

Meeting Minutes of the Traverse City Housing Commission

January 28, 2022

A Regular Meeting of the Traverse City Housing Commission was called to order by President Heather Lockwood in the Second Floor Committee Room at the Governmental Center, 400 Boardman Avenue, Traverse City, Michigan at 9:01 A.M.

I ROLL CALL

The following were present:

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

Staff – Tony Lentych, Executive Director, and Angie Szabo, Property Manager.

Residents – Ellen Corcoran and Betty Osborne.

Guests/Public – None.

II APPROVAL OF AGENDA

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

III PUBLIC COMMENT

None.

IV CONSENT AGENDA

Commissioner Putman moved (Treadwell support) to accept the Consent Agenda as presented in the January 28, 2022 packet.

Roll Call

Putman	Yes
Treadwell	Yes
Friend	Yes
Lockwood	Yes

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

- A. Meeting Minutes of December 3, 2021 Regular Meeting.
- B. Schedule of Disbursements for November and December 2021 for the Public Housing Program.
- C. Schedule of Disbursements for November and December 2021 for Housing Choice Voucher / Section 8 Program.
- D. Payment of Invoices for January 2022.
- E. Financial Statements for November and December 2021.

V COMMITTEE REPORTS

- A. The meeting minutes from the January 21, 2022 Executive & Finance Committee meeting was presented. Staff noted that the Committee is reviewing salary levels to ensure that we

are competitive in today's environment. It was also reported that one of the members of the maintenance team had resigned to take another position in town.

- B. The meeting minutes from the January 20, 2022 Governance & Compliance Committee meeting was presented. A review of the Hostile Environment / Harassment / Anti-Bullying Policy was discussed. The Committee spent a lot of time review part of the DDA's Unified Plan for the Lower Boardman River that was released in December. It was suggested that TCHC should communicated in some fashion regarding the resident's concerns about the plan.

VI STAFF AND PROGRAM REPORTS

- A. The Executive Director's January Report was presented. Staff discussed the Main Street Loft project in Frankfort, Michigan. This is a collaboration with the newly formed Frankfort Housing Commission and Sock Construction. There will be more information on this in the near future. There was question about the HCV program and how HUD funds the program – 208 vouchers is not a real number because we are funded as to what HUD thinks 208 will cost which usually translates to about 175 vouchers.
- B. The January 2022 Family Self-Sufficiency Report was presented and accepted. There is a graduation to discuss under New Business.
- C. The Resident Council Report for January 2022 in the packet was reviewed. All financials are in order. Betty Osbourne is now the President.

VII OLD BUSINESS

- A. The TCHC Policy Review Schedule was presented and briefly reviewed. The review memorandum for the Hostile Environment / Harassment / Anti-Bullying Policy was attached.
- B. Staff submitted a memorandum on activities with the RAD Program. Our response to HUD regarding their denial of our Waiver Request was attached. It was noted that our actual closing date is looking more like late April or early May now.
- C. A memorandum on the BATA/LaFranier Road project was reviewed. There has been a lot of conversations about the project lately. It was noted that the final PUD approval is now scheduled for March 8, 2022. TCHC and BATA are now working on developing more concise marketing materials about the overall economic impact of the entire project.

VIII NEW BUSINESS

- A. A memorandum on a FSS Participant Gradation and escrow disbursement was introduced. It was noted that there was a grammar error in the second paragraph of the memorandum. President Lockwood moved (Putman support) to approve an escrow disbursement to Participant No. V-001-000092 for the amount of \$23,381.69.

Roll Call

Treadwell	Yes
Friend	Yes
Lockwood	Yes
Putman	Yes

The motion was unanimously approved.

IX **CORRESPONDENCE**

Four (4) items of correspondence were presented and accepted into the record: An e-mail from HUD on acceptance of FY 2021 Audit; an EPC report from WWEC; a Record-Eagle article on ARPA; and a Housing Michigan Fact Sheet.

President Lockwood asked about why Housing Michigan list a number of bills it is tracking but not SB 363 but Housing North was sending out an e-mail blast about that bill being pulled from Committee. Staff did not have an answer for that.

X **PUBLIC COMMENT**

Ellen Corcoran inquired as to what will be the procedure to contact the DDA on the Boardman River Unified Plan – it was noted that Governance would discuss this item at its next meeting. She also asked if there could be some better promotion of the FSS program and the story of its most recent graduate.

XI **COMMISSIONER COMMENT**

Commissioner Treadwell read an on-line update on SB 363 and noted that the City was becoming more active on social media utilizing Hickory Hills as an example.

Commissioner Friend reported that his Ad Hoc interview for re-appointment went well. [There was a brief review of this new process for appointing Housing Commissioners].

XII **ADJOURNMENT**

Commissioner Putman moved (Treadwell support) to adjourn the meeting. The motion was approved and President Heather Lockwood announced the next meeting on February 25, 2022 and closed the meeting at 10:21 A.M.

Respectfully submitted,



Tony Lentz, Executive Director and Recording Secretary



Heather Lockwood, President