



## CITY OF ANN ARBOR, MICHIGAN

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### ANN ARBOR HOUSING COMMISSION

## Ann Arbor Housing Commission

March 30, 2011

### SPECIAL BOARD MEETING

### MINUTES

The meeting took place at Baker Commons, 106 Packard St., Ann Arbor, MI 48104. President Manildi convened the meeting at 6:11 P.M. and stated that this was a Special Meeting of the Board that was properly noticed according to State law and Commission requirements.

#### ROLL CALL:

Commissioners present: Marta Manildi, Ron Woods, Leigh Greden

Commissioners absent: Mark McDonald, Shanika Smith

Staff Present: Marge Novak (Exec. Dir), Nick Coquillard (Deputy Dir)

In Attendance: Tony Derezhinski (City Council liaison); Residents of Baker Commons, including: Robert Morgan, Carolyn Miller, Diane Kelly and Bill Nee – all of whom introduced themselves. One other resident entered the meeting at a later time.

I. **APPROVAL OF AGENDA** – Commissioner *Greden* moved and Commissioner *Woods* supported a motion to approve agenda. The agenda was approved 3-0.

II. **PUBLIC COMMENTARY** *Manildi*: Began with introductions of the Commissioners, staff and those in attendance and explained the process for public commentary. President Manildi then inquired of any members of the public wishing to address the Board.

A. Resident Organizations (*Ms. Miller – see comments below*)

B. Others Requesting to Speak (*see below*)

*Kelly*: Inquired of whether or not the Commission has a no-smoking policy for its public housing sites and if not if this is something the Commission is considering since HUD is encouraging public housing commissions to implement such policies. *Novak*: Responded that HUD is encouraging public housing commissions to implement no-smoking policies and that

the Commission staff has met with a nonprofit organization that is funded by the Michigan Public Health Department regarding this issue. The nonprofit organization has assisted various Michigan public housing commissions with implementing no-smoking policies. The Commission has not prioritized this, given other current priorities, and prefers to begin with surveying the residents at the various public housing sites about their preferences with regards to a no-smoking policy. Ms. Novak suggested that the Baker Commons Resident Council may want to begin surveying the residents at Baker Commons to solicit their preferences. *Miller*: Ms. Miller stressed the importance of continuing to make additional needed improvements to Baker Commons and indicated that the Baker Commons Resident Council has prepared a listing of specific improvements they would like to put their funds towards. She also informed the Board that the second floor laundry room had water leaking down into the lobby area. Staff agreed to follow up on this concern. *Morgan*: Mr. Morgan informed the Board that he felt the windows in his apartment needed replacement and that he had been informed by the Commission that this would occur in the spring or summer of this year. He also indicated concerns regarding the heat in the building and that when he turns his heat on there is some type of smell that seems to be coming from the heat source or possibly from the stove. Staff confirmed that window replacements at Baker Commons is included in the 2010 capital grant budget and also agreed to follow up on his heat concern.

### **III. NEW BUSINESS**

#### **A. Resolutions**

- 1. FY11-30: To Approve CY 2011 Annual Agency Plan Submission** – Moved by *Woods*, supported by *Greden*. *Novak*: Provided an overview of the Agency Plan history, process and purpose. She stated that the Commission submitted a five-year plan last year for 2010-2014 and that this year an annual plan was required. Ms. Novak then highlighted a number of specific items included in this year's Annual Agency Plan, including the following: AAHC staffing reorganization that was implemented during the past year as recommended in the Operational Needs Assessment; policy changes in the public housing and Section 8 programs such as renewal of MOA regarding youth aging out of foster care and the hold-harmless preference added for participants in the Section 8 program who had their vouchers rescinded; plans to pursue redevelopment; continued work on encouraging homeownership participation in the Section 8 program; continue to pursue the possible sale of the last public housing Turnkey III single family home; continue to pursue additional project-basing of tenant based housing choice vouchers as opportunities arise both under the HCV(Housing Choice Voucher) and VASH (Veterans Affairs Supportive Housing) programs. She reviewed the housing needs chart and responded to specific questions on this. Ms. Novak then highlighted items included in the update on progress towards achieving the five-year goals, including: use of physical needs assessments in capital planning; progress towards implementing recommendations in the Operational Needs Assessment; improved relationship between the City and the Commission – both financial and in-kind, especially from HR, IT and the Ann Arbor Police Department; expansion of supportive services (improved

relationships with CSTS, Food Gatherers, etc. and in process of supporting ROSS application by Community Action Network for additional supportive services agency-wide); improvements in customer service – especially in Section 8 with landlord meetings, tenant newsletter and website updates and possible addition of kiosk in Miller Manor lobby. *Manildi*: Inquired if the City IT Department supports the Yardi software system. *Novak*: Stated that the City IT staff does provide some general support in this area; however, Yardi is a specialized software system that is supported directly by Yardi staff and the Commission pays an annual fee for this support. Ms. Novak also reviewed the public commentary process and highlighted the specific comments included in the Agency Plan that were made during the RAB meeting with representatives from the various resident councils. Lastly, Ms. Novak reviewed the information included in the Agency Plan with regards to the capital planning and highlighted items included in a separate handout provided on capital planning funds by property that was provided to the Commissioners at the meeting. *Manildi*: Thanked the staff for all of the preparation work involved with the Agency Plan as well as the additional work conducted in preparing additional handouts and backup. *Manildi*: Inquired of status of current funding discussions by Congress and ability for us to plan. *Novak*: Provided an update on status of FFY 2011 and FFY 2012 federal funding and indicated to the Board that the impact of such funding decisions would not be felt much within the Commission's current fiscal year, but that the real impact would be on the Commission's next fiscal year (FY12). The biggest concerns are with regards to potential reductions in Section 8 administrative fees and public housing capital grants and HUD's potential reliance on public housing reserves. She informed the Board that staff intends to bring an FY12 proposed budget to the Board for approval at its May Board Meeting and hopes to have better federal funding information prior to that. At this point, several of the Baker Commons residents complained again about something being wrong with the Baker Commons' heat or hot water and unpleasant odors. Approved: 3-0.

2. **To Review/Approve an MOA with HUD (if available)** – Ms. Novak briefly updated the Board on an expected Memorandum of Agreement to be entered into with HUD regarding the Commission's physical sub-standard status. She informed the Board that such MOA was not yet available.

## **B. Board of Commissioners Discussion:**

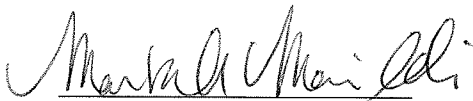
### **1. Board Sub-Committees**

President Manildi began the discussion informing the Commissioners that she considered the creation of sub-committees to be part of the Board's duties. Her recommendation included the creation of an audit committee and legal committee. Further discussion lead to the recommendation of a governance committee as well to determine Board Policies, such as determination of what items needed to be brought to the Board for consideration and approval. Further discussion included consideration of involvement by the Resident

Commissioner with facilitation of resident councils among the Commission's public housing sites. The Commissioners concluded that further discussion of sub-committees should occur at their next regularly scheduled Board Meeting, rather than a decision made during a Special Board Meeting. *Greden*: Raised concerns about the membership of the Board and importance of attendance by Board members, especially given the small number of Commissioners and also with regards to appointment of Commissioners to sub-committees. *Manildi*: Stated that she would follow up on this.

IV. **ADDITIONAL PUBLIC COMMENTARY:** *Derezinski*: City Council Liaison Derezinski stated that he would communicate comments from tonight's Board Meeting to City Council.

V. **ADJOURNMENT:** at 7:29 pm. Movement to adjourn was moved by *Greden*, supported by *Woods*; Approved: 3-0.

  
Marta A. Manildi, President

  
Marge Novak, Recording Secretary