



MUSCATINE MUNICIPAL HOUSING AGENCY

City Hall, 215 Sycamore Street
Muscatine, IA 52761-3840
(563) 264-1554
(563) 264-1550 Voice/TT
Fax (563) 263-3064

MEMORANDUM

TO: Gregg Mandsager, City Administrator
FROM: Jodi Royal-Goodwin, Housing Administrator
DATE: May 2, 2019
RE: 1) Resolution to Approve Revisions to the Housing Choice Voucher Administrative Plan
2) Resolution to Approve Revisions to the Public Housing Admissions and Continued Occupancy Policy

INTRODUCTION: Muscatine Municipal Housing Agency (MMHA) operates the Housing Choice Voucher Program and Public Housing under the regulations promulgated by the U.S. Department of Housing and Urban Development (HUD) and implemented under policies adopted in the Administrative Plan (the Plan) and Admissions and Continued Occupancy Policy (ACOP) respectively. The documents must be reviewed periodically and revised to reflect regulatory changes and local circumstances. Attached is a summary of the proposed revisions to the Plan and the ACOP.

BACKGROUND: Over the past two years, HUD has continued to implement previously adopted Federal legislation through revised regulations and implementation guidance. MMHA has adopted a policy to review the Plan and ACOP annually for revisions. The last revisions were presented to Council for consideration in April 2017. This year there are mandatory revisions to affect HUD guidance as well as revisions to:

- Include the use of e-mail as a method of communication for all aspects of both programs;
- Correct references;
- Revise language to clarify how policies are implemented or minor alterations to policy implementation;
- Convert "P2 Vouchers" used to provide supportive housing to those experiencing homelessness to standard vouchers after obtaining the highest degree of sustainability;
- Require parents without a current court order for child support, and not protected under Violence Against Women's Act as revised (VAWA), to apply for assistance through Child Support Recovery; and
- Adoption of mandated forms and a transfer policy as required under VAWA.

The attached summaries identify the proposed changes by underlining new language and using the strikethrough to signify deleted language. Where an entire policy is underlined or struckthrough the revision the result of HUD requirements. Policies being revised solely to allow for the use of e-mail as a method of communication have not been included in the summary.

The process of updating the Plan and ACOP requires a 45 day public comment period, consultation with the Resident Advisory Board, and a Public Hearing. The public comment period opened March 19

"I remember Muscatine for its sunsets. I have never seen any on either side of the ocean that equaled them"- Mark Twain

and closes after the May 2 Council meeting. The RAB consultation was held April 1 and there were no changes recommended. City Council acts as the MMHA Board of Commissioners and as such must approve changes to the Plan and ACOP. Upon approval changes to the ACOP affecting tenancy will also be incorporated into the lease following a 60 day notice.

RECOMMENDATION/RATIONALE: It is recommended the Muscatine City Council, acting as the MMHA Board of Commissioners, approve the attached resolutions and authorize revisions to the Administrative Plan, including consideration of any additional comments.

Attached:

Resolutions

- 1) Resolution to Approve Revisions to the Housing Choice Voucher Administrative Plan
- 2) Resolution to Approve Revisions to the Public Housing Admissions and Continued Occupancy Policy

Summary of Changes to the Administrative Plan

Summary of Changes to the Admission and Continued Occupancy Policy

RESOLUTION _____
TO APPROVE REVISIONS TO THE
HOUSING CHOICE VOUCHER PROGRAM ADMINISTRATIVE PLAN
OF THE
MUSCATINE MUNICIPAL HOUSING AGENCY

WHEREAS, a revision to the Housing Choice Voucher Program Administrative Plan is necessary to more efficiently administer the program and to comply with changes in Federal requirements; and,

WHEREAS, staff has reviewed Federal regulatory requirements along with Department of Housing and Urban Development and the Resident Advisory Board recommendations and has made revision for updating the Administrative Plan; and

WHEREAS, revisions to the Administrative Plan are in the best interest of the community and Muscatine Municipal Housing Agency; and

WHEREAS, the City Council, acting as the MMHA Board of Commissioners, must authorize and approve all policy changes to the Housing Choice Voucher Program Administrative Plan.

NOW THEREFORE, BE IT RESOLVED, the City Council hereby approves and authorizes policy changes to the MMHA Housing Choice Voucher Administrative Plan.

MOVED, PASSED, AND ADOPTED this 2nd day of May 2019.

**BY THE CITY COUNCIL OF
THE CITY OF MUSCATINE, IOWA**

Diana L. Broderson, Mayor
City of Muscatine, Iowa

ATTEST:

Gregg Mandsager, City Clerk
City of Muscatine, Iowa