

WASHTENAW URBAN COUNTY EXECUTIVE COMMITTEE MEETING
Wednesday, March 13, 2024 - 2:00pm – 3:30pm (Remote)

Members in Attendance: Council Member Chris Watson (City of Ann Arbor); City Council Member Bill Ruddock (City of Chelsea); Kayleigh Zupi (Clerk, York Township); Katie Jones (Economic Development & Equity Coordinator, City of Ypsilanti); Supervisor Diane O’Connell (Ann Arbor Township); Trustee Linda Adams (Augusta Township); Jessica West (Director of Community Development, Pittsfield Township); Treasurer Lisa Lewis (Superior Township); Trustee Sandie Schulze (Sylvan Township).

Members Absent: Mayor Shawn Keough (City of Dexter); Supervisor Laurie Fromhart (Bridgewater Township); Supervisor Karen Sikkenga (Dexter Township); Supervisor Duane Luick (Lima Township); Supervisor Ronald Milkey (Manchester Township); Supervisor Ken Dignan (Northfield Township); Supervisor Gary Whittaker (Salem Township); Supervisor Jim Marion (Saline Township); Supervisor Will Hathaway (Scio Township); Mayor Brian Marl (City of Saline); Supervisor John Kingsley (Webster Township); Supervisor Chuck Tellas (York Township); Supervisor Brenda Stumbo (Ypsilanti Township).

Facilitator: Jasmyne Townsend

OCED Staff Present: Toni Kayumi, Karen Newman, and Jasmyne Townsend

Guests: Gregory Dill (Administrator, Washtenaw County)

Members of Public Present: Scott Parker (Avalon Housing) and Georgia Frost (Representative for U.S. Representative Debbie Dingell)

I. Welcome & Introductions – Roll Call

Townsend called meeting to order at 2:00 pm.

Pursuant to [MCL 15.263 Sec.3](#), Ms. Townsend 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
Ruddock: Participating remotely from City of Chelsea, Washtenaw County
Zupi: Participating remotely from York Township, Washtenaw County
O’Connell: Participating remotely from Ann Arbor Township, Washtenaw County
Watson: Participating remotely from City of Ann Arbor, Washtenaw County
Schulze: Participating remotely from Sylvan Township, Washtenaw County
Jones: Participating remotely from City of Ypsilanti, Washtenaw County
West: Participating remotely from Pittsfield Township, Washtenaw County
Lewis: Participating remotely from Superior Township, Washtenaw County

II. Public Comment

Townsend opened the meeting for public comment. No public comments.

III. Announcements from Members and/or Staff –

A. Winter Warming Centers & Weather Havens – see attached flyers

B. Warming Centers

- I. Daytime warming shelter (Ypsilanti): at Ypsilanti Freighthouse, 100 Market Place, Nov. 13, 2023– March 31, 2024 Monday through Thurs (8am-6pm)
- II. Daytime warming shelter (Ann Arbor):

- a. Journey of Faith (Mon. – Fri.) 1900 Manchester Rd. Ann Arbor, March 4, 2024 – March 28, 2024
 - b. Delonis Center (**weekend only**) 312 W. Huron St., Ann Arbor, November 13, 2023 – March 31, 2024
- C. OCED 's 2024 Small Business Fair – see flyer attached
 - I. Join us to encourage, support, and promote small businesses and microenterprises on March 15th, 2024 from 10 am – 4 pm at the Washtenaw County Learning Resources Center
- D. Job Developers Alliance's Apprenticeship Fair – see flyer attached
 - I. Join the Job Developers Alliance on May 1st, 2024 from 4 pm – 7 pm at Skyline High School for its Apprenticeship Fair.

IV. Minutes

A. 12-06-23 Meeting Minutes – Review & Approval (**ACTION**)

Moved by Adams. Supported by O'Connell.

ROLL CALL:

O'Connell: Yes

Jones: Yes

Watson: Yes

Adams: Yes

West: Yes

Zupi: Yes

Ruddock: Yes

Schulze: Yes

Lewis: Yes

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

V. General Administration

A. OCED Director's Update on the Washtenaw County Board of Commissioners Housing & Homelessness Immediate Impact Resource Allocation (Toni Kayumi, OCED)

OCED's Director, Toni Kayumi provided a brief presentation on the Washtenaw County Board of Commissioners Housing and Homelessness Impact Allocation Disbursements Framework. The presentation was followed by a brief Q and A. A copy of the slides can be found in the March meeting packet [here](#).

Councilman Ruddock wanted clarity on if these funds presented were related to the HOME-ARP funds previously voted on by the UCEC. Director Kayumi clarified these funds are different from the HOME-ARP funds, and that those funds will have a different disbursement process than the funds being discussed.

Councilman Watson inquired how the \$750,000 allocation for the OCED Financial Empowerment Center & Shelter Association will be administered. Director Kayumi confirmed the OCED Financial Empowerment Center and Shelter Association will each have separate assessments. The framework and plan for how funds will be administered is under development.

B. Affordable Housing RFP #8559 Award Recommendations (Karen Newman, OCED)

Ms. Newman gave an overview of the 4 proposed projects received from Avalon Housing, followed by OCED's funding recommendations for each year. The 4 projects are expected to result in acquisition and construction of 63 units for 121 Catherine (Ann Arbor) and 22 units for 206/210 N. Washington Apartments (Ypsilanti), and housing rehab of 12 units for 411 N. Ashley (6 units) and Glendale/Dexter Duplexes (6 units) (Ann Arbor). Project details start on page 7 of the [meeting packet](#) and funding recommendations follow on page 9. Funding awards for the RFP #8559 proposals will be formally approved as part of the overall 2024 Action Plan when the UCEC moves to approve in May.

C. 2024 Project Applications (Jasmyne Townsend, OCED)

Ms. Townsend gave a brief update and thank you to those communities who submitted CDBG project applications by the due date of March 1, 2024. As a point of the 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, that 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 fiscal year the project's anticipated start date should be no sooner than Fall 2024.

D. Timeline Overview for 2024 Annual Action Plan (Jasmyne Townsend, OCED)

Ms. Townsend gave a brief overview of the key dates for the 2024 Annual Action Plan. She noted the approval and submission dates are subject to change based on when HUD announces the 2024-25 Grant amounts. The latest possible date for Action Plan submission to HUD is typically August 15th.

- March 29, 2024: Draft 2024 Action Plan available for review
- April 2024: 30-day public comment period/ Public hearings on Draft Plan
 - April 10, 2024 - Urban County Executive Committee
 - April 11, 2024 - Housing and Human Services Advisory Board
 - May 1, 2024 - Board of Commissioners
- May 2024 (subject to delay based on HUD timing): Approval of Final Plan
 - May 8, 2024 - Urban County Executive Committee
 - May 15, 2024 - Board of Commissioners

VI. Public Comment – Townsend opened for public comment at 2:27.

Georgia Frost (Representative for U.S. Representative Debbie Dingell) – Stated she was at the meeting to gather information on what the Urban County is and what was currently going on. She also noted that if jurisdictions needed anything from Rep. Dingell to not hesitate to reach out, she is always here to support.

VII. Adjournment

Motion to Adjourn – Moved by Watson. Supported by Lewis.
Adjourned at 2:30 PM

**Next Meeting: Wednesday, April 10, 2024, 2:00 – 3:30pm,
Location: In Person – Learning Resource Center (4135 Washtenaw Ave, Ann Arbor)**