

WASHTENAW URBAN COUNTY EXECUTIVE COMMITTEE MEETING

Wednesday, May 5, 2021 - 2:00pm – 3:30pm

Location: Virtual Meeting using Zoom

Members in Attendance:

Supervisor Brenda Stumbo (Ypsilanti Township); Supervisor Diane O’Connell (Ann Arbor Township); Councilperson Elizabeth Nelson (City of Ann Arbor); Jessica West (Director of Community Development, Pittsfield Township); Supervisor Ken Schwartz (Superior Township); Trustee Linda Adams (Augusta Township); Mayor Lois Richardson (City of Ypsilanti); Michelle Aniol (Community Development Manager, City of Dexter); Michael Radzik (Office of Community Standards Director, Ypsilanti Township); Trustee Sandie Schulze (Sylvan Township); Supervisor Will Hathaway (Scio Township).

Communities Absent: Bridgewater Township; Dexter Township; Lima Township; Manchester Township; Northfield Township; Salem Township; Saline Township; Webster Township; York Township; City of Saline.

Facilitator: Commissioner Sue Shink

OCED Staff Present: Sharde Crutchfield; Tara Cohen; Teresa Gillotti

Guests: Amy Krieg (Habitat for Humanity of Huron Valley); County Health Officer Jimena Loveluck (Washtenaw County Health Department); Wendy Carty-Saxon (Avalon Housing).

Meeting called to order: 2:08 PM

Pursuant to [MCL 15.263 Sec.3](#), Chair Shink took roll call during which each member stated their name and physical location (I.e. City or Township, Washtenaw County, State of Michigan).

O’Connell: Participating remotely from Ann Arbor Township

Adams: Participating remotely from Augusta Township

Nelson: Participating remotely from City of Ann Arbor

Aniol: Participating remotely from City of Dexter

Richardson: Participating remotely from City of Ypsilanti

West: Participating remotely from City of Westland

Hathaway: Participating remotely from Scio Township

Schwartz: Participating remotely from Superior Township

Schulze: Participating remotely from Sylvan Township

Radzik: Participating remotely from Ypsilanti Township

[Stumbo joined the Zoom meeting after roll call – remote in Ypsilanti Township.]

I. Public Comment

- Amy Krieg introduced herself as Legal Counsel for Habitat for Humanity and spoke on Habitat’s areas of concern as well as areas they support, within OCED’s proposed updates to the Housing Program Guidelines that UCEC is being asked to approve today. Krieg requested that, if the Guidelines are to be approved as written, the UCEC and OCED will commit to revisiting these policies again within a specific timeframe to assess the impact the approved changes have had on potential homebuyers applying to Habitat’s Homebuyer program.

II. Announcements

- A.** Introductions – Each member state name and physical location (I.e. City or Township): *See above under roll call at the outset of meeting.*

III. Minutes

A. 4-7-21 Meeting Minutes – Review & Approval (**ACTION**)

Moved by Hathaway. Support by Adams.

ROLL CALL:

Adams: Yes

Hathaway: Yes

Nelson: Yes

O'Connell: Yes

Schulze: Yes

Radzik: Yes

Richardson: Yes

Schwartz: Yes

Aniol: Yes

West: Yes

Ayes – 10; Nays – 0; **Motion carried.**

IV. General Administration

A. County Health Officer's COVID-19 Update (Jimena Loveluck, WCHD)

Jimena Loveluck presented slides on COVID 19 and the status of vaccinations in Washtenaw County. Please see slides [here in the updated May 5th meeting packet](#) (slides start on page 8).

B. Update on Process for Receiving CARES Act Funding (Tara Cohen, OCED)

Cohen stated that a Substantial Amendment process to the 2019 Annual Action Plan is required both by HUD as well as the Urban County's Citizen Participation Plan in order to obtain the CDBG CARES Round 3 allocation (\$1,608,347). She noted this will be the 3rd substantial amendment made to the 2019 Action Plan, for the purpose of adding the various CARES fund grants (CDBG-CV and ESG-CV). Cohen also explained that the CDBG-CV Round 3 funds remain for now in a broad category of *COVID-19 Response & Recovery Activities*, emphasizing that when OCED is ready to propose programming of these funds, it will come back to the UCEC and the Board of Commissioners for approval.

C. Public Hearing: Proposed Substantial Amendment to 2019 Action Plan for Washtenaw Urban County

- Formal acceptance of CDBG-CV Round 3 Grant funds, i.e. CARES Act funding

Commissioner Shink opened the public hearing at 2:45 PM. No comment were received. Shink closed the hearing at 2:46 PM.

D. Approval of Substantial Amendment to 2019 Action Plan (**ACTION**) (Tara Cohen, OCED)

Motion: The UCEC approves the proposed substantial amendment to the Fiscal Year 2019-20 Action Plan as written for submission to HUD. Submission to HUD will be followed by the execution of a grant agreement with HUD for the \$1,608,347 in Round 3 CDBG-CV funds for subsequent COVID-19 response and recovery activities.

Moved by O'Connell. Support by Schwartz.

ROLL CALL:

Adams: Yes

Hathaway: Yes

Nelson: Yes
O'Connell: Yes
Schulze: Yes
Radzik: Yes
Richardson: Yes
Schwartz: Yes
Aniol: Yes
West: Yes

Ayes – 10; Nays – 0; **Motion carried.**

E. Summary of Revisions to FY 2021-22 Draft Annual Action Plan (Tara Cohen, OCED)

Cohen reviewed the list of minimal updates made to the 2021 Action Plan and Summary of Planned Activities since last presented at the April 7th meeting.

F. Approval of FY2021-22 Annual Action Plan (ACTION) (Tara Cohen, OCED)

Motion: The Urban County Executive Committee approves the 2021 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 meeting on June 2, 2021.

Moved by Richardson. Support by Hathaway.

ROLL CALL:

Adams: Yes
Hathaway: Yes
Nelson: Yes
O'Connell: Yes
Schulze: Yes
Radzik: Yes
Richardson: Yes
Schwartz: Yes
Aniol: Yes
West: Yes

Ayes – 10; Nays – 0; **Motion carried.**

G. Approval of Updates to Housing Program Guidelines – (ACTION) (Sharde Crutchfield, OCED)

Crutchfield presented slides to review the key changes being proposed to the Guidelines, referencing the red-lined document included in the [agenda packet](#) (begins on page 45 of packet). She referenced Krieg's public comment, and suggested that OCED and UCEC review the guidelines in approximately 2 months to see what, if any, impact the changes have had on potential homebuyers and/or on Habitat's program.

Motion: The Urban County Executive Committee approves the updates to the Housing Program Guidelines for the Washtenaw Urban County as presented – with the ability for staff to make corrections to the inconsistencies noted during public comment, specifically to make sure the developer fee and minimum HOME lien period are consistent throughout the entire document.

Moved by Aniol. Support by O'Connell.

ROLL CALL:

Adams: Yes

Hathaway: Yes

Nelson: Yes

O'Connell: Yes

Schulze: Yes

Radzik: Yes

Richardson: Yes

Schwartz: Yes

Aniol: Yes

West: Yes

Ayes – 10; Nays – 0; **Motion carried.**

H. Update on COVID Emergency Rental Assistance (CERA) Program (Teresa Gillotti, OCED)

Gillotti shared that there have been some issues with the online application portal for CERA, asking everyone to connect her to any constituents who have encountered problems with the site so that OCED can connect those individuals to MSHDA. She stated that a media push for the program will occur soon, once the application portal issues have been addressed.

I. General Updates

1) Minor updates to Summary of Planned Activity Tables (2014/15/16/17/18/20)

Cohen referenced the Summary of Planned Activities Tables from 6 prior Action Plans that have been slightly updated to reflect reprogramming of various project funds within 4 of the local units (City of Ypsilanti, Pittsfield Township, Superior Township, and Ypsilanti Township.) She explained that these types of updates do not require any action from the UCEC, it is for informational purposes only.

2) Local Project Updates

Cohen briefly discussed the photos included in the agenda summary within the packet, highlighting 3 CDBG-funded projects completed in the current fiscal year: Northfield Community Center overflow parking lot (2019 CDBG priority project); Ypsilanti Township Community Center flooring (2019 CDBG priority project, supplemented with 2017/19 CDBG); Schooner Cove Bus Shelter in Ypsilanti Township (2016/17/19 CDBG).

3) Community Announcements/updates (All) – None.

V. **Adjournment**

Richardson moved to adjourn. Support from Hathaway.

Motion carried unanimously.

Adjourned: 3:10 PM

Next Meeting: Wed., June 2, 2021, 2:00 – 3:30pm, Location: Remote via Zoom