

 <p style="text-align: center;">Council Communication Office of the City Manager</p>	Date: April 11, 2016
	Agenda Item No. M3 Roll Call No. <u>16-0526</u> Communication No. <u>16-164</u> Submitted by: Jackie J. Lloyd, Interim Housing Services Director

AGENDA HEADING:

Approving the Annual Agency Plan for fiscal year (FY) beginning July 1, 2016.

SYNOPSIS:

Recommend approval to submit the annual Agency Plan for FY beginning July 1, 2016, to include the 2016 Capital Improvement Grant, the Public Housing Admissions and Continued Occupancy Policy, the Public Housing Lease Agreement, Occupancy rules, Resident charges, Schedule of damages, the Family Self-Sufficiency Action Plan and the Section 8 Administrative Plan to the U.S. Department of Housing and Urban Development (HUD).

FISCAL IMPACT:

Amount: \$597,687 (Capital Fund Program)

Funding Source: 2016-2017 Operating Budget: Housing Services Department – Public Housing S350 HS120130, Page 112

ADDITIONAL INFORMATION:

- The 1998 Quality Housing & Work Responsibility Act requires Housing Agencies to develop and submit to HUD an annual Agency Plan. The recommended plan and policy changes would become effective July 1, 2016 upon Governing Board and HUD approvals.
- The Agency Plan and recommended changes to policies were developed by the Housing Services Board, which held three (3) working sessions to develop the “draft” Agency Plan.
- Staff held two (2) meetings with staff presentations in October and December 2015 for the Resident Advisory Board members and held two (2) meetings in February 2016 for Public Housing residents, Section 8 participants, service providers and Section 8 owners. The meetings had 50 individuals attend. Comments received from these meetings were presented to the Housing Services Board at their February and March meetings.
- Notices of the Public Hearing and the availability of the “draft” plan for review and comment were published in the Des Moines Register on January 25, 2016 and published in the Iowa Bystander on January 26, 2016 and the El Comunicador on January 29, 2016, posted on the

City of Des Moines website and sent to community service providers, Public Housing residents, Section 8 clients and Section 8 owners.

- A Public Hearing was held by the Housing Services Board at their March 16, 2016 meeting. The Housing Services Board approved and recommended the draft Agency Plan and policies to the Municipal Housing Governing Board for approval.

Significant changes to this year's Agency Plan and polices:

Public Housing

- The number of units offered to an applicant was changed to one (1) from three (3). If more than one (1) unit of the appropriate size and type is available, the unit that has been ready to rent the longest will be offered.
- Rent being delinquent after the 7th business day of the month was changed to the 7th calendar day of the month and late fees will be added on the 8th business day was also changed to the 8th calendar day of the month. Late fees will be due and payable within 14 calendar days was added.

Section 8

- Revised the Guest Policy language to clarify time frames and exceptions.
- Added language regarding using the web application as an option for taking applications.
- Added under Subsidy Standards: Only three (3) unrelated adults and any children of them may occupy the unit provided they meet DMMHA's occupancy standards.
- Added under annual re-exams: If the family causes a delay in processing the reexamination (family fails to provide verification within two (2) attempts by the DMMHA) the delay may result in termination and/or the family will not receive a 30-day notice of an increase in their portion of rent to the owner.
- Increase the number of Section 8 Homeownership Vouchers from 10 to 15.

Additionally, the annual plan will continue to include the evaluation of a creation of a Section 32 Homeownership Program, adding additional Project Based Vouchers, applying for the Moving to Work Program if available and to acquire existing single-family homes, duplexes and/or townhomes from the open market for the Public Housing Program as funds allow.

The Annual Agency Plan is attached to the associated Roll Call.

Upon approval by the Governing Board the final plan will be submitted to HUD prior to April 17, 2016.

PREVIOUS COUNCIL ACTION(S): NONE

BOARD/COMMISSION ACTION(S):

Board: Municipal Housing Agency Governing Board

Date: April 6, 2015

Resolution Number: [15-0555](#)

Action: [Approving](#) Five Year Plan and the Annual Agency Plan for FY beginning July 1, 2015 to include the 2015 Capital Improvement Grant, the Public Housing Admissions and Continued Occupancy Policy, the Public Housing Lease Agreement, Occupancy Rules, Resident Charges, Schedule of Damages, the Family Self-Sufficiency Action Plan and the Section 8 Administrative Plan. ([Board Communication No. 15-186](#)) Moved by Gatto to approve. Motion Carried 6-1. Absent: Cownie.

ANTICIPATED ACTIONS AND FUTURE COMMITMENTS: NONE

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