

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

REGION II HOUSING AUTHORITY
Small PHA Plan Update
Annual Plan for Fiscal Year: 7/2002-6/2003

P.O. BOX 1106
LAS VEGAS, NEW MEXICO 87701
TELEPHONE: (505)4540654

PHA Plan Agency Identification

PHA Name: New Mexico Region II Housing Authority

PHA Number: NM076

PHA Fiscal Year Beginning: 07/2002

PHA Plan Contact Information:

Name: Carlos Martin Lopez, Executive Director

Phone: (505) 426-9816

TDD:

Email: region2_carlos@yahoo.com

Public Access to Information

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

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

Display Locations For PHA Plans and Supporting Documents

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

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

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

- Main business office of the PHA
- PHA development management offices
- Other

PHA Programs Administered:

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

**Annual PHA Plan
Fiscal Year 20**
[24 CFR Part 903.7]

i. Table of Contents

Contents	Page #
Annual Plan	
i. Table of Contents	1
ii. Executive Summary	1
1. Summary of Policy or Program Changes for the Upcoming Fiscal Year	
1	
2. Capital Improvement Needs	2
3. Demolition and Disposition	2-3
4. Voucher Homeownership Program	3
5. Safety and Crime Prevention: PHDEP Plan	3-4
6. Other Information:	4
A. Resident Advisory Board Consultation Process	4
B. Statement of Consistency with Consolidated Plan	4-5
C. Criteria for Substantial Deviations and Significant Amendments	
6-7	

Attachments

- Attachment A : Supporting Documents Available for Review
- Attachment B: Resident Membership on PHA Board or Governing Body
- Attachment C: Membership of Resident Advisory Board or Boards
- Other: Disclosure of Lobbying Activities; Certificate of Payments to Influence Federal Transactions; Certification for a Drug-Free Workplace.

ii. Executive Summary

[24 CFR Part 903.7 9 (r)]

The Region II Housing Authority will continue its efforts in providing assistance through Section 8 Tenant Based Assistance and Family Self-Sufficiency. The full implementation of the Section 8 has been accomplished after the Cerro Grande Fire and a waiting list has been established. Future Sec. 8 Vouchers will be issued according to the waiting list. Family Self-Sufficiency will continue throughout the year with the intent of creating an effective Section 8 Advisory Board.

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

No major changes are anticipated in policies or programs discussed in year 2001 annual plan. Section 8 will continue at 100% voucher allocation and openings will be filled on the priority of the new Section 8 waiting list. FSS will continue with efforts for more active involvement of

participants through the Advisory Board. Implementation of the Section 523 USDA Rural Development Technical Assistance Grant will take place with the construction of 5 to 10 homes. The staff will be hired for Self-Help consisting of a Construction Supervisor and a Homebuyer Counselor. The Homebuyer Counseling Program will be outlined and initiated. The Low-Income Tax Credit Program which had initially been included in the year 2000 for the construction of 60 low and moderate income housing units and for which Tax Credits were approved but postponed for lack of City of Las Vegas will be investigated. Efforts will be made with the city to seek an expansion of city utilities to accommodate the project. If successful a new Tax Credit application will be submitted to the Mortgage Finance Authority.

2. Capital Improvement Needs

[24 CFR Part 903.7 9 (g)]

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

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

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

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

D. Capital Fund Program Grant Submissions

The Capital (1) Capital Fund Program 5-Year Action Plan
Fund Program 5-Year Action Plan is provided as Attachment

(2) Capital Fund Program Annual Statement

The Capital Fund Program Annual Statement is provided as Attachment

3. Demolition and Disposition

[24 CFR Part 903.7 9 (h)]

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

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

2. Activity Description

Demolition/Disposition Activity Description (Not including Activities Associated with HOPE VI or Conversion Activities)
1a. Development name:
1b. Development (project) number:
2. Activity type: Demolition Disposition

<p>3. Application status (select one)</p> <p>Approved</p> <p>Submitted, pending approval</p> <p>Planned application</p>
<p>4. Date application approved, submitted, or planned for submission: <u>(DD/MM/YY)</u></p>
<p>5. Number of units affected:</p> <p>6. Coverage of action (select one)</p> <p>Part of the development</p> <p>Total development</p>
<p>7. Relocation resources (select all that apply)</p> <p>Section 8 for units</p> <p>Public housing for units</p> <p>Preference for admission to other public housing or section 8</p> <p>Other housing for units (describe below)</p>
<p>8. Timeline for activity:</p> <p>a. Actual or projected start date of activity:</p> <p>b. Actual or projected start date of relocation activities:</p> <p>c. Projected end date of activity:</p>

4. Voucher Homeownership Program

[24 CFR Part 903.7 9 (k)]

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

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

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

- Establishing a minimum homeowner downpayment requirement of at least 3 percent and requiring that at least 1 percent of the downpayment comes from the family’s resources
- Requiring that financing for purchase of a home under its section 8 homeownership will be provided, insured or guaranteed by the state or Federal government; comply with secondary mortgage market underwriting requirements; or comply with generally accepted private sector underwriting standards
- Demonstrating that it has or will acquire other relevant experience (list PHA experience, or any other organization to be involved and its experience, below):

5. Safety and Crime Prevention: PHDEP Plan

[24 CFR Part 903.7 (m)]

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

Yes No: Is

the PHA eligible to participate in the PHDEP in the fiscal year covered by this PHA Plan?

B. What is the amount of the PHA's estimated or actual (if known) PHDEP grant for the upcoming year? \$ _____

C. Yes No Does the PHA plan to participate in the PHDEP in the upcoming year? If yes, answer question D. If no, skip to next component.

D. Yes No: The PHDEP Plan is attached at Attachment _____

6. Other Information

[24 CFR Part 903.7 9 (r)]

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

1. Yes No: Did the PHA receive any comments on the PHA Plan from the Resident Advisory Board/s?

2. If yes, the comments are Attached at Attachment (File name)

3. In what manner did the PHA address those comments? (select all that apply)

- The PHA changed portions of the PHA Plan in response to comments
A list of these changes is included
 - Yes No: below or
 - Yes No: at the end of the RAB Comments in Attachment _____.
- Considered comments, but determined that no changes to the PHA Plan were necessary. An explanation of the PHA's consideration is included at the at the end of the RAB Comments in Attachment _____.
- Other: (list below)

B. Statement of Consistency with the Consolidated Plan

The Region II Housing Authority is a Regional Housing Authority under the jurisdiction of the State of New Mexico.

1. Consolidated Plan jurisdiction: New Mexico

2. The PHA has taken the following steps to ensure consistency of this PHA Plan with the Consolidated Plan for the jurisdiction: (select all that apply)

- The PHA has based its statement of needs of families in the jurisdiction on the needs expressed in the Consolidated Plan/s.

- The PHA has participated in any consultation process organized and offered by the Consolidated Plan agency in the development of the Consolidated Plan.
- The PHA has consulted with the Consolidated Plan agency during the development of this PHA Plan.
- Activities to be undertaken by the PHA in the coming year are consistent with specific initiatives contained in the Consolidated Plan. (list such initiatives below)
- Other: Consolidated Plan Housing Needs Assessment Survey
Statewide housing needs in the New Mexico Consolidated Plan–Page 153
#1 - 13.54% Development of affordable home ownership opportunities. Region II Housing Authority in 2002 will begin the Self-Help Housing program through a Section 523 USDA TA Grant. The first units will be built.

#2 - 9.30% Development to provide affordable rental units. Region II Housing Authority will continue the administration of the Section 8 Rental Assistance Program to meet this need.

#3 – 7.31 Provide low interest financing
Region II Housing through the Self-Help Housing Program and Rural Development 502 loans will provide low interest financing for new home construction.

#11 – 3.69% Vouchers for emergency shelter
Region II Housing through Section 8 will provide vouchers for emergency shelter.

#12 - 3.68% Additional Homeless shelter space
Region II Housing through Section 8 will provide vouchers for homeless shelter.

#14 - 3.48% Development of additional senior housing
Region II Housing Authority through Section 8, Self-Help Housing, and the proposed MFA Tax Credit Program will provide housing for seniors.

#17 – 2.72% Conduct homebuyer classes
Region II Housing Authority through the Self-Help Program will hire a full-time Homebuyer Counselor to provide homebuyer classes.

#19 – 2.50 Long term rental assistance
Region II Housing Authority through Section 8 will provide long term rental assistance.

Out of 25 major housing needs expressed in public hearing for the Consolidated Plan, Region II Housing Authority will address 8 of those major needs thorough its housing programs.

3. PHA Requests for support from the Consolidated Plan Agency

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

- a. The authority has worked closely with the State of New Mexico Mortgage Finance Authority. The MFA has provided bridge financing through a long-term agreement in order to strengthen the efforts of the Region II Authority.
 - b. The authority has continued working closely with the State of New Mexico Board of Finance in securing bonding for the construction of multifamily units in Santa Cruz and the purchase of a multifamily housing complex in Las Vegas.
 - c. The authority has submitted an application to the State MFA requesting the designation of an authorized rehabilitation agency for the state.
 - d. The authority has utilized emergency housing funds available from the MFA.
4. The Consolidated Plan of the jurisdiction supports the PHA Plan with the following actions and commitments:

The following are Consolidated Plan priority areas that support the Region II Housing Authority Annual Plan:

- a. Rental Assistance Priority (Consolidated Plan - Page 66) – The plan identifies as a high priority the assistance to renters in the 0 – 30% area income scale. This priority supports the rental assistance efforts made by the Region II HA with its Section 8 Program. On page 73 the Consolidated Plan states: “The state of New Mexico will continue to utilize and expand numerous programs geared toward providing permanent housing for people who are homeless, particularly through public housing units and Section 8 certificates and vouchers.”
- b. Home Ownership Priority (Consolidated Plan – Page 68) – The plan calls for assistance to “persons of moderate means who wish to buy a home.” This priority supports the Region II HA in its Self-Help Housing effort, in its homebuyer counseling program, and in its FSS program for Section 8 participants. The plan emphasizes single-family homeownership which is primarily the objective of the Self-Help Program of Region II.
- c. Multifamily Housing Developers Priority (Consolidated Plan – Page 69) – The plan identifies the need to develop affordable rental units. This supports the Region II Housing Authority in its efforts to utilize its bonding potential to assist multifamily housing developers within the region.
- d. Housing Needs of Special Population Priority (Consolidated Plan – Page 74) – The plan states “the state plans to pursue the development of additional senior housing.” This supports the Region II Housing effort to utilize New Mexico Tax Credits to construct multi-family rental units in Las Vegas for low income, mentally handicapped, and senior citizens, and to leverage its bonding for the construction of multi-family rental units in Santa Fe, San Miguel, and Rio Arriba counties. Effort by Region II will continue in this area for the foreseeable future.

C. Criteria for Substantial Deviation and Significant Amendments

Amendment and Deviation Definitions

24 CFR Part 903.7(r)

The amendment and deviation definition would be any major change to the 5-year or Annual Plan that affects either plan in such a manner that programmatic, personnel, or policy changes are to be made that substantially changes the basis on which the original plans were drafted.

A. Substantial Deviation from the 5-year Plan:

A substantial deviation from the 5-year Plan would include:

1. Any addition of new program activities not included in the current Plan. This includes new programs made possible through the receipt of additional grant funds for Section 8 or other new program activities.

B. Significant Amendment or Modification to the Annual Plan:

A significant amendment or modification to the Annual Plan would include:

1. Addition of new programs made possible through new grants not included in the current plan.
2. Deletion of major program or major change in Section 8 Rental Assistance Program.
3. Change to Section 8 Rental Assistance Admission Policies.
4. Change to the policies affecting the Section 8 waiting list.
5. Changes to the policies affecting inspection of Section 8 rental units.

Attachment A
Supporting Documents Available for Review

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

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

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Related Plan Component
N/A	Public housing rent determination policies, including the method for setting public housing flat rents <input type="checkbox"/> check here if included in the public housing A & O Policy	
N/A	Schedule of flat rents offered at each public housing development <input type="checkbox"/> check here if included in the public housing A & O Policy	
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
N/A	Public housing management and maintenance policy documents, including policies for the prevention or eradication of pest infestation (including cockroach infestation)	
N/A	Results of latest binding Public Housing Assessment System (PHAS) Assessment	
N/A	Follow-up Plan to Results of the PHAS Resident Satisfaction Survey (if necessary)	
X	Results of latest Section 8 Management Assessment System (SEMAP)	Annual Plan: Management and Operations
X	Any required policies governing any Section 8 special housing types <input checked="" type="checkbox"/> check here if included in Section 8 Administrative Plan	Annual Plan: Operations and Maintenance
N/A	Public housing grievance procedures <input type="checkbox"/> check here if included in the public housing A & O Policy	
X	Section 8 informal review and hearing procedures <input type="checkbox"/> check here if included in Section 8 Administrative Plan	Annual Plan: Grievance Procedures
N/A	The HUD-approved Capital Fund/Comprehensive Grant Program Annual Statement (HUD 52837) for any active grant year	
N/A	Most recent CIAP Budget/Progress Report (HUD 52825) for any active CIAP grants	
N/A	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	
X	Self-evaluation, Needs Assessment and Transition Plan required by regulations implementing §504 of the Rehabilitation Act and the Americans with Disabilities Act. See, PIH 99-52 (HA).	Annual Plan: Capital Needs

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Related Plan Component
N/A	Approved or submitted applications for demolition and/or disposition of public housing	
N/A	Approved or submitted applications for designation of public housing (Designated Housing Plans)	
N/A	Approved or submitted assessments of reasonable revitalization of public housing and approved or submitted conversion plans prepared pursuant to section 202 of the 1996 HUD Appropriations Act, Section 22 of the US Housing Act of 1937, or Section 33 of the US Housing Act of 1937	
N/A	Approved or submitted public housing homeownership programs/plans	
N/A	Policies governing any Section 8 Homeownership program (section _____ of the Section 8 Administrative Plan)	
X	Cooperation agreement between the PHA and the TANF agency and between the PHA and local employment and training service agencies	Annual Plan: Community Service & Self-Sufficiency
X	FSS Action Plan/s for public housing and/or Section 8	Annual Plan: Community Service & Self-Sufficiency
X	Section 3 documentation required by 24 CFR Part 135, Subpart E	Annual Plan: Community Service & Self-Sufficiency
X	Most recent self-sufficiency (ED/SS, TOP or ROSS or other resident services grant) grant program reports	Annual Plan: Community Service & Self-Sufficiency

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

Required Attachment B: Resident Member on the PHA Governing Board

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

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

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

Elected

Appointed

C. The term of appointment is (include the date term expires):

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

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

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

Other: The Region II Housing Authority is an authority created through state legislation. The Regional Housing Law requires the Governor of the state to name the commissioners to the Board of Directors. There is one commissioner appointed to represent each of the seven counties within the Region II district. In order to avoid the complicated amendment to the legislation that will be required by adding an eighth member to the board, recommendation will be made to the Governor to appoint a member from the Resident Advisory Board at the expiration of the term of office of the commissioner from Los Alamos. For the present, Debbie Rodriguez, Resident Advisory Board Member, will be recognized as serving in an advisory capacity to the Board of Commissioners.

B. Date of next term expiration of a governing board member: The Commissioners on the Region II Board of Directors serve staggered 1-2 and 3 year terms. The next expiration of term of a commissioner is July, 2003.

C. Name and title of appointing official for governing board: Gary Johnson, Governor of the State of New Mexico, is the appointing official.

**Required Attachment C: Membership of the Resident Advisory Board
or Boards**

Rebecca Arbuckle
48 Timber Ridge
Los Alamos, NM 87544

Tele: 661-6991

Lisa J. Gentry
4167 Alabama #B
Los Alamos, NM 87544

Tele: 662-4725 (Home)
820-7924 (Work)

Debbie Rodriguez
2025 E. Jemez Rd. #241
Los Alamos, NM 87544

Tele: 661-8030 (Home)
662-5353 (Work)
500-0491 (Cell)