

MEMORANDUM

TO: Board of Commissioners
Ann Arbor Housing Commission

FROM: Jennifer Hall, Executive Director

DATE: November, 2014

I. RAD REDEVELOPMENT

- A. River Run & Maple Tower Renovations:** Norstar is renovating the 6th and 7th floor of Miller Manor and the 4th and 5th floor of Baker. Construction has begun on the Green Road fire building. Occasionally the entire building must have the power or plumbing turned off for several hours in order to complete replacement of critical systems. Tenants are always notified in advance and they have been very patient and accommodating so far.
- B. N. Maple (West Arbor):** I want to thank Skyline High School students have been working with Jason Bing of the Ecology Center are creating a video for residents on healthy homes. They will make a presentation to the board at a future meeting. Jamie Kidwell from the City Energy Department is creating a video for residents on how to save energy as part of the City's efforts to green affordable housing. Jason Bing is also working with students at the U-M business school to create a model for community solar that we are hoping to use at West Arbor and Platt Road.
- C. Lower Platt:** The Site Plan was approved unanimously by the Planning Commission and will be on the City Council agenda on December 1, 2014.
- D. Colonial Oaks:** HUD indicated they will not be ready to close in 2014 on these properties, which means that no matter when we close on them in 2015, we will continue to draw down public housing funding for the operating subsidy. We will not be able to draw down PBV administrative fees and HAP funds until 2016, no matter when we close on the property in 2015.
- E. Resident Meetings:** Five resident meetings (one at Miller, Baker, Hikone, Green-Baxter, and Maple Meadows) have been scheduled for the month of November to talk about the construction scope, construction schedule and anything else tenants want to discuss about RAD. In addition, volunteers from the Trauma & Emergency Response Network are attending each meeting to talk to tenants about recognizing the stress that this construction and relocation process is causing to them and providing community resources to help them deal with the stress.

II. FINANCIAL REPORT AND UPDATE

See attached Financial Statement

III. PROCUREMENT ACTIVITIES BEYOND SMALL PURCHASES (\$25,000+)

Nothing to report

IV. PERSONNEL

- A. Training** – Maintenance staff received their annual Asbestos Awareness Training.
- B. Staff Health** – Volunteers from the Trauma & Emergency Response Network are meeting with our staff to talk about what is causing them stress on the job and to help provide strategies to deal with on the job stress.
- C. Staffing** –More than half our staff are working overtime in order to make sure we meet all our deadlines for the RAD conversion. Maintenance and FSS staff are turning units for temporary relocation and office staff are completing new income certifications and leases with every tenant that moves temporarily or permanently as a result of RAD. Even if the tenant only moves for 4 months, we have to sign a new lease and conduct a new income certification for each unit they are living in. And every tenant living in a converted unit is considered a new tenant at the time of conversion, for LIHTC and PBV purposes, and must sign a new lease and have a new income certification.

V. OPERATIONS

- A. Maintenance** – HUD conducted REAC inspections on 25% of our remaining public housing units. All 24-hour Health and Safety violations were corrected within 24 hours. They included 3 non-working smoke detectors, a tenant's bed that was blocking a 2nd story window, and an exposed exterior wire. All units are getting a winter furnace check and filter replacement. Lance ordered two pallets of salt to ensure that we are covered for the entire winter. Last winter there was a nation-wide salt shortage.
- B. Section 3 tenant hiring** – We held a second resident recruiting meeting to hire tenants and 6 additional tenants were hired.
- C. Partnerships** - We partnered with the County, Washtenaw Housing Alliance, Ypsilanti Housing Commission and the VA for a 2016 technical assistance grant from HUD to come up with a community strategy to end homelessness for veterans by 2016. The WHA is the grantee.
- D. Section 8: The Section 8 department**

VI. FOLLOW UP TO OCTOBER 2014 BOARD MEETING.

See attached revised succession plan for Executive Director