PHA 5-Year and	U.S. Department of Housing and Urban	OMB No. 2577-0226
	Development	Expires 4/30/2011
Annual Plan	Office of Public and Indian Housing	

1.0	PHA Name: Housing Authority of Yamhill County PHA Type: Small Migh Performing PHA Fiscal Year Beginning: (MM/YYYY): 07/2009		Standard	PHA Code: OR016					
2.0	Inventory (based on ACC units at time of F Number of PH units: 62	Y beginning i	n 1.0 above) Number of HCV unit	s: 1343					
3.0	Submission Type	🛛 Annual I	Plan Only	5-Year Plan Only					
4.0	PHA Consortia	HA Consortia	a: (Check box if submitting a	joint Plan and complete table bel					
	Participating PHAs	PHA Code	Program(s) Included in th Consortia	e Programs Not in the Consortia	No. of Units Program PH	s in Each HCV			
	PHA 1: PHA 2: PHA 3:								
5.0	5-Year Plan. Complete items 5.1 and 5.2 on	ly at 5-Year I	Plan update.		1				
5.1	Mission. State the PHA's Mission for servin jurisdiction for the next five years:	ng the needs o	of low-income, very low-inco	ome, and extremely low income fa	milies in the Pl	HA's			
5.2	Goals and Objectives. Identify the PHA's quantifiable 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 previous 5-Year Plan.								
6.0	 PHA Plan Update (a) Identify all PHA Plan elements that have been revised by the PHA since its last Annual Plan submission: (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 6.0 of the instructions. (a) HAYC has recently modified its Eligibility, Selection and Admissions Policies to in clude a disaster displacement preference and to add to the working family preference definition. During last years annual plan, HAYC stated that it was hoping to implement the Section 8(y) Homeownership program in 2008. We did in fact implement the program and now have a functioning program. (b) The PHA Plan is available at PHA's main administrative office located at 135 NE Dunn Place, McMinnville, OR 97128 								
7.0	Hope VI, Mixed Finance Modernization o Programs, and Project-based Vouchers. <i>1</i>				ousing, Homeo	ownership			
8.0	Capital Improvements. Please complete Pa	arts 8.1 throug	gh 8.3, as applicable.						
8.1	Capital Fund Program Annual Statement/Performance and Evaluation Report. As part of the PHA 5-Year and Annual Plan, annually complete and submit the <i>Capital Fund Program Annual Statement/Performance and Evaluation Report</i> , form HUD-50075.1, for each current and open CFP grant and CFFP financing. *Please see or016a01								
8.2	Capital Fund Program Five-Year Action I Program Five-Year Action Plan, form HUD- for a five year period). Large capital items n *Please see or016a01	-50075.2, and	subsequent annual updates	(on a rolling basis, e.g., drop curre					
8.3	Capital Fund Financing Program (CFFP) Check if the PHA proposes to use any po finance capital improvements.	rtion of its Ca	apital Fund Program (CFP)/F	Replacement Housing Factor (RHI	F) to repay debt	incurred to			

9	0.0	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.
9	0.1	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.

form HUD-50075 (4/2008)

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-inome 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	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.
	(a) Form HUD-50077, PHA Certifications of Compliance with the PHA Plans and Related Regulations (which includes all certifications relating to Civil Rights)
	(b) Form HUD-50070, Certification for a Drug-Free Workplace (PHAs receiving CFP grants only)
	(c) Form HUD-50071, Certification of Payments to Influence Federal Transactions (PHAs receiving CFP grants only)
	(d) Form SF-LLL, Disclosure of Lobbying Activities (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, Capital Fund Program Annual Statement/Performance and Evaluation Report (PHAs receiving CFP grants only)
	(i) Form HUD-50075.2, Capital Fund Program Five-Year Action Plan (PHAs receiving CFP grants only)

Part I: Summary				
PHA Name: HOUSING AUTHORITY OF YAMHILL COUNTY	Grant Type and Number Capital Fund Program Grant No: OR16P01650 Date of CFFP	109 Replacement Housing F	actor Grant No:	FFY of Grant: 2009 FFY of Grant Approval:
Type of Grant X Original Annual Statement Reserve for Disa: Performance and Evaluation Report for Period Ending:		sed Annual Statement (revision no I Performance and Evaluation Rep	:) port	
Line Summary by Development Account	Total Estimate			Actual Cost ¹
	Original	Revised ²	Obligated	Expended
1 Total non-CFP Funds				Expended
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		0.00	0.00	0.00
6 1415 Liquidated Damages				
7 1430 Fees and Costs	2,000,00	0.00	0.00	0.00
8 1440 Site Acquisition			0.00	0.00
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			9.00	
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 Collaterization or Debt Service paid by the PHA			9700	0.00
18ba 9000 Clooateralization or Debt Service paid Via System or Di	rect 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			0.00	0.00
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 Ferformance 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				
	rant Type and Number			FFY of Grant:
C	apital Fund Program Grant No: OR16P	01650109 Replacement Hou	sing Factor Grant No:	2009
HOUSING AUTHORITY OF YAMHILL COUNTY D	ate of CFFP			FFY of Grant Approval:
Type of Grant		-		
X Original Annual Statement Reserve for Disasters/ Em	er generes	Revised Annual Statement (revision		
Performance and Evaluation Report for Period Ending:	L	Final Performance and Evaluatio		l Actual Cost ¹
Line Summary by Development Account	Total Est	Total Estimated Cost		
	Original	$\mathbf{D} \cdot \mathbf{r}^2$	Obligated	Expended
	Original	Revised ²	0	
Signature of Executive Director	Date 2 2009	Signature of Public Housing Dir	rector	Date
- United Pro-				

Part II: Supporting Pages PHA Name: Grant Type and Number			er				Federal FY of Grant:		
HOUSING AUTHORITY O	F YAMHILL COUNTY	Capital Fund Program		1650109	CFFP (Y	es/No):	2009		
		Replacement Housing							
Development Number	General Descript	ion of Major Work	Development	Quantity	Total Estin	nated Cost	Total Ac	tual Cost	Status of Work
n ar a s des A ras de cost de la marcine esta	Cate	egories	Account No.						
Name/HA-Wide									
Activities									
					Original	Revised ¹	Funds	Funds	
							Obligated ²	Expended ²	
OR16P016000001	SALARIES		1410		10,502.00				
	SUNDRIES		1410		2,000.00				
	Copies/Advertising								
	ARCHITECT/ENGI	NEER	1430	1	2,000.00				
					(= 000 00				
	SITE IMPROVEME		1450	4	67,000.00				
	Fencing, Landscaping	, Site Utilities							
			1460		(7.000.00				
	DWELLING INTER		1460	4	67,000.00				
	Flooring, Cabinets, Fi	extures, Partition							
	Duplex Walls	DIODC	14(0	4	5,000.00				
	DWELLING EXTE		1460	4	5,000.00				
	Roofing, Windows, an	nd Doors							
	DWELLING EQUI	PMENT	1465	4	5,000.00				
	Heating, Appliance, U								
	reaching, rippinanee, e				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

PHA Name:					Federal FY of Grant:
HOUSING AUTHORITY C	F YAMHILL COUNT	Y			2009
Development Number Name/HA-Wide Activities	All Fund Obligated		All Fund Obligated (Quarter Ending Date)		Reasons for Revised Target Dates ¹
	Original Obligation End Date	Actual Obligation End Date	Original Expenditure End Date	Actual Expenditure End Date	
OR16P016000001	August 15, 2011		August 15, 2012		

¹Obligation 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.

Part	Part I: Summary									
PHAN	Name/Number Housing Author	ity of Yamhill Co.	Locality (City/County & Sta	te) Yamill County, OR	X Original 5-Year Plan	Revision No:				
	Development Number and Name	Work Statement for	Work Statement for Year 2	Work Statement for Year 3 FFY	Work Statement for Year 4 FFY	Work Statement for Year 5 FFY				
А.		Year 1	FFY 2010	2011	2012	2013				
	OR16P016000001	FFY <u>2009</u>								
	Physical Improvements Subtotal	Annual Statement	\$55,000	\$55,000	\$55,000	\$55,000				
В.										
C.	Management Improvements		\$0	\$0	\$0	\$0				
	PHA-Wide Non-dwelling		\$0	\$0	\$0	\$0				
D.	Structures and Equipment									
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				
	Capital Fund Financing Debt		\$0	\$0	\$0	\$0				
J.	Service									
К.	Total CFP Funds		\$125,000	\$125,000	\$125,000	\$125,000				
L.	Total Non-CFP Funds									
М.	Grand Total		\$125,000	\$125,000	\$125,000	\$125,000				

Part II: Supp	oorting Pages Physical Needs W	ork Stateme	ent(s)				
Work Statement	work Statement for Year :2			Work Statement for Year :3			
for Year 1 FFY	for Year 1 FFY FFY 2010			FFY 2011			
	Development Number/Name	Quantity	Estimated Cost	Development Number/Name	Quantity	Estimated Cost	
2009	General Description of Major Work			General Description of Major Work		a actual activity of a start	
	Categories			Categories			
See	OR16P016000001			OR16P016000001			
Annual	Operations		\$58,000	Operations		\$53,000	
Statement	Administration		\$10,000	Administration		\$12,000	
	Fees and Costs		\$2,000	Fees and Costs		\$5,000	
	Site ImprovementsFencing,	4	\$22,500	Site ImprovementsFencing,	4	\$15,000	
	Landscaping and Site Utilities	-	\$22,500	Landscaping and Site Utilities	4	\$15,000	
	Dwelling UnitsCabinets, Flooring,			Dwelling UnitsCabinets, Flooring,			
	Windows, Doors, Electrical/Plumbing	4	\$27,500	Windows, Doors, Electrical/Plumbing	6	\$35,000	
	Fixtures, Utility Upgrades and Duplex			Fixtures, Utility Upgrades and Duplex	0	\$55,000	
	Partition Wall Upgrades			Partition Wall Upgrades			
	Dwelling Equipment		\$5,000	Dwelling Equipment		\$5,000	
	Cultotal of Estimate	d Cast			1.0		
	Subtotal of Estimate	d Cost	\$125,000	Subtotal of Estimated Cost		\$125,000	

Capital Fund Program --- Five-Year Action Plan

Part II: Supp	oorting Pages Physical Needs W	ork Stateme	ent(s)			
Work Statement	Work Statement for Year :	4		Work Statement for Year :	5	
for Year 1 FFY	FFY <u>20</u>	12		FFY <u>20</u>	13	
<u>2009</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	OR16P016000001			OR16P016000001		
Annual	Operations		\$53,000	Operations		\$53,000
Statement	Administration		\$12,000	Administration		\$12,000
	Fees and Costs		\$5,000	Fees and Costs		\$5,000
	Site ImprovementsFencing, Landscaping and Site Utilities	5	\$15,000	Site ImprovementsFencing, Landscaping and Site Utilities	4	\$15,000
	Dwelling UnitsCabinets, Flooring, Windows, Doors, Electrical/Plumbing Fixtures, Utility Upgrades and Duplex Partition Wall Upgrades	6	\$35,000	Dwelling UnitsCabinets, Flooring, Windows, Doors, Electrical/Plumbing Fixtures, Utility Upgrades and Duplex Partition Wall Upgrades	6	\$35,000
	Dwelling Equipment		\$5,000	Dwelling Equipment		\$5,000
	Subtotal of Estimated Cost		\$125,000	Subtotal of Estimated	d Cost	\$125,000

Part	1: Summary				
HOU	SING AUTHORITY OF YAMHILL COUNTY	rant Type and Number Capital Fund Program Grant No: OR16P(Date of CFFP	01650108 Replacement Hou	sing Factor Grant No:	FFY of Grant: 2008 FFY of Grant Approval:
X Po	of Grant Driginal Annual Statement Reserve for Disasters/ E erformance and Evaluation Report for Period Ending: December 31, 2008		Revised Annual Statement (revisi Final Performance and Evaluatio		
Line	Summary by Development Account		mated Cost		Actual Cost ¹
		Original	Revised ²	Obligated	Expended
1	Total non-CFP Funds				Expended
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				0.00
6	1415 Liquidated Damages				
7	1430 Fees and Costs	0.00	0.00	0.00	0.00
8	1440 Site Acquisition			0.00	0.00
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			0.00	
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 Collaterization or Debt Service paid by the PHA		5	0.00	0.00
18ba	9000 Collateralization or Debt Service paid Via System or Direct Payr	nent			
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		0.00	1 40 , 4 1 7.00	125,219.00
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:	Grant Type and Number Capital Fund Program Grant No: OR16 Date of CFFP	using Factor Grant No:	FFY of Grant: 2008 FFY of Grant Approval:					
Type of Grant Revised Annual Statement (revision no:) X Original Annual Statement (revision no:) Performance and Evaluation Report for Period Ending: Final Performance and Evaluation Report								
Line Summary by Development Account	Total Estimated Cost		Tota	al Actual Cost ¹				
	Original	Revised ²	Obligated	Expended				
Signature of Executive Director	Date 2000	Signature of Public Housing Director Da		Date				

Part II: Supporting Pages									
						Federal FY of Grant:			
		Capital Fund Program Grant No: OR16P01650108 CFFP (Yes/No): Replacement Housing Factor Grant No:			es/No):	2008			
Development Number	General Descriptio		Development Quantity		Total Estimated Cost		Total Actual Cost		Status of Work
Name/HA-Wide Activities	Categ	ories	Account No.						
	10 ° ° ° ° ° ° ° ° ° ° ° ° ° ° ° ° ° ° °				Original	Revised ¹	Funds	Funds	
							Obligated ²	Expended ²	
OR16P016000001	OPERATIONS		1406		125,219.00		125,219.00	125,219.00	Done
	,								
					125,219.00	0.00	125,219.00	125,219.00	

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

Part III: Implementation Schedule for Capital Fund Financing Program							
PHA Name:		Federal FY of Grant:					
HOUSING AUTHORITY O	OF YAMHILL COUNTY	2008					
Development Number	All Fund (Obligated	All Fund Obligated		Reasons for Revised Target Dates ¹		
Name/HA-Wide Activities	(Quarter Er						
	Original Obligation	Actual Obligation End	Original Expenditure	Actual Expenditure			
	End Date	Date	End Date	End Date			
OR16P016000001	June 30, 2010	June 30, 2008	June 30, 2011	June 30, 2008			

¹Obligation 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.

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 cleat 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 it 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.