

PHA 5-Year and Annual Plan	U.S. Department of Housing and Urban Development Office of Public and Indian Housing	OMB No. 2577-0226 Expires 4/30/2011
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1.0	PHA Information PHA Name: <u>St. Clair County Housing Authority</u> PHA Code: <u>IL030</u> PHA Type: <input type="checkbox"/> Small <input type="checkbox"/> High Performing <input checked="" type="checkbox"/> Standard <input type="checkbox"/> HCV (Section 8) PHA Fiscal Year Beginning: (MM/YYYY): <u>7/1/2011</u>																										
2.0	Inventory (based on ACC units at time of FY beginning in 1.0 above) Number of PH units: <u>1002</u> Number of HCV units: <u>1909</u> (ACC Authority)																										
3.0	Submission Type <input type="checkbox"/> 5-Year and Annual Plan <input checked="" type="checkbox"/> Annual Plan Only <input type="checkbox"/> 5-Year Plan Only																										
4.0	PHA Consortia <input type="checkbox"/> PHA Consortia: (Check box if submitting a joint Plan and complete table below.)																										
	<table border="1" style="width: 100%;"> <thead> <tr> <th rowspan="2">Participating PHAs</th> <th rowspan="2">PHA Code</th> <th rowspan="2">Program(s) Included in the Consortia</th> <th rowspan="2">Programs Not in the Consortia</th> <th colspan="2">No. of Units in Each Program</th> </tr> <tr> <th>PH</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>	Participating PHAs	PHA Code	Program(s) Included in the Consortia	Programs Not in the Consortia	No. of Units in Each Program		PH	HCV	PHA 1:						PHA 2:						PHA 3:					
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PHA 3:																											
5.0	5-Year Plan. Complete items 5.1 and 5.2 only at 5-Year Plan update.																										
5.1	Mission. State the PHA's Mission for serving the needs of low-income, very low-income, and extremely low income families in the PHA's jurisdiction for the next five years SEE ATTACHMENT #A																										
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. SEE ATTACHMENT A																										
6.0	<p>PHA Plan Update</p> <p>(a) Identify all PHA Plan elements that have been revised by the PHA since its last Annual Plan submission:</p> <p style="text-align: center;">A SUMMARY OF PHA PLAN ELEMENTS WITH NOTATIONS OF WHETHER OR NOT THERE HAVE BEEN ANY CHANGES SINCE THE LAST PHA PLAN IS INCLUDED AS ATTACHMENT B</p> <p>ATTACHMENT C CONTAINS THE UPDATED UTILITY ALLOWANCE SCHEDULES FOR THE PUBLIC HOUSING AND SECTION 8 HCV PROGRAMS (THE ONLY REVISED PLAN ELEMENTS)</p> <p>(b) Identify the specific location(s) where the public may obtain copies of the 5-Year and Annual PHA Plan.</p> <p style="text-align: center;">SCCHA Main Office, 1790 South 74th St., Belleville, IL 62223 On-line @ SCCHA website www.sccha.org</p> <p>(c) A copy of the 5 Year and Annual PHA Plan is posted and available for review at the following Site Management Offices:</p> <p style="text-align: center;">511 South 6th St., Brooklyn (Thomas Terry Apartments) 610 South 66th St., Centreville (Private Mathison Manor) 4731 Tudor, Centreville (Ernest Smith Sr. Apartments)</p>																										
7.0	Hope VI, Mixed Finance Modernization or Development, Demolition and/or Disposition, Conversion of Public Housing, Homeownership Programs, and Project-based Vouchers. SEE ATTACHMENT "D" FOR STATEMENT REGARDING PROJECT BASED VOUCHERS.																										
8.0	Capital Improvements. Please complete Parts 8.1 through 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. SEE ATTACHMENT E																										

8.2	<p>Capital Fund Program Five-Year Action Plan. As part of the submission of the Annual Plan, PHAs must complete and submit the <i>Capital Fund Program Five-Year Action Plan</i>, form HUD-50075.2, and subsequent annual updates (on a rolling basis, e.g., drop current year, and add latest year for a five year period). Large capital items must be included in the Five-Year Action Plan.</p> <p style="text-align: center;">SEE ATTACHMENT F</p>
8.3	<p>Capital Fund Financing Program (CFFP). <input type="checkbox"/> Check if the PHA proposes to use any portion of its Capital Fund Program (CFP)/Replacement Housing Factor (RHF) to repay debt incurred to finance capital improvements.</p> <p style="text-align: center;">SCCHA does not propose to use any portion of its CFP to pay debt incurred to finance capital improvements</p>
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> <p style="text-align: center;">SEE ATTACHMENT G</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> <p style="text-align: center;">SEE ATTACHMENT H</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 style="text-align: center;">SEE ATTACHMENT I</p> <p>(b) Significant Amendment and Substantial Deviation/Modification. Provide the PHA's definition of "significant amendment" and "substantial deviation/modification"</p> <p>The St. Clair County Housing Authority (SCCHA) establishes the following criteria for substantial deviations and significant amendments to its Agency Plan:</p> <ul style="list-style-type: none"> • Changes to rent or admissions policies or organization of the waiting list; • Additions of non-emergency work items (items not included in the current Annual Statement or five-Year Action Plan) or change in the use of replacement reserve funds under the Capital Fund; • Any change with regard to demolition or disposition, designation, homeownership programs or conversion activities.

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. Note: Certifications are not included with electronic submission to HUD. Exhibit numbers referenced below indicate documents included with paper copy of PHA Plan on file at SCCHA 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) - See Exhibit 1</p> <p>(b) Form HUD-50070, <i>Certification for a Drug-Free Workplace</i> (PHAs receiving CFP grants only) - See Exhibit #2</p> <p>(c) Form HUD-50071, <i>Certification of Payments to Influence Federal Transactions</i> (PHAs receiving CFP grants only) See Exhibit #3</p> <p>(d) Form SF-LLL, <i>Disclosure of Lobbying Activities</i> (PHAs receiving CFP grants only) - See Exhibit #4</p> <p>(e) Form SF-LLL-A, <i>Disclosure of Lobbying Activities Continuation Sheet</i> (PHAs receiving CFP grants only) -See Exhibit #4</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. See Attachment L</p> <p>(g) Challenged Elements - None</p> <p>(h) Form HUD-50075.1, <i>Capital Fund Program Annual Statement/Performance and Evaluation Report</i> (PHAs receiving CFP grants only) See Attachment E</p> <p>(i) Form HUD-50075.2, <i>Capital Fund Program Five-Year Action Plan</i> (PHAs receiving CFP grants only) See Attachment F</p>
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OTHER ATTACHMENTS TO PHA PLAN:

- **ATTACHMENT J --- POLICY STATEMENTS REGARDING VIOLENCE AGAINST WOMEN ACT**
- **ATTACHMENT K --- CARBON MONOXIDE DETECTOR POLICY STATEMENT**
- **ATTACHMENT L --- RESIDENT ADVISORY BOARD MEETING MINUTES**
- **ATTACHMENT M --- FINANCIAL RESOURCES**
- **ATTACHMENT N --- FISCAL YEAR AUDIT**
- **ATTACHMENT O --- ASSET MANAGEMENT STATEMENT AND TABLE**

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.

5-YEAR PLAN

PHA FISCAL YEARS 2011 - 2015

A. Mission

It is the mission of the St. Clair County Housing Authority (SCCHA) to provide well-maintained and safe assisted housing to the eligible low-income residents of St. Clair County. SCCHA is committed to assisting residents in meeting their personal development goals, especially those related to achieving economic self-sufficiency and those related to senior citizens maintaining an independent lifestyle. SCCHA is committed to providing its services in an efficient, economical, and legally responsible manner.

B. Goals

The goals of the St. Clair County Housing Authority for the fiscal years 2011 through 2015 are:

- Expand the supply of assisted housing by reducing public housing vacancies and leveraging private or other public funds to create additional housing opportunities.
- Improve the quality of assisted housing through improved public housing and voucher management, increased customer satisfaction, renovating or modernizing the public housing stock using Capital Fund Program, and full implementation of project based budgeting and asset management approach to public housing operations.
- Increasing assisted housing choices by providing voucher mobility counseling, conducting outreach efforts to potential voucher landlords, maintaining voucher payments standards at level at least equivalent to 100% of the FMR, and continued utilization of site based wait lists for public housing program.
- Provide an improved living environment by implementing income deconcentration strategies, implementing public housing security improvements, designation of developments (or parts thereof) for particular resident groups (senior citizens, persons with disability), and aggressive applicant screening and resident lease enforcement efforts.
- Promote self-sufficiency and asset development of families and individuals by increasing the number and percentage of employed persons in assisted families, establishing linkages with supportive services to improve assistance recipients' employability and increase the independence for the elderly or families with disabilities.
- Ensure equal opportunity in housing for all persons by undertaking affirmative measures to: ensure access to assisted housing regardless of race, color, religion, national origin, sex, familial status and disability; provide a suitable living environment for families living in assisted housing, regardless of race, color, religion, national origin, sex, familial status, and disability; and ensure accessible housing to persons with all varieties of disabilities regardless of unit size required.

ANNUAL PLAN GOALS FOR APU 2011

- 1) Continued development of Asset Management Systems and implementation of Project Based Budgeting Process to comply with federal law, HUD regulations, and to assess the financial performance and long-term viability of each public housing “property.”
- 2) For increased efficiency and improved management reconfigure the AMPs (Asset Management Property Groupings) in the public housing, reducing the number of AMPs from eleven (11) to six (6).
- 3) Continue to utilize Capital Fund Program to upgrade / modernize the public housing stock.
- 4) Through partnerships with local law enforcement and prevention program service providers and other initiatives, keep the incidence of criminal activity at all public housing developments at a level equal to or less than the surrounding neighborhoods.
- 5) Expand use of security cameras to developments in Brooklyn, Belleville (Amber Court) and O’Fallon using Security Grant funding and other locations as needed and as funds are available.
- 6) Enhance fire prevention safety thru vigilant inspections by maintenance and management personnel, stove switch alterations (electric stoves), and installation of stove top fire extinguisher units to reduce the number cooking related fires.
- 7) Comply with statutory and any HUD regulatory requirements to maintain site-based wait lists for public housing program.
- 8) Arrange for Fair Housing and Reasonable Accommodation Training for all staff involved in wait list, admissions and/or continued occupancy activities for any federal housing program administered.
- 9) Disposition of St. Libory Rural Development Property.
- 10) Update 504 Accessibility Plan.

Attachment B

Section 6.0 -- PHA Plan Elements. (24 CFR 903.7)

Instructions:

For each Element below that **HAS** changed since the last PHA Plan, using the HUD 50075 instructions, enter the "changed" text in column 3.

For each Element below that **HAS NOT** changed since the last PHA Plan, enter "No Change" in column 3.

Housing Authority #	Housing Authority Name	Fiscal Year Begin Date
IL030	St. Clair County Housing Authority	7/1/2011

	Plan Element	Column #3
1.	Eligibility, Selection and Admissions Policies, including Deconcentration and Wait List Procedures.	NO CHANGE
2.	Financial Resources.	CHANGED---SEE ATTACHMENT M
3.	Rent Determination.	NO CHANGE
4.	Operation and Management.	ONLY CHANGE TO PUBIC HOUSING AND SECTION 8 HCVP UTILITY ALLOWANCE SCHEDULE---SEE ATTACHMENT C
5.	Grievance Procedures.	NO CHANGE
6.	Designated Housing for Elderly and Disabled Families.	NO CHANGE
7.	Community Service and Self-Sufficiency.	NO CHANGE
8.	Safety and Crime Prevention.	NO CHANGE
9.	Pets.	NO CHANGE
10.	Civil Rights Certification.	CERTIFICATE MAILED SEPARATELY TO CHICAGO OFFICE
11.	Fiscal Year Audit.	CHANGED---SEE ATTACHMENT N

Attachment B

Section 6.0 -- PHA Plan Elements. (24 CFR 903.7)

12.	Asset Management.	CHANGED---SEE ATTACHEMENT O
13.	Violence Against Women Act (VAWA).	NO CHANGE---BUT INCLUDED AS ATTACHMENT J



ST. CLAIR COUNTY HOUSING AUTHORITY

1790 SOUTH 74TH STREET
(618) 277-3290
www.sccha.org

BELLEVILLE, ILLINOIS 62223
FAX (618) 277-1806
sccha@sccha.org

December 30, 2010

Dear Public Housing Resident:

Please be advised that the St. Clair County Housing Authority (SCCHA) has completed its annual review of the Utility Allowance Schedule (UAS) for its public housing properties.

The review was conducted by a consultant specializing in the calculation and establishment of UAS for public housing developments and other federally assisted housing programs. The UAS proposed by the consultant is attached for review and is scheduled to go into effect April 1, 2011. The proposed UAS is subject to a resident review and written comment period of 60 days (through February 28, 2011).

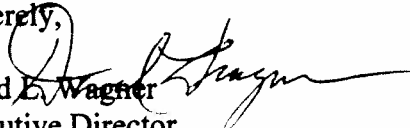
The UAS is based upon local utility rates adjusted for climatic conditions and unit size / building type using estimated consumption levels established by HUD guidelines. The UAS is based on resident-purchased utilities, which varies by public housing location, but can include any combination of natural gas, electric, water, sewer and / or trash services. Supporting documentation is available for review upon request at the SCCHA Office in Belleville, during normal business hours.

The UAS will be implemented through-out 2011 in accordance with the annual recertification for each resident household.

Residents may request "individual relief" from payment of utility supplier billings in excess of the allowances for resident-purchased utilities as outlined in the attached notice.

Should you have any questions, you may contact your assigned management representative or a member of the Central Office management staff. Written comments regarding the proposed UAS will be accepted at this office through February 28, 2011.

Sincerely,


David E. Wagner
Executive Director

"EQUAL HOUSING OPPORTUNITY"

EXECUTIVE DIRECTOR

Dave Wagner

ATTORNEYS

Philip Rice
Kevin Kaufhold

COMMISSIONERS

Eugene Verdu, Chairman
Daniel Barger

Billie Jean Miller

Vivian Cash
Phil Johnson



St. Clair County Housing Authority
 Public Housing Utility Allowance Schedule
 Effective Date April 1, 2011

Bedroom size

Development/Location

	0	1	2	3	4	5	
30-1 Brooklyn		91	102	118	128	140	
30-2 Marissa			102	118	129		
30-2C Marissa			152				*
30-3 Dupo	75	84	96	114	127		
30-5 Smithton		91		118	129		
30-6(no H) Centreville Ernest Smith		94	106	118	129		
30-6H Hi-Rise Adeline James		42	48				**
30-6H-C 0/0 Hi-Rise Adeline James		80					**
30-6H-C 0/1 Hi-Rise Adeline James		84					***
30-60 Centreville Private Mathison		94	106	118	129		
30-7 Marissa		94					
30-8 Centreville Ernest Smith		91	102	118		140	
30-80 Centreville Private Mathison			102	118			
30-9 Brooklyn Gas & Electric		124	145	176			
30-9A Brooklyn Electric Only			176				****
30-10 Centreville Private Mathison		91	102	118	129		
30-11 Alorton		128	149	177	196		
30-12 Brooklyn		129	148	178			
30-13 New Athens		151	180				
30-14 Lebanon		137	161	204			
30-16 Bel-Plaza 2		79					
30-61 Bel-Plaza 1		79					
30-17 Wash. Park		126	145				
30-18 Swansea		145					
30-19 Lenzberg		127	148				
30-20 Centreville		95					
30-21 New Athens		156					
30-22 Millstadt		189	224	285			
30-24A O'Fallon Estate Drive			118				
30-24B O'Fallon Jefferson			186				
30-27 Amber Ct.		114	131				
30-28 Lenzberg			109	125			

Resident Comment Period: December 30, 2010 - February 28, 2011

Board Approval Date: March 9, 2011 (proposed)

Effective Date: April 1, 2011

* Units = A11, A12, A31, A32, A41, A42, B21, B22

**Units = 202, 302, 402, 502

*** Units = 206, 306, 406, 506

**** Units =604, 606, 608, 610, 616, 618, 620, 622, 628, 630, 632, 634 South 5th Street



NOTIFICATION OF OPPORTUNITY TO APPLY FOR INDIVIDUAL RELIEF

Should a resident incur and pay utility bills in excess of the established allowances as a result of excessive consumption not within the control of the resident, he/she has the right to request individual relief from SCCHA. Individual relief shall be granted in situations where the excess consumption was clearly not within the reasonable control of the resident. Examples include, but are not necessarily limited to: **A) leak in water lines not reasonably detectable by the resident; B) a verifiable equipment malfunction (i.e. furnace) not within the control nor reasonably detectible by the resident that results in excess utility consumption; C) SCCHA 's failure to correct within a reasonable time period a condition that causes excessive utility consumption, provided that the condition is properly and timely reported to SCCHA.**

Relief shall not be granted in situations where the resident could reasonably be expected to detect the condition causing excess consumption and/or failed to report the condition to SCCHA in the proper and timely manner.



In cases where it is determined that individual relief is warranted, the amount of the relief shall be determined based on the difference between the actual costs incurred and the **average cost for** a similar time period prior to the occurrence of the condition that resulted in the excess consumption. The relief determined appropriate, relief may be granted in the form of a check payable either to the resident and/or the appropriate utility company.

Residents interested in applying for individual relief must submit a written request explaining in detail the circumstances resulting in their belief that individual relief is warranted. Written requests must be submitted to the Property Manager within 30 days of the date of the billing for which individual relief is sought.

Your signature below demonstrates acknowledgement of the aforementioned.

_____	_____	_____	_____
Leasehead	Date	Co-Resident	Date
_____		_____	
SCCHA Staff Signature	Date		

To: Dave Wagner, Executive Director

Fr: Pam Jackson, Program Director 
Larry McLean, Deputy Director 

Re: Proposed Utility Allowance Schedule for Section 8 HCVP

Dt: December 22, 2010

The attached Utility Allowance Schedule is recommended for approval by the Board of Commissioners at their January 12, 2011 meeting.

The schedules were prepared by the Nelrod Corporation, a consulting firm that specializes in federally assisted housing matters, including establishing utility allowance schedules.

Upon Board approval, the utility allowance schedule will be implemented effective March 1, 2011 for annual recertifications and January 12, 2011 for new admissions and unit transfers.

If you have any questions, comments or need any additional information, please let me know.

Thank you.

**Allowances for Tenant
Furnished Utilities and other
Services**

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

OMB Approval No. 2577-0169

Locality: St Clair County Housing Authority, IL		Unit Type: Detached House				Effective Date: 1/12/11 for Moves / New Admits & 3/1/11 for Annuals	
Utility or Service		Monthly Dollar Allowances					
		0 BR	1 BR	2 BR	3 BR	4 BR	5 BR
Heating	a. Natural Gas	\$14.00	\$23.00	\$32.00	\$40.00	\$49.00	\$58.00
	b. Bottle Gas	\$41.00	\$65.00	\$90.00	\$114.00	\$138.00	\$165.00
	c. Electric	\$25.00	\$36.00	\$46.00	\$56.00	\$66.00	\$76.00
	d. Oil / Other	N/A	N/A	N/A	N/A	N/A	N/A
Cooking	a. Natural Gas	\$3.00	\$4.00	\$5.00	\$6.00	\$7.00	\$8.00
	b. Bottle Gas	\$7.00	\$9.00	\$15.00	\$17.00	\$21.00	\$22.00
	c. Electric	\$6.00	\$8.00	\$10.00	\$12.00	\$14.00	\$16.00
	d. Coal / Other	N/A	N/A	N/A	N/A	N/A	N/A
Other Electric		\$22.00	\$33.00	\$43.00	\$57.00	\$67.00	\$78.00
Air Conditioning		\$5.00	\$7.00	\$13.00	\$18.00	\$24.00	\$29.00
Water Heating	a. Natural Gas	\$5.00	\$7.00	\$10.00	\$12.00	\$15.00	\$18.00
	b. Bottle Gas	\$15.00	\$21.00	\$28.00	\$36.00	\$43.00	\$50.00
	c. Electric	\$11.00	\$17.00	\$23.00	\$28.00	\$34.00	\$40.00
	d. Oil / Other	N/A	N/A	N/A	N/A	N/A	N/A
Water		\$41.00	\$42.00	\$49.00	\$57.00	\$64.00	\$71.00
Sewer		\$25.00	\$26.00	\$36.00	\$42.00	\$49.00	\$56.00
Sewer Treatment		\$13.00	\$14.00	\$19.00	\$24.00	\$30.00	\$35.00
Trash Collection		\$17.00	\$17.00	\$17.00	\$17.00	\$17.00	\$17.00
Range / Microwave Tenant-purchased		\$12.00	\$12.00	\$12.00	\$12.00	\$12.00	\$12.00
Refrigerator Tenant-purchased		\$13.00	\$13.00	\$13.00	\$13.00	\$13.00	\$13.00
Other--specify: Monthly Electric Fee \$19.28		\$20.00	\$20.00	\$20.00	\$20.00	\$20.00	\$20.00
Monthly Gas Fee \$21.76		\$22.00	\$22.00	\$22.00	\$22.00	\$22.00	\$22.00
Actual Family Allowances		Utility or Service		per month cost			
To be used by the family to compute allowance. Complete below for the actual unit rented.		Heating		\$			
		Cooking		\$			
Name of Family		Other Electric		\$			
		Air Conditioning		\$			
Address of Unit		Water Heating		\$			
		Water		\$			
		Sewer		\$			
		Trash Collection		\$			
		Range / Microwave		\$			
		Refrigerator		\$			
Number of Bedrooms		Other		\$			
		Total		\$			

**Allowances for Tenant
Furnished Utilities and other
Services**

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

OMB Approval No. 2577-0169

Locality: St Clair County Housing Authority, IL		Unit Type: Row House/ Townhouse & Semi-Detached/ Duplex				Effective Date: 1/12/11 for Moves / New Admits & 3/1/11 for Annuals	
Utility or Service		Monthly Dollar Allowances					
		0 BR	1 BR	2 BR	3 BR	4 BR	5 BR
Heating	a. Natural Gas	\$16.00	\$23.00	\$30.00	\$37.00	\$44.00	\$50.00
	b. Bottle Gas	\$47.00	\$65.00	\$86.00	\$105.00	\$125.00	\$142.00
	c. Electric	\$19.00	\$27.00	\$36.00	\$45.00	\$54.00	\$62.00
	d. Oil / Other	N/A	N/A	N/A	N/A	N/A	N/A
Cooking	a. Natural Gas	\$3.00	\$4.00	\$5.00	\$6.00	\$7.00	\$8.00
	b. Bottle Gas	\$7.00	\$9.00	\$15.00	\$17.00	\$21.00	\$22.00
	c. Electric	\$6.00	\$8.00	\$10.00	\$12.00	\$14.00	\$16.00
	d. Coal / Other	N/A	N/A	N/A	N/A	N/A	N/A
Other Electric		\$16.00	\$25.00	\$35.00	\$49.00	\$58.00	\$68.00
Air Conditioning		\$4.00	\$6.00	\$12.00	\$18.00	\$24.00	\$30.00
Water Heating	a. Natural Gas	\$5.00	\$7.00	\$10.00	\$12.00	\$15.00	\$18.00
	b. Bottle Gas	\$15.00	\$21.00	\$28.00	\$36.00	\$43.00	\$50.00
	c. Electric	\$11.00	\$17.00	\$23.00	\$28.00	\$34.00	\$40.00
	d. Oil / Other	N/A	N/A	N/A	N/A	N/A	N/A
Water		\$41.00	\$42.00	\$49.00	\$57.00	\$64.00	\$71.00
Sewer		\$25.00	\$26.00	\$36.00	\$42.00	\$49.00	\$56.00
Sewer Treatment		\$13.00	\$14.00	\$19.00	\$24.00	\$30.00	\$35.00
Trash Collection		\$17.00	\$17.00	\$17.00	\$17.00	\$17.00	\$17.00
Range / Microwave Tenant-purchased		\$12.00	\$12.00	\$12.00	\$12.00	\$12.00	\$12.00
Refrigerator Tenant-purchased		\$13.00	\$13.00	\$13.00	\$13.00	\$13.00	\$13.00
Other-specify: Monthly Electric Fee \$19.28		\$20.00	\$20.00	\$20.00	\$20.00	\$20.00	\$20.00
Monthly Gas Fee \$21.76		\$22.00	\$22.00	\$22.00	\$22.00	\$22.00	\$22.00
Actual Family Allowances							
To be used by the family to compute allowance. Complete below for the actual unit rented.		Utility or Service		per month cost			
Name of Family		Heating		\$			
		Cooking		\$			
		Other Electric		\$			
		Air Conditioning		\$			
		Water Heating		\$			
		Water		\$			
		Sewer		\$			
		Trash Collection		\$			
		Range / Microwave		\$			
		Refrigerator		\$			
Address of Unit		Other		\$			
		Other		\$			
		Total		\$			
Number of Bedrooms		Other		\$			

**Allowances for Tenant
Furnished Utilities and other
Services**

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

OMB Approval No. 2577-0169

Locality: St Clair County Housing Authority, IL		Unit Type: Apartment/ Walk-Up				Effective Date: 1/12/11 for Moves & New Admits & 3/1/11 for Annuals	
Utility or Service		Monthly Dollar Allowances					
		0 BR	1 BR	2 BR	3 BR	4 BR	5 BR
Heating	a. Natural Gas	\$11.00	\$12.00	\$14.00	\$16.00	\$17.00	\$19.00
	b. Bottle Gas	\$30.00	\$36.00	\$41.00	\$45.00	\$49.00	\$52.00
	c. Electric	\$13.00	\$21.00	\$28.00	\$36.00	\$43.00	\$51.00
	d. Oil / Other	N/A	N/A	N/A	N/A	N/A	N/A
Cooking	a. Natural Gas	\$3.00	\$4.00	\$5.00	\$6.00	\$7.00	\$8.00
	b. Bottle Gas	\$7.00	\$9.00	\$15.00	\$17.00	\$21.00	\$22.00
	c. Electric	\$6.00	\$8.00	\$10.00	\$12.00	\$14.00	\$16.00
	d. Coal / Other	N/A	N/A	N/A	N/A	N/A	N/A
Other Electric		\$16.00	\$23.00	\$31.00	\$39.00	\$46.00	\$54.00
Air Conditioning		\$5.00	\$7.00	\$11.00	\$15.00	\$19.00	\$22.00
Water Heating	a. Natural Gas	\$5.00	\$7.00	\$10.00	\$12.00	\$15.00	\$18.00
	b. Bottle Gas	\$15.00	\$21.00	\$28.00	\$36.00	\$43.00	\$50.00
	c. Electric	\$11.00	\$17.00	\$23.00	\$28.00	\$34.00	\$40.00
	d. Oil / Other	N/A	N/A	N/A	N/A	N/A	N/A
Water		\$32.00	\$33.00	\$40.00	\$47.00	\$54.00	\$61.00
Sewer		\$25.00	\$26.00	\$36.00	\$42.00	\$49.00	\$56.00
Sewer Treatment		\$13.00	\$14.00	\$19.00	\$24.00	\$30.00	\$35.00
Trash Collection		\$17.00	\$17.00	\$17.00	\$17.00	\$17.00	\$17.00
Range / Microwave Tenant-purchased		\$12.00	\$12.00	\$12.00	\$12.00	\$12.00	\$12.00
Refrigerator Tenant-purchased		\$13.00	\$13.00	\$13.00	\$13.00	\$13.00	\$13.00
Other--specify: Monthly Electric Fee \$19.28		\$20.00	\$20.00	\$20.00	\$20.00	\$20.00	\$20.00
Monthly Gas Fee \$21.76		\$22.00	\$22.00	\$22.00	\$22.00	\$22.00	\$22.00
Actual Family Allowances							
To be used by the family to compute allowance. Complete below for the actual unit rented.		Utility or Service				per month cost	
		Heating				\$	
Name of Family		Cooking				\$	
		Other Electric				\$	
Address of Unit		Air Conditioning				\$	
		Water Heating				\$	
		Water				\$	
		Sewer				\$	
		Trash Collection				\$	
		Range / Microwave				\$	
		Refrigerator				\$	
		Other				\$	
Number of Bedrooms		Other				\$	
		Total				\$	

**Allowances for Tenant
Furnished Utilities and other
Services**

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

OMB Approval No. 2577-016

Locality: St Clair County Housing Authority, IL		Unit Type: Mobile Home				Effective Date: 1/12/11 for Moves/New Admits & 3/1/11 for Annuals	
Utility or Service		Monthly Dollar Allowances					
		0 BR	1 BR	2 BR	3 BR	4 BR	5 BR
Heating	a. Natural Gas		\$27.00	\$28.00	\$29.00	\$29.00	\$31.00
	b. Bottle Gas		\$75.00	\$80.00	\$82.00	\$84.00	\$88.00
	c. Electric		\$46.00	\$47.00	\$48.00	\$49.00	\$51.00
	d. Oil / Other		N/A	N/A	N/A	N/A	N/A
Cooking	a. Natural Gas		\$4.00	\$5.00	\$6.00	\$7.00	\$8.00
	b. Bottle Gas		\$9.00	\$15.00	\$17.00	\$21.00	\$22.00
	c. Electric		\$8.00	\$10.00	\$12.00	\$14.00	\$16.00
	d. Coal / Other		N/A	N/A	N/A	N/A	N/A
Other Electric			\$28.00	\$39.00	\$50.00	\$60.00	\$71.00
Air Conditioning			\$6.00	\$12.00	\$18.00	\$24.00	\$30.00
Water Heating	a. Natural Gas		\$7.00	\$10.00	\$12.00	\$15.00	\$18.00
	b. Bottle Gas		\$21.00	\$28.00	\$36.00	\$43.00	\$50.00
	c. Electric		\$17.00	\$23.00	\$28.00	\$34.00	\$40.00
	d. Oil / Other		N/A	N/A	N/A	N/A	N/A
Water			\$42.00	\$49.00	\$57.00	\$64.00	\$71.00
Sewer			\$26.00	\$36.00	\$42.00	\$49.00	\$56.00
Sewer Treatment			\$14.00	\$19.00	\$24.00	\$30.00	\$35.00
Trash Collection			\$17.00	\$17.00	\$17.00	\$17.00	\$17.00
Range / Microwave Tenant-purchased			\$12.00	\$12.00	\$12.00	\$12.00	\$12.00
Refrigerator Tenant-purchased			\$13.00	\$13.00	\$13.00	\$13.00	\$13.00
Other--specify: Monthly Electric Fee \$19.28			\$20.00	\$20.00	\$20.00	\$20.00	\$20.00
Monthly Gas Fee \$21.76			\$22.00	\$22.00	\$22.00	\$22.00	\$22.00
Actual Family Allowances		Utility or Service		per month cost			
To be used by the family to compute allowance. Complete below for the actual unit rented.		Heating		\$			
		Cooking		\$			
Name of Family		Other Electric		\$			
		Air Conditioning		\$			
Address of Unit		Water Heating		\$			
		Water		\$			
		Sewer		\$			
		Trash Collection		\$			
		Range / Microwave		\$			
		Refrigerator		\$			
Number of Bedrooms		Other		\$			
		Other		\$			
		Total		\$			

Attachment #D

Statement Regarding Use of Project-Based Vouchers

The SCCHA established its discretionary authority to operate a project-based component of its Section 8 Housing Choice Voucher Program in 2006, exercising this option under the October 13, 2005 final rule. The option to set-aside up to 20% of HCV budget authority will permit the SCCHA to develop and maintain long-term safe, decent and affordable housing that is accessible to its HCV applicants and program participants as determined necessary and appropriate. SCCHA has not set a specific goal for the amount of its budget authority that it will dedicate to its PBA program; however, in any given calendar year, the SCCHA reserves the right to utilize up to 20% of its budget authority for its PBA program.

Annual Statement/Performance and Evaluation Report

Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part I: Summary

Federal FY of Grant:
2008
MAR 2011 LOCCS
REV 6

Grant Type and Number
Capital Fund Program Grant No: IL60P030501-08
Replacement Housing Factor Grant No:

FINAL FORMULA AMOUNT 05/07/08

Original Annual Statement Reserve for Disasters/ Emergencies Revised Annual Statement (revision no: 6)

Performance and Evaluation Report for Period Ending: Final Performance and Evaluation Report


Line No.	Summary by Development Account	Total Estimated Cost			Total Actual Cost
		Original	Revised	Obligated	
1	Total non-CFP Funds		110,905	110,905	110,905
2	1406 Operations	75,000			119,603
3	1408 Management Improvements	121,500	125,959.51	125,959.51	164,095
4	1410 Administration	200,000	164,095	164,095	
5	1411 Audit	0			
6	1415 Liquidated Damages	0			68,500
7	1430 Fees and Costs	70,000	68,500	68,500	
8	1440 Site Acquisition	0			
9	1450 Site Improvement	171,335	122,348.20	122,348.20	122,348
10	1460 Dwelling Structures	155,000	155,000	155,000	155,000
11	1465.1 Dwelling Equipment— Nonexpendable	540,000	569,519.29	569,519.29	569,519.29
12	1470 Nondwelling Structures	0			
13	1475 Nondwelling Equipment	176,837	324,621	324,621	324,621
14	1485 Demolition	0			
15	1490 Replacement Reserve	0			
16	1492 Moving to Work Demonstration	0			
17	1495.1 Relocation Costs	0			
18	1498 Mod Used for Development	0			

Annual Statement/Performance and Evaluation Report **PAGE 2**
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part I: Summary

PHA Name: St. Clair County Housing Authority Grant Type and Number Capital Fund Program Grant No: IL60P030501-08 Replacement Housing Factor Grant No:	Federal FY of Grant: 2008 MAR 2011 LOCCS
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Original Annual Statement Reserve for Disasters/ Emergencies Revised Annual Statement (revision no: 6)
 Performance and Evaluation Report for Period Ending: Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost			Total Actual Cost	
		Original	Revised	Obligated	Expended	
19	1502 Contingency	131,276	0			
20	Amount of Annual Grant: (sum of lines 2 – 20)	1,640,948	1,640,948	1,640,948	1,634,591	
21	Amount of line 20 Related to LBP Activities	0				
22	Amount of line 20 Related to Section 504 compliance	0				
23	Amount of line 20 Related to Security	0				
24	Amount of Line 20 Related to Energy Conservation Measures	0				

Signature of Executive Director 	Signature of Public Housing Official Date 4/8/11
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**Annual Statement/Performance and Evaluation Report
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)
Part II: Supporting Pages**

PHA Name: St. Clair County Housing Authority		Grant Type and Number Capital Fund Program Grant No: IL60P030501-08 Replacement Housing Factor Grant No:			Federal FY of Grant: 2008			
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
IL30-01 Brooklyn	HVAC	1465	100	\$540,000	\$569,519.29	569,519.29	569,519.29	Comp.
IL30-06 Centreville	Site Improvements	1450	1	\$14,106	\$14,956.40	14,956.40	14,956	Comp.
	Security Upgrades	1475	1	0	\$27,850.12	27,850.12	27,850.12	Comp.
IL30-08 Centreville	Site Improvements	1450	1	\$20,000	\$25,899.50	25,899.50	25,899.50	Comp.
	Security Upgrades	1475	1	0	\$33,110.39	33,110.39	33,110.39	Comp.
IL30-10 Centreville	Site Improvements	1450	1	\$45,000	650	650	650	Comp.
	Security System Improvements	1475	9	\$159,337	\$212,062.49	212,062.49	212,062.49	Comp.
IL30-11 Alorton	Site Improvements	1450	1	\$37,229	\$21,000	21,000	21,000	Comp.
IL30-16 Belleville	Security Upgrades	1475	1	0	\$50,000	50,000	50,000	Comp.
IL30-18 Swansca	Countertops	1460	16	\$20,000	\$20,000	20,000	20,000	Comp.
	Site Work	1450	1	\$35,000	\$23,026.70	23,026.70	23,026.70	Comp.

**Annual Statement/Performance and Evaluation Report
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)
Part II: Supporting Pages**

PHA Name: St. Clair County Housing Authority		Grant Type and Number Capital Fund Program Grant No: IL60P030501-08 Replacement Housing Factor Grant No:		Federal FY of Grant: 2008		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Status of Work
				Original	Revised	
HA Wide	ADMINISTRATIVE COSTS		TOTAL	200,000	164,095	Complete
					Funds Obligated 164,095	Funds Expended 164,095
	Director	1410	1	86,000		
	Project Manager	1410	1	55,000		
	Modernization Manager	1410	1	59,000		
	COST ALLOCATION METHODOLOGY					
	All administrative costs associated with the Capital Improvements Fund will be compiled using time sheets and charged to the CIF. Benefits on the salary expenses will also be charged to the CIF.					
	Positions as noted in the Plan will also be charged to the CIF budget and the appropriate allocation will be made in the operating budget.					
	All positions shown will be charged at 100%. CIF administrative expenses will be designated as noted above. If further information is required, contact David Wright, Modernization Director. A portion of salaries will be utilized for in-house A&E including inspections in lieu of contracting for such services.					

**Annual Statement/Performance and Evaluation Report
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)
Part II: Supporting Pages**

PHA Name: St. Clair County Housing Authority		Grant Type and Number Capital Fund Program Grant No: IL60P030501-08 Replacement Housing Factor Grant No:		Federal FY of Grant: 2008		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Status of Work
				Original	Revised	
				Funds Obligated	Funds Expended	
HA Wide	Management staff professional development	1408		6,000	3039.96	3039.96
Management Improvements	Technical services staff professional development	1408		6,000	6,000	2,604.25
	Resident Services Coordination & Technical Support Activities	1408		50,000	52,960.04	50,000
	Family self-sufficiency	1408		5,000	5,000	5000
	Resident council development & training	1408		12,000	5,546.46	5,538.29
	Drug elimination program	1408		40,000	53,413.05	53,421.22
	Computer software	1408		2,500	-0-	-0-
	Computers & related equipment	1475		17,500	1598	1598
HA Wide	Architect & Engineering Services	1430		70,000	68,500	68,500

Annual Statement/Performance and Evaluation Report
 Capital Fund Program, Capital Fund Program Replacement Housing Factor and
 Capital Fund Financing Program
2009 ANNUAL Formula Funds

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		Grant Type and Number		FFY of Grant: 2009	
PHA Name: St. Clair County Housing Authority		Capital Fund Program Grant No: IL060P03050109		FFY of Grant Approval: 2009	
Date of CFFP:		Replacement Housing Factor Grant No:		LOCCS MAR 2011 Rev. 5	
Type of Grant		Reserve for Disasters/Emergencies		Revised Annual Statement (revision no: 5)	
<input checked="" type="checkbox"/> Original Annual Statement		<input type="checkbox"/> Reserve for Disasters/Emergencies		<input checked="" type="checkbox"/> Final Performance and Evaluation Report	
<input type="checkbox"/> Performance and Evaluation Report for Period Ending:		Summary by Development Account		Total Estimated Cost	
Line		Original	Revised ²	Obligated	Expended
1	Total non-CFP Funds	0	0	0	0
2	1406 Operations (may not exceed 20% of line 21) ³	278,190	100,000	100,000	100,000
3	1408 Management Improvements	112,500	112,500	110,000	33,805
4	1410 Administration (may not exceed 10% of line 21)	165,005	165,005	165,005	165,005
5	1411 Audit	0	0	0	0
6	1415 Liquidated Damages	0	0	0	0
7	1430 Fees and Costs	5,200	14,520	14,520	5,200
8	1440 Site Acquisition	0	0	0	0
9	1450 Site Improvement	69,069	124,777	74,777	71,227
10	1460 Dwelling Structures	930,000	1,115,747	1,115,747	581,800
11	1465.1 Dwelling Equipment—Nonexpendable	0	0	0	0
12	1470 Non-dwelling Structures	0	0	0	0
13	1475 Non-dwelling Equipment	17,500	17,500	2,850	2,850
14	1485 Demolition	0	0	0	0
15	1492 Moving to Work Demonstration	0	0	0	0
16	1495.1 Relocation Costs	0	0	0	0
17	1499 Development Activities ⁴	0	0	0	0

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.

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

Part I: Summary		FFY of Grant: 2009 FFY of Grant Approval: 2009	
PHA Name: St. Clair County Housing Authority	Grant Type and Number Capital Fund Program Grant No: IL060P030501-09 Replacement Housing Factor Grant No: Date of CFFP:		
Type of Grant			
<input type="checkbox"/> Original Annual Statement		<input checked="" type="checkbox"/> Revised Annual Statement (revision no: 5)	
<input type="checkbox"/> Performance and Evaluation Report for Period Ending:		<input type="checkbox"/> Final Performance and Evaluation Report	
Summary by Development Account		Total Actual Cost¹	
Line	Original	Revised²	Obligated
18a	0	0	0
18ba	0	0	0
19	0	0	0
20	1,650,049	1,650,049	1,582,899
21			
22			
23			
24			
25			
Signature of Executive Director		Signature of Public Housing Director	
<i>[Signature]</i>		<i>[Signature]</i>	
Date		Date	
4/8/11		4/8/11	
Expended		Date	

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.

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

Part II: Supporting Pages		Grant Type and Number		Federal FFY of Grant: 2009		
PHA Name: St. Clair County Housing Authority		Capital Fund Program Grant No: IL060P03050109		Replacement Housing Factor Grant No:		
Development Number Name/PHA-Wide Activities	General Description of Major Work Categories	Development Account No.	Quantity	Total Estimated Cost		Status of Work
				Original	Revised ¹	
				Funds Obligated ²	Funds Expended ²	
IL030000031 Centreville (08)	Exterior Door Replacement	1460		105,000	222,545	222,544
IL030000022 Centreville (80)	Exterior Door Replacement	1460		75,000	91,133	91,133
IL030000021 Centreville (10)	Exterior Door Replacement	1460		105,000	105,000	105,000
IL030000061 Lebanon (14)	Site Work	1450		64,069	69,777	69,777
IL030000032 Centreville (06)	Mechanical Upgrades	1460		0	25,000	23,541
IL030000051 Belleville (16)	Mechanical Upgrades	1460		0	78,190	
IL030000021 Centreville (10)	Exterior Building Improvements	1460		300,000	405,478	405,478
IL030000021 Centreville (10)	Roofs	1460		300,000	145,721	145,721
IL030000010 Brooklyn (01)	Site Improvements	1450		0	5,000	
IL030000061 O'Fallon (24)	Site Improvements	1450		0	15,000	
IL030000052 Belleville (27)	Site Improvements	1450			30,000	
IL030000031 Centreville (08)	Construction Supervision and Inspection Costs Exterior Door Replacement	1460		20,000	10,000	2,500
IL030000022 Centreville (80)	Construction Supervision and Inspection Costs Exterior Door Replacement	1460		5,000	5,000	500
IL030000021 Centreville (10)	Construction Supervision and Inspection Costs Exterior Door Replace., Building Improv. Roofs	1460		20,000	20,000	200
IL030000061 Lebanon (14)	Construction Supervision and Inspection Costs Site Work	1450		5,000	5,000	1,450
IL030000032 Centreville (06)	Construction Supervision and Inspection Mechanical Upgrades	1460		0	2,000	
IL030000051 Belleville (16)	Construction Supervision and Inspection Mechanical Upgrades	1460		0	5,000	

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.

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

Part II: Supporting Pages		Federal FFY of Grant: 2009						
PHA Name: St. Clair County Housing Authority		Grant Type and Number Capital Fund Program Grant No: IL060P03050109 CFPP (Yes/ No): Replacement Housing Factor Grant No:						
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 ¹	Funds Obligated ²	Funds Expended ²	
IL030000010 Brooklyn (01)	Construction Supervision and Inspection Costs – Site Improvements	1460		0	1,000			
IL030000061 O'Fallon (24)	Construction Supervision and Inspection Costs – Site Improvements	1460		0	3,000			
IL030000052 Belleville (27)	Construction Supervision and Inspection Costs – Site Improvements	1460		0	6,000			
	Contingency	1502		72,585	0			
PH Wide	Adminstration	1410		164,098	165,005	165,005	165,005	Comp
PH Wide	Architect and Engineer	1430		64,000	14,520	14,520	5,200	Comp
PH Wide	Operating	1406		278,190	100,000	100,000	100,000	Comp
PH Wide	Management Improvements							
	Management Staff Professional Develop.	1408		3,000	3,000	3,000		
	Resident Service Coord & Tech Support	1408		50,000	50,000	50,000	6,062	
	Family Self-Sufficiency Program	1408		5,000	5,000	5,000	5,000	
	Resident Council Development & Training	1408		12,000	12,000	12,000	6,730	
	Drug Elimination	1408		40,000	40,000	40,000	15,398	
	Software	1408		2,500	2,500	615	615	
	Hardware	1475		17,500	17,500	2,850	2,850	

¹ 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.

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

Part I: Summary		Grant Type and Number		FFY of Grant: 2010	
PHIA Name: St. Clair County Housing Authority		Capital Fund Program Grant No: IL06E03050109		FFY of Grant Approval 2010	
Date of CFFP:		Replacement Housing Factor Grant No:		LOCCS MAR 2011	
Type of Grant		Reserve for Disasters/Emergencies		Revised Annual Statement (revision no:)	
<input checked="" type="checkbox"/> Original Annual Statement		<input type="checkbox"/> Reserve for Disasters/Emergencies		<input type="checkbox"/> Final Performance and Evaluation Report	
<input type="checkbox"/> Performance and Evaluation Report for Period Ending:		Total Estimated Cost		Total Actual Cost ¹	
Line	Summary by Development Account	Original	Obligated	Expended	
1	Total non-CFP Funds				
2	1406 Operations (may not exceed 20% of line 21) ³				
3	1408 Management Improvements				
4	1410 Administration (may not exceed 10% of line 21)				
5	1411 Audit				
6	1415 Liquidated Damages	17,500	16,234	9,335	
7	1430 Fees and Costs				
8	1440 Site Acquisition	10,500			
9	1450 Site Improvement				
10	1460 Dwelling Structures				
11	1465.1 Dwelling Equipment—Nonexpendable				
12	1470 Non-dwelling Structures	222,000			
13	1475 Non-dwelling Equipment				
14	1485 Demolition				
15	1492 Moving to Work Demonstration				
16	1495.1 Relocation Costs				
17	1499 Development Activities ⁴				

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.

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

Part I: Summary		FFY of Grant: 2010 FFY of Grant Approval: 2010	
PHA Name: St. Clair County Housing Authority	Grant Type and Number Capital Fund Program Grant No: IL06E03050109 Replacement Housing Factor Grant No: Date of CFFP:		
Type of Grant <input checked="" type="checkbox"/> Original Annual Statement <input type="checkbox"/> Performance and Evaluation Report for Period Ending:	<input type="checkbox"/> Reserve for Disasters/Emergencies	<input type="checkbox"/> Revised Annual Statement (revision no:)	
Summary by Development Account	Total Estimated Cost	Total Actual Cost ¹	
Line	Original	Revised ²	Obligated
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)	250,000	16,234
21	Amount of line 20 Related to LBP Activities		9,335
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		
Signature of Executive Director		Signature of Public Housing Director	
<i>[Signature]</i>		<i>[Signature]</i>	
Date		Date	
4/8/11		4/8/11	
Date		Date	

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.
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⁴ 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

Part II: Supporting Pages		Federal FFY of Grant: 2010						
PHA Name: St. Clair County Housing Authority		Grant Type and Number Capital Fund Program Grant No: IL06E03050109 CFFP (Yes/ No): Replacement Housing Factor Grant No:						
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 ¹	Funds Obligated ²	Funds Expended ²	
IL030000052 Amber Court Belleville	Installation of Surveillance Camera Systems - Crime has risen 45% in Belleville. Drug, violent and property crime is higher in this specific geographic location. Crime statistics attached to security analyst (3 rd party) supporting documentation. Cameras will add in the deterrence and prosecution of drug activity and other criminal action.	1475	10 buildings	65,000				
IL030000052 Amber Court Belleville	Fencing Installation -Crime has risen 45% in Belleville. Drug, violent and property crime is higher in this specific geographic location. Crime statistics attached to security analyst supporting documentation. Fencing will eliminate access to this property from a higher crime area. Specific crime reports on this location (Shop & Save Store) are attached to security analyst report.	1450	1 fence	10,500				
IL030000051 Belle Plaza I & II Belleville	Installation of Surveillance Cameras - Crime has risen 45% in Belleville. Violent crime is higher in this specific geographic location. Crime statistics attached to security analyst supporting documentation. Cameras will add in the deterrence and prosecution of drug activity and other criminal action.	1475	2 buildings	11,000				

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

Part I: Summary		Grant Type and Number		FFY of Grant: 2010	
PHA Name: St. Clair County Housing Authority		Capital Fund Program Grant No: IL60P030501-10		FFY of Grant Approval: 2010	
FORMULA AWARD		Replacement Housing Factor Grant No:		LOCES MAR 2011	
		Date of CFFP:			
Type of Grant		Reserve for Disasters/Emergencies		Revised Annual Statement (revision no:)	
<input type="checkbox"/> Original Annual Statement		<input type="checkbox"/> Reserve for Disasters/Emergencies		<input type="checkbox"/> Final Performance and Evaluation Report	
<input checked="" type="checkbox"/> Performance and Evaluation Report for Period Ending: 12/30/2010					
Line	Summary by Development Account	Original	Total Estimated Cost Revised ²	Obligated	Total Actual Cost ¹ Expended
1	Total non-CFP Funds				
2	1406 Operations (may not exceed 20% of line 21) ³	269,494			
3	1408 Management Improvements	112,500		1,275	1,275
4	1410 Administration (may not exceed 10% of line 21)	164,747		164,747	164,747
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	64,000		64,000	59,000
8	1440 Site Acquisition				
9	1450 Site Improvement	0			
10	1460 Dwelling Structures	896,000		585,499	17,530
11	1465.1 Dwelling Equipment—Nonexpendable				
12	1470 Non-dwelling Structures				
13	1475 Non-dwelling Equipment	22,500			
14	1485 Demolition				
15	1492 Moving to Work Demonstration				
16	1495.1 Relocation Costs				
17	1499 Development Activities ⁴				

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.

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

Part I: Summary		FFY of Grant: 2010 FFY of Grant Approval: 2010	
PHA Name: St. Clair County Housing Authority		Grant Type and Number Capital Fund Program Grant No: IL60P030501-10 Replacement Housing Factor Grant No: Date of CFFP:	
<input checked="" type="checkbox"/> Original Annual Statement <input type="checkbox"/> Performance and Evaluation Report for Period Ending:		<input type="checkbox"/> Revised Annual Statement (revision no:) <input type="checkbox"/> Final Performance and Evaluation Report	
Type of Grant		Reserve for Disasters/Emergencies	
Summary by Development Account		Total Estimated Cost	
Line		Original	Revised ²
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)	118,231	
20	Amount of Annual Grant:: (sum of lines 2 - 19)	1,647,472	651,154
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		
Signature of Executive Director		Signature of Public Housing Director	
Date		Date	
		Total Actual Cost¹	
		Expended	

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.

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

Part II: Supporting Pages		PHA Name: St. Clair County Housing Authority		Grant Type and Number		Federal FFY of Grant: 2010		
				Capital Fund Program Grant No: IL60P030501-10				
				CFFP (Yes/No): No				
				Replacement Housing Factor Grant No: N/A				
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 ¹	Funds Obligated ²	Funds Expended ²	
IL03000021 Centreville (10)	Exterior Building Improvements, Electrical AC Sleeve Removal, Roof Replacement, Attic Insulation	1460	110	500,000		396,879		
IL03000022 Centreville (60)	ADA Concrete Ramps, Exterior Door Replacement	1460	87	396,000		188,620	17,530	
IL03000021 Centreville (10)	Construction Supervision and Inspection Costs Exterior Building Improvements, Electrical AC Sleeve Rem, Roof Repl, Attic Insulation	1460	0	36,000				
IL03000022 Centreville (60)	Construction Supervision and Inspection Costs ADA Concrete Ramps, Exterior Door Repl.	1460	0	24,000				
PH Wide	Administration	1410		164,747				
PH Wide	Architect and Engineer	1430		64,000		64,000	59,000	
PH Wide	Operating	1406		269,474				
PH Wide	Management Improvements							
	Management Staff Professional Develop.	1408		3,000				
	Resident Service Coord & Tech Support	1408		50,000				
	Family Self-Sufficiency Program	1408		5,000		1,275	1,275	
	Resident Council Development & Training	1408		12,000				
	Drug Elimination	1408		40,000				
	Software	1408		2,500				
	Hardware	1475		17,500				
	Security equipment	1475		5,000				

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

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 3/31/2014

Part I: Summary					
PHA Name: St. Clair County Housing Authority FIVE YEAR PLAN COPY WITHOUT FORMULA AMOUNT		Grant Type and Number Capital Fund Program Grant No: IL60P030501-11 Replacement Housing Factor Grant No: Date of CFFP:			FFY of Grant: 2011 FFY of Grant Approval: 2011
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	329,494			
3	1408 Management Improvements	107,500			
4	1410 Administration (may not exceed 10% of line 21)	164,747			
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	64,000			
8	1440 Site Acquisition				
9	1450 Site Improvement	50,000			
10	1460 Dwelling Structures	312,731			
11	1465.1 Dwelling Equipment—Nonexpendable	674,000			
12	1470 Non-dwelling Structures				
13	1475 Non-dwelling Equipment	27,500			
14	1485 Demolition				
15	1492 Moving to Work Demonstration				
16	1495.1 Relocation Costs				
17	1499 Development Activities ⁴				

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 II: Supporting Pages								
PHA Name: St. Clair County Housing Authority			Grant Type and Number Capital Fund Program Grant No: IL60P030501-11 CFFP (Yes/ No): Replacement Housing Factor Grant No:			Federal FFY of Grant: 2011		
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 ¹	Funds Obligated ²	Funds Expended ²	
IL03000022 (IL30-60 Centreville)	HVAC	1465	87	430,000				
IL03000022 (IL30-60 Centreville)	Mechanical Room Renovations, Dryer Vents	1460	87	65,000				
IL03000032 (IL30-06 Centreville)	HVAC	1465	51	244,000				
IL03000032 (IL30-06 Centreville)	Mechanical Room Renovations, Dryer Vents	1460	51	36,000				
IL03000052 (IL30-27 Belleville)	Window replacement, exterior building improvements	1460	64	191,731				
IL03000061 (IL30-17 Washington Park)	Site Improvements	1450	1	15,000				
IL03000062 (IL30-02 Marissa)	Site Improvements	1450	1	5,000				
IL03000062 (IL30-07 Marissa)	Site Improvements	1450	1	5,000				
IL03000062 (IL30-19 Lenzburg)	Site Improvements	1450	1	10,000				
IL03000062 (IL30-22 Millstadt)	Site Improvements	1450	1	15,000				
IL03000022 (IL30-06 Centreville)	Elevator Upgrades	1460	1	10,000				
IL03000032 (IL30-16 Belleville)	Elevator Upgrades	1460	2	10,000				

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.

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

Part II: Supporting Pages								
PHA Name: St. Clair County Housing Authority			Grant Type and Number Capital Fund Program Grant No: IL60P030501-11 CFFP (Yes/ No): Replacement Housing Factor Grant No:			Federal FFY of Grant: 2011		
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 ¹	Funds Obligated ²	Funds Expended ²	
PH Wide	Adminstration	1410		164,747				
PH Wide	Architect and Engineer	1430		64,000				
PH Wide	Operating	1406		329,494				
PH Wide	Management Improvements							
	Management Staff Professional Develop.	1408		3,000				
	Resident Service Coord & Tech Support	1408		50,000				
	Resident Council Development & Training	1408		12,000				
	Drug Elimination	1408		40,000				
	Software	1408		2,500				
	Hardware	1475		17,500				
	Security equipment	1475		10,000				

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: St. Clair County Housing Authority				Federal FFY of Grant: 2011	
Development Number Name/PHA-Wide Activities	All Fund Obligated (Quarter Ending Date)		All Funds Expended (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	
IL03000022	Set by HUD				
IL03000032	based on award				
IL03000052	date.				
IL03000061					
IL03000062					

¹ 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

Part I: Summary

PHA Name/Number St. Clair County Housing Authority IL06P030		Locality (City/County & State) Belleville, IL			<input checked="" type="checkbox"/> Original 5-Year Plan <input type="checkbox"/> Revision No:	
A.	Development Number and Name	Work Statement for Year 1 FFY __2011__	Work Statement for Year 2 FFY ____2012_____	Work Statement for Year 3 FFY ____2013_____	Work Statement for Year 4 FFY _____2014_____	Work Statement for Year 5 FFY _____2015_____
B.	Physical Improvements Subtotal	Annual Statement	1,036,731	1,036,731	1,036,731	14,420,500
C.	Management Improvements		134,500	134,500	134,500	134,500
D.	PHA-Wide Non-dwelling Structures and Equipment					
E.	Administration		329,494	329,494	329,494	329,494
F.	Other		164,747	164,747	164,747	164,747
G.	Operations					
H.	Demolition					
I.	Development					
J.	Capital Fund Financing – Debt Service					
K.	Total CFP Funds					
L.	Total Non-CFP Funds					
M.	Grand Total		1,665,472	1,665,472	1,665,472	15,049,241

Capital Fund Program – Five Year Action Plan

Part I: Summary (Continuation)

PHA Name/Number St. Clair County Housing Authority IL06P030		Locality (City/county & State) Belleville, IL			<input checked="" type="checkbox"/> Original 5-Year Plan <input type="checkbox"/> Revision No:	
A.	Development Number and Name	Work Statement for Year 1 FFY _2011__	Work Statement for Year 2 FFY _____2012_____	Work Statement for Year 3 FFY _____2013_____	Work Statement for Year 4 FFY _____2014_____	Work Statement for Year 5 FFY _____2015_____
	IL030000010	Annual Statement			80,000	2,793,000
	IL030000021				290,800	
	IL030000022				1,028,931	1,997,000
	IL030000031		38,000		100,800	2,648,000
	IL030000032		590,000	996,731	180,800	1,930,500
	IL030000041		308,731		35,200	107,500
	IL030000051				150,000	225,000
	IL030000052		100,000	40,000	945,731	195,000
	IL030000061				390,000	447,500
	IL030000062				435,731	1,999,500

Capital Fund Program – Five Year Action Plan

Part II: Supporting Pages – Physical Needs Work Statement(s)

Work Statement for Year 1 FFY ____ 2011 ____	Work Statement for Year ____ Four ____ FFY ____ 2014 ____			Work Statement for Year: ____ Five ____ FFY ____ 2015 ____		
	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	IL03000061/IL30-17 Kitchen & Bath Reno.		352,000	IL03000010 Brooklyn Site Improvements		70,000
Annual	IL03000061/IL30-17 ADA Modifications		24,000	IL03000010 Brooklyn Int/Ext Reno,ADA,Security		2,650,500
Statement	IL03000061/IL3017 Security Screens		14,000	IL03000010 IL30-10 Site Improvements		400,000
	IL0300000052/IL30-18 Roof Replacement		53,000	IL03000010 IL30-10 Int/Ext Reno,ADA,Security		2,057,500
	IL0300000062/IL30-05 Roof Replacement		30,000	IL03000022 (60/80) Site Improvements		38,000
	IL0300000062/IL30-03 Roof&Mansard Repl.		155,731	IL03000022 (60/80) Int/Ext Reno,ADA,Security		1,959,000
	IL0300000062/IL30-13 Roof Replacement		65,000	IL03000031 (08/20) Site Improvements		40,000
	IL0300000062/IL30-21 Roof Replacement		65,000	IL03000031 (08/20) Int/Ext Reno,ADA,Security		2,608,000
	IL0300000061/IL30-24 Roof Replacement		58,000	IL03000032 /IL30-06 Site Improvements		15,000
	IL0300000062/IL30-02 Roof Replacement		65,000	IL03000032 (IL30-06) Int/Ext Reno,ADA,Security		1,715,500
	IL0300000062/IL30-07 Roof Replacement		55,000			
	IL0300000061/IL30-14 Roof Replacement		100,000			
		Subtotal of Estimated Cost	\$1,036,731 Continued		Subtotal of Estimated Cost	\$11,553,500 Continued

Capital Fund Program – Five Year Action Plan

Part II: Supporting Pages – Physical Needs Work Statement(s)

Work Statement for Year 1 FFY __2011__	Work Statement for Year __Four__ FFY __2014__			Work Statement for Year: __FIVE__ FFY __2015__		
	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	IL03000021/IL30-10 Site Improvements		\$210,000	IL030000032/IL30-06 Mechanical Upgrades		200,000
Annual	IL03000062/IL30-21 Resurface Parking Lot		\$40,000	IL03000041/IL30-11 Site Improvements		15,000
Statement	IL030000062/IL30-13 Kitchen & Bath Renov.		\$180,000	IL03000041/IL30-11 Int/Ext Reno, ADA, Security		92,500
	IL03000062/IL30-13 ADA Modifications		\$40,000	IL03000051 IL30/61 Site Improvements		45,000
	IL03000051/IL30-16 Solar Power System		\$75,000	IL03000051 IL30-61 Int/Ext Reno, ADA, Security		165,000
	IL03000051/IL30-61 Solar Power System		\$75,000	IL03000051 IL30-61 Mechanical Upgrades		15,000
	IL030000032/IL30-06 High Rise Demolition		\$140,000	IL03000052/18&27 Int/Ext Reno, ADA, Security		165,000
	IL03000052/IL30-27 HVAC		\$250,000	IL03000052/18&27 Site Improvements		30,000
	IL03000041/IL30-11 Electrical Modifications		\$35,200	IL030000061 Int/Ext Reno, ADA, Security		402,500
	IL030000010/IL03-01 Electrical Modifications		\$80,000	IL030000061 Site Improvements		45,000
	IL03000032/IL30-06 Electrical Modifications		\$40,800	IL03000062 Int/Ext Reno, ADA, Security		1,589,500
			0	IL030000062 Site Improvements		185,000
	Subtotal of Estimated Cost		1,166,000. Continued	Subtotal of Estimated Cost		\$2,949,500 Continued

Capital Fund Program – Five Year Action Plan

Part III: Supporting Pages – Management Needs Work Statement(s)				
Work Statement for Year 1 FFY ____ 2011 ____	Work Statement for Year __Two____ FFY ____ 2012 ____		Work Statement for Year: __Three____ FFY ____ 2013 ____	
	Development Number/Name General Description of Major Work Categories	Estimated Cost	Development Number/Name General Description of Major Work Categories	Estimated Cost
See	Administration	164,747	Administration	164,747
Annual		0		
Statement	Architect & Engineer	64,000	Architect & Engineer	64,000
		0		
	Operating	329,494	Operating	329,494
		0		
	Management Improvements	0	Management Improvements	
	Management Staff Professional Development	3,000	Management Staff Professional Development	3,000
	Resident Service Coord & Tech Support	50,000	Resident Service Coord & Tech Support	50,000
	Resident Council Development & Training	12,000	Resident Council Development & Training	12,000
	Drug Elimination	40,000	Drug Elimination	40,000
	Software	2,500	Software	2,500
	Hardware	17,500	Hardware	17,500
	Security Equipment	10,000	Security Equipment	10,000
		0		
		0		
		0		
		0		
		0		
		0		
		0		
	Subtotal of Estimated Cost	\$693,241	Subtotal of Estimated Cost	\$693,241

Statement of Housing Needs

A. Housing Needs of Families in the Jurisdiction/s Served by the PHA

The St. Clair County Housing Authority reviewed St. Clair County's Consolidated Plan (CP) for 2010 – 2014 to assess the housing needs of the families in its jurisdiction, which includes all of St. Clair County, excluding the City of East St. Louis.

HUD defines low income households using three income levels:

- Extremely Low Income (households with incomes at or below 30% of Area Median Income;
- Very Low Income (households with incomes greater than 30% but equal to or less than 50% of area median income), and;
- Low Income (households with incomes greater than 50% but equal to or less than 80% of area median income).

The following findings were contained in the CP.

- Housing cost burden was more severe as household income decreased (i.e. extremely low income household experienced more of a cost burden than did very low or low income households).
- Renter households are more cost burdened than homeowner households.
- Elderly households are the most cost burdened of all household types.

According to the CP, the renter households had the following household income breakdown:

Extremely Low	Very Low	Low
10,347	4,208	6,239

The CP identified the following housing needs of households with incomes at or below 30% of area median income.

- While approximately 77% of these households have one or more housing problems (such as cost burden, overcrowded, substandard housing), the primary housing problem for this group is cost burden.
- Seventy-five percent (75%) of these households are cost burdened to the extent that they pay more than 30% of their household income for housing.
- Approximately fifty-three percent (53%) are severely cost burdened, meaning that they pay more than 50% of their household income for housing.
- Sixty-seven percent (67%) of elderly households in this group were found to be cost burdened, while nearly forty-two percent (42%) were severely cost burdened.

- Large family renter households (those with five or more related members) experienced significant housing problems with eighty-nine percent (89%) having one or more housing problems, eighty-two percent (82%) having a cost burden, and fifty-six percent (56%) being severely cost burdened.

Very Low Income Households (30 – 50% of Median Income) reported similar housing problems, but with less severity. For example, only eleven percent (11%) was determined to be severely cost burdened. Low-Income Households (50 – 80% of Median Income) reported the fewest housing problems.

The CP relied on the 2008 American Community Survey for information related to persons with disabilities. The 2008 ACS identified 33,584 individuals in St. Clair County with a disability, including 3,641 who are individuals under 18 years of age, 17,442 individuals between 18 and 64, and 12,501 individuals who are age 65 or older.

The number of identified HIV cases peaked in 2008 (at 307), declining to 268 in 2009. The number of identified AIDS cases continued to increase each year from 2006 through 2009, when it reached 274.

The CP did not provide any further analysis or insight into the housing needs of persons with disabilities, including HIV / AIDS, other than to make the reasonable assumption that the housing needs for those with disabilities was at least equal to that of other households. Twenty-three percent of all households in the jurisdiction reported having at least one housing problem. Therefore, it was assumed that at least the same percentage of households with persons with a disability would experience at least one housing related problem.

A racial or ethnic group is defined as having a disproportionately greater need if the percentage of persons in a category of need who are members of the particular racial or ethnic group is at least ten percentage points higher than the percentage of persons in the category of need as a whole. The analysis in the CP identified disproportionate housing need among minority groups as follows:

- The number of black, non-Hispanic households with incomes in the Very Low Income Range (30-50%) reporting any housing problem (67.3% compared to 49.4% for the total population);
- Low Income (50 to 80%) Hispanic households reporting any housing problem (42.8% compared to 23% of the total population);
- Asian households reporting any housing problem in both the Very Low (30-50%) and Low Income (50 – 80%) ranges (94.4% compared to 49.4% of the total population and 46.7% compared to 23% for the total population, respectively);
- Native American non-Hispanic households in the Very Low (30-50%) range having any housing problem (83.3% compared to 49.4% for the total population).

The CP did not further identify the type of housing problems reported by these minority populations. Since all of the disproportionate needs were identified in the two higher income ranges (Very Low and Low Income), it is reasonable to conclude that cost burden did not

constitute the primary reason for the increased housing needs among these minority groups. St. Clair County CP states that the...

“...County will continue to reach out to existing organizations working with Black, Native American, and Hispanic households and continue to produce quality, affordable housing available to all ethnic and racial groups. The County will also re-evaluate disproportionate housing needs after the 2010 Census and 2010 CHAS data are released, as the 2000 CHAS data may no longer accurately reflect the housing burdens of various racial and ethnic groups.”

B. Housing Needs of Families on the Public Housing and Section 8 Tenant – Based Waiting Lists

The Section 8 Housing Choice Voucher Program (HCVP) waiting list as of 11/1/10 included the following demographic breakdown.

	Number of Families	Percent of Families
Total Wait List	5,374	100%
Extremely Low Income	4,793	89%
Very Low Income	525	10%
Low Income	57	1%
Families w/ children	3,401	63%
Elderly Families	177	3%
Families w/ disability	1,085	20%
White households	943	18%
Black households	4,372	81%
Hispanic households	173	3%
Other – race / ethnicity	109	2%

The Section 8 HCVP wait list remains open and it is estimated that approximately fifteen percent (15%) turnover annually (based upon the number of program participants who leave the program and replaced with an applicant from the wait list).

The wait list for the Public Housing program is site based, with eighteen separate sites. The consolidated wait list, with an unduplicated count (meaning that an applicant is counted only once no matter how many different locations they applied for), results in the following demographic breakdown.

	Number of Families	Percent of Families
Total Wait List	3,989	100%
Extremely Low Income	3,609	91%
Very Low Income	341	9%
Low Income	39	<1%
Families w/ children	2,904	73%
Elderly Families	188	5%
Families w/ disability	817	21%
White households	731	18%
Black households	3,209	80%
Hispanic households	141	4%
Other – race / ethnicity	79	2%
0 & 1 Bedroom	1,453	36%
2 Bedroom	1,634	41%
3 Bedroom	784	20%
4 Bedroom	112	3%
5 Bedroom	6	< 1%

All public housing wait lists remain open and the annual turnover is estimated at fifteen (15%) based upon the number of move-outs annually.

The wait list demographics suggest that the needs of the applicants on both the public housing and Section 8 HCVP wait lists are consistent with the needs of households in the jurisdiction as identified in St. Clair County’s Consolidated Plan (CP). About ninety percent (90%) of all applicants for housing assistance fall in the extremely low income category (30% or below of area median income). Housing cost burden is the primary factor in applicants seeking housing assistance. Approximately twenty percent (20%) of all applicant households report having a disability. About eighty percent (80%) of all applicant households are black. Black households were identified in the CP as one of the minority groups having a disproportionate housing need. The number of Hispanic and other minority households on the wait lists is consistent with general population statistics as recognized by the 2000 Census.

SCCHA will re-evaluate the consistency of need between applicants on the public housing and Section 8 HCVP wait lists and the general population for the jurisdiction after the results of the 2010 Census is available.

Reference Note: The “Housing” section of the St. Clair County Consolidated Plan 2010 to 2014 served as the basis of identifying the housing needs of households in the jurisdiction. A copy of the “Housing” portion of the Consolidated Plan is on file and available for review upon request in conjunction with the review and comment period for the St. Clair County Housing Authority’s 2011 Agency Plan Update.

Statement of Strategy for Addressing Housing Needs

(1) Strategies

Need: Shortage of affordable housing for all eligible populations

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

- Employ effective maintenance and management policies to minimize the number of public housing units off-line
- Reduce turnover time for vacated public housing units
- Minimize “off line” time due to renovation / modernization of public housing units.
- Maintain or increase section 8 lease-up rates by establishing payment standards that will enable families to rent throughout the jurisdiction
- Undertake measures to ensure access to affordable housing among families assisted by the PHA, regardless of unit size required
- Maintain or increase section 8 lease-up rates by marketing the program to owners, particularly those outside of areas of minority and poverty concentration
- Maintain or increase section 8 lease-up rates by effectively screening Section 8 applicants to increase owner acceptance of program
- Participate in the Consolidated Plan development process to ensure coordination with broader community strategies

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

- Support the efforts of others to increase the number of affordable housing units.

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

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

- Exceed HUD federal targeting requirements for families at or below 30% of AMI in public housing
- Exceed HUD federal targeting requirements for families at or below 30% of AMI in tenant-based section 8 assistance
- Adopt rent policies to support and encourage work

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

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

- Employ admissions preferences aimed at families who are working

- Adopt rent policies to support and encourage work

Need: Specific Family Types: The Elderly

Strategy 1: Target available assistance to the elderly:

- Maintain HUD-approved designation of public housing for the elderly;
- Maintain Senior Service Coordination Program

Need: Specific Family Types: Families with Disabilities

Strategy 1: Target available assistance to Families with Disabilities:

- Seek designation of public housing for families with disabilities
- Carry out the modifications needed in public housing based on the section 504 Needs Assessment for Public Housing
- Affirmatively market to local non-profit agencies that assist families with disabilities (primarily LINC, Inc.)

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

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

- No specific marketing / outreach activities are planned at this time

Strategy 2: Conduct activities to affirmatively further fair housing

- Counsel Section 8 tenants as to location of units outside of areas of poverty or minority concentration and assist them to locate those units
- Market the Section 8 program to owners outside of areas of poverty /minority concentrations

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

(2) Reasons for Selecting Strategies

The following factors influenced the SCCHA's selection of the strategies it will pursue:

- Funding constraints
- Staffing constraints
- Limited availability of sites for assisted housing
- Extent to which particular housing needs are met by other organizations in the community
- Evidence of housing needs as demonstrated in the Consolidated Plan and other information available to the PHA

- Influence of the housing market on PHA programs
- Community priorities regarding housing assistance
- Results of consultation with local or state government
- Results of consultation with residents and the Resident Advisory Board
- Results of consultation with advocacy groups

ANNUAL PLAN

STATUS REPORT – FEBRUARY 2011

Goal: Develop Asset Management Systems and adopt Project Based Budgeting Process to assess each public housing “property” financial performance and viability.

Status: *Notable Progress.* Public Housing Operating Budget compiled using Asset Management Approach (separate budgets established for each Public Housing Development groupings or “AMPs” and Central Office Cost Center (COCC). Further enhancement and refinement of the process will be necessary to achieve full compliance. Finance Department staff periodically consults with a Certified Public Accountant (CPA) with extensive experience in training and auditing PHAs throughout the Country for advice and counsel aimed toward achieving full compliance with statutory requirements. HUD continues to develop and issue compliance guidance materials, but substantial progress has been achieved.

Goal: Continue to utilize Capital Fund Program to upgrade / modernize the public housing stock.

Status: *Continued Progress.* Full expenditure of Capital Fund allocations on timely basis achieved. Majority of Capital Fund expenditures during Fiscal Year Ending 2011 were designated for second phase of extensive exterior renovation project at the Private Mathison Manor and Ernest Smith Sr. Apartments in Centerville (developments #30-10 and 8). The majority of CFP funding anticipated during the next two - three years will be targeted toward much needed exterior improvements at development #30-6 in Centerville.

Goal: Through partnerships with local law enforcement and prevention program service providers and other initiatives, reduce the level of drug-related crime in the targeted developments to a level equal to or less than the surrounding neighborhoods.

Status: *Limited Progress.* SCCHA enjoys cooperative relationships with the police departments in the targeted developments (Centerville, Alorton, Brooklyn). Drug-related and other crimes remain a problem in the developments, but the primary cause is the general lack of resources available to local law enforcement. The local police are providing a level of service considered substantially equivalent to the surrounding neighborhoods, but it remains insufficient to adequately address the community-wide drug-related crime problem. SCCHA has achieved positive results by staffing a part-time “Law Enforcement Liaison” position to coordinate activities with local police departments and other law enforcement entities and to work cooperatively with probation and parole officials to ensure that probationers and parolees (for drug related and/or violent crimes) are not released to public housing locations.

Goal: Improve security within developments, particularly those in Centerville, through utilization of security cameras with monitoring accomplished with the assistance of local law enforcement.

Status: *Notable Progress.* Security cameras have been installed in the Private Mathison Manor and Ernest Smith Sr. Apartment complexes, a total of eight in PMM and thirteen in ESSA. The cameras are fully operational with continuous monitoring capability at the on-site offices. Unfortunately, continuous monitoring at the management offices is not feasible due to staffing constraints (these are one-person offices). Issues related to internet capacity have prevented “real time” remote monitoring at the Centreville Police Department. However, this initial phase of cameras has already proven useful in solving and deterring crime within the two developments.

Goal: Enhance fire prevention safety thru more vigilant inspections by maintenance and management personnel and thru the use of stove switch alterations (electric stoves) to reduce the number of cooking related fires.

Status: *Efforts Continue.* Electric stove controls continue to be modified when placed in service. Maintenance and management inspections continue, with many household targeted for accelerated inspections when conditions that increase the potential for fire is identified (greasy / dirty stove and/or range hood exhaust, extension cords, flammables in vicinity of gas-fired furnace or water heater, etc.). However, fire prevention is difficult and resident education is a long process. Outcomes are not within direct control of management and one accident or act of neglect on the part of a resident can have devastating results. Fire prevention efforts will continue.

Goal: Obtain HUD approval / renewal of designated housing plan (for elderly only, non-elderly disabled only, etc.).

Status: *Goal Achieved.* HUD approval of a two year extension of SCCHA’s Designated Housing Plan was received.

Goal: Comply with statutory and any HUD regulatory requirements to maintain site-based wait lists for public housing program.

Goal: *Limited Progress.* SCCHA is successfully administering the public housing site based wait list program, including, but not limited to monitoring racial, ethnic or disability-related tenant composition at each PHA site. Arrangements have not been made for the use of independent testers (or other means satisfactory to HUD) to assure the site site-based waiting list is not being administered in a discriminatory way and that no patterns or practices of discrimination exist. Identifying qualified parties to carry out the independent testing and the associated costs have been the primary obstacles to achieving said goal.

Goal: Arrange for Fair Housing and Reasonable Accommodation Training for all staff involved in wait list, admissions and/or continued occupancy activities for any federal housing program administered.

Status: *Pending.* In-service Fair Housing and Reasonable Accommodation Training is planned for final quarter of the Annual Plan year (April – June 2011). The last in-service

training on this subject was held July 2009 and conducted by a representative from HUD's Office of Fair Housing and Equal Opportunity.

FIVE-YEAR PLAN

STATUS REPORT – FEBRUARY 2011

HUD Strategic Goal: Expand the supply of assisted housing by reducing public housing vacancies and leveraging private or other public funds to create additional housing opportunities.

Status: *Significant Progress.* The number of public housing vacancies decreased significantly from February 2010 to February 2011. There were forty-eight (48) vacant units February 2010. That number was reduced to sixteen (16) as of February 2011, representing a vacancy percentage of 1.6%. This achievement was the result of a concentrated effort by the maintenance and management staff. It will be a challenge to maintain an occupancy rate of ninety-eight (98% or higher), but SCCHA is committed to putting forth the best effort possible.

Affordable housing opportunities, particularly for the senior citizens, have expanded locally as several new federally-assisted and/or State administered tax-credit properties have come on-line in recent years. SCCHA will continue its efforts to increase the supply of affordable housing through cooperative efforts with public and private partners, when the opportunity is available.

HUD Strategic Goal: Improve the quality of assisted housing through: improved PHAS (Public Housing Assessment System) scores for public housing program and SEMAP (Section 8 Management Assessment Program) scores for Section 8 Program; increased customer satisfaction; renovating public housing units; and development of project-based budgeting and asset management approach to public housing operations.

Status: *Significant Progress Achieved.* PHAS scores have remained in the high 80's, resulting in "standard performer" designation. Vacancy days and unit turn-around time have historically been the major obstacles to achieving a higher PHAS score in the public housing program. A "high performer" designation under the SEMAP was achieved for the FYE-6/30/10. The staff is dedicated to maintaining high-performer status through-out the Agency Plan period.

Historically, Resident Assessment and Satisfaction Survey reports reflected high satisfaction rates in areas of maintenance and services. Scores in communication, safety and neighborhood appearance have traditionally remained below 75% target level. A follow-up Plan was developed to increase satisfaction scores in these areas. The resident survey process has been suspended by HUD.

Full and timely obligation and expenditure of Capital Fund allocations was achieved during the initial year of the current five year plan and is expected to continue. The majority of Capital Fund grants in 2009 and 2010 allocation were designated to the extensive and multi-phase exterior improvement program designed to ensure continued

long-term viability of the Private Mathison Manor (PMM) and Ernest Smith Sr. (ESS) developments in Centreville. The majority of the CFP funding anticipated to be received in 2011 (and at least the next two years) will be targeted for the continuation of work in Centreville.

Most aspects of the project-based budgeting and asset management approach to public housing operations were well developed and in place at the start of the current five year planning cycle. Further refinements and operational modifications are anticipated during this planning cycle as SCCHA works with HUD, financial auditors, and financial consultants to achieve full compliance.

HUD Strategic Goal: Increase assisted housing choices through provision of voucher mobility counseling, outreach efforts to potential voucher landlords, increase voucher payment standards above 100% of local FMRs (Fair Market Rents), and implementation of public housing site based waiting lists.

Status: Mixed Results: By the close of 2010 the Housing Choice Voucher Program (HCVP) was operating at full financial capacity. However, in an attempt to increase the number of households served and generate administrative fees minimally sufficient to maintain program operations, the payment standard was lowered effective January 1, 2011 to exactly 100% of the FMRs. HCVP participants receive voucher mobility counseling with the issuance of every voucher / Landlord Packet. Most outreach to landlords that do not currently participate in the HCVP is done by voucher holders---they are encouraged to search for the best possible housing by seeking out landlords that have not previously participated in the program. This often leads to the prospective landlord contacting program staff for additional information. Several new landlords have been brought into the program in this manner and given the inadequate administrative fee structure it is really the only viable option currently available for conducting landlord outreach. Continued successful administration of the public housing site based waiting list program was achieved during the 2010 – 2011 annual plan year. The site based wait list is considered a key factor in achieving the significant reduction in public housing vacancies.

HUD Strategic Goal: Improve community quality of life and economic vitality through implementation of: measures to de-concentrate poverty by bringing higher income public housing households into lower income developments; public housing security improvements; designation of developments for particular resident groups (household income level), and continued aggressive applicant screening and resident lease enforcement efforts.

Status: Notable Progress. The de-concentration analysis completed in February 2011 documented that no public housing properties had average household income levels outside the acceptable range (85% - 115% of average PHA-wide income). Surveillance cameras have been installed at the two Centreville public housing properties to improve security. Additional security cameras are planned for public housing locations in O'Fallon, Amber Court (Belleville) and Brooklyn through a \$250,000 security grant

received in 2010. Additional security cameras will be installed at these and other locations as funds become available. HUD approval of SCCHA's request to renew its Designation Plan was received July 2010. The plan was fully implemented before the start of the 2011 agency plan cycle. The Designation Plan is considered a vital component to successful management of SCCHA's public housing inventory. Senior citizens and younger persons with disabilities are divergent populations with different needs and lifestyles and are not compatible for mutual residency in high density multi-family housing properties. Aggressive applicant screening and resident lease enforcement efforts continued in the first year of the agency plan cycle and will continue through the full cycle. Waiting list preferences have been established for applicants who are employed and/or are in job training / education programs.

HUD Strategic Goal: Promote self-sufficiency and asset development of families and individuals by: increasing the number and percentage of employed persons in assisted housing developments; providing or attracting supportive services to improve assistance recipients' employability and/or to increase independence for the elderly or families with disability.

Status: Limited Progress. In February 2009 thirty-eight (38%) of public housing families had earned income. That number decreased to thirty-five percent (35%) in February 2010, declining further to thirty-four percent (34%) by February 2011. The recent decline is attributed to the national economic downturn and is consistent with the increase in the national, state and local unemployment rates. SCCHA maintains Board membership on the Mid-America Work Force Investment Board and its Youth Council. In addition, SCCHA maintains strong ties with the Employment and Training staff of Local Service Delivery Area 24 (St. Clair County Intergovernmental Grants Department) and other organizations that provide education and training services. The primary purpose of the association with these organizations is to stay aware of job training / education programs and services available and to leverage increased participation of public housing residents in these programs. A recent example of the cooperative relationship between SCCHA and these entities is SCCHA office(s) being utilized as recruitment and registration sites for the Summer Youth Employment Program funded by the American Recovery and Reinvestment Act (ARRA), resulting in jobs for several public housing and Section 8 youth. Similarly, when the State of Illinois Department of Human Services (IDHS) initiated a subsidized job program for both adults and youth in households receiving TANF benefits, many public housing (and Section 8 HCVP) households participated in the program. The cooperative relationship between SCCHA and the organizations administering these programs locally (SCC-IGD and Lessie Bates Neighborhood House) facilitated the participation of many assisted resident households.

The Public Housing Service Coordinator works to meet the needs of elderly and families with disabilities to increase independence. The Service Coordination Program does an outstanding job and received numerous awards and recognitions. The Family Self-Sufficiency (FSS) Program remains minimally operational with a residual caseload of about 5 households. Most FSS activities have been suspended since FYE-2007 due to the

position not being staffed as a result of re-organization/down-sizing effort resulting from reduced funding levels. The FSS program will be phased out completely as existing contracts terminate.

HUD Strategic Goal: Ensure equal opportunity and affirmatively further fair housing by undertaking affirmative measures to ensure access to assisted housing and provide a suitable living environment for families living in assisted housing regardless of race, color, religion, national origin, sex, familial status, and disability.

Status: *Progress Achieved.* SCCHA continues to operate and/or administer all programs and services in a non-discriminatory manner. SCCHA staff received Fair Housing and Reasonable Accommodation training by a HUD staff member in July 2009. SCCHA is committed to periodic fair housing and reasonable accommodation training for staff with an in-service training planned before the end of the current plan year (before June 30, 2011).

VIOLENCE AGAINST WOMEN'S ACT POLICIES

Narrative Statement

In accordance with the Violence Against Women's Act (VAWA), the St. Clair County Housing Authority (SCCHA) will refer any applicant or program participant who indicates that they are a victim of domestic violence, dating violence, or stalking to the Violence Prevention Center located in Belleville, IL, (618) 235-0892. The Violence Prevention Center provides services for the following:

- a) Women and children affected by any form of abuse;
- b) Emergency Shelter;
- c) Counseling and
- d) Has a court advocate to assist in filing Orders of Protection on the client's behalf.

SCCHA has adopted policies for both its Public Housing Program (Admissions and Continued Occupancy Policy) and Section 8 Housing Choice Voucher Program (Administrative Plan) that are compliant with the requirements of VAWA (see attached excerpts).

Part 1 --- Policy Provisions Related to Eligibility (Part 8 of Public Housing Admissions and Continued Occupancy Policy)

PROHIBITION AGAINST DENIAL OF ASSISTANCE TO VICTIMS OF DOMESTIC VIOLENCE, DATING VIOLENCE, AND STALKING [PUB.L. 109-162]

The Violence Against Women Reauthorization Act of 2005 (VAWA) prohibits denial of admission to an otherwise qualified applicant on the basis that the applicant is or has been a victim of domestic violence, dating violence, or stalking. Specifically, Section 606(1) of VAWA adds the following provision to the U. S. Housing Act of 1937:

- A. That an applicant or participant who is or has been a victim of domestic violence, dating violence, or stalking is not an appropriate reason for denial of program assistance or for denial of admission, if the applicant otherwise qualifies for assistance or admission.

Definitions

As used in VAWA:

1. The term domestic violence includes felony or misdemeanor crimes of violence committed by a current or former spouse of the victim, by a person with whom the victim shares a child in common, by a person who is cohabitating with or has cohabitated with the victim as a spouse, by a person similarly situated to a spouse of the victim under the domestic or family violence laws of the jurisdiction receiving grant monies, or by any other person against an adult or youth victim who is protected from that person's acts under the domestic or family violence laws of the jurisdiction.
2. The term *dating violence* means violence committed by a person who is or has been in a social relationship of a romantic or intimate nature with the victim; and where the existence of such a relationship shall be determined based on a consideration of the following factors:
 - a. The length of the relationship
 - b. The type of relationship
 - c. The frequency of interaction
3. The term *stalking* means:
 - a. To follow, pursue, or repeatedly commit acts with the intent to kill, injure, harass, or intimidate; or
 - b. To place under surveillance with the intent to kill, injure, harass, or intimidate another person; and

- c. In the course of, or as a result of, such following, pursuit, surveillance, or repeatedly committed acts, to place a person in reasonable fear of the death of, serious bodily injury to, or to cause substantial emotional harm to (1) that person, (2) a member of the immediate family of that person, or (3) the spouse or intimate partner of that person.
4. The term *immediate family member* means, with respect to a person:
- a. A spouse, parent, brother or sister, or child of that person, or an individual to whom that person stands in the position or place of a parent; or
 - b. Any other person living in the household of that person and related to that person by blood and marriage.

Notification and Victim Documentation

SCCHA acknowledges that a victim of domestic violence, dating violence, or stalking may have an unfavorable history that would warrant denial under the SCCHA's policies. Therefore, if the SCCHA makes a determination to deny admission to an applicant family, SCCHA will issue a written notice of denial, which will include notice of the applicant's right to appeal the decision through the established appeal process. The applicant will be offered the opportunity to provide documentation affirming that the cause of the unfavorable history is that a member of the applicant family is or has been a victim of domestic violence, dating violence, or stalking.

The documentation must include two elements:

- a. A signed statement by the victim that provides the name of the perpetrator and certifies that the incidents in question are bona fide incidents of actual or threatened domestic violence, dating violence, or stalking, and
- b. One of the following:
 - 1. A police or court record documenting the actual or threatened abuse, or
 - 2. A statement signed by an employee, agent, or volunteer of a victim service provider, an attorney, a medical professional, or another knowledgeable professional from whom the victim has sought assistance in addressing the actual or threatened abuse. The professional must attest under penalty of perjury that the incidents in question are bona fide incidents of abuse, and the victim must sign or attest to the statement.

The applicant must submit the required documentation within 10 days of the informal review or must request an extension in writing at that time. If the applicant so requests, the SCCHA will grant an extension of 10 business days, and will delay issuance of the

informal review determination until after it has received the documentation or the extension period has elapsed. If after reviewing the documentation provided by the applicant the SCCHA determines the family is eligible for assistance, a favorable decision notice will be issued and SCCHA will proceed with admission of the applicant family. If SCCHA determines the family is not eligible for assistance, an adverse decision notice will be issued.

Perpetrator Removal or Documentation of Rehabilitation

In cases where an applicant family includes the perpetrator as well as the victim of domestic violence, dating violence, or stalking, SCCHA will proceed as above but will require, in addition, either (a) that the perpetrator be removed from the applicant household and not reside in the assisted housing unit or (b) that the family provide documentation that the perpetrator has successfully completed, or is successfully undergoing rehabilitation or treatment.

If the family elects the second option, the documentation must be signed by an employee or agent of a domestic violence service provider or by a medical or other knowledgeable professional from whom the perpetrator has sought or is receiving assistance in addressing the abuse. The signer must attest under penalty of perjury to his or her belief that the rehabilitation was successfully completed or is progressing successfully. The victim and perpetrator must also sign or attest to the documentation. This additional documentation must be submitted within the same time frame as the documentation required from the victim.

Confidentiality Requirements

All information provided to SCCHA regarding domestic violence, dating violence, or stalking, including the fact that an individual is a victim of such violence or stalking, must be retained in confidence and may neither be entered into any shared database nor provided to any related entity, except to the extent that the disclosure (a) is requested or consented to by the individual in writing, (b) is required for use in an eviction proceeding, or (c) is otherwise required by applicable law.

Part 2 --- Policy Provisions Related to Terminating Tenancy (Part 20 of Public Housing Admissions and Continued Occupancy Policy)

20.3 *TERMINATING THE TENANCY OF DOMESTIC VIOLENCE, DATING VIOLENCE, OR STALKING VICTIMS AND PERPETRATORS [PUB.L. 109-162, PUB.L. 109-271]*

The Violence Against Women Reauthorization Act of 2005 (VAWA) provides that “criminal activity directly relating to domestic violence, dating violence, or stalking, engaged in by a member of a tenant’s household or any guest or other person under the tenant’s control shall not be a cause for termination of assistance, tenancy, or occupancy rights if the tenant or an immediate member of the tenant’s family is the victim or threatened victim of that domestic violence, dating violence, or stalking.”

VAWA also gives SCCHA the authority to “terminate tenancy of any individual who is a tenant or lawful occupant and who engages in criminal acts of physical violence against family members or others, without evicting, removing, terminating assistance to, or otherwise penalizing the victim of such violence who is also a tenant or lawful occupant.”

VAWA does not limit the authority of SCCHA to terminate the assistance of any participant if SCCHA “can demonstrate an actual and imminent threat to other tenants or those employed at or providing service to the property if that tenant is not evicted or terminated from assistance.”

1. Victim Documentation

When a participant family is facing lease termination because of the actions of a participant, household member, guest, or other person under the participant’s control and a participant or immediate family member of the participant’s family claims that she or he is the victim of such actions and that the actions are related to domestic violence, dating violence, or stalking, SCCHA will require the individual to submit documentation affirming that claim.

The documentation must include two elements:

- a. A signed statement by the victim that provides the name of the perpetrator and certifies that the incidents in question are bona fide incidents of actual or threatened domestic violence, dating violence, or stalking, and
- b. One of the following:
 1. A police or court record documenting the actual or threatened abuse, or
 2. A statement signed by an employee, agent, or volunteer of a victim service provider, an attorney, a medical professional, or another knowledgeable professional from whom the victim has sought

assistance in addressing the actual or threatened abuse. The professional must attest under penalty of perjury that the incidents in question are bona fide incidents of abuse, and the victim must sign or attest to the statement.

The required certification and supporting documentation must be submitted to SCCHA within 14 business days after SCCHA issues its written request. The 14-day deadline may be extended at SCCHA's discretion. If the individual does not provide the required certification and supporting documentation within 14 business days, or the approved extension period, SCCHA may proceed with lease termination.

If SCCHA can demonstrate an actual and imminent threat to other participants or those employed at or providing service to the property if the participant's tenancy is not terminated, SCCHA will bypass the standard process and proceed with the immediate termination of the family's tenancy.

2. Terminating the Lease of a Domestic Violence Perpetrator

Although VAWA provides lease termination protection for victims of domestic violence, it does not provide protection for perpetrators. VAWA gives SCCHA the explicit authority to "terminate assistance to any individual who is a tenant or lawful occupant and who engages in criminal acts of physical violence against family members or others...without terminating assistance to, or otherwise penalizing the victim of such violence who is a tenant or lawful occupant." This authority supersedes any local, state, or federal law to the contrary. However, if SCCHA chooses to exercise this authority, it must follow any procedures prescribed by HUD or applicable local, state, or federal law regarding termination of assistance [Pub.L. 109-271].

When the actions of a participant or other family member result in SCCHA's decision to terminate the family's lease and another family member claims that the actions involve criminal acts of physical violence against family members or others, SCCHA will request that the victim submit the above required certification and supporting documentation in accordance with the stated time frame. If the certification and supporting documentation are submitted within the required time frame, or any approved extension period, SCCHA will terminate the perpetrator's lease right. If the victim does not provide the certification and supporting documentation, as required, SCCHA will proceed with termination of the family's lease.

If SCCHA can demonstrate an actual and imminent threat to other tenants or those employed at or providing service to the property if the participant's tenancy is not terminated, SCCHA will bypass the standard process and proceed with the immediate termination of the family's lease.

3. PHA Confidentiality Requirements

All information provided to SCCHA regarding domestic violence, dating violence, or stalking, including the fact that an individual is a victim of such violence or stalking, must be retained in confidence and may neither be entered into any shared data base nor provided to any related entity, except to the extent that the disclosure (a) is requested or consented to by the individual in writing, (b) is required for use in an eviction proceeding, or (c) is otherwise required by applicable law.

Part 1 --- Policy Provisions Related to Eligibility (Chapter 3 of Administrative Plan)

3-III.G. PROHIBITION AGAINST DENIAL OF ASSISTANCE TO VICTIMS OF DOMESTIC VIOLENCE, DATING VIOLENCE, AND STALKING [Pub.L. 109-162]

The Violence Against Women Reauthorization Act of 2005 (VAWA) prohibits denial of admission to an otherwise qualified applicant on the basis that the applicant is or has been a victim of domestic violence, dating violence, or stalking. Specifically, Section 606(1) of VAWA adds the following provision to Section 8 of the U.S. Housing Act of 1937, which lists contract provisions and requirements for the housing choice voucher program:

- That an applicant or participant is or has been a victim of domestic violence, dating violence, or stalking is not an appropriate reason for denial of program assistance or for denial of admission, if the applicant otherwise qualifies for assistance or admission.

Definitions

As used in VAWA:

- The term *domestic violence* includes felony or misdemeanor crimes of violence committed by a current or former spouse of the victim, by a person with whom the victim shares a child in common, by a person who is cohabitating with or has cohabitated with the victim as a spouse, by a person similarly situated to a spouse of the victim under the domestic or family violence laws of the jurisdiction receiving grant monies, or by any other person against an adult or youth victim who is protected from that person's acts under the domestic or family violence laws of the jurisdiction.
- The term *dating violence* means violence committed by a person who is or has been in a social relationship of a romantic or intimate nature with the victim; and where the existence of such a relationship shall be determined based on a consideration of the following factors:
 - The length of the relationship
 - The type of relationship
 - The frequency of interaction between the persons involved in the relationship
- The term *stalking* means:
 - To follow, pursue, or repeatedly commit acts with the intent to kill, injure, harass, or intimidate; or
 - To place under surveillance with the intent to kill, injure, harass, or intimidate another person; and
 - In the course of, or as a result of, such following, pursuit, surveillance, or repeatedly committed acts, to place a person in reasonable fear of the death of, or serious bodily injury to, or to cause substantial emotional harm to (1) that person, (2) a member of the immediate family of that person, or (3) the spouse or intimate partner of that person.

- The term *immediate family member* means, with respect to a person:

- A spouse, parent, brother or sister, or child of that person, or an individual to whom that person stands in the position or place of a parent; or - Any other person living in the household of that person and related to that person by blood and marriage.

Notification and Victim Documentation

The SCCHA acknowledges that a victim of domestic violence, dating violence, or stalking may have an unfavorable history that would warrant denial under the SCCHA's policies. Therefore, if the SCCHA makes a determination to deny admission to an applicant family, the SCCHA will include in its notice of denial a statement of the protection against denial provided by VAWA and will offer the applicant the opportunity to provide documentation affirming that the cause of the unfavorable history is that a member of the applicant family is or has been a victim of domestic violence, dating violence, or stalking.

The documentation must include two elements:

A signed statement by the victim that provides the name of the perpetrator and certifies that the incidents in question are bona fide incidents of actual or threatened domestic violence, dating violence, or stalking, and

One of the following:

A police or court record documenting the actual or threatened abuse, or A statement signed by an employee, agent, or volunteer of a victim service provider; an attorney; a medical professional; or another knowledgeable professional from whom the victim has sought assistance in addressing the actual or threatened abuse. The professional must attest under penalty of perjury that the incidents in question are bona fide incidents of abuse, and the victim must sign or attest to the statement.

The applicant must submit the required documentation with her or his request for an informal review (see section 16-III.D) or must request an extension in writing at that time. If the applicant so requests, the SCCHA will grant an extension of 10 business days, and will postpone scheduling the applicant's informal review until after it has received the documentation or the extension period has elapsed. If after reviewing the documentation provided by the applicant the SCCHA determines the family is eligible for assistance, no informal review will be scheduled and the SCCHA will proceed with admission of the applicant family.

Perpetrator Removal or Documentation of Rehabilitation

In cases where an applicant family includes the perpetrator as well as the victim of domestic violence, dating violence, or stalking, the SCCHA will proceed as above but will require, in addition, either (a) that the perpetrator be removed from the applicant household and not reside

in the assisted housing unit or (b) that the family provide documentation that the perpetrator has successfully completed, or is successfully undergoing, rehabilitation or treatment.

If the family elects the second option, the documentation must be signed by an employee or agent of a domestic violence service provider or by a medical or other knowledgeable professional from whom the perpetrator has sought or is receiving assistance in addressing the abuse. The signer must attest under penalty of perjury to his or her belief that the rehabilitation was successfully completed or is progressing successfully. The victim and perpetrator must also sign or attest to the documentation. This additional documentation must be submitted within the same time frame as the documentation required above from the victim.

SCCHA Confidentiality Requirements

All information provided to the SCCHA regarding domestic violence, dating violence, or stalking, including the fact that an individual is a victim of such violence or stalking, must be retained in confidence and may neither be entered into any shared database nor provided to any related entity, except to the extent that the disclosure (a) is requested or consented to by the individual in writing, (b) is required for use in an eviction proceeding, or (c) is otherwise required by applicable law.

Part 2 – Policy Provisions Related to Terminating Assistance (Chapter 12 of Administrative Plan)

12-II.E. TERMINATING THE ASSISTANCE OF DOMESTIC VIOLENCE, DATING VIOLENCE, OR STALKING VICTIMS AND PERPETRATORS [Pub.L. 109-162, Pub.L. 109-271]

The Violence Against Women Reauthorization Act of 2005 (VAWA) provides that “criminal activity directly relating to domestic violence, dating violence, or stalking, engaged in by a member of a tenant’s household or any guest or other person under the tenant’s control shall not be a cause for termination of assistance, tenancy, or occupancy rights if the tenant or an immediate member of the tenant’s family is the victim or threatened victim of that domestic violence, dating violence, or stalking.” VAWA also gives SCCHA the authority to “terminate assistance to any individual who is a tenant or lawful occupant and who engages in criminal acts of physical violence against family members or others, without evicting, removing, terminating assistance to, or otherwise penalizing the victim of such violence who is also a tenant or lawful occupant.” VAWA does not limit the authority of the SCCHA to terminate the assistance of any participant if the SCCHA “can demonstrate an actual and imminent threat to other tenants or those employed at or providing service to the property if that tenant is not evicted or terminated from assistance.”

Victim Documentation

When a participant family is facing assistance termination because of the actions of a participant, household member, guest, or other person at the unit as a result of the participant’s occupancy and a participant or immediate family member of the participant’s family claims that she or he is the victim of such actions and that the actions are related to domestic violence, dating violence, or stalking the SCCHA will require the individual to submit documentation affirming that claim. The documentation must include two elements:

A signed statement by the victim that provides the name of the perpetrator and certifies that the incidents in question are bona fide incidents of actual or threatened domestic violence, dating violence, or stalking, and

One or more of the following:

A police or court record documenting the actual or threatened abuse (includes but is not limited to restraining orders and/or orders of protection), or

A statement signed by an employee, agent, or volunteer of a victim service provider; an attorney; a medical professional; or another knowledgeable professional from whom the victim has sought assistance in addressing the actual or threatened abuse. The professional must attest under penalty of perjury that the incidents in question are bona fide incidents of abuse, and the victim must sign or attest to the statement.

The required certification and supporting documentation must be submitted to the SCCHA within 14 business days after the SCCHA issues their written request. The 14-day deadline may be extended at the SCCHA's discretion. If the individual does not provide the required certification and supporting documentation within 14 business days, or the approved extension period, the SCCHA may proceed with assistance termination. The individual must take all actions within their control to prevent future incidents, including but not limited to cooperating with law enforcement, seeking court-issued orders of protection/restraining orders, and not granting the violator permission to visit the premises.

If the SCCHA can demonstrate an actual and imminent threat to other participants or those employed at or providing service to the property if the participant's tenancy is not terminated, the SCCHA will bypass the standard process and proceed with the immediate termination of the family's assistance.

Terminating the Assistance of a Domestic Violence Perpetrator

Although VAWA provides assistance termination protection for victims of domestic violence, it does not provide protection for perpetrators. VAWA gives the SCCHA the explicit authority to "terminate assistance to any individual who is a tenant or lawful occupant and who engages in criminal acts of physical violence against family members or others...without terminating assistance to, or otherwise penalizing the victim of such violence who is also a tenant or lawful occupant." This authority supersedes any local, state, or other federal law to the contrary.

However, if the SCCHA chooses to exercise this authority, it must follow any procedures prescribed by HUD or by applicable local, state, or federal law regarding termination of assistance [Pub.L. 109-271].

When the actions of a participant or other family member result in a SCCHA decision to terminate the family's assistance and another family member claims that the actions involve criminal acts of physical violence against family members or others, the SCCHA will request that the victim submit the above required certification and supporting documentation in accordance with the stated time frame. If the certification and supporting documentation are submitted within the required time frame, or any approved extension period, the SCCHA will terminate the perpetrator's assistance. If the victim does not provide the certification and supporting documentation, as required, the SCCHA will proceed with termination of the family's assistance.

If the SCCHA can demonstrate an actual and imminent threat to other tenants or those employed at or providing service to the property if the participant's tenancy is not terminated, the SCCHA will bypass the standard process and proceed with the immediate termination of the family's assistance.

SCCHA Confidentiality Requirements

All information provided to the SCCHA regarding domestic violence, dating violence, or stalking, including the fact that an individual is a victim of such violence or stalking, must be retained in confidence and may neither be entered into any shared data base nor provided to any related entity, except to the extent that the disclosure (a) is requested or consented to by the individual in writing, (b) is required for use in an eviction proceeding, or (c) is otherwise required by applicable law.

**Part 3 --- Policy Provisions Related to Notification of Applicants and Participants
(Chapter 16 of Administrative Plan)**

**PART IX: NOTIFICATION REGARDING APPLICABLE PROVISIONS OF THE
VIOLENCE AGAINST WOMEN REAUTHORIZATION ACT OF 2005 (VAWA)
16-IX.A. NOTIFICATION TO APPLICANTS AND PARTICIPANTS [Pub.L. 109-162]**

VAWA requires SCCHA to notify public housing program participants of their rights under this law, including their right to confidentiality and the limits thereof.

The SCCHA will have available for all applicants and program participants flyers and/or informational brochures containing information regarding their protections and rights under VAWA at the time of admission and at annual reexamination.

The printed information will explain the protections afforded under the law, inform the participant of SCCHA confidentiality requirements, and provide contact information for local victim advocacy groups or service providers.

16-IX.B. NOTIFICATION TO OWNERS AND MANAGERS [Pub.L. 109-162]

VAWA requires SCCHA to notify owners and managers of their rights and responsibilities under this law.

Inform property owners and managers of their screening and termination responsibilities related to VAWA. The SCCHA may utilize any or all of the following means to notify owners of their VAWA responsibilities:

- As appropriate in day to day interactions with owners and managers
- Inserts in HAP payments, 1099s, owner workshops, classes, orientations, and/or newsletters
- Signs in the SCCHA lobby and/or mass mailings which include model VAWA certification forms

CARBON MONOXIDE DETECTORS

The St. Clair County Housing Authority has conformed the policies and practices of both the Public Housing and Section 8 Programs to comply with the Illinois Carbon Monoxide Alarm Detector (CMAD) Act, which went into effect January 1, 2007.

Compliance activities completed on or before January 1, 2007 included, but were necessarily limited to the installation of Carbon Monoxide Detectors where required by law in all units owned / operated by SCCHA, revision of appropriate public housing (ACOP) and Section 8 HCVP (Administrative Plan) policies, and sending a summary version of the Illinois Carbon Monoxide Alarm Detector (CMAD) Act to all residents.

Resident Advisory Board Comments
(RAB Meeting Minutes)

Resident Advisory Board Meeting
October 13, 2010
Minutes

The annual **meeting** of the Resident Advisory Board for the St. Clair County Housing Authority's Comprehensive Agency Plan was convened on October 13, 2010 at the Central Office, Belleville, IL.

The meeting was called to order by Earline Jenkins, Chairman. Those members present are recorded on the attached sign-in sheet. Ms. Jenkins welcomed those in attendance and asked Mr. McLean to present the agenda items.

Mr. McLean reported that after three submissions the 2010 Agency Plan has still not received HUD approval, noting that the original submission was rejected because it did not include the financial exhibit (which was not required according to HUD Central's printed instructions), and the second submission was rejected because it did not include the VAWA and Carbon Monoxide Policy Statements as required by the Illinois HUB Office. Mr. McLean said that he was hopeful that the 2010 Agency Plan would receive HUD approval in the near future.

A motion was made, seconded, and passed to approve the minutes of the April 14, 2010 meeting.

The Administrative Plan for the RAB was reviewed in detail. No need for changes was identified so the document will remain unchanged for the 2010 plan cycle.

In regards to membership, the strong representation of the public housing and Section 8 HCV Programs was noted. It was further noted that the current membership roster includes representatives from the multi-family housing programs administered by SCCHA, with the exception of the two Rural Development properties (St. Libory and Cedar Ridge). Upon discussion a motion was made, seconded, and passed to send recruitment letters to the residents of the two Rural Development properties. Kay Riesch reported that Viola Raff, the representative from Gwendolene Court was considering resigning from the RAB due to issues related to health and age. It was agreed that no action would be taken until and if a resignation letter is received from Ms. Raaf. Mattie Roby the recently elected President of the Brooklyn Resident Council was introduced and welcomed to the meeting.

The election of officers for the 2011 term was conducted. A motion was made, seconded and passed to open nominations for the office of Secretary. Upon three calls for nominations, Mattie Roby and Kay Riesch were nominated for the office of Secretary. Following a motion made, seconded and passed, the nominations for the Secretary position were closed. By paper ballot, Kay Riesch was elected Secretary for the 2011 term.

A motion was made, seconded and passed to open nominations for the office of Vice-Chairman. Upon three calls for nominations, Lillie Smith was nominated for the office of Secretary.

Following a motion made, seconded and passed, the nomination process for the Vice-Chairman position was closed. By voice vote, Lillie Smith was elected Vice-Chairman for the 2011 term.

A motion was made, seconded and passed to open nominations for the office of Chairman. Upon three calls for nominations, Earline Jenkins and Vivian Cash were nominated for the office of Secretary. Ms. Cash respectfully declined the nomination. Following a motion made, seconded and passed, the nominations for the Chairman position were closed. By voice vote, Earline Jenkins was elected President for the 2011 term.

Several residents attended the “National Resident Services and Resident Leaders’ Conference – Capacity Building for Resident Services and Resident Councils” which was held September 22-25 in Detroit, MI and was jointly sponsored by the National Alliance of Resident Services in Affordable and Assisted Housing (NAR-SAAH) and Detroit Housing Commission. Mattie Roby and Victor Mosley attended the conference as representatives from the RAB, while Valerie Hych, Gloria Jean McCormick, Lillie Smith, and Adoria Warren attended as representatives from their respective resident organizations.

Several comments / insights from the training were shared with the members. It was noted that some public housing buildings / complexes are going “smoke free” and that several PHAs use resident identification badges. It was also noted that when public housing units are demolished and replaced with mixed population developments that “affordable” units often mean that residents falling in certain income ranges pay a flat rental rate that is sometimes very high (\$500 or more). Residents from large-city PHAs shared problems regarding utility issues (centrally controlled heating / air conditioning / hot water, surcharges, etc.). Overall, the residents attending said that it was a very good conference and that in many ways it made them appreciate what they have in terms of the operation and condition of their public housing units.

The Public Housing Assessment System (PHAS) results for the period ending 6/30/09 were shared with the members. An overall score of 83, resulting in a Standard Performer designation, was achieved. Mr. McLean explained that vacancy turnover was the main factor preventing SCCHA from achieving a higher score. The PHAS certification results for the period ending 6/30/10 are pending. Mr. McLean noted that the PHAS certification process had been suspended by HUD for a couple of years because plans were to implement a new assessment system. However, since the implementation of the new system has been delayed, HUD notified PHAs to resume submission of the PHAS certifications.

Mr. McLean reported that SCCHA has been awarded a Safety and Security Grant in the amount of \$250,000 that would be used to install the first phase of security cameras in the Thomas Terry Apartments, Amber Court and Jefferson Square, along with some camera upgrades at the Bel-Plaza 1 and 2 buildings.

The proposed meeting schedule for the 2011 Agency Plan cycle was presented and reviewed. Mr. McLean noted that the draft agency plan needs to be complete by February 18th to meet the 45 advance notice requirement for the public hearing to be held April 4th, 2011. Approval by the Board of Commissioners is anticipated at the April 13th meeting, with submission to HUD no later than April 15th.

The next scheduled meeting date was noted as Wednesday, November 10th at 10:00 a.m.

Several other issues were discussed. Ms. Riesch reported an incident that occurred at Amber Court whereby the key to the Community Center would not work and maintenance would not respond on an emergency basis. Mr. McLean said that he would investigate the matter to get the details and respond back to Ms. Riesch.

Ms. Riesch also questioned whether or not a recent admission at Amber Court had been handled properly. Mr. McLean was familiar with the case and expressed his confidence that the matter was handled in accordance with policy and procedure. Ms. Riesch requested and Mr. McLean agreed to provide a copy of the admission preference system for public housing.

A request for an enclosed bulletin board for the exterior at the Amber Court Community Center was made by Ms. Riesch. Mr. McLean asked that the request be submitted in writing and expressed confidence that funding was available.

Chairman Jenkins asked whether or not there were any special plans involving the RAB and the upcoming "holiday" noting the importance of fellowship among the members. Mr. McLean noted that when the RAB meets in December he usually tries to select a little nicer place for lunch in recognition of the holiday. There was a suggestion that the RAB and the Commissioners meet. Mr. McLean noted that the RAB meetings are usually scheduled on the same days the Board of Commissioners meet and that all Resident Council Presidents are notified of the meeting and invited to attend. Mr. McLean also noted that the Commissioners have numerous and varied commitments that limit their availability for special events.

Chairman Jenkins adjourned the meeting at approximately 12:00 noon. Lunch was provided for the members.

Prepared by: Larry R. McLean Date: October 22, 2010
Larry McLean, Deputy Director

Authorized by: Kay Riesch Date: October 22, 2010
Kay Riesch, Secretary

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Resident Advisory Board
Regular Meeting
December 8, 2010
Minutes

The regular meeting of the Resident Advisory Board (RAB) for the St. Clair County Housing Authority's Agency Plan was convened on December 8, 2010 at the Central Office, Belleville, IL.

The meeting was called to order by Earline Jenkins, Chairman, with the members present recorded on the attached sign-in sheet. Larry McLean, Deputy Director, welcomed those in attendance.

David Wagner, Executive Director, addressed the members; thanking them for their dedicated service; pointing out that there may be difficult financial times ahead given the results of the recent national election and the concerns regarding the growing federal budget deficit, and wishing them all a very Merry Christmas.

Mr. McLean reported that the 2010 Agency Plan had received HUD approval (with the meeting packet containing a copy of the approval letter).

A motion was made, seconded, and passed to approve the minutes of the October 13th meeting.

Related to membership issues, Mr. McLean reported that a letter was mailed to the residents of Cedar Ridge and St. Libory, the two Rural Development properties owned / managed by SCCHA, to determine if there were any residents interested in serving on the RAB.

David Wright, Modernization Director, briefed the members on Modernization / Contract activities. A list of funded work items from 2009 and 2010 Capital Fund Programs (CFP) grants, including the \$250,000 Safety and Security Grant were reviewed. The vast majority of the 2009 / 10 funding was allocated to exterior improvements at the Centreville properties, most notably the 30-6 and 60 developments. The security grant will involve an initial phase of surveillance cameras at the properties in O'Fallon, Belleville (Amber Court) and Brooklyn, with some enhancements to the camera systems at the two Bel-Plaza buildings. Mr. Wright also mentioned the contract work recently completed and/or underway at Gwendolene Court, which included new furnaces, window replacement and siding repair. Viola Raaf mentioned problems that she experienced with mold in her apartment at Gwendolene Court. She also mentioned that the obsolete HV/AC floor ducts were not filled or covered before they were carpeted over. Mr. Wright indicated that he would do some follow-up investigation.

Mr. Wright reviewed the contents of the draft 5 year CFP plan, noting that years one and two provided for the completion of the exterior improvements at the Centreville properties (excluding roofs in 30-60), while including window replacement for Amber Court (30-27), site improvements (mostly tree removal) at several locations, along with much needed elevator upgrades at the Belleville and Centreville senior buildings. Year two also provided for exterior improvements at Hawthorne Terrace in Alorton and resurfacing of the parking lot at Amber Court. Year three is dedicated to roof replacement at 30-60 and related exterior improvements, along with stove replacement at Amber Court. Years 4 and 5 are really "catch all" years with total dollars needed far exceeding any reasonable funding expectations.

Mr. McLean reported that the draft 5 year plan will be mailed to residents for comment. The members were encouraged to review the document and discuss it at their resident council

meetings (as applicable). The residents were encouraged to submit comments in writing, particularly if there are major systems or property-wide conditions that need addressed that are missing from the plan.

Nancy Schmidt, Finance Director, reviewed several financial documents for the members, including the Summary of Financial Resources Budgeted for FYE 06/30/10 and 6/30/11, the Public Housing Operating Budget for FYE-6/30/11 (including breakdowns for the Central Office Cost Center, Central Maintenance Cost Center, and the eleven different AMPS), and the Section 8 Housing Choice Voucher Program (HCVP) budget. The inherent difficulties in budgeting and making financial plans given federal funding processes were noted (i.e. fiscal year operations beginning July 1st, calendar year funding commitments, with federal funding obligations split between two federal fiscal years, etc.). Ms. Schmidt reported on the continued development of the asset based management financial / accounting systems for public housing. The challenges in making the Section 8 Administrative budget work with tight admin fee earnings were discussed. The financial briefing concluded with a series of questions from the members with answers provided by Ms. Schmidt or Mr. McLean.

Issues related to the Section 8 HCVP administration were discussed. Mr. McLean reported that the Board of Commissioners approved the staff recommendation to lower the Payment Standard from 102% of the Fair Market Rents (FMRs) to 100% as a means of increasing the number of households served and increasing administrative fee earnings. The new PS will become effective January 1, 2011. A financial report showing that HAP expenditures for calendar year 2010 reached nearly 99% of funds received. As of December 1, 2010, there were 1549 assisted households with a total HAP payout of \$768,432.60. Mr. McLean used a case sample to illustrate the “affordability” issue for the Section 8 HCVP (cannot allow a participant to go into a new lease / contract if their expected contribution toward rent and utilities exceeds 40% of adjusted monthly household income).

A complete copy of the Tenant / Applicant Information Reports provided to the Board of Commissioners at their monthly meetings was included in the RAB meeting packet. The reports included were Vacancy, Accounts Receivable, Occupancy, Move-in, Move-out, Vouchers by location, and Wait List Summaries. Mr. McLean provided highlights of each report and invited members to contact him if they had any additional questions upon further review.

The revised 2011 Agency Plan Update Tentative Calendar of Events was presented.

Related to “other” issues, the following were noted / suggested:

- The need to check on the condition of the Family Resource Center in the Ernest Smith Sr. Apartments;
- The need to check on the condition of the mail room in the Adeline James Building;
- The cold hallways in the Bel-Plaza 2 building;

- Investigating the possibility of off-duty police officers providing security patrols at Senior locations.

It was noted that the next meeting was scheduled for 10:00 a.m., Wednesday, January 12th.

The members present were provided with a small gift as a token of SCCHA's appreciation for their service on the RAB. The meeting was adjourned at approximately 12:00 noon for lunch.

Prepared by: Larry McLean Date: December 29, 2010
Larry McLean, Deputy Director

Authorized by: Kay Riesch Date: December 29, 2010
Jessie Hooper, Secretary

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Resident Advisory Board Regular Meeting January 26, 2011 Minutes

The regular meeting of the Resident Advisory Board (RAB) for the St. Clair County Housing Authority's Agency Plan was convened on January 26, 2011 at the Central Office, Belleville, IL.

The meeting was called to order by Kay Riesch, Secretary, with the members present recorded on the attached sign-in sheet. Larry McLean, Deputy Director, welcomed those in attendance.

A motion was made, seconded, and passed to approve the minutes of the December 8th meeting. The review of the minutes prompted a long discussion regarding various items of concern to members that related mostly to work completed, currently underway or needed under the Capital Fund Program.

Valerie Hych, President of the Private Mathison Manor Resident Council (PMMRC) raised several concerns. Ms. Hych inquired about the possibility of further modifications to the mail slot on the replacement front entry doors which were installed in Developments #30-6 and 10, expressing concerns related to energy efficiency (i.e. slots let cold / hot air in and allows for the escape of cooled / heated air). Mr. McLean replied that the mail slots had been thoroughly discussed and reviewed by staff, engineers and postal authorities and that there were no plans to make any further modifications. The engineers have provided assurances that the installation of the mail slots had only minimal impact on the energy efficiency of the doors. Ms. Hych commented that while SCCHA, the engineers and the postal service may be satisfied with the outcome, that the residents remain unsatisfied. Mr. McLean noted that staff has received very few complaints from residents and has observed that residents who had concerns regarding air

infiltration / escape had completed some simple and easy “do-it-yourself” corrections (such as placing a piece of cloth over the interior slot using Velcro or double sided tape).

Ms. Hych also expressed concern that the new exterior rear doors were not equipped with “peep holes.” Mr. McLean noted that he was not aware that this issue (because no complaints had been received) and asked why a “peep hole” on the rear door would be needed. Ms. Hych said for safety purposes, indicating that residents could look out the peep hole before opening the door for any reason [if someone knocked on the rear door, to check if there was anyone or anything (such as stray dogs) in the area before exiting, etc.]. Mr. McLean said that he would bring the matter to the attention of the Modernization Department, but he was not optimistic about peep holes being added to the doors, primarily due to the cost that would be involved and the limited value-added.

The replacement of the shed doors was also raised by Ms. Hych. She indicated that shed doors were removed, with the contents being left unattended / unsecured for prolonged time periods (hours, not days) until the replacement door was installed. She expressed her belief that residents should receive advance notice before the shed doors are removed, if the shed is going to be left unsecured / unattended. Mr. McLean expressed his agreement and indicated that he would bring the matter to the attention of the Modernization Department.

Ms. Hych asked questions to clarify when the RC is advised of a move and/or has the opportunity to interview a tenant that is moving in. The following circumstances were discussed:

- A resident transferring from one unit to another unit in the same district. Mr. McLean indicated that no RC interview is required, but he would encourage the Management Staff to inform to RC of the unit transfer.
- A resident transferring to a unit in another district. Mr. McLean said that the RC in the area where the tenant is transferring to should be given an opportunity to conduct a resident interview, noting that this happens very seldom and that it would be easy for the Management Staff to overlook this step. He said that he would remind the staff of this obligation.
- A household member “separating” from a household and getting a unit of their own. This usually involves a young adult with children who currently resides in a unit with their parent(s) being assigned their own apartment. Mr. McLean indicated that “family separations” should involve a RC interview, again indicating that he would remind the Management Staff of this requirement and noting that “family separation” do not occur often.

Kay Riesch asked about the status of the stove replacement at Amber Court. Mr. McLean noted that this work item remains in the Five Year Plan but was pushed back to year three, because of the higher priority given to the window replacement and other exterior improvements needed at the development and planned for year one. It was also noted that the need for stove replacement being part of the CFP has been questioned, with the Maintenance Director indicating that stoves are replaced upon failure using operating funds. Mr. McLean said that he continues to lobby for

stove replacement to remain as a work item in the FYP in deference to Ms. Riesch and the resident organization.

Ms. Riesch asked about the responsibility for cleaning the Amber Court Community Center (ACCC). Mr. McLean stated that since the ACCC is under the exclusive control of the resident organization that they are expected to clean-up after each use, with a periodic “full cleaning” being arranged by SCCHA when needed. Ms. Riesch mentioned that the maintenance men periodically use the Amber Court Community Center to eat lunch. Mr. McLean asked if they left trash behind or otherwise made a mess, with Ms. Riesch saying no. Mr. McLean advised her to notify him or Keith Hausman, Maintenance Director, in the event that the maintenance guys did not clean up after using the ACCC for lunch. Ms. Riesch noted that locks were installed that prohibit the residents from accessing the maintenance area while the maintenance staff continue to have access to the resident organization’s designated space. Mr. McLean noted that the maintenance staff retains the ability to access all areas of SCCHA property.

The deteriorating condition of the exterior siding at Amber Court was mentioned by Ms. Riesch. She explained that where the siding abuts the foundation there is no caulk or other means to deflect moisture. She believes this is accelerating the deterioration. Mr. McLean replied that staff was aware of the deteriorating masonite siding, hence the “exterior improvements” for Amber Court (30-27) in Year 1 of the FYP. He indicated that he would pass along her concerns that there was nothing to stop the moisture from penetrating the siding at the bottom.

Earline Jenkins inquired about the janitorial services at the Bel-Plaza 2 building, noting that the Jim Holzmeier has had medical issues that have prevented him from performing all of his duties. Mr. McLean indicated that he was aware of the situation and that SCCHA was working with Mr. Holzmeier and the Maintenance Department to ensure the cleaning and other services performed by Mr. Holzmeier were getting done both during his absence and during the period when he might be “less than 100%.” Mr. McLean encouraged Ms. Jenkins to notify the Property Manager or him if she was noticed that something was not getting done.

Ms. Jenkins also reported that some of the food boxes designated for residents had been stolen from the common area of the building. Mr. McLean said that he was unaware of the incident and frustrated that someone would steal food boxes targeted for low-income seniors. He stated that he would have follow-up contact with the Property Manager and the Senior Service Coordinator to obtain further details and discuss preventive measures.

Vivian Cash mentioned that the newly installed rear door was missing a piece of weather stripping, noting that the contract worker said he would be back to install it. She just wanted SCCHA to be aware. Mr. McLean said that he would report it to the Modernization Staff.

In conjunction with the discussion of the members various concerns, it was asked if a process of consultation with the residents before contract work begins could be set-up. Mr. McLean indicated that staff would be willing to meet with a resident organization on upcoming contract work upon the request. He noted that the resident organizations receive a copy of the FYP which lays out the various work items to be completed in the upcoming year, providing the opportunity for resident input. Additionally, he stated that he would arrange to have the monthly Contract

Status Report (CSP), which is part of the Board of Commissioners Monthly Meeting Packet, to be routinely mailed to the resident organizations. The CSP identifies projects currently under contract and upcoming projects. If a resident organization is interested in obtaining more information about a project in planning a request can be submitted and the Modernization Staff will schedule a meeting. While noting that SCCHA is not opposed to such consultation meetings with resident organizations, he noted that the process will increase costs and slow down the contract process.

Related to membership issues, Mr. McLean reported that one reply was received in response to the letter that was mailed to the residents of Cedar Ridge and St. Libory, the two Rural Development properties owned / managed by SCCHA, to determine if there were any residents interested in serving on the RAB. Thomas Myers of Cedar Ridge expressed an interest. Upon discussion, it was agreed that Mr. Myers would be invited to attend the next meeting as an “observer” or guest to provide him with an opportunity to learn first-hand how the RAB conducts business and to provide the RAB members with the opportunity to meet Mr. Myers before formally approving him for membership.

The updated Utility Allowance Schedule for the Section 8 Housing Choice Voucher Program (HCVP) was shared with the members, which included separate schedules for Detached (or single family) Home, Duplex/Townhouse/Row House, Mobile Home, and Garden / Walk-up Apartments. Mr. McLean explained that SCCHA contracts for the annual update of the UAS with the Nelrod Company and the schedule reflects marginal increases in most amounts. The UAS became effective January 12th for moves and will be phased-in with monthly recertifications.

The proposed UAS for the Public Housing Program was presented to the members, with the notation that the schedule was mailed to residents on December 30, 2010 and is subject to a 60 day comment period which ends February 28, 2011. The Nelrod Corporation also prepared the proposed Public Housing UAS, which is development specific. Mr. McLean noted that the schedule is subject to change, noting that some significant variances were noted when the average actual utility costs for some developments were compared to the amounts in the schedule. He used Amber Court for an example, where actual average costs equal \$86 for one bedroom and \$94 for two bedroom units and the Nelrod proposal suggests \$114 and \$131, respectively. The final schedule will be presented for approval by the Board of Commissioners at the March 9th meeting with implementation beginning April 1, 2011.

The Statement Regarding Use of Project-Based Vouchers was reviewed, with Mr. McLean noting that while SCCHA has established the authority to use up to 20% of the Section 8 HCVP budget authority to support project-based vouchers, it has only used ten vouchers for this purpose to date. Those ten project-based vouchers are tied to a development in Alorton that has fifty units, all three bedroom, single family houses.

The Capital Fund Program Annual Statement / Performance and Evaluation Reports for all open CF programs were provided to the members for review.

The Statement of Housing Needs was reviewed and discussed. Mr. McLean noted that the numbers in the “housing needs of families in the jurisdiction” continued to be based on the 2000 Census, since the data sets needed are not yet available from the 2010 Census. He suspects the 2010 Census information will be available for the 2012 Agency Plan Update. Affordability of housing remains the primary obstacle to families, especially those with household incomes at or below the extremely low level. The demographics from the Section 8 HCVP and Public Housing Wait Lists were reviewed. The number of households on the lists has increased (5,375 Section 8 and 3,989 for public housing), with the breakdowns remaining fairly constant. About 90% of all household on the wait list have incomes in the Extremely Low category, 80% of household are African-American, most are families with children (63% – 73%), and about 20% of households report having a disability.

An excerpt, Housing Needs, from the St. Clair County Consolidated Plan 2010 – 2014 was distributed to the members. Mr. McLean noted the extensive nature of the analysis, sharing his opinion that he believes it provides an accurate picture of the major housing issues impacting residents in St. Clair County and that it is consistent with the “needs of the jurisdiction” as stated in SCCCHA’s Agency Plan. The members were invited to review the document and share any comments they might have at the next meeting.

Related to “other” issues:

- A copy of the Washington Update from 12/29/10 containing an article entitled “HUD Explains Initial CY 2011 Operating Fund Obligation” was distributed to the members to illustrate the difficult funding / budgeting process facing the Public Housing program.
- A copy of the PIH Alert dated 11/18/10 (November Issue) – containing information on how residents can access HUD’s “The Resident” newsletter was provided to the members.
- PETRA 2 (Preservation, Enhancement and Transformation of Rental Assistance), a “section by section” summary prepared by NAHRO was shared with the members to make them aware of the proposed major revamping of federal housing assistance programs by the Obama Administration.

It was noted that the next meeting was scheduled for 10:00 a.m., Wednesday, February 9th.

The meeting was adjourned at approximately 12:00 noon for lunch.

Prepared by: Larry McLean Date: February 3, 2011
Larry McLean, Deputy Director

Authorized by: Kay Riesch Date: February 3, 2011
Kay Riesch, Secretary

**Resident Advisory Board
Regular Meeting
February 9, 2011
Minutes**

The regular meeting of the Resident Advisory Board (RAB) for the St. Clair County Housing Authority's Agency Plan was convened on February 9, 2011 at the Central Office, Belleville, IL.

The meeting was called to order, with the members present recorded on the attached sign-in sheet. Larry McLean, Deputy Director, welcomed those in attendance.

A motion was made, seconded, and passed to approve the minutes of the January 26th meeting.

Regarding membership issues it was noted that Thomas Myers from Cedar Ridge was not in attendance. Mr. McLean reported that as requested, Mr. Myers was mailed a letter inviting him to attend the February meeting, but he (Mr. McLean) had not heard from him (Mr. Myers). Because of the weather conditions, the members agreed to invite Mr. Myers to the March meeting.

There were no follow-up questions or comments related to the matters discussed at the January 26th meeting.

The Five Year Plan for 2011 – 2015 was reviewed. No changes are proposed in the goals and objectives that were established last year. The goals include:

- Expand the supply of assisted housing by reducing public housing vacancies and leveraging private or other public funds to create additional housing opportunities.
- Improve the quality of assisted housing through improved public housing and voucher management, increased customer satisfaction, renovating or modernizing the public housing stock using Capital Fund Program, and full implementation of project based budgeting and asset management approach to public housing operations.
- Increasing assisted housing choices by providing voucher mobility counseling, conducting outreach efforts to potential voucher landlords, maintaining voucher payment standards at level at least equivalent to 100% of the FMR, and continued utilization of site based wait lists for public housing program.
- Provide an improved living environment by implementing income deconcentration strategies, implementing public housing security improvements, designation of developments (or parts thereof) for particular resident groups (senior citizens, persons with disability), and aggressive applicant screening and resident lease enforcement efforts.
- Promote self-sufficiency and asset development of families and individuals by increasing the number and percentage of employed persons in assisted families, establishing linkages with supportive services to improve assistance recipients' employability and increase the independence for the elderly or families with disabilities.

- Ensure equal opportunity in housing for all persons by undertaking affirmative measures to: ensure access to assisted housing regardless of race, color, religion, national origin, sex, familial status and disability; provide a suitable living environment for families living in assisted housing, regardless of race, color, religion, national origin, sex, familial status, and disability; and ensure accessible housing to persons with all varieties of disabilities regardless of unit size required.

The goals established for the Annual Plan for 2010 – 2011 were reviewed. The goals are closely related to those in the Five Year Plan. Mr. McLean noted that disposing of the St. Libory, Rural Development Program property was added as a goal for the 2011 – 2012 period, along with the installation of stove top fire extinguishers in all public.

PHA Plan Element – Part 1 Policies governing eligibility, selection and admissions, including the required deconcentration analysis and wait list procedures were reviewed and discussed. Mr. McLean noted that none of the public housing properties were identified as being “concentrated” by either low or higher income households, all fell within the 85% to 115% threshold of the PHA-wide adjusted average household income.

Mr. McLean reviewed the Rent determination policies, including the Flat Rent Schedule that comprises PHA Plan Element – Part 3. The members requested and Mr. McLean agreed to provide a summary breakdown of the families at the Flat Rent levels (elderly verses families).

The members reviewed and discussed PHA Plan Element – Part 4, Operations and management, including public housing vacant unit report. Mr. McLean noted that as of 2/1/11, there were only 16 public housing vacancies, with six of these being in Marissa. This represents an occupancy rate in excess of 98%, which is significantly higher than the same time period last year.

Grievance procedures (policies) for Public Housing and the Section 8 HCVP were reviewed. These policies comprise Part 5 of the required PHA Plan Elements.

The Designated Housing Plan for both Senior Citizen and Non-elderly disabled households, which is contained in PHA Plan Element Part 6 was reviewed. Mr. McLean shared with the members a copy of the HUD Approved Renewal dated May 1, 2010. The renewal period is for only two years. The members expressed the importance of continuing the designated housing plan as part of successful public housing management, noting that senior citizens and younger disabled persons are best served in this manner.

PHA Plan Element part 7, Community service and Self-Sufficiency was reviewed. There was much discussion regarding the public housing community service requirement, with the main point being that the members and Mr. McLean shared the opinion that it was not fair that the requirement only applied to public housing residents and not other participants of other federally assisted housing programs. Mr. McLean noted that public housing authorities do not receive any funding to administer the community service program and the record keeping is very time consuming.

The Safety and Crime Prevention strategies contained in PHA Plan Element Part 8 were reviewed, with the most notable observation being that the communities with the highest incidence of crime are located in Alorton, Brooklyn, Centreville and Washington Park.

The Pet Policy was reviewed. This is PHA Plan Element Part 9. The members expressed the continued desire to limit the number of pets in public housing, citing various reasons why it is not a good idea to allow pets in multi-family properties.

Excerpts of the Financial Audit for fiscal year ending 6/30/09 were reviewed. Mr. McLean reported that there were no findings, management concerns or questionable costs. He noted that the audit for FYE 6/30/10 was nearing completion and was anticipated within the next 30 to 60 days. The audit is presented in PHA Plan Element Part 11.

PHA Plan Element Part 12 contains the Asset Management Table. The table reflects the estimated modernization funding needed for the public housing developments for the five year period. Mr. McLean noted that there are no current plans for demolition or conversion of any public housing units. He did note, however, that there is some question regarding the long-term viability of the Adeline James Senior Building in Centreville, noting that the building nearing 50 years old and may be becoming functionally obsolete. Ms. Cash expressed agreement that if it were financially feasible it would be a good idea to replace the building with senior cottages using the same design as development #30-20. Mr. McLean indicated that the matter would continue to be given consideration in the future.

The Violence Against Women Act (VAWA) policy statements for the public housing and Section 8 HCV programs, which comprise PHA Plan Element Part 13, were highlighted by Mr. McLean. Several members shared their concern regarding the prevalence of domestic violence in today's society.

Related to "other" issues:

- A copy of the Washington Update from February 4th containing an article entitled "House Budget Committee Releases Spending Cap Proposals" was distributed to the members to illustrate the difficult funding / budgeting process facing the Public Housing and Section 8 programs.

Mr. McLean reported that the 2011 Annual Plan Update is scheduled to be available for public viewing February 18th to start the 45 day comment period. Most components of the document have now been reviewed by the members. The complete Update packet will be presented to the members in final draft form at the next meeting. The 45 day comment period will conclude with a public hearing on April 4th.

The next meeting was scheduled for 10:00 a.m., Wednesday, March 9th.

The meeting was adjourned at approximately 12:00 noon for lunch.

Prepared by: Larry McLean Date: February 15, 2011
Larry McLean, Deputy Director

Authorized by: Kay Riesch Date: February 15, 2011
Kay Riesch, Secretary

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**Resident Advisory Board
Regular Meeting
March 9, 2011
Minutes**

The regular meeting of the Resident Advisory Board (RAB) for the St. Clair County Housing Authority's Agency Plan was convened on March 9, 2011 at the Central Office, Belleville, IL.

The meeting was called to order, with the members present recorded on the attached sign-in sheet. Larry McLean, Deputy Director, welcomed those in attendance.

A motion was made, seconded, and passed to approve the minutes of the February 9th meeting.

Regarding membership issues it was noted that Thomas Myers from Cedar Ridge was in attendance as an observer. The members greeted and welcomed Mr. Myers.

Related to old business, Valerie Hych asked about the decision reached concerning the possible installation of a peep hole in the new exterior rear entry doors that were being installed under contract in Private Mathison Manor. Mr. McLean reported that after considerable discussion the decision was made not to modify the contract to include the installation of peep holes, primarily due to the cost involved. There are about 200 rear doors in Private Mathison and the estimated cost was \$30 to \$40 per door. Ms. Hych expressed her dissatisfaction with the decision, citing security concerns. Mr. McLean replied that basic peep holes (like the ones that were in the original doors) provide a very limited range of vision and that staff was not able to identify a single private sector development that had peep holes in the rear doors. Mr. McLean added that management would approve the installation of a peep hole as an alteration request at the requesting tenant's expense. Ms. Hych indicated she was sure that at least some residents would be interested in requesting the alteration.

Ms. Hych also reported that she had heard from some residents on Clarita that there were some leaks, although she did not have specific details regarding which units and the type of leak. Mr. McLean stated that he was unaware of any reports of leaks, questioning whether or not they might be related to the exterior improvements (i.e. hard, blowing rain occurring while the soffit / fascia was being replaced). Mr. McLean said that he would touch base with the staff to see if they had received reports of any leaks and asked Ms. Hych to share any details that may follow.

Ms. Jenkins inquired about the issue of pets in public housing. Mr. McLean noted that SCCHA operates under a specific pet policy (which was previously reviewed by the RAB). Federal law requires that buildings designated for senior citizens allow for pets, subject to reasonable restrictions and that SCCHA's policy generally prohibits pets in the high-density family developments. The ensuing discussion identified many problems associated with pets (feeding strays, not picking up dog waste, odor, dogs exceeding the weight limits, and possession of prohibited breeds). Mr. McLean acknowledged the difficulty in enforcing the pet policy given limited resources of the Housing Authority and local communities, but encouraged the members to report specific violations to their Property Manager.

Mr. McLean reviewed the Flat Rent Analysis which indicated that sixty-eight percent (68%) of Flat Rent households are in the "family" category, with only thirty-two percent (32%) being in the elderly category.

The racial demographics of the various public housing developments were reviewed to monitor the impact of site based waiting lists. All eighteen (18) site based locations were racially integrated, indicating that the site based wait lists were not having any discriminatory impact.

Mr. McLean asked if the members had any questions regarding the 2011 Agency Plan Update packet that was mailed previously. There was a comment that the packet was large and it had only been received a couple of days before the meeting. Mr. McLean noted that with only a few exceptions everything in the packet had been reviewed by members individually at prior meetings. Ms. Hych asked if the resident comment section was a new requirement, noting that she had not noticed it before. Mr. McLean stated that a summary of resident comments received has always been a required portion of the agency plan, noting that copies of all RAB meeting minutes are placed in this section, along with a summary of and reply to written comments received during the public comment period and the public hearing minutes. There were no other immediate questions, but Mr. McLean encouraged the members to contact him if they had any questions as they reviewed the document more closely prior to the close of the public comment period and public hearing on April 4th.

Information regarding the PHAS (Public Housing Assessment System) Interim Rule was distributed to the members. Mr. McLean reported that the issuance of the interim rule had taken him somewhat by surprise because the draft rule had been issued several years ago and proved to be quite controversial. Although he was not pleased that the rule will apply retro-actively to July 1, 2010 for SCCHA for the certification period ending June 30, 2011, Mr. McLean indicated that an initial review of the rule was favorable. The weight of the physical condition component had increased to 40% of the total score. Mr. McLean commented that the PHAS scoring methodology is very important because it impacts management practices (to achieve the highest score possible).

The Contract Status Report for March 2011 was reviewed. In response to members' previous requests for more information regarding improvement contracts this report was now mailed to each Resident Council President. Mr. Myers asked if the floor covering will be replaced at Cedar Ridge in conjunction with bathroom vanity replacement and kitchen cabinet replacement, noting that the new vanity / cabinets do not align exactly with the previous installations leaving a

portion of sub-floor exposed with no floor covering. Mr. McLean indicated that he did not know whether or not the floor coverings were scheduled for replacement as part of the improvement project, but he would bring the matter to the attention of the Maintenance Supervisor. Ms. Hych asked if there were plans to plant any new trees to replace the numerous trees that had been removed in the Private Mathison Manor development. Mr. McLean said that he was unaware of any replanting plans, noting that trees were removed when they were damaging the structure(s) and/or in response to security concerns (police reporting that many trouble spots in the developments were in areas where large numbers of non-residents loitered under large trees).

Related to “other” issues:

- A copy of HUD’s Resident Newsletter, March 2011 was provided to the members.
- A copy of the Washington Update from March 1st containing an article entitled “FY 2011 Spending Bill” was distributed to the members to illustrate the difficult funding / budgeting process facing the Public Housing and Section 8 programs.
- PIH Alert 2/14/11 --- Administration’s Proposed Budget for 2012 was included in the meeting packet. Mr. McLean noted that future federal funding levels look very bleak for both public housing and Section 8 HCVP (especially Administrative Fees).

Mr. McLean noted again that the 45 day comment period for the Agency Plan will conclude with a public hearing on April 4th and invited the members to attend if they so desired.

A motion was made, seconded and passed to approve Thomas Myers of Cedar Ridge as a member of the Resident Advisory Board. Mr. Myers will represent the Rural Development properties.

The next meeting was tentatively scheduled for 10:00 a.m., Wednesday, May 11th.

The meeting was adjourned at approximately 12:00 noon for lunch.

Prepared by: Larry McLean Date: March 18, 2011
Larry McLean, Deputy Director

Authorized by: Kay Riesch Date: March 18, 2011
Kay Riesch, Secretary

Statement of Financial Resources

Federal regulations [24 CFR Part 903.7 9 (b)] require that a Statement of Financial Resources be included in the Annual Plan prepared by the local Public Housing Authority. The financial resources listed below are based upon approved budget amounts for the current fiscal year and open grant programs as of the date this document was prepared. For planning purposes, SCCHA anticipates receiving the same level of funding, unless otherwise noted, for the upcoming fiscal year (Plan Year).

a) Current Year Federal Grants / Funding Allocations

- | | |
|---|---|
| • Public Housing Operating Fund | \$ 3,431,000 |
| • Public Housing Capital Fund Program (CFP) | \$ 1,647,472 (501-10) |
| • Annual Contribution for Section 8 Tenant-Based Assistance | \$ 1,010,076 (Admin. Fee)
\$ 9,261,000 (HAP) |
| • Safety and Security Grant (CFP) | \$ 250,000 |

b) Unobligated Prior Year Grants / Funding Allocations

- | | |
|---|------------|
| • Capital Fund Program (501-09 – as of 1/31/11) | \$ 157,497 |
|---|------------|

c) Public Housing Dwelling Rental Income \$ 1,485,000

d) Other Income

- | | |
|---|-------------------|
| • Interest Income | \$ 6,300 |
| • Miscellaneous (maintenance charges, laundry income, etc.) | <u>\$ 132,500</u> |

Total Resources	\$17,380,845 =====
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Date Prepared: 1/31/11

ST. CLAIR COUNTY HOUSING AUTHORITY
BELLEVILLE, ILLINOIS
FINANCIAL STATEMENTS
FOR THE YEAR ENDED JUNE 30, 2010
AND
REPORTS ON COMPLIANCE AND
ON INTERNAL CONTROL

Sailor

Khan & Co.

St. Louis, Missouri

Certified Public Accountants

INDEPENDENT AUDITOR'S REPORT

Board of Commissioners
St. Clair County Housing Authority
Belleville, Illinois

We have audited the accompanying financial statements of the St. Clair County Housing Authority, Illinois, (Authority) as of and for the year ended June 30, 2010, as listed in the table of contents. These financial statements are the responsibility of the Authority's management. Our responsibility is to express an opinion on these financial statements based on our audit.

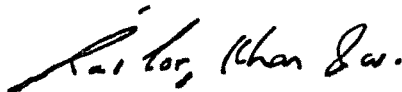
We conducted our audit in accordance with auditing standards generally accepted in the United States of America, the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; and OMB Circular A-133, *Audits of States, Local Governments, and Non-Profit Organizations*. Those standards and OMB Circular A-133 require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation. We believe that our audit provides a reasonable basis for our opinion.

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of the St. Clair County Housing Authority, Illinois, as of June 30, 2010, and the changes in financial position and cash flows, thereof for the year then ended in conformity with accounting principles generally accepted in the United States of America.

In accordance with *Government Auditing Standards*, we have also issued our report dated February 1, 2011, on our consideration of the Authority's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts and grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* and should be considered in assessing the results of our audit.

The management's discussion and analysis on pages ii to vii is not a required part of the financial statements but is supplemental information required by accounting principles generally accepted in the United States of America. We have applied certain limited procedures, which consisted principally of inquiries of management regarding the methods of measurement and presentation of the supplemental information. However, we did not audit the information and express no opinion on it.

Our audit was conducted for the purpose of forming an opinion on the financial statements taken as a whole. The accompanying schedule of expenditures of federal awards as required by the U.S. Office of Management and Budget Circular A-133, *Audits of States, Local Governments, and Non-Profit Organizations*, and the remaining accompanying supplemental information including the Financial Data Schedule are presented for purposes of additional analysis and are not a required part of the financial statements. Such information has been subjected to the auditing procedures applied in the audit of the financial statements and, in our opinion, are fairly stated, in all material respects, in relation to the financial statements taken as a whole.



Sailor, Khan & Co. LLC
February 1, 2011

St. Clair County Housing Authority

Management's Discussion and Analysis (MD&A)

June 30, 2010

(Unaudited)

This section of the St. Clair County Housing Authority's annual financial report presents our management's discussion and analysis of the Authority's financial performance during the fiscal year ended on June 30, 2010. This discussion and analysis is designed to assist the reader in focusing on the significant financial issues and activities and to identify any significant changes in financial position. Please read and consider the information presented in conjunction with the financial statements as a whole.

For accounting purposes, the Housing Authority is classified as an enterprise fund. Enterprise funds account for activities similar to those found in the private business sector, where the determination of net income is necessary or useful to sound financial administration. Enterprise funds are reported using the full accrual method of accounting in which all assets and all liabilities associated with the operation of these funds are included on the statement of net assets. The focus of enterprise funds is on income measurement, which, together with the maintenance of equity, is an important financial indication.

FINANCIAL HIGHLIGHTS

The term "net assets" refers to the difference between assets and liabilities. The Authority's total net assets as of June 30, 2010 were \$26,730,192. The net assets increased by \$435,999, an increase of 1.66% from the prior year.

Revenues and contributions for the Authority were \$18,083,327 for the year ended June 30, 2010. This was an increase of \$970,009 or 5.67% from the prior year.

Expenses for the Authority were \$17,647,328 for the year ended June 30, 2010. This was an increase of \$140,875 or 0.80% from the prior year.

HUD operating grants were \$13,809,494 for the year ended June 30, 2010. This was a decrease of \$27,758 or 0.20% from the prior year. Capital contributions for the Authority were \$2,262,562 for the year ended June 30, 2010. This was an increase of \$1,122,430 or 98.45% from the prior year. This substantial increase was due to the additional funding received through the American Recovery & Reinvestment Act.

OVERVIEW OF THE FINANCIAL STATEMENTS

This annual report includes this *Management Discussion and Analysis* report, the *Basic Financial Statements* and the *Notes to the Financial Statements*. The Authority's financial statements are presented as fund level financial statements because the Authority only has proprietary funds.

Required Financial Statements

The financial statements of the Housing Authority report information of the Authority using accounting methods similar to those used by private sector companies. These statements offer short- and long-term financial information about its activities. The Statement of Net Assets includes all the Authority's assets and liabilities and provides information about the nature and amounts of investments in resources (assets) and obligations of the Authority creditors (liabilities). It also provides the basis for evaluating the capital structure of the Authority and assessing the liquidity and financial flexibility of the Authority.

St. Clair County Housing Authority
(Unaudited)
Management's Discussion and Analysis (MD&A) - Continued

OVERVIEW OF THE FINANCIAL STATEMENTS (CONTINUED)

All of the current year's revenues and expenses are accounted for in the Statement of Revenues, Expenses, and Changes in Net Assets. This statement measures the success of the Authority's operations over the past year and can be used to determine whether the Authority has successfully recovered all its costs through its user fees and other charges, profitability and credit worthiness.

The final required financial statement is the Statement of Cash Flows. The statement reports cash receipts, cash payments, and net changes in cash resulting from operations, investing and financing activities and provides answers to such questions as where did cash come from, what was cash used for, and what was the change in the cash balance during the reporting period.

Notes to the Financial Statements

The notes provide additional information that is essential to a full understanding of the data provided in the basic financial statements and provide more detailed data.

Supplemental Information

This report also contains the Financial Data Schedule (FDS) as referenced in the section of *Supplemental Information*. HUD has established *Uniform Financial Reporting Standards* that require Housing Authorities to submit financial information electronically to HUD using the FDS format. This financial information was electronically transmitted to the Real Estate Assessment Center (REAC) for the year ended June 30, 2010 and is required to be included in the audit reporting package.

FINANCIAL ANALYSIS

Net assets may serve, over time, as a useful indicator of a government's financial position. As stated in the table on the following page, assets exceeded liabilities by \$26,730,192 at the close of the year ending 06/30/10, up from \$26,294,193 in fiscal year ending 06/30/09. The increase in net assets of \$435,999 was primarily due to an increase of capital assets related to the additional capital improvements from the American Reinvestment & Recovery Act funding.

The unrestricted net assets were \$4,868,113 as of 06/30/10. This amount may be used to meet the Authority's ongoing obligations. The Authority had \$552,581 in net assets classified as restricted that are subject to external restrictions on how they may be used. At the end of the current fiscal year, the Authority is able to report positive balances in all categories of net assets. The same situation held true for the prior fiscal year.

**Report on Internal Control Over Financial Reporting and on Compliance
and Other Matters Based on an Audit of Financial Statements Performed
in Accordance With *Government Auditing Standards***

Board of Commissioners
St. Clair County Housing Authority
Belleville, Illinois

We have audited the financial statements of the St. Clair County Housing Authority, Illinois, (Authority) as of and for the year ended June 30, 2010, and have issued our report thereon dated February 1, 2011. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States.

Internal Control Over Financial Reporting

In planning and performing our audit, we considered the Authority's internal control over financial reporting as a basis for designing our auditing procedures for the purpose of expressing our opinion on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the Authority's internal control over financial reporting. Accordingly, we do not express an opinion on the effectiveness of the Authority's internal control over financial reporting.

A *deficiency in internal control* exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct misstatements on a timely basis. A *material weakness* is a deficiency, or combination of deficiencies, in internal control such that there is a reasonable possibility that a material misstatement of the Authority's financial statements will not be prevented, or detected and corrected on a timely basis.

Our consideration of internal control over financial reporting was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control over financial reporting that might be deficiencies, significant deficiencies or material weaknesses. We did not identify any deficiencies in internal control over financial reporting that we consider to be material weaknesses, as defined above.

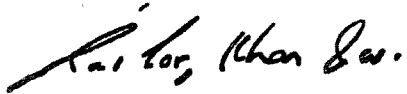
Compliance and Other Matters

As part of obtaining reasonable assurance about whether the Authority's financial statements are free of material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

Sailor

Khan & Co. LLC

This report is intended solely for the information and use of management, the Board of Commissioners, others within the Authority, and federal awarding agencies and is not intended to be and should not be used by anyone other than these specified parties.



Sailor, Khan & Co. LLC

February 1, 2011

Khan & Co. LLC

**Report on Compliance with Requirements That Could Have a Direct
and Material Effect on Each Major Program and on
Internal Control over Compliance in Accordance with OMB Circular A-133**

Board of Commissioners
St. Clair County Housing Authority
Belleville, Illinois

Compliance

We have audited the St. Clair County Housing Authority, Illinois, (Authority) compliance with the types of compliance requirements described in the *OMB Circular A-133 Compliance Supplement* that could have a direct and material effect on each of the Authority's major federal programs for the year ended June 30, 2010. The Authority's major federal programs are identified in the summary of auditor's results section of the accompanying schedule of findings and questioned costs. Compliance with the requirements of laws, regulations, contracts and grants applicable to each of its major federal programs is the responsibility of the Authority's management. Our responsibility is to express an opinion on the Authority's compliance based on our audit.

We conducted our audit of compliance in accordance with auditing standards generally accepted in the United States of America; the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; and OMB Circular A-133, *Audits of States, Local Governments, and Non-Profit Organizations*. Those standards and OMB Circular A-133 require that we plan and perform the audit to obtain reasonable assurance about whether noncompliance with the types of compliance requirements referred to above that could have a direct and material effect on a major federal program occurred. An audit includes examining, on a test basis, evidence about the Authority's compliance with those requirements and performing such other procedures as we considered necessary in the circumstances. We believe that our audit provides a reasonable basis for our opinion. Our audit does not provide a legal determination of the Authority's compliance with those requirements.

In our opinion, the Authority complied, in all material respects, with the compliance requirements referred to above that could have a direct and material effect on each of its major federal programs for the year ended June 30, 2010.

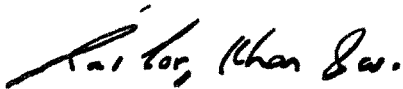
Internal Control Over Compliance

Management of the Authority is responsible for establishing and maintaining effective internal control over compliance with the requirements of laws, regulations, contracts and grants applicable to federal programs. In planning and performing our audit, we considered the Authority's internal control over compliance with the requirements that could have a direct and material effect on a major federal program to determine our auditing procedures for the purpose of expressing our opinion on compliance and to test and report on internal control over compliance in accordance with OMB Circular A-133, but not for the purpose of expressing an opinion on the effectiveness of internal control over compliance. Accordingly, we do not express an opinion on the effectiveness of the Authority's internal control over compliance.

A deficiency in internal control over compliance exists when the design or operation of a control over compliance does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, noncompliance with a type of compliance requirement of a federal program on a timely basis. *A material weakness in internal control over compliance* is a deficiency, or combination of deficiencies, in internal control over compliance, such that there is a reasonable possibility that material noncompliance with a type of compliance requirement of a federal program will not be prevented, or detected and corrected, on a timely basis.

Our consideration of internal control over compliance was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control over compliance that might be deficiencies, significant deficiencies or material weaknesses. We did not identify any deficiencies in internal control over compliance that we consider to be material weaknesses, as defined above.

This report is intended solely for the information and use of the St. Clair County Housing Authority, Illinois's management, and federal awarding agencies and is not intended to be and should not be used by anyone other than these specified parties.



Sailor, Khan & Co. LLC
February 1, 2011

ST. CLAIR COUNTY HOUSING AUTHORITY

Belleville, Illinois

SIGNIFICANT DEFICIENCIES COMMUNICATED IN PRIOR YEARS

June 30, 2010

The prior audit report for the year ended June 30, 2009 contained no significant deficiencies.

ST. CLAIR COUNTY HOUSING AUTHORITY

Belleville, Illinois

SCHEDULE OF FINDINGS AND QUESTIONED COSTS

June 30, 2010

SECTION I - SUMMARY OF AUDITOR RESULTS

Financial Statement:

Type of auditor's report issued:	Unqualified
Internal control over financial reporting:	
▶ Material weakness(es) identified?	No
▶ Significant deficiency (ies) identified that are not considered to be material weaknesses?	None reported
Noncompliance material to financial statements noted?	No
Is a "going concern" explanatory paragraph included in audit report?	No

Federal Awards:

Internal control over major programs:	
▶ Material weakness(es) identified?	No
▶ Significant deficiency (ies) identified that are not considered to be material weaknesses?	None reported
Type of auditor's report issued on compliance for major programs:	Unqualified
Any audit findings disclosed that are required to be reported in accordance with section 510(a) on Circular A-133?	No

Identification of major programs:

CFDA	
Number(s)	Name of Federal Program
14-850a	Public and Indian Housing
14-871	Section 8 Housing Choice Vouchers
14-872	Public and Indian Housing - Capital Fund Program
14-885	American Recovery and Reinvestment Act - Formula Capital Stimulus Grant

Dollar threshold used to distinguish between type A and type B programs:	\$300,000
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Auditee qualified as low-risk auditee?	Yes
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ST. CLAIR COUNTY HOUSING AUTHORITY

Belleville, Illinois

SCHEDULE OF FINDINGS AND QUESTIONED COSTS (CONTINUED)

June 30, 2010

SECTION II - FINANCIAL STATEMENT FINDINGS

The current audit report for the year ended June 30, 2010 disclosed no Financial Statement audit findings.

SECTION III - FEDERAL AWARD FINDINGS

The current audit report for the year ended June 30, 2010 disclosed no Federal Awards audit findings.

ACTION PLAN

The current audit report for the year ended June 30, 2010 disclosed no audit findings and consequently there is no action plan.

QUESTIONED COSTS

None

ATTACHMENT O

Asset Management [24 CFR Part 903.7 9 (q)]

The St. Clair County Housing Authority (SCCHA) is engaging in activities that will contribute to the long-term asset management of its public housing stock, including how the SCCHA is planning for long-term operating, capital investment, rehabilitation, modernization, disposition, and other needs. Those activities (that have **not** been addressed elsewhere in the PHA Plan document include **Development-based Accounting and Comprehensive Stock Assessment**.

Reference is made to the Public Housing Asset Management Table that follows.

Public Housing Asset Management Table - 2011

Development Identification		Activity Description						
Name, Number, and Location	Number and Type of units	Capital Fund Program Parts II and III <i>Component 7a</i>	Development Activities <i>Component 7b</i>	Demolition / Disposition <i>Component 8</i>	Designated housing <i>Component 9</i>	Conversion <i>Component 10</i>	Home- ownership <i>Component 11a</i>	Other (describe) <i>Component 17¹</i>
#1 – Brooklyn	100	2,187,500	None Planned	None Planned	None Planned	None Planned	None Planned	DBA/CSA
#2 – Marissa	18	\$227,500	None Planned	None Planned	None Planned	None Planned	None Planned	DBA/CSA
#3 – Dupo	20	\$360,731	None Planned	None Planned	None Planned	None Planned	None Planned	DBA/CSA
#5 – Smithton	10	\$142,500	None Planned	None Planned	None Planned	None Planned	None Planned	DBA/CSA
#6 – Centreville	178	\$6,231,931	None Planned	32 Units – Year 4	32 units elderly only	None Planned	None Planned	DBA/CSA
#7 – Marissa	14	\$152,500	None Planned	None Planned	None Planned	None Planned	None Planned	DBA/CSA
#8 – Centreville.	142	\$2,840,600	None Planned	None Planned	None Planned	None Planned	None Planned	DBA/CSA
#9 – Brooklyn	42	\$187,500	None Planned	None Planned	None Planned	None Planned	None Planned	DBA/CSA
#10 – Centreville	110	\$2,748,300	None Planned	None Planned	None Planned	None Planned	None Planned	DBA/CSA
#11 – Alorton	44	\$451,431	None Planned	None Planned	None Planned	None Planned	None Planned	DBA/CSA
#12 – Brooklyn	16	\$425,500	None Planned	None Planned	None Planned	None Planned	None Planned	DBA/CSA
#13 – New Athens	16	\$437,500	None Planned	None Planned	4-1br disabled only	None Planned	None Planned	DBA/CSA
#14 – Lebanon	24	\$322,500	None Planned	None Planned	4-1br disabled only	None Planned	None Planned	DBA/CSA
#16 & #61– Belleville	86	\$325,000	None Planned	None Planned	86 units elderly only	None Planned	None Planned	DBA/CSA
#17 – Washington Park	32	\$512,500	None Planned	None Planned	20-1br disabled only	None Planned	None Planned	DBA/CSA
#18 – Swansea	16	\$185,500	None Planned	None Planned	16 units elderly only	None Planned	None Planned	DBA/CSA
#19 – Lenzburg	8	\$117,500	None Planned	None Planned	4-1br disabled only	None Planned	None Planned	DBA/CSA
#20 – Centreville	8	\$277,500	None Planned	None Planned	None Planned	None Planned	None Planned	DBA/CSA
#21 – New Athens	16	\$535,500	None Planned	None Planned	16 units elderly only	None Planned	None Planned	DBA/CSA
#22 – Millstadt	18	\$431,500	None Planned	None Planned	None Planned	None Planned	None Planned	DBA/CSA
#24 – O’Fallon	20	\$175,500	None Planned	None Planned	None Planned	None Planned	None Planned	DBA/CSA
#27 – Belleville	64	\$644,231	None Planned	None Planned	64 units elderly only	None Planned	None Planned	DBA/CSA
#28 – Lenzburg	8	\$77,500	None Planned	None Planned	None Planned	None Planned	None Planned	DBA/CSA

¹ Development-based Accounting and Comprehensive Stock Assessment