

→ 8:30 am
Rob/Doug
meet

→ Kim Bush

Masto

Copy

HANCOCK METROPOLITAN HOUSING AUTHORITY

BOARD OF COMMISSIONERS

REGULAR MEETING

September 29, 2022

Family Center
Conference Room 118
8:30 am

Meeting on
Tuesday
1pm
Donna

out at
9:31 am

ROLL CALL: Attendance record sign in sheet

1. Chairperson Donna Ruse call of order-comments:
2. Minutes:
3. Financial Discussion
4. Directors Report
5. Old Business
6. New Business
7. Next meeting date:
8. Adjourn



Hancock Metropolitan Housing Authority

Board Minutes Regular Meeting August 25, 2022, at The Family Center, room 118

Roll Call:

Donna Ruse, Doug West, Dow Campbell, Nancy Stephani and Rob Fox were in attendance. (Casey Ricker was also in attendance).

Minutes:

(Donna Ruse) asked the Board for approval of the minutes. (Nancy Stephani) proposed a motion with (Doug West) seconding. Motion voted and carried minutes can be filed for audit.

Financial Update

1. Financials Admin and HAP

- A. Monthly HAP received \$256,111 for HCV; Mainstream HAP received 0, recouped MS HAP reserves.
- B. Expended \$248,320 for HCV and \$12,765 for Mainstream
- C. NRA as of June 30, 2022, \$26,145
- D. June 2022 HCV Admin Fee was \$34,437, Mainstream Admin received \$4,885
- E. P/L of \$2,324.19

2. 2022 HCV Funding

Calculation of Calendar Year 2022 Renewal Funding Housing Choice Voucher Program			
1	HA Number:	OH082	
2	HA Name:	HANCOCK MHA	
CY 2022 Renewal Funding			
3	CY 2022 HCV Renewal Funding after Offset and Amounts Owed HUD	\$2,927,131	
CY 2022 Non-Renewal Funding			
4	CY 2022 Non-Renewal Funding (TPVs, VASH, etc.) to Date	\$0	
5	CY 2022 Estimated RAD 1 Funding For First Full Year After Conversion	\$0	
6	CY 2021 Proration Increase	\$8,246	
7	Total CY 2022 HCV Renewal and Non-Renewal Funding		\$2,935,377
ELIGIBILITY			
8	Total Unit Months Leased per VMS - CY 2021	7,221	
9	Total Unit Months Available - CY 2021	9,468	
10	Capping Percentage	100%	
11	Total CY 2021 HAP Expenses per VMS	\$2,853,955	
12	Total CY 2021 Capped HAP Expenses (Line 11 x Line 10)	\$2,853,955	
13	Renewal Funding Inflation Factor	1.02736	
14	Inflated Eligibility Sub-Total (Line 12 x Line 13)	\$2,932,039	
15	First Time Renewals - Appendix II	\$0	
16	Transfers In or Out	\$0	
17	Total DHAP Eligibility	\$0	
18	Total Renewal Eligibility (Line 14 + Line 15 + Line 16 + Line 17)	\$2,932,039	
19	Proration Factor		100%
20	Prorated Eligibility (Line 18 x Line 19)		\$2,932,039



3. Happy Software Invoice was Board approved last meeting, check was mailed out to Happy Software MRI on 7/18/2022, in the amount of \$18,729.76 to avoid any interruptions in service. Contract expires on 7/31/2022. We are still waiting for the activation code.

4. Audit update

I. SUMMARY OF AUDITOR'S RESULTS		
2021(i)	Type of Financial Statement Opinion	Unmodified
2021(ii)	Were there any material control weaknesses reported at the financial statement level (GAGAS)?	No
2021(iii)	Were there any significant deficiencies in internal control reported at the financial statement level (GAGAS)?	No
2021(iv)	Was there any reported material noncompliance at the financial statement level (GAGAS)?	No
2021(v)	Were there any material internal control weaknesses reported for major Federal programs?	No
2021(vi)	Were there any significant deficiencies in internal control reported to major Federal programs?	No
2021(vii)	Type of Major Programs' Compliance Opinion	Unmodified
2021(viii)	Are there any reportable findings under 2 CFR 200.516(s)?	No
2021(ix)	Major Programs (list):	
	Housing Voucher Cluster:	
	Section 8 Housing Choice Vouchers - ALN #14.871	
	Section 8 Housing Choice Vouchers - CARES Act Funding - ALN #14.871	
	Mainstream Vouchers - ALN #14.879	
	Mainstream Vouchers - CARES Act Funding - ALN #14.879	
2021(x)	Dollar Threshold: Type A/B Programs	Type A: \$750,000 Type B: All Others
2021(xi)	Low Risk Auditee?	Yes
II. FINDINGS RELATED TO THE FINANCIAL STATEMENTS REQUIRED TO BE REPORTED IN ACCORDANCE WITH GAGAS		
None		
III. FINDINGS AND QUESTIONED COSTS FOR FEDERAL AWARDS		
None		

Directors Report

1. Waiting List

- A. We pulled 18 folks in the month of July, of those 18 families that was pulled 10 will receive a voucher. I will be pulling 20 families in the month of August
- B. HMHA's Waiting List will be opening on August 8, 2022, at 9:30am


HMHA
 Hancock Metropolitan Housing Authority
 1800 N Blanchard Street, Suite 114, Findlay, Ohio 45840
 Phone: 419-424-7848 / Fax: 419-424-7831 / E-mail: hmhamain@hancockmetro.com
 www.hancockmetro.com

ATTENTION:

On August 8, 2022, at 9:30AM

The Hancock Metropolitan Housing Authority will open its rental assistance waiting list at 9:30 am on August 8, 2022, for preferences strictly for Non-Elderly Disabled, and those who are Veterans ONLY.

Veteran Preference is offered to a family whose head of household or spouse is a veteran or current member of the four-branches of U.S. military who was discharged or released from such services for other than dishonorable conditions. A widow/widower of a discharged or released service person for other than dishonorable conditions is also eligible for this preference, if he or she has not remarried. Please provide HMHA with a copy your DD214 when you return your application.

HMHA also has targeted funding for Non-Elderly Disabled. The head of household, spouse or co-head of household must be income eligible, under the age of 62 and disabled. Families with only a minor child with a disability are not eligible for this funding. Please provide HMHA with a copy of the head of household, spouse or co-head's Social Security disability award letter when you return your application.

If you do not meet either preference, you will be denied.

You can pick up an application at HMHA's office located at 1800 N. Blanchard St, Suite 114 Findlay Ohio 45840. We will only accept completed applications during our normal business hours. Any questions or concerns, please call 419.424.7848

Office Hours:

Monday	8:30am – 4:00pm
Tuesday	12:00pm – 5:00pm
Wednesday	8:30am – 12:00pm
Thursday	CLOSED
Friday	CLOSED



- C. We currently have 214 folks on the waiting list, of those 47 are disabled.**

Statistics Report

Agency: 1 - Hancock Metropolitan Housing Authority
Waiting List: 1 - HCV 1

TOTALS

Applicants on the HCV 1 List

214

Families with Children

64

29.91%

Elderly Families

59

27.57%

Families with Disabilities

90

42.06%

TOTALS BY INCOME PERCENTAGE

Extremely Low Income	141	65.89%
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Very Low Income	41	19.16%
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Low Income	0	0.00%
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Over Income Limit	0	0.00%
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Incomplete Income Data	32	14.95%
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TOTALS BY RACIAL GROUP

Amer. Indian/Alaska Native	4	1.87%
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Asian	2	0.03%
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Black/African American	26	12.15%
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TOTALS BY ETHNICITY

Hispanic	11	5.14%
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Non-Hispanic	202	94.30%
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TOTALS BY PREFERENCE

Targeted Preference

First Preference

Second Preference

Third Preference

Fourth Preference

Fifth Preference

Sixth Preference

Seventh Preference

Eighth Preference

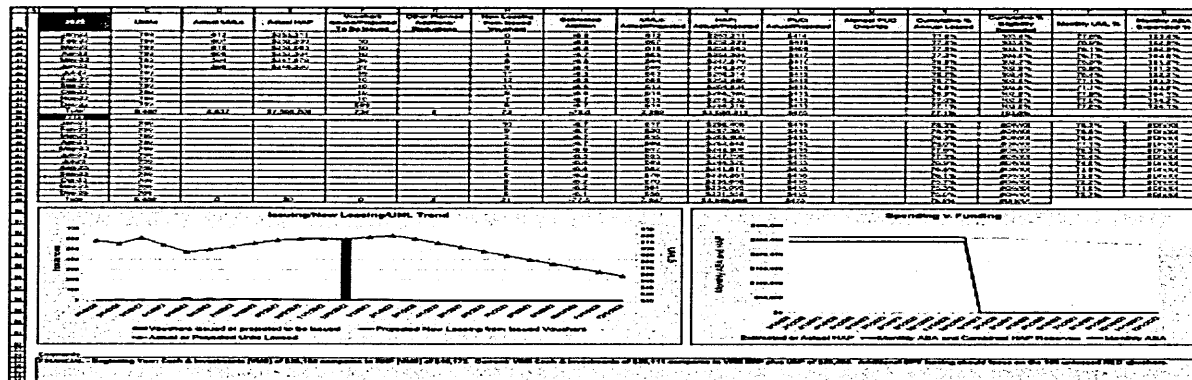
Ninth Preference

Tenth Preference

- ## 2. UML Update


- A. As of June 30, 2022, HMHA is currently assisting 598 HCV families plus 75 Mainstream and 5 Hardin HOME for a total of 678 total households. PUC cost currently sits at \$415.**

CH082 NCV Leasing and Spending Projection



- 3. Annual Plan Update**
4. Independence Place Housing Opportunities





**Affordable. Secure.
Independent Living for 55+**

**Independence
PLACE**

1000 Independence Avenue
Boulder, CO 80501
independence-homes.com


Apartment Homes Include:

- All utilities
- Cable/TV-It
- On-site laundry
- Secured entrance
- Maintenance free
- Community room

Price per month:

- Studio - \$575
- One Bedroom - \$650
- Two Bedroom - \$725

**Schedule your VIP tour:
567.208.2746**



**Independence
PLACE**

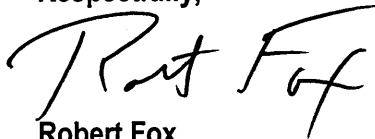
*(Donna Ruse) Melrose PBV business opportunity with Redwood Properties will be declined.
(Nancy Stephani) proposed a motion with (Dow Campbell) seconding. Motion voted and
Director will notify Redwood Properties that HMHA will not be partnering with them regarding
PBV.*

5. Board Training – Protect Your Family from Lead
6. Board Renewal - Dow Campbell's appointment expires on 12/31/2022, appointed by the Mayor

Next Meeting Date: September 29, 2022

Meeting Adjourned at 9:32 am

Respectfully,



Robert Fox
September 29, 2022



Financial Update

1. Financials Admin and HAP

- A. Monthly HAP received \$257,350 for HCV; Mainstream HAP received \$13,980
- B. Expended \$245,300 for HCV and \$10,989 for Mainstream
- C. NRA as of August 31, 2022, \$52,713
- D. August 2022 HCV Admin Fee was \$34,437, Mainstream Admin received \$4,885
- E. P/L of \$7,538.43 YTD \$39,184.32

2. Additional HCV Vouchers

Hancock Metropolitan Housing Authority
OH082

Dear Executive Director:

This is your public housing agency's award of new vouchers under the Consolidated Appropriations Act 2022 (P.L. 117-103). For more information on these awards, please see PIH Notice 2022-29.

The Consolidated Appropriations Act 2022 (P.L. 117-103) appropriated \$200 million for new incremental vouchers pursuant to a method, as determined by HUD, which may include a formula that may include such factors as severe cost burden, overcrowding, substandard housing for very low-income renters, homelessness, and administrative capacity. The allocation method is required to include rural and urban areas. The Act further provides HUD with the discretion to specify additional terms and conditions for the use of these vouchers to ensure that PHAs provide vouchers for use by survivors of domestic violence, or individuals and families who are homeless, as defined in section 103(a) of the McKinney-Vento Homeless Assistance Act (42 U.S.C. 11302(a)), or at risk of homelessness, as defined in section 401(1) of such Act (42 U.S.C. 11360(1)). Note that HUD is encouraging but not requiring PHAs to institute preferences to only serve these populations with the new vouchers.

To help PHAs expeditiously lease these vouchers, HUD is using a portion of the CY 2022 Appropriations Act \$30 million administrative fee set-aside to provide a one-time special fee of \$750 for each voucher awarded. This is a Special Fee in addition to those listed in PIH 2022-14.

The following table provides the details for your agency's HCV award:

Housing Choice Vouchers Awarded: 6	
Housing Assistance Payments	Special Fees
\$32,760.73	\$4,500.00
Effective: October 1, 2022	Effective: October 1, 2022

- ### 3. We purchased a high efficiency Panasonic scanner for the front desk, from Perry Corp, cost was \$972, the old scanner will still be utilized in the office.

PERRYPROTECH
History • Technology • Innovation

PERRY proTECH
545 W. Market St.
Lima, OH 45801

Bill to:
Hancock Metro Housing Authority
1800 N Blanchard St
Findlay, OH 45840-3048

SALES ORDER

Date:	Terms	Page
9/22/2022	Net30	1
Your Reference		
Danielle Jakubcn	(419) 879-3432	
Your Contact		
Ricker, Casey (419) 424-7848 cricker@hancockmetro.com		
Delivery Address		
Hancock Metro Housing Authority 1800 N Blanchard St Findlay, OH 45840-3048		

Item Code	Description	Site Ship To	Quantity	Price	Total
PA-KV-S1057C	PA-Panasonic KV-S1057c Scanner	office	1	\$972.00	\$972.00
Tax not included in Subtotal				Sales Order Subtotal:	\$972.00
				Freight:	
				Tax:	
				Total Order:	



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