

MEMORANDUM

TO: Board of Commissioners
Ann Arbor Housing Commission

FROM: Jennifer Hall, Executive Director

DATE: October 21, 2020

I. FEDERAL

- A. **HUD FY21 Budget:** No update
- B. **CY20 Voucher Shortfall:** HUD officially released the AAHC from its shortfall status.
- C. **Notice of Funding Mainstream Non-Elderly Disabled (NED) Vouchers:** HUD issued another round of funding for NED Vouchers for households that have a disabled member under age 62. The AAHC is eligible to apply for 75 vouchers, based on a HUD formula, and we are applying for 75 vouchers.

II. STATE & LOCAL Partnerships:

- A. **League of Women Voters Ann Arbor Area and the Unitarian Universalist Church:**
Thank you to Wade Smith, Family Self Sufficiency and Supportive Services Coordinator, who led AAHC efforts to increase voter registration by hosting several non-partisan Voter Registration/Absentee Ballot drive events and recruiting volunteers to assist with these efforts.

DEVELOPMENT

- A. **Swift Lane (Creekside Court and State Crossing):** We have pulled hundreds of people from the waitlist and we are processing applications. Several applicants have been approved but we cannot sign leases until construction is completed and we have Certificates of Occupancy. CAN will be the on-site service provider at Creekside Court on Platt Road and Avalon will be the on-site service provider at State Crossing. Service funding is currently provided by the City's portion of the County Mental Health millage. Due to COVID-19, we will not be having an Open House event at these properties like we normally would. We are discussing a new creative way to have an on-line Open House for curious community members and supporters.
- B. **Lurie Terrace:** Red Capital notified the AAHC that HUD is close to providing our loan approval, after which we can lock in an interest-rate. HUD indicated that they are backed-up on closing on loans due to the low-interest rates and high number of refinancing deals they are underwriting. Consequently, we are unlikely to close in CY2020. We have requested an extension to our purchase agreement to account for this HUD back-up. The original rehabilitation budget included a placeholder for masonry tuckpointing of \$25,000. We solicited cost estimates to firm up the rehabilitation budget and we received 1 bid for just over \$100,000. There is room within our underwriting guidelines to increase our loan to cover this additional cost.

IV. FINANCIAL REPORT AND UPDATE

September financial reports are included

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

None to report

VI. PERSONNEL

- A. **Staffing:** Congratulations to Kim Kachur and Eric Sexton for passing their Level II progressions and Tim Irvine for passing his Level IV progressions. Welcome to Patricia Butler and Zhe-Ahnte Johnson, who were both recently hired as temporary Occupancy Specialists to assist with lease-up of special vouchers and project-based vouchers.

VII. OPERATIONS

- A. **Non-Elderly Disabled Voucher Program:** All 45 NED vouchers are leased up from the 2018 award and 42/90 NED vouchers are leased up from the 2019 award.
- B. **COVID-19:** There are no known current cases of COVID-19 among staff or tenants. Attached is an updated expenditure report.
- C. **Waitlist:** The Housing Choice Voucher and the Project-Based Voucher waitlists were open for the entire month of August. Weneshia Brand is still reviewing applications to determine if there are duplicates and other problems, but the initial raw number of applications is about 4,219 Housing Choice Voucher applications and 2,923 Project Based Voucher applications. People could apply for one or both waitlists. Here is a break-down by race of the applicants.

| | Housing Choice Voucher Program | Affordable Housing Program |
|--------------|--------------------------------|----------------------------|
| Applications | 4219 | 2923 |
| Race – Black | 2,913 | 1946 |
| Race - White | 918 | 696 |
| Race – Other | 388 | 281 |

- D. **Operations:** We recently purchased the RentCafe Resident Portal as an added feature to our Property Management Software, Yardi. Resident Portal will give our current residents the ability to complete eligibility paperwork online, in addition to request work orders and pay their rent all online.
- E. **Homeownership:** We have an unusually high number of pre-approved Housing Choice Voucher participants for Homeownership. All seven families are in the process of a home search.
- F. **Maintenance:** Snow removal contracts have been executed. New dumpsters were ordered for Hikone, Mallet's Creek and Miller Manor. Exterior lights were installed on the 1701 row of Green-Baxter Court. Landscaping rocks were installed to replace a broken fence around the parking lot of the Ann Arbor Hope Christian Reformed Church, which allows our Hikone tenants to park in their parking lot.