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|  <p style="text-align: center;"><b>Council<br/>Communication</b><br/>Office of the City Manager</p> | <b>Date:</b> April 16, 2018   |
|  | <b>Agenda Item No.</b> MHGB3<br><b>Roll Call No.</b> <u>18-0645</u><br><b>Communication No.</b> <u>18-185</u><br><b>Submitted by:</b> Jackie J. Lloyd, Interim<br>Housing Services Director |

**AGENDA HEADING:**

Approving the Annual Agency Plan for fiscal year (FY) beginning July 1, 2018 for submission to the U.S. Department of Housing & Urban Development (HUD).

**SYNOPSIS:**

Recommend approval to submit the annual Agency Plan for FY beginning July 1, 2018, to include the 2018 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 Administrative Plan.

**FISCAL IMPACT:**

Amount: \$658,934

Funding Source: 2017-2018 Operating Budget: Housing Services Department – S350 HSG120130- Public Housing, page 116

**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, 2018 upon Governing Board and HUD approvals.
- The Agency Plan and recommended changes to policies were developed by the Housing Services Board, which held four (4) working sessions to develop the “draft” Agency Plan.
- Staff held two (2) meetings with staff presentations in January and February 2018 for Resident Advisory Board members, Public Housing residents, Section 8 participants, service providers and Section 8 owners. The meetings had 38 individuals attend. Comments received from these meetings were presented to the Housing Services Board at their February meeting.
- 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, 2018 and published in the Iowa Bystander on January 19, 2018 and the El Comunicador on January 20, 2018, 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 21, 2018 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 and Section 8:

- Updates to comply with the Violence Against Women Act of 2013 to include notification requirements, documentation requirements, and emergency transfer plans.

Public Housing only:

- Added emergency preference for applicants to include victims that qualify under the Violence Against Women Act of 2013.
- To comply with the Violence Against Women Act of 2013 the emergency transfer plan will require that if an internal transfer to a safe public housing unit is not immediately available, the Des Moines Municipal Housing Agency (DMMHA) will assist the resident in seeking an external emergency transfer to include referral to the Housing Choice Voucher (HCV) program administrator.
- In determining unit size, the maximum number of people allowed in an efficiency apartment will be changed from one (1) to two (2) people and other criteria for determining unit size was removed.
- If a unit is refused by an applicant without good cause, their name will be retired from the waiting list.
- Adoption of a Smoke Free policy for all public housing units.
- Updated the Schedule of Predetermined maintenance charges to reflect increase labor and material costs.
- Under a significant amendment to the Agency annual plan that would require action (as recommend by HUD) added – additions of non-emergency work items under the Capital Fund grant exceeding 25% of the total grant for that specific year that were not included in the annual statement or the 5-year action plan.
- DMMHA will develop a Section 32 Homeownership plan to place all single-family units into homeownership.
- DMMHA will explore voluntarily conversion of the Public housing units to project and/or tenant based units through HUD's Rental Assistance Demonstration (RAD) program and/or through a new disposition application.

Section 8 Programs only:

- Added that the DMMHA will offer a preference to current public housing families that include victims of domestic violence, dating violence, sexual assault, or stalking who have been referred by the DMMHA's public housing program.
- To comply with the Violence Against Women Act of 2013 the emergency transfer plan will require that if an emergency transfer is deemed necessary, the DMMHA will immediately place the participant in the relocation process to locate another unit under the HCV program. For Project Based Voucher (PBV) participants, the DMMHA will offer the participant a tenant-based voucher, if available or project-based assistance in the same project (if a vacant unit is available and the participant determines that the vacant unit is safe).
- Removed the preference language regarding the Frequent User Systems Engagement (FUSE) and Tenant Based Rental Assistance programs.

- Removed language regarding only three (3) unrelated adults and their children may occupy a unit.
- Revised third party documentation of assets to be annually instead of every three (3) years.
- Added under Other Grounds for Denial of Permission to Move - if the family has a pending informal discussion for a violation of family obligations and if the family is currently under investigations for a violation of a family obligations.
- PBV HUD required changes:
  - Extended the initial and subsequent term of the HAP contract to 20 years.
  - HUD now allows the DMMHA to take up to 20% of its authorized units for PBV assistance.
  - If a PBV contract expires or is terminated the families that reside in the PBV units must be offered a regular HCV and be allowed to remain in the unit.
  - HUD now allows for the addition of more PBV units to an existing PBV contract.

#### HCV Homeownership Program:

- Post purchase homeownership counseling is no longer being required within six (6) months of closing unless there is a need for it.

#### Family Self Sufficiency Program (FSS):

- Goal number of total FSS participants was increased to 180.
- Language allowing FSS Coordinators to complete income certifications was added.

#### Limited English Proficiency:

- Added: DMMHA uses local translation companies for in person translation services when necessary and will continue to do so to ensure access for LEP persons.
- Added: The DMMHA works closely with the Des Moines Public Schools Bilingual Family Liaisons and will continue to do so to ensure access for LEP persons.
- Added: Refugee Alliance of Central Iowa- DMMHA attends meetings and participates in committee activities and will continue to do so to ensure access for LEP persons.

Additionally, the Annual Plan will continue to include, adding additional PBV, 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, 2018.

**PREVIOUS COUNCIL ACTION(S): NONE**

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

Board: Municipal Housing Agency Governing Board

Date: April 9, 2018

Roll Call Number: [18-0540](#)

Action: [Approving](#) the Annual Agency Plan for fiscal year beginning July 1, 2018, to include the 2018 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. ([Board Communication No. 18-159](#)) Moved by Gatto to refer to the City Manager to provide the entire Agency Plan, and to defer to a special Board meeting to be held on April 16, 2018. Motion Carried 7-0.

Board: Housing Services Board

Date: March 21, 2018

Resolution Number: HSB 18-13

Action: Approving the annual Agency Plan for fiscal year beginning July 1, 2018 to include the 2018 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 Administrative Plan.

**ANTICIPATED ACTIONS AND FUTURE COMMITMENTS: NONE**

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