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

PHA Plans

5 Year Plan for Fiscal Years 2000 - 2004

Annual Plan for Fiscal Year 2003

Housing Authority of the City of Reno

Adopted by the
Board of Commissioners
on March 27, 2003

PHA Plan Agency Identification

PHA Name: Housing Authority of the City of Reno

PHA Number: NV001

PHA Fiscal Year Beginning: 07/2003

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:

- 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:

PHA Plan Supporting Documents are available for inspection at:

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

5-YEAR PLAN
PHA FISCAL YEARS 2000 - 2004
[24 CFR Part 903.5]

A. Mission

- The mission of the PHA is the same as that of the Department of Housing and Urban Development: To promote adequate and affordable housing, economic opportunity and a suitable living environment free from discrimination.
- The PHA's mission is:
The mission of the Housing Authority of the City of Reno is to provide and facilitate the development of affordable quality housing that offers self-sufficiency opportunities for low-income citizens of Reno, Sparks and Washoe County.

B. Goals

Progress statements have been added to the goals as a progress report.

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:
Maximum possible
On-going
- Reduce public housing vacancies:
- Leverage private or other public funds to create additional housing opportunities:
Awarded \$325,000 in HOME funds for Horizon Hills Project to build approximately 18 new homes for first time home buyers.
- Acquire or build units or developments
Congress has authorized a Special Purpose Grant of \$750,000 for the Friendship Lane Revitalization Project. The City of Reno designated HOME funds for the Friendship Lane Revitalization Project. Eight existing duplexes have been demolished and nine new townhouse units are being designed for homeownership.
- Other (list below)
- ③ **Utilize Section 8 project-based vouchers for special populations, in partnership with a non-profit agency.**
- 1) *A partnership has been formed with the Lighthouse of the Sierras.*
- 2) *Utilize Section 8 project based vouchers with a faith based organization to develop seven elderly dwelling units east of the Friendship Lane Revitalization Project. The City of Reno designated HOME funds for this complex.*

3) *Work with a second faith based organization in developing additional single family townhouses for low income families west of the Friendship Lane Revitalization Project and utilize Section 8 project based vouchers and/or homeownership vouchers as determined most appropriate.*

③ **Maintain a minimum number of public housing vacancies: Under 2 percent**
In process

PHA Goal: Improve the quality of assisted housing

Objectives:

Improve public housing management: (PHAS score)

Improve voucher management: (SEMAP score)

Increase customer satisfaction:

Concentrate on efforts to improve specific management functions:

Renovate or modernize public housing units: *Ongoing and on time*

n/a Demolish or dispose of obsolete public housing:

n/a Provide replacement public housing:

n/a Provide replacement vouchers:

Other:

③ Maintain public housing management high performer status: (PHAS score)
Maintained

③ Achieve and maintain Section 8 voucher high performer status (SEMAP score)
Underway

PHA Goal: Increase assisted housing choices

Objectives:

Provide voucher mobility counseling: 100% new voucher holders
On-going briefings are taking place

Conduct outreach efforts to potential voucher landlords

Increase voucher payment standards: *Increased*

Implement voucher homeownership program: *Implemented*

Implement public housing or other homeownership programs: *On-going*

Implement public housing site-based waiting lists: *Stead Manor waiting list in place*

Convert public housing to vouchers:

Other:

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: ***RHA is in the process of installing security cameras in all Public Housing complexes***
- Designate developments or buildings for particular resident groups (elderly, persons with disabilities)
- Other:
 - ③ Continue and expand partnerships with local agencies to provide services to RHA youth and adults: ***On target, but loss of PHDEP funding may result in a reduction in 2003.***

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

- PHA Goal: Promote self-sufficiency and asset development of assisted households
Objectives:
 - Increase the number and percentage of employed persons in assisted families:
 - Provide or attract supportive services to improve assistance recipients' employability
Maintain existing level of 35 partnerships: Maintained
 - Provide or attract supportive services to increase independence for the elderly or families with disabilities.
***Renewed grant from Nevada Division of Aging Services for \$102,510
Received \$20,000 from Nevada Office of the Attorney General, Vitamins Settlement Fund Grant, for nutrition for the elderly***
 - Other:
 - ③ **Maintain or increase the percentage of employed persons in assisted families. *Maintain at least 50%: Maintained***
 - ③ **Continue to support agencies who provide supportive services to increase independence for the elderly or families with disabilities:
*Maintain the current number of local partnerships: Maintained***

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: ***On-going***
 - 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: ***On-going***
 - Undertake affirmative measures to ensure accessible housing to persons with all varieties of disabilities regardless of unit size required: ***On-going***
 - Other:

Other PHA Goals and Objectives:

- Perform an energy audit for RHA owned properties
Sierra Pacific Power performed an energy audit on all complexes in 2001. On their recommendation and using their funds, all water heaters were wrapped with insulation.

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

i. Annual Plan Type:

Standard Plan

Streamlined Plan:

- High Performing PHA**
 Small Agency (<250 Public Housing Units)
 Administering Section 8 Only
 Troubled Agency Plan

ii. Executive Summary of the Annual PHA Plan

[24 CFR Part 903.7 9 (r)]

Provide a brief overview of the information in the Annual Plan, including highlights of major initiatives and discretionary policies the PHA has included in the Annual Plan.

- ③ Maintain existing high performer status on PHMAP/PHAS: ***On target***
- ③ Achieve high performer status on SEMAP: ***On target***
- ③ Continue and expand the first-time homebuyer opportunities for public housing and Section 8 clients: ***On target***
- ③ Continue modernization improvements under the Capital Fund Program (CFP): ***On-going***
- ③ Develop at least one Section 8 project-based complex with one or more non-profit agency to serve currently under-served special populations as defined in the Consolidated Plan. ***A partnership has been formed with the Lighthouse of the Sierras.***
- ③ Assist a faith based organization in developing a small elderly complex in the Friendship Lane neighborhood through use of Section 8 project based voucher assistance.
- ③ Work with a second faith based organization in the Friendship Lane neighborhood to investigate the possibility of building additional townhomes for low income homeownership and/or rental using Section 8 homeownership and/or S8 project based voucher assistance.
- ③ Set aside 10% of Capital Fund for Operating Fund use if necessary due to HUD budget shortfall.

iii. Annual Plan Table of Contents

[24 CFR Part 903.7 9 (r)]

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Attachments

Required Attachments:

- A Admissions Policy for Deconcentration
- B FY 2003 Capital Fund Program Annual Statement
- n/a Most recent board-approved operating budget (only required of troubled PHA's)

Optional Attachments:

- C FY 2003 Capital Fund Program 5 Year Action Plan

Other:

- D Capital Fund Program Annual Performance and Evaluation Report and Comprehensive Grant Program Annual Performance and Evaluation Report for 07/01/02
- E Section 8 Project Based Voucher Program
- F Pet Policy

Supporting Documents Available for Review

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Applicable Plan Component
X	PHA Plan Certifications of Compliance with the PHA Plans and Related Regulations	5 Year and Annual Plans
X	State/Local Government Certification of Consistency with the Consolidated Plan	5 Year and Annual Plans
X	Fair Housing Documentation: Records reflecting that the PHA has examined its programs or proposed programs, identified any impediments to fair housing choice in those programs, addressed or is addressing those impediments in a reasonable fashion in view of the resources available, and worked or is working with local jurisdictions to implement any of the jurisdictions' initiatives to affirmatively further fair housing that require the PHA's involvement.	5 Year and Annual Plans
X	Consolidated Plan for the jurisdiction/s in which the PHA is located (which includes the Analysis of Impediments to Fair Housing Choice (AI)) and any additional backup data to support statement of housing needs in the jurisdiction	Annual Plan: Housing Needs
X	Most recent board-approved operating budget for the public housing program	Annual Plan: Financial Resources;
X	Public Housing Admissions and (Continued) Occupancy Policy (A&O), which includes the Tenant Selection and Assignment Plan [TSAP]	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Section 8 Administrative Plan	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Public Housing Deconcentration and Income Mixing Documentation: 1. PHA board certifications of compliance with deconcentration requirements (section 16(a) of the US Housing Act of 1937, as implemented in the 2/18/99 <i>Quality Housing and Work Responsibility Act Initial Guidance; Notice</i> and any further HUD guidance) and 2. Documentation of the required deconcentration and income mixing analysis	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Public housing rent determination policies, including the methodology for setting public housing flat rents <input checked="" type="checkbox"/> check here if included in the public housing A & O Policy	Annual Plan: Rent Determination
X	Schedule of flat rents offered at each public housing development <input checked="" type="checkbox"/> check here if included in the public housing A & O Policy	Annual Plan: Rent Determination
X	Section 8 rent determination (payment standard) policies <input checked="" type="checkbox"/> check here if included in Section 8 Administrative Plan	Annual Plan: Rent Determination
X	Public housing management and maintenance policy 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	Annual Plan: Grievance

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Applicable Plan Component
	<input checked="" type="checkbox"/> check here if included in Section 8 Administrative Plan	Procedures
X	The HUD-approved Capital Fund/Comprehensive Grant Program Annual Statement (HUD 52837) for the active grant year	Annual Plan: Capital Needs
n/a	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
n/a	Approved HOPE VI applications or, if more recent, approved or submitted HOPE VI Revitalization Plans or any other approved proposal for development of public housing	Annual Plan: Capital Needs
n/a	Approved or submitted applications for demolition and/or disposition of public housing	Annual Plan: Demolition and Disposition
n/a	Approved or submitted applications for designation of public housing (Designated Housing Plans)	Annual Plan: Designation of Public Housing
n/a	Approved or submitted assessments of reasonable revitalization of public housing and approved or submitted conversion plans prepared pursuant to section 202 of the 1996 HUD Appropriations Act	Annual Plan: Conversion of Public Housing
n/a	Approved or submitted public housing homeownership programs/plans	Annual Plan: Homeownership
X	Policies governing any Section 8 Homeownership program <input checked="" type="checkbox"/> check here if included in Section 8 Administrative Plan	Annual Plan: Homeownership
X	Any cooperative agreement between the PHA and the TANF agency	Annual Plan: Community Service & Self-Sufficiency
X	FSS Action Plan/s for public housing and/or Section 8	Annual Plan: Community Service & Self-Sufficiency
X	Most recent self-sufficiency (ED/SS, TOP or ROSS or other resident services grant) grant program reports	Annual Plan: Community Service & Self-Sufficiency
X	The most recent Public Housing Drug Elimination Program (PHEDEP) semi-annual performance report for any open grant.	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
n/a	Troubled PHAs: MOA/Recovery Plan	Troubled PHAs
X	Equal Opportunity Housing Plan	Annual Plan: Housing Needs
n/a	Community Service Requirement Plan	Annual Plan: Community Service
X	Pet Policy	Annual Plan: Pet Policy
n/a	Consortium Agreement	
X	Voluntary Conversion of Public Housing, Required Initial Assessment	Annual Plan: Voluntary Conversion

1. Statement of Housing Needs

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

Housing Needs of Families in the Jurisdiction by Family Type							
Family Type	Overall	Afford-ability	Supply	Quality	Access-ability	Size	Location
Income <= 30% of AMI	9,122	5	3	3	n/a	n/a	n/a
Income >30% but <=50% of AMI	10,261	4	3	3	n/a	n/a	n/a
Income >50% but <80% of AMI	12,996	2	3	3	n/a	n/a	n/a
Elderly	4,382	5	3	3	n/a	n/a	n/a
Families with Disabilities	n/a	n/a	3	3	n/a	n/a	n/a
Reno: Hispanic	n/a	5	3	3	n/a	n/a	n/a
Sparks: Hispanic	n/a	5	3	3	n/a	n/a	n/a
Sparks: Black	n/a	5	3	3	n/a	n/a	n/a
Washoe County: Hispanic	n/a	2	3	3	n/a	n/a	n/a

What sources of information did the PHA use to conduct this analysis?

- Consolidated Plan of the Jurisdiction/s
Indicate year: **2000-2005**
- U.S. Census data: the Comprehensive Housing Affordability Strategy (“CHAS”) dataset
- American Housing Survey data
Indicate year:
- Other housing market study
Indicate year: **1999**
- Other sources: (list and indicate year of information)
1999 needs assessment for upcoming 2000-2005 Consolidated Plan, which included Washoe County Consensus Forecast 2000-2020

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

Housing Needs of Families on the Waiting List			
Waiting list type: <input checked="" type="checkbox"/> Public Housing			
	Number of families	% of total families	Annual turnover
Waiting list total	951		
Extremely low income <=30% AMI	804	84.5%	
Very low income (>30% but <=50% AMI)	100	10.5%	
Low income (>50% but <80% AMI)	47	5%	
Families with children	485	51%	
Elderly families	247	26%	
Families with Disabilities	92	10%	
Race/ethnicity: White	769/146	81%	
Race/ethnicity: Black	104/2	11%	
Race/ethnicity: American Indian/Alaskan	37/2	4%	
Race/ethnicity: Asian/Pacific Islander	39/0	4%	
Characteristics by Bedroom Size			
0 BR (Studio)	4	0.4%	
1 BR	428	46%	
2 BR	329	35.6%	
3 BR	136	15%	
4 BR	28	3%	
5 BR	0	0%	
Is the waiting list closed (select one)? <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes If yes: Only the Elderly Housing list is closed. How long has it been closed (# of months)? 1 month Does the PHA expect to reopen the list in the PHA Plan year? <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes Does the PHA permit specific categories of families onto the waiting list, even if generally closed? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes			

Housing Needs of Families on the Waiting List			
Waiting list type: <input checked="" type="checkbox"/> Section 8 tenant-based assistance			
	# of families	% of total families	Annual turnover
Waiting list total	1884		
Extremely low income <=30% AMI	1262	67%	
Very low income (>30% but <=50% AMI)	528	28%	
Low income (>50% but <80% AMI)	94	5%	
Families with children	1187	63%	
Elderly families	697	37%	
Families with Disabilities	207	17%	
Race/ethnicity: White	1500/305	80%	
Race/ethnicity: Black	220/4	12%	
Race/ethnicity: American Indian/Alaskan	55/3	3%	
Race/ethnicity: Asian/Pacific Islander	72/3	4%	
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)? 1 month			
Does the PHA expect to reopen the list in the PHA Plan year? <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes			
Does the PHA permit specific categories of families onto the waiting list, even if generally closed?			
<input checked="" type="checkbox"/> No <input type="checkbox"/> Yes			

C. Strategy for Addressing Needs

(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:

- Employ effective maintenance and management policies to minimize the number of public housing units off-line
- Reduce turnover time for vacated public housing units: *On target*
- 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-up rates by establishing payment standards that will enable families to rent throughout the jurisdiction: ***Increased***
- 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-up rates by marketing the program to owners, particularly those outside of areas of minority and poverty concentration: ***On-going***
- Maintain or increase section 8 lease-up rates 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: ***Completed***
- Other

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

- Apply for additional section 8 units should they become available
Will continue to apply as available
- Leverage affordable housing resources in the community through the creation of mixed - finance housing
- Pursue housing resources other than public housing or Section 8 tenant-based assistance
- Other:
Leverage Section 8 project-based vouchers as a resource for a non-profit agency serving a special needs population: *Underway*
Work with faith based organizations to support construction of elderly rental units and single family townhomes in the Friendship Lane neighborhood for homeownership and/or rental.

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

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

- 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:

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

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

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

Need: Specific Family Types: The Elderly

Strategy 1: Target available assistance to the elderly:

- Seek designation of public housing for the elderly
- Apply for special-purpose vouchers targeted to the elderly, should they become available
Not yet available
- Other: *Work with Pilgrim Rest Baptist Church, a faith based group, to support construction of elderly dwelling units in the Friendship Lane neighborhood.*

Need: Specific Family Types: Families with Disabilities

Strategy 1: Target available assistance to Families with Disabilities:

- 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 vouchers targeted to families with disabilities, if available.
Applied for and received 75 Mainstream vouchers in October 2001.
- Affirmatively market to local non-profit agencies that assist families with disabilities
RHA staff regularly consults with agencies to fill vacant accessible units
- Other:
For non-elderly public housing complexes, give a preference to families unable to work because of age or disability who are at or below 50% of the median income, the same as the existing preference for working families: *Completed*

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:

- Affirmatively market to races/ethnicities shown to have disproportionate housing needs
- Other: Continue affirmative measures to ensure continued access: *On-going*

Strategy 2: Conduct activities to affirmatively further fair housing

- Counsel section 8 tenants as to location of units outside of areas of poverty or minority concentration and assist them to locate those units: *On-going "lease-up" briefings*
- Market the section 8 program to owners outside of areas of poverty /minority concentrations : *On-going*

Other Housing Needs & Strategies:

(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:

2. Statement of Financial Resources

[24 CFR Part 903.7 9 (b)]

Financial Resources: Planned Sources and Uses		
Sources	Planned \$	Planned Uses
1. Federal Grants (FY 2003 grants)(RHA FY 7/1/03-6/30/04)		
a) Public Housing Operating Fund	1,245,060	
b) Public Housing Capital Fund	1,200,000	
c) HOPE VI Revitalization	n/a	
d) HOPE VI Demolition	n/a	
e) Annual Contributions for Section 8 Tenant-Based Assistance	31,678,815	
f) Public Housing Drug Elimination Program (including any Technical Assistance funds)	n/a	
g) Resident Opportunity and Self-Sufficiency Grants	318,000	
h) Community Development Block Grant	0	
i) HOME	0	
Other Federal Grants (list below)		
Section 8 Mod Rehab Program	2,045,394	Section 8 assistance
Section 8 Single Room Occupancy Mod Rehab	76,892	Section 8 assistance
2. Prior Year Federal Grants (unobligated funds only)	0	
3. Public Housing Dwelling Rental Income	1,693,364	PH operations
4. Other income		
Helen Close Charitable Foundation	60,000	PH supportive services
5. Non-federal sources	0	
Total resources	38,317,525	

3. PHA Policies Governing Eligibility, Selection, and Admissions

[24 CFR Part 903.7 9 (c)]

A. Public Housing

(1) Eligibility

- a. When does the PHA verify eligibility for admission to public housing?
- When families are within a certain number of being offered a unit:
 - When families are within a certain time of being offered a unit: **90 days**
 - Other:
- b. Which non-income (screening) factors does the PHA use to establish eligibility for admission to public housing?
- Criminal or Drug-related activity
 - Rental history
 - Housekeeping
 - Other (describe)
- 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)Waiting List Organization

- a. Which methods does the PHA plan to use to organize its public housing waiting list?
- Community-wide list
 - Sub-jurisdictional lists
 - Site-based waiting lists: *A site-based waiting list has been established for Stead Manor.*
 - Other
- b. Where may interested persons apply for admission to public housing?
- PHA main administrative office
 - PHA development site management office: **Stead Manor**
 - Other: **Admissions office**
- c. If the PHA plans to operate one or more site-based waiting lists in the coming year, answer each of the following questions; if not, skip to subsection (3) Assignment
1. How many site-based waiting lists will the PHA operate in the coming year? **One (1)**

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? **All**
4. Where can interested persons obtain more information about and sign up to be on the site-based waiting lists?
- 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: **Admissions Office**

(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?
- 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 transfers take precedence over new admissions?
- Emergencies
 - Overhoused
 - Underhoused
 - Medical justification
 - Administrative reasons determined by the PHA
 - Resident choice:
 - Other: Reasonable accommodation

c. Preferences

1. Yes No: Has the PHA established preferences for admission to public housing (other than date and time of application)?
2. Which of the following admission preferences does the PHA plan to employ in the coming year?

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:

- 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
- 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 preferences:
 - ③ Relocation due to Housing Authority action
 - ③ More than 40% rent burden

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 point system), place the same number next to each. That means you can use "1" more than once, "2" more than once, etc.

4 Date and Time

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

Other preferences:

- 2 Working families and those unable to work because of age or disability
- 4 Veterans and veterans' families
- Residents who live and/or work in the jurisdiction
- Those enrolled currently in educational, training, or upward mobility programs
- Households that contribute to meeting income goals (broad range of incomes)
- 5 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 preferences:
 - 1 Relocation due to Housing Authority Action
 - 3 40 percent rent burden

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?

- The PHA-resident lease
- The PHA's Admissions and (Continued) Occupancy policy
- PHA briefing seminars or written materials
- Other source: Annual calendar/handbook

b. How often must residents notify the PHA of changes in family composition?

- At an annual reexamination and lease renewal
- Any time family composition changes
- At family request for revision
- Other

(6) Deconcentration and Income Mixing

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

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

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

- Adoption of site-based waiting lists
If selected, list targeted developments below:
- Employing waiting list “skipping” to achieve deconcentration of poverty or income mixing goals at targeted developments
If selected, list targeted developments below:
- Employing new admission preferences at targeted developments
If selected, list targeted developments below:
- 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

(1) Eligibility

- a. What is the extent of screening conducted by the PHA?
- 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:
- 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?
- Criminal or drug-related activity
- Other: **Balance of money owed, termination for violation of family obligations and reasons for the termination, damages caused to a unit, involvement with fraud, bribery, or other corrupt or criminal acts, serious or repeated violation(s) of the signed lease agreement**

(2) Waiting List Organization

- a. With which of the following program waiting lists is the section 8 tenant-based assistance waiting list merged?
- None
- Federal public housing
- Federal moderate rehabilitation
- Federal project-based certificate program
- Other federal or local program:
- b. Where may interested persons apply for admission to section 8 tenant-based assistance?
- PHA main administrative office
- Other: **Admissions Office**

(3) Search Time

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

After review of the family's efforts to find a suitable dwelling and the problems encountered, if it is determined that there is reasonable possibility that the family may, with additional advice or assistance find a suitable unit, RHA may grant one extension, not to exceed a total of 30 days. Generally, an extension is granted due to circumstances beyond the family's control such as hospitalization or the fact that the unit is not quite ready for occupancy.

(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 to families at or below 30% of median area income?
- b. Preferences

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

2. Which of the following admission preferences does the PHA plan to employ in the coming year?

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 preferences:
 - ③ **High rent burden (rent is > 40 percent of income)**
 - ③ **Completion of transitional housing program obligations**
 - ③ **Involuntary displacement (within no more than six months from date of certification or verification) as a result of federal, state, local government or Housing Authority action related to code enforcement, public improvement, or purchase and/or disposition of dwelling units.**

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 point system), place the same number next to each. That means you can use "1" more than once, "2" more than once, etc.

3 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
- 2 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)
- 4 Households that contribute to meeting income requirements (targeting)
- Those previously enrolled in educational, training, or upward mobility programs
- 1 Victims of reprisals or hate crimes
- 1 Other preferences:
 - ③ **Non-subsidized; elderly/disabled/displaced families over single persons**
 - ③ **Households which are successfully meeting their goals in RHA's FSS or other upward mobility programs.**

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

- 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"

- Not applicable
- 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:

- 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 admissions to any special-purpose section 8 program administered by the PHA contained?

- The Section 8 Administrative Plan
- Briefing sessions and written materials
- Other

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

- Through published notices
- Other: **Newsletters**

4. PHA Rent Determination Policies

[24 CFR Part 903.7 9 (d)]

A. Public Housing

(1) Income Based Rent Policies

a. Use of discretionary policies:

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.

b. Minimum Rent

1. What amount best reflects the PHA's minimum rent?

\$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% of adjusted income

1. Yes No: N/A: 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: None

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:

e. Ceiling rents

1. Do you have ceiling rents? (rents set at a level lower than 30% of adjusted income)
 - Yes for all developments
 - Yes but only for some developments
 - No as of October 1, 2002. *All new move-ins and re-exams are utilizing flat rents instead of ceiling rents.*

2. For which kinds of developments are ceiling rents in place?
 - 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.
 - Market comparability study
 - Fair market rents (FMR)
 - 95th 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

f. Rent re-determinations:

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?
 - Never
 - At family option
 - Any time the family experiences an income increase
 - Any time a family experiences an income increase above a threshold amount or percentage: (if selected, specify threshold)_____
 - Other:

Tenants must report any change in income within 10 days of the change. If there has been a change in the source of income, increases take place only after a minimum 30-day notice has been given to them. They can request that a decrease become effective immediately. However, if there is a subsequent increase after a decrease, the tenant must report within 10 days and the rent will increase after the 30-day notice.

- 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?
- 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:

B. Section 8 Tenant-Based Assistance

(1) Payment Standards

- a. What is the PHA's payment 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?
- 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
- c. If the payment standard is higher than FMR, why has the PHA chosen this level?
- 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?
- Annually
 - Other: **At least annually, but normally more frequently**
- e. What factors will the PHA consider in its assessment of the adequacy of its payment standard?
- Success rates of assisted families
 - Rent burdens of assisted families
 - Other:

(2) Minimum Rent

a. What amount best reflects the PHA's minimum rent?

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

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

5. Operations and Management

[24 CFR Part 903.7 9 (e)]

High performing PHAs are not required to complete this component. RHA is a high performing PHA.

6. PHA Grievance Procedures

[24 CFR Part 903.7 9 (f)]

High performing PHAs are not required to complete this component. RHA is a high performing PHA.

7. Capital Improvement Needs

[24 CFR Part 903.7 9 (g)]

A. Capital Fund Activities

(1) Capital Fund Program Annual Statement

Select one:

The Capital Fund Program Annual Statement is provided as an attachment to the PHA Plan at Attachment **B**.

-or-

The Capital Fund Program Annual Statement is provided below:

(2) Optional 5-Year Action Plan

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 **C**.

-or-

The Capital Fund Program 5-Year Action Plan is provided below:

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

- Yes No: a) Has the PHA received a HOPE VI revitalization grant? (if no, skip to question c)
b) Status of HOPE VI revitalization grant
- Yes No: c) Does the PHA plan to apply for a HOPE VI Revitalization grant in the Plan year?
If yes, list development name/s below:
- Yes No: d) Will the PHA be engaging in any mixed-finance 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 [24 CFR Part 903.7 9 (h)]

1. Yes No: Does the PHA plan to conduct any demolition or disposition activities (pursuant to section 18 of the U.S. Housing Act of 1937 (42 U.S.C. 1437p)) in the plan Fiscal Year?

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

[24 CFR Part 903.7 9 (i)]

1. Yes No: Has the PHA designated or applied for approval to designate or does the PHA plan to apply to designate any public housing for occupancy only by the elderly families or only by families with disabilities, or by elderly families and families with disabilities or will apply for designation for occupancy by only elderly families or only families with disabilities, or by elderly families and families with disabilities as provided by section 7 of the U.S. Housing Act of 1937 (42 U.S.C. 1437e) in the upcoming fiscal year?

10. Conversion of Public Housing to Tenant-Based Assistance

[24 CFR Part 903.7 9 (j)]

A. Assessments of Reasonable Revitalization Pursuant to section 202 of the HUD FY 1996 HUD Appropriations Act

1. Yes No: Have any of the PHA's developments or portions of developments been identified by HUD or the PHA as covered under section 202 of the HUD FY 1996 HUD Appropriations Act? (If "No", skip to component 11.)

11. Homeownership Programs Administered by the PHA

[24 CFR Part 903.7 9 (k)]

A. Public Housing

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

High performing PHAs are not required to complete this component. RHA is a high performing PHA.

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 a streamlined submission due to high performer status. **High performing PHAs** may skip to component 12.)

High performing PHAs are not required to complete this component. RHA is a high performing PHA.

12. PHA Community Service and Self-sufficiency Programs

[24 CFR Part 903.7 9 (l)]

High performing PHAs are not required to complete this component. RHA is a high performing PHA.

13. PHA Safety and Crime Prevention Measures

[24 CFR Part 903.7 9 (m)]

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

- 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 areas 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:

2. What information or data did the PHA use to determine the need for PHA actions to improve safety of residents?

- 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 anticrime/anti drug programs
- Other:

3. Which developments are most affected?

- ③ **Mineral Manor**
- ③ **Stead Manor**
- ③ **Hawk View Apartments**
- ③ **Essex Manor**
- ③ **Myra Birch Manor**
- ③ **Silverada Manor**
- ③ **Tom Sawyer Village**
- ③ **John McGraw Court**

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

1. List the crime prevention activities the PHA has undertaken or plans to undertake:

- 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:
 - ③ *Partnerships with other agencies and organizations at no cost to RHA*
 - ③ *Funding for security cameras has been set aside in the Capital Fund 5 Year Plan. Cameras have already been installed at Stead Manor and Myra Birch Manor and will be installed at all other Public Housing complexes in 2003.*

2. Which developments are most affected?

- ③ **Mineral Manor**
- ③ **Stead Manor**
- ③ **Hawk View Apartments**
- ③ **Essex Manor**
- ③ **Myra Birch Manor**
- ③ **Silverada Manor**
- ③ **Tom Sawyer Village**
- ③ **John McGraw Court**

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:

- Police involvement in development, implementation, and/or ongoing evaluation of drug-elimination plan
- Police provide crime data to housing authority staff for analysis and action
- Police have established a physical presence on housing authority property (e.g., community policing office, officer in residence, Weeds and Seeds)
- 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:

2. Which developments are most affected?

- ③ **Mineral Manor**
- ③ **Stead Manor**
- ③ **Hawk View Apartments**
- ③ **Essex Manor**
- ③ **Myra Birch Manor**
- ③ **Silverada Manor**
- ③ **Tom Sawyer Village**
- ③ **John McGraw Court**

14. Pet Policy

[24 CFR Part 903.7 9 (n)]

See Attachment E.

15. Civil Rights Certifications

[24 CFR Part 903.7 9 (o)]

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

16. Fiscal Audit

[24 CFR Part 903.7 9 (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))?
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?
5. Yes No: N/A: Have responses to any unresolved findings been submitted to HUD?

17. PHA Asset Management

[24 CFR Part 903.7 9 (q)]

High performing PHAs are not required to complete this component. RHA is a high performing PHA.

18. Other Information

[24 CFR Part 903.7 9 (r)]

A. Resident Advisory Board Recommendations

1. Yes No: Did the PHA receive any comments on the PHA Plan from the Resident Advisory Board/s?
2. If yes, the comments are:
 - Attached at Attachment
 - Provided below:
 - a. Expressed their strong support for the homeownership plans for Horizon Hills and Friendship Lane.
 - b. Expressed their strong support for the use of Section 8 project based voucher assistance in the Friendship Lane area for (1) seven dwelling units for the elderly being developed by the Pilgrim Rest Missionary Baptist Church, and for (2) townhouse single family dwelling units that may be developed for low income families by the Reno Housing

Authority and Greater Harvest Church of God in Christ (may be S8 homeownership or project based voucher rental).

- c. Agreed to set aside some Capital Funding for use to partially cover Operating Fund shortfall in FY 2003 and FY 2004 if needed.
- d. Supported plans to expand Mineral Manor Community Room and to enclose open patio space at Silverada Manor Clubhouse.

Members of the Resident Advisory Board:

Elizabeth Benites, Lucy Benitez, Francisco Garcia, Melanie Groves, Margaret Henry, Bridgett Isiramen, Janet Jergens, Delores Keckler, Carol Kneese, Susy Majano, Patricia Morris, Mark Penner, Pauline Saske, Teresa Sprankle, Anna Sun, Shannon Williams

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:
 - Other: *The plan includes all recommendations made by the Resident Advisory Board.*

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?
- 2. Yes No: Was the resident who serves on the PHA Board elected by the residents?

Resident Commissioner: Doris Isaef; appointed by Mayor of Reno and ratified by Reno City Council; four-year term is October 2001 to October 2005

C. Statement of Consistency with the Consolidated Plan

- 1. Consolidated Plan jurisdiction: Reno, Sparks and Washoe County
- 2. The PHA has taken the following steps to ensure consistency of this PHA Plan with the Consolidated Plan for the jurisdiction:
 - 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.

Section 8 project-based assistance to serve currently under-served special needs and elderly populations in partnership with non-profit agencies, and first-time homebuyer opportunities (down payment assistance), modernization of public housing

Other:

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

Priorities in the 2000-2005 Plan identify street replacement at Mineral Manor, street lights near Essex Manor, and park improvements adjacent to Mineral Manor as public housing needs. The park improvements adjacent to Mineral Manor have already been completed. Matching funds for homeownership programs are available. The Plan encourages partnerships between public and private agencies to serve the currently under-served special needs populations with competitive funding possibilities.

D. Definition of "Substantial Deviation" and "Significant Amendment or Modification"

[24 CFR Part 903.7 9 (r)]

Substantial Deviation: Substantial deviation relates to changes in the annual plan, which causes substantial deviation from the five-year plan. RHA defines substantial deviation as: significant amendments or modifications to the annual plan which materially impact the goals and objectives of the five-year plan. This would include any change in the mission statement or a major revision or abandonment of one or more of the goals in the five-year plan. It would not include a delay in the implementation of any particular component caused by business needs or deviations based on emergencies or circumstances out of RHA's control.

Significant Amendment or Modification. After submitting the five-year plan or annual plan to HUD, RHA may amend or modify any policy, rule, regulation or other aspect of the plan. Each significant amendment or modification to a plan submitted to HUD is subject to the requirements of §§ 903.13, 903.15, and 903.17. If the amendment or modification is a significant amendment or modification, RHA:

1. May not adopt the amendment or modification until RHA has duly called a meeting of its Board of Commissioners and the meeting, at which the amendment or modification is adopted, is open to the public; and
2. May not implement the amendment or modification, until notification of the amendment or modification is provided to HUD and approved by HUD in accordance with HUD's plan review procedures, as provided in § 903.23.

The following items will be considered as significant amendments or modifications to the annual plan and, accordingly, will require the above process prior to adoption:

- Changes to rent or admissions policies or organization of the waiting list
- Additions of non-emergency work items (items not included in the current Annual Statement or Five-Year Action Plan) or change in use of replacement reserve funds under the Capital Fund
- Additions of new activities (as defined in the PHDEP Internet semi-annual report) not included in the current PHDEP Plan
- Any change with regard to proposed public housing demolition or disposition, designation, conversion activities, or ownership of public housing units.

Exceptions to these definitions will be made for any of the above that are adopted to reflect changes in HUD regulatory requirements or other mandated regulatory changes such as building codes, health codes, etc.; such changes will not be considered significant amendments by HUD.

E. Additional Certifications Necessary for the Receipt of Grant Funds

In order to receive federal funds under the Capital Fund and PHDEP grant programs, PHAs must complete and submit certain certifications in addition to the "PHA Certifications of Compliance with the PHA Plans and Related Regulations" (PHA Plan Certifications) and "State or Local Certification of Consistency with the Consolidated Plan." These include certifications with regard to a drug-free workplace and restrictions on lobbying. PHAs should submit signed, original copies of all applicable certifications and disclosure forms by mail to the local HUD office.

For receipt of Federal Fiscal Year (FFY) 2003 funds, PHAs must provide the following certifications:

- Form HUD-50070, Certification for a Drug-Free Workplace
- Form HUD-50071, Certification of Payments to Influence Federal Transactions
- Standard Form SF-LLL and SF-LLLa, Disclosure of Lobbying Activities (where applicable) **Not applicable**

Attachments

Attachment A Admissions Policy for Deconcentration

RHA's analysis of its family developments found no concentration of poverty that would indicate the need for measures to promote deconcentration of poverty or income mixing. Therefore no changes to Admissions Policies have been made.

Attachment B

FY 2003 Capital Fund Program Annual Statement Parts I, II, and II

Annual Statement

Capital Fund Program (CFP) Part I: Summary

Capital Fund Grant Number: **NV39-P001** FFY of Grant Approval: **10/2002**

Original Annual Statement

Line No.	Summary by Development Account	Total Estimated Cost
1	Total Non-CGP Funds	
2	1406 Operations	0
3	1408 Management Improvements	100,000
4	1410 Administration	100,000
5	1411 Audit	3,000
6	1415 Liquidated Damages	0
7	1430 Fees and Costs	75,000
8	1440 Site Acquisition	692,400
9	1450 Site Improvement	137,500
10	1460 Dwelling Structures	0
11	1465.1 Dwelling Equipment-Nonexpendable	39,778
12	1470 Nondwelling Structures	0
13	1475 Nondwelling Equipment	0
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	Amount of Annual Grant (Sum of lines 2-19)	1,237,678
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	11,000
24	Amount of line 20 Related to Energy Conservation Measures	777,900

FY 2003 Capital Fund Program (CFP) Annual Statement
Part II: Supporting Tables
Table A : Physical Improvements by Development

Development Number/Name	General Description	Development Account Number	Estimated Cost
NV39-P001-001 Mineral Manor	Refinish Cabinets	1460	20,000
	Ceiling Fans	1450	75,000
	Concrete Replacement	1460	0
	Mineral Manor Total		95,000
NV39-P001-002 Tom Sawyer Village	Appliance Replacement	1465.1	40,000
	Tom Sawyer Village Total		40,000
NV39-P001-003 Silverada Manor	Appliance Replacement	1465.1	30,000
	Interconnect AC Units	1460	90,000
	Exterior Paint	1460	50,000
	Silverada Manor Total		170,000
NV39-P001-006 Stead Manor	Appliance Replacement	1465.1	10,000
	Screen Door Closure	1460	3,500
	Ceiling Fans	1460	35,000
	Stead Manor Total		48,500
NV39-P001-007 Hawk View Apartments	Appliance Replacement	1465.1	17,500
	Roof Repairs	1460	7,500
	Screen Door Deadbolt Locks	1460	11,000
	Ceiling Fans	1460	0
	Hawk View Apartments Total		36,000
NV39-P001-009 Essex Manor	Replace Furnace Gas Valves	1460	15,900
	Appliance Replacement	1465.1	20,000
	Screen Door Closure	1460	6,000
	Ceiling Fans	1460	55,000
	Replace Closet Doors	1460	0
	Essex Manor Total		96,900
NV39-P001-010 Myra Birch Manor	Replace Windows & Trim	1460	320,000
	Screen Door Closure	1460	1,500
	Ceiling Fans	1460	30,000
	Appliance Replacement	1465.1	20,000
	Myra Birch Manor Total		371,500
NV39-P001-018 McGraw Court	Ceiling Fans	1460	12,000

	Exterior Paint	1460	35,000
	McGraw Court Total		47,000
	Physical Improvements Total		904,900

FY 2003 Capital Fund Program (CFP) Annual Statement

Part II: Supporting Tables

Table B: PHA Wide Activities and CFP Total Cost Estimates

Development Number/Name	General Description	Development Account #	Estimated Cost
NV39-P001 PHA Wide	FEES AND COSTS	1430	
	Inspection		30,000
	Architect		25,000
	Draftsman		20,000
	Outside A&E		15,000
	FEES & COSTS TOTAL		90,000
	ADMINISTRATION	1410	
	NON-TECHNICAL SALARIES		
	Contracting Officer		20,000
	Director of Finance		15,000
	Director of Development		30,000
	Development Clerk		15,000
	LEGAL EXPENSES		10,000
	TRAVEL		5,000
	SUNDRY		5,000
	ADMINISTRATION TOTAL		100,000
	MANAGEMENT IMPROVEMENTS	1408	
	Replace Office Furniture and Equipment		15,000
	Establishing Policies and Procedures		10,000
	Resident Initiatives Programs		25,000
	Temp. Assistance to Meet PHAS Goals		25,000
	Upgrade Computer Systems		10,000
	Expand Maintenance Training Program.		5,000
	Improve Parts Ordering and Stock Filling		5,000
	Improve Inspection Data Collection		5,000
	MANAGEMENT IMPROVEMENTS TOTAL		100,000
	NON-DWELLING EQUIPMENT	1475.1	
	Maintenance Equipment		19,778
	Computers / Telecommunications		20,000
	NON-DWELLING EQUIPMENT TOTAL		39,778
	OTHER COSTS	1411	
	Audit Costs		3,000
	OTHER COSTS TOTAL		3,000
	PHA-wide Costs Total		332,778
FY 2003 CFP Totals	Physical Improvement Costs		904,900
	PHA-wide Costs		332,778
	FY 2003 CFP Total Costs		1,237,678

Attachment B
FY 2003 Capital Fund Program (CFP)
Part III: Implementation Schedule

Development Number/Name, HA-Wide Activities	All Funds Obligated (Quarter Ending Date)	All Funds Expended (Quarter Ending Date)
NV39-P001-001, Mineral Manor	05/31/03	09/30/04
NV39-P001-002, Tom Sawyer Village	05/31/03	09/30/04
NV39-P001-003, Silverada Manor	05/31/03	09/30/04
NV39-P001-006, Stead Manor	05/31/03	09/30/04
NV39-P001-007, Hawk View Apartments	05/31/03	09/30/04
NV39-P001-009, Essex Manor	05/31/03	09/30/04
NV39-P001-010, Myra Birch Manor	05/31/03	09/30/04
NV39-P001-018, John McGraw Court	05/31/03	09/30/04
NV39-P001- PHA Wide, Management Improvements	05/31/03	09/30/04

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

HUD-52834

PART II: Supporting Pages
Physical Needs Work Statements
Capital Fund Program

HOUSING AUTHORITY OF THE CITY OF RENO

Reno, Washoe, Nevada

Original

Revision # _____

YEAR 1, FYF 2003			YEAR 2, FYF 2004			YEAR 3, FYF 2005			YEAR 4, FYF 2006			YEAR 5, FYF 2007		
Development Number/Name	Quan	Estimated Costs												
Major Work Category	%		Major Work Category	%		Major Work Category	%		Major Work Category	%		Major Work Category	%	
NV39-P001-001: MINERAL MANOR			NV39-P001-001: MINERAL MANOR			NV39-P001-001: MINERAL MANOR			NV39-P001-001: MINERAL MANOR			NV39-P001-001: MINERAL MANOR		
Clean Heating Ducts, Main O	100%	12,000	Concrete Replacement	10%	20,000	Change Thermostats	100%	10,000				Electrical Upgrades	100%	300,000
			Water Heater Replacement	70%	60,000	Bathroom Vanities	100%	28,800				Siding Replacement	100%	750,000
						Add Insulation	100%	230,400				Re-pave Andesite St.	100%	370,000
												Landscape Upgrades	100%	100,000
												Exterior Paint	100%	750,000
												Appliance Replacement	50%	57,500
												Exterior Door Replacement	100%	864,000
												Replace Windows	100%	350,000
												Ground Electrical Circuits	100%	150,000
												Clean Heating Ducts	100%	28,800
												Add Air-conditioning	100%	144,000
												Clean Dwelling Heating Ducts	100%	45,000
												Patio Electrical outlets	100%	15,000
												Security Improvements	100%	30,000
												Cable Outlets	100%	72,000
												Remodel Community Room	100%	50,000
NV39-P001-001: PROJECT TOTAL		12,000	NV39-P001-001: PROJECT TOTAL		80,000	NV39-P001-001: PROJECT TOTAL		269,200	NV39-P001-001: PROJECT TOTAL		0	NV39-P001-001: PROJECT TOTAL		4,076,300
NV39-P001-002: TOM SAWYER VILLAGE			NV39-P001-002: TOM SAWYER VILLAGE			NV39-P001-002: TOM SAWYER VILLAGE			NV39-P001-002: TOM SAWYER VILLAGE			NV39-P001-002: TOM SAWYER VILLAGE		
			Clean Heating Ducts	100%	25,000							Appliance Replacement	50%	40,000
			Roof Replacement	70%	210,000							Exterior Paint	30%	60,000
												Concrete Replacement	40%	200,000
												Add Air-conditioning	100%	400,000
												Electrical Upgrades	100%	200,000
												Parking Lot Repairs	20%	42,400
												Security Improvements	100%	30,000
												Cable Outlets	100%	50,000
NV39-P001-002: PROJECT TOTAL		0	NV39-P001-002: PROJECT TOTAL		235,000	NV39-P001-002: PROJECT TOTAL		0	NV39-P001-002: PROJECT TOTAL		0	NV39-P001-002: PROJECT TOTAL		1,022,400
NV39-P001-003: SILVERADA MANOR			NV39-P001-003: SILVERADA MANOR			NV39-P001-003: SILVERADA MANOR			NV39-P001-003: SILVERADA MANOR			NV39-P001-003: SILVERADA MANOR		
Rain Gutters/Downspouts	100%	30,000				Concrete Replacement	30%	65,000	Replace AC Coils	100%	75,000	Entry Door Replacement	100%	66,000
						Ceiling Fans	100%	50,000	Refurbish Carpets	100%	35,000	Interior Door Replacement	100%	186,000
									Replace AC Condensers	100%	200,000	Parking Lot Repairs	20%	30,000
												Lighting Improvements-Interior	100%	25,000
												Electrical System Upgrades	100%	225,000
												Soffit Support	100%	75,000
												Landscape Improvements	50%	150,000
												Sewer Line Replacement	100%	400,000
												Electrical Outlet on Porch	100%	15,000
												Re-pave Broadleaf	100%	250,000
												Appliance Replacement	40%	48,000
												Exterior Paint	31%	35,000
												Refurbish Storage Area	100%	50,000
												Remodel Clubhouse/Office	20%	75,000
												Security Improvements	100%	30,000
												Cable Outlets	100%	75,000
												Concrete Replacement	40%	280,000
NV39-P001-003: PROJECT TOTAL		30,000	NV39-P001-003: PROJECT TOTAL		0	NV39-P001-003: PROJECT TOTAL		115,000	NV39-P001-003: PROJECT TOTAL		310,000	NV39-P001-003: PROJECT TOTAL		2,015,000
NV39-P001-006: STEAD MANOR			NV39-P001-006: STEAD MANOR			NV39-P001-006: STEAD MANOR			NV39-P001-006: STEAD MANOR			NV39-P001-006: STEAD MANOR		
Flooring Repairs	55%	110,000				Concrete Replacement	15%	20,000	Clean Heating Ducts	100%	17,000	Brick Replacement	100%	125,000
									Water Heater Replacement	75%	30,000	Appliance Replacement	75%	40,500
												Replace Exterior Doors	75%	42,000
												Replace Furnaces	100%	136,000
												Sewer Line Replacement	25%	150,000
												Concrete Replacement	25%	137,500

							Kitchen Renovation	100%	256,000
							Playground Rehabilitation	67%	60,000
							Concrete Replacement	40%	50,000
							Add Air-conditioning	100%	270,000
							Irrigation Improvements	100%	35,000
							Security Improvements	100%	25,000
							Replace Stair handrails	100%	25,000
							Cable Outlets	100%	34,000
							Stairway Window Covering	100%	5,000
							Replace Patio Fences	100%	136,000
NV39-P001-006: PROJECT TOTAL	110,000	NV39-P001-006: PROJECT TOTAL	0	NV39-P001-006: PROJECT TOTAL	20,000	NV39-P001-006: PROJECT TOTAL	47,000	NV39-P001-006: PROJECT TOTAL	1,527,000

YEAR 1, FYF 2003			YEAR 2, FYF 2004			YEAR 3, FYF 2005			YEAR 4, FYF 2006			YEAR 5, FYF 2007		
Development Number/Name	Quan	Estimated Costs												
Major Work Category	%		Major Work Category	%		Major Work Category	%		Major Work Category	%		Major Work Category	%	
NV39-P001-007:HAWK VIEW APTS.			NV39-P001-007:HAWK VIEW APTS.			NV39-P001-007:HAWK VIEW APTS.			NV39-P001-007:HAWK VIEW APTS.			NV39-P001-007:HAWK VIEW APTS.		
Roof Replacement	100%	150,000	Ground Floor Ducts	100%	75,000	Water Heater Replacement	80%	48,000	Exterior Vent Replacement	100%	20,000	Retaining Wall Replacement	100%	200,000
Carpet Upstairs Units	100%	170,000	Concrete Replacement	5%	30,000	Sprinkler System Rehab	100%	40,000				Brick Veneer	100%	300,000
Add Additional Insulation	100%	30,000										Parking Lot Improvements	100%	450,000
												Landscape Improvements	100%	200,000
												Flooring Replacement	100%	400,000
												Sidewalk Replacement	100%	300,000
												Stair Landing Adjustments	100%	225,000
												Kitchen Renovation	100%	500,000
												Playground Rehabilitation	67%	60,000
												Laundry Room Rehabilitation	100%	35,000
												Add Air-conditioning	100%	400,000
												Furnace Replacement	100%	150,000
												Stove Anti-Tip	100%	5,000
												Appliance Replacement	40%	32,000
												Security Improvements	100%	30,000
												Cable Outlets	100%	50,000
NV39-P001-007: PROJECT TOTAL			NV39-P001-007: PROJECT TOTAL			NV39-P001-007: PROJECT TOTAL			NV39-P001-007: PROJECT TOTAL			NV39-P001-007: PROJECT TOTAL		
		350,000			105,000			88,000			20,000			3,337,000
NV39-P001-009: ESSEX MANOR			NV39-P001-009: ESSEX MANOR			NV39-P001-009: ESSEX MANOR			NV39-P001-009: ESSEX MANOR			NV39-P001-009: ESSEX MANOR		
			Replace Rain Gutters	100%	100,000	Appliance Replacement	20%	20,000	Furnace Replacement	100%	150,000	Floor Replacement	100%	300,000
									Clean Heating Ducts	100%	26,500	Concrete Replacement	60%	240,000
												Parking Lot Replacement	100%	475,000
												Water Heater Replacement	20%	15,000
												Bathroom Vanity Installation	100%	95,000
												Landscape Improvements	40%	60,000
												Playground Rehabilitation	67%	60,000
												Appliance Replacement	40%	34,000
												Add Air-conditioning	100%	400,000
												Security Improvements	100%	30,000
												Cable Outlets	100%	53,000
												Cupboards in Accessible Unit	100%	9,000
NV39-P001-009 PROJECT TOTAL			NV39-P001-009 PROJECT TOTAL			NV39-P001-009 PROJECT TOTAL			NV39-P001-009 PROJECT TOTAL			NV39-P001-009 PROJECT TOTAL		
		0			100,000			20,000			176,500			1,771,000
NV39-P001-010: MYRA BIRCH MANOR			NV39-P001-010: MYRA BIRCH MANOR			NV39-P001-010: MYRA BIRCH MANOR			NV39-P001-010: MYRA BIRCH MANOR			NV39-P001-010: MYRA BIRCH MANOR		
						Appliance Replacement	60%	30,000	Concrete Replacement	15%	25,000	Playground Rehabilitation	67%	40,000
						Concrete Replacement	20%	40,000				Water Heater Replacement	80%	25,000
												Roof Repairs	100%	100,000
												Install Water Press. Reg.	100%	20,000
												Add Air-conditioning	100%	225,000
												Appliance Replacement	50%	22,500
												Install Porch Lights	100%	4,000
												Security Improvements	100%	30,000
												Clean Heating Ducts	100%	14,000
												Cable Outlets	100%	28,000
NV001-010:PROJECT TOTAL			NV001-010:PROJECT TOTAL			NV001-010:PROJECT TOTAL			NV001-010:PROJECT TOTAL			NV001-010:PROJECT TOTAL		
		0			0			70,000			25,000			508,500
NV39-P001-018: McGRAW COURT			NV39-P001-018: McGRAW COURT			NV39-P001-018: McGRAW COURT			NV39-P001-018: McGRAW COURT			NV39-P001-018: McGRAW COURT		
						Concrete Replacement	20%	20,000				Security Improvements	100%	30,000
												Appliance Replacement	40%	11,200
												Cable Outlets	100%	17,000
NV39-P001-018: PROJECT TOTAL			NV39-P001-018: PROJECT TOTAL			NV39-P001-018: PROJECT TOTAL			NV39-P001-018: PROJECT TOTAL			NV39-P001-018: PROJECT TOTAL		
		0			0			20,000			0			58,200
TOTAL, PHYSICAL IMPROVEMENTS		502,000	TOTAL, PHYSICAL IMPROVEMENTS		520,000	TOTAL, PHYSICAL IMPROVEMENTS		602,200	TOTAL, PHYSICAL IMPROVEMENTS		578,500	TOTAL, PHYSICAL IMPROVEMENTS		14,315,400
ADMINISTRATION		100,000	ADMINISTRATION		100,000	ADMINISTRATION		97,000	ADMINISTRATION		100,000	ADMINISTRATION		200,000
MANAGEMENT IMPROVEMENT		115,000	MANAGEMENT IMPROVEMENT		110,000	MANAGEMENT IMPROVEMENT		110,000	MANAGEMENT IMPROVEMENT		120,000	MANAGEMENT IMPROVEMENT		200,000
A&E, PERMIT, INSPECTION		100,000	A&E, PERMIT, INSPECTION		90,000	A&E, PERMIT, INSPECTION		100,000	A&E, PERMIT, INSPECTION		100,000	A&E, PERMIT, INSPECTION		715,770

OPERATING	90,000	OPERATING	90,000	OPERATING	0	OPERATING	0	OPERATING	0
NON DWELLING EQUIPMENT	40,000	NON DWELLING EQUIPMENT	38,000	NON DWELLING EQUIPMENT	38,800	NON DWELLING EQUIPMENT	48,500	NON DWELLING EQUIPMENT	100,000
OTHER COSTS	3,000	OTHER COSTS	2,000	OTHER COSTS	2,000	OTHER COSTS	3,000	OTHER COSTS	3,000
GRAND TOTAL	950,000	GRAND TOTAL	950,000	GRAND TOTAL	950,000	GRAND TOTAL	950,000	GRAND TOTAL	15,534,170
Signature of Executive Director				Signature of Public Housing Director/Office of Native American Programs Administrator					
David C. Morton, Executive Director				Date		Date			

**ATTACHMENT D
ANNUAL STATEMENT**

PERFORMANCE AND EVALUATION REPORT

HUD-52837

HOUSING AUTHORITY OF THE CITY OF RENO

Page 1

Capital Fund
2003

Part II: Supporting Pages

June 17, 2002

Development No/ Name	General Description Proposed Work Item	Develop. Account Number	Total Estimated Cost			Total Actual Cost		Status of Proposed Work
			Original	Revised	Difference	Funds Obligated	Funds Expended	
NV39-P001-001 MINERAL MANOR	Clean Heating Ducts, Main Office 0 0	1460	12,000					
	PROJECT TOTAL		12,000	0	0	0		
NV39-P001-002 TOM SAWYER	0 0							
	PROJECT TOTAL		0	0	0	0		
NV39-P001-003 SILVERADA MANOR	Rain Gutters/Downspouts 0 0 0	1460	30,000					
	PROJECT TOTAL		30,000	0	0	0		
NV39-P001-006 STEAD MANOR	Flooring Repairs 0 0	1460	110,000					
	PROJECT TOTAL		110,000	0	0	0		
NV39-P001-007 HAWK VIEW APARTMENTS	Roof Replacement Carpet Upstairs Units Add Additional Insulation 0	1460 1460 1460	150,000 170,000 30,000 0					
	PROJECT TOTAL		350,000	0	0	0		
NV39-P001-009 ESSEX MANOR	0 0 0		0 0 0 0			0	0	
	PROJECT TOTAL		0	0	0	0	0	
NV39-P001-010 MYRA BIRCH MANOR	0 0 0		0			0	0	
	PROJECT TOTAL		0	0	0	0	0	
NV39-P001-018								

<i>McGRAW COURT</i>	0							
	0							
PROJECT TOTAL		0	0	0	0			
PHYSICAL IMPROVEMENTS TOTAL		502,000	0	0	0	0	0	

Development No/ Name	General Description Proposed Work Item	Develop. Account Number	Total Estimated Cost			Total Actual Cost		Status of Proposed Work
			Original	Revised	Difference	Funds Obligated	Funds Expended	
NV39-P001-PHA WIDE	FEES AND COSTS	1430						
	Inspection		30,000					
	Architect		0					
	Draftsman		20,000					
	Outside A&E		50,000					
	FEES & COSTS TOTAL		100,000					
NV39-P001-PHA WIDE	ADMINISTRATION	1410						
	NON-TECHNICAL SALARIES							
	Contracting Officer		20,000					
	Director of Finance		15,000					
	Director of Development		30,000					
	Development Clerk		15,000					
	LEGAL EXPENSES		10,000					
TRAVEL	5,000							
SUNDRY	5,000							
	ADMINISTRATION TOTAL		100,000					
	MANAGEMENT IMPROVEMENTS	1408						
	Replace Office Furniture and Equipment		15,000					
	Establishing Policies and Procedures		10,000					
	Resident Initiatives Programs		30,000					
	Temp. Assistance to Meet PHMAP Goals		35,000					
	Upgrade Computer Systems		10,000					
	Expand Maintenance Training Program.		5,000					
	Improve Parts Ordering and Stock Filling		5,000					
	Improve Inspection Data Collection		5,000					
	MANAGEMENT IMPROVEMENTS TOTAL		115,000					
NV39-P001-PHA WIDE	NON DWELLING EQUIPMENT	1475.1						
	Maintenance Equip.		20,000					
	Computers / Telecommunications		20,000					
	NON DWELLING EQUIPMENT TOTAL		40,000					
NV39-P001-PHA WIDE	OPERATING EXPENDATURES	1406						
	Operating		90,000					
	OPERATING EXPENDATURES TOTAL		90,000					
NV39-P001-PHA WIDE	OTHER COSTS	1411						
	Audit Costs		3,000					
	OTHER COSTS TOTAL		3,000					
TOTAL COSTS			950,000					
Signature of Executive Director		Signature of Public Housing Director/Office of Native American Programs Administrator						
David C. Morton, Executive Director		Date:						

4/8/2003

FY2003

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Attachment E

Section 8 Project-Based Voucher Program

The projected number of project-based units is at least 25, with a maximum of 50. These units will be located in the City of Reno, City of Sparks, or Washoe County in census tracts which have poverty rates of less than 20 percent.

Project-based voucher units were included in last year's 5-Year Plan and Annual Plan. They are also consistent with the City of Reno, City of Sparks, and Washoe County Consolidated Plan, serving currently under-served special populations in partnership with a local nonprofit agency. This provides a win-win-win situation for the local agency, their clients, and RHA: the nonprofit agency can leverage funding for affordable housing for its clients, the clients receive quality housing and services on-site, and RHA has an on-going partner helping meet the needs of its Section 8 voucher holders. This program will be carried out in conformity with the nondiscrimination requirements and affirmatively further fair housing as required by HUD regulations. Project-basing vouchers in non-poverty census tracts will assure the availability of units for these special populations for at least ten years, subject to the continued availability of funding from HUD.

Seven elderly dwelling units will also be developed in northeast Reno by the Pilgrim Rest Missionary Baptist Church using project based vouchers assistance. A partnership is also being developed with a second faith based organization in the Friendship Lane neighborhood to construct additional townhomes for low income families that may utilize project based vouchers.

Attachment F

PET POLICY

1. **Approval of Pet.** It is policy that all residents be allowed quiet enjoyment of the premises. No pet will be allowed which constitutes a nuisance or threat to any resident or which detracts from any resident's quiet enjoyment of their unit or the common areas of the complex. Therefore, residents must have prior written approval before bringing **any** pets onto the premises. Only approved resident pets will be allowed on the premises (guest's pets are prohibited). Approval for owning or keeping a common household pet in the dwelling unit will be determined without consideration of resident race, sex, age, national origin, religion or disability. Upon approval and registration of the pet, RHA will supply a pet sticker that must be placed in the front window nearest the main entrance of the unit for management and maintenance identification.
2. **Pet Agreement and Costs.** A Pet Agreement which constitutes an addendum to the Dwelling Lease must be signed by the resident and will be made part of the lease prior to bringing any pet onto the premises. The resident shall pay a refundable pet deposit of \$200 for each pet (except those normally in a cage or aquarium) when the pet agreement is signed. The resident shall also pay a non-refundable fee of \$10 per pet each month the pet is on the premises of the unit covered by the Dwelling Lease. This monthly fee covers reasonable operating costs and administrative fees relating to the presence of pets. Residents shall be liable for all damages caused by such pet and all cleaning, destruction of fleas, and deodorizing required because of such pet, and such costs will be deducted from the deposit. The unused portion of the deposit will be refunded after the resident moves out or no longer has a pet on the premises.
3. **Types and Number of Pets Allowed.** Only domesticated dogs, cats, birds, normally caged animals (such as a hamster, guinea pig, mouse, rat, or rabbit), and aquariums (50 gallons or less and sealed against leakage) are permitted. No unit can have more than two pets (an aquarium or normally caged animal counts as one). Dogs and cats must weigh under 20 pounds when full grown. Bird cages may be no larger than 4 feet high by 3 feet wide by 2 feet deep and must have a removable litter tray. Other animals including but not limited to ferrets, potbelly pigs, farm animals, birds of prey, and reptiles are not permitted. The following breeds of dogs are also excluded: pit bull, chow, akita, rottweiler, german shepherd, doberman pincer, and any mixed breed which has substantial characteristics of these breeds or has otherwise demonstrated aggressive behavior. The exclusion of any pet rests in the sound discretion of the Authority. Based on the physical layouts of each complex, the maximum number of dogs or cats by complex is: Essex Manor, one dog *or* not more than two cats; Hawk View Apartments, one or two cats; Mineral Manor, one dog, *or* not more than two cats; Myra Birch Manor, one or two cats; and Stead Manor, one or two cats. No substitutions are allowed; no pet offspring are allowed.
4. **Responsibilities of Pet Owner(s).** The pet policy outlines specific requirements and rules for clean-up, exercise areas, disturbances, neutering/spaying and other health requirements, feeding and general care. It also specifies that failure to comply will result in a pet waste removal charge of \$25 per incident, or removal of the pet, and/or possible eviction. Each Resident Council may, upon receipt of a request(s), designate one pet-free building, i.e., as a reasonable accommodation for persons with allergies.
5. **Applicability.** This policy does not apply to complexes built exclusively for occupancy by the elderly, handicapped or disabled, which are governed by a separate pet policy. Service animals that assist persons with disabilities are exempt from certain provisions of this policy which are inconsistent with state law, federal law or HUD regulations.

FY 2003 Annual Plan

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