

WASHTENAW URBAN COUNTY EXECUTIVE COMMITTEE MEETING
Wednesday, April 5, 2023 - 2:00pm – 3:30pm (Remote)

Members in Attendance:

Supervisor Diane O’Connell (Ann Arbor Township); Trustee Linda Adams (Augusta Township); 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 (Clerk, York Township); Michelle Aniol (Community Development Manager, City of Dexter); Council Member Janet Dillon (City of Saline).

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); Supervisor Ken Schwartz (Superior Township).

Trustee Jillian Kerry (Scio Township) was present, but unable to participate.

Facilitator: Commissioner Justin Hodge **OCED Staff Present:** Tara Cohen, Jasmyne Townsend, and Karen Newman

Members of Public Present: Amy Krieg (Habitat for Humanity) and Bill Ruddock (City of Chelsea)

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).

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 York Township, Washtenaw County
Aniol: Participating remotely from City of Dexter, Washtenaw County

Janet Dillon joined remotely from the City of Saline at 2:17pm.

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. Member Announcements (All) – None**

IV. Minutes

- A. 03-22-2023 Meeting Minutes – Review & Approval (ACTION)**

Moved by Jarrell Roe. Supported by Brown.

ROLL CALL:

Adams: Yes

Jarrell Roe: Yes

O’Connell: Yes

Brown: Yes

West: Yes

Watson: Yes

Schulze: Yes

Zupi: Yes

Aniol: Yes

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

V. General Administration

- A. 2023-27 Five-Year Consolidated Plan Update (Tara Cohen, OCED)**

Ms. Cohen gave an update on the 2023-27 Five-Year Consolidated Plan. Every 5 years the Urban County drafts, seeks public input, and adopts a Five-year Consolidated Plan for the use of HUD funds including Community Development Block Grant (CDBG), HOME investment Partnership, and Emergency Solutions Grant (ESG). A first draft of the 5-year Consolidated Plan and 2023 Annual Action Plan was made available on the OCED website [here](#); updates will be made on Fridays during the 30-day comment period which concludes at the end of April. HUD actual allocations for the 2023 Annual Action Plan are available to view on the OCED website [here](#).

Ms. Cohen also gave an in-depth breakdown of the goals tables and reminded the committee most of the goals within the 5-year Consolidated Plan and carrying into the 2023-24 Annual Action Plan stem from the Assessment of Fair Housing Plan (i.e., 2017 version and the 2023 version under development). Some of the goal areas do not have funding attached to them, however those goals are to be achieved in partnership with other agencies or entities.

The 2023 HUD Funding for Washtenaw County is below. The table outlines a change in funding from the 2022-23 fiscal year to the 2023-24 fiscal year.

Change in Urban County HUD Allocations: Current vs Next Fiscal Year

	2022-23	2023-24	Change
CDBG	\$2,157,568	\$2,186,185	1.3%
HOME	\$1,429,258	\$1,410,907	-1.3%
ESG	\$187,335	\$189,627	1.2%

- B. Public Hearing: For Input on Draft Five-Year Consolidated Plan/2023 Annual Action Plan (Tara Cohen, OCED)**

Ms. Cohen gave a brief overview of the 2023-27 Five-Year Consolidated Plan/2023 Annual Action Plan prior to Commissioner Hodge opening the public hearing.

Public comment period was opened at 2:23pm and closed at 2:24pm. There were no public comments.

As a reminder, key dates are as followed:

- March 31, 2023: Draft 2023-2027 Five-Year Consolidated Plan & 2023 Action Plan available for review
- March 31- April 30, 2023: Open the 30-day public comment period on Draft Plans
 - April 5, 2023: Virtual Public Hearing – UCEC meeting, 2pm
 - April 13, 2023: Virtual Public Hearing – HHSAB meeting, 6:30pm
 - April 19, 2023: Hybrid Public Hearing – Board of Commissioners meeting, 7pm
- May 3, 2023: Approval of Final Five-Year Consolidated by Urban County and Board of Commissioners
- May 15, 2023: Final Consolidated Plan and 2023 Action Plan submitted to HUD
- End of May 2023: 2023 AFH Plan will be available/posted on OCED website
- Fall 2023: OCED sends 2023 allocation letter/2023 donation letter after receiving executed 2023 grant agreement from HUD.

C. Urban County Executive Committee By-laws (DISCUSSION ONLY) (Tara Cohen, OCED)

Ms. Cohen opened the meeting for discussion on proposed changes to the current UCEC bylaws. The UCEC bylaws were last amended in October 2012. The proposed changes mentioned were intended to clarify certain rules, bring the membership list current for the upcoming Fiscal Year 2023, and add the allowance for virtual meetings. Based on what was discussed, OCED staff will take the draft revisions to Corporation Counsel for approval, after which a final version will be brought back to the UCEC for a vote.

Ms. Cohen made note that the last sentence of *Section VII: Allocations of Expenditures/Approval of Projects* may merit discussion. The current language within this section can be interpreted to mean that every community requesting CDBG project funds for a particular year would have to be present at the meeting when an Action Plan is being voted on for approval, typically in May or June. After review, staff suggested this clause may be unnecessary given the fact communities at this point would have already submitted CDBG project applications to specify how they intend to use their allocation. In the case of HOME funds, organizations are required to include with their Affordable Housing Request for Proposal (RFP) proposals a certification from the relevant jurisdiction where they are proposing to carry out an affordable housing project.

Current language:

***Project Approvals:** The Committee shall not approve any new HOME, ESG, or CDBG projects within the boundaries of jurisdiction without the affirmative vote of the Committee member or Designee representing that jurisdiction present at the meeting.*

Discussion: Director Jessica West and Trustee Linda Adams agreed this clause should be removed from the bylaws. There was no further discussion for this section.

Council member Watson asked there be an update made to *Section III: Membership and Term of Appointment* section regarding term length. The City of Ann Arbor currently staggers council elections and the current language used within this clause would not coincide.

Ms. Cohen intends to get the discussed changes to Corporation Counsel and will share back to UCEC for a vote once she has approval.

VI. General Updates - Member Announcements

A. Member Announcements – none

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

VIII. Adjournment

Motion to Adjourn – Moved by Watson. Supported by Aniol.
Adjourned at 2:36 PM

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