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

County of Lake Illinois Housing Authority

PHA Plans

Annual Plan for Fiscal Year 2004
5 Year Plan for Fiscal Years 2004 - 2008

PHA Plan
Agency Identification

PHA Name: Lake County Housing Authority

PHA Number: IL-056

PHA Fiscal Year Beginning: (mm/yyyy) 10/2004

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

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, economic opportunity and a suitable living environment free from discrimination.

☒ The PHA's mission is: Lake County Housing Authority will promote adequate and affordable housing, economic opportunity and a suitable living environment free from discrimination.

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 targets such as: numbers of families served or PHAS scores achieved.) PHAs should identify these measures in the spaces 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:
- ☒ 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) 86
- ☒ Improve voucher management: (SEMAP score) 90
- ☒ Increase customer satisfaction: With all customers.

- ☒ 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: Housing counseling and project base vouchers.

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: Scattered Sites PHA Units
- ☒ Implement public housing security improvements: CFP
- ☐ 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 assistance recipients' 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)

Annual PHA Plan
PHA Fiscal Year 2000
[24 CFR Part 903.7]

i. Annual Plan Type:
Select which type of Annual Plan the PHA will submit.

☒ **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.

The Housing Authority serves the jurisdiction of Lake County, Illinois which has been identified as one of the most affluent counties in the United States and the second wealthiest the Chicago metropolitan region. Very few census tracts in the County fall within the definition of "high poverty". The area is one of high homeownership with rentals accounting for only 22% of the available units. The vacancy rate among these units is 4.7% Which is low by HUD standards. The jurisdiction lies within one of the metropolitan regions where the Department has authorized agencies to establish fair market rents at the 50th percentile.

The Authority manages 620 units of conventional public housing at 145 sites. It has 332 units for elderly residents at seven sites that include walk-up, mid-rise and high rise buildings. The remaining 286 units for families include a 125 townhome development, 133 scattered site single family homes and 28 units in multi-unit buildings at seven sites. In addition the Authority owns 6 scattered site single family homes separate from the public housing program. All new admissions to the program and annually all participants are given the choice between paying an income based rent or a flat rent based on FMRs.

The Authority is engaged in aggressive screening to determine desirability as a tenant and lease enforcement for drug related or violent criminal activity as well as the community service requirement. The agency's modernization efforts have received high marks from the Corps of Engineers and it administers a ROSS Service Coordinator initiative.

Lake County Housing Authority's Deconcentration Policy conforms to the Departments established income ranges and reviews average incomes by developments on a quarterly basis. Given the nature of the Authority's housing stock the goal of deconcentration has generally been met due to the type, size and location of its developments.

The Housing Authority provides housing assistance through the administration of 2,432 vouchers. It operates a number of special admissions programs including the Family Unification Program, Mainstream Program for persons with disabilities, Welfare to Work Program and has committed available assistance to the Lake County Continuum of Care effort. The payment standard is established at 110% of the increased FMR for the Chicago metropolitan area. In addition, the Authority has committed to project base up to 485 vouchers at existing developments or rehabilitated and newly constructed units. Lake County Housing Authority is also a member of the Chicago region wide

Metrolinks Program and contracts with a local fair housing agency to provide mobility counseling. Finally, the Authority is responsible for the ACC administration of 586 Section 8 apartments and townhomes and has created a non-profit corporation to serve as contract administrator for Section 8 units located throughout several northern Illinois counties.

The Authority maintains separate waiting lists for its Low Rent and Housing Choice Voucher Programs with approximately 4,000 families on each of its waiting lists. Both programs share common preferences that include preferences for residency in Lake County, victims of domestic violence, the elderly and the disabled.

iii. Annual Plan Table of Contents

[24 CFR Part 903.7 9 (r)]
Provide a table of contents for the Annual Plan, including attachments, and a list of supporting documents available for public inspection.

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Attachments

Indicate which attachments are provided by selecting all that apply. Provide the attachment's name (A, B, etc.) in the space to the left of the name of the attachment. Note: If the attachment is provided as a **SEPARATE** file submission from the PHA Plans file, provide the file name in parentheses in the space to the right of the title.

Required Attachments:

☒ Admissions Policy for Deconcentration
☒ FY 2004 Capital Fund Program Annual Statement

☐ Most recent board-approved operating budget (Required Attachment for PHAs that are troubled or at risk of being designated troubled ONLY)

Optional Attachments:
☐ PHA Management Organizational Chart
☒ FY 2004 Capital Fund Program 5 Year Action Plan
☐ Public Housing Drug Elimination Program (PHDEP) Plan
☒ Comments of Resident Advisory Board or Boards- ***Attachment IL056 m04***
☐ Other (List below, providing each attachment name)

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.

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	Annual Plan: Eligibility, Selection, and Admissions Policies

List of Supporting Documents Available for Review		
Applicable & On Display	**Supporting Document**	**Applicable Plan Component**
	Quality Housing and Work Responsibility Act Initial Guidance; Notice and any further HUD guidance) and 2. Documentation of the required deconcentration and income mixing analysis	
X	Public housing rent determination policies, including the methodology for setting public housing flat rents ☐ 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 ☐ check here if included in the public housing A & O Policy	Annual Plan: Rent Determination
X	Section 8 rent determination (payment standard) policies ☐ 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 ☐ check here if included in the public housing A & O Policy	Annual Plan: Grievance Procedures
X	Section 8 informal review and hearing procedures ☐ check here if included in Section 8 Administrative Plan	Annual Plan: Grievance Procedures
X	The HUD-approved Capital Fund/Comprehensive Grant Program Annual Statement (HUD 52837) for 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 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
	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
	Approved or submitted public housing homeownership programs/plans	Annual Plan: Homeownership
	Policies governing any Section 8 Homeownership program ☐ check here if included in the Section 8	Annual Plan: Homeownership

List of Supporting Documents Available for Review		
Applicable & On Display	**Supporting Document**	**Applicable Plan Component**
	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
X	Most recent self-sufficiency (ED/SS, TOP or ROSS or other resident services grant) grant program reports	Annual Plan: Community Service & Self-Sufficiency
	The most recent Public Housing Drug Elimination Program (PHEDEP) 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)

1. Statement of Housing Needs

[24 CFR Part 903.7 9 (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.

Housing Needs of Families in the Jurisdiction by Family Type							
Family Type	Overall	Afford-ability	Supply	Quality	Access-ibility	Size	Loca-tion
Income <= 30% of AMI	4,177	5	5	3	3	3	2
Income >30% but <=50% of AMI	1,990	4	5	3	3	3	2
Income >50% but <80% of AMI	894	4	5	2	3	2	2
Elderly	8,990	5	4	3	3	1	1
Families with Disabilities	NA	NA	5	NA	4	NA	NA
White Non-Hispanic	50,923	NA	5	NA	NA	NA	NA
Black Non-Hispanic	3,385	NA	5	NA	NA	NA	NA
Hispanic	2,900	NA	5	NA	NA	NA	NA

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
CHAS Table 1C- Lake County, IL 2002

☐ American Housing Survey data
Indicate year:

☐ Other housing market study
Indicate year:

☐ Other sources: (list and indicate year of information)

B1. Housing Needs 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 their option.

Housing Needs of Families on the Waiting List			
Waiting list type: (select one) ☐ Section 8 tenant-based assistance ☒ Public Housing ☐ Combined Section 8 and Public Housing ☐ 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	5,213		
Extremely low income <=30% AMI	4,525	86.80%	
Very low income (>30% but <=50% AMI)	598	11.47%	
Low income (>50% but <80% AMI)	76	1.76%	
Families with children	3,820	73.28%	
Elderly families	333	6.39%	
Families with Disabilities	1,138	21.83%	
Black	3,178	.61%	
Hispanic	490	.09%	
White	1,485	.28%	
Other	61	.01%	
Characteristics by Bedroom Size (Public Housing Only)			
1BR	1,555	29.83%	
2 BR	2,121	40.69%	
3 BR	1,207	23.15%	
4 BR	289	5.54%	
5 BR	35	.67%	

Housing Needs of Families on the Waiting List			
5+ BR	5	.10%	

Is the waiting list closed (select one)? ☒ No ☐ Yes
If yes:
How long has it been closed (# of months)?
Does the PHA expect to reopen the list in the PHA Plan year? ☐ No ☐ Yes
Does the PHA permit specific categories of families onto the waiting list, even if generally closed? ☐ No ☐ Yes

B2. Housing Needs 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 their option.

Housing Needs of Families on the Waiting List

Waiting list type: (select one)
☒ Section 8 tenant-based assistance
☐ Public Housing
☐ Combined Section 8 and Public Housing
☐ 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	6,400		
Extremely low income <=30% AMI	5,570	87%	
Very low income (>30% but <=50% AMI)	720	11.25%	
Low income (>50% but <80% AMI)	93	1.45%	
Families with children	4,349	67.95%	
Elderly families	843	13.17%	
Families with Disabilities	1,351	21.11%	
Black	3,600	.56%	
Hispanic	560	.09%	
White	2,166	.34%	
Other	73	.01%	

Housing Needs of Families on the Waiting List			
Characteristics by Bedroom Size (Public Housing Only)			
1BR	NONE	NONE	
2 BR	NONE	NONE	
3 BR	NONE	NONE	
4 BR	NONE	NONE	
5 BR	NONE	NONE	
5+ BR	NONE	NONE	

Is the waiting list closed (select one)? ☒ No ☐ Yes

If yes:

How long has it been closed (# of months)?

Does the PHA expect to reopen the list in the PHA Plan year? ☐ No ☐ Yes

Does the PHA permit specific categories of families onto the waiting list, even if generally closed? ☐ No ☐ Yes

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-up rates 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-up rates by marketing the program to owners, particularly those outside of areas of minority and poverty concentration

☒ 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
☐ 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
☐ 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 vouchers 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 vouchers targeted to families with disabilities, should they become available
☒ Affirmatively market to local non-profit agencies that assist families with disabilities
☒ Other: (list below) Award a preference to disabled persons.

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: Result of Board of Commissioner planning retreat.

2. Statement of Financial Resources

[24 CFR Part 903.7 9 (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 supportive services, Section 8 tenant-based assistance, Section 8 supportive services or other.

Financial Resources: Planned Sources and Uses		
Sources	**Planned $**	**Planned Uses**
1. **Federal Grants (FY 2004 grants)**		
a) Public Housing Operating Fund	$937,016	
b) Public Housing Capital Fund	$1,290,493	
c) HOPE VI Revitalization	-	
d) HOPE VI Demolition	-	
e) Annual Contributions for Section 8 Tenant-Based Assistance	$19,318,381	
f) Public Housing Drug Elimination Program (including any Technical Assistance funds)	-	
g) Resident Opportunity and Self-Sufficiency Grants	$18,540	
h) Community Development Block Grant	-	
i) HOME	-	
Other Federal Grants (list below)		
Housing Counseling	$19,967	$19,967
2. Prior Year Federal Grants (unobligated funds only) (list below)		
CFP 2002	$445,268	$445,268
CFP 2003	$1,278,283	$200,000
ROSS 2002	$27,000	$27,000
3. Public Housing Dwelling Rental Income	$1,532,606	$1,532,606
Summer Food	$12,000	$12,000

Financial Resources: Planned Sources and Uses		
Sources	**Planned $**	**Planned Uses**
4. Other income (list below)		
Wireless Lease	$32,280	$32,280
Investment Income	$28,140	$28,140
4. Non-federal sources (list below)		
Total resources	$24,939,974.00	

3. PHA Policies Governing Eligibility, Selection, and Admissions

[24 CFR Part 903.7 9 (c)]

A. Public Housing

Exemptions: PHAs 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: (state time)
☒ Other: When families reach top of the waiting list.

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: Credit History

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 (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 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?

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 transfers 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: As reasonable accommodation or in response to hate crime.

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
☐ 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) Elderly, disabled and persons in nursing homes who could be discharged except for their inability to afford housings.

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.

2 Date and Time

Former Federal preferences:
2 Involuntary Displacement (Disaster, Government Action, Action of Housing Owner, Inaccessibility, Property Disposition)
2 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
☐ 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) Elderly, disabled and persons in nursing homes who could be discharged except for their inability to afford housings.

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: Resident orientation video and Tenant Handbook

b. How often must residents notify the PHA of changes in family composition? (select all that apply)
☐ At an annual reexamination and lease renewal
☒ Any time 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) 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

Exemptions: PHAs 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)

(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
☐ Other

(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:

(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? (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) Elderly, disabled and persons in nursing homes who could be discharged except for their inability to afford housings.

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.

2 Date and Time

Former Federal preferences
2 Involuntary Displacement (Disaster, Government Action, Action of Housing Owner, Inaccessibility, Property Disposition)
2 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 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) Elderly, disabled and persons in nursing homes who could be discharged except for their inability to afford housings.

4. Among applicants on the waiting list with 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 admissions 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) Notification of non-profit organizations and municipalities.

4. PHA Rent Determination Policies

[24 CFR Part 903.7 9 (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)
☐ 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 (list below)

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? (select all that apply)
☐ 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 (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: Development operating costs and FMR.

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 below100% 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 903.7 9 (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:

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.)

Program Name	Units or Families Served at Year Beginning	Expected Turnover
Public Housing	597	85
Section 8 Vouchers	2,387	600
Section 8 Certificates	N/A	N/A
Section 8 Mod Rehab	N/A	N/A
Special Purpose Section 8 Certificates/Vouchers (list individually)	N/A	N/A
Public Housing Drug Elimination Program (PHDEP)	N/A	N/A
Other Federal Programs(list individually)		
Housing Counseling	110	110

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) Public Housing Maintenance and Management: (list below)

Admissions and Continued Occupancy Policy, Lease with Addenda and Riders, Rent Collection Policy, Economic Self Sufficiency and Community Service Policy, Deconcentration Policy, Pet Policy, Maintenance Charge Policy and Schedule of Charges, Grievance Procedures, Housekeeping Standards, Occupancy Policy, Maintenance Policy, Pest Eradication Policy, Preventive Maintenance Plan.

(2) Section 8 Management: (list below)

General Administration Plan, Leasing and Occupancy Policy

6. PHA Grievance Procedures

[24 CFR Part 903.7 9 (f)]

Exemptions from component 6: High performing PHAs are not required to complete component 6. Section 8-Only PHAs are exempt from sub-component 6A.

A. Public Housing

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

If yes, list additions to federal requirements below:

2. Which PHA office 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 24 CFR 982?

If yes, list additions to federal requirements below:

2. Which PHA office 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

[24 CFR Part 903.7 9 (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-52837.

Select one:

☒ The Capital Fund Program Annual Statement is provided as an attachment to the PHA Plan at Attachment (state name) IL056 a04

-or-

☐ The Capital Fund Program Annual Statement is provided below: (if selected, copy the CFP Annual Statement from the Table Library and insert here)

(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 nameIL056 b04

-or-

☐ The Capital Fund Program 5-Year Action Plan is provided below: (if selected, copy the CFP optional 5 Year Action Plan from the Table Library and insert here)

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

Applicability of sub-component 7B: All PHAs administering public housing. Identify any approved HOPE VI 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 HOPE VI 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 HOPE VI 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 Plan 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 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)]

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.)

Demolition/Disposition Activity Description
1a. Development name: 1b. Development (project) number:
2. Activity type: Demolition ☐ Disposition ☐
3. Application status (select one) Approved ☐ Submitted, pending approval ☐ Planned application ☐
4. Date application approved, submitted, or planned for submission: (DD/MM/YY)
5. Number of units affected: 6. Coverage of action (select one) ☐ Part of the development ☐ 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

[24 CFR Part 903.7 9 (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 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? (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.

Designation of Public Housing Activity Description
1a. Development name: 1b. Development (project) number:
2. Designation type: Occupancy by only the elderly ☐ Occupancy by families with disabilities ☐ Occupancy by only elderly families and families with disabilities ☐
3. Application status (select one) Approved; included in the PHA's Designation Plan ☐ Submitted, pending approval ☐ Planned application ☐
4. Date this designation approved, submitted, or planned for submission: (DD/MM/YY)
5. If approved, will this designation constitute a (select one) ☐ New Designation Plan ☐ Revision of a previously-approved Designation Plan?
6. Number of units affected: 7. Coverage of action (select one) ☐ Part of the development ☐ Total development

10. Conversion of Public Housing to Tenant-Based Assistance

[24 CFR Part 903.7 9 (j)]

Exemptions from Component 10; Section 8 only PHAs are not required to complete this section.

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; if "yes", complete one activity description for each identified development, unless eligible to complete a streamlined submission. PHAs completing streamlined submissions may skip to component 11.)

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 11. If "No", complete the Activity Description table below.

Conversion of Public Housing Activity Description
1a. Development name: 1b. Development (project) number:
2. What is the status of the required assessment? ☐ Assessment underway ☐ Assessment results submitted to HUD ☐ Assessment results approved by HUD (if marked, proceed to next question) ☐ Other (explain below)
3. ☐ Yes ☐ 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) ☐ Conversion Plan in development ☐ Conversion Plan submitted to HUD on: (DD/MM/YYYY) ☐ Conversion Plan approved by HUD on: (DD/MM/YYYY) ☐ 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) ☐ Units addressed in a pending or approved demolition application (date submitted or approved: ☐ Units addressed in a pending or approved HOPE VI demolition application (date submitted or approved:) ☐ Units addressed in a pending or approved HOPE VI Revitalization Plan (date submitted or approved:) ☐ Requirements no longer applicable: vacancy rates are less than 10 percent ☐ Requirements no longer applicable: site now has less than 300 units ☐ 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

[24 CFR Part 903.7 9 (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 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.)

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.)

Public Housing Homeownership Activity Description (Complete one for each development affected)
1a. Development name: 1b. Development (project) number:
2. Federal Program authority: ☐ HOPE I ☐ 5(h) ☐ Turnkey III ☐ Section 32 of the USHA of 1937 (effective 10/1/99)
3. Application status: (select one) ☐ Approved; included in the PHA's Homeownership Plan/Program ☐ Submitted, pending approval ☐ Planned application
4. Date Homeownership Plan/Program approved, submitted, or planned for submission: (DD/MM/YYYY)
5. Number of units affected: 6. Coverage of action: (select one) ☐ Part of the development ☐ 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 a 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 903.7 9 (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 has 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 signed? 02/22/2002

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 programs to 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 homeownership option participation
- ☐ Preference/eligibility for section 8 homeownership option participation
- ☐ Other policies (list below)

b. Economic and Social self-sufficiency programs

☒ Yes ☐ No: Does the PHA coordinate, promote or provide any programs to 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 list/random selection/specific criteria/other)	Access (development office / PHA main office / other provider name)	Eligibility (public housing or section 8 participants or both)
Elderly Service Coordinator	198	Elderly Residents	Developments	Public Housing

(2) Family Self Sufficiency program/s

a. Participation Description

Family Self Sufficiency (FSS) Participation		
Program	Required Number of Participants (start of FY 2000 Estimate)	Actual Number of Participants (As of: DD/MM/YY)
Public Housing		
Section 8	242	37

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 plans 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

13. PHA Safety and Crime Prevention Measures

[24 CFR Part 903.7 9 (m)]

Exemptions from Component 13: High performing and small PHAs not participating in PHDEP and Section 8 Only PHAs 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 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 (describe below)

2. What information or data did the PHA used 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 anticrime/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 plans to undertake in the next PHA fiscal year

1. List the crime prevention activities the PHA has undertaken or plans 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)

2. Which developments are most affected? (list below)
IL06-PO56-OO1 Marion Jones

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 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)
☐ 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)

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

IL06-PO56-OO1 Marion Jones

D. Additional information as required by PHDEP/PHDEP Plan

PHAs eligible for FY 2000 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 FY 2004 in this PHA Plan?
☐ Yes ☒ No: This PHDEP Plan is an Attachment. (Attachment Filename: ___)

14. RESERVED FOR PET POLICY

[24 CFR Part 903.7 9 (n)]

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))?
(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

[24 CFR Part 903.7 9 (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

[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: (if comments were received, the PHA **MUST** select one)

☐ Attached at Attachment (File name)
☐ Provided below:

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)

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 the 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

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: **Lake County Illinois**

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)

D. Other Information Required by HUD

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

Attachments

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

Attachment IL056 a04

CAPITAL FUND PROGRAM 2004

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

PHA Name: LAKE COUNTY HOUSING AUTHORITY	Grant Type and Number Capital Fund Program Grant No: IL06P056-501-04 Replacement Housing Factor Grant No:	Federal FY of Grant: 2004

☒ **Original Annual Statement** ☐ **Reserve for Disasters/ Emergencies** ☐ **Revised Annual Statement (revision no:)**
☐ **Performance and Evaluation Report for Period Ending:** ☐ **Final Performance and Evaluation Report**

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations	$50,000			
3	1408 Management Improvements	$175,000			
4	1410 Administration	$101,085			
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	$50,000			
8	1440 Site Acquisition				
9	1450 Site Improvement	$95,000			
10	1460 Dwelling Structures	$535,508			
11	1465.1 Dwelling Equipment—Nonexpendable				
12	1470 Non-dwelling Structures				

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

PHA Name: LAKE COUNTY HOUSING AUTHORITY	Grant Type and Number Capital Fund Program Grant No: IL06P056-501-04 Replacement Housing Factor Grant No:	Federal FY of Grant: 2004

☒ **Original Annual Statement** ☐ **Reserve for Disasters/ Emergencies** ☐ **Revised Annual Statement (revision no:)**
☐ **Performance and Evaluation Report for Period Ending:** ☐ **Final Performance and Evaluation Report**

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
13	1475 Non-dwelling Equipment	$48,000			
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs				
18	1499 Development Activities				
19	1501 Collaterization or Debt Service				
20	1502 Contingency	$21,450			
21	Amount of Annual Grant: (sum of lines 2 – 20)	$1,076,043			
22	Amount of line 21 Related to LBP Activities				
23	Amount of line 21 Related to Section 504 compliance				
24	Amount of line 21 Related to Security – Soft Costs	$100,000			
25	Amount of Line 21 Related to Security – Hard Costs				
26	Amount of line 21 Related to Energy Conservation Measures				

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

PHA Name: LAKE COUNTY HOUSING AUTHORITY		**Grant Type and Number** Capital Fund Program Grant No: IL06P056-501-04 Replacement Housing Factor Grant No:				**Federal FY of Grant:** 2004		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original		Funds Obligated	Funds Expended	
IL06P056-001 Marion Jones	Gutters, Fascia and Downspouts	1460	125	$80,000				
IL06P056002 Shiloh Towers	Renovate Common Areas	1460	60	$62,596				
	Replace Furniture	1475	1	$5,000				
IL06P056004 Beach Haven	Replace Furniture	1475	1	$5,000				
	Renovate Common Areas	1460	98	$42,595				
IL06P056007	Replace Air Exchanger	1460	3	$15,000				
IL06P056008	Replace Window Treatment	1460	3	$6,000				
	Renovate Common Areas	1460	3	$100,000				
	Replace Furniture	1460	3	$15,000				
PHA WIDE								
	Replace Driveways/Parking Lots	1450	30	$85,000				
	Cyclical Painting	1460	150	$39,317				
	Fence Replacement /Repairs	1450	50	$10,000				

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

PHA Name: LAKE COUNTY HOUSING AUTHORITY		**Grant Type and Number** Capital Fund Program Grant No: IL06P056-501-04 Replacement Housing Factor Grant No:				**Federal FY of Grant:** 2004		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original		Funds Obligated	Funds Expended	
	Complete Rehab/Vacant Unit Turnaround Reduction	1460	620	$100,000				
	Door Lock and Hardware Replacement	1460	620	$75,000				
	Defibrillators	1475	9	$15,000				
	Maintenance Truck	1475	1	$23,000				
Operations	Operations	1406		$50,000				
Management Improvements	Resident Safety & Security	1408		$100,000				
	Resident Initiatives	1408		$45,000				
	Computer Upgrade	1408		$30,000				
Administration	Salary Allocation	1410		$69,000				
	EBC	1410		$32,085				
Planning Fees and Costs	Sundry	1430		$5,000				
	A&E	1430		$40,000				

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

PHA Name: LAKE COUNTY HOUSING AUTHORITY		**Grant Type and Number** Capital Fund Program Grant No: IL06P056-501-04 Replacement Housing Factor Grant No:				**Federal FY of Grant:** 2004		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original		Funds Obligated	Funds Expended	
Planning Fees and Costs	Consultants	1430		$5,000				
	Contingency	1502		$21,450				

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

PHA Name: LAKE COUNTY HOUSING AUTHORITY	**Grant Type and Number** Capital Fund Program No: IL06P056-501-04 Replacement Housing Factor No:	**Federal FY of Grant:** 2004

Development Number Name/HA-Wide Activities	All Fund Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates
	Original	Revised	Actual	Original	Revised	Actual	
IL06P056-001 Marion Jones	9/2005			9/2006			
IL06P056002 Shiloh Towers	9/2005			9/2006			
IL06P056004 Beach Haven	9/2005			9/2006			
IL06P056007	9/2005			9/2006			
IL06P056008	9/2005			9/2006			
IL06P056016 N. Violet Dr	9/2005			9/2006			
PHA WIDE	9/2005			9/2006			

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

PHA Name: LAKE COUNTY HOUSING AUTHORITY	**Grant Type and Number** Capital Fund Program No: IL06P056-501-04 Replacement Housing Factor No:	**Federal FY of Grant:** 2004

Development Number Name/HA-Wide Activities	All Fund Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates
	Original	Revised	Actual	Original	Revised	Actual	

Attachment IL056 b04

Capital Fund Program Five-Year Action Plan 2005-2008

Part I: Summary

PHA Name: Housing Authority of the County of Lake, IL				X Original 5-Year Plan ☐ Revision No:	
Development Number/Name /HA-Wide	**Year 1**	**Work Statement for Year 2 FFY Grant: 2005 PHA FY: 2005**	**Work Statement for Year 3 FFY Grant: 2006 PHA FY: 2006**	**Work Statement for Year 4 FFY Grant: 2007 PHA FY: 2007**	**Work Statement for Year 5 FFY Grant: 2008 PHA FY: 2008**
001 Marion Jones	Annual Statement	$100,000	$190,000	$230,000	$118,352
002 Shiloh Tower		$100,000	$120,000	$75,000	$0
004 Beach Haven		$75,000	$130,000	$0	$0
007 Scattered Site		$0	$0	$0	$0
008 Elderly Bldgs.		$100,000	$20,000	$0	$0
008 Office		$0	$0	$35,552	$0
011 Elderly Bldgs.		$100,000	$20,000	$0	$0
013 Warren Manor		$0	$60,000	$0	$0

Various Scattered		$50,000	$0	$0	$422,500
Site Developments					
PHA Wide		$485,852	$470,852	$670,000	470,000
CFP Funds Listed for 5-year planning		$1,010,852	$1,01,0,852	$1,010,852	
Replacement Housing					
Factor Funds					

Capital Fund Program Five-Year Action Plan 2005-2008

Part II: Supporting Pages—Work Activities

Activities for Year 1	Activities for Year : 2 FFY Grant: 2005 PHA FY: 2005			Activities for Year: 3 FFY Grant: 2006 PHA FY: 2006		
	Development Name/Number	**Major Work Categories**	**Estimated Cost**	**Development Name/Number**	**Major Work Categories**	**Estimated Cost**
See	001 Marion Jones	Security	$100,000	001 Marion Jones	Appliances	$90,000
Annual		Roof Systems	$100,000		Security	$100,000
Statement	004 Beach Haven	Fire Suppression system	$75,000	002 Shiloh Tower	Windows and Screens	$70,000
	008 Elderly Bldg.	Replace Sidings	$100,000		Closet Doors	$50,000
	011 Elderly Buildings	Replace Sidings	$100,000	004 Beach Haven	Windows and Screens	$80,000
	Scattered Site Develops.	Storm/Screen Doors	$50,000		Closet Doors	$50,000
	PHA Wide	Rehabilitations/ VUT	$160,852	008 Hawley Manor	Build Gazebo	$20,000
		Administration	$100,000	011 Hawley Manor	Build Gazebo	$20,000
		Operations	$50,000	013 Warren Manors	Replace Sidings	$60,000
		Fees and Costs	$155,000	PHA Wide	Administrations	$100,000
		Computer Upgrade	$20,000		Operations	$50,000
					Fees and Costs	$30,000
					Maintenance Vehicle	$42,852
					Rehabilitation/VUT	$80,000

					Cyclical Painting	$78,000
					Computer Upgrade	$20,000
					Project Base Accounting Conversion	$70,000
Total CFP Estimated Cost			$1,010,852			$1,010,852

Capital Fund Program Five-Year Action Plan

Part II: Supporting Pages—Work Activities

Activities for Year : 4 FFY Grant: 2007 PHA FY: 2007			Activities for Year: 5 FFY Grant: 2008 PHA FY: 2008		
Development Name/Number	**Major Work Categories**	**Estimated Cost**	**Development Name/Number**	**Major Work Categories**	**Estimated Cost**
001 Marion Jones	Closet Doors	$70,000	001 Marion Jones	Security	$100,000
	Security	$100,000		Storm /Screen Doors	$18,352
	Storm /Screen Doors	$60,000	All Scattered Site Units	Bathroom Replacement	$422,500
002 Shiloh Tower	Fire Suppression System	$75,000	PHA Wide	Administrations	$100,000
008 Office Building	Furniture Replacement	$35,852		Operations	$50,000
PHA Wide	Administrations	$100,000		Fees and Costs	$100,000
	Operations	$50,000		Rehabilitation/VUT	$200,000

	Fees and Costs	$100,000		Computer Upgrade	$20,000
	Rehabilitation/VUT	$120,000			
	Maintenance Building	$280,000			
	Computer Upgrade	$20,000			
Total CFP Estimated Cost		$1,010,852			$ 1,010,852

Attachment IL056 c04

CAPITAL FUND PROGRAM (SETASIDE) GRANT AWARD

Annual Statement/Performance and Evaluation Report **Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part 1: Summary**		
PHA Name: Lake County Housing Authority	**Grant Type and Number** Capital Fund Program Grant No: IL06P05650203 Replacement Housing Factor Grant No:	**Federal FY of Grant: 2003**
☒**Original Annual Statement** ☐**Reserve for Disasters/ Emergencies** ☐**Revised Annual Statement (revision no:)** ☐**Performance and Evaluation Report for Period Ending:** ☐**Final Performance and Evaluation Report**		

Line No.	**Summary by Development Account**	**Total Estimated Cost**		**Total Actual Cost**	
		Original	**Revised**	**Obligated**	**Expended**
1	Total non-CFP Funds				
2	1406 Operations				
3	1408 Management Improvements Soft Costs				
	Management Improvements Hard Costs				
4	1410 Administration				
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs				
8	1440 Site Acquisition				
9	1450 Site Improvement				
10	1460 Dwelling Structures	$214,450			
11	1465.1 Dwelling Equipment—Nonexpendable				

Annual Statement/Performance and Evaluation Report
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part 1: Summary

PHA Name: Lake County Housing Authority	Grant Type and Number Capital Fund Program Grant No: IL06P05650203 Replacement Housing Factor Grant No:	Federal FY of Grant: 2003

☒ **Original Annual Statement** ☐ **Reserve for Disasters/ Emergencies** ☐ **Revised Annual Statement (revision no:)**
☐ **Performance and Evaluation Report for Period Ending:** ☐ **Final Performance and Evaluation Report**

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
12	1470 Nondwelling Structures				
13	1475 Nondwelling Equipment				
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs				
18	1499 Development Activities				
19	1502 Contingency				
	Amount of Annual Grant: (sum of lines…..)	$214,450			
	Amount of line XX Related to LBP Activities	$0			
	Amount of line XX Related to Section 504 compliance	$0			
	Amount of line XX Related to Security –Soft Costs	$0			
	Amount of Line XX related to Security-- Hard Costs	$0			
	Amount of line XX Related to Energy Conservation Measures	$0			
	Collateralization Expenses or Debt Service	$0			

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

PHA Name: **Lake County Housing Authority**	**Grant Type and Number** Capital Fund Program Grant No: IL06P05650203 Replacement Housing Factor Grant No:	**Federal FY of Grant:** 2003

Development Number Name/HA-Wide Activities	General Description of Major Work Categories		Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
IL-056-001	Bathroom Replacement-Part 2		1460	58	$163,050				
IL-056-008	Replace Air Exchangers Units		1460	2	$51,400				

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

PHA Name: **Lake County Housing Authority**		**Grant Type and Number** Capital Fund Program Grant No: IL06P05650203 Replacement Housing Factor Grant No:					**Federal FY of Grant:** 2003		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories		Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work

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

PHA Name: **Lake County Housing Authority**	**Grant Type and Number** Capital Fund Program No: IL06P05650203 Replacement Housing Factor No:	**Federal FY of Grant:** 2003

Development Number Name/HA-Wide Activities	All Fund Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates
	Original	Revised	Actual	Original	Revised	Actual	
IL-056-001	11/01/2004			11/01/2005			
IL-056-008	11/01/2004			11/01/2005			

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

PHA Name: **Lake County Housing Authority**	**Grant Type and Number** Capital Fund Program No: IL06P05650203 Replacement Housing Factor No:	**Federal FY of Grant:** 2003

Development Number Name/HA-Wide Activities	All Fund Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates
	Original	Revised	Actual	Original	Revised	Actual	

Attachment IL056 d04

Performance and Evaluation Report for Period Ending: 12/31/03

Annual Statement/Performance and Evaluation Report

Part I: Summary

Capital Fund Program (CFP)

U.S. Department of Housing and Urban Development

Office of Public and Indian Housing

OMB approval No. 2577-0157 (E

HA Name	Comp Grant Number	FFY of Grant Approva
Lake County Housing Authority	**IL06P056-501-01**	**2001**

___Original Annual Statement ___Reserve for Disasters/Emergencies ___Revised Annual Statement/Re Number ___

__ Final Performance & Evaluation Report ___ Performance & Evaluation Report for Program Year Ending 03/31/04

Line #	Summary by Development Accounts	Total Estimated Cost Original	Total Estimated Cost Revised (1)	Total Actual Cost (2) Obligated	Total Actual Cost (2) Expended
1	Total Non-CGP Funds				
2	1406 Operations (May not exceed 20% of line 19)	$ 167,000.00	$ 167,000.00	$ 167,000.00	$ 167,00
3	1408 Management Improvements	$ 130,000.00	$ 105,451.18	$ 105,451.18	$ 83,53
4	1410 Administration	$ 133,950.00	$ 133,950.00	$ 133,950.00	$ 133,95
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees & Cost	$ 132,167.00	$ 68,247.92	$ 68,247.92	$ 49,45
8	1440 Site Acquisition				
9	1450 Site Improvement	$ 119,606.00	$ 57,748.00	$ 57,748.00	$ 56,79
10	1460 Dwelling Structures	$ 449,643.56	$ 619,382.40	$ 619,382.40	$ 580,09

11	1465.1 Dwelling Equipment-Nonexpendable				
12	1470 Nondwelling Structures	$ 115,174.50	$ 95,779.54	$ 95,779.54	$ 88,49
13	1475 Nondwelling Equipment	$ 122,430.96	$ 122,430.96	$ 122,430.96	$ 122,43
14	1485 Demolition				
15	1490 Replacement Reserves				
16	1495.1 Relocation Costs				
17	1498 Mod Used for Development				
18	1502 Contingency (may not exceed 8% of line 19)	$ 17.98	$ -	$ -	$
19	**Amount of Annual Grant (Sum of lines 2-18)**	$ 1,369,990.00	$ 1,369,990.00	$ 1,369,990.00	$ 1,281,76
20	Amount of Line 19 related to LBP Activities				
21	Amount of Line 19 related to Section 504 Compliance				
22	Amount of Line 19 related to Security				
23	Amount of Line 19 related to Energy Conservation Measures				

(1) To be completed for the Performance & Evaluation Report or a Revised Annual Statement (2) To be completed for the Performance & Evaluation Report

Signature of Executive Director and Date	Signature of Public Housing Director/Office of Native American Programs Administrator and Da
X	**X**

form HUD-52

ref Hand

Attachment IL056 e04

Performance and Evaluation Report for Period Ending: 12/31/03

Annual Statement/Performance and Evaluation Report

Part I: Summary

Capital Fund Program (CFP)

U.S. Department of Housing and Urban Development

Office of Public and Indian Housing

OMB approval No. 2577-0157 (E

HA Name	Comp Grant Number	FFY of Grant Approva
Lake County Housing Authority	**IL06P056-501-02**	**2002**

___Original Annual Statement ___Reserve for Disasters/Emergencies ___Revised Annual Statement/Re

Number ___

__ Final Performance & Evaluation Report ___ Performance & Evaluation Report for Program Year Ending 03/31/04

Line #	Summary by Development Accounts	Total Estimated Cost Original	Total Estimated Cost Revised (1)	Total Actual Cost (2) Obligated	Total Actual Cost (2) Expended
1	Total Non-CGP Funds				
2	1406 Operations (May not exceed 20% of line 19)	$ 100,000.00	$ -	$ -	$
3	1408 Management Improvements	$ 160,000.00	$ 175,000.00	$ 54,544.00	$ 53,0
4	1410 Administration	$ 101,085.00	$ 101,085.00	$ 48,378.12	$ 48,4
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees & Cost	$ 107,167.00	$ 71,456.02	$ 7,265.80	$ 6,8
8	1440 Site Acquisition				
9	1450 Site Improvement	$ 30,000.00	$ 26,967.70	$ 12,100.00	$ 8,6
10	1460 Dwelling Structures	$ 219,650.00	$ 603,411.28	$ 443,451.28	$ 96,8

11	1465.1 Dwelling Equipment-Nonexpendable	$ 24,500.00	$ 17,920.00	$ -	$
12	1470 Nondwelling Structures	$ 200,000.00	$ -	$ -	$
13	1475 Nondwelling Equipment	$ 47,000.00	$ 15,012.00	$ 14,469.17	$ 14,4
14	1485 Demolition				
15	1490 Replacement Reserves				
16	1495.1 Relocation Costs				
17	1498 Mod Used for Development				
18	1502 Contingency (may not exceed 8% of line 19)	$ 21,450.00	$ -	$ -	$
19	**Amount of Annual Grant (Sum of lines 2-18)**	$ 1,010,852.00	$ 1,010,852.00	$ 580,208.37	$ 228,2
20	Amount of Line 19 related to LBP Activities				
21	Amount of Line 19 related to Section 504 Compliance				
22	Amount of Line 19 related to Security				
23	Amount of Line 19 related to Energy Conservation Measures				

(1) To be completed for the Performance & Evaluation Report or a Revised Annual Statement (2) To be completed for the Performance & Evaluation Report

Signature of Executive Director and Date	Signature of Public Housing Director/Office of Native American Programs Administrator and Da
X	**X**

form HUD-52

ref Hand

Attachment IL056 f04

Performance and Evaluation Report for Period Ending: 12/31/03

Annual Statement/Performance and Evaluation Report

Part I: Summary

Capital Fund Program (CFP)

U.S. Department of Housing and Urban Development

Office of Public and Indian Housing

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

HA Name	Comp Grant Number	FFY of Grant Approval
Lake County Housing Authority	**IL06P056-501-03**	**2003**

___Original Annual Statement ___Reserve for Disasters/Emergencies ___Revised Annual Statement/Revision Number ___

__ Final Performance & Evaluation Report ___ Performance & Evaluation Report for Program Year Ending 03/31/04

Line #	Summary by Development Accounts	Total Estimated Cost Original	Total Estimated Cost Revised (1)	Total Actual Cost (2) Obligated	Total Actual Cost (2) Expended
1	Total Non-CGP Funds				
2	1406 Operations (May not exceed 20% of line 19)	$ 50,000.00	$ 50,000.00	$ -	$ -
3	1408 Management Improvements	$ 175,000.00	$ 175,000.00	$ -	$ -
4	1410 Administration	$ 101,085.00	$ 101,085.00	$ -	$ -
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees & Cost	$ 98,000.00	$ 98,000.00	$ -	$ -
8	1440 Site Acquisition				
9	1450 Site Improvement	$ 40,000.00	$ 40,000.00	$ -	$ -
10	1460 Dwelling Structures	$ 565,508.00	$ 565,508.00	$ 12,210.00	$ -
11	1465.1 Dwelling Equipment-Nonexpendable	$ 5,000.00	$ 5,000.00	$ -	$ -
12	1470 Nondwelling Structures	$ -	$ -	$ -	$ -
13	1475 Nondwelling Equipment	$ 20,000.00	$ 20,000.00	$ -	$ -

14	1485 Demolition				
15	1490 Replacement Reserves				
16	1495.1 Relocation Costs				
17	1498 Mod Used for Development				
18	1502 Contingency (may not exceed 8% of line 19)	$ 21,450.00	$ 21,450.00	$ -	$ -
19	**Amount of Annual Grant (Sum of lines 2-18)**	$ 1,076,043.00	$ 1,076,043.00	$ 12,210.00	$ -
20	Amount of Line 19 related to LBP Activities				
21	Amount of Line 19 related to Section 504 Compliance				
22	Amount of Line 19 related to Security				
23	Amount of Line 19 related to Energy Conservation Measures				

(1) To be completed for the Performance & Evaluation Report or a Revised Annual Statement (2) To be completed for the Performance & Evaluation Report

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

form HUD-52837 (10/96

ref Handbook 7485.

ATTACHMENT IL056 g04

DECONCENTRATION POLICY

It is the policy of the Lake County Housing Authority to promote economic integration within its general occupancy developments (family housing) all of which exist as scattered site housing or are defined by the Department of Housing and Urban Development as "small developments". In general, because of the nature of the Authority's housing stock, developments with average incomes outside of the established income range may be regarded as having met the goals of deconcentration by virtue of their size, location and/or configuration. However, in order to evaluate the status of its developments the Authority will regularly collect and analyze income data.

Based on income data collected each month, the Authority shall determine annually the average income of all families residing in its general occupancy developments. Family housing developed in conjunction with elderly housing projects will be considered separate general occupancy developments for the purposes of this policy. Families with incomes above 115 % of the average shall be deemed high income and those below 85 % of the average shall be designated as low-income families.

Annually, based on income data collected monthly, the Authority shall determine the average income for each general occupancy development. Developments with average incomes above 115% of the overall average for Authority residents residing in family housing shall be designated high income developments while those with average incomes below 85 % the overall average for Authority residents residing in general occupancy developments shall be designated low income developments.

The Authority recognizes that income data appearing on the pre-application may not be current when the family's name rises to the top of the waiting list. The Low Rent Program will encourage families on the waiting list to update information. It is the family's responsibility to respond with current information in order to assure the offer of an appropriate unit. The Housing Authority cannot be held liable for improper skipping where a family neglects to provide current information. Further, the procedure and product of skipping is not subject to the Authority's Grievance Procedures.

When a unit becomes available in a high-income development, the Authority may skip families on its waiting list, if necessary, to make the offer of the unit to a family with an income below the overall average. Similarly, when a unit becomes available in a low-income development, the Authority may skip families on its waiting list, if necessary, to make an offer of the unit to a family having and income above the overall Authority average. If the waiting list does not contain a family in the desired income category for the next available unit of family housing the Authority will offer the unit to the first family on the waiting list. In managing its waiting list to achieve economic integration the Authority may apply preferences except if using them would result in either offering a unit in a high income development to a family with income above the overall average or offering a unit in a low income development to a family with income below the overall

average. These restrictions shall not apply to a family offered a unit as a result of a preference based on domestic violence.

Any family rejecting the offer of a unit resulting from skipping shall retain its position on the waiting list subject to the list's periodical re-ranking.

At its discretion the Authority may evaluate income averages for general occupancy developments either monthly or quarterly to monitor the effects of its deconcentration procedures. Developments with average incomes between 115% and 85% of the overall average income shall be regarded as economically stable and integrated and newly vacated units within those developments exempt from deconcentration procedures until such time as the established income range is exceeded. In order to maintain economic integration, stable developments shall be evaluated at the same time as non-stable developments. Where imbalances reemerge beyond the established income range, a general occupancy development will again be subject to deconcentration procedures unless they may be regarded as having met deconcentration goals due to their size, location or configuration.

ATTACHMENT IL056 h04

PET POLICY

All pet owners or residents wishing to own a pet shall be required to complete a Pet Application in the form prescribed by the Housing Authority. It may limit the number and type of pets a household is allowed based on the size of the unit, the activity level needed by the pet and the exercise that the resident will provide the pet. No dog of the AKC breeds Stafford shire Bull Terrier and American Stafford shire Terrier or any other breed or mixed breed commonly known, as "pit bull" shall be permitted.

Pets Permitted

Only common domesticated household pets may be maintained on Authority property. These are dogs, cats, ferrets, gerbils, guinea pigs, hamsters, rabbits, fish, turtles and caged birds. Reptiles are prohibited. Cats may not weigh more than 15 pounds. Dogs may not weigh more than 35 pounds and/or stand 24 inches from the ground to the top of the head. The capacity of aquariums shall not exceed 20 gallons.

Application

Pet Applications must be completed as part of the admissions process or prior to an existing resident's acquisition of a pet. The Application must be renewed at the pet owners annual re-cert and evidence of current licensure presented. Pets will only be allowed upon the approval of the Application by the Authority. At admission the Application must be accompanied by appropriate proof that the pet is licensed if so required by the municipality in which the unit is located and that the animal has received inoculations for rabies and other communicable diseases. A photograph of each pet must be provided to the Authority. Residents wishing to become pet owners may receive conditional approval of an Application provided they agree to submit the same inoculation documentation and a photograph after the pet joins the household. The Application must provide for at least one affidavit of agreement signed by someone other than a household member to care for the pet in the event that illness or other circumstance prevents the owner from providing appropriate levels of care. The Application will also require consent of the owner to allow the Authority to place the pet in the care of a veterinarian or reputable pet care agency should the Authority be unable to contact the alternate caregiver within 24 hours or the alternate caregiver refuses assistance. Such action would be taken at the expense of the owner. Residents who are not current on their rent or any repayment agreement may not apply for pet ownership.

Deposit and Charges

A pet deposit of $300 will be required to be submitted with the Application except at buildings housing elderly residents where the pet deposit will be equal to the household's security deposit but not to exceed $300. The deposit will be returned when the household

vacates the unit unless its use is necessary to cure problems created directly or indirectly by pet ownership.
The Authority may recover costs it incurs that are associated with its obtaining appropriate care for the pet in the event the owner is incapacitated and the alternate caregiver is unavailable or refuses assistance. The Authority shall charge an amount equal to its cost for an hour's labor for removing pet waste beginning with the onset of each hour of labor.

Restrictions

1. Pet owners or alternate caregivers shall be responsible for the removal of all pet waste. All dog waste outdoors shall be scooped and properly disposed of and cat litter will be securely bagged before depositing it in garbage containers. Cages and aquariums shall be regularly cleaned and maintained in a manner that does not cause offensive odor.
2. Dogs and cats shall be restrained by leash or harness and under human control whenever they are outside the unit, indoors or outdoors.
3. Dogs and cats must wear collars at all time with appropriate licensure and valid rabies tag displayed.
4. Pets conventionally housed in cages, terraria or aquaria shall be so housed.
5.Dogs, cats and rabbits shall be neutered before they reach six months of age and documentation to that effect provided the Authority.
6. Pets must be under control at all times. Pet owners are responsible for the behavior of their animals at all times. Pets shall not be allowed to disturb the right of other resident's or neighbor's peaceful enjoyment of the premises due to noise, odor, threatening or physically harming behavior, vermin or parasites.
7. Pets are not allowed in any common area of a building except for egress or ingress to and from the closest entrance to the pet owner's unit.
8. No animal found to be dangerous or deemed to be vicious shall be permitted on Authority property.
9. Pet owners and other residents are responsible for visiting pets, which are subject to the same restrictions recited in this policy.
10. Pet owners shall indemnify the Authority and hold it harmless against loss or liability of any kind arising from their pets.
11. Cases of inappropriate care, abuse or abandonment shall be referred for investigation to animal control authorities or the Humane Society and the owner shall hold harmless the Authority for such referrals mad in good faith.

Exemptions

The Authority shall, as a reasonable accommodation, waive elements of the Pet Policy for persons with disabilities. Nothing herein shall hinder full access to units and common areas by persons with disabilities who utilize certified guide dogs, signal dogs or other service dogs.

Enforcement

Any resident or employee of the Housing Authority observing a violation of the Pet Policy shall report the infraction to the Low Rent Housing Management. The pet owner shall be served written notice of the violation and means necessary to avoid future violations. The notice shall inform the pet owner that subsequent violations of the Policy may be grounds for the termination of pet ownership or the lease. In the event of repeated violations the Authority shall act to terminate tenancy in accordance with provisions of the lease, which include notification that the Authority's actions are subject to its Grievance Procedures.

ATTACHMENT IL056 i04

IMPLEMENTATION OF COMMUNITY SERVICE REQUIREMENTS

Pursuant to HUD regulations the Authority's Board of Commissioners adopted a policy requiring that households receiving TANF assistance perform 8 hours of community service each month and amended the low rent housing program lease to incorporate this requirement after allowing for the statutory period for resident review and comment. In advance of this action, all non-elderly public housing residents were provided a copy of the proposed policy and the amended lease language. Additionally, the Authority entered into a cooperation agreement with the State of Illinois Department of Human Services for the exchange of information related to TANF participation.

In implementing the policy the Authority originally examined its rent roster to determine which covered households received TANF benefits and were subject to the community service requirement. Those households were provided additional notice of their obligations and were given a sample list of the types of agencies or organizations through which the volunteer community service requirement could be met. They were also provided with community service work verification forms to be completed by the supervisor at the agency or organization site where the work is performed.

The Community Service Policy has been included as part of the Handbook for new admissions and is discussed in resident orientation meetings prior to occupancy.

Each month the Authority reviews its rent roster to determine which households are covered by the policy and sends letters reminding TANF recipients of their responsibility under the lease. Those that do not verify that they have met the community service requirement are informed of their obligation to make up their community service deficit or enter into an agreement with the Authority to do so at their first annual recertification following the policy's adoption. Further, they are put on notice that failure to enter into an agreement or comply with its conditions will result in the non-renewal of their lease beyond its term.

ATTACHMENT IL056 j04

SECTION 8 HOMEOWNERSHIP CAPACITY STATEMENT

Lake County Housing Authority is in the process of developing policies to govern the use of Section 8 resources to assist program participants become homeowners. The Authority envisions limiting eligibility to those Section 8 families that have been enrolled in the Family Self Sufficiency Program for one or more years; do not owe the Authority any money; have the ability to make a minimal down payment from their own savings; have sufficient income to support principal, interest, tax and insurance obligations; attend housing counseling; and, are able to qualify for a governmentally insured or private sector loan meeting generally acceptable underwriting standards.

Lake County Housing Authority is recognized by the Department as a Comprehensive Housing Counseling Agency and has received HUD support for that service. In previous years the Authority administered a County CDBG funded shared equity homeownership program for first time buyers. The County opted to shift responsibility for that program to its Affordable Housing Commission upon its creation.

ATTACHMENT IL056 k04

STATEMENT OF PROGRESS

Lake County Housing Authority continues to provide its low rent program residents with safe and well maintained housing and services as evidenced by its high marks on Resident Satisfaction and PHDEP surveys. Its modernization program has proceeded in an orderly fashion with funds obligated and expended within program requirements. The quality of documentation and physical work has consistently been praised by the Army Corps of Engineers personnel during their on site inspections. The Authority has also applied for and received ROSS funding for Service Coordinators and contracted with a local social service agency to provide those services to elderly residents to increase their independence and well being. During the year the Authority adopted new admissions preferences for the Section 8 and public housing programs to better meet the housing needs of disabled and elderly persons. The Authority has picked up additional Section 8 vouchers as a result of "opt out" by two developments and has filled 100% of its Welfare to Work allocation received through the regional Metrolinks consortium. Additionally, through Metrolinks, the Authority received a MacArthur Foundation grant to contract with the Fair Housing Center of Lake County to provide mobility counseling to recipients of Section 8 vouchers and recruit new property owners for the program who have rental units in higher income census tracts.

ATTACHMENT IL056 l04

DEFINITIONS

Significant Amendment or Modification: Any material change to the lease or policies therein incorporated by reference, admissions and occupancy policy, waiting list management or the methodology by which flat rents are calculated. They do not apply to any change that is mandated by regulation.

Substantial Deviation: The addition of new activities not contained in the most recent PHDEP plan or non-emergency work items in the Capital Fund Annual Statement unless those items have been identified in the Capital Fund Five Year Plan or most recent Comprehensive Grant Program Needs Assessment statement. It does not apply to allowable PHDEP budget deviations or differences between cost estimates and actual costs for work undertaken through the Capital Fund Program or work items where the Authority has exercised allowable fungibility.

ATTACHMENT IL056 m04

LAKE COUNTY HOUSING AUTHORITY

The meeting of the Resident Advisory Board was held at Lake County Housing Authority on Friday, April 30, 2004 at 2:00 PM to review the LCHA 2004 Agency 5 Year Plan. Present at the meeting were:

Karen Blatcher, LCCIL
John Donald, Beach Haven Tower
Dorothy Hoffmeier, Shiloh Towers
Maere Floyd-Pitts, Marion Jones
Patricia Tucker, Beach Haven Tower
Dan Roos, Lake County Planning, Building, and Development
Alon Jeffrey, Executive Director
David A. Northern, Deputy Director
Corrine Jordan, Section 8 Associate Supervisor
Peter Cooper, Assistant Maintenance Supervisor
William Waddick, Technical Services Specialist
Evelyn Peters, Low Rent Support

Alon Jeffrey opened the meeting by introducing attendees and advised the attendees of HUD's requirement to meet with the resident board to review the PHA 5 Year Plan. Mr. Jeffrey brought to the attention of the attendees two specific items for discussion following the review of the 5 year plan: a special Capital Fund expenditure for the acquisition of defibrillators for all senior residence buildings; and discussion concerning the current preference system used for pre-applicant ranking.

David Northern addressed the meeting, explaining that HUD regulations require the Housing Authority to submit a PHA Plan which details how the Agency operates, its' goals, focuses and PHA scores and other valuable information into the operations of the Housing Authority. Mr. Northern further noted that the largest part of the PHA Plan being the Capital Fund program, with the Lake County Housing Authority being awarded approximately $1,000,000 per year for capital expenditures such as construction type work to improve Public Housing, management improvements, security issues and resident initiatives which apply to the Low Rent Public Housing Program. HUD allows the use of 20% of the capital fund for operations of the Agency.

Mr. Jeffrey interjected and reminded the attendees that the Public Housing Program is supported in two fashions, one being the rent payments based on income paid to the Housing Authority, the other being a subsidy provided by HUD to make up the difference between the cost to run the properties and the amount of rental payments collected. Mr. Jeffrey explained that only twice in the last 10 years HUD has funded the subsidy formula at 100%, with the formula being subsidized as low as 92% in other years.

Mr. Northern explained that Congress has passed legislation allowing HUD to award additional monies to Housing Authorities which properly expend Capital Funds. LCHA was awarded an additional $214,000 in Capital Funds for operating effectively in the obligation of Capital Funds. The Housing Authority must expend Capital Funds within four years and obligate Capital Funds

within two years or HUD will reclaim monies, which has been the case with other Housing Authorities.

Mr. Jeffrey explained that in terms of physical improvements, HUD does dispatch the Army Corps of Engineers to conduct inspections to determine if work was properly completed and in a cost effective manner. Mr. Jeffery further stated that LCHA has always had excellent reports from the Army Corps of Engineers.

Mr. Northern elaborated that because of excellent reports, the Housing Authority received extra monies (as noted on the attachment *Set Aside Capital Fund*) that allowed LCHA to purchase extra air hammers, to complete bathrooms in Marion Jones Townhomes, and completion of other miscellaneous projects.

Mr. Northern informed attendees of the Housing Authority's 2004 budget awarded by HUD being $1,076,043.00. Form IL056A04 is a summary of the budget to be received from HUD in October of which $100,000 is budgeted for operations, to offset any underfunding costs the Housing Authority may have. If this money is not expended, it will be "rolled over" in the budget. The next item of $100,000 is Management Improvements of which $45,000 is earmarked for resident initiatives and $30,000 for computer upgrades and is detailed on the support pages. The time line page will specify the completion times based on obligations and expenditures. Mr. Northern asked for any questions or concerns from attendees.

Dorothy Hoffmeier inquired as to the possibility of security cameras being installed in the parking lot of Shiloh Tower. Mr. Northern advised Ms. Hoffmeier that the Housing Authority is working with its' Investigator to upgrade surveillance on many properties and would explore the possibility of the parking lot camera. Mr. Jeffrey noted that the Housing Authority has received a donation of security materials from Baxter Laboratories in Round Lake after their recent system upgrade.

Patricia Tucker next inquired as to the possibility of installing additional security cameras in senior buildings. She advised the camera by the freight elevator is broken, and with access to a door close to the elevator, a functioning camera is critical to security, as individuals are able to come and go without being detected.

Maere Floyd-Pitts stated that neither the parking lot light nor the street light behind the Marion Jones community center are working – the street light being out for several years.

Ms. Floyd-Pitts addressed the issue of a tenant meeting to determine the type of replacement closet doors for the Marion Jones Townhomes. Ms. Floyd-Pitts next questioned the reason for multiple repair activities being performed simultaneously at the town homes. Mr. Northern explained that the town homes need added attention, and the Housing Authority has just initiated a program to perform cyclical painting of various units, beginning with Marion Jones town homes. Mr. Jeffrey explained that units designated for cyclical painting would most likely be determined by the age of the buildings.

Ms. Floyd-Pitts also questioned the reason tenants are at times given little notice before work begins. Mr. Northern reported that the Housing Authority attempts to provide tenants with at least 24 hours notice, however, due to contractor schedules and availability of materials it is not always possible. Mr. Northern assured Ms. Floyd-Pitts that the Housing Authority would attempt to work more closely with contractors and Housing Managers to afford the tenants adequate notice of upcoming repairs and/or projects.

Ms. Floyd-Pitts expressed safety concerns because her unit entry door had been left standing open by the individuals performing furnace repairs. She further stated she had learned this was a continuing problem with these contractors and had contacted William Waddick to follow up on the situation.

Ms. Floyd-Pitts was pleased to report that the installation of the front over-hang on all Marion Jones town homes was finally nearing completion. Mr. Northern responded that the "over-hang" project was being accomplished by *Youth Build.* Mr. Jeffrey added that Youth Build is now in the fourth class of individuals participating in their program. Many of the participants have since graduated from the program and advanced to apprenticeships. Mr. Northern added that all logistic problems seem to have been corrected and work is being completed.

Dorothy Hoffmeier inquired as to the time frame for the replacement of the furniture in the community areas at Shiloh Tower. Mr. Northern stated the Housing Authority is working with an Architect/Interior Designer on renovation plans for all senior buildings and will include painting, lighting upgrades, carpet replacement and eventually furniture. This project will begin this year.

Patricia Tucker questioned the item listed as fire suppression systems in year 2. Mr. Jeffrey stated that items listed in years 2 through 5 are *wish list* items, and as such are not an immediate need. Sprinkler systems for senior buildings are an item that has been identified as desirable, but not of an immediate need. Items listed in years 2 through 5 can be repositioned as need arises. Another item of consideration is the hallway lighting at Beach Haven Tower, which needs improvement.

Ms. Maere Floyd-Pitts stated that she personally preferred the $70,000 allocated for closet doors instead be used for the installation of living room ceiling light fixtures at the Marion Jones town homes and/or upgrading bedroom light fixtures. Ms. Floyd-Pitts again expressed her concern over the lack of exterior lighting by the Marion Jones community center. Mr. Northern explained that the Housing Authority has been working with the LCHA Investigator on various security techniques and tactics including lighting and cameras at all properties.

Ms. Maere Floyd-Pitts inquired as to the possibility of setting up a program or one day seminar for First Time Home Buyers. Ms. Karen Blatcher advised that the Affordable Housing Corporation will work with First Time Home Buyers and also provide them with $5,000 toward mortgage expenses. Mr. Jeffrey advised that Helena Walls, is the Housing Counselor on staff at the Housing Authority and is always available to assist individuals. Mr. Northern stated that he would meet with Ms. Walls to coordinate an informational home buyer seminar. Karen Blatcher noted that while there are many agencies that will assist home buyers, LCHA does not have a

HUD supported program for this purpose and believed the reason being real estate fair market values in Lake County being quite high. Mr. Jeffrey advised that as noted in the LCHA plan, the Housing Authority continues its consideration of the Section 8 Home Buyer program, in which rental assistance can be used for mortgage payments. Mr. Jeffrey stated that the Board and the Staff are very concerned about initiating such a program due to not only high priced real estate, but also the lack of individual's income accelerating and also rising real estate tax rates and/or rising assessments. Mr. Jeffery also informed of a new study conducted by the University of Washington that found that over a 10 year period, 50% of low to moderate income first time home buyers lose their homes. Because of these reasons, the LCHA staff has been very uneasy about entering into such a program.

Ms. Floyd-Pitts referred to the "golden feather" program, but was apprehensive due to the possible need for repairs to a property that may have been uninhabited for some period of time. Mr. Jeffrey noted that this program involves HUD repossessed homes. Additional discussion followed concerning the lack of affordable housing opportunities available in Lake County. Mr. Northern reiterated that Helena Walls is a great resource for providing information and various sources to prospective home buyers.

Mr. Northern next focused on the variety of programs the Housing Authority has been initiating through various agencies, such as NICASA activities and computer programs. Mr. Jeffery noted that the contract with the agency for the CNA (Certified Nurses Assistant) program had fallen through: however it is believed Mr. Northern has found a replacement agency to continue this program. Mr. Northern reported that the Housing Authority is attempting to initiate programs that will compliment the communities. Any or all suggestions for future programs are welcome.

Mr. Jeffrey next opened discussion concerning the purchase of defibrillators for Housing Authority senior buildings. John Donald questioned the installation location within the building(s) to best suit the usefulness of the defibrillator. Mr. Jeffrey stated that this would best be determined after consulting with emergency personnel. Patricia Tucker voiced concern over the possibility of a law suit resulting from the defibrillator use by untrained persons. Mr. Jeffrey believes there to be State legislation which would exempt persons using an ADL from lawsuits provided the individual has received training. LCHA Investigator, Rudy Velasquez attended a meeting sponsored by the Red Cross and EMT organization that provided a considerable amount of information concerning defibrillators. Mr. Jeffrey sought opinions as to whether the acquisition of defibrillators was worth pursuing, to which there were several "yes" responses.

Ms. Floyd-Pitts inquired as to the possibility of CPR classes being conducted at the Marion Jones Townhomes. Ms. Tucker also thought CPR classes should be conducted at the senior buildings as well.

On the issue of the defibrillators, Mr. Donald again wondered where the unit would be installed and what measures could be taken to prevent vandalism or theft.

Ms. Floyd-Pitts next inquired as to security measures at Marion Jones, as the security officer no longer seems to be present. Mr. Northern explained that due to HUD's elimination of the Drug Elimination Grant funding, the extra security officer has been discontinued. Mr. Northern stated

that security funds in the PHA Plan encompass all HA security measures, Investigator, and various security mechanisms.

In referring to the PHA Plan, Ms. Floyd-Pitts questioned the funding indicated for appliances. Mr. Northern advised that it is necessary to upgrade appliances periodically.

Mr. Jeffrey next opened discussion concerning assisting persons through Housing Authority programs. Mr. Jeffrey noted that of particular interest is the Section 8 program, which three to four years ago was still a growing program and due to market conditions, not all vouchers were in use. At that time the system of preferences was adopted, which is still in use. Another step was adopting project based vouchers for a ten year period of time. Mr. Jeffrey reported that all 2,432 vouchers are now in use and no additional money has been allocated by Congress for additional vouchers. The preference system was designed with the belief that additional vouchers would continue to be added yearly, however this is no longer the case. Specific preferences were designed with the stipulation that the incident occurred within the last 12 months. The preference system is no longer useful, as applicants must wait a minimum of 2 years before being assisted. An immediate preference was given to a senior or disabled person who would be more successful finding a unit with a voucher. Staff is also concerned that the Housing Authority has not served one family that lives in Lake County, that is merely a low income family. An applicant receiving only preference points for residing in Lake County will not be served by this Housing Authority with this preference system in place. Although the preference system is worthy, the Housing Authority needs to reexamine the preference system. One possibility under consideration is the closing of the waiting list to eventually service the low income Lake County residents; and reexamine the preference issue once again when the waiting list is reopened.

Ms. Blatcher inquired into the possibility of closing the waiting list to all but Lake County residents. Mr. Jeffrey explained that legally it is not possible to close the list to only a certain group of individuals.

Ms. Tucker questioned why certain communities are able to restrict housing opportunities to only residents of those communities, specifically senior buildings. Mr. Dan Roos advised that this may be possible since the communities do not use Federal funding, but rather Village funds and therefore may not be subject to the same regulations.

Ms. Blatcher voiced concern over the lack of future assistance to those individuals who reside in nursing homes. Mr. Jeffrey advised this is another area of the waiting list that needs to be revised and must be given consideration. One of the reasons the LCHA waiting list is so extensive is because virtually every other Housing Authority in the metro area has closed its waiting list and refer applicants to this Housing Authority. Mr. Jeffrey stated it may be possible to close the waiting list by bedroom size. Ms. Floyd-Pitts questioned as to whether both programs would be affected. Mr. Northern explained that at this time any changes would apply to both programs, however it is possible that the Section 8 waiting list would be closed, but Low Rent Public Housing waiting list would remain open to applicants. Ms. Blatcher questioned the length of time the waiting list would be closed. Mr. Jeffrey stated that consideration was given

to closing the waiting list for an indefinite period until a pre-determined percentage of applicants have been assisted.

Ms. Floyd-Pitts noted that none of the preferences address the issue of income level. Mr. Jeffrey explained that through the Section 8 program, the HA must serve 75% of new applicants whose income is below 30% of median income.

Corrine Jordan suggested that instead of changing preferences, the manner in which applicants are pulled from the list be revised; i.e. pull "x" amount of applicants by preference points and "x" amount of applicants by bedroom size.

Ms. Floyd-Pitts inquired if all Housing Authorities utilize a preference system. Mr. Jeffrey responded that waiting list procedures vary among Housing Authorities. Some Authorities rank applicants by only date and time applied with no preference system, while other Authorities have a more extensive preference system. Some Housing Authorities have used a lottery system for awarding vouchers.

Ms. Floyd-Pitts expressed concern that the waiting list not be closed permanently. She suggested a system be developed to specifically indicate the length of time the list would be closed. Ms. Blatcher inquired as to when the list would close. Mr. Jeffrey advised that any changes would not take effect until October 1, 2004.

Mr. Roos questioned what the procedure is for the changes. Mr. Northern explained that the suggestions/ideas would be reviewed for possible incorporation into Housing Authority policies, next a public hearing will be held June 11, 2004 allowing time for comments. Following the public hearing, the information is submitted to the Housing Authority Board of Directors and then to HUD for final approval. Comments from all meetings are provided to the Housing Authority Board and also forwarded to HUD for review.

In response to the inquiry by Ms. Blatcher, Mr. Jeffrey explained the structure of the Housing Authority board and its members.

Ms. Floyd-Pitts next inquiry was regarding the outcome of the tenant surveys. Mr. Northern explained that the survey is a portion of the grade awarded to the Housing Authority by HUD. Tenant responses in the surveys are confidential and are returned directly to HUD. HUD does report responses in percentage points to the Housing Authority, which usually scores in the 90% to 95% range. Mr. Jeffrey advised that the response rate from LCHA residents is much higher than the National average.

Lastly, Mr. Northern reminded attendees that they are always welcome to contact Housing Authority Staff with any questions or concerns that they may have.

Mr. Jeffrey thanked the attendees for their attendance and the meeting was adjourned at 3:50 p.m.