

Wyoming Housing Commission 2007 Annual Report



Providing affordable housing to the community.

**2450 36th St SW
Wyoming MI 49519-3158
616-534-5471 fax: 616-534-1770**

OUR MISSION:

The mission of the Wyoming Housing Commission is to provide safe, decent and affordable housing, free from discrimination.



Governing Board of Commissioners:

(As of 12/31/2007)

Gerald Snyder, Chairman, *top left*

Delores Butts, Resident Commissioner, Vice-chair, *top right*

Robert Nelson, Commissioner, *lower left*

Sally Karasiewicz, Commissioner, *lower center*

Donald Dykstra, Commissioner, *lower right*

The WYOMING HOUSING COMMISSION



The Wyoming Housing Commission (WHC) was established by the City of Wyoming in March, 1969. The programs of the commission have grown throughout the years. It now serves over 1200 families within its jurisdiction.

City Officials:

Carol Sheets, Mayor

Curtis Holt, City Manager

City Council:

William VerHulst, Council 1st Ward and Mayor Protem

Jack Poll, Council At-large

Sam Bolt, Council At-large

Kent Vanderwood, Council At-large

Richard Pastoor, Council 2nd Ward

JoAnne Voorhees, Council 3rd Ward

Resident Advisory Board:

Doris Haner

Josephine Williams

Kim Decker

Kara Barber

Debra Collins

Olevia Frazier-Ford

Linda Pullian

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LETTER from the DIRECTOR

The Wyoming Housing Commission had a very productive 2007 and is optimistic about the changes and improvements that 2008 will bring. We continue to work toward our mission of assisting families with obtaining safe, decent and affordable housing, with emphasis on homeownership.

During the past year, we held a homeownership orientation and 13 families attended. We had an additional 7 families that completed the homeownership application but did not attend the orientation. We currently have 36 families working toward homeownership in both the Housing Choice Voucher and the Public Housing Section 32 programs. One participant in the HCV Program purchased a home in November 2007.

We completed a revision of the Admissions and Continued Occupancy Plan. The major areas of change in the plans were in Payment Integrity and Grievances, Hearings and Appeals. The Payment Integrity stressed accurate determinations of rental subsidies, Enterprise Income Verification (EIV) utilization, and changed the limits on client caused errors. Any client error which totals more than \$5000 in mis-payments will be referred to the OIG for prosecution and tenancy or voucher assistance will be terminated; for amounts less than \$5000, the family will be required to agree to a repayment to remain on the program.

The Grievances, Hearings and Appeals section included a two-step approach, which we have been using. The Executive Director (or his/her designee) will hear the issue first, if he/she was not involved in the decision. If the issue cannot be resolved at that level, then the agency will bring in an outside, impartial hearing officer. The process was developed in the hope of limiting the expenses to conduct hearings.

The Wyoming Housing Commission has subsequently updated both the Administrative Plan and the Admissions and Continued Occupancy Plan to implement the applicable provisions of the Violence Against Women Act (VAWA). The WHC's policies seek to serve the needs of child and adult victims of domestic violence, dating violence and stalking as defined in the VAWA. In addition the WHC has partnered with the local YWCA to refer victims to their programs for needed services.



*Helen Haight,
Executive Director*

PUBLIC HOUSING

Public Housing Highlights:

- 196 units had a 94% occupancy rate – units remained vacant only when extensive repairs were needed.
- The maintenance staff processed 860 work orders for the units.
- 64 Emergency work orders were resolved in under 24 hours.
- 796 routine work orders were resolved in an average of 2.1 days.
- All roofs were replaced at Waldon Woods.
- Public Housing Assessment System (PHAS) score was 88% - Standard Performer.

2007 Funding:

FYE 3/31	Public Housing			
	Operating Subsidy	Capital Fund	Rents	Total
2004	\$ 242,900	\$ 287,723	\$ 461,833	\$ 992,456
2005	\$ 269,430	\$ 275,184	\$ 470,299	\$ 1,014,913
2006	\$ 243,786	\$ 264,300	\$ 497,044	\$ 1,005,130
2007	\$ 260,752	\$ 270,539	\$ 460,347	\$ 991,638

HOUSING CHOICE VOUCHERS (Section 8)

Section 8 Highlights:

- Achieved a score of 100% on the Section Eight Management Assessment Program (SEMAP)
- One homeownership closing in November.
- The total number of monthly voucher payments issued on behalf of residents increased to 13,557 for the calendar year 2007.
- 1887 Inspections were completed for the voucher program during 2007.
- Reclaimed over \$7,800 from participants due to fraud.

2007 HUD Funding:

Housing Choice Vouchers				
FYE 3/31	Paid out HAP	HAP from HUD	Admin Fees	Total
2004	\$5,283,685	\$5,374,802	\$ 497,602	\$ 5,872,404
2005	\$5,815,382	\$5,844,108	\$ 534,187	\$ 6,378,295
2006	\$5,731,997	\$6,134,833	\$ 599,843	\$ 6,734,676
2007	\$6,215,319	\$6,316,506	\$ 556,718	\$ 6,873,224

The paid out Housing Assistance Payments (HAP) was \$6,215,319 for fiscal year 2007. Our administrative fees were reduced from the 2006 level. This means we had to maintain staff and the operations during 2007 with \$40,000 less in revenue.

OTHER ACTIVITIES

In August, 2007, Origins Church and Newhall Reformed Church joined efforts and provided the families of Waldon Woods a block party. Through the generous donations of their members, they provided the community with back packs containing school supplies for the children, groceries and car washes. In addition, they hosted a cookout complete with sundaes. Below are photographs of the event.



FINANCIAL HIGHLIGHTS

For the fiscal year ending March 31, 2007, Sailor, Khan & Co. completed the annual Independent Audit for the Wyoming Housing Commission. Below are listed some of the financial data from that report.

Wyoming Housing Commission's Changes in Net Assets

STATEMENT of Revenues and Expenses	2007	2006
Revenues		
Program revenues:		
Charges for services	\$ 425,657	\$ 461,990
Operating grants and contributions	7,468,566	6,978,462
Capital grants and contributions	182,311	157,306
Total program revenues	8,076,534	7,597,758
General revenues:		
Investment and other income	19,985	33,449
Total revenues	\$ 8,096,519	7,631,207
Expenses		
Low rent/public housing	1,163,584	1,099,944
Section 8 Housing Choice Voucher	6,786,213	6,258,041
Total expenses	7,949,797	7,357,985
Changes in Net Assets	146,722	273,222

Wyoming Housing Commission's Net Assets

BALANCE SHEET	2007	2006
Assets		
Current assets	1,471,740	1,137,840
Capital assets, net of accumulated depreciation	4,210,102	4,347,360
Total Assets	\$ 5,681,842	\$ 5,485,200
Liabilities		
Long-term liabilities	\$ 101,809	\$ 88,183
Other liabilities	336,789	235,525
Total Liabilities	\$ 438,598	\$ 323,708
Net Assets		
Invested in capital assets, net of related debt	\$ 4,210,102	\$ 4,347,360

WYOMING HOUSING COMMISSION STAFF

Director: Helen Haight
Administrative Assistant: Rebeca Geerling
Maintenance Supervisor: Troy Rinks
Account Clerk: Charlotte Stowell (Babe)
Office Clerks:
 Cindra Barber (Eligibility Specialist)
 Rachel Tinney (Receptionist)
Section 8 Coordinators:
 Christine Russell
 Kim Roon
 Alison Houston
 Ann Bishop (FSS)
Maintenance Staff:
 Don Beckholt
 Jose Galvan
 Tim Robach
Contract Inspector: Fred Roslanic
Inspector's Assistant: Linda Bracey



Maintenance: L to R – Tim, Troy, Jose, Don



Section 8: L to R – Chris, Ann, Kim Rebeca, Alison



Office: L to R – Rachel, Babe, Cindra, Helen



Inspections: Linda and Fred