

## **Meeting Minutes of the Traverse City Housing Commission February 24, 2023**

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 9:07 A.M.

### **I ROLL CALL**

The following were present:

Commissioners – Jim Friend, Heather Lockwood, and Mitchell Treadwell. Roger Putman and Wayne Workman were excused.

Staff – Tony Lentych, Executive Director.

Residents – None.

Guests/Public – Colleen Haley, DHHS.

### **II APPROVAL OF AGENDA**

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

### **III PUBLIC COMMENT**

None.

### **IV CONSENT AGENDA**

President Heather Lockwood asked to remove the meeting minutes of the January 27, 2023 Regular Meeting from the Consent Agenda.

Commissioner Friend moved (Treadwell support) to accept the remaining items on the Consent Agenda as presented in the February 24, 2023 Meeting Packet.

#### **Roll Call**

Treadwell	Yes
Friend	Yes
Lockwood	Yes

The motion was unanimously approved.

The remaining Consent Agenda was as follows:

- A. January 27, 2023 Regular Meeting Minutes
- B. Schedule of Disbursements for January 2023 for the Public Housing Program.
- C. Schedule of Disbursements for January 2023 for Housing Choice Voucher / Section 8 Program.
- D. Financial Statements for January 2023.

Staff distributed a report on the Cash Position for TCHC. This report will be on the Consent Agenda going forward.

President Lockwood then commented on some language on the minutes from January 27, 2023 that was not correct (a remnant statement from a previous document) and asked for the sentence to be removed. Commissioner Treadwell moved (Lockwood support) to accept the meeting minutes as amended for the January 27, 2023 Regular Meeting. The motion was unanimously approved.

**V COMMITTEE REPORTS**

A. The meeting minutes from the February 17, 2023 Executive & Finance Committee meeting were presented. There was a tour of construction at Riverview Terrace and updates for all development projects were provided.

**VI STAFF AND PROGRAM REPORTS**

A. The Executive Director's February Report was presented. There was a lengthy update on East Bay Flats, including a recent meeting between staff and some of the Goodwill board members, and the potential development plans drafted by Goodwill staff. There were questions about the Elk Rapids RFP, the City's recent Study Session, and the PILOT extension for Parkview.

B. The February 2023 Family Self-Sufficiency Report was presented and accepted. There is no grant agreement in place with HUD yet. We are moving forward with hiring of staff to assist with this program.

C. The Resident Council Report for February 2023 in the packet was reviewed. Staff indicated that there was an issue with Community Room not being finished – especially the kitchen – which affected the ability to host events for the building. President Lockwood asked if some sort of visualization can be produced to track the progress of construction.

**VII OLD BUSINESS**

A. The TCHC Policy Review Schedule was presented and briefly reviewed. There were no questions.

B. A memorandum on activities with the RAD Program was reviewed. Staff noted there was a delay on kitchen cabinetry due to a fire at the manufacturer.

C. A memorandum on the Parkview Senior Apartments (8<sup>th</sup> Street) was reviewed. Staff received a call from our development team relaying information about our appeal to MSHDA. MSHDA staff reported that we have won our appeal on parking and the balcony/patio issue. We are awaiting more information on the details (like the potential necessity of "reserve" due to the lack of parking).

D. A memorandum on the BATA/LaFranier Road project was reviewed. We will be working on the PILOT ordinance in the coming weeks.

**VIII NEW BUSINESS**

A. Staff introduced the concept of creating a Memorandum of Understanding with Habitat of Humanity that indicates our desire to work collaboratively to deliver the home-ownership component of the PUD at Carriage Commons (the LaFranier Road Project). This process

would begin to formalize our relationship and allow Habitat to begin to fund raise for this project. President Lockwood moved (Friend support) to authorize staff to negotiate a draft MOU with Habitat for Humanity of Grand Traverse referencing the fifteen (15) home-ownership properties at Carriage Commons. Items for inclusion in the MOU were outlined during discussion. These include:

1. TCHC's intention to "sell" the properties for a minimal fees (e.g., to cover legal costs)
2. But there must be a cost sharing for the infrastructure and site work related to the properties
3. An outline of the multi-year phases for the construction of the 15 properties
4. Right of approval on the "look or general design" of the homes
5. Include designs for larger families

The motion was unanimously approved.

**IX CORRESPONDENCE**

One (1) item of correspondence was presented and accepted into the record: a Record-Eagle Article on Affordable Housing.

**X PUBLIC COMMENT**

None.

**XI COMMISSIONER COMMENT**

Commissioner Treadwell stated that the recent Study Session went "pretty well" and may have been more helpful to those "watching at home". He also noted that the Central Neighborhood meetings have become less contentious than in recent years.

President Lockwood expressed an interest in learning more about the work of Traverse Connect and noted that she met with Colleen Haley after the last TCHC meeting.

**XII ADJOURNMENT**

Commissioner Treadwell moved (Friend support) to adjourn the meeting. The motion was approved and President Lockwood closed the meeting at 10:11 A.M. It was announced that the next regular meeting will be on March 24, 2023 at the Governmental Center.

Respectfully submitted,



---

Tony Lentych, Executive Director and Recording Secretary



---

Heather Lockwood, President