

9.0	Housing Needs. Based on information provided by the applicable Consolidated Plan, information provided by HUD, and other generally available data, make a reasonable effort to identify the housing needs of the low-income, very low-income, and extremely low-income families who reside in the jurisdiction served by the PHA, including elderly families, families with disabilities, and households of various races and ethnic groups, and other families who are on the public housing and Section 8 tenant-based assistance waiting lists. The identification of housing needs must address issues of affordability, supply, quality, accessibility, size of units, and location.
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9.1	Strategy for Addressing Housing Needs. Provide a brief description of the PHA's strategy for addressing the housing needs of families in the jurisdiction and on the waiting list in the upcoming year. Note: Small, Section 8 only, and High Performing PHAs complete only for Annual Plan submission with the 5-Year Plan.
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Additional Information. Describe the following, as well as any additional information HUD has requested.

- (a) Progress in Meeting Mission and Goals. Provide a brief statement of the PHA's progress in meeting the mission and goals described in the 5-Year Plan.
- (b) Significant Amendment and Substantial Deviation/Modification. Provide the PHA's definition of "significant amendment" and "substantial deviation/modification"

a) Since the last agency plan was submitted, the Housing Authority of Yamhill County has been successful in accomplishing or working towards reaching the following goals:

Goal – continue to explore new areas of housing need: HAYC has constructed a 50-unit apartment complex (Village Quarter) to provide needed housing for low-income seniors. HAYC acquired Heritage Place, a 60-unit expiring tax credit property for low-income seniors and people with disabilities. HAYC is currently partnering with the County's Chemical Dependency Department to develop a 5-bedroom home (New Reflections) for women with children who are in recovery.

Goal – explore and expand partnership opportunities with other agencies: Village Quarter is a 50-unit apartment complex constructed in 2008 to provide needed housing for low-income seniors. The Oregon Department of Housing and Community Development helped to provide funding. The Family Self-Sufficiency (FSS) Coordinators are continuing to build partnerships with other agencies to increase self-sufficiency of program participants. We are the lead agency in the ABC's of Homeownership, an accredited homebuyer counseling program, and have partnered with local banks, mortgage companies, insurance brokers and real estate agents in order to hold classes.

Goal – expand the supply of assisted housing: See above statements on Village Quarter, Heritage Place and New Reflections.

Goal – improve the quality of assisted housing: continued the process of substantially renovating several Public Housing units and replacing roofing. HAYC is continuing its efforts to keep PHAS and SEMAP scores high.

Goal – increase assisted housing choices: continue to provide voucher mobility counseling and conduct outreach efforts to potential voucher landlords.

Goal – provide an improved living environment: continue to work in conjunction with law enforcement to provide safe and secure places for our residents to live.

Goal – promote self-sufficiency and asset development of families and individuals: The FSS Coordinators are continuing to build partnerships with other agencies to increase self-sufficiency of program participants. We hold every other month meetings for individuals who are no income and/or receiving utility reimbursement checks to work with them on job search, budgeting, counseling. We also have taken the lead role in bringing the ABC's of Homeownership, an accredited homebuyer counseling program, to Yamhill County and have partnered with local banks, mortgage companies, insurance brokers and real estate agents in order to establish classes.

Goal – ensure equal opportunity and affirmatively further fair housing: There is a Reasonable Accommodation policy in place in which one staff person deals with all Reasonable Accommodation requests to ensure equal opportunity and fairness.

b) Significant Amendment and Substantial Deviation/Modification from 5-Year Plan

The Housing Authority of Yamhill County defines "Substantial Deviation, Significant Amendments of Modifications" as follows:

➤ *5-Year Plan – the Housing Authority believes that significant amendments or modifications are those that make a change in the Housing Authority's mission, or the goals and objectives to enable the Housing Authority to meet the needs of the families that it serves, or both.*

➤ *Annual Plan – the Housing Authority considers that significant amendments or modifications are those that make significant changes to information provided by the Housing Authority in its Annual Plan.*

a. Significant Amendment or Modification to the Annual Plan

The Housing Authority of Yamhill County will consider the following criteria to determine whether or not a proposed change to the annual plan will be considered to be a "substantial deviation" or "significant amendment" or "modification" to the annual plan which will require the Housing Authority to submit the proposed revision(s) to the Annual Plan to the full public review process requirements.

1. *Changes to the rent or admission policies or organization of the waiting list;*
2. *Addition of non-emergency work items (items not included in the current Annual Statement of the 5 Year Action Plan) or change in use of replacement reserve funds under the Capital Fund;*
3. *Any changes with regard to demolition or disposition, designation, home ownership programs or conversion activities.*

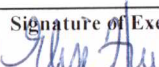
The Board of Commissioners will determine if changes to the 5 Year Plan or Annual Plan constitute a "Substantial Deviation, Significant Amendment or Modification."

An exception to this definition will be made for any of the above that are adopted to reflect changes in HUD regulatory requirements. Such changes will not be considered significant amendments by the Housing Authority of Yamhill County.

11.0	<p>Required Submission for HUD Field Office Review. In addition to the PHA Plan template (HUD-50075), PHAs must submit the following documents. Items (a) through (g) may be submitted with signature by mail or electronically with scanned signatures, but electronic submission is encouraged. Items (h) through (i) must be attached electronically with the PHA Plan. Note: Faxed copies of these documents will not be accepted by the Field Office.</p> <ul style="list-style-type: none">(a) Form HUD-50077, <i>PHA Certifications of Compliance with the PHA Plans and Related Regulations</i> (which includes all certifications relating to Civil Rights)(b) Form HUD-50070, <i>Certification for a Drug-Free Workplace</i> (PHAs receiving CFP grants only)(c) Form HUD-50071, <i>Certification of Payments to Influence Federal Transactions</i> (PHAs receiving CFP grants only)(d) Form SF-LLL, <i>Disclosure of Lobbying Activities</i> (PHAs receiving CFP grants only)(e) Form SF-LLL-A, <i>Disclosure of Lobbying Activities Continuation Sheet</i> (PHAs receiving CFP grants only)(f) Resident Advisory Board (RAB) comments. Comments received from the RAB must be submitted by the PHA as an attachment to the PHA Plan. PHAs must also include a narrative describing their analysis of the recommendations and the decisions made on these recommendations.(g) Challenged Elements(h) Form HUD-50075.1, <i>Capital Fund Program Annual Statement/Performance and Evaluation Report</i> (PHAs receiving CFP grants only)(i) Form HUD-50075.2, <i>Capital Fund Program Five-Year Action Plan</i> (PHAs receiving CFP grants only)
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Part I: Summary					
PHA Name: HOUSING AUTHORITY OF YAMHILL COUNTY		Grant Type and Number Capital Fund Program Grant No: OR16P01650109 Replacement Housing Factor Grant No: Date of CFFP _____		FFY of Grant: <u>2009</u> FFY of Grant Approval:	
Type of Grant <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 ¹	
		Original	Revised ²	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations (may not exceed 20% of Line 21) ³	0.00	0.00	0.00	0.00
3	1408 Management Improvements	12,502.00	0.00	0.00	0.00
4	1410 Administration (may not exceed 10% of Line 21) ³	0.00	0.00	0.00	0.00
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	2,000.00	0.00	0.00	0.00
8	1440 Site Acquisition				
9	1450 Site Improvement	67,000.00	0.00	0.00	0.00
10	1460 Dwelling Structures	72,000.00	0.00	0.00	0.00
11	1465.1 Dwelling Equipment—Nonexpendable	5,000.00	0.00	0.00	0.00
12	1470 Non-dwelling Structures	0.00	0.00	0.00	0.00
13	1475 Non-dwelling Equipment	0.00	0.00	0.00	0.00
14	1485 Demolition				
15	1492 Moving to Work Demonstration				
16	1495.1 Relocation Costs				
17	1499 Development Activities ⁴	0.00	0.00	0.00	0.00
18a	1501 Collateralization or Debt Service paid by the PHA				
18ba	9000 Clooateralization or Debt Service paid Via System or Direct Payment				
19	1502 Contingency (may not exceed 8% of line 20)				
20	Amount of Annual Grant: (sum of lines 2 - 19)	158,502.00	0.00	0.00	0.00
21	Amount of line 21 Related to LBP Activities				
22	Amount of line 21 Related to Section 504 compliance				
23	Amount of line 21 Related to Security --Soft Costs				
24	Amount of Line 21 related to Security-- Hard Costs				
25	Amount of line 21 Related to Energy Conservation Measures				

¹ To be completed for the Performance and Evaluation Report
² To be completed for the Performance and Evaluation Report or a Revised Annual Statement
³ PHAs with under 250 units in management may use 100% of CFP Grants for operations
⁴ RHF funds shall be included here

Part I: Summary					
PHA Name: HOUSING AUTHORITY OF YAMHILL COUNTY		Grant Type and Number Capital Fund Program Grant No: OR16P01650109 Replacement Housing Factor Grant No: Date of CFFP _____		FFY of Grant: 2009 FFY of Grant Approval:	
Type of Grant					
<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 Cost¹	
		Original	Revised²	Obligated	Expended
Signature of Executive Director 		Date 7/2/2009		Signature of Public Housing Director Date	

Part II: Supporting Pages								
PHA Name: HOUSING AUTHORITY OF YAMHILL COUNTY		Grant Type and Number Capital Fund Program Grant No: OR16P01650109 Replacement Housing Factor Grant No:			CFFP (Yes/No):		Federal FY of Grant: 2009	
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Development Account No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised ¹	Funds Obligated ²	Funds Expended ²	
OR16P016000001	SALARIES	1410		10,502.00				
	SUNDRIES	1410		2,000.00				
	Copies/Advertising							
	ARCHITECT/ENGINEER	1430	1	2,000.00				
	SITE IMPROVEMENTS	1450	4	67,000.00				
	Fencing, Landscaping, Site Utilities							
	DWELLING INTERIORS	1460	4	67,000.00				
	Flooring, Cabinets, Fixtures, Partition Duplex Walls							
	DWELLING EXTERIORS	1460	4	5,000.00				
	Roofing, Windows, and Doors							
	DWELLING EQUIPMENT	1465	4	5,000.00				
	Heating, Appliance, Utility Upgrades							
				158,502.00	0.00	0.00	0.00	

¹ To be completed for the Performance and Evaluation Report or a Revised Annual Statement

² 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
 OMB No. 2577-0226
Expires 4/30/2011

Part I: Summary						
PHA Name/Number Housing Authority of Yamhill Co.		Locality (City/County & State) Yamill County, OR			<input checked="" type="checkbox"/> Original 5-Year Plan	<input type="checkbox"/> Revision No:
A.	Development Number and Name	Work Statement for Year 1 FFY <u>2009</u>	Work Statement for Year 2 FFY <u>2010</u>	Work Statement for Year 3 FFY <u>2011</u>	Work Statement for Year 4 FFY <u>2012</u>	Work Statement for Year 5 FFY <u>2013</u>
B.	Physical Improvements Subtotal	Annual Statement	\$55,000	\$55,000	\$55,000	\$55,000
C.	Management Improvements		\$0	\$0	\$0	\$0
D.	PHA-Wide Non-dwelling Structures and Equipment		\$0	\$0	\$0	\$0
E.	Administration		\$10,000	\$12,000	\$12,000	\$12,000
F.	Other: A&E Fees and Costs		\$2,000	\$5,000	\$5,000	\$5,000
G.	Operations		\$58,000	\$53,000	\$53,000	\$53,000
H.	Demolition		\$0	\$0	\$0	\$0
I.	Development		\$0	\$0	\$0	\$0
J.	Capital Fund Financing -- Debt Service		\$0	\$0	\$0	\$0
K.	Total CFP Funds		\$125,000	\$125,000	\$125,000	\$125,000
L.	Total Non-CFP Funds					
M.	Grand Total		\$125,000	\$125,000	\$125,000	\$125,000

Part I: Summary					
PHA Name: HOUSING AUTHORITY OF YAMHILL COUNTY		Grant Type and Number Capital Fund Program Grant No: OR16P01650108 Replacement Housing Factor Grant No: Date of CFFP _____		FFY of Grant: 2008 FFY of Grant Approval:	
Type of Grant <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: December 31, 2008 <input type="checkbox"/> Final Performance and Evaluation Report					
Line	Summary by Development Account	Total Estimated Cost		Total Actual Cost ¹	
		Original	Revised ²	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations (may not exceed 20% of Line 21) ³	125,219.00	0.00	125,219.00	125,219.00
3	1408 Management Improvements	0.00	0.00	0.00	0.00
4	1410 Administration (may not exceed 10% of Line 21) ³	0.00	0.00	0.00	0.00
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	0.00	0.00	0.00	0.00
8	1440 Site Acquisition				
9	1450 Site Improvement	0.00	0.00	0.00	0.00
10	1460 Dwelling Structures	0.00	0.00	0.00	0.00
11	1465.1 Dwelling Equipment—Nonexpendable	0.00	0.00	0.00	0.00
12	1470 Non-dwelling Structures	0.00	0.00	0.00	0.00
13	1475 Non-dwelling Equipment	0.00	0.00	0.00	0.00
14	1485 Demolition				
15	1492 Moving to Work Demonstration				
16	1495.1 Relocation Costs				
17	1499 Development Activities ⁴	0.00	0.00	0.00	0.00
18a	1501 Collateralization or Debt Service paid by the PHA				
18ba	9000 Collateralization or Debt Service paid Via System or Direct Payment				
19	1502 Contingency (may not exceed 8% of line 20)				
20	Amount of Annual Grant: (sum of lines 2 - 19)	125,219.00	0.00	125,219.00	125,219.00
21	Amount of line 21 Related to LBP Activities				
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Type of Grant <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 ¹
		Original	Revised ²	Obligated Expended
Signature of Executive Director 		Date 7/2/2009	Signature of Public Housing Director Date	

RESIDENT ADVISORY BOARD

Meeting Minutes

March 31, 2009

Present:

Residents: Berenice Perez, Joyce Lewis and Jacqueline Haworth

Staff: Cliff Hardy, Housing Supervisor, Darcy Reynolds, Housing Specialist/FSS Coordinator, Megan Ramos, Homeownership Specialist, Leon Ramos, Housing Specialist, Elise Hui, Executive Director, Judi Herubin, Housing Specialist.

Welcome and Introductions: Cliff Hardy introduced the staff members present to the residents in attendance and explained the purpose and scope of the meeting.

Housing Choice Voucher Homeownership Program: Darcy Reynolds reviewed the homeownership program requirements and purpose. She discussed the ongoing orientation components and detailed how a participant could find out more about the program or enroll.

Family Self Sufficiency Program: Darcy Reynolds discussed the Family Self Sufficiency program including the program goals, participant contract and escrow accounts. Ms. Reynolds noted that there is a maximum of 150 participants in this program and there are currently openings available.

Housing Resource Center: Megan Ramos presented an overview of the Housing Resource Center facility and the services offered through the center including pre- and post-homeownership, credit and loss mitigation counseling, budgeting and home ownership classes, the VIDA savings program and the annual homebuyers fair.

Section 8 Wait List and Intake: Judi Herubin discussed the current insufficient funding situation that has temporarily ended the addition of any new Section 8 participants at this time. She noted that the wait list is still open and persons are still encouraged to apply in anticipation of vouchers being available in the future.

Development Update: Elise Hui reviewed the status of the current HAYC development projects. She stated that Village Quarter is fully leased for residents and the focus currently is to secure tenants for the retail space in the building. She suggested that finding suitable tenants has been hampered by the slow economy.

Ms. Hui detailed the New Reflections project designed to house women and children in recovery. HAYC is handling the building development and construction phase of the project and ground breaking should take place in April 2009.

Ms. Hui noted that other development projects are currently on hold pending the sale of additional Low Rent Public Housing units.

Low Rent Public Housing:

Unit Disposition: This project is continuing but the market remains slow. In the meantime some of the units vacated in anticipation of sale are being re-rented to maintain the income stream until the market improves.

There has been research into dividing the duplex units to make them more marketable but division would require money to pay for the costs associated with dividing the units which could be in excess of \$60,000 per duplex.

Capital Fund: Elise Hui handed out a Capital Fund budget worksheet and reviewed the proposed expenditures. Ms. Hui noted that the budget is based on HAYC receiving stimulus funds and the status of this money is currently uncertain as it is not clear whether HAYC is eligible for these monies since the disposition of the units is underway.

Customer Feedback Form:

Cliff Hardy explained HAYC's desire to serve our clients in the best manner possible and to this end noted that we were considering the best way to gather input from the client's we serve. Mr. Hardy opened the meeting to discussion. The suggestions generated from the group included adding a small questionnaire in the newsletter, send out a stand alone survey similar in format to what is sent to attendees following the ABC's of Home buying seminar or to include a survey with the annual Section 8 re-examination packets.

Other Items:

Cliff Hardy asked the group if they had additional questions or comments. Joyce Lewis stated that she thought it would be useful if new HAYC property managers were trained on the expectations of the Section 8 program as many residents were interested in or on Section 8. It was suggested that staff invite new HAYC property managers to a Section 8 orientation to get an overview of the program.

There were no other questions and the meeting was adjourned.