

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

DUNEDIN (FLA.) HOUSING AUTHORITY

Small PHA Plan Update
Annual Plan for Fiscal Year: 2003
of Agency 2000 – 2004 5-Year Plan*

FINAL SUBMISSION

**approved by Dunedin Housing Authority
Board of Commissioners
April 2, 2003**

* {prepared by the Pinellas County (Fla.) Housing Authority}

**PHA Plan
Agency Identification**

PHA Name: Dunedin (Fla.) Housing Authority

PHA Number: FL061

PHA Fiscal Year Beginning: 07/2003

PHA Plan Contact Information:

Name: Jim Schaedler

Phone: 727/443-7684

TDD: 800-955-8770

Email (if available): Jschaedler@pin-cha.org

Public Access to Information

Information regarding any activities outlined in this plan can be obtained by contacting:

- Main administrative office of the Pinellas County Housing Authority
- 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 (Pinellas County Housing Authority - The Dean S. Robinson Administration Building, 11479 Ulmerton Rd., Largo, FL 33778)

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

- Main business office of the PHA
- PHA development management offices
- Other (Pinellas County Housing Authority - The Dean S. Robinson Administration Building, 11479 Ulmerton Rd., Largo, FL 33778)

PHA Programs Administered:

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

Annual PHA Plan
Fiscal Year 2003
 [24 CFR Part 903.7]

i. Table of Contents

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

Contents	<u>Page #</u>
Annual Plan	
i. Table of Contents	1
ii. Executive Summary (optional)	2
iii. Annual Plan Information	2
1. Summary of Policy and Program Changes for the Upcoming Fiscal Year	2
2. Capital Improvement Needs	2 - 3
3. Demolition and Disposition	3
4. Homeownership: Voucher Homeownership Program	4
5. Crime and Safety:	4
6. Other Information	4 - 6
A. Resident Advisory Board Consultation Process	
B. Statement of Consistency with Consolidated Plan	
C. Criteria for Substantial Deviations and Significant Amendments	
Attachments	
<input checked="" type="checkbox"/> Attachment A: Supporting Documents Available for Review	
<input checked="" type="checkbox"/> Attachment B: Capital Fund Program Annual Statement	
<input checked="" type="checkbox"/> Attachment C: Capital Fund Program 5-Year Action Plan	
<input type="checkbox"/> Attachment __: Capital Fund Program Replacement Housing Factor Annual Statement	
<input checked="" type="checkbox"/> Attachment D: Public Housing Drug Elimination Program (PHDEP) Plan	
<input checked="" type="checkbox"/> Attachment E: Resident Membership on PHA Board or Governing Body	
<input checked="" type="checkbox"/> Attachment F: Membership of Resident Advisory Board or Boards	
<input checked="" type="checkbox"/> Attachment G: Comments of Resident Advisory Board & DHA Response	
<input checked="" type="checkbox"/> Attachment H: Performance & Evaluation Reports for Modernization grants on which DHA has not spent all budgeted funds at 12/31/02	
1. FFY 2001 Capital Fund Program (CFP)	
2. FFY 2002 Capital Fund Program (CFP)	
<input checked="" type="checkbox"/> Attachment I: Implement Deconcentration and Income Mixing Requirements	
<input checked="" type="checkbox"/> Attachment J: Voluntary Assessment of Conversion of Public Housing Developments	
<input checked="" type="checkbox"/> Attachment K: Results of Flat Rent Study (9/4/01)	

ii. Executive Summary

[24 CFR Part 903.7 9 (r)]

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

The Dunedin Housing Authority (DHA) made the following statement about the major costs associated with a needed roof replacement and subsequent abatement activities at Highlander Village (HLV) within the Executive Summary of its Fiscal Year 2002 Annual Plan submission.

“..... the cost of such a construction project, plus any related abatement costs, would be an enormous expense for an agency of the DHA’s size and revenues. The PCHA is in the process of performing a comprehensive cost analysis that will be completed by mid 2002. The PCHA (Pinellas County Housing Authority) and DHA will value engineer this project and determine how best to mitigate this situation and balance the far-reaching impact on other modernization plans in the immediate and distant future. The agency will also investigate any and all available community and federal resources and options, (up to, and including demolition and disposition of Highlander Village) for the best possible long-range solution(s) for the Highlander Village development and its residents. “

The DHA Board of Commissioners authorized the Pinellas County Housing Authority (PCHA), as the administrator of its housing program, to seek out all viable options in February of 2002. Unfortunately, the PCHA has been unable to craft any viable partnerships or identify/develop any substantive financial resources due to the DHA’s diminutive size and modest balance sheet. The PCHA further consulted with the Miami Office of HUD, whose staff made an on-site visit of the development to further appraise the situation. All parties concurred in October of 2002 that the DHA should pursue a two-step process to restore HLV and maintain public housing within Dunedin – 1) demolish HLV and then 2) reconstruct it through the HOPE VI or other process.

Therefore, on October 17, 2002 the Dunedin Housing Authority (DHA) Board of Commissioners declared that Highlander Village (HLV) was inappropriate for continued occupancy due to the overwhelming costs associated with the scope of work previously described and lack of financial strength to finance it.

The PCHA subsequently received permission from the U. S. Department of Housing & Urban Development to provide alternative housing opportunities to the HLV residents. This was accomplished by offering Housing Choice Vouchers or the option to apply for public housing with the PCHA.

The DHA received HUD approval to utilize the balance of its final Fiscal Year 2001 Public Housing Drug Elimination Grant to fund extended security coverage at Highlander Village during the relocation process of its impacted residents.

NOTE: Shortly before the submission of this Annual Statement, the PCHA secured a

commitment from Palm Lake Village Housing Corporation (PLVHC, a local non-profit organization) to investigate opportunities for it to serve as an affordable housing developer, provided that all necessary legal parameters are met.

iii. Annual Plan Information

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

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

As described in the Executive Summary, the DHA will focus its planning, construction, researching and capacity building resources towards the demolition and subsequent rebuilding of Highlander Village through the HOPE VI process.

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? \$ 85,000
- 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 2. 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 C

(2) Capital Fund Program Annual Statement

The Capital Fund Program Annual Statement is provided as Attachment B

3. Demolition and Disposition

[24 CFR Part 903.7 9 (h)]

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: Highlander Village 1b. Development (project) number: FL-061-1
2. Activity type: Demolition <input checked="" type="checkbox"/> Disposition <input type="checkbox"/>
3. Application status (select one) Approved <input type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application <input checked="" type="checkbox"/> 6/30/03
4. Date application approved, submitted, or planned for submission: (DD/MM/YY)
5. Number of units affected: 50 6. Coverage of action (select one) <input type="checkbox"/> Part of the development <input checked="" type="checkbox"/> Total development
7. Relocation resources (select all that apply) <input type="checkbox"/> Section 8 for 35 units <input type="checkbox"/> Public housing for units <input checked="" type="checkbox"/> Preference for admission to other public housing or section 8 (with Pinellas County Housing Authority Public Housing and Section 8 programs) <input type="checkbox"/> Other housing for units (describe below)
8. Timeline for activity: a. Actual or <u>projected</u> start date of activity: 2004 b. Actual or <u>projected</u> start date of relocation activities: 12/2002 c. Projected end date of activity: 2004

4. Voucher Homeownership Program

[24 CFR Part 903.79(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 down payment requirement of at least 3 percent and requiring that at least 1 percent of the down payment 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.

*** CONGRESS DISCONTINUED PHDEP FUNDING FOR FFY 2002 ***

- 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? \$ _____25,000_____
- 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 D

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 G.
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 G.
 - Considered comments, but determined that no changes to the PHA Plan were necessary.
An explanation of the PHA's consideration is included 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: (City of Dunedin, Fla.)
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: On behalf of the Dunedin Housing Authority, the Pinellas County Housing Authority has made prior contacts with the City of Dunedin and Pinellas County Community Development Department to seek assistance in identifying available resources to address issues noted in Executive Summary of this submission.

3. PHA Requests for support from the Consolidated Plan Agency

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

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

The Community Development Dept. has offered loans to the DHA to assist in the process. However, such funds would require a debt service in excess of existing revenues. While supportive of affordable housing within its jurisdiction, the City of Dunedin offered only modest assistance for any modernization/reconstruction actions at the present time.

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:

OVERVIEW

The 5-Year Plan is a living document. The DHA may need to amend or modify certain policies, rules, regulations or other aspects within it from time to time. Such changes to “The Plan” will be subject to formal adoption by the DHA Board of Commissioners in a publicly held meeting and approval by the U.S. Department of Housing and Urban Development (HUD). The following represent the DHA’s general criteria that could trigger changes to “The Plan.”

1. STATUTORY MANDATES

The DHA will comply with all changes required by law. Formal modifications to “The Plan” will be undertaken when so required by these mandates.

2. COMPLEXITY OF ISSUE

The DHA serves up to 49 households in Dunedin. Each resident and applicant concern is worthy of consideration. Most issues can and will be resolved directly by staff with the involved person(s). Matters that cannot will be referred to higher-level staff for review and action. Additionally, appropriate outside sources will be consulted as necessary to further resolve ongoing issues when necessary. The DHA Grievance Policy will be followed, as circumstances dictate and possibly require further DHA review and action as described in the following category.

3. REACH OF ISSUE

An issue that might substantially impact existing DHA policies, or result in a different outcome for, or treatment of, residents, participants and applicants within any DHA program will first be analyzed by DHA staff for adherence to the DHA Agency Plan and then brought before the DHA Board of Commissioners, then trigger a public hearing and precipitate final DHA Commission action on such an issue. The Florida State Office of HUD will be consulted as necessary during this process and receive the final DHA Board of Commissioners resolution for review and possible action as necessary.

4. IMPACT ON THE COMMUNITY

As a public servant, the DHA remains sensitive about matters that may affect any member of the community. Staff will attempt to deal with such matters informally, when possible, and then proceed accordingly, as described above.

B. Significant Amendment or Modification to the Annual Plan:

As noted above, the 5-Year Plan may require periodic updates. As such, there may be instances when an issue “substantially deviates” from existing DHA policy, as described above. Notwithstanding federal mandates or obvious minor concerns with day-to-day operating policies (which can best be addressed through the existing Grievance Policy), the DHA will be expected to seek guidance from appropriate community resources and/or HUD to resolve these matters.

If such attempts are unsuccessful, then management staff will notify DHA Board of Commissioners about the matter, seek their guidance, then proceed with a proper public hearing. The results of such hearing will be brought back to the DHA Commission for review and action. Any amendment that results from such DHA Commission action will be presented for Florida State HUD review and approval, as necessary and the Annual Plan document modified accordingly thereafter.

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
	State/Local Government Certification of Consistency with the Consolidated Plan (not required for this update)	5 Year and Annual Plans
X	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
	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
	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
	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
X	Public housing rent determination policies, including the method 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 type="checkbox"/> check here if included in the public housing A & O Policy	Annual Plan: Rent Determination
	Section 8 rent determination (payment standard) policies <input type="checkbox"/> check here if included in Section 8 Administrative Plan	Annual Plan: Rent Determination
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
	Results of latest Section 8 Management Assessment System (SEMAP)	Annual Plan: Management and Operations
	Any required policies governing any Section 8 special housing types <input type="checkbox"/> check here if included in Section 8 Administrative Plan	Annual Plan: Operations and Maintenance
X	Public housing grievance procedures <input checked="" type="checkbox"/> check here if included in the public housing A & O Policy	Annual Plan: Grievance Procedures
	Section 8 informal review and hearing procedures <input type="checkbox"/> check here if included in Section 8 Administrative Plan	Annual Plan: Grievance Procedures
X	The HUD-approved Capital Fund/Comprehensive Grant Program Annual Statement (HUD 52837) for any active grant year	Annual Plan: Capital Needs
X	Most recent CIAP Budget/Progress Report (HUD 52825) for any active CIAP grants	Annual Plan: Capital Needs
	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

List of Supporting Documents Available for Review

Applicable & On Display	Supporting Document	Related Plan Component
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
	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
	Policies governing any Section 8 Homeownership program (section _____ of the Section 8 Administrative Plan)	Annual Plan: Homeownership
	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
N/A	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
X	The most recent Public Housing Drug Elimination Program (PHEDEP) semi-annual performance report	Annual Plan: Safety and Crime Prevention

List of Supporting Documents Available for Review

Applicable & On Display	Supporting Document	Related Plan Component
X	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 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)

ATTACHMENT B - DHA FY 2003 ANNUAL STATEMENT

Annual Statement/Performance and Evaluation Report Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part I: Summary

PHA Name: Dunedin Housing Authority	Grant Type and Number Capital Fund Program Grant No: FL14P06150103 Replacement Housing Factor Grant No:	Federal FY of Grant: 2003
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Original Annual Statement
 Reserve for Disasters/ Emergencies
 Revised Annual Statement (revision no:)
 Performance and Evaluation Report for Period Ending:
 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	\$15,890.00			
3	1408 Management Improvements				
4	1410 Administration				
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	\$19,862.00			
8	1440 Site Acquisition				
9	1450 Site Improvement				
10	1460 Dwelling Structures	\$19,862.00			
11	1465.1 Dwelling Equipment—Nonexpendable				
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	23,834.00			
18	1499 Development Activities				
19	1501 Collateralization or Debt Service				
20	1502 Contingency				
21	Amount of Annual Grant: (sum of lines 2 – 20)	\$79,448.00			
22	Amount of line 21 Related to LBP Activities				
23	Amount of line 21 Related to Section 504 compliance				
24	Amount of line 21 Related to Security – Soft Costs				
25	Amount of Line 21 Related to Security – Hard Costs				
26	Amount of line 21 Related to Energy Conservation Measures				

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

PHA Name:		Grant Type and Number Capital Fund Program Grant No: FL14P06150103 Replacement Housing Factor Grant No:			Federal FY of Grant: 2003			
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
Highlander Village (FL61-1)	Operations	1406		\$15,890.00				
	A/E Costs and Fees	1430		\$19,862.00				
	Environmental	1460		\$19,862.00				
	Relocations Costs	1495		\$23,834.00				

Annual Statement/Performance and Evaluation Report
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)
Part III: Implementation Schedule

PHA Name:		Grant Type and Number Capital Fund Program No: Replacement Housing Factor No:				Federal FY of Grant: 2002	
Development Number Name/HA-Wide Activities	All Fund Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates
	Original	Revised	Actual	Original	Revised	Actual	
Highlander Village (FL61-1)	9/04			9/06			

ATTACHMENT D

Dunedin (Fla.) Housing Authority FFY 2003 Public Housing Drug Elimination Program (PHDEP) Plan

IMPORTANT NOTE:

Congress discontinued specific PHDEP funding to all public housing authorities effective with the Federal Fiscal Year 2002 Appropriations. No template is required with this submission.

ATTACHMENT E

Required Attachment E:

Resident Member on the DHA Governing Board

1. Yes No: Does the DHA governing board include at least one member who is directly assisted by the DHA 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 DHA governing board does not have at least one member who is directly assisted by the DHA, why not?

- the DHA is located in a State that requires the members of a governing board to be salaried and serve on a full time basis
- the DHA 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): The City of Dunedin appoints all governing board members. However, the most recent appointee is a Dunedin resident that receives Section 8 housing assistance at a nearby development.

B. Date of next term expiration of a governing board member: 2/28/05 (Shirley James)

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

Mayor John Doglione, City of Dunedin

ATTACHMENT F

Required Attachment F:

Membership of the Resident Advisory Board or Boards

NOTE

ALL residents of Highlander Village were offered the opportunity to participate as Resident Advisory Board Members on two separate occasions in October of 2002. The three listed below (with their addresses at the time that the FY 2003 Annual Plan was drafted) were the only ones who volunteered to participate, despite being in the midst of a relocation process out of Highlander Village.

As noted in the Executive Summary of this submission, all residents will be relocating out of Highlander Village during the Winter and early Spring of 2003. However, these have stated that they are concerned about the future of Highlander Village and will continue to serve on the "RAB" even after they have moved out.

List members of the Resident Advisory Board or Boards: (If the list would be unreasonably long, list organizations represented or otherwise provide a description sufficient to identify how members are chosen.)

Highlander Village Resident

Apartment Number

Dorothy Williams

formerly resided in Apt. 414

Peggy Downie

formerly resided in Apt. 15

Elsie Fitch

Apt. 417

ATTACHMENT G

RESIDENT ADVISORY BOARD (RAB) COMMENTS AND DHA RESPONSES (through March 23, 2003)

BACKGROUND

All Highlander Village residents were invited in writing and at a community meeting to participate on the Resident Advisory Board for the 2003 Annual Plan Update and provide meaningful input into the future of Highlander Village October of 2002. Three responded.

Board volunteers were educated about HUD funding programs and encouraged to participate in the early planning for viable housing to replace Highlander Village. They were also briefed on DHA progress during the first three years of the plan and informed that the DHA would look throughout the community to bring a beneficial solution to their development.

SUMMARY OF BOARD COMMENTS AND ISSUES RAISED

RAB would like to see the DHA to consider the following as it plans for the post-Highlander Village era:

- Expressed desire to see something rebuilt once Highlander Village is torn down
- Re-stated that they would prefer to have an option to return to any new development
- Prospect of Homeownership with Section 8 Vouchers from PCHA sounded like a good idea
- Consider re-building as condos, but no more than three stories
- An ALF might make sense – Plenty of nursing homes, but few ALF's in Dunedin
- Make any new units with adequate living space and include patios
- Indicated that crime seems to be up and that any new development should have better security
- New development would benefit from recreation facility for dinners, bingo, games, etc.
- Better security would be a plus for any new development – start a Neighborhood Crime Watch, at least
- Retain wooded environment intact as much as possible
- Feature all electric appliances, including washer/dryer combo in any new housing
- Was anxious to see DHA, PCHA and any partner get started – “Get it down, then get it going!”
- Challenged City of Dunedin to focus more attention on housing issues and less on Toronto Blue Jays
- Hope that DHA Commissioner who is serving as liaison with City of Dunedin will have some impact

DHA RESPONSE

The DHA is excited about the possibility that non-profit developer, Palm Lake Village Housing Corporation, has offered to explore affordable housing opportunities in some kind of partnership. The Pinellas County Housing Authority has also received an offer from a housing authority advocacy organization to assist in a preliminary needs assessment of HLV's specific neighborhood and the at-large Dunedin community. Hopefully, positive information and creative solutions will emerge. The DHA will certainly incorporate the RAB's thought-provoking, valuable suggestions into the ultimate planning process and keep them, and all former residents, abreast of future developments as they occur.

ATTACHMENT H

Annual Statement/Performance and Evaluation Report					
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part 1: Summary					
PHA Name: DUNEDIN HOUSING AUTHORITY		Grant Type and Number Capital Fund Program Grant No FLP06150101 Replacement Housing Factor Grant No:			Federal FY of Grant: 2001
<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:12-31-02 <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 Soft Costs				
	Management Improvements Hard Costs				
4	1410 Administration				
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	\$9,000.00		\$9,000.00	
8	1440 Site Acquisition				
9	1450 Site Improvement				
10	1460 Dwelling Structures	\$67,463.00		\$67,463.00	\$14,257.94
11	1465.1 Dwelling Equipment—Nonexpendable	\$7,000.00		\$7,000.00	
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	1499 Development Activities				
19	1501 Collateralization Expenses or Debt Service				
20	1502 Contingency				
21	Amount of Annual Grant: (sum of lines 2 – 20)	\$83,463.00		\$83,463.00	\$14,257.94
22	Amount of line 21 Related to LBP Activities				
23	Amount of line 21 Related to Section 504 compliance				
24	Amount of line 21 Related to Security –Soft Costs				
25	Amount of line 21 Related to Security-- Hard Costs				
26	Amount of line 21 Related to Energy Conservation Measures				

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

PHA Name: DUNEDIN HOUSING AUTHORITY		Grant Type and Number Capital Fund Program Grant No: FL14P06250101) Replacement Housing Factor Grant No:			Federal FY of Grant: 2001			
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
Highlander Village (FL61-1)	A/E Costs and Fees	1430		\$9,000.00				
	Building Exteriors	1460		\$33,463.00				
	Asbestos Abatement	1460		\$34,000.00			\$14,257.94	
	Replace Ranges, Refrigerators, and Water Heaters	1465		\$7000.00				

Annual Statement/Performance and Evaluation Report
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)
Part III: Implementation Schedule

PHA Name: DUNEDIN HOUSING AUTHORITY		Grant Type and Number Capital Fund Program No: FL14P06150101 Replacement Housing Factor No:			Federal FY of Grant: 2001		
Development Number Name/HA-Wide Activities	All Fund Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates
	Original	Revised	Actual	Original	Revised	Actual	
Highlander Village (FL61-1)	09/03	06/03		09/05	06/05		

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

PHA Name: Dunedin Housing Authority	Grant Type and Number Capital Fund Program Grant No: FL14P06150102 Replacement Housing Factor Grant No:	Federal FY of Grant: 2002
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Original Annual Statement Reserve for Disasters/ Emergencies Revised Annual Statement (revision no: 1)
 Performance and Evaluation Report for Period Ending:12-31-02 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	0	\$7,944.00		
3	1408 Management Improvements				
4	1410 Administration				
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	\$4,000.00	\$10,000.00		
8	1440 Site Acquisition				
9	1450 Site Improvement				
10	1460 Dwelling Structures	\$68,448.00	\$51,504.00		
11	1465.1 Dwelling Equipment—Nonexpendable	\$7,000.00	0		
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	0	\$10,000.00		
18	1499 Development Activities				
19	1501 Collateralization or Debt Service				
20	1502 Contingency				
21	Amount of Annual Grant: (sum of lines 2 – 20)	\$79,448.00	\$79,448.00		0
22	Amount of line 21 Related to LBP Activities				
23	Amount of line 21 Related to Section 504 compliance				
24	Amount of line 21 Related to Security – Soft Costs				
25	Amount of Line 21 Related to Security – Hard Costs				
26	Amount of line 21 Related to Energy Conservation Measures				

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

PHA Name: DUNEDIN HOUSING AUTHORITY		Grant Type and Number Capital Fund Program Grant No: : FL14P06150101 Replacement Housing Factor Grant No:			Federal FY of Grant: 2002			
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
Highlander Village (FL61-1)	Operations	1406		0	\$7,944.00			
	A/E Costs and Fees	1430		\$4,000.00	\$10,000.00			
	Environmental	1460		\$10,000.00	\$51,504.00			
	Replace Ranges, Refrigerators, & Water heaters	1465		\$7,000.00	0			
	Relocation Costs	1495		0	\$10,000.00			
	Repaint Building Exterior	1460		\$26,448.00	0			
	Replace air conditioners & windows	1460		\$27,000.00	0			
	Refurbish Bathrooms	1460		\$5,000.00	0			

**Annual Statement/Performance and Evaluation Report
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)
Part III: Implementation Schedule**

PHA Name: DUNEDIN HOUSING AUTHORITY		Grant Type and Number Capital Fund Program No: Replacement Housing Factor No:					Federal FY of Grant: 2002	
Development Number Name/HA-Wide Activities	All Fund Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates	
	Original	Revised	Actual	Original	Revised	Actual		
Highlander Village (FL61-1)	9/03			9/05				

ATTACHMENT I

IMPLEMENT FEDERAL DECONCENTRATION AND INCOME MIXING REQUIREMENTS

**THE DUNEDIN HOUSING AUTHORITY WILL
BE MINDFUL OF THIS AND OTHER
FEDERAL MANDATES AS IT DETERMINES
HOW BEST TO DEMOLISH AND
REDEVELOP HIGHLANDER VILLAGE.**

ATTACHMENT J

ASSESSMENT FOR VOLUNTARY CONVERSION OF PUBLIC HOUSING DEVELOPMENTS TO TENANT-BASED VOUCHER ASSISTANCE*

- (as required by Public & Indian Housing Notice 2001-26)

**THE DUNEDIN HOUSING AUTHORITY WILL BE MINDFUL
OF THIS AND OTHER FEDERAL MANDATES AS IT
DETERMINES HOW BEST TO DEMOLISH AND
REDEVELOP HIGHLANDER VILLAGE.**

ATTACHMENT K

Dunedin Housing Authority-

Report on Flat Rent Study

THE DUNEDIN HOUSING AUTHORITY WILL BE MINDFUL OF THIS AND OTHER FEDERAL MANDATES AS IT DETERMINES HOW BEST TO DEMOLISH AND REDEVELOP HIGHLANDER VILLAGE.

Background Statement.

Section 523 of the *Quality Housing and Work Responsibility Act* of 1998 (QHWRA) states that in the absence of HUD-approved *ceiling rents* established prior to 10/1/99, the PHA shall establish a schedule of *flat rents*. Either the *transitional ceiling rent* schedule or a *flat rent* schedule must be implemented with all certifications (*initial* or *annual*) **effective on or after 10/1/99** to afford the family as *choice of rent* pursuant to the public housing reform act of 1998. For PHAs electing to rely on their *ceiling rents* to afford the family's choice of rent (i.e., formula-based rent vs. ceiling rent), the PHA must perform a *market rent study* and establish a *schedule of flat rents* effective on or before 10/1/2002.

The flat rent schedule is to be based on the rental value of the unit, which HUD interprets to be the same as the *reasonable market value* of the unit which allows a PHA to remain competitive with the private rental market while remaining affordable and preserving the financial stability of the agency.

Under guidance of HUD Notice PIH 98-41; the March 15, 1989 PIH Notice on ceiling rents; and subsequent HUD guidance, the Dunedin Housing Authority established its Flat Rents based on the

operating cost of its public housing units, private market rental value (*market value*) of these units, and DHA and QHWRA objectives for encouraging residents to work.

Statement of Methodology.

- The monthly costs to operate the housing of the DHA was defined as: one twelfth of the sum of all annual operating expenses reported on the Statement of Operating Receipts and Expenditures as of the end of the most recent fiscal year and the aggregate annual utility allowances for all tenant paid utilities, minus the sum of (1) excess utility charges and (2) annual cost associated with units approved for deprogramming. The following unit size adjustment factors were applied to the operating costs:

OBR – 0.70	1BR – 0.85	2BR – 1.00	3BR – 1.25	4BR – 1.40	5 BR – 1.61
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- An adjustment was made to account for a deposit to replacement reserve in the amount of 10 percent of the monthly cost of operating the housing. Since such a reserve is not currently applicable to the public housing program, the DHA made a voluntary election to incorporate this imputed deposit to replacement reserve.

STEP ONE - CALCULATE TOTAL MONTHLY OPERATING COST

Operating Expense (from Statement of Operating Receipts and Expenditures (FYE 6/30/01)	\$120,867
PLUS Cost of Utility Allowances for Tenant Paid Utilities	\$11,976
MINUS Cost of Excess Utilities	-\$0
MINUS Costs Associated with Approved Deprogrammed Units	-\$0
PLUS Deposit to Replacement Reserve (10% of net operating expense)	\$31,464
EQUALS Total Annual Operating Cost	\$164,307
DIVIDED by 12	12
EQUALS Total Monthly Operating Cost	\$13,692

STEP 2- CALCULATE NUMBER OF UNITS OWNED ADJUSTED FOR SIZE

#BRs	#UNITS	FACTOR	ADJ.#
0	6	0.70	4
1	18	0.85	15
2	10	1.00	10
3	16	1.25	20
TOTAL	50		49

STEP 3 - CALCULATE BASE TWO BEDROOM RENT

Total Monthly Operating Cost	\$13,692
DIVIDED BY Adjusted Number of Units	49
EQUALS Base Two-Bedroom Rent	\$279

#BR	2BR RENT	FACTOR	Base Rent
0	\$279	0.70	\$196
1	\$279	0.85	\$238
2	\$279	1.00	\$279
3	\$279	1.25	\$349

Review of Area *Comparable* Rental Properties.

During the period of August 6 through August 9, 2001, the consultant surveyed the PCHA properties, in whole, and assessed each unit size and type by property. Rental value or market value of the DHA units was based on a market study of both the subsidized and unsubsidized market rents charged for units in comparable apartment complexes located near DHA’s public housing.

APARTMENT COMPLEX	0BR	1BR	2BR	3BR	4BR
Country Club Villas - 200 Country Club Dr. 33771		560	710	810	
Champions Point - 3660 East Bay Dr. 33771		530	555	580	
Fernwood – 301 Seacrest Dr. 33771		595	700		
Silver Palms - 221 Lake Ave. NE 33771		585	730		
Sailwinds - 10240 Sailwinds Blvd. 33773		625	760	880	
Winding Lane Apartments - 301 Belcher Rd., NE 33771		440	540		
Median Market Rents		\$560	\$700	\$810	
Average Market Rents		\$556	\$666	\$757	
Adjusted Median Rent		\$449	\$567	\$659	
Adjusted Average Rent		\$445	\$533	\$605	

Note on Comparables: Most of the above properties have amenities not present in the PCHA’s Public Housing. Such amenities include, but are not necessarily limited to:

- Wall to Wall Carpeting
- Clubhouse
- Automatic Dishwasher
- Swimming Pools

Therefore, the median and average rents for these comparable units were adjusted downward to take these amenities into consideration. *An adjustment factor of 0.80 was used.*

Schedule of *Flat Rents*.

DHA’s objective is to set Flat Rents at a level to encourage residents to obtain work and/or to increase their incomes. Therefore, the flat rents are set at a level which exceeds operating cost but is competitive with median or average market rents for comparable units. The Flat Rents below are at least 73% higher than the PCHA “Break-Even” rent and/or equal to the adjusted average market rent.

0- BR	1- BR	2- BR	3- BR
\$340	\$445	\$533	\$605
73% > Min.	Adj. Avg. Mkt.	Adj. Avg. Mkt.	Adj. Avg. Mkt.