

9.0	<p>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.</p>
9.1	<p>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.</p>
10.0	<p>Additional Information. Describe the following, as well as any additional information HUD has requested.</p> <p>(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.</p> <p>(b) Significant Amendment and Substantial Deviation/Modification. Provide the PHA’s definition of “significant amendment” and “substantial deviation/modification”</p>
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> <p>(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)</p> <p>(b) Form HUD-50070, <i>Certification for a Drug-Free Workplace</i> (PHAs receiving CFP grants only)</p> <p>(c) Form HUD-50071, <i>Certification of Payments to Influence Federal Transactions</i> (PHAs receiving CFP grants only)</p> <p>(d) Form SF-LLL, <i>Disclosure of Lobbying Activities</i> (PHAs receiving CFP grants only)</p> <p>(e) Form SF-LLL-A, <i>Disclosure of Lobbying Activities Continuation Sheet</i> (PHAs receiving CFP grants only)</p> <p>(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.</p> <p>(g) Challenged Elements</p> <p>(h) Form HUD-50075.1, <i>Capital Fund Program Annual Statement/Performance and Evaluation Report</i> (PHAs receiving CFP grants only)</p> <p>(i) Form HUD-50075.2, <i>Capital Fund Program Five-Year Action Plan</i> (PHAs receiving CFP grants only)</p>

This information collection is authorized by Section 511 of the Quality Housing and Work Responsibility Act, which added a new section 5A to the U.S. Housing Act of 1937, as amended, which introduced 5-Year and Annual PHA Plans. The 5-Year and Annual PHA plans provide a ready source for interested parties to locate basic PHA policies, rules, and requirements concerning the PHA's operations, programs, and services, and informs HUD, families served by the PHA, and members of the public of the PHA's mission and strategies for serving the needs of low-income and very low-income families. This form is to be used by all PHA types for submission of the 5-Year and Annual Plans to HUD. Public reporting burden for this information collection is estimated to average 12.68 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. HUD may not collect this information, and respondents are not required to complete this form, unless it displays a currently valid OMB Control Number.

Privacy Act Notice. The United States Department of Housing and Urban Development is authorized to solicit the information requested in this form by virtue of Title 12, U.S. Code, Section 1701 et seq., and regulations promulgated thereunder at Title 12, Code of Federal Regulations. Responses to the collection of information are required to obtain a benefit or to retain a benefit. The information requested does not lend itself to confidentiality

Instructions form HUD-50075

Applicability. This form is to be used by all Public Housing Agencies (PHAs) with Fiscal Year beginning April 1, 2008 for the submission of their 5-Year and Annual Plan in accordance with 24 CFR Part 903. The previous version may be used only through April 30, 2008.

1.0 PHA Information

Include the full PHA name, PHA code, PHA type, and PHA Fiscal Year Beginning (MM/YYYY).

2.0 Inventory

Under each program, enter the number of Annual Contributions Contract (ACC) Public Housing (PH) and Section 8 units (HCV).

3.0 Submission Type

Indicate whether this submission is for an Annual and Five Year Plan, Annual Plan only, or 5-Year Plan only.

4.0 PHA Consortia

Check box if submitting a Joint PHA Plan and complete the table.

5.0 Five-Year Plan

Identify the PHA's Mission, Goals and/or Objectives (24 CFR 903.6). Complete only at 5-Year update.

5.1 Mission. A statement of the mission of the public housing agency for serving the needs of low-income, very low-income, and extremely low-income families in the jurisdiction of the PHA during the years covered under the plan.

5.2 Goals and Objectives. Identify quantifiable goals and objectives that will enable the PHA to serve the needs of low income, very low-income, and extremely low-income families.

6.0 PHA Plan Update. In addition to the items captured in the Plan template, PHAs must have the elements listed below readily available to the public. Additionally, a PHA must:

- (a) Identify specifically which plan elements have been revised since the PHA's prior plan submission.
- (b) Identify where the 5-Year and Annual Plan may be obtained by the public. At a minimum, PHAs must post PHA Plans, including updates, at each Asset Management Project (AMP) and main office or central office of the PHA. PHAs are strongly encouraged to post complete PHA Plans on its official website. PHAs are also encouraged to provide each resident council a copy of its 5-Year and Annual Plan.

PHA Plan Elements. (24 CFR 903.7)

1. **Eligibility, Selection and Admissions Policies, including Deconcentration and Wait List Procedures.** Describe the PHA's policies that govern resident or tenant eligibility, selection and admission including admission preferences for both public housing and HCV and unit assignment policies for public housing; and procedures for maintaining waiting lists for admission to public housing and address any site-based waiting lists.

2. **Financial Resources.** A statement of financial resources, including a listing by general categories, of the PHA's anticipated resources, such as PHA Operating, Capital and other anticipated Federal resources available to the PHA, as well as tenant rents and other income available to support public housing or tenant-based assistance. The statement also should include the non-Federal sources of funds supporting each Federal program, and state the planned use for the resources.
3. **Rent Determination.** A statement of the policies of the PHA governing rents charged for public housing and HCV dwelling units.
4. **Operation and Management.** A statement of the rules, standards, and policies of the PHA governing maintenance management of housing owned, assisted, or operated by the public housing agency (which shall include measures necessary for the prevention or eradication of pest infestation, including cockroaches), and management of the PHA and programs of the PHA.
5. **Grievance Procedures.** A description of the grievance and informal hearing and review procedures that the PHA makes available to its residents and applicants.
6. **Designated Housing for Elderly and Disabled Families.** With respect to public housing projects owned, assisted, or operated by the PHA, describe any projects (or portions thereof), in the upcoming fiscal year, that the PHA has designated or will apply for designation for occupancy by elderly and disabled families. The description shall include the following information: **1)** development name and number; **2)** designation type; **3)** application status; **4)** date the designation was approved, submitted, or planned for submission, and; **5)** the number of units affected.
7. **Community Service and Self-Sufficiency.** A description of: **(1)** Any programs relating to services and amenities provided or offered to assisted families; **(2)** Any policies or programs of the PHA for the enhancement of the economic and social self-sufficiency of assisted families, including programs under Section 3 and FSS; **(3)** How the PHA will comply with the requirements of community service and treatment of income changes resulting from welfare program requirements. **(Note: applies to only public housing).**
8. **Safety and Crime Prevention.** For public housing only, describe the PHA's plan for safety and crime prevention to ensure the safety of the public housing residents. The statement must include: (i) A description of the need for measures to ensure the safety of public housing residents; (ii) A description of any crime prevention activities conducted or to be conducted by the PHA; and (iii) A description of the coordination between the PHA and the appropriate police precincts for carrying out crime prevention measures and activities.

9. **Pets.** A statement describing the PHAs policies and requirements pertaining to the ownership of pets in public housing.
10. **Civil Rights Certification.** A PHA will be considered in compliance with the Civil Rights and AFFH Certification if: it can document that it examines its programs and proposed programs to identify any impediments to fair housing choice within those programs; addresses those impediments in a reasonable fashion in view of the resources available; works with the local jurisdiction to implement any of the jurisdiction's initiatives to affirmatively further fair housing; and assures that the annual plan is consistent with any applicable Consolidated Plan for its jurisdiction.
11. **Fiscal Year Audit.** The results of the most recent fiscal year audit for the PHA.
12. **Asset Management.** A statement of how the agency will carry out its asset management functions with respect to the public housing inventory of the agency, including how the agency will plan for the long-term operating, capital investment, rehabilitation, modernization, disposition, and other needs for such inventory.
13. **Violence Against Women Act (VAWA).** A description of: **1)** Any activities, services, or programs provided or offered by an agency, either directly or in partnership with other service providers, to child or adult victims of domestic violence, dating violence, sexual assault, or stalking; **2)** Any activities, services, or programs provided or offered by a PHA that helps child and adult victims of domestic violence, dating violence, sexual assault, or stalking, to obtain or maintain housing; and **3)** Any activities, services, or programs provided or offered by a public housing agency to prevent domestic violence, dating violence, sexual assault, and stalking, or to enhance victim safety in assisted families.

7.0 Hope VI, 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 or Development.** **1)** A description of any housing (including project number (if known) and unit count) for which the PHA will apply for HOPE VI or Mixed Finance Modernization or Development; and **2)** A timetable for the submission of applications or proposals. The application and approval process for Hope VI, Mixed Finance Modernization or Development, is a separate process. See guidance on HUD's website at: <http://www.hud.gov/offices/pih/programs/ph/hope6/index.cfm>
- (b) **Demolition and/or Disposition.** With respect to public housing projects owned by the PHA and subject to ACCs under the Act: **(1)** A description of any housing (including project number and unit numbers [or addresses]), and the number of affected units along with their sizes and accessibility features) for which the PHA will apply or is currently pending for demolition or disposition; and **(2)** A timetable for the demolition or disposition. The application and approval process for demolition and/or disposition is a separate process. See guidance on HUD's website at: http://www.hud.gov/offices/pih/centers/sac/demo_dispo/index.cfm
Note: This statement must be submitted to the extent that approved and/or pending demolition and/or disposition has changed.
- (c) **Conversion of Public Housing.** With respect to public housing owned by a PHA: **1)** A description of any building or buildings (including project number and unit count) that the PHA is required to convert to tenant-based assistance or

that the public housing agency plans to voluntarily convert; **2)** An analysis of the projects or buildings required to be converted; and **3)** A statement of the amount of assistance received under this chapter to be used for rental assistance or other housing assistance in connection with such conversion. See guidance on HUD's website at: <http://www.hud.gov/offices/pih/centers/sac/conversion.cfm>

- (d) **Homeownership.** A description of any homeownership (including project number and unit count) administered by the agency or for which the PHA has applied or will apply for approval.
- (e) **Project-based Vouchers.** If the PHA wishes to use the project-based voucher program, a statement of the projected number of project-based units and general locations and how project basing would be consistent with its PHA Plan.

8.0 Capital Improvements. This section provides information on a PHA's Capital Fund Program. With respect to public housing projects owned, assisted, or operated by the public housing agency, a plan describing the capital improvements necessary to ensure long-term physical and social viability of the projects must be completed along with the required forms. Items identified in 8.1 through 8.3, must be signed where directed and transmitted electronically along with the PHA's Annual Plan submission.

8.1 Capital Fund Program Annual Statement/Performance and Evaluation Report. PHAs must complete the *Capital Fund Program Annual Statement/Performance and Evaluation Report* (form HUD-50075.1), for each Capital Fund Program (CFP) to be undertaken with the current year's CFP funds or with CFFP proceeds. Additionally, the form shall be used for the following purposes:

- (a) To submit the initial budget for a new grant or CFFP;
- (b) To report on the Performance and Evaluation Report progress on any open grants previously funded or CFFP; and
- (c) To record a budget revision on a previously approved open grant or CFFP, e.g., additions or deletions of work items, modification of budgeted amounts that have been undertaken since the submission of the last Annual Plan. The Capital Fund Program Annual Statement/Performance and Evaluation Report must be submitted annually.

Additionally, PHAs shall complete the Performance and Evaluation Report section (see footnote 2) of the *Capital Fund Program Annual Statement/Performance and Evaluation* (form HUD-50075.1), at the following times:

1. At the end of the program year; until the program is completed or all funds are expended;
2. When revisions to the Annual Statement are made, which do not require prior HUD approval, (e.g., expenditures for emergency work, revisions resulting from the PHAs application of fungibility); and
3. Upon completion or termination of the activities funded in a specific capital fund program year.

8.2 Capital Fund Program Five-Year Action Plan

PHAs must submit the *Capital Fund Program Five-Year Action Plan* (form HUD-50075.2) for the entire PHA portfolio for the first year of participation in the CFP and annual update thereafter to eliminate the previous year and to add a new fifth year (rolling basis) so that the form always covers the present five-year period beginning with the current year.

8.3 Capital Fund Financing Program (CFFP). Separate, written HUD approval is required if the PHA proposes to pledge any

portion of its CFP/RHF funds to repay debt incurred to finance capital improvements. The PHA must identify in its Annual and 5-year capital plans the amount of the annual payments required to service the debt. The PHA must also submit an annual statement detailing the use of the CFFP proceeds. See guidance on HUD's website at:

<http://www.hud.gov/offices/pih/programs/ph/capfund/cffp.cfm>

9.0 Housing Needs. Provide a statement of the housing needs of families residing in the jurisdiction served by the PHA and the means by which the PHA intends, to the maximum extent practicable, to address those needs. **(Note: Standard and Troubled PHAs complete annually; Small and High Performers complete only for Annual Plan submitted with the 5-Year Plan).**

9.1 Strategy for Addressing Housing Needs. Provide a 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: Standard and Troubled PHAs complete annually; Small and High Performers complete only for Annual Plan submitted with the 5-Year Plan).**

10.0 Additional Information. Describe the following, as well as any additional information requested by HUD:

- (a) **Progress in Meeting Mission and Goals.** PHAs must include (i) a statement of the PHAs progress in meeting the mission and goals described in the 5-Year Plan; (ii) the basic criteria the PHA will use for determining a significant amendment from its 5-year Plan; and a significant amendment or modification to its 5-Year Plan and Annual Plan. **(Note: Standard and Troubled PHAs complete annually; Small and High Performers complete only for Annual Plan submitted with the 5-Year Plan).**
- (b) **Significant Amendment and Substantial Deviation/Modification.** PHA must provide the definition of "significant amendment" and "substantial deviation/modification". **(Note: Standard and Troubled PHAs complete annually; Small and High Performers complete only for Annual Plan submitted with the 5-Year Plan.)**

- (c) PHAs must include or reference any applicable memorandum of agreement with HUD or any plan to improve performance. **(Note: Standard and Troubled PHAs complete annually).**

11.0 Required Submission for HUD Field Office Review. In order to be a complete package, PHAs must submit items (a) through (g), with signature by mail or electronically with scanned signatures. Items (h) and (i) shall be submitted electronically as an attachment to the PHA Plan.

- (a) Form HUD-50077, *PHA Certifications of Compliance with the PHA Plans and Related Regulations*
- (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, *Disclosure of Lobbying Activities Continuation Sheet (PHAs receiving CFP grants only)*
- (f) Resident Advisory Board (RAB) comments.
- (g) Challenged Elements. Include any element(s) of the PHA Plan that is challenged.
- (h) Form HUD-50075.1, *Capital Fund Program Annual Statement/Performance and Evaluation Report (Must be attached electronically for PHAs receiving CFP grants only)*. See instructions in 8.1.
- (i) Form HUD-50075.2, *Capital Fund Program Five-Year Action Plan (Must be attached electronically for PHAs receiving CFP grants only)*. See instructions in 8.2.

VILLAGE OF FAIRPORT
OFFICE OF COMMUNITY + ECONOMIC DEVELOPMENT
URBAN RENEWAL AGENCY
HOUSING CHOICE VOUCHER PROGRAM
5 YEAR PLAN

Mission Statement

The Village of Fairport has contracted with the Fairport Community & Economic Development Urban Renewal Agency's Housing Program (hereinafter "FHP") to administer the Section 8 Choice Voucher Housing Programs for Eastern and Southeastern Monroe County. It is the mission of the FHP to promote adequate and affordable housing, economic opportunity, and a suitable living environment without discrimination for all tenants within our service area.

Goals & Objectives:

The FHP has also established Goals and Objectives, which guide discretionary policies within the programs. Over the next five years these Goals and Objectives will include:

- ◆ Preserve and increase the supply of affordable rental housing units
- ◆ Increase housing choice and discourage the stratification of housing types
- ◆ Promote social and economic diversification and integration
- ◆ Maximize the impact of housing assistance funding and leverage other public funds/services
- ◆ Encourage families to be economically self sufficient

The approach of the FHP to preserve and increase the supply of affordable rental housing units will be to present the Section 8 program to potential landlords as a way to maintain occupancy and access other program benefits. Technical assistance will be offered to existing and potential landlords for local, state and other programs (such as those providing weatherization) that preserve property. The FHP feels that one of the best ways to quantify this objective is by lease-up percentage. The FHP maintains a high lease-up percentage (in fact the agency has received Utilization Awards in the past) and will maintain at least a 98% lease-up rate.

In addition, the agency will continue to apply for fair-share/mainstream or any preservation vouchers (within our service area) if and when available. The goal is to expand the program by 100 units over 5 years in order to increase the supply and accessibility of affordable rental housing units.

Another goal is to increase housing choice and discourage stratification and or concentration of housing types, and to promote social and economic integration. To accomplish this, the FHP will make special efforts to encourage participation from owners with scattered-site units. These efforts might include media ads or direct mail contact or direct outreach through housing partnerships. The FHP has for sometime provided the widest choice in housing opportunities. The agency participates in a voluntary mobility program through an interjurisdictional mobility agreement with a large surrounding Public Housing Authority. In addition, the FHP has successfully integrated very low-income families – even within a HUD exception rent area- outside of the typical low-income projects. To demonstrate this assertion, only 38% of total units administered are under lease within subsidized housing projects. Therefore, 62% of the total units are in existing housing scattered throughout the service area. It is the objective of the FHP to maintain and expand its mobility agreements with local Housing Authorities and to achieve a 70% total lease-up rate for scattered-site (non-subsidized projects) units in our service area.

To maximize the impact of housing assistance funding, the FHP will maintain payment standards (within HUD statutes) at a high enough level to ensure that recipients have access to the widest possible housing choices, however, low enough to ensure that the maximum amount of families will be assisted. Occupancy standards will be streamlined (within HUD Regulations) so to maximize housing assistance through consolidated bedroom mixes. The FHP will maintain current information related to the Monroe County CHAS, census data, local planning documents, and other housing or demographic data. This information will be used to guide decisions about the mix of program assistance provided. The data will also determine the nature of applications for additional units, and where regulatory discretion is allowed, to solve local housing needs. In addition, the FHP will streamline its procedures and introduce efficiencies whenever possible to stay within HUD funding. The agency will also attempt to

leverage other public funding. At present the Industrial Development Agency provides financial backing in a form of a temporary loan up to \$50,000 for the Fairport Section 8 Program. It is the objective of the FHA to increase this amount and secure other non-monetary commitments like staff time to reduce costs for program administration.

It has been and continues to be a top priority of the FHP to promote self – sufficiency and economic independence. For many years – even before the FSS program was created – the FHP has administered an Operation Bootstrap Program. Now with the creation of the Section 8 Home Ownership Program the FHP hopes to incorporate same into its’ portfolio of self sufficiency programs. Recently, the agency has entered into a memorandum of understanding with a local bank to provide credit counseling and home ownership education for our family self-sufficiency graduates. This will be an important first step towards the goal of establishing a home ownership program. The FHP will also strive to expand efforts to provide services beyond basic rent subsidy payments to eligible families. For example, the FHP has formed a partnership with a local Fair Housing Organization to perform professional counseling services to promote economic independence, and to provide counseling to help families moving from areas of minority and poverty concentration to our service area. In addition, the agency has an agreement with The Office of Adult and Community Education (BOCES) which provide job training and career counseling. These services can advance FHP objectives by increasing families’ discretionary income, encouraging economic self-sufficiency, minimizing HAP amounts and empower families to make suitable choices. The FHP goal is to continue its partnerships, and to continue to identify impediments to housing choices, and remedy them whenever possible. Self-sufficiency objective remains to maintain maximum Section Eight Management Assessment Program points including bonus deconcentration points.

The Fairport Urban Renewal Agency as Housing Authority will comply and conform its agency plans with title VI of the Civil Rights Act of 1964, the Age Discrimination Act of 1975, The Fair Housing Act, section 504 of the Rehabilitation Act of 1973, and title II of the Americans with Disabilities Act of 1990, public law 109-162, Violence Against Women Act of the Department of Justice Reauthorization Act of 2005.

Finally, the FHP will comply with all Section 8 statutes, regulations and policies and act responsibly as a Section 8 administering agency.

Resident Advisory Board

The Resident Advisory Committee met on May 10, 2010 to review new proposed draft to the agency's 5 year plan and to review the Fairport Housing Authority's progress with its established goals and objectives. The following is a summary of comments received from members and staff.

- **Project Based Vouchers**

Staff again reported that 10 units of tenant-based assistance were set aside and utilized at the Crosman project. In addition, staff brought the members up to date on the new Fairport Apartments project. It was reported that The Urban Renewal Board has committed 8 Choice Voucher units to be converted to Project Based Assistance and utilized at the Fairport Apartments project. Many of the members still did not fully understand the differences between the programs. Therefore, the staff explained the differences between project-based assistance and tenant-based. Staff solicited comments from the committee should the project-based assistance possibly be expanded. Many expressed that setting aside additional 8 units of tenant-based assistance for project-based assistance was a good use of program funds. They felt that even additional 10 more units for a total of 28 units converted to project based was appropriate. Many felt that there is not enough affordable rental property within the Village of Fairport or the Town of Perinton area, and this could help increase the supply.

- **Homeownership Program**

Staff again reviewed Homeownership under the Choice Voucher option with the committee, and worked out a couple of scenarios for homeownership. Some members thought that the program as written was too regulated with not enough discretion given to local housing authorities to design their own programs based on local conditions.

The consensus remained that it is not practical in this real estate market for a Voucher Home-Ownership Program as currently written. They also felt that the FSS program model with credit repair home ownership counseling was sufficient for now, and good first step for a future home-ownership program should market conditions change.

- **Security Deposit Program**

Staff reported to the committee that there still remains approximately 6,500 dollars that has been set aside for the Security Deposit Program. Under the program, the agency in an attempt to lessen the impediments for mobility would pay up to a maximum of one half of the deposit. After some discussion the members overwhelmingly expressed their support for continued use of these reserve funds for this purpose. They also agreed with the staff that the tenants should pay at least one half of the deposit so that they maintain an interest in keeping the property in good condition.

- **General Administrative Policies**

There were no actual policy changes to the administrative plan for the upcoming fiscal year. However, there was one statement added to clarify the agency's position on cases of tenant absences of a unit. Staff reported that current policy only allowed a tenant to be absent from the unit for a period of 6 weeks, and was silent on any other situations like medical or rehab cases. A statement should be added to allow more time for such situations should they arise. After much discussion the board agreed with staff that a statement should be added to the policy that would allow absences up to 90 days on a case by case basis with adequate documentation – like doctors or other medical/professional personnel.

Staff reported that Congress was still debating the Voucher Reform Act (SEVRA) and the new Obama administration's Transforming Rental Assistance draft bill. The board had many questions regarding the new proposed reforms and the impact on the current program. After much discussion the members of the board indicated that it may not be a good time to make any major policy changes and made no further comments related to other current policies.

- **Waiting List Administration**

Staff reported the new waiting list demographics including estimated waiting time, number of families, disabled and elderly applicants, and new applications received. In addition, the staff reviewed with the members other related procedures for waiting list management. Staff related that it is now the policy of FHA to update the waiting list every year to ensure that the agency has current information so as to keep the list as manageable as possible. The committee felt that the staff was in the best position to judge same.

- **Progress Report**

Staff reported to the committee that the agency did not receive any new vouchers for this fiscal year. However, the Housing Authority was able to maintain all of its planned goals and objectives (with the exception of new vouchers) as outlined in the 5-Year (2006-2010) Plan.

First, the agency over the last year was able to maintain a lease-up percentage well above the planned 97%; actual number is closer to 99%. Second, to increase housing choice and discourage stratification of housing types the agency has prioritized integration of its voucher program assistance for very low-income families outside typical low-income projects and has established a goal of renting up to 70% of the total program to non-subsidized units. Even though we have not achieved the 70% goal – due to conflicting regulations – We have come closer to that goal then ever before with a percentage of 62%. Thirdly, the agency has maximized housing assistance funding by providing adequate payment standards. In fact, starting 10/01/2007 these standards did significantly increase, thereby providing more access to the widest possible housing choices without jeopardizing the number of families that can be assisted. Lastly, the Housing Authority was able to maintain the same number of participants in the Family Self-Sufficiency Program that encourages families to be economically self-sufficient.

The committee has reviewed the agency's new Five year Plan draft, (annual plan no-longer required) for the upcoming fiscal year (beginning 10/1/10) and felt that it should be adopted as presented. The board also thanked the staff for its hard work in securing affordable housing for low-income families in this area.