

August 27, 2008
REGULAR BOARD MEETING
MINUTES

The meeting took place in the AAHC Conference Room, 727 Miller, Ann Arbor, MI 48103. Chairperson *Gibson* convened the meeting at 6:10 p.m.

ROLL CALL: Commissioners present: Deborah Gibson, Alan Levy, James Jackson, and Dwayne Seals,
David Parent: absent
Staff Present: Elizabeth Lindsley, Mirada Jenkins and Weneshia Brand
Guest: Mary Morgan and Michael Appel

- I. **APPROVAL OF AGENDA** - Commissioner *Levy* moved and Commissioner *Seals* supported to approve the agenda. The Agenda was approved 4-0.
- II. **PUBLIC COMMENTARY** - *Morgan*: mentions her background at the A2 News and her development of a web-based resource, A2 Chronicle; to focus on topics such as Ann Arbor's housing needs, most interestingly the processes and position of housing.

Appel – Provides a brief statement of Avalon's status on the Pear St. project and mentions his appreciation for the work of Betsy Lindsley.

- III. **APPROVAL OF MINUTES** -
- A. **June 18, 2008** – *Levy*: inquired if Lindsley spoke to a particular vendor of the audit proposal. *Lindsley*: yes, the vendor acknowledges Zenk's work and mentions his lack of surprise that Zenk won the proposal. Commissioner *Levy* motioned and Commissioner *Jackson* supported; the minutes were approved 4-0.
- B. **July 23, 2008** – Commissioner *Jackson* motioned and Commissioner *Levy* supported; the minutes were approved 4-0.

IV. **NEW BUSINESS**
A. **Resolutions**

1. **FY09-02: To Approve Revision to Section 8 Administration Plan, Chapter 24 Regarding Project-basing Vouchers.** Commissioner *Seals* motioned and Commissioner *Levy* supported. *Lindsley*: provides an overview and mentions that the policy has been amended to reflect revised regulations and with a goal to assist non-profits that fit the model. *Seals*: inquires of the 20% funding cap. *Lindsley*: HUD ABA (Annual Budget Authority) is amount authorized by HUD for a given a

calendar or fiscal year. *Levy*: clarifies that targeting WHA affiliate agencies is not unduly binding. *Appel*: explains the make-up and processes of project basing; that Avalon meets all necessary requirements to waive RFP with AAHC. Avalon has received other funding for the project. All but eight units are vacant: there will be two rehab phases, February leasing is anticipated and 100% occupancy by December 2009. *Lindsley*: AAHC will manage the waitlist and make referral to Avalon. *Gibson*: inquire about support service for drug and alcohol abused clients. *Appel*: a wide variety of supportive service is offered to recipients. *Seals*: inquires of the cost, contract processes, and the Commission's benefit not to advertise. *Lindsley*: mentions that the Commission has no experience with project basing, prefers that the Commission learn with a smaller project and a proposals or advertising isn't required. *Lindsley*: then breaks down the funding formula and FMR, and finally, mentions that 15 year term is competitive. The motion passed 4-0.

2. **FY09-03: To Approve SEMAP FY08 Certification.** Commissioner *Jackson* motioned and Commissioner *Levy* supported. *Lindsley*: explains SEMAP and HUD requirements. *Jenkins*: mentions the indicators that required corrective action. *Seals*: inquires if advertising would increase lease-ups. *Jenkins*: explained there is a preference for elderly and disabled, often other factor play a role in denial for services. *Gibson*: inquires about any partnerships for supportive services. *Jenkins*: explains that an informal partnership has been developed with CSTS. *Levy*: inquires the percentage of PHA designated as troubled. *Lindsley*: proposes an attempt to provide that information. *Levy*: inquires of any assistance the board can provide: suggesting to hire an additional temporary worker. *Lindsley*: currently the agency is in a monthly deficit and will not approve the expenditure of a additional temp. *Jenkins*: a procedural manual will improve processes. The motion passed 4-0.
3. **FY09-05: To Approve Credit Card Use Policy.** Commissioner *Seals* motioned and Commissioner *Jackson* supported. *Lindsley*: the policy was developed to clarify informal procedures. The commissioners provided suggestions and clarifications. The motion passed 4-0.
4. **FY09-06: To Approve Contract for Roof Replacement with Cefai Builders, Inc.** Commissioner *Jackson* motioned and Commissioner *Levy* supported. *Lindsley*: mentions that the board gave approval for the funding in May. The motion passed 4-0.

B. Discussion Items - None

V. OLD BUSINESS

A. Discussion Items - None

VI. COMMISSIONER SUB-COMMITTEE REPORTS

A. Personnel. *Gibson*: inquired of *Seals* input regarding the executive director evaluation. *Seals*: expresses his constraint with such brief history with commission. *Gibson*: suggest *Seals* includes comments in a memo.

VII. COMMISSION REPORTS

A. Executive Director - Commissioner Questions:

Levy: Inquired the outcome of Willis Janitorial Services.

Lindsley highlighted several items and responded to question(s):

1) The City blacklisted the vendor, there was a \$7K difference in cost, and Blessings Janitorial Service replaced the vendor.

B. Financials – *Lindsley:* mentions HUD’s new formula for calculating funding. The newly designed method awards West with less and East with more funding. Currently the West carries a deficit. The Commission will benchmark the topic with Nahro.

C. Section 8 – as submitted

D. PH West – as submitted

E. PH East – as submitted

F. PH Security Report – as submitted

VIII. ADDITIONAL PUBLIC COMMENTARY - None

IX. ADJOURNMENT - The meeting adjourned at 9:21 p.m.

Commissioner Deborah Gibson, Chair

Elizabeth Lindsley, Executive Director