



MUSCATINE MUNICIPAL HOUSING AGENCY

City Hall, 215 Sycamore Street  
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## MEMORANDUM

**TO:** Gregg Mandsager, City Administrator

**FROM:** Jodi Royal-Goodwin, Housing Administrator

**DATE:** February 16, 2017

**RE:** Resolution to set public hearing date for the 2018 Annual Plan & Amendments to the Section 8 Housing Choice Voucher Administrative Plan and the Public Housing Admissions and Continued Occupancy Policy

**INTRODUCTION:** Per regulation a public comment period including a public hearing, are required prior to adoption of the Annual Plan and policy amendments. A minimum 45-day notice must be given prior to a public hearing. It is proposed the public hearing be set for April 6 at 7:00 p.m.

**BACKGROUND:** Under Federal regulations qualified public housing authorities (PHAs), including the Muscatine Municipal Housing Agency, are required to have a resident advisory board (RAB) to review PHA policies and budgets as well as to conduct an annual public hearing to receive comment on proposed goals, policy changes and the use of public funds. During the comment period the public is invited to submit remarks to the PHA. The PHA must publish a notice of the hearing and relevant information and make such information available for inspection at its principal office. The public hearing must be part of a public comment period and noticed not less than 45 days in advance.

**RECOMMENDATION / RATIONALE:** It is recommended the City Council set a public hearing on the 2018 MMHA Annual Plan and Amendments to the Section 8 Housing Choice Voucher Administrative Plan and the Public Housing Admissions and Continued Occupancy Policy for April 6, 2017 at 7:00 p.m.

**BACKUP INFORMATION:** Resolution to set public hearing.  
Public Notice

**RESOLUTION NO. \_\_\_\_\_**

**A RESOLUTION TO SET ANNUAL PUBLIC HEARING FOR PUBLIC COMMENT ON  
THE MUSCATINE MUNICIPAL HOUSING AGENCY (MMHA) ANNUAL PLAN  
AND AMENDMENTS TO THE SECTION 8 HOUSING CHOICE VOUCHER  
PROGRAM ADMINISTRATIVE PLAN AND THE PUBLIC HOUSING ADMISSIONS  
AND CONTINUED OCCUPANCY POLICIES**

**WHEREAS,** the Muscatine Municipal Housing Agency (MMHA) is required by federal regulation to conduct a public hearing to receive comment on the agency's annual plan, revisions to the Section 8 Housing Choice Voucher Program Administrative Plan and the Public Housing Admissions and Continued Occupancy Policy (ACOP), and proposed capital fund expenditures; and

**WHEREAS,** MMHA must publish a notice of hearing and make all relevant information available for review and comment at least 45 days prior to the public hearing updates; and

**WHEREAS,** MMHA has drafted the 2018 Annual Plan, revised policies in the Administrative Plan and ACOP, and revised the Capital Fund Annual Statement; and

**NOW, THEREFORE, BE IT RESOLVED** that the Muscatine City Council, acting as the Muscatine Public Housing Authority Board of Commissioners, hereby sets a public hearing for Thursday, April 6, 2016, at 7:00 p.m., and invites the public to comment regarding the MMHA updated plan and policies at the MMHA office or at the public hearing.

**PASSED, APPROVED AND ADOPTED** this 16<sup>th</sup> day of February 2017.

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DIANA L. BRODERTON, MAYOR  
CITY OF MUSCATINE, IOWA

**NOTICE OF PUBLIC COMMENT PERIOD AND  
TIME AND PLACE OF PUBLIC HEARING TO  
DISCUSS THE  
MUSCATINE MUNICIPAL HOUSING AGENCY'S 2018 ANNUAL PLAN  
AND  
AMENDMENTS TO THE SECTION 8 HOUSING CHOICE VOUCHER  
PROGRAM ADMINISTRATIVE PLAN  
AND THE  
PUBLIC HOUSING ADMISSIONS AND CONTINUED OCCUPANCY POLICY**

The public is invited to comment on the Muscatine Municipal Housing Agency's (MMHA) draft 2018 Annual Plan and revisions to the Section 8 Housing Choice Voucher Program Administrative Plan and the Public Housing Admissions and Continued Occupancy Policy (ACOP). The Annual Plan outlines the goals, objectives and policies MMHA uses to administer the programs, including those encompassed in the Administrative Plan and ACOP. The documents are available for review and comment in the MMHA offices at 215 Sycamore Street during normal business hours beginning February 24 through April 12. Electronic copies may be requested by contacting MMHA at [jroyal-goodwin@muscataineiowa.gov](mailto:jroyal-goodwin@muscataineiowa.gov) or 563-264-1554.

A Public Hearing will be held April 6, 2017, at 7:00 p.m. during the Muscatine City Council meeting. The Hearing will be held in the Council Chambers at City Hall located at 215 Sycamore Street in Muscatine. If you are a person requiring a special accommodation for a disability or language barrier, please contact MMHA, at 563-264-1554 or the TDD at 563-264-1550 at least three (3) business days in advance of the meeting date. Disabled persons attending the hearing should access city hall through the lower front door and take the elevator to the council chambers on the second floor.

Comments may be submitted in person or by mail to MMHA, 215 Sycamore St, Muscatine, IA 52761 or electronically to [jroyal-goodwin@muscataineiowa.gov](mailto:jroyal-goodwin@muscataineiowa.gov). The public comment period will begin April 24 and end April 12 at 5:00 p.m.

