

U.S.DepartmentofHousingandUrbanDevelopment  
OfficeofPublicandIndianHousing

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# PHAPlans

5YearPlanforFiscalYears2000 -2004  
AnnualPlanforFiscalYear2003

**HousingAuthorityofSt.LouisCounty**

**NOTE:THISPHA PLANSTEMPLATE(HUD50075)ISTOBECOMPLETEDIN  
ACCORDANCEWITHINSTRUCTIONSLOCATEDINAPPLICABLEPIHNOTICES**

**PHA Plan  
Agency Identification**

**PHAName:** Housing Authority of St. Louis County

**PHANumber:** MO -004

**PHAFiscalYearBeginning:** 1/1/2003

**Public Access to Information**

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

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

**Display Locations For PHA Plans and Supporting Documents**

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

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

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

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

**5-YEAR PLAN**  
**PHAF ISCAL YEARS 2000 -2004**  
[24CFRPart903.5]

**A.Mission**

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

- The mission of the PHA is the same as that of the Department of Housing and Urban Development: To promote adequate and affordable housing using economic opportunity and a suitable living environment free from discrimination.
- The PHA's mission is: (state mission here)

**Mission Statement**

The Housing Authority of St. Louis County:

- provides decent, safe and affordable housing,
- ensure equal housing opportunity,
- promote self-sufficiency, and
- improve the quality of life and economic vitality

for low and moderate -income families. The Authority pursues these goals by using existing programs to the maximum feasible extent, by linking with other service providers, and by creating new opportunities of its own design.

**B.Goals**

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

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

- PHA Goal: Expand the supply of assisted housing  
Objectives:
  - Apply for additional rental vouchers: When appropriate
  - Reduce public housing vacancies:

- Leverage private or other public funds to create additional housing opportunities:
- Acquire or build units or developments
- Other (list below)

PHA Goal: Improve the quality of assisted housing

Objectives:

- Improve public housing management: (PHAS score) Standard or better
- Improve voucher management: (SEMAP score) Standard or better
- Increase customer satisfaction:
- Concentrate on efforts to improve specific management functions: (list; e.g., public housing finance; voucher unit inspections)
- Renovate or modernize public housing units:
- Demolish or dispose of obsolete public housing:
- Provide replacement public housing:
- Provide replacement vouchers:
- Other: (list below)

PHA Goal: Increase assisted housing choices

Objectives:

- Provide voucher mobility counseling:
- Conduct outreach efforts to potential voucher landlords
- Increase voucher payment standards
- Implement voucher homeownership program:
- Implement public housing or other homeownership programs:
- Implement public housing site-based waiting lists:
- Convert public housing to vouchers:
- Other: (list below)

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

PHA Goal: Provide an improved living environment

Objectives:

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

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

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

Objectives:

- Increase the number and percentage of employed persons in assisted families:
- Provide or attract supportive services to improve assistancerecipients' employability:
- Provide or attract supportive services to increase independence for the elderly or families with disabilities.
- Other: (list below)

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

PHA Goal: Ensure equal opportunity and affirmatively further fair housing

Objectives:

- Undertake affirmative measures to ensure access to assisted housing regardless of race, color, religion, national origin, sex, familial status, and disability:
- Undertake affirmative measures to provide a suitable living environment for families living in assisted housing, regardless of race, color, religion, national origin, sex, familial status, and disability:
- Undertake affirmative measures to ensure accessible housing to persons with all varieties of disabilities regardless of unit size required:
- Other: (list below)

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

**AnnualPHAPlan**  
**PHAFiscalYear2003**  
[24CFRPart903.7]

**i. AnnualPlanType:**

SelectwhichtypeofAnnualPlanthePHAwillsubmit.

**StandardPlan**

**StreamlinedPlan:**

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

**TroubledAgencyPlan**

**Attachments**

Indicate whichattachmentsareprovidedbyselectingallthatapply.Providetheattachment'sname(A, B,etc.)inthespacetotheleftofthenameoftheattachment.Note:Iftheattachmentisprovidedasa **SEPARATE**files submissionfromthePHAPlansfile,providefilenameinparenthesesinthespace totherightofthetitle.

**RequiredAttachments:**

- AdmissionsPolicyforDeconcentration
- FY2003CapitalFundProgramAnnualStatement
- Mostrecentboard -approvedoperatingbudget(RequiredAttachmentforPHAs thataretroubledoratriskofbeingdesignatedtroubledONLY)

**OptionalAttachments:**

- PHAManagementOrganizationalChart
- FY2003CapitalFundProgram5YearActionPlan
- PublicHousingDrugEliminationProgram(PHDEP)Plan
- CommentsofResidentAdvisoryBoardorBoards

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

[24CFR Part 903.79(r)]

Provide a table of contents for the Annual Plan, including attachments, and a list of supporting documents available for public inspection.

#### **Table of Contents**

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#### **Attachments**

- A Capital Improvement Annual Statement P&E
- B Resident Advisory Board Members
- C Statement Regarding Conversions
- D Progress Report
- E RAS Follow-up Plan

### Supporting Documents Available for Review

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

<b>List of Supporting Documents Available for Review</b>		
<b>Applicable &amp; On Display</b>	<b>Supporting Document</b>	<b>Applicable Plan Component</b>
	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	5 Year and Annual Plans
	Fair Housing Documentation: Records reflecting that the PHA has examined its programs or proposed programs, identified any impediments to fair housing choice in those programs, addressed or is addressing those impediments in a reasonable fashion in view of the resources available, and worked or is working with local jurisdiction to implement any of the jurisdictions' initiatives to affirmatively further fair housing that require the PHA's involvement.	5 Year and Annual Plans
X	Consolidated Plan for the jurisdiction/s in which the PHA is located (which includes the Analysis of Impediments to Fair Housing Choice (AI)) and any additional backup data to support statement of housing needs in the jurisdiction	Annual Plan: Housing Needs
X	Most recent board -approved operating budget for the public housing program	Annual Plan: Financial Resources;
X	Public Housing Admissions and (Continued) Occupancy Policy (A&O), which includes the Tenant Selection and Assignment Plan [TSAP]	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Section 8 Administrative Plan	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Public Housing Deconcentration and Income Mixing Documentation: 1. PHA board certifications of compliance with deconcentration requirements (section 16(a) of the US Housing Act of 1937, as implemented in the 2/18/ 99	Annual Plan: Eligibility, Selection, and Admissions Policies

<b>List of Supporting Documents Available for Review</b>		
<b>Applicable &amp; On Display</b>	<b>Supporting Document</b>	<b>Applicable Plan Component</b>
	<i>Quality Housing and Work Responsibility Act Initial Guidance; Notice and any further HUD guidance</i> ) and 2. Documentation of the required deconcentration and income mixing analysis	
	Public housing rent determination policies, including the methodology for setting public housing flat rents <input type="checkbox"/> check here if included in the public housing A&O Policy	Annual Plan: Rent Determination
	Schedule of flat rents offered 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	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
	The HUD -approved Capital Fund/Comprehensive Grant Program Annual Statement (HUD 52837) for the active grant year	Annual Plan: Capital Needs
X	Most recent CIAP Budget/Progress Report (HUD 52825) for any active CIAP grant	Annual Plan: Capital Needs
X	Most recent, approved 5 Year Action Plan for the Capital Fund/Comprehensive Grant Program, if not included as an attachment (provided at PHA option)	Annual Plan: Capital Needs
	Approved HOPEVI applications or, if more recent, approved or submitted HOPEVI Revitalization Plans or any other approved proposal for development of public housing	Annual Plan: Capital Needs
	Approved or submitted applications for demolition and/or disposition of public housing	Annual Plan: Demolition and Disposition
	Approved or submitted applications for designation of public housing (Designated Housing Plans)	Annual Plan: Designation of Public Housing
	Approved or submitted assessments of reasonable revitalization of public housing and approved or submitted conversion plans prepared pursuant to section 202 of the 1996 HUD Appropriations Act	Annual Plan: Conversion of Public Housing
X	Approved or submitted public housing homeownership programs/plans	Annual Plan: Homeownership
	Policies governing any Section 8 Homeownership program	Annual Plan: Homeownership

<b>List of Supporting Documents Available for Review</b>		
<b>Applicable &amp; On Display</b>	<b>Supporting Document</b>	<b>Applicable Plan Component</b>
	<input type="checkbox"/> check here if included in the Section 8 Administrative Plan	
X	Any cooperative agreement between the PHA and the TANF agency	Annual Plan: Community Service & Self-Sufficiency
X	FSS Action Plan/s for public housing and /or Section 8	Annual Plan: Community Service & Self-Sufficiency
	Most recent self-sufficiency (ED/SS, TOP or ROSS or other resident services grant) grant program reports	Annual Plan: Community Service & Self-Sufficiency
X	The most recent Public Housing Drug Elimination Program (PHDEP) semi-annual performance report for any open grant and most recently submitted PHDEP application (PHDEP Plan)	Annual Plan: Safety and Crime Prevention
X	The most recent fiscal year audit of the PHA conducted under section 5(h)(2) of the U.S. Housing Act of 1937 (42 U.S.C. 1437c(h)), the 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)
X	RASS Follow-up Plan	

## 1. Statement of Housing Needs

[24 CFR Part 903.79(a)]

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

Based upon the information contained in the Consolidated Plan/s applicable to the jurisdiction, and/or other data available to the PHA, provide a statement of the housing needs in the jurisdiction by completing the following table. In the "Overall" Needs column, provide the estimated number of renter families that have housing needs. For the remaining characteristics, rate the impact of that factor on the housing needs for each family type, from 1 to 5, with 1 being "no impact" and 5 being "severe impact." Use N/A to indicate that no information is available upon which the PHA can make this assessment.

<b>Housing Needs of Families in the Jurisdiction by Family Type</b>							
Family Type	Overall	Affordability	Supply	Quality	Accessibility	Size	Location
Income ≤ 30% of AMI	54,890	4	3	3	3	3	3
Income > 30% but ≤ 50% of AMI	55,646	4	3	3	3	3	3
Income > 50% but < 80% of AMI	59,999	4	3	3	3	3	3
Elderly	81,460	4	3	3	3	3	3

Housing Need of Families in the Jurisdiction by Family Type							
Family Type	Overall	Afford- - ability	Supply	Quality	Access- - ibility	Size	Loca- - tion
Families with Disabilities	13,000	4	3	3	4	3	3
White	327,643	4	3	3	3	3	3
African American	47,231	4	3	3	3	3	3
Other	5,236	4	3	3	3	3	3
Race/Ethnicity		1	1	4	3	1	4

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

- Consolidated Plan of the Jurisdiction/ s  
Indicate year:
- U.S. Census data: the Comprehensive Housing Affordability Strategy (“CHAS”) dataset
- American Housing Survey data  
Indicate year:
- Other housing market study  
Indicate year:
- Other sources: (list and indicate year of information) Current PHA waiting lists

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

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

Housing Need of Families on the Waiting List			
Waiting list type: (select one)			
<input type="checkbox"/> Section 8 tenant -based assistance			
<input checked="" type="checkbox"/> Public Housing			
<input type="checkbox"/> Combined Section 8 and Public Housing			
<input type="checkbox"/> Public Housing Site -Based or sub -jurisdictional waiting list (optional)			
If used, identify which development/subjurisdiction:			
	# of families	% of total families	Annual Turnover

<b>Housing Needs of Families on the Waiting List</b>			
Waiting list total	7450		2474
Extremely low income <=30% AMI	7290	98%	
Very low income (>30% but <=50% AMI)	121	2%	
Low income (>50% but <80% AMI)	10	0%	
Families with children	3262	44%	
Elderly families	11	0%	
Families with Disabilities	1234	17%	
White	518	7%	
African-American	6910	93%	
Asian/Pacific Isl.	5	0%	
Other/Unknown	17	0%	
Characteristics by Bedroom Size (Public Housing Only)			
0&1BR	5803		
2BR	756		
3BR	540		
4BR	211		
5BR	129		
5+BR	11		
Is the waiting list closed (select one)? <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes If yes: How long has it been closed (# of months)?        28 mos. Does the PHA expect to open the list in the PHA Plan year? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes Does the PHA permit specific categories of families onto the waiting list, even if generally closed? <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes			

<b>Housing Needs of Families on the Waiting List</b>
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Housing Needs of Families on the Waiting List			
Waiting list type: (select one)			
<input checked="" type="checkbox"/> Section 8 tenant -based assistance			
<input type="checkbox"/> Public Housing			
<input type="checkbox"/> Combined Section 8 and Public Housing			
<input type="checkbox"/> Public Housing Site -Based or sub -jurisdictional waiting list (optional)			
If used, identify which development/subjurisdiction:			
	# of families	% of total families	Annual Turnover
Waiting list total	4102		1386
Extremely low income <= 30% AMI	3723		
Very low income (>30% but <=50% AMI)	363		
Low income (>50% but <80% AMI)	16		
Families with children	2144	52%	
Elderly families	16	0%	
Families with Disabilities	257	6%	

**C.Strategy for Addressing Needs**

Provide a brief description of the PHA's strategy for addressing the housing needs of families in the jurisdiction and on the waiting list **IN THE UPCOMING YEAR**, and the Agency's reasons for choosing this strategy.

**(1) Strategies**

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

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

Select all that apply

- Employ effective maintenance and management policies to minimize the number of public housing units off -line
- Reduce turnover time for vacated public housing units

- Reduce time to renovate public housing units
- Seek replacement of public housing units lost to the inventory through mixed finance development
- Seek replacement of public housing units lost to the inventory through section 8 replacement housing resources
- Maintain or increase section 8 lease -uprates by establishing payment standards that will enable families to rent throughout the jurisdiction
- Undertake measures to ensure access to affordable housing among families assisted by the PHA, regardless of unit size required
- Maintain or increase section 8 lease -uprates by marketing the program to owners, particularly those outside of areas of minority and poverty concentration
- Maintain or increase section 8 lease -uprates by effectively screening Section 8 applicants to increase owner acceptance of program
- Participate in the Consolidated Plan development process to ensure coordination with broader community strategies
- Other (list below)

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

Select all that apply

- Apply for additional section 8 units should they become available (when appropriate)
- Leverage affordable housing resources in the community through the creation of mixed -finance housing
- Pursue housing resources other than public housing or Section 8 tenant -based assistance.
- Other: (list below)

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

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

Select all that apply

- Exceed HUD federal targeting requirements for families at or below 30% of AMI in public housing
- Exceed HUD federal targeting requirements for families at or below 30% of AMI in tenant -based section 8 assistance
- Employ admissions preferences aimed at families with economic hardships
- Adopt rent policies to support and encourage work
- Other: (list below)

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

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

Select all that apply

- Employ admissions preferences aimed at families who are working
- Adopt rent policies to support and encourage work
- Other: (list below)

**Need: Specific Family Types: The Elderly**

**Strategy 1: Target available assistance to the elderly:**

Select all that apply

- Seek designation of public housing for the elderly
- Apply for special -purpose voucher targeted to the elderly, should they become available
- Other: (list below)

**Need: Specific Family Types: Families with Disabilities**

**Strategy 1: Target available assistance to Families with Disabilities:**

Select all that apply

- Seek designation of public housing for families with disabilities
- Carry out the modifications needed in public housing based on the section 504 Needs Assessment for Public Housing
- Apply for special -purpose voucher targeted to families with disabilities, should they become available
- Affirmatively market to local non -profit agencies that assist families with disabilities
- Other: (list below)

**Need: Specific Family Types: Races or ethnicities with disproportionate housing needs**

**Strategy 1: Increase awareness of PHA resources among families of races and ethnicities with disproportionate needs:**

Select if applicable

- Affirmatively market to races/ethnicities shown to have disproportionate housing needs
- Other: (list below)

**Strategy 2: Conduct activities to affirmatively further fair housing**

Select all that apply

- Counsel section 8 tenants as to location of units outside of areas of poverty or minority concentration and assist them to locate those units
- Market the section 8 program to owners outside of areas of poverty/minority concentrations
- Other: (list below)

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

**(2) Reasons for Selecting Strategies**

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

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

**2. Statement of Financial Resources**

[24CFR Part 903.79(b)]

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

<b>Financial Resources: Planned Sources and Uses</b>		
<b>Sources</b>	<b>Planned \$</b>	<b>Planned Uses</b>
<b>1. Federal Grants (FY 2000 grants)</b>		
a) Public Housing Operating Fund	\$888,284	
b) Public Housing Capital Fund	\$846,916	
c) HOPEVI Revitalization		
d) HOPEVI Demolition		
e) Annual Contributions for Section 8 Tenant -Based Assistance	\$29,022,002	
f) Public Housing Drug Elimination Program (including any Technical Assistance funds)	\$0	
g) Resident Opportunity and Self - Sufficiency Grants	\$250,000	
h) Community Development Block Grant		
i) HOME		
Other Federal Grants (list below)		
HOPEI	\$165,000	Homeownership
Youthbuild	\$500,000	
<b>2. Prior Year Federal Grants (unobligated funds only) (list below)</b>		
DEG 2002	\$127,760	PH Security
<b>3. Public Housing Dwelling Rental Income</b>	\$862,800	
<b>4. Other income (list below)</b>		
Fraud Recovery	\$25,000	Administration
Laundry/Services	\$20,000	Administration
Interest	\$60,000	Administration

Financial Resources: Planned Sources and Uses		
Sources	Planned \$	Planned Uses
5. Non-federal sources (list below)		
<b>Total resources</b>	\$32,767,762	

### 3. PHA Policies Governing Eligibility, Selection, and Admissions

[24CFR Part 903.79(c)]

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

Exemptions: PHA that do not administer public housing are not required to complete subcomponent 3A.

#### (1) Eligibility

a. When does the PHA verify eligibility for admission to public housing? (select all that apply)

- When families are within a certain number of being offered a unit: (state number)
- When families are within a certain time of being offered a unit: (2 weeks)
- Other: (describe)

b. Which non-income (screening) factors does the PHA use to establish eligibility for admission to public housing (select all that apply)?

- Criminal or Drug-related activity
- Rental history
- Housekeeping
- Other (describe): Credit

c.  Yes  No: Does the PHA request criminal records from local law enforcement agencies for screening purposes?

d.  Yes  No: Does the PHA request criminal records from State law enforcement agencies for screening purposes?

e.  Yes  No: Does the PHA access FBI criminal records from the FBI for screening purposes? (either directly or through an NCIC authorized source)

**(2)WaitingListOrganization**

a. Which methods does the PHA plan to use to organize its public housing waiting list (select all that apply)

- Community-wide list
- Sub-jurisdictional lists
- Site-based waiting lists
- Other (describe)

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

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

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

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

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

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

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

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

**(3) Assignment**

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

- One  
 Two  
 Three or More

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

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

#### (4) Admissions Preferences

a. Income targeting:

Yes  No: Does the PHA plan to exceed the federal targeting requirements by targeting more than 40% of all new admissions to public housing to families at or below 30% of median area income?

b. Transfer policies:

In what circumstances will transfer take precedence over new admissions? (list below)

- Emergencies  
 Overhoused  
 Underhoused  
 Medical justification  
 Administrative reasons determined by the PHA (e.g., to permit modernization work)  
 Resident choice: (state circumstances below)  
 Other: (list below)

c. Preferences

1.  Yes  No: Has the PHA established preferences for admission to public housing (other than date and time of application)? (If "no" is selected, skip to subsection **(5) Occupancy**)

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

Former Federal preferences:

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

Other preferences: (select below)

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

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

2 Date and Time

Former Federal preferences:

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

Other preferences (select all that apply)

- Working families and those unable to work because of age or disability
- Veterans and veterans' families
- Residents who live and/or work in the jurisdiction
- Those enrolled currently in educational, training, or upward mobility programs
- 1 Household that contributes to meeting income goals (broad range of incomes)
- Household that contributes to meeting income requirements (targeting)

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

4. Relationship of preferences to income targeting requirements:

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

**(5) Occupancy**

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

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

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

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

**(6) Deconcentration and Income Mixing**

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

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

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

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

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

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

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

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

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

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

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

## B. Section 8

Exemptions: PHA that do not administer section 8 are not required to complete sub -component 3B.

Unless otherwise specified, all questions in this section apply only to the tenant -based section 8 assistance program (vouchers, and until completely merged into the voucher program, certificates).

**(1) Eligibility**

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

- Criminal or drug -related activity only to the extent required by law or regulation
- Criminal and drug -related activity, more extensively than required by law or regulation
- More general screening than criminal and drug -related activity (list factors below)
- Other (list below)

b.  Yes  No: Does the PHA request criminal records from local law enforcement agencies for screening purposes?

c.  Yes  No: Does the PHA request criminal records from State law enforcement agencies for screening purposes?

d.  Yes  No: Does the PHA access FBI criminal records from the FBI for screening purposes? (either directly or through an NCIC - authorized source)

e. Indicate what kinds of information you share with prospective landlords? (select all that apply)

- Criminal or drug -related activity
- Other (describe below) Prior Rental History

**(2) Waiting List Organization**

a. With which of the following program waiting lists is the section 8 tenant -based assistance waiting list merged? (select all that apply)

- None
- Federal public housing
- Federal moderate rehabilitation
- Federal project -based certificate program
- Other federal or local program (list below)

b. Where may interested persons apply for admission to section 8 tenant -based assistance? (select all that apply)

- PHA main administrative office (when open)

- Other (list below) various state, county, and not -for-profit agencies throughout the County

**(3) Search Time**

- a.  Yes  No: Does the PHA give extensions on standard 60 -day period to search for a unit?

If yes, state circumstances below: Due to tight market HASL Croutinely extends search time to maximum allowed by law.

**(4) Admissions Preferences**

a. Income targeting

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

b. Preferences

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

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

Former Federal preferences

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

Other preferences (select all that apply)

- Working families and those unable to work because of age or disability  
 Veterans and veterans' families  
 Residents who live and/or work in your jurisdiction

- Those enrolled currently in educational, training, or upward mobility programs
  - Households that contribute to meeting income goals (broad range of incomes)
  - Households that contribute to meeting income requirements (targeting)
  - Those previously enrolled in educational, training, or upward mobility programs
  - Victims of reprisals or hate crimes
  - Other preference(s) (list below): Witness Protection Program
- Approved referrals of households in danger of losing their housing assistance from Shelter Plus Care agencies, not to exceed 100 voucher total.

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

2 Date and Time

Former Federal preferences

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

Other preferences (select all that apply)

- Working families and those unable to work because of age or disability
- Veterans and veterans' families
- Residents who live and/or work in your jurisdiction
- Those enrolled currently in educational, training, or upward mobility programs
- Households that contribute to meeting income goals (broad range of incomes)
- Households that contribute to meeting income requirements (targeting)
- Those previously enrolled in educational, training, or upward mobility programs
- Victims of reprisals or hate crimes
- 1 Other preference(s) (list below) Witness Protection Program
- 1 Approved referrals of households in danger of losing their housing assistance from Shelter Plus Care agencies, not to exceed 100 voucher total.

4. Among applicants on the waiting list with the equal preference status, how are applicants selected? (select one)

- Date and time of application

Drawing (lottery) or other random choice technique

5. If the PHA plans to employ preferences for "residents who live and/or work in the jurisdiction" (select one)

- This preference has previously been reviewed and approved by HUD  
 The PHA requests approval for this preference through this PHA Plan

6. Relationship of preferences to income targeting requirements: (select one)

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

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

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

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

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

- Through published notices  
 Other (list below) Through partnering with other agencies to meet program requirements/shared clientele

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

[24CFR Part 903.79(d)]

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

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

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

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

a. Use of discretionary policies: (select one)

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

---or---

The PHA employs discretionary policies for determining income based rent (If selected, continue to question b.)

b. Minimum Rent

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

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

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

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

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

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

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

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

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

Fixed percentage (other than general rent setting policy)

If yes, state percentage/s and circumstances below:

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

e. Ceiling rents

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

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

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

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

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

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

f. Rent determination:

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

- Never
- At family option
- Anytime the family experiences an income increase
- Anytime a family experiences an income increase above a threshold amount or percentage: (if selected, specify threshold) \_\_\_\_\_
- Other (list below)

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

## **(2) Flat Rents**

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

- The section 8 rent reasonableness study of comparable housing
- Survey of rents listed in local newspaper
- Survey of similar unassisted units in the neighborhood
- Other (list/describe below)

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

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

### **(1) Payment Standards**

Describe the voucher payment standards and policies.

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

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

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

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

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

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

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

- Annually
- Other (list below)

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

- Success rates of assisted families
- Rent burdens of assisted families
- Other (list below)

## **(2) Minimum Rent**

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

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

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

## **5. Operations and Management**

[24 CFR Part 903.79(e)]

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

**A. PHA Management Structure**

Describe the PHA’s management structure and organization.

(select one)

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

**B. HUD Programs Under PHA Management**

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

<b>Program Name</b>	<b>Units or Families Served at Year Beginning</b>	<b>Expected Turnover</b>
Public Housing	467	89
Section 8 Vouchers	5689	1386
Section 8 Certificates	N/A	N/A
Section 8 Mod Rehab	121	N/A
Special Purpose Section 8 Certificates/Vouchers (list individually)	Included in above	N/A
Public Housing Drug Elimination Program (PHDEP)	N/A	N/A
Other Federal Programs (list individually)		

**C. Management and Maintenance Policies**

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

(1)PublicHousingMaintenanceandManagement:(listbelow)

(2)Section8Management:(listbelow)

## **6. PHA Grievance Procedures**

[24CFRPart903.79(f)]

Exemptionsfromcomponent6:HighperformingPHAsarenotrequiredtocompletecomponent6.  
Section8 -OnlyPHAsareexemptfromsub -component6A.

### **A. PublicHousing**

1.  Yes  No:Has the PHA established any written grievance procedures in addition to federal requirements found at 24CFR Part 966, Subpart B, for residents of public housing?

If yes, list additions to federal requirements below: Policy provides for system of appeals, certain HASLC procedures and HASLC responsibilities

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

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

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

1.  Yes  No: Has the PHA established informal review procedures for applicants to the Section 8 tenant -based assistance program and informal hearing procedures for families assisted by the Section 8 tenant -based assistance program in addition to federal requirements found at 24CFR 982?

If yes, list additions to federal requirements below: Policy provides for system of appeals, certain HASLC procedures and HASLC responsibilities

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

- PHA main administrative office
- Other (list below)

## **7. Capital Improvement Needs**

[24CFR Part 903.79(g)]

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

### **A. Capital Fund Activities**

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

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

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

Select one :

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

-or-

The Capital Fund Program Annual Statement is provided below: Provided at the end of the plan. **Proposed capital improvements are subject to federal appropriations.**

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

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

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

b. If yes to question a, select one:

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

-or-

The Capital Fund Program 5 -Year Action Plan is provided below: Provided at the end of the Plan

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

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

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

1. Development name:

2. Development (project) number:

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

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

Yes  No: c) Does the PHA plan to apply for a HOPEVI Revitalization grant in the Plan year?

If yes, list development name/s below:

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

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

### **8. Demolition and Disposition**

[24CFR Part 903.79(h)]

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

1.  Yes  No: Does the PHA plan to conduct any demolition or disposition activities (pursuant to section 18 of the U.S. Housing Act of 1937 (42 U.S.C. 1437p)) in the plan Fiscal Year? (If "No", skip to component 9; if "yes", complete one activity description for each development.)

#### 2. Activity Description

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

<b>Demolition/Disposition Activity Description</b>
1a. Development name: None proposed
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:
5. Number of units affected:
6. Coverage of action (select one) <input type="checkbox"/> Part of the development <input type="checkbox"/> Total development
7. Timeline for activity: a. Actual or projected start date of activity: b. Projected end date of activity:

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

[24CFR Part 903.79(i)]

Exemptions from Component 9; Section 8 only PHAs are not required to complete this section.

1.  Yes  No: Has the PHA designated or applied for approval to designate or does the PHA plan to apply to designate any public housing for occupancy only by the elderly families or only by families with disabilities, or by elderly families and families with disabilities or will apply for designation for occupancy only by elderly families or only families with disabilities, or by elderly families and families with disabilities as provided by section 7 of the U.S. Housing Act of 1937 (42 U.S.C. 1437e) in the upcoming fiscal year? (If "No", skip to component 10. If "yes", complete one activity description for each development, unless the PHA is eligible to complete a streamlined submission; PHAs completing streamlined submissions may skip to component 10.)

2. Activity Description

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

<b>Designation of Public Housing Activity Description</b>
1a. Development name:
1b. Development (project) number:

2.Designationtype: Occupancybyonlytheelderly <input type="checkbox"/> Occupancybyfamilieswithdisabilities <input type="checkbox"/> Occupancybyonlyelderlyfamiliesandfamilieswithdisabilities <input type="checkbox"/>
3.Applicationstatus(selectone) Approved;includedinthePHA'sDesignationPlan <input type="checkbox"/> Submitted,pendingapproval <input type="checkbox"/> Plannedapplication <input type="checkbox"/>
4.Datethisdesignationapproved,submitted,orplannedforsubmission: <u>(DD/MM/YY)</u>
5.Ifapproved,willthisdesignationconstitutea(selectone) <input type="checkbox"/> NewDesignationPlan <input type="checkbox"/> Revisionofapreviously -approvedDesignation Plan?
6. Numberofunitsaffected: 7.Coverageofaction(selectone) <input type="checkbox"/> Partofthedevelopment <input type="checkbox"/> Totaldevelopment

## **10. ConversionofPublicHousingtoTenant -BasedAssistance**

[24CFRPart903.79(j)]

ExemptionsfromComponent10;Section8only PHAsarenotrequiredtocompletethissection.

### **A.AssessmentofReasonableRevitalizationPursuanttosection202oftheHUD FY1996HUDAppropriationsAct**

1. Yes No: HaveanyofthePHA'sdevelopmentsorportionsofdevelopmentsbeenidentifiedbyHUDorthePHAascoversundersection202oftheHUDFY1996HUDAppropriationsAct?(If"No",skiptocomponent11;if"yes",completeoneactivitydescriptionforeachidentifieddevelopment,unlesselectibleto completeastreamlinedsubmission.PHAscompletingstreamlinedsubmissionsmayskiptocomponent11.)

2.ActivityDescription  
Yes No: HasthePHAprovidedallrequiredactivitydescriptioninformationforthiscomponentinthe **optional**PublicHousingAssetManagementTable?If"yes",skiptocomponent11.If"No",completetheActivityDescriptiontablebelow.

<b>ConversionofPublicHousingActivityDescription</b>
1a.Developmentname: 1b.Development(project)number:
2.Whatisthestatusoftherequiredassessment? <input type="checkbox"/> Assessmentunderway

<input type="checkbox"/> Assessment results submitted to HUD <input type="checkbox"/> Assessment results approved by HUD (if marked, proceed to next question) <input type="checkbox"/> Other (explain below)
3. <input type="checkbox"/> Yes <input type="checkbox"/> No: Is a Conversion Plan required? (If yes, go to block 4; if no, go to block 5.)
4. Status of Conversion Plan (select the statement that best describes the current status) <input type="checkbox"/> Conversion Plan in development <input type="checkbox"/> Conversion Plan submitted to HUD on: (DD/MM/YYYY) <input type="checkbox"/> Conversion Plan approved by HUD on: (DD/MM/YYYY) <input type="checkbox"/> Activities pursuant to HUD - approved Conversion Plan underway
5. Description of how requirements of Section 202 are being satisfied by means other than conversion (select one) <input type="checkbox"/> Units addressed in a pending or approved demolition application (date submitted or approved: _____) <input type="checkbox"/> Units addressed in a pending or approved HOPE VI demolition application (date submitted or approved: _____) <input type="checkbox"/> Units addressed in a pending or approved HOPE VI revitalization Plan (date submitted or approved: _____) <input type="checkbox"/> Requirements no longer applicable: vacancy rates are less than 10 percent <input type="checkbox"/> Requirements no longer applicable: site now has less than 300 units <input type="checkbox"/> Other: (describe below)

**B. Reserved for Conversions pursuant to Section 22 of the U.S. Housing Act of 1937**

**C. Reserved for Conversions pursuant to Section 33 of the U.S. Housing Act of 1937**

**11. Homeownership Programs Administered by the PHA**

[24CFR Part 903.79(k)]

**A. Public Housing**

Exemptions from Component 11A: Section 8 only PHAs are not required to complete 11A.

1.  Yes  No: Does the PHA administer any homeownership programs administered by the PHA under an approved section 5(h) homeownership program (42 U.S.C. 1437c(h)), or an approved HOPE I program (42 U.S.C. 1437aaa) or has the PHA applied or plan to apply to administer any homeownership programs under

section 5(h), the HOPEI program, or section 32 of the U.S. Housing Act of 1937 (42 U.S.C. 1437z -4). (If "No", skip to component 11B; if "yes", complete one activity description for each applicable program/plan, unless eligible to complete a streamlined submission due to **small PHA** or **high performing PHA** status. PHAs completing streamlined submissions may skip to component 11B.)

2. Activity Description

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

<b>Public Housing Homeownership Activity Description (Complete one for each development affected)</b>
1a. Development name: Meacham Park Homes 1b. Development (project) number: MO4 -12
2. Federal Program authority: <input checked="" type="checkbox"/> HOPEI <input type="checkbox"/> 5(h) <input type="checkbox"/> Turnkey III <input type="checkbox"/> Section 32 of the USHA of 1937 (effective 10/1/99)
3. Application status: (select one) <input checked="" type="checkbox"/> Approved; included in the PHA's Homeownership Plan/Program <input type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application
4. Date Homeownership Plan/Program approved, submitted, or planned for submission: 11/2/93
5. Number of units affected: 29 6. Coverage of action: (select one) <input type="checkbox"/> Part of the development <input checked="" type="checkbox"/> Total development

**B. Section 8 Tenant Based Assistance**

1.  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 component 12; if "yes", describe each program using the table below (copy and complete questions for each program identified), unless the PHA is eligible to complete streamlined submission due to high performer status. **High performing PHAs** may skip to component 12.)

## 2. Program Description:

### a. Size of Program

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

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

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

### b. PHA -established eligibility criteria

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

If yes, list criteria below:

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

[24 CFR Part 903.79(l)]

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

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

#### 1. Cooperative agreements:

Yes  No: Has the PHA entered into a cooperative agreement with the TANF Agency, to share information and/or target supportive services (as contemplated by section 12(d)(7) of the Housing Act of 1937)?

If yes, what was the date that agreement was assigned? 2 /1/99

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

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

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

**(1) General**

a. Self-Sufficiency Policies

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

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

b. Economic and Social self-sufficiency programs

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

Services and Programs				
Program Name & Description (including location, if appropriate)	Estimated Size	Allocation Method (waiting	Access (development office/ PH A main office/	Eligibility (public housing or section 8

		list/random selection/specific criteria/other)	otherprovidername)	participantsor both)
SummerCamp	75	Apply	Spingwood/UrbanLg.	PH/Sec.8/Comm
ArtsEnrichmentProgram	200	apply	Allsites	PublicHousing
YouthBuild	30	Apply/income	Varioussites	PH/Sec.8/Comm
FamilyandNeighborhood/Sports	350	Apply	Varioussites	PH/Sec.8/Comm
HASLC/UMSLmentoring	30	Apply	Varioussites	PH/Sec. 8/Comm.

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

a. Participation Description

Family Self Sufficiency (FSS) Participation		
Program	Required Number of Participants (start of FY2000 Estimate)	Actual Number of Participants (As of: 7/11/01)
Public Housing	0	0
Section 8	0	92

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

**C. Welfare Benefit Reductions**

1. The PHA is complying with the statutory requirements of section 12(d) of the U.S. Housing Act of 1937 (relating to the treatment of income changes resulting from welfare program requirements) by: (select all that apply)
- Adopting appropriate changes to the PHA's public housing rent determination policies and train staff to carry out those policies
  - Informing residents of new policy on admission and reexamination

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

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

## **Implementation of Community Service Requirements Attachment to Public Housing Agency Plan**

### **Lease Changes**

Leases including the new CSR requirements will be used for new tenancies after the beginning of the fiscal year. Existing tenancies will be renewed at annual review with leases that include the new CSR language. Households who do not accept the new form of lease will be terminated after proper notice and an opportunity for an administrative hearing.

### **Computer and Manual Screening**

A special computer run will initially select those tenant household member presumed to be subject to CSR. A manual file-by-file search will be used to make the final selection. Any selected household member who believes they are exempt will be offered the opportunity for an administrative hearing.

### **Notification of Residents**

At annual review, a notice will be issued to each household stating which members are subject to CSR and which are exempt. Written explanatory materials and one-on-one guidance will be provided at lease execution.

### Programmatic Agreements

The Authority has entered into an agreement with the St. Louis County Department of Human Services Workforce Development Program to provide a variety of employment and training services to Authority tenants subject to CSR. Household members will be encouraged to participate in Workforce Development activities rather than performing a day of volunteer service each month. Household members who do select volunteer service must submit verification of volunteer work from an approved volunteer site in a form acceptable to the Authority.

### Participant Activities

Activities in the Workforce Development Program include GED and ABE, resume writing, job seeking and interview skills, job training and job referral.

## 13. PHA Safety and Crime Prevention Measures

[24 CFR Part 903.79(m)]

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

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

1. Describe the need for measures to ensure the safety of public housing residents

(select all that apply)

- High incidence of violent and/or drug -related crime in some or all of the PHA's developments
- High incidence of violent and/or drug -related crime in the area surrounding or adjacent to the PHA's developments
- Residents fearful for their safety and/or the safety of their children
- Observed lower -level crime, vandalism and/or graffiti
- People on waiting list unwilling to move into one or more developments due to perceived and/or actual levels of violent and/or drug -related crime
- Other (describe below)

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

- Safety and security survey of residents

- Analysis of crime statistics over time for crimes committed “in and around” public housing authority
- Analysis of cost trends over time for repair of vandalism and removal of graffiti
- Resident reports
- PHA employee reports
- Police reports
- Demonstrable, quantifiable success with previous or ongoing anti-crime/anti-drug programs
- Other (describe below)

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

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

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

- Contracting with outside and/or resident organizations for the provision of crime- and/ or drug -prevention activities
- Crime Prevention Through Environmental Design
- Activities targeted to at -risk youth, adults, or seniors
- Volunteer Resident Patrol/Block Watchers Program
- Other (describe below) Coordination with Regional Justice Information System (REJIS)

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

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

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

- Police involvement in development, implementation, and/or ongoing evaluation of drug -elimination plan
- Police provide criminal data to housing authority staff for analysis and action
- Police have established a physical presence on housing authority property (e.g., community policing office, officer in residence)
- Police regularly testify in and otherwise support eviction cases
- Police regularly meet with the PHA management and residents
- Agreement between PHA and local law enforcement agency for provision of above-baseline law enforcement services
- Other activities (list below)

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

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

PHA eligible for FY2000 PHDEP funds must provide a PHDEP Plan meeting specified requirements prior to receipt of PHDEP funds.

- Yes  No: Is the PHA eligible to participate in the PHDEP in the fiscal year covered by this PHA Plan?
- Yes  No: Has the PHA included the PHDEP Plan for FY2000 in this PHA Plan?
- Yes  No: This PHDEP Plan is an Attachment. (Attachment Filename: \_\_\_\_\_)

**14. RESERVED FOR PET POLICY**

[24CFR Part 903.79(n)]

Section One: Application

- 1.0 Tenants and/or applicants wanting to have a pet must apply for this privilege with Management and receive written permission from Management before having, taking delivery of a pet, or permitting a pet to reside in tenant's unit.
- 1.1 The applications shall be in such form as prescribed by Management and will include:
  - (a) name, address and phone of applicant
  - (b) name, address and phone of responsible party if applicant is unable to care for pet
  - (c) address of project apartment in which pet will be housed (if known)
  - (d) type of pet(s), including breed where appropriate
  - (e) age(s) of pet(s)
  - (f) weight(s) of pet(s)
  - (g) date pet was spayed or neutered (dogs and cats only)
  - (h) name(s) of pet(s), if applicable
  - (i) name, address and phone number of supplier
- 1.2 Appended to the application will be a statement attesting to the general good health of the pet and detailing any known disease or other problems or adverse conditions. The statement shall be signed by a licensed veterinarian or, if the pet has been acquired within the last thirty (30) days, by a licensed pet dealer or breeder, the Humane Society or pound.
- 1.3 To dog and cat applications, the tenant shall also append a copy of a local government license and veterinarian's certificate that all required inoculations have been obtained within the last year and certification of spaying or neutering (dogs and cats only).

- 1.4 Tenants having pets are required to update applications annually. Permission for pets are valid for one year.
- 1.5 Tenants will be required to pay a one-time application fee of \$100 for cats and dogs and \$50 for all other pets.

Section Two: Varieties of Pets

- 2.1 Only common domesticated household pets are eligible for consideration. These are defined as dogs, cats, fish, birds, rodents and turtles.
  - (a) Dogs must be of the *Canis Familiaris* type, and have an average grown weight not exceeding forty (40) pounds.
  - (b) Cats must be of the *Felis Domesticus* type.
  - (c) Fish, birds, rodents and turtles must have an average grown weight not exceeding one (1) pound.
- 2.2 All varieties of mice and rats are prohibited.
- 2.3 All non-domestic animals, defined pursuant to the St. Louis County Non-Domestic Animal Code, are prohibited.

Section Three: Number of Pets; Designated Units

- 3.1 Only one (1) four-legged, warm-blooded pet will be allowed per designated apartment. Multiple minor pets - fish, birds or turtles - may be allowed in the sole discretion of Management.
- 3.2 Within each elderly project, Management shall designate certain apartments and/or buildings in which pets may be kept. No applications shall be approved for a unit which is not so designated.
- 3.3 Should the number of households wanting to keep pets exceed the number of available units designated for pets, Management shall establish and maintain a waiting list for such units and refill such units with applicants for pets as the units become available.

Section Four: Deposits

- 4.1 No applications shall be approved by the Authority until a deposit against pet damages has been received:

\$100.00 - dog or cat  
\$ 50.00 - all other pets

This deposit is separate from, and in addition to, the regular security deposit for public housing tenants.

- 4.2 In its sole discretion, the Authority may accept in lieu of a deposit against pet damages, or may require in addition to said deposit, tenant-purchased Renter's Insurance, including a minimum coverage of \$100,000 for general comprehensive public liability.

Section Five: Care of Pets; Indemnification

- 5.1 No applications shall be approved unless the Authority, in its sole discretion, is assured that the applicant is physically, mentally and emotionally able to care for the pet properly. A doctor's certificate may be required by the Authority.
- 5.2 No application shall be approved until the applicant executes an indemnification and hold harmless agreement in such form as prescribed by the Authority.
- 5.3 Tenants are required to properly care for pets with respect to food, water, air, light, thermal environment, exercise, health care and sanitation appropriate to the species.
- 5.4 Fish, birds, rodents or turtles must always be kept indoors, caged or enclosed in a Management approved container not exceeding six (6) cubic feet.
- 5.5 When taken outside, dogs and cats must be held, kept in a Management approved container or restrained on a leash.
- 5.6 Except when entering or leaving the project grounds, dogs and cats, when outdoors, will be confined to the designated pet walking area.
- 5.7 Tenants having dogs or cats are required to control their pets, allowing their dogs or cats to urinate or defecate outdoors only.
  - (a) in the designated outdoor pet walking area,
  - (b) in the immediate vicinity of the owner's back door, or
  - (c) along a public roadway or in other public domains, not in violation of any law or ordinance.
- 5.8 Pet owners are required to control noise and odor caused by pets.
- 5.9 Dog and cat owners are individually responsible for keeping the vicinity adjacent to their back door free of animal feces at all times.
- 5.10 All dog and cat owners are jointly and individually responsible for keeping the designated outdoor pet walking area free of animal feces at all times.
- 5.11 Cat owners are required to remove feces from litter boxes daily and change litter at least once a week.
- 5.12 Dog and cat owners are required to obtain required local government licenses and inoculations for their pets annually and provide verification of same to Management each year.
- 5.13 Pet owners shall not leave pets unattended in apartments for more than 24 hours.
- 5.14 Dead pets will be disposed of properly and not in violation of any law or ordinance. No pet may be disposed of in the toilet, by burial in the project or by placing the pet in a trash container within the project.

Section Six : Violations

- 6.1 Any tenant in violation of these policies or whose pet creates an nuisance to Management or to any other tenant, whether or not such nuisance is covered by a specific policy, all within the sole judgment and discretion of Management, will be given one (1) warning by Management stating the problem and the period of time in which the problem must be remedied or a hearing requested. If the problem is not corrected within the stated period, or if the problem should reoccur after expiration of the period, Management, in its sole discretion, may:

- (a) declare the tenant in violation of his or her lease; and/or
- (b) initiate procedure to remove the pet.

These remedies are cumulative and not inclusive.

- 6.2 Non-compliance with any part 5.7 through 5.11 inclusive, of these policies, may result in the immediate suspension or termination of all tenants' rights to have dogs or cats as pets.
- 6.3 Management's failure to enforce or to timely enforce any policy or policies shall not be construed as waiver of Management's rights to enforce it or them or to seek any remedy or remedies available under these policies or under law at any time.
- 6.4 Management has the exclusive right to interpret these policies and to modify them from time to time with or without notice.
- 6.5 These policies are hereby incorporated into the lease of each tenant that has a pet.

Section Seven: Support Animals for Handicapped Tenants

- 7.1 Management will allow a handicapped tenant in any project to keep a support animal upon notification and compliance with the guidelines contained in this policy.
- 7.2 Management may require a statement from a doctor setting forth the nature of a tenant's handicap and/or the need for a support animal.
- 7.3 Management may -consistent with public safety and the rights of other tenants -waive any provision in these policies to reasonably accommodate a tenant's desire to keep a support animal.

**15. Civil Rights Certifications**

[24CFR Part 903.79(o)]

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

**16. Fiscal Audit**

[24CFR Part 903.79(p)]

- 1.  Yes  No: Is the PHA required to have an audit conducted under section 5(h)(2) of the U.S. Housing Act of 1937 (42 U.S.C. 1437c(h))?  
(If no, skip to component 17.)
- 2.  Yes  No: Was the most recent fiscal audit submitted to HUD?
- 3.  Yes  No: Were there any findings as the result of that audit?
- 4.  Yes  No: If there were any findings, do any remain unresolved?  
If yes, how many unresolved findings remain? \_\_\_\_\_
- 5.  Yes  No: Have responses to any unresolved findings been submitted to HUD?

If not, when are they due (state below)?

## **17. PHA Asset Management**

[24CFR Part 903.79(q)]

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

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

## **18. Other Information**

[24CFR Part 903.79(r)]

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

**Members of the Resident Advisory Board are selected by a large solicitation by the authority. Members are culled from the County Resident Council, by direct contact or other means of outreach. Efforts are made to ensure that a broad representation of clients are on the board. A list of members is attached.**

1.  Yes  No: Did the PHA receive any comments on the PHA Plan from the Resident Advisory Board/s?
  
2. If yes, the comments are: (if comments were received, the PHA **MUST** select one)  
 Attached at Attachment (Filename)  
 Provided below: Residents thanked the Authority for involving tenants in the process, asked that the Authority schedule regular routine maintenance of HVAC, improve the landscaping/lawn care service, and several residents stated that they were very pleased with various capital improvements. Tenants asked that contractors

attempt to comply with pre-determined schedules and that tenants participate in the selection of contractors, materials, finishes and manufacturers.

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

- Considered comments, but determined that no changes to the PHA Plan were necessary.
- The PHA changed portions of the PHA Plan in response to comments  
List changes below:

Other: (list below) The Authority meet with management/maintenance staff to discuss comments and suggestions. Management agreed to work to improve various contract services and implement suggestions subject to budget constraints

**B. Description of Election process for Residents on the PHA Board**

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

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

3. Description of Resident Election Process: members are appointed according Missouri State Statute Chapter 99 and St. Louis County ordinance by the St. Louis County Executive. On October 28, 2000 the Authority added a sixth member to its board of commissioners which has been filled by one of its tenants.

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

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

b. Eligible candidates: (select one)

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

c. Eligible voters: (select all that apply)

- All adult recipients of PHA assistance (public housing and section 8 tenant based assistance)

- Representatives of all PHA resident and assisted family organizations
- Other (list)

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

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

1. Consolidated Plan jurisdiction: St. Louis County

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

- The PHA has based its statement of needs of families in the jurisdiction on the needs expressed in the Consolidated Plan/s.
- The PHA has participated in any consultation process organized and offered by the Consolidated Plan agency in the development of the Consolidated Plan.
- The PHA has consulted with the Consolidated Plan agency during the development of this PHA Plan.
- Activities to be undertaken by the PHA in the coming year are consistent with the initiatives contained in the Consolidated Plan. (list below)
- Other: (list below)

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

**C. Other Information Required by HUD**

**19. Definition of “Substantial Deviation” and “Significant Amendment or Modification”**

**Substantial Deviation** – A fundamental change in the operation of the Authority that is not presently consistent with its mission statement and has required or will require alteration of the mission statement.

**Significant Amendment or Modification** – A change in the operation of the Authority that will materially affect at least 10% of the Authority’s clients.

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

## Attachments

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

# PHA Plan Table Library

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

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

Capital Fund Grant Number: MO36P00450103FFY of Grant Approval: 2003

Original Annual Statement

Line No.	Summary by Development Account	Total Estimated Cost
1	Total Non -CGP Funds	\$0
2	1406 Operations	\$169,383
3	1408 Management Improvements	\$0
4	1410 Administration	\$84,691
5	1411 Audit	\$0
6	1415 Liquidated Damages	\$0
7	1430 Fees and Costs	\$70,000
8	1440 Site Acquisition	\$0
9	1450 Site Improvement	\$27,000
10	1460 Dwelling Structures	\$494,342
11	1465.1 Dwelling Equipment -Nonexpendable	\$0
12	1470 Nondwelling Structures	\$0
13	1475 Nondwelling Equipment	\$1500
14	1485 Demolition	\$0
15	1490 Replacement Reserve	\$0
16	1492 Moving to Work Demonstration	\$0
17	1495.1 Relocation Costs	\$0
18	1498 Mod Used for Development	\$0
19	1502 Contingency	\$0
20	<b>Amount of Annual Grant (Sum of lines 2 -19)</b>	<b>\$846,916</b>
21	Amount of line 20 Related to LBP Activities	\$0
22	Amount of line 20 Related to Section 504 Compliance	\$0
23	Amount of line 20 Related to Security	\$20,000
24	Amount of line 20 Related to Energy Conservation Measures	\$49,500

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

Development Number/Name HA-WideActivities	GeneralDescriptionofMajorWork Categories	Development Account Number	Total Estimated Cost
LHA_WIDE	SalariesforProgramAdministration	1410	\$84,691
LHA_WIDE	Planning, A & E, and Inspection Costs	1430	\$70,000
LHA_WIDE	Operations	1406	\$169,383
LHA WIDE	Laser Printer	1475	\$1500
MO4-05 (Fee Fee)	Draintile (#194)	1450	\$2000
	Interior Lighting (42 fixtures)	1460	\$20,000
	Repair/replace floor tile		
	Repair/paint interior walls		
MO4-08 (Arbor Hill)	New Covebase (8 common halls)		
	None		\$0
MO4-09 (Villa Lago)	Exterior Renovation (11 bldgs.)	1460	\$474,342

Development Number/Name HA-WideActivities	GeneralDescriptionofMajorWork Categories	Development Account Number	Total Estimated Cost
MO4-10( ElmwoodPark)	none		\$0
MO4-11(Tiffany -Tyrell)	none		\$0
MO4-12(Meacham homes)	none		\$0
MO4-13 (Elmwood Rehab)	none		\$0
MO4-14 (Springwood)	Repair/regrade storm sewer Asphalt installation (1750 sq. ft.)	1450 1450	\$25,000
MO4-16 (Highview Homes)	none none		\$0 \$0
MO4-17 (Scattered Sites)	none		\$0
MO4-19 (Scattered Sites)	none		

**AnnualStatement**

**CapitalFundProgram(CFP)PartIII:ImplementationSchedule**

DevelopmentNumber/Name HA-WideActivities	AllFundsObligated (QuarterEnding Date)	AllFundsExpended (QuarterEndingDate)
MO4-5 (Fee Fee)	12-31-03	12-31-05
MO4-8 (Arbor Hill)	12-31-03	12-31-05
MO4-09 (Villa Lago)	12-31-03	12-31-05
MO4-10 (Elmwood Homes)	12-31-03	12-31-05
MO4-11 (Tiffany-Tyrell)	12-31-03	12-31-05
MO4-12 (Meacham Homes)	12-31-03	12-31-05
MO4-13 (Elnwood Rehab)	12-31-03	12-31-05
MO4-14 (Springwood)	12-31-03	12-31-05
MO4-16 (Highview)	12-31-03	12-31-05
MO4-17 (Scattered Sites)	12-31-03	12-31-05
MO4-19 (HASLC Homes)	12-31-03	12-31-05

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

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

Optional 5 -Year Action Plan Tables				
Development Number	Development Name (or indicate PHA wide)	Number Vacant Units	% Vacancies in Development	
MO-05	Fee Fee Manor	0	0	
Description of Needed Physical Improvements or Management Improvements			Estimated Cost	Planned Start Date (HA Fiscal Year)
None Planned			0	2004
None Planned			0	2005
Replace concrete, fencing, landscaping			\$20,000	2006
<b>Totalestimatedcostovertnext5years</b>			<b>\$20,000</b>	

<b>Optional 5 - Year Action Plan Tables</b>			
<b>Development Number</b>	<b>Development Name (or indicate PHA wide)</b>	<b>Number Vacant Units</b>	<b>% Vacancies in Development</b>
MO-08	Arbor Hill	0	0
<b>Description of Needed Physical Improvements or Management Improvements</b>		<b>Estimated Cost</b>	<b>Planned Start Date (HA Fiscal Year)</b>
Replace floor tile		\$130,000	2004
Replace interior doors		\$55,000	2005
Install Central Mail collection units		\$5,000	2005
New Playground/Equipment		\$25,000	2005
Bathroom renovations		\$210,000	2006
Concrete, fencing, and landscaping		\$28,000	2006
<b>Total estimated cost over next 5 years</b>		<b>\$453,000</b>	

<b>Optional 5 -Year Action Plan Tables</b>				
<b>Development Number</b>	<b>Development Name (or indicate PHA wide)</b>	<b>Number Vacant Units</b>	<b>% Vacancies in Development</b>	
MO-9	Villa Lago	0	0	
<b>Description of Needed Physical Improvements or Management Improvements</b>			<b>Estimated Cost</b>	<b>Planned Start Date (HA Fiscal Year)</b>
None Planned			0	2004
None Planned			0	2005
Concrete, fencing, and landscaping			\$18,000	2006
<b>Total estimated cost over next 5 years</b>			<b>\$18,000</b>	

<b>Optional 5 - Year Action Plan Tables</b>				
<b>Development Number</b>	<b>Development Name (or indicate PHA wide)</b>	<b>Number Vacant Units</b>	<b>% Vacancies in Development</b>	
<b>MO-10</b>	<b>Elmwood Homes</b>	<b>0</b>	<b>0</b>	
<b>Description of Needed Physical Improvements or Management Improvements</b>			<b>Estimated Cost</b>	<b>Planned Start Date (HA Fiscal Year)</b>
Utility Sheds			\$14,000	2004
HVAC replacement			\$15,000	2005
Concrete, fencing, and landscaping			\$15,000	2006
<b>Total estimated cost over next 5 years</b>			<b>\$29,000</b>	

<b>Optional 5 - Year Action Plan Tables</b>				
<b>Development Number</b>	<b>Development Name (or indicate PHA wide)</b>	<b>Number Vacant Units</b>	<b>% Vacancies in Development</b>	
MO-11	Tiffany-Tyrell	0	0	
<b>Description of Needed Physical Improvements or Management Improvements</b>			<b>Estimated Cost</b>	<b>Planned Start Date (HA Fiscal Year)</b>
705 Brownbert				
Service Panel - Tuckpointing			\$3750	2004
Interior Doors			\$25,000	2005
Update Baths			\$210,000	2005
Concrete and landscaping			\$15,000	2006
<b>Total estimated cost over next 5 years</b>			<b>\$253,750</b>	

<b>Optional 5 - Year Action Plan Tables</b>			
<b>Development Number</b>	<b>Development Name (or indicate PHA wide)</b>	<b>Number Vacant Units</b>	<b>% Vacancies in Development</b>
MO-13	Elmwood Rehab	0	0
<b>Description of Needed Physical Improvements or Management Improvements</b>		<b>Estimated Cost</b>	<b>Planned Start Date (HA Fiscal Year)</b>
Utility Sheds		\$24,000	2004
New Roof		\$36,000	2005
HVAC		\$30,000	2006
Concrete, fencing and landscaping		\$24,000	2006
<b>Totales timated cost over next 5 years</b>		<b>\$114,000</b>	

<b>Optional 5 - Year Action Plan Tables</b>				
<b>Development Number</b>	<b>Development Name (or indicate PHA wide)</b>	<b>Number Vacant Units</b>	<b>% Vacancies in Development</b>	
MO-14	Springwood	0	0	
<b>Description of Needed Physical Improvements or Management</b>			<b>Estimated Cost</b>	<b>Planned Start Date (HA Fiscal Year)</b>
Replace floor tile			\$225,000	2004
Replace Tubs, Toilets, etc.			\$115,000	2004
Replace Interior Hall Lights			\$60,000	2004
Replace Soil Stacks			\$300,000	2005
Replace interior doors			\$85,000	2005
Install Security Screens			\$200,000	2005
Exterior renovation			\$500,000	2006
Concrete, fencing and landscaping			\$25,000	2006
<b>Totalestimatedcostovernext5years</b>			<b>\$1,505,000</b>	

<b>Optional 5 - Year Action Plan Tables</b>				
<b>Development Number</b>	<b>Development Name (or indicate PHA wide)</b>	<b>Number Vacant Units</b>	<b>% Vacancies in Development</b>	
MO-17	Scattered Sites	1	0	
<b>Description of Needed Physical Improvements or Management Improvements</b>			<b>Estimated Cost</b>	<b>Planned Start Date (HA Fiscal Year)</b>
Replace Flooring			\$20,000	2004
roofs			\$15,000	2005
HVAC			\$8,000	2005
Concrete, fencing, and landscaping			\$15,000	2006
<b>Totalestimatedcostovertnext5years</b>			<b>\$58,000</b>	

<b>Optional 5 - Year Action Plan Tables</b>				
<b>Development Number</b>	<b>Development Name (or indicate PHA wide)</b>	<b>Number Vacant Units</b>	<b>% Vacancies in Development</b>	
MO-16	Highview	0	0	
<b>Description of Needed Physical Improvements or Management Improvements</b>			<b>Estimated Cost</b>	<b>Planned Start Date (HA Fiscal Year)</b>
Replaceroofs			\$75,000	2004
Concrete, fencing and landscaping			\$57,000	2005
None Planned			0	2005
<b>Totalestimatedcostovernext5years</b>			<b>\$132,000</b>	

<b>Optional 5 - Year Action Plan Tables</b>				
<b>Development Number</b>	<b>Development Name (or indicate PHA wide)</b>	<b>Number Vacant Units</b>	<b>% Vacancies in Development</b>	
<b>MO-19</b>	<b>HASL Chomes</b>	<b>0</b>	<b>0</b>	
<b>Description of Needed Physical Improvements or Management Improvements</b>			<b>Estimated Cost</b>	<b>Planned Start Date (HA Fiscal Year)</b>
<b>HVAC</b>			<b>\$6000</b>	<b>2004</b>
<b>Tuckpointing</b>			<b>\$5000</b>	<b>2004</b>
<b>Replace windows</b>			<b>\$3500</b>	<b>2005</b>
<b>Replace decks</b>			<b>\$8000</b>	<b>2005</b>
<b>Storage sheds</b>			<b>\$20,000</b>	<b>2006</b>
<b>Concrete, fencing and landscaping</b>			<b>\$20,000</b>	<b>2006</b>
<b>Total estimated cost over next 5 years</b>			<b>\$42,500</b>	

**Optional Public Housing Asset Management Table**

See Technical Guidance for instructions on the use of this table, including information to be provided.

Public Housing Asset Management								
Development Identification		Activity Description						
Name, Number, and Location	Number and Type of units	Capital Fund Program Parts II and III Component 7a	Development Activities Component 7b	Demolition/disposition Component 8	Designated housing Component 9	Conversion Component 10	Home-ownership Component 11a	Other (describe) Component 17
<i>LHA Wide</i>	<i>Single Family</i>						<i>The Authority proposes to submit a 5(h) homeownership application in the coming year</i>	

**TableLibrary**

**Annual Statement/Performance and Evaluation Report  
Comprehensive Grant Program (CGP) Part I: Summary**

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

OMB Approval No. 2577 -0157 (Exp. 7/31/98)

HAName **HOUSIN GAUTHORITY OF ST. LOUIS COUNTY**

Comprehensive Grant Number  
**MO36P00450103**

FFY of Grant Approval  
**2003**

Original Annual Statement Reserve for Disaster/Emergencies Revised Annual Statement/Revision Number \_\_\_\_\_ Performance & Evaluation Report for Program Year Ending  
 Final Performance & Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost (2)	
		Original	Revised (1)	Obligated	Expended
1	Total Non -CGP Funds	\$169,383			
2	1406 Operations (May not exceed 20% of line 19)	\$0			
3	1408 Management Improvements	\$0			
4	1410 Administration	\$84,691			
5	1411 Audit	\$0			
6	1415 Liquidated Damages	\$0			
7	1430 Fees and Costs	\$70,000			
8	1440 Site Acquisition	\$0			
9	1450 Site Improvement	\$27,000			
10	1460 Dwelling Structures	\$494,342			
11	1465.1 Dwelling Equipment - Nonexpendable	\$0			
12	1470 Nondwelling Structures	\$0			
13	1475 Nondwelling Equipment	\$1,500			
14	1485 Demolition	\$0			
15	1490 Replacement Reserve	\$0			
16	1495.1 Relocation Costs	\$0			
17	1499 Development Activity	\$0			
18	1502 Contingency (May not exceed 8% of line 19)	\$0			
19	Amount of Annual Grant (Sum of lines 2 - 18)	\$846,916			
20	Amount of line 19 Related LBP Activities	\$0			
21	Amount of line 19 Related to Section 504 Compliance	\$0			
22	Amount of line 19 Related to Security	\$20,000			
23	Amount of line 19 Related to Energy Conservation Measures	\$49,500			

Signature of Executive Director and Date

Signature of Public Housing Director/Office of Native American Programs Administrator and Date

**X**

**X**

1- To be completed for the Performance and Evaluation Report or a Revised Annual Statement  
2- To be completed for the Performance and Evaluation Report.

Development Number/Name HA -Wide Activities	GeneralDescriptionofMajor WorkCategories	Development AccountNumber	Quantity	TotalEstimatedCost		TotalActualCost		StatusofProposed Work(2)
				Original	Revised(1)	Funds Obligated(2)	Funds Expended(2)	
PHA-WIDE	Operations <b>Subtotal</b>	1406	N/A	\$169,383 <u>\$169,383</u>				
PHA-WIDE	SalariesforProgramAdministration <b>Subtotal</b>	1410	N/A	\$84,691 <u>\$84,691</u>				
PHA-WIDE	Planning&InspectionCosts	1430	N/A	\$45,000				
PHA-WIDE	ArchitectualCosts  <b>Subtotal</b>	1430	N/A	\$25,000  <u>\$70,000</u>				
PHA -Wide	Laserprinter <b>Subtotal</b>	1475	1	\$1,500 <u>\$1,500</u>				
MO4-05 FeeFee	Installdraintile	1450	150lin.ft. 42	\$2,000				
	Replacehalllightfixturesandpainthalls Replacehallfloortileandcovebase	1460 1460	2500sqft	\$5,000 <u>\$15,000</u>				
	<b>Subtotal</b>			<u>\$22,000</u>				
MO4-08 ArborHill	None <b>Subtotal</b>	N/A	N/A	\$0 <u>\$0</u>				
MO4-09 VillaLago	ExteriorRenovation <b>Subtotal</b>	11Bldgs	1460	\$474,342 <u>\$474,342</u>				
MO4-10 Elmwood Homes	None <b>Subtotal</b>	N/A	N/A	\$0 <u>\$0</u>				

SignatureofExecutiveDirectorandDate

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SignatureofPublicHousingDirector/OfficeofNativeAmericanProgramsAdministrato randDate

X

(1)TobecompletedforPerformanceandEvaluationReportoraRevisedAnnualStatement.

(2)TobecompletedforthePerformanceandEvaluationReport.

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-52837(10 /96)refHandbook7485.3

AnnualStatement/PerformanceandEvaluation  
ComprehensiveGrantProgram(CGP) PartII:SupportingPages

U.S.DepartmentofHousing  
andUrbanDevelopment  
OfficeofPublicandIndianHousing

OMBAapprovalNo.2577 -0157(Exp.7/31/98)

Development Number/Name	GeneralDescriptionofMajor	Development	Quantity	TotalEstimatedCost	TotalActualCost	StatusofProposed
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HA -Wide Activities	WorkCategories	AccountNumber		Original	Revised(1)	Funds Obligated(2)	Funds Expended(2)	Work(2)
MO4-11 Tiffany/Tyrell	None	N/A	N/A	\$0				
	<b>Subtotal</b>			<b>\$0</b>				
MO4-12 Meacham Homes	None	N/A	N/A	\$0				
	<b>Subtotal</b>			<b>\$0</b>				
MO4-13 Elmwood Rehab	None	N/A	N/A	\$0				
	<b>Subtotal</b>			<b>\$0</b>				
MO4-14 Springwood Apts.	Installadditionalasphaltparkingand regradeforproperdrainage	1450	1750sqft	\$25,000				
	<b>Subtotal</b>			<b>\$25,000</b>				
MO4-16 Highview Homes	None	N/A	N/A	\$0				
	<b>Subtotal</b>			<b>\$0</b>				
MO4-17 ScatteredSites	None	N/A	N/A	\$0				
	<b>Subtotal</b>			<b>\$0</b>				
MO4-19 HASLCHomes	None	N/A	N/A	\$0				
	<b>Subtotal</b>			<b>\$0</b>				

SignatureofExecutiveDirectorandDate

**X**

SignatureofPublicHousingDirector/OfficeofNativeAmericanProgramsAdministratorandDate

**X**

(1)TobecompletedforPerformanceandEvaluationReportoraRevisedAnnualStatement.  
(2)TobecompletedforthePerformanceandEvaluationReport.

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-52837(10/96)refHandbook7485.3

**AnnualStatement/PerformanceandEvaluation  
ComprehensiveGrantProgram(CGP) PartIII:ImplementationSchedule**

U.S.DepartmentofHousing  
andUrbanDevelopment  
OfficeofPublicandIndianHousing

OMBApprovalNo.2577 -0157(Exp.7/31/98)

Development Number/Name HA -Wide Activities	AllFundsObligated(QuarterEndingDate)			AllFundsExpended(QuarterEndingDate)			ReasonsforRevisedTargetDates(2)
	Original	Revised(1)	Actual(2)	Original	Revised(1)	Actual(2)	



MO4-14 SPRINGWOOD APTS.	12/31/03			12/31/05			
MO4-16 HIGHVIEW HOMES	12/31/03			12/31/05			
MO4-17 SCATTERED SITES	12/31/03			12/31/05			
MO4-19 HASLC HOMES	12/31/03			12/31/05			

Signature of Executive Director and Date

**X**

Signature of Public Housing Director/Office of Native American Programs Administrator and Date

**X**

(1) To be completed for the Performance and Evaluation Report or  
(2) To be completed for the Performance and Evaluation Report.

a Revised Annual Statement.

Page

5 of 5

Facsimile of form HUD -52837(10/96) ref Handbook 7485.3

## RESIDENT ADVISORY BOARD

1. Deborah Harris  
168 Plum 63043  
298-0925  
Arbor Hill/CWEB
2. Fran Yashuk  
190 Fee Fee Apt. C 63043  
298-3775  
Fee Fee Manor
3. Carol Bonetti  
162 Fee Fee Apt E 63043  
738-0896  
Fee Fee Manor
4. Wanda Cohen  
406 Meacham 63122  
822-3007  
Meacham Park
5. Claudette Kelley  
2803 W. Pasture 63114  
890-9722  
Highview
6. Willie Lewis  
2815 W. Pasture 634114  
890-8719  
Highview
7. Gloria Williams  
7205 Salerno Ct. 63133  
725-5908  
Pagedale/CWEB
8. Lillie O'Neal  
6923 Ardee Way 63130  
726-1787  
Pagedale
9. Shirley Smith  
6905 Ardee Way 63130  
727-1670  
Pagedale
10. Lynette Williams  
10324 Lord 63136  
388-2164  
Scattered Site

11. MaggieBuchanan  
2616TyrellAptD63136  
867-5182  
Tiffany
12. LindaRoach'e  
2613LordanApt.B63136  
869-1562  
Springwood
13. DeborahSmith  
9348RothwellHeights63132  
994-9118  
Olivette
14. OliviaWalls  
9356RothwellHeights63132  
997-6926  
Olivette
15. RosalindBillingsley  
9342RothwellHeights63132  
692-7187  
Olivette
16. DeloresMcClendon  
9379RothwellHeights63132  
995-9957  
Olivette
17. JacquelineTate  
9345RothwellHeights63132  
432-2564  
Olivette
18. VandessaLee  
8901WeldonApt.319  
St.Louis,MO63121  
524-1032  
SectionEight

## Statement Concerning Conversion of Public Housing

The Housing Authority of St. Louis County has determined that conversion is not required at this time for the authorities under its management. These include each project referenced below for the Housing Authorities of St. Louis County, Hillside, Pagedale and Olivette. This determination was based on the size of the developments managed by the Authority, overall vacancy and the current success rate for clients seeking to use Section 8 vouchers. The largest project managed by the Authority is 96 units and the overall vacancy for property managed by the HASLC is routinely below 3%. Additionally, Section 8 clients are experiencing a rate of success of only about 40% in the immediate market.

Olivette Housing Authority	MO132-01	14 units
Pagedale Housing Authority	MO218-01	67 units
	MO218-02	16 units
Hillside Housing Authority	MO220-01	22 units
Housing Auth. of St. Louis County	MO4-5	60 units
	MO4-8	70 units
	MO4-9	60 units
	MO4-10	7 units
	MO4-11	61 units
	MO4-12	29 units
	MO4-13	12 units
	MO4-14	96 units
	MO4-16	56 units
	MO4-17	6 units
MO4-19	10 units	

## **Progress in Meeting 5 - Year Plan Mission and Goals**

The Authority has made significant progress with regard to its mission, goals and objectives by expanding the supply of affordable housing, improving assessment scores, leveraging public and private funds in its effort to further serve its target population and continuing to improve and modernize its public housing inventory. There were no significant changes made to the agency's five year plan in this year's annual update.

**MO004**  
**Housing Authority of St. Louis County**  
**Follow-Up Plan FY2001**

Maintenance and Repair

In response to results of the Resident Service/Satisfaction Survey, the Authority will –

- meet quarterly with residents to gather resident views regarding maintenance concerns/issues, recurring problems, and/or trends;
- perform management quality control to provide feedback to staff on the efficiency/quality of work preparation/repair;
- review and assess the existing work order request /processing system, and establish immediate and long -term solutions to address specific areas/issues, as needed ;
- provide feed -back to residents at monthly county-wide resident board meetings regarding major repairs ,preparation and status ;
- offer training opportunities to management/maintenance staff regarding conduct /communication standards .

Date to be completed in Annual Plan: 12/31/2003

Communication

In response to results of the Resident Service/Satisfaction Survey, the Authority will –

- hold quarterly meetings with residents, management staff, support staff, Security Coordinator, construction staff, and maintenance staff to gather resident views regarding maintenance, crime/safety issues , services/programs/activities/events, neighborhood issues, and effective methods of communication;

- provide staff training opportunities to effectively communicate with residents.

Date to be completed in Annual Plan: 12/31/2003

### Safety

In response to results of the Resident Service/Satisfaction Survey, the Authority will –

- continue to partner with the St. Louis County Police Department to provide safe living conditions. The Authority has a St. Louis County police officer assigned full-time to the agency as Security Coordinator;
- schedule a series of quarterly meetings with residents, the Security Coordinator, and management staff to gather resident views regarding crime/safety issues, and to discuss and explain available crime/safety programs;
- mail a brief crime/safety survey to residents to gather resident views regarding crime/safety issues, and to identify and isolate specific areas of concern. The survey will be anonymous and all responses will be returned to the Security Coordinator and kept confidential and private;
- inspect and evaluate current lighting, and repair/provide additional lighting, as needed;
- continue to process criminal checks on all applicants, 18+ years of age, prior to occupancy;
- continue to provide community space for police “comfort/sub stations”;
- continue to provide housing opportunities to local police officers under the “Officer in Residence Program”.

Date to be completed in Annual Plan: 12/31/2003

Pg.3.  
HASLC  
Follow-up Plan FY2001

Neighborhood Appearance

In response to results of the Resident Service/Satisfaction Survey, the Authority will –

- schedule a series of quarterly meetings with residents to gather resident views regarding neighborhood appearance/ areas of concern;
- schedule meetings with management staff and local public officials to discuss, identify, and address negative neighborhood appearance issues ;
- continue to perform regular management assessments of the housing developments to identify /correct negative issues.

Date to be completed in the Annual Plan: 12/31/2003