

**PALM BEACH COUNTY  
BOARD OF COUNTY COMMISSIONERS**

**AGENDA ITEM SUMMARY**

---

<b>Meeting Date:</b>	<b>September 1, 2015</b>	<b><input checked="" type="checkbox"/> Consent</b>	<b><input type="checkbox"/> Regular</b>
		<b><input type="checkbox"/> Ordinance</b>	<b><input type="checkbox"/> Public Hearing</b>
<b>Department:</b>	<b>Department of Economic Sustainability</b>		

---

**I. EXECUTIVE BRIEF**


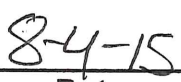

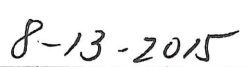
**Motion and Title:** Staff recommends motion to approve: a Certification by State or Local Official of PHA Plans Consistency with the Consolidated Plan for the Pahokee Housing Authority.

**Summary:** The U.S. Department of Housing and Urban Development (HUD) requires housing authorities to submit a Five Year Plan and an Annual Plan along with an annual certification of their consistency with the Consolidated Plan of the local jurisdiction. The Pahokee Housing Authority has provided an Agency Plan Summary of its Five Year Plan for Fiscal Years 2016-2020 and its Annual Plan for Fiscal Year 2016 to the Department of Economic Sustainability (DES) for review and DES has determined that it is consistent with the Palm Beach County Consolidated Plan. In its review, DES examined the eleven (11) goals outlined in the Pahokee Housing Authority Five Year/Annual Agency Plan and determined that they are consistent with the overall goals and specific housing objectives outlined in the County's Consolidated Plan including increasing the supply of affordable housing, improving the quality of existing affordable rental housing, and improving access to affordable rental housing. Since the Pahokee Housing Authority's Five Year/Annual Agency Plan is consistent with the County's Consolidated Plan, staff recommends approval of this Certification. (Strategic Planning) District 6 (JB)

**Background and Justification:** Palm Beach County's Consolidated Plan contains the County's strategy for addressing housing, economic, and community development issues over a five-year period. DES is responsible for completing the Consolidated Plan in accordance with HUD regulations at 24 CFR Part 91. The current Consolidated Plan, covering the period Fiscal Years 2010-2015, was approved (R2010-1157) by the Board of County Commissioners on July 20, 2010.

- Attachments:**
- 1. Certification by State or Local Official of PHA Plans Consistency with the Consolidated Plan
  - 2. Pahokee Housing Authority's Five Year/Annual Agency Plan

---

<b>Recommended By:</b>		
	<b>Department Director</b>	<b>Date</b>
<b>Approved By:</b>		
	<b>Assistant County Administrator</b>	<b>Date</b>

II. FISCAL IMPACT ANALYSIS

A. Five Year Summary of Fiscal Impact:

Fiscal Years	2015	2016	2017	2018	2019
Capital Expenditures					
Operating Costs					
External Revenues					
Program Income					
In-Kind Match (County)					
NET FISCAL IMPACT *	<del>0</del>				

# ADDITIONAL FTE POSITIONS (Cumulative)					
---	--	--	--	--	--

Is Item Included In Current Budget? Yes \_\_\_\_\_ No \_\_\_\_\_  
Budget Account No.:

Fund \_\_\_\_\_ Dept \_\_\_\_\_ Unit \_\_\_\_\_ Object \_\_\_\_\_ Program Code/Period \_\_\_\_\_

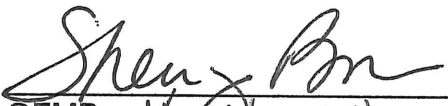
B. Recommended Sources of Funds/Summary of Fiscal Impact:

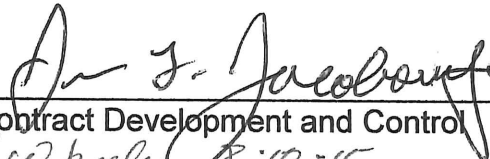
\* No Fiscal Impact.

C. Departmental Fiscal Review:   
Shairette Major, Fiscal Manager II

III. REVIEW COMMENTS

A. OFMB Fiscal and/or Contract Development and Control Comments:

  
OFMB *8/10/15*

  
Contract Development and Control *8/10/15*

B. Legal Sufficiency:

  
Assistant County Attorney

C. Other Department Review:

\_\_\_\_\_  
Department Director



**Certification by State or Local  
Official of PHA Plans Consistency  
with the Consolidated Plan**

**U.S. Department of Housing and Urban Development**  
Office of Public and Indian Housing  
OMB# 2577-0226  
Expires 08/30/2011

**Certification by State or Local Official of PHA Plans Consistency with the  
Consolidated Plan**

I, Shelley Vana the Mayor of Palm Beach County, Florida certify that the Five Year and Annual PHA Plan of the Pahokee Housing Authority is consistent with the Consolidated Plan of Palm Beach County, Florida prepared pursuant to 24 CFR Part 91.

(COUNTY SEAL BELOW)

**PALM BEACH COUNTY, FLORIDA, a  
Political Subdivision of the State of Florida**

**BOARD OF COUNTY COMMISSIONERS**

ATTEST: Sharon R. Bock,  
Clerk & Comptroller

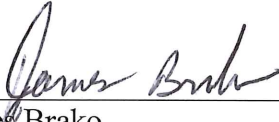
By: \_\_\_\_\_  
Shelley Vana, Mayor

By: \_\_\_\_\_  
Deputy Clerk

Date: \_\_\_\_\_

Approved as to Form and  
Legal Sufficiency

Document No.: \_\_\_\_\_

By:   
James Brako  
Assistant County Attorney

<b>PHA 5-Year and Annual Plan</b>		<b>U.S. Department of Housing and Urban Development Office of Public and Indian Housing</b>	<b>OMB No. 2577-0226 Expires 4/30/2011</b>
<b>1.0</b>	<b>PHA Information</b> PHA Name: <u>Pahokee Housing Authority</u> PHA Code: <u>FL021</u> PHA Type: <input type="checkbox"/> Small <input checked="" type="checkbox"/> High Performing <input type="checkbox"/> Standard <input type="checkbox"/> HCV (Section 8) PHA Fiscal Year Beginning: (MM/YYYY): <u>07/2015</u>		
<b>2.0</b>	<b>Inventory</b> (based on ACC units at time of FY beginning in 1.0 above) Number of PH units: <u>480</u> Number of HCV units: <u>76</u>		
<b>3.0</b>	<b>Submission Type</b> <input checked="" type="checkbox"/> 5-Year and Annual Plan <input type="checkbox"/> Annual Plan Only <input type="checkbox"/> 5-Year Plan Only		
<b>4.0</b>	<b>PHA Consortia</b> <u>N/A</u> <input type="checkbox"/> PHA Consortia: (Check box if submitting a joint Plan and complete table below.)		
<b>5.0</b>	<b>5-Year Plan.</b> Complete items 5.1 and 5.2 only at 5-Year Plan update.		
<b>5.1</b>	<b>Mission.</b> State the PHA's Mission for serving the needs of low-income, very low-income, and extremely low income families in the PHA's jurisdiction for the next five years:  <p style="text-align: center;">The mission of the PHA is the same as that of the Department of Housing and Urban Development: To promote adequate and affordable housing, economic opportunity and a suitable living environment free from discrimination.</p>		
<b>5.2</b>	<b>Goals and Objectives.</b> 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.  <b>PHA GOAL #1: EXPAND THE SUPPLY OF ASSISTED HOUSING</b>  <i>The PHA established the following objectives to strive in meeting goal #1:</i> <ul style="list-style-type: none"> <li>▪ <i>Apply for additional rental vouchers if available</i></li> <li>▪ <i>Reduce public housing vacancies</i></li> <li>▪ <i>Leverage private or other public funds to create additional housing opportunities</i></li> <li>▪ <i>Acquire or build units or developments</i></li> </ul> <b>PHA GOAL #2: IMPROVE THE QUALITY OF ASSISTED HOUSING</b>  <i>The PHA established the following objectives to strive in meeting goal #2:</i> <ul style="list-style-type: none"> <li>▪ <i>Improve public housing management</i></li> <li>▪ <i>Improve voucher management</i></li> <li>▪ <i>Increase customer satisfaction</i></li> <li>▪ <i>Concentrate on efforts to improve specific management functions</i></li> <li>▪ <i>Renovate or modernize public housing units</i></li> <li>▪ <i>Demolish or dispose of obsolete public housing</i></li> <li>▪ <i>Provide replacement public housing</i></li> <li>▪ <i>Provide replacement voucher</i></li> </ul>		

**5.2 PHA GOAL #3: INCREASE ASSISTED HOUSING CHOICES**

*The PHA established the following objectives to strive in meeting goal #3:*

- *Provide voucher mobility counseling*
- *Conduct outreach efforts to potential voucher landlords*
- *Increase voucher payment standards*
- *Implement voucher homeownership program*

**PHA GOAL #4: PROVIDE AN IMPROVED LIVING ENVIRONMENT**

*The PHA established the following objectives to strive in meeting goal #4:*

- *Implement measures to deconcentrate poverty by bringing higher income public housing households into lower income developments*
- *Implement measures to promote income mixing in public housing by assuring access of lower income families into higher income developments*
- *Implement public housing security improvements*

**PHA GOAL #5: PROMOTE SELF-SUFFICIENCY AND ASSET DEVELOPMENT OF FAMILIES AND INDIVIDUALS**

*The PHA established the following objectives to strive in meeting goal #5:*

- *Increase the number and percentage of employed persons in assisted families*
- *Provide or attract supportive services to improve assistance recipients' employability*
- *Provide or attract supportive services to increase independence for the elderly or families with disabilities*

**PHA GOAL #6: ENSURE EQUAL OPPORTUNITY AND AFFIRMATIVELY FURTHER FAIR HOUSING**

*The PHA established the following objectives to strive in meeting goal #6:*

- *Undertake affirmative measures to ensure access to assisted housing regardless of race, color, religion, national origin, sex, familial status and disability*
- *Undertake affirmative measures to provide a suitable living environment for families living in assisted housing, regardless of race, color, religion, national origin, sex, familial status and disability*
- *Undertake affirmative measures to ensure accessible housing to person with all varieties of disabilities regardless of unit size required*
- *Provide Fair Housing and Equal Opportunity training to employees to ensure equal opportunity compliance*

*Other PHA Goals and Objectives:*



**5.2 PHA GOAL #7: REDUCE FINANCIAL DEPENDENCY ON HUD PUBLIC HOUSING SUBSIDY**

*The PHA established the following objectives to strive in meeting goal #7:*

- *Seek and acquire additional federal, state and local resources to support the development and operation of affordable housing and supportive services for low income communities*
- *Continue to streamline PHA operations and enhance business strategy to increase agency efficiency, effectiveness and to ensure program integrity*
- *Explore Moving to Work opportunities for public housing agencies*
- *Continue to implement effective strategy to reduce zero income households*
- *Market and lease income generating assets such as meeting rooms and facilities*

**PHA GOAL #8: DECREASE ENERGY CONSUMPTION PHA-WIDE**

*The PHA established the following objectives to strive in meeting goal #8:*

- *Educate program participants on energy conservation measures to reduce water and kilowatt hour consumption*
- *Explore Energy Performance Contracting*
- *Evaluate and improve energy efficiency on PHA's administrative offices*
- *Continue use of Energy Star appliances and/or equipment*
- *Employ use of energy consumption tools to assess and evaluate consumption*

**PHA GOAL #9: INCREASE PUBLIC AWARENESS OF PHA'S PROGRAMS AND ACHIEVEMENTS**

*The PHA established the following objectives to strive in meeting goal #9:*

- *Establish website for PHA*
- *Issue media alerts periodically to inform the public of PHA's programs, activities and achievements*
- *Maintain relationship with local affordable housing agencies*
- *Continue to participate and take advantage of Glades Interagency Network opportunities*
- *Continue to participate in area civic organizations (e.g. Rotary) where business partners meet, unite and share ideas*

**PHA GOAL #10: PROMOTE YOUTH PROGRAMS FOR PUBLIC HOUSING RESIDENTS**

*The PHA established the following objectives to strive in meeting goal #10:*

- *Establish partnerships to develop youth programs targeting middle school aged children*
- *Increase participation in youth academic and mentoring programs*
- *Secure partnerships and resources to implement youth educational opportunities*

5.2	<p><b>PHA GOAL #11: EXPLORE AND DEPLOY TECHNOLOGY TO ENHANCE OPERATIONAL EFFECTIVENESS AND EFFICIENCY</b></p> <p><i>The PHA established the following objectives to strive in meeting goal #11:</i></p> <ul style="list-style-type: none"> <li>▪ <i>Explore use of paperless work order system PHA wide</i></li> <li>▪ <i>Explore online housing application intake and update systems</i></li> <li>▪ <i>Establish PHA website</i></li> </ul>																																								
6.0	<p><b>PHA Plan Update</b></p> <p>(a) Identify all PHA Plan elements that have been revised by the PHA since its last Annual Plan submission:</p> <p>The following PHA Plan elements marked '<u>R</u>' have been revised since the last Annual Plan submission by the Pahokee Housing Authority.  <u>N/R</u> denotes NO REVISION and <u>N/A</u> denotes NOT APPLICABLE</p> <p><b>Section 6.0</b></p> <table border="0"> <tr><td><u>R</u></td><td>903.7(1) Eligibility, Selection and Admissions Policies, including Deconcentration and Wait List Procedures</td></tr> <tr><td><u>R</u></td><td>903.7(2) Financial Resources</td></tr> <tr><td><u>R</u></td><td>903.7(3) Rent Determination</td></tr> <tr><td><u>R</u></td><td>903.7(4) Operation and Management</td></tr> <tr><td><u>N/R</u></td><td>903.7(5) Grievance Procedures</td></tr> <tr><td><u>N/R</u></td><td>903.7(6) Designated Housing for Elderly and Disabled Families</td></tr> <tr><td><u>R</u></td><td>903.7(7) Community Service and Self-Sufficiency</td></tr> <tr><td><u>R</u></td><td>903.7(8) Safety and Crime Prevention</td></tr> <tr><td><u>N/R</u></td><td>903.7(9) Pets</td></tr> <tr><td><u>N/R</u></td><td>903.7(10) Civil Rights Certification</td></tr> <tr><td><u>R</u></td><td>903.7(11) Fiscal Year Audit</td></tr> <tr><td><u>R</u></td><td>903.7(12) Asset Management</td></tr> <tr><td><u>N/R</u></td><td>903.7(13) Violence Against Women Act (VAWA)</td></tr> </table> <p><b>Section 7.0</b></p> <table border="0"> <tr><td><u>N/R</u></td><td>(a) Hope VI or Mixed Finance Modernization or Development</td></tr> <tr><td><u>R</u></td><td>(b) Demolition and/or Disposition</td></tr> <tr><td><u>N/R</u></td><td>(c) Conversion of Public Housing</td></tr> <tr><td><u>N/R</u></td><td>(d) Homeownership</td></tr> <tr><td><u>N/R</u></td><td>(e) Project-Based Vouchers</td></tr> </table> <p><b>Section 8.0 (Per CFP Final Rule – CFP documents will not be submitted with PHA Plan)</b></p> <p>Provide date of <b><u>latest HUD Approved</u></b> Capital Fund Five-Year Action Plan</p> <p><b>Section 9.0</b></p> <table border="0"> <tr><td><u>R</u></td><td>Housing Needs</td></tr> <tr><td><u>R</u></td><td>9.1 – Strategy for Addressing Housing Needs</td></tr> </table>	<u>R</u>	903.7(1) Eligibility, Selection and Admissions Policies, including Deconcentration and Wait List Procedures	<u>R</u>	903.7(2) Financial Resources	<u>R</u>	903.7(3) Rent Determination	<u>R</u>	903.7(4) Operation and Management	<u>N/R</u>	903.7(5) Grievance Procedures	<u>N/R</u>	903.7(6) Designated Housing for Elderly and Disabled Families	<u>R</u>	903.7(7) Community Service and Self-Sufficiency	<u>R</u>	903.7(8) Safety and Crime Prevention	<u>N/R</u>	903.7(9) Pets	<u>N/R</u>	903.7(10) Civil Rights Certification	<u>R</u>	903.7(11) Fiscal Year Audit	<u>R</u>	903.7(12) Asset Management	<u>N/R</u>	903.7(13) Violence Against Women Act (VAWA)	<u>N/R</u>	(a) Hope VI or Mixed Finance Modernization or Development	<u>R</u>	(b) Demolition and/or Disposition	<u>N/R</u>	(c) Conversion of Public Housing	<u>N/R</u>	(d) Homeownership	<u>N/R</u>	(e) Project-Based Vouchers	<u>R</u>	Housing Needs	<u>R</u>	9.1 – Strategy for Addressing Housing Needs
<u>R</u>	903.7(1) Eligibility, Selection and Admissions Policies, including Deconcentration and Wait List Procedures																																								
<u>R</u>	903.7(2) Financial Resources																																								
<u>R</u>	903.7(3) Rent Determination																																								
<u>R</u>	903.7(4) Operation and Management																																								
<u>N/R</u>	903.7(5) Grievance Procedures																																								
<u>N/R</u>	903.7(6) Designated Housing for Elderly and Disabled Families																																								
<u>R</u>	903.7(7) Community Service and Self-Sufficiency																																								
<u>R</u>	903.7(8) Safety and Crime Prevention																																								
<u>N/R</u>	903.7(9) Pets																																								
<u>N/R</u>	903.7(10) Civil Rights Certification																																								
<u>R</u>	903.7(11) Fiscal Year Audit																																								
<u>R</u>	903.7(12) Asset Management																																								
<u>N/R</u>	903.7(13) Violence Against Women Act (VAWA)																																								
<u>N/R</u>	(a) Hope VI or Mixed Finance Modernization or Development																																								
<u>R</u>	(b) Demolition and/or Disposition																																								
<u>N/R</u>	(c) Conversion of Public Housing																																								
<u>N/R</u>	(d) Homeownership																																								
<u>N/R</u>	(e) Project-Based Vouchers																																								
<u>R</u>	Housing Needs																																								
<u>R</u>	9.1 – Strategy for Addressing Housing Needs																																								



**6.0****Section 10.0**

<u>R</u>	Progress in Meeting Mission and Goals (set in 2010 Five Year Plan)
<u>N/R</u>	Significant Amendment and Substantial Deviation/Modification
<u>N/A</u>	Any applicable Memorandum of Agreement with HUD or any plans to improve performance

(b) Identify the specific location(s) where the public may obtain copies of the 5-Year and Annual PHA Plan. For a complete list of PHA Plan elements, see Section 6.0 of the instructions.

The following are the specific locations where the public may obtain copies of the 2015 Five-Year/Annual Plan:

- Administrative Office – 465 Friend Terrace, Pahokee, FL 33476
- Padgett Island Office – 899 Padgett Circle, Pahokee, FL 33476
- Fremd Village Office – 177 Shirley Drive, Pahokee, FL 33476

## 6.0 PHA Plan Elements

### 903.7(1) Eligibility, Selection and Admissions Policies, including Deconcentration and Wait List Procedures **REVISION**

#### **A. Public Housing**

Public Housing policies that govern resident or tenant eligibility, selection and admission (including preferences), unit assignment, procedures to maintaining waiting list for admission to public housing and site-based waiting lists (if applicable).

#### (1) Eligibility **REVISION**

##### **Equal Access**

*The term “family” includes, but is not limited to the following, regardless of actual or perceived sexual orientation, gender identity, or marital status:*

- (1) *A single person, who may be an elderly person, displaced person, disabled person, near-elderly person or any other single person; or*
- (2) *A group of person residing together and such group includes, but is not limited to:*
  - (i) *A family with or without children (a child who is temporarily away from the home because of placement in foster care is considered a member of the family);*
  - (ii) *An elderly family;*
  - (iii) *A near-elderly family;*
  - (iv) *A disabled family;*
  - (v) *A displaced family; and*
  - (vi) *The remaining member of a tenant family.*



***Disabled family means a family whose head (including co-head), spouse or sole member is a person with a disability.***

***Elderly family means a family whose head (including co-head), spouse or sole member is a person who is at least 62 years of age.***

***Near elderly family means a family whose head (including co-head), spouse or sole member is a person who is at least 50 years of age but below the age of 62; or two or more persons, who are at least 50 years of age but below the age of 62, living together; or one or more persons who are at least 50 years of age but below the age of 62.***

***Sexual orientation means homosexuality, heterosexuality or bisexuality.***

***Gender identity means actual or perceived gender-related characteristics.***

The Pahokee Housing Authority verifies eligibility for admission to public housing when families are within the first twenty (20) of being offered a unit.

The PHA uses the following non-income screening factors to establish eligibility for admission to public housing:

- Criminal or Drug-related activity
- Rental history
- Housekeeping
- The PHA will attempt to ascertain whether domestic violence was a factor in the poor rental and tenancy history and exercise discretion in determining suitability for tenancy, taking into consideration the circumstances that may have contributed to the negative reporting.
- Citizenship status
- PHA revised its ACOP and VAWA to include language to comply with Domestic Violence regulation, particularly to include language to protect persons who are victims of sexual assault.

The Housing Authority requests criminal records from the following enforcement agencies for screening purposes:

- Local law enforcement agencies
- State law enforcement agencies

## **(2) Selection and Assignment**

Selection for admission to public housing shall be made from the PHA's current waiting list in accordance with date and time of application and applicable preference(s) as follows.

(3) Preferences **REVISION**

The PHA does not plan to exceed the federal targeting requirements by targeting more than 40% of all new admissions to public housing to families at or below 30% of the median area income.

It is the policy of the PHA that transfers will take precedence over new admissions in the following circumstances:

- Emergencies
- Over-housed
- Under-housed
- Medical justification
- Administrative reasons determined by the PHA
- Domestic Violence

The PHA plans to employ the following admission preferences for admission to public housing:

<u>Priority</u>	<u>Preference</u>
<u>1</u>	- Involuntary Displacement <i>(based on governmental action, e.g., fire, flood, hurricane)</i>
<u>2</u>	- Victims of domestic violence (spousal/child abuse)
<u>2</u>	- <b><i>Single persons who are elderly, displaced, homeless, or persons with disabilities over other single persons</i></b>
<u>2</u>	- Working families
<u>2</u>	- Veterans and veteran's families
<u>2</u>	- Residents who live and/or work in the jurisdiction

Elderly and disabled applicants will be housed over other singles for the same size unit (one bedroom).

These are points associated with each preference as follows:

Involuntary Displacement – 100 points

Victims of domestic violence – 50 points

***Single persons who are elderly, displaced, homeless, or persons with disabilities over other single persons – 50 points***

Working families – 50 points

Veterans and veteran's families – 50 points

Residents who live and/or work in the jurisdiction – 50 points

The more preference points that apply to an applicant, the higher their status on the waiting list. Where preferences are equal, as to unit size, date and time will determine the next applicant to be admitted.

The preference "resident who live and/or work in the jurisdiction" has previously been reviewed and approved by HUD.

In relationship of preferences to income targeting requirements, the pool of applicant families ensures that the PHA will meet income targeting requirements.

(4) Unit Assignment

Applicants are ordinarily given two (2) vacant unit choices before they are removed from the waiting list. This policy is consistent across all waiting list types.

(5) Maintaining Waiting List

The Pahokee Housing Authority maintains a community-wide waiting list. Interested persons may apply for admission to public housing at the main administrative office located at 465 Friend Terrace, Pahokee, FL 33476.

The Pahokee Housing Authority does not plan to operate any site-based waiting lists.

(6) Occupancy

Applicants and residents may use the following reference materials to obtain information about the rules of occupancy of public housing.

- The PHA-resident lease
- The PHA's Admissions and Continued Occupancy Policy
- PHA briefing seminars or written materials

Residents must notify the PHA of changes in family composition:

- At an annual reexamination and lease renewal
- At any time family composition changes
- At family request for revision

(7) Deconcentration and Income Mixing

The PHA has performed its annual deconcentration and income mixing analysis to determine if the PHA has any general occupancy public housing developments covered by the deconcentration rule. The analysis results follow:

The PHA does not have general occupancy public housing developments covered by the deconcentration rule.

**B. Section 8**

Section 8 HCV policies that govern participant eligibility and selection for assistance (including preferences), and procedure for maintaining waiting list.



(1) Eligibility **REVISION****Equal Access**

*The term “family” includes, but is not limited to the following, regardless of actual or perceived sexual orientation, gender identity, or marital status:*

- (1) A single person, who may be an elderly person, displaced person, disabled person, near-elderly person or any other single person; or*
- (2) A group of person residing together and such group includes, but is not limited to:*
  - (i) A family with or without children (a child who is temporarily away from the home because of placement in foster care is considered a member of the family);*
  - (ii) An elderly family;*
  - (iii) A near-elderly family;*
  - (iv) A disabled family;*
  - (v) A displaced family; and*
  - (vi) The remaining member of a tenant family.*

*Disabled family means a family whose head (including co-head), spouse or sole member is a person with a disability.*

*Elderly family means a family whose head (including co-head), spouse or sole member is a person who is at least 62 years of age.*

*Near elderly family means a family whose head (including co-head), spouse or sole member is a person who is at least 50 years of age but below the age of 62; or two or more persons, who are at least 50 years of age but below the age of 62, living together; or one or more persons who are at least 50 years of age but below the age of 62.*

*Sexual orientation means homosexuality, heterosexuality or bisexuality.*

*Gender identity means actual or perceived gender-related characteristics.*

The PHA conducts screening to the extent of:

- Criminal or Drug-related activity only to the extent required by law or regulation
- Domestic Violence – Attempt to ascertain whether domestic violence was a factor in the poor rental and tenancy history or criminal activity and exercise discretion in determining suitability for tenancy about the circumstances that may have contributed to the negative reporting.

6.0

The Housing Authority requests criminal records from the following enforcement agencies for screening purposes:

- Local law enforcement agencies
- State law enforcement agencies

The PHA shares the following information with prospective landlords:

- Rental history and any other information the PHA may have about the potential tenant which is not considered confidential.

(2) Waiting List Organization

The Pahokee Housing Authority's waiting list for the Section 8 tenant-based assistance is not merged with other program waiting list.

Interested persons may apply for admission to Section 8 tenant-based assistance at:

- PHA main administrative office

(3) Search Time

The PHA does give extensions on standard 60-day period to search for a unit under the following circumstances:

- If the Authority believes there is a reasonable possibility that the applicant may find a suitable unit with additional advice and/or assistance.
- If applicant is a victim of domestic violence and requires additional assistance.

(4) Preferences **REVISION**

The PHA does not plan to exceed the federal targeting requirements by targeting more than 75% of all new admissions to the Section 8 Program to families at or below 30% of the median area income.

The PHA plans to employ the following admission preferences for admission to Section 8 tenant-based assistance:

<u>Priority</u>	<u>Preference</u>
<u>1</u>	- Involuntary Displacement (Disaster, Government Action, Action of Housing Owner, Inaccessibility, Property Disposition)
<u><b>1</b></u>	- <b><i>Victims of domestic violence</i></b>
<u>1</u>	- Working families
<u>1</u>	- Veterans and veterans' families
<u>1</u>	- Residents who live and/or work in the jurisdiction
<u>1</u>	- Single persons who are elderly, displaced, homeless, or person with disabilities over other single person

6.0

***These are points associated with each preference as follows:***

***Involuntary Displacement – 50 points***

***Victims of domestic violence – 50 points***

***Working families – 50 points***

***Veterans and veteran's families – 50 points***

***Residents who live and/or work in the jurisdiction – 50 points***

***Single persons who are elderly, displaced, homeless, or persons with disabilities over other single persons – 50 points***

Among applicants on the waiting list with equal preference status applicants are selected by date and time of application.

The preference “residents who live and/or work in the jurisdiction” has previously been reviewed and approved by HUD.

In relationship of preferences to income targeting requirements, the pool of applicant families ensures that the PHA will meet income targeting requirements.

(5) Special Purpose Section 8 Assistance Programs

The policies governing eligibility, selection and admissions to any special-purpose Section 8 program administered by the PHA are contained in the following documents or other reference materials:

- The Section 8 Administrative Plan
- Briefing sessions and written materials

The PHA announces the availability of any special-purpose Section 8 program to the public through published notices



**6.0** 903.7(2) Financial Resources *REVISION*

Financial Resources: Planned Sources and Uses		
Sources	Planned \$	Planned Uses
<b>1. Federal Grants (FY 2015 grants)</b>		
a) Public Housing Operating Fund	1,800,752.00	
b) Public Housing Capital Fund	788,475.00	
c) HOPE VI Revitalization		
d) HOPE VI Demolition		
e) Annual Contributions for Section 8 Tenant-Based Assistance	705,740.00	
f) Resident Opportunity and Self- Sufficiency Grants	279,234.00	
g) Community Development Block Grant		
h) HOME – TBRA	98,784.00	Section 8 supportive services
Other Federal Grants (list below)		
FSS 2014-2015	38,675.00	Section 8 supportive services
<b>2. Prior Year Federal Grants (unobligated funds only) (list below)</b>		
2010 RHF Grant	73,129.00	Public housing development activities
2011 RHF Grant	63,843.00	Public housing development activities
2012 RHF Grant	58,611.00	Public housing development activities
2013 RHF Grant	54,230.00	Public housing development activities
2014 RHF Grant	58,346.00	Public housing development activities
2013 CFP	500,000.00	Public housing capital improvements
2014 CFP	704,281.00	Public housing capital improvements
<b>3. Public Housing Dwelling Rental Income</b>	1,160,269.00	Public housing operations
<b>4. Other income (list below)</b>		
Tenant Revenue, Other	96,191.00	Public housing operations
Interest on Investments	11,767.00	Public housing operations
Other Income	53,557.00	Public housing operations
<b>5. Non-federal sources (list below)</b>		
<b>Total resources</b>	<b>\$6,545,884.00</b>	

**6.0** 903.7 (3) Rent Determination Policies **REVISION**

**A. Public Housing**

(1) Income Based Rent Policies

a. Use of discretionary policies

The PHA will employ discretionary rent-setting policies for income based rent in public housing.

b. Minimum Rent

The PHA's minimum rent is \$50.00.

The PHA has adopted the following discretionary minimum rent hardship exemption policies.

**Exemption for Hardship Circumstances**

The Housing Authority shall immediately grant an exemption from application of the minimum monthly rental account to any family unable to pay such amount because of financial hardship, which shall include situations in which:

- a. The family has lost eligibility for or is awaiting an eligibility determination for a federal, state, or local assistance program, including a family that includes a member who is an alien lawfully admitted for permanent residence under the Immigration and Nationality Act who would be entitled to public benefits by for title IV of the Personal Responsibility and Work Opportunity Reconciliation Act of 1996;
- b. The family would be evicted as a result of the imposition of the minimum rent requirement;
- c. The income of the family has decreased because of changed circumstances, including loss of employment;
- d. A death in the immediate family has occurred;
- e. Other circumstances as determined by PHA

A family should notify their site manager if they wish to request a hardship exemption. If a resident requests a hardship exemption and the Housing Authority reasonably determines the hardship to be of a temporary nature, an exemption shall not be granted during the 90-day period beginning upon the making of a request for the exemption. A resident shall not be evicted during the 90-day period for non-payment of rent. In such a case, if the resident thereafter demonstrates that the financial hardship is of a long-term basis, the Housing Authority shall retroactively exempt the resident from applicability of the minimum rent

requirement for such 90-day period.

c. Rents set at less than 30% than adjusted income

The PHA does not plan to charge rents at a fixed amount or percentage less than 30% of adjusted income.

d. Discretionary deductions and/or exclusion policies

The PHA does not plan to employ any discretionary (optional) deductions and/or exclusions policies.

e. Ceiling Rents

The PHA does not have ceiling rents.

f. Rent Re-determinations

Between annual income reexaminations, the tenant is required to report changes in income or family composition to the PHA such that the changes result in an adjustment to rent as follows:

- The loss or addition of an income source
- The loss or addition of a wage earner
- EDI Compliance

g. Individual Savings accounts (ISAs)

The PHA does not plan to implement individual savings accounts for residents as an alternative to the required 12 month disallowance of earned income and phasing in of the rent increase in the next year.

(2) Flat Rents **REVISION**

The PHA used the following sources of information in setting the market-based flat rents to establish comparability.

- The section 8 rent reasonableness study of comparable housing
- Survey of rents listed in local newspaper
- Survey of similar unassisted units in the neighborhood
- The PHA uses the guidelines found in the 2014 Appropriations Act in determining the Public Housing Flat Rent schedule. Flat Rents shall be based on the requirement that they shall not be less than 80% of the published Fair Market Rents. In achieving the 80% target, the Agency will not increase the amount in excess of 35% of the Agency's existing Flat Rent schedule during any year.
- ***Or as adjusted per HUD regulation***



**B. Section 8 Tenant-based Assistance****(1) Payment Standards *REVISION***

The PHA's payment standard is:

- At or above 90% but below **110%** of FMR

The PHA selected this standard because it reflects market or submarket.

The PHA reevaluates the payment standards for adequacy annually and considers the following factors in its assessment of the adequacy:

- Success rates of assisted families
- Rent burdens of assisted families

**(2) Minimum Rent**

The PHA's minimum rent is \$50.00.

The PHA has adopted the following discretionary minimum rent hardship exemption policies:

The assisted family may apply for a hardship when the family has:

- a. Lost eligibility while awaiting determination for Federal, State or Local assistance;
- b. Would be evicted as a result of the requirement;
- c. Family income decreases because of changes in circumstances (unemployed);
- d. Death in the immediate family;
- e. Other circumstances determined by the PHA and/or HUD.

If a family requests a Hardship Exception, the PHA will require reasonable documentation to determine if the hardship exists, and if it exists, whether the hardship is temporary (90 days) or long term.

If the PHA determines no hardship exists under the statute, minimum rent is imposed retroactively. If the PHA determines the hardship is temporary, no minimum rent will be collected for the 90 day suspension period. The PHA will then impose minimum rent retroactively with a reasonable repayment agreement offered.

If the hardship is of long term duration, minimum rent will be exempted retroactively to the date of the family's request for an exception, and will be reviewed on a monthly basis. The family has the right to an informal hearing if applicable.

**6.0** 903.7(4) Operation and Management **REVISION**

(1) PHA Management Structure

- a. A brief description of the management structure and organization of the PHA.

The Executive Director directs the day-to day management and operation of the Housing Authority with the assistance of the following lead staff and their line staff.

Assistant Executive Director/Finance Director  
Manager/Occupancy Manager  
AMP Housing Manager  
Resident Services Coordinator

Modernization Coordinator – assists the Executive Director with the day-to-day activities of the Capital Fund Program and supervises the following staff:

- Modernization Administrative Clerk

AMP Manager 1, 2 & 3 – assists the Executive Director with the day-to-day management and operation of the public housing programs and supervises the following staff:

- AMP Manager's Assistant
- Clerk
- Maintenance Foreman
- Maintenance Laborer
- Maintenance Mechanic

- b. HUD Programs Under PHA Management **REVISION**

Program Name	Units or Families Served at Year Beginning	Expected Turnover
Public Housing	<b>479</b>	15
Section 8 Vouchers	75	2
Section 8 Certificates	N/A	N/A
Section 8 Mod Rehab	N/A	N/A
Special Purpose Section 8 Certificates/Vouchers (list individually)	N/A	N/A
Public Housing Drug Elimination Program (PHDEP)	N/A	N/A
Other Federal Programs(list individually)		
TBRA	<b>41</b>	<b>0</b>

## c. Management and Maintenance Policies

The PHA has adopted the following policies that contain the Agency's rules, standards, and policies that govern management, operation, and maintenance of the Public Housing and Section 8 assistance programs.

**Public Housing Management:**

- Admissions and Continued Occupancy Policy (ACOP)
- Fair Housing Policy
- Fraud Policy
- Safety Policy
- Conduct Standards Policy
- Code of Ethics Policy
- Drug Free Workplace Policy
- Section 3 Plan
- Procurement Policy
- Minority Business Enterprises (MBE) Policy
- Disabled/Handicapped Policy
- Smoke Detector Policy
- Barbeque Grill Policy
- Grievance Policy
- Non Smoking in Public Housing
- LEP Plan
- Collection and Dissemination of SS Numbers
- Personnel Policy
- Quality Assurance Policy
- Return Check Policy
- Capitalization Policy
- Cash Management & Investment
- Community Service
- Pet Policy
- EIV Policy
- Insurance Policy
- Maintenance Policy/Plan
- Rent Collection Policy
- Write Off Policy
- Internal Control and Accounts Procedures Manual
- Non Smoking in Designated PH Units

**Section 8 Management:**

- Administrative Plan
- FSS Plan
- Foreclosure Policy
- Informal Hearing & Appeals



**6.0 903.7(5) Grievance Procedures *NO REVISION***

**A. Public Housing**

The PHA has not established any written grievance procedures in addition to federal requirements found at 24 CFR Part 966, Subpart B, for residents of public housing.

Residents or applicants who desire to initiate the PHA grievance Process should contact the following:

- PHA main administrative office
- PHA development management offices

**B. Section 8 Tenant-Based Assistance**

The PHA has not established informal review procedures for applicants to the Section 8 tenant-based assistance program and informal hearing procedures for families assisted by the Section 8 tenant-based assistance program in addition to federal requirements found at 24 CFR 982.

Section 8 applicants or assisted families who desire to initiate the informal review and informal hearing process should contact the following:

- PHA main administrative office

**903.7(6) Designated Housing for Elderly and Disabled Families *NO REVISION***

The PHA plans to construct new housing for occupancy by elderly and disabled persons at the former L. L. Stuckey Homes site. PHA will seek approval for elderly and disabled status at these units only. However, PHA will not apply for approval to designate any existing public housing for occupancy only by the elderly families or only by families with disabilities, or by elderly families and families with disabilities or will not apply for designation for occupancy by only elderly families or only families with disabilities, or by elderly families and families with disabilities as provided by section 7 of the U.S. Housing Act of 1937 (42 U.S.C. 1437e) in the upcoming fiscal year.

**903.7(7) Community Service and Self-Sufficiency *REVISION***

**A. PHA Coordination with the Welfare (TANF) Agency.**

1. The PHA has entered into a cooperative agreement with the TANF Agency, to share information and /or target supportive services (as contemplated by section 12(d)(7) of the Housing Act of 1937.)

The Agreement was signed on 05/20/09

6.0

2. Other coordination efforts between the PHA and TANF agency include:

- Client referrals
- Information sharing regarding mutual clients (for rent determinations and otherwise)
- PHA provides on the job training to clients referred by TANF Agency.

B. Services and programs offered to residents and participants by the Pahokee Housing Authority are as follows:

(1) General

a. Self-Sufficiency Policies

The PHA will employ the following discretionary policies to enhance the economic and social self-sufficiency of assisted families in the following areas:

- Public housing rent determination policies
- Public housing admissions policies
- Section 8 admissions policies

b. Economic and Social self-sufficiency programs **REVISION**

The PHA coordinates, promotes or provides the following policies or programs for the enhancement of the economic and social self-sufficiency of assisted families.

Services and Programs				
Program Name & Description (including location, if appropriate)	Estimated Size	Allocation Method (waiting list/random selection/specific criteria/other)	Access (development office / PHA main office / other provider name)	Eligibility (public housing or section 8 participants or both)
Florida Dept. of Juvenile Justice – this delinquency prevention program provides a continuum of prevention services to reduce violence and juvenile delinquency	50	Referrals	Resident Resource Center	PH
Bright Ideas Educational Foundation – this program provides child care services to residents that allows them an opportunity to seek educational and professional development, as well as job opportunities.	20	Waiting lists, referrals, 1 <sup>st</sup> priority given to Housing Authority residents	Fremd Village	PH
Residents Opportunity and Self-Sufficiency (ROSS) Program –	75	Voluntary Enrollment	All PHA Offices	PH

6.0	HUD awarded PHA grant funds to implement a Residents Opportunity and Self-Sufficiency (ROSS) Program for three consecutive years. "ROSS links public housing residents with supportive services, resident empowerment activities, and assistance in becoming economically self-sufficient." PHA hired a Resident Services Coordinator and has exceeded its annual enrollment goal of 50 participants.				
	Section 8 Housing Choice Voucher Family Self-Sufficiency Program	30	Pursuant to Interview	PHA Central Office	Section 8 Only
	Pahokee Bridges – this program provides family strengthening, remedial programs and other supportive services to residents	Available to all PHA residents	Pursuant to MOU	Padgett Island, Fremd Village	Both
	Fair Housing Center – this program provides comprehensive Fair Housing services and programs to residents and the community	Available to all PHA residents	Pursuant to MOU	Resident Resource Center	Both
	Harmony in the Streets Program – this program provides a healthy and safe social environment for residents to engage in wholesome recreational activities in an effort to reduce juvenile delinquency and combat crime in public housing	50	Waiting list, referrals	Padgett Island	PH
	After-school Program – <b><i>PHA will partner with PBC schools or other entity to offer a program</i></b> for middle school aged children. The ultimate goal of the program is to provide residents of public housing with a well-structured program, to enhance youth development. This early intervention/prevention program will provide a full continuum of services to reduce youth violence and reduce violent firearms crimes. It will offer creative arts, cultural and literacy activities, as well as, mentoring and enrichment activities that will develop higher-level thinking and reasoning skills. The youth will also have access to computers and technology.	50	Pursuant to MOU	City of Pahokee Recreation Dept. (transported) & Pahokee Middle School	PH



6.0	<b>Community Action Partners – This program assists residents with utility expense, as well as provide training, case management and self-sufficiency initiatives</b>	<b>Available to all PHA Residents</b>	<b>Voluntary</b>	<b>Fremd Village</b>	<b>PH</b>
	<b>Comprehensive AIDS PROGRAM – provides HIV/AIDS Education and on-site Testing</b>	<b>Available to all PHA Residents</b>	<b>Voluntary</b>	<b>Fremd Village</b>	<b>Both</b>

PHA requires participation of Section 3 among its contractors receiving jobs under Federal programs. This provides opportunities to PHA residents and the local communities.

PHA staff continues to provide to residents, two (2) activities per month. The activities are made possible through collaboration with other agencies. The programs include, but are not limited to: homebuyer workshops, credit counseling, health & wellness, budgeting, fire & hurricane safety, and animal care.

PHA continues to collaborate with the Palm Beach County Sheriff's Office (PBSO) to help combat crime in public housing. PHA provides office space in two of its housing developments to PBSO's Community Policing Unit.

PBSO assisted PHA in identifying possible crime areas and in preparing a camera plan for placement of security cameras at Padgett Island Homes and Fremd Village to enhance resident's safety.

## (2) Family Self Sufficiency programs **REVISION**

### Participation Description

<b>Family Self Sufficiency (FSS) Participation</b>		
Program	Required Number of Participants (start of FY 2005 Estimate)	Actual Number of Participants <b>(As of: 12/31/14)</b>
Public Housing	0	0
Section 8	29	<b>30</b>
ROSS Program	50	75

### C. Welfare Benefit Reductions

The PHA is complying with the statutory requirements of section 12(d) of the U.S. Housing Act of 1937 (relating to the treatment of income changes resulting from welfare program requirements) by:

- Adopting appropriate changes to the PHA's public housing rent determination policies and train staff to carry out those policies

- Informing residents of new policy on admission and reexamination

#### D. Community Service Requirement

Pursuant to section 12(c) of the U. S. Housing Act of 1937, the PHA will comply with requirements of community service by identifying the number of tenants required to perform community service, the number of tenants granted exemptions, the number of tenants in non-compliance, and the number of tenants terminated/evicted due to non-compliance.

##### **Description of the Community Service Policy**

Section 512 of the Quality Housing and Work Responsibility Act of 1998, requires non-exempt residents of public housing, to contribute eight (8) hours of community service each month, or to participate in self-sufficiency program for eight (8) hours each month.

**PHA Obligations:** Housing Authorities, to the greatest extent possible, should assist non-exempt residents with contact at agencies to fulfill their community service obligations.

PHAs should ensure that each household member (i.e. 18 years or older), understands their obligation under the Community Service rule, as well as provide appropriate forms for claiming *exempt* or *non-exempt* status and for tracking of community service hours. PHA must also assure that procedures are in place to assist residents in changing their community service status. It is a residents' responsibility to report a change from exempt to non-exempt. PHA must document compliance or non-compliance in each residents file.

**Exemptions:** All exemptions (identified in PHA Community Service Policy) must be appropriately verified and documented in the resident file. PHA's Community Service Policy is available for public review at any reasonable time (work hours).

**Family Obligations:** At time of annual recertification, each adult household member must present their completed monthly record/certification of prior twelve month community service activities.

**Noncompliance:** Should a resident fail to comply with the Community Service Requirement, PHA must give them written notification of the noncompliance and give them an opportunity to cure the noncompliance within a specified time frame (90 days), during the next twelve (12)-month period. Should resident *still* fail to comply, PHA must not renew their leases. However, if the noncompliant adult moves out of the unit, the lease may be renewed. Families must be given the opportunity to grieve PHA's adverse decisions, with respect to community service compliance.

**Administrative steps taken to implement the community service requirement.**

PHA has taken the steps necessary to implement the Community Self-Sufficiency Requirement, as mandated by QWHRA.

- July 2003 – PHA notified all residents, eligible or exempt, of the reinstatement of the Community Self-Sufficiency Requirement in its monthly newsletter, *The PHA Informer*.
- July 8, 2003 – PHA provided each household a written notice entitled “Initial Notice to Families of the Community Service Requirement” regarding the Community Service requirement and the exemption status of each adult family member.
- July 8 - 10, 2003 – PHA held a meeting with residents at each development to discuss the reinstatement of Community Self-Sufficiency Requirement.
- September 1, 2003 – PHA adopted a new dwelling lease which included the required 12-month termination clause and provisions for curing deficiencies as provided by the Community Self-Sufficiency Requirement. At the time of the next annual recertification, all residents executed the new dwelling lease as approved by the Board of Commissioners.

**Programmatic aspects of the requirements:**

- a. Residents who are subject to community service and self-sufficiency requirements may satisfy this requirement through a combination of community service and self-sufficiency activities totaling at least eight (8) hours per month. Such activities can include:
  - Apprenticeships and job readiness training;
  - Voluntary substance abuse and mental health counseling and treatment;
  - English proficiency classes, GED classes, adult education, college, technical schools or other formal education;
  - Household management, budget and credit counseling, or employment counseling;
  - Work placement program required by the TANF program;
  - Training to assist in operating a small business;
  - Unpaid services in local schools, day care centers, hospitals, nursing homes, youth or senior organizations, drug/alcohol treatment centers, recreation centers, etc.;
  - Active participation in neighborhood group special projects;
  - Assisting in after-school youth programs or literacy programs;
  - Unpaid tutoring of elementary or high school age residents;
  - Assisting in on-site computer training centers;
  - Any other community service which includes the “performance of voluntary work or duties that are a public benefit, and that serve to improve the quality of life, enhance resident self-sufficiency, or increase resident self-responsibility in the community”.
  - Active participation in PHA ROSS Program



- b. The PHA has initiated cooperative relationships with various local service agencies that are willing to offer residents opportunities to fulfill the community service requirement. Such agencies include, but are not limited to:
- City of Pahokee
  - Pahokee Area Schools
  - Pahokee Bridges
  - Glades Healthcare Center
  - Palm Beach State College
  - CredAbility
  - Family Central
  - Habitat for Humanity
  - Workforce Alliance
- c. Tracking of Community Service Hours – At least 30 days prior to the time of the annual recertification appointment, all non-exempt adult household members will be required to submit all documentation certifying compliance with the Community Service requirement. Each non-exempt adult household member must present their completed monthly time record and certification form of activities performed over the past twelve (12) months. All time records and certifications will be documented in each residents file.
- d. Residents who are found to be noncompliant, either for failure to provide documentation of community service or failure to perform community service, he/she and the head of household will be subject to the following process to comply with the community service requirement.

The PHA will notify the resident:

1. Of the noncompliance;
2. That the determination is subject to the PHA's administrative grievance procedure;
3. That unless the resident enters into an agreement with the PHA to make up the deficient hours over the next twelve (12)-month period, the lease of the family of which the non-compliant adult is a member may not be renewed. However, if the noncompliant adult moves from the unit, the lease may be renewed;
4. That before the expiration of the lease term, the PHA will offer the resident an opportunity to cure the noncompliance during the next twelve (12)-month period; such a cure includes a written agreement by the non-compliant adult and the head of household (as applicable) to complete as many additional hours of community service or economic self-sufficiency activity needed to make up the total number of hours required over the twelve (12)-month term of the lease.

**Community Service Implementation Report: *REVISION***

- Number of tenants required to perform community service: 133
- Number of tenants performing community service: 132
- Number of tenants granted exemptions: 1194
- Number of tenants in non-compliance: 1
- Number of tenants terminated/evicted due to non-compliance: -0-

**903.7(8) Safety and Crime Prevention *REVISION***

The PHA's plan for safety and crime preventions to ensure the safety of the public housing residents is addressed below.

**A. Need for measures to ensure the safety of public housing residents:****1. Description of the need for measures to ensure the safety of public housing residents.**

- Incidents of violent and/or drug-related crime in some or all of the PHA's developments
- Incidents of violent and/or drug-related crime in the areas surrounding or adjacent to the PHA's developments
- Observed lower-level crime, vandalism and/or graffiti
- People on waiting list unwilling to move into one or more developments due to perceived and/or actual levels of violent and/or drug-related crime

**2. Information or data used by the PHA to determine the need for PHA actions to improve safety of residents:**

- Analysis of crime statistics over time for crimes committed "in and around" public housing authority
- Resident reports, meetings, surveys
- PHA employee reports
- Police reports

**3. Developments that are most affected:**

- Fremd Village

**B. Crime and Drug Prevention activities the PHA has undertaken or plans to undertake in the next PHA fiscal year. *REVISION*****1. List of crime prevention activities:**

- Contracting with outside and/or resident organizations for the provision of crime and/or drug-prevention activities
- Crime Prevention Through Environmental Design
- Activities targeted to at-risk youth, adults or seniors
- Volunteer Resident Patrol/Block Watchers Program

- ***Continued use of CCTV Camera System for surveillance of unwanted activities***

2. Developments that are most affected:

- Fremd Village
- ***Padgett Island***

C. Coordination between PHA and the police.

1. Description of the coordination between the PHA and the appropriate police precincts for carrying out crime prevention measures and activities:

- Police involvement in development, implementation, and/or ongoing evaluation of drug-elimination plan
- Police provide crime data to housing authority staff for analysis and action
- Police have established a physical presence on housing authority property (e.g., community policing office, officer in residence)
- Police regularly testify in and otherwise support eviction cases
- Police regularly meet with the PHA management and residents
- Agreement between PHA and local law enforcement agency for provision of above-baseline law enforcement services
- PHA reports incidents of crime to Policy
- Police reports have shown vast improvement in combating crime during past year
- Police assist with development of a Camera Plan to install security cameras at Fremd Village and Padgett Island Homes

2. Developments that are most affected:

- Fremd Village
- ***Padgett Island***

903.7(9) Pets ***NO REVISION***

**I. Purpose**

In compliance with 24 CFR Part 960, Subpart G, the Housing Authority will permit a resident of a dwelling unit of public housing to own and keep common household pets in the unit. This policy sets forth the conditions and guidelines under which pets will be permitted. This policy is to be adhered to at all times.

The purpose of the policy is to ensure that pet ownership will not be injurious to persons or property, or violate the rights of all residents to clean, quiet, and safe surroundings.



**Common Household Pets are defined as follow:**

Birds: Including canary, parakeet, finch and other species that are normally kept caged; birds of prey are not permitted.

Fish: Tanks or aquariums are not to exceed 20 gallons in capacity. Poisonous or dangerous fish are not permitted. Only one tank or aquarium is permitted per apartment.

Dogs: Not to exceed 30 pounds at time of maturity. All dogs must be neutered or spayed.

Cats: All cats must be neutered or spayed and declawed.

Dangerous animals will not be allowed. For example, Rotweillers, Pit Bulls, Huskies, Chows, German Shepherds, and Malamutes are not allowed, whether pure bred or mix.

Exotic pets such as snakes, monkeys, rodents, etc. are not allowed.

**II. Registration**

Every pet must be registered with the Housing Authority's management prior to moving the pet into the unit and updated annually thereafter. Registration requires the following:

- A. A certificate signed by a licensed veterinarian, or a state or local authority empowered to inoculate animals (or designated agent of such authority), stating that the animal has received all inoculations required by the state and local law, if applicable (dogs, cats).
- B. Proof of current license, if applicable (dogs, cats).
- C. Identification tag bearing the owner's name, address, and phone number (dogs, cats).
- D. Proof of neutering/spaying and/or declawing, if applicable (dogs, cats).
- E. Photograph (no smaller than 3X5) of pet or aquarium.
- F. The name, address, and phone number of a responsible party that will care for the pet if the owner becomes temporarily incapacitated.
- G. Fish – size of tank or aquarium must be registered.

**III. Licenses and Tags**

Every dog and cat must wear the appropriate local animal license, a valid rabies tag and a tag bearing the owner's name, address and phone number. All licenses and tags must be current.

**IV. Density of Pets**

Only one dog or cat will be allowed per apartment. Only two birds will be allowed per apartment. The Housing Authority will give final approval on type and density of pets.

**V. Visitors and Guests**

No visitor or guest will be allowed to bring pets on the premises at any time. Residents will not be allowed to pet sit or house a pet without fully complying with this policy.

**VI. Pet Restraints**

- A. All dogs must be on a leash when not in the owner's apartment. The leash must be no longer than six feet.
- B. Cats must be in a cage container or on a leach when taken out of the owner's apartment.
- C. Birds must be in a cage when inside the resident's apartment or entering or leaving the building.

**VII. Liability**

Residents owning pets shall be liable for the entire amount of all damages to the Housing Authority premises caused by their pet and all cleaning, defleaing and deodorizing required because of such pet. Pet owners shall be strictly liable for the entire amount of any injury to the person or property of other residents, staff or visitors of the Housing Authority caused by their pet, and shall indemnify the Housing Authority for all costs of litigation and attorney's fees resulting from such damage. Pet liability insurance can be obtained through most insurance agents and companies.

**VIII. Sanitary Standards and Waste Disposal**

- A. Litter boxes must be provided for cats with use of odor-reducing chemicals.
- B. Fur-bearing pets must wear effective flea collars at all times. Should extermination become necessary, cost of such extermination will be charged to pet owner.
- C. Pet owners are responsible for immediate removal of the feces of their pet and shall be charged in instances where damages occur to Authority property due to pet or removal of pet feces by staff.
  - (i) All pet waste must be placed in a plastic bag and tied securely to reduce odor and placed in designated garbage container and/or trash compactor.
  - (ii) Residents with litter boxes must clean them regularly. Noncompliance may result in removal of the pet. The Housing Authority reserves the right to impose a mandatory twice weekly litter box cleaning depending on need. Litter box garbage shall be placed in a plastic bag and deposited outside the building in the garbage container and/or trash compactor.
- D. All apartments with pets must be kept free of pet odors and maintained in a clean and sanitary manner. Pet owner's apartments may be subject to inspections once a month.

**IX. General Rules**

The resident agrees to comply with the following rules imposed by the Housing Authority.

- A. No pet shall be tied up anywhere on Authority property and left unattended for any amount of time; nor shall pets be left in vehicles unattended.
- B. Pet owners will be required to make arrangements for their pets in the event of vacation or hospitalization.
- C. Dog houses are not allowed on Authority property.
- D. Sick or injured dogs or cats shall be transported by their owner for prompt veterinarian treatment.

6.0	<p>E. Owner shall be responsible to promptly arrange for cremation or disposal of deceased dogs or cats through appropriate community resources, such as Humane Society, etc. Burial or disposal on Housing Authority premises is not allowed.</p> <p><b>X. Pet Rule Violation and Pet Removal</b></p> <p>A. If it is determined on the basis of objective facts, supported by written statement, that a pet owner has violated a rule governing the pet policy, the Housing Authority shall serve a notice of pet rule violation on the pet owner. Serious or repeated violations may result in pet removal or termination of the pet owner's tenancy, or both.</p> <p>B. If a pet poses a nuisance such as excessive noise, barking, or whining, fighting or aggression, which disrupts the peace, safety or well-being of other residents, owner will remove the pet from premises upon request of management within 48 hours. Nuisance complaints regarding pets are subject to immediate inspections.</p> <p>C. If a pet owner becomes unable either through hospitalization or illness to care for the pet and the person so designated to care for the pet in the pet owner's absence refuses or is unable physically to care for the pet, the Housing Authority can officially remove the pet. The Authority accepts no responsibility for pets so removed.</p> <p><b>XI. Rule Enforcement</b></p> <p>Violation of these pet rules will prompt a written notice of violation. The pet owner will have seven days to correct the violation or request a hearing under the Authority's Grievance Procedure.</p> <p><b>XII. Grievance</b></p> <p>Management and resident agree to utilize the Grievance Procedure described in the Lease Agreement to resolve any dispute between resident and management regarding a pet.</p> <p><b>XIII. Pet Fees and Deposits</b></p> <p>A refundable Pet Deposit of \$150 will be required for dogs and cats, which will be applied to the cost of repairs and replacements to, and fumigation of, the dwelling unit attributable to the pet and not covered by the Pet Fee. The Pet Deposit must be paid in advance.</p> <p><b>XIV. Exceptions</b></p> <p>The policy does not apply to animals that are used to assist persons with disabilities. This exclusion applies to animals that reside in the development, as well as animals used to assist persons with disabilities that visit the development. Pets used for the purpose of aiding residents with disabilities must have appropriate certification. The Authority shall maintain a list of agencies that provide and/or train animals to give assistance to individuals with disabilities.</p>
-----	---



**6.0** 903.7(10) Civil Rights Certification ***NO REVISION***

The PHA has examined its programs and proposed programs to identify any impediments to fair housing choices, has addressed those impediments in a reasonable fashion, and is working with the local jurisdiction to implement any of the jurisdiction's initiatives to affirmatively further fair housing. The PHA assures that the annual plan is consistent with any applicable Consolidated Plan for its jurisdiction.

Pahokee Housing Authority participates in Fair Housing training annually to stay abreast of change. Training is offered by Palm Beach County FHEO.

The PHA has taken the following specific actions to Affirmative Further Fair Housing in its public housing and Section 8 assistance programs.

The PHA will not, on the grounds of race, color, creed, sex, religion, age, disability, national origin, familial, transgender or actual or perceived sexual orientation:

- Deny a person or family admission to housing or assistance;
- Provide housing which is different than that provided others, except for elderly and/or disabled where accessibility features may be required;
- Subject a person to segregation or disparate treatment;
- Restrict a person's access to any benefit enjoyed by others in connection with housing programs;
- Treat a person differently in determining eligibility or other requirements for admission or assistance;
- Deny any person access to the same level of services provided to others;
- Deny a person the opportunity to participate in a planning or advisory group that is an integral part of the housing programs.

The PHA will not intimidate, threaten or take any retaliatory action against any applicant, resident, or participant because of a person's participation in civil rights activities or assertions of civil rights.

HUD Fair Housing Posters are posted at the PHA main administrative office and at each development office.

The PHA will ensure accessibility to offices to afford persons with disabilities the opportunity to apply for admission or assistance to the public housing programs.

The PHA will make sure that all employees of the PHA are familiar with non-discrimination requirements, especially those employees who are involved in the admissions process.

The PHA prominently displays a fair housing poster at each office where applications are taken and at each management office.

6.0

The PHA's policies and practices are designed to provide assurance that all persons with disabilities will be provided reasonable accommodations so that they can fully access and utilize the housing programs and related services.

The PHA will identify and eliminate situations and /or practices that create barriers to equal housing opportunity for all.

The PHA reviews its policies and procedures, at least annually, to assure compliance with all civil rights requirements.

#### 903.7(11) Fiscal Year Audit **REVISION**

The PHA is required to have an audit conducted under section 5(h)(2) of the U.S. Housing Act of 1937 (42 U.S.C. 1437c(h)).

***The most recent fiscal audit was submitted to HUD. There were no findings as a result of that audit.***

#### 903.7(12) Asset Management **REVISION**

Pahokee Housing Authority will comply with 24 CFR Part 990 in carrying out its asset management functions in public housing and at each Asset Management Project.

PHA will maintain systems appropriate to effectively monitor, ensure integrity and regulatory compliance with respect to occupancy, vacancy turn-around; collections; re-examinations; unit inspections; and work orders.

Finance: PHA will ensure effective policy implementation and compliance for measuring performance, reporting, monitoring, and controlling of Agency Finance. This includes, but is not limited to investment, capitalization, and long-term fiscal planning. PHA will ensure a viable investment portfolio that lends to protection, securing, and adequate use of public funds in the most feasible manner.

Rehabilitation, Modernization, Disposition: PHA will utilize Capital Funds, as well as seek competitive and other available resources to maintain its housing stock and inventory. PHA will take innovative measures to control its inventory and will ensure policy and regulatory compliance in disposing of items that surpassed its life expectancy.

#### Development Activities:

1. PHA will begin redevelopment activities during the **2015** Fiscal Year at former L.L. Stuckey Homes site. As part of the redevelopment plan, PHA will create a mixed-income development that would lend to a viable, socio-economic environment, as well as generate revenue toward future development and/or program activities. PHA has identified financial prospects to fund this

development activity, as well a development consultant to assist with the implementation of this project.

**Progress Statement:**

2. PHA will initiate efforts to construct replacement public housing units, mixed income units, as well as commercial sources, on a vacant 20-acre site owned by the Pahokee Housing Authority. PHA will blend this new development with one of its existing properties to create an improved community environment. This project will decrease the density at one of PHA's AMP projects; it will, thus, reduce problems associated with crime and unrest within the development.

**Progress Statement:**

3. Demolition/New Construction at McClure Village:

**Progress Statement:**

903.7(13) Violence Against Women Act (VAWA) ***NO REVISION***

The Pahokee Housing Authority has incorporated in its PHA Plan goals and objectives, and policies and procedures the applicable provisions of the Violence Against Women and Reauthorization Act of 2005 (VAWA) to support or assist victims of domestic violence, dating violence, sexual assault, or stalking regardless of actual or perceived sexual orientation, gender identity or marital status.

The PHA goal to provide an improved living environment is being met by the PHA by its effort to implement measures to assist victims of domestic violence in avoiding their abusers and continuing occupancy in public housing.

Towards its effort to meet the PHA goal to promote self-sufficiency and asset development of assisted households the PHA is partnering with local agencies to provide or attract supportive services to assist victims of domestic violence move out of abusive situations and begin again.

In addition, the PHA has amended its policies and procedures to include language and applicable provisions of the VAWA. The required notification has been provided to all tenants of public housing and to participants and landlords under the Section 8 Program. It is the PHA's intent to maintain compliance with all applicable legal requirements imposed by VAWA.

The PHA efforts may include to:

- Provide and maintain housing opportunities for victims of domestic violence, dating violence, sexual assault, or stalking regardless of actual or perceived sexual orientation, gender identity or marital status;



6.0	<ul style="list-style-type: none"> <li>▪ Create and maintain collaborative agreements between PHA, law enforcement, victim service providers and others to promote the safety and well-being of victims of actual and threatened domestic violence, dating violence, sexual assault, or stalking who are assisted by PHA;</li> <li>▪ Ensure the physical safety of victims of actual or threatened domestic violence, dating violence, sexual assault, or stalking who are assisted by PHA;</li> <li>▪ Take appropriate action in response to an incident or incidents of domestic violence, dating violence, sexual assault, or stalking, affecting families or individuals assisted by PHA;</li> <li>▪ Train PHA staff on the confidentiality issues as required by VAWA;</li> <li>▪ The PHA has entered collaborative agreements with the following agencies:               <ol style="list-style-type: none"> <li>1. Legal AID Society of Palm Beach County, Inc.;</li> <li>2. Domestic Violence Project – provides legal representation for victims of abuse at domestic violence hearings and where appropriate in divorce or separation matters;</li> <li>3. YMCA of Palm Beach County, FL;</li> </ol> <p>Harmony House West – provides transitional housing for victims of domestic violence and their children. Individual counseling is available to women and their children who have been a victim of domestic violence.</p> </li> </ul>
7.0	<p><b>Hope VI, Mixed Finance Modernization or Development, Demolition and/or Disposition, Conversion of Public Housing, Homeownership Programs, and Project-based Vouchers.</b>  <i>Include statements related to these programs as applicable.</i></p> <p><b>a. HOPE VI or Mixed Finance Modernization or Development</b></p> <p>The PHA has not received a HOPE VI revitalization grant.</p> <p>The PHA does not plan to apply for a HOPE VI Revitalization grant in the Plan year.</p> <p>The PHA will be engaging in mixed-finance development activities for public housing in the Plan year.</p> <p>The PHA will be conducting public housing replacement activities as appropriate, not discussed in the Capital Fund Program Annual Statement. However, PHA is not bond for one for one replacement for units that it demolished.</p> <p><b>b. Demolition and/or Disposition <i>REVISION</i></b></p> <p>The PHA plans to conduct demolition or disposition activities in the plan Fiscal Year.</p> <p>Activity Description:</p>

Demolition/Disposition Activity Description	
1a. Development name:	<b>L.L. Stuckey (vacant land)</b>
1b. Development (project) number:	<b>FL021-001</b>
2. Activity type:	Demolition <input type="checkbox"/> Disposition <input checked="" type="checkbox"/>
3. Application status (select one)	Approved <input type="checkbox"/> Submitted, pending approval <input type="checkbox"/> <b>Planned application</b> <input checked="" type="checkbox"/>
4. Date application approved, submitted, or <b>planned</b> for submission:	<u><b>(12/2015)</b></u>
5. Number of units affected:	<b>0</b>
6. Coverage of action (select one)	<input type="checkbox"/> Part of the development <input checked="" type="checkbox"/> Total development
7. Timeline for activity:	a. Actual or projected start date of activity: <b>07/31/2016</b> b. Projected end date of activity: <b>06/30/2017</b>

PHA proposes to submit an application to HUD's SAC to dispose of an approximate eight (8) acres of vacant property to its non-profit corporation, known as Pahokee Development Corporation or an affiliate thereof.

#### c. Conversion of Public Housing

Assessments of Reasonable Revitalization Pursuant to section 202 of the HUD FY 1996 HUD Appropriations Act.

The PHA does not have any developments or portions of developments identified by HUD or the PHA as covered under section 202 of the HUD FY 1996 HUD Appropriations Act.

#### d. Homeownership

##### 1. Public Housing

The PHA does not administer any homeownership programs for public housing.

##### 2. Section 8 Tenant Based Assistance

The PHA does plan to administer a homeownership program for Section 8.

Program Description:

The PHA will limit the number of families participating in the Section 8 homeownership option to 25 or fewer participants.

7.0	<p>The PHA has not established eligibility criteria for participation in its Section 8 Homeownership Option program in addition to HUD criteria.</p> <p>Pahokee Housing Authority (PHA) obtained an FSS grant and hired an FSS Coordinator.</p> <p><b>e. Project-based Vouchers</b></p> <p>The PHA plans to implement a Section 8 Project Based Voucher Program in its new development activities.</p> <p>PHA plans to apply for RAD and will implement a Project-Based Rental Assistance Program in its existing housing developments as feasible.</p>
8.0	<p><b>Capital Improvements.</b> Please complete Parts 8.1 through 8.3, as applicable.</p> <p><i><b>See HUD Form 50075.2 approved by HUD on 06/04/2010</b></i></p>
8.1	<p><b>Capital Fund Program Annual Statement/Performance and Evaluation Report.</b> As part of the PHA 5-Year and Annual Plan, annually complete and submit the <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. <i>N/A</i></p>
8.2	<p><b>Capital Fund Program Five-Year Action Plan.</b> 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. <i>N/A</i></p>
8.3	<p><b>Capital Fund Financing Program (CFFP).</b> <i>N/A</i></p> <p><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>



- 9.0 Housing Needs.** Based on information provided by the applicable Consolidated Plan, information provided by HUD, and other generally available data, make a reasonable effort to identify the housing needs of the low-income, very low-income, and extremely low-income families who reside in the jurisdiction served by the PHA, including elderly families, families with disabilities, and households of various races and ethnic groups, and other families who are on the public housing and Section 8 tenant-based assistance waiting lists. The identification of housing needs must address issues of affordability, supply, quality, accessibility, size of units, and location, rate the impact of that factor on the housing needs for each family type, from 1 to 5, with 1 being “no impact” and 5 being “severe impact”.

<b>Housing Needs of Families in the Jurisdiction by Family Type</b>							
Family Type	Overall	Afford- ability	Supply	Quality	Access- ibility	Size	Loca- tion
Income <= 30% of AMI	<b>135</b>	5	5	5	4	5	2
Income >30% but <=50% of AMI	<b>17</b>	4	4	4	4	4	2
Income >50% but <80% of AMI	<b>4</b>	3	3	4	3	3	2
Elderly	<b>1</b>	3	3	4	3	2	2
Families with Disabilities	<b>8</b>	4	3	4	5	3	2
White	4	2	2	2	2	2	2
Black/African American	<b>151</b>	4	4	4	3	4	2
Native Indian/Alaskan Native	<b>1</b>	<b>2</b>	<b>2</b>	<b>2</b>	<b>2</b>	<b>2</b>	<b>2</b>
Asian	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Native Hawaiian/Other Pacific Islander	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Hispanic	<b>N/A</b>	<b>N/A</b>	<b>N/A</b>	<b>N/A</b>	<b>N/A</b>	<b>N/A</b>	<b>N/A</b>

### Housing Needs of Families on the Waiting List

Waiting list type: (select one)

- ☐ Section 8 tenant-based assistance  
☒ Public Housing  
☐ Combined Section 8 and Public Housing  
☐ Public Housing Site-Based or sub-jurisdictional waiting list (optional)  
 If used, identify which development/subjurisdiction:

	# of families	% of total families	Annual Turnover
Waiting list total	138		
Extremely low income <=30% AMI	118	85%	
Very low income (>30% but <=50% AMI)	16	12%	
Low income (>50% but <80% AMI)	4	3%	
Families with children	86	62%	
Elderly families	1	1%	
Families with Disabilities	8	6%	
White	2	1%	
Black/African American	135	98%	
American Indian/Alaska Native	1	1%	
Asian	0	0%	
Native Hawaiian/Other Pacific Islander	0	0%	
Hispanic	0	0%	
Characteristics by Bedroom Size (Public Housing Only)			
1BR	42	30%	
2 BR	44	32%	
3 BR	36	26%	
4 BR	4	3%	
5 BR	2	1%	
5+ BR	N/A	N/A	
Is the waiting list closed (select one)? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes If yes: How long has it been closed (# of months)? <b>N/A</b> Does the PHA expect to reopen the list in the PHA Plan year? <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes Does the PHA permit specific categories of families onto the waiting list, even if generally closed? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes			

### Housing Needs of Families on the Waiting List

Waiting list type: (select one)

- ☒ Section 8 tenant-based assistance  
☐ Public Housing  
☐ Combined Section 8 and Public Housing  
☐ Public Housing Site-Based or sub-jurisdictional waiting list (optional)  
 If used, identify which development/subjurisdiction:

	# of families	% of total families	Annual Turnover
Waiting list total	18		
Extremely low income <=30% AMI	17	94%	
Very low income (>30% but <=50% AMI)	1	6%	
Low income (>50% but <80% AMI)	0	0%	
Families with children	18	100%	
Elderly families	0	0%	
Families with Disabilities	0	0%	
White	2	11%	
Black/African American	16	89%	
American Indian/Alaska Native	0	0%	
Asian	0	0%	
Native Hawaiian/Other Pacific Islander	0	0%	
Hispanic	0	0%	
Characteristics by Bedroom Size (Public Housing Only)			
1BR	N/A	N/A	
2 BR	N/A	N/A	
3 BR	N/A	N/A	
4 BR	N/A	N/A	
5 BR	N/A	N/A	
5+ BR	N/A	N/A	
<p>Is the waiting list closed (select one)? <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes</p> <p>If yes:</p> <p style="background-color: yellow;">How long has it been closed (# of months)?</p> <p>Does the PHA expect to reopen the list in the PHA Plan year? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes</p> <p>Does the PHA permit specific categories of families onto the waiting list, even if generally closed? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes</p>			



**9.1 Strategy for Addressing Housing Needs.** Provide a brief description of the PHA's strategy for addressing the housing needs of families in the jurisdiction and on the waiting list in the upcoming year. **Note: Small, Section 8 only, and High Performing PHAs complete only for Annual Plan submission with the 5-Year Plan. *REVISION***

**Strategies**

**Need: Shortage of affordable housing for all eligible populations**

PHA shall 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
- Reduce time to renovate public housing units
- ***Seek replacement of public housing units lost to the inventory through section 8 replacement housing resources***
- ***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

PHA shall increase the number of affordable units available to the PHA within its current resources by:

- Apply for additional Section 8 units should they become available
- ***Leverage affordable housing resources in the community through the creation of mixed-finance housing***
- Pursue housing resources other than public housing or Section 8 tenant-based assistance

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

PHA shall 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

9.1

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

PHA shall 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**

PHA shall target available assistance to the elderly by:

- Apply for special-purpose vouchers targeted to the elderly, should they become available
- *Seek LIHTC opportunities to construct housing for the elderly*

**Need: Specific Family Types: Families with Disabilities**

PHA shall target available assistance to Families with Disabilities by:

- Carry out the modifications needed in public housing based on the section 504 Needs Assessment for Public Housing
- Apply for special-purpose vouchers targeted to families with disabilities, should they become available

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

PHA will increase awareness of PHA resources among families of races and ethnicities with disproportionate needs by:

- Affirmatively market to races/ethnicities shown to have disproportionate housing needs

PHA will conduct activities to affirmatively further fair housing by:

- 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 areas of poverty/minority concentrations.

**Reason for Selecting Strategies:**

- Funding constraints
- Staffing constraints
- Evidence of housing needs as demonstrated in the Consolidated Plan and other information available to the PHA
- *Community priorities regarding housing assistance*
- Results of consultation with residents and the Resident Advisory Board



**10.0 Additional Information.** Describe the following, as well as any additional information HUD has requested.

**(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).**

*Below is the progress we have made in meeting our goals and objectives set in our Agency's 2010 Five Year/Annual PHA Plan. Goals are either completed or on target for completion as scheduled.*

**PHA GOAL #1: EXPAND THE SUPPLY OF ASSISTED HOUSING**

The PHA established the following objectives to strive in meeting goal #1:

- Apply for additional rental vouchers if available
- Reduce public housing vacancies
- Leverage private or other public funds to create additional housing opportunities
- Acquire or build units or developments

**Progress Statement:**

- *PHA leveraged funds from Palm Beach County Department of Economic Sustainability to replace public housing units that were loss as a result of demolition. PHA constructed eleven (11) units with Disaster Recovery Initiative (DRI) funds and five (5) units using Neighborhood Stabilization Program (NSP) funds at McClure Annex.*
- *PHA acquired one property on which it will construct an affordable home to provide homeownership opportunities to families of low income.*
- *PHA is vigorously pursuing funding to develop eight acres of vacant property. PHA's development partner is submitting a LIHTC application to construct one and two bedroom units for elderly and disabled individuals. PHA will receive a substantial development fee that will enable it to acquire and/or development additional properties. PHA is also positioning its staff for long term management of the property.*
- *PHA received Replacement Housing Factor Funding that will help with development initiatives.*
- *PHA applied for Tenant Based Rental Assistance (TBRA) vouchers with the Florida Housing Finance Corporation (FHFC). The FHFC awarded PHA \$500,000 this past year to provide rental assistance vouchers to low income families. PHA was able to assist fifty (50) families in providing housing of their choice.*



10.0

- *PHA continues to administer its Section 8 Housing Choice Voucher program to enable families to obtain housing of their choice in areas of low poverty.*
- *PHA maintained an average occupancy rate above 97%.*

## **PHA GOAL #2: IMPROVE THE QUALITY OF ASSISTED HOUSING**

The PHA established the following objectives to strive in meeting goal #2:

- Improve public housing management
- Improve voucher management
- Increase customer satisfaction
- Concentrate on efforts to improve specific management functions
- Renovate or modernize public housing units
- Demolish or dispose of obsolete public housing
- Provide replacement public housing
- Provide replacement vouchers

### **Progress Statement:**

- **Improve management:** *PHA has continued its efforts in ensuring total quality management. PHA has strengthened its policies and practices to improve professional quality and service delivery. In an effort to provide staff professional development, PHA participates in scheduled on-line training and certification program via Housing Tele video Network (HTVN). PHA's consultant, Nelrod, also provided dynamic training to keep PHA staff abreast of required regulations and policy essentials. This training is available to all PHA employees.*
- **Improve Voucher Management:** *PHA achieved a SEMAP score of 100% for the past fiscal year.*
- **Customer Satisfaction:** *Customer satisfaction continues to be of utmost importance to the Housing Authority. PHA continues to provide professional development to its staff to enhance customer satisfaction. PHA engages residents in its operational management and offers various means to solicit and address their concerns, such as, personal contacts, residents meetings, attendance at PHA Board meetings, comment boxes at each location, and resident newsletters.*
- **Renovate/modernize PHA Units:** *In spite of decrease in program funds, PHA has utilized its resources sparingly to renovate and modernize its housing units. PHA replaced roofs and installed impact windows at McClure Village using DRI funds from Palm Beach County DES. PHA painted the exterior of the units and added landscape for attractive. At the residents' request, PHA installed playground equipment at each site. In addition, PHA replaced kitchen cabinets at and did complete renovation to bathrooms at Fremd and Padgett as funds allowed. At Fremd, PHA replaced all damaged stairwells and treads. With help of funds from Florida Department of Community Affairs, PHA was able to install impact windows at Padgett Island Homes. Moreover, PHA has continued its efforts to address deficiencies noted in its Physical Needs Assessments and its Energy Audits.*
- **Demolish/Dispose of obsolete PH Units:** *PHA completed the demolition of five units at Fremd Village and six units at McClure Village that had severe structural damage.*

10.0

- ***Replacement Public Housing: Palm Beach County DES awarded PHA funds under both, its DRI and its NSP3 programs to replace units demolished at McClure Village. PHA constructed a total of sixteen (16) new Public Housing units.***

### **PHA GOAL #3: INCREASE ASSISTED HOUSING CHOICES**

The PHA established the following objectives to strive in meeting goal #3

- Provide voucher mobility counseling
- Conduct outreach efforts for potential voucher landlords
- Increase voucher payment standards

#### **Progress Statement:**

- ***PHA Section 8 Manager provided voucher mobility counseling to participants in effort to locate housing of their choice in areas of low poverty.***
- ***PHA held landlord workshops during the past year for purpose of increasing landlord participation and educating potential landlord on HCV program requirements. Such outreach effort increased the participation among landlords in PHA's rental assistance programs.***
- ***PHA offers homeownership workshops to families participating in its Section 8 Housing Choice Voucher programs. At least one Section 8 participant purchased a home during this past fiscal year.***

### **PHA GOAL #4: PROVIDE AN IMPROVED LIVING ENVIRONMENT**

The PHA established the following objectives to strive in meeting goal #4

- Implement measures to deconcentrate poverty by bringing higher income public housing households into lower income developments
- Implement measures to promote income mixing in public housing by assuring access for lower income families into higher income developments
- Implement public housing security improvements

#### **Progress Statement:**

- ***PHA continues to promote income mixing in all of its public housing developments to avoid deconcentration of poverty.***
- ***HUD awarded PHA an emergency security grant to install security cameras at Padgett Island Homes and Fremd Village. Palm Beach County Sheriff Office assisted PHA in preparing a camera plan to ensure adequate placement of cameras. Deputy Mark Sutterfield of Community Policing Unit was instrumental in getting FPL to install pole lighting at Fremd Village; he also conducted monthly community meetings with residents on crime awareness. All of these efforts by PBSO have created a safer living environment in public housing and crime has decreased substantially.***



**10.0 PHA GOAL #5: PROMOTE SELF-SUFFICIENCY AND ASSET DEVELOPMENT OF ASSISTED HOUSEHOLDS**

The PHA established the following objectives to strive in meeting goal #5

- Increase the number and percentage of employed persons in assisted families
- Provide or attract supportive services to improve assistance recipients' employability
- Provide or attract supportive services to increase independence for the elderly or families with disabilities

**Progress Statement:** *PHA hired a full-time Residents Services Coordinator for Public Housing with funds provided by HUD under the Residents Opportunities and Self-Sufficiency (ROSS) program. Although PHA offered slots to 50 participants, 75 residents enrolled in the program. The Coordinator offers comprehensive services through community partners, including but not limited to, education, transportation, child care, health, budgeting and so forth. PHA can document that these efforts have resulted in residents becoming gainfully employed, obtaining certifications (CAN) and diplomas, and entering facilities of higher learning.*

**PHA GOAL #6: ENSURE EQUAL OPPORTUNITY AND AFFIRMATEVELY FURTHER FAIR HOUSING**

The PHA established the following objectives to strive in meeting goal #6

- Undertake affirmative measures to ensure access to assisted housing regardless of race, color, religion, national origin, sex, familial status and disability
- Undertake affirmative measures to provide a suitable living environment for families living in assisted housing regardless of race, color, religion, national origin, sex, familial status and disability
- Undertake affirmative measures to ensure accessible housing to persons with all varieties of disabilities regardless of unit size required
- Provide Fair Housing and Equal Opportunity training to employees to ensure equal opportunity compliance

**Progress Statement:**

- *PHA continues to provide office space at one of its sites (Fremd Village) for the Office of Fair Housing and Equal Opportunity.*
- *PHA strictly enforces and adheres to its policies governing FHEO and treatment to any and all families without discrimination to any individuals or families.*
- *PHA reviews and revises its policies as needed to keep current with regulatory or other requirements regarding protection of rights and equal opportunities of families and individuals.*
- *PHA staff participated in a Fair Housing training this past year, to ensure compliance with laws protecting identified classes. This is a mandatory training for all PHA employees. Vince Larkins, CEO of Office of Fair Housing and Equal Opportunities in West Palm Beach, Florida conduct the annual training.*



**10.0** (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.**) *REVISION*

**Substantial Deviations from the 5-Year Plan**

- Additions or deletions of Strategic Goals
- Any deviation that requires reviews and input by the Resident Advisory Board as well as approval by the Board of Commissioners.

**Significant Amendments or Modification to the Annual Plan**

- Any change to rent or admissions policies or organization of the waiting list;
- Additions of non-emergency\* work items over \$100,000 (items not included in the latest approved PHA Plan Capital Fund Annual Statement or 5-Year Action Plan); and
- Any change with regard to demolition or disposition, designation of housing, homeownership programs or conversion activities.

An exception to this definition will be made for any of the above that are adopted to reflect changes in HUD regulatory requirements since such changes are not considered significant.

This criterion does not supersede the requirements of OMB Circular No. A-87 (Cost Principal for State, Local, and Indian Tribal Governments) and 25 CFR Part 85 (Administrative Requirements for Grants and Cooperative Agreements), as well as federal, state, or local regulations or statutes.

Any future issuance of HUD guidelines or additional regulations shall take precedence over the above criterion.

\* Emergency – means physical work items of an emergency nature, posing an immediate threat to the health and safety of residents or staff, which must be completed within one year of capital grant funding. Management improvements are not eligible as emergency work.

(c) PHA’s must include or reference any applicable memorandum of agreement with HUD or any plan to improve performance. *N/A*

11.0	<p><b>Required Submission for HUD Field Office Review.</b> 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. <b>Note:</b> Faxed copies of these documents will not be accepted by the Field Office.</p> <p>(a) Form HUD-50077, <i>PHA Certifications of Compliance with the PHA Plans and Related Regulations</i> (which includes all certifications relating to Civil Rights)</p> <p>(b) Form HUD-50070, <i>Certification for a Drug-Free Workplace</i> (PHAs receiving CFP grants only)</p> <p>(c) Form HUD-50071, <i>Certification of Payments to Influence Federal Transactions</i> (PHAs receiving CFP grants only)</p> <p>(d) Form SF-LLL, <i>Disclosure of Lobbying Activities</i> (PHAs receiving CFP grants only)</p> <p>(e) Form SF-LLL-A, <i>Disclosure of Lobbying Activities Continuation Sheet</i> (PHAs receiving CFP grants only)</p> <p>(f) Resident Advisory Board (RAB) comments. Comments received from the RAB must be submitted by the PHA as an attachment to the PHA Plan. PHAs must also include a narrative describing their analysis of the recommendations and the decisions made on these recommendations.</p> <p style="text-align: center;"><b><i>Provided as attachment fl021a01</i></b></p> <p>(g) Challenged Elements –</p> <p>(h) Form HUD-50075.1, <i>Capital Fund Program Annual Statement/Performance and Evaluation Report</i> (PHAs receiving CFP grants only) <b>N/A</b></p> <p>(i) Form HUD-50075.2, <i>Capital Fund Program Five-Year Action Plan</i> (PHAs receiving CFP grants only) <b>N/A</b></p>
------	---