

U.S.DepartmentofHousingandUrbanDevelopment  
OfficeofPublicandIndianHousing

---

# PHAPlans

5YearPlanforFiscalYears2002 -2006  
AnnualPlanforFiscalYear2002

July18,2002

**NOTE:THISPHAPLANSTEMPLATE(HUD50 075)ISTOBECOMPLETEDIN  
ACCORDANCEWITHINSTRUCTIONSLOCATEDINAPPLICABLEPIHNOTICES**

---

HUD50075  
OMBApprovalNo:2577 -0226  
Expires:03/31/2002

## PHA Plan Agency Identification

**PHAName:** Gastonia Housing Authority

**PHANumber:** NC057

**PHAFiscalYearBeginning:(mm/yyyy)** 10/2002

### 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
- PHA local 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
- PHA local offices
- Main administrative office of the local government
- Main administrative office of the County government
- Main administrative office of the 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)

**5-YEAR PLAN**  
**PHAF ISCAL YEARS 2002 -2006**  
[24CFRPart903.5]

**A.Mission**

State the PHA's mission for serving the needs of low -income, very low income, and extremely low -income families in the PHA's jurisdiction. (select one of the choices below)

- 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.
- The PHA's mission is: (state mission here)

The Gastonia Housing Authority is dedicated to providing this community with quality, affordable housing that is decent, safe, sanitary and in good repair and free from drugs and violent crime. We endeavor to provide livable communities that are made up of a diverse range of economic incomes so that the children of these communities have role models that are visibly striving to make economic gains for their families. We are committed to providing our residents with as many opportunities as possible to become self -sufficient. We shall do all of these things while serving our residents and neighboring citizens with the highest degree of professional courtesy, empathy and respect.

The GHA's Vision Statement is:

To provide quality housing on an interim basis to residents of diverse backgrounds, and provide financial opportunities while minimizing their economic sacrifices. We are committed to provide housing opportunities to allow residents to live in harmony and move toward self -sufficiency. We will do this by providing diverse services that will assist residents to set goals and move their families into a more favorable economic situation.

**B.Goals**

The goals and objectives listed below are derived from HUD's strategic Goals and Objectives and those emphasized in recent legislation. PHA may select any of these goals and objectives as their own, or identify other goals and/or objectives. Whether selecting the HUD -suggested objectives or their own, **PHAS ARE STRONGLY EN COURAGED TO IDENTIFY QUANTIFIABLE MEASURES OF SUCCESS IN REACHING THEIR OBJECTIVES OVER THE COURSE OF THE 5 YEARS .** (Quantifiable measures would include targetssuch as: numbers of families served or PHAS scores achieved.) PHA should identify these measures in the space to the right of or below the stated objectives.

**HUD Strategic Goal: Increase the availability of decent, safe, and affordable housing.**

- PHA Goal: Expand the supply of assisted housing  
Objectives:
  - Apply for additional rental vouchers:
  - Reduce public housing vacancies:
  - Leverage private or other public funds to create additional housing opportunities:
  - Acquire or build units or developments
  - Other (list below)
  
- PHA Goal: Improve the quality of assisted housing  
Objectives:
  - Improve public housing management: (PHA score) >90%
  - Improve voucher management: (SEMAP score) >90%
  - Increase customer satisfaction:
  - Concentrate one effort to improve specific management functions: (list; e.g., public housing finance; voucher unit inspections)
  - Renovate or modernize public housing units:
  - Demolish or dispose of obsolete public housing:
  - Provide replacement public housing:
  - Provide replacement vouchers:
  - Other: (list below)
  
- PHA Goal: Increase assisted housing choices  
Objectives:
  - Provide voucher mobility counseling:
  - Conduct outreach effort to potential voucher landlords
  - Increase voucher payment standards
  - Implement voucher homeownership program:
  - Implement public housing or other homeownership programs:
  - Implement public housing site-based waiting lists:
  - Convert public housing to vouchers:
  - Other: (list below)

**HUD Strategic Goal : Improve community quality of life and economic vitality**

- PHA Goal: Provide an improved living environment  
Objectives:
  - Implement measures to deconcentrate poverty by bringing higher income public housing households into lower income developments:

Mountain View community

- Implement measures to promote income mixing in public housing by assuring access for lower income families into higher income developments:
- Continue ongoing public housing security improvements:
- Designated developments or buildings for particular resident groups (elderly, persons with disabilities)
- Other: (list below)

**HUD Strategic Goal: Promote self-sufficiency and asset development of families and individuals**

PHA Goal: Promote self-sufficiency and asset development of assisted households

Objectives:

- 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.
- Other: (list below)

**HUD Strategic Goal: Ensure Equal Opportunity in Housing for all Americans**

PHA Goal: Ensure equal opportunity and affirmatively further fair housing

Objectives:

- 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:
- Other: (list below)

**Other PHA Goals and Objectives: (list below)**

**AnnualPHAPlan**  
**PHAFiscalYear2001**  
[24CFRPart903.7]

**i. AnnualPlanType:**

SelectwhichtypeofAnnualPlanthePHAwillsubmit.

**StandardPlan**

**StreamlinedPlan:**

- HighPerformingPHA**
- SmallAgency(<250PublicHousingUnits)**
- AdministeringSection8Only**

**TroubledAgencyPlan**

**ii. ExecutiveSummaryoftheAnnualPHAPlan**

[24CFRPart903.79(r)]

Provide abriefoverviewoftheinformationintheAnnualPlan,includinghighlights ofmajorinitiatives anddiscretionarypolicies thePHAhasincludedintheAnnualPlan.

TheGastoniaHousingAuthority(GHA)haspreparedthisPHAPlanincompliance withSection511oftheQualityHousingandWorkResponsibilityActof1998andthe ensuingHUDrequirements.GHAcontinuestouseitsStrategicPlanforguidanceon managementandoperationsgoalsandobjectives.TheGrayGrouppreparedthisPlan in1999toevaluatheGHAoperationsandprepareacitywidemarketstudyin conjunctionwiththeStrategicPlan.

Wehaveadoptedthefollowingmissionstatementtoguidetheactivitiesofthe GastoniaHousingAuthority.

TheGastoniaHousingAuthorityisdedicatedtoprovidingthiscommunitywith quality,affordablehousingthat isdecent,safe,sanitaryandgoodrepairandfree fromdrugsandviolentcrime.Weendeavortoprovidelivablecommunities thatare madeupofdiverserangeofeconomicincomessothatthechildrenofthese communitieshaverolemodelsthat arevisiblystrivingtomakeeconomicgainsfor theirfamilies.Wearecommittedtoprovidingourresidentswithasmany opportunitiesaspossibletobecomesefficient-sufficient.Weshalldoallofthesethings whileservingourresidentsandneighboringcitizenswiththehighestdegreeof professionalcourtesy,empathyandrespect.

Wehavealsoadoptedthefollowinggoalsandobjectivesforthenextfiveyears.

(1) Reducepublichousingvacancies

- (2) Acquire or build affordable housing
- (3) Improve public housing and Section 8 management
- (4) Increase customer satisfaction
- (5) Renovate or modernize public housing
- (6) Increase assisted housing choices by counseling, outreach, increased Payment Standards, implement voucher and public housing home ownership programs
- (7) Provide improved living environments through deconcentration, income mixing, security improvements and modernization of public housing units.
- (8) Promote self-sufficiency and ensure equal opportunity for all residents.
- (9) Implement a Section 8 home ownership program.

Our PHA Plan is based on the premise that if we accomplish our goals and objectives we will be working towards the achievement of our mission.

The plans, statements, budget summary, policies, etc. set forth in the PHA Plan all lead towards the accomplishment of our goals and objectives. Taken as a whole, they outline a comprehensive approach towards our goals and objectives and are consistent with the City of Gastonia's Consolidated Plan. Here are just a few highlights of our PHA Plan:

- Housing needs in Gastonia across all boundaries of low-income families, minorities, non-minorities, elderly and disabled. The Consolidated Plan and this PHA Plan combine to develop short- and long-term goals to address these issues.
- Policies and procedures are in place to address deconcentration, local preferences, the latest eligibility, admissions and occupancy requirements. Calculations show that ongoing deconcentration efforts are not necessary in any of our three family developments.

Average income per development versus GHA-wide average income is as follows:

Cameron Courts	96%
Weldon Heights	93%
Mountain View	111%

- Flatrentshavebeendevelopedthatstrikesabalancebetweenmarketrentalvalues andtheneedtofurtherself -sufficiency.PaymentStandardswereraisedin2001to 100%ofFMRtoencourageSection8recipientstolookoutsidethetraditionally low-incomeneighborhoodstoreduceconcentrationoflow -incomeneighborhoods.
- Capitalimprovementsstrikea balancebetweenlong -termviability,curbappeal andgeneralmaintenancetopreservethehousingstockandmakeitmore competitivewithprivatemarketdevelopmentsinthesurroundingareas.
- Thereisamajorcommitmenttoreducetheincidentsofdrugsandcrimeand expandresidentinitiatives,self -sufficiencyandcommunityservices,bothwith allocationofstaffandfunding.Wewillcontinewithourhighlysuccessfuldrug andcrimepreventionprogramthatcombinesyouthandfamilyserviceswithcrime datacollectionfromtheGastoniaPoliceDepartmentandpoliceofficepatrolsinall communities.
- ThePlanhasconsideredtheResidentAdvisoryBoardcomments,inputfromstaff andresidentsandtheCityofGastonia’sConsolidatedPlan.

Insummary,weareoncourssetoimprovethetheconditionofaffordablehousingin Gastonia.

### **iii. Annual Plan Table of Contents**

[24CFRPart903.79(r)]

ProvideatableofcontentsfortheAnnualPlan ,includingattachments,andalistofsupporting documentsavailableforpubli cinspection .

#### **Table of Contents**

	<u>Page#</u>
<b>Annual Plan</b>	
i. Executive Summary	1
ii. Table of Contents	3
1. Housing Needs	7
2. Financial Resources	13
3. Policies on Eligibility, Selection and Admissions	15
4. Rent Determination Policies	24
5. Operations and Management Policies	29
6. Grievance Procedures	31
7. Capital Improvement Needs	32

8. DemolitionandDisposition	34
9. DesignationofHousing	35
10. ConversionsofPublicHousing	36
11. Homeownership	37
12. Community ServicePrograms	39
13. CrimeandSafety	42
14. Pets(InactiveforJanuary1PHAs)	44
15. CivilRightsCertifications(includedwithPHAPlanCertifications)	44
16. Audit	44
17. AssetManagement	45
18. OtherInformation	45

### Attachments

Indicatewhichattachmentsareprovidedbyselectingallthatapply.Providetheattachment'sname(A, B,etc.)inthespacetotheleftofthenameoftheattachment.Note:Iftheattachmentisprovidedasa **SEPARATE**files submissionfromthePHAPlansfile,providethefilenameinparenthesesinthespace totherightofthetitle.

#### RequiredAttachments:

- AdmissionsPolicyforDeconcentration(nc057a01)
- FY2002CapitalFundProgramAnnualStatement(nc057b01)
  - Mostrecentboard -approvedoperatingbudget(RequiredAttachmentfor PHAsthataretroubledoratriskofbeingdesignatedtroubledONLY)

RASSFollow -upPlan(nc057e01)  
 CommunityServicesRequirements(nc057f01)  
 Section8HomeownershipCapacityStatement(nc057g01)  
 MembershipoftheResidentAdvisoryBoardorBoards(nc057h01)  
 PetPolicyStatement(nc057i01)  
 ProgressReport(nc057j01)

#### OptionalAttachments:

- PHAManagementOrganizationalChart
- FY2002CapitalFundProgram5YearActionPlan(nc057c01)
- PublicHousingDrugEliminationProgram(PHDEP)Plan
- CommentsofResidentAdvisoryBoardorBoards(mustbeattachedifnot includedinPHAPlantext) (nc057d01)
- Other(Listbelow,providingeachattachmentname)

### SupportingDocumentsAvailableforReview

Indicatewhichdocumentsareavailableforpublicreviewbyplacingamarkinthe“Applicable&On Display”columnintheappropriaterows.Alllisteddocumentsmustbeondisplayifapplicabletothe programactivitiesconductedbythePHA.

<b>List of Supporting Documents Available for Review</b>		
<b>Applicable &amp; On Display</b>	<b>Supporting Document</b>	<b>Applicable Plan Component</b>
x	PHA Plan Certification of Compliance with the PHA Plans and Related Regulations	5 Year and Annual Plans
x	State/Local Government Certification of Consistency with the Consolidated Plan	5 Year and Annual Plans
x	Fair Housing Documentation: 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 jurisdiction to implement any of the jurisdictions' initiatives to affirmatively further fair housing that require the PHA's involvement.	5 Year and Annual Plans
x	Consolidated Plan for the jurisdiction/s in which the PHA is located (which includes the Analysis of Impediments to Fair Housing Choice (AI)) 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), which includes the Tenant Selection and Assignment Plan [TSAP]	Annual Plan: Eligibility, Selection, and Admissions Policies
x	Section 8 Administrative Plan	Annual Plan: Eligibility, Selection, and Admissions Policies
x	Public Housing Deconcentration and Income Mixing Documentation: 1. PHA board certifications of compliance with deconcentration requirements (section 16(a) of the US Housing Act of 1937, as implemented in the 2/18/99 <i>Quality Housing and Work Responsibility Act Initial Guidance; Notice</i> and any further HUD guidance) and 2. Documentation of the required deconcentration and income mixing analysis	Annual Plan: Eligibility, Selection, and Admissions Policies
x	Public housing rent determination policies, including the methodology for setting public housing flat rents <input checked="" 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 checked="" type="checkbox"/> check here if included in the public housing A&O Policy	Annual Plan: Rent Determination
x	Section 8 rent determination (payment standard) policies <input checked="" type="checkbox"/> check here if included in Section 8 Administrative Plan	Annual Plan: Rent Determination
x	Public housing management and maintenance policy	Annual Plan: Operations

<b>List of Supporting Documents Available for Review</b>		
<b>Applicable &amp; On Display</b>	<b>Supporting Document</b>	<b>Applicable Plan Component</b>
	documents, including policies for the prevention or eradication of pest infestation (including cockroach infestation)	and Maintenance
x	Public housing grievance procedures <input checked="" type="checkbox"/> check here if included in the public housing A&O Policy	Annual Plan: Grievance Procedures
x	Section 8 informal review and hearing procedures <input checked="" 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 the active grant year	Annual Plan: Capital Needs
	Most recent CIAP Budget/Progress Report (HUD 52825) for any active CIAP grant	Annual Plan: Capital Needs
x	Most recent, approved 5 Year Action Plan for the Capital Fund/Comprehensive Grant Program, if not included as an attachment (provided at PHA option)	Annual Plan: Capital Needs
	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
	Approved or submitted applications for demolition and/or disposition of public housing	Annual Plan: Demolition and Disposition
	Approved or submitted applications for designation of public housing (Designated Housing Plans)	Annual Plan: Designation of Public Housing
x	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	Annual Plan: Conversion of Public Housing
	Approved or submitted public housing home ownership programs/plans	Annual Plan: Homeownership
	Policies governing any Section 8 Homeownership program <input type="checkbox"/> check here if included in the Section 8 Administrative Plan	Annual Plan: Homeownership
x	Any cooperative agreement between the PHA and the TANF agency	Annual Plan: Community Service & Self-Sufficiency
x	FSS Action Plan/s for public housing and/or Section 8	Annual Plan: Community Service & Self-Sufficiency
	Most recent self-sufficiency (ED/SS, TOP or ROSS or other resident services grant) grant program reports	Annual Plan: Community Service & Self-Sufficiency
x	The most recent Public Housing Drug Elimination Program (PHDEP) semi-annual performance report for any open grant and most recently submitted PHDEP application (PHDEP Plan)	Annual Plan: Safety and Crime Prevention
x	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 result of that audit and the PHA's response to any findings	Annual Plan: Annual Audit

<b>List of Supporting Documents Available for Review</b>		
<b>Applicable &amp; On Display</b>	<b>Supporting Document</b>	<b>Applicable Plan Component</b>
	Troubled PHAs: MOA/Recovery Plan	Troubled PHAs
	Others supporting documents (optional) (list individually; use as many lines as necessary)	(specify as needed)
x	GHAPet Policy	Annual Plan
x	GHALease	Annual Plan

## **1. Statement of Housing Needs**

[24CFR Part 903.79(a)]

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

Based upon the information contained in the Consolidated Plan/s applicable to the jurisdiction, and/or other data available to the PHA, provide a statement of the housing needs in the jurisdiction by completing the following table. In the "Overall" Needs column, provide the estimated number of renter families that have housing needs. For the remaining characteristics, 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." Use N/A to indicate that no information is available upon which the PHA can make this assessment.

<b>Housing Needs of Families in the Jurisdiction by Family Type</b>							
<b>Family Type</b>	<b>Overall</b>	<b>Afford-ability</b>	<b>Supply</b>	<b>Quality</b>	<b>Access-ibility</b>	<b>Size</b>	<b>Loca-tion</b>
Income <= 30% of AMI	1651	5	5	3	2	2	2
Income > 30% but <= 50% of AMI	1372	4	5	3	2	2	2
Income > 50% but < 80% of AMI	2647	3	4	3	2	2	2
Elderly	1923	5	5	3	3	2	2
Families with Disabilities	1464	5	5	3	5	3	2
White	9118	5	4	3	2	2	2
African-American	586	5	5	3	3	2	2
Hispanic	29	5	5	3	3	2	2
Asian	29	5	5	3	3	2	2

What sources of information did the PHA use to conduct this analysis? (Check all that apply; all materials must be made available for public inspection.)

Consolidated Plan of the Jurisdiction/s

- Indicate year: May 2000 (Annual Action Plan - 2002)
- U.S. Census data: the Comprehensive Housing Affordability Strategy (“CHAS”) dataset
- American Housing Survey data
- Indicate year:
- Other housing market study
- Indicate year:
- Other sources: (list and indicate year of information)

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

State the housing needs of the families on the PHA’s waiting list/s. **Complete one table for each type of PHA - wide waiting list administered by the PHA.** PHA may provide separate tables for site-based or sub-jurisdictional public housing waiting lists at their option.

Housing Needs of Families on the Waiting List			
Waiting list type: (select one)			
<input checked="" type="checkbox"/> Section 8 tenant-based assistance			
<input type="checkbox"/> Public Housing			
<input type="checkbox"/> Combined Section 8 and Public Housing			
<input type="checkbox"/> 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	812		300
Extremely low income <= 30% AMI	739	91%	
Very low income (> 30% but <= 50% AMI)	69	8%	
Low income (> 50% but < 80% AMI)	4	1%	
Families with	666	82%	

<b>Housing Needs of Families on the Waiting List</b>			
children			
Elderly families	76	9%	
Families with Disabilities	138	17%	
Race/ethnicity			
White	319	39%	
Black	475	59%	
Hispanic	12	1%	
American Indian	3	<1%	
Asian	3	<1%	
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)?			
Does the PHA expect to reopen the list in the PHA Plan year? <input type="checkbox"/> No <input type="checkbox"/> Yes			
Does the PHA permit specific categories of families onto the waiting list, even if generally closed? <input type="checkbox"/> No <input type="checkbox"/> Yes			

Waiting list type: (select one)			
<input type="checkbox"/> Section 8 tenant -based assistance			
<input checked="" type="checkbox"/> Public Housing			
<input type="checkbox"/> Combined Section 8 and Public Housing			
<input type="checkbox"/> 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	474		237
Extremely low income <=30% AMI	428	90%	
Very low income (>30% but <=50% AMI)	41	8%	
Low income (>50% but <80% AMI)	5	1%	
Families with children	389	82%	
Elderly families	34	7%	
Families with Disabilities	107	22%	
Race/ethnicity			

White	200	42%	
Black	270	57%	
Indian	4	1%	
Asian			
Characteristics by Bedroom Size (Public Housing Only)			
1BR	189	40%	50
2BR	265	56%	88
3BR	18	4%	75
4BR	1	<1%	12
5BR	1	<1%	12
5+BR	0	0%	0
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)?			
Does the PHA expect to open the list in the PHA Plan year? <input type="checkbox"/> No <input type="checkbox"/> Yes			
Does the PHA permit specific categories of families on the waiting list, even if generally closed? <input type="checkbox"/> No <input type="checkbox"/> Yes			

### C. Strategy for Addressing 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 **INT HEUPCOMING YEAR**, and the Agency's reasons for choosing this strategy.

#### (1) Strategies

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

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

Select all that apply

- 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 mixed financed development
- Seek replacement of public housing units lost to the inventory through section 8 replacement housing resources

- Maintain or increase section 8 lease -uprates 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 -uprates by marketing the program to owners, particularly those outside of areas of minority and poverty concentration
- Maintain or increase section 8 lease -uprates 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
- Other (list below)  
Maintain capacity of the Section 8 inspection department to provide better service to landlords and reduce initial approval of properties

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

Select all that apply

- 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.
- Other: (list below)

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

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

Select all that apply

- 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
- Employ admissions preferences aimed at families with economic hardships
- Adopt rent policies to support and encourage work
- Other: (list below)

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

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

Select all that apply

- Employ admissions preferences aimed at families who are working

- Adoptrentpolic iestosupportandencouragework
- Other:(listbelow)

**Need:SpecificFamilyTypes:TheElderly**

**Strategy1: Targetavailableassistancetotheelderly:**

Selectallthatapply

- Seekdesignationofpublichousingfortheelderly
- Applyforspecial -purposevoucherstargetedtotheelderly,shouldtheybecome available
- Other:(listbelow)

**Need:SpecificFamilyTypes:FamilieswithDisabilities**

**Strategy1: Targetavailableassistanc etoFamilieswithDisabilities:**

Selectallthatapply

- Seekdesignationofpublichousingforfamilieswithdisabilities
- Carryoutthomodificationsneededinpublichousingbasedonthesection504 NeedsAssessmentforPublicHousing
- Applyforspecial -purposevoucherstargetedtofamilieswithdisabilities, shouldtheybecomeavailable
- Affirmativelymarkettolocalnon -profitagenciesthatassistfamilieswith disabilities
- Other:(listbelow)

**Need:SpecificFamilyTypes:Racesorethnicitieswithdisproportionatehousing needs**

**Strategy1:IncreaseawarenessofPHAresourcesamongfamiliesofracesand ethnicitieswithdisproportionateneeds:**

Selectifapplicable

- Affirmativelymarkettoraces/ethnicitiesshowntohavedisproportionate housingneeds
- Other:(listbelow)

**Strategy2:Conductactivitiestoaffirmativelyfurtherfairhousing**

Selectallthatapply

- Counselsection8tenantsastolocationofunitsoutsideofareasofpovertyor minorityconcentrationandassistthemtolocatethoseunits

- Market the section 8 program to owners outside of areas of poverty/minority concentrations
- Other: (list below)

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

**(2) Reasons for Selecting Strategies**

Of the factors listed below, select all that influenced the PHA's selection of the strategies it will pursue:

- Funding constraints
- Staffing constraints
- Limited availability of sites for assisted housing
- Extent to which particular housing needs are met by other organizations in the community
- Evidence of housing needs as demonstrated in the Consolidated Plan and other information available to the PHA
- Influence of the housing market on PHA programs
- Community priorities regarding housing assistance
- Results of consultation with local or state government
- Results of consultation with residents and the Resident Advisory Board
- Results of consultation with advocacy groups
- Other: (list below)

**2. Statement of Financial Resources**

[24 CFR Part 903.79(b)]

List the financial resources that are anticipated to be available to the PHA for the support of Federal public housing and tenant-based Section 8 assistance programs administered by the PHA during the Plan year. Note: the table assumes that Federal public housing or tenant-based Section 8 assistance grant funds are expended on eligible purposes; therefore, uses of these funds need not be stated. For other funds, indicate the use for those funds as one of the following categories: public housing operations, public housing capital improvements, public housing safety/security, public housing support services, Section 8 tenant-based assistance, Section 8 support services or other.

<b>Financial Resources: Planned Sources and Uses</b>		
<b>Sources</b>	<b>Planned \$</b>	<b>Planned Uses</b>
<b>1. Federal Grants (FY 2002 grants)</b>		
a) Public Housing Operating Fund	1,236,246	
b) Public Housing Capital Fund	700,765	
c) HOPE VI Revitalization		
d) HOPE VI Demolition		

<b>Financial Resources: Planned Sources and Uses</b>		
<b>Sources</b>	<b>Planned \$</b>	<b>Planned Uses</b>
e) Annual Contributions for Section 8 Tenant -Based Assistance	5,838,184	
f) Public Housing Drug Elimination Program (including any Technical Assistance funds)	0	
g) Resident Opportunity and Self - Sufficiency Grants	250,000	
h) Community Development Block Grant	0	
i) HOME	0	
Other Federal Grants (list below)		
Weed & Seed	91,000	Crime reduction
<b>2. Prior Year Federal Grants (unobligated funds only) (list below)</b>		
FY-2001 Capital Fund Program	715,998	Capital/management
FY-2000 Capital Fund Program	270,225	improvements
FY-2001 PHDEP	98,227	
<b>3. Public Housing Dwelling Rental Income</b>	689,545	PH operations
<b>4. Other income (list below)</b>		
Interest	24,758	PH operations
Other income	44,444	PH operations
<b>4. Non -federal sources (list below)</b>		
<b>Total re sources</b>	9,959,392	PH/Section 8 operations, maintenance, modernization, community/resident services

### **3.PHAPoliciesGoverningEligibility,Selection,andAdmissions**

[24CFRPart903.79(c)]

#### **A.PublicHousing**

Exemptions:PHAsthatdonotadministerpublichousingarenotrequiredtocompletesubcomponent 3A.

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

a. WhendoesthePHAverifyeligibilityforadmissiontopublichousing?(selectall thatapply)

- Whenfamiliesarewithinacertainnumberofbeing offeredaunit:(state number)5 –20dependingonwaitinglistandrentalsuccesshistory
- Whenfamiliesarewithinacertaintimeofbeingofferedaunit:(statetime)
- Other:(describe)

b. Whichnon -income(screening)factorsdoesthePHAusetoestablisheligibilityfor admissiontopublichousing(selectallthatapply)?

- CriminalorDrug -relatedactivity
- Rentalhistory –includinglandlordreferences
- Housekeeping –GHAcontactspreviouslandlords.ConsultswithDSSif applicantisreceivingDSScasemanagementandmayvisitcurrentresidenceif deemednecessary.
- Other(describe)

c.  Yes  No:DoesthePHArequestcriminalrecordsfromlocallaw enforcementagenciesforscreeningpurposes?

d.  Yes  No:DoesthePHArequestcriminalrecordsfromStatelaw enforcementagenciesforscreeningpurposes?

e.  Yes  No:DoesthePHAaccessFBIcriminalrecordsfromtheFBIfor screeningpurposes?(eitherdirectlyorthroughanNCIC - authorizedsource)

##### **(2)WaitingListOrganization**

a. WhichmethodsdoesthePHAplantousetoorganizeitstopublichousingwaitinglist (selectallthatapply)

- Community-widelist
- Sub-jurisdictionallists
- Site-basedwaitinglists
- Other(describe)

b. Where may interested persons apply for admission to public housing?

- PHA main administrative office
- PHA development site management office
- Other (list below)

c. If the PHA plans to operate one or more site-based waiting lists in the coming year, answer each of the following questions; if not, skip to subsection **(3) Assignment**

1. How many site-based waiting lists will the PHA operate in the coming year?

2.  Yes  No: Are any or all of the PHA's site-based waiting lists new for the upcoming year (that is, they are not part of a previously HUD-approved site-based waiting list plan)?  
If yes, how many lists?

3.  Yes  No: May families be on more than one list simultaneously?  
If yes, how many lists?

4. Where can interested persons obtain more information about and sign up to be on the site-based waiting lists (select all that apply)?

- PHA main administrative office
- All PHA development management offices
- Management offices at developments with site-based waiting lists
- At the development to which they would like to apply
- Other (list below)

### **(3) Assignment**

a. How many vacant unit choices are applicants ordinarily given before they fall to the bottom of or are removed from the waiting list? (select one)

- One
- Two
- Three or more. This policy may be changed to comply with deconcentration requirements

b.  Yes  No: Is this policy consistent across all waiting list types?

c. If answer to b is no, list variations for any other than the primary public housing waiting list/s for the PHA:

### **(4) Admissions Preferences**

a. Incometargeting:

- Yes  No: DoesthePHAplantoexceedthefederaltargetingrequirementsby targetingmorethan40%ofallnewadmissionstopublichousing tofamiliesatorbelow30%ofmedianareaincome?

b. Transferpolicies:

Inwhatcircumstanceswilltransferstakeprecedenceovernewadmissions?(list below)

- Emergencies  
 Overhoused  
 Underhoused  
 Medicaljustification  
 Administrativereasons determinedbythePHA(e.g., topermitmodernization work)  
 Residentchoice:(statecircumstancesbelow)  
 Other: (listbelow)

c. Preferences

1.  Yes  No: HasthePHAestablishedpreferencesforadmissiontopublic housing(othertandateandtimeofapplication)?(If“no”is selected,skiptosubsection **(5)Occupancy**)
2. WhichofthefollowingadmissionpreferencesdoesthePHAplantoemployinthe comingyear?(selectallthatapplyfromeitherformerFederalpreferencesorother preferences)

FormerFederalpreferences:

- InvoluntaryDisplacement(Disaster,GovernmentAction,ActionofHousing Owner,Inaccessibility,PropertyDisposition)  
 Victimsofdomesticviolence  
 Substandardhousing  
 Homelessness  
 Highrentburden(rentis>50percentofincome)

Otherpreferences:(selectbelow)

- Workingfamiliesandthoseunabletoworkbecauseofageordisability  
 Veteransandveterans’families  
 Residentsholiveand/orworkinthejurisdiction  
 Thoseenrolledcurrentlyineducational,training,orupwardmobilityprograms  
 Householdsthatcontributetomeetingincomegoals(broadrangeofincomes)  
 Householdsthatcontributetomeetingincomerequirements(targeting)

- Those previously enrolled in educational, training, or upward mobility programs
- Victims of reprisals or hate crimes
- Other preference(s) (list below)  
Single preference

3. If the PHA will employ admissions preferences, please prioritize by placing a "1" in the space that represents your first priority, a "2" in the box representing your second priority, and so on. If you give equal weight to one or more of these choices (either through an absolute hierarchy or through a points system), place the same number next to each. That means you can use "1" more than once, "2" more than once, etc.

1 Date and Time

Former Federal preferences:

- Involuntary Displacement (Disaster, Government Action, Action of Housing Owner, Inaccessibility, Property Disposition)
- 2 Victims of domestic violence
- Substandard housing
- Homelessness
- High rent burden

Other preferences (select all that apply)

- Working families and those unable to work because of age or disability
- Veterans and veterans' families
- Residents who live and/or work in the jurisdiction
- Those enrolled currently in educational, training, or upward mobility programs
- Household that contributes to meeting income goals (broad range of incomes)
- Household that contributes to meeting income requirements (targeting)
- Those previously enrolled in educational, training, or upward mobility programs
- Victims of reprisals or hate crimes
- Other preference(s) (list below)  
Single preference

4. Relationship of preferences to income targeting requirements:

- The PHA applies preferences within income tiers
- Not applicable: the pool of applicant families ensures that the PHA will meet income targeting requirements

**(5) Occupancy**

a. What reference materials can applicants and residents use to obtain information about the rules of occupancy of public housing (select all that apply)

- The PHA -resident lease
- The PHA's Admissions and (Continued) Occupancy policy
- PHA briefing seminars or written materials
- Other source (list)

b. How often must residents notify the PHA of changes in family composition? (select all that apply)

- At an annual reexamination and lease renewal
- Anytime family composition changes
- At family request for revision
- Other (list)

#### **(6) Deconcentration and Income Mixing**

a.  Yes  No: Did the PHA's analysis of its family (general occupancy) developments to determine concentrations of poverty indicate the need for measures to promote deconcentration of poverty or income mixing?

b.  Yes  No: Did the PHA adopt any changes to its admissions policies based on the results of the required analysis of the need to promote deconcentration of poverty or to assure income mixing?

c. If the answer to b was yes, what changes were adopted? (select all that apply)

- Adoption of site -based waiting lists  
If selected, list targeted developments below:
- Employing waiting list "skipping" to achieve deconcentration of poverty or income mixing goals at targeted developments  
If selected, list targeted developments below:  
Mountain View
- Employing new admission preferences at targeted developments  
If selected, list targeted developments below:  
Mountain View
- Other (list policies and development targeted below)

d.  Yes  No: Did the PHA adopt any changes to **other** policies based on the results of the required analysis of the need for deconcentration of poverty and income mixing?

e. If the answer to d was yes, how would you describe these changes? (select all that apply)

- Additional affirmative marketing
- Actions to improve the marketability of certain developments
- Adoption or adjustment of ceiling rents for certain developments
- Adoption of rent incentives to encourage deconcentration of poverty and income-mixing
- Other (list below)

f. Based on the results of the required analysis, in which developments will the PHA make special efforts to attract or retain higher -income families? (select all that apply)

- Not applicable: results of analysis did not indicate a need for such efforts
- List (any applicable) developments below:

g. Based on the results of the required analysis, in which developments will the PHA make special efforts to assure access for lower -income families? (select all that apply)

- Not applicable: results of analysis did not indicate a need for such efforts
- List (any applicable) developments below:

## B. Section 8

Exemptions: PHA that do not administer section 8 are not required to complete sub -component 3B. Unless otherwise specified, all questions in this section apply only to the tenant -based section 8 assistance program (vouchers, and until completely merged into the voucher program, certificates).

### (1) Eligibility

a. What is the extent of screening conducted by the PHA? (select all that apply)

- Criminal or drug -related activity only to the extent required by law or regulation
- Criminal and drug -related activity, more extensively than required by law or regulation
- More general screening than criminal and drug -related activity (list factors below)
  1. Termination from assisted housing programs, and
  2. Disallowance of assistance for monies owed GHA or any other PHA

Other(listbelow)

b.  Yes  No: DoesthePHArequestcriminalrecordsfromlocallawenforcement agenciesforscreeningpurposes?

c.  Yes  No: DoesthePHArequestcriminalrecordsfromStatelaw enforcementagenciesforscreeningpurposes?

d.  Yes  No: DoesthePHAaccessFBIcriminalrecordsfromtheFBIfor screeningpurposes?(eitherdirectlyorthroughanNCIC - authorizedsource)

e. Indicatewhatkindsofinformationyousharewithprospectivelandlords?(selectall thatapply)

Criminalordrug -relatedactivity

Other(describewhatbelow)

### **(2)WaitingListOrganization**

a. Withwhichofthefollowingprogramwaitinglistsisthesection8tenant -based assistancewaitinglistmerged?(selectall thatapply)

None

Federalpublichousing

Federalmoderaterehabilitation

Federalproject -basedcertificateprogram

Otherfederalorlocalprogram(listbelow)

b. Wheremayinterestedpersonsapplyforadmissiontosection8tenant -based assistance?(selectallthatapply)

PHAmainadministrativeoffice

Other(listbelow)

1. Bymailifoutofstate,and

2. Viae -mailforpre -applicationonly

### **(3)SearchTime**

a.  Yes  No: DoesthePHAgiveextensionsonstandard60 -dayperiodto searchforaunit?

Ifyes, statecircumstancesbelow:

1. Medicalreasons

2. If applicant can show proof that he/she is making active, reasonable effort to find housing and housing is difficult to locate

**(4) Admissions Preferences**

a. Income targeting

- Yes  No: Does the PHA plan to exceed the federal targeting requirements by targeting more than 75% of all new admission to the section 8 program to families at or below 30% of median area income?

b. Preferences

1.  Yes  No: Has the PHA established preferences for admission to section 8 tenant-based assistance? (other than date and time of application) (if no, skip to subcomponent **(5) Special purpose section 8 assistance programs**)

2. Which of the following admission preferences does the PHA plan to employ in the coming year? (select all that apply from either former Federal preferences or other preferences)

Former Federal preferences

- Involuntary Displacement (Disaster, Government Action, Action of Housing Owner, Inaccessibility, Property Disposition)  
 Victims of domestic violence  
 Substandard housing  
 Homelessness  
 High rent burden (rent is > 50 percent of income)

Other preferences (select all that apply)

- Working families and those unable to work because of age or disability  
 Veterans and veterans' families  
 Residents who live and/or work in your jurisdiction  
 Those enrolled currently in educational, training, or upward mobility programs  
 Household that contribute to meeting income goals (broad range of incomes)  
 Household that contribute to meeting income requirements (targeting)  
 Those previously enrolled in educational, training, or upward mobility programs  
 Victims of reprisals or hate crimes  
 Other preference(s) (list below)  
Singles preference

3. If the PHA will employ admissions preferences, please prioritize by placing a "1" in the space that represents your first priority, a "2" in the box representing your second priority, and so on. If you give equal weight to one or more of these

choices(eitherthroughanabsolutehierarchyorthroughapointsystem),placethe samenumberttoeach.Thatmeansyoucanuse“1”morethanonce,“2”more thanonce,etc.

1 DateandTime

FormerFederalpreferences

InvoluntaryDisplacement(Disaster,GovernmentAction,ActionofHousing Owner,Inaccessibility,PropertyDisposition)

2 Victimsofdomesticviolence

Substandardhousing

Homelessness

Highrentburden

Otherpreferences(selectallthatapply)

- Workingfamiliesandthoseunabletoworkbecauseofageordisability
- Veteransandveterans’families
- Residentstholiveand/orworkinyourjurisdiction
- Thoseenrolledcurrentlyineducational,training,orupwardmobilityprograms
- Householdsthatcontributetomeetingincomegoals(broadrangeofincomes)
- Householdsthatcontributetomeetingincomerequirements(targeting)
- Thosepreviouslyenrolledineducational,training,orupwardmobility programs
- Victimsofreprisalsorhatecrimes
- Otherpreference(s)(listbelow)  
Singlespreference

4.Amongapplicantsonthewaitinglistwithethequalpreferencestatus,howare applicantsselected?(selectone)

- Dateandtimeofapplication
- Drawing(lottery)orotherrandomchoicetechnique

5.IfthePHAplanstoemploypreferencesfor“residentstholiveand/orworkinthe jurisdiction”(selectone)

- ThispreferencehaspreviouslybeenreviewedandapprovedbyHUD
- ThePHArequestsapprovalforthispreferencethroughthisPHAPlan

6.Relationshipofpreferencestoincometargetingrequirements:(selectone)

- ThePHAappliespreferenceswithinincometiers

- Not applicable: the pool of applicant families ensure that the PHA will meet income targeting requirements

#### **(5) Special Purpose Section 8 Assistance Programs**

a. In which documents or other reference materials are the policies governing eligibility, selection, and admission to any special -purpose section 8 program administered by the PHA contained? (select all that apply)

- The Section 8 Administrative Plan  
 Briefing sessions and written materials  
 Other (list below)

b. How does the PHA announce the availability of any special -purpose section 8 program to the public?

- Through published notices  
 Other (list below)

#### **4. PHA Rent Determination Policies**

[24 CFR Part 903.79(d)]

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

Exemptions: PHA that do not administer public housing are not required to complete sub -component 4A.

#### **(1) Income Based Rent Policies**

Describe the PHA's income based rent setting policy/ies for public housing using, including discretionary (that is, not required by statute or regulation) income disregards and exclusions, in the appropriate spaces below.

a. Use of discretionary policies: (select one)

- The PHA will not employ any discretionary rent -setting policies for income based rent in public housing. Income -based rents are set at the higher of 30% of adjusted monthly income, 10% of unadjusted monthly income, the welfare rent, or minimum rent (less HUD mandatory deductions and exclusions). (If selected, skip to sub -component (2))

---or---

- ThePHAemploysdiscretionarypoliciesfordeterminingincomebasedrent(If selected,continuetoquestionb.)

b. Minimum Rent

1. What amount best reflects the PHA's minimum rent? (select one)

- \$0  
 \$1-\$25  
 \$26-\$50

2.  Yes  No: Has the PHA adopted any discretionary minimum rent hardship exemption policies?

3. If yes to question 2, list these policies below :

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

1.  Yes  No: Does the PHA plan to charge rents at a fixed amount or percentage less than 30% of adjusted income?

2. If yes to above, list the amounts or percentages charged and the circumstances under which these will be used below:

d. Which of the discretionary (optional) deductions and/or exclusions policies does the PHA plan to employ (select all that apply)

- For the earned income of a previously unemployed household member  
 For increases in earned income  
 Fixed amount (other than general rent -setting policy)  
If yes, state amount/s and circumstances below:

- Fixed percentage (other than general rent -setting policy)  
If yes, state percentage/s and circumstances below:

- For household heads  
 For other family members  
 For transportation expenses  
 For the non-reimbursed medical expenses of non-disabled or non-elderly families  
 Other (describe below)

e. Ceiling rents

1. Do you have ceiling rents? (rents set at a level lower than 30% of adjusted income) (select one)

- Yes for all developments
- Yes but only for some developments
- No

2. For which kinds of developments are ceiling rents in place? (select all that apply)

- For all developments
- For all general occupancy developments (not elderly or disabled or elderly only)
- For specified general occupancy developments
- For certain parts of developments; e.g., the high-rise portion
- For certain size units; e.g., larger bedroom sizes
- Other (list below)

3. Select the space or spaces that best describe how you arrive at ceiling rents (select all that apply)

- Market comparability study
- Fair market rents (FMR)
- 95<sup>th</sup> percentile rents
- 75 percent of operating costs
- 100 percent of operating costs for general occupancy (family) developments
- Operating costs plus debt service
- The "rental value" of the unit
- Other (list below)

f. Rent redetermination:

1. Between income reexaminations, how often must tenants report changes in income or family composition to the PHA such that the changes result in an adjustment to rent? (select all that apply)

- Never
- At family option

- Anytime the family experiences an income increase –family must report all changes in income/family but increases in rent do not take effect until next re-exam date. Decreases are recalculated from date of notification
- Anytime a family experiences an income increase above a threshold amount or percentage: (if selected, specify threshold) \_\_\_\_\_
- Other (list below)

g.  Yes  No: Does the PHA plan to implement individual savings accounts for residents (ISAs) as an alternative to the required 12 month disallowance of earned income and phasing in of rent increases in the next year?

**(2) Flat Rents**

1. In setting the market-based flat rents, what sources of information did the PHA use to establish comparability? (select all that apply.)

- The section 8 rent reasonableness study of comparable housing
- Survey of rents listed in local newspaper
- Survey of similar unassisted units in the neighborhood
- Other (list/describe below) –third-party market study/rent comparability analysis conducted in late 1999

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

Exemptions: PHAs that do not administer Section 8 tenant-based assistance are not required to complete sub-component 4B. **Unless otherwise specified, all questions in this section apply only to the tenant-based section 8 assistance program (vouchers, and until completely merged into the voucher program, certificates).**

**(1) Payment Standards**

Describe the voucher payment standards and policies .

a. What is the PHA's payment standard? (select the category that best describes your standard)

- At or above 90% but below 100% of FMR
- 100% of FMR
- Above 100% but at or below 110% of FMR
- Above 110% of FMR (if HUD approved; describe circumstances below)

b. If the payment standard is lower than FMR, why has the PHA selected this standard? (select all that apply)

- FMRs are adequate to ensure success among assisted families in the PHA's segment of the FMR area
- The PHA has chosen to serve additional families by lowering the payment standard
- Reflects market or submarket
- Other (list below)

c. If the payment standard is higher than FMR, why has the PHA chosen this level? (select all that apply)

- FMRs are not adequate to ensure success among assisted families in the PHA's segment of the FMR area
- Reflects market or submarket
- To increase housing options for families
- Other (list below)

d. How often are payment standards reevaluated for adequacy? (select one)

- Annually
- Other (list below)

e. What factors will the PHA consider in its assessment of the adequacy of its payment standard? (select all that apply)

- Success rates of assisted families
- Rent burden of assisted families
- Other (list below)
- Input from landlords, advice of Section 8 Landlord Advisory Board and market conditions

## **(2) Minimum Rent**

a. What amount best reflects the PHA's minimum rent? (select one)

- \$0
- \$1-\$25
- \$26-\$50

b.  Yes  No: Has the PHA adopted any discretionary minimum rent hardship exemption policies? (if yes, list below)

## **5. Operations and Management**

[24CFR Part 903.79(e)]

Exemptions from Component 5: High performing and small PHAs are not required to complete this section. Section 8 only PHAs must complete parts A, B, and C(2)

### **A. PHA Management Structure**

Describe the PHA's management structure and organization.

(select one)

- An organization chart showing the PHA's management structure and organization is attached.
- A brief description of the management structure and organization of the PHA follows:

The GHABoard of Commissioners consists of five (5) members with a Chair and Vice -Chair that make policy and review operations on a monthly meeting basis.

The Executive Director is responsible for supervision of agency, day -to-day activities and for implementing and enforcing policy adopted by the Board of Commissioners.

There are five (5) department directors (Senior Accounting Technician, Section 8 Supervisor, Housing Services Supervisor, Maintenance Director and Community Services Supervisor) that are responsible for supervision, policy recommendations, compliance with laws and regulations, oversight of day -to-day operations and residents services.

The Senior Accounting Technician supervises the Accounting Technician Payroll Clerk and is responsible for budgets, payroll, accounting, insurance, leave, etc. A fee accountant supports the operation of the finance department.

The Section 8 Supervisor supervises three Section 8 Occupancy Specialists and two Section 8 Inspectors.

The Housing Services Supervisor supervises two Housing Services Specialists, one Admissions Specialist and one Receptionist. The Admissions Specialist is responsible for maintaining the waiting list and conducting intake classes.

The Community Services Supervisor supervises one Community Services Coordinator. This department is responsible for residents services, grant writing and administration of open PHDEP grants.

The Maintenance Director supervises the Administrative Assistance, Maintenance Mechanics/Laborers and Force Account crew. He also supervises and implements the Capital Fund Program.

**B. HUD Programs Under PHA Management**

List Federal programs administered by the PHA, number of families served at the beginning of the upcoming fiscal year, and expected turnover in each. (Use "NA" to indicate that the PHA does not operate any of the programs listed below.)

<b>Program Name</b>	<b>Units or Families Served at Year Beginning</b>	<b>Expected Turnover</b>
Public Housing	391	100
Section 8 Vouchers	1015	180
Section 8 Certificates		
Section 8 Mod Rehab		
Special Purpose Section 8 Certificates/Vouchers (list individually)		
Public Housing Drug Elimination Program (PHDEP)	391	100
Other Federal Programs (list individually)		

**C. Management and Maintenance Policies**

List the PHA's public housing management and maintenance policy documents, manuals and handbooks that contain the Agency's rules, standards, and policies that govern maintenance and management of public housing, including a description of any measures necessary for the prevention or eradication of pest infestation (which includes cockroach infestation) and the policies governing Section 8 management.

(1) Public Housing Maintenance and Management: (list below)

- Admissions and Continued Occupancy Policy
- Check Signing Authorization Policy
- Disposition Policy
- Dwelling Lease

EqualHousingOpportunityPolicy  
 FacilitiesUsePolicy  
 FundsTransferPolicy  
 GrievanceProcedurePolicy  
 HardshipExemptionPolicy  
 HousekeepingPolicy  
 MaintenancePolicy  
 PestControlPolicy  
 PetPolicy  
 ProcurementPolicy  
 RentCollectionPolicy  
 ResidentInitiativesPolicy  
 ScreeningandEvictionPolicy  
 StatementofPolicyGoverningCapitalizationofFixedAssets  
 StatementofPolicyGoverningDepreciationofFixedAssets  
 TrespassPolicy

(2)Section8Management:(listbelow)

AdministrativePlanfortheSection8CertificateandVoucherPrograms  
 CheckSigningAuthorizationPolicy  
 EqualHousingOpportunityPolicy  
 FundsTransferPolicy

## **6. PHA Grievance Procedures**

[24CFRPart903.79(f)]

Exemptionsfromcomponent6:HighperformingPHAsarenotrequiredtocompletecomponent6.  
 Section8 -OnlyPHAsareexemptfromsub -component6A.

### **A. Public Housing**

1.  Yes  No: Has the PHA established any written grievance procedures in addition to federal requirements found at 24CFRPart966, SubpartB, for residents of public housing?

If yes, list additions to federal requirements below:

2. Which PHA offices should residents or applicants to public housing contact to initiate the PHA grievance process? (select all that apply)

- PHA main administrative office  
 PHA development management offices  
 Other (list below)

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

1.  Yes  No: Has the PHA 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 24CFR982?

If yes, list additions to federal requirements below:

2. Which PHA offices should applicants or assist ed families contact to initiate the informal review and informal hearing processes? (select all that apply)

- PHA main administrative office
- Other (list below)

**7. Capital Improvement Needs**

[24CFR Part 903.79(g)]

Exemptions from Component 7: Section 8 only PHAs are not required to complete this component and may skip to Component 8.

**A. Capital Fund Activities**

Exemptions from sub -component 7A: PHAs that will not participate in the Capital Fund Program may skip to component 7B. All other PHAs must complete 7A as instructed.

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

Using parts I, II, and III of the Annual Statement for the Capital Fund Program (CFP), identify capital activities the PHA is proposing for the upcoming year to ensure long -term physical and social viability of its public housing developments. This statement can be completed by using the CFP Annual Statement tables provided in the table library at the end of the PHA Plan template **OR**, at the PHA's option, by completing and attaching a properly updated HUD -52837.

Select one:

The Capital Fund Program Annual Statement is provided as an attachment to the PHA Plan at Attachment (nc057b01)

-or-

The Capital Fund Program Annual Statement is provided below: (if selected, copy the CFP Annual Statement from the Table Library and insert there)

**(2) Optional 5 -Year Action Plan**

Agencies are encouraged to include a 5 -Year Action Plan covering capital work items. This statement can be completed by using the 5 Year Action Plan table provided in the table library at the end of the PHA Plan template OR by completing and attaching a properly updated HUD -52834.

a.  Yes  No: Is the PHA providing an optional 5 -Year Action Plan for the Capital Fund? (if no, skip to sub -component 7B)

b. If yes to question a, select one:

The Capital Fund Program 5 -Year Action Plan is provided as an attachment to the PHA Plan at Attachment (nc057c01)

-or-

The Capital Fund Program 5 -Year Action Plan is provided below: (if selected, copy the CF P optional 5 Year Action Plan from the Table Library and insert here)

**B. HOPE VI and Public Housing Development and Replacement Activities (Non -Capital Fund)**

Applicability of sub -component 7B: All PHAs administering public housing. Identify any approved HOPE VI and/or public housing development or replacement activities not described in the Capital Fund Program Annual Statement.

Yes  No: a) Has the PHA received a HOPE VI revitalization grant? (if no, skip to question c; if yes, provide responses to question b for each grant, copying and completing as many times as necessary)  
b) Status of HOPE VI revitalization grant (complete one set of questions for each grant)

1. Development name:

2. Development (project) number:

3. Status of grant: (select the statement that best describes the current status)

- Revitalization Plan under development
- Revitalization Plan submitted, pending approval
- Revitalization Plan approved
- Activities pursuant to an approved Revitalization Plan underway

Yes  No: c) Does the PHA plan to apply for a HOPE VI Revitalization grant in the Plan year?  
If yes, list development name/s below:

Yes  No: d) Will the PHA be engaging in any mixed -financed development activities for public housing in the Plan year?  
If yes, list developments or activities below:

Yes  No: e) Will the PHA be conducting any other public housing development or replacement activities not discussed in the Capital Fund Program Annual Statement?  
If yes, list developments or activities below:

## **8. Demolition and Disposition**

[24CFR Part 903.79(h)]

Applicability of component 8: 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 component 9; if "yes", complete one activity description for each development.)

### 2. Activity Description

Yes  No: Has the PHA provided the activities description information in the **optional** Public Housing Asset Management Table? (If "yes", skip to component 9. If "No", complete the Activity Description table below.)

<b>Demolition/Disposition Activity Description</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. Timeline for activity: a. Actual or projected start date of activity: b. Projected end date of activity:

**9. Designation of Public Housing for Occupancy by Elderly Families or Families with Disabilities or Elderly Families and Families with Disabilities**

[24 CFR Part 903.79(i)]  
 Exemptions from Component 9; Section 8 only PHAs are not required to complete this section.

1.  Yes  No: Has the PHA designated or applied for approval to designate or does the PHA plan to apply to designate any 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 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? (If "No", skip to component 10. If "yes", complete one activity description for each development, unless the PHA is eligible to complete as streamlined submission; PHAs completing streamlined submissions may skip to component 10.)

2. Activity Description  
 Yes  No: Has the PHA provided all required activity description information for this component in the **optional** Public Housing Asset Management Table? If "yes", skip to component 10. If "No", complete the Activity Description table below.

<b>Designation of Public Housing Activity Description</b>
1a. Development name: 1b. Development (project) number:
2. Designation type: Occupancy by only the elderly <input type="checkbox"/> Occupancy by families with disabilities <input type="checkbox"/> Occupancy by only elderly families and families with disabilities <input type="checkbox"/>
3. Application status (select one)

Approved; included in the PHA's Designation Plan <input type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application <input type="checkbox"/>
4. Date this designation approved, submitted, or planned for submission: (DD/MM/YY)
5. If approved, will this designation constitute a (select one) <input type="checkbox"/> New Designation Plan <input type="checkbox"/> Revision of a previously approved Designation Plan?
6. Number of units affected: 7. Coverage of action (select one) <input type="checkbox"/> Part of the development <input type="checkbox"/> Total development

## **10. Conversion of Public Housing to Tenant -Based Assistance**

[24CFR Part 903.79(j)]

Exemptions from Component 10; Section 8 only PHAs are not required to complete this section.

### **A. Assessments of Reasonable Revitalization Pursuant to Section 202 of the HUD FY1996 HUD Appropriations Act**

1.  Yes  No: Have any of the PHA's developments or portions of developments been identified by HUD or the PHA as covered under section 202 of the HUD FY1996 HUD Appropriations Act? (If "No", skip to component 11; if "yes", complete one activity description for each identified development, unless eligible to complete a streamlined submission. PHAs completing streamlined submissions may skip to component 11.)

#### 2. Activity Description

- Yes  No: Has the PHA provided all required activity description information for this component in the **optional** Public Housing Asset Management Table? If "yes", skip to component 11. If "No", complete the Activity Description table below.

<b>Conversion of Public Housing Activity Description</b>
1a. Development name: Weldon Heights
1b. Development (project) number: NC057 -1
2. What is the status of the required assessment? <input type="checkbox"/> Assessment underway <input checked="" type="checkbox"/> Assessment results submitted to HUD <input type="checkbox"/> Assessment results approved by HUD (if marked, proceed to next)

<p>question)  <input type="checkbox"/> Other(explainbelow)</p>
<p>3. <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No:IsaConversionPlanrequired?(Ifyes,gotoblock4;ifno,goto block5.)</p>
<p>4.StatusofConversionPlan(selectthestatementthatbestdescribesthecurrent status)  <input type="checkbox"/> ConversionPlanindevelopment  <input type="checkbox"/> ConversionPlansubmittedtoHUDon:(DD/MM/YYYY)  <input type="checkbox"/> ConversionPlanapprovedbyHUDon:(DD/MM/YYYY)  <input type="checkbox"/> ActivitiespursuanttoHUD -approvedConversionPlanunderway</p>
<p>5.DescriptionofhowrequirementsofSection202arebeingsatisfiedbymeansother thanconversion(selectone)  <input type="checkbox"/> Unitsaddressedinapendingorapproveddemolitionapplication(date submittedorapproved:  <input type="checkbox"/> UnitsaddressedinapendingorapprovedHOPEVIDemolitionapplication (datesubmittedorapproved: )  <input type="checkbox"/> UnitsaddressedinapendingorapprovedHOPEVIRevitalizationPlan (datesubmittedorapproved: )  <input type="checkbox"/> Requirementsnolongerapplicable:vacancyratesarelessthan10percent  <input type="checkbox"/> Requirementsnolongerapplicable:sitenowhaslessthan300units  <input type="checkbox"/> Other:(describebelow)</p>

**B.ReservedforConversionspursuanttoSection22oftheU.S.HousingActof 1937**

**C.ReservedforConversionspursuanttoSection33oftheU.S.HousingActof 1937**

**11.HomeownershipProgramsAdministeredbythePHA**

[24CFRPart903.79(k)]

**A.PublicHousing**

ExemptionsfromComponent11A:Section8onlyPHAsarenot requiredtocomplete11A.

1.  Yes  No: Does the PHA administer any homeownership programs administered by the PHA under an approved section 5(h) homeownership program (42 U.S.C. 1437c(h)), or an approved HOPE I program (42 U.S.C. 1437aaa) or has the PHA applied or plan to apply to administer any homeownership programs under section 5(h), the HOPE I program, or section 32 of the U.S. Housing Act of 1937 (42 U.S.C. 1437z -4). (If "No", skip to component 11B; if "yes", complete one activity description for each applicable program/plan, unless eligible to complete a streamlined submission due to **small PHA** or **high performing PHA** status. PHAs completing streamlined submissions may skip to component 11B.)

2. Activity Description

Yes  No: Has the PHA provided all required activity description information for this component in the **optional** Public Housing Asset Management Table? (If "yes", skip to component 12. If "No", complete the Activity Description table below.)

<b>Public Housing Homeownership Activity Description (Complete one for each development affected)</b>
1a. Development name: 1b. Development (project) number:
2. Federal Program authority: <input type="checkbox"/> HOPEI <input type="checkbox"/> 5(h) <input type="checkbox"/> Turnkey III <input type="checkbox"/> Section 32 of the USHA of 1937 (effective 10/1/99)
3. Application status: (select one) <input type="checkbox"/> Approved; included in the PHA's Homeownership Plan/Program <input type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application
4. Date Homeownership Plan/Program approved, submitted, or planned for submission: (DD/MM/YYYY)
5. Number of units affected: 6. Coverage of action: (select one) <input type="checkbox"/> Part of the development <input type="checkbox"/> Total development

**B. Section 8 Tenant Based Assistance**

1.  Yes  No: Does the PHA plant to administer a Section 8 Homeownership program pursuant to Section 8(y) of the U.S.H.A. of 1937, as implemented by 24CFR part 982? (If "No", skip to component 12; if "yes", describe each program using the table below (copy and complete questions for each program identified), unless the PHA is eligible to complete a streamlined submission due to high performer status. **High performing PHAs** may skip to component 12.)

2. Program Description:

a. Size of Program

- Yes  No: Will the PHA limit the number of families participating in the section 8 homeownership option?

If the answer to the question above was yes, which statement best describes the number of participants? (select one)

- 25 or fewer participants  
 26- 50 participants  
 51 to 100 participants  
 more than 100 participants

b. PHA -established eligibility criteria

- Yes  No: Will the PHA's program have eligibility criteria for participation in its Section 8 Homeownership Option program in addition to HUD criteria?

If yes, list criteria below:

The program has not been determined at this time

## **12. PHA Community Service and Self -sufficiency Programs**

[24CFR Part 903.79(1)]

Exemptions from Component 12: High performing and small PHAs are not required to complete this component. Section 8 - Only PHAs are not required to complete sub -component C.

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

1. Cooperative agreements:

- Yes  No: Has the PHA 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)?

If yes, what was the date that agreement was signed? 05/02/02

2. Other coordination efforts between the PHA and TANF agency (select all that apply)

- Client referrals
- Information sharing regarding mutual clients (for rent determinations and otherwise)
- Coordinate the provision of specific social and self-sufficiency services and programs to eligible families
- Jointly administer programs
- Partner to administer a HUD Welfare-to-Work voucher program
- Joint administration of other demonstration program
- Other (describe)

**B. Services and programs offered to residents and participants**

**(1) General**

a. Self-Sufficiency Policies

Which, if any of the following discretionary policies will the PHA employ to enhance the economic and social self-sufficiency of assisted families in the following areas? (select all that apply)

- Public housing rent determination policies
- Public housing admissions policies
- Section 8 admissions policies
- Preference in admission to section 8 for certain public housing families
- Preferences for families working or engaging in training or education programs for non-housing programs operated or coordinated by the PHA
- Preference/eligibility for public housing homeownership option participation
- Preference/eligibility for section 8 homeownership option participation
- Other policies (list below)

b. Economic and Social self-sufficiency programs

- Yes  No: Does the PHA coordinate, promote or provide any program to enhance the economic and social self-sufficiency of residents? (If "yes", complete the following table; if "no" skip to sub-component 2, Family Self Sufficiency Programs. The position of the table may be altered to facilitate its use.)

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)
Parenting skills	40	Volunteer	Site community building	Public housing
Budgeting skills	12	Volunteer	Site community building	Public housing
Nutrition skills	15	Volunteer	Site community building	Public housing
Computer skills	10	Volunteer	Site community building	Public housing
Home ownership	10	FSS/volunteer	Main office/SCB	Section 8
Strengthen families	10	Volunteer	Site community building	PH and S8

**(2) Family Self Sufficiency program/s**

a. Participation Description

Family Self Sufficiency (FSS) Participation		
Program	Required Number of Participants (start of FY 2001 Estimate)	Actual Number of Participants (As of: 3/11/2002)
Public Housing	0	25
Section 8	0	5

b.  Yes  No: If the PHA is not maintaining the minimum program size required by HUD, does the most recent FSS Action Plan address the steps the PHA plan to take to achieve at least the minimum program size?  
If no, list steps the PHA will take below:

**C. Welfare Benefit Reductions**

1. 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: (select all that apply)

- 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
- Actively notifying residents of new policy at times in addition to admission and reexamination.
- Establishing or pursuing a cooperative agreement with all appropriate TANF agencies regarding the exchange of information and coordination of services
- Establishing a protocol for exchange of information with all appropriate TANF agencies
- Other: (list below)

**D. Reserved for Community Service Requirement pursuant to section 12(c) of the U.S. Housing Act of 1937**

**13. PHA Safety and Crime Prevention Measures**

[24CFR Part 903.79(m)]

Exemptions from Component 13: High performing and small PHAs not participating in PHDEP and Section 8 Only PHAs may skip to component 15. High performing and small PHAs that are participating in PHDEP and are submitting a PHDEP Plan with this PHA Plan may skip to sub component D.

**A. Need for measures to ensure the safety of public housing residents**

1. Describe the need for measures to ensure the safety of public housing residents (select all that apply)

- High incidence of violent and/or drug -related crime in some or all of the PHA's developments – Mountain View and Weldon Heights
- High incidence of violent and/or drug -related crime in the area surrounding or adjacent to the PHA's developments
- Residents fearful for their safety and/or the safety of their children
- 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 level of violent and/or drug -related crime – Mountain View and Weldon Heights
- Other (describe below)

2. What information or data did the PHA use to determine the need for PHA actions to improve safety of residents (select all that apply).

- Safety and security survey of residents
- Analysis of crime statistics over time for crimes committed "in and around" public housing authority

- Analysis of cost trends over time for repair of vandalism and removal of graffiti
- Resident reports
- PHA employee reports
- Police reports
- Demonstrable, quantifiable success with previous or ongoing anti-crime/anti-drug programs
- Other (describe below)

3. Which developments are most affected? (list below)

Cameron Courts, Weldon Heights, Mountain View, Linwood Terrace

**B. Crime and Drug Prevention activities the PHA has undertaken or plan to undertake in the next PHA fiscal year**

1. List the crime prevention activities the PHA has undertaken or plan to undertake: (select all that apply)

- 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
  - Other (describe below)
- GHA is receiving monthly crime data from the Gastonia Police Department  
 Police patrols have been established in all developments  
 A consultant is providing technical assistance with policies and procedures  
 Purchased an adjacent property where drugs dealing was prevalent

2. Which developments are most affected? (list below)

Cameron Courts, Weldon Heights, Mountain View, Linwood Terrace

**C. Coordination between PHA and the police**

1. Describe the coordination between the PHA and the appropriate police precincts for carrying out crime prevention measures and activities: (select all that apply)

- 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 – agreements with individual officers
- Other activities (list below) GHA and City of Gastonia have received Weed and Seed Official Recognition and will apply for a Weed & Seed competitive grant. GHA will also apply for a ROSS grant

2. Which developments are most affected? (list below)

Cameron Courts, Weldon Heights, Mountain View, Linwood Terrace

**D. Additional information as required by PHDEP/PHDEP Plan**

PHA eligible for FY2002 PHDEP funds must provide a PHDEP Plan meeting specified requirements prior to receipt of PHDEP funds.

- Yes  No: Is the PHA eligible to participate in the PHDEP in the fiscal year covered by this PHA Plan?
- Yes  No: Has the PHA included the PHDEP Plan for FY2002 in this PHA Plan?
- Yes  No: This PHDEP Plan is an Attachment.

**14. RESERVED FOR PET POLICY**

[24CFR Part 903.79(n)]

GHA Pet Policy is included under List of Supporting Documents Available for Review

**15. Civil Rights Certifications**

[24CFR Part 903.79(o)]

Civil rights certifications are included in the PHA Plan Certifications of Compliance with the PHA Plans and Related Regulations.

**16. Fiscal Audit**

[24CFR Part 903.79(p)]

1.  Yes  No: Is the PHA required to have an audit conducted under section 5(h)(2) of the U.S. Housing Act of 1937 (42US.C.1437c(h))? (If no, skip to component 17.)
2.  Yes  No: Was the most recent fiscal audit submitted to HUD?
3.  Yes  No: Were there any findings as the result of that audit?
4.  Yes  No: If there were any findings, do any remain unresolved? If yes, how many unresolved findings remain? \_\_\_\_\_
5.  Yes  No: Have responses to any unresolved findings been submitted to HUD? If not, when are they due (state below)?

## **17.PHA Asset Management**

[24CFRPart903.79(q)]

Exemptions from component 17: Section 8 Only PHAs are not required to complete this component.  
High performing and small PHAs are not required to complete this component.

1.  Yes  No: Is the PHA engaging in any activities that will contribute to the long-term asset management of its public housing stock, including how the Agency will plan for long-term operating, capital investment, rehabilitation, modernization, disposition, and other needs that have **not** been addressed elsewhere in this PHA Plan?
  
2. What types of asset management activities will the PHA undertake? (select all that apply)  
 Not applicable  
 Private management  
 Development-based accounting  
 Comprehensive stock assessment  
 Other: (list below)
  
3.  Yes  No: Has the PHA included descriptions of asset management activities in the **optional** Public Housing Asset Management Table?

## **18. Other Information**

[24CFRPart903.79(r)]

### **A. Resident Advisory Board Recommendations**

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: (if comments were received, the PHA **MUST** select one)  
 Attached at Attachment (nc057d01)  
 Provided below:
  
3. In what manner did the PHA address those comments? (select all that apply)  
 Considered comments, but determined that no changes to the PHA Plan were necessary.  
 The PHA changed portions of the PHA Plan in response to comments  
List changes below:

Other:(listbelow)

### **B.DescriptionofElectionprocessforResidentsonthePHABoard**

1.  Yes  No: Does the PHA meet the exemption criteria provided section 2(b)(2) of the U.S. Housing Act of 1937? (If no, continue to question 2; if yes, skip to sub -component C.)

2.  Yes  No: Was the resident who serves on the PHA Board elected by the residents? (If yes, continue to question 3; if no, skip to sub - component C.)

#### 3. Description of Resident Election Process

##### a. Nomination of candidates for place on the ballot: (select all that apply)

- Candidates were nominated by resident and assisted family organizations
- Candidates could be nominated by any adult recipient of PHA assistance
- Self-nomination: Candidates registered with the PHA and requested a place on ballot
- Other: (describe)

##### b. Eligible candidates: (select one)

- Any recipient of PHA assistance
- Any head of household receiving PHA assistance
- Any adult recipient of PHA assistance
- Any adult member of a resident or assisted family organization
- Other (list)

##### c. Eligible voters: (select all that apply)

- All adult recipients of PHA assistance (public housing and section 8 tenant based assistance)
- Representatives of all PHA resident and assisted family organizations
- Other (list)

### **C. 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: City of Gastonia, NC

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 the initiatives contained in the Consolidated Plan. (list below)  
Implementation of a Section 8 Homeownership Program  
Request additional Housing Choice or Special Vouchers if available.
- Other: (list below)

4. The Consolidated Plan of the jurisdiction supports the PHA Plan with the following actions and commitments: (describe below)

The City of Gastonia is committed to working with the Gastonia Housing Authority in the identification of housing needs.

The Consolidated Plan contains language that the City recognizes our CGP Annual and 5-Year CGP Plans. It goes on to state that the "City fully supports the GHA in their five-year planning process and their plan is incorporated into this document [Consolidated Plan] by reference." GHA fully expects the City to provide the same level of support for this PHA Plan.

#### **D. Other Information Required by HUD**

Use this section to provide any additional information requested by HUD.

## Attachments

Use this section to provide any additional attachments referenced in the Plans.

**PHA Plan  
Table Library  
(See Attachments nc057band nc057c)**

**Component 7  
Capital Fund Program Annual Statement  
Parts I, II, and III**

**Annual Statement  
Capital Fund Program (CFP) Part I: Summary**

Capital Fund Grant Number      FFY of Grant Approval:      (MM/YYYY)

Original Annual Statement

Line No.	Summary by Development Account	Total Estimated Cost
1	Total Non -CGP Funds	
2	1406 Operations	
3	1408 Management Improvements	
4	1410 Administration	
5	1411 Audit	
6	1415 Liquidated Damages	
7	1430 Fees and Costs	
8	1440 Site Acquisition	
9	1450 Site Improvement	
10	1460 Dwelling Structures	
11	1465.1 Dwelling Equipment - Nonexpendable	
12	1470 Non Dwelling Structures	
13	1475 Non Dwelling Equipment	
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	<b>Amount of Annual Grant (Sum of lines 2 -19)</b>	
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	
24	Amount of line 20 Related to Energy Conservation Measures	

**AnnualStatement**  
**CapitalFundProgram(CFP)PartII:SupportingTable**

Development Number/Name HA-WideActivities	GeneralDescriptionofMajorWork Categories	Development Account Number	Total Estimated Cost

**AnnualStatement  
CapitalFundProgram(CFP)PartIII:ImplementationSchedule**

Development Number/Name HA-WideActivities	AllFundsObligated (QuarterEndingDate)	AllFundsExpended (QuarterEndingDate)

## Optional Table for 5 -Year Action Plan for Capital Fund (Component 7)

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.

Optional 5 -Year Action Plan Tables				
Development Number	Development Name (or indicate PHA wide)	Number Vacant Units	% Vacancies in Development	
Description of Needed Physical Improvements or Management Improvements			Estimated Cost	Planned Start Date (HA Fiscal Year)
<b>Total estimated cost over next 5 years</b>				



**THE  
GASTONIAHOUSING  
AUTHORITY**

**DECONCENTRATIONPOLICY  
May2000**

## **ADMISSIONSPOLICYFORDECONCENTRATION**

### **PURPOSE**

The purpose of this policy is to ensure acceptable deconcentration and income mixing of developments occupied predominately by families with children. It is intended to complement the Deconcentration of Poverty and Income Mixing language found in GHA's Admissions and Occupancy Policy.

### **BACKGROUND**

The Board of Commissioners formally adopted a revision to the Admissions and Occupancy Policy on June 14, 1999 pertaining to deconcentration and income mixing of all developments. This action formalized GHA's long-standing policy of not concentrating higher- or lower-income households in any one development. This policy provides additional guidance to staff in the continued implementation of deconcentration and income mixing.

### **STATEMENT ON DECONCENTRATION AND INCOME MIXING**

It is the policy of the Gastonia Housing Authority to promote and encourage deconcentration and income mixing in all developments. Further, the Gastonia Housing Authority has in the past adhered to the policy of deconcentration and mixed income developments and is committed to continuing this policy in the future.

### **DEFINITIONS**

Deconcentration of poverty – the process of selecting families for admission to developments occupied predominately by families with children to prevent the concentration of lower-income or higher income households in any specific development.

Income-mixing – the process of selecting families to ensure that a mix of households with a full range of incomes is housed in any specific development.

Development – For the purposes of this policy, development means any development occupied predominately by families with children.

Average authority -wide household income –Housing authority -wide average income of all households in all developments. Total of household incomes divided by total number of households in all developments.

Average household income -Average income of all households in any specific development. Total of household incomes divided by total number of households in that development.

Higher-income development –Development with an average family income over the average GHA household income.

Lower-income development -Development with an average family income below the average GHA household income.

## **PROCEDURES**

Staff will monitor the admission of families on an ongoing basis to prevent the concentration of higher -or lower -income families in any development.

The average authority -wide household income and average household incomes for each development will be reviewed biannually. A determination will be made as to the existence of higher -or lower -income developments and addressed accordingly.

If the biannual review of average household income for each individual development indicates that the average income of any development is above or below the average authority-wide household income by more than 15 percent, actions as described below will be taken

- Skipping over certain families on the waiting list based on income;
- Taking appropriate affirmative marketing actions;
- Reviewing procedures to determine if additional applicant consultation and dissemination of information is required; and/or
- Providing additional support services and amenities.

# Annual Statement/Performance and Evaluation Report

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

PHAName: <b>Housing Authority of the City of Gastonia</b>	Grant Type and Number Capital Fund Program Grant No. <b>NC19P057501-02</b> Replacement Housing Factor No.	FFY of Grant Approval <b>2002</b>
--	---	--------------------------------------

Final Annual Statement     
  Revised for Disasters/Emergencies     
  Revised Annual Statement/Revision Number  
 Performance and Evaluation Report for Program Year Ending     
  Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost		Actual Cost(2)	
		Original	Revised(1)	Obligated	Estimated
1	Total Non-CFP Funds				
2	1406 Operations (May not exceed 10% of Line 20)	\$0.00			
3	1408 Management Improvements Soft Costs	\$56,800.00			
	1408 Management Improvements Hard Costs	\$0.00			
4	1410 Administration	\$70,076.00			
5	1411 Audit	\$0.00			
6	1415 Liquidated Damages	\$0.00			
7	1430 Fees and Costs	\$51,088.00			
8	1440 Site Acquisition	\$0.00			
9	1450 Site Improvements	\$0.00			
10	1460 Dwelling Structures	\$517,701.00			
11	1465.1 Dwelling Equipment-Nonexpendable	\$0.00			
12	1470 Nondwelling Structures	\$0.00			
13	1475 Nondwelling Equipment	\$0.00			
14	1485 Demolition	\$0.00			
15	1490 Replacement Reserve	\$0.00			
16					
17	1495.1 Relocation Costs	\$5,100.00			
18	1498 Mod Used for Development	\$0.00			
19	1502 Contingency (may not exceed 8% of line 20)	\$0.00			
20	Amount of Annual Grant (sum of lines 2-19)	\$700,765.00			
	Amount of line 20 Related to LBP Activities	\$0.00			
	Amount of line 20 Related to Section 504 Compliance	\$0.00			
	Amount of line 20 Related to Security-Soft Costs	\$0.00			
	Amount of line 20 Related to Security-Hard Costs	\$0.00			
	Amount of line 20 Related to Energy Conservation Measures	\$0.00			









AccountTotals	1406	\$0.00
	1408	\$56,800.00
	1408	\$0.00
	1410	\$70,076.00
	1411	\$0.00
	1415	\$0.00
	1430	\$51,088.00
	1440	\$0.00
	1450	\$0.00
	1460	\$517,701.00
	1465.1	\$0.00
	1470	\$0.00
	1475	\$0.00
	1485	\$0.00
	1490	\$0.00
	1495.1	\$5,100.00
	1498	\$0.00
	1502	\$0.00
AmountofAnnualGrant		\$700,765.00
LBP		\$0.00
Section504		\$0.00
Security		\$0.00
Security		\$0.00
Energy		\$0.00



**CapitalFundFive-YearActionPlan  
PartI:Summary**

PHA/IHAName <b>TheHousingAuthorityoftheCityofGastonia</b>		Original5-YearPlan RevisionNo.			
Development Number/Name/HA-Wide	Year1 2002	WorkStatementforYear2 FFYGrant:2003 PHAFFY:2002	WorkStatementforYear3 FFYGrant:2004 PHAFFY:2003	WorkStatementforYear4 FFYGrant:2005 PHAFFY:2004	WorkStatementforYear5 FFYGrant:2006 PHAFFY:2005
NC57-1ACameronCourts	Annual Statement	\$0.00	\$0.00	\$0.00	\$69,000.00
NC57-1BWeldonHeights		\$0.00	\$0.00	\$43,198.00	\$181,198.00
NC57-1CMt.View		\$21,000.00	\$0.00	\$0.00	\$0.00
NC57-3Linwood		\$330,048.00	\$250,198.00	\$205,500.00	\$0.00
GHAWide		\$16,000.00	\$116,800.00	\$116,800.00	\$116,800.00
PhysicalImprovementsSubtotal		\$367,048.00	\$366,998.00	\$365,498.00	\$366,998.00
ManagementImprovementsSubtotal		\$63,000.00	\$63,000.00	\$63,000.00	\$63,000.00
NondwellingStructuresandEquipment		\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00
Administration		\$70,076.00	\$70,076.00	\$70,076.00	\$70,076.00
Other		\$55,488.00	\$55,538.00	\$57,038.00	\$55,538.00
Operations		\$140,153.00	\$140,153.00	\$140,153.00	\$140,153.00
Demolition		\$0.00	\$0.00	\$0.00	\$0.00
ReplacementReserves		\$0.00	\$0.00	\$0.00	\$0.00
ModusedforDevelopment		\$0.00	\$0.00	\$0.00	\$0.00
TotalCFPFunds(Est.)		\$700,765.00	\$700,765.00	\$700,765.00	\$700,765.00
TotalReplacementHousingFactorFunds	\$0.00	\$0.00	\$0.00	\$0.00	
GrandTotal	\$700,765.00	\$700,765.00	\$700,765.00	\$700,765.00	
SignatureofExecutiveDirector <b>X</b>	Date				

**Capital Fund Five-Year Action Plan  
Part I: Summary (Continuation)**

PHA/IHAName <b>The Housing Authority of the City of Gastonia</b>		Original 5-Year Plan <input type="checkbox"/> Revision No.			
Development Number/Name/HA-Wide	Year1 2002	Work Statement for Year2 FFY Grant:2003 PHAFFY:2002	Work Statement for Year3 FFY Grant:2004 PHAFFY:2003	Work Statement for Year4 FFY Grant:2005 PHAFFY:2004	Work Statement for Year5 FFY Grant:2006 PHAFFY:2005
	Annual Statement				
Physical Improvements Subtotal					
Management Improvements Subtotal					
Nondwelling Structures and Equipment					
Administration					
Other					
Operations					
Demolition					
Replacement Reserves					
Mod used for Development					
Total CFP Funds (Est.)					
Total Replacement Housing Factor Funds					
Grand Total					
Signature of Executive Director <b>X</b>		Date			

**CapitalFundProgramFive-YearActionPlan**

**PartII:SupportingPages-WorkActivities**

Activitiesfor Year1 2002	ActivitiesforYear:Two			ActivitiesforYear:Three			
	FFYGrant:2003			FFYGrant:2004			
	PHAFY:2002			PHAFY:2003			
	MajorWorkCategory	Quantity	EstimatedCost	MajorWorkCategory	Quantity	EstimatedCost	
See Annual Statement	HAWideOperations1406	LS	\$140,153.00	HAWideOperations1406	LS	\$140,153.00	
	SubtotalofEstimatedCost			\$140,153.00	SubtotalofEstimatedCost		\$140,153.00
	HAWideManagementImprovements1408			HAWideManagementImprovements1408			
	ComputerSoftwareUpgrade	LS	\$5,000.00	ComputerSoftwareUpgrade	LS	\$5,000.00	
	AdministrationTraining	LS	\$5,000.00	AdministrationTraining	LS	\$5,000.00	
	MaintenanceskillsTraining	LS	\$8,000.00	MaintenanceskillsTraining	LS	\$8,000.00	
	AsbestosTrainingUpdate	LS	\$3,000.00	AsbestosTrainingUpdate	LS	\$3,000.00	
	ResidentInitiativesProgram	LS	\$42,000.00	ResidentInitiativesProgram	LS	\$42,000.00	
	SubtotalofEstimatedCost			\$63,000.00	SubtotalofEstimatedCost		\$63,000.00
	HAWideAdministration			HAWideAdministration			
	PartialFundingforStaffinCFPPProgram	LS	\$70,076.00	PartialFundingforStaffinCFPPProgram	LS	\$70,076.00	
	SubtotalofEstimatedCost			\$70,076.00	SubtotalofEstimatedCost		\$70,076.00
SubtotalofEstimatedCosts			\$273,229.00	SubtotalofEstimatedCosts			\$273,229.00

**CapitalFundProgramFive-YearActionPlan**

**PartII:SupportingPages-WorkActivities**

Activitiesfor Year1 2002	ActivitiesforYear:Two			ActivitiesforYear:Three		
	FFYGrant:2003			FFYGrant:2004		
	PHAFY:2002			PHAFY:2003		
	MajorWorkCategory	Quantity	EstimatedCost	MajorWorkCategory	Quantity	EstimatedCost
See Annual Statement	HAWideFeesandCosts1430			HAWideFeesandCosts1430		
	ConsultantFeesforCFP	LS	\$5,000.00	ConsultantFeesforCFP	LS	\$5,000.00
	A/EFees	LS	\$31,000.00	A/EFees	LS	\$31,050.00
	Criminal/DrugElimination	LS	\$10,000.00	Criminal/DrugElimination	LS	\$10,000.00
	AsbestosAbatementPlanandMonitoring	LS	\$6,088.00	AsbestosAbatementPlanandMonitoring	LS	\$6,088.00
	SubtotalofEstimatedCost		\$52,088.00	SubtotalofEstimatedCost		\$52,138.00
	NC57-1ACameronCourts			NC57-1ACameronCourts		
	NoWork		\$0.00	NoWork		\$0.00
	SubtotalofEstimatedCost		\$0.00	SubtotalofEstimatedCost		\$0.00
	NC57-1BWeldonHeights			NC57-1BWeldonHeights		
NoWork		\$0.00	NoWork		\$0.00	
SubtotalofEstimatedCost		\$0.00	SubtotalofEstimatedCost		\$0.00	
	SubtotalofEstimatedCosts		\$325,317.00	SubtotalofEstimatedCosts		\$325,367.00

**CapitalFundProgramFive-YearActionPlan**

**PartII:SupportingPages-WorkActivities**

Activitiesfor Year1 2002	ActivitiesforYear:Two			ActivitiesforYear:Three			
	FFYGrant:2003			FFYGrant:2004			
	PHAFY:2002			PHAFY:2003			
	MajorWorkCategory	Quantity	EstimatedCost	MajorWorkCategory	Quantity	EstimatedCost	
See Annual Statement	NC57-1CMt.View			NC57-1CMt.View			
	InsulateAttics	42	\$21,000.00	NoWork		\$0.00	
	SubtotalofEstimatedCost		\$21,000.00	SubtotalofEstimatedCost		\$0.00	
	NC57-3Linwood			NC57-3Linwood			
	InstallSmokeDetectors	100	\$75,000.00	SewerModifications	62	\$82,198.00	
	InstallGFCIReceptacles	Partial	\$10,000.00	Landscaping	62	\$31,000.00	
	Landscaping	38	\$19,000.00	InstallAirConditioning	40	\$137,000.00	
	InsulateAttics	100	\$50,000.00				
	A/VAccommodations	2	\$3,000.00				
	SewerModifications	38	\$46,198.00				
Siding	100	\$126,850.00					
SubtotalofEstimatedCost		\$330,048.00	SubtotalofEstimatedCost		\$250,198.00		
HAWideNonDwellingEquipment1475			HAWideNonDwellingEquipment1475				
UpgradeComputerHardware	LS	\$5,000.00	UpgradeComputerHardware	LS	\$5,000.00		
SubtotalofEstimatedCost		\$5,000.00	SubtotalofEstimatedCost		\$5,000.00		
SubtotalofEstimatedCosts			\$681,365.00	SubtotalofEstimatedCosts			\$580,565.00

**CapitalFundProgramFive-YearActionPlan**

**PartII:SupportingPages-WorkActivities**

Activitiesfor Year1 2002	ActivitiesforYear:Two			ActivitiesforYear:Three		
	FFYGrant:2003 PHAFY:2002			FFYGrant:2004 PHAFY:2003		
	MajorWorkCategory	Quantity	EstimatedCost	MajorWorkCategory	Quantity	EstimatedCost
See Annual Statement	HAWideDwellingStructures			HAWideDwellingStructures		
				InstallHydronicHeatingSystems	18	\$100,800.00
	AbateAsbestosFloorTile	4	\$10,000.00	AbateAsbestosFloorTile	4	\$10,000.00
	NewFloorTileandBase	4	\$6,000.00	NewFloorTileandBase	4	\$6,000.00
	SubtotalofEstimatedCost		\$16,000.00	SubtotalofEstimatedCost		\$116,800.00
	HAWideRelocation1495.1			HAWideRelocation1495.1		
	TemporaryRelocationforResidents	4	\$3,400.00	TemporaryRelocationforResidents	4	\$3,400.00
	SubtotalofEstimatedCost		\$3,400.00	SubtotalofEstimatedCost		\$3,400.00
	SubtotalofEstimatedCosts		\$700,765.00	SubtotalofEstimatedCosts		\$700,765.00



**CapitalFundProgramFive-YearActionPlan**

**PartII:SupportingPages-WorkActivities**

Activitiesfor Year1 2002	ActivitiesforYear:Four			ActivitiesforYear:Five		
	FFYGrant:2005			FFYGrant:2006		
	PHAFY:2004			PHAFY:2005		
	MajorWorkCategory	Quantity	EstimatedCost	MajorWorkCategory	Quantity	EstimatedCost
See Annual Statement	HAWideFeesandCosts1430			HAWideFeesandCosts1430		
	ConsultantFeesforCFP	LS	\$5,000.00	ConsultantFeesforCFP	LS	\$5,000.00
	A/EFees	LS	\$31,550.00	A/EFees	LS	\$31,050.00
	Criminal/DrugElimination	LS	\$10,000.00	Criminal/DrugElimination	LS	\$10,000.00
	AsbestosAbatementPlanandMonitoring	LS	\$7,088.00	AsbestosAbatementPlanandMonitoring	LS	\$6,088.00
	SubtotalofEstimatedCost		\$53,638.00	SubtotalofEstimatedCost		\$52,138.00
	NC57-1ACameronCourts			NC57-1ACameronCourts		
	NoWork		\$0.00	Landscaping	100	\$69,000.00
	SubtotalofEstimatedCost		\$0.00	SubtotalofEstimatedCost		\$69,000.00
	NC57-1BWeldonHeights			NC57-1BWeldonHeights		
SewerModifications	27	\$29,698.00	SewerModifications	96	\$133,198.00	
Landscaping	27	\$13,500.00	Landscaping	96	\$48,000.00	
SubtotalofEstimatedCost		\$43,198.00	SubtotalofEstimatedCost		\$181,198.00	
	SubtotalofEstimatedCosts		\$370,065.00	SubtotalofEstimatedCosts		\$575,565.00

**CapitalFundProgramFive-YearActionPlan**

**PartII:SupportingPages-WorkActivities**

Activitiesfor Year1 2002	ActivitiesforYear:Four			ActivitiesforYear:Five			
	FFYGrant:2005 PHAFY:2004			FFYGrant:2006 PHAFY:2005			
	MajorWorkCategory	Quantity	EstimatedCost	MajorWorkCategory	Quantity	EstimatedCost	
See Annual Statement	NC57-1CMt.View			NC57-1CMt.View			
	NoWork			NoWork			
	SubtotalofEstimatedCost		\$0.00	SubtotalofEstimatedCost		\$0.00	
	NC57-3Linwood			NC57-3Linwood			
	InstallAirConditioning	60	\$205,500.00	NoWork			
	SubtotalofEstimatedCost		\$205,500.00	SubtotalofEstimatedCost		\$0.00	
	HAWideNonDwellingEquipment1475			HAWideNonDwellingEquipment1475			
	UpgradeComputerHardware	LS	\$5,000.00	UpgradeComputerHardware	LS	\$5,000.00	
	SubtotalofEstimatedCost		\$5,000.00	SubtotalofEstimatedCost		\$5,000.00	
	SubtotalofEstimatedCosts			\$580,565.00	SubtotalofEstimatedCosts		



**RAB Process and Comments**  
**PHA Plan 2002 – 2006**

Three meetings were held with the Resident Advisory Board on May 2, 14 and 21, 2002. The draft PHA Plan and RASS Follow-up Plan were reviewed at these meetings. The members were in agreement with all elements of the PHA Plan and had no specific comments or revisions to be included in the PHA Plan.

The RAB did assist with developing the RASS Follow-up Plan and their comments are included in the Plan.

The following are minutes from the RAB meetings.

**May 2, 2002**

**RAB Minutes for meeting held on Thursday, May 2, 2002 at 2:30 p.m.**

The Gastonia Housing Authority (GHA) invited thirty-seven residents to attend an initial meeting for the organization of the Resident Advisory Board (RAB). Seven residents attended the meeting along with three persons representing the GHA.

Those in attendance received information regarding the 5-year Plan, the Annual Plan, along with information for the GHA's Follow-up Plan for its RASS submittal. The RAB was asked to review with them information and provide input for the Follow-up Plan at the next RAB meeting to be held on Tuesday, May 14, 2002 at 2:30 p.m. Those residents in attendance were instructed of their role as members of the RAB.

Some residents not in attendance requested to receive their information by mail due to scheduling problems. This information was mailed out to them by first-class mail.

RAB members will be mailed a letter reminding of the next meeting to be held at 1600 Conrad Ave., Gastonia on Tuesday, May 14, 2002 at 2:30 p.m.

**May 14, 2002**

**RAB Minutes from meeting held on Tuesday, May 14, 2002 at 2:30 p.m.**

The Gastonia Housing Authority (GHA) invited the thirty-seven resident back to attend thesecond meeting of the Resident Advisory Board (RAB). Thirty-seven residents were in attendance along with three GHA staff members.

Those in attendance reviewed the PHA Plan for 2002, along with a review of the questions asked by the Resident survey necessary to complete the Follow-up Plan for 2002. The Board provided input for the PHA Plan at this meeting. It was suggested that the Board have an opportunity to review the Resident survey questions and bring their responses to the next meeting.

The last meeting was scheduled for Tuesday, May 21, 2002 at 2:30 p.m. to be held at 1600 Conrad Ave.

**May 21, 2002**

**RAB Minutes for meeting held on Tuesday, May 21, 2002 at 2:30 p.m.**

The Gastonia Housing Authority (GHA) held the final meeting of the Resident Advisory Board (RAB). Thirty-seven residents were invited to attend. Three residents attended the meeting along with three staff members from the GHA.

Those in attendance discussed the questions from the Resident Survey and gave their comments on how the GHA was currently handling the situations and they gave suggestions on how the GHA could possibly improve.

The final meeting was a success and ending with a draft of the Follow-up Plan 2002 being completed.

The meeting concluded with thanks given to those Residents who had attended the meetings and assisted the GHA in completing the required tasks for the Annual Plan for FY 2002.

**Resident Survey Follow -Up Plan  
FY-2002  
Gastonia Housing Authority  
October 2002**

The Gastonia Housing Authority (GHA) has developed its Survey Follow -up Plan based on the areas identified by the survey as areas of needed improvement. The identified areas required for a Follow -Up Plan are found in the areas of Safety and Neighborhood Appearance, Communication will be addressed also.

As stated in the Federal Register dated June 28, 2000, Volume 65, Number 125, the GHA is required to identify actions to be taken in the next fiscal year. In addition, the target date of completion and the funding sources should be identified in this plan.

In the area of Communication, the residents survey asked residents the following questions as listed below. After each question, the GHA has listed what is currently being done followed by what it will do in order to improve in the area of communication.

The GHA score in the area of Communication was **79%** an increase of **5%** from previous year .

1. *Do you think management provides you information about: maintenance and repair (for example: water shut -off, boilers shutdown, modernization activities)?*

***GHA present steps:***

The GHA currently informs its residents of any maintenance and repair within a 48 hour period through the mailing of letters and/or distribution of flyers. If an emergency arises, the residents are informed of the emergency maintenance and repair by knocking on the doors of the residents who are affected by the emergency.

***GHA proposed steps:***

- o Maintenance orientation classes
- o Flyers/notices

***Target date of completion*** : An ongoing process

***Funding Source:*** N/A

2. *Do you think management provides you information about the rules of your lease?*

***GHA present steps:***

The GHA currently reviews the lease with each new move-in during the initial occupancy class. The lease is currently being reviewed with residents at an annual re-exam process. Any updates or changes are being distributed through mailing of letters and/or distribution of flyers.

***GHA proposed steps:***

- o Continue to review the lease at move-ins
- o Continue to review the lease at annual re-exam time

***Target date of completion*** : An Ongoing process

***Funding Source:*** N/A

3. *Do you think management provides you information about: meetings and events?*

***GHA present steps:***

The GHA presently provides information to its residents by the distribution of flyers, word of mouth, telephone calls, and Resident Organizations.

***GHA proposed steps:***

- o Continue to the flyers distribution of upcoming events
- o Display information on on-site bulletin boards

***Target date of completion*** : An ongoing process

***Funding source:***

4. *Do you think management is: responsive to your questions and concerns?*

***GHA present steps:***

The GHA staff presently answers questions and addresses concerns that the residents ask. In addition, if a GHA staff person is unable to address what has been asked, they will make a referral to a staff person who can address the concerns or questions. Regarding complaints, the GHA has implemented a complaint log in which the GHAs staff records and follow through with complaints.

***GHA proposed steps:***

- Continue to make referrals for questions and concerns that cannot be answered by a particular staff person.
- Return phone calls promptly
- Schedule meetings with Residents to discuss concerns or issues.

***Target date of completion*** : An ongoing process

***Funding Source:*** N/A

5. Do you think management is: courteous and professional with you?

***GHA present steps:***

The GHA staff strives to be courteous and professional with every contact made with residents through phone contact, visitation and correspondence. The GHA staff strives to assist residents in ways other than just their housing needs.

***GHA proposed steps:***

- To always be conscience of voice tone
- To provide pleasant responses
- Improve communications by listening to resident concerns and following through with points of discussions.

***Target date of completion:*** An ongoing process

***Funding Source:*** N/A

6. Do you think management is: supportive of your resident organization?

***GHA present steps:***

The GHA staff provides the resident organizations support when necessary. The organizations are in their first year of standing on their own.

***GHA proposed steps:***

- To provide continued staff support for the resident organizations
- To encourage staff participation in residential activities.

**Targetdateofcompletion:** Anongoingprocess  
**FundingSource:** N/A

IntheareaofNeighborhoodAppearance,theresidentsurveyaskedresidentsthe followingquestionsaslistedbelow.Aftereachquestion,the GHAhaslistedwhatis currentlybeingdonefollowedbywhatitwilldoinordertoimproveintheareaof NeighborhoodAppearance.

TheGHAscoreintheareaofNeighborhoodAppearancewas **73%.**

*1.Howsatisfiedareyouwiththeupkeepofthefollowingareasinyourdevelopment: commonareas(forexample:stairways,walkways,hallways,etc)?*

**GHApresentsteps:**

TheGHAwalksthroughitspropertiesdailytoremovealldbris,trash,brokenglass, cans,etc.

**GHAproposedsteps:**

- Toinvolutetheresidentsinkeepingtheneighborhoodsclean.
- Tocontinueenhancementsofcurrentsidewalks
- Tobeginupgradeofpresentlandscapinginfall2002.

**Targetdateofcompletion:** Anongoingprocess  
**FundingSource:** CapitalFunds

*2.Howsatisfiedareyouwiththeupkeepofthefollowingareasinyourdevelopment: exteriorofbuildings?*

**GHApresentsteps:**

TheGHAcurrentlypaintsoveranygraffitiand/orwritingsonbuildings,repaintsany areasasdeemednecessary.

**GHAproposedsteps:**

- Torepaintasnecessary(panels,doors,stuccos,etc.)
- Topressurewashbuildings asneeded

**TargetDateofCompletion:** Anongoingprocess  
**FundingSource:** Capitalfund

3. How satisfied are you with the upkeep of the following areas in your development: parking areas?

**GHA present steps:**

The GHA currently re-stripes its parking areas as deemed necessary. The upkeep of the parking areas are blown and kept clean on a regular basis.

**GHA proposed steps:**

- To re-seal the asphalt as needed
- To re-strip the parking lots as needed
- To continue with a stricter vehicle policy

**Target date of completion:** An ongoing process

**Funding Source:** N/A

4. How satisfied are you with the upkeep of the following areas in your development: recreation areas (for example, playgrounds and other outside facilities)?

**GHA present steps:**

The GHA currently monitors the playground equipment to ensure its safety.

**GHA proposed steps:**

- To review purchase of new playground equipment or other recreation ideas.

**Target Date of completion:** December 2003

**Funding Source:** Capital Funds

5. How often, if at all, are any of the following a problem in your development: broken glass?

**GHA present steps:**

The GHA staff picks up broken glass, discards, and disposes of it on a daily basis.

**GHA proposed steps:**

- To continue to pick up as usual

**Target date of completion:** An ongoing process

**Funding Source:** N/A

*6. How often, if at all, are any of the following a problem in your development: noise?*

***GHA present steps:***

The GHA currently works in partnership with the Gastonia Police Department to issue warning citations for any noise disturbance in the communities. The citations are also issued to the Head of Households who have large gatherings outside of their unit. In addition, residential conferences are requested as complaints are made concerning noise, and incident reports are reviewed on a monthly basis as they are received from the local police department.

***GHA proposed steps:***

- Noise violation
- Continued partnership with Police department
- Continue use of warning citations
- Continued residential conferences

**Target date of completion:** An ongoing process

**Funding Source:** N/A

In the area of Safety, the resident survey asked residents the following questions as listed below. After each question, the GHA has listed what is currently being done followed by what it will do in order to improve in the area of Safety.

The GHA score in the area of Safety was **78%**.

*1. How safe do you feel: in your unit/home?*

***GHA present steps:***

The GHA has resident meetings in reference to safety issues. The residents are encouraged to report any activity to the police department that makes them feel unsafe. The GHA currently hires off-duty police officers to work in all public housing developments for the express purpose of reducing criminal and drug activity.

The GHA has developed a good partnership with the Gastonia Police Department and with their Street Crime unit. Because of the partnership the GHA and the Gastonia Police Department are working together in every way possible to eliminate Criminal and Drug activity throughout the developments.

***GHA proposed steps:***

- Flyer to residents about safety issues
- Issuance of a Safety Manual at occupancy class
- To continue the partnership between the GHA and the Gastonia Police Dept.

***Target date of completion:*** An ongoing process

***Funding Source:*** PHDEP

***2. How safe do you feel in your building?***

***GHA present steps:***

Same as question #1 above.

***GHA proposed steps:***

Same as question #1 above.

***Target date of completion:*** An ongoing process

***Funding Source:*** PHDEP

## **Community Services Requirements**

The Gastonia Housing Authority has suspended its Community Services Action Plan for fiscal year 2002 as a result of the Department of Veteran Affairs and Housing and Urban Development, and Independent Agencies Appropriation Act, 2002, Section 432.

A copy of the Action Plan for the Community Services Program is provided as information only. The Program will be suspended pending future legislation or appropriations.

## Section 8 Homeownership Capacity Statement

The Gastonia Housing Authority plans to implement a Section 8 Homeownership Program in fiscal year 2002. The Authority's homeownership capacity is demonstrated by the following:

The Executive Director served on a Section 8 Homeownership Task Force comprised of representatives from HUD, Fannie Mae, Freddie Mac, North Carolina Housing Finance Agency, NC Division of Community Assistance, city and county representatives, lenders, public housing authorities, etc. A consultant was hired to prepare a report based on the input and outcome of this task force. The result was the report Section 8 Homeownership Program, A Model for North Carolina Communities. The Gastonia Housing Authority will use this report in establishing its Section 8 Homeownership Program.

The Executive Director has completed the professional certification program from the National Development Council (NDC) Housing Development Finance Program. This certification program focuses on the financing of affordable housing projects in real communities. The three-part series is HD-410, Single Family Home Ownership Finance, HD-420, Multi-family Housing Development Finance and HD-430, Housing Development Finance, Problem Solving and Deal Structuring.

The Executive Director has participated in meetings with Wachovia and Fannie Mae that have defined lender and servicer commitments that will utilize the Fannie Mae's My Community Mortgage pilot program underwriting criteria.

As part of this program, the Gastonia Housing Authority Section 8 Homeownership Program will require a minimum contribution of 1 percent or \$500, whichever is less from the borrower's own funds. Fannie Mae underwriting criteria will be used to qualify the borrower based on housing expense to income, monthly income to expenses and creditworthiness. Fannie Mae uses a ratio of 41 percent for both housing expense to income and monthly income to expenses.

The issue of mortgage models was addressed in the Task Force. Two models were developed, the one-mortgage model and the two-mortgage model. The Gastonia Housing Authority and Fannie Mae have discussed these models in detail and believe that a small number of loans can be made using the two-mortgage model assuming a subordinated second mortgage from the City of Gastonia. This second mortgage would be a low interest loan that can be repaid from the Housing Assistance Payment.

The Executive Director will develop the Administrative Plan revision for the program. This Plan will then be reviewed by both Fannie Mae and the lender(s) before implementation.

The Gastonia Housing Authority has held many discussions and meetings with the City of Gastonia's Community Development Division regarding housing counseling, finance and first-time homebuyer downpayment assistance. Gastonia Housing Authority will use the city's existing home ownership counseling program for its Section 8 Homeownership Program.

The Section 8 and Community Services staff will attend HUD -sponsored Section 8 Homeownership training when it is offered. If not offered before the program is established, staff will attend training from a national training provider.

The Gastonia Housing Authority will apply for funding of a Section 8 FSS Coordinator through the fiscal year 2002 Supplemental NOFA. A FSS Program for public housing has been active for the past year and a Section 8 FSS program has been established. The Section 8 FSS Coordinator will assume responsibilities for this program.

Given the above activities, the Gastonia Housing Authority is fully capable of developing and administering a Section 8 Homeownership Program.

<b>MOUNTAINVIEW</b>					
<b>NAME</b>	<b>ADDRESS</b>	<b>CITY</b>	<b>STATE</b>	<b>ZIP</b>	<b>PHONENUMBER</b>
SERERIABEASLEY	2103LYONST.	GASTONIA	NC	28052	704-861-8159
WILMAWILLIAMS	2109LYONST.	GASTONIA	NC	28052	810-6594
FOSTINATHROWER	549HENDERSONST.	GASTONIA	NC	28052	704-867-3864
SANDRABR ICE	561HENDERSONST.	GASTONIA	NC	28052	704-864-1553
QUENCENIADAWKINS	521HENDERSONST	GASTONIA	NC	28052	704-862-0753
CYNTHIACLEMMER	430EDWINST.	GASTONIA	NC	28052	704-865-4985
LEAHMOBLEY	2122LYONST.	GASTONIA	NC	28052	704-864-0530
DURESHAWILLIAM S	563HENDERSONST.	GASTONIA	NC	28052	NOPHONE
MARTHABROWN	426EDWINST.	GASTONIA	NC	28052	704-867-1669
<b>CAMERONCOURTS</b>					
<b>NAME</b>	<b>ADDRESS</b>	<b>CITY</b>	<b>STATE</b>	<b>ZIP</b>	<b>PHONENUMBER</b>
PHYLLISS.WYKLE	1336BAUGHST	GASTONIA	NC	28052	704-865-0013
PHYLLISJ.WYKLE	1346BAUGHST	GASTONIA	NC	28052	704-852-4005
JANNIEMILLS	924CAMERONAVE	GASTONIA	NC	28052	704-864-8688
ANNIEFRIDAY	920CAMERONAVE	GASTONIA	NC	28052	704-864-2094
PERDENCIABARROW	1320BAUGHST	GASTONIA	NC	28052	704-866-8144
SHERRILLHART	914CAMERONAVE	GASTONIA	NC	28052	704-852-4480
GRACELEVY	1318BAUGHST	GASTONIA	NC	28052	704-868-9120
<b>WELDONHEIGHTS</b>					
<b>NAME</b>	<b>ADDRESS</b>	<b>CITY</b>	<b>STATE</b>	<b>ZIP</b>	<b>PHONENUMBER</b>
VERONICAHALL	889BARKLEYST	GASTONIA	NC	28052	704-867-8558
PHYLLISMURRIEL	856BARKLEYS T	GASTONIA	NC	28052	704-867-1983
JOHNNIEREID	836RADIOST	GASTONIA	NC	28052	704-866-4492
HELENODOM	851RADIOST	GASTONIA	NC	28052	704-868-9651
CYNTHIADUNCAN	854RADIOST	GASTONIA	NC	28052	704-810-9849
ANGELACOOK	826BARKLEYST	GASTONIA	NC	28052	704-493-7237
SHEKEYAGILL	843BARKLEYST	GASTONIA	NC	28052	704-852-9491
MARYPHILLIPS	889RADIOST.	GASTONIA	NC	28052	NOPHONE
<b>LINWOODTERRACE</b>					
<b>NAME</b>	<b>ADDRESS</b>	<b>CITY</b>	<b>STATE</b>	<b>ZIP</b>	<b>PHONENUMBER</b>
DARTHEYWHITE	1557CONRADAVE	GASTONIA	NC	28052	704-852-9803
MILDREDBARRETT	1561CONRADAVE	GASTONIA	NC	28052	704-853-2227
WILMAADAMS	1559CONRADAVE	GASTONIA	NC	28052	704-867-0806
JANEDEE	1527CONRADAVE	GASTONIA	NC	28052	704-867-6743
GLADYSBURRIS	1537CONRADAVE	GASTONIA	NC	28052	704-868-3325
CATHERINEDENTON	1621CONRADAVE	GASTONIA	NC	28052	704-869-0050
GLADYSWATSON	1635CONRADAVE	GASTONIA	NC	28052	704-865-4306
LINDARHYNE	1518CONRADAVE	GASTONIA	NC	28052	704-864-6028

<b>SECTION-8</b>					
<b>NAME</b>	<b>ADDRESS</b>	<b>CITY</b>	<b>STATE</b>	<b>ZIP</b>	<b>PHONENUMBE R</b>
VIRGINIALEE	410S.WELDONST	GASTONIA	NC	28052	704-852-4398
MIKEWITHERS	914H.DAVISAVE	GASTONIA	NC	28052	704-864-8195
JANETGORDON	550S.BOYDST.	GASTONIA	NC	28052	704-862-0161
LILLIEGRAY	216WELCHAVE., APTA	GASTONIA	NC	28052	704-867-3305
SERLINAMCLAUGHLIN	1802ALPINEDR	KINGS MTN	NC	28086	704-730-9692

## Pet Policy Statement

The Gastonia Housing Authority (GHA) allows for pet ownership in its developments with the written pre-approval of the Housing Authority. In exchange for this right, the resident assumes full responsibility and liability for any action and damages of the pet and agrees to hold the Gastonia Housing Authority harmless from any claims caused by an action or inaction of the pet.

One common household pet is allowed and must be registered at the main administrative office of GHA. At the time of registration, the resident must make a refundable deposit of \$150. A separate non-refundable nominal fee of \$200 may be paid in installments of \$50.

The types of pets allowed are as follows:

1. Dogs -Maximum number: 1, maximum adult weight: 20 pounds, maximum height: 12", must be housebroken, spayed or neutered, have all required inoculations and licensed as specified now or in the future by State law and local ordinance
2. Cats -Maximum number: 1, must be spayed or neutered, have all required inoculations, trained to use a litter box or other waste receptacle, licensed as specified now or in the future by State law or local ordinance
3. Birds -Maximum number: 1, must be enclosed in a cage at all times
4. Fish -Maximum aquarium size: 10 gallons, must be maintained on an approved stand
5. Rodents (Rabbit, guinea pig, hamster, or gerbil ONLY) -Maximum number: 1, must be enclosed in an acceptable cage at all times, have any or all inoculations as specified now or in the future by State law or local ordinance
6. Turtles -Maximum number: 1, must be enclosed in an acceptable cage or container at all times

The pet and its living quarters must be maintained in a manner to prevent odors and any other unsanitary conditions in the owner's unit and surrounding areas.

Pet owners must agree to control the noise of pets so that such noise does not constitute a nuisance to other residents or interrupt their peaceful enjoyment of their housing unit or premises.

Pets must be kept in the owner's apartment or on a leash at all times when outside the unit (no outdoor cages may be constructed or animals left on chains outside the unit). Pets will be allowed only in designated areas on the grounds of the property.

Pets may not be left unattended in a dwelling unit for over 8 hours.

Pets cannot be kept, bred or used for any commercial purpose.

If a pet causes harm to any person, is deemed to be a nuisance or a threat to health and safety, the pet's owners shall be required to permanently remove the pet from the Housing Authority's property within 24 hours of written notice from the Housing Authority.

# PROGRESS REPORT FOR FY -2001 PHAPLAN2002

## PUBLIC HOUSING

### **Reduce public housing vacancies**

Training and stronger internal controls continue to better track vacancy turn around and status. The waiting list is purged twice a year to verify interest in housing and to eliminate those no longer interested. Vacancies average approximately 5 to 10 per month. Public housing maintains around a 96% lease up rate.

### **Increase customer satisfaction**

Staff continue to effectively handle occupancy and resident issues and concerns.

### **Concentrate one effort to improve specific management functions**

Continued efforts are being made to improve vacancies, inspections, financial information and PHAS scoring. Public housing improved its PHAS score from an 88 (Standard) to 91 (High Performer). Training continues with PIC/MTCs to improve understanding and improvement of the reporting rate.

### **Deconcentration/income mixing**

GHA has completed a review of families housed during the past year. The only area of concern is the Mountain View property. Mountain View falls short of meeting the deconcentration requirements. An action plan to improve deconcentration is being developed. GHA exceeds the goals for housing ELI families in all other public housing developments.

### **Implement public housing security improvements**

GHA continues to work closely with a consultant to maintain our crime/reduction program. Police continue to patrol all developments as an added, paid service funded by PHDEP. The Gastonia Police Department continues to e-mail crime statistics to GHA staff on a monthly basis. GHA staff continue to counsel, make home visits and even proceed with the eviction proceedings when necessary to maintain safe communities.

## SECTION 8

### **Improve Section 8 Management**

- Section 8 Department has consistently held Section 8 tenant briefings on a monthly basis as an effort to successfully increase the lease up rate.
- Section 8 has also established methods for tracking inspections and abatements.

### **Increase customer satisfaction**

- Section 8 Department has developed a Section 8 Tenant Booklet, which explains program rules and regulations and is distributed during Section 8 tenant briefings.
- Landlords have copies of the Section 8 Landlord Manual, which explains program rules and regulations. Landlord inspection information is now faxed to those participating who have access to a fax machine.
- Section 8 Department has utilized socialserve.com as a means for landlords to list Section 8 rental properties.
- Socialserve.com has been introduced to the Section 8 client as a means of easily accessing available rental properties. Demonstrations have been given to clients at Section 8 tenant briefings.
- All Section 8 landlords have been invited to attend tenant briefings and some are in attendance at each briefing.

### **Increase assisted housing choices by counseling, outreach, increased payment standard and implement Section 8 Homeownership Program**

- Section 8 clients are informed of housing choices and mobility during the tenant briefing. The information is also disseminated through the tenant information booklet.
- Section 8 staff has gone to apartment complexes outside poverty areas to explain the Section 8 program and will continue to do so upon demand.
- We continue to work with tax credit properties outside of the poverty areas to increase housing choice, such as Hudson Landings, Chapman Pointe, Oak Forest, Cherrywood Apartments and Kendrick Square Apartments.
- Section 8 has increased the voucher payment standard to 100% of FMR. The Executive Director and Section 8 Supervisor have met with representatives from the City of Gastonia to discuss issues regarding a Section 8 Homeownership Program.

### **Promote Self-Sufficiency and ensure equal opportunity for all residents**

The Section 8 Department has worked in conjunction with the FSS Coordinator to identify families within the Section 8 Program who are ready to move toward self-sufficiency. There are approximately 10 families participating in the program.

### **Implement a Section 8 Homeownership Program**

The Executive Director, the Community Services Department, the Section 8 Department and the City of Gastonia Community Development Department are working to produce an Administrative Plan to implement a Section 8 Homeownership Program.

## **FINANCE**

### **Reduce Public Housing Vacancies**

The Finance Department is assisting tenants to pay their rent on time so they will not be taken to court or be evicted.

### **Acquire or build affordable housing**

Working with other agencies to acquire or build affordable housing for low-income families. Also attempting to secure funding from other sources. Working with the city to secure their involvement with projects to assist area families.

### **Improve Public Housing and Section 8 management**

Continuing to focus on operations and management to increase our PHA Score. Finance has provided assistance to both Public Housing and Section 8 departments to improve the financial indicator and to increase performance on PHAS and SEMAP.

## **COMMUNITY SERVICES**

### **Implement public housing security improvements**

The GHA continues to work with a consultant and the City of Gastonia Police Dept. to implement the GHA crime/reduction program. Off-duty police are continuing to randomly patrol all developments and concentrate on trouble spots. These services are provided through the PHDEP funds. The GHA continues to receive the crime statistics on a monthly basis from the City of Gastonia Police Department. There are three (3) Community watches with the fourth slowly beginning. The GHA partnered with the City of Gastonia in becoming a Weed and Seed Site as of January 30, 2002, which all of four developments are included in the target areas, which will give us federal support with Law Enforcement as well as local support to fight crime. The GHA has added a new police substation in the Cameron Courts community.

**Promote self-sufficiency**

The GHA has implemented a voluntarily FSS program which, has 25 public housing slots which all 25 slots are full and 25 Section 8 slots which eleven (11) slots are presently filled. The GHA implements an array of programs such as crime prevention, intervention, after school programs, summer enrichment, boyscouts, family resource center life skills, computer training, cultural arts, resident organizations, parenting, nutritional, budgeting case management and job skills. The programs are held on site in the community buildings in the communities. The GHA collaborates with over 35 local human service agencies to provide the above services for our residents. There are two (2) Nan McKay Certified Family Self Sufficiency Specialists on staff.

**MAINTENANCE****MODERNIZE PUBLIC HOUSING UNITS**

- Unit interiors in Cameron Courts, Weldon Heights and Linwood Terrace have been repaired and painted.
- Appliance and screen doors have been replaced.
- Sidewalks in Linwood Terrace and Weldon Heights have been replaced.
- The FY -1999 Comprehensive Grant Program was closed out.
- Sewer replacement and landscaped design work is being completed for construction at Linwood Terrace.
- Additional security lighting was installed at Weldon Heights, Cameron Courts, Mountain View and Linwood Terrace.