

The regular meeting of the Taylor Housing Commission will be held on Thursday, May 26, 2026 at 8:30 a.m., at Maplewood Manor 15270 Plaza South Drive Taylor, MI 48180.

Regular Meeting of the Taylor Housing Commission

A G E N D A

- 1) Call to order – roll call: Fred Miller, Laurie Trueblood, Michelle Alford, Jim Corbin and Rich Pratt
- 2) Acceptance of the Agenda.
- 3) Acceptance of the minutes of the meeting held March 26, 2025.
(Attachment A)
- 4A) Motion to approve pay vouchers from March 1, 2025 through April 30, 2026 for Maplewood Manor of Taylor, LLC
(Attachment B1-B2)
- 4B) Motion to approve pay vouchers from March 1, 2025 through April 30, 2026 for the Taylor Housing Commission.
(Attachment B3-B4)
- 5) Motion to receive and file written report from the Manager, regarding current level of occupancy.
(Attachment C)
- 6) Motion to receive and file written report from the Manager of Section 8 Housing Choice Voucher. (Attachment D)
- 7) Write off old balances of depreciation schedule, per Ravi Yalamanchi, approved by Auditor
(Attachment E)
- 8) Motion to approve 3 changes to the Admin Plan, as needed to accommodate cleaner language to bedroom size, payment standard changes and Small Area Fair Market Rents (SAFMR)
(Attachment F1-F5)
- 9) Motion to approve our 2026 SEMAP score of High performer. (Attachment G)
- 10) Director Communications: Progress towards Project Based Vouchers
- 11) Old Business/New Business: Architect is preparing RFP for next phase of Window project
- 12) Public Comment
- 13) Adjournment

Frederick D. Miller, President

A regular meeting of the Taylor Housing Commission was held on Thursday, March 26, 2026 at 8:30 am, at the Maplewood Manor of Taylor. Fred Miller called the meeting to order at 8:37 a.m.

Present: Fred Miller, Laurie Trueblood, Michelle Alford and Rich Pratt

Excused: Jim Corbin

Also Present: Joe Couvreur (Corporation Counsel) and John Carter

Motion by Trueblood supported by Alford

Resolved: Acceptance of agenda

Unanimously carried

3.08-26

Motion by Alford supported by Pratt

Resolved: Acceptance of the minutes of the Meeting held February 26, 2026

Unanimously carried

3.09-26

Motion by Trueblood supported by Alford

Resolved: Approve pay vouchers from February 1, 2026 through February 28, 2026 for the Maplewood Manor of Taylor, LLC.

Unanimously carried

3.10-26

Motion by Alford supported by Pratt

Resolved: Approve pay vouchers from February 1, 2026 through February 28, 2026 for the Taylor Housing Commission

Unanimously carried

3.11-26

Motion by Trueblood supported by Alford

Resolved: Receive and file written report from the Property Manager of Maplewood Manor, regarding current level of occupancy.

Unanimously carried

3.12-26

Motion by Alford supported by Pratt

Resolved: Receive and file written report from the Manger of the HCV Program

Unanimously carried

3.13-26

Motion by Trueblood supported by Alford
Resolved: Approve FYE 3/31/2027 Budget
Unanimously carried
3.14-26

Director Communications: E.D. updated the Commissioners on the utilization of Project Based Vouchers, including the receipt of 5 proposals from various projects across Metro Detroit

Old Business/New Business: E.D. updated Commissioners on the progress of the window replacement project, as well as the Procurement of new Door Entry System (Butterfly)

Public Comment: N/A

Adjournment at 9:33 am

Frederick D. Miller, President

Cindy Bower, City Clerk

Taylor Housing Commission
Vendor Accounting Cash Payment/Receipt Register

Maplewood Manor LLC

Attachment B1 - B2

Filter Criteria Includes: 1) Program: Maplewood Manor LLC 2) Project: All Projects 3) Payment Date: 3/1/2026 to 4/30/2026 4) Financial Period: All 5) Payments Over: All
 6) Check Numbers: All 7) Cleared Period: All 8) Check Status: All 9) Payment Status: All 10) Show Payments: Yes 11) Show Deposits: Yes 12) Order By: Payment/Receipt Number

Bank: Citizens Bank, Bank Account: 12345, GL Account: 1111

Posted Payments

<u>Doc Num</u>	<u>Payment Date</u>	<u>Voided</u>	<u>Type</u>	<u>Document Recipient</u>	<u>Document Description</u>	<u>Cleared</u>	<u>Amount</u>
3281	03/03/2026	No	CHK	Prestige Painting Inc.	Units 317/507/510 Painting/Repairs	No	\$3,930.00
3282	03/17/2026	No	CHK	Clm Architects Llc	Window Project:Materials/Labor	No	\$29,640.00
3283	03/17/2026	No	CHK	Comcast	3/15-4/14/26 Business Phone/Intern	No	\$286.65
3284	03/17/2026	No	CHK	DTE Energy (Gas)	2/3-3/4/26 Gas Use	No	\$6,570.80
3285	03/17/2026	No	CHK	Edward Alkevicz	2/26 Acq. of Maintenance Supplies/	No	\$200.86
3286	03/17/2026	No	CHK	HD Supply Facilities Maintenance	Order #: W235696597	No	\$255.52
3287	03/17/2026	No	CHK	John Carter	Maplewood Maintenance Procurement	No	\$44.95
3288	03/17/2026	No	CHK	Pest Genie	3/26 Flat Rate	No	\$119.00
3289	03/17/2026	Yes	CHK	PNC Bank Visa	Maintenance Supplies/Equipment	No	\$2,850.90
3289	03/17/2026	No	VD	PNC Bank Visa	Slight Overpayment	No	(\$2,850.90)
3290	03/17/2026	No	CHK	Port City Communications, Inc.	3/26 Answering Services	No	\$189.29
3291	03/17/2026	No	CHK	The Sherwin WILLIAMS Co	Unit 515 Floor Work	No	\$743.44
3292	03/17/2026	No	CHK	PNC Bank Visa	Maintenance Supplies/Equipment	No	\$2,714.90
3293	03/19/2026	No	CHK	Fiber-Brite Carpet & Upholstery	Cmmn Area Tile&Carpet & 3 offcs.	No	\$7,198.00
3294	03/23/2026	No	CHK	WOW! BUSINESS	2/16-4/15/26 Business Phone/Intern	No	\$453.64
3295	03/31/2026	No	CHK	City Of Taylor - Water Dept	1/10-3/10/26 Water Use	No	\$2,515.70
3296	03/31/2026	No	CHK	DTE	2/16-3/16/26 Electricity Use	No	\$7,103.41
3297	03/31/2026	No	CHK	The Sherwin Williams Company	Painting Tools	No	\$28.14
3298	04/01/2026	No	CHK	Capital One	Maintenance Contract	No	\$213.45
3299	04/01/2026	No	CHK	HD Supply Facilities Maintenance	Order #: W235696597	No	\$135.64
3300	04/01/2026	No	CHK	The Sherwin Williams Company	Additional Painting Tools	No	\$146.74
3301	04/02/2026	No	CHK	ButterflyMX Inc	New Intercom System: Hardware	No	\$17,390.00
3302	04/02/2026	No	CHK	Fire Systems Of Michigan	26"Fire Pump Insp./Sprinkler Insp./St	No	\$1,911.50
3303	04/02/2026	No	CHK	International Controls & Equipme	50% Deposit: New Intercom Sys. Ins	No	\$2,100.00
3304	04/02/2026	No	CHK	Pest Genie	4/26 Flat Rate	No	\$119.00
3305	04/14/2026	No	CHK	Comcast	4/15-5/14/26 Business Phone&Inter	No	\$286.58
3306	04/14/2026	No	CHK	DTE Energy (Gas)	3/5-4/2/26 Gas Use	No	\$4,365.63
3307	04/14/2026	No	CHK	Fire Systems Of Michigan	Fire Extinguisher Insp. 2026	No	\$1,227.00
3308	04/14/2026	No	CHK	HD Supply Facilities Maintenance	Order #: W236028949	No	\$462.55
3309	04/14/2026	No	CHK	PNC Bank Visa	Maplewood: Offc. Contract	No	\$30.42
3310	04/14/2026	No	CHK	Robert M Ferris II	Reimbursement for Rx	No	\$40.00
3311	04/15/2026	No	CHK	PNC Bank Visa	Maintenance: Supplies&Equipment	No	\$2,582.99
3313	04/30/2026	No	CHK	Accident Fund Insurance Compan	Q2 2026 Premium (Workers Comp.)	No	\$955.75
3314	04/30/2026	No	CHK	Automatic Door Service, Inc.	Front Door Maintenance	No	\$588.00
3315	04/30/2026	No	CHK	DTE	3/17-4/15/26 Electricity Use	No	\$7,358.27
3316	04/30/2026	No	CHK	Edward Alkevicz	3/26: Proc. of Mainten. Supplies/Mat	No	\$116.04
3317	04/30/2026	No	CHK	Port City Communications, Inc.	4/26 Answering Services	No	\$189.17

Taylor Housing Commission
Vendor Accounting Cash Payment/Receipt Register
Maplewood Manor LLC

Filter Criteria Includes: 1) Program: Maplewood Manor LLC 2) Project: All Projects 3) Payment Date: 3/1/2026 to 4/30/2026 4) Financial Period: All 5) Payments Over: All
6) Check Numbers: All 7) Cleared Period: All 8) Check Status: All 9) Payment Status: All 10) Show Payments: Yes 11) Show Deposits: Yes 12) Order By: Payment/Receipt Number

Bank: Citizens Bank, Bank Account: 12345, GL Account: 1111

Posted Payments

<u>Doc Num</u>	<u>Payment Date</u>	<u>Voided</u>	<u>Type</u>	<u>Document Recipient</u>	<u>Document Description</u>	<u>Cleared</u>	<u>Amount</u>
3318	04/30/2026	No	CHK	WOW! BUSINESS	4/16-5/15/26 Business Phone&Inter	No	\$216.21
					Cleared: 0		\$0.00
					Uncleared: 38		\$102,429.24
					Total Payments: 38		\$102,429.24

Project Summary
Bank: Citizens Bank, Bank Account: 12345, GL Account: 1111

<u>Program - Project</u>	<u>Payments</u>	<u>Deposits</u>
Maplewood Manor LLC - RAD Maplewood Senior Apartments	\$102,429.24	\$0.00
Total:	\$102,429.24	\$0.00

Document Type Summary
Bank: Citizens Bank, Bank Account: 12345, GL Account: 1111

<u>Document Type</u>	<u>Count</u>	<u>Amount</u>
Check (CHK)	37	\$105,280.14
Void Payment (VD)	1	(\$2,850.90)
Total:	38	\$102,429.24

Transaction Type Summary
Bank: Citizens Bank, Bank Account: 12345, GL Account: 1111

<u>Transaction Type</u>	<u>Count</u>	<u>Amount</u>
Vendor Accounting - Payment	37	\$105,280.14
Vendor Accounting Void	1	(\$2,850.90)
<i>Vendor Accounting Total</i>	38	\$102,429.24
Total:	38	\$102,429.24

End of Report

Taylor Housing Commission
Vendor Accounting Cash Payment/Receipt Register

THC Admin

Attachment B3-B4

Filter Criteria Includes: 1) Program: THC Admin 2) Project: All Projects 3) Payment Date: 3/1/2026 to 4/30/2026 4) Financial Period: All 5) Payments Over: All
 6) Check Numbers: All 7) Cleared Period: All 8) Check Status: All 9) Payment Status: All 10) Show Payments: Yes 11) Show Deposits: Yes 12) Order By: Payment/Receipt Number

Bank: PNC Bank (THC Admin), Bank Account: 4255055984, GL Account: 1111

Posted Payments

<u>Doc Num</u>	<u>Payment Date</u>	<u>Voided</u>	<u>Type</u>	<u>Document Recipient</u>	<u>Document Description</u>	<u>Cleared</u>	<u>Amount</u>
66482	03/04/2026	No	CHK	Cygnus Systems , Inc.	3/26 DNS Hosting	No	\$1,124.40
66483	03/13/2026	No	CHK	Purchase Power	Repay:1/26 Postage&OverageFee	No	\$502.25
66484	03/18/2026	No	CHK	Advanced Benefit Solutions, Inc	3/26 HRA Admin Fees	No	\$179.60
66485	03/18/2026	No	CHK	Blue Cross Blue Shield Of MI	4/26 Employee Health Insurance	No	\$8,083.95
66486	03/18/2026	No	CHK	PNC Bank Visa	Admin: Offc. Contract	No	\$15.42
66487	03/18/2026	No	CHK	Verizon Wireless	1/24-2/23/26 John's Phone&Tablet	No	\$64.74
66488	03/26/2026	No	CHK	MI NAHRO	Fred Miller Conf. Registration/Spring	No	\$300.00
66489	03/27/2026	No	CHK	UP/HO	Spring 26' John's Conf. Registration	No	\$350.00
66490	03/31/2026	No	CHK	Aflac Traditional and Direct	3/26 Employee Medical Policies	No	\$1,126.52
66491	03/31/2026	No	CHK	Applied Innovation	3/19-4/18/26 Contract Rate&Toner	No	\$642.48
66492	03/31/2026	No	CHK	PLIC - SBD GRAND ISLAND	4/26 Employee Life Insurance	No	\$100.53
66493	03/31/2026	No	CHK	PNC Bank Visa	Admin: Offc. Contracts	No	\$4,410.95
66494	03/31/2026	No	CHK	Purchase Power	3/26 Postage & Other Charges	No	\$1,074.50
66495	03/31/2026	No	CHK	The Inspection Group, Inc	1/26 HQS Inspections	No	\$8,403.00
66496	03/31/2026	No	CHK	UNITED STATES Treasury	Overdue Taxes FYE 12/31/15	No	\$53.31
66497	04/01/2026	No	CHK	Advanced Benefit Solutions, Inc	8/25 HRA Admin Fees	No	\$359.20
66498	04/01/2026	No	CHK	Frederick D. Miller	MI NAHRO Conference:Per Diem 4/	No	\$396.05
66499	04/01/2026	No	CHK	John Carter	UPHO Conference: Per Diem 4/26	No	\$691.28
66500	04/02/2026	No	CHK	Maplewood Manor of Taylor, LLC	4/26 ACH Reconciliation	No	\$263.00
66501	04/14/2026	No	CHK	Advanced Benefit Solutions, Inc	4/26 HRA Admin Fees	No	\$179.60
66502	04/14/2026	No	CHK	Blue Cross Blue Shield Of MI	5/26 Employee Health Insurance	No	\$8,083.95
66503	04/14/2026	No	CHK	Cygnus Systems , Inc.	4/26 Psswrd Vault/M365/Spm Filter	No	\$845.40
66504	04/14/2026	No	CHK	John Carter	Travel to Meeting w/Landlords 04/26	No	\$51.47
66505	04/14/2026	No	CHK	Messenger Printing Company	Kristie Gyomory Business Cards	No	\$555.50
66506	04/14/2026	No	CHK	ShredHub LLC	3/10/26 Console Bin svc. (2 qty)	No	\$60.00
66507	04/14/2026	No	CHK	Verizon Wireless	2/24-3/23/26 John's Phone&Tablet	No	\$64.74
66508	04/29/2026	No	CHK	Applied Innovation	4/19-5/18/26 Contract Rate&Toner	No	\$586.34
66509	04/29/2026	No	CHK	Cygnus Systems , Inc.	TamiAcctSetup/Email Diagnosis	No	\$710.00
66510	04/29/2026	No	CHK	Great Lakes Housing Consultant	Apr. 2026 SEMAP Review	No	\$1,800.00
66511	04/29/2026	No	CHK	Housing Data Systems	11/25-4/26 Form Corrections	No	\$830.00
66512	04/29/2026	No	CHK	Management Computer Services,	01-12/26 Support&Hosting/1099 Pre	No	\$28,306.75
66513	04/29/2026	No	CHK	PLIC - SBD GRAND ISLAND	5/26 Employee Life Insurance	No	\$100.53
66514	04/29/2026	No	CHK	Purchase Power	03-04/26 Postage & Overage Fee	No	\$507.50
66515	04/30/2026	No	CHK	Capital One	Admin Offc. Expenses	No	\$217.97
66516	04/30/2026	No	CHK	PNC Bank Visa	Admin Offc. Contracts	No	\$1,650.99
032026Defined BenefitsTHC%	04/21/2026	No	INV	MERS	3/26 Defined Benefits	No	\$3,147.32
649631573	03/27/2026	No	INV	MERS	2/26 Defined Contr. (Pension)	No	\$2,476.77
649689156	03/27/2026	No	INV	MERS	2/26 457 (Retirement Supplement)	No	\$696.56
665722810	04/02/2026	No	INV	Deluxe	HCV Utility Checks&Envelopes	No	\$1,819.56
716709467	03/30/2026	No	INV	ADP Inc	Payroll P/E: 2/22&3/8/26&New Clock	No	\$415.65
718665386	04/17/2026	No	INV	ADP Inc	Payroll P/E:3/22,3/27,4/5/26	No	\$644.15
457032026THC#@#@#	04/21/2026	No	INV	MERS	3/26 457 (Retirement Supplement)	No	\$696.56

Taylor Housing Commission
Vendor Accounting Cash Payment/Receipt Register
THC Admin

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Bank: PNC Bank (THC Admin), Bank Account: 4255055984, GL Account: 1111

Posted Payments

<u>Doc Num</u>	<u>Payment Date</u>	<u>Voided</u>	<u>Type</u>	<u>Document Recipient</u>	<u>Document Description</u>	<u>Cleared</u>	<u>Amount</u>
DC032026THC THC% \$@#@@#@#	04/21/2026	No	INV	MERS	3/26 Defined Contribution (Pension)	No	\$2,476.77

Cleared: 0	\$0.00
Uncleared: 43	\$85,065.26
Total Payments: 43	\$85,065.26

Project Summary

Bank: PNC Bank (THC Admin), Bank Account: 4255055984, GL Account: 1111

<u>Program - Project</u>	<u>Payments</u>	<u>Deposits</u>
THC Admin - THC Admin	\$85,065.26	\$0.00
Total:	\$85,065.26	\$0.00

Document Type Summary

Bank: PNC Bank (THC Admin), Bank Account: 4255055984, GL Account: 1111

<u>Document Type</u>	<u>Count</u>	<u>Amount</u>
Check (CHK)	35	\$72,691.92
Invoice (INV)	8	\$12,373.34
Total:	43	\$85,065.26

Transaction Type Summary

Bank: PNC Bank (THC Admin), Bank Account: 4255055984, GL Account: 1111

<u>Transaction Type</u>	<u>Count</u>	<u>Amount</u>
Vendor Accounting - Invoice	8	\$12,373.34
Vendor Accounting - Payment	35	\$72,691.92
Vendor Accounting Total	43	\$85,065.26
Total:	43	\$85,065.26

End of Report

Written Report to the Board of Commissioners

Date: May 28, 2026

From: Laura Liedel, Property Manager, Maplewood Manor Taylor, LLC

Occupancy Summary

- **Current Occupancy:** 96 of 102 units occupied.
- **Vacancies:**
 - 2 units vacant due to a resident's passing.
 - 3 units vacant as the tenant is no longer able to live independently.
 - 1 unit vacant due to relocation.
 - Completed two move-ins since last meeting
- **Projected Move-Outs:**
 - None expected.

Upcoming Activity

- 4 applications being processed.
- Pulling a minimum of 50 from the list in the next few weeks.

Compliance:

- All annual re-certifications for Maplewood Manor Taylor, LLC are up to date and complete.

**Apr-26
Section 8 HCV**

1-Apr

Attachment D

Currently we have 323 applicants on the waiting list.
RAD /PBV 4
Section 8 Lottery 319
Dearborn Ned
 Housing Choice Voucher Statistics Housing Choice Voucher Statistics
 Leased 864
 Issued 62
Portable Billing 11
Total 1260

		Total
Income		
Housing Payments 4/01/2026		698,906.00
Admin Fee 4/01/2026	\$	61,416.00
Admin Fee		
Admin Fee		
Admin Portable Receiving		
Portable Receiving (HAP)		
Portable Receiving (URP)		
Cares Act		
Total Income	\$	760,322.00
Expenses		
HAP payments	\$	660,005.00
URP payments	\$	14,115.00
HAP Portable Paying	\$	19,602.00
Portable Receiving (HAP)		
Total Expense	\$	693,722.00
Other income (Fraud recovery)		
Landlord repayment		
Interest		
	\$	-
Total other income		
Average HAP Payment		826

John Carter

Attachment E

From: ravi@sreeconsultants.co
Sent: Monday, April 20, 2026 10:31 PM
To: John Carter
Cc: Mary Crook
Subject: March VMS

Hello John and Mary,

The VMS is set up. Please review and submit.

John -

For long on the Maplewood Financials there are two line items that show a balance and a decision should be made to write off.

*
Site Improvements - \$84,926.15 - These could be improvements around the building over 25 - 30 years ago.

*
Non Dwelling Equipment - \$138,730.62 (this is probably the purchase of Ranges and Refrigerators over 25 - 30 years ago. I imagine all these appliances have been discarded.

*
My recommendation is to write off these accounts and close. The impact will be to the Retained Earnings which will be reduced by the above amounts. There will be no reduction in cash.

Transfer \$117,586.43 from Maplewood to THC Admin.

Thanks,

SREE Consultants, Inc
248-396-4858

The PHA must establish a payment standard schedule that establishes payment standard amounts for each FMR area within the PHA's jurisdiction and for each unit size within each of the FMR areas. In many cases a single FMR area will cover the PHA's entire jurisdiction. Some PHAs' jurisdictions include more than one FMR area. The PHA's established payment standards within the payment standard area always must be within the basic range of the applicable FMR area, or any HUD-approved exception payment standard. Program regulations and this policy refer to the "applicable FMR." The "applicable FMR" is the HUD-published SAFMR for PHAs in mandatory SAFMR areas or for those PHAs that have opted-in to using the SAFMR, both of which are discussed below.

Small Area FMR PHAs (Mandatory and Opt-In) [Notice PIH 2018-01; Notice PIH 2023-32; Notice PIH 2024-34; and Implementing Small Area Fair Market Rents (SAFMR) Guidebook]

SAFMRs are FMRs calculated at the ZIP Code level, rather than for an entire metropolitan or non-metropolitan county.

HUD identifies which metropolitan areas are required to use SAFMRs based on significant voucher concentration challenges and market conditions. PHAs administering the HCV program in those areas are required to use the SAFMRs when establishing payment standards (mandatory SAFMR PHAs). Mandatory SAFMR PHAs must use the SAFMR for any part of their jurisdiction located in the SAFMR area.

Upon notification to HUD, PHAs not located in mandatory SAFMR areas may opt-in and voluntarily adopt SAFMRs for one or more of the FMR areas in which the PHA administers vouchers (opt-in PHAs). A PHA that exercises this option in one metropolitan area or non-metropolitan county is not required to exercise this option in other metropolitan areas or non-metropolitan counties. A PHA that opts in to SAFMRs may subsequently opt out through revision of the administrative plan and notification to HUD.

Alternatively, PHAs may elect to use SAFMRs only as the basis for exception payment standards in some or all of those non-mandatory SAFMR areas that cover or are within their jurisdictions. These PHAs are not considered opt-in PHAs.

When applicable, SAFMRs apply to all tenant-based vouchers in the PHA's jurisdiction, including special vouchers such as the Veterans Affairs Supportive Housing (VASH) program, the Family Unification Program (FUP), and special housing types such as Single Room Occupancies (SROs) and homeownership vouchers. SAFMRs do not apply to manufactured home space rental.

PHA Policy

The PHA is a mandatory SAFMR PHA.

The PHA will not voluntarily adopt the use of SAFMRs except to establish exception payment standards in certain ZIP code areas.

Attachment F-2

The PHA must establish a payment standard schedule that establishes payment standard amounts for each FMR area within the PHA's jurisdiction and for each unit size within each of the FMR areas. In many cases a single FMR area will cover the PHA's entire jurisdiction. Some PHAs' jurisdictions include more than one FMR area. The PHA's established payment standards within the payment standard area always must be within the basic range of the applicable FMR area, or any HUD-approved exception payment standard. Program regulations and this policy refer to the "applicable FMR." The "applicable FMR" is the HUD-published SAFMR for PHAs in mandatory SAFMR areas or for those PHAs that have opted-in to using the SAFMR, both of which are discussed below.

Small Area FMR PHAs (Mandatory and Opt-In) [Notice PIH 2018-01; Notice PIH 2023-32; Notice PIH 2024-34; and Implementing Small Area Fair Market Rents (SAFMR) Guidebook]

SAFMRs are FMRs calculated at the ZIP Code level, rather than for an entire metropolitan or non-metropolitan county.

HUD identifies which metropolitan areas are required to use SAFMRs based on significant voucher concentration challenges and market conditions. PHAs administering the HCV program in those areas are required to use the SAFMRs when establishing payment standards (mandatory SAFMR PHAs). Mandatory SAFMR PHAs must use the SAFMR for any part of their jurisdiction located in the SAFMR area.

Upon notification to HUD, PHAs not located in mandatory SAFMR areas may opt-in and voluntarily adopt SAFMRs for one or more of the FMR areas in which the PHA administers vouchers (opt-in PHAs). A PHA that exercises this option in one metropolitan area or non-metropolitan county is not required to exercise this option in other metropolitan areas or non-metropolitan counties. A PHA that opts in to SAFMRs may subsequently opt out through revision of the administrative plan and notification to HUD.

Alternatively, PHAs may elect to use SAFMRs only as the basis for exception payment standards in some or all of those non-mandatory SAFMR areas that cover or are within their jurisdictions. These PHAs are not considered opt-in PHAs.

When applicable, SAFMRs apply to all tenant-based vouchers in the PHA's jurisdiction, including special vouchers such as the Veterans Affairs Supportive Housing (VASH) program, the Family Unification Program (FUP), and special housing types such as Single Room Occupancies (SROs) and homeownership vouchers. SAFMRs do not apply to manufactured home space rental.

PHA Policy

The PHA is not a mandatory SAFMR PHA.

The PHA will not voluntarily adopt the use of SAFMRs except to establish exception payment standards in certain ZIP code areas.

Changes effective 12/2/24 and earlier: **If the PHA does choose to reduce the payment standard for families currently under HAP contract, the initial reduction to the payment standard may not be applied any earlier than the effective date of the family's second regular reexamination following the effective date of the decrease in the payment standard amount.**

Changes effective 12/3/24 and later: **If the PHA does choose to reduce the payment standard for families currently under HAP contract, the initial reduction to the payment standard may not be applied any earlier than two years following the effective date of the decrease in the payment standard and only with proper written notice to the family in accordance with 24 CFR 982.505(c)(3)(iii).**

At that point, the PHA may either reduce the payment standard to the current amount in effect on the PHA's payment standard schedule or may reduce the payment standard to another amount that is higher than the normally applicable amount on the schedule. The PHA may also establish different policies for designated areas within their jurisdiction (e.g., different zip code areas).

In any case, the PHA must provide the family with at least 12 months' notice that the payment standard is being reduced before the effective date of the change. In the written notice, the PHA must state the new payment standard amount, explain that the family's new payment standard amount will be the greater of the amount listed in the current written notice or the new amount (if any) on the PHA's payment standard schedule at the end of the 12-month period, and make clear where the family will find the PHA's payment standard schedule. The PHA's policy on decreases in the payment standard during the term of the HAP contract apply to all families under HAP contract at the time of the effective date of the decrease in the payment standard within the designated area.

PHA Policy

If a PHA changes its payment standard schedule resulting in a lower payment standard amount, during the term of a HAP contract, the PHA will not reduce the payment standard used to calculate subsidy for families under HAP contract as long as the HAP contract remains in effect.

The PHA will not establish different policies for decreases in the payment standard for designated areas within their jurisdiction.

Increases [24 CFR 982.505(c)(4) and Notice PIH 2024-34]

For new HAP contracts, the PHA applies the payment standard in effect at the time of HAP contract execution.

Changes effective 12/2/24 and earlier: **If the payment standard is increased during the term of the HAP contract, the increased payment standard will be used to calculate the monthly housing assistance payment for the family beginning on the effective date of the family's first regular reexamination on or after the effective date of the increase in the payment standard.**

Change to Policy

NO

Changes effective 12/2/24 and earlier: If the PHA does choose to reduce the payment standard for families currently under HAP contract, the initial reduction to the payment standard may not be applied any earlier than the effective date of the family's second regular reexamination following the effective date of the decrease in the payment standard amount.

Changes effective 12/3/24 and later: If the PHA does choose to reduce the payment standard for families currently under HAP contract, the initial reduction to the payment standard may not be applied any earlier than two years following the effective date of the decrease in the payment standard and only with proper written notice to the family in accordance with 24 CFR 982.505(c)(3)(iii).

At that point, the PHA may either reduce the payment standard to the current amount in effect on the PHA's payment standard schedule or may reduce the payment standard to another amount that is higher than the normally applicable amount on the schedule. The PHA may also establish different policies for designated areas within their jurisdiction (e.g., different zip code areas).

In any case, the PHA must provide the family with at least 12 months' notice that the payment standard is being reduced before the effective date of the change. In the written notice, the PHA must state the new payment standard amount, explain that the family's new payment standard amount will be the greater of the amount listed in the current written notice or the new amount (if any) on the PHA's payment standard schedule at the end of the 12-month period, and make clear where the family will find the PHA's payment standard schedule. The PHA's policy on decreases in the payment standard during the term of the HAP contract apply to all families under HAP contract at the time of the effective date of the decrease in the payment standard within the designated area.

PHA Policy

If the PHA does choose to reduce the payment standard for families currently under HAP contract, the initial reduction to the payment standard may not be applied any earlier than two years following the effective date of the decrease in the payment standard and only with proper written notice to the family in accordance with 24 CFR 982.505(c)(3)(iii).

If a PHA changes its payment standard schedule resulting in a lower payment standard amount, during the term of a HAP contract, the PHA will not reduce the payment standard used to calculate subsidy for families under HAP contract as long as the HAP contract remains in effect.

The PHA will not establish different policies for decreases in the payment standard for designated areas within their jurisdiction.

Increases [24 CFR 982.505(c)(4) and Notice PIH 2024-34]

For new HAP contracts, the PHA applies the payment standard in effect at the time of HAP contract execution.

- Unless a live-in-aide resides with a family, the family unit size for any family consisting of a single person must be either a zero- or one-bedroom unit, as determined under the PHA subsidy standards.

PHA Policy

The PHA will assign one bedroom for head of household/spouse, with an additional bedroom for each two persons within the household, except in the following circumstances:

Persons of the opposite sex (other than spouses, and children under age 6) will be allocated separate bedrooms.

Live-in aides will be allocated a separate bedroom.

Single person families will be allocated one bedroom.

The PHA will reference the following chart in determining the appropriate voucher size for a family:

Voucher Size	Persons in Household (Minimum – Maximum)
1 Bedroom	1-2
2 Bedrooms	2-4
3 Bedrooms	3-6
4 Bedrooms	4-8
5 Bedrooms	6-10

Attachment G

Indicator	Score	2026 SEMAP Score	
		Score	Potential Score
1		15	15
2		20	20
3		20	20
4		5	5
5		5	5
6		10	10
7		5	5
8		5	5
nine 9		10	10
10		5	5
11		5	5
12		10	10
13		20	20
		135	135

High Performer = 90>

Standard = 61 to 89

Troubled = 60<