

## MEETING MINUTES – RESIDENT ADVISORY BOARD AUGUST 15, 2019

### **Present:**

Mary Vang, Executive Director  
Allen Falkosky, Public Housing Manager  
Lana Fanning, Huntington House  
Joyce Lobner, Tenth Avenue  
Rhonda Sanders, Scattered Sites  
Josh Freeman, Facilities Coordinator  
Debra Rebolledo, Housing Choice Voucher

WISCONSIN RAPIDS HOUSING AUTHORITY

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### **Excused:**

KaBao Vang, Section 8 Manager  
Michelle Hill, Parkview

**Tenants/Public Present:** Cheryl Reith Kincaid, Huntington House and Jolina Janus, Office Staff

The Housing Authority of the City of Wisconsin Rapids held a meeting of the Resident Advisory Board (RAB) at 2:00 p.m. on Thursday, August 15, 2019, in the basement of the Huntington House Apartments, 2521 10<sup>th</sup> Street South. Executive Director Mary Vang called the meeting to order at 2:02 p.m.

### **MINUTES**

#### **1. Approve minutes of the minutes of February 20, 2019 meeting**

Lana moved to approve minutes from the February 20, 2019 meeting with Debra seconding the motion. No comments. All aye votes.

#### **2. Significant Amendment Revisions to 2015-2019 5-Year PHA Plan:**

**Housing Authority staff explanation of revisions:** Mary reported that as a result of being a successful candidate in the Rental Assistance Demonstration (RAD) program for conversion of 60 units at Huntington House apartments to RAD Project Based Vouchers (PBV). The Housing Authority is required to revise its significant amendment to include the RAD significant amendment definition and discuss the conversion of the project to include the scope of work, the reduction in the Capital Fund Budget as a result of the reduction in public housing units as part of the RAD conversion and also the possibility of contributing up to \$170,000 in Capital Funds towards the conversion. Huntington House apartments has a total of 65 units, of the 65 units 60 of the one-bedroom units at Huntington House apartments will convert from the Public Housing subsidy platform to the new RAD PBV Housing Assistance Payment (HAP) contract also known as Section 8. Of the remaining five units, 4 of the one-bedroom units along with the 1 two-bedroom caretaker unit are eligible for the de minimis reduction and therefore will be dispositioned from the remaining project and charged at Fair Market Rents (FMR). The intention for the remaining 5 dispositioned units is to have 5 reserved tenant-based vouchers that can be used at these units and enable the Housing Authority to enter into a HAP contact with the Housing Authority's current Section 8 tenant-based Housing Choice Voucher program. The HAP contract would then support the funding and operation of these units. By doing this, it will allow the Housing Authority to charge higher rents at the FMR level and receive HAP payments from the Section 8 tenant-based HCV program that would otherwise be out-flowed

HAP payments to private landlords. In addition to the proposed project the Housing Authority will also be required to adopt specific tenant protections related to resident rights, participation, waiting list and grievance procedures for the PBV program.

Mary also stated that the following revisions will also be made to the 2015-2019 5 Year PHA Plan:

- a. Procurement policy revisions reflecting the HUD approved higher micro-purchase and simplified acquisition thresholds for all grant recipients, such as Public Housing Authority's to be effective as of June 20, 2018. The procurement policy would increase the micro-purchase threshold from \$3,000 to \$10,000 and increase the small purchases threshold from \$150,000 to \$250,000. The increased thresholds will allow for more practical flexibility for the Housing Authority in making efficient decisions that are better aligned with its business practices.
- b. HUD final implementation of Public Housing over-income limit under the Housing Opportunity Through Modernization Act of (HOTMA) 2016. The Housing Authority is required to adopt and make revisions to the Public Housing Admissions & Continuing Occupancy Policy under Chapter 13: Lease Terminations; Part III.C. Other Authorized Reason for Termination for Over-income Families in the public housing program. The policy revisions states that the Housing Authority (HA) will notify the family when their income exceeds 120 percent of the Area Median Income (AMI) at year one, if at year 2 the family continues to be over-income, the HA will not terminate the family from assistance, but will require the family household to pay a higher rent as determined at the time in accordance with HUD regulations and requirements.
- c. Revisions to Chapter 18; Project Based Vouchers (PBV) Under the Rental Assistance Demonstration (RAD) Program; 18-v.e. selection from the waiting list. The Housing Authority's RAD PBV program will adopt the current site-based waiting list preferences upon conversion.
- d. Implementation of the Public Housing bed bug policy that outlines the roles and responsibilities of the HA and the tenant in the treatment of bed bugs. With the reoccurring instances of bed bugs in the public housing units, it has become imperative that the HA take action to outline and ensure that tenants are adhering to the policy in order to better address this issue.

**Resident Advisory Board comments:** Joyce Lobner asked for clarification about the Housing Authority's ability to secure debt financing as part of the RAD conversion of Huntington House apartments and if the conversion would impact tenant rents at other buildings. Mary stated that the ability for the HA to secure debt financing is partly due to the fact that the HA will be able to release itself from its Declaration of Trust (DOT) with HUD, making HUD the owners of any Public Housing (PH) properties, therefore it does not allow a Public Housing Authority to use the equity in its housing stock to secure debt financing; with the conversion to RAD the HA is released from this DOT with HUD and can enter into a HAP contract and secure debt financing and/or other sources of funding. Mary also stated that the rents for other PH tenants would not increase, as HUD has a cap on what Public Housing Authorities can charge tenants for flat rents. Tenants who are not on flat rent would continue to pay 30% of their income towards their rent.

**Public comments:**

There were no public comments.

3. **Public Input:** There was no public input.

4. **Adjournment:**

The meeting was adjourned at approximately 2:40 p.m., with Lana moving for adjournment and Allen seconding. All aye votes.

Respectfully submitted by,  
Mary Vang  
Executive Director, Wisconsin Rapids Housing Authority