

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

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Small PHA Plan Update  
Annual Plan for Fiscal Year: **2002**

**NOTE: THIS PHA PLANS TEMPLATE (HUD 50075) IS TO BE COMPLETED IN ACCORDANCE WITH INSTRUCTIONS LOCATED IN APPLICABLE PIH NOTICES**

## PHA Plan Agency Identification

**PHA Name:** HOUSING AUTHORITY OF THE CITY OF LUXORA

**PHA Number:** AR079

**PHA Fiscal Year Beginning:** 04/2002

### PHA Plan Contact Information:

Name: CAROLYN CHILDRESS

Phone: 870 658-2270

TDD: 870 658-2933

Email (if available): lux@arkansas.net

### Public Access to Information

Information regarding any activities outlined in this plan can be obtained by contacting: (select all that apply)

- Main administrative office of the PHA
- PHA development management offices

### Display Locations For PHA Plans and Supporting Documents

The PHA Plans (including attachments) are available for public inspection at: (select all that apply)

- Main administrative office of the PHA
- PHA development management offices
- Main administrative office of the local, county or State government
- Public library
- PHA website
- Other (list below)

PHA Plan Supporting Documents are available for inspection at: (select all that apply)

- Main business office of the PHA
- PHA development management offices
- Other (list below)

### PHA Programs Administered:

- Public Housing and Section 8       Section 8 Only       Public Housing Only

## Annual PHA Plan Fiscal Year 2002

[24 CFR Part 903.7]

### i. Table of Contents

Provide a table of contents for the Plan, including attachments, and a list of supporting documents available for public inspection. For Attachments, indicate which attachments are provided by selecting all that apply. Provide the attachment's name (A, B, etc.) in the space to the left of the name of the attachment. If the attachment is provided as a **SEPARATE** file submission from the PHA Plans file, provide the file name in parentheses in the space to the right of the title.

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<input checked="" type="checkbox"/> Attachment E__: Membership of Resident Advisory Board or Boards	

- Attachment \_\_: Comments of Resident Advisory Board or Boards & Explanation of PHA Response (must be attached if not included in PHA Plan text)
- Other (List below, providing each attachment name)
- X Attachment F:Pet Policy
- X Attachment G:Brief statement progress of Mission and Goals
- X Attachment H: Capital Fund Progress Report for 2001 Grant P & E Report 12/31/2001

## **ii. Executive Summary**

[24 CFR Part 903.7 9 (r)]

At PHA option, provide a brief overview of the information in the Annual Plan

The Luxora Housing Authority is continuing to partnership with local and government agencies to promote self-sufficiency of families and individuals, and improve the quality of life and economic stability and ensures equal opportunity in housing for all Americans.

Our agency employs effective maintenance and management to minimize units off line and reduce turnover time. We continue to use operating and Capital funds to renovate our housing stock and to address the needs of our community and also improve the viability of our housing stock and increase needed amenities to those we serve.

This agency employs policies and preferences aimed at economic hardships and supporting and encouraging work, since families with income less than 30% of the median represent over 40% of our waiting list.

This agency will continue to work with our Resident Council and Advisory Board

We will educate our residents more on our policies through more orientation and striving to get more involvement in our programs. We will continue to educate residents through briefing, notices , meetings and flyers of all changes within the PHA. We have the Kids Store in progress and other educational programs.

We are in our Capital Fund Program and operating budget installing security fencing and exterior lighting to reduce crime in our developments and increase security to those that benefit from our program. We will ensure the safety and security of our residents through screening of applicants, get residents more involved in reported of crime in the authority and disturbances to the police and to the Housing Authority Staff.

ACOP Policies are for review at the Administration Office of our PHA and at the Luxora Public Library.

**1. Summary of Policy or Program Changes for the Upcoming Year**

In this section, briefly describe changes in policies or programs discussed in last year’s PHA Plan that are not covered in other sections of this Update.

**NONE**

**2. Capital Improvement Needs**

[24 CFR Part 903.7 9 (g)]

Exemptions: Section 8 only PHAs are not required to complete this component.

A.  Yes  No: Is the PHA eligible to participate in the CFP in the fiscal year covered by this PHA Plan?

B. What is the amount of the PHA’s estimated or actual (if known) Capital Fund Program grant for the upcoming year? \$ 120,380

C.  Yes  No Does the PHA plan to participate in the Capital Fund Program in the upcoming year? If yes, complete the rest of Component 7. If no, skip to next component.

D. Capital Fund Program Grant Submissions

**(1) Capital Fund Program 5-Year Action Plan**

The Capital Fund Program 5-Year Action Plan is provided as Attachment A

**(2) Capital Fund Program Annual Statement**

The Capital Fund Program Annual Statement is provided as Attachment B

**3. Demolition and Disposition**

[24 CFR Part 903.7 9 (h)]

Applicability: Section 8 only PHAs are not required to complete this section.

1.  Yes  No: Does the PHA plan to conduct any demolition or disposition activities (pursuant to section 18 of the U.S. Housing Act of 1937 (42 U.S.C. 1437p)) in the plan Fiscal Year? (If “No”, skip to next component ; if “yes”, complete one activity description for each development.)

2. Activity Description

<b>Demolition/Disposition Activity Description</b> <b>(Not including Activities Associated with HOPE VI or Conversion Activities)</b>	
1a. Development name: 1b. Development (project) number:	
2. Activity type: Demolition <input type="checkbox"/> Disposition <input type="checkbox"/>	
3. Application status (select one) Approved <input type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application <input type="checkbox"/>	
4. Date application approved, submitted, or planned for submission: <u>(DD/MM/YY)</u>	
5. Number of units affected: 6. Coverage of action (select one) <input type="checkbox"/> Part of the development <input type="checkbox"/> Total development	
7. Relocation resources (select all that apply) <input type="checkbox"/> Section 8 for      units <input type="checkbox"/> Public housing for      units <input type="checkbox"/> Preference for admission to other public housing or section 8 <input type="checkbox"/> Other housing for      units (describe below)	
8. Timeline for activity: a. Actual or projected start date of activity: b. Actual or projected start date of relocation activities: c. Projected end date of activity:	

**4. Voucher Homeownership Program**

[24 CFR Part 903.7 9 (k)]

A.  Yes  No: Does the PHA plan to administer a Section 8 Homeownership program pursuant to Section 8(y) of the U.S.H.A. of 1937, as implemented by 24 CFR part 982 ? (If “No”, skip to next component; if “yes”, describe each program using the table below (copy and complete questions for each program identified.)

**B. Capacity of the PHA to Administer a Section 8 Homeownership Program**

The PHA has demonstrated its capacity to administer the program by (select all that apply):

- Establishing a minimum homeowner downpayment requirement of at least 3 percent and requiring that at least 1 percent of the downpayment comes from the family’s resources
- Requiring that financing for purchase of a home under its section 8 homeownership will be provided, insured or guaranteed by the state or Federal government; comply with secondary mortgage market underwriting requirements; or comply with generally accepted private sector underwriting standards

- Demonstrating that it has or will acquire other relevant experience (list PHA experience, or any other organization to be involved and its experience, below):

**5. Safety and Crime Prevention: PHDEP Plan**

[24 CFR Part 903.7 (m)]

Exemptions Section 8 Only PHAs may skip to the next component PHAs eligible for PHDEP funds must provide a PHDEP Plan meeting specified requirements prior to receipt of PHDEP funds.

- A.  Yes  No: Is the PHA eligible to participate in the PHDEP in the fiscal year covered by this PHA Plan?
- B. What is the amount of the PHA’s estimated or actual (if known) PHDEP grant for the upcoming year? \$ \_\_\_\_\_
- C.  Yes  No Does the PHA plan to participate in the PHDEP in the upcoming year? If yes, answer question D. If no, skip to next component.
- D.  Yes  No: The PHDEP Plan is attached at Attachment \_\_\_\_\_

**6. Other Information**

[24 CFR Part 903.7 9 (r)]

**A. Resident Advisory Board (RAB) Recommendations and PHA Response**

- 1.  Yes  No: Did the PHA receive any comments on the PHA Plan from the Resident Advisory Board/s?
- 2. If yes, the comments are Attached at Attachment (File name)
- 3. In what manner did the PHA address those comments? (select all that apply)
  - The PHA changed portions of the PHA Plan in response to comments  
A list of these changes is included
    - Yes  No: below or
    - Yes  No: at the end of the RAB Comments in Attachment \_\_\_\_\_.
  - Considered comments, but determined that no changes to the PHA Plan were necessary. An explanation of the PHA’s consideration is included at the at the end of the RAB Comments in Attachment \_\_\_\_\_.
  - Other: (list below)

COMMENTS FROM THE ADVISORY BOARD WAS THAT EVERYTHING SUCH AS AIR CONDITIONING, FENCING , SHUTTERS AND ETC., FROM COMMENTS ON WHAT THE NEEDS WERE ARE BEING ACCOMPLISHED AND THERE WERE NO OTHER NEEDS THAT HAD NOT BEEN ADDRESSED IN PREVIOUS

COMMENTS ON 2000 PLAN. THEY LIKE AND APPROVE ALL THAT HAS BEEN DONE WOULD LIKE TO SEE BLINDS ON THE WINDOWS INSTEAD OF SHADES FOR MORE PRIVACY AND ENDURANCE.

**B. Statement of Consistency with the Consolidated Plan**

For each applicable Consolidated Plan, make the following statement (copy questions as many times as necessary).

- 1. Consolidated Plan jurisdiction: State of Arkansas
- 2. The PHA has taken the following steps to ensure consistency of this PHA Plan with the Consolidated Plan for the jurisdiction: (select all that apply)
  - The PHA has based its statement of needs of families in the jurisdiction on the needs expressed in the Consolidated Plan/s.
  - The PHA has participated in any consultation process organized and offered by the Consolidated Plan agency in the development of the Consolidated Plan.
  - The PHA has consulted with the Consolidated Plan agency during the development of this PHA Plan.
  - Activities to be undertaken by the PHA in the coming year are consistent with specific initiatives contained in the Consolidated Plan. (list such initiatives below)
  - Other: (list below)

3. PHA Requests for support from the Consolidated Plan Agency  
 Yes  No: Does the PHA request financial or other support from the State or local government agency in order to meet the needs of its public housing residents or inventory? If yes, please list the 5 most important requests below:

4. The Consolidated Plan of the jurisdiction supports the PHA Plan with the following actions and commitments: (describe below)  
 The PHA will provide affordable housing to low-income families. The PHA will form cooperative agreements with other agencies, such as DHS, Employment Security Division, Child Care Facilities, Educational and Job training services that was in the State Consolidated Plan of Arkansas that the lack of training and education are a barrier to changing attitudes and overcoming prejudice. That the Consolidated Plan and the Luxora Housing Authority's position is to work together to promote economic development of the people we serve.

**C. Criteria for Substantial Deviation and Significant Amendments**

**1. Amendment and Deviation Definitions**

24 CFR Part 903.7(r)

PHAs are required to define and adopt their own standards of substantial deviation from the 5-year Plan and Significant Amendment to the Annual Plan. The definition of significant amendment is important because it defines when the PHA will subject a change to the policies or activities described in the Annual Plan to full public hearing and HUD review before implementation.

**A. Substantial Deviation from the 5-year Plan:**

The basic criteria that this HA will use for determining a substantial deviation from its 5 Year Plan is: any changes to the PHA's overall mission and any changes to the goals or objectives that effect services to residents or applicants, or significant changes to the PHA's financial situation.

**B. Significant Amendment or Modification to the Annual Plan:**

A significant amendment or modification to the 5Year Plan and Annual Plan in any revision/amendment that substantially alters any policy or Plan part as originally submitted or that may result in a different outcome for or treatment of tenants, applicants, or participants. Major revisions in the PHA financial resources (at least a 20% revision in any category), Capital improvements (at least 20% revision in any Annual Plan line item), any change in Rent Determination Policy, and any change in De-Concentration Policy shall be considered a significant amendment. The following are not considered a significant revision or modification. 1. Utilization of fungibility between approved yearly work items for Capital Improvement Plan and 2. HUD required or statutory revisions to policies

## Attachment A

### Supporting Documents Available for Review

PHAs are to indicate which documents are available for public review by placing a mark in the “Applicable & On Display” column in the appropriate rows. All listed documents must be on display if applicable to the program activities conducted by the PHA.

<b>List of Supporting Documents Available for Review</b>		
<b>Applicable &amp; On Display</b>	<b>Supporting Document</b>	<b>Related Plan Component</b>
X	PHA Plan Certifications of Compliance with the PHA Plans and Related Regulations	5 Year and Annual Plans
NA	State/Local Government Certification of Consistency with the Consolidated Plan (not required for this update)	5 Year and Annual Plans
X	Fair Housing Documentation Supporting Fair Housing Certifications: Records reflecting that the PHA has examined its programs or proposed programs, identified any impediments to fair housing choice in those programs, addressed or is addressing those impediments in a reasonable fashion in view of the resources available, and worked or is working with local jurisdictions to implement any of the jurisdictions’ initiatives to affirmatively further fair housing that require the PHA’s involvement.	5 Year and Annual Plans
X	Housing Needs Statement of the Consolidated Plan for the jurisdiction/s in which the PHA is located and any additional backup data to support statement of housing needs in the jurisdiction	Annual Plan: Housing Needs
X	Most recent board-approved operating budget for the public housing program	Annual Plan: Financial Resources
X	Public Housing Admissions and (Continued) Occupancy Policy (A&O/ACOP), which includes the Tenant Selection and Assignment Plan [TSAP]	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Any policy governing occupancy of Police Officers in Public Housing <input type="checkbox"/> check here if included in the public housing A&O Policy	Annual Plan: Eligibility, Selection, and Admissions Policies
NA	Section 8 Administrative Plan	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Public housing rent determination policies, including the method for setting public housing flat rents <input type="checkbox"/> check here if included in the public housing A & O Policy	Annual Plan: Rent Determination
X	Schedule of flat rents offered at each public housing development <input type="checkbox"/> check here if included in the public housing A & O Policy	Annual Plan: Rent Determination
NA	Section 8 rent determination (payment standard) policies <input type="checkbox"/> check here if included in Section 8 Administrative Plan	Annual Plan: Rent Determination

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Related Plan Component
X	Public housing management and maintenance policy documents, including policies for the prevention or eradication of pest infestation (including cockroach infestation)	Annual Plan: Operations and Maintenance
X	Results of latest binding Public Housing Assessment System (PHAS) Assessment	Annual Plan: Management and Operations
X	Follow-up Plan to Results of the PHAS Resident Satisfaction Survey (if necessary)	Annual Plan: Operations and Maintenance and Community Service & Self-Sufficiency
NA	Results of latest Section 8 Management Assessment System (SEMAP)	Annual Plan: Management and Operations
NA	Any required policies governing any Section 8 special housing types <input type="checkbox"/> check here if included in Section 8 Administrative Plan	Annual Plan: Operations and Maintenance
X	Public housing grievance procedures <input type="checkbox"/> check here if included in the public housing A & O Policy	Annual Plan: Grievance Procedures
NA	Section 8 informal review and hearing procedures <input type="checkbox"/> check here if included in Section 8 Administrative Plan	Annual Plan: Grievance Procedures
X	The HUD-approved Capital Fund/Comprehensive Grant Program Annual Statement (HUD 52837) for any active grant year	Annual Plan: Capital Needs
X	Most recent CIAP Budget/Progress Report (HUD 52825) for any active CIAP grants	Annual Plan: Capital Needs
NA	Approved HOPE VI applications or, if more recent, approved or submitted HOPE VI Revitalization Plans, or any other approved proposal for development of public housing	Annual Plan: Capital Needs
X	Self-evaluation, Needs Assessment and Transition Plan required by regulations implementing §504 of the Rehabilitation Act and the Americans with Disabilities Act. See, PIH 99-52 (HA).	Annual Plan: Capital Needs
NA	Approved or submitted applications for demolition and/or disposition of public housing	Annual Plan: Demolition and Disposition
NA	Approved or submitted applications for designation of public housing (Designated Housing Plans)	Annual Plan: Designation of Public Housing
NA	Approved or submitted assessments of reasonable revitalization of public housing and approved or submitted conversion plans prepared pursuant to section 202 of the 1996 HUD Appropriations Act, Section 22 of the US Housing Act of 1937, or Section 33 of the US Housing Act of 1937	Annual Plan: Conversion of Public Housing
NA	Approved or submitted public housing homeownership programs/plans	Annual Plan: Homeownership
NA	Policies governing any Section 8 Homeownership program (section _____ of the Section 8 Administrative Plan)	Annual Plan: Homeownership

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Related Plan Component
X	Cooperation agreement between the PHA and the TANF agency and between the PHA and local employment and training service agencies	Annual Plan: Community Service & Self-Sufficiency
NA	FSS Action Plan/s for public housing and/or Section 8	Annual Plan: Community Service & Self-Sufficiency
X	Section 3 documentation required by 24 CFR Part 135, Subpart E	Annual Plan: Community Service & Self-Sufficiency
NA	Most recent self-sufficiency (ED/SS, TOP or ROSS or other resident services grant) grant program reports	Annual Plan: Community Service & Self-Sufficiency
NA	The most recent Public Housing Drug Elimination Program (PHDEP) semi-annual performance report	Annual Plan: Safety and Crime Prevention
NA	PHDEP-related documentation: <ul style="list-style-type: none"> <li>· Baseline law enforcement services for public housing developments assisted under the PHDEP plan;</li> <li>· Consortium agreement/s between the PHAs participating in the consortium and a copy of the payment agreement between the consortium and HUD (applicable only to PHAs participating in a consortium as specified under 24 CFR 761.15);</li> <li>· Partnership agreements (indicating specific leveraged support) with agencies/organizations providing funding, services or other in-kind resources for PHDEP-funded activities;</li> <li>· Coordination with other law enforcement efforts;</li> <li>· Written agreement(s) with local law enforcement agencies (receiving any PHDEP funds); and</li> <li>· All crime statistics and other relevant data (including Part I and specified Part II crimes) that establish need for the public housing sites assisted under the PHDEP Plan.</li> </ul>	Annual Plan: Safety and Crime Prevention
X	Policy on Ownership of Pets in Public Housing Family Developments (as required by regulation at 24 CFR Part 960, Subpart G) <input type="checkbox"/> check here if included in the public housing A & O Policy	Pet Policy
X	The results of the most recent fiscal year audit of the PHA conducted under section 5(h)(2) of the U.S. Housing Act of 1937 (42 U. S.C. 1437c(h)), the results of that audit and the PHA's response to any findings	Annual Plan: Annual Audit
NA	Troubled PHAs: MOA/Recovery Plan	Troubled PHAs
	Other supporting documents (optional) (list individually; use as many lines as necessary)	(specify as needed)

**Annual Statement/Performance and Evaluation Report**  
**Capital Fund Program and Capital Fund Program Replacement Housing Factor (CF**

<b>PHA Name: HOUSING AUTHORITY OF THE CITY OF LUXORA</b>	<b>Grant Type and Number</b> Capital Fund Program: AR37P7950102 Capital Fund Program Replacement Housing Factor Grant No:
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**Original Annual Statement**
 Reserve for Disasters/ Emergencies
 Revised  
 **Performance and Evaluation Report for Period Ending:**
 Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost	
		Original	Revised
1	Total non-CFP Funds		
2	1406 Operations	27,800	
3	1408 Management Improvements	10,000	
4	1410 Administration		
5	1411 Audit		
6	1415 liquidated Damages		
7	1430 Fees and Costs	7,500	
8	1440 Site Acquisition		
9	1450 Site Improvement	6,810	
10	1460 Dwelling Structures	48,470	
11	1465.1 Dwelling Equipment—Nonexpendable		
12	1470 Nondwelling Structures		
13	1475 Nondwelling Equipment	19,800	
14	1485 Demolition		
15	1490 Replacement Reserve		
16	1492 Moving to Work Demonstration		
17	1495.1 Relocation Costs		
18	1498 Mod Used for Development		
19	1502 Contingency		
20	Amount of Annual Grant: (sum of lines 2-19)	120,380	
21	Amount of line 20 Related to LBP Activities		
22	Amount of line 20 Related to Section 504 Compliance		
23	Amount of line 20 Related to Security	35,000	
24	Amount of line 20 Related to Energy Conservation Measures		

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

PHA Name: HOUSING AUTHORITY OF THE CITY OF LUXORA		Grant Type and Number Capital Fund Program #: AR37P7950102 Capital Fund Program Replacement Housing Factor #:			
Development Number  Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acc	Quantity	Total Estimated Co	
				Original	Revis
PHA WIDE	OPERATIONS	1406		27,800	
PHA WIDE	FEES&COST/AE	1430	1	7500	
AR079001	LANDSCAPING CONCRETE/SIDEWALK/CURB REPAIR/REAC FINDINGS	1450		3400	
AR079002	LANDSCAPING CONCRETE/SIDEWALK/CURB REPAIR/REAC FINDINGS	1450		3410	
AR079001	REPLACE INTERIOR WOODEN DOORS	1460	12	1200	
AR079001	REPLACE 10 GAS CENTRAL HEAT FURNACES	1460	10	9000	
AR079001	REPLACE HOT WATER HEATERS	1460	20	3150	
AR079001	REPLACE LOCK SETS	1460	120	3120	
AR079002	REPLACE LOCK SETS	1460	160	5000	
AR079001	REPLACE VINYL SHADES WITH ALUMINUM BLINDS (COMMERCIAL)	1460	285	13500	
AR079002	REPLACE VINYL SHADES WITH ALUMINUM BLINDS (COMMERCIAL)	1460	285	13500	
PHA WIDE	PURCHASE NEW MAINT.ENANCE TRUCK	1475	1	19800	
PHA WIDE	MANAGEMENT IMPROVEMENTS	1408		10000	



### Capital Fund Program 5-Year Action Plan

Complete one table for each development in which work is planned in the next 5 PHA fiscal years. Complete a table for any PHA-wide physical or management improvements planned in the next 5 PHA fiscal year. Copy this table as many times as necessary. Note: PHAs need not include information from Year One of the 5-Year cycle, because this information is included in the Capital Fund Program Annual Statement.

<b>CFP 5-Year Action Plan</b>		
<input type="checkbox"/> Original statement <input checked="" type="checkbox"/> Revised statement		
<b>Development Number</b>	<b>Development Name (or indicate PHA wide)</b>	
PHA WIDE	HOUSING AUTHORITY OF THE CITY OF LUXORA	
<b>Description of Needed Physical Improvements or Management Improvements</b>	<b>Estimated Cost</b>	<b>Planned Sta (HA Fiscal</b>
MOD COORDINATOR	44,000	2003
INSPECTOR	52,000	2003
EMPLOYEE BENEFIT	19,200	2003
SUNDRY/ADVERTISEMENT	2,400	2003
FEES/COST/AE	24,000	2003
<b>Total estimated cost over next 5 years</b>	<b>149,600</b>	

Complete one table for each development in which work is planned in the next 5 PHA fiscal years. Complete a table for any PHA-wide physical or management improvements planned in the next 5 PHA fiscal year. Copy this table as many times as necessary. Note: PHAs need not include information from Year One of the 5-Year cycle, because this information is included in the Capital Fund Program Annual Statement.

<b>CFP 5-Year Action Plan</b>		
<input type="checkbox"/> Original statement <input checked="" type="checkbox"/> Revised statement		
<b>Development Number</b>	<b>Development Name (or indicate PHA wide)</b>	
AR079001	HOUSING AUTHORITY OF THE CITY OF LUXORA	
<b>Description of Needed Physical Improvements or Management Improvements</b>	<b>Estimated Cost</b>	<b>Planned Sta (HA Fiscal</b>

<b>BLACK METAL SECURITY FENCING</b>	<b>37,400</b>	<b>2003</b>
<b>LANDSCAPING</b>	<b>4,000</b>	<b>2005</b>
<b>INTERIOR DOORS</b>	<b>3,000</b>	<b>2003</b>
<b>VINYL TILE FLOORS</b>	<b>46,800</b>	<b>2004</b>
<b>BATHROOM RENOVATION</b>	<b>39,000</b>	<b>2003</b>
<b>BUILDING RENOVATION</b>	<b>12,600</b>	<b>2006</b>
<b>Total estimated cost over next 5 years</b>	<b>145,400</b>	

Complete one table for each development in which work is planned in the next 5 PHA fiscal years. Complete a table for any PHA-wide physical or management improvements planned in the next 5 PHA fiscal year. Copy this table as many times as necessary. Note: PHAs need not include information from Year One of the 5-Year cycle, because this information is included in the Capital Fund Program Annual Statement.

<b>CFP 5-Year Action Plan</b>		
<input type="checkbox"/> Original statement <input checked="" type="checkbox"/> Revised statement		
<b>Development Number</b>	<b>Development Name (or indicate PHA wide)</b>	
<b>AR079002</b>	<b>HOUSING AUTHORITY OF THE CITY OF LUXORA</b>	
<b>Description of Needed Physical Improvements or Management Improvements</b>	<b>Estimated Cost</b>	<b>Planned Sta (HA Fiscal</b>
<b>BLACK METAL SECURITY FENCING</b>	<b>61,752</b>	<b>2003</b>
<b>LANDSCAPING</b>	<b>4,000</b>	<b>2006</b>
<b>INTERIOR DOORS</b>	<b>10,000</b>	<b>2004</b>
<b>FURNACE REPLACEMENT</b>	<b>35,000</b>	<b>2004</b>
<b>BATHROOM RENOVATION</b>	<b>59,400</b>	<b>2003</b>
<b>WATER HEATERS</b>	<b>4,200</b>	<b>2003</b>
<b>REPLACE INTERIOR'S SHEETROCK &amp; FINISH</b>	<b>12,168</b>	<b>2005</b>
<b>Total estimated cost over next 5 years</b>	<b>186,520</b>	

# PHA Public Housing Drug Elimination Program Plan

**Note: THIS PHDEP Plan template (HUD 50075-PHDEP Plan) is to be completed in accordance with Instructions located in applicable PIH Notices.**

## **Section 1: General Information/History**

**A. Amount of PHDEP Grant \$ INELIGIBLE TO PARTICIPATE IN PHDEP GRANT**

**B. Eligibility type (Indicate with an "x")** N1\_\_\_\_\_ N2\_\_\_\_\_ R\_\_\_\_\_

**C. FFY in which funding is requested** \_\_\_\_\_

### **D. Executive Summary of Annual PHDEP Plan**

In the space below, provide a brief overview of the PHDEP Plan, including highlights of major initiatives or activities undertaken. It may include a description of the expected outcomes. The summary must not be more than five (5) sentences long

THE LUXORA HOUSING AUTHORITY IS INELIGIBLE TO PARTICIPATE IN THE PHDEP

**Required Attachment D: Resident Member on the PHA Governing Board**

1.  Yes  No: Does the PHA governing board include at least one member who is directly assisted by the PHA this year? (if no, skip to #2)

A. Name of resident member(s) on the governing board: Edna Smith

B. How was the resident board member selected: (select one)?

Elected

Appointed

C. The term of appointment is (include the date term expires): 04/16/2000  
THROUGH 04/16/2004

2. A. If the PHA governing board does not have at least one member who is directly assisted by the PHA, why not?

the PHA is located in a State that requires the members of a governing board to be salaried and serve on a full time basis

the PHA has less than 300 public housing units, has provided reasonable notice to the resident advisory board of the opportunity to serve on the governing board, and has not been notified by any resident of their interest to participate in the Board.

Other (explain):

B. Date of next term expiration of a governing board member:

C. Name and title of appointing official(s) for governing board (indicate appointing official for the next position):

**Required Attachment \_\_\_E\_\_\_: Membership of the Resident Advisory Board or Boards**

List members of the Resident Advisory Board or Boards: (If the list would be unreasonably long, list organizations represented or otherwise provide a description sufficient to identify how members are chosen.) LAVERNE WHITE, WILLIE B. SANDERS, ANNIE CLARK, LENEVA JOHNSON, EDNA SMITH , ANGELA SMITH,VANESSA PETTY, JAMIE ROBINSON, MARTHA JOHNSON, LINDA KING AND NORA WARE.

THESE MEMBERS ARE APPOINTED BY THE RESIDENTS OF THE LUXORA HOUSING AUTHORITY. ALL TENANTS 18 YEARS OF AGE OR OLDER ARE SUBMITTED IN LETTER TO RESIDENTS AND RESIDENT MEETINGS ARE HELD THAT EDUCATES THE RESIDENTS ON WHAT THEIR RESPONSIBILITIES ARE AND ASK FOR RESIDENTS THAT ARE INTERESTED IN SERVING ON THIS BOARD AND THEN A RESIDENT MEETING IS HELD AT WHICH TIME THOSE THAT HAD AN INTEREST IN SERVING ARE PRESENTED TO THE RESIDENTS AND THE RESIDENTS THEN APPOINT THEM TO SERVE IN THIS CAPACITY.

**REQUIRED ATTACHMENT F**

**PET POLICY**

**LUXORA HOUSING AUTHORITY**  
**PET POLICY**

This Pet Policy applies to Elderly, Non-Elderly families who comply with

the rules and regulations set forth in this Pet Policy. This Policy will be implemented upon the date of the approval of the PHA Plan.

#### Section 1: Pet Agreement

Prior to accepting a pet for residency by the PHA, the pet owner and the PHA must enter into a Pet Agreement.

#### Definitions

- A. Common Household Pets: means a domesticated animal, such as a dog, cat, bird, rodent (including a rabbit), and fish which are traditionally kept in the home for pleasure rather than for commercial purposes. This does not include reptiles, except turtles.
- B. Animals that Assist the Handicapped: animals that have been trained to assist persons with a specific handicap, shall not be subject to the size limitations as contained in this policy.

#### Section 2: Regulation Requirement Prior to Admission

Before the Authority grants a resident permission to keep a pet in any of its developments, any and all pets must be registered with Authority Management. Pets information must be brought into the housing authority office, this includes name of the pet, age, license registration number, current inoculation information, and the name and address of its veterinarian. Proper registration will also include a signed Pet Responsibility Card as described in Section 3 below.

Residents will be refused pet registration if management determines that the resident is unable to fulfill their obligations as a pet owner, are unable to adhere to the terms of the lease or to these pet rules, if the animal does not meet the definition of common household pet, or if the temperament of the animal is generally considered dangerous.

A refundable \$100.00 pet deposit and a \$95.00 non-refundable pet deposit must be paid at the time of submission of the "Addendum to Lease and Pet Agreement." If the pet application is approved, the \$100.00 refundable deposit will be held without interest. This deposit is to be used to cover costs of damages or fumigation that may be required as the result of the pet ownership. The \$100.00 refundable deposit will be refunded, minus any applicable charges, within thirty (30) days after resident vacates the unit or the pet is permanently removed from the unit. These deposits are in addition to any obligated generally imposed on tenants of the project.

If the pet owner is incapacitated or is no longer available to care for the pet, the person(s) designated on the registration Pet Responsibility Card from must remove the pet. In absence of the designated person's availability, management will place the pet with the local Humane Society.

#### Section from a veterinarian can be produced 6: Inoculations

All dogs and cats must be inoculated and vaccinated according to State and local laws for rabies and other transmittable diseases.

#### Section 7: Sanitary Conditions

All pets waste on the grounds of the Authority MUST be picked up immediately by the pet owner or disposed of in a sealed plastic trash bag and placed in the pet owner's trashcan. If the Authority maintenance staff has to dispose of the pet waste, the pet owner will be charged \$5.00 per occurrence.

In the case of cats or other pets using litter boxes, the pet owner shall change the litter two (2) Times a week. The soiled litter must be placed in a sealed plastic bag and disposed of in the pet owner's trashcan. Litter shall not be disposed of by flushing down toilets. Charges for unclogging toilets for litter disposed of in this manner will be billed to the tenant.

#### Section 8: Pet Restraint

Dogs and Cats shall be maintained within the pet owner's unit. When outside of the unit, the pet owner shall appropriately and effectively keep his/her pet on a leash and under human control; NOT TIED OR CHAINED AND LEFT ALONE.

Section 9: Registration

The pet owner shall register the pet with the Authority. The owner must register the pet before it is brought on to the project premises, and must update the registration annually.

Section 10: Dog Ownership Requirements

- A. Any dog must be no less than six (6) months old and completely housebroken.
- B. Proof that the dog is already neutered or spayed must be furnished before the dog will be allowed to reside on Authority property.
- C. A certificate signed by a licensed veterinarian or a State or local authority empowered to inoculate animals (or designated agent of such an authority) stating that the pet has received all inoculations required by applicable State and local laws.
- D. Information sufficient to identify the pet and to demonstrate that it is a common household pet.
- E. The pet owner shall sign a statement indicating that she/he has read the rules and agrees to comply with them.
- F. If the Authority determines the pet owner does not meet the definition of a common household pet as stated in the Authority's Pet Policy; or if the Authority determines that the keeping of a pet would violate any applicable house pet rule; or if the owner fails to provide complete registration information or fails to annually to update pet registration; or if the owner will be unable to keep the pet in compliance with the pet rules and other obligations, the Authority can refuse to register the pet.
- G. A dog must always wear a collar that shows its license and name and address. It must also wear a proper flea collar.
- H. A dog must be on a leash at all times when outside of the owner's apartment unless it is an approved pet carrier.
- I. Dogs may be exercised in the north corners of each project of the LUXORA Housing Authority.
- J. In a case that a pet deposits waste on the LUXORA Housing Authority's property, the pet owner must use a utensil such as a "Pooper Scooper" to remove any refuse from his/her pet as soon as it is deposited on Authority property. The waste must then be placed in a plastic bag, sealed tightly, and disposed of as trash.
- K. No dog may stay alone in an apartment overnight. It is the responsibility of the resident, If they have to leave suddenly and be away or over night to take the pet elsewhere until they return. If a pet is found alone it may result in the removal of the pet from the premises.
- L. The dog's flea collar must be changed every (3 months).

Section 11: Disturbance

IF THE PET DISTURBS OTHER RESIDENTS BY BARKING, SCRATCHING ,WHINING OR OTHER NOISES OR THREATENING BEHAVIOR, THE TENANT OWNING THE PET WILL BE ASKED TO VACATE OR GET RID OF THE PET.

Section 21: Entry of Premises During Tenancy

The Authority shall be permitted to enter the dwelling unit during reasonable hours, if the Authority has received a signed, written complaint alleging, or having reasonable grounds to believe, that the conduct or condition of a pet in the dwelling unit constitutes a nuisance or a threat to the health or safety of the occupants of the project or other persons in the community where the project is located.

Section 13: Discretionary Rules

The following types of common household pets will be permitted under the following criteria:

- A. Dogs: (a pit bull dog will not be considered a common household pet). Maximum number of dogs (1) ; Maximum adult weight, 25 pounds; Maximum adult height at shoulders, 14 inches; must be housebroken; must be spayed or neutered; Must have all required vaccinations; Must be licensed.
- B. Cats; Maximum number one (1); Maximum adult weight, 15 pounds, must be spayed or neutered; Must have all required vaccinations; must be licensed.
- C. Rodents; Limited to gerbils, hamsters, guinea pigs and rabbits; Maximum number one (1); Must be maintained inside of a cage at all times.
- D. Birds; Maximum number two (2); Must be maintained inside of a cage at all times.
- E. Fish: Maximum aquarium size, 10 gallons.
- F. Only one (1) of the categories above-mentioned pets may be kept by a pet owner, and the pet will be kept free from flies, ticks, or other vermin.

Section 14; Cat Ownership Rules

- A. A pet cat must be no less than six (6) months old.
- B. All cats must be litter trained before admission to an Authority unit.
- C. Proof that the cat has been declawed and spayed or neutered must be shown before its admission to Authority property is approved.
- D. A pet cat must wear a collar at all times showing its owner's name. It must also wear a cat collar.
- E. Proof must be shown before pet admission and each year by January 31<sup>st</sup> that the cat has had the proper FVR-P and rabies and distemper shots. This proof must be signed by a legally registered, practicing veterinarian.
- F. A cat must be on a leash at all times when outside of the owner's apartment unless it is in an approved pet carrier.
- G. A resident must use an Authority approved cat litter box. Litter must be put in a sealed plastic bag and disposed of daily.
- H. No pet cat be over eight (8) inches at the shoulders and weigh over 15 pounds.
- I. The cat flea collar must be changed every three (3) months.
- J. If a pet deposits waste on the LUXORA Housing Authority's property, the pet owner must use a utensil such as a "Pooper scooped " to remove any waste from his/her pet as soon as it is deposited on

Authority property. The waste must be placed in a plastic bag, sealed tightly, and put inside a proper waste receptacle.

- K. All animal waste or litter boxes shall be picked up by the owner and disposed of in a sealed plastic trash bags and placed in trash bin. Cat litter shall be changed at least twice a week.

Section 15: Bird Ownership

- A. No more than two (2) birds to a unit will be permitted: canaries, parakeets, or lovebirds only. NO PARROTS.
- B. The bird cage must be no larger than three (3) feet high and two (2) feet wide.
- C. Cages must be cleaned daily and debris disposed of in a plastic bag to be put in a trash bin.
- D. Birds must be healthy and free of disease at all times.
- E. Birds may not be left alone in apartment for over two (2) days unless the owner has made arrangements for their daily care.

Section 16: Fish Ownership Requirements

- A. Only one fish tank is permitted to a dwelling unit. It must be no bigger than a ten (10) gallon capacity size, or a resident may have one (1) large goldfish bowl no more than one (1) gallon capacity size.
- B. At minimum, a fish tank must be cleaned monthly. A fish bowl weekly. Waste water from tank or bowl must be disposed of in the apartment toilet.
- C. A pet owner must be aware when cleaning or filling fish tanks that the cost to repair any water damage done to his/her dwelling or other Authority property as a result of such cleaning will be billed to the pet owner. Any charges must be paid within 30 days of the incident.

Section 17: General Policy For Authorized Pets

- A. Any pet suffering illness must be taken within two (2) days to a veterinarian for diagnosis and treatment. Upon its request, the Luxora Housing Authority must be shown a statement from the veterinarian abdicating the pet illness diagnosis. Any pet suspected of suffering from rabies or any other disease considered to be a health threat must be immediately removed from the premises until signed evidence to indicate the animal is not so afflicted.

## **REQUIRED ATTACHMENT G**

### **BRIEF STATEMENT ON MEETING GOALS OF THE 5 YEAR AND ANNUAL PLAN.**

The Luxora Housing Authority is meeting its mission as to providing drug free, safe and sanitary housing regardless of race, color, religion, national origin, sex, familial status and disability and by serving the needs of low-income, very low-income and extremely low-income families in the PHA's jurisdiction.

This agency is striving to reduce vacancies by advertising in the paper, flyers and on cable and contacting churches and local agencies. We are implementing a strong modernization program, by which we have installed air conditioning in all of our units on our 2001 CFG. We are continuing to reduce make ready time reducing vacancies by double offers on units.

Our last PHAS score was 84.1, we will work toward our goal of always improving our score that some day we will become high performers and we will continue to examine our budgets to achieve greater financial stability.

We are installing more exterior lighting and security fencing that will enhance the neighborhood appearance and improve security. We are planning on installing cameras and hire part-time security if affordable that will deter crime and improve our safety and security problem.

We are striving to get our residents more involved in our planning process and operations, by more communication with our residents by promoting resident involvement and responsibility. We continue to encourage tenants to become involved in our resident programs.

We are at presently working on a consortium with Osceola Housing and at present we are procuring with Osceola on some items that reduces the cost to our agency.

Our agency is a member of the TEA Coalition for Mississippi County, which through this interaction be able to provide accessibility to those we serve to become self sufficient, we have agreement with DHS, Department of Human Services, and the Mississippi County Cooperative Extension Office sharing information and training that we have to better serve our community.

Our audit for the year ending had no findings and our REAC advisory score is 85 the year of 2000 our advisory score was 84.1 I believe that we will continue to improve each year, our goal is to achieve a 100% score by the year 2004.

**ATTACHMENT H**

**Annual Statement/Performance and Evaluation Report**

**Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part 1: Summary**

HOUSING AUTHORITY OF THE CITY OF LUXORA	<b>Grant Type and Number</b> Capital Fund Program: AR37P7950101 Capital Fund Program Replacement Housing Factor Grant No:	Federal FY 2001
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Statement Evaluation Report for Period Ending: 12/31/2001  Reserve for Disasters/ Emergencies  Revised Annual Statement (revision no:  Final Performance and Evaluation Report

Activity Development Account	Total Estimated Cost		Total Actual Cost	
	Original	Revised	Obligated	
Public Funds				
Construction				
Capital Improvements		2,384		
Construction	27,750		27,750	8,591
Unpaid Damages				
Initial Costs	8,750		6,500	
Acquisition				
Improvement	49,436			
Building Structures	22,060			
Building Equipment—Nonexpendable				
Building Structures				
Building Equipment	10,000		9,800	9,800
Construction				
Construction Reserve				
Construction to Work Demonstration				
Construction Costs				
Construction for Development				
Construction Agency				
Annual Grant: (sum of lines 2-19)	117,996	120,380		
Section 20 Related to LBP Activities				
Section 20 Related to Section 504 Compliance				
Section 20 Related to Security	49,436			
Section 20 Related to Energy Conservation				

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

PHA Name: HOUSING AUTHORITY OF THE CITY OF LUXORA		Grant Type and Number Capital Fund Program #: AR37P7950101 Capital Fund Program Replacement Housing Factor #:			
Development Number  Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acc	Quantity	Total Estimated Cost	
				Original	Revised

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

PHA Name: HOUSING AUTHORITY OF THE CITY OF LUXORA		Grant Type and Number Capital Fund Program #: AR37P7950101 Capital Fund Program Replacement Housing Factor #:			
Development Number  Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acc	Quantity	Total Estimated Cost	
				Original	Revised
PHA WIDE	MOD-COORDINATOR	1410	1	8736	
PHA WIDE	MOD INSPECTOR	1410	1	12740	
PHA WIDE	EMPLOYEE BENEFITS	1410	2	5674	
PHA WIDE	SUNDRY/ADVERTISEMENT	1410		600	
PHA WIDE	FEES&COST/AE	1430	1	8,750	
AR079001	CONCRETE/SIDEWALK/CURB REPAIR /REAC FINDINGS	1450		4,800	
AR079002	CONCRETE/SIDEWALK/CURB REPAIR/REAC FINDINGS	1450		9,667	
AR079002	BLACK METAL SECURITY FENCING	1450		34,169	
AR079002	SECURITY LIGHTING	1450		800	
AR079001	INSTALL CARBON MONOXIDE DETECTORS	1460	26	5,460	
AR079001	BUILDING EXTERIOR RENOVATION	1460	3	2,600	
AR079002	CARBON MONOXIDE DETECTORS	1460	35	7,000	
AR079002	BUILDING EXTERIOR RENOVATION	1460	7	7,000	
PHA WIDE	PURCHASE RIDING LAWNMOWER	1475	1	10,000	
PHA WIDE	MANAGEMENT IMPROVEMENTS	1408		.00	2,38

