

## MEMORANDUM

**TO:** Board of Commissioners  
Ann Arbor Housing Commission

**FROM:** Jennifer Hall, Executive Director

**DATE:** October 19, 2022

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### I. FEDERAL

- A. HUD Detroit sent an updated Voucher utilization letter showing that the AAHC is underutilizing its voucher numbers but overutilizing its budget authority as of July 1, 2022. This letter is an update to the letter sent on February 15, 2022 showing that the AAHC was underutilizing its voucher numbers and budget authority as of January 1, 2022. The underutilization of vouchers, while overutilizing the budget, is a reflection of the expensive housing market and the competition for private apartments. The AAHC is also underutilizing its voucher allocation in all of its special purpose vouchers but it is unclear, and not indicated in the letter, if there is available budget authority to fully lease-up all of the specialty vouchers. AAHC staff are continuing to work with new applications from the waitlist to lease-up all its specialty vouchers, who are also facing a competitive marketplace for low-income tenants.
- B. The Federal Government is under a continuing resolution until the FY23 Budget is adopted.

### II. STATE & LOCAL Partnerships:

- A. **Downtown Development Authority:** The DDA partnership committee is recommending approval of \$591,614 for building upgrades at Baker Commons including replacing the chiller, repairing masonry walls, plumbing pipe replacement, constructing a trash room, repairing lintels around the west side community room windows, constructing a pavilion, and install drip pans and condensation pumps in the community room. The full DDA board meets on November 2, 2022 to consider the funding request.
- B. **Michigan Ability Partners and Avalon Housing:** The AAHC is partnering with MAP and Avalon to lease-up tenant-based vouchers. MAP and Avalon will provide assistance directly to applicants to help with leasing up their voucher and they will provide case management services. MAP will provide services paid for with the County Mental Health Millage funding and Avalon will provide services paid for with HUD Continuum of Care funds.
- C. **DTE:** DTE is paying for 100% of upgrading all common area lighting fixtures at Lurie Terrace, Baker Commons and Miller Manor estimated to cost about \$200,000 total.
- D. **City of Ann Arbor Office of Sustainability and Innovation:** OSI is creating a new program to assist non-profit owners to increase energy efficiency in their buildings for low-income residents. The AAHC is working with OSI to support the program guidelines.
- E. **City of Ann Arbor Housing and Human Services Advisory Board & Renter's**

**Commission:** Teresa Gillotti, Director of the County Office of Community and Economic Development and I presented an introduction to affordable housing and the local housing market to these 2 boards.

### III. DEVELOPMENT

- A. **121 E. Catherine:** The City of Ann Arbor’s Design Review Board provided feedback to the development team about the project, primarily related to materials and exterior design. The team is aiming to submit a site plan to the city the first week of November. A Resident Meeting, as required by the City Site Plan process, will be held Wednesday, November 2<sup>nd</sup> from 6-8pm via zoom.
- B. **350 S. 5<sup>th</sup>:** The team is working through complicated mechanical, electrical, plumbing, security, access, common area locations and design, waste management, fire suppression and alarms, exterior building material and design, and sustainability issues. The goal is to submit a site plan to the City by December 2022. An updated appraisal was ordered. A green consultant and a LIHTC financial advisor were hired. The AAHC was approved for an Environmental testing and due care grant of about \$20,000 from the Downriver Community Conference, a southeast Michigan Regional Brownfield Authority.
- C. **415 W. Washington:** Environmental testing is completed and a remediation plan is being developed. We are working with SmithGroup and City staff to submit a PUD rezoning request and Supplemental regulations by December 2022.
- D. **2000 S. Industrial:** We are continuing to conduct environmental testing and ground penetrating radar to determine if there are any underground storage tanks that need to be removed.
- E. **1510 E. Stadium:** The Fire Dept expects to move out all of its personnel by early spring 2023. An updated appraisal was ordered.
- F. **721 N Main/123 W. Summit:** A survey was completed and 2 potential building footprint ideas were laid-out to understand the density and building style options for the site.

### IV. FINANCIAL REPORT AND UPDATE

The September 2022 financials are included

### V. PROCUREMENT ACTIVITIES BEYOND (\$25,000+)

\$51,838 Medina Resources to install a new sidewalk and replace the porches at Upper Platt  
\$74,998 ET McKenzie soil erosion repair and replace stormwater Broadway Terrace

### VI. PERSONNEL

- A. **Staffing:** The Director of Development, Application Specialist, and Facility and Maintenance Technician are still open and posted.

- B. **Training:** Nine staff completed a Fair Housing Training. All staff who use HUD's EIV system to verify program participant data, completed security training.

## VII. OPERATIONS

- A. **Non-Elderly Disabled Voucher Program:** All 45 NED vouchers are leased up from the 2018 award and 90 NED vouchers are leased up from the 2019 award. In addition, we have leased-up 41/41 new NED allocated through the CARES Act in 2020 and we started leasing up 5/75 NED vouchers allocated from the CARES Act in 2021 and with turnover in vouchers we are re-leasing vouchers and not making progress on leasing up the last 70 NED vouchers.
- B. **Emergency Housing Vouchers:** 25/29 vouchers are leased up.
- C. **Voucher Program:** No update
- D. **Homeownership:** The AAHC supported a County grant request to create a financial empowerment center to provide financial literacy, credit repair, budgeting and other support to Washtenaw County residents.
- C. **Moving To Work:** No update
- E. **Affordable Program:** No update
- F. **Maintenance:**
  - a. The new fire suppression system installation at Miller Manor is ahead of schedule. A fire suppression system is getting designed for Lurie Terrace next to include in a Request for Proposal for the installation.
  - b. Broadway soil erosion fix is underway.
  - c. Miller emergency fire escape sidewalk was completed on the west side of the building
  - d. The new emergency generator was installed at Miller and is up and running.
  - e. Security cameras and inside tv monitors were installed at State Crossing, Creekside and Hikone. GBC cameras were installed and the final component is for the city to connect its broadband to the community center for the cameras to connect to the city's system.
- G. **Lurie Terrace:** Karen worked with the resident council to apply for a grant to rent a van for residents for grocery shopping and events, as needed.
- H. **Finance:** The audit site work is completed for Lurie Terrace, Ann Arbor Housing Commission, Ann Arbor Housing Development Corporation, and Colonial Oaks.