

WASHTENAW URBAN COUNTY EXECUTIVE COMMITTEE MEETING
Wednesday, May 14, 2025 - 2:00pm – 3:30pm
Learning Resource Center (4135 Washtenaw Ave, Ann Arbor)

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); Trustee Sandie Schultz (Sylvan Township); Michelle Aniol (Director of Community Development, City of Dexter); Supervisor Diane O'Connell (Ann Arbor Township)

Members Absent: Supervisor Laurie Fromhart (Bridgewater Township); Supervisor Lonnie Scott (Dexter Township); Supervisor Bill VanRiper (Lima Township); Supervisor Ronald Milkey (Manchester Township); Supervisor Larry Roman (Northfield Township); Supervisor Gary Whittaker (Salem Township); Supervisor Jim Marion (Saline Township); Supervisor Mike DeAngelo (Webster Township); Supervisor Charles Tellas (York Township); Mayor Jane Pacheco (City of Chelsea); Supervisor Todd Waller (Augusta Township)

Chair: Commissioner Katie Scott

OCED Staff Present: Jasmyne Townsend, Tara Cohen, Andrew Kraemer, Toni Kayumi

Guests: None

Members of the Public Present: None

I. Welcome & Introductions – Roll Call

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

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

Katie Jones: Representing City of Ypsilanti, Washtenaw County
Janet Dillon: Representing City of Saline, Washtenaw County
Michelle Aniol: Representing City of Dexter, Washtenaw County
Chris Cheng: Representing Scio Township, Washtenaw County
Emily Dabish-Yahkind: Representing Superior Township, Washtenaw County
Laurie Lutomski: Representing Ypsilanti Township, Washtenaw County
Sandie Schulze: Representing Sylvan Township, Washtenaw County

Jessica West: Representing Pittsfield Township, Washtenaw County arrived at 2:07 pm
Chris Watson: Representing City of Ann Arbor, Washtenaw County arrived at 2:14 pm
Diane O'Connell: Representing Ann Arbor Township, Washtenaw County arrived 2:14 pm

II. Public Comment

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

III. Announcements from Members and/or Staff –

- A. Parkridge Summer Festival & Joe Dulin Community Day – The Parkridge Summer Festival Committee will host their annual Parkridge Summer Festival & Joe Dulin Community Day on Saturday, August 23, 2025.
- B. Fuel Your Growth – OCED and Huntington National Bank will host *Fuel Your Growth: Unlock The Right Capital For Your Business* on May 19th. There will be small learning sessions made available to those who join.
- C. Member Announcements (All) – None

IV. Minutes

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

Moved by Cheng. Supported by Dillon.

Ayes – 8; Nays – 0, **Motion carried.**

V. General Administration

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

Townsend reminded the committee there was public comment period open from April 1st through April 30th to solicit input from on the Draft 2025 Annual Action Plan. During the comment period, three (3) public hearings took place; there were only three comments received. A draft of the 2025 Annual Action Plan was made accessible on the Urban County website and social media platforms; periodic updates to the draft were posted during the comment period. The Annual Action plan identifies the specific projects and programs that the County intends to implement with these funds during the fiscal period (July 1, 2025 – June 30, 2026)

The updated Draft 2025 Annual Action Plan for approval and 2025 Planned Activities Table was made available on the website [here](#).

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

- May 2025: Approval of Final Plan*
 - May 14, 2025 – Urban County Executive Committee
 - May 21, 2025 – Board of Commissioners
 - June 6, 2025 – Final Action Plan Due to HUD

*Note: Based on HUD guidelines, the actual deadline for submitting the 2025 Action Plan is July 14, 2025; Townsend noted staff intends to submit earlier to avoid delays in executing the 2025 grant agreements and subsequent 2025 contract

HUD Actual Allocations for the 2025 Annual Action Plan:

As of May 14th, HUD posted the 2025 allocations on its website. Updates to the version presented at the April meeting reflect and generally include:

- Inclusion of public comments received to date
- City of Ypsilanti has changed their project to replacing the roof at Parkridge Community Center

Urban County HUD Allocations: Current vs Next Fiscal Year

	2024-25	2025-26	Change
CDBG	\$2,172,792	\$2,248,182	3.5%
HOME	\$1,186,993	\$1,255,294	5.8%
ESG	\$192,143	\$190,962	-0.6%
Total	\$3,551,928	\$3,694,438	4%

Draft Motion: The Urban County Executive Committee approves the 2025 Annual Action Plan as presented – with the ability for staff to make final adjustments as needed – and recommends that the Washtenaw County Board of Commissioners follow suit in adopting the Plan at their 7 PM meeting on June 4, 2025.

Moved by West. Supported by Aniol.

Watson: Yes

West: Yes

Lutowski: Yes

Dabish-Yahkind: Yes

Dillon: Yes

Schulze: Yes

O'Connell: Yes

Jones: Yes

Cheng: Yes

Aniol: Yes

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

OCED's CoC Data and Evaluation Specialist Andrew Kraemer provided updates on the current state of homelessness in the County and efforts being made to address those needs. UCEC members were encouraged to ask questions during Kraemer's presentation. The presentation material can be found [here](#) starting on page 8.

Questions & Answers:

Q: How are these numbers calculated – and are these people true to that community's homeless population? (Dillon)

A: It is hard to say – I would say it could be 80/20 (Kraemer)

Q: Are these numbers including people that only call the center or do these numbers also include beyond that? For example, public safety reach-out. (West)

A: These numbers also include the numbers from our street resource team. (Kraemer)

Q: How does the chronic length of time in Washtenaw County compare to other surrounding counties? (Commissioner Scott)

A: I'm not sure of the answer at this moment but can do some research and get back to you. (Kraemer)

Q: What are our precautions for the increasing length of time for those in shelters before we can put them in permanent housing? (Commissioner Scott)

A: Our office doesn't shelter funding directly. The Delonis Center does a good job at triaging families. On the individual side it can be a little different. Families compared to single individual varies. (Kraemer)

Q: From what you know, for the two-month gap, for a family that can only stay 3 months does the family start to live in cars/vehicles until that voucher is provided? (Cohen, OCED)

A: I believe it's that they start to live in cars – however, the difference between family homelessness and individual homelessness is that families are more successful when finding temporary or permanent housing. It's fairly common that people get rapid re-housing while being at a shelter.

Q: To clarify when you say move inactive, does this mean that they stop calling for assistance daily? (Cohen, OCED)

A: Yes, that typically means they have stopped calling for housing or shelter assistance, and to be consider inactive for us this means that they have not reached out or responded to us within 60 days. Also, going inactive isn't punitive for us, the family or individual doesn't lose their spot. For those who have entered jail or the hospital, inactive status goes up to 90 days.

Questions about HOME-ARP Awards for Supportive Services

Q: What are the supportive services provided for the Permanent Supportive Housing (PSH)?

A: The qualification for this program is that this is for those who have previously experienced chronic homelessness. We will receive referrals from our case management on who those individuals or families are.

Q: So, these funds are mostly going to go towards funding supportive services? Where are those additional leveraged funds coming from? (West)

A: There was no local match required – I believe this number is for staffing that already exists. (Kraemer)

Q: So, the non-profit operating costs are those factored into the total HOME-ARP ask? And in few instances, the staffing cost is the same as cost of [direct] assistance – can you expand on that? (West)

A: We usually have admin funds, however with [the HOME-ARP grant] these funds can be used to cover other expenses the non-profit has, but they can't be used on this project. In terms of staffing being that these are one-time funds that is why staffing is at the amount – we are still working with our [CoC] Funding Review Team. (Kraemer)

Q: How does community mental health factor into these numbers? (Aniol)

A: We don't have those additional services now – we do have supportive services where typically people in the program can receive those services. (Kraemer)

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

Townsend requested that elected officials submit the Fiscal Year (FY) 2025-26 UCEC Designee Form by June 20th. Townsend noted that she would email a fillable electronic version; this form was to be submitted if a community's Local Unit of Government (LUG) intended to make changes to their current UCEC Designee(s). If elected officials planned to continue with their designee, they should email Jasmyne.

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

Townsend provided updates on a few CDBG Infrastructure projects completed or in process. Townsend highlighted the Superior Township's MacArthur Boulevard Project which was completed early fall of 2024. The project included the construction of a new pathway along the north side of MacArthur Boulevard, extending from Stamford Road to South Harris Road near Fireman's Park. This new pathway enhances pedestrian safety and accessibility for the surrounding neighborhood.

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 Resurfacing – Design/Engineering underway
- City of Ypsilanti Prospect Park ADA Sidewalk Installation – Design/Engineering underway

VI. Public Comment – Commissioner Scott opened the meeting for public comment at 3:02 pm. There were no comments received.

VII. Adjournment

Motion to Adjourn – Moved by Aniol. Supported by West.
Adjourned at 3:04 pm

**Next Meeting: Wednesday, September 10, 2025, 2:00 – 3:30pm,
Location: In Person – Learning Resource Center (4135 Washtenaw Ave, Ann Arbor)**