

# PHA Plans

## Streamlined 5-Year/Annual Version

U.S. Department of Housing and  
Urban Development  
Office of Public and Indian Housing

OMB No. 2577-0226  
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This information collection is authorized by Section 511 of the Quality Housing and Work Responsibility Act, which added a new section 5A to the U.S. Housing Act of 1937 that introduced 5-year and annual PHA Plans. The full PHA plan provides a ready source for interested parties to locate basic PHA policies, rules, and requirements concerning the PHA's operations, programs, and services, and informs HUD, families served by the PHA, and members of the public of the PHA's mission and strategies for serving the needs of low-income and very low-income families. This form allows eligible PHAs to make a streamlined annual Plan submission to HUD consistent with HUD's efforts to provide regulatory relief to certain PHAs. Public reporting burden for this information collection is estimated to average 11.7 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. HUD may not collect this information and respondents are not required to complete this form, unless it displays a currently valid OMB Control Number.

**Privacy Act Notice.** The United States Department of Housing and Urban Development, Federal Housing Administration, is authorized to solicit the information requested in this form by virtue of Title 12, U.S. Code, Section 1701 et seq., and regulations promulgated thereunder at Title 12, Code of Federal Regulations. Information in PHA plans is publicly available.

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# Streamlined 5-Year Plan for Fiscal Years 2005 - 2009

## Streamlined Annual Plan for Fiscal Year 2005

**NOTE: This PHA Plan template (HUD-50075-SA) is to be completed in accordance with instructions contained in previous Notices PIH 99-33 (HA), 99-51 (HA), 2000-22 (HA), 2000-36 (HA), 2000-43 (HA), 2001-4 (HA), 2001-26 (HA), 2003-7 (HA), and any related notices HUD may subsequently issue. Full reporting for each component listed in the streamlined Annual Plan submitted with the 5-year plan is required.**

## Streamlined Five-Year PHA Plan

### Agency Identification

**PHA Name:** Housing Authority of the City of Glendale, CA

**PHA Number:** CA114

**PHA Fiscal Year Beginning:** (mm/yyyy) 07/01/05

**PHA Programs Administered:**

- Public Housing and Section 8**     
  **Section 8 Only**     
  **Public Housing Only**  
 Number of public housing units:     
 Number of S8 units:     
 Number of public housing units:  
 Number of S8 units:

**PHA Consortia: (check box if submitting a joint PHA Plan and complete table)**

Participating PHAs	PHA Code	Program(s) Included in the Consortium	Programs Not in the Consortium	# of Units Each Program
Participating PHA 1:				
Participating PHA 2:				
Participating PHA 3:				

**Public Access to Information**

Information regarding any activities outlined in this plan can be obtained by contacting:  
 (select all that apply)

- Main administrative office of the PHA
- PHA development management offices
- PHA local offices

**Display Locations For PHA Plans and Supporting Documents**

The PHA Plans and attachments (if any) are available for public inspection at: (select all that apply)

- Main administrative office of the PHA
- PHA development management offices
- PHA local offices
- Main administrative office of the local government
- Main administrative office of the County government
- Main administrative office of the State government
- Public library
- PHA website
- Other (list below)

PHA Plan Supporting Documents are available for inspection at: (select all that apply)

- Main business office of the PHA
- PHA development management offices
- Other (list below)

## Streamlined Five-Year PHA Plan

### PHA FISCAL YEARS 2005 - 2009

[24 CFR Part 903.12]

#### A. Mission

State the PHA's mission for serving the needs of low-income, very low income, and extremely low-income families in the PHA's jurisdiction. (select one of the choices below)

- The mission of the PHA is the same as that of the Department of Housing and Urban Development: To promote adequate and affordable housing, economic opportunity and a suitable living environment free from discrimination.
- The PHA's mission is: (state mission here)
- To create opportunities for quality affordable housing;
  - To plan, develop, and implement activities that promote neighborhood revitalization;
  - To foster the opportunity for all community residents to participate in civic affairs that affect their daily lives;
  - To build and coordinate a collaborative delivery system to provide social services to meet community needs;
  - To assist economic development efforts by fostering a skilled workforce and development of job creation efforts;
  - To deliver quality services to our citizen-clients in a responsive, responsible and efficient manner.

#### B. Goals

The goals and objectives listed below are derived from HUD's strategic Goals and Objectives and those emphasized in recent legislation. PHAs may select any of these goals and objectives as their own, or identify other goals and/or objectives. Whether selecting the HUD-suggested objectives or their own, **PHAs ARE STRONGLY ENCOURAGED TO IDENTIFY QUANTIFIABLE MEASURES OF SUCCESS IN REACHING THEIR OBJECTIVES OVER THE COURSE OF THE 5 YEARS.** (Quantifiable measures would include targets such as: numbers of families served or PHAS scores achieved.) PHAs should identify these measures in the spaces to the right of or below the stated objectives.

#### **HUD Strategic Goal: Increase the availability of decent, safe, and affordable housing.**

- PHA Goal: Expand the supply of assisted housing
- Objectives:
- Apply for additional rental vouchers:
  - Reduce public housing vacancies:
  - Leverage private or other public funds to create additional housing opportunities:
  - Acquire or build units or developments
  - Other (list below)
- PHA Goal: Improve the quality of assisted housing
- Objectives:
- Improve public housing management: (PHAS score)

- Improve voucher management: (SEMAP score)
- Increase customer satisfaction:
- Concentrate on efforts to improve specific management functions:  
(list; e.g., public housing finance; voucher unit inspections)
- Renovate or modernize public housing units:
- Demolish or dispose of obsolete public housing:
- Provide replacement public housing:
- Provide replacement vouchers:
- Other: (list below)  
Retain voucher management SEMAP score as High Performing PHA

PHA Goal: Increase assisted housing choices

Objectives:

- Provide voucher mobility counseling:
- Conduct outreach efforts to potential voucher landlords
- Increase voucher payment standards
- Implement voucher homeownership program:
- Implement public housing or other homeownership programs:
- Implement public housing site-based waiting lists:
- Convert public housing to vouchers:
- Other: (list below)

**HUD Strategic Goal: Improve community quality of life and economic vitality**

PHA Goal: Provide an improved living environment

Objectives:

- Implement measures to deconcentrate poverty by bringing higher income public housing households into lower income developments:
- Implement measures to promote income mixing in public housing by assuring access for lower income families into higher income developments:
- Implement public housing security improvements:
- Designate developments or buildings for particular resident groups (elderly, persons with disabilities)
- Other: (list below)

**HUD Strategic Goal: Promote self-sufficiency and asset development of families and individuals**

PHA Goal: Promote self-sufficiency and asset development of assisted households

Objectives:

- Increase the number and percentage of employed persons in assisted families:
- Provide or attract supportive services to improve assistance recipients' employability:
- Provide or attract supportive services to increase independence for the elderly or

- families with disabilities.
- Other: (list below)

**HUD Strategic Goal: Ensure Equal Opportunity in Housing for all Americans**

- PHA Goal: Ensure equal opportunity and affirmatively further fair housing  
Objectives:
  - Undertake affirmative measures to ensure access to assisted housing regardless of race, color, religion national origin, sex, familial status, and disability:
  - Undertake affirmative measures to provide a suitable living environment for families living in assisted housing, regardless of race, color, religion national origin, sex, familial status, and disability:
  - Undertake affirmative measures to ensure accessible housing to persons with all varieties of disabilities regardless of unit size required:
  - Other: (list below)

**Other PHA Goals and Objectives: (list below)**

**PHA Goal:** Ensure Owner participation and satisfaction with Section 8 program

**PHA Goal:** Prevent and eliminate fraud and abuse of Section 8 housing program by any owner or tenant family by maximizing the Housing Compliance Unit and participation in the California Franchise Tax Board Intercept Program.

**PHA Goal:** Work with HUD to create greater local flexibility for the program, and increase Section 8 funding resources, and to work with housing industry groups to assist HUD in reviewing legislative or regulatory changes to the program which provide greater choices for the local HA and tenants and owners alike.



## Streamlined Annual PHA Plan

### PHA Fiscal Year 20\_\_

[24 CFR Part 903.12(b)]

### Table of Contents

Provide the following table of contents for the streamlined Annual Plan submitted with the Five-Year Plan, including all streamlined plan components, and additional requirements, together with the list of supporting documents available for public inspection.

#### **A. ANNUAL STREAMLINED PHA PLAN COMPONENTS**

- 1. Housing Needs
- 2. Financial Resources
- 3. Policies on Eligibility, Selection and Admissions
- 4. Rent Determination Policies
- 5. Capital Improvements Needs
- 6. Demolition and Disposition
- 7. Homeownership
- 8. Civil Rights Certifications (included with PHA Certifications of Compliance)
- 9. Additional Information
  - a. PHA Progress on Meeting 5-Year Mission and Goals
  - b. Criteria for Substantial Deviations and Significant Amendments
  - c. Other Information Requested by HUD
    - i. Resident Advisory Board Membership and Consultation Process
    - ii. Resident Membership on the PHA Governing Board
    - iii. PHA Statement of Consistency with Consolidated Plan
    - iv. (Reserved)
- 10. Project-Based Voucher Program
- 11. Supporting Documents Available for Review
- 12. FY 20\_\_ Capital Fund Program and Capital Fund Program Replacement Housing Factor, Annual Statement/Performance and Evaluation Report
- 13. Capital Fund Program 5-Year Action Plan
- 14. Other (List below, providing name for each item)

#### **B. SEPARATE HARD COPY SUBMISSIONS TO LOCAL HUD FIELD OFFICE**

**Form HUD-50077, PHA Certifications of Compliance with the PHA Plans and Related Regulations: Board Resolution to Accompany the Standard Annual, Standard Five-Year, and Streamlined Five-Year/Annual Plans;**

**Certification by State or Local Official of PHA Plan Consistency with Consolidated Plan.**

**For PHAs APPLYING FOR CAPITAL FUND PROGRAM (CFP) GRANTS:**

**Form HUD-50070, Certification for a Drug-Free Workplace;**

**Form HUD-50071, Certification of Payments to Influence Federal Transactions;**

**Form SF-LLL & SF-LLLa, Disclosure of Lobbying Activities.**

**Executive Summary (optional)**

[903.7(r)]. If desired, provide a brief overview of the contents of the streamlined 5-Year/Annual Plan.

**1. Statement of Housing Needs** [24 CFR Part 903.12 (b), 903.7(a)]

**A. Housing Needs of Families on the Public Housing and Section 8 Tenant- Based Assistance Waiting Lists**

State the housing needs of the families on the PHA’s waiting list/s. **Complete one table for each type of PHA-wide waiting list administered by the PHA.** PHAs may provide separate tables for site-based or sub-jurisdictional public housing waiting lists at their option.

Housing Needs of Families on the PHA’s Waiting Lists			
Waiting list type: (select one)			
<input checked="" type="checkbox"/> Section 8 tenant-based assistance			
<input type="checkbox"/> Public Housing			
<input type="checkbox"/> Combined Section 8 and Public Housing			
<input type="checkbox"/> Public Housing Site-Based or sub-jurisdictional waiting list (optional)			
If used, identify which development/subjurisdiction:			
	# of families	% of total families	Annual Turnover
Waiting list total	9,863		
Extremely low income <=30% AMI	6,914	70%	
Very low income (>30% but <=50% AMI)	2,813	29%	
Low income (>50% but <80% AMI)	100	1%	
Families with children	5,124	52%	
Elderly families	2,375	24%	
Families with Disabilities	2,175	22%	
White/Non Minority	1,459	14%	
White/Armenian	6,154	62%	
Hispanic/Latino	913	9%	
Asian Pacific	257	3%	
African American	618	6%	
Native American/Indian	30	>1%	
Other/Unknown	432	4%	
Characteristics by Bedroom Size (Public Housing Only)			
1BR			
2 BR			
3 BR			
4 BR			
5 BR			
5+ BR			
Is the waiting list closed (select one)? <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes			
If yes:			
How long has it been closed (# of months)? 48 Months			
Does the PHA expect to reopen the list in the PHA Plan year? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes			
Does the PHA permit specific categories of families onto the waiting list, even if generally closed?			
<input type="checkbox"/> No <input checked="" type="checkbox"/> Yes			

**B. Strategy for Addressing Needs**



Provide a brief description of the PHA's strategy for addressing the housing needs of families on the PHA's public housing and Section 8 waiting lists **IN THE UPCOMING YEAR**, and the Agency's reasons for choosing this strategy.

**(1) Strategies**

**Need: Shortage of affordable housing for all eligible populations**

**Strategy 1. Maximize the number of affordable units available to the PHA within its current resources by:**

Select all that apply

- Employ effective maintenance and management policies to minimize the number of public housing units off-line
- Reduce turnover time for vacated public housing units
- Reduce time to renovate public housing units
- Seek replacement of public housing units lost to the inventory through mixed finance development
- Seek replacement of public housing units lost to the inventory through section 8 replacement housing resources
- Maintain or increase section 8 lease-up rates by establishing payment standards that will enable families to rent throughout the jurisdiction
- Undertake measures to ensure access to affordable housing among families assisted by the PHA, regardless of unit size required
- Maintain or increase section 8 lease-up rates by marketing the program to owners, particularly those outside of areas of minority and poverty concentration
- Maintain or increase section 8 lease-up rates by effectively screening Section 8 applicants to increase owner acceptance of program
- Participate in the Consolidated Plan development process to ensure coordination with broader community strategies
- Other (list below) Utilize the HUD Rental Integrity Monitoring program and additional online computer information systems to fully and accurately determine tenant income eligibility thereby reducing the per unit subsidy costs.

**Strategy 2: Increase the number of affordable housing units by:**

Select all that apply

- Apply for additional section 8 units should they become available
- Leverage affordable housing resources in the community through the creation of mixed - finance housing
- Pursue housing resources other than public housing or Section 8 tenant-based assistance.
- Other: (list below)

**Need: Specific Family Types: Families at or below 30% of median**

**Strategy 1: Target available assistance to families at or below 30 % of AMI**

Select all that apply

- Exceed HUD federal targeting requirements for families at or below 30% of AMI in public housing
- Exceed HUD federal targeting requirements for families at or below 30% of AMI in tenant-based section 8 assistance
- Employ admissions preferences aimed at families with economic hardships
- Adopt rent policies to support and encourage work
- Other: (list below)

**Need: Specific Family Types: Families at or below 50% of median**

**Strategy 1: Target available assistance to families at or below 50% of AMI**

Select all that apply

- Employ admissions preferences aimed at families who are working
- Adopt rent policies to support and encourage work
- Other: (list below)

**Need: Specific Family Types: The Elderly**

**Strategy 1: Target available assistance to the elderly:**

Select all that apply

- Seek designation of public housing for the elderly
- Apply for special-purpose vouchers targeted to the elderly, should they become available
- Other: (list below)

**Need: Specific Family Types: Families with Disabilities**

**Strategy 1: Target available assistance to Families with Disabilities:**

Select all that apply

- Seek designation of public housing for families with disabilities
- Carry out the modifications needed in public housing based on the section 504 Needs Assessment for Public Housing
- Apply for special-purpose vouchers targeted to families with disabilities, should they become available
- Affirmatively market to local non-profit agencies that assist families with disabilities
- Other: (list below)

**Need: Specific Family Types: Races or ethnicities with disproportionate housing needs**

**Strategy 1: Increase awareness of PHA resources among families of races and ethnicities with disproportionate needs:**

Select if applicable

- Affirmatively market to races/ethnicities shown to have disproportionate housing needs

Other: (list below)

**Strategy 2: Conduct activities to affirmatively further fair housing**

Select all that apply

- Counsel section 8 tenants as to location of units outside of areas of poverty or minority concentration and assist them to locate those units
- Market the section 8 program to owners outside of areas of poverty /minority concentrations
- Other: (list below)

**Other Housing Needs & Strategies: (list needs and strategies below)**

**(2) Reasons for Selecting Strategies**

Of the factors listed below, select all that influenced the PHA's selection of the strategies it will pursue:

- Funding constraints
- Staffing constraints
- Limited availability of sites for assisted housing
- Extent to which particular housing needs are met by other organizations in the community
- Evidence of housing needs as demonstrated in the Consolidated Plan and other information available to the PHA
- Influence of the housing market on PHA programs
- Community priorities regarding housing assistance
- Results of consultation with local or state government
- Results of consultation with residents and the Resident Advisory Board
- Results of consultation with advocacy groups
- Other: (list below)

**2. Statement of Financial Resources**

[24 CFR Part 903.12 (b), 903.7 (c)]

List on the following table the financial resources that are anticipated to be available to the PHA for the support of Federal public housing and tenant-based Section 8 assistance programs administered by the PHA during the Plan year. Note: the table assumes that Federal public housing or tenant based Section 8 assistance grant funds are expended on eligible purposes; therefore, uses of these funds need not be stated. For other funds, indicate the use for those funds as one of the following categories: public housing operations, public housing capital improvements, public housing safety/security, public housing supportive services, Section 8 tenant-based assistance, Section 8 supportive services or other.

<b>Financial Resources: Planned Sources and Uses</b>		
<b>Sources</b>	<b>Planned \$</b>	<b>Planned Uses</b>
<b>1. Federal Grants (FY 2005 __ grants)</b>		
a) Public Housing Operating Fund		
b) Public Housing Capital Fund		
c) HOPE VI Revitalization		
d) HOPE VI Demolition		
e) Annual Contributions for Section 8 Tenant-Based Assistance	12,113,844	
f) Resident Opportunity and Self-Sufficiency Grants	63,000	
g) Community Development Block Grant	4,008,509	
h) HOME	2,575,019	Rehabilitation, Rental and Home Ownership projects
Other Federal Grants (list below)		
Shelter Plus Care	214,250	Homeless continuum
Supportive Housing	2,109,035	Homeless continuum
Emergency Shelter	148,402	Homeless continuum
<b>2. Prior Year Federal Grants (unobligated funds only) (list below)</b>		
<b>3. Public Housing Dwelling Rental Income</b>		
<b>4. Other income (list below)</b>		
Portable Housing Choice Vouchers administered by the HA	8,251,740	
<b>4. Non-federal sources (list below)</b>		
Fraud Recoveries	18,490	
<b>Total resources</b>	<b>\$29,502,289</b>	

### **3. PHA Policies Governing Eligibility, Selection, and Admissions**

[24 CFR Part 903.12 (b), 903.7 (b)]

#### **A. Public Housing**

Exemptions: PHAs that do not administer public housing are not required to complete subcomponent 3A.

**(1) Eligibility**

a. When does the PHA verify eligibility for admission to public housing? (select all that apply)

- When families are within a certain number of being offered a unit: (state number)
- When families are within a certain time of being offered a unit: (state time)
- Other: (describe)

b. Which non-income (screening) factors does the PHA use to establish eligibility for admission to public housing (select all that apply)?

- Criminal or Drug-related activity
- Rental history
- Housekeeping
- Other (describe)

c.  Yes  No: Does the PHA request criminal records from local law enforcement agencies for screening purposes?

d.  Yes  No: Does the PHA request criminal records from State law enforcement agencies for screening purposes?

e.  Yes  No: Does the PHA access FBI criminal records from the FBI for screening purposes? (either directly or through an NCIC-authorized source)

**(2)Waiting List Organization**

a. Which methods does the PHA plan to use to organize its public housing waiting list (select all that apply)

- Community-wide list
- Sub-jurisdictional lists
- Site-based waiting lists
- Other (describe)

b. Where may interested persons apply for admission to public housing?

- PHA main administrative office
- PHA development site management office
- Other (list below)

c. Site-Based Waiting Lists-Previous Year

1. Has the PHA operated one or more site-based waiting lists in the previous year? If yes, complete the following table; if not skip to d.

Site-Based Waiting Lists				
Development Information: (Name, number, location)	Date Initiated	Initial mix of Racial, Ethnic or Disability Demographics	Current mix of Racial, Ethnic or Disability Demographics since Initiation of SBWL	Percent change between initial and current mix of Racial, Ethnic, or Disability demographics

2. What is the number of site based waiting list developments to which families may apply at one time?

3. How many unit offers may an applicant turn down before being removed from the site-based waiting list?

4.  Yes  No: Is the PHA the subject of any pending fair housing complaint by HUD or any court order or settlement agreement? If yes, describe the order, agreement or complaint and describe how use of a site-based waiting list will not violate or be inconsistent with the order, agreement or complaint below:

d. Site-Based Waiting Lists – Coming Year

If the PHA plans to operate one or more site-based waiting lists in the coming year, answer each of the following questions; if not, skip to subsection **(3) Assignment**

1. How many site-based waiting lists will the PHA operate in the coming year?

2.  Yes  No: Are any or all of the PHA’s site-based waiting lists new for the upcoming year (that is, they are not part of a previously-HUD-approved site based waiting list plan)?  
 If yes, how many lists?

3.  Yes  No: May families be on more than one list simultaneously?  
 If yes, how many lists?

4. Where can interested persons obtain more information about and sign up to be on the site-based waiting lists (select all that apply)?

- PHA main administrative office
- All PHA development management offices
- Management offices at developments with site-based waiting lists
- At the development to which they would like to apply

Other (list below)

**(3) Assignment**

a. How many vacant unit choices are applicants ordinarily given before they fall to the bottom of or are removed from the waiting list? (select one)

- One
- Two
- Three or More

b.  Yes  No: Is this policy consistent across all waiting list types?

c. If answer to b is no, list variations for any other than the primary public housing waiting list/s for the PHA:

**(4) Admissions Preferences**

a. Income targeting:

- Yes  No: Does the PHA plan to exceed the federal targeting requirements by targeting more than 40% of all new admissions to public housing to families at or below 30% of median area income?

b. Transfer policies:

In what circumstances will transfers take precedence over new admissions? (list below)

- Emergencies
- Over-housed
- Under-housed
- Medical justification
- Administrative reasons determined by the PHA (e.g., to permit modernization work)
- Resident choice: (state circumstances below)
- Other: (list below)

c. Preferences

1.  Yes  No: Has the PHA established preferences for admission to public housing (other than date and time of application)? (If "no" is selected, skip to subsection **(5) Occupancy**)

2. Which of the following admission preferences does the PHA plan to employ in the coming year? (select all that apply from either former Federal preferences or other preferences)

Former Federal preferences:

- Involuntary Displacement (Disaster, Government Action, Action of Housing Owner, Inaccessibility, Property Disposition)
- Victims of domestic violence
- Substandard housing
- Homelessness
- High rent burden (rent is > 50 percent of income)

Other preferences: (select below)

- Working families and those unable to work because of age or disability
- Veterans and veterans' families
- Residents who live and/or work in the jurisdiction
- Those enrolled currently in educational, training, or upward mobility programs
- Households that contribute to meeting income goals (broad range of incomes)
- Households that contribute to meeting income requirements (targeting)
- Those previously enrolled in educational, training, or upward mobility programs
- Victims of reprisals or hate crimes
- Other preference(s) (list below)

3. If the PHA will employ admissions preferences, please prioritize by placing a "1" in the space that represents your first priority, a "2" in the box representing your second priority, and so on. If you give equal weight to one or more of these choices (either through an absolute hierarchy or through a point system), place the same number next to each. That means you can use "1" more than once, "2" more than once, etc.

- Date and Time

Former Federal preferences:

- Involuntary Displacement (Disaster, Government Action, Action of Housing Owner, Inaccessibility, Property Disposition)
- Victims of domestic violence
- Substandard housing
- Homelessness
- High rent burden

Other preferences (select all that apply)

- Working families and those unable to work because of age or disability
- Veterans and veterans' families
- Residents who live and/or work in the jurisdiction
- Those enrolled currently in educational, training, or upward mobility programs
- Households that contribute to meeting income goals (broad range of incomes)
- Households that contribute to meeting income requirements (targeting)
- Those previously enrolled in educational, training, or upward mobility programs
- Victims of reprisals or hate crimes
- Other preference(s) (list below)

4. Relationship of preferences to income targeting requirements:

- The PHA applies preferences within income tiers
- Not applicable: the pool of applicant families ensures that the PHA will meet income targeting requirements

### (5) Occupancy



a. What reference materials can applicants and residents use to obtain information about the rules of occupancy of public housing (select all that apply)

- The PHA-resident lease
- The PHA's Admissions and (Continued) Occupancy policy
- PHA briefing seminars or written materials
- Other source (list)

b. How often must residents notify the PHA of changes in family composition? (select all that apply)

- At an annual reexamination and lease renewal
- Any time family composition changes
- At family request for revision
- Other (list)

**(6) Deconcentration and Income Mixing**

a.  Yes  No: Does the PHA have any general occupancy (family) public housing developments covered by the deconcentration rule? If no, this section is complete. If yes, continue to the next question.

b.  Yes  No: Do any of these covered developments have average incomes above or below 85% to 115% of the average incomes of all such developments? If no, this section is complete. If yes, list these developments on the following table:

Deconcentration Policy for Covered Developments			
Development Name	Number of Units	Explanation (if any) [see step 4 at §903.2(c)(1)(iv)]	Deconcentration policy (if no explanation) [see step 5 at §903.2(c)(1)(v)]

**B. Section 8**

Exemptions: PHAs that do not administer section 8 are not required to complete sub-component 3B.  
**Unless otherwise specified, all questions in this section apply only to the tenant-based section 8 assistance program (vouchers, and until completely merged into the voucher program, certificates).**

**(1) Eligibility**

a. What is the extent of screening conducted by the PHA? (select all that apply)

- Criminal or drug-related activity only to the extent required by law or regulation
- Criminal and drug-related activity, more extensively than required by law or regulation
- More general screening than criminal and drug-related activity (list factors):
- Other (list below)

b.  Yes  No: Does the PHA request criminal records from local law enforcement agencies for screening purposes?

c.  Yes  No: Does the PHA request criminal records from State law enforcement agencies for screening purposes?

d.  Yes  No: Does the PHA access FBI criminal records from the FBI for screening purposes? (either directly or through an NCIC-authorized source)

e. Indicate what kinds of information you share with prospective landlords? (select all that apply)

Criminal or drug-related activity

Other (describe below)

Previous landlord's name, address and telephone number for tenant eviction history.

### **(2) Waiting List Organization**

a. With which of the following program waiting lists is the section 8 tenant-based assistance waiting list merged? (select all that apply)

None

Federal public housing

Federal moderate rehabilitation

Federal project-based certificate program

Other federal or local program (list below)

b. Where may interested persons apply for admission to section 8 tenant-based assistance? (select all that apply)

PHA main administrative office

Other (list below)

### **(3) Search Time**

a.  Yes  No: Does the PHA give extensions on standard 60-day period to search for a unit?

If yes, state circumstances below:

Tenant must show proof of effort in search for housing, or verification that search time was interrupted due to unforeseen illness, disability. HA observes HUD tolling periods.

### **(4) Admissions Preferences**

a. Income targeting

Yes  No: Does the PHA plan to exceed the federal targeting requirements by targeting more than 75% of all new admissions to the section 8 program to families at or below 30% of median area income?

b. Preferences

1.  Yes  No: Has the PHA established preferences for admission to section 8 tenant-based assistance? (other than date and time of application) (if no, skip to subcomponent **(5) Special purpose section 8 assistance programs**)

2. Which of the following admission preferences does the PHA plan to employ in the coming year? (select all that apply from either former Federal preferences or other preferences)

Former Federal preferences

- Involuntary Displacement (Disaster, **Government Action**, Action of Housing Owner, Inaccessibility, Property Disposition)
- Victims of domestic violence
- Substandard housing
- Homelessness
- High rent burden (rent is > 50 percent of income)

Other preferences (select all that apply)

- Working families and those unable to work because of age or disability
- Veterans and veterans' families
- Residents who live and/or work in your jurisdiction
- Those enrolled currently in educational, training, or upward mobility programs  
Note: Minimum 32 hours weekly.
- Households that contribute to meeting income goals (broad range of incomes)
- Households that contribute to meeting income requirements (targeting)
- Those previously enrolled in educational, training, or upward mobility programs
- Victims of reprisals or hate crimes
- Other preference(s) (list below)  
Families designated under Witness Protection programs by law enforcement.

3. If the PHA will employ admissions preferences, please prioritize by placing a "1" in the space that represents your first priority, a "2" in the box representing your second priority, and so on. If you give equal weight to one or more of these choices (either through an absolute hierarchy or through a point system), place the same number next to each. That means you can use "1" more than once, "2" more than once, etc.

- Date and Time

Former Federal preferences:

- 1 Involuntary Displacement (Disaster, Government Action, Action of Housing Owner, Inaccessibility, Property Disposition)
- 1 Victims of domestic violence
- 1 Substandard housing
- 1 Homelessness
- High rent burden

Other preferences (select all that apply)

- 3 Working families and those unable to work because of age or disability
- 2 Veterans and veterans' families
- 3 Residents who live and/or work in your jurisdiction
- 3 Those enrolled currently in educational, training, or upward mobility programs
- Households that contribute to meeting income goals (broad range of incomes)

- 3 Households that contribute to meeting income requirements (targeting)
- Those previously enrolled in educational, training, or upward mobility programs
- 2 Victims of reprisals or hate crimes
- 2 Other preference(s) (list below)  
Households participating in Witness Relocation as determined by law enforcement agency.

4. Among applicants on the waiting list with equal preference status, how are applicants selected? (select one)

- Date and time of application
- Drawing (lottery) or other random choice technique

5. If the PHA plans to employ preferences for “residents who live and/or work in the jurisdiction” (select one)

- This preference has previously been reviewed and approved by HUD
- The PHA requests approval for this preference through this PHA Plan

6. Relationship of preferences to income targeting requirements: (select one)

- The PHA applies preferences within income tiers
- Not applicable: the pool of applicant families ensures that the PHA will meet income targeting requirements

#### (5) Special Purpose Section 8 Assistance Programs

a. In which documents or other reference materials are the policies governing eligibility, selection, and admissions to any special-purpose section 8 program administered by the PHA contained? (select all that apply)

- The Section 8 Administrative Plan
- Briefing sessions and written materials
- Other (list below)

b. How does the PHA announce the availability of any special-purpose section 8 programs to the public?

- Through published notices
- Other (list below)

### **4. PHA Rent Determination Policies**

[24 CFR Part 903.12(b), 903.7(d)]

#### **A. Public Housing**

Exemptions: PHAs that do not administer public housing are not required to complete sub-component 4A.

##### **(1) Income Based Rent Policies**

Describe the PHA’s income based rent setting policy/ies for public housing using, including discretionary (that is, not required by statute or regulation) income disregards and exclusions, in the appropriate spaces below.

a. Use of discretionary policies: (select one of the following two)

- The PHA will not employ any discretionary rent-setting policies for income-based rent in public housing. Income-based rents are set at the higher of 30% of adjusted monthly income, 10% of unadjusted monthly income, the welfare rent, or minimum rent (less HUD mandatory deductions and exclusions). (If selected, skip to sub-component (2))
- The PHA employs discretionary policies for determining income-based rent (If selected, continue to question b.)

b. Minimum Rent

1. What amount best reflects the PHA's minimum rent? (select one)

- \$0
- \$1-\$25
- \$26-\$50

2.  Yes  No: Has the PHA adopted any discretionary minimum rent hardship exemption policies?

3. If yes to question 2, list these policies below:

c. Rents set at less than 30% of adjusted income

1.  Yes  No: Does the PHA plan to charge rents at a fixed amount or percentage less than 30% of adjusted income?

2. If yes to above, list the amounts or percentages charged and the circumstances under which these will be used below:

d. Which of the discretionary (optional) deductions and/or exclusions policies does the PHA plan to employ (select all that apply)

- For the earned income of a previously unemployed household member
- For increases in earned income
- Fixed amount (other than general rent-setting policy)

If yes, state amount/s and circumstances below:

- Fixed percentage (other than general rent-setting policy)  
If yes, state percentage/s and circumstances below:

- For household heads
- For other family members
- For transportation expenses
- For the non-reimbursed medical expenses of non-disabled or non-elderly families
- Other (describe below)

e. Ceiling rents

1. Do you have ceiling rents? (rents set at a level lower than 30% of adjusted income) (select one)

- Yes for all developments
- Yes but only for some developments
- No

2. For which kinds of developments are ceiling rents in place? (select all that apply)

- For all developments
- For all general occupancy developments (not elderly or disabled or elderly only)
- For specified general occupancy developments
- For certain parts of developments; e.g., the high-rise portion
- For certain size units; e.g., larger bedroom sizes
- Other (list below)

3. Select the space or spaces that best describe how you arrive at ceiling rents (select all that apply)

- Market comparability study
- Fair market rents (FMR)
- 95<sup>th</sup> percentile rents
- 75 percent of operating costs
- 100 percent of operating costs for general occupancy (family) developments
- Operating costs plus debt service
- The "rental value" of the unit
- Other (list below)

f. Rent re-determinations:

1. Between income reexaminations, how often must tenants report changes in income or family composition to the PHA such that the changes result in an adjustment to rent? (select all that apply)

- Never
- At family option
- Any time the family experiences an income increase
- Any time a family experiences an income increase above a threshold amount or percentage: (if selected, specify threshold)\_\_\_\_\_
- Other (list below)

g.  Yes  No: Does the PHA plan to implement individual savings accounts for residents (ISAs) as an alternative to the required 12 month disallowance of earned income and phasing in of rent increases in the next year?

## (2) Flat Rents

a. In setting the market-based flat rents, what sources of information did the PHA use to establish comparability? (select all that apply.)

- The section 8 rent reasonableness study of comparable housing
- Survey of rents listed in local newspaper
- Survey of similar unassisted units in the neighborhood
- Other (list/describe below)

## **B. Section 8 Tenant-Based Assistance**

Exemptions: PHAs that do not administer Section 8 tenant-based assistance are not required to complete sub-component 4B. **Unless otherwise specified, all questions in this section apply only to the tenant-based section 8 assistance program (vouchers, and until completely merged into the voucher program, certificates).**

### **(1) Payment Standards**

Describe the voucher payment standards and policies.

a. What is the PHA's payment standard? (select the category that best describes your standard)

- At or above 90% but below 100% of FMR (99 – 100% of Fair Market Rent)
- 100% of FMR
- Above 100% but at or below 110% of FMR
- Above 110% of FMR (if HUD approved; describe circumstances below)

b. If the payment standard is lower than FMR, why has the PHA selected this standard? (select all that apply)

- FMRs are adequate to ensure success among assisted families in the PHA's segment of the FMR area
- The PHA has chosen to serve additional families by lowering the payment standard
- Reflects market or submarket
- Other (list below) The program is fully leased, and the majority of applicants selected from the waiting list choose to lease in place.

c. If the payment standard is higher than FMR, why has the PHA chosen this level? (select all that apply)

- FMRs are not adequate to ensure success among assisted families in the PHA's segment of the FMR area
- Reflects market or submarket
- To increase housing options for families
- Other (list below)

d. How often are payment standards reevaluated for adequacy? (select one)

- Annually
- Other (list below)

e. What factors will the PHA consider in its assessment of the adequacy of its payment standard? (select all that apply)

- Success rates of assisted families
- Rent burdens of assisted families
- Other (list below)  
Sufficient Section 8 funding from HUD under new funding allocation system implemented in 2004 by HUD.

**(2) Minimum Rent**

a. What amount best reflects the PHA's minimum rent? (select one)

- \$0
- \$1-\$25
- \$26-\$50

b.  Yes  No: Has the PHA adopted any discretionary minimum rent hardship exemption policies? (if yes, list below)

Policies contained in Section 8 Administrative Plan for families with extremely low incomes (generally temporary unstable incomes such as General Relief). The hardship is only provided until family is able to obtain job, or other standard benefit income.

**5. Capital Improvement Needs**

[24 CFR Part 903.12(b), 903.7 (g)]

Exemptions from Component 5: Section 8 only PHAs are not required to complete this component and may skip to Component 6.

**A. Capital Fund Activities**

Exemptions from sub-component 5A: PHAs that will not participate in the Capital Fund Program may skip to component 5B. All other PHAs must complete 5A as instructed.

**(1) Capital Fund Program**

- a.  Yes  No Does the PHA plan to participate in the Capital Fund Program in the upcoming year? If yes, complete items 12 and 13 of this template (Capital Fund Program tables). If no, skip to B.
- b.  Yes  No: Does the PHA propose to use any portion of its CFP funds to repay debt incurred to finance capital improvements? If so, the PHA must identify in its annual and 5-year capital plans the development(s) where such improvements will be made and show both how the proceeds of the financing will be used and the amount of the annual payments required to service the debt. (Note that separate HUD approval is required for such financing activities.).

**B. HOPE VI and Public Housing Development and Replacement Activities (Non-Capital Fund)**

Applicability of sub-component 5B: All PHAs administering public housing. Identify any approved HOPE VI



and/or public housing development or replacement activities not described in the Capital Fund Program Annual Statement.

### (1) Hope VI Revitalization

- a.  Yes  No: Has the PHA received a HOPE VI revitalization grant? (if no, skip to next component; if yes, provide responses to questions on chart below for each grant, copying and completing as many times as necessary)
- b. Status of HOPE VI revitalization grant (complete one set of questions for each grant)  
Development name:  
Development (project) number:  
Status of grant: (select the statement that best describes the current status)  
 Revitalization Plan under development  
 Revitalization Plan submitted, pending approval  
 Revitalization Plan approved  
 Activities pursuant to an approved Revitalization Plan underway
- c.  Yes  No: Does the PHA plan to apply for a HOPE VI Revitalization grant in the Plan year? If yes, list development name/s below:
- d.  Yes  No: Will the PHA be engaging in any mixed-finance development activities for public housing in the Plan year? If yes, list developments or activities below:
- e.  Yes  No: Will the PHA be conducting any other public housing development or replacement activities not discussed in the Capital Fund Program Annual Statement? If yes, list developments or activities below:

### **6. Demolition and Disposition**

[24 CFR Part 903.12(b), 903.7 (h)]

Applicability of component 6: Section 8 only PHAs are not required to complete this section.

- a.  Yes  No: Does the PHA plan to conduct any demolition or disposition activities (pursuant to section 18 or 24 (Hope VI) of the U.S. Housing Act of 1937 (42 U.S.C. 1437p) or Section 202/Section 33 (Mandatory Conversion) in the plan Fiscal Year? (If "No", skip to component 7; if "yes", complete one activity description for each development on the following chart.)

<b>Demolition/Disposition Activity Description</b>
1a. Development name: 1b. Development (project) number:
2. Activity type: Demolition <input type="checkbox"/> Disposition <input type="checkbox"/>
3. Application status (select one)

Approved <input type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application <input type="checkbox"/>
4. Date application approved, submitted, or planned for submission: (DD/MM/YY)
5. Number of units affected: 6. Coverage of action (select one) <input type="checkbox"/> Part of the development <input type="checkbox"/> Total development
7. Timeline for activity: a. Actual or projected start date of activity: b. Projected end date of activity:

### **7. Section 8 Tenant Based Assistance--Section 8(y) Homeownership Program**

[24 CFR Part 903.12(b), 903.7(k)(1)(i)]

(1)  Yes  No: Does the PHA plan to administer a Section 8 Homeownership program pursuant to Section 8(y) of the U.S.H.A. of 1937, as implemented by 24 CFR part 982 ? (If “No”, skip to the next component; if “yes”, complete each program description below (copy and complete questions for each program identified.)

#### **(2) Program Description**

a. Size of Program

Yes  No: Will the PHA limit the number of families participating in the Section 8 homeownership option?

If the answer to the question above was yes, what is the maximum number of participants this fiscal year?Six

b. PHA established eligibility criteria

Yes  No: Will the PHA’s program have eligibility criteria for participation in its Section 8 Homeownership Option program in addition to HUD criteria? If yes, list criteria below:

c. What actions will the PHA undertake to implement the program this year (list)?

The HA will continue to conduct First Time Home Ownership education classes for Section 8 tenants, and promote the program primarily through the Family Self-Sufficiency participating families.

#### **(3) Capacity of the PHA to Administer a Section 8 Homeownership Program**

The PHA has demonstrated its capacity to administer the program by (select all that apply):

a.  Establishing a minimum homeowner downpayment requirement of at least 3 percent of purchase price and requiring that at least 1 percent of the purchase price comes from the family’s resources.

- b.  Requiring that financing for purchase of a home under its Section 8 homeownership will be provided, insured or guaranteed by the state or Federal government; comply with secondary mortgage market underwriting requirements; or comply with generally accepted private sector underwriting standards.
- c.  Partnering with a qualified agency or agencies to administer the program (list name(s) and years of experience below).
- d.  Demonstrating that it has other relevant experience (list experience below).  
There are two home ownership counselors in the Housing Authority staff funded under HOME, and local housing set aside funds. In addition, the FSS Program Coordinator has completed HUD training in Home Ownership for Section 8 families.

## **8. Civil Rights Certifications**

[24 CFR Part 903.12 (b), 903.7 (o)]

Civil rights certifications are included in the *PHA Plan Certifications of Compliance with the PHA Plans and Related Regulations: Board Resolution to Accompany the Standard Annual, Standard Five-Year, and Streamlined Five-Year/Annual Plans*, which is submitted to the Field Office in hard copy—see Table of Contents.

## **9. Additional Information**

[24 CFR Part 903.12 (b), 903.7 (r)]

### **A. PHA Progress in Meeting the Mission and Goals Described in the 5-Year Plan**

*(Provide a statement of the PHA's progress against the goals and objectives established in the previous 5-Year Plan for the period FY 2000\_\_\_ - 20004\_\_\_.*

1. HUD HAS DESIGNATED THE HA A HIGHER PERFORMER UNDER THE SEMAP PROGRAM;
2. HUD ON SITE RENTAL INTEGRITY MONITORING FOUND THE SECTION 8 PRACTICES AND PROCEDURES TO MEET THE GOALS OF THE RIM PROGRAM
3. THE SECTION 8 AGENCY CONDUCTED A MASSIVE PUBLIC REGISTRATION OF APPLICANTS IN 2001, WHEREBY 10,500 REGISTRATIONS WERE RECEIVED DURING A TWO WEEK PERIOD. THE

### **B. Criteria for Substantial Deviations and Significant Amendments**

#### **(1) Amendment and Deviation Definitions**

24 CFR Part 903.7(r)

PHAs are required to define and adopt their own standards of substantial deviation from the 5-year Plan and Significant Amendment to the Annual Plan. The definition of significant amendment is important because it defines when the PHA will subject a change to the policies or activities described in the Annual Plan to full public hearing and HUD review before implementation.

- a. Substantial Deviation from the 5-Year Plan
- b. Significant Amendment or Modification to the Annual Plan

### **C. Other Information**

[24 CFR Part 903.13, 903.15]

#### **(1) Resident Advisory Board Recommendations**

a.  Yes  No: Did the PHA receive any comments on the PHA Plan from the Resident Advisory Board/s?

If yes, provide the comments below:

b. In what manner did the PHA address those comments? (select all that apply)

Considered comments, but determined that no changes to the PHA Plan were necessary.

The PHA changed portions of the PHA Plan in response to comments  
List changes below:

Other: (list below)

#### **(2) Resident Membership on PHA Governing Board**

The governing board of each PHA is required to have at least one member who is directly assisted by the PHA, unless the PHA meets certain exemption criteria. Regulations governing the resident board member are found at 24 CFR Part 964, Subpart E.

a. Does the PHA governing board include at least one member who is directly assisted by the PHA this year?

Yes  No:

If yes, complete the following:

Name of Resident Member of the PHA Governing Board:

1. Mr. Donald Mincey
2. Ms. Laura Parazian

Method of Selection:

Appointment

**The term of appointment is (include the date term expires):**

Election by Residents (if checked, complete next section--Description of Resident Election Process)

#### **Description of Resident Election Process**

Nomination of candidates for place on the ballot: (select all that apply)

Candidates were nominated by resident and assisted family organizations

Candidates could be nominated by any adult recipient of PHA assistance

Self-nomination: Candidates registered with the PHA and requested a place on ballot

Other: (describe)

Eligible candidates: (select one)

- Any recipient of PHA assistance
- Any head of household receiving PHA assistance
- Any adult recipient of PHA assistance
- Any adult member of a resident or assisted family organization
- Other (list)

Eligible voters: (select all that apply)

- All adult recipients of PHA assistance (public housing and section 8 tenant-based assistance)
- Representatives of all PHA resident and assisted family organizations
- Other (list)

b. If the PHA governing board does not have at least one member who is directly assisted by the PHA, why not?

- The PHA is located in a State that requires the members of a governing board to be salaried and serve on a full time basis
- The PHA has less than 300 public housing units, has provided reasonable notice to the resident advisory board of the opportunity to serve on the governing board, and has not been notified by any resident of their interest to participate in the Board.
- Other (explain):

Date of next term expiration of a governing board member:

Name and title of appointing official(s) for governing board (indicate appointing official for the next available position): All Five (5) Members of City Council

### **(3) PHA Statement of Consistency with the Consolidated Plan**

[24 CFR Part 903.15]

For each applicable Consolidated Plan, make the following statement (copy questions as many times as necessary).

#### **Consolidated Plan jurisdiction: (provide name here)**

a. The PHA has taken the following steps to ensure consistency of this PHA Plan with the Consolidated Plan for the jurisdiction: (select all that apply):

- The PHA has based its statement of needs of families on its waiting list on the needs expressed in the Consolidated Plan/s.
- The PHA has participated in any consultation process organized and offered by the Consolidated Plan agency in the development of the Consolidated Plan.
- The PHA has consulted with the Consolidated Plan agency during the development of this PHA Plan.

- Activities to be undertaken by the PHA in the coming year are consistent with the initiatives contained in the Consolidated Plan. (list below)
- Other: (list below)

**b. The Consolidated Plan of the jurisdiction supports the PHA Plan with the following actions and commitments: (describe below)**

**(4) (Reserved)**

Use this section to provide any additional information requested by HUD.

**10. Project-Based Voucher Program**

- a.  Yes  No: Does the PHA plan to “project-base” any tenant-based Section 8 vouchers in the coming year? If yes, answer the following questions.
- b.  Yes  No: Are there circumstances indicating that the project basing of the units, rather than tenant-basing of the same amount of assistance is an appropriate option?

If yes, check which circumstances apply:

- Low utilization rate for vouchers due to lack of suitable rental units
- Access to neighborhoods outside of high poverty areas
- Other (describe below:)

- c. Indicate the number of units and general location of units (e.g. eligible census tracts or smaller areas within eligible census tracts):

## 11. List of Supporting Documents Available for Review for Streamlined Five-Year/ Annual PHA Plans

PHAs are to indicate which documents are available for public review by placing a mark in the “Applicable & On Display” column in the appropriate rows. All listed documents must be on display if applicable to the program activities conducted by the PHA.

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Related Plan Component
X	PHA Certifications of Compliance with the PHA Plans and Related Regulations and Board Resolution to Accompany the Standard Annual, Standard Five-Year, and Streamlined Five-Year/Annual Plans.	Standard 5 Year and Annual Plans; streamlined 5 Year Plans
X	State/Local Government Certification of Consistency with the Consolidated Plan.	5 Year Plans
X	Fair Housing Documentation Supporting Fair Housing Certifications: Records reflecting that the PHA has examined its programs or proposed programs, identified any impediments to fair housing choice in those programs, addressed or is addressing those impediments in a reasonable fashion in view of the resources available, and worked or is working with local jurisdictions to implement any of the jurisdictions’ initiatives to affirmatively further fair housing that require the PHA’s involvement.	5 Year and Annual Plans
X	Housing Needs Statement of the Consolidated Plan for the jurisdiction(s) in which the PHA is located and any additional backup data to support statement of housing needs for families on the PHA’s public housing and Section 8 tenant-based waiting lists.	Annual Plan: Housing Needs
X	Most recent board-approved operating budget for the public housing program	Annual Plan: Financial Resources
	Public Housing Admissions and (Continued) Occupancy Policy (A&O/ACOP), which includes the Tenant Selection and Assignment Plan [TSAP] and the Site-Based Waiting List Procedure.	Annual Plan: Eligibility, Selection, and Admissions Policies
	Any policy governing occupancy of Police Officers and Over-Income Tenants in Public Housing. <input type="checkbox"/> Check here if included in the public housing A&O Policy.	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Section 8 Administrative Plan	Annual Plan: Eligibility, Selection, and Admissions Policies
	Public housing rent determination policies, including the method for setting public housing flat rents. <input type="checkbox"/> Check here if included in the public housing A & O Policy.	Annual Plan: Rent Determination
	Schedule of flat rents offered at each public housing development. <input type="checkbox"/> Check here if included in the public housing A & O Policy.	Annual Plan: Rent Determination
X	Section 8 rent determination (payment standard) policies (if included in plan, not necessary as a supporting document) and written analysis of Section 8 payment standard policies. <input checked="" type="checkbox"/> Check here if included in Section 8 Administrative Plan.	Annual Plan: Rent Determination
	Public housing management and maintenance policy documents, including policies for the prevention or eradication of pest infestation (including cockroach infestation).	Annual Plan: Operations and Maintenance
	Results of latest Public Housing Assessment System (PHAS) Assessment (or other applicable assessment).	Annual Plan: Management and Operations
	Follow-up Plan to Results of the PHAS Resident Satisfaction Survey (if necessary)	Annual Plan: Operations and Maintenance and Community Service & Self-Sufficiency
X	Results of latest Section 8 Management Assessment System (SEMAP)	Annual Plan: Management and Operations
X	Any policies governing any Section 8 special housing types <input checked="" type="checkbox"/> check here if included in Section 8 Administrative Plan	Annual Plan: Operations and Maintenance

<b>List of Supporting Documents Available for Review</b>		
<b>Applicable &amp; On Display</b>	<b>Supporting Document</b>	<b>Related Plan Component</b>
X	Consortium agreement(s).	Annual Plan: Agency Identification and Operations/ Management
	Public housing grievance procedures <input type="checkbox"/> Check here if included in the public housing A & O Policy.	Annual Plan: Grievance Procedures
X	Section 8 informal review and hearing procedures. <input checked="" type="checkbox"/> Check here if included in Section 8 Administrative Plan.	Annual Plan: Grievance Procedures
	The Capital Fund/Comprehensive Grant Program Annual Statement /Performance and Evaluation Report for any active grant year.	Annual Plan: Capital Needs
	Most recent CIAP Budget/Progress Report (HUD 52825) for any active CIAP grants.	Annual Plan: Capital Needs
	Approved HOPE VI applications or, if more recent, approved or submitted HOPE VI Revitalization Plans, or any other approved proposal for development of public housing.	Annual Plan: Capital Needs
	Self-evaluation, Needs Assessment and Transition Plan required by regulations implementing Section 504 of the Rehabilitation Act and the Americans with Disabilities Act. See PIH Notice 99-52 (HA).	Annual Plan: Capital Needs
X	Approved or submitted applications for demolition and/or disposition of public housing.	Annual Plan: Demolition and Disposition
	Approved or submitted applications for designation of public housing (Designated Housing Plans).	Annual Plan: Designation of Public Housing
	Approved or submitted assessments of reasonable revitalization of public housing and approved or submitted conversion plans prepared pursuant to section 202 of the 1996 HUD Appropriations Act, Section 22 of the US Housing Act of 1937, or Section 33 of the US Housing Act of 1937.	Annual Plan: Conversion of Public Housing
	Documentation for required Initial Assessment and any additional information required by HUD for Voluntary Conversion.	Annual Plan: Voluntary Conversion of Public Housing
	Approved or submitted public housing homeownership programs/plans.	Annual Plan: Homeownership
x	Policies governing any Section 8 Homeownership program (Section _____ of the Section 8 Administrative Plan)	Annual Plan: Homeownership
	Public Housing Community Service Policy/Programs <input type="checkbox"/> Check here if included in Public Housing A & O Policy	Annual Plan: Community Service & Self-Sufficiency
	Cooperative agreement between the PHA and the TANF agency and between the PHA and local employment and training service agencies.	Annual Plan: Community Service & Self-Sufficiency
x	FSS Action Plan(s) for public housing and/or Section 8.	Annual Plan: Community Service & Self-Sufficiency
	Section 3 documentation required by 24 CFR Part 135, Subpart E for public housing.	Annual Plan: Community Service & Self-Sufficiency
	Most recent self-sufficiency (ED/SS, TOP or ROSS or other resident services grant) grant program reports for public housing.	Annual Plan: Community Service & Self-Sufficiency
	Policy on Ownership of Pets in Public Housing Family Developments (as required by regulation at 24 CFR Part 960, Subpart G). <input type="checkbox"/> Check here if included in the public housing A & O Policy.	Pet Policy
X	The results of the most recent fiscal year audit of the PHA conducted under the Single Audit Act as implemented by OMB Circular A-133, the results of that audit and the PHA's response to any findings.	Annual Plan: Annual Audit
	Consortium agreement(s), if a consortium administers PHA programs.	Joint PHA Plan for Consortia
	Consortia Joint PHA Plans ONLY: Certification that consortium agreement is in compliance with 24 CFR Part 943 pursuant to an opinion of counsel on file and available for inspection	Joint PHA Plan for Consortia
	Other supporting documents (optional). List individually.	(Specify as needed)



**12. Capital Fund Program and Capital Fund Program Replacement Housing Factor Annual Statement/Performance and Evaluation Report**

Annual Statement/Performance and Evaluation Report Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part I: Summary					
PHA Name:		Grant Type and Number Capital Fund Program Grant No: Replacement Housing Factor Grant No:			Federal FY of Grant:
<input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/ Emergencies <input type="checkbox"/> Revised Annual Statement (revision no: ) <input type="checkbox"/> Performance and Evaluation Report for Period Ending: <input type="checkbox"/> Final Performance and Evaluation Report					
Line	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations				
3	1408 Management Improvements				
4	1410 Administration				
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs				
8	1440 Site Acquisition				
9	1450 Site Improvement				
10	1460 Dwelling Structures				
11	1465.1 Dwelling Equipment—Nonexpendable				
12	1470 Nondwelling Structures				
13	1475 Nondwelling Equipment				
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs				
18	1499 Development Activities				
19	1501 Collateralization or Debt Service				
20	1502 Contingency				
21	Amount of Annual Grant: (sum of lines 2 – 20)				
22	Amount of line 21 Related to LBP Activities				
23	Amount of line 21 Related to Section 504 compliance				
24	Amount of line 21 Related to Security – Soft Costs				
25	Amount of Line 21 Related to Security – Hard Costs				
26	Amount of line 21 Related to Energy Conservation Measures				





### **13. Capital Fund Program Five-Year Action Plan**

<b>Capital Fund Program Five-Year Action Plan</b>					
<b>Part I: Summary</b>					
PHA Name				<input type="checkbox"/> <b>Original 5-Year Plan</b> <input type="checkbox"/> <b>Revision No:</b>	
Development Number/Name/HA-Wide	Year 1	Work Statement for Year 2 FFY Grant: PHA FY:	Work Statement for Year 3 FFY Grant: PHA FY:	Work Statement for Year 4 FFY Grant: PHA FY:	Work Statement for Year 5 FFY Grant: PHA FY:
CFP Funds Listed for 5-year planning					
Replacement Housing Factor Funds					

**13. Capital Fund Program Five-Year Action Plan**

Capital Fund Program Five-Year Action Plan						
Part II: Supporting Pages—Work Activities						
Activities for Year 1	Activities for Year : ____ FFY Grant: PHA FY:			Activities for Year: ____ FFY Grant: PHA FY:		
	Development Name/Number	Major Work Categories	Estimated Cost	Development Name/Number	Major Work Categories	Estimated Cost
Total CFP Estimated Cost			\$			\$

### **13. Capital Fund Program Five-Year Action Plan**

Capital Fund Program Five-Year Action Plan Part II: Supporting Pages—Work Activities					
Activities for Year : ____ FFY Grant: PHA FY:			Activities for Year: ____ FFY Grant: PHA FY:		
Development Name/Number	Major Work Categories	Estimated Cost	Development Name/Number	Major Work Categories	Estimated Cost
Total CFP Estimated Cost		\$			\$

# Housing Authority of the City of Glendale

## Public Housing Agency Five Year Plan 2005-2009 & Annual Plan 2005- 06 for Section 8 Housing Choice Voucher Program

*PRELIMINARY*

### Executive Summary

*Mission:*

*To ensure that all neighborhoods in the City of Glendale are quality, livable places that are free from blight, where residents feel safe, and can access resources and services, which enhance their ability to support themselves, their families and the community.*

*Prepared by the City of Glendale Department of Community  
Development & Housing – February 2005*

## Annual Plan – Fiscal Year 2005-06

### Housing Needs of Families on the Section 8 Waiting List (*UPDATED*)

The waiting list is currently closed. The most recent enrollment was January 2001

Waiting List Total	9,863	100%
Extremely Low Income	6,914	70%
Very Low Income	2,813	29%
Low Income	100	1%
Families with Children	5,124	52%
Families with elderly members	2,375	24%
Families with Disabled members	2,175	22%
White/Non Minority	1,459	14%
White/Armenian surname	6,154	62%
Hispanic	913	9%
African American	618	6%
Asian/Pacific Islander	257	3%
American Indian	30	>1%
Other/Unknown	438	4%

### Strategy for Addressing Needs

- To market the program to owners, particularly those outside of areas of minority and poverty concentration.
- Pursue housing resources other than public housing or Section 8 tenant-based assistance.
- To participate in the Consolidated Plan process to ensure coordination with broader community strategies.
- To apply for additional Section 8 units should they become available.
- To leverage affordable housing resources in the community through the creation of mixed-finance housing.
- To adopt rent policies to support and encourage work.
- To apply for special purpose vouchers targeted to the elderly, should they become available.
- To affirmatively market to local nonprofit agencies that assist families with disabilities.



- To maintain a Telecommunication Device for the Deaf. The telephone number is (818) 247-9705 to assist persons with hearing disabilities access the Section 8 program.
- To undertake measures to ensure access to affordable housing among families assisted by the PHA, regardless of unit size required.
- Maintain or increase Section 8 lease-up rates by effectively screening Section 8 applicants to increase owner acceptance of program.
- To utilize the HUD Rental Integrity Monitoring program and additional online computer information systems to fully and accurately determine tenant income eligibility thereby reducing the per unit subsidy costs.
- To employ admission preferences aimed at families who are working.
- To apply for special purpose vouchers targeted to families with disabilities, should they become available.
- Counsel Section 8 tenants as to location of units outside areas of poverty or minority concentration and assist them to locate those units.

**Reasons for Selecting Strategies:**

- Funding restraints
- Influence of the housing market on the PHA programs
- Results of consultations with the Resident Advisory Board.

**Statement of Financial Resources *(UPDATE)***

Source	Planned Funding	Uses
Section 8 Rental Assistance	\$12,113,844	Rental assistance
Family Self Sufficiency	63,000	Case Management
Block Grants (CDBG)	4,008,509	
HOME	2,575,109	Rehabilitation, Rental and Home Ownership projects
Shelter Plus Care	214,250	Homeless continuum
Portability vouchers administered for other PHAs	8,251,740	Rental assistance
Fraud Recoveries	18,490	Rental assistance
Supportive Housing	2,109,035	Homeless continuum

Emergency Shelter	148,402	Homeless continuum
<b>Total Resources</b>	<b>\$29,502,289</b>	

## Section Eligibility

### What is the extent of screening for criminal or drug-related activity conducted by the Housing Authority?

- Criminal or drug-related activity, more extensively than required by law or regulation.
- The housing agency requires verification from the FBI through a finger print system to identify persons with violent criminal histories against persons or property and to identify persons under lifetime sex offender registration requirements.

### Applicant Search Time for Eligible Dwelling

- Applicants are provided extensions on standard 60-day periods to search for a unit for up to six months.

### Admissions Preferences

- The PHA does not plan to exceed the federal targeting requirements by targeting more than 75% of all new admissions to the Section 8 program to families at or below 30% of median area income.
- The PHA has established preferences for admission to Section 8 tenant-based assistance as follows:
  - *Displaced by government action (priority)*
  - *Victims of domestic violence (priority)*
  - *Homeless families residing in transitional shelters under the City's continuum of care (priority)*
  - *Victims of hate crimes (priority)*
  - *Victims of criminal reprisals and participants of official witness relocation programs (priority)*
  - *U.S. Military veterans and survivors/dependents of deceased veterans (highest preference)*

Residents who live or work in Glendale (preference)

Participants of job training programs or welfare to work (preference)

Working families or families unable to work due to age or disability

Households with disabled member(s) (preference)

Households headed by single elderly person age 62 or more (preference)

Extremely low income households (preference)

- Among applicants on the waiting list with equal preference status, applicants are selected by a computerized drawing
- The Waiting List is currently closed and not scheduled to reopen in FY 2005-06.

### **Section 8 Rent Policies**

- The Section 8 payment standards for the program are set at 99 - 100% of the published Fair Market Rent for Los Angeles County.
- The Payment Standards reflects the market or submarket. The program is fully leased, and the majority of applicants selected from the waiting list choose to lease in place.
- Payment standards are evaluated annually for adequacy.
- Success rates of assisted families and rent burdens of assisted families are factors that the PHA will consider in its assessment of the adequacy of its payment standards; and Section 8 funding from HUD under new funding allocation system implemented in 2004 by HUD.
- The minimum rent for assisted families is \$26-50. The PHA has adopted discretionary minimum rent hardship exemptions to the minimum rent paid by families.

### **Section 8 Management Structure (Planned)**

<b>Staffing</b>	<b>Number of Employees in Position</b>
Director of Community Development & Housing*	.3
Administrator	1
Supervisor	1
Administrative Analyst	1
Eligibility Associates	9
Inspector/technician	3
Self Sufficiency coordinator	1
Program/Fraud compliance consultant**	2

Support/clerical staff	4
Inspection quality control*	.25
Accountants*	1.25
Information technician*	.25
Administrative Assistants	1
<b>TOTAL</b>	<b>25.05</b>

### **Section 8 Grievance Procedures**

- The PHA has established informal review procedures for applicants and informal hearing procedures for assisted tenants.

### **Home Ownership Programs**

- **UPDATE** -The PHA is planning to administer a Section 8 homeownership program. Under this new Section 8 option, families may use the section 8 voucher towards payments of a mortgage.
- **UPDATE** -The program is expected to limit participants to those Section 8 families participating in the Family Self-Sufficiency program and serve 6 or fewer participants in a homeownership program.

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## **Section 8 Resident Advisory Board (RAB)**

### **MINUTES**

**Meeting of January 27, 2005**

#### **1.1 Welcome**

Meeting called to order by Cindy Williams at 3:05 P.M.

#### **Roll Call:**

**RAB Members Present:** Dorothy Dery, Kenar Mosessian, and Nvard Sarkisyan

**RAB Members Absent:** Jose Camejo, Vincentina DeWitt, Carlos Gonzalez, Luis Ramirez, Robert Short, and Zoya Zakarian

**Staff Present:** Armine Gevorkian and Cindy Williams

#### **2.1 Update on Section 8 Housing Program**

Cindy Williams: Provided an update on the program's administrative budget. Advised that although the program had experienced a reduction in the budget, the agency did not have to terminate families and was able to keep the agency fully staffed. It is still unclear on how the Section 8 Program will be funded in the future.

#### **3.1 Discussion: Section 8 Public Housing Agency (PHA) Plans**

Cindy Williams: Asked the members if they had an opportunity to review the plan that had been mailed out with the meeting notice. The one major change for this year's submission is that the next five-year plan (2005 – 2009) is due this year and would be submitted along with the annual PHA plan.

Cindy Williams: The annual plan did not have any program or policy changes for the next fiscal year; and the changes that could be found, would be those that updated the financial aspects of the housing programs and the number of persons on the waiting list.

Cindy Williams: Advised that staff would be presenting the PHA Plan to the Housing Authority on Tuesday, February 1<sup>st</sup>. The PHA Plan would then be made available to the public for comment for 45 days. If the members did not feel comfortable to comment at the meeting, they would still have an opportunity to comment during the public comment period.

**(Mosessian): Asked for clarification on the income from students in determining the family's share of rent. With her adult daughter's recent completion of classes, it did not seem fair that her income should be included in the rent determination. Ms. Mosessian stated that incomes from adult children should be excluded to provide a chance for the family member to become self-sufficient.**

Cindy Williams: Explained that as long as a family member is considered to be enrolled full-time in the school, that family member's income would not be included in determining the family's share of rent. However, if the family member is enrolled part-time, their income is included. Further explanation was provided to explain that rule may change in the future to include the incomes of full-time students.

**(Dery): Inquired who would be eligible under "Special Admissions".**

Cindy Williams: Advised that there are three categories that would be eligible for Special Admissions, domestic violence/victim of a hate crime; witness relocation; and displacement by the City of Glendale.

**(Dery): Asked for an explanation on special-purpose vouchers targeted to the elderly, and if she would be eligible for those vouchers.**

Cindy Williams: Explained that in the event HUD makes available housing vouchers solely for the elderly, the housing authority would make an application for those vouchers; and those already receiving assistance under a housing voucher would not be effected nor would they have to apply for a special-purpose voucher.

**(Mosessian): Commented on the number of Armenian families on the waiting list.**

**(Sarkisyan): Inquired if the housing authority could help her find a job.**

Cindy Williams: Inquired if she had ever met with Steven Koszis, Family Self-Sufficiency Coordinator.

**(Sarkisyan): Stated that she had met with Steven and was not able to assist her at that time.**

Cindy Williams: Advised that she would have Diana Gomez refer her name to Steven to help her with her needs. She explained that Steven is located at the Verdugo Jobs Center and all the job resources available to the public are available to him. She was encouraged to meet with Steven and discuss her situation with him.

(Armine Gevorkian assisted in the translation between Ms. Nvard Sarkisyan.)

**(Mosessian): Stated that the property owner of her current unit does not make the needed repairs. With all the recent rains, she had several water leaks and she is interested in moving to another unit.**

Cindy Williams: Inquired if the problems still existed. A copy of the two-bedroom listings was provided to Ms. Mosessian.

**(Mosessian): Advised that she currently did not have a problem and the owner had been advised.**

#### **4.1 Discussion: Owner Involvement in the Section 8 Program**

Cindy Williams: Provided an update on having an Owner Advisory Board. The last owner newsletter publication was passed out to the members to show that the newsletter provides interested property owners an opportunity to submit a self-nomination form for the board.

Cindy Williams: Explained that the housing authority would like the following items to be first on the agenda: repairs to units, rent increases, and acceptance of voucher holders.

**(Dery, Mosessian, Sarkisyan): Agreed with the items to be discussed with the property owners.**

### **5.1 Announcements**

Cindy Williams: Advised that it had not been decided on whether another RAB meeting would be scheduled. If the need were there a meeting notice would be mailed advising the members of the location, date, and time.

### **6.1 Adjournment**

Cindy Williams: Thanked the board members for their attendance, and the meeting was adjourned at 4:20 P.M.

## **Section 8 Resident Advisory Board (RAB)**

### **MINUTES**

**Meeting of March 10, 2005**

#### **1.2 Welcome**

Meeting called to order by Cindy Williams at 3:35 P.M.

#### **Roll Call:**

**RAB Members Present:** Dorothy Dery, Vincentina DeWitt, and Kenar Mosessian

**RAB Members Absent:** Jose Camejo, Carlos Gonzalez, Luis Ramirez, Nvard Sarkisyan, Robert Short, and Zoya Zakarian

**Staff Present:** Melina Sardar and Cindy Williams

#### **2.1 Discussion: Section 8 Public Housing Agency (PHA) Plans**

Cindy Williams: Asked the members if they had an opportunity to review the plan that had previously been mailed out. For purposes of those that did not attend the January 27<sup>th</sup> meeting, Ms. Williams explained that the one major change for this year's submission is that the next five-year plan (2005 – 2009) is due this year and would be submitted along with the annual PHA plan.

Cindy Williams: Advised that the deadline for public comment is March 15, 2005. Ms. Williams referred to the portions of the annual plan updating the financial aspects of the housing programs and the number of persons on the waiting list.

**(Mosessian): Inquired if the program waiting list was opened for new applications.**

Cindy Williams: Responded that the program waiting list is closed indefinitely due to the number of applicants reported in the PHA plan. She asked the members to refer to the page in the PHA plan reporting the needs of families on the waiting list.

**(Mosessian): Stated that property owners are hesitant to accept the Section 8 program. Ms. Mosessian is having problems in her unit and indicated that she is actively looking for a new unit.**

Cindy Williams: Responded that there are several property owners participating in the program and advised Ms. Mosessian to contact the housing advisor overseeing her case for property listings.

Cindy Williams: Asked the committee members on whether the Housing Authority is doing a good job and if there should be anything the housing authority should review or revisit.

**(Mosessian, DeWitt, Dery): Agreed that the Housing Authority is doing a good job in the administration of the program.**



**(Mosessian): Responded that she does not feel that is fair to terminate families from the program when a child is involved in criminal activity.**

Cindy Williams: Responded that program policies were approved last year regarding criminal and drug activity. When a minor is involved in a crime, the case is evaluated to review the circumstance and the extent of the crime. Ms. Williams advised that the housing authority has approved separate program policies when minors are involved.

**(Mosessian): Shared her concern regarding the neighborhood that she lives in. Ms. Mosessian reports on several occasions teenage and young adults engage in destruction of property and she is sometimes fearful. She also blames the property owner for providing an unsafe environment to her complex by removing the security doors to the premises. She has encountered non-resident individuals in the common areas who appear to be suspicious.**

**(DeWitt): Reported that her neighborhood had problems relating to gang activity. The Police were continuously being called and the problem has been eliminated.**

**(Mosessian): Expressed that newly immigrated individuals are not accustomed to the rules. She also shared a recent conflict involving two different cultures.**

Cindy Williams: Encouraged Ms. Mosessian to contact the Police to report the problems.

**(Mosessian): Reported a problem with the upkeep of a neighboring property.**

Cindy Williams: Provided Ms. Mosessian with the phone number to Neighborhood Services.

**(Mosessian): Stated that Maple Park is not safe and that the park has problems with crime.**

**(DeWitt): Expressed that her neighborhood does not have enough parks.**

Cindy Williams: Advised that she would attempt to get a police officer assigned to the COPPS unit to speak at a future meeting.

### **3.1 Presentation on the Low Income Family & Employment Rental Assistance Program (LIFERAP) – Melina Sardar**

Melina Sardar: Gave a presentation on the Low Income Family & Employment Rental Assistance Program (LIFERAP). Ms. Sardar explained that the program is funded through the Redevelopment Set-Aside Funds, and was designed to assist 50 low-income families in a 24-month period. The goals of the program are for enrolled participants to obtain a higher paying job, attend school, or open an earned interest savings account.

Ms. Sardar distributed information on the achievements of the program and reported that City Council had approved additional funding to extend the program for another three years. Ms. Sardar asked the committee members for referrals on families.

**(Mosessian): Inquired if the jobs are located in the City of Glendale.**

Melina Sardar: Responded that it all depends on the needs of the family.

#### **4.1 Summary of 2000 Census Data – Housing Needs in the City of Glendale**

Cindy Williams: Provided information on the 2005-2010 Consolidated Plan Draft that condenses information obtained through the 2000 Census.

**(Mosessian): Stated that more individuals should respond, and that she encouraged her neighbors to complete the census questionnaire.**

Cindy Williams: Explained that it is important for every individual to complete the census questionnaires and advised the needs of the communities are evaluated based on the responses received.

#### **5.1 Announcements**

Cindy Williams: Encouraged the committee members to review the PHA plan and to submit their comments by the due date of March 15, 2005.

#### **6.1 Adjournment**

Cindy Williams: Thanked the board members for their attendance, and the meeting was adjourned at 5:00 P.M.

## **Section 8 Resident Advisory Board (RAB)**

### **MINUTES**

**Meeting of March 22, 2005**

#### **1.3 Welcome**

Meeting called to order by Cindy Williams at 3:05 P.M.

#### **Roll Call:**

**RAB Members Present:** Dorothy Dery, Kenar Mosessian, and Robert Short

**RAB Members Absent:** Jose Camejo, Vincentina DeWitt, Carlos Gonzalez, Luis Ramirez, Nvard Sarkisyan, and Zoya Zakarian

**Staff Present:** Maral Akmakjian, Arthur Bolbolian, Steven Koszis, Melina Mahmoudi, Erik Nazarian, Sylvia Ortega, Joseph Rodarte, Carolina Siegler, Dave Stimson, Daniel Valdez and Cindy Williams

**Guests:** Jeff Albrecht, Glendale Police Officer and Mary Mijach, Glendale Police CSO

#### **2.1 Presentation: Community Oriented Policing and Problem Solving Unit (COPPS) – Police Department**

Officer Jeff Albrecht and Customer Service Officer Mary Mijach: Gave a presentation on the Glendale Police Department (COPPS) Unit. Examples were provided on the type of cases the unit handles and the various City divisions that assist in the problem solving. Both Jeff and Mary felt that Section 8 should have presentation at the regular scheduled COPPS meeting. The presentation provided for questions from the Section 8 staff and the Resident Advisory Board members.

Officer Albrecht distributed a pamphlet and his business card; and he encouraged staff and the board members to contact the COPPS Unit if they perceive or encounter a problem in a neighborhood or when meeting with families.

Cindy Williams: Thanked Officer Albrecht and CSO Mijach for attending the meeting and for providing valuable information.

#### **3.1 Discussion: Section 8 Public Housing Agency Plans – RAB Member Comments**

Cindy Williams: Advised the RAB members that this was the last meeting prior to going to the Housing Authority for approval of the Public Housing Agency 5-Year and Annual Plan. She asked the members if they had any comments or questions in regards to the plan.

The members present indicated that they had no questions or comments.

**4.1 Announcements:**

Cindy Williams: Provided a handout distributed by the Housing Authority Association of Southern California and a flyer highlighting information on the City of Glendale Housing Authority. A flyer on the LIFERAP was also passed out to the members.

**5.1 Adjournment**

Cindy Williams: Thanked the board members for their attendance and comments on this years PHA Plan. The meeting was adjourned at 4:05 P.M.

**Public Notice**  
**Housing Authority of the City of Glendale**  
**Public Housing Agency (PHA) Plans**  
**Section 8 Tenant-Based Rental Assistance**

The *Housing Authority of the City of Glendale* is preparing to submit its FY 2005-2009 **Public Housing Agency (PHA) Five Year Plan and Annual Plan** to the U.S. Department of Housing & Urban Development. The Annual Plan reports resources and statistics regarding the Section 8 Tenant Based Rental Assistance Program for the *City of Glendale*. The Five Year plan describes the goals of the agency for the Section 8 program.

A Public Hearing on the proposed Annual Plan will be conducted by the Housing Authority of the City of Glendale, March 29, 2005 at Glendale City Hall Council Chamber, 613 East Broadway, 2<sup>nd</sup> Floor at 2:30 p.m. The preliminary draft PHA Five Year Plan and Annual Plan are available by calling (818) 548-3936 or can be viewed on the Internet at the following address:

<http://www.ci.glendale.ca.us/government/documents.html>

The public is invited to submit written comments concerning these Plans to: *City of Glendale, Department of Community Development and Housing, Attn: Section 8 Administrator, 141 N. Glendale Avenue, Room 202, Glendale, CA 91206 no later than March 15, 2005.*