

MEMORANDUM

TO: Board of Commissioners
Ann Arbor Housing Commission

FROM: Jennifer Hall, Executive Director

DATE: November 16, 2016

I. FEDERAL

A. Housing Choice Voucher (HCV) Administrative Fee: The November and December pro rata reimbursement rate is 83.79% which is the highest it has been in several years. The AAHC is receiving about \$104,700/month in administrative fees compared to \$93,870/month in November and December 2015. HCV Administrative costs averaged \$114,000/mo in 2015.

II. RAD REDEVELOPMENT

A. River Run (Baker, GBC and Hikone) & Maple Tower (Miller and S. Maple) Renovations: Final exterior construction underway including patios, fences and entrance ways.

B. West Arbor (N Maple): Construction underway. First units scheduled for completion on December 1st and the final building will be completed in March 2017. 10 apartments need to be occupied before December 31, 2016 in order to meet tax credit obligations.

C. Swift Lane (White/State/Henry and Lower Platt): No update from MSHDA regarding tax credit application.

D. Colonial Oaks (Main, Penn, Seventh, Colonial Platt): 17 apartments are completely renovated and occupied by qualified tenants and 8 are under renovation. We have committed to housing a minimum of 12 special needs households.

E. Evelyn: No update

III. CITY/COUNTY/OTHER RELATIONS

A. No updates

IV. FINANCIAL REPORT AND UPDATE

See attached October 2016 financials

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

Michigan Hardscape \$147,690 for earthwork, sidewalks, parking lot and rain gardens at S. Seventh – see attached resolution

VI. PERSONNEL

A. Staffing: Welcome to Misty Hendershot, formerly of Michigan Ability Partners, who has accepted the position of Voucher Program Manager. Lance Mitchell, Facility Manager, put in his resignation and we will be trying to fill this critical position as soon as possible.

B. Training: Diamond Consulting is offering on-line classes on the tax credit process. The training includes an initial free assessment tool to determine the level of proficiency on specific subject areas. Then customized training can be taken on-line for areas that staff need training on.

VII. OPERATIONS

A. Maintenance: Sewer lines were flushed at Baker and Miller. Electrical lines were added at Miller to the elevators and hallways to add security cameras.