

 <p style="text-align: center;"><b>Council</b> <b>Communication</b> Office of the City Manager</p>	<b>Date:</b> April 3, 2017
	<b>Agenda Item No.</b> M2 <b>Roll Call No.</b> <u>17-588</u> <b>Communication No.</b> <u>17-327</u> <b>Submitted by:</b> Jackie J. Lloyd, Interim <b>Housing Services Director</b>

**AGENDA HEADING:**

Approving the Annual Agency Plan for fiscal year beginning July 1, 2017 to the U.S. Department of Housing & Urban Development (HUD).

**SYNOPSIS:**

Recommend approval to submit the Annual Agency Plan for fiscal year beginning July 1, 2017, to include the 2017 Capital Improvement Grant, the Public Housing Admissions and Continued Occupancy Policy, the Public Housing Lease Agreement, Occupancy rules, the Family Self-Sufficiency Action Plan and the Section 8 Housing Choice Voucher Administrative Plan to HUD.

**FISCAL IMPACT:**

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

Funding Source: 2016-2017 Operating Budget: Housing Services Department- S350 HSG120130- Pabic Housing, 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, 2017 upon Governing Board and HUD approvals.

The Agency Plan and recommended changes to policies were developed by the Housing Services Board, which held five (5) working sessions to develop the “draft” Agency Plan.

Staff held two (2) meetings with staff presentations in January and February 2017 for Resident Advisory Board members, public housing residents, Section 8 participants, service providers and Section 8 owners. The meetings had 37 individuals attend. Comments received from these meetings were presented to the Housing Services Board at their January and February 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 27, 2017 and published in the Iowa Bystander on January 24 and January 31, 2017 and the El Comunicador on January 27, 2017, and 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 15, 2017 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 include:

- Section 8 Housing Choice Voucher & Public Housing Programs:
  - Most revisions were due to changes in federal regulations or HUD requirements or clarification of current policies.
  - When conducting criminal records checks, Des Moines Municipal Housing Agency (DMMHA) must: 1) notify the household of the proposed action to be taken prior to taking such action; 2) provide the subject of record and the participant with a copy of the criminal record; and 3) give the participant an opportunity to dispute the accuracy and relevance of the record (HUD requirement).
  - Under Limited English Proficiency (LEP) policy use language line provided by DMMHA or allow individual to use one of their own choosing if they qualify as acceptable.
  
- Section 8 Housing Choice Voucher Program:
  - When determining the allowable subsidy standard for households, the current policy allows for an additional bedroom subsidy being provided if the household has one (1) biological child less than six (6) years of age. Said household shall be afforded an additional bedroom subsidy once the child reaches the age of six (6) years old. For 2017 proposing to change the age of the child from six (6) to five (5).
  - Under interim recertifications for participants increased the amount of an increase of monthly income that would require a recertification be conducted from \$500 to \$1,000.
  - Added under relocations that DMMHA will prohibit elective moves by participants to once during a 12 month period.
  - Added under voucher extensions that DMMHA may approve a voucher extension for a participant porting from another housing agency (HA) if the extension is necessary as a result of a delay by the other HA.
  - Before denying admission to the program, added the following to be considered: 1) any mitigating circumstances related to the disability of the family member; and 2) the effects the denial would have on other family members who were not involved in the activity.
  - Increased the available number of Section 8 Homeownership Vouchers from 15 to 20.
  
- Public Housing Program:
  - Added that if an applicant does not respond or rejects a unit offer their name will be removed from the waiting list.
  - Under transfers added that a DMMHA required transfer is subject to a grievance hearing.
  - Prior to lease termination for criminal activity, drug activity or alcohol abuse, expanded language under relevant circumstances to be considered to include the effects that the termination may have on the remaining family members not involved, allowing remaining family member to continue to reside in the unit and the likelihood of a reoccurrence of the lease violation.

Additionally, the Annual Plan will continue to include the evaluation 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, 2017.

**PREVIOUS COUNCIL ACTION(S):**

Date: April 11, 2016

Roll Call Number: [16-0526](#)

Action: [Approving](#) the Annual Agency Plan for Fiscal Year beginning July 1, 2016 to include the 2016 Capital Improvements Grant, 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. 16-164](#)) Moved by Gatto to approve. Motion Carried 7-0.

**BOARD/COMMISSION ACTION(S):**

Board: Housing Services Board

Date: March 15, 2017

Resolution Number: HSB 17-13

Action: Approval of the Annual Agency Plan for Fiscal Year Beginning July 1, 2017, to include the 2017 Capital Improvement grant, the Public Housing Admissions & occupancy Policy, the Public Housing Lease Agreement, Occupancy rules, the Family Self-sufficiency Action Plan and Section 8 Administrative Plan.

**ANTICIPATED ACTIONS AND FUTURE COMMITMENTS:**

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