

BURBANK HOUSING AUTHORITY
MARCH 14, 2006

A regular meeting of the Burbank Housing Authority was held in the Council Chamber of the City Hall, 275 East Olive Avenue, on the above date. The meeting was called to order at 6:38 p.m., by Mr. Vander Borght, Chairman.

Invocation The invocation was given by Pastor Paul Clairville, Westminster Presbyterian Church.

Flag
Salute The pledge of allegiance to the flag was led by Marian Fagan.

ROLL CALL

Present- - - - - Commissioners Campbell, Golonski, Gordon, Ramos and Vander Borght.

Absent - - - - - Commissioners None.

Also Present - - Ms. Alvord, Executive Director; Mr. Barlow, City Attorney; Mrs. Georgino, Assistant Executive Director; and Mrs. Campos, Clerk.

7:23 P.M.
Meeting
Continued Following the Council Public Hearing, the City Council and Redevelopment Agency meetings were recessed to allow the Authority to continue its meeting.

Public Hearing
HA 1
HA 2
Public Housing
Agency Annual
Plan (FY 06-07) Chairperson Vander Borght stated that "this is the time and place for the public hearing of the Burbank Housing Authority to consider the Public Housing Agency Annual Plan for Fiscal Year 2006-07, as well as certain amendments to the Section 8 Administrative Plan."

Notice
Given The Clerk was asked if notices had been given as required by law. She replied in the affirmative and advised that one piece of written correspondence was received.

Staff Report Ms. Carter, Housing Officer, Community Development Department, requested the Housing Authority consider: 1) the Public Housing Agency Annual Plan for 2006-07; 2) an amendment to the Section 8 Program Administrative Plan regarding fraud recovery and income verification policies; and, 3) authorizing the Executive Director to execute the certifications that are required by the United States Department of Housing and Urban Development (HUD). She elaborated that the Section 8 Rental Assistance Program is funded by HUD for

the purpose of providing rent subsidies on behalf of very-low income tenants throughout the City. She added that the primary goal of the Housing Authority is to assist the greatest number of families within the HUD-allocated budget. She also stated that each year, the Housing Authority submits an Annual Plan to HUD describing how the Section 8 Program will operate in the upcoming year.

Ms. Carter explained that the Section 8 Program Administrative Plan is a policy and procedure manual used to ensure that all applicants and participants are treated in a fair and equitable manner. She stated that the only amendments recommended pertain to fraud recovery and income verification policies. She reported that public housing agencies were recently allowed to obtain computer matching information about applicants and participants to determine their eligibility or level of benefits. Most importantly, the United States Code authorizes computer-matching agreements for income information. She noted that the law allows HUD to require that applicants and participants sign a consent form to obtain: current or previous wages from employers; wage information and unemployment compensation from State agencies charged with the administration of the State unemployment law; and, income information from the Commissioner of Social Security and the Secretary of the Treasury. She mentioned that the new computer matching system identified several participants that have been under-reporting their household income.

Ms. Carter reported that in 1999, the Housing Authority established a policy of offering lump sum and repayment agreements to any Section 8 tenant who owes money to the Housing Authority. However, due to the increase in the number of households who do not pay their debt obligations, staff recommended an amendment to the Administrative Plan to include a variety of collection methods to recover debts, including but not limited to: lump sum payments; repayment agreements; collection agencies; abatements; reductions; Income Tax set-off programs; civil suits; credit bureaus; and, prosecutions. She added that Federal regulations allow for referring cases of willful or intentional program abuse to the Office of the Inspector General for investigation and possible criminal prosecution. She noted that if the Department of Justice or appropriate local or State agency declines prosecution, the Housing Authority may pursue remedies through Civil Court.

Ms. Carter informed the Authority that in accordance with HUD guidelines, the Resident Advisory Board, comprised of 12 Section 8 participants, reviewed the proposed Annual Plan at a public meeting held on January 26, 2006 and the Plan was made available for public review.

Public Comment There was no response to the Mayor's invitation for public comment on the matter.

7:31 P.M.
Hearing Closed There being no further response to the Chairperson's invitation for oral comment, the hearing was declared closed.

Motion It was moved by Mr. Campbell and seconded by Mrs. Ramos that "the following resolution be passed and adopted:"

HA 1
HA 2
Approved PHA
Annual Plan for
FY 06-07 &
Amend Sec. 8
Prog Admin.
Plan A RESOLUTION OF THE HOUSING AUTHORITY OF THE CITY OF BURBANK APPROVING THE PUBLIC HOUSING AGENCY ANNUAL PLAN FOR FISCAL YEAR 2006-07; AUTHORIZING THE EXECUTIVE DIRECTOR TO EXECUTE THE CERTIFICATIONS REQUIRED BY THE UNITED STATES DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT; AND, AMENDING THE SECTION 8 PROGRAM ADMINISTRATIVE PLAN.

Adopted The resolution was adopted by the following vote:

Ayes: Commissioners Campbell, Golonski, Gordon, Ramos and Vander Borcht.

Noes: Commissioners None.

Absent: Commissioners None.

7:32 P.M.
Recess The Authority recessed at this time to permit the Redevelopment Agency and the City Council to continue their meetings. The Authority reconvened at 11:14 p.m. for public comment with all members present.

11:19 P.M.
Adjournment There being no further business to come before the Authority, the meeting was adjourned at 11:19 p.m.

Margarita Campos, CMC
Clerk

APPROVED JUNE 6, 2006

Chairperson