

## **ARTICLE IV. INDIANAPOLIS HOUSING AGENCY**

### **Sec. 285-401. Agency established.**

Pursuant to IC 36-7-18-1(b), there is hereby established an Indianapolis Housing Agency to perform the public housing function in Indianapolis and Marion County, Indiana.

(G.O. 161, 1994, § 6; G.O. 78, 1997, § 1)

### **Sec. 285-402. Powers.**

(a) The Indianapolis Housing Agency is responsible for the management, operation, maintenance and administration of public housing and public housing projects, and the provision of safe, sanitary and affordable dwelling accommodations for qualified persons of low and moderate income.

(b) The Indianapolis Housing Agency shall:

(1) Acquire, lease, and operate housing projects;

(2) Provide for the construction, reconstruction, improvement, alteration, or repair of all or any part of a housing project;

(3) Acquire, lease, or rent any land, buildings, structures or facilities included in, or associated with, a housing project;

(4) Fix the rentals or charges for property it rents or leases;

(5) Own, hold, and improve real or personal property;

(6) Acquire any interest in real or personal property in any manner, including the power granted under IC 36-1-4-5;

(7) Dispose of any interest in real or personal property;

(8) Provide for the insurance of the property or the operations of the agency against risk or hazard;

(9) Obtain from the federal government insurance or guarantees for the payment of any debts secured by mortgages on property included in a housing project, regardless of whether those debts were incurred by the agency;

(10) Provide housing for persons engaged in national defense activities or for victims of a major disaster;

(11) Receive HUD grants, subsidies and other monies for the development and improvement of public housing and other federally assisted programs. In accordance with all HUD rules and regulations and without further approval from the city, the Indianapolis Housing Agency shall establish all necessary accounts to enable it to expend and receive money; and

(12) Exercise any other powers and duties designated in IC 36-7-18-1.5 and any additional powers granted by statute or ordinance.

(G.O. 161, 1994, § 6; G.O. 78, 1997, § 1)

### **Sec. 285-411. Housing board established.**

(a) There is hereby established a housing board, which shall consist of nine (9) members, no more than five (5) of whom may be of the same political party. The terms of the members of the public housing board appointed prior to this amendment shall expire on May 31, 1997, and the terms of members appointed under this section, as amended, shall begin on June 1, 1997, or as soon thereafter as appointed.

(b) The members of the housing board shall be appointed as follows:

(1) Five (5) members appointed by the mayor; (i) one (1) shall have experience or training in public accounting or public finance; (ii) one (1) shall have experience or training in building management or housing construction; and (iii) one (1) shall have experience or training in social services or human resources administration.

(2) Two (2) members appointed by council; one (1) member will be nominated for appointment by the political party holding the highest number of seats on the city-county council; and one (1) member will be nominated for appointment by the political party holding the second highest number of seats on the city-county council; and

(3) Two (2) members appointed by the Indianapolis Housing Agency Resident's Council; one (1) shall be appointed from the family housing community and one (1) from the senior community.

(c) The initial terms of the members of the housing board shall be as follows:

(1) Members appointed by the mayor shall be for initial terms, two (2) ending December 31, 1998, one (1) ending December 31, 1999, one (1) ending December 31, 2000, one (1) ending December 31, 2001;

(2) Members appointed by the city-county council shall be for initial terms, one (1) ending December 31, 1999, and one (1) ending December 31, 2001.

Subsequent appointments shall be for four-year terms with the exception of the family and senior housing community representatives who shall be reappointed on an annual basis, provided that all terms shall end upon abolishment of agency or transfer of all its powers.

(d) All members shall serve at the pleasure of the appropriate appointing authority and shall be eligible for reappointment. Members shall serve in person and without compensation.

(e) Members of the board shall serve until their successor is duly appointed and qualifies. An appointment to fill a vacancy shall be made by the authority appointing the member vacating the position and shall be for the remainder of the unexpired term.

Whenever a vacancy occurs in the office of a board member other than by reason of the expiration of the term of the member, the secretary of the board shall promptly give written notice to the appointing authority.

(f) The officers of the housing board shall consist of a chairperson and a vice-chairperson, who shall be elected by the board at its first meeting and annually thereafter at the regular March meeting. The executive director of the Indianapolis Housing Agency shall serve as secretary. The chairperson shall be the presiding officer of the board, and the secretary shall be its recording officer.

(G.O. 161, 1994, § 6; G.O. 78, 1997, § 1)

Cross references: County officials, boards and commissions, ch. 281.

### **Sec. 285-412. Meetings.**

The housing board shall hold regular meetings at least once a month at times and places prescribed by its rules or established by resolution. No notice to members is required for holding or taking any action at a regular meeting. A special meeting of the board may be called by the presiding officer or by one-third ( 1/3) of the members at any place in the county designated in the call. Each member shall be notified of the time and place of such a meeting by written notice, which must be delivered, mailed or sent by

telegram so that each member has at least forty-eight (48) hours' notice of the meeting. The notice requirement may be waived as to a member if he attends the meeting or executes a written waiver of notice. The waiver may be executed either before or after the meeting, but if executed after, it must state in general terms the purpose of the meeting.

(G.O. 161, 1994, § 6; G.O. 78, 1997, § 1)

**Sec. 285-413. Board action.**

A majority of all members of the board constitutes a quorum. A majority vote of all board members is required to take official action.

(G.O. 161, 1994, § 6; G.O. 78, 1997, § 1)

**Sec. 285-414. Powers.**

The housing board shall:

- (1) Approve the award and amendment of all contracts for lease or purchase of capital equipment;
- (2) Approve the employment of all persons engaged by contract to render professional or consulting services;
- (3) Approve all acquisition of interest in real estate;
- (4) Approve all contracts for public work as defined in IC 36-1-12;
- (5) Approve the location of and general development plans for real estate proposed to be acquired by the Indianapolis Housing Agency for the purpose of providing housing, as a condition of its acquisition by the agency;
- (6) Exercise any other powers and duties granted by statute or ordinance.

(G.O. 161, 1994, § 6; G.O. 78, 1997, § 1)

**Sec. 285-421. Executive director.**

The Indianapolis Housing Agency shall be administered by an executive director appointed by the mayor, subject to confirmation by the city-county council, to serve at the pleasure of the mayor for a designated term.

(G.O. 161, 1994, § 6; G.O. 78, 1997, § 1; G.O. 110, 1997, § 1)

**Sec. 285-422. Duties.**

The executive director of the Indianapolis Housing Agency shall:

- (1) Establish operational procedures;
- (2) Prepare and submit all operating budgets to the housing board for review and approval on an annual basis and submit an annual operating budget to the city-county council for review prior to or during the regular budget process;
- (3) Submit for city-county council approval all expenditures of COIT funds;
- (4) Approve the hiring and dismissal of personnel subject to limitations prescribed by law and in accordance with the Indianapolis Housing Agency personnel policy and with all HUD guidelines;
- (5) Delegate to personnel of the agency authority to act on the executive director's behalf;
- (6) Assign tasks to employees of the agency and supervise the carrying out of those responsibilities;

- (7) Approve and execute legal instruments subject to limitations prescribed by law;
  - (8) Approve or disapprove disbursement of funds subject to limitations prescribed by law;
  - (9) Receive pertinent information, engage in agency planning, and establish policies and goals for the agency subject to limitations prescribed by law and in accordance with all HUD rules and regulations, and all policies and goals properly established by the housing board;
  - (10) Coordinate the activities of departments within the agency;
  - (11) Submit quarterly written reports to the city-county council on behalf of the agency and appear at the request of the appropriate council committee to review such reports. Such reports shall be based upon the HUD public housing management assessment criteria (i.e., tenant accounts receivable, fiscal management, maintenance response, modernization management, and related matters); and
  - (12) Exercise any other powers and duties granted by statute or ordinance or delegated by the housing board.
- (G.O. 161, 1994, § 6; G.O. 78, 1997, § 1)