

**ANN ARBOR HOUSING COMMISSION
ANNUAL AGENCY PLAN
SPECIAL BOARD MEETING
April 2, 2008
MINUTES**

The meeting took place in the AAHC Conference Room, 727 Miller, Ann Arbor, MI 48103. Chairperson *Gibson* convened the meeting at 6:08 p.m.

ROLL CALL: Commissioners present: David Parent, James Jackson, Deborah Gibson, Alan Levy, and arriving late Dwayne Seals.
Staff Present: Elizabeth Lindsley and Weneshia Brand.

I. **APPROVAL OF AGENDA** - Commissioner *Levy* moved and Commissioner *Jackson* supported to approve the agenda. The Agenda was approved 3-0.

II. **OLD BUSINESS**

A. **Resolutions**

1. FY08-24: To Approve Annual Section 8 Utility Allowance Revision.

Commissioner *Jackson* moved and Commissioner *Levy* supported. *Jenkins:* the SEMAP Confirmatory Review of 2007 determined that the no points would be received for the revised Utility Allowance schedule since there was no supporting data documentation. The utility allowance increase is a result of the increasing utility cost. After reviewing the memo presented at the March meeting it was determined that the calculations were incorrect, the actual rate increased to 13.87%. *Lindsley:* the rates from last year were obtained and can be compared to the newly revised rates. *Levy:* inquires if there is a cap to increasing utility allowances as a result of budget constraints? *Jenkins:* increasing utility allowances increase the amount available in HAP. *Lindsley:* the burden may be on the tenant if the UA increases and the FMR doesn't increase correspondingly. The motion was approved: 4-0.

2. FY08-26: To Approve Annual Agency Plan for FFY2008. Commissioner

Parent moved and Commissioner *Levy* supported. *Parent:* inquires if the commissioners are to provide feedback on the policy issues presented at the March meeting. *Lindsley:* yes, the report includes the public commentary, AAHC Managers and Commissioners positions. *Parent:* request that Lindsley

provide a brief overview. *Lindsley*: the RAB inquired of Capital Improvements; the commission will include improvement in the operating budget for FY09. Regarding the MPRI program; it's the commission position to decline implementation of the MPRI program as HUD regulations has explicit language prohibiting the assistance to criminal offenders. *Parent*: suggest amending Dr. Walden's comment. *Levy*: inquires if the duct cleaning repair item is a new repair item. *Lindsley*: the request is for the laundry room duct at Miller Manor, but this type of work has been contracted in the past. *Levy*: acknowledgement of the major maintenance repairs should be reported in the quarterly newsletter.

Lindsley: WHA asked the commission to set aside an unspecified number of vouchers for homeless participants; the commission's position is to entertain this idea once the S8 waitlist is depleted or near depletion. *Gibson*: inquires how the staff will manage the administration of vouchers for the numerous special interest groups that may request them. *Lindsley*: currently the regulations allow local elderly and/or disabled to jump ahead on the list, but to realign or add additional preferences (as for homeless) is best addressed once the waitlist is depleted. *Gibson*: mentions that it is assumed that several agencies will seek vouchers from the commission due to the lack of affordable housing. *Lindsley*: agencies assume that the commission can issue vouchers because the program is currently under-leased, but there are several issues why participants aren't utilizing their voucher. *Gibson*: that concern (failure to lease up as potential discrimination) was mentioned at the meeting and Schaafsma mentioned that participants should contact Fair Housing when those issue occur. *Lindsley*: the briefing packet includes information and an application for Fair Housing discrimination. *Parent*: agrees with the commission's position to postpone the implementation of a limited homeless preference based on the MSHDA model, even with assistance by local non-profits, until the waitlist is depleted.

Lindsley: CAN requested the commission address the residents' safety concern; the commission proposes to coordinate a meeting with the chief of police to request a higher-level officer handle all high priority safety concerns as needed. *Seals*: inquires if the police would willingly commit to this request. *Lindsley*: explains that the commission has two officers assigned to the properties; this request would only assign one higher-level officer to handle extreme circumstances. *Seals*: suggest that the residents are more educated in the area of law enforcement and court procedures. *Gibson*: reiterates the origin of the request and agrees that a higher-level liaison is needed. *Parent*: suggest the topic of resident safety is added to a later agenda and inquires if the commissioners agree to the commission's request to meet with the chief of police. *Levy*: supports the commission's position.

Lindsley: recaps the policy proposals regarding child support and the guest length of stay. The managers oppose to a discretionary child support deduction and any change to extend the guest length of stay policy. *Parent*: did staff benchmark the child support waiver with other HA's? *Lindsley*: no, but a query to other HA's can be implemented. *Parent*: inquires *Lindsley*'s

experience of child support waivers with previous employers. *Lindsley*: was not involved in rent calculations elsewhere. *Levy*: explains that both positions have merit, but supports the managers' position. *Lindsley*: data regarding the guest policy was compared to other HA's and it was found that most HA's administer the same seven (7) day allowance with exception upon approval. *Parent*: inquires if the PH managers have the authority to approve exceptions and if the lease stipulates this language. *Lindsley*: there is no criteria stipulated in the lease, but it does state that extensions are allowed upon approval. *Seals*: inquires if an extension is denied; is there an appeals process. *Lindsley*: yes, residents have a right to an informal and formal hearing on all issues. *Parent*: are there written procedures for a grievance. *Lindsley*: yes. *Seals*: if a resident is in the grievance process the unapproved guest remains a visitor until a hearing decision. *Lindsley*: yes. *Parent*: in that example, is the resident considered in violation of the lease. *Lindsley*: yes. *Gibson*: in the meeting Schaafsma mentioned that the guest policy is challengeable by law. *Levy*: many things are challengeable, but it's only solid with a rational reason or in events of discrimination. *Seals*: inquires if the guest policy also, includes children who visit. *Lindsley*: yes, but exceptions are allowed; resident simply notify the managers to receive a waiver. *Levy*: suggest managers implement identical standards when processing waivers. *Jackson*: mentions a structural reporting error. *Parent*: inquires if the subject of voluntary conversion had been removed from the agency plan. *Lindsley*: yes, the commission decided to revisit the topic after a complete assessment of asset management. *Parent*: inquired if Capital Needs Assessments were included in the agency plan. *Lindsley*: yes, it is located in the Executive Summary and refers to the Avalon partnership, re-launching FSS, and creating a capital improvement plan. The motion was approved: 5-0.

IX. ADJOURNMENT

The meeting adjourned at 7:14 p.m.

Commissioner David Parent, Chairperson

Elizabeth Lindsley, Executive Director