



## MUSCATINE MUNICIPAL HOUSING AGENCY

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**MEMORANDUM**

**TO:** Gregg Mandsager, City Administrator  
**FROM:** Dick Yerington, Housing Administrator  
**DATE:** April 13, 2013  
**RE:** Resolution to authorize changes Section 8 Administrative Plan  
*Section 11-II.C. – Changes Affecting Income or Expenses*

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**INTRODUCTION:** Muscatine Municipal Housing Agency (MMHA) received notice from HUD the federal sequestration will cause a significant reduction in funding for calendar year 2013 and all cost-saving measures such should be considered.

**BACKGROUND:** The Section 8 administration plan gives the PHA board of commissioners the authority to set and modify program policy. Current policy does not require an interim reexamination or rent increase should family income increase between annual reexaminations. To provide continued assistance to as many families in our jurisdiction as possible staff believes an amendment to allow interim reexamination and rent adjustment for families whose income increases more than \$100 per month would be prudent at this time.

**RECOMMENDATION/RATIONALE:** Staff has reviewed the options available to the PHA, taking into account the impact on program participants and the long term viability of the program. It recommends the city council, acting as the MMHA Board of Commissioners approve the attached resolution to allow MMHA to make changes to the Section 8 Administrative Plan as stated and implement the revisions effective April 18, 2013.

Attached  
Resolution

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

**RESOLUTION AUTHORIZING ADMINISTRATIVE POLICY CHANGES  
TO THE SECTION 8 TENANT BASED HOUSING CHOICE VOUCHER PROGRAM**

**WHEREAS**, the Section 8 Tenant Based Housing Choice Voucher Program Administrative Plan needs updated to reflect needed changes to allow our agency to better serve our jurisdiction; and

**WHEREAS**, Muscatine Municipal Housing Agency (MMHA) received notice from HUD the federal sequestration will cause a significant reduction in funding for calendar year 2013 and all cost-saving measures such should be considered; and

**WHEREAS**, current policy does not require an interim reexamination or rent increase should family income increase between annual reexaminations, as allowed by HUD; and

**WHEREAS**, to provide continued assistance to as many families in our jurisdiction as possible the Section 8 Administrative Plan will be amended to allow interim reexamination and rent adjustment for families whose income increases more than \$100 per month; and

**WHEREAS**, the city council, acting as the public housing agency board of commissioners must authorize and approve all amendments to the Section 8 Tenant Based Housing Choice Voucher Program Administrative Plan.

**NOW, THEREFORE, BE IT RESOLVED** by the City Council of Muscatine, Iowa, that the Muscatine Municipal Housing Agency's Section 8 Administrative Plan be amended to reflect the aforementioned changes.

**MOVED, PASSED AND ADOPTED** this \_\_\_\_ day of April 2013

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DEWAYNE HOPKINS, MAYOR

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GREGG MANDSAGER, CITY CLERK