

Meeting Minutes of the Traverse City Housing Commission

April 22, 2022

A Regular Meeting of the Traverse City Housing Commission was called to order by Heather Lockwood in the Second Floor Committee Room at the Governmental Center, 400 Boardman Avenue, Traverse City, Michigan at 9:03 A.M.

I ROLL CALL

The following were present:

- Commissioners – Jim Friend, Heather Lockwood, Mitchell Treadwell, and Wayne Workman. Roger Putman was excused.
- Staff – Tony Lentych, Executive Director.
- Residents – Ellen Corcoran, Betty Osborne, and Jeff Turner.
- Guests/Public – Judy Myers.

II APPROVAL OF AGENDA

Commissioner Workman moved (Treadwell support) to approve the agenda as presented. The motion was unanimously approved.

III PUBLIC COMMENT

Judy Myers was introduced and provided some information about her background with HUD programs.

IV CONSENT AGENDA

Commissioner Workman moved (Friend support) to accept the Consent Agenda as presented in the April 22, 2022 packet.

Roll Call

Friend	Yes
Treadwell	Yes
Workman	Yes
Lockwood	Yes

The motion was unanimously approved. The Consent Agenda was as follows:

- A. Meeting Minutes of March 25, 2022 Regular Meeting.
- B. Schedule of Disbursements for March 2022 for the Public Housing Program.
- C. Schedule of Disbursements for March 2022 for Housing Choice Voucher / Section 8 Program.
- D. Payment of Invoices for April 2022.
- E. Financial Statements for March 2022.

VI COMMITTEE REPORTS

- A. The meeting minutes from the April 15, 2022 Executive & Finance Committee meeting was presented. The committee decided to not make changes to the check signing authorization

until after the Annual Meeting. Make changes now could mean changing the authorizations in less than sixty days.

- B. The meeting minutes from the April 12, 2022 Communication & Outreach Committee meeting was presented. Part I of the website refresh has been completed. The final version of the “Center of It All” brochure was distributed and it will be printed (small quantity run) soon.

VII STAFF AND PROGRAM REPORTS

- A. The Executive Director’s April Report was presented. There are still multiple meetings every week with partners to close out the Riverview RAD project. Staff attended a City Commission meeting on city-owned properties that could be used for affordable housing development. The City appears to have a property in mind for the Housing Commission to develop.
- B. The April 2022 Family Self-Sufficiency Report was presented and accepted. Due to recent graduations, the numbers are low but the program is being promoted with new HCV recipients and with new residents of Orchardview Townhomes.
- C. The Resident Council Report for April 2022 in the packet was reviewed. The letter from the President was highlighted and Betty Osbourne indicated in response to a Commissioner question that there is a lack of senior leadership in the building – a change from recent times and probably due to the isolation from the pandemic.

VIII OLD BUSINESS

- A. The TCHC Policy Review Schedule was presented. It was noted that the annual review of TCHC’s By-Laws will occur at the next Governance Committee meeting. The new Document Retention committee will be prepared before the end of summer.
- B. Staff submitted a memorandum on activities with the RAD Program. A copy of the approved Response Activity Plan from EGLE was discussed. Receiving this document clears the way for the final RAD Conversion Commitment from HUD.
- C. A memorandum on the BATA/LaFranier Road project was reviewed. We are now working on the property split and purchase.

IX NEW BUSINESS

- A. A memorandum on the potential contract with the Cheboygan Housing Commission (CHC) was presented by staff and discussed in detail – the contract was attached to the memorandum. It was noted that the CHC had approved the contract but expected some feedback and perhaps changes from our Commission. There was some concern about travel commitments. Staff recommended hold off on the vote until more information about TCHC budget is presented.

X CORRESPONDENCE

Two (2) items of correspondence were presented and accepted into the record: An e-mail from attorney Carl Coan and a brochure on the BATA-TCHC project entitled, “Center of It All”.

XI PUBLIC COMMENT

Betty Osbourne made comments about the proposal to make State Street two ways.

Ellen Corcoran complimented the TCHC staff.

XII COMMISSIONER COMMENT

Commissioner Lockwood noted that she was pleased with the progress on the BATA/TCHC project especially after receiving the PUD approval from Garfield Township the previous month – the brochure was a great summary document of the scope of this project. Several Commissioners also made comments about the potential for ARPA funding on this site.

XIII ADJOURNMENT

Commissioner Workman moved (Lockwood support) to adjourn the meeting. The motion was approved and President Lockwood closed the meeting at 10:03 A.M. It was announced that the next meeting will be on THURSDAY, May 26, 2022

Respectfully submitted,



Tony Lentych, Executive Director and Recording Secretary



Heather Lockwood, President