



**MEMORANDUM**

TO: Mayor and City Council  
FROM: Tom Crawford, Interim City Administrator  
DATE: June 15, 2020  
SUBJECT: R-20-155, R-20-126, R-20-157: Monthly Reporting on Waivers, Sheltering & Human Services

**STATUS OF TAX PENALTY WAIVER ([Resolution R-20-155](#)) – Resolution to Approve a Waiver of Late Penalty Charge for Late Tax Payments in Response to the COVID-19 Novel Coronavirus Pandemic**

Tax software has been adjusted to calculate amounts due as specified in the resolution. Tax bill stock has been redesigned to be consistent with the resolution. Tax bills are scheduled to be delivered on July 1.

**STATUS OF AAHC EVICTION PREVENTION & EMERGENCY RESPONSE ([Resolution R-20-126](#)) - Resolution to Approve Ann Arbor Housing Commission Eviction Prevention and Emergency Response Request for Assistance and Appropriate \$200,000.00**

Below is a budget on how AAHC will spend both City and HUD funds related to COVID-19 as well as actual expenditures of City funds through May 31, 2020. AAHC plans to spend City funds first, then spend HUD funds. The reason is two-fold – for FEMA reimbursement first and then HUD reimbursement. HUD funds must be spent by December 31, 2020. If AAHC has not expended all HUD funds by December 31st then it will reimburse the City with the balance of our HUD funds.

| Description  | Vendor   | Location      | Estimated Amount | Expended as of May 31, 2020 |
|--|----------|---------------|------------------|-----------------------------|
| New office supplies & equipment related to staff telecommuting & offices closed to the public, includes drop off boxes for tenants | Variety  | Variety       | \$6,000          | \$6,007.27                  |
| Security Guards 24/7   | Teachout | Baker Commons | \$80,000         | \$29,596.75                 |

|   |                       |   |          |             |
|---|-----------------------|---|----------|-------------|
| Security Guards evening & weekend   | Liberty Security      | Miller Manor  | \$73,000 | \$12,327.05 |
| Hiring tenants for additional cleaning  | Elliot & Schultz      | Baker & Miller                                      | \$18,000 | \$1,800.00  |
| Additional Janitorial Services  | Blessings             | All AAHC properties                                 | \$12,000 | \$200.00    |
| Additional janitorial supplies & Personal Protective Equipment (PPE)  | Variety               | All AAHC properties                                 | \$8,000  | \$6,800.75  |
| Payment of overdue rent & fees for AAHC tenants as of March 18 <sup>th</sup> in the court process for non-payment. All tenants whole as of March 18 | Tenants               | All AAHC properties                                 | \$60,000 | \$60,195.91 |
| Late fees & court fees for tenants living with private landlords, once the stay on evictions is lifted to help prevent evictions                    | Landlords             | All voucher programs                                | \$6,000  |             |
| Groceries and meals for tenants as well as computer tablets for community centers for youth school access   | Avalon, CAN, PNC      | Miller, Baker, GBC, Hikone, W. Arbor, Maple Meadows | \$58,000 | \$20,467.39 |
| Security Deposits & Application Fees for new tenants (primarily NED)  | Landlords             | All voucher programs                                | \$50,000 | \$6,284.00  |
| Pay tenant damage fees to retain private landlords for voucher programs   | Landlords             | All voucher programs                                | \$20,000 | \$1,000.00  |
| Tenant moves that are urgent  | Moving companies      | All AAHC properties                                 | \$10,000 |             |
| Health Services such as a Computer for Telemedicine and health screenings if we have cluster of positive tenants on properties with common areas    | Avalon/Packard Health | Baker, Miller, Broadway                             | \$7,000  |             |

|   |         |                      |              |              |
|---|---------|----------------------|--------------|--------------|
| Furniture & kitchen supplies for new move-in homeless households due to closed used furniture stores                                      | Variety | All AAHC properties  | \$7,000      | \$4,435.39   |
| Software module for tenants to make on-line payments and portal for tenants to upload documents for eligibility and income certifications | Yardi   | All voucher programs | \$10,000     |              |
| Hotels for tenants to self-isolate away from family members who test positive for COVID-19  | Variety | All AAHC properties  | \$26,462     | \$3,356.85   |
| TOTALS  |         |                      | \$451,462.00 | \$152,471.36 |

**STATUS OF WASHTENAW COUNTY AND SHELTER ASSOCIATION OF WASHTENAW COUNTY (SAWC) SUPPORT ([Resolution R-20-157](#)) - Resolution to Support Washtenaw County and Shelter Association of Washtenaw County (SAWC) as a Result of the COVID-19 Pandemic and Appropriate \$250,000 for Current and Future COVID-19 Shelter Response**

The Shelter Association and Washtenaw County have partnered together to provide additional expanded shelter during the COVID-19 pandemic.

As a reminder – SAWC closes expanded warming shelter on March 31. Due to the pandemic, and in response to the Washtenaw County Health Department (WCHD) evaluation of the Delonis Center, we worked to reduce the capacity of the Delonis Center while providing additional shelter capacity to meet social distancing requirements and allow for Sheltering in Place.

Beginning April 1, 2020, SAWC expanded the number of shelter sites, in an effort to lessen the number of clients staying at Delonis per a Washtenaw County Health Department evaluation of the Delonis Center.

- Beginning on April 2, hotel rooms were utilized for non-congregate shelter beginning with 48 rooms
- By Mid April 2020, three smaller congregate sites began operation with up to 25 clients at each location.
- On May 11, 2020, two of the church sites closed and the hotel expanded to 106 rooms

Current Status:

- The last congregate church site will close early next week and SAWC will be operating the Delonis Center (38) and the hotel (106 rooms)

- SAWC and WCHD are working on shifting protocols now that the state has entered Phase 4. This will include looking to safely allowing SAWC clients to double-up with friends and family. SAWC is also working with the County to increase permanent housing placements. Both would assist in reducing the number of clients at the hotel, while still allowing for in-flow into Shelter as needed.
- The County and SAWC released a brief statement this weekend to remind the community that the expanded shelter (hotel) is expected to continue as needed. Both are committed to notifying the community and partners at least 2 weeks before the hotel site would close. But there are no plans to do so at this time.

Expanded Sheltering Update:

As a community, we continue to work together to provide emergency shelter for homeless individuals that allows for appropriate social distancing and limits the spread of COVID-19. This includes the use of local hotels for temporary housing. We are continuing to work with Washtenaw County and the Washtenaw County Health Department to offer expanded sheltering as needed and based on local, state and federal public health guidance.

We maintain our steadfast commitment to serve our communities most vulnerable neighbors during this unprecedented time. Thank you to everyone who supports our mission to end homelessness one person at a time

cc: J Fournier  
S Higgins  
M Horning