

1.0	<b>PHA Information</b> PHA Name: <u>Northport Housing Authority</u> PHA Code: <u>AL152</u> PHA Type: <input type="checkbox"/> Small <input checked="" type="checkbox"/> High Performing <input type="checkbox"/> Standard <input type="checkbox"/> HCV (Section 8) PHA Fiscal Year Beginning (MM/YYYY): <u>07/01/2009</u>																										
2.0	Inventory (based on ACC counts at time of CY beginning as 1.0 above) Number of PHA units: <u>371</u> Number of HCV units: <u>433</u>																										
3.0	<b>Submission Type</b> <input type="checkbox"/> 5-Year and Annual Plan <input type="checkbox"/> Annual Plan Only <input checked="" type="checkbox"/> 5-Year Plan Only																										
4.0	<b>PIIA Consortium</b> <input type="checkbox"/> PIIA Consortium (if check box is submitted, attach Plan and complete table below)																										
	<table border="1"> <thead> <tr> <th rowspan="2">Partnering PHAs</th> <th rowspan="2">PIIA Code</th> <th rowspan="2">Program(s) Included in the Consortium</th> <th rowspan="2">Programs Not in the Consortium</th> <th colspan="2">No. of Units in Each Program</th> </tr> <tr> <th>HCV</th> <th>HCV</th> </tr> </thead> <tbody> <tr> <td>PHA 1:</td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td>PHA 2:</td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td>PHA 3:</td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> </tbody> </table>	Partnering PHAs	PIIA Code	Program(s) Included in the Consortium	Programs Not in the Consortium	No. of Units in Each Program		HCV	HCV	PHA 1:						PHA 2:						PHA 3:					
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5.0	5-Year Plan. Complete items 5.1 and 5.2 as part of 5-Year Plan update.																										
5.1	<b>Mission.</b> 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 for the next five years.  See Five Year Plan for Mission																										
5.2	<b>Goals and Objectives.</b> Identify the PHA's measurable goals and objectives that will enable the PHA to serve the needs of low-income and very low-income, and extremely low income families for the next five years. Include a report on the progress the PHA has made in meeting the goals and objectives described in the attached 5-Year Plan.  See Five Year Plan for Goals and Objectives																										
6.0	<b>PHA Plan Update</b> (a) Identify all PHA Plan elements that have been revised by the PHA since its last Annual Plan submission:  See Five Year Plan for PHA Plan elements  (b) Identify the specific location(s) where the public may obtain copies of the 5-Year and Annual PHA Plan. For a complete list of PHA Plan elements, see Section 5.0 of the instructions.  The PHA Five Year Plan and its attachments are available for public review at the Main Office of the Authority, #30 West Circle.																										
7.0	<b>Hope VI, Mixed Finance, Modernization or Development, Demolition and/or Disposition, Conversion of Public Housing, Homeownership Programs, and Project-based Vouchers.</b> Include statements related to these programs as applicable.																										
8.0	<b>Capital Improvements.</b> Please complete Parts 8.1 through 8.3, as applicable.																										
8.1	<b>Capital Fund Program Annual Statement/Performance and Evaluation Report.</b> As part of the PHA 5-Year and Annual Plan, annually complete and submit the Capital Fund Program Annual Statement/Performance and Evaluation Report, form HUD-50075-1, for each current and open CFF grant and CFFP financing.																										
8.2	<b>Capital Fund Program Five-Year Action Plan.</b> As part of the submission of the Annual Plan, PHAs must complete and submit the Capital Fund Program Five-Year Action Plan, form HUD-50075-2, and subsequent annual updates (including both a drop current year, and add latest year for a five year period). Large capital items must be included in the Five-Year Action Plan.																										
8.3	<b>Capital Fund Financing Program (CFFP).</b> <input type="checkbox"/> Check if the PHA proposes to use any portion of its Capital Fund Program (CFFP) Replacement Financing Payout (RFP) to repay debt incurred to finance capital improvements.																										

FISCAL YEAR 2009 FIVE YEAR PLAN  
NORTHPORT HOUSING AUTHORITY'S MISSIONS AND GOALS

**5.1 Mission-**The primary mission of the Northport Housing Authority is to promote adequate and affordable housing, economic opportunity and a suitable living environment free from discrimination as we serve the needs of low, very low and extremely low income families in our jurisdiction.

Our mission is to provide drug free, above decent, safe, sanitary and affordable housing for eligible families and provide opportunities and promote self-sufficiency and economic independence for all residents.

**5.2 Goals and Objectives-** -to provide above decent, safe, sanitary and affordable housing, economic opportunity and a suitable living environment free from discrimination.

- Additional PHA Goals and Objections: New Goal.

HUD Published Notices: PIH 2006-23, on June 23, 2006, and PIH 2006-42 on December 27, 2006, for the Implementation of the Violence Against Women and Justice Department Reauthorization Act 2005 (VAWA).

The VAWA prohibits the eviction of, and removal of assistance from certain persons living in public or Section 8 assisted housing if the asserted grounds for such action is an instance of domestic violence, dating violence, sexual assault, or stalking as those terms are defined in Section 3 of the United States Housing Act of 1937 as amended by VAWA (42 U.S.C. 13925). The NHA distributed a notice on July 31, 2006, to all Public Housing Households and a notice was mailed to all Section 8 participant households on July 21, 2006, informing them that the NHA would not evict or terminate Section 8 assistance to victims of criminal domestic violence, dating violence, sexual assault, or stalking, as well as members of the victims' family listed on the dwelling lease and/or Section 8 voucher. The NHA would only take actions to have the person committing the violence removed from the dwelling lease and/or Section 8 voucher for the protection of the family. Based on the requirements contained in HUD Notice 2006-23, the NHA developed a certification form for victims to certify that the alleged incident of abuse are bona fide and agrees to have the alleged abuser removed from the dwelling lease and/or issue the Section 8 Voucher. The NHA will also allow the victim and remaining members to relocated for safety reasons to another public housing development managed by the HA and/or issue the Section 8 participant family a Voucher, which will allow for relocation. To inform new public housing households and Section 8 participant households of the requirements of VAWA, the NHA developed a notice that covered the Public

Housing household and the Section 8 participant household during the leasing session effective August 1, 2006, for Public Housing lease sessions on July 24, 2006, for Housing Assistance Payment contracts executed on or before July 24, 2006.

**6.0 PHA Plan Update-**

6.0 (a) The following elements have been revised since the Fiscal Year 2008 plans were submitted. (See attachment)

6.0 (b) The Northport Housing Authority’s Five year Plan and its attachments are available for public review at the Main Office of the Authority. In addition the Five Year Plan will be distributed and discussed with the Joint Resident Council and the Resident Advisory Board at the next regular scheduled meetings.

**6.1 (24 CFR 903.7) Eligibility, Selection and Admissions Policies, Including Deconcentration and Waiting List Procedures**

The Northport Housing Authority decided to organize a site based waiting list for our public housing developments effective July 1, 2007, which was an amendment to our Annual Plan.

We conducted an Assessment of the racial, ethnic and disability related tenant composition at each site and noticed that the overall occupancy trends have not been affected by the establishment of the site-based waiting list.

<b>Site-Based Waiting Lists</b>				
<b>Development Information:</b> (Name, number, location)	<b>Date Initiated</b>	<b>Initial mix of Racial, Ethnic or Disability Demographics</b>	<b>Current mix of Racial, Ethnic or Disability Demographics since Initiation of SBWL</b>	<b>Percent change between initial and current mix of Racial, Ethnic, or Disability demographics</b>
West Circle AL152001 AL152003 AL152004	07/11/07	1-2 2-16	None	
Stonebrooke AL152005/6	07/11/07	1-2/2-22	None	
Valley Hills AL152003 15 <sup>th</sup> Street Court AL152003	07/11/07	1 0	0 0	0% 0%
Knoll Circle AL152004 Northgate Circle AL152004 3405 Gold Star Acres AL152007	07/11/07	5 3 0	2 3 0	3% 6% 0%

According to 24 CFR 903.7 (b) (2), the Northport Housing Authority will contract with the audit firm of Lawrence, Hitt and Pugh, LLC, to test the waiting list for assurance that it was not implemented in a discriminatory manner and that no patterns or practices of discrimination exist. The audit will be done for the FY Ending June 30, 2008.

The Northport Housing Authority will use independent testers (preferably an independent auditing firm) to assure that the site-based waiting list is not implemented in a discriminatory manner, and that no patterns or practices of discrimination exist, and provide the results to HUD, and will take steps necessary to remedy any problems surfaced during the review and take any steps necessary to affirmatively further fair housing.

The Northport Housing Authority conducted a needs assessment of the residents residing in Northport Jurisdiction and the waiting list, and discovered that we have approximately 99 % families with incomes below 30% of the median (extremely low) 0 families very low, 0 low, 20 % with children None, elderly families 6.55 %, families with disabilities, considering race/ethnicity.

We plan to continue our efforts of increasing affordable housing in our jurisdiction by collaborating with the City's Mayor, Bobby Herndon and other City Administrators concerning building additional affordable housing in the City of Northport. It is also our goal to collaborate with the City Administration to initiate the "modernization Express Lending" (community lending) Program. We plan to reduce turnaround time for vacant Public Housing units, continue to employ effective maintenance and management policies to minimize the number of Public Housing units off-limit. Maintain Section 8 lease-up rates by increasing our payment standards to at least 100% of HUD published FMR which will enable families to rent throughout our jurisdiction, continue to maximize our Section 8 lease up rates by continuous marketing the program to owners, outside of minority and poverty concentration.

We purchased a new construction home, December 17, 2007, to add to our public housing inventory. The house is located in Gold Star Acres Subdivision in Northport. We have approximately 13 families in our Section 8 program who are renting new construction garden homes that was developed for home buyers.

Our goal to purchase another single family dwelling will be obtained when we receive the FY 2009 CFP grant allocation. We will use the 2008 RHF and \$50,000.00 of the 2008 CFP grant combined with the 2009 CFP grant line item 1499.

In 1990 we met the requirements outlined in Section 504 of the Rehabilitation Act of 1973. Since then we have completed forty units of our New Development

"Stonebrooke" which consists of two ADA accessible two-bedroom apartments and two ADA accessible three-bedroom apartments to include "hearing impaired". All of the apartments are ADA adaptable. We have added additional portable handicapped ramps to approximately three apartments also. Currently we provide Section 8 Site Based assistance to eleven MRI Housing Choice Voucher families @ Grandview Apartments owned by Morrow Realty.

The Northport Housing Authority has established a goal for housing 40% of its new admissions with families whose incomes are at/or below the area median income.

At the beginning of each fiscal year this goal will be achieved by taking 40 % of the total number of move ins from the previous housing authority's fiscal year.

As stated above, the Northport Housing Authority has implemented a site based waiting list, all interested persons may apply for admission for both public housing and section 8 @ the central office of the authority. We submit occupancy data to HUD's Multi-Family Tenant Characteristics Center Systems (MTCS) using HUD's form 50058.

Our site based waiting list provides each applicant full disclosure of any options available in the development selection in which to reside, including basic information about site location, occupancy, number and size of accessible units, amenities such as washer/dryer connectors, laundry room, ceiling fans, all wood cabinets, off street parking, security, central heat/air, etc.

The Northport Housing Authority will follow the Tenant Selection Criteria/Policies stated below:

The Northport Housing Authority will verify eligibility for admission to Public Housing upon receipt of his/her application.

The Northport Housing will use information received from State, Local, as well as FBI criminal or drug related activities, rental history and housekeeping records to establish eligibility for admission to Public Housing.

The Northport Housing has elected to use the site-based waiting list method as part of our efforts to compete with the private market.

Interested applicants may apply for admission by obtaining an application from the Central Office of the Authority. The applicants will receive a brief description of each site as well as the opportunity to review a brochure which consists of a full disclosure of any options available in each development, including basic information about site location, occupancy, number and size of accessible units, amenities, etc.

Applicants are given three vacant unit choices before he/she fall to the bottom of/or removed from the waiting list.

The Northport Housing Authority does not have plans to exceed the federal targeting requirements by targeting more than 40% of all new admissions to Public Housing families at/or below 30% of the media area income.

The Northport Housing Authority will consider emergencies, overhoused, underhoused, medical justification, administrative reasons, resident choice, transfer for convenience, incentive, site based selection.

The Northport Housing Authority plans to employ the former federal preferences, involuntary displacement, victims of domestic violence, working families and those unable to work because of age or disability, veterans and veteran's families, residents who live and/or in the jurisdiction, households that contribute to meeting income goals and local residents.

Applicants will be considered for occupancy based on the date/time he/she places his/her application.

The Northport Housing Authority will review its pool of applicants and will depend on the families income to ensure that we meet income targeting requirements.

The Northport Housing Authority's Lease, Admissions and Continued Occupancy Policy and Briefing Seminars will be used as reference material to provide information about the rules and regulations relating to occupancy.

The Northport Housing Authority requires that each family reports a change in his/her income/family composition within ten days of the change, and at annual recertification.

The Northport Housing Authority's Section 8 Program will use the same method of screening applicants as stated above (for Public Housing) to verify eligibility for admissions to the Housing Choice Voucher Program.

The Northport Housing Authority's Section 8 Tenant Based assistance waiting list is single.

Interested applicants may obtain an application for admission to Section 8 tenant based assistance by visiting the main office of the authority.

The Northport Housing Authority will give extensions on the standard-60 day period to search for a suitable unit if the voucher holder can provide documentation that circumstances has arised that is beyond his/her control.

The Northport Housing Authority 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% the median area income.

The Northport Housing Authority will give the following admissions preference to applicants who are involuntary displaced by (disaster, government action, action of housing owner, victims of domestic violence, working families and those unable to work because of age or disability, veterans and veteran's families, residents who live and/or work in our jurisdiction, those enrolled currently in educational training, or upward mobility programs, households that contribute to meeting income goals.

Applicants will be selected for admissions to the Housing Choice Voucher Program based on the date and time of applications.

The Section 8 Administrative Plan, Briefing Sessions and written data will be made available to provide reference materials to applicants/residents on the policies governing eligibility, selection and admissions to any special-purpose Section 8 Program.

The Northport Housing Authority will give credit for admissions to verify the Housing Choice Voucher Program, if admissions of extremely low income families on the Housing Choice Voucher Program exceeds the 75% minimum targeting requirements for the Voucher Program during the PHA's Fiscal Year will be credited against the Northport Housing Authority's basic targeting requirement for the same fiscal year.

The Northport Housing Authority will make a public announcement to notify the public of the availability of any special purpose Section 8 Program, and opening/closing of the waiting lists.

The Northport Housing Authority's deconcentration rule is submitted as an attachment to this plan. **See attachment: a152a01**

## **6.2 Statement of Financial Resources**

The Northport Housing Authority anticipates receiving the following funds from HUD FY 2009:

Public Housing Operating Fund	\$1,143,207.00
Public Housing Capital Fund	\$879,588.00
Public Housing Dwelling Rental Income	\$481,584.00
Section 8 Tenant Based Assistance	\$2,001,048.00
Administrative Fee	\$241,254.00
Replacement Housing Factor Grant	\$0.00
Late Fees/Laundry/Other	\$50,000.00
ARRA CFP Grant	\$879,588.00
Total Resources	\$5,676,269.00

We will use funds from our Capital Fund Program to continue modernization improvements in our AL152001, 03, and 04 sites. We will use funds from our FY '08 Replacement Housing Factor grant to purchase replacement housing for some of our residents, assuming that it would become project AL152008. We have completed Phase I, and II of our new development Stonebrooke. Phase II was completed in August 2006. Both are 100% occupied and has approximately .01% turnaround. It is our goal to sell the property located at 1401 3<sup>rd</sup> Street (formerly East Circle, AL152002) at a cost of 3 Million dollars and use the proceeds to complete the Stonebrooke development. If the property sells for more than 3 Million dollars, and/or if there are any proceeds remaining after the development is complete, we will keep those funds in the Central Office Cost Center for operations.

We have designated funds in our reserve accounts Public Housing and (Pre 2004 Section 8) for future modernization projects. However, in FY 2008 we used approximately \$179,509.35 of our reserves to subsidize our operating budget.

We have designated funds in our reserve accounts (Both PH and Pre 2004 Section 8) for the following



A. Subsidized Operating Budget (Estimated)

Management Expenses, Salaries, Employee Benefits, etc.  
Section 8 HAP Payments

FYB 2009	\$952,959.97
FYB 2010	\$767,795.97
FYB 2011	\$587,959.97
FYB 2012	\$407,959.97
FYB 2013	\$227,959.97

\*\*Considering \$362,928.00-Section HAP-(NRA) Accounts within the Northport Housing Authority's 393-Baseline Vouchers.

At least 15% of the above will be allocated to the Section 8 Reserves. (per 2004/2005) (as needed)

**6.3 Rent Determination**

The first step in computing rent is to determine each family's Total Tenant Payment (TTP). If the family is occupying a unit that has resident paid utilities, the utility allowance is subtracted from TTP. If the results of this computation is positive, the family will pay the amount for rent. If TTP less the utility allowance is a negative figure, the results is the utility reimbursement which is paid directly to the family.

The Northport Housing Authority 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, \$50.00 minimum rent (less HUD mandatory deductions and exclusions).

**Minimum Rent** for the Northport Housing Authority is \$50.00 per month, however, hardship exemption will be granted to residents who can provide documentation that he/she is unable to pay the \$50.00 due to a long term hardship (over 90 days).

Examples under which the residents would qualify for the hardship exemption to the minimum rent would be limited to the following:

- The family has lost eligibility determination for federal, State or local assistance.
- The family would be evicted as a result of the imposition of the minimum rent requirements.

- The income of the family has changed circumstances, including loss of employment.
- A death in the family has occurred; or
- Other circumstances as determined by the Executive Director.

## **RENT CHOICES**

At initial certification and subsequent annual reexamination residents will be offered a choice of paying either the income based rent or the flat rent applicable to the unit they have selected.

Families are required to report any changes in income or family composition to the Northport Housing Authority between reexaminations within ten days of the change.

## **FLAT/CEILING RENTS**

Ceiling rents provide an incentive for residents to remain in Public Housing when his/her flat rents have been reduced to income based rents because of a hardship and whose income based rent is unreasonable for the housing provided. The Ceiling rent is in effect only for the portion of the year between the family's interim increase in rent and his/her next annual reexamination (at which time they can select the flat rent).

Ceiling Rents have been established for all dwelling units in all developments. Ceiling rents are based on the Flat rent plus any applicable utility allowance but not less than 75% of the average operating cost of the units in the development. Residents selecting ceiling rents will pay the lower of the ceiling rents or income based rent.

Ceiling rents will be adjusted annually to the level of the "Flat" rents plus the utility allowance.

## **FLAT RENTS**

All Northport Housing Authority's Residents will be offered the opportunity to choose "Flat" or "Income based" rent and the Northport Housing Authority will maintain documentation of the offer and selection in his/her files.

Flat rents are market based rents. They vary by unit size, type and development location. Residents are offered the choice of paying an income based or flat rent annually at admission or re-examination.

Flat rents represent the actual market value of the Housing Authority units. Northport Housing Authority generally considers the following sources of information to establish the flat rent schedule.

- HUD most recent published FMRs
- The Section 8 rent reasonableness study of comparable housing
- Study of similar unassisted units in the neighborhoods
- Size of the Housing Authority's units compared to non assisted rental units from the neighborhood
- Age, type of unit and condition of the housing authority's units compared to non-assisted rental units from adjacent neighborhoods
- Amenities (childcare, laundry facilities, playgrounds, community rooms, social services, education/job training programs, etc.) at the housing authority's properties and surrounding neighborhood;
- Quality of local schools serving the housing authority's development.
- Availability of accessible units for persons with mobility impairments.

The Housing Authority will review the Flat Rent structure annually and adjust the rents as needed. Residents choosing flat rent will not be affected by any adjustment until his/her next regular reexamination.

Families Paying Flat Rents will be required to recertify income only every three years, rather than annually, however, he/she are still required to participate in an annual reexamination in order to ensure that the unit size is still appropriate and community service requirements are met.

## **RENT DETERMINATION-SECTION 8 HOUSING CHOICE VOUCHER**

The Northport Housing Authority will not employ any discriminatory rent-setting policies for income based rents for the Section 8 Program. Income based rents (TTP) is the highest of the following amounts:

- 30% of the family's monthly adjusted income
- 10% of the family's monthly gross income, or
- Minimum rent

The Northport Housing Authority will suspend and/or exempt families from minimum rent when a financial hardships exists. Examples:

- A hardship will be considered to exist only if the loss of eligibility has an impact on the family's ability to pay the minimum rent
- In order for a family to qualify under the eviction provision, the cause of the potential eviction must be the family's failure to pay rent to the owner
- The Northport Housing Authority will use the same hardship procedure for Public Housing in the Section 8 Program
- In order to qualify under the provision of "A death has occurred in the family" a family must describe how the death has created a financial hardship (ex. Funeral-related expenses or the loss of the family member's income).

### **Payment Standards**

Payment Standard for a family is the lower of the payment standard for family unit size, which is defined as the appropriate number of bedrooms for the family under the PHA's subsidy standards or the payment standard for the size of the dwelling unit rented by the family.

The Northport Housing Authority increases the Section 8 Payment Standard Annually to 100% of the HUD Published Fair Market Rents to comply with the goals of our Section 8 Corrective Action Plan.

The payment standards are reevaluated for adequacy annually.

We consider the following factors when measuring the adequacy of the payment standards.

- Success rates of assisted families and rent burdens of assisted families.
- Additional information referencing the Section 8 Program can be found in the Section 8 Administrative Plan.

### **6.4 Operations and Management**

The Northport Housing Authority has developed and provided as an attachment the NHA's Management Structure and organizational Chart.

The Northport Housing Authority uses the "Maintenance Operations Manual" as a guide to set forth the standards for governing maintenance management of housing owned and operated by the Authority. The manual involves the eleven elements of the Maintenance System.

- A) Annual Maintenance Management Plan
- B) A Work Order System
- C) Routine Maintenance
- D) Emergency Maintenance
- E) Preventative Maintenance (PM)
- F) Vacancy Turnaround
- G) Annual Inspections (according to UPCS standards)
  - 1) Building and site systems/equipment inspections/preventative maintenance, repair, and Services.
  - 2) Quality Control inspections
- H) Crime/Vandalism Control
- I) Warehousing and Inventory
- J) Maintenance of tools and equipment
- K) Extraordinary repair and replacement
- L) Capital Fund Program Schedule

The former Deputy Director (currently) Executive Director, held a series of classes with the maintenance staff and discussed the contents of the manual.

The Northport Housing Authority contracts with local pest control providers to treat and provide monthly services to dwelling units, offices and community buildings for eradication of cock roaches, rats, ants and silverfish. We usually ask for the pest control provider to provide an initial treatment, monthly services inside all units, offices and buildings, unlimited call back services as well as a treatment to the outside barriers quarterly. Currently, we are in a short term contract with ABC Pest Control Services. The Northport Housing Authority has entered into a contract with a variety of Pest Control providers to treat and inspect for termites.

### **Management and Programs of the Northport Housing Authority**

The Northport Housing Authority's organization structure is composed of the following:

- 1) A Five Member Board of Commissioners-Retired Insurance Agent, Chairman, Dean of School of Social Work, Vice-Chairman, CEO/Owner of a local Auto Parts Store, Secretary of Student Affairs Department University of Alabama, English Teacher Shelton State Community College, Commissioners.
- 2) CEO/Executive Director, Certified Property Manager (CPM)

- 3) Bookkeeper (Accountant Assistant)
- 4) Two Property Managers
- 5) Administrative Assistant
- 6) Office Assistant/Special Program Coordinator
- 7) Section 8 Manager
- 8) Assistant Section 8 Manager
- 9) Section 8 Office Clerk
- 10) Youth Sports/Resident Services Coordinator/Part Time Section 8 Inspector
- 11) Lead Maintenance Mechanic I, II
- 12) Maintenance Superintendent/Special Project Coordinator
- 13) REAC Consultant
- 14) Four Mechanic Assistants
- 15) Three Laborers and
- 16) One person assigned to Ground Maintenance

The Maintenance Plan was developed and outlined in a "Corrective Action Plan", in 2005, and was updated again in 2008. The Plan was developed to improve the PHAs scores particularly Indicator One-Physical Inspections, and to help avoid a lot of maintenance crisis.

The Work Order System was designed to identify the housing authority's priorities and plans for completing the work orders. This gives us an opportunity to record the maintenance work that needs to be completed, assign the work, track its progress of completion, document material usage and provide a basis for monitoring effectiveness and productivity of the staff.

## **Maintenance**

The Northport Housing Authority has four types of Work Orders.

***Routine-non emergency*** where the work is performed to maintain the community.

***Emergency***-are performed when repairs are needed to prevent/care situations that threatens the life, health, or safety of a family.

***Inspection Work Orders***- are generated by the housing authority after Annual/Quality Control Inspections have been performed and repairs are needed.

***Preventative Maintenance*** is work performed to prevent breakdown of major mechanical systems and equipment and prevent deterioration of community units and equipment.

***Vacancy Turnaround*** The Northport Housing Authority's goal is to reduce the number of calendar days between the day a unit was vacated and the day a new lease is executed to a minimum of five and a maximum of seven days is in the process of being revised.

Our goal for a rapid turn around will help us accomplish our mission of providing housing to our residents that are decent, safe, sanitary and affordable and at the same time reduce the loss of income for the authority.

The Northport Housing Authority insures that 100% of its dwelling units and systems are inspected annually. Inspections are performed according to Uniform Physical Condition Standards (UPCS) to ensure decent, safe and sanitary housing for residents by identifying necessary corrections before problems become severe, or dangerous.

The Northport Housing Authority performs -

***Move Out Inspections*** when a family vacates a unit. Move Out Inspections are performed by the Property Managers and are used to compare the condition of the unit when the family moved out and the unit condition at move in of a new family. We use the move out inspections to determine if the family damaged the property and whether they should be charged for damages.

***Move In Inspections*** are performed to ensure that all work needed to make the unit decent, safe and sanitary has been completed and to document the units condition when it is leased to a new family. The Northport Housing Authority Maintenance Employees uses the form "Make Ready" for a guide to prepare the unit for a new resident.

Currently, the Move Out/Move In Inspection forms are in the process of being revised to be UPCS comparable.

***Quality Control Inspections*** The Northport Housing Authority uses Quality Control Inspections to monitor the quality of work completed from routine and emergency work orders, the accuracy and adequacy of annual inspections, progress and quality of vacancy preparation work, the timelines and quality of preventative maintenance inspections and repairs and contract maintenance.

Quality Control inspections are generally performed by the CEO/Executive Director, an inspector from Ozark Housing Authority Inspection Team or Executive Director trained designees (Edward Ballard, Dexter Young) and Henry Arrington inspects contract maintenance.

***Warehousing and Inventory*** is performed annually by the Bookkeeper, Fee Accountant and Maintenance Staff. The Maintenance Superintendent recently installed individual bins in the Maintenance Shop to comply with Property Based Accounting and to securely store materials/supplies for each development.

Currently we purchased supplies and materials as needed and keep a minimum amount on stock for emergencies. Work orders are also used to help monitor the use of supplies and materials.

The Northport Housing Authority has a system that allows each maintenance employee to maintain and manage his/her small tools and a check out system for equipment such as lawnmowers, etc. Each employee must complete a vehicle safety check list when driving company vehicles and sign for the gas card when needed.

The Maintenance Superintendent conducts an inspection on all tools and equipment Semi Annually.

***Extraordinary repair and replacement***- The Northport Housing Authority currently address the above mentioned replacement/repairs through line items 1450/1460 in our Capital Development Program.

The Northport Housing Authority will provide an Annual Statement and Five Year Plan as an attachment to describe the capital improvements necessary to ensure long term physical and social viability as well as any energy efficient and accessible upgrades of our public housing units. We will include an estimated cost and supporting documentation.

### **Crime and Vandalism Control**

The Northport Housing Authority will continue to contract with the City of Northport to provide three Police Officers which includes the Assistant Chief a Sergeant and two Patrol Officers with four badges and three stripes to provide above baseline law enforcement services to the Northport Housing Authority communities. The CEO/Executive Director will meet with the Chief/Assistant Chief of Police and/or other City Administrators to review the contract annually.



The Northport Housing Authority takes into consideration the following measures to ensure safety and prevent crime and vandalism from developing and to further provide a pleasant living and working environment for our Residents, Property Managers, Maintenance and other employees.

The Northport Housing Authority has established a police precinct in our West Circle, Valley Hills, Knoll Circle and Stonebrooke developments. We have installed security cameras at the Stonebrooke development and increased lighting at Knoll Circle and Northgate Circle in our efforts to continue crime/drug prevention measures and activities throughout our developments.

### **6.5 Grievance Procedures**

The Northport Housing Authority (Section 8/Public Housing ) will make available to all applicants at all times of admissions, all Residents during recertification and if an eviction letter is sent to an existing family, the Grievance Procedures and the procedure to obtain a hearing.

Residents requesting a grievance must present it personally, either orally or in writing. Upon the filing of a written request a resident shall be entitled to a hearing before a hearing officer.

Grievance does not include any dispute a resident may have with the Northport Housing Authority concerning termination of tenancy or eviction that involves any criminal activity that threatens the health, safety, or right to peaceful enjoyment of the Northport Housing Authority's public housing premises by other residents or employees of the authority, or any drug-related criminal activity on or near the premises.

The Grievance and informal hearing procedure consists of the following:

- I. Right to a hearing
- II. Definitions
- III. Procedures prior to a hearing
- IV. Procedures to obtain a hearing
- V. Procedures governing the hearing
- VI. Decisions of the Hearing Officer

A copy of the Grievance Policy has been included as an attachment to this plan.

## **6.6 Designated Housing for Elderly and Disabled Families**

The Northport Housing Authority does not plan or has applied for approval to designate any public housing for occupancy only by elderly families or only by families with disabilities, or by elderly families and families with disabilities, or have intentions to apply for designated for occupancy by elderly families or families with disabilities, or by elderly families and families with disabilities as provided by Section 7 of the U.S. Housing Act of 1937 in the upcoming fiscal year.

The City of Northport has a High Rise "The Presbyterian Apartments" which was built and designated for elderly and disabled families only, therefore, we receive very few applications for elderly/disabled families.

## **6.7 Community Service and Self Sufficiency**

The Northport Housing Authority will comply with community service requirements by requiring all non-exempt adult public housing residents to contribute eight hours of community services;

- (1) Participate in a self-sufficiency program for eight hours per month; or
- (2) Perform eight hours per month of combined activities

For the purpose of community service requirements an adult is a person 18 years or older.

- An adult who is exempt must be:
  1. 62 years of age
  2. Qualifies with disabilities that present the individual's compliance
  3. Is engaged in work activities as defined in Sec. 407 (d) of the Social Security Act
  4. Is participating in at least eight hours per month in a welfare to work program
  5. Is a member of a family receiving from and in compliance with a state program funded under Part A, Title IV of the Social Security Act
  6. Currently working at least 20 hours per week

Non exempt adults failing to comply with the Community Service requirements and/or provide appropriate verifiable documentation prior to the date required

shall result in his/her lease not being renewed by the Northport Housing Authority.

The Northport Housing Authority offers the following programs to our residents and participants:

- 1) Public Housing Rent Determination Policies.
- 2) Public Housing Admissions Policies.
- 3) Preferences in Admission to the Section 8 Program for certain public housing families.
- 4) Preference for families working or engaging in training or education programs for non-housing programs operated or coordinated by the housing authority.
- 5) Preference/eligibility for Section 8 home-ownership participation for public housing families.
- 6) Resident Retention.

The Northport Housing Authority provide the following services and programs to promote or enhance the economic and social self-sufficiency to our residents:

- 1) Joint Resident Council Meetings.
- 2) Individual Resident Council Meetings.
- 3) Resident Advisory Board.
- 4) Back to School Drive-(provide supplies).
- 5) Halloween Celebration (candy/goodies).
- 6) Youth Basketball.
- 7) Youth Softball.
- 8) Youth Baseball.
- 9) Christmas Reception.
- 10) Christmas Toys.
- 11) Kids on the Rock.(Northport Church of Christ)
- 12) Focus on Senior Citizens.
- 13) After School Tutorial Program.
- 14) Dance Classes.
- 15) Youth/Adult Volleyball.

The Northport Housing Authority coordinates with Northport Baptist Church with the IMPACT for Kids- Programs.

- 16) Adult/Youth Nutrition Classes.
- 17) Boy Scout Troop (planned)
- 18) Girl Scout Troop (planned)
- 19) Domestic Violence Classes (planned)

- 20) First Aid Classes (planned)
- 21) CPR Classes (planned)
- 22) Criminal Justice Classes (planned)
- 23) Drivers Education Classes (planned)
- 24) Self Defense Classes for Women (planned)
- 25) Tuscaloosa County Schools- Assist with field trips for the Northport Housing Authority's children- previously we would take the children on field trips, using funds from our PHDEP Grants- However, we cannot afford the cost of transportation, insurance, food, etc.

The Northport Housing Authority complies with the statutory requirements of Section 12 (d) of the U.S. Housing Act of 1937 relating to the treatment of income changes resulting from welfare programs by informing our residents of new policies on admission and re-examination and by actively notifying our residents of new policies in addition to admission and re-examination.

The Northport Housing Authority will continue to collaborate Career Day programs and FSS meetings to provide counseling from our local Community College and others. Continue to organize the program coordinating committee for the FSS program.

The Northport Housing Authority will continue to provide staff and residents with expertise on Financing, Home Buying and/or seek additional affordable housing in the City of Northport, to include Section 8 Homeownership programs.

It is our goal to collaborate a REAC Disaster Awareness Day for our residents during the spring of 2009. The disaster Team is lead by Sgt. Pate, and Northport's Chief of Police provides guidance to the Resident on Disaster Awareness.

The CEO/Executive Director held REAC Meetings in all developments and discussed as well as provided the Residents with a REAC Inspection Booklet designed exclusively for Northport Housing Authority Residents.

All developments are affected by these services.

West Circle	AL152001, 003, 004	AMP 11
Stonebrooke	AL152005, 006	AMP 11
Northgate Circle	AL152004	AMP 12
15 <sup>TH</sup> Street Court	AL152003	AMP 12
Valley Hills	AL152003	AMP 12

Knoll Circle	AL152004	AMP 12
Gold Star Acres	AL152007	AMP 12

The Northport Housing Authority entered into a cooperative agreement with the TANF Agency to share information and/or target supportive services.

### **6.8 Safety and Crime Prevention**

The Northport Housing Authority will use the following tools to measure our goals and determine the actions needed to improve the safety/security for our residents.

1. Observe Residents Support/Participation.
2. The analysis of crime statistics from police reports, newspaper's, resident's reports, etc. for crimes committed in and around our public housing developments.
3. The analysis of cost trends for repair and removal of graffiti and vandalism.
- 4 Review the statistics of incidence of violence and/or drug related activities in our developments.
- 5 Review the statistics of high incidence of violence and/or drug related crime in the surrounding areas or neighboring communities to our developments.

We have noticed that there is a high evidence of violence and /or drug-related activities in our surrounding areas, near our developments. Last fiscal year the Residents in Knoll Circle have expressed concerns for their safety. We contracted with Alabama Power Company and installed (bright) lights which appears to be daylight @ midnight. The City of Northport contracted with Alabama Power Company to install lighting in our Northgate Development.

The Northport Housing Authority plans to contract with outside sources (churches, schools, police departments, etc.) and/or resident organizations in our effort to prevent drug/criminal related activities in our developments. We plan to target at risk youth, adults, victims of domestic violence, and senior citizens.

We used the results of Resident support/participation, Police Reports and analysis of Crime Statistics referencing criminal activity in surrounding areas or public housing units, and statements from our residents. The Northport Housing Authority has and always will take the following measures to prevent crime and drug activity in/around our housing authority.

- Continue to organize Resident Neighborhood Watch programs.

- Continue activities programs that would target at risk youth, adults, and/or seniors.
- We will coordinate with the Northport Police Department to encourage and continue police involvement throughout our development, implementation, and/or ongoing evaluation of drug related and criminal activities in/around our developments.
- The Northport Police Officers will continue to provide crime data to housing authority employees for analysis.
- The Police Officers will conduct foot patrol, bike patrol and participate in any/all housing activities.
- The Police Officers provide security for community center rentals, participate in Resident Council meetings, Ball games, Disaster Awareness days, etc.
- Organize the PAL Program (Police Athletic League).
- June 5, 2008, the Northport Housing Authority developed a "Corrective Action Plan" to identify a comprehensive strategy to effectively address any criminal deficiencies in our public housing developments.

The Northport Police Department does testify in court during eviction proceedings, as well as meet with the CEO/Executive Director and Property Managers

## **6.9 Pets**

The Northport Housing Authority has adopted a pet policy for use in all HA properties. All Residents must comply with the policy. Failure to comply with the Pet Policy will be considered a serious breach of the lease. Residents will comply with Section IV (P) of the dwelling lease that states, "Not to keep or allow dogs, cats, or any other animals or pets on the premises without prior written consent of Landlord."

### Assisted Animals

The Pet Policy does not allow assistance animals that are used to assist persons with disabilities.

There is no language in the policy that limits or impairs the rights of persons with disabilities. Provided, however, the Northport Housing Authority reserves the right to have a doctor or appropriate professional chosen by the HA to evaluate each case or conduct an examination of the person and/or records to assist the

Northport Housing Authority in determining whether the requested animal is an assistance animal or a pet. (**pet policy see attachment a152b01**)

## **6.10 Civil Rights Certification**

The Housing Authority of the City of Northport, Alabama does hereby agree and certify that it will carry out this Agency Plan (both Five-Year and Annual Plans) in compliance with all applicable civil right requirements and will affirmatively further fair housing. In particular, the Northport Housing Authority will comply with title VI of the Civil Rights Act of 1964, the Fair Housing Act, Section 504 of Rehabilitation Act of 1973, and title II of the Americans Disabilities Act of 1990. The Northport Housing Authority has in the past and will in the future continue its anti-discrimination efforts.

### A. Complying with Civil Rights Laws

1. Civil rights laws protect the rights of applicants and residents to equal treatment by the Housing Authority in the way it carries out its programs. It is the policy of the Northport Housing Authority to comply with all civil rights laws, including but not limited to:
  - Title VI of the Civil Rights Act of 1964, which forbids discrimination on the basis of race, color, religion, national origin or sex;

Note: The Northport Housing Authority is not only permitted but is required to provide persons with disabilities with housing that is appropriate for their needs. This accessible or adaptable housing, although different from that provided to others, is permitted because it permits persons with disabilities to participate in the public housing program.

- Title VIII of the Civil Rights Act of 1968 (as amended by the 1974 HCDA and the Fair Housing Amendments Act of 1988), which extends protection against discrimination based on disability and familial status , and spells out forms of prohibited discrimination;
- Executive Order 11063;
- Section 504 of the Rehabilitation Act of 1973, which describes specific housing rights of persons with disabilities;
- The Age Discrimination Act of 1975, which establishes certain rights of the elderly;
- Title II of the Americans with Disabilities Act of 1990 (ADA) requires that the HA provide individuals with disabilities with access to its

programs, services and activities including, common areas and public spaces. However, Title II does not require that individual housing units be accessible to individuals with disabilities; rather, Section 504 and the Fair Housing Act govern access for individuals with disabilities to the Housing Authority's housing units;

- Any applicable state laws or local ordinance, and;
  - Any legislation protecting the individual rights of residents, applicants, or staff that may subsequently be enacted.
2. The Northport Housing Authority shall not discriminate because of race, color, national origin, sex, religion, familial status, or disability in the leasing, rental, occupancy, use, or other disposition of housing or related facilities, including land that is part of a development under the Housing Authority's jurisdiction covered by a public housing Annual contributions Contract with HUD.
  3. The Northport Housing Authority shall not, on account of race, color, national origin, sex, religion, familial status, or disability:
    - Deny anyone the opportunity to apply for housing (when the waiting list is open), nor deny to any qualified applicant the opportunity to lease housing suitable to their needs;
    - Provide anyone housing that is different (of lower quality) from that provided to others;
    - Subject anyone to segregation or disparate treatment;
    - Restrict anyone's access to any benefit enjoyed by others in connection with the housing program;
    - Treat anyone differently in determining eligibility or other requirements for admission;
    - Deny anyone access to the same level of services, or
    - Deny anyone the opportunity to participate in a planning or advisory group that is an integral part of the housing program.
  4. The Northport Housing Authority shall not automatically deny admissions to otherwise qualified applicants because of their membership in some group to which negative behavior may be imputed (e.g., families with children born to unmarried parents or families whose head or spouse is a student). Instead, each applicant who is a member of a particular group will be treated as an individual based on his/her attributes and behavior.



5. The Northport Housing Authority will correct situations or procedures that create a barrier to equal housing opportunities for all. To permit people with disabilities to take full advantage of the Housing Authority's housing program and non-housing programs, in accordance with Section 504 and the Fair Housing Amendments Act of 1988, there are requirements, optional actions and prohibitions:
  - a. The Housing Authority must, upon request by an applicant or resident with a disability:
    - Make structural modifications to its housing and non-housing facilities and;
    - Make reasonable accommodations in its procedures or practices unless such structural modifications or reasonable accommodations would result in an undue financial and administrative burden on the Authority, or would result in a fundamental alteration in the nature of the program.
  - b. In making structural modifications to "existing housing programs" or in carrying out "other alterations" for otherwise qualified persons with disabilities, the Northport Housing Authority may, but is not required to:
    - Make each of its existing facilities accessible;
    - Make structural alterations when other methods can be demonstrated to achieve the same effect;
    - Make structural alterations that require the removal or altering of a load bearing structural member; or
    - Provide an elevator in any multifamily housing property solely for the purpose of locating accessible units above or below the ground level.
  - c. When the Northport Housing Authority is making "substantial alterations" to an existing housing facility the Housing Authority may, but is not required to:
    - Provide an elevator in any multifamily housing property solely for the purpose of locating accessible units above or below the ground level;
    - Make structural alterations that require the removal or altering of a load bearing structural member; or
    - Make structural alterations to meet minimum accessibility requirements where it is structurally impracticable also.

NOTE: The undue burdens test is applicable to housing undergoing "substantial alterations."

1. The Northport Housing Authority will not permit these policies to be subverted to do personal or political favors. The Northport Housing Authority will not offer units in an order different from that prescribed by this policy, since doing so violates the policy, federal law, and civil rights of the other families on the waiting list.

### **6.11 Fiscal Year Audit**

The Northport Housing Authority contracted with CPA Firm "Lawrence Hitt and Pugh," to conduct our fiscal audit, for FYE 2008. There were no findings; **see attachment a1152c01**

### **6.12 Asset Management**

The Northport Housing is currently engaged in the following activities which contributes to the long term Asset Management of the Public Housing stock.

#### 1) Property Based Accounting

The Northport Housing Authority considered size, tenancy, physical proximity, building type and facilities, when grouping our developments into properties we felt that it would be more advantageous for the authority and residents that we group our sites into two properties and continue to flow all business through our central office and central maintenance building.

Recently, we remodeled the front entrance of the Administrative Building to accommodate both Section 8 and Public Housing applicants/residents.

Recently, we assigned each maintenance mechanic and mechanic assistant his individual site to take responsibility for:

- All work orders
- All painting
- All Lawn Care
- All Apartment Make Ready (Turn Around)

The Maintenance Lead Mechanics, Superintendent is responsible for inventory and oversight of all of the work of the Mechanic/Mechanic Assistants.

The property groupings are as follows:

Group One

West Circle- AL152001, AL152003, AL152004  
Stonebrooke-AL152005, AL152006

Total 200 Units

Group Two

Knoll Circle-A152004  
Northgate Circle- AL152004  
Valley Hills-AL152003  
15<sup>th</sup> Street Court-AL152003  
3408 18<sup>th</sup> Street-AL152007

Total 171 Units

Totaling 371 Units

The Administrative Office, Maintenance Building, Police Substation, Community Building and Parking Garage are located in the West Circle Community. All full time administrative and maintenance staff, office supplies and equipment are located in these buildings and are all centrally located to/from all of our sites within a five mile radius. Joint Resident Council Meetings are held monthly in the community building and the residents enjoy the use of the building for children's birthday parties and other special occasions. This community is located across the street from the beautiful Kentuck Park, walking distance to a convenient store and family owned restaurant. The residents enjoy the privacy of off street parking located within 10 feet of their front door.

We included Stonebrooke in group one because it is located within the very next block of West Circle and these residents can also enjoy the comfort of living next to parks, schools, convenient stores and restaurants.

Stonebrooke is our newest development, we have completed 40 units in Phase One, Phase Two and making careful consideration for Phase Three.

Group Two consists of our Knoll Circle, Northgate Circle, Valley Hills, 15<sup>th</sup> Street Court developments and the single family home 3408 18<sup>th</sup> Street. As stated earlier they are also located within a five mile radius of the main office and maintenance building. All of the buildings in this group have many similarities in building design and material. Knoll Circle and Northgate Circle are constructed from the same building plans. The interior walls are all sheet rock. These apartments are built on a townhouse style and has some duplexes also. 15<sup>th</sup> Street Court is a scattered site consisting of only three one bedroom units. Knoll Circle and Northgate Circle are very close to Crestmont Elementary School, Lloyd Wood Junior High School, and the Civitan Park. Northgate Circle and 15<sup>th</sup> Street Court are in walking distance to Region's Bank and Piggly Wiggly Grocery Store. All five of our sites are in walking distance of the local churches in Northport, Northport Baptist, Mt. Galilee Baptist, New Zion Baptist, just to name a few.

None of our communities have adequate space to provide a place for an Administrative Staff or Maintenance Staff on site. We demolished seventy units in our 02 site April 2003, thereby losing subsidy over the past two/three years and have been forced to use our reserves for operations. We used CFP funds to build replacement housing and we do not have funds adequate to build new or remodel any buildings in our sites for office/maintenance staff.

Stonebrooke has office space and maintenance storage space of approximately 1,184 square feet. However, they are not adequate for office use. There is not a lobby or secure space between the entrance and office desk.

I have re-organized the organizational structure at the authority, and I am exploring opportunities for educational training for the property managers. It was my desire to allow the existing public housing manager to continue managing both properties, however, studies proved that it could not be done, I reviewed the skills/abilities of current staff, revised job descriptions, provided training and allowed my current staff to fill necessary positions.

My goal is to prepare a budget for each site as per funding. At that time, I should have a better view of what our housing authority can afford to do.

Currently, we are operating out of a tight budget and are exploring ways to improve everyday.

Since Property Based Accounting would allow the housing authority to charge site based expenses to each site, we plan to use any excess funds to begin improving curb appeal in all of our sites. We also plan to charge each site a management fee of approximately \$48.08 per unit per month (or per the management fee schedule issued by the Multifamily Field Office) which ever is greater.

2). Modernization

1. Demolish/rebuild Knoll Circle Community Building/Build Northgate Circle Community Building (using PHA Reserves)-Future CFP Grants
2. Purchase/install storage building w/HUD approval (using PHA reserves)
3. Make all units handicapped adaptable and all other REAC Requirements (using PHA reserves, CFP Funds)
4. Insulate Gym (using PHA reserves, CFP Funds)
5. Replace Gym Floor (using PHA reserves, CFP Funds)
6. Purchase rain shelters for mailboxes (using PHA reserves)
7. Increase Employee Salaries/Benefits (using PHA reserves)
8. Obligate PHA Reserves (Subsidize Operating Budget/Expenses/Salaries, etc.) (using PHA reserves) Prior January 04 Section 8 Reserves
9. Purchase office supplies/equipment
  - (1) New computer hardware-where needed
  - (2) New computer software-where needed
10. Obligate PHA reserves-Modernization
  - (1) Window shutters
  - (2) Dryer connectors in all units
  - (3) Replace cabinets-AL152003 site
  - (4) Replace Bathroom Walls/Tub Units
  - (5) Purchase generator for the Gym (in case of storm shelter for our residents)
  - (6) Remodel AL152001
    - (a) Replace Floors
    - (b) Install updated Light Fixtures
    - (c) Replace bathtub units

- (d) Replace plaster walls/ceilings
- 11. Apply for Family Self Sufficiency Coordinator
- 12. Treat all sites for possible subterranean infestation
- 13. Install fire stoppers in all units
- 14. Replace Old Windows
- 15. Roof Cleaning/Maintenance Replacement (where needed)
- 16. Purchase Lawn Equipment
- 17. Apply for Family Self Sufficiency Coordinator
- 18. Install fire stoppers in all units
- 19. Obligate Appropriate Funds
  - (a) Implement Homeownership Program
  - (b) Construct Section 8 Housing Choice Training Center
  - (c) Hire Homeownership Coordinator
  - (d) Provide Training
- 20. In Addition we will provide the 2009 Capital Fund Program Annual Statement as an attachment to the FYE 2009 Five Year Plan.

3) Pay the Bond Debt over the next Five Years

### **6.13 Violence Against Women Act (VAWA)**

HUD Published Notices: PIH 2006-23, on June 23, 2006, and PIH 2006-42 on December 27, 2006, for the Implementation of the Violence Against Women and Justice Department Reauthorization Act 2005 (VAWA).

The VAWA prohibits the eviction of, and removal of assistance from certain persons living in public or Section 8 assisted housing if the asserted grounds for such action is an instance of domestic violence, dating violence, sexual assault, or stalking as those terms are defined in Section 3 of the United States Housing Act of 1937 as amended by VAWA (42 U.S.C. 13925). The Northport Housing Authority distributed a notice on July 31, 2006, to all Public Housing Households and a notice was mailed to all Section 8 participant households on July 21, 2006, informing them that the HA would not evict or terminate Section 8 assistance to victims of criminal domestic violence, dating violence, sexual assault, or stalking, as well as members of the victims' family listed on the dwelling lease and/or Section 8 voucher. The HA would only take actions to have the person committing the violence removed from the dwelling lease and/or Section 8 voucher for the protection of the family. Based on the requirements contained in HUD Notice 2006-23, the HA developed a certification form for victims to certify that the alleged incident of abuse are bona fide and agrees to have the alleged abuser removed from the dwelling lease and/or issue the Section 8 Voucher. The

HA will also allow the victim and remaining members to be relocated for safety reasons to another public housing development managed by the HA and/or issue the Section 8 participant family a Voucher, which will allow for relocation. To inform new public housing households and Section 8 participant households of the requirements of VAWA, the HA developed a notice that is covered with the Public Housing household and the Section 8 participant household during the leasing session effective August 1, 2006, for Public Housing lease sessions on July 24, 2006, for Housing Assistance Payment contracts executed on or before July 24, 2006.

In addition the Northport Housing Authority has added a session on Domestic Violence to our Annual Programs. One of the Authority's own employees Ella Delois Smith, Assistant Section 8 Manager, came into the Authority as a victim of domestic violence in 1998. After approximately two years as a resident, she was employed by the Authority. Since that time she has been more than eager to share her experience with the residents by speaking with them @ Resident Council Meetings during the month of October. She has provided recommendations to applicants and residents to "Turning Point" a local domestic violence agency and the Authority has seen results with these residents.

In addition Ms. Smith and Northport Housing Authority's Police Officer Derrick Gardner plans to continue the Domestic Violence Awareness Programs.

**New Goals:** In compliance with the publication of HUD Notice 2006-23 and HUD Notice 2006-42, the Housing Authority is establishing a goal that individuals covered under the VAWA who completes the Housing Authority certification to the alleged abuse and complies with the conditions of the certification will not be evicted from Public Housing or lose his/her Section 8 subsidy. We've added this goal to the Northport Housing Authority's Five Year Plan and any activity related to the eviction of victims covered under VAWA will be reported as an update to future Five Year Plans for the Northport Housing Authority

**Update:** Since the Northport Housing Authority implemented the provisions of the VAWA, no public housing resident and/or Section 8 participant has been evicted or Section 8 subsidy lost who qualified as a victim of abuse covered under the VAWA Act.

In addition, we have housed three public housing families and two Section 8 Families have received vouchers as a result of this act.

**7.0 Hope IV, Mixed Finance Modernization or Development, Demolition and/or Disposition, Conversion of Public Housing, Homeownership Programs, and Project-Based Vouchers**

(a) Hope VI or Mixed Finance Modernization Development

(1) The Northport Housing Authority has not received, and/or does not have any plans to apply for a Hope IV revitalization grant and/or any mixed financial modernization or development during the upcoming fiscal year.

(b) The Northport Housing Authority plans to demolish the Knoll Circle Community Building only-AL152004 and rebuild a model facility that would accommodate resident activities and serve as a Maintenance Storage building for the Maintenance Mechanic assigned to that area.

Our Goal to demolish the community building only in our AL152004 Northgate Site has been revised. We plan to build a community building in the Northgate Community and leave the existing community building for a mini maintenance storage building. Our goal is to use the Capital Fund Program combined with Public Housing Reserves to demolish and build the community buildings. We will submit the demolition application to the Special Application Center for approval.

(c) Conversion of Public Housing- The Northport Housing Authority does not have any developments or portions of any developments that have been identified by HUD or the Northport Housing Authority as covered under Section 202 of the HUD FY 1996 HUD Appropriations Act.

(d) Currently the Northport Housing Authority does not administer any homeownership programs administered under an approved Section 5 (h) Homeownership Program (42 U.S.C. 1437 c) (h), or an approved HOPE I Program (42 U.S.C. 1437 aaa) neither has the Northport Housing Authority applied or plan to apply to administer any homeownership programs under Section 51 (h) the HOPE I program, or Section 32 of the U.S. Housing Act of 1937 (42 U.S.C. 14372-4) In the upcoming Fiscal Year 2009.

(e) Currently the Northport Housing Authority has eleven MRI families living @ Hampton Point apartments with Project based vouchers. We received approval from HUD March 2003, that our allocation of the Eleven Project Based Assistance Vouchers is within the 20% limit stipulation under the requirements of 24 CFR, Part 983.4.



## **8.0 Capital Improvements**

The Northport Housing Authority used HUD Form 52832 to review and analyze the need for Capital Improvements throughout our developments. They were as follows:

1. Demolish/rebuild Knoll Circle/Northgate Circle Community Center (using PHA Reserves)-Future CFP Grants
2. Purchase/install storage building w/HUD approval (using PHA reserves)
3. Make all units handicapped adaptable and all other REAC Requirements (using PHA reserves, CFP Funds)
4. Insulate Gym (using PHA reserves, CFP Funds)
5. Replace Gym Floor (using PHA reserves, CFP Funds)
6. Purchase rain shelters for mailboxes (using PHA reserves)
7. Purchase office supplies/equipment
  1. New computer hardware-where needed
  2. New computer software-where needed
8. Obligate PHA reserves-Modernization
  - (1) Window shutters
  - (2) Dryer connectors in all units
  - (3) Replace cabinets-AL152003 site
  - (4) Replace Bathroom Walls/Tub Units
  - (5) Purchase generator for the Gym (in case of storm shelter for our residents)
  - (6) Remodel AL152001
    - (a) Replace Floors
    - (b) Install updated Light Fixtures
    - (c) Replace bathtub units
    - (d) Replace plaster walls/ceilings
20. Treat all sites for possible subterranean infestation
21. Install fire stoppers in all units
22. Replace Old Windows
23. Roof cleaning/Maintenance (replace where needed)
24. Purchase Lawn Equipment
25. Obligate Appropriate Funds
  - (a) Implement Homeownership Program
  - (b) Construct Section 8 Housing Choice Training Center
  - (c) Hire Homeownership Coordinator
  - (d) Provide Training

26. In Addition we will provide the 2009 Capital Fund Program Annual Statement as an attachment to the FYE 2009 Five Year Plan.

**8.1 Capital Fund Program Annual Statement/Performance and Evaluation Report**

The Northport Housing will provide an Annual Statement and a Five Year Plan as an attachment to describe the Capital Improvements necessary to ensure long term physical and social liability of our public housing units. We will include an estimated cost and supporting documentation.

**8.2 Capital Fund Program Five Year Action Plan**-The Northport Housing Authority has provided HUD form 50075.2 for the first year of participation in the CFP Capital Fund Grant Program and an annual update of it's entire portfolio as a attachment to this plan.

**8.3 Capital Fund Financing Program (CFFP)** The Northport Housing Authority will pledge approximately \$166,553.37 of it's 2009 Capital Fund Program to Alabama Capital Program Revenue Bonds Series 2003-A for debt service payments according to our amortization schedule for this fiscal year.

**9.0 Statement of Housing Needs**

<b>Housing Needs of Families on the PHA's Waiting Lists</b>			
<input checked="" type="checkbox"/> Public Housing Site-Based or sub-jurisdictional waiting list (optional) <b>AMP 11/12</b>			
	# of families	% of total families	Annual Turnover
Waiting list total	585	100%	
Extremely low income <=30% AMI	584	100%	85%
Very low income (>30% but <=50% AMI)	0	0%	15%
Low income (>50% but <80% AMI)	0	0%	
Families with children	356	61%	
Elderly families	12	2%	
Families with Disabilities	70	12%	
Race/ethnicity (1)	59	10%	
Race/ethnicity (2)	526	90%	

<b>Housing Needs of Families on the PHA's Waiting Lists</b>			
Race/ethnicity (3)	0	0%	
Race/ethnicity (4)	0	0%	
Characteristics by Bedroom Size (Public Housing Only)			
1BR	258	45 %	
2 BR	184	32%	
3 BR	123	21%	
4 BR	20	4%	
5 BR	0	0%	
5+ BR	0	0%	

<b>Housing Needs of Families on the PHA's Waiting Lists</b>			
<input checked="" type="checkbox"/> Section 8 tenant-based assistance			
	# of families	% of total families	Annual Turnover
Waiting list total	1185	100%	
Extremely low income <=30% AMI	1168	99%	
Very low income (>30% but <=50% AMI)	17	1%	
Low income (>50% but <80% AMI)	0		
Families with children	1138	96%	
Elderly families	24		
Families with Disabilities	23	2%	
Race/ethnicity (1)	287	24%	
Race/ethnicity (2)	898	76%	
Race/ethnicity (3)	0	0	
Race/ethnicity (4)	0	0	

## **9.1 Strategy for Addressing Housing Needs**

The Northport Housing Authority will consider the following strategies to address the housing needs in our area.

Strategy Number One-Maximize the number of affordable units available to the Authority within our current resources by:

- a) Employing effective maintenance and management polices to maximize the number of public housing units off line. (Mod- Program AL152001 site)
- b) Reduce turn-around time to a minimum of Five and maximum of Seven days.
- c) Reduce remodeling time to renovate Mod-units
- d) Seek Replacement of Public Housing units lost to inventory by purchasing additional homes as well as continue to build the additional twenty four units @ our Stonebrooke development through the sale of the property located @ 1401 3<sup>rd</sup> Street. (former East Circle site)
- e) Maintain or increase Section 8 lease up rates by increasing the payment standards to 100% of the HUD published FMRs throughout our jurisdiction.
- f) Consider measures that would ensure access to affordable housing among families assisted by the authority regardless of the unit size required.
- g) Maintain and increase Section 8 lease up rates by marketing the program to owners, particularly those outside of areas of minority and poverty concentration.

Strategy Number Two-Increase the number of affordable housing units by:

- a) Applying for additional Section 8 units where available
- b) Leveraging affordable housing resources in the community
- c) Purchase housing resources other than Public Housing or Section 8 tenant based assistance, ex; homeownership program, and
- d) Purchase homes for the Public Housing residents

The Northport Housing Authority will consider the following strategies for targeting families at or below 30% of the AMI.

- a) Employ admissions preferences aimed at families with economic hardships and
- b) Adopt rent policies to support and encourage work
- c) Support Resident Retention

The Northport Housing Authority will consider the same (as above) strategies for targeting families at or below 50% of the AMI.

The Northport Housing Authority will consider any modifications needed in our Public Housing development to comply with Section 504 Needs Assessment to target assistance to families with disabilities.

The Northport Housing Authority will continue to affirmatively market to races/ethnicities to increase awareness of Public Housing resources among families of races and ethnicities with disproportionate needs.

The Northport Housing Authority will counsel residents (Section 8) as to location of units, outside of areas of poverty or minority concentration and assist them to locate and rent those units, and will market the Section 8 program to owners outside of areas of poverty/minority concentrations.

## **10.0 Additional Information**

### **a) Progress in Meeting Mission and Goals**

The primary mission of the Northport Housing Authority is to promote adequate and affordable housing, economic opportunity and a suitable living environment free from discrimination as we serve the needs of low, very low and extremely low income families in our jurisdiction.

Our mission is to provide drug free, above decent, safe, sanitary and affordable housing for eligible families and provide opportunities, and promote self-sufficiency and economic independence for all residents.

In our efforts to achieve this mission, we plan to:

- Recognize all applicants/residents as our ultimate customers. Place more emphasis on resident retention.
- Improve Public Housing Authority (HA) Management and service delivery efforts through effective and efficient Management of Housing Authority's personnel.
- Seek problem-solving partnership with residents, community, and government leadership.
- Improve Resident Satisfaction.

- Apply Housing Authority resources, to the effective and efficient management and operation of Public Housing programs, considering changes in federal funding.
- Comply with and support the Violence Against Women and Justice Department Reauthorization Act-2005.
- Enhance Curb Appeal.

Since we implemented the provisions of VAWA, no public housing resident and/or Section 8 participant has been evicted or Section 8 subsidy lost who qualified as a victim of abuse covered under the VAWA.

Recently, we've had one section 8 resident who has relocated to avoid additional stalking and violence from her ex husband.

### **PROGRESS IN MEETING OUR GOALS AND OBJECTIVES**

The goal to increase affordable housing is in transition as we purchased a single family dwelling December 2007. The house is located in Gold Star Acres Subdivision in Northport. Our goal to purchase another single family dwelling will be achieved when we receive the FY 2009 Capital Fund Allocation. We will use the 2008 Replacement Housing Factor Grant, \$50,000 of the FY 2008 Capital Fund Grant combined to complete the purchase.

It is our goal to continue purchasing single family dwellings in the future in our effort to reach our initial ACC of 400.

Our goal to complete the new development "Stonebrooke" will be met when we sell the property located at 1401 3<sup>rd</sup> Street, (former East Circle) AL152002. Any remaining proceeds from the sale will be kept in the central office cost center for operations.

We have had several offers on the property, however, the potential buyers were not willing to comply with the terms of the contracts. Currently, we have removed the "for Sale" sign and taken the property off the market, however, the Board of Commissioners agreed unanimously that they would be interested in a bona fide offer of three million dollars.

We have completed phase I, and II of our new development Stonebrooke. Phase II was completed in August 2006. Both are 100% occupied and has approximately .01% turnaround.

We met the requirements outlined in Section 504 of the Rehabilitation Act of 1973, in 1990. Our new development "Stonebrooke" which consists of two ADA accessible two-bedroom apartments and two ADA accessible three-bedroom apartments to include "hearing impaired". All of the apartments are ADA adaptable. We have added additional portable handicapped ramps to approximately six apartments throughout our developments.

Our goal to reduce vacancies by 3% has been met and is continuous each Fiscal year, actually, we were 100% occupied in the previous fiscal years.

Currently, we are in a contract with the City of Northport to provide three police officers which includes the Assistant Chief, a sergeant and two patrol officers with four badges and three stripes to provide above baseline law enforcement services to the Northport Housing Authority communities. The CEO/Executive Director meets with the Chief and/or the Assistant Chief along with other City Administrators to review the contract annually. Since we noticed that there is high evidence of violence and /or drug related activities in our surrounding areas and/or near our developments, we contracted with Alabama Power Company to install (bright) lights which appears to be daylight @ midnight in our Knoll Circle Development. The City of Northport contracted with Alabama Power Company to install additional lighting in our Northgate Development in the Fall of 2008.

After the installation of the additional lighting, our police reports are showing that criminal mischief has deminished in those developments.

In our effort to continue reduce crime and violence in our developments, we plan to partner with the Northport Police Department and implement a Police Athletic League (PAL)'s program. We plan to use our Gym located in the Valley Hills development for the site location, since we are experiencing an increase in criminal activity in that area.

June 5, 2008, we developed a Safety "Corrective Action Plan" to further identify a comprehensive strategy to effectively address any/all criminal deficiencies in our developments. The CEO/Executive Director and the Chief of Police signed the Corrective Action Plan.

Since that time, the Northport police Chief has implemented a Gang Suppression unit that performs "Sting Operations" to check driver's license, serve warrants and monitor any gang initiation activities.

Our goal to collaborate a REAC Disaster Awareness Day for our residents has been met and is continuous annually. During the Spring "month of May" we held a disaster awareness day in 2007 & 2008. We gathered pamphlets referencing all types of disasters, the CEO/Executive Director prepared REAC booklets (designed exclusively for Northport Housing Authority's residents) and distributed them to the residents. The Chief of Police spoke to the residents and provided guidance on disasters awareness. We provide food, juvenile entertainment (face painting, moon walks, music, etc.) and the residents make the best of the day. The disaster Awareness Team is lead by Sergeant Pate.

Our goal to educate the residents on REAC Inspections – the purpose, thereof, has been met and it continuous, the CEO/Executive Director held several meetings in all developments and discussed the contents of the REAC booklet along with additional information. It is the goal of the Authority that the Property Managers continue the meetings annually. After fiscal year 2008 REAC Inspections we hired a REAC Coordinator to be responsible for monitoring UPCS and REAC compliances.

Our goal to hire an independent tester to review our site based waiting list for assurance that it has not been implemented in a discriminatory manner and that no patterns or practices of discrimination exist has been met and will continue annually. The audit Firm of Lawrence Hitt and Pugh, LLC, performed the test for the FYE June 30, 2008, and has indicted that there were no findings of discriminatory patterns or practices.

Our goal to reorganize the organizational structure for the authority was met, and is being submitted as an attachment to this plan. **(see attachment al152e01)**

A meeting was held on March 5, 2009, to discuss the Five Year Plan with the Public. **(See attached "sign in sheet" al152g01)**

The Board of Commissioners designated the CEO/Executive Director to conduct the meeting. Commissioner Gwendolyn Little was in attendance and provided comments and directions from the Board. There were no comments from the public.

The Five Year Plan was discussed with the Joint Resident Council at its regular scheduled meeting held March 18, 2009. The residents of our



Valley Hills development submitted these suggestions following a recent individual Resident Council Meeting.

- More after school programs
- More Athletic Teams
- Community Clean Up (Three times a year with cook-out)
- Special Events (Singing, Plays, etc.)
- Cooking Classes
- Computer Classes
- Repair Ball field
- Community Day Care/Evening Care
- Summer Enrichment Program
- Lighting for Neighborhood
- Senior Citizens Programs

The Five Year Plan was distributed and discussed in it's entirety with the Advisory Board Members on March 24, 2009. Commissioner Little, Chairperson, opened the meeting and provided directions to the CEO/Executive Director to discuss the Plan, as a result of the meeting the following comments were submitted by the Resident Advisory Board Members.

1. We commended Ms. Ruby N. Burton, Executive Director in organizing the plan to assist school children of NHA with school field trips. We feel this is a great financial assistance for the parents.
2. We praise Mrs. Ella Smith, Section 8 employee for sharing "her personal experience" on abuse with the residents of NHA. We also thank Officer Derrick Gardner for his assistance in the "Domestic Violence Awareness Programs".
3. As stated by the University of Alabama economist, the unemployment rate is expected to rise another 8%. If the economy causes high unemployment among our residents, we are grateful the NHA Commissioners and Administrators have a "Hardship Exemption" in place.
4. As Resident Advisory Board members we have attended meetings with the Property Managers to organize resident councils. We also enjoy attending the "REAC Disaster Awareness Day" for our residents in May.

**(see attachment al152f01)**

The Northport Housing Authority's Board of Commissioners consists of Five Board Members appointed by the Mayor of the City of Northport. Gwendolyn P. Little, 1002 30<sup>th</sup> Ave., Apt. 30, was re-appointed by former Mayor Harvey Fretwell for a Five Year Term, June 24, 2004-June 23, 2009.

The Northport Housing Authority will seek guidance and/or approval from the U. S. Department of Housing and Urban Development to deviate from the 2004 Section 8 Corrective Action Plan- "referencing increasing the Payment Standards to 100% of the HUD published FMR" annually. After carefully reviewing Section 6.2 "Statement of Financing Resources", it appears that we are reducing our Section 8 reserves substantially. It would be in the best interest of the Authority that we consider the stability of the Section 8 Program as soon as possible.

The Northport Housing Authority does not plan to have any substantial deviation from the Five Year Plan or any amendments or modification to the Annual Plan as defined below.

**b) Significant Amendment and Substantial Deviation/  
Modification**

- a) Substantial Deviation from the Five Year Plan is an overall change in the direction of the Authority pertaining to the Authority's missions and goals. Example, deleting an existing mission/goal or adding a new mission/goal.
- b) Significant Amendment or modification to the Annual Plan-would be a change to a statutory or regulatory Housing Authority requirement that requires prior approval from HUD. Example, a change in the "Tenant Selection and Assignment Plan" of the Northport Housing Authority.

## **SECTION XXVI. DECONCENTRATION RULE**

1. Objective: The objective of the Deconcentration Rule for public housing units is to ensure that families are housed in a manner that will prevent a concentration of poverty families and/or a concentration of higher income families in any one development. The specific objective of the housing authority is to house no less than 40 percent of its public housing inventory with families that have income at or below 30% of the area media income by public housing development. Also the housing authority will take actions to insure that no individual development has a concentration of higher income families in one or more of the developments. To insure that the housing authority does not concentrate families with higher income levels, it is the goal of the housing authority not to house more than 60% of its units in any one development with families whose income exceeds 30% of the area median income. The housing authority will track the status of family income, by development on a monthly basis by utilizing income reports generated by the housing authority's computer system.
2. Actions: To accomplish the deconcentration goals, the housing authority will take the following actions:
  - A. At the beginning of each housing authority fiscal year, the housing authority will establish a goal for housing 40% of its new admissions with families whose incomes are at or below the area median income. The annual goal will be calculated by taking 40% of the total number of move-ins from the previous housing authority fiscal year.
  - B. To accomplish the goals of:
    - 1) Housing not less than 40% of its public housing inventory on an annual basis with families that have incomes at or below 30% of area median income, and
    - 2) Not housing families with incomes that exceed 30% of the area median income in developments that have 60% or more of the total household living in the development with incomes that exceed 30% of the area median income, the housing authority's Tenant Selection and Assignment Plan, which is a part of this policy, provides for skipping families on the waiting list to accomplish these goals.

# Pet Policy

## Northport Housing Authority (HA)

### Section I.

1. Pet ownership: A tenant may own one or more common household pets or have one or more common household pets present in the dwelling unit of such tenant, subject to the following conditions:
  1. Each Head of Household may own up to two pets. If one of the pets is a dog or cat, (or other four legged animal), the second pet must be contained in a cage or an aquarium for fish. Each bird or other animals, other than fish, shall be counted as one pet.
  2. If the pet is a dog or cat, it must be neutered/spayed by the age of six (6) months, and cats must be declawed by the age of three (3) months. The evidence can be provided by a statement/bill from a veterinarian and/or staff of the humane society. The evidence must be provided prior to the execution of this agreement and/or within 10 days of the pet becoming of the age to be neutered/spayed or declawed. Tenant must provide waterproof and leak proof litter boxes for cat waste, which must be kept inside the dwelling unit. Cardboard boxes are not acceptable and will not be approved. The Tenant shall not permit refuse from litter boxes to accumulate nor to become unsightly or unsanitary. Also, the weight of a cat cannot exceed 10 pounds (fully grown) and a dog may not exceed 20 pounds in weight (fully grown). All other four legged animals are limited to 10 pounds (fully grown).
  3. If the pet is a bird, it shall be housed in a birdcage and cannot be let out of the cage at any time.
  4. If the pet is a fish, the aquarium must be twenty gallons or less, and the container must be placed in a safe location in the unit. The Tenant is limited to one container for the fish; however, there is no limit on the number of fish that can be maintained in the container as long as the container is maintained in a safe and nonhazardous manner.
  5. If the pet is a cat or dog, it must have received rabies and distemper inoculations or boosters, as applicable. Evidence of inoculations can be provided by a statement/bill from veterinarian or staff of the humane society and must be provided before the execution of this agreement.
  6. All pets must be housed within the unit and no facilities can be constructed outside of the unit for any pet. No animal shall be permitted to be loose and if the pet is taken outside it must be taken outside on a leash and kept off other Tenant's lawns. Also, all pets must wear collars with identification at all times. Pets without a collar will be picked-up immediately and transported to the Humane Society or other appropriate facility.
  7. All authorized pet(s) must be under the control of an adult. An unleashed pet, or one tied to a fixed object, is not considered to be under the control of an adult. Pets which are unleashed, or leashed and unattended, on HA property may be impounded and taken to the local Humane Society. It shall be the responsibility of the Tenant to reclaim the pet at the expense of the Tenant. Also, if a member of the HA staff has to take a pet to the Humane Society the Tenant will be charged \$50 to cover the expense of taking the pet(s) to the Humane Society.
  8. Pet(s) may not be left unattended for more than twenty-four consecutive hours. If it is

reported to HA staff that a pet(s) has been left unattended for more than a twenty-four (24) consecutive hour period, HA staff may enter the unit and remove the pet and transfer the pet to the humane society. Any expense to remove and reclaim the pet from any facility will be the responsibility of the Tenant. In the case of an emergency, the HA will work with the resident to allow more than 24 hours for the resident to make accommodations for the pet.

9. Pet(s), as applicable, must be weighed by a veterinarian or staff of the humane society. A statement containing the weight of the pet must be provided to the HA prior to the execution of this agreement and upon request by the HA.

**Note:**

**Any pet that is not fully grown will be weighed every six months. Also, any pet that exceeds the weight limit at any time during occupancy will not be an eligible pet and must be removed from HA property.**

2. **Responsible Pet Ownership:** Each pet must be maintained responsibly and in accordance with this pet ownership lease addendum and in accordance with all applicable ordinances, state and local public health, animal control, and animal anti-cruelty laws and regulations governing pet ownership. Any waste generated by a pet must be properly and promptly disposed of by the tenant to avoid any unpleasant and unsanitary odor from being in the unit.
3. **Prohibited Animals:** Animals or breeds of animals that are considered by the HA to be vicious and/or intimidating will not be allowed. Some examples of animals that have a reputation of a vicious nature are: reptiles, rottweiler, doberman pinscher, pit bulldog, and/or any animal that displays vicious behavior. This determination will be made by a HA representative prior to the execution of this lease addendum.
4. Pet(s) shall not disturb, interfere or diminish the peaceful enjoyment of other tenants. The terms, "disturb, interfere or diminish" shall include but not be limited to barking, howling, chirping, biting, scratching and other like activities. This includes any pets who make noise continuously and/or incessantly for a period of 10 minutes or intermittently for one-half hour or more and therefore disturbs any person at any time of the day or night. The Housing Manager will terminate this authorization if a pet disturbs other tenants under this section of the lease addendum. The Tenant will be given one week to make other arrangements for the care of the pet or the dwelling lease will be terminated.
5. If the animal should become destructive, create a nuisance, represent a threat to the safety and security of other persons, or create a problem in the area of cleanliness and sanitation, the Housing Manager will notify the tenant, in writing, that the animal must be removed from the Public Housing Development, within 10 days of the date of the notice from the HA. The Tenant may request a hearing, which will be handled according to the HA's established grievance procedure. The pet may remain with the tenant during the hearing process unless the HA has determined that the pet may be a danger or threat to the safety and security of other persons. If this determination has been made by the HA, the pet must be immediately removed from the unit upon receipt of the notice from the HA.
6. The Tenant is solely responsible for cleaning up the waste of the pet within the dwelling and on the premises of the public housing development. If the pet is taken outside it must be on a leash at all times. If there is any visible waste by the pet it must be disposed of in a plastic bag, securely tied and placed in the garbage receptacle for their unit. If the HA staff is required to clean any waste left by a pet, the Tenant will be charged \$25 for the removal of the waste.
7. The Tenant shall have pets restrained so that maintenance can be performed in the apartment. The Tenant shall, whenever an inspection or maintenance is scheduled, either be at home or shall have all animals restrained or caged. If a maintenance person enters an apartment where an animal is not restrained, maintenance shall not be performed, and the Tenant shall be charged a fee of \$25.00. If this same situation again occurs, the pet shall be removed from the premises. Pets that are not

caged or properly restrained may be impounded by animal control officers or by HA staff and taken to the local Humane Society. It shall be the responsibility of the Tenant to reclaim the pet at the expense of the Tenant. Also, if a member of the HA staff takes a pet to the Humane Society the Tenant will be charged an additional \$50 to cover the expense of taking the pet(s) to the Humane Society. The housing authority shall not be responsible if any animal escapes from the residence due to maintenance, inspections or other activities of the landlord.

8. Pets may not be bred or used for any commercial purposes.

**Section II. SCHEDULE OF ANNUAL FEES AND INITIAL DEPOSIT**  
**FEE AND DEPOSIT SCHEDULE**

(An Annual Fee and Deposit is required for each pet)

Type of Pet	Fee	Deposit
Dog	\$150	\$250
Cat	\$100	\$150
Fish Aquarium	\$50	\$100
Fish Bowl (Requires no power and no larger than two gallons)	\$0	\$25
Caged Pets	\$100	\$150

Note: The above schedule is applicable for each pet; therefore, if a tenant has more than one pet he or she must pay the applicable annual fee and deposit for each pet.

The entire annual fee and deposit (subject to the exception listed below) must be paid prior to the execution of the lease addendum. No pet shall be allowed in the unit prior to the completion of the terms of this pet policy. The annual fee shall be paid at the time of reexamination each year and all proof of inoculations and other requirements shall be made available to the HA at such time. The Annual Fee is not reimbursable. The deposit made shall be utilized to offset damages caused by the pet and/or tenant. Any balance, if any, from the deposit will be refunded to the tenant. THERE SHALL BE NO REFUND OF THE ANNUAL FEE.

It shall be a serious violation of the lease for any tenant to have a pet without proper approval and without having complied with the terms of this policy. Such violation shall be considered to be a violation of Paragraph IV (L) of the lease (a serious violation) and the HA will issue a termination notice. The tenant will be entitled to a grievance hearing in accordance with the provisions of Paragraph 5 of this Pet Policy or the Grievance Procedure, as applicable.

RESIDENT ACKNOWLEDGMENT

After reading and/or having read to me this lease addendum I, \_\_\_\_\_ agree to the following: (Print Name)

I agree to abide by the requirements outlined in this lease addendum for pet ownership and to keep the pet(s) in accordance with this lease addendum.

I agree and understand that I am liable for any damage or injury whatsoever caused by pet(s) and shall pay the landlord or applicable party for any damages or injury caused by the pet(s). I also realize that I should obtain liability insurance for pet ownership and that paying for the insurance is my responsibility.

I agree to accept full responsibility and will indemnify and hold harmless the landlord for any claims by or injuries to third parties or their property caused by my pet(s).

I agree to pay a non-refundable annual fee of \$\_\_\_\_\_ to cover some of the additional operating cost incurred by the HA. I also understand that this fee is due and payable prior to the execution of this lease addendum and each twelve months thereafter.

I agree to pay a refundable pet deposit of \$\_\_\_\_\_ to the HA. The Annual Fee and Initial Deposit must be paid prior to the execution of this lease addendum. The pet deposit may be used by the Landlord at the termination of the lease toward payment of any rent or toward payment of any other costs made necessary because of Tenant's occupancy of the premises. Otherwise, the pet deposit, or any balance remaining after final inspection, will be returned to the Tenant after the premises are vacated and all keys have been returned.

I AGREE AND UNDERSTAND THAT ALL INFORMATION CONCERNING MY PET(S) MUST BE UPDATED ANNUALLY AND PROVIDED TO THE HA AT THE ANNUAL REEXAMINATION. ANNUAL FEES SHALL BE PAYABLE IN FULL TWELVE MONTHS FROM THE APPROVAL DATE.

I AGREE AND UNDERSTAND THAT VIOLATING THIS LEASE ADDENDUM MAY RESULT IN THE REMOVAL OF THE PET(S) FROM THE PROPERTY OF THE HA AND/OR EVICTION. I, ALSO UNDERSTAND THAT I AM NOT ALLOWED TO OWN ANY TYPE OF PET IN THE FUTURE WHILE BEING AN OCCUPANT OF THE HA.

I ALSO UNDERSTAND THAT I MUST OBTAIN PRIOR APPROVAL FORM THE HA BEFORE MAKING A CHANGE OF A PET FOR WHICH THIS POLICY WAS APPROVED OR ADDING A SECOND PET. ALSO, A PICTURE MAY BE TAKEN BY THE HA STAFF OF THE PET (S) FOR DOCUMENTATION.

Head of Household Signature

Date

Housing Authority Representative Signature

Date

4/4/06

2:44 PM



U.S. Department of Housing and Urban Development  
Office of Inspector General  
1000 L Street, N.W.  
Washington, D.C. 20548-0001  
Tel: (202) 755-3000

6.11

2006-03-28

2006-03-28 10:45 AM  
10/10/2006

Mr. Jim Stealey  
Chairman  
Board of Commissioners  
Montgomery Housing Authority  
5216 Indian Springs Ave.  
Montgomery, AL 36117

Dear Mr. Stealey:

This letter is in response to the Authority's Audit Report for the 12 month period that ended June 30, 2005, prepared by Lawrence, Hill & Pugh, Certified Public Accountants.

We are pleased to discuss with you the items that are the subject of this letter.

If you have any questions, please contact Henry Lee Hanson, Project Director,  
Compliance Department, at (202) 755-4675, or email H.L.Hanson@hhs.gov.

Sincerely,

Henry Lee Hanson  
Director  
Office of Public Housing

cc Executive Director

U.S. Department of Housing and Urban Development  
www.hud.gov  
www.hud.gov/officeofinspector

21.5706





**ORGANIZATIONAL CHART (RESTRICTED)**

Fairport Housing Authority  
Maintenance Department  
U.S. Department of Housing and Urban Development  
Board of Commissioners  
Chief Executive Director  
Effective January 1, 2009

**Property Manager - AMP 11**  
Marie Henry  
West Circle/Steensbrooks

**Lead Mechanic I**  
Malvin Black  
At 15200 West Circle 1-39

**Laborer**  
Ed Ballard  
0034-26 Steensbrooks

**Mechanic Assistant**  
Alec Lohrnt  
001 West Circle 01-115

**Laborer**  
Derrick Williams  
004 West Circle 04-169

**Temp Laborer**  
Trey Jefferson

**RFAC Consultant**  
George Gabor

**Special Project Coordinator**  
Supervisor AMP 12  
Henry Arington

**Grounds**  
Mark Hogan

**March - November**  
Derrick Williams, Ed Ballard,  
Dexter Young, Mark Hogan,  
Trey Jefferson

**Pest Control**

**Property Manager - AMP 12**  
Tina Bluffs

Small Circle/Northgate Circle/Vs Fry Hills/15th St. Court

**Lead Mechanic II**  
Selwyn Collier  
At 15000 Valley Hills 1-68

**Maintenance Mechanic**  
Roderick Richards  
005 Knoll Circle 1-52  
007 J-01 1E Street

**Maintenance Mechanic**  
Michael Moore  
004 Northgate Circle 1-90  
003-15th Street Court

**Temp Laborer**  
Dexter Young

## Northport Housing Authority

### Resident Advisory Board

#### Five Year Annual Plan—Comments

- 1) We commend Ms. Ruby Burton, Executive Director in organizing the plan to assist school children of NHA with school field trips. We feel this is a great financial assistance for the parents.
- 2) We praise Mrs. Ella Smith, Section 8 employee for sharing "her personal experience" on abuse with the residents of NHA. We also thank Office Derrick Gardner for his assistance in the "Domestic Violence Awareness Programs".
- 3) As stated by The University of Alabama economist, the unemployment rate is expected to rise another 8%.  
If the economy causes high unemployment among our residents, we are grateful the NHA Commissioners and Administrators have a "Hardship Exemption in place".
- 4) As Resident Advisory Board members we have attended meetings with the Property Managers to organize resident councils. We also enjoy attending the "BEAC Disaster Awareness Day" for our residents each May.

Respectfully submitted,

Commissioner Gwendolyn P. Little, Chairman

Mrs. Bonnie Jones, member

Ms. Agnes Elliott, member

Mrs. Peggy Jones, member

Northport Housing Authority  
 Public Meeting  
 to discuss  
 Five Year Plan

1800 West Circle, 5th  
 Orlando, Florida 32817  
 208, 210

Name	Address
Melvin A. Fleming	1111 1st St.
Lillian E. Jones	1111 1st St.
William E. Jones	1111 1st St.
Lillian E. Jones	301 International
Lillian E. Jones	1111 1st St.
Lillian E. Jones	1111 1st St.
Lillian E. Jones	1111 1st St.
Lillian E. Jones	1111 1st St.
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Lillian E. Jones	1111 1st St.

<b>Part I: Summary</b>		
<b>PHA Name: Northport Housing Authority</b>	<b>Grant Type and Number</b> Capital Fund Program Grant No: AL09P152501-07 Replacement Housing Factor Grant No: Date of CFFP:	<b>FFY of Grant: 2007</b> <b>FFY of Grant Approval:</b>

<b>Type of Grant</b>	
<input type="checkbox"/> Original Annual Statement	<input type="checkbox"/> Reserve for Disasters/Emergencies
<input checked="" type="checkbox"/> Performance and Evaluation Report for Period Ending: June 30, 2009	<input checked="" type="checkbox"/> Revised Annual Statement (revision no:2 )
	<input type="checkbox"/> Final Performance and Evaluation Report

Line	Summary by Development Account	Total Estimated Cost		Total Actual Cost <sup>1</sup>	
		Original	Revised <sup>2</sup>	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations (may not exceed 20% of line 21) <sup>3</sup>	\$109,758.00	\$110,425.96	\$110,425.96	\$110,425.96
3	1408 Management Improvements	\$54,879.00	\$32,752.04	\$32,752.04	\$32,752.04
4	1410 Administration (may not exceed 10% of line 21)				
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs				
8	1440 Site Acquisition				
9	1450 Site Improvement	\$17,300.00	\$38,750.00	\$38,750.00	\$38,750.00
10	1460 Dwelling Structures	\$215,535.42	\$215,544.42	\$215,544.42	\$215,544.42
11	1465.1 Dwelling Equipment—Nonexpendable				
12	1470 Non-dwelling Structures				
13	1475 Non-dwelling Equipment				
14	1485 Demolition				
15	1492 Moving to Work Demonstration				
16	1495.1 Relocation Costs				
17	1499 Development Activities <sup>4</sup>				

<sup>1</sup> To be completed for the Performance and Evaluation Report.

<sup>2</sup> To be completed for the Performance and Evaluation Report or a Revised Annual Statement.

<sup>3</sup> PHAs with under 250 units in management may use 100% of CFP Grants for operations.

<sup>4</sup> RHF funds shall be included here.

Annual Statement/Performance and Evaluation Report  
 Capital Fund Program, Capital Fund Program Replacement Housing Factor and  
 Capital Fund Financing Program

U.S. Department of Housing and Urban Development  
 Office of Public and Indian Housing  
 OMB No. 2577-0226  
**Expires 4/30/2011**

<b>Part I: Summary</b>					
<b>PHA Name:</b> Northport Housing Authority	<b>Grant Type and Number</b> Capital Fund Program Grant No: AL09P152501.07 Replacement Housing Factor Grant No: Date of CFFP:	<b>FFY of Grant:2007</b> <b>FFY of Grant Approval:</b>			
<b>Type of Grant</b>					
<input type="checkbox"/> Original Annual Statement		<input type="checkbox"/> Reserve for Disasters/Emergencies		<input checked="" type="checkbox"/> Revised Annual Statement (revision no: 2 )	
<input type="checkbox"/> Performance and Evaluation Report for Period Ending: June 30, 2009			<input type="checkbox"/> Final Performance and Evaluation Report		
Line	Summary by Development Account	Total Estimated Cost		Total Actual Cost <sup>1</sup>	
		Original	Revised <sup>2</sup>	Obligated	Expended
18a	1501 Collateralization or Debt Service paid by the PHA	\$168,418.58	\$168,418.58	\$168,418.58	\$151,410.63
18ba	9000 Collateralization or Debt Service paid Via System of Direct Payment				
19	1502 Contingency (may not exceed 8% of line 20)				
20	Amount of Annual Grant:: (sum of lines 2 - 19)	\$565,891.00	\$565,891.00	\$565,891.00	\$548,883.05
21	Amount of line 20 Related to LBP Activities				
22	Amount of line 20 Related to Section 504 Activities				
23	Amount of line 20 Related to Security - Soft Costs				
24	Amount of line 20 Related to Security - Hard Costs				
25	Amount of line 20 Related to Energy Conservation Measures				
<b>Signature of Executive Director</b>		<b>Date</b>		<b>Signature of Public Housing Director</b>	
				<b>Date</b>	

<sup>1</sup> To be completed for the Performance and Evaluation Report.

<sup>2</sup> To be completed for the Performance and Evaluation Report or a Revised Annual Statement.

<sup>3</sup> PHAs with under 250 units in management may use 100% of CFP Grants for operations.

<sup>4</sup> RHF funds shall be included here.

<b>Part II: Supporting Pages</b>								
PHA Name: Northport Housing Authority			<b>Grant Type and Number</b> Capital Fund Program Grant No: AL09P152501-07 CFFP (Yes/ No): Replacement Housing Factor Grant No:			<b>Federal FFY of Grant: 2007</b>		
Development Number Name/PHA-Wide Activities	General Description of Major Work Categories	Development Account No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised <sup>1</sup>	Funds Obligated <sup>2</sup>	Funds Expended <sup>2</sup>	
AL152	Operations	1406		\$109,758.00	\$110,425.96	\$110,425.96	\$109,758.00	In Progress
AL152	Management Improvements	1408		\$54,879.00	\$32,752.04	\$32,752.04	\$32,752.04	Complete
AL152	Site Improvements	1450		\$17,300.00	\$38,750.00	\$38,750.00	\$38,750.00	Complete
	Roof Maintenance/Cleaning							
	Landscaping, Fence							
AL152001	Remodel Apartments 1-31	1460		\$215,535.42	\$215,544.42	\$215,544.42	\$215,035.42	In Progress
	Replace Plaster Walls							
	Replace Floors							
	Replace Light Fixtures							
	Replace Interior/Exterior							
	Replace Kitchen Cabinets							
	Replace Bathroom Cabinets							
	Install New Bathtub/Tub Shower Units							
	Increment of 3 Units Per Year							
AL152	Install Mini Fire Stoppers	1460						
AL152	Install Updated Light Fixtures	1460						
AL152	Bond Debt Obligations	9001		\$168,418.58	\$168,418.58	\$168,418.58	151,410.63	In Progress

<sup>1</sup> To be completed for the Performance and Evaluation Report or a Revised Annual Statement.

<sup>2</sup> To be completed for the Performance and Evaluation Report.









**Capital Fund Program—Five-Year Action Plan**

U.S. Department of Housing and Urban Development  
 Office of Public and Indian Housing  
 Expires 4/30/2011

<b>Part I: Summary</b>						
PHA Name/Number Northport Housing Authority AL152		Locality (City/County & State) Northport, Tuscaloosa, AL.			<input type="checkbox"/> Original 5-Year Plan <input checked="" type="checkbox"/> Revision No: 2	
A.	Development Number and Name	Work Statement for Year 1 FFY __2007__	Work Statement for Year 2 FFY ____2008__	Work Statement for Year 3 FFY ____2009__	Work Statement for Year 4 FFY ____2010__	Work Statement for Year 5 FFY ____2011__
	AL152 HA Wide					
B.	Physical Improvements Subtotal 1460	Annual Statement	\$215,544.42	\$215,544.42	\$215,544.42	\$215,544.42
C.	Management Improvements		\$32,752.04	\$32,752.04	\$32,752.04	\$32,752.04
D.	PHA-Wide Non-dwelling Structures and Equipment					
E.	Administration					
F.	Other 1450 Site Improvements		\$38,750.00	\$38,750.00	\$38,750.00	\$38,750.00
G.	Operations 1406		\$110,425.96	\$110,425.96	\$110,425.96	\$110,425.96
H.	Demolition					
I.	Development					
J.	Capital Fund Financing – Debt Service 9001		\$168,418.58	\$168,418.58	\$168,418.58	\$168,418.58
K.	Total CFP Funds					
L.	Total Non-CFP Funds					
M.	Grand Total		\$565,891.00	\$565,891.00	\$565,891.00	\$565,891.00













<b>Part I: Summary</b>		
<b>PHA Name:</b> Northport Housing Authority	<b>Grant Type and Number</b> Capital Fund Program Grant No: AL09P15250108 Replacement Housing Factor Grant No: Date of CFFP:	<b>FFY of Grant: 2008</b> <b>FFY of Grant Approval:</b>

**Type of Grant**  
 Original Annual Statement       Reserve for Disasters/Emergencies       Revised Annual Statement (revision no:      )  
 Performance and Evaluation Report for Period Ending: June 30, 2009       Final Performance and Evaluation Report

Line	Summary by Development Account	Total Estimated Cost		Total Actual Cost <sup>1</sup>	
		Original	Revised <sup>2</sup>	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations (may not exceed 20% of line 21) <sup>3</sup>	\$127,298.60		\$90,000.00	\$45,000.00
3	1408 Management Improvements	\$25,000.00		\$762.82	\$762.82
4	1410 Administration (may not exceed 10% of line 21)				
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs				
8	1440 Site Acquisition				
9	1450 Site Improvement	\$43,750.00		\$29,295.63	\$29,295.63
10	1460 Dwelling Structures	\$226,528.33		\$224,907.19	\$224,907.19
11	1465.1 Dwelling Equipment—Nonexpendable				
12	1470 Non-dwelling Structures				
13	1475 Non-dwelling Equipment				
14	1485 Demolition				
15	1492 Moving to Work Demonstration				
16	1495.1 Relocation Costs				
17	1499 Development Activities <sup>4</sup>	\$50,000.00		0	0

<sup>1</sup> To be completed for the Performance and Evaluation Report.

<sup>2</sup> To be completed for the Performance and Evaluation Report or a Revised Annual Statement.

<sup>3</sup> PHAs with under 250 units in management may use 100% of CFP Grants for operations.

<sup>4</sup> RHF funds shall be included here.

Annual Statement/Performance and Evaluation Report  
 Capital Fund Program, Capital Fund Program Replacement Housing Factor and  
 Capital Fund Financing Program

U.S. Department of Housing and Urban Development  
 Office of Public and Indian Housing  
 OMB No. 2577-0226  
**Expires 4/30/2011**

<b>Part I: Summary</b>						
<b>PHA Name:</b> Northport Housing Authority		<b>Grant Type and Number</b> Capital Fund Program Grant No: AL09P152501.08 Replacement Housing Factor Grant No: Date of CFFP:			<b>FFY of Grant:2008</b> <b>FFY of Grant Approval: 2008</b>	
<b>Type of Grant</b>						
<input type="checkbox"/> Original Annual Statement		<input type="checkbox"/> Reserve for Disasters/Emergencies		<input type="checkbox"/> Revised Annual Statement (revision no: )		
<input checked="" type="checkbox"/> Performance and Evaluation Report for Period Ending: June 30, 2009		<input type="checkbox"/> Final Performance and Evaluation Report				
Line	Summary by Development Account	Total Estimated Cost		Total Actual Cost <sup>1</sup>		
		Original	Revised <sup>2</sup>	Obligated	Expended	
18a	1501 Collateralization or Debt Service paid by the PHA					
18ba	9000 Collateralization or Debt Service paid Via System of Direct Payment	\$163,916.07		0	0	
19	1502 Contingency (may not exceed 8% of line 20)					
20	Amount of Annual Grant:: (sum of lines 2 - 19)	\$636,493.00				
21	Amount of line 20 Related to LBP Activities					
22	Amount of line 20 Related to Section 504 Activities					
23	Amount of line 20 Related to Security - Soft Costs	\$5,000.00				
24	Amount of line 20 Related to Security - Hard Costs					
25	Amount of line 20 Related to Energy Conservation Measures	\$226,528.33				
<b>Signature of Executive Director</b>			<b>Date</b>		<b>Signature of Public Housing Director</b>	
					<b>Date</b>	

<sup>1</sup> To be completed for the Performance and Evaluation Report.

<sup>2</sup> To be completed for the Performance and Evaluation Report or a Revised Annual Statement.

<sup>3</sup> PHAs with under 250 units in management may use 100% of CFP Grants for operations.

<sup>4</sup> RHF funds shall be included here.

<b>Part II: Supporting Pages</b>								
PHA Name: Northport Housing Authority			<b>Grant Type and Number</b> Capital Fund Program Grant No: CFFP (Yes/ No): Replacement Housing Factor Grant No: AL09R152501-08			<b>Federal FFY of Grant: 2008</b>		
Development Number Name/PHA-Wide Activities	General Description of Major Work Categories	Development Account No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised <sup>1</sup>	Funds Obligated <sup>2</sup>	Funds Expended <sup>2</sup>	
AL152	Operations	1406		\$127,298.60		\$45,000.00	\$45,000.00	In Progress
AL152	Magemente	1408		\$25,000.00		\$762.82	\$762.82	In Progress
AL152	Site Improvements	1450		\$43,750.00		\$29,295.63	\$29,295.63	In Progress
AL152001	Dwelling Structures	1460		\$226,528.33		\$224,907.19	\$224,907.19	In Progress
	Remodel Apartments 1-31							
	Replace Plaster Walls							
	Replace Floors							
	Replace Light Fixtures							
	Replace Interior/Exterior							
	Replace Kitchen Cabinets							
	Replace Bathroom Cabinets							
	Install New Bathtub/Tub Shower Units							
	Increment of 3 Units Per Year							
AL152	Install Mini Fire Stoppers	1460						
	Install Light Fixtures	1460				\$0	\$0	In Progress
AL152	Development Activities	1499		\$50,000.00				
AL152	Bond Debt Obligations	9001		\$163,916.07		\$0	\$0	

<sup>1</sup> To be completed for the Performance and Evaluation Report or a Revised Annual Statement.

<sup>2</sup> To be completed for the Performance and Evaluation Report.







**Capital Fund Program—Five-Year Action Plan**

U.S. Department of Housing and Urban Development  
Office of Public and Indian Housing  
Expires 4/30/2011

<b>Part I: Summary</b>						
PHA Name/Number Northport Housing Authority AL152		Locality (City/County & State) Northport, Tuscaloosa, AL.			<input checked="" type="checkbox"/> <b>Original 5-Year Plan</b> <input type="checkbox"/> <b>Revision No:</b>	
A.	Development Number and Name	Work Statement for Year 1 FFY __2008__	Work Statement for Year 2 FFY ____2009__	Work Statement for Year 3 FFY ____2010__	Work Statement for Year 4 FFY ____2011__	Work Statement for Year 5 FFY ____2012__
	AL152 HA Wide					
B.	Physical Improvements Subtotal 1460	Annual Statement \$226,528.33	\$226,528.33	\$226,528.33	\$226,528.33	\$226,528.33
C.	Management Improvements	\$25,000.00	\$25,000.00	\$25,000.00	\$25,000.00	\$25,000.00
D.	PHA-Wide Non-dwelling Structures and Equipment					
E.	Administration					
F.	Other 1450 Site Improvements	\$43,750.00	\$43,750.00	\$43,750.00	\$43,750.00	\$43,750.00
G.	Operations	\$127,298.60	\$127,298.60	\$127,298.60	\$127,298.60	\$127,298.60
H.	Demolition					
I.	Development 1499	\$50,000.00	\$50,000.00	\$50,000.00	\$50,000.00	\$50,000.00
J.	Capital Fund Financing – Debt Service	\$163,916.07	\$163,916.07	\$163,916.07	\$163,916.07	\$163,916.07
K.	Total CFP Funds	\$636,493.00	\$636,493.00	\$636,493.00	\$636,493.00	\$636,493.00
L.	Total Non-CFP Funds					
M.	Grand Total	\$636,493.00	\$636,493.00	\$636,493.00	\$636,493.00	\$636,493.00





<b>Part II: Supporting Pages – Physical Needs Work Statement(s)</b>						
Work Statement for Year 1 FFY <u>2008</u>	Work Statement for Year <u>Two</u> FFY <u>2009</u>			Work Statement for Year: <u>Three</u> FFY <u>2010</u>		
	Development Number/Name General Description of Major Work Categories	Quantity	Estimated Cost	Development Number/Name General Description of Major Work Categories	Quantity	Estimated Cost
See	AL152001- 1460			AL152001- 1460		
Annual	Remodel 1-31		\$226,528.33	Remodel 1-31		\$226,528.33
Statement	Replace Plaster Walls			Replace Plaster Walls		
	Replace Floors			Replace Floors		
	Replace Light Fixtures			Replace Light Fixtures		
	Replace Interior/Exterior			Replace Interior/Exterior		
	Replace Kitchen Cabinets			Replace Kitchen Cabinets		
	Replace Bathroom Cabinets			Replace Bathroom Cabinets		
	Install New Bathtub/Shower Kits			Install New Bathtub/Shower Kits		
	AL152 HA Wide 1460			AL152 HA Wide 1460		
	Mini Fire Stoppers			Mini Fire Stoppers		
	Update Light Fixtures			Update Light Fixtures		
	AL152 –HA Wide 1450			AL152 –HA Wide 1450		
	Site Improvements		\$43,750.00	Site Improvements		\$43,750.00
	AL152 HA Wide 1499			AL152 HA Wide 1499		
	Development Activities		\$50,000.00	Development Activities		\$50,000.00
	Subtotal of Estimated Cost		\$320,278.33	Subtotal of Estimated Cost		\$320,278.33

<b>Part II: Supporting Pages – Physical Needs Work Statement(s)</b>						
Work Statement for Year 1 FFY 2008	Work Statement for Year <u>Four</u> FFY <u>2011</u>			Work Statement for Year: <u>Five</u> FFY <u>2012</u>		
	Development Number/Name General Description of Major Work Categories	Quantity	Estimated Cost	Development Number/Name General Description of Major Work Categories	Quantity	Estimated Cost
See	AL152001- 1460			AL152001- 1460		
Annual	Remodel 1-31		\$226,528.33	Remodel 1-31		\$226,528.33
Statement	Replace Plaster Walls			Replace Plaster Walls		
	Replace Floors			Replace Floors		
	Replace Light Fixtures			Replace Light Fixtures		
	Replace Interior/Exterior			Replace Interior/Exterior		
	Replace Kitchen Cabinets			Replace Kitchen Cabinets		
	Replace Bathroom Cabinets			Replace Bathroom Cabinets		
	Install New Bathtub/Shower Kits			Install New Bathtub/Shower Kits		
	AL152 HA Wide 1460			AL152 HA Wide 1460		
	Mini Fire Stoppers			Mini Fire Stoppers		
	Update Light Fixtures			Update Light Fixtures		
	AL152 –HA Wide 1450			AL152 –HA Wide 1450		
	Site Improvements		\$43,750.00	Site Improvements		\$43,750.00
	AL152 HA Wide 1499			AL152 HA Wide 1499		
	Development Activities		\$50,000.00	Development Activities		\$50,000.00
	Subtotal of Estimated Cost		\$320,278.33			\$320,278.33





<b>Part I: Summary</b>	
<b>PHA Name: Northport Housing Authority</b>	<b>Grant Type and Number</b> Capital Fund Program Grant No: Replacement Housing Factor Grant No: AL09R152501-08 Date of CFFP:
<b>FFY of Grant: 2008</b> <b>FFY of Grant Approval: 2008</b>	

**Type of Grant**  
 Original Annual Statement       Reserve for Disasters/Emergencies       Revised Annual Statement (revision no:      )  
 Performance and Evaluation Report for Period Ending: June 30, 2009       Final Performance and Evaluation Report

Line	Summary by Development Account	Total Estimated Cost		Total Actual Cost <sup>1</sup>	
		Original	Revised <sup>2</sup>	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations (may not exceed 20% of line 21) <sup>3</sup>				
3	1408 Management Improvements				
4	1410 Administration (may not exceed 10% of line 21)				
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 Non-dwelling Structures				
13	1475 Non-dwelling Equipment				
14	1485 Demolition				
15	1492 Moving to Work Demonstration				
16	1495.1 Relocation Costs				
17	1499 Development Activities <sup>4</sup>	\$58,393.00		0	0

<sup>1</sup> To be completed for the Performance and Evaluation Report.

<sup>2</sup> To be completed for the Performance and Evaluation Report or a Revised Annual Statement.

<sup>3</sup> PHAs with under 250 units in management may use 100% of CFP Grants for operations.

<sup>4</sup> RHF funds shall be included here.

Annual Statement/Performance and Evaluation Report  
 Capital Fund Program, Capital Fund Program Replacement Housing Factor and  
 Capital Fund Financing Program

U.S. Department of Housing and Urban Development  
 Office of Public and Indian Housing  
 OMB No. 2577-0226  
**Expires 4/30/2011**

<b>Part I: Summary</b>					
<b>PHA Name:</b> Northport Housing Authority	<b>Grant Type and Number</b> Capital Fund Program Grant No: Replacement Housing Factor Grant No: AL09R152501-08 Date of CFFP:	<b>FFY of Grant:2008</b> <b>FFY of Grant Approval: 2008</b>			
<b>Type of Grant</b>					
<input type="checkbox"/> Original Annual Statement		<input type="checkbox"/> Reserve for Disasters/Emergencies		<input type="checkbox"/> Revised Annual Statement (revision no: )	
<input checked="" 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 <sup>1</sup>	
		Original	Revised <sup>2</sup>	Obligated	Expended
18a	1501 Collateralization or Debt Service paid by the PHA				
18ba	9000 Collateralization or Debt Service paid Via System of Direct Payment				
19	1502 Contingency (may not exceed 8% of line 20)				
20	Amount of Annual Grant:: (sum of lines 2 - 19)	\$58,393.00		0	0
21	Amount of line 20 Related to LBP Activities				
22	Amount of line 20 Related to Section 504 Activities				
23	Amount of line 20 Related to Security - Soft Costs				
24	Amount of line 20 Related to Security - Hard Costs				
25	Amount of line 20 Related to Energy Conservation Measures				
<b>Signature of Executive Director</b>		<b>Date</b>		<b>Signature of Public Housing Director</b>	
				<b>Date</b>	

<sup>1</sup> To be completed for the Performance and Evaluation Report.

<sup>2</sup> To be completed for the Performance and Evaluation Report or a Revised Annual Statement.

<sup>3</sup> PHAs with under 250 units in management may use 100% of CFP Grants for operations.

<sup>4</sup> RHF funds shall be included here.



<b>Part II: Supporting Pages</b>								
PHA Name:		<b>Grant Type and Number</b> Capital Fund Program Grant No: CFFP (Yes/ No): Replacement Housing Factor Grant No:			<b>Federal FFY of Grant:</b>			
Development Number Name/PHA-Wide Activities	General Description of Major Work Categories	Development Account No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised <sup>1</sup>	Funds Obligated <sup>2</sup>	Funds Expended <sup>2</sup>	

<sup>1</sup> To be completed for the Performance and Evaluation Report or a Revised Annual Statement.  
<sup>2</sup> To be completed for the Performance and Evaluation Report.



<b>Part III: Implementation Schedule for Capital Fund Financing Program</b>					
PHA Name: Northport Housing Authority					<b>Federal FFY of Grant: 2008</b>
Development Number Name/PHA-Wide Activities	All Fund Obligated (Quarter Ending Date)		All Funds Expended (Quarter Ending Date)		Reasons for Revised Target Dates <sup>1</sup>
	Original Obligation End Date	Actual Obligation End Date	Original Expenditure End Date	Actual Expenditure End Date	
AL152	09/12/2010		09/12/2012		

<sup>1</sup> Obligation and expenditure end dated can only be revised with HUD approval pursuant to Section 9j of the U.S. Housing Act of 1937, as amended.



**Capital Fund Program—Five-Year Action Plan**

U.S. Department of Housing and Urban Development  
 Office of Public and Indian Housing  
 Expires 4/30/2011

<b>Part I: Summary</b>						
PHA Name/Number Northport Housing Authority AL152		Locality (City/County & State) Northport, Tuscaloosa, AL.			<input checked="" type="checkbox"/> <b>Original 5-Year Plan</b> <input type="checkbox"/> <b>Revision No:</b>	
A.	Development Number and Name	Work Statement for Year 1 FFY __2008__	Work Statement for Year 2 FFY ____2009__	Work Statement for Year 3 FFY ____2010__	Work Statement for Year 4 FFY ____2011__	Work Statement for Year 5 FFY ____2012__
	AL152 HA Wide					
B.	Physical Improvements Subtotal 1460	Annual Statement				
C.	Management Improvements					
D.	PHA-Wide Non-dwelling Structures and Equipment					
E.	Administration					
F.	Other					
G.	Operations					
H.	Demolition					
I.	Development 1499		\$58,393.00	\$58,393.00	\$58,393.00	\$58,393.00
J.	Capital Fund Financing – Debt Service					
K.	Total CFP Funds		\$58,393.00	\$58,393.00	\$58,393.00	\$58,393.00
L.	Total Non-CFP Funds					
M.	Grand Total					

<b>Part I: Summary (Continuation)</b>							
PHA Name/Number		Locality (City/county & State)				<input type="checkbox"/> Original 5-Year Plan	<input type="checkbox"/> Revision No:
A.	Development Number and Name	Work Statement for Year 1 FFY _____	Work Statement for Year 2 FFY _____	Work Statement for Year 3 FFY _____	Work Statement for Year 4 FFY _____	Work Statement for Year 5 FFY _____	
		Annual Statement					

<b>Part II: Supporting Pages – Physical Needs Work Statement(s)</b>						
Work Statement for Year 1 FFY <u>2008</u>	Work Statement for Year <u>Two</u> FFY <u>2009</u>			Work Statement for Year: <u>Three</u> FFY <u>2010</u>		
	Development Number/Name General Description of Major Work Categories	Quantity	Estimated Cost	Development Number/Name General Description of Major Work Categories	Quantity	Estimated Cost
See						
Annual Statement	AL152 Development Activities Purchase Home		\$58,393.00	AL152 Development Activities Purchase Home		\$58,393.00
	Subtotal of Estimated Cost		\$58,393.00	Subtotal of Estimated Cost		\$58,393.00

<b>Part II: Supporting Pages – Physical Needs Work Statement(s)</b>						
Work Statement for Year 1 FFY _____	Work Statement for Year <u>Four</u> _____ FFY <u>2011</u> _____			Work Statement for Year: <u>Five</u> _____ FFY <u>2012</u> _____		
	Development Number/Name General Description of Major Work Categories	Quantity	Estimated Cost	Development Number/Name General Description of Major Work Categories	Quantity	Estimated Cost
See						
Annual Statement	AL152 Development Activities Purchase Home		\$58,393.00	AL152 Development Activities Purchase Home		\$58,393.00
	Subtotal of Estimated Cost		\$58,393.00	Subtotal of Estimated Cost		\$58,393.00

<b>Part III: Supporting Pages – Management Needs Work Statement(s)</b>				
Work Statement for Year 1 FFY _____	Work Statement for Year _____ FFY _____		Work Statement for Year: _____ FFY _____	
	Development Number/Name General Description of Major Work Categories	Estimated Cost	Development Number/Name General Description of Major Work Categories	Estimated Cost
See				
Annual Statement				
	Subtotal of Estimated Cost		Subtotal of Estimated Cost	

<b>Part III: Supporting Pages – Management Needs Work Statement(s)</b>				
Work Statement for Year 1 FFY _____	Work Statement for Year _____ FFY _____		Work Statement for Year: _____ FFY _____	
	Development Number/Name General Description of Major Work Categories	Estimated Cost	Development Number/Name General Description of Major Work Categories	Estimated Cost
See				
Annual				
Statement				
	Subtotal of Estimated Cost		Subtotal of Estimated Cost	



<b>Part I: Summary</b>		
<b>PHA Name:</b> Northport Housing Authority	<b>Grant Type and Number</b> Capital Fund Program Grant No: AL09S15250109 Replacement Housing Factor Grant No: Date of CFFP: 03/18/2009	<b>FFY of Grant: 2009</b> <b>FFY of Grant Approval:</b>

**Type of Grant**  
 Original Annual Statement       Reserve for Disasters/Emergencies       Revised Annual Statement (revision no:2 )  
 Performance and Evaluation Report for Period Ending: June 30, 2009       Final Performance and Evaluation Report

Line	Summary by Development Account	Total Estimated Cost		Total Actual Cost <sup>1</sup>	
		Original	Revised <sup>2</sup>	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations (may not exceed 20% of line 21) <sup>3</sup>				
3	1408 Management Improvements				
4	1410 Administration (may not exceed 10% of line 21)				
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs				
8	1440 Site Acquisition				
9	1450 Site Improvement				
10	1460 Dwelling Structures	\$879,588.00			
11	1465.1 Dwelling Equipment—Nonexpendable				
12	1470 Non-dwelling Structures				
13	1475 Non-dwelling Equipment				
14	1485 Demolition				
15	1492 Moving to Work Demonstration				
16	1495.1 Relocation Costs				
17	1499 Development Activities <sup>4</sup>				

<sup>1</sup> To be completed for the Performance and Evaluation Report.

<sup>2</sup> To be completed for the Performance and Evaluation Report or a Revised Annual Statement.

<sup>3</sup> PHAs with under 250 units in management may use 100% of CFP Grants for operations.

<sup>4</sup> RHF funds shall be included here.

<b>Part I: Summary</b>						
<b>PHA Name:</b> Northport Housing Authority		<b>Grant Type and Number</b> Capital Fund Program Grant No: AL09S15250109 Replacement Housing Factor Grant No: Date of CFFP:			<b>FFY of Grant:2009</b> <b>FFY of Grant Approval:</b>	
<b>Type of Grant</b>						
<input checked="" 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 <sup>1</sup>		
		Original	Revised <sup>2</sup>	Obligated	Expended	
18a	1501 Collateralization or Debt Service paid by the PHA					
18ba	9000 Collateralization or Debt Service paid Via System of Direct Payment					
19	1502 Contingency (may not exceed 8% of line 20)					
20	Amount of Annual Grant:: (sum of lines 2 - 19)	\$879,588.00			5	
21	Amount of line 20 Related to LBP Activities					
22	Amount of line 20 Related to Section 504 Activities					
23	Amount of line 20 Related to Security - Soft Costs					
24	Amount of line 20 Related to Security - Hard Costs					
25	Amount of line 20 Related to Energy Conservation Measures					
<b>Signature of Executive Director</b>			<b>Date</b>		<b>Signature of Public Housing Director</b>	
					<b>Date</b>	

<sup>1</sup> To be completed for the Performance and Evaluation Report.

<sup>2</sup> To be completed for the Performance and Evaluation Report or a Revised Annual Statement.

<sup>3</sup> PHAs with under 250 units in management may use 100% of CFP Grants for operations.

<sup>4</sup> RHF funds shall be included here.

<b>Part II: Supporting Pages</b>								
PHA Name: Northport Housing Authority			<b>Grant Type and Number</b> Capital Fund Program Grant No: AL09S1525009 CFFP (Yes/ No): Replacement Housing Factor Grant No:			<b>Federal FFY of Grant: 2009</b>		
Development Number Name/PHA-Wide Activities	General Description of Major Work Categories	Development Account No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised <sup>1</sup>	Funds Obligated <sup>2</sup>	Funds Expended <sup>2</sup>	
AL152	Remodel Apartments 1-31	1460	15	\$528,400.00				
	Replace Plaster Walls							
	Replace Floors							
	Replace Light Fixtures							
	Replace Interior/Exterior Doors							
	Replace Kitchen Cabinets							
	Install Bath/Tub Shower Kits							
	Install Bathroom Vanities							
	Install New Windows							
AL152	Install Mini Fire Stoppers	1460	660	\$18,000.00				
AL152	HVAC Filters	1460	3,962	\$37,303.00				
AL152003	Replace Kitchen Cabinets	1460	10	\$83,250.00				
AL152003	Remodel Bathroom Walls	1460	20	\$114,000.00				
AL152003	Remodel Bathroom Floors	1460	20					
AL152003	Replace Bathroom Tub/Shower Kits	1460	20					
AL152003	Install Bathroom vanities	1460	20					
AL152	Replace Outdated Fixtures	1460	30	\$20,670.00				
AL152	Replace Outdated Floors	1460	10	\$26,636.00				

<sup>1</sup> To be completed for the Performance and Evaluation Report or a Revised Annual Statement.

<sup>2</sup> To be completed for the Performance and Evaluation Report.







**Capital Fund Program—Five-Year Action Plan**

U.S. Department of Housing and Urban Development  
 Office of Public and Indian Housing  
 Expires 4/30/2011

<b>Part I: Summary</b>						
PHA Name/Number Northport Housing Authority AL152		Locality (City/County & State) Northport, Tuscaloosa, AL.			<input checked="" type="checkbox"/> <b>Original 5-Year Plan</b> <input type="checkbox"/> <b>Revision No:</b>	
A.	Development Number and Name AL152 HA Wide	Work Statement for Year 1 FFY __2009_	Work Statement for Year 2 FFY ____2010__	Work Statement for Year 3 FFY ____2011____	Work Statement for Year 4 FFY ____2012_	Work Statement for Year 5 FFY ____2013_____
B.	Physical Improvements Subtotal 1460	Annual Statement				
C.	Management Improvements					
D.	PHA-Wide Non-dwelling Structures and Equipment					
E.	Administration					
F.	Other 1460/Dwelling	\$879,588.00	\$879,588.00	\$879,588.00		
G.	Operations					
H.	Demolition					
I.	Development					
J.	Capital Fund Financing – Debt Service					
K.	Total CFP Funds					
L.	Total Non-CFP Funds					
M.	Grand Total	\$879,588.00	\$879,588.00	\$879,588.00		





<b>Part II: Supporting Pages – Physical Needs Work Statement(s)</b>						
Work Statement for Year 1 FFY <u>2009</u>	Work Statement for Year <u>Two</u> FFY <u>2010</u>			Work Statement for Year: <u>Three</u> FFY <u>2011</u>		
	Development Number/Name General Description of Major Work Categories	Quantity	Estimated Cost	Development Number/Name General Description of Major Work Categories	Quantity	Estimated Cost
See	AL152-HA Wide 1460			AL152-HA Wide 1460		
Annual	Remodel Apartments 1-31	15	\$528,400.00	Remodel Apartments 1-31	15	\$528,400.00
Statement	Replace Plaster Walls			Replace Plaster Walls		
	Replace Floors			Replace Floors		
	Replace Light Fixtures			Replace Light Fixtures		
	Replace Interior/Exterior Doors			Replace Interior/Exterior Doors		
	Replace Kitchen Cabinets			Replace Kitchen Cabinets		
	Install Bath/Tub Shower Kits			Install Bath/Tub Shower Kits		
	Install Bathroom Vanities			Install Bathroom Vanities		
	Install New Windows			Install New Windows		
	Install Mini Fire Stoppers	690	\$18,000.00	Install Mini Fire Stoppers	690	\$18,000.00
	HVAC Filters	3,962	\$37,303.00	HVAC Filters	3,962	\$37,303.00
	Replace Kitchen Cabinets	10	\$83,250.00	Replace Kitchen Cabinets	10	\$83,250.00
	Remodel Bathroom Walls	20	\$114,000.00	Remodel Bathroom Walls	20	\$114,000.00
	Remodel Bathroom Floors	20		Remodel Bathroom Floors	20	
	Replace Bathroom Tub/Shower Kits	20		Replace Bathroom Tub/Shower Kits	20	
	Install Bathroom Vanities	20		Install Bathroom Vanities	20	
	Replace Outdated Fixtures	30	\$20,670.00	Replace Outdated Fixtures	30	\$20,670.00
	Replace Outdated Floors	10	\$26,636.00	Replace Outdated Floors	10	\$26,636.00
	Replace Windows	100	\$2,385.00	Replace Windows	100	\$2,385.00
	Subtotal of Estimated Cost					



<b>Part III: Supporting Pages – Management Needs Work Statement(s)</b>				
Work Statement for Year 1 FFY _____	Work Statement for Year _____ FFY _____		Work Statement for Year: _____ FFY _____	
	Development Number/Name General Description of Major Work Categories	Estimated Cost	Development Number/Name General Description of Major Work Categories	Estimated Cost
See				
Annual Statement				
	Subtotal of Estimated Cost		Subtotal of Estimated Cost	

<b>Part III: Supporting Pages – Management Needs Work Statement(s)</b>				
Work Statement for Year 1 FFY _____	Work Statement for Year ____ _____ FFY _____		Work Statement for Year: ____ _____ FFY _____	
	Development Number/Name General Description of Major Work Categories	Estimated Cost	Development Number/Name General Description of Major Work Categories	Estimated Cost
See				
Annual				
Statement				
	Subtotal of Estimated Cost		Subtotal of Estimated Cost	

TO: SAC, MOBILE  
FROM: SAC, BIRMINGHAM



State of Alabama

ALABAMA DEPARTMENT OF REVENUE  
100 UNIVERSITY BLVD.

BO JOHNSON  
GOVERNOR

**CERTIFICATION BY STATE OF THE RECEIPT AND RECEIPT OF  
WITH STATE BONDS EXCEPTED**

I, BO JOHNSON, Governor of the Alabama Department of Revenue, and I hereby certify that the One Year Annual P.M. Plan of The Housing Authority of the City of Mobile is in compliance with the One Year Annual P.M. Plan of the State of Alabama provided pursuant to 24 CFR Part 93.

**Certifying Official of State**

Name: BO JOHNSON  
Title: GOV. Director  
Alabama Department of Revenue and Community Affairs  
Signature:   
Date: JAN 12 1984

Page No. 001  
February 10, 1984  
Page two

If working period, please don't hesitate to call me

BO JOHNSON  
GOV. Director  
Alabama Department of Revenue and Community Affairs

BO JOHNSON

**Capital Fund Program—Five-Year Action Plan**

U.S. Department of Housing and Urban Development  
Office of Public and Indian Housing  
Expires 4/30/2011

<b>Part I: Summary</b>						
PHA Name/Number Northport Housing Authority AL152		Locality (City/County & State) Northport, Tuscaloosa, AL.			<input checked="" type="checkbox"/> <b>Original 5-Year Plan</b> <input type="checkbox"/> <b>Revision No:</b>	
A.	Development Number and Name	Work Statement for Year 1 FFY __2009__	Work Statement for Year 2 FFY ____2010__	Work Statement for Year 3 FFY ____2011__	Work Statement for Year 4 FFY ____2012__	Work Statement for Year 5 FFY ____2013__
B.	Physical Improvements Subtotal 1460	Annual Statement	\$244,221.00	\$244,221.00	\$244,221.00	\$244,221.00
C.	Management Improvements		\$131,938.00	\$131,938.00	\$131,938.00	\$131,938.00
D.	PHA-Wide Non-dwelling Structures and Equipment		\$15,000.00	\$15,000.00	\$15,000.00	\$15,000.00
E.	Administration					
F.	Other 1450		\$109,957.63	\$109,957.63	\$109,957.63	\$109,957.63
G.	Operations 1406		\$175,917.60	\$175,917.60	\$175,917.60	\$175,917.60
H.	Demolition					
I.	Development		\$36,000.00	\$36,000.00	\$36,000.00	\$36,000.00
J.	Capital Fund Financing – Debt Service		\$166,553.57	\$166,553.57	\$166,553.57	\$166,553.57
K.	Total CFP Funds		\$879,588.00	\$879,588.00	\$879,588.00	\$879,588.00
L.	Total Non-CFP Funds					
M.	Grand Total		\$879,588.00	\$879,588.00	\$879,588.00	\$879,588.00

**Part I: Summary (Continuation)**

PHA Name/Number		Locality (City/county & State)				<input type="checkbox"/> Original 5-Year Plan	<input type="checkbox"/> Revision No:
A.	Development Number and Name	Work Statement for Year 1 FFY _____	Work Statement for Year 2 FFY _____	Work Statement for Year 3 FFY _____	Work Statement for Year 4 FFY _____	Work Statement for Year 5 FFY _____	
		Annual Statement					

<b>Part II: Supporting Pages – Physical Needs Work Statement(s)</b>						
Work Statement for Year 1 FFY <u>2009</u>	Work Statement for Year <u>Two</u> FFY <u>2010</u>			Work Statement for Year: <u>Three</u> FFY <u>2011</u>		
	Development Number/Name General Description of Major Work Categories	Quantity	Estimated Cost	Development Number/Name General Description of Major Work Categories	Quantity	Estimated Cost
See	AL152 1450 Site Improvement		\$109,957.63	AL152 1450 Site Improvement		\$109,957.63
Annual	Remove Trees			Remove Trees		
Statement	Remove Tree Roots			Remove Tree Roots		
	Remove Erosion			Remove Erosion		
	Cut/Trim Lawns			Cut/Trim Lawns		
	AL152 1460 Dwelling Structures		\$244,221.00	AL152 1460 Dwelling Structures		\$244,221.00
	Extermination Services			Extermination Services		
	Replace Kitchen Cabinets	10		Replace Kitchen Cabinets	10	
	Remodel Bathroom Walls	10		Remodel Bathroom Walls	10	
	Replace Bath Tub/Shower Kits			Replace Bath Tub/Shower Kits		
	Install Bathroom Vanities			Install Bathroom Vanities		
	Replace Outdated Fixtures	15		Replace Outdated Fixtures	15	
	Replace Outdated Floors	10		Replace Outdated Floors	10	
	AL152003 Install Additional Phone Outlets			AL152003 Install Additional Phone Outlets		
	AL152003 Install New Roofs			AL152003 Install New Roofs		
	AL152 1475 Non Dwelling Equipment		\$15,000.00	AL152 1475 Non Dwelling Equipment		\$15,000.00
	Lawn Mowers/Trimmers			Lawn Mowers/Trimmers		
	AL152 1499 Development		\$36,000.00	AL152 1499 Development		\$36,000.00
	Purchase Home			Purchase Home		
	Subtotal of Estimated Cost		\$405,178.63			\$405,178.63



<b>Part II: Supporting Pages – Physical Needs Work Statement(s)</b>						
Work Statement for Year 1 FFY _____	Work Statement for Year <u>Four</u> _____ FFY <u>2012</u>			Work Statement for Year: <u>Five</u> _____ FFY <u>2013</u>		
	Development Number/Name General Description of Major Work Categories	Quantity	Estimated Cost	Development Number/Name General Description of Major Work Categories	Quantity	Estimated Cost
See	AL152 1450 Site Improvement		\$109,957.63	AL152 1450 Site Improvement		\$109,957.63
Annual	Remove Trees			Remove Trees		
Statement	Remove Tree Roots			Remove Tree Roots		
	Remove Erosion			Remove Erosion		
	Cut/Trim Lawns			Cut/Trim Lawns		
	AL152 1460 Dwelling Structures		\$244,221.00	AL152 1460 Dwelling Structures		\$244,221.00
	Extermination Services			Extermination Services		
	Replace Kitchen Cabinets	10		Replace Kitchen Cabinets	10	
	Remodel Bathroom Walls	10		Remodel Bathroom Walls	10	
	Replace Bath Tub/Shower Kits			Replace Bath Tub/Shower Kits		
	Install Bathroom Vanities			Install Bathroom Vanities		
	Replace Outdated Fixtures	15		Replace Outdated Fixtures	15	
	Replace Outdated Floors	10		Replace Outdated Floors	10	
	AL152003 Install Additional Phone Outlets			AL152003 Install Additional Phone Outlets		
	AL152003 Install New Roofs			AL152003 Install New Roofs		
	AL152 1475 Non Dwelling Equipment		\$15,000.00	AL152 1475 Non Dwelling Equipment		\$15,000.00
	Lawn Mowers/Trimmers			Lawn Mowers/Trimmers		
	AL152 1499 Development		\$36,000.00	AL152 1499 Development		\$36,000.00
	Purchase Home			Purchase Home		
	Subtotal of Estimated Cost		\$405,178.63	Subtotal of Estimated Cost		\$405,178.63





**Civil Rights Certification**

U.S. Department of Housing and Urban Development  
Office of Public and Indian Housing  
Expires 4/30/2011

**Civil Rights Certification**

**Annual Certification and Board Resolution**

*Acting on behalf of the Board of Commissioners of the Public Housing Agency (PHA) listed below, or its Chairman or other authorized PHA official if there is no Board of Commissioners, I approve the submission of the Plan for the PHA of which this document is a part and make the following certification and agreement with the Department of Housing and Urban Development (HUD) in connection with the submission of the Plan and implementation thereof:*

The PHA certifies that it will carry out the public housing program of the agency in conformity with title VI of the Civil Rights Act of 1964, the Fair Housing Act, section 504 of the Rehabilitation Act of 1973, and title II of the Americans with Disabilities Act of 1990, and will affirmatively further fair housing.


The Housing Authority of the City of Northport

AL152

PHA Name:

PHA Number/HA Code:

Readily verify the actual information provided herein, as well as any information provided in the accompanying narrative, to the end users. Warn the HUD will prosecute false data violators. Conviction may result in criminal and/or penalties. (42 U.S.C. 10501, 10503, 10504, 10505, 10506, 10507)

Name of Authorized Official	Title
Robert N. Jackson, CRM	CEO/Executive Director
Signature: 	Date: 04/07/2009

OFFICE OF THE GOVERNOR

Bob Riley  
GOVERNOR



State of Alabama

ALABAMA DEPARTMENT OF ECONOMIC AND COMMUNITY AFFAIRS

Bill Johnson  
DIRECTOR

**CERTIFICATION BY STATE OF PHA PLAN'S CONSISTENCY  
WITH STATE CONSOLIDATED PLAN**

I, *Bill Johnson, Director of the Alabama Department of Economic and Community Affairs, certify that the Five Year Annual PHA Plan of The Housing Authority of the City of Northport is consistent with the Consolidated Plan of the State of Alabama prepared pursuant to 24 CFR Part 91.*

**Certifying Official of State:**

Name: **Bill Johnson**

Title: **Acting Director  
Alabama Department of Economic and Community Affairs**

Signature: 

Date: **April 2, 2009**

**PHA Certifications of Compliance  
with PHA Plans and Related  
Regulations**

U.S. Department of Housing and Urban Development  
Office of Public and Indian Housing  
DHS No. 1577-0026  
Eplaca 4/24/2017

**PHA Certifications of Compliance with the PHA Plans and Related Regulations:  
Board Resolution to Accompany the PHA 5-Year and Annual PHA Plan**

*Acting as Chair of the Board of Commissioners of the Public Housing Agency (PHA) listed below, as the Chairman or other authorized PHA official if there is no Board of Commissioners, I approve the submission of the 5-Year and Annual PHA Plan for the PHA about year beginning July 1, 2018. As required by 24 CFR Part 98.2, of which this document is a part and make the following certification and agreement with the Department of Housing and Urban Development (HUD) in connection with the submission of the Plan and resolution, hereby:*

1. The Plan is consistent with the applicable comprehensive housing affordability strategy (or any plan incorporating such strategy) for the jurisdiction in which the PHA is located.
2. The Plan contains certification by the appropriate State or local officials that the Plan is consistent with the applicable Consolidated Plan, which includes a certification that requires the preparation of an Analysis of Impediments to Fair Housing Choice, for the PHA's jurisdiction and a description of the manner in which the PHA Plan to conduct will be applicable Consolidated Plan.
3. The PHA certifies that there has been no change signified or otherwise to the Capital Fund Program (and Capital Fund Program Supplement Housing Sector Annual Statement), state submission of its last approved Annual Plan, the Capital Fund Program Annual Statement/Performance and Review Report must be submitted annually even if there is no change.
4. The PHA has established a Resident Advisory Board or Boards, the members of which represent the residents assisted by the PHA, consistent with 24 CFR Part 98.2 in developing the Plan, and considered the recommendations of the Board or Boards (24 CFR 98.213). The PHA has included in the Plan submission a copy of the recommendations made by the Resident Advisory Board or Boards and a description of the manner in which the Plan addresses those recommendations.
5. The PHA made the proposed Plan and all information relevant to the public hearing available for public inspection at least 45 days before the hearing, published a notice for a hearing, would be held and conduct a hearing to discuss the Plan and invite public comment.
6. The PHA will ensure it will carry out its plan in conformity with Title VI of the Civil Rights Act of 1964, the Fair Housing Act, section 504 of the Rehabilitation Act of 1973, and Title II of the Americans with Disabilities Act of 1990.
7. The PHA will affirmatively further fair housing by examining their programs or proposed programs, identify any impediments to fair housing goals within those programs, address those impediments in a reasonable fashion in view of the resources available and work with local jurisdictions to implement any of the jurisdiction's initiatives to affirmatively further fair housing that receive the PHA's involvement and provide records reflecting those analyses and actions.
8. For PHA Plans that include a policy for site-based waiting lists:
  - The PHA regularly submits requests to HUD's 50053 HUD968 module in an accurate, complete and timely manner (as specified in PHE Notice 2016-24).
  - The system of site-based waiting lists provides for full disclosure to each applicant in the selection of the development in which to reside, including basic information about available units and an estimate of the period of time the applicant would likely have to wait to be admitted to units of different sizes and types at each site.
  - Adoption of site-based waiting lists with no priority rules and no selection preference is not consistent with a pending complaint brought by HUD.
  - The PHA shall take reasonable measures to ensure that such waiting list is consistent with affirmatively furthering fair housing.
  - The PHA provides for review of its site-based waiting list policy to determine if it is consistent with civil rights laws and regulations, as modified in 24 CFR part 506.7007(a).
9. The PHA will comply with the prohibitions against discrimination on the basis of age pursuant to the Age Discrimination Act of 1975.
10. The PHA will comply with the Architectural Barriers Act of 1968 and 24 CFR Part 4, Policies and Procedures for the Establishment of Standards and Requirements for Accessibility by the Physically Handicapped.
11. The PHA will comply with the requirements of section 3 of the Housing and Urban Development Act of 1965, Employment Opportunities for Low- and Very-Low-Income Persons, and with its implementing regulations at 24 CFR Part 135.
12. The PHA will comply with acquisition and relocation requirements of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 and implementing regulations at 49 CFR Part 24 as applicable.



**Certification of Payments  
to Influence Federal Transactions**

U.S. Department of Housing  
and Urban Development  
Office of Fair and Equal Housing

**Agency Name**

The Housing Authority of the City of Newport

**Program/Activity Receiving Federal Grant Funding**  
Housing Subsidy, Capital Fund Programs

The undersigned certifies, to the best of his or her knowledge and belief, that:

(1) No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of an agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, renewal, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.

(2) If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of an agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form 278, Disclosure Form to Report Lobbying, in accordance with its instructions.

(3) The undersigned shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all recipients read carefully and discuss accordingly.

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by Section 1352, Title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

I hereby certify that all the information stated herein, as well as any information provided to the accounting firm with which I am and account, is true and correct. I understand that this certification is a prerequisite for making or entering into this transaction imposed by Section 1352, Title 31, U.S. Code.

**Name of Applicant Official**  
Rufy N. Bailon, CPW

**Title**  
CFO/Executive Director

**Signature**



**Date (mm/dd/yyyy)**

04/07/2003

Revised 4/23/03

Form HUD 50071 (9/02)  
BY: HHS/OLG/0407/1.1-1475.10.04/01.0/1475.10



**Certification for  
a Drug-Free Workplace**

U.S. Department of Housing  
and Urban Development

Applicant Name

The Housing Authority of the City of Northwest

Program/Activity Name (e.g. Federal Grant/Funding)

Operating Subsidy, Capital Fund Programs

Acting on behalf of the above named Applicant (as its Authorized Official), I make the following declarations and agreements to the Department of Housing and Urban Development (HUD) regarding the sites listed below:

I certify that the above named Applicant will or will continue to provide a drug-free workplace by:

a. Publishing a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the Applicant's workplace and specifying the actions that will be taken against employees for violation of such prohibition.

b. Establishing an on-going drug-free awareness program to inform employees --

- (1) The dangers of drug abuse in the workplace;
- (2) The Applicant's policy of maintaining a drug-free workplace;
- (3) Any available drug counseling, rehabilitation, and employee assistance programs; and
- (4) The penalties that may be imposed upon employees for drug abuse violations occurring in the workplace.

c. Making it a requirement that each employee to be engaged in the performance of the grant be given a copy of the statement required by paragraph a;

d. Notifying the employee in the statement required by paragraph a, that, as a condition of employment under the grant, the employee will --

- (1) Abide by the terms of the statement; and
- (2) Notify the employer in writing of his or her conviction for a violation of a criminal drug statute occurring in the workplace no later than five calendar days after such conviction.

e. Notifying the agency in writing, within ten calendar days after receiving notice under subparagraph d.(2) from an employee or otherwise receiving actual notice of such conviction. Employees of convicted employees must provide notice, including position title, to every grant officer or other designee on whose grant activity the convicted employee was working, unless the Federal agency has designated a central point for the receipt of such notices. Notice shall include the identification number(s) of each affected grant;

f. Taking one of the following actions, within 90 calendar days of receiving notice under subparagraph d.(2), with respect to any employee who is so convicted --

- (1) Taking appropriate personnel action against such an employee, up to and including termination, consistent with the requirements of the Rehabilitation Act of 1973, as amended; or
- (2) Requiring such employee to participate satisfactorily in a drug abuse assistance or rehabilitation program approved for such purposes by a Federal, State, or local health, law enforcement, or other appropriate agency;

g. Making a good faith effort to continue to maintain a drug-free workplace through implementation of paragraph a, item f.

2. Sites for Work Performance. The Applicant shall list (on separate pages) the sites for the performance of work done in connection with the HUD funding of the program/activity shown above. Place of performance shall include the street address, city, county, State, and zip code. Identify each site with the Applicant name and address and the drug-activity receiving grant funding.

Check here  if there are workplaces on file that are not identified on the attached sheet.

I hereby certify that all the information stated herein, as well as any information provided in the accompanying materials, is true and accurate. Warning: HUD will accept no false claims and statements. Conditions may exist for civil and criminal penalties. (49 U.S.C. 1001, 1010, 1012 - 33 U.S.C. 8721, 8902)

Name of Authorized Official  
Rudy A. Burton LPM

Title  
CEO/Executive Director

*Rudy A. Burton*

Date  
04/07/2009



# NORTHPORT POLICE DEPARTMENT

1000 Northport Blvd., Northport, Alabama 36688 • Phone: (205) 938-1100 • Fax: (205) 938-1101

CHIEF OF POLICE  
D. W. GIBSON  
COMMUNITY  
SERVICES DIVISION

February 18, 2009

Ruby Burton  
Executive Director  
Northport Housing Authority  
Post Office Drawer 349  
Northport, Alabama 36671

Re: Police Athletic League

Dear Ms. Burton:

For your request regarding the above referenced matter, the following information is provided for your perusal. According to the Police Department's five year Strategic Plan, the Police Athletic League will be implemented in the City of Northport during the spring of 2010.

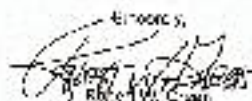
### Police Athletic League

The Police Athletic League (PAL) is a youth crime prevention program that utilizes athletic and recreational activities to create trust and understanding between police officers and youth. It is based on the conviction that young people – when reached early enough – can develop a very positive attitude toward police officers in their journey through life toward the goal of maturity and good citizenship. The Police Athletic League brings youth under supervision and positive influence of police officers and expands public awareness about the police officer and the reinforcement of responsible values and attitudes instilled in young people by their parents. Studies have shown that if a young person respects a police officer on the ball field, gymnasium or classroom, the youth will likely come to respect laws that police officers enforce. Such respect is beneficial to the youth, the police officer, the neighborhood and the entire community.



Ruby Junior  
February 10, 2019  
Page 101

If questions arise, please don't hesitate to contact me.

Respectfully,  
  
Robert W. Grant  
Chief of Police  
Northwest Police Department

RWGrant

**DISCLOSURE OF LOBBYING ACTIVITIES**

Complete this form to disclose lobbying activities pursuant to 31 U.S.C. 1352

Approved by GAO  
0340-0013

(See reverse for public burden disclosure.)

<b>1. Type of Federal Action:</b> <input checked="" type="checkbox"/> a. contract <input type="checkbox"/> b. grant <input type="checkbox"/> c. cooperative agreement <input type="checkbox"/> d. loan <input type="checkbox"/> e. loan guarantee <input type="checkbox"/> f. loan insurance	<b>2. Status of Federal Action:</b> <input type="checkbox"/> a. bid/offer/application <input type="checkbox"/> b. initial award <input type="checkbox"/> c. post-award	<b>3. Report Type:</b> <input type="checkbox"/> a. initial filing <input type="checkbox"/> b. material change - For Material Change Only: year _____ quarter _____ date of last report _____
<b>4. Name and Address of Reporting Entity:</b> <input type="checkbox"/> Prime <input type="checkbox"/> Subawardee Tier _____ if known:  The Housing Authority of the City of Northport P.O. Drawer 369 Northport, AL 35476 Congressional District if known: 4a    7	<b>5. If Reporting Entity in No. 4 is a Subawardee, Enter Name and Address of Prime:</b>   Congressional District, if known: _____	
<b>6. Federal Department/Agency:</b>	<b>7. Federal Program Name/Description:</b>  CFDA Number, if applicable: _____	
<b>8. Federal Action Number, if known:</b>	<b>9. Award Amount, if known:</b> \$ _____	
<b>10. a. Name and Address of Lobbying Registrant (if individual, last name, first name, MI):</b>	<b>b. Individuals Performing Services (including address if different from No. 10a) (last name, first name, MI):</b>	
<b>11.</b> Information requested through this form is authorized by 31 U.S.C. section 1352. This disclosure of lobbying activities is a material consideration of the user which reliance was placed by the list above when the disclosure was made or referred to. This disclosure is required pursuant to 31 U.S.C. 1352. The information will be available for public inspection. Any person who fails to file the required disclosure shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.	Signature:  Print Name: <u>Ruby M. Burton, CPM</u> Title: <u>CEO/Executive Director</u> Telephone No.: <u>(205) 752-8171</u> Date: <u>04/07/2009</u>	
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