

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

Small PHA Plan Update
Annual Plan for Fiscal Year: 2002

Perry Metropolitan Housing Authority – OH034

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

PHA Plan Agency Identification

PHA Name: Perry Metropolitan Housing Authority

PHA Number: OH034

PHA Fiscal Year Beginning: (mm/yyyy) 01/2002

PHA Plan Contact Information:

Name: Carole Sowards, Executive Director

Phone: (740) 982-5991

TDD:

Email (if available): pmha@netpluscom.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 (list below)

PHA Programs Administered:

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

**Annual PHA Plan
Fiscal Year 2002**
[24 CFR Part 903.7]

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

On June 07, 2001, the PHA amended its Annual Plan for fiscal year ending 12/31/2001 to include a request for Designation of a Public Housing Project. This request was made to the U.S. Department of Housing and Urban Development for designation of 26 one bedroom apartments for elderly or disabled. Project name and address: James L. Brown Terrace Heights, 26 Brown Circle Drive, Crooksville, OH. 43731. On August 20, 2001, the U.S. Department of Housing and Urban Development approved the Housing Authority's Designation Plan. The Plan will be in effective for five years (up to August 20, 2006) at which time the PHA can apply to extend the designation for additional two-year increments. The PHA will strive to identify and secure needed services provided by other local agencies for these residents.

In addition, in June 2001, the PHA made application to the U.S. Department of Housing and Urban Development for a "Resident Opportunity Supportive Services" grant for elderly/disabled. This application parallels with the Designation Plan to provide needed services and programs to the elderly and disabled. To date, the PHA has not received any notification of grant approval.

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

(1) Capital Fund Program 5-Year Action Plan

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

4. Voucher Homeownership Program

[24 CFR Part 903.7 9 (k)]

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

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

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

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

5. Safety and Crime Prevention: PHDEP Plan

[24 CFR Part 903.7 (m)]

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

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

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

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

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

6. Other Information

[24 CFR Part 903.7 9 (r)]

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

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

2. If yes, the comments are Attached at Attachment (File name) OH034f02

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

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

1. Consolidated Plan jurisdiction: Perry County, Ohio
2. The PHA has taken the following steps to ensure consistency of this PHA Plan with the Consolidated Plan for the jurisdiction: (select all that apply)
 - The PHA has based its statement of needs of families in the jurisdiction on the needs expressed in the Consolidated Plan/s.
 - The PHA has participated in any consultation process organized and offered by the Consolidated Plan agency in the development of the Consolidated Plan.
 - The PHA has consulted with the Consolidated Plan agency during the development of this PHA Plan.
 - Activities to be undertaken by the PHA in the coming year are consistent with specific initiatives contained in the Consolidated Plan. (list such initiatives below)
 - Other: (list below)
3. PHA Requests for support from the Consolidated Plan Agency
 - Yes No: Does the PHA request financial or other support from the State or local government agency in order to meet the needs of its public housing residents or inventory? If yes, please list the 5 most important requests below:
4. The Consolidated Plan of the jurisdiction supports the PHA Plan with the following actions and commitments: (describe below)

C. Criteria for Substantial Deviation and Significant Amendments

1. Amendment and Deviation Definitions

24 CFR Part 903.7(r)

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

A. Substantial Deviation from the 5-year Plan:

B. Significant Amendment or Modification to the Annual Plan:

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
X		
X	Fair Housing Documentation Supporting Fair Housing Certifications: Records reflecting that the PHA has examined its programs or proposed programs, identified any impediments to fair housing choice in those programs, addressed or is addressing those impediments in a reasonable fashion in view of the resources available, and worked or is working with local jurisdictions to implement any of the jurisdictions’ initiatives to affirmatively further fair housing that require the PHA’s involvement.	5 Year and Annual Plans
X	Housing Needs Statement of the Consolidated Plan for the jurisdiction/s in which the PHA is located and any additional backup data to support statement of housing needs in the jurisdiction	Annual Plan: Housing Needs
X	Most recent board-approved operating budget for the public housing program	Annual Plan: Financial Resources
X	Public Housing Admissions and (Continued) Occupancy Policy (A&O/ACOP), which includes the Tenant Selection and Assignment Plan [TSAP]	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Any policy governing occupancy of Police Officers in Public Housing <input type="checkbox"/> check here if included in the public housing A&O Policy	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Section 8 Administrative Plan	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Public housing rent determination policies, including the method for setting public housing flat rents <input type="checkbox"/> check here if included in the public housing A & O Policy	Annual Plan: Rent Determination
X	Schedule of flat rents offered at each public housing development <input 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

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Related Plan Component
X	Public housing management and maintenance policy documents, including policies for the prevention or eradication of pest infestation (including cockroach infestation)	Annual Plan: Operations and Maintenance
X	Results of latest binding Public Housing Assessment System (PHAS) Assessment	Annual Plan: Management and Operations
X	Follow-up Plan to Results of the PHAS Resident Satisfaction Survey (if necessary)	Annual Plan: Operations and Maintenance and Community Service & Self-Sufficiency
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
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 any active grant year	Annual Plan: Capital Needs
X	Most recent CIAP Budget/Progress Report (HUD 52825) for any active CIAP grants	Annual Plan: Capital Needs
	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
	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
	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
	Approved or submitted assessments of reasonable revitalization of public housing and approved or submitted conversion plans prepared pursuant to section 202 of the 1996 HUD Appropriations Act, Section 22 of the US Housing Act of 1937, or Section 33 of the US Housing Act of 1937	Annual Plan: Conversion of Public Housing
	Approved or submitted public housing homeownership programs/plans	Annual Plan: Homeownership

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Related Plan Component
	Policies governing any Section 8 Homeownership program (section _____ of the Section 8 Administrative Plan)	Annual Plan: Homeownership
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
	Most recent self-sufficiency (ED/SS, TOP or ROSS or other resident services grant) grant program reports	Annual Plan: Community Service & Self-Sufficiency
	The most recent Public Housing Drug Elimination Program (PHDEP) semi-annual performance report	Annual Plan: Safety and Crime Prevention
	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. 	Annual Plan: Safety and Crime Prevention
X	Policy on Ownership of Pets in Public Housing Family Developments (as required by regulation at 24 CFR Part 960, Subpart G) <input checked="" type="checkbox"/> check here if included in the public housing A & O Policy	Pet Policy
X	The results of the most recent fiscal year audit of the PHA conducted under section 5(h)(2) of the U.S. Housing Act of 1937 (42 U. S.C. 1437c(h)), the results of that audit and the PHA's response to any findings	Annual Plan: Annual Audit
	Troubled PHAs: MOA/Recovery Plan	Troubled PHAs
	Other supporting documents (optional) (list individually; use as many lines as necessary)	(specify as needed)

Annual Statement/Performance and Evaluation Report						
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part 1: Summary						
PHA Name: Perry Metropolitan Housing Authority		Grant Type and Number Capital Fund Program: OH16-PO34-501-00 Capital Fund Program Replacement Housing Factor Grant No:			Federal FY of Grant:	
<input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/ Emergencies <input type="checkbox"/> Revised Annual Statement (revision no:) <input checked="" type="checkbox"/> Performance and Evaluation Report for Period Ending: 09/30/2001 <input type="checkbox"/> Final Performance and Evaluation Report						
Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost		
		Original	Revised	Obligated	Expended	
1	Total non-CFP Funds					
2	1406 Operations					
3	1408 Management Improvements	39,700	39,700			
4	1410 Administration	7,490	7,490	7,318.42	1,590.45	
5	1411 Audit					
6	1415 liquidated Damages					
7	1430 Fees and Costs	12,000	12,000	12,000.00	3,640.00	
8	1440 Site Acquisition					
9	1450 Site Improvement					
10	1460 Dwelling Structures	155,000	160,000			
11	1465.1 Dwelling Equipment—Nonexpendable	5,000				
12	1470 Nondwelling Structures					
13	1475 Nondwelling 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	Amount of Annual Grant: (sum of lines 2-19)	219,190	219,190	61,867.72	35,421.75	
21	Amount of line 20 Related to LBP Activities					
22	Amount of line 20 Related to Section 504 Compliance					

Annual Statement/Performance and Evaluation Report Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part 1: Summary						
PHA Name: Perry Metropolitan Housing Authority		Grant Type and Number Capital Fund Program: OH16-PO34-501-00 Capital Fund Program Replacement Housing Factor Grant No:			Federal FY of Grant:	
<input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/ Emergencies <input type="checkbox"/> Revised Annual Statement (revision no:)						
<input checked="" type="checkbox"/> Performance and Evaluation Report for Period Ending: 09/30/2001 <input type="checkbox"/> Final Performance and Evaluation Report						
Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost		
23	Amount of line 20 Related to Security					
24	Amount of line 20 Related to Energy Conservation Measures	11,652.00				

Annual Statement/Performance and Evaluation Report Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part II: Supporting Pages								
PHA Name: Perry Metropolitan Housing Authority		Grant Type and Number Capital Fund Program #: OH16-PO34-501-00 Capital Fund Program Replacement Housing Factor #:				Federal FY of Grant:		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Proposed Work
				Original	Revised	Funds Obligated	Funds Expended	
OH034-001	Convert single family units from baseboard heat to gas heat	1460	23 houses	155,000	0	0	0	Cancelled; no longer cost effective
OH034-001	Replace baseboard heaters and thermostats in single-family units and common areas in one bedroom apt. bldg.	1460	181 heaters	0	40,686.90	40,686.90	29,034.90	Heaters purchased; installation in progress
OH034-002	Replace outdoor porch lights at 50 apartment units	1460	100 lights	5,000				Reviewing options
OH034-PHA Wide	Convert computer system from Unix to Personal Computers for improved Program Administration	1408	5 stations	39,700				Under review
OH034-PHA Wide	Wages & benefits	1410		7,490		7,318.42	1,590.42	In progress
OH034-PHA Wide	Architectural Services	1430		12,000		12,000.00	3,640.00	In progress

Annual Statement/Performance and Evaluation Report Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part II: Supporting Pages								
PHA Name: Perry Metropolitan Housing Authority		Grant Type and Number Capital Fund Program #: OH16-PO34-501-00 Capital Fund Program Replacement Housing Factor #:			Federal FY of Grant:			
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Proposed Work
				Original	Revised	Funds Obligated	Funds Expended	

Capital Fund Program 5-Year Action Plan – Attachment OH034c02

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.

CFP 5-Year Action Plan		
<input checked="" type="checkbox"/> Original statement <input type="checkbox"/> Revised statement		
Development Number	Development Name (or indicate PHA wide)	
OH034-001	James L. Brown Terrace Heights	
Description of Needed Physical Improvements or Management Improvements	Estimated Cost	Planned Start Date (HA Fiscal Year)
Replace kitchen cabinets and countertops in 26 one bedroom apartments	80,000	2002
Replace vanities and medicine cabinets in 26 one bedroom apartments	30,000	2003
Replace interior doors and woodwork in 26 one bedroom apartments	26,000	2003
Add Emergency Call system for 26 one bedroom apartments designated for elderly or disabled	50,000	2003
Replace tubs, surrounds and vanities in 23 single family units	46,000	2003
Replace landscaping	15,000	2004

Total estimated cost over next 5 years	247,00	
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Required Attachment - OH034c02: 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 (explain):

B. Date of next term expiration of a governing board member: 08/02/2002

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

Janeen Conrad, Mayor – City of New Lexington, OH (appointing official for term
Expiring 08/02/2002

John Altier, Charles Van Horn, Thad Cooperrider – Perry County Commissioners

Linton Lewis, Perry County Probate Judge

Luann Cooperrider, Perry County Common Pleas Judge

Required Attachment - OH034d02: Membership of the Resident Advisory Board or Boards

Members of the Resident Advisory Board for Perry Metropolitan Housing Authority:

Gale Whitlatch (Pres)	Marcie Davis	Mable Steele
Gary Stalling (V.Pres)	Nadine Walker	Annie Williamson
Cheryl Dusenberry (Sec'y)	Mary King	William Brown
Alberta Hammer	Ruth Brown	Glenna Gossman
Wilma Brown	Becky Sprouse	Connie Anders
Alverda Linger	Ronnie Dusenberry	

Members participating on the Resident Advisory Board are selected by expressing interest to participate or by request of the PHA. Election of officers is to be held annually; officers serve for a one-year term but may be re-elected. Members may participate on the Resident Advisory Board for an unspecified period of time. Residents from all housing communities are encouraged to become involved on the RAB.

RESIDENT ADVISORY BOARD
Annual Plan and Five Year Plan
FYE 12/31/2001

Members:

Gale Whitlatch
41 Brown Circle Drive
Crooksville, OH. 43731

Gary Stalling
29 Brown Circle Drive
Crooksville, OH. 43731

Connie Anders
13002 Meadow Drive
Roseville, OH. 43777

Louanna Probst
13000 Parkview Drive, Apt. 6-D
Roseville, OH. 43777

Mary King
26 Brown Circle Dr., Apt. 6-B
Crooksville, OH. 43731

Brenda Porter
5140 Country Side Court
Crooksville, OH. 43731

Meeting Date: 11/6.00 - 10:00 a.m., Crooksville Office.

The Executive Director (Carole Sowards) and Administrative Assistant (Sandra Harper) reviewed the components of the Annual Plan and the Five Year Plan for the respective years 2001 and 2001-2005 as follows:

1. Capital Fund - reviewed actual Capital Fund Program grant for fiscal year beginning 1/1/2001; total amount from HUD = \$219,190. Reviewed the proposed spending planned for this Grant: RAB concurred
2. Demolition and Disposition - no plans in near future; RAB concurred none needed
3. Section 8 Homeownership - no plans for upcoming year; RAB did not comment
4. Safety and Crime Prevention - explained that PHA was not eligible to participate in this Program. Discussed safety and crime prevention measures that PHA takes to ensure safety; RAB did not indicate any concerns at this time.
5. Explained the Consolidated Plan and that PHA was in compliance with it; no comments from RAB
6. Reviewed Fair Housing/Equal Opportunity policies, housing needs, operations as they relate to current above named policies
7. Section 8 rent determination policies reviewed; no comment

8. Reviewed Resident Satisfaction survey and the importance in responding to it. RAB and the PHA agreed that HUD should be more specific when asking for an action plan from the PHA, to define what question(s) scored low so the PHA can better address the concerns of the residents.
9. Reviewed current Grievance Procedure. RAB commented procedure was good and gave resident the opportunity to discuss issues in a fair manner.
10. Reviewed Cooperation Agreement between the PHA and the Perry Co. TANF agency recently executed.
11. Reviewed current Pet Policy noting that PHA needed to update to include the pet owner carry liability insurance on the pet. RAB commented pets may not always belong in subsidized housing, most especially an apartment complex
12. Reviewed audit process-requirements, necessity and outcome; RAB commented audits are good for checks and balances for any agency.
13. Reviewed Capital Fund Program proposed work (2001-2005); RAB added they would like to see concrete slabs enlarged on the front of the houses on Brown Circle Drive and roof added to porch; also stated entrance doors at rear of houses at Brown Circle needed replaced. Also asked status on completing landscaping, etc. for units at Country Side Court and Meadowview Drive. PHA explained that approximately \$65,000 remaining in that grant and was forthcoming to expend for landscaping, storm doors, asphalt repairs, etc.
14. Discussed quality of current Management and Maintenance; RAB commented that Maintenance was sometimes slow on work orders in some developments and did not always complete the work order correctly; questioned why hot water tanks were not periodically drained. The PHA responded that was usually due to lack of man hours and/or manpower. PHA responded this was usually due to lack of man hours and or manpower. Work has to be prioritized.
15. Reviewed process of the Board of Directors - current members, how they are selected and appointed, their responsibilities, etc., etc. Discussed Resident on Board; RAB commented that they were not certain why a resident should be on the Board; RAB could lead to problems if not the right person; satisfied with current system.
16. Considered Comments of RAB but were basically consistent with proposed Plan; no statements conflicted with the PHA's Plan.

DATE PREPARED; 11/6/2000

Executive Director

Administrative Assistant

**RESIDENT COMMENTS on PHA PLAN
FYE 12/31/2002**

Comments made at the Resident Advisory Board meeting held 9/17/2001 in reference to the Annual Plan for fiscal year beginning 01/01/2002 were as follows:

1. RAB: discussion on the following
 - a. Pet Policy
 - b. Preferences
 - c. Income Exclusions

No questions or suggestions for changes were submitted to the PHA. No changes planned by the PHA regarding the pet policy or income exclusions.

2. What considerations are taken to classify an individual as being homeless?

PHA Response: As defined in the PHA's "Admission and Continued Occupancy Policy," homeless is defined as a person/persons who lack a fixed, regular and adequate night time residence and have a primary night time residence that is either a public or private shelter designed to provide temporary living accommodations; or, an institution that provides temporary residence for individuals intended to be institutionalized or a public or private place not designed for or ordinarily used for regular sleeping accommodations. Homeless receives four (4) preference points which is the highest point value assigned for preferences. The PHA concluded that the definition and point value properly addressed a homeless person.

3. Persons with proven health concerns should have priority for housing.

PHA Response: The PHA gives preference (three (3) points) to a person with a proven disability. However, persons with medical conditions that are not proven as a disability have not been given a preference. The PHA posted on 9/24/2001 for public comment for the next (30) days its intent to amend the Admissions and Continued Policy to include the following:

"A preference will be given to any applicant or a member of the applicant's household with an identified medical condition of six (6) months or more duration for which he/she is not receiving any form of disability benefits." This preference will be made effective 1/1/2002 unless public comment merits changes otherwise.

4. If an elderly or disabled person that has been housed still owns property that is on the market for sale and has not been sold, why is it considered an asset because the property does not generate any income, only expenses?

PHA Response: The PHA is required to consider the cash value of real property owned or bequeathed as an asset. The PHA must include the value of any business or family asset that a tenant disposes of for less than fair market value (including a disposition in trust but not a foreclosure or bankruptcy sale) during the two (2) years that precede the effective date of action if the property is sold at fair market

VOLUNTARY CONVERSION

Initial Assessment

- a. PHA Developments Subject to Assessment
 - 1. James L. Brown Terrace Heights – 49 units
 - 2. Parkview Arms – 50 units
 - 3. Meadowview/Countryside Court – 19 units

- b. Developments Not Subject to Assessment
 - 1. James L. Brown Terrace Heights – 26 units designated for elderly/disabled

- c. Number of Assessments Conducted – one per development

- d. PHA Developments Appropriate for Conversion – none

Justification:

- 1. No cost effective
- 2. Majority of utilized and/or demand for Section 8 Vouchers are elsewhere in the County:
 - a. New Lexington vicinity (county seat, most populated area)
 - b. Southern part (more depressed area)
- 3. Physical condition of all developments is excellent
- 4. Conversion will not principally benefit the residents of the developments nor their communities
- 5. Will no adversely affect the availability of affordable housing in the communities

**SUBSTANTIAL DEVIATION and SIGNIFICANT AMENDMENT
or
MODIFICATION**

Attachment OH034f03)

Definition of Substantial Deviation:

Substantial deviation to the PHA Plan will include any of the following:

1. Changes to the *Admissions and Continued Occupancy Policy*
2. Changes to the Section 8 *Housing Choice Voucher Program Administrative Plan*

Definition of Significant Amendment:

Significant amendment to the PHA Plan will include any of the following:

1. Changes to the *Admissions and Continued Occupancy Policy*
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Definition of Modification:

Modification to the PHA Plan will include any of the following:

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