

**MINUTES**  
**ANN ARBOR HOUSING COMMISSION**  
**REGULAR BOARD MEETING**  
**September 19, 2012**

Meeting Time and Location: **6:00 p.m.**  
Miller Manor, 727 Miller Ave, Ann Arbor, MI

The meeting took place at Miller Manor, 727 Miller Ave., Ann Arbor, MI 48103. President Woods convened the meeting at 6:07 p.m.

**ROLL CALL:** Commissioners present: Ronald Woods, Marta Manildi, Andy LaBarre and Leigh Greden arrived at 7:12 pm. Commissioners absent: Gloria Black. Staff Present: Jennifer Hall, Weneshia Brand, Betsy Cornellier and Lance Mitchell. In Attendance: John Mouat from Mitchell and Mouat Architectural firm; and Willie Martin from Wilmart Financial and Realty Services.

Call To Order/Roll Call

**I. APPROVAL OF AGENDA**

*Manildi* moved and *Labarre* seconded.

Motion Approved 3-0 (Manildi, Woods, LaBarre, 3- yes. 0 - no)

**II. PUBLIC COMMENTARY – limited to 5 min./person**

**A. Resident Organizations** – None.

**B. Others Requesting to Speak** – None.

**III. APPROVAL OF MINUTES**

**A. Regular Board Meeting Minutes – August 22, 2012**

*Manildi* moved and *Labarre* seconded.

Motion Approved 3-0 (Manildi, Woods, LaBarre, 3 - yes. 0 - no)

**IV. NEW BUSINESS**

**A. Presentations:**

**Voucher Program**

*Brand:* The Voucher program was opened and there were over 17,000 applicants in 48-hours. *Brand* presented an update on the department activity regarding current leasing status. *Labarre and Manildi* inquired the demographic result of the waitlist applications. *Hall* mentioned that demographic information will be compiled. Need to eliminate duplications first and get notification letters out.

**Payment Standards**

*Brand:* Introduced the item and presented an update.

## **Flat Rents**

*Hall*: Introduced the item and presented an update. *Labarre* inquired how often the flat rent for public housing is analyzed. *Cornellier/Hall* stated the review should be annual, however it hasn't been conducted in several years. *Woods* questioned if the analysis considered locale, geography etc. in the comparison. *Hall* explained the criteria as being comprised of the fair market rent analysis of unsubsidized homes within a geographic area.

## **B. Board Discussions:**

### **Future Development and Redevelopment (RAD application update)**

*Hall*: provided an overview of the pros and cons as well as frequently asked questions. *Greden* inquired if the tenant has a limited ability to relocate with voucher assistance. *Hall* explained the tenant will be eligible to relocate anytime after the initial 1 year (PBV) or 2 year (PBRA) term. *Woods* inquired of the Ann Arbor Housing Development Corporation (AAHDC) membership and activity. *Hall* indicated that members meet annually and allocate funds to area agencies i.e. Peace Neighborhood Center (PNC). Rochelle Lento of Dykema Gosset is providing pro bono assistance to revise the by-laws to ensure the AAHDC can be the development non-profit subsidiary of the AAHC. *Manildi* suggested the commission meet to understand the role of AAHDC. *Labarre* inquired what benefit will be gained for the equity partner. *Hall* explained the advantages of tax write-offs for the equity partner. The final application must be approved and accepted before October 24<sup>th</sup>. *Hall* indicated that the advantages for the residents are a better quality living space, access to a voucher, and tenant protections during the transition.

*Mouat*: Discussed his analysis and the engineering firm's analysis of Baker and Miller's structural and mechanical code compliance and possible improvements if the buildings are rehabilitated.

*Martin*: Introduced the financial modeling options of refinancing selected East and West AMP properties as either 4% or 9% Low Income Housing Tax Credit properties. *Martin* showed both the development budgets and operating budgets.

*Labarre* inquired if staff were prepared for the new paradigm. *Hall* indicated that staff will need to be trained in the new regulations, particularly finance staff, but otherwise the daily work will essentially be the same. *Greden* inquired if there were any disadvantages to the project. *Hall* indicated that she cannot guarantee that this change will be the most financially viable option because all options are dependent on Congressional funding. However, the PBRA and PBV programs have historically been better funded than Public Housing. *Woods* inquired if AAHC can withdraw the application. *Hall* assured that if approved by HUD, there are many opportunities to withdraw from the process up until closing on the financing, which will take 6 months to a year.

## **Procurement**

*Hall:* The AAHC will advertise more widely to minority contractors by advertising with the National Association of Minority Contractors Detroit office, to the Office of Community and Economic Development pre-certified Section 3 and W/MBE contractors and to MSHDA's pre-certified minority-owned businesses that are in Washtenaw County.

### **Media, Tenant, Board Communications SOP**

*Hall:* Distributed the staff standard operating procedure. The SOP may be amended if preferred by Commissioners to clarify or include additional information; currently, the procedure and verbiage is as identified within the document.

### **C. Resolutions:**

#### **FY 13-06 - To Approve Payment Standards for Voucher Program Revisions**

*Manildi* moved and *Labarre* seconded.

Motion Approved 3-0 (Manildi, Woods, LaBarre, 3 - yes. 0 - no)

#### **FY 13-07 - To Approve Flat Rent Revisions**

*Manildi* moved and *Labarre* seconded.

Motion Approved 3-0 (Manildi, Woods, LaBarre, 3- yes. 0 - no)

## **V. COMMISSION REPORTS**

### **A. Executive Director Memorandum**

## **VI. ADDITIONAL PUBLIC COMMENTARY – limited to 5 min./person**

None.

## **VII. ADJOURNMENT**

*Greden* moved and *Labarre* seconded.

Motion Approved 4-0 (Manildi, Woods, Greden, LaBarre, 4 - yes. 0 - no)

Adjourned – 8:12 p.m.

### Other Handouts:

Ann Arbor Police Department Report

Mitchell and Mouat Architectural and Engineering Report – Baker and Miller