

MINUTES

Housing Advisory Committee Meeting
Salem Housing Authority
January 23, 2008

<u>Present</u>	<u>Absent</u>	<u>Staff Attending</u>	<u>Others Attending</u>
Mark Cusick Dennis Bell Robert Barko Don Williams Betty Markey	Jeff Lewis Maria Palacio Vergie Olson	Jerry Croft Terry Frazier Grace McCabe Rosa Ramirez Esther Reinecke Jill Washburn Virginia Melton	Tim Duncan Melissa Hand

1 Call to Order**2 Minutes**

None

3.1 Program Management Report

Jerry Croft, Housing Administrator discussed the Program Management Report. The Interim program is 15% spent. The Voucher program is almost fully leased up. The actual number of those households waiting for assisted housing is overstated. The number is usually one-third less than the amount shown due to duplication. Housing Authority owned and managed properties are nearly 100% occupied for the first time. Orchard Village closed and residents have been relocated to other housing authority owned properties.

Strategic planning for the coming year was discussed. The planning helps identify internal and external objectives essential to achieving the Authority's mission. Many objectives will have prominence in the development of the FY 2008-09 Operating Budget and Public Housing Agency Plan. The Authority will be conducting a market rent survey in order to present HUD with a request for Fair Market Rent exception rents.

3.2 Key Issues for 2008

Jerry Croft presented the Key Issues for 2008. Scheduled meeting dates for HAC will be reviewed and updated to reflect the correct dates. Public Housing consists of 337 units owned by SHA including Robert Lindsey Tower, 7 multi-family properties which include Orchard Village and 87 "scattered site" units.

Housing authorities are "entitled" to a subsidy according to a HUD formula. For FY 2007-08, the subsidy "pro-ration" is expected to be about 84% due to inadequate federal appropriations.

A Public Housing "Stop Loss" application was submitted to HUD and the Authority is waiting for an on-site review.

SHA will submit Public Housing financial operating statements for October through December 2007 to HUD by January 23, 2008.

HUD's deadline for receipt of the second "Stop Loss" application is April 15, 2008. The first stop loss onsite review should be scheduled by HUD within about sixty days. This will help with planning purposes and what the subsidy level will be.

The annual HUD Capital Fund grant totals about \$700,000. The Authority spends a percentage of the grant to supplement operations.

Orchard Village is in the environmental review (Phase II) process. This process has to be completed before the application for demolishing structures can be submitted to HUD. HUD approval then takes 4 months to process.

4.1 FSS PCC Report and Action Plan

Terry Frazier, Management Analyst, discussed the draft revisions to the Family Self Sufficiency Action Plan. The changes are noted in the draft action plan. Currently there are 44 mandatory voucher FSS slots and 45 voluntary property management FSS slots. The FSS slot is reduced each year as participants graduate from the self sufficiency program. There were no changes in family demographics since the plan was last presented.

FSS Family Selection procedures have a change on the non-discrimination section. Individuals with disabilities may participate in the program and may graduate, even if they are unable to work. However, no FSS escrow will be established for the participant unless there is an increase in earned income. Completion of contract and escrow disbursement states that not all participants will establish escrows, and a person, such as a person with disabilities, may graduate without an increase in earned income.

The monitoring section has one change in providing reports. The reports are to be provided monthly not quarterly.

All FSS participants will be required to attend the Financial Fitness class within the first two years of participation. All participants with homeownership goals will be required to attend the ABC's of Home buying class prior to graduating.

The Housing Advisory Committee recommended approving the FSS Action Plan as written.

Meeting adjourned at 1:15.

The next meeting is tentatively scheduled for February 20, 2008.