

WASHTENAW URBAN COUNTY EXECUTIVE COMMITTEE MEETING
Wednesday, May 14, 2025 - 2:00pm – 3:30pm (Remote)

This meeting is being held in-person at the Learning Resource Center, 4135 Washtenaw Avenue, Ann Arbor.

Members of the public can attend in person or virtually using the Zoom information below:

Zoom link: <https://washtenawcounty.zoom.us/j/87305452512>

Passcode: 771954

Telephone: US: +1 301 715 8592 or +1 312 626 6799 or +1 470 250 9358 US or +1 470 381 2552 US

Webinar ID: 873 0545 2512

A link to Urban County Executive Committee roster with members' contact information is available [here](#).

I. Welcome & Introductions

- Roll Call – members shall state their name and jurisdiction they are representing.

II. Public Comment - Comments can be made in person or virtually using the Zoom link above.

III. Announcements from Members and/or Staff

A. Parkridge Summer Festival & Joe Dulin Community Day – see flyer attached

The Parkridge Summer Festival Committee is hosting their annual Parkridge Summer Festival & Joe Dulin Community Day on Saturday, August 23, 2025. There will be food vendors, merchandise vendors, and much more.

B. Fuel Your Growth – Join OCED and Huntington National Bank May 19th from 6:00pm to 8:00pm for Fuel Your Growth: Unlock The Right Capital For Your Business. This will be a small learning session for small business owners to learn different ways to secure funding.

C. Member Announcements (All)

IV. Minutes

A. 04-09-2025 Meeting Minutes – Review & Approval (**ACTION**)

V. General Administration

A. Adoption of 2025-26 Annual Action Plan (**ACTION**)

B. Presentation: Homelessness/Continuum of Care Data (Andrew Kraemer, OCED)

C. Designee Forms Fiscal Year 2025-26

D. 2024-25 CDBG Project Updates (Jasmyne Townsend, OCED)

I. Construction underway

- a. Ypsilanti Township Appleridge Park renovation and installation of pedestrian pathway**
- b. City of Ypsilanti Recreation Park Pedestrian Pathway Infill and Sidewalk Installation**

II. Design/Engineering underway using CDBG Funds

- a. Superior Township Fireman's Parking Lot Paving**
- b. City of Ypsilanti Prospect Park ADA Sidewalk Installation**

VI. General Updates - Member Announcements

VII. Public Comment – See II. above for Zoom details.

VIII. Adjournment

Next Meeting: Wednesday, June 11, 2025, 2:00 – 3:30pm, Location: Remote (Zoom)

WASHTENAW URBAN COUNTY EXECUTIVE COMMITTEE MEETING
Wednesday, April 09, 2025 - 2:00pm – 3:30pm (Remote)

Members in Attendance: Council Member Chris Watson (City of Ann Arbor); Katie Jones (Economic Development & Equity Coordinator, City of Ypsilanti); Laurie Lutomski (Community Resource Coordinator, Ypsilanti Township); Janet Dillon (Mayor Pro-Tem, City of Saline); Jessica West (Director of Community Development, Pittsfield Township); Chris Cheng (Project Manager, Scio Township); Supervisor Emily Dabish-Yahkind (Superior Township)

Members Absent: Supervisor Laurie Fromhart (Bridgewater Township); Supervisor Karen Sikkenga (Dexter Township); Supervisor Duane Luick (Lima Township); Supervisor Ronald Milkey (Manchester Township); Supervisor Larry Roman (Northfield Township); Supervisor Gary Whittaker (Salem Township); Supervisor Jim Marion (Saline Township); Supervisor John Kingsley (Webster Township); Supervisor Charles Tellas (York Township); Mayor Shawn Keough (City of Dexter); Supervisor Diane O’Connell (Ann Arbor Township); Supervisor Amanda Nimke (Sylvan Township); Mayor Jane Pacheco (City of Chelsea); Supervisor Todd Waller (Augusta Township)

Chair: Commissioner Katie Scott

OCED Staff Present: Jasmyne Townsend and Toni Kayumi

Guests: None

Members of Public Present: Scott Parker (Avalon Housing)

I. Welcome & Introductions – Roll Call

Commissioner Scott called meeting to order at 2:03pm.

Pursuant to [MCL 15.263 Sec.3](#), Ms. Townsend took roll call during which each member stated their name, jurisdiction represented, and where they are calling in from. (I.e. City or Township, Washtenaw County, State of Michigan).

Chris Watson: Representing City of Ann Arbor, Washtenaw County

Katie Jones: Representing City of Ypsilanti, Washtenaw County

Janet Dillon: Representing City of Saline, Washtenaw County

Jessica West: Representing Pittsfield Township, Washtenaw County

Chris Cheng: Representing Scio Township, Washtenaw County

Emily Dabish-Yahkind: Representing Superior Township, Washtenaw County

Laurie Lutomski: Representing Ypsilanti Township, Washtenaw County

II. Public Comment

Commissioner Scott opened the meeting for public comment at 2:05pm. There were no public comments received.

III. Announcements from Members and/or Staff –

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

I. Daytime warming shelter (Ann Arbor):

a. Ann Arbor Day Site (Mon-Fri) TBD, March 17, 2025 – April 11, 2025

b. Delonis Center (**weekend only**) 312 W. Huron St., Ann Arbor, November 11, 2024 – April 13, 2025

B. 2025 Job Developer’s Alliance Apprenticeship Fair – See Save the Date attached

- I. Please save the date for the 2025 Apprenticeship Fair hosted by the Job Developer's Alliance. The apprenticeship fair will be held on Thursday, May 1, 2025, at 2095 Packard Rd, Ypsilanti, MI 48197 (Ypsilanti Community High School) from 4pm – 7pm.

C. Member Announcements (All)

IV. Minutes

A. 04-09-2025 Meeting Minutes – Review & Approval (**ACTION**)

Moved by Watson. Supported by Dillon.

Ayes – 7; Nays – 0, **Motion carried.**

V. General Administration

A. **Summary of FY 2025-26 Draft Annual Action Plan (Jasmyne Townsend, OCED)**

Townsend provided a summary of the FY 2025-26 Draft Annual Action Plan and noted that HUD has yet to release information to Washtenaw County regarding the FY 2024-25 allocations. For this reason, the Draft 2025 Action Plan and Draft Summary of Planned Activities Table posted online reflect estimated allocations which are based on FY 2024 allocations. Townsend gave an overview of the Public Hearing Schedule for the Draft 2025 Annual Action Plan. Townsend also gave an in-depth breakdown of the goals table. Townsend reminded the committee that some of the projects and allocations amounts within the summary table are subject to change based on pending project meeting with communities.

B. **Public Hearing: 2025-26 Annual Action Plan (Jasmyne Townsend, OCED)**

Townsend reviewed the opportunities for providing input on the Draft Action Plan, in addition to the public hearing at this meeting (see below).

Commissioner Scott opened the public hearing at 2:35 pm. Commissioner Scott closed the public hearing at 2:37 pm. No public comment was received.

C. **2025 Annual Action Plan Timeline Overview (Jasmyne Townsend, OCED)**

Townsend gave a brief overview of the key dates for the 2025 Annual Action Plan. Townsend noted the approval and submission dates are subject to change based on when HUD announces the 2025-26 Grant amounts. The latest possible date for Action Plan submission to HUD is typically August 15th.

- April 2024: 30-day public comment period/ Public hearings on Draft Plan
 - April 09, 2025 – Urban County Executive Committee
 - April 16, 2025 – Board of Commissioners
 - April 23, 2025 – Community Action Board
- May 2025 (subject to delay based on HUD timing): Approval of Final Plan
 - May 14, 2025 – Urban County Executive Committee
 - May 21, 2025 – Board of Commissioners
 - May 23, 2025 – Submit Final Annual Action Plan to HUD

VI. **Public Comment** – Commissioner Scott opened the meeting for public comment at 2:42 pm. There were no comments received.

VII. Adjournment

Motion to Adjourn – Moved by West. Supported by Dillon.

Adjourned at 2:45 pm

**Next Meeting: Wednesday, May 14, 2025, 2:00 – 3:30pm,
Location: In Person – Learning Resource Center (4135 Washtenaw Ave, Ann Arbor)**

WASHTENAW URBAN COUNTY EXECUTIVE COMMITTEE (UCEC) MEETING
Wednesday, May 14, 2025, 2:00pm- 3:30pm

AGENDA SUMMARY

Adoption of 2025-26 Annual Action Plan (ACTION) (Jasmyne Townsend, OCED)

As a reminder, a 30-day public comment period was open from April 1 through April 30 to solicit input on the draft 2025 Annual Action Plan. During the comment period, three (3) public hearings took place; the comments received during this comment period have been included in the draft plan that is available on the OCED website. The third and final public hearing occurred on April 23rd at the Community Action Board meeting. A draft of the 2025 Annual Action Plan was made accessible on the Urban County website and social media platforms; updates to the Draft Annual Action Plan were posted after the comment period to reflect comments received and necessary revisions. The Annual Action Plan identifies the specific projects and programs that the County intends to implement with these funds during the period July 1, 2025 – June 30, 2026.

The updated Draft 2025 Annual Action Plan for approval can be accessed [here](#). The 2025 Planned Activities table is available [here](#) and included in the meeting packet.

The remaining steps through to submission of the FY 2025-26 Action Plan are as follows:

- May 2025: Approval of Final Plan*
 - May 14, 2025 - Urban County Executive Committee
 - May 21, 2025 - Board of Commissioners
 - May 23, 2025 - Final Action Plan Due to HUD

*Note: The approval and submission dates are subject to change and are based on when HUD announces the 2025-26 grant awards. As of May 7th, HUD has yet to release allocation amounts. Based on HUD regulations we are allowed 60 days from the date HUD announces the allocations to then submit the Action Plan with actual allocations. The latest possible date for Action Plan submission to HUD is typically August 15th.

Draft Motion: The Urban County Executive Committee approves the 2025 Annual Action Plan as presented - with the ability for staff to make final adjustments when actual allocations are received from HUD - and recommends that the Washtenaw County Board of Commissioners adopt the Final Plan that reflects actual allocations.

Presentation: Homelessness/Continuum of Care Data (Andrew Kraemer, OCED)

OCED's CoC Data and Evaluation Specialist, Andrew Kraemer, will provide updates on the current state of homelessness in the County and efforts being made to address these needs.

Designee Forms for Fiscal Year 2025-26 (Jasmyne Townsend, OCED)

Staff is requesting that elected officials submit the Fiscal Year (FY) 2025-26 UCEC Designee Form by June 20th. The form is included in your meeting packet. It can be completed and turned in today, or by emailing the completed form to townsendj@washtenaw.org. Staff will also email out a fillable electronic version this week. This form needs to be completed only if your local unit of government (LUG) is making a change to your current UCEC designee(s). Elected officials who plan to continue with their current designee(s) for the Fiscal Year 2025-26 beginning July 1, 2025, should simply send an email to Jasmyne Townsend stating as much.

2024-25 CDBG Project Updates (Jasmyne Townsend, OCED)

Superior Township's MacArthur Boulevard project was completed in early fall of this fiscal year. The project included the construction of a new pathway along the north side of MacArthur Boulevard, extending from Stamford Road to Harris Road near Fireman's Park. This new pathway enhances pedestrian safety and accessibility for the surrounding neighborhood.



Before



After

Other local CDBG projects completing design/engineering or starting construction later this year:

- City of Ypsilanti Recreation Accessible Pathways Phase I – Construction underway
- Ypsilanti Township Apple Ridge Park renovation and installation of pedestrian path – Construction underway
- Superior Township Fireman's Park Parking Lot Paving – Design/Engineering underway
- City of Ypsilanti Prospect Park ADA Sidewalk Installation – Design/Engineering underway

Additional Information

If you have any questions on any of the information included in this summary, or would like additional information, please contact Jasmyne Townsend at 734-544-3056 or townsendj@washtenaw.org

SAVE THE DATE

PARKRIDGE COMMUNITY

SUMMER FEST

JOE DULIN DAY

AUG 23, 2025

RESOURCES • MUSIC • FOOD • FUN



OFFICE OF COMMUNITY &
ECONOMIC DEVELOPMENT
Collaborative solutions for a promising future



VENDORS OPPORTUNITY



FUEL YOUR GROWTH: UNLOCK THE RIGHT CAPITAL FOR YOUR BUSINESS

Securing funding doesn't have to be a mystery. This session introduces small business owners to the broad landscape of funding options—from traditional loans to community-based and fintech solutions. We'll explore what lenders look for, how to prepare a complete loan package, and how to determine the right kind of capital for your business at each stage.

What you'll learn:

- The range of capital sources available to entrepreneurs today
- What it means to be "application ready" and how to get there
- Key financial documents and how to tell your business story with them
- How to prepare for lender interviews and ask the right questions



6:00pm - 8:00pm



May 19th



4135 Washtenaw Ave,
Ann Arbor

REGISTER NOW
bit.ly/4j680Mq



OFFICE OF COMMUNITY &
ECONOMIC DEVELOPMENT
Collaborative solutions for a promising future

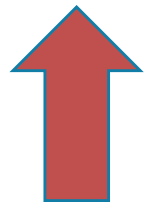
APRIL 2025

Washtenaw Continuum of Care Data

System Overview: March 2025

612

People Experiencing
Homelessness at end
of March 2025



7%

Since April 2024

190

People in **90 Households**
Permanently Housed
In 2025



7%

Compared to Jan-
Apr 2024

144

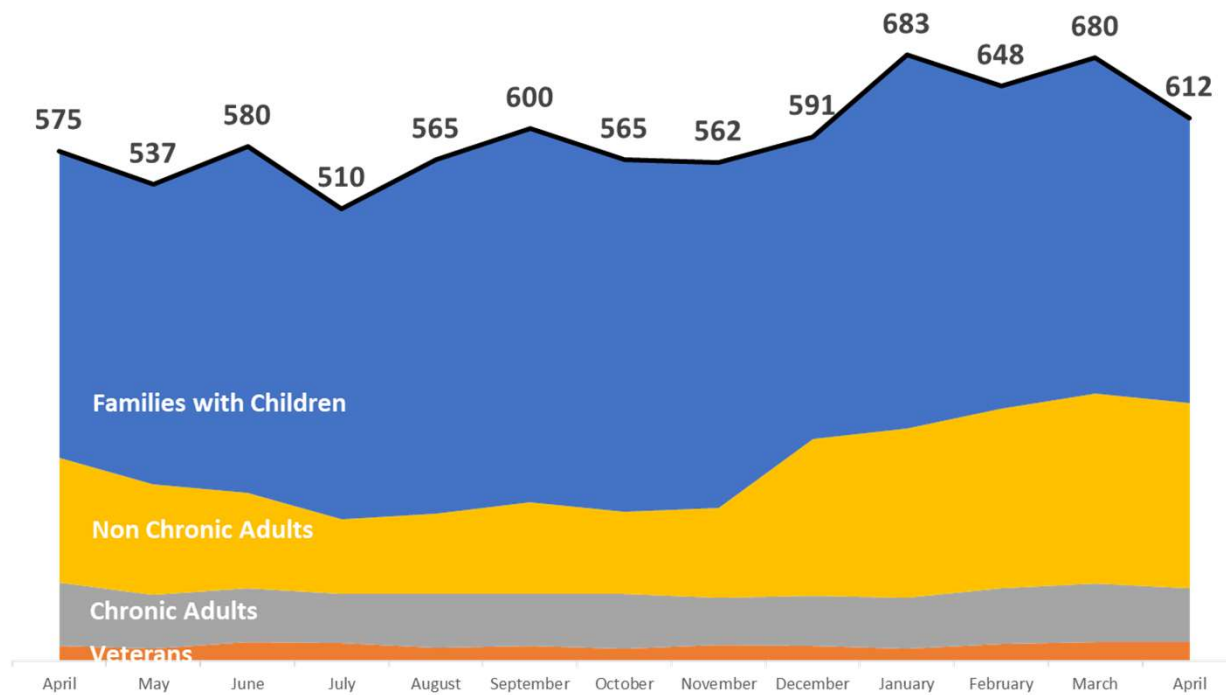
Average days
from intake to
permanent
housing



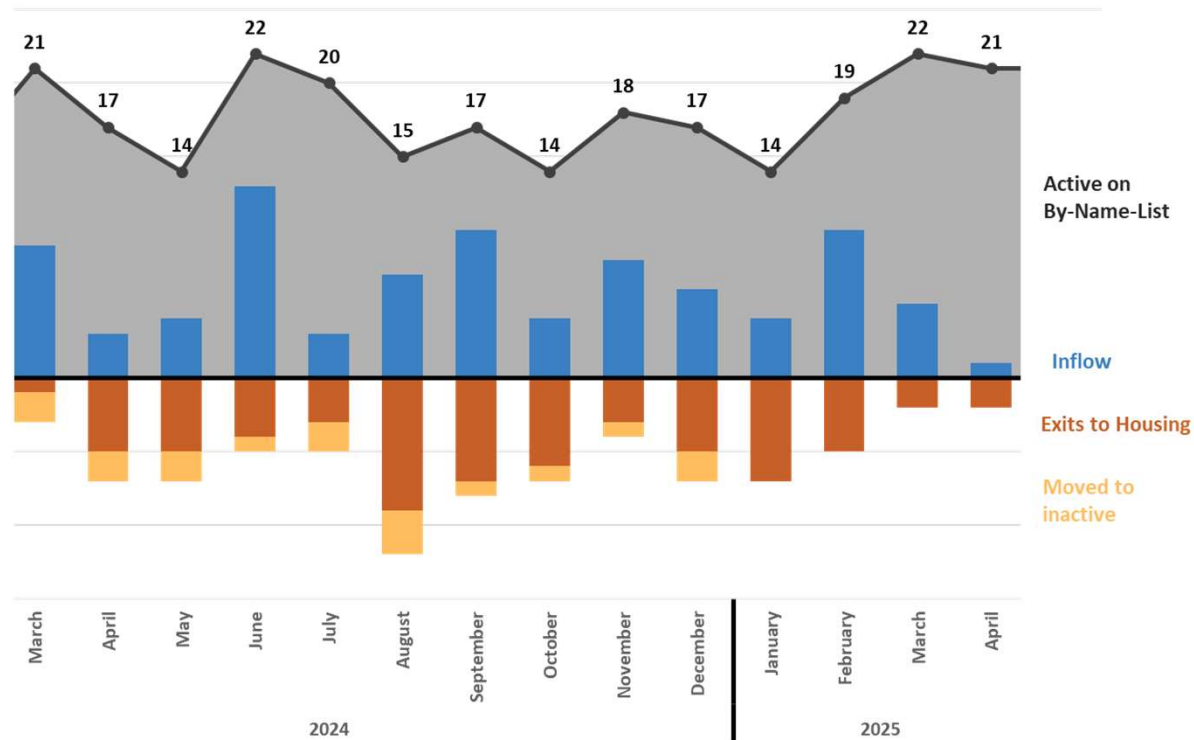
21%

Since CY 2024

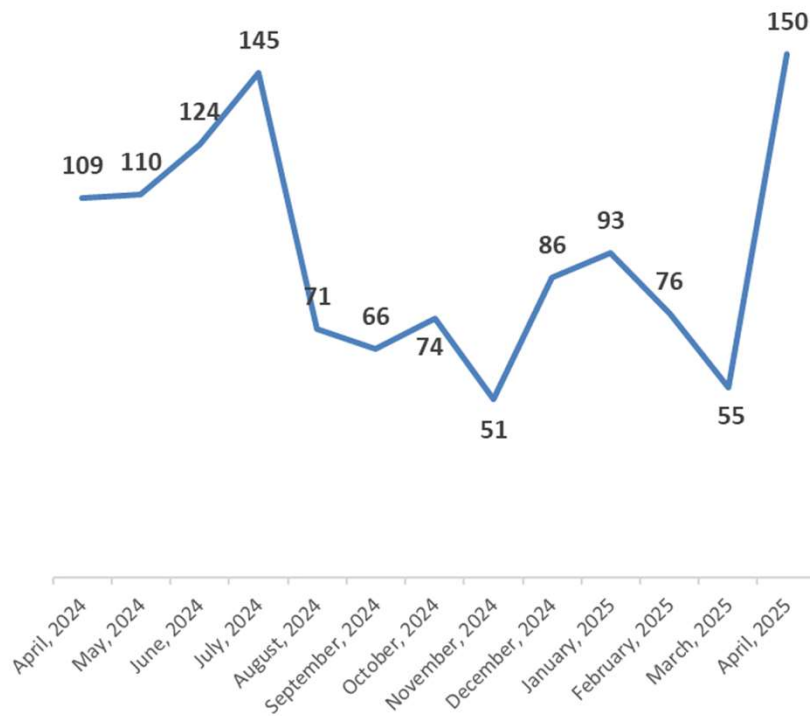
Year Lookback



Veteran By Name List: Year Lookback

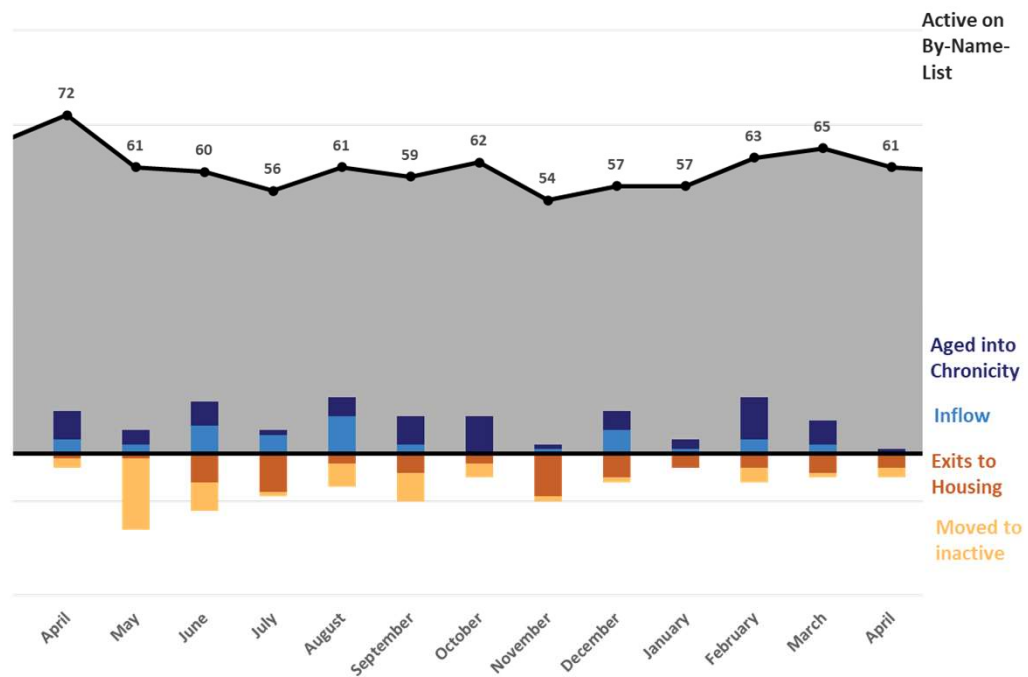


Veteran Length of Time to Housing

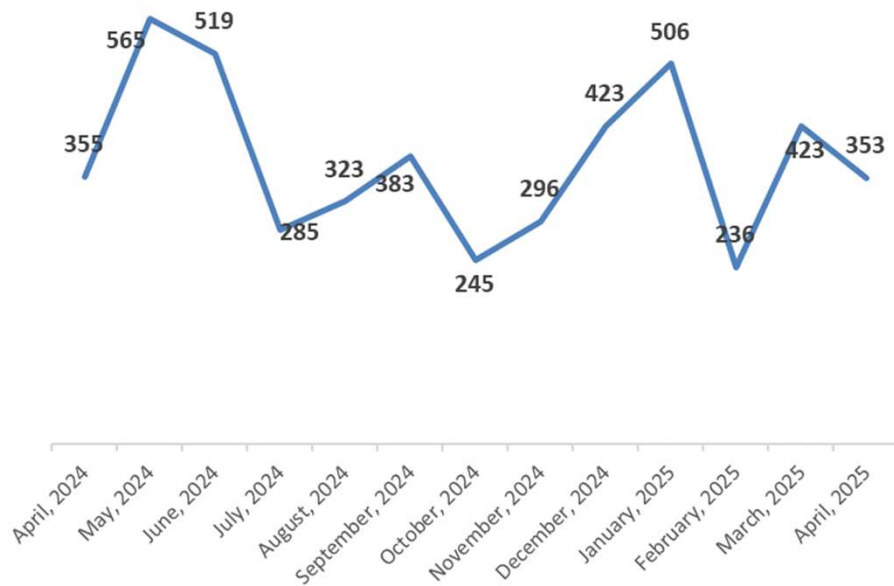


Year	Length of Time
2018	97
2019	97
2020	86
2021	111
2022	99
2023	113
2024	80
2025	90

Chronic By Name List: Year Lookback

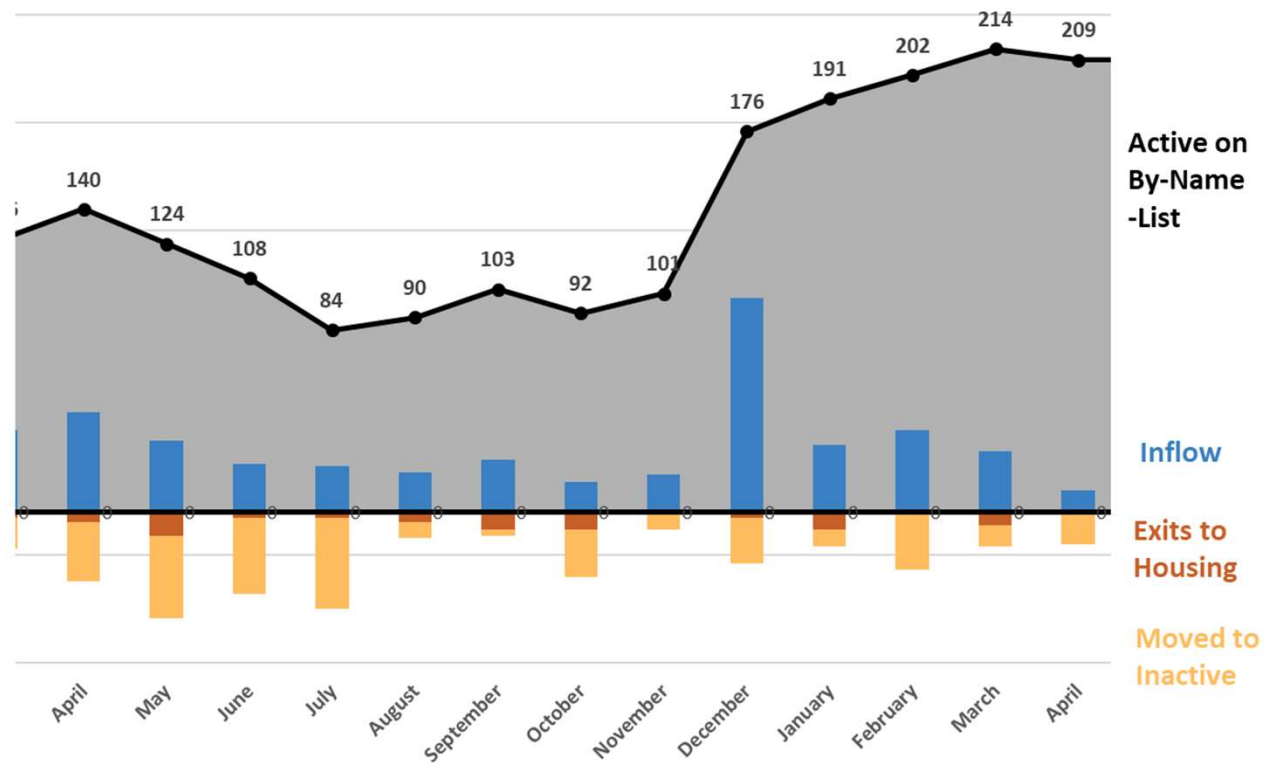


Chronic Length of Time to Housing

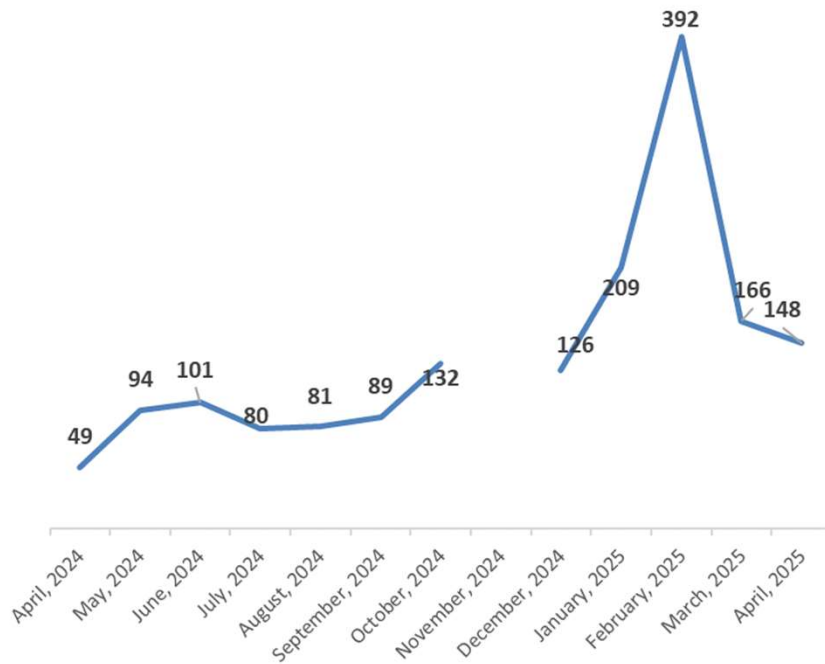


Year	Length of Time
2018	235
2019	247
2020	220
2021	365
2022	322
2023	314
2024	355
2025	390

Non-Chronic By Name List: Year Lookback

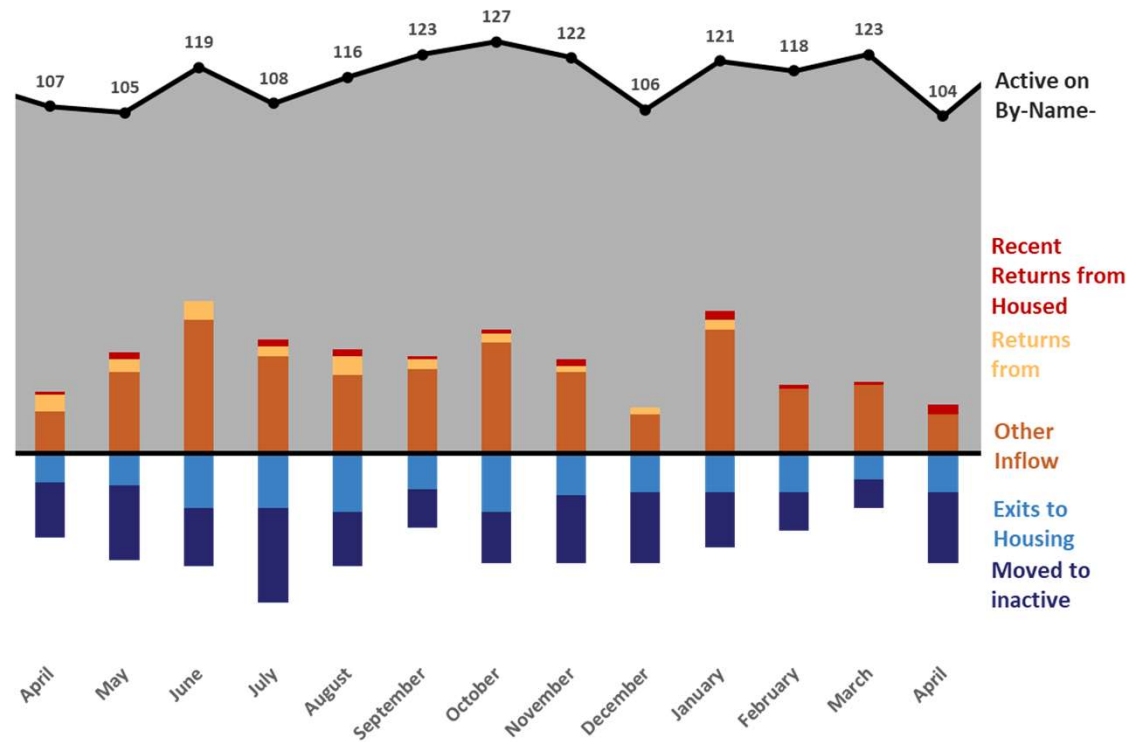


Non-Chronic Length of Time to Housing

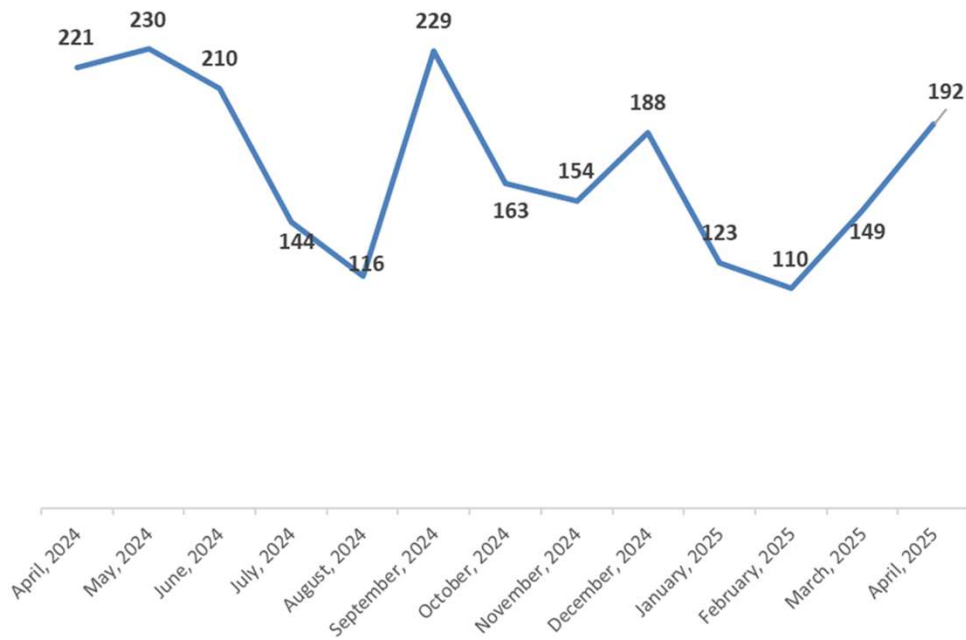


Year	Length of Time
2018	163
2019	136
2020	148
2021	157
2022	167
2023	230
2024	92
2025	201

Family By Name List: Year Lookback



Family Length of Time to Housing



Year	Length of Time
2018	83
2019	98
2020	91
2021	92
2022	116
2023	177
2024	188
2025	143

WASHTENAW COUNTY HOME ARP SUPPORTIVE SERVICES

MAY 2025 UPDATE



OFFICE OF COMMUNITY &
ECONOMIC DEVELOPMENT

Collaborative solutions for a promising future

WHAT IS HOME ARP?

- The **HOME Investment Partnerships Program (HOME)** provides formula grants to States and localities that communities use – often in partnership with local nonprofit groups – to fund a wide range of activities including building, buying, and/or rehabilitating affordable and attainable housing for rent or homeownership.
- The **American Rescue Plan (ARP)** provided \$5 billion to assist individuals or households who are homeless, at-risk of homelessness, and other vulnerable populations (“Qualifying Populations”) by providing housing, rental assistance, supportive services, and non-congregate shelter, to reduce homelessness and increase housing stability across the country.

HOME ARP IN WASHTENAW COUNTY

AMENDED HOME-ARP BUDGET (Approved 10/4/23)			
Funding Category	Funding Amount	% of Grant	Statutory Limit
Supportive Services	\$1,459,914	32%	--
Non-Profit Operating	\$ 228,112	5%	5%
Administration and Planning	\$ 684,334	15%	15%
Development of Affordable Rental Housing	\$2,189,870	48%	--
Acquisition and Development of Non-Congregate Shelters			--
Tenant Based Rental Assistance (TBRA)			--
Non-Profit Capacity Building			5%
Total HOME ARP Allocation	\$ 4,562,230	100%	

QUALIFYING POPULATIONS

- HOME ARP Supportive Services can serve a broader population than typical HUD funding for homeless programs:
- Eligible populations include:
 - **Literally Homeless**, as defined by HUD
 - **At-Risk of Homelessness**, as defined by the federal code
 - **Fleeing, or Attempting to Flee, Domestic Violence, Dating Violence, Sexual Assault, Stalking, or Human Trafficking**, as defined by HUD
 - **Other populations**
 - See next slide →
 - **Veterans and Families that include a veteran** that meet the above criteria

Please refer to the RFP and [HUD Notice](#) for details on these categories

QUALIFYING POPULATIONS, CONT'D

- **Other populations include households who meet one or more of the following:**
 - Other Families requiring services or Housing Assistance to prevent homelessness
 - Households previously defined as homeless who are currently housed due to temporary or emergency assistance
 - At greatest risk of housing instability
 - Annual income less than or equal to 30% AMI and paying more than 50% of income towards housing OR
 - Annual income less than or equal to 50% AMI and meets one of the following:
 - Has moved for economic reasons more than twice in the past 60 Days
 - Is living in the home of another because of economic hardship
 - Has been notified in writing that their current housing will be terminated within 21 days
 - Lives in a hotel or motel paid for by government or charitable organizations
 - Lives in housing with more than 1.5 persons per room as defined by the US Census Bureau
 - Is exiting a publicly funded institution or system of care (health care, treatment, correction programs)

FINAL PROJECT LISTING

Agency	Project Type	Non-Profit Operating	Staffing	Direct assistance	Total HOME ARP Ask	Additional Funds Leveraged	Qualifying Populations
Child Care Network	Family Support Program	\$32,813	n/a	\$486,188	\$519,001	\$0	QP1
SafeHouse	DV Survivor services	\$4,743	\$29,492	\$46,400	\$80,634	\$122,434	QP3
Ozone House	Supporting Youth Transition to Home	\$20,057	\$192,886	\$194,462	\$407,405	\$81,509	QP1,2,4
Friends in Deed	Homelessness Prevention	\$18,750	\$106,272	\$177,853	\$302,875	\$0	QP2,4
Michigan Ability Partners	PSH Supportive Services	\$14,882	\$128,462	\$97,900	\$241,244	\$2,010,362	QP 2,4
	Max Admin: \$91,245; Max staffing/assistance: \$1,459,914			Total:	\$1,551,159		



NEXT STEPS

- Finalize Policies & Procedures and Marketing Plan
- Draft Contracts and work with vendors to set up programs
- Coordinated Entry Planning
- Projects to start serving clients as early as July!



OCED CALL CENTER DATA

APRIL 2025



OFFICE OF COMMUNITY & ECONOMIC DEVELOPMENT

Collaborative solutions for a promising future

2,333

Total Calls

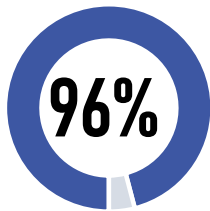
56% of 1,906 Inbound
Calls Answered Live

1040 Unique Callers

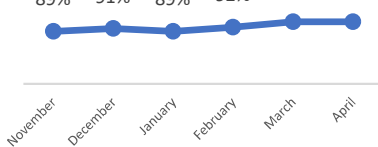
106

Calls per day

Calls Answered in less
than 5 minutes



89% 91% 89% 92% 96% 96%



Average Wait Time

43 Seconds

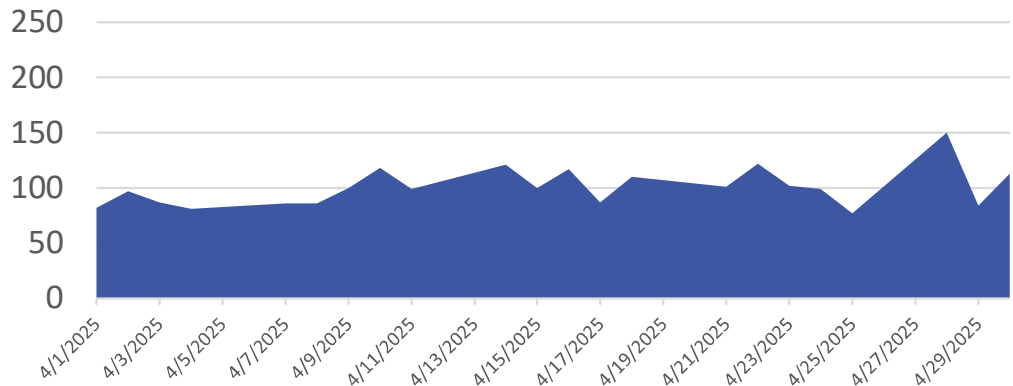
1:55 1:26 1:36 1:37 0:42 0:43



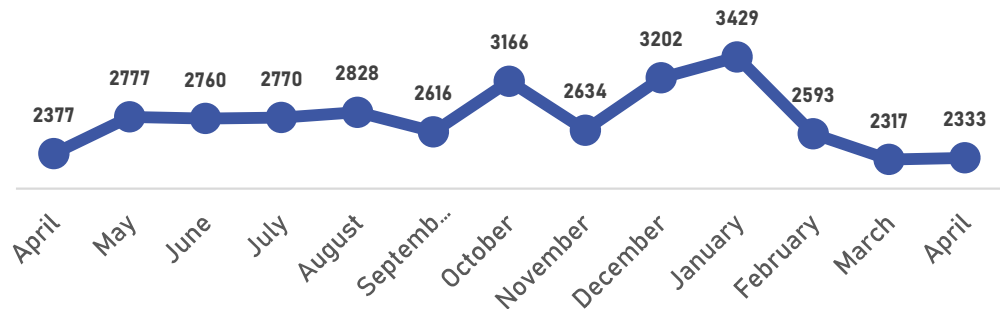
Average Voice Mail Callback Time

Within one business hour

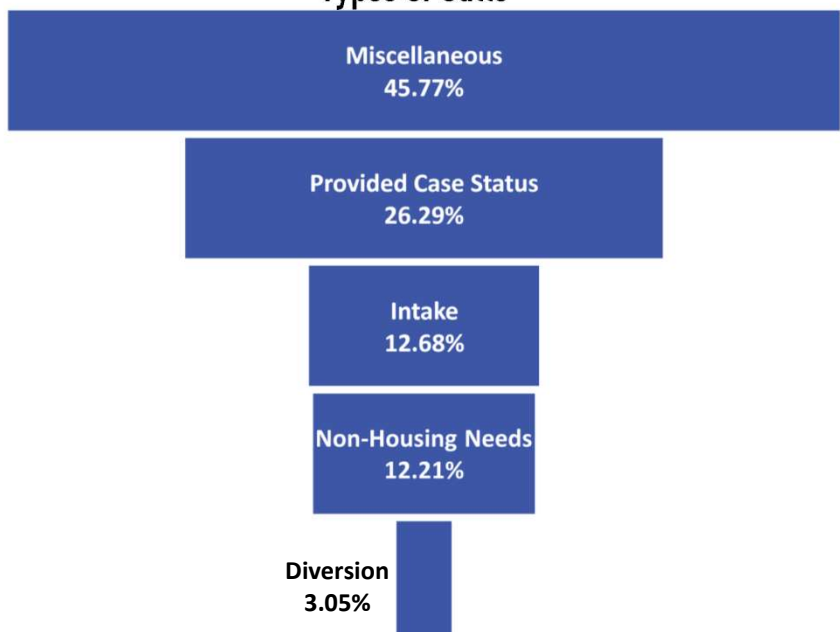
OCED Call Volume per Day



Calls per Month



Types of Calls



Miscellaneous calls include wrong numbers, calls for general information, interrupted calls, ineligible clients, etc.

Non-Housing Needs are calls requesting assistance not available through HAWC



ASSESSMENTS & REFERRALS

APRIL 2025



1040
Unique Callers

119
Appointments Scheduled



4
Youth Assessments
1
Youth under 25
added to CHP List

82
Prevention Referrals



115
Prevention Assessments
Conducted

12 Days
Average Wait Time for
Assessment

23 Households
Waiting for appointments as of
4/1/25
Scheduling on May 6
as of 5/1/25

33
Family Homeless
Assessment Referrals



34
Family Homeless
Assessments Conducted

1.4 Days
Average Wait Time for
Assessment

15
Families added to CHP List

Data Pending

SHELTER & PERMANENT HOUSING

APRIL 2025

Veterans

21

experiencing
homelessness at
end of month

17

sheltered;
shelter space
available

100%

offered a
permanent housing resource

2

Vets permanently housed
last month

Families with Children

112

households
experiencing
homelessness at
end of month

21

families
sheltered (3/31);

24%

offered a permanent
housing resource

13

Families permanently housed
last month

Single Adults

273

experiencing
homelessness at
end of month

80

in residential
shelter (3/31); shelter
full

7%

offered a permanent
housing resource

5

Adults permanently housed
last month