



Housing Authority of the City of Columbia, Missouri

201 Switzler Street, Columbia, MO 65203

Office: (573) 443-2556 ♦ TTY: (573) 875-5161 ♦ Fax Line: (573) 443-0051 ♦ www.ColumbiaHA.com

Resident Advisory Board

Open Meeting Notice CHA Resident Advisory Board Meeting Agenda

Date: Thursday, April 3, 2014

Time: 5:00 p.m. *

Place: Paquin Tower Community Room, 1201 Paquin Street

Remember to bring your RAB notebooks!

- I. Call to Order and Introductions: Lee Radtke, Director of Public Housing Operations
- II. Approval of Meeting Agenda
- III. Approval of March 6, 2014 Meeting Minutes
- IV. Capital Fund Program – Greg Willingham
- V. Introduction of Flat Rent Policy for Public Housing
- VI. Discussion of Future Meeting Topics
- VII. Other
- VIII. Schedule of Next Meeting – Thursday, May 1, 2014 @ 5:00 p.m.
- IX. Adjournment

*** RAB Members needing transportation assistance should call EITonya at (573) 443-2556 ext. 1122 before 12:00 Noon on Wednesday, April 2, 2014**

A light meal will be available for RAB members at 4:45 p.m.

If you wish to participate in the meeting and require specific accommodations or services related to disability, please contact Ms. EITonya Rhoades, Executive Assistant at (573) 443-2556, extension 1122, or (573) 875-5161 (TTY) at least one working day prior to the meeting.

Media Contact: Phil Steinhaus, CEO
Phone: (573) 443-2556
E-mail: www.ColumbiaHA.com ► Contact Us ► Administration

A complete agenda packet is available for review at all CHA offices during regular business hours and posted on the CHA web site at: www.ColumbiaHA.com.

“It is the mission of the CHA Resident Advisory Board to facilitate positive communication and understanding among residents and administrators of CHA in order to create opportunities to continually improve affordable housing and the environment of the community.”



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March 6th, 2014 Meeting Minutes

The Resident Advisory Board (RAB) met on Thursday, March 6th, 2014, in the Paquin Tower Community Room beginning at 5:00 p.m.

RAB Members Present: Jacquelyn Hopkins, Joe Stock, Stephanie Scott, Maymie Carter, Marjorie Miller, Shelia Shaffer, Carolyn King, Michelle Adams, David Dollens, Mike Bishop.

Present from CHA: Lee Radtke and Zoe Sommer.

- I. **Call to Order and Introductions:** Lee Radtke, Director of Public Housing Operations for the Columbia Housing Authority (CHA), opened the meeting with a welcome.
- II. **Approval of Meeting Agenda:** Ms. Radtke called for a motion to approve the agenda as presented. Motion to approve the agenda was made by Ms. Carter. Second by Mr. Dollens. Everyone voted "Aye" and the agenda was adopted as presented.
- III. **Approval of February 13, 2014 Meeting Minutes:** The RAB reviewed the minutes of the previous meeting held on February 13th, 2014. Motion to approve the minutes as amended was made by Ms. King. Second by Ms. Hursey. Everyone voted "Aye" and the minutes were approved as amended.
- IV. **Review of Administrative plan and ACOP proposed revisions:** Ms. Radtke began by reviewing the summaries for CHA's Housing Choice Voucher Administrative Plan as well as Admissions and Continued Occupancy Policy (ACOP) plan. We started by going over policy changes once more before Ms. Radtke asked that board members write down their feedback to the changes. She explained that the comments and suggestions will be shared with the board of commissioners and taken into consideration.
- V. **Discussion of Future Meeting Topics:** Greg Willingham will join the RAB next month to talk about Capital Funds planning. Director of the Housing Choice Voucher Program, Andrea Tapia, will also try to attend.
- VI. **Schedule of Next Meeting:** Ms. Radtke stated that the next meeting will be Thursday, April 3rd, 2014 at 5:00 p.m. inside Paquin Towers.

VII. Adjournment: Ms. King called for a motion to adjourn the meeting. Motion seconded by Ms. Carter. Meeting adjourned at 6:00 p.m.

Respectfully submitted,

Zoe Sommer, Receptionist/Clerk
Columbia Housing Authority



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To: Resident Advisory Board

From: Lee Radtke, Director of Public Housing Operations

Date: 4/3/14

RE: Change to ACOP proposed effective for June 1, 2014:
Requires public housing flat rents to be set at no less than 80 percent of Fair Market Rent to be implemented at family's annual re-examination

Summary of Proposed Revisions

Section 210 of the Department of Housing and Urban Development Appropriations Act, 2014 requires public housing authorities to establish flat rents at no less than 80 percent of the fair market rent (FMR) effective June 1, 2014. This requires a significant change in Chapter 16 of CHA's policy, which had flat rents set at approximately 60 percent of FMR.

In some cases, the increase in flat rent will result in substantial rent increases. HUD intends to provide PHAs with the opportunity to phase in the rent increases so that no family's rent increases beyond 35 percent in one year. These increases in flat rent will take effect at the family's annual re-examination. Policy already allows families to choose between flat and income-based rent at each annual re-examination, so families for whom the higher flat rent would be greater than their income-based rent may choose income-based rent. CHA's policy already provides for new flat rent amounts to take effect at the annual re-examination, so no policy change will be required for Chapter 6 of the ACOP.

Underlined below is the wording of the proposed change in policy (subject to change as HUD issues further guidance):

"16-II.B. FLAT RENTS [24 CFR 960.253(b)]

Establishing Flat Rents

Flat rents for public housing units are based on the market rent charged for comparable units in the private unassisted rental market. Under Section 210 of the Department of Housing and Urban Development Appropriations Act, 2014, the flat rent should be Established at no less than 80 percent of the fair market rent (FMR).

The PHA must use a reasonable method to determine flat rents. In determining flat rents, PHAs must consider the following:

- 80 percent of the current FMR
- Location
- Quality

- Unit size
- Unit type
- Age of property
- Amenities at the property and in immediate neighborhood
- Housing services provided
- Maintenance provided by the PHA
- Utilities provided by the PHA

Review of Flat Rents

The PHA must ensure that flat rents continue to mirror market rent values [24 CFR 960.253(b)].

PHA Policy

The PHA will review flat rents on an annual basis, and adjust them as necessary to ensure that flat rents continue to mirror market rent values and are at least 80 percent of the current FMR for the unit size.

Posting of Flat Rents

PHA Policy

The PHA will publicly post the schedule of flat rents in a conspicuous manner in the applicable PHA or project office.

Documentation of Flat Rents [24 CFR 960.253(b)(5)]

The PHA must maintain records that document the method used to determine flat rents, and that show how flat rents were determined by the PHA in accordance with this method.”