

## MEMORANDUM

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

**FROM:** Jennifer Hall, Executive Director

**DATE:** March 15, 2024

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### I. FEDERAL

- A. Congress publicly released a final Fiscal Year (FY) 24 Transportation-HUD appropriations bill with moderate funding increases for HUD. The House and Senate Appropriations Committees have stated that the bill would fund HUD at about \$70 billion for FY 24. The Administrative Fee is currently at 90% pro rata (i.e. the AAHC is being paid 90% of what calculates we should get paid in administrative fees).
- B. On December 26, 2023, HUD announced the FY23 FSS Renewal awards. AAHC was awarded \$243,907 renewal funding for the FSS program. Financial literacy, job training and educational opportunities are some of the resources the FSS program connects assisted families to so that they have the chance to find employment and build assets.
- C. AAHC submitted a waiver to HUD to increase our RAD rents up to the same level paid for our non-RAD PBV units. Although, there is no update regarding this waiver the request was initiated due to the need to offset the cost of the \$150,000 annual increase in insurance premiums at Miller Manor, because of the last fire and needed added fire suppression to all our mid-rise properties. The waiver request was expanded to include all of our RAD converted properties. If HUD approves all the properties, the annual rent revenue could be increased up to \$2.2 million. This would cover all future renovation needs as well as staffing and other operational needs.
- D. HUD awarded the AAHC \$725,622 in Housing Assistance Payments (HAP) and \$13,200 in administrative fees to administer 66 vouchers at Charring Square in Monroe.

### II. STATE & LOCAL Partnerships:

- A. **City of Ann Arbor Forestry and AAHC:** Since 2011, volunteers have been helping to maintain a healthy and sustainable urban and community forest by participating in the City of Ann Arbor's Citizen Pruner program. This year volunteers will provide hands on training at Lurie Terrace. Work will begin at West Arbor and may include Creekside.
- B. **Alpha House:** April 4<sup>th</sup>, Alpha House will host an open house celebrate expansion of their family shelter. Alpha House renovated its current office space into livable units to increase the number of units occupied by homeless families. Alpha House will temporarily lease the space at 404 N. Ashley, an office building recently sold to the AAHC by the City of Ann Arbor, which will eventually be demolished and developed as affordable housing.
- C. **City of Ann Arbor Sustainability Department:** Green Baxter Court was awarded over \$160,000 for the 2023 Environmental Justice Government-to-Government Program (EJG2G), a

Model Regional Resilience Network with Resilient Infrastructure grant application issued by the Environmental Protection Agency (EPA). The grant specifically focuses on increasing the resilience of frontline and underserved populations that are particularly vulnerable to climate impacts.

- D. Forth Mobility:** The Electric Vehicle chargers have been installed at Baker Commons through a federal grant. An electric vehicle will be delivered in April and the AAHC will be partnering with Avalon, which is also receiving electric vehicles, and Forth to launch the program. These vehicles will be available for our residents to lease at a low rate.

### III. DEVELOPMENT

- A. 121 E. Catherine:** We received a geothermal well permit from the County. The County NEPA Environmental Review is complete and HUD is expected to release funds on March 22<sup>nd</sup>. As soon as HUD releases the funds (HOME and Project-Based Vouchers) the AAHDC can acquire the property from the City for \$1. Immediately thereafter construction will begin. There will be an early start to complete the geothermal, brownfield remediation, other underground infrastructure and foundations. The early start scope of work will be paid for with the affordable housing millage, sustainability millage, DDA funds, Washtenaw County Brownfield Redevelopment funds and EGLE Brownfield funds. City Council will be considering a request to finance up to \$9 million in capital improvement bonds for Catherine, to be paid back with future millage funds.
- a. The Community Leadership Council is continuing to meet. They are meeting with an attorney to discuss the future legal structure of the group related to the first floor community space.
  - b. We are organizing our first ground-breaking ceremony in April. Please complete the poll of your available times so that we can finalize a date.
- B. 350 S. 5<sup>th</sup>:** The AAHC received 7 responses to the Request for Proposal for a Co-Developer. Two developers were interviewed, and a recommendation will be brought to the April board meeting to hire one of the firms.
- C. 2000 S. Industrial:** No update
- D. 1510 E. Stadium:** We have received bids and quotes to renovate the building. It is estimated that it will cost about \$300,000 to convert it to office and maintenance space. Our operations have outgrown S Industrial. A resolution to acquire the property was submitted to the City Administration and it is under review.
- E. 721 N Main/123 W. Summit:** City Council is considering a request to sell the property to the Ann Arbor Housing Development Corporation for \$44,000 on March 18<sup>th</sup>, 2024.
- F. 353 S. Main:** No update

### IV. FINANCIAL REPORT AND UPDATE

The February 2024 financials are included

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

\$52,400 Done Rite Carpentry Garden Circle

## **VI. PERSONNEL**

- A. **Staffing:** Welcome to Lee Scribbling, who was hired as an Administrative Assistant in the Miller Administrative Office to support the Affordable Property and Compliance Specialist. We currently have a Maintenance Technician vacancy in the maintenance department.
- B. **Progressions:** Shariah Ashford has been promoted to Level III Administrative Assistant. Zhe-Ahnte Johnson has been promoted to Level IV Occupancy Specialist.
- C. **Training:** Staff completed the Fair Housing training. This training is completed annually for all staff.
- D. **Education:** Lisa Lavan received her Master of Social Work Limited License. Congratulations Lisa.

## **VII. OPERATIONS**

- A. **Mainstream Non-Elderly Disabled Voucher Program:** 230/251 vouchers are leased. 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 51/75 NED vouchers allocated from the CARES Act in 2021 and with turnover in vouchers we are re-leasing vouchers and continue to lease the last 21 NED vouchers. HUD's goal is to have at least 82% leased up and the AAHC is at 92% leased up.
- B. **Family Unification Vouchers:** 31/32 vouchers are leased-up. 1 household from the waitlist has been issued a voucher and is currently searching for a unit. HUD's national FUP lease-up is 80% and the AAHC is at 97%.
- C. **Emergency Housing Vouchers:** 27/29 vouchers are leased-up. 2 households ported and were absorbed by the other housing authority. We are currently seeking guidance from HUD to confirm if we can lease the 2 open vouchers.
- D. **VASH:** 208/237 vouchers are leased-up. 12 families are currently searching for units. There are currently 17 vouchers outstanding.
- E. **Voucher Program:** The waitlist staff continued to pull several hundred people from the waitlist over the last several months. AAHC is exempt from completing the annual SEMAP report due to our new designation as a MTW agency.
  - a. A Request for Proposal (RFP) for Project Based Vouchers (PBV) was issued in October 2023 for a maximum of 50 vouchers, applications are due November 17, 2023.
- D. **Homeownership:** Four families closed on a home in between November 2023 and March 2024. Weneshia continues to participate in workshops to market the new condo development Dorsey Estates and homeownership opportunities.

- E. **Moving To Work:** The MTW Plan Public Hearing is on the agenda.
- F. **Affordable Program:** We are required to maintain occupancy for all affordable projects in compliance with LIHTC. As of today the occupancy rate for each project is as follows; 92% Maple Tower, 93% River Run, 100% West Arbor, and 95% Swift Lane.
- a. MSHDA completed a tenant file review for River Run
- G. **Maintenance:**
- a. Homeland Solar completed the installation of solar panels at Creekside and State Crossing
  - b. The fire pump installation at Lurie Terrace is complete.
  - c. At West Arbor a unit was damaged by a tenant who drove into the unit. No people were injured.
  - d. Baker two units are under major repair as result of the fire in January.
  - e. Broadway major renovation planning underway. Not feasible to do addition on 1506 due to zoning and building code issues.