



Legislation Details (With Text)

**File #:** 14-1668      **Version:** 1      **Name:** AAHC amended maintenance policy  
**Type:** Resolution      **Status:** Filed  
**File created:** 11/16/2014      **In control:** Housing Commission  
**On agenda:** 11/19/2014      **Final action:** 11/19/2014  
**Enactment date:**      **Enactment #:**

**Title:** Resolution to Approve an Amendment to the Maintenance Policy

**Sponsors:**

**Indexes:**

**Code sections:**

**Attachments:** 1. Maintenance Policy - amended November 19 2014.pdf

Date	Ver.	Action By	Action	Result
11/19/2014	1	Housing Commission	Approved by the Commission	Pass

Resolution to Approve an Amendment to the Maintenance Policy

The AAHC has a Maintenance Policy that governs the maintenance of AAHC managed buildings. The policy changes are intended to reflect best business practices for property management.

The policy states that the AAHC will adopt and adhere to a cyclical painting program which it has not adopted. The common areas need to be repainted at least every 7 years, based on the condition of the walls. A unit is always repainted at the time that a tenant moves out in preparation for a new tenant. However, many of our tenants have lived in our units for 15 or more years and their unit has not been repainted and may need it. The amended policy requires the AAHC to paint each unit every 7 years from the previous time it was painted. Consequently, tenants who live in their units for 10 or will be able to get a fresh coat of paint every 7 years. At that time, AAHC staff can also evaluate whether new carpeting or other items in the unit also need to be replaced. There is new language that states that the Executive Director will consider requests from a tenant not to have their unit repainted because repainting a unit is for the tenant's benefit.

In addition, the current policy requires units to be turned within 20 to 28 days, which far exceeds best business practices. When a tenant moves out of a unit, the unit needs to be turned immediately in order to move in another tenant. This change needs to occur both to provide housing faster for low-income households and to ensure that the AAHC is receiving rent revenue to maintain operations. The amended policy requires the units to be turned within 2 to 10 days, depending on the size of the unit.

The Waitlist Specialist is constantly managing the waitlist to try to quickly align eligible tenants with vacant units. Ideally, there will always be a small group of pre-approved eligible tenants that are

waiting for a unit to become available. After the unit is turned, it must pass an inspection and then it can be shown to pre-approved tenants. Then the prospective tenant must execute a lease, provide a security deposit, and arrange to move from an old unit. The goal continues to be to move a new tenant into a unit within 20 days of it becoming vacant, but if the entire 20 days is devoted to turning the unit, that goal will never be reached.

The amended Maintenance Plan is attached in track changes.

Prepared and Approved by: Jennifer Hall, Executive Director

WHEREAS, the Ann Arbor Housing Commission has a Maintenance Policy that regulates the maintenance of AAHC managed buildings; and

WHEREAS, the policy needs to be updated to reflect best business practices;

RESOLVED THAT, the Ann Arbor Housing Commission Board approves the amended Maintenance Policy as presented.