

MINUTES
Council Subcommittee on Housing

August 14, 2009, 8:00 AM – Conference Room 2C

Members Present: Tony Marconi
Anita Scott Jones

Members Absent: David Schiavone

Staff Present: Doug Adkins, Community Revitalization Director
Judy Gilleland, City Manager
Larry Mulligan, Mayor
Teresa Jones, Secretary

Tony Marconi called the meeting to order at 8:18 AM.

Approval of the June 5, 2009 minutes was tabled until the next meeting.

Update on Section 8

The monthly report was distributed. Number of vouchers now at 1,542 is a result of business not a conscious effort to reduce vouchers. There is no effort to reduce vouchers at this time until the Administrative Plan is formalized. The number of vouchers has been addressed in the Administrative Plan but there has been no authorization by City Council to actively reduce the number of vouchers.

In developing the administrative plan, other entities have been reviewed nation-wide and the best ideas were pulled. CONSOC has a draft of the plan and we will be receiving their comments and feedback. Our hopes are to have the plan to review with the board within 60 days.

Recently HUD was in for monitoring. HUD reviewed CONSOC's books and the city's books. They were pleased with the activities. There were some minor reporting mistakes but those were normal housekeeping items. HUD was pleased with the management of the program both with CONSOC and the City.

Larry Mulligan commented on the over reporting of vouchers according to page 6 of the VMS report. Judy related that she initially was concerned about the errors but after discussion with HUD feels it was more a matter of factoring change into the system and how things carry over vs. mistakes made.

Anita Scott Jones asked about the changes that HUD advised be made and if there was a deadline for those to be enacted.

The Inspection Group was sent contract last week. Plans are for them to take over inspections no later than October 1, 2009. This group will be included in the meetings as well. They will respond to complaints and will identify the issues, notify the owner and follow-up as necessary.

A sample timesheet was distributed that is to be used by staff. Time for Council members, City Manager, etc. was also taken into account by including time spent on housing subcommittee meetings and City Council meetings discussing housing. Times spent outside of these meetings were not counted.

Wayne Chapman's recommendation on how the housing board should be organized was distributed. On page four is a sample agenda. Judy stated she would need to be specifically confirmed as Executive Director of the Housing Authority. There are several options for holding the meetings:

- Same night as council
- Difference night as council
- Part of council meeting
- Before council meeting
- After council meeting
- Or different time of day

Estimated to take about one-half hour for the first meeting.

Tony Marconi suggested possibly adjourning from council meeting and going into Housing meeting when just getting it started.

Anita Scott Jones felt it should be the same night as council.

There should be no action at the first meeting. It will mainly be discussion. Wayne Chapman, police, CONSOC should all be in attendance. Once this housing authority gets underway there may no longer be a need for the housing subcommittee.

It was agreed to hold the meeting on a council night and the first meeting will be Sept 1.

HQ reports will be provided by CONSOC until the switch over to The Inspection Group.

Police/Fire have been using abandoned properties for training. Judy stated that Code Enforcement is the most important tool to improving our city.

- 20 properties assisted by volunteers
- 62 properties assisted by PWC
- 20 participants in the Down Payment Assistance
- 104 participants in the Homebuyer Education classes
- 11 properties demolished with 16 more in process

Doug has done a great job of getting things organized. Due to the employee turnover, etc. the guidelines or procedures were sometimes lost sight of. Doug has been creating check lists. In addition, there will no longer be houses rehabbed that do not have a good longevity. In the past we wanted people to be able to stay in their house and would rehab the property for them. It was always done for good reason but not always the best business decision.

Discussion on the revolving loan for Helen Fuller was tabled until the next meeting. There are no time constraints. A revolving loan fund loan was made for about \$30,000. Terms were upon her death, the money would be repaid to the city. Ms. Fuller didn't understand that and she thought it was a grant. She has two daughters that are unable to care for themselves and she wishes to leave the house to them so that they will have a home to live in. Judy stated that Doug will cover this item in more detail at the next meeting.

Meeting adjourned at 9:00 AM.