



Business Board of Directors Special Meeting Minutes December 8, 2022

Commission Members Present: David Anderson, Kizzy Bradford and Patrese Griffin

Commission Members Absent: Coty Dunten, Gwendolyn Hooker

Kalamazoo County Commissioner Present: Tami Rey (arrived at 4:27pm)

Kalamazoo County Housing Director Present: None

LHAF Millage Monitor and Recording Secretary Present: Jamie Few and Lisa Willcutt

Call to Order and Approval of Meeting Agenda

The meeting was called to order at the Kalamazoo County Building, Board Chambers, 201 West Kalamazoo Avenue, by President Griffin at 4:10pm. A motion was made to excuse Commissioner Hooker's absence.

Motion by Anderson

Support by Bradford

Motion approved

A motion was made to approve the meeting agenda.

Motion by Anderson

Support by Bradford

Motion approved

Public Comment on Agenda Items and Non-Agenda Items

None

4870 Foxfire Trail

Anderson presented an idea to the group to begin the discussion. Integrated Services of Kalamazoo (ISK) was informed of a family currently experiencing homelessness. The father of the family is currently living in ISK's Step-Up Family Shelter with his youngest daughter; his oldest daughter is currently staying at a residential services location until December 21, 2022, due to the mother abandoning her. The father is currently receiving support services through ISK, and it would be possible for the daughters to receive support services through ISK's Youth and Family Services. Anderson suggested using Permanent Supportive Housing (PSH) vouchers to assist in covering the recurring condominium costs. At the present time, it might be difficult for this prospective tenant to acquire utilities in their name; Anderson suggested KCPHC keeping the utilities in their name and potentially having the tenant transfer service into their name at a future date.

A move in date of December 19, 2022, would be ideal for the family. This specific date has been requested due to the oldest daughter needing to relocate by December 21, 2022. This requested move in date would also satisfy the tax exemption requirement to have the condominium occupied no later than December 31, 2022.



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Griffin asked if this condominium would be considered permanent housing as opposed to transitional housing. Anderson confirmed the condominium's HOA does not allow transitional housing; 4870 Foxfire Trail would be considered permanent housing and the tenants would be required to sign a lease for a year. Willcutt clarified the lease would be similar to those of the FUSE/Hays Park leases where the Kalamazoo County Public Housing Commission is specified as the landlord.

Griffin stated that moving forward, the KCPHC should condense their multiple lists of organizations and potential residents into a singular, combined list. Every organization and family should have an equal opportunity to be utilized moving forward for future projects.

Anderson asked for clarification on the requirements for a quorum: is the necessary majority vote include the entirety of the Board, or only the Commissioners present for the meeting? Willcutt read the Bylaws to the Commissioners which states, "Three members of the Commission shall constitute a quorum for the transaction of business at any meeting of the Commission." Due to Bradford and Griffin being present and considered the majority, it was noted that Anderson will abstain from voting due to ISK being involved in this motion.

A motion was made to support the proposal to allow the family experiencing homelessness to become tenants of 4870 Foxfire Trail and to continue to receive support services through ISK.

*Motion by Anderson
Support by Bradford*

*Roll Call Vote:
Bradford – Yes
Griffin – Yes
Anderson – Abstained*

Motion approved

Public Comment on Agenda and Non-Agenda Items

None

Commissioner Member Comments

Bradford asked if anyone knew more information regarding the City of Kalamazoo purchasing or building houses in the near future. Anderson clarified that the City of Kalamazoo has recently purchased 14 existing homes in the Northside Neighborhood of Kalamazoo. Each home will receive renovations including new windows, insulation, plumbing, electrical, etc. He believes they will be sold in the price range of \$80,000 to \$100,000. Anderson encouraged Commissioners to call 311 to contact the Department of Community Planning and Economic Development to find out more about the process. Kalamazoo Neighborhood Housing Services is also a partner in this project, offering financial readiness and homebuyer education classes to ensure participants are prepared for a mortgage. Anderson recommended anyone interested



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would also benefit from reaching out to this organization. Bradford thanked Anderson for his insight.

Rey apologized for her late arrival. She mistakenly thought the meeting was scheduled for 4:30pm.

Meeting Adjourned: 4:32pm

Submitted by: Jamie Few