL3g0R3hnV2FSVXpEdz09>

Passcode: 036269

Telephone: US: +1 470 381 2552 or +1 267 831 0333 or +1 301 715 8592 or +1 312 626 6799

Webinar ID: 875 1414 8686

III. Announcements from Members and/or Staff

A. Winter Warming Centers & Weather Havens – Jasmyne Townsend provided a brief update on the following:

- I. Daytime warming shelter (Ypsilanti): at Ypsilanti Freighthouse, 100 Market Place. Open through March 31st, Monday through Thursday (8am-7pm).
- II. Winter overnight shelter for individuals: Delonis Center, Open through March 31st, weekends only.
- III. Winter Weather Havens open through April 2nd – Numerous public library branches, Briarwood Mall, WC Human Services Building (Atrium) at 555 Towner

B. Member Announcements (All) –

- I. Ms. Cohen kindly reminded everyone about the upcoming April meeting. She further stated Ms. Townsend intends to send out meeting reminders and materials in the following week.

IV. Minutes

A. 2-1-2023 Meeting Minutes – Review & Approval (**ACTION**)

Moved by West. Supported by Roe.

ROLL CALL:

Dillon: Yes

Adams: Yes

Jarrell Roe: Yes

O’Connell: Yes

Brown: Yes

West: Yes

Watson: Yes

Schulze: Yes

Zupi: Yes

Ayes – 9; Nays – 0; **Motion carried.**

V. General Administration

A. Approval of HOME-ARP Allocation Plan for Submission to HUD (Substantial Amendment to 2021 Action Plan) – **ACTION ITEM** (Tara Cohen, OCED)

Ms. Cohen provided a presentation overview on the HOME-American Resucue Plan (HOME-ARP) Allocation Plan. Within her presentation she reviewed the HOME-ARP funding allocated by HUD to the Urban County, eligible activities, and recent public participation opportunities.

It was noted that, due to the expedited timeline for public participation and stakeholder engagement in the development of the HOME-ARP Allocation Plan, the County Board of Commissioners (BOC) is requiring that this Plan undergo additional revisions and public participation prior to BOC approval of a final Plan. This process cannot occur until after HUD

approves the original Allocation Plan, at which point a Substantial Amendment process to amend the HOME-ARP Allocation Plan would be initiated.

To ensure the Washtenaw Urban County does not forfeit over \$4.5 million for HOME-ARP eligible activities, the BOC at their March 15th meeting approved a resolution which authorized the Board Chair, Commissioner Justin Hodge, to sign the HOME-ARP grant application and corresponding certifications, as required for submission to HUD by March 31st when the Allocation Plan is submitted.

The action needed by the UCEC was to allow staff to submit the current HOME-ARP Allocation Plan timely to ensure Washtenaw Urban County has access to the one-time grant funds totaling \$4,562,230.

MOTION – *The UCEC approves OCED staff to submit the HOME-ARP Allocation Plan and corresponding grant application and requisite certifications to HUD as a Substantial Amendment to the Urban County’s 2021 Annual Action Plan, by the deadline of March 31, 2023, with the understanding that the Plan will undergo another amendment process once HUD approves the March 31st version of said Plan.*

Moved by Adams. Supported by Watson.

ROLL CALL:

Dillon: Yes

Adams: Yes

Jarrell Roe: Yes

O’Connell: Yes

Brown: Yes

West: Yes

Watson: Yes

Schulze: Yes

Zupi: Yes

Ayes – 9; Nays – 0; **Motion carried.**

B. Affordable Housing RFP #8412 Award recommendations (Karen Newman, OCED)

Ms. Newman gave an overview of the 3 proposed projects received from Avalon Housing, followed by OCED’s funding recommendations for each year. The 3 projects are expected to result in acquisition and construction of 63 units for 121 Catherine (Ann Arbor), 50 units for The Grove at Veridian (Ann Arbor), and 22 units for 206/210 N. Washington Apartments (Ypsilanti). Project details start on page 6 of the [meeting packet](#) and funding recommendation are followed on page 8. Funding awards for the RFP #8412 proposals will be formally approved as part of the overall 2023 Action plan when the UCEC moves to approve in May.

Council member Watson noted a correction to the “Recommended Funding” section, which reads: *“...May 3rd when both the UCEC and BOC are expected to approve the final 2023 Annual Action Plan, in which case funding would be increased for The Grove at Veridian project..”*

Correction: Funding will be increased for the Catherine Street Project.

C. Assessment of Fair Housing Subcommittee (Tara Cohen, OCED)

Ms. Cohen gave a brief update on the Housing & Neighborhood Survey. Previously, the Urban County has partnered with the Ann Arbor Housing Commission on making updates to the 2023 AFH Plan. Ms. Cohen made note that due to a longer than expected time needed for development of the 2023 neighborhood profiles and survey data analysis, the subcommittee has

not convened since early December. As of the March 22nd UCEC meeting, the subcommittee has received the complete set of neighborhood profiles to review and are expected to provide feedback to staff by April 7th. The revised set of goals and strategies, along with analysis of the select survey questions, are being prioritized to inform the Draft Five-Year Consolidated Plan and 2023 Annual Action Plan which is anticipated to be made available for public comment by March 31st.

Further, Ms. Cohen noted she expects to publish the Housing & Neighborhood Survey results by end of April, with the full 2023 AFH Plan to follow in May.

D. 2023 CDBG Project Applications (Jasmyne Townsend, OCED)

Ms. Townsend gave a brief update and thank you to those communities who submitted CDBG allocation application by the due date of February 28, 2023. As a point of clarification, Ms. Townsend noted that if communities intend to build funds more than one year, an application is required to be submitted each subsequent year to reserve CDBG funds. If the community does not submit an application, those year's funds will be forfeited and allocated towards the county-wide Single Family Rehab program. In addition, Ms. Townsend clarified that CDBG funds will not be available until the fall, so if communities plan to have a project within the coinciding FY the project start date should begin during that time.

Ms. Townsend intends to follow-up with communities where she may have questions regarding their application.

Trustee Adams communicated she will like to be CC'd on any communication regarding August Township.

E. 2023-27 Five-Year Consolidated Plan / 2023 Annual Action Plan Timeline Overview (Tara Cohen, OCED)

Ms. Cohen gave a brief overview of 2023-27 Five-Year Consolidated Plan / 2023 Annual Action Plan. She reiterated the information below:

- March 31 – April 30, 2023: 30-day public comment period on Draft Plan
 - o April 5, 2023: Virtual Public Hearing – UCEC meeting, 2pm
 - o April 13, 2023: Virtual Public Hearing – HHSAB meeting, 6:30pm
 - o April 19, 2023: Hybrid Public Hearing – Board of Commissioners meeting, 7pm
- May 3, 2023: Approval of Final Plan by Urban County and Board of Commissioners
- May 15, 2023: Final Consolidated Plan and 2023 Action Plan submitted to HUD

Lastly, Ms. Cohen disclosed that HUD released the actual award amounts for communities. It is not required that communities edit their applications with those amounts.

VI. General Updates - Member Announcements

Mayor Pacheco made an announcement regarding a new regional group, Chelsea Area Planning Team – Dexter Area Planning team (CAPT-DART). This regional group has agreed to allow a new Western Washtenaw Regional Housing Advisory group to use their quarterly meeting time. Tara Cohen will forward the information to the UCEC.

Meeting details are below.

Date: April 6, 2023

Time: 7:00 PM

Location: The Wave, 12172 Jackson Rd, Dexter, MI 48130

VII. Public Comment – See II. above for Zoom details.- None

VIII. Adjournment

Motion to Adjourn – Moved by Roe. Supported by Adams.
Ajourned at 2:32 PM

Next Meeting: Wednesday, April 5, 2023, 2:00 – 3:30pm, Location: Remote (Zoom)