

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

---

# PHA Plans

5 Year Plan for Fiscal Years 2005 - 2009

Annual Plan for Fiscal Year 2008

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

## PHA Plan Agency Identification

**PHA Name:** Youngstown Metropolitan Housing Authority

**PHA Number:** OH002

**PHA Fiscal Year Beginning:** 07/01/2008

**PHA Programs Administered:**

**Public Housing and Section 8**   
  **Section 8 Only**   
  **Public Housing Only**  
 Number of public housing units: 1609   
 Number of S8 units:   
 Number of public housing units:  
 Number of S8 units: 2213

**PHA Consortia:** (check box if submitting a joint PHA Plan and complete table)

Participating PHAs	PHA Code	Program(s) Included in the Consortium	Programs Not in the Consortium	# of Units Each Program
Participating PHA 1:				
Participating PHA 2:				
Participating PHA 3:				

### 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 2005 - 2009**  
[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: (state mission here)

*The Youngstown Metropolitan Housing Authority (YMHA) is an equal opportunity housing organization dedicated to enhancing the quality of life for public housing residents and Housing Choice Voucher clients by providing and/or subsidizing attractive, secure, affordable housing units. In addition, YMHA works to ensure its homeownership, economic development and community supportive services programs are designed and administered in a manner which enables clients to achieve a higher level of economic and social self-sufficiency.*

**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:

**To apply for additional vouchers for relocation, homeownership and other specialized projects, if feasible. On-going  
Have re-established the goal of utilizing 97% of allocated vouchers.  
In an effort to do so, YMHA has purged its waiting list and subsequently selected 1600 possible applicants through a lottery system. Staff responsibilities have been reassigned and additional**

temporary staffing has been brought on to assist exclusively with voucher issuance. YMHA has updated its applicant selection process in order to serve more clients more quickly by no longer administering a lottery selected waiting list. In the future, YMHA will periodically leave its waiting list open.

- Reduce public housing vacancies:  
**Analyze cause of vacancies and develop procedures to reduce by at least 5% annually. On-going.**  
**In an effort to reduce vacancies, staff has been interviewing applicants in groups at briefings so that we can reduce the time it takes to process the applications. With the assistance of a consultant, viability assessment will be used to assist in the analysis of long term viability based upon market conditions.**
- Leverage private or other public funds to create additional housing opportunities:  
**YMHA will pursue partnerships with local Community Housing Development Organizations for future potential development. Applications for additional LIHTC's and HDAP funds will be submitted to OHFA. YMHA will seek CDBG, HOME Funds and any other applicable funding sources. Credits totaling \$600,000 were awarded in the 2005 cycle, with an award of additional credits totaling \$506,182 in the 2006 cycle. These credits, in conjunction with HOPE VI funds, will build a total of 75 units.**
- Acquire or build units or developments  
**With the 2002 HOPE VI grant award YMHA intends to create 30 affordable single-family homeownership units and 75 LIHTC/ACC rental units. Of these units 46 are currently complete with 29 more due to come on line within the year. Additionally, YMHA has developed 25 RHF ACC units in the same vicinity. Future plans include additional units of construction, possibly funded through a second five-year Replacement Housing Factor increment. YMHA is also looking into the development/acquisition of additional senior housing.**
- Other (list below)  
**YMHA intends to pursue the possibility of Assisted Living for Public Housing residents. Additional revitalization grants may be sought for older facilities.**  
**Two properties have been identified as "clusters" on the initial list released to be considered for required conversion. P.L. Strait is not a contiguous site, and Westlake Terrace is part of a Hope VI revitalization grant. As such neither is eligible for required conversion. No site appears on the most recently released lists by HUD.**

**All sites are in the process of being evaluated for viability purposes and potential voluntary conversion.**

- PHA Goal: Improve the quality of assisted housing  
Objectives:
- Improve public housing management: (PHAS score) **77 (unaudited)**  
**YMHA will increase occupancy and improve unit turnaround. YMHA will continue to improve upon those indicators as previously scored through the PHAS assessment system in anticipation of the yet to be releases assessment system of management reviews as part of asset management. Physical inspections scores have dramatically improved. Better financial management has allowed for YMHA to build its reserves. The independent audit report evidences significantly improved management of YMHA financial resources.**
- Improve voucher management: (SEMAP score) 83%  
**Obtain standard performer status by FY 2006 and high performer status by FY 2007. Standard performer status achieved; still targeting high performer status for upcoming fiscal year. YMHA remained standard performer. With voucher/HAP utilization increases as scheduled, YMHA will reach high performer status in FY 2008**
- Increase customer satisfaction:  
**Obtain and maintain a 95% score on RASS. FY 2007 Score: 90% Initiatives will be implemented to address resident concerns; i.e., security camera systems at all family sites, improvements in appearance of properties, procurement of new furnishings for senior buildings to include upgrades to common areas. New furnishings have been procured for Norton Manor and Gutknecht Towers. Video surveillance upgrade is on going. Comprehensive site improvement solicitation issued and contract subsequently awarded and intended to impact a majority of public housing developments with an emphasis on improving marketability of sites. A comprehensive modernization upgrade of kitchens and bathrooms at Gutknecht Towers has also taken place. Exterior improvements are planed for Victory Annex with an emphasis on security. Security screens are in the planning stages for Rockford Village. On-going**
- Concentrate on efforts to improve specific management functions:  
(list; e.g., public housing finance; voucher unit inspections)  
**Increase occupancy and ensure the pursuit and enforcement of collections procedures at a level to achieve the status of “high**

performer” according to the PHAS system of assessment, by 06/30/10. YMHAs concentrating on improving its rent collections. YMHA has better managed its financial resources over the past year and will continue to do so. Through staff attrition and a reduction in spending, YMHA has been able to build its reserves.



Renovate or modernize public housing units:

YMHA is beginning to utilize the new HUD Physical Needs Assessment format, this combined with the public capital fund meetings and the viability studies will help direct the PHA in a more comprehensive approach in the upcoming annual and five year plan. YMHA will explore possible sources of additional funds including, but not limited to, the LIHTC program.

Additionally, YMHA intends to convert a significant number of efficiency (0-bedroom) units to 1-bedroom units at the Norton Manor development by 6/30/10. Long-term site viability is being assessed.



Demolish or dispose of obsolete public housing:

YMHA received approval for the demolition and disposition of 90 units at Westlake Terrace-West on November 21, 2006. Demolition is completed. Approval will also be requested for the disposal of land associated with the HOPE VI area to allow for further redevelopment of the site. This has been approved. A portion of the Westlake Terrace-North site has already been disposed of through ground lease to a local CHDO who has built a LIHTC senior low rise on the site. A twin senior low rise building is scheduled for construction during FY 2008 on adjacent property. This property will be disposed. Also under consideration is Brier Hill annex of P.L. Strait Homes for possible demolition or disposition. Appraisal tentatively planned for property to assist in analysis. YMHA closed 70 units at Brier Hill Annex for financial and safety reasons. Site has been impacted by the construction of an interstate, which has created site isolation and unfavorable market conditions for the area.

YMHA may demolish and/or dispose select units of housing at other family developments by 06/30/2010.



Provide replacement public housing:

The HOPE VI program, RHF funds and various other sources will provide for replacement of units demolished.



Provide replacement vouchers:

Seek Housing Choice Vouchers to assist in relocation of residents, if available from HUD as necessary.



Other: (list below)

- According to regulations and policies, provide for the physical inspection of all housing units and conduct maintenance work as identified during annual inspections or otherwise identified and properly maintain all units.

- **Create an administrative plan preference for residents displaced by demolition or disposition. On-going.**
- **Increase energy efficiency of PH units, by completing energy performance contract, and by employing other energy efficiency measures. Energy performance contracts in place. Evaluation of additional energy conservation measures ongoing. Partnered with Mahoning Youngstown Community Action Partnership (MYCAP) to assist in weatherization evaluations and upgrades to existing public housing.**

PHA Goal: Increase assisted housing choices  
Objectives:

- Provide voucher mobility counseling:  
**Will continue to provide mobility counseling as needed. Ongoing.**
- Conduct outreach efforts to potential voucher landlords  
**Increase the number of landlords in non-impacted areas of Mahoning County by 5 percent. Accomplishing goal by meeting with various landlord organizations. On-going**
- Increase voucher payment standards  
**Only as needed depending on published FMR's, current funding levels and HUD guidelines and affordability issues. YMHA increased its payment standards effective October 2006. Evaluation is ongoing.**
- Implement voucher homeownership program:  
**Update Section 8 Administrative Plan and develop program procedures to be completed during FY 2006. Completed in part and on-going. Board has approved addendum to plan regarding Section 8 Housing Choice Voucher Homeownership. Currently, six participants are enrolled in the training program to prepare them for homeownership.**
- Implement public housing or other homeownership programs:

**YMHA currently administers public housing pre-homeownership, homeownership and Section 8 homeownership programs. Through June 30, 2007, 6 families were enrolled in the REACH Homeownership Program; 9 families enrolled in the REACH 1<sup>st</sup>. Step Pre-Homeownership Program and 12 enrolled in the Housing Choice Voucher Homeownership Program. Through June 30, 2007 YMHA has sold 11 of its HOPE VI homeownership units. Aside from the Hope VI homeownership opportunities, YMHA has received approval to be a HUD certified counseling agency and provides training to any interested public housing and Section 8 families, as well as, to the general public. The Housing Authority has also collaborated with YouthBuild to construct a home for a Housing Choice Voucher/Family Self-sufficiency participant and with Habitat for**

**Humanity and YouthBuild to construct a home for one of its public housing clients. Both new homeowners received housing counseling through the Housing Authority. YMHA will continue to explore other options including those through new construction, acquisition and rehabilitation. We have been able to do so through our YouthBuild program and collaboration with Habitat for Humanity. As part of the program, YouthBuild, has, and will continue to gain training experience through the rehabilitation or new construction of affordable homes.**

- Implement public housing site-based waiting lists:  
**The creation of site-based waiting lists is impacted by the project-based operations requirements. "Projects" have been grouped and have been submitted to and approved by HUD. As such, YMHA has created six (6) AMPs. Waiting lists have been maintained by each AMP since July 1, 2007.**
- Convert public housing to vouchers:
- Other: (list below)
- **Provide staffing, equipment, insurance, training, facilities and related items associated with the administration and operation of housing previously developed under the 1937 Housing Act.**
  - **Continue partnership with Mahoning County Lead Hazard Control Program and local health providers pending the availability of funding. A total of 75 HCV had been earmarked for families with Children who have high elevated blood lead levels (EBL) and 25 for mold-safe housing. Ongoing.**
  - **Applied for and were awarded grants to assist in homeownership opportunities.**

**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:  
**Arlington Heights will become a mixed income community through the HOPE VI Revitalization Project. Completion by 2008. Construction is on schedule.**
- Implement measures to promote income mixing in public housing by assuring access for lower income families into higher income developments:

**Work with local CHDO's to receive set-asides for ACC units in new developments.**

- Implement public housing security improvements:
  - **Expand security surveillance systems to include all sites.**
  - **Seek additional funding for security services both independently and in collaboration with partners. A congressional appropriation has been requested to provide security through local law enforcement partners.**
  - **Continue to work with City of Youngstown and other local law enforcement agencies in an effort to increase patrol at all sites.**
  - **Partnered with Youngstown State University for awarded Weed and Seed program targeting Westlake Terrace and Brier Hill homes. Weed and Seed Coordinator is an employee of YMHA and housed on-site at Westlake Terrace Homes.**
  - **Have completed capital improvement project, which promotes security through environmental design including the completion of parking lot fencing and gate access at Amedia Plaza and the redesign of entrance and offices at Gutknecht Towers for better access control. Continue to conduct resident officer program**
  - **Items are complete or in process and ongoing.**

- Designate developments or buildings for particular resident groups (elderly, persons with disabilities)  
**Continue to pursue assisted living opportunities.**  
**Awarded Continuation of elderly only designation. September 27, 2006 – September 27, 2008**  
**Seeking approval of elderly designations for 2008 – 2010.**

- Other: (list below)
  - **Continue partnership with City of Youngstown in 2001 Renewal Community Designation.**
  - **Complete HOPE VI Revitalization plan goals by FY 2008.**
  - **Continue use and management of Community Activity Center at Rockford Village and the Community Resource Center at Westlake Terrace.**
  - **Contract awarded and completed for street design. Street and infrastructure development at Arlington Heights HOPE VI site. Construction under way. Completion scheduled by FY 2008.**
  - **Determine the profit/loss ratios of the programs administered by the PHA to determine if anticipated increases in revenue or decreases in expenses are required.**
  - **Future planning efforts will be consistent with Youngstown 2010 and other consolidated community planning efforts.**

**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:

- **Increase marketing and recruitment of residents to participate in programs designed to increase individual employment opportunities.**
- **Increase the resources and quality of programs to assist residents in becoming employable and self-sufficient.**
- **Increase capacity of FSS families to achieve homeownership.**
- **Established working/upward mobility preferences for Public Housing.**
- **Strengthen HUD Section 3 Program Participation**
- **Received PH FSS and Homeownership grants.**
- **Continue to pursue funding for HCV FSS program and staff**

Provide or attract additional supportive services to improve assistance recipients' employability:

**Continue to conduct and expand the following supportive service programs:**

- **Neighborhood Networks Centers - Created two new neighborhood network centers, one at Rockford Village and the other at Westlake Terrace. The program is designed to incorporate the basic tenets of education, adult and youth tutoring, job training and internet usage to assist residents in becoming self-sufficient. ROSS program funding ended. Continuation through other funding.**
- **HOPE VI Neighborhood Network – To expand NN center and activities at Westlake Terrace to target HOPE VI eligible participants.**
- **Elderly/Disabled Services Coordinator – Assures that elderly/disabled families are linked to the supportive services needed to achieve self-sufficiency.**
- **Section 3 Program – Strengthen program by increasing participation.**
- **Welfare Work Experience Program (WEP). Provide capacity building, work experience opportunities for PHA TANF residents.**
- **Ross Programs, PH FSS, PH Homeownership –These programs are designed to build self-esteem, instill responsibility and develop marketable skills to achieve self-sufficiency, through case management and on site activities. ROSS RSDM Program funding cycle to end May, 2008.**

- **YouthBuild Mahoning County** - Provides an opportunity to acquire construction skills, complete high school education, if necessary, and receive leadership training for young men and women between the ages of 18 and 24.
- **HOPE VI CSS (Community and Supportive Services)** - Offers self-sufficiency supportive programming to all HOPE VI eligible clients.
- **Pre-Homeownership, Homeownership and Housing Counseling** – Programs designed to prepare participants for homeownership and self-sufficiency opportunities.

**All programs are ongoing and will continue based on funding availability. Additional funding will be sought from both public and private sources. Needs assessments will be conducted periodically to determine additional supportive services needs of residents to assist in promoting self-sufficiency.**

- Provide or attract supportive services to increase independence for the elderly or families with disabilities.

**Continue Elderly Service Coordinators to assist elderly/disabled residents with their supportive service needs in order to maintain independent living.**

**Program is ongoing.**

- Other: (list below)
  - **Continue to provide homeownership counseling.**
  - **Received HUD-approved housing counseling agency status.**
  - **Recipient of Public Housing Homeownership and FSS funding.**
  - **Continue to conduct YMHA’s homeownership and pre-homeownership programs to assist residents in becoming homeowners.**

**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 **Revise Admissions and Occupancy Policy and Section 8 Administrative Plans by 06/30/2008. Scheduled fair housing training for all staff to be completed prior to FY 2009.**
  - 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:

**To study the feasibility of an assisted living floor, wing or building that is fully accessible. Assessment study completed by A & E firm; study still under review and consideration of funding sources.**

**To ensure accessible housing, the PHA is converting multifamily and elderly dwelling units for occupancy to meet the standards as established by the Fair Housing Act and Americans Disabilities Act. HOPE VI Revitalization new construction will meet Fair Housing and American**

**Disability Act requirements. These modifications include building entrances accessible to wheelchairs, accessible light switches, electrical outlets, reinforced bathroom walls for grab bars, kitchens and bathrooms that allow wheelchairs to be maneuvered, etc.**

**Progress of this objective is on going. We have increased the number of accessible units at Gutknecht Towers after a major modernization activity.**

Other: (list below)

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

- PHA Goal: To make staff, residents, and board members knowledgeable regarding new housing requirements by updating in-house written procedures
  - Identify and secure available training opportunities for staff and the board as needed.
  - Ensure review of existing policies and procedures to incorporate all necessary requirements and if warranted, develop written recommendations for policy revisions to the Board of Commissioners.  
**Contracts executed to assist in revision of ACOP, Section 8 Administrative Plan, and Section 8 New Construction tenant selection plan completion scheduled by 06-30-07.**  
**All plans have been completed and will be amended as needed.**  
**Staff will receive training to make revisions to plans as necessary.**
  
- PHA Goal: To develop and maintain a comprehensive database consisting of demographic and housing data for the PHA residents.
  - The Executive Director or designee may appoint staff members to gather and input data, and maintain information by county, census data, community profiles, participant and applicant data.  
**Staff members appointed; analysis is ongoing.**
  - Appointed staff members may update data as needed or on an annual basis. The data may be provided to the Annual Housing Plan Committee, Executive Director, or housing board to assist with the development of future plans and applications for funding and evaluation.  
**On-going.**

- PHA Goal: To ensure that resources are managed in a manner which generates a positive cash flow and provides for an accumulation of income over expenses and maintains an adequate reserve account for future housing needs for low income persons.
  - **Review financial management and investment of funds procedures for compliance with applicable regulatory requirements to be approved by the Board of Commissioners**  
**Review on on-going basis.**
  - **Improve management and occupancy of housing units.**
  - **Adjust staffing as necessary to assist with cost containment.**  
**Continue to evaluate organizational structure particularly in light of project-based operation requirements.**
  - **Analyze benefit structure to ensure that costs are reasonable in light of collective bargaining unit agreements.**
  - **Review salaries by conducting cost comparability study to ensure appropriateness given local market**

**Annual PHA Plan**  
**PHA Fiscal Year 2008**  
[24 CFR Part 903.7]

**i. Annual Plan Type:**

Select which type of Annual Plan the PHA will submit.

**Standard Plan**

**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 Youngstown Metropolitan Housing Authority has prepared this Annual PHA Plan in compliance with Section 511 of the Quality Housing and Work Responsibility Act of 1998 and the ensuing HUD requirements and has used the new plan template available as of March 2006.*

*The purpose of the Annual Plan is to provide both a framework for local accountability and an easily identifiable source from which public housing residents, participants in the tenant-based assistance program and other members of the public may locate basic PHA policies, rules and requirements related to the operations, programs and services of the agency.*

*Fulfillment of the Mission Statement and Goals and Objectives is ensured by the implementation and consistent application of the series of policies that are attached to this Plan. We further hope to fulfill our mission by increasing homeownership opportunities for our clients, especially in light of the creation of our Section 8 Housing Choice Voucher Homeownership program. Details of the program are included in an addendum to our Section 8 Housing Choice Voucher Administrative plan. The Admissions and Occupancy Policy and Section 8 Administrative Plan are the two primary policies attached that impact our ability to satisfy our Mission Statement and other Goals and Objectives. These important documents cover the public housing tenant selection and assignment plan, outreach services, PHA's responsibility to Section 8 owners/landlords, grievance procedure and etc.*

*The Youngstown Metropolitan Housing Authority has offered innovative self-sufficiency programming to its clients through programs such as Neighborhood Networks, housing counseling programs Resident Services Delivery Model. By way of example, we have offered a State Tested Nurses Aide training and, to date, have graduated thirty (30) residents from the program.*

*We are changing the face of public housing in the Mahoning Valley. Through our Hope VI revitalization efforts, and Replacement Housing Factor project, we are leading the charge to rebuild our community. We will continue to take the lead in this role going forward. We are developing a comprehensive strategic plan that will ensure the long-term financial viability of the Youngstown Metropolitan Housing Authority. Through this plan, we will evaluate physical needs of each of our properties, consider the market conditions and demand, and consider options based the financial resources available to ensure that our affordable housing product is second to none in our community.*

*The most important challenges/goals to be met by the Youngstown Metropolitan Housing Authority during FY 2008 include:*

- *Continue implementation of project-based operations and to balance our central office costs and ensure each AMP is financially successful;*
- *Increase Public Housing occupancy;*
- *Decrease Public Housing unit turnaround time;*
- *Increase safety and security for Public Housing developments;*
- *Utilize the HOPE VI Revitalization Program Grant and Replacement Housing Factor Funds to revitalize the Westlake neighborhood;*
- *Preserve and improve public housing stock through Capital Funds activities, including modernization of units;*
- *Leverage outside funds and other mixed-finance opportunities to improve current public housing stock and create additional decent, safe and sanitary housing options in the community;*
- *Examine opportunities for service expansion including assisted living facilities, homeownership opportunities and non-subsidized rental options;*
- *Evaluate viability of all properties; analyze demolition or disposition opportunities for non-viable properties;*
- *Involve public housing residents and Section 8 Housing Choice Voucher program participants through the Resident Advisory Board;*
- *Increase voucher utilization in Section 8 Housing Choice Voucher Program;*
- *Identify, develop and leverage services to enable low-income families to become self-sufficient;*
- *Strengthen Agency's internal administrative controls and policies governing procurement to ensure compliance with HUD and other Federal and State requirements;*
- *Update YMHA policies and procedures to ensure compliance with applicable federal, state and local regulations.*

*This Annual PHA Plan delineates Youngstown Metropolitan Housing Authority's road map of services to meet the housing needs of Mahoning County. The Housing Authority, in partnership with agencies from all levels of government, the business community and other non-profit community groups, will use this plan as a blueprint*

*to enhance our residents' quality of life and assist in promoting their self-sufficiency.*

*As we evaluate our organizational structure, along with the financial viability of our public housing program, we intend to continue to strengthen the management of our financial resources. Part of that process will include the implementation of a plan to increase the occupancy of our public housing units. We will be requesting an extension of the phase-in of the management fee through 2011. In doing so, we will have an opportunity to increase our occupancy, which will in turn allow the central office to earn additional management fees necessary to support our project based operations.*

*All of the above is proposed so that the Youngstown Metropolitan Housing Authority may achieve the goals as identified in its mission statement over the coming year.*

### **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.

#### **Table of Contents**

	<u>Page #</u>
<b>Annual Plan</b>	
i. Executive Summary	1
ii. Table of Contents	2
1. Housing Needs	7
2. Financial Resources	13
3. Policies on Eligibility, Selection and Admissions	14
4. Rent Determination Policies	24
5. Operations and Management Policies	29
6. Grievance Procedures	30
7. Capital Improvement Needs	31
8. Demolition and Disposition	33
9. Designation of Housing	34
10. Conversions of Public Housing	35
11. Homeownership	37
12. Community Service Programs	39
13. Crime and Safety	42
14. Pets (Inactive for January 1 PHAs)	44
15. Civil Rights Certifications (included with PHA Plan Certifications)	44
16. Audit	44
17. Asset Management	44

## 18. Other Information

### 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 (**OH002A08**)
- FY 2008 Capital Fund Program Annual Statement (**OH002B08**)
- Most recent board-approved operating budget (Required Attachment for PHAs that are troubled or at risk of being designated troubled ONLY)
- List of Resident Advisory Board Members (**OH002C08**)
- List of Resident Board Member (**OH002D08**)
- Community Service Description of Implementation (**OH002E08**)
- Information on Pet Policy (**OH002F08**)
- Section 8 Homeownership Capacity Statement, if applicable (**OH002G08**)
- Description of Homeownership Programs, if applicable (**OH002H08**)

#### Optional Attachments:

- PHA Management Organizational Chart
- FY 2008 Capital Fund Program 5 Year Action Plan (**OH002I08**)
- Public Housing Drug Elimination Program (PHDEP) Plan
- Comments of Resident Advisory Board or Boards (must be attached if not included in PHA Plan text) (**OH002J08**)

- Other (List below, providing each attachment name)

#### Substantial Deviation and Significant Amendment or Modification (**OH002K08**)

- 2002 Performance and Evaluation Report (**OH002L08**)
- 2003 Performance and Evaluation Report (**OH002M08**)
- 2004 Performance and Evaluation Report (**OH002N08**)
- 2005 Performance and Evaluation Report (**OH002O08**)
- 2006 Performance and Evaluation Report (**OH002P08**)
- 2007 Performance and Evaluation Report (**OH002Q08**)
- Voluntary Conversion Required Initial Assessment (**OH002R08**)
- Deconcentration and Income Mixing (**OH002S08**)
- Violence Against Women Act Policy (**OH002T08**)
- Replacement Housing Fund (RHF) Revitalization Plan (**OH002U08**)
- Hope VI – Westlake Terrace Revitalization Plan (**OH002V08**)
- Environmental Certification (**OH002W08**)

### Supporting Documents Available for Review

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

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

<b>List of Supporting Documents Available for Review</b>		
<b>Applicable &amp; On Display</b>	<b>Supporting Document</b>	<b>Applicable Plan Component</b>
	A & O Policy	
x	Section 8 rent determination (payment standard) policies <input checked="" type="checkbox"/> check here if included in Section 8 Administrative Plan	Annual Plan: Rent Determination
x	Public housing management and maintenance policy documents, including policies for the prevention or eradication of pest infestation (including cockroach infestation)	Annual Plan: Operations and Maintenance
x	Public housing grievance procedures <input checked="" type="checkbox"/> check here if included in the public housing A & O Policy	Annual Plan: Grievance Procedures
x	Section 8 informal review and hearing procedures <input checked="" type="checkbox"/> check here if included in Section 8 Administrative Plan	Annual Plan: Grievance Procedures
x	The HUD-approved Capital Fund/Comprehensive Grant Program Annual Statement (HUD 52837) for the active grant year	Annual Plan: Capital Needs
N/A	Most recent CIAP Budget/Progress Report (HUD 52825) for any active CIAP grant	Annual Plan: Capital Needs
X	Most recent, approved 5 Year Action Plan for the Capital Fund/Comprehensive Grant Program, if not included as an attachment (provided at PHA option)	Annual Plan: Capital Needs
X	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
X	Approved or submitted applications for demolition and/or disposition of public housing	Annual Plan: Demolition and Disposition
X	Approved or submitted applications for designation of public housing (Designated Housing Plans)	Annual Plan: Designation of Public Housing
N/A	Approved or submitted assessments of reasonable revitalization of public housing and approved or submitted conversion plans prepared pursuant to section 202 of the 1996 HUD Appropriations Act	Annual Plan: Conversion of Public Housing
X	Approved or submitted public housing homeownership programs/plans	Annual Plan: Homeownership
X	Policies governing any Section 8 Homeownership program <input checked="" type="checkbox"/> check here if included in the Section 8 Administrative Plan	Annual Plan: Homeownership
X	Any cooperative agreement between the PHA and the TANF agency	Annual Plan: Community Service & Self-Sufficiency
X	FSS Action Plan/s for public housing and/or Section 8	Annual Plan: Community Service & Self-Sufficiency
X	Most recent self-sufficiency (ED/SS, TOP or ROSS or other resident services grant) grant program reports	Annual Plan: Community Service & Self-Sufficiency
N/A	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

<b>List of Supporting Documents Available for Review</b>		
<b>Applicable &amp; On Display</b>	<b>Supporting Document</b>	<b>Applicable Plan Component</b>
X	The most recent fiscal year audit of the PHA conducted under section 5(h)(2) of the U.S. Housing Act of 1937 (42 U.S.C. 1437c(h)), the results of that audit and the PHA's response to any findings	Annual Plan: Annual Audit
N/A	Troubled PHAs: MOA/Recovery Plan	Troubled PHAs
N/A	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	<b>7165</b>	<b>4</b>	<b>3</b>	<b>4</b>	<b>3</b>	<b>4</b>	<b>4</b>
Income >30% but <=50% of AMI	<b>5387</b>	<b>4</b>	<b>3</b>	<b>4</b>	<b>3</b>	<b>4</b>	<b>4</b>
Income >50% but <80% of AMI	<b>6058</b>	<b>3</b>	<b>3</b>	<b>4</b>	<b>2</b>	<b>4</b>	<b>4</b>
Elderly	<b>1856</b>	<b>4</b>	<b>4</b>	<b>4</b>	<b>4</b>	<b>4</b>	<b>4</b>
Families with Disabilities*	<b>7270</b>	<b>4</b>	<b>4</b>	<b>4</b>	<b>5</b>	<b>4</b>	<b>4</b>
Race/Ethnicity* (WH)	<b>3270</b>	<b>4</b>	<b>3</b>	<b>4</b>	<b>3</b>	<b>4</b>	<b>4</b>
Race/Ethnicity* (BLK)	<b>6160</b>	<b>4</b>	<b>3</b>	<b>4</b>	<b>3</b>	<b>4</b>	<b>4</b>
Race/Ethnicity* (HSP)	<b>364</b>	<b>4</b>	<b>3</b>	<b>4</b>	<b>3</b>	<b>4</b>	<b>4</b>
Race/Ethnicity * (NA)	<b>8</b>	<b>4</b>	<b>3</b>	<b>4</b>	<b>3</b>	<b>4</b>	<b>4</b>

\* Information taken from City of Youngstown's current 5 year Consolidated Plan only.

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: City Of Youngstown Five Year Consolidated Plan FY 2005, City of Struthers Community Housing Improvement Strategy Plan 2006 -2010, City of Campbell Community Housing Improvement Strategy Plan 2006 -2010
- U.S. Census data: the Comprehensive Housing Affordability Strategy ("CHAS") dataset
- American Housing Survey data

- Indicate year:
- Other housing market study
- Indicate year:
- Other sources: (list and indicate year of information) 2000 Census

## B. 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)			
<input checked="" type="checkbox"/> Section 8 tenant-based assistance			
<input type="checkbox"/> Public Housing			
<input type="checkbox"/> Combined Section 8 and Public Housing			
<input type="checkbox"/> Public Housing Site-Based or sub-jurisdictional waiting list (optional)			
If used, identify which development/subjurisdiction:			
	# of families	% of total families	Annual Turnover
Waiting list total	1532		192
Extremely low income <=30% AMI	351	70%	
Very low income (>30% but <=50% AMI)	134	27%	
Low income (>50% but <80% AMI)	13	3%	
Families with children			
Elderly families			
Families with Disabilities	102	20%	
Race/ethnicity-W	101	20%	
Race/ethnicity-BLK/AF	389	78%	
Race/ethnicity-A1/AGS	1	1%	
Race/ethnicity-ASIAN	2	1%	

<b>Housing Needs of Families on the Waiting List</b>			
Race/ethnicity/ HAW/PAC	2		
Characteristics by Bedroom Size (Public Housing Only)	N/A	N/A	N/A
1BR			
2 BR			
3 BR			
4 BR			
5 BR			
5+ BR			
Is the waiting list closed (select one)? <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes			
If yes:			
How long has it been closed (# of months)? 18 months- since October 2006			
Does the PHA expect to reopen the list in the PHA Plan year? <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes			
Does the PHA permit specific categories of families onto the waiting list, even if generally closed? <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes Lead, Asthma, Relocation			

<b>Housing Needs of Families on the Waiting List</b>			
Waiting list type: (select one)			
<input type="checkbox"/> Section 8 tenant-based assistance			
<input checked="" type="checkbox"/> Public Housing			
<input type="checkbox"/> Combined Section 8 and Public Housing			
<input type="checkbox"/> Public Housing Site-Based or sub-jurisdictional waiting list (optional)			
If used, identify which development/subjurisdiction:			
	# of families	% of total families	Annual Turnover
Waiting list total	169		420
Extremely low income <=30% AMI	138	82	
Very low income (>30% but <=50% AMI)	26	15	
Low income (>50% but <80% AMI)	5	3	
Families with children	58	34	

<b>Housing Needs of Families on the Waiting List</b>			
Elderly families	18	11	
Families with Disabilities	41	24	
Race/ethnicity-BLK	123	73	
Race/ethnicity-WH	44	26	
Race/ethnicity-HSP	0	0	
Race/ethnicity-OTH	2	1	
Characteristics by Bedroom Size (Public Housing Only)	169		
1BR	104	62	0
2 BR	38	23	0
3 BR	20	12	0
4 BR	5	3	
5 BR	0	0	0
5+ BR	0	0	0
Is the waiting list closed (select one)? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes			
If yes:			
How long has it been closed (# of months)?			
Does the PHA expect to reopen the list in the PHA Plan year? <input type="checkbox"/> No <input type="checkbox"/> Yes			
Does the PHA permit specific categories of families onto the waiting list, even if generally closed? <input type="checkbox"/> No <input type="checkbox"/> 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)  
Continue goals of YouthBuild Program in rehabilitating and constructing affordable homes; complete construction of affordable homes as part of Hope VI and RHF development

**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)

**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)  
Provide Training to all staff to ensure compliance with applicable fair housing regulations.

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

**(2) Reasons for Selecting Strategies**

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

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

**2. Statement of Financial Resources**

[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.

<b>Financial Resources: Planned Sources and Uses</b>		
<b>Sources</b>	<b>Planned \$</b>	<b>Planned Uses</b>
<b>1. Federal Grants (FY 2008 grants)</b>		
a) Public Housing Operating Fund	6,160,600.00	
b) Public Housing Capital Fund	2,632,972.00	
c) Annual Contributions for Section 8	9,608,076.00	

Tenant Based Assistance		
d) Youthbuild Grant	700,000.00	
e) Replacement Housing Factor Funds	490,939.00	
f) Community Development Block Grant	50,000.00	
Local Grants	35,000.00	
<b>2. Prior Year Federal Grants (unobligated funds only) (list below)</b>		
Hope VI Revitalization	7,644,463.00	Public Housing safety/security
Neighborhood Networks - Hope VI	71,045.00	Supportive Services
Youthbuild	135,485.00	Supportive Services
Youthbuild - DOL	400,000.00	Supportive Services
Ross – Family Self Sufficiency	235,365.00	Supportive Services
Ross – Homeownership	17,000.00	Supportive Services
Ross RSDM- Family	89,649.00	Supportive Services
Capital Fund (2007)	1,843,079.00	Public Housing Capital Improvements
Capital Fund (2006)	1,576,110.00	Public Housing Capital Improvements
Capital Fund (2005)	296,205.00	Public Housing Capital Improvements
<b>Sub-total</b>	<b>31,985,988.00</b>	
<b>3. Public Housing Dwelling Rental Income</b>	1,952,000.00	Public Housing Operations
<b>4. Other Income (list below)</b>	439,200.00	
Non-Dwelling Rent	5,500.00	Public Housing Operations
Excess utilities	183,000.00	Public Housing Operations
Interest on General Fund Investments	124,000.00	Public Housing Operations
Other income; legal fees, maintenance charges to tenants, late fees, NSF check charges, etc.	126,700.00	Public Housing Operations
<b>5. Non-federal sources (list below)</b>		
<b>Sub-total</b>	<b>2,391,200.00</b>	
<b>Total Resources</b>	<b>34,377,188.00</b>	

### **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: (describe)

**Upon completion of application process**

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

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

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)

**YMHA has changed its waiting-list management for its public housing properties so that it is consistent with the requirements of project-based operations. The waiting lists are managed by AMP. The Hope VI community has established reoccupancy criteria and has established a waiting list. The ACOP has been modified and reflects changes to our reoccupancy criteria for certain developments, including the Arlington Heights and RHF housing.**

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

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

**In-home or by-mail applications will be conducted as reasonable accommodations. Applications will be accepted at Mahoning County One-Stop. Web-site being redesigned to allow on-line applications.**

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?  
**Six AMP's have been created waiting lists are separately maintained by site. Additionally, a separate waiting list is maintained for the Hope VI rental component as those units are required to be a separate AMP.**

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?

The lists as described above for each of the AMPs.

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

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: (list below)

The request of residents in good standing (incentive transfer) to scattered site housing will be honored over a new admission. Scattered site housing is offered to current residents requesting an incentive transfer over new admissions. Plan to create transfer policies that accommodate goals of special programs.

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)

**HOPE VI CSS eligible preference for reoccupancy at HOPE VI site**

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.

1 Date and Time

**2 Households contributing to meeting income requirements**

**2 Upward Mobility/Working and Veteran’s preference**

**\* Hope VI CSS eligible preference for reoccupancy at Hope VI site has been approved as part of the evidentiary documents for the rental phases. The reoccupancy plan gives CSS eligible residents a first preference with regard to reoccupying the new Hope VI neighborhood only. This preference has also been appended to the YMHA ACOP.**

Former Federal preferences:

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

Other preferences (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) (list below)

4. Relationship of preferences to income targeting requirements:

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

**(5) Occupancy**

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

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

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

- At an annual reexamination and lease renewal  
 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:

**HOPE VI Arlington Heights Project is designed to enhance the average income of the residents of the entire Westlake neighborhood. RHF, pre-homeownership and homeownership (5h) also have more stringent eligibility criteria to promote income mixing. Please see ACOP.**

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)
- Name and address of current and former landlord**

**(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 (list below)
- Interested persons should apply as required in the advertisements/notices announcing the opening of the waiting list; location may vary.**

**(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:

- *Illness*
- *Tried to look, but cannot locate*
- *Medical problems*
- *Disabled persons*
- *Attempting to locate housing in a preferred areas*

**(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) (list below)

**EBL Children**  
**Mold**

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.

1      Date and Time

Former Federal preferences

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

Other preferences (select all that apply)

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

**2 EBL Children**  
**2 Mold**  
**2 Victims of federally declared natural disasters**

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)  
**Press releases, direct mailing for enhanced vouchers**

#### **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:

**An exemption is granted to residents if a long term hardship exists (90 days or more), due to loss of assistance, loss of employment or if denial of hardship would result in eviction.**

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

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

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

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

For the earned income of a previously unemployed household member

For increases in earned income

Fixed amount (other than general rent-setting policy)

If yes, state amount/s and circumstances below:

Fixed percentage (other than general rent-setting policy)

If yes, state percentage/s and circumstances below:

For household heads

For other family members

For transportation expenses

For the non-reimbursed medical expenses of non-disabled or non-elderly families

Other (describe below)

e. Ceiling rents

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

Yes for all developments

Yes but only for some developments

No

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

For all developments

For all general occupancy developments (not elderly or disabled or elderly only)

For specified general occupancy developments

For certain parts of developments; e.g., the high-rise portion

For certain size units; e.g., larger bedroom sizes

Other (list below)

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

Market comparability study

Fair market rents (FMR)

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

f. Rent 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)

**Families are required to report decreases in income which will be processed upon verification of decrease. Increases in income are deferred to the next annual re-examination. YMHA is in the process of evaluating whether or not to process the income increase within thirty days after receipt of notice.**

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

**(2) Flat Rents**

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

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

## B. Section 8 Tenant-Based Assistance

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

### (1) Payment Standards

Describe the voucher payment standards and policies.

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

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

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

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

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

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

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

- Annually
- Other (list below)  
**At least annually and more frequently as necessary.**

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:

**The Youngstown Metropolitan Housing Authority utilizes a basic vertical organizational structure. Reporting to the five-member Board of Commissioners is the Interim Executive Director. Other Departmental Directors oversee areas including Finance, Human Resources, Maintenance, Development, Resident Initiatives, Occupancy and Special Projects as well as the Section 8 Housing Choice Voucher program.**

**B. HUD Programs Under PHA Management**

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

<b>Program Name</b>	<b>Units or Families Served at Year Beginning</b>	<b>Expected Turnover</b>
---------------------	---	--------------------------

Public Housing	<b>1052</b>	<b>377</b>
Section 8 Vouchers	<b>2213</b>	<b>275</b>
Section 8 Certificates	<b>NA</b>	<b>NA</b>
Section 8 Mod Rehab	<b>NA</b>	<b>NA</b>
Public Housing Drug Elimination Program (PHDEP)	<b>N/A</b>	<b>N/A</b>
Other Federal Programs(list individually)		
RSDM Family	<b>0</b>	<b>0</b>
Elderly Services	<b>80</b>	<b>20</b>
YouthBuild-HUD	<b>15</b>	<b>15</b>
YouthBuild-DOL	<b>24</b>	<b>24</b>
Section 8 FSS	<b>184</b>	<b>40</b>
HOPE VI Neigh. Netw.	<b>70</b>	<b>20</b>
HOPE VI Case Mngmt.	<b>72</b>	<b>7</b>
<b>Section 8 SRO</b>		
Mod Rehab	<b>60</b>	<b>10</b>
PH FSS	40	15
PH Homeownership	40	15

### **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)

- **Work Order System**
- **Pest Eradication Policy**
- **Maintenance Plan**
- **Uniform Inspection System**
- **Admissions and Occupancy Policy**
- **Fair Housing Policy**
- **Grievance Procedures**
- **Tenant Selection and Assignment Plan**
- **Community Service Plan**
- **Handicapped Policy**
- **Termination and Eviction**
- **Transfer and Transfer Waiting List**
- **Resident Initiative**

- **Section 3 Plan**
- **Pet Policy for Families**
- **Pet Policy for Elderly**
- **VAWA Policy**

(2) Section 8 Management: (list below)

- **Section 8 Administrative Plan**
- **Section 8 SEMAP Procedures**

## **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)

**Executive Director Designee**

### **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)  
**Executive Director Designee**

## **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 (**OH0020B07**)

-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 (**OH0020J08**)

-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: **Westlake Terrace**
2. Development (project) number: **OH002001**
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:  
YMHA is evaluating its housing portfolio to determine the viability of a HOPE VI application. The process will continue. As of now, the most likely development is Brier Hill Homes.

- Yes  No: 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:  
**Arlington Heights. Tax credits have been awarded .**

- 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?

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

2. Activity Description

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

<b>Demolition/Disposition Activity Description</b>
1a. Development name: Westlake Terrace Homes 1b. Development (project) number: OH002001
2. Activity type: Demolition <input checked="" type="checkbox"/> Disposition <input type="checkbox"/>
3. Application status (select one) Approved <input type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application <input checked="" type="checkbox"/>
4. Date application approved, submitted, or planned for submission: <u>(1/31/09)</u>
5. Number of units affected: 67
6. Coverage of action (select one) <input checked="" type="checkbox"/> Part of the development <input type="checkbox"/> Total development
7. Timeline for activity: a. Actual or projected start date of activity: 4/1/09 b. Projected end date of activity: July 2009

<b>Demolition/Disposition Activity Description</b>
1a. Development name: Westlake Terrace Homes 1b. Development (project) number: OH002001
2. Activity type: Demolition <input type="checkbox"/> Disposition <input checked="" type="checkbox"/>
3. Application status (select one) Approved <input type="checkbox"/> Submitted, pending approval <input checked="" type="checkbox"/> Planned application <input type="checkbox"/>

4. Date application approved, submitted, or planned for submission: <u>(4/5/08)</u>
5. Number of units affected: 0
6. Coverage of action (select one) <input checked="" type="checkbox"/> Part of the development <input type="checkbox"/> Total development
7. Timeline for activity: a. Actual or projected start date of activity: 5/15/08 b. Projected end date of activity: December 2008

**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.

<b>Designation of Public Housing Activity Description</b>
1a. Development name: <b>Vasu Manor OH002006</b> <b>Norton Manor OH002008</b> <b>Gutknecht Tower OH002009</b> <b>Struthers Manor OH002011</b> <b>Amedia Plaza OH002012</b>

2. Activity Description

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

<b>Designation of Public Housing Activity Description</b>
<p>1a. Development name:  <b>Vasu Manor OH002006</b>  <b>Norton Manor OH002008</b>  <b>Gutknecht Tower OH002009</b>  <b>Struthers Manor OH002011</b>  <b>Amedia Plaza OH002012</b></p>
<p>1b. Development (project) number: <b>See above</b></p>
<p>2. Designation type:  Occupancy by only the elderly <input checked="" type="checkbox"/>  Occupancy by families with disabilities <input type="checkbox"/>  Occupancy by only elderly families and families with disabilities <input type="checkbox"/></p>
<p>3. Application status (select one)  Approved; included in the PHA’s Designation Plan <input checked="" type="checkbox"/>  Submitted, pending approval <input type="checkbox"/>  Planned application <input type="checkbox"/></p>
<p>4. Date this designation approved, submitted, or planned for submission: <u>(8-8-07)</u></p>
<p>5. If approved, will this designation constitute a (select one)  <input type="checkbox"/> New Designation Plan  <input checked="" type="checkbox"/> Revision of a previously-approved Designation Plan</p>
<p>6. Number of units affected: 494  7. Coverage of action (select one)  <input type="checkbox"/> Part of the development  <input checked="" type="checkbox"/> Total development</p>

**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.

<b>Conversion of Public Housing Activity Description</b>	
1a. Development name:	
1b. Development (project) number:	
2. What is the status of the required assessment?	
<input type="checkbox"/> Assessment underway <input type="checkbox"/> Assessment results submitted to HUD <input type="checkbox"/> Assessment results approved by HUD (if marked, proceed to next question) <input type="checkbox"/> Other (explain below)	
3. <input type="checkbox"/> Yes <input type="checkbox"/> No: Is a Conversion Plan required? (If yes, go to block 4; if no, go to block 5.)	
4. Status of Conversion Plan (select the statement that best describes the current status)	
<input type="checkbox"/> Conversion Plan in development <input type="checkbox"/> Conversion Plan submitted to HUD on: (DD/MM/YYYY) <input type="checkbox"/> Conversion Plan approved by HUD on: (DD/MM/YYYY) <input type="checkbox"/> Activities pursuant to HUD-approved Conversion Plan underway	

**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.)

<b>Public Housing Homeownership Activity Description (Complete one for each development affected)</b>	
1a. Development name: <b>Scattered Sites</b>	
1b. Development (project) number: <b>OH2-20</b>	
2. Federal Program authority:	
<input type="checkbox"/> HOPE I <input checked="" type="checkbox"/> 5(h) <input type="checkbox"/> Turnkey III <input type="checkbox"/> Section 32 of the USHA of 1937 (effective 10/1/99)	
3. Application status: (select one)	
<input checked="" type="checkbox"/> Approved; included in the PHA’s Homeownership Plan/Program <input type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application	
4. Date Homeownership Plan/Program approved, submitted, or planned for submission: (06/12/1997)	
5. Number of units affected: 14 units were initially affected; currently there are 7 units and 7 units were sold.	
<b>Note: All units involved were through acquisition or new construction and not originally part of a development.</b>	
6. Coverage of action: (select one)	
<input type="checkbox"/> Part of the development <input checked="" type="checkbox"/> Total development	

## B. Section 8 Tenant Based Assistance

1.  Yes  No: Does the PHA plan to administer a Section 8 Homeownership program pursuant to Section 8(y) of the U.S.H.A. of 1937, as implemented by 24 CFR part 982 ? (If “No”, skip to component 12; if “yes”, describe each program using the table below (copy and complete questions for each program identified), unless the PHA is eligible to complete 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:

**Required to participate in FSS program**

**Be in good-standing with Housing Authority and/or landlord**

**With exception of elderly/disabled applicants must meet income of \$15,500 annually.**

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

[24 CFR Part 903.7 9 (I)]

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

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

---

1. Cooperative agreements:

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

If yes, what was the date that agreement was signed? 06/05/06.

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. )

<b>Services and Programs</b>				
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)
Hope VI Neighborhood Network	50	Per Grant	Westlake Terrace	Applicable to PH, S8 and Community, provided they meet grant criteria
YouthBuild	50	Random	YouthBuild Office YMHA Central Office	PH
Elderly/Disabled Service Coordinator	100	Specific	Norton Manor	PH
Work Experience Program	100	Specific	YMHA Central Office	PH
Section 3	10	Specific	YMHA Central Office	PH
ROSS Public Housing FSS	40	Specific	YMHA Central Office	PH
HOPE VI CSS Program	67	Specific	Westlake Terrace Resource Centers	Applicable to PH, S8 and Community, provided they meet grant criteria
ROSS Homeownership	40	Specific	YMHA Central Office	PH

**(2) Family Self Sufficiency programs**

a. Participation Description

<b>Family Self Sufficiency (FSS) Participation</b>		
Program	Required Number of Participants (start of FY 2007 Estimate)	Actual Number of Participants (As of: 02/12/07)
Public Housing	25	17
Section 8	173	97

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:

- **Increase recruitment efforts via mailings, phone calls and attending briefings.**
- **Conduct home visits to assist in preventing attrition.**
- **Work closely with HCV Coordinator and case managers to encourage participation and retention.**

### **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 on-going anticrime/anti drug programs
- Other (describe below)

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

**All family developments (Brier Hill, Victory Estates, Rockford Village, Westlake Terrace, Kirwan Homes) and Gutknecht Towers and Norton Manor.**

**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)
  - **Partner with the City of Youngstown Police Department via grants and task force involvement**

- **Police officer in Residence Program; will be continue advertising Officer in Residence Programs an option for other law enforcement officers.**
- **Partner with Youngstown State University in awarded Weed and Seed grant. Weed and Seed area encompasses Westlake Terrace and Brier Hill Homes and is adjacent to Gutknecht Tower.**

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

**All family developments (Brier Hill, Victory Estates, Rockford Village, Westlake Terrace, Kirwan Homes) and Gutknecht Towers and Norton Manor.**

### 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 on-going 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)

**Police officers have participated in the Officer in Residence Program at two sits: Amedia Plaza and Gutknecht Tower.**

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

**All family developments (Brier Hill, Victory Estates, Rockford Village, Westlake Terrace, Kirwan Homes) and Gutknecht Towers and Norton Manor.**

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

PHAs eligible for FY 2005 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 2005 in this PHA Plan?
- Yes  No: This PHDEP Plan is an Attachment. (Attachment Filename: \_\_\_\_)

## 14. RESERVED FOR PET POLICY

## **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)
    - **Comprehensive twenty year Physical Needs Assessment is in place for all properties**
    - **Exploration of assisted living options**

- **Consideration of leveraging capital funds to modernize developments in accordance with physical needs**
- **Explore LIHTC or other financing tools for modernization**
- **Portfolio assessment of select properties is planned to assist in determining long-term viability of each**
- **Request Extension of Phase-In of Management Fee until 2011.**

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 (**OH002K08**) Resident Advisory Board
- 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: (City of Youngstown, City of Campbell, City of Struthers and County of Mahoning)
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)  
Consulted with organization that prepared plans

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

- **YMHA'S Public Housing, Section 8 Housing Choice Voucher and Capital Fund program activities are all supported as part of the various Consolidated Plan strategies**
- **The Consolidated Plans' cite the housing needs for small and large renter households (0 –30% MFI) as a top priority. All plans recognize that YMHA has the ability to meet this need.**
- **The City of Youngstown's Consolidated Plan identifies YMHA's Hope VI revitalization project as a means to address the housing needs and, as such, the City supports the project.**
- **All Consolidated Plan Jurisdictions recognize YMHA as the primary permanent housing agency in the County.**

#### **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.

# PHA Plan Table Library

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

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

Capital Fund Grant Number      FFY of Grant Approval: (MM/YYYY)

Original Annual Statement

Line No.	Summary by Development Account	Total Estimated Cost
1	Total Non-CGP Funds	
2	1406 Operations	
3	1408 Management Improvements	
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	
11	1465.1 Dwelling Equipment-Nonexpendable	
12	1470 Nondwelling Structures	
13	1475 Nondwelling Equipment	
14	1485 Demolition	
15	1490 Replacement Reserve	
16	1492 Moving to Work Demonstration	
17	1495.1 Relocation Costs	
18	1498 Mod Used for Development	
19	1502 Contingency	
20	<b>Amount of Annual Grant (Sum of lines 2-19)</b>	
21	Amount of line 20 Related to LBP Activities	
22	Amount of line 20 Related to Section 504 Compliance	
23	Amount of line 20 Related to Security	
24	Amount of line 20 Related to Energy Conservation Measures	

**Annual Statement  
Capital Fund Program (CFP) Part II: Supporting Table**

Development Number/Name HA-Wide Activities	General Description of Major Work Categories	Development Account Number	Total Estimated Cost

**Annual Statement**

**Capital Fund Program (CFP) Part III: Implementation Schedule**

Development Number/Name HA-Wide Activities	All Funds Obligated (Quarter Ending Date)	All Funds Expended (Quarter Ending Date)

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

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

Optional 5-Year Action Plan Tables				
Development Number	Development Name (or indicate PHA wide)	Number Vacant Units	% Vacancies in Development	
Description of Needed Physical Improvements or Management Improvements			Estimated Cost	Planned Start Date (HA Fiscal Year)
<b>Total estimated cost over next 5 years</b>				



**DECONCENTRATION AND INCOME TARGETING POLICY  
FOR THE  
YOUNGSTOWN METROPOLITAN HOUSING AUTHORITY  
YOUNGSTOWN, OHIO**

**DECONCENTRATION AND INCOME TARGETING POLICY**  
*(of the Public Housing Admissions and Occupancy Policy)*

Sub-Title A, Section 513 of the Quality Housing and Work Responsibility Act of 1998 (QHWRA), establishes two interrelated requirements for implementation by Public Housing Authorities: (1) Economic Deconcentration of public housing developments and (2) Income Targeting to assure that families in the “extremely low” income category are proportionately represented in public housing and that pockets of poverty are reduced or eliminated. Under the deconcentration requirement, PHAs are to implement a program which provides that families with lowest incomes will be offered units in housing developments where family incomes are the highest and high-income families will be offered units in developments where family incomes are the lowest. In order to implement these new requirements the PHA must promote these provisions as policies and revise their Admission and Occupancy policies and procedures to comply.

Therefore, the Youngstown Metropolitan Housing Authority (PHA) hereby affirms its commitment to implementation of the two requirements by adopting the following policies:

1. Economic Deconcentration:

Admission and Occupancy policies are revised to include the PHA’s policy of promoting economic deconcentration of its housing developments by offering low-income families, selected in accordance with applicable preferences and priorities, units in developments where family incomes are highest. Conversely, families with higher incomes will be offered units in developments with the lowest average family incomes.

Implementation of this program will require the PHA to: (1) determine and compare the relative tenant incomes of each development and the incomes of families in the census tracts in which the developments are located, and (2) consider what policies,

measures or incentives are necessary to bring high-income families into low-income developments (or into developments in low-income census tracts) and low-income families into high-income developments (or into developments in high-income census tracts).

In addition, an assessment of the average family income for each development is necessary. Families will be provided with an explanation of the policy during the application/screening process and/or the occupancy orientation sessions and given opportunities to discuss the options available to them. The families will also be informed that should they choose not to accept the first unit offered under this system, their refusal will not be cause to drop their name to the bottom of the list.

Implementation may include one or more of the following options:

- Skipping families on the waiting list based on income;
- Establishing preferences for working families;
- Establish preferences for families in job training programs;
- Establish preferences for families in education or training programs;
- Marketing campaign geared toward targeting income groups for specific developments;
- Additional supportive services;
- Additional amenities for all units;
- Ceiling rents;
- Flat rents for developments and unit sizes;
- Different tenant rent percentages per development;
- Different tenant rent percentages per bedroom size;
- Saturday and evening office hours;
- Security Deposit waivers;
- Revised transfer policies;
- Site-based waiting lists;
- Mass Media advertising/Public service announcements; and
- Giveaways.

## 2. Income Targeting

As public housing dwelling units become available for occupancy, responsible PHA employees will offer units to applicants on the waiting list. In accordance with the Quality Housing and Work Responsibility Act of 1998, the PHA encourages occupancy of its developments by a broad range of families with incomes up to eighty percent (80%) of the median income for the jurisdiction in which the PHA operates. At a minimum, 40% of all new admissions to public housing **on an annual basis** will be families with incomes at or below thirty percent (30%) (extremely low-income) of the area median income. The offer of assistance will be made without discrimination because of race, color, religion, sex, national origin, age, handicap or familial status.

The PHA may employ a system of income ranges in order to maintain a public housing resident body composed of families with a range of incomes and rent paying abilities representative of the range of incomes among low-income families in the PHA's area of operation, and will take into account the average rent that should be received to maintain financial solvency. The selection procedures are designed so that selection of new public housing residents will bring the actual distribution of rents closer to the projected distribution of rents.

In order to implement the income targeting program, the following policy is adopted:

- The PHA may select, based on date and time of application and preferences, two (2) families in the extremely low-income category and two (2) families from the lower/very low-income category alternately until the forty percent (40%) admission requirement of extremely low-income families is achieved (2 plus 2 policy).
- After the minimum level is reached, all selections may be made based solely on date, time and preferences. Any applicants passed over as a result of implementing this 2 plus 2 policy will retain their place on the waiting list and will be offered a unit in order of their placement on the waiting list.
- To the maximum extent possible, the offers will also be made to effect the PHA's policy of economic deconcentration.
- For the initial year of implementation, a pro-rated percentage of the new admissions will be calculated from April 1, 1999 through the end of the fiscal year. Following the initial implementation period, the forty percent (40%) requirement will be calculated based on new admissions for the fiscal year.
- The PHA reserves the option, at any time, to reduce the targeting requirement for public housing by no more than ten percent (10%), if it increases the target figure for its Section 8 program from the required level of seventy-five percent (75%) of annual new admissions to no more than eighty-five percent (85%) of its annual new admissions.







<b>SUBTOTAL Audit</b>	<b>\$1,000.00</b>	<b>\$0.00</b>	<b>\$1,000.00</b>	<b>\$1,000.00</b>	<b>\$0.00</b>	<b>\$0.00</b>				
<b>A&amp;E Fees</b>										
508 143000 305000 508 007	\$216,724.00		\$216,724.00	\$216,724.00						
<b>SUBTOTAL A&amp;E</b>	<b>\$216,724.00</b>	<b>\$0.00</b>	<b>\$216,724.00</b>	<b>\$216,724.00</b>	<b>\$0.00</b>	<b>\$0.00</b>				
<b>Development</b>										
508 149900 000000 508 007	\$99,459.00		\$99,459.00	\$99,459.00						
<b>SUBTOTAL DEVP</b>	<b>\$99,459.00</b>	<b>\$0.00</b>	<b>\$99,459.00</b>	<b>\$99,459.00</b>	<b>\$0.00</b>	<b>\$0.00</b>				
<b>Office Equipment</b>										
508 147500 200000 508 007	\$5,000.00		\$5,000.00	\$5,000.00						
<b>SUBTOTAL Office Equipme</b>	<b>\$5,000.00</b>	<b>\$0.00</b>	<b>\$5,000.00</b>	<b>\$5,000.00</b>	<b>\$0.00</b>	<b>\$0.00</b>				
<b>Contingency money</b>										
ACCOUNT #1502	\$222,931.00		\$222,931.00	\$222,931.00						
<b>SUBTOTAL Contingency</b>	<b>\$222,931.00</b>	<b>\$0.00</b>	<b>\$222,931.00</b>	<b>\$222,931.00</b>	<b>\$0.00</b>	<b>\$0.00</b>				
<b>HA-WIDE TOTAL</b>	<b>\$1,350,005</b>	<b>\$0</b>	<b>\$1,350,005</b>	<b>\$1,350,005</b>	<b>\$0</b>	<b>\$0</b>				
<b>GRAND TOTALS</b>	<b>\$2,557,005</b>	<b>\$0</b>	<b>\$2,557,005</b>	<b>\$2,557,005</b>	<b>\$0</b>	<b>\$0</b>				

# Annual Statement / Performance and Evaluation Report

## Part I: Summary

Capital Fund Program (CFP)

**cfp#9**

## U.S. Department of Housing and Urban Development

Office of Public and Indian Housing

OMB Approval No. 2577-0157 (Exp. 3/31/2002)

H A Name <b>YOUNGSTOWN METROPOLITAN HOUSING AUTHORITY</b>	Comprehensive Grant Number <b>OH12P00250108</b>	FFY of Grant Approval <b>2008</b>
--	--	--------------------------------------

Original Annual Statement    
  Reserved for Disasters/Emergencies    
  Revised Annual Statement/Revisi    
 1  Performance and Evaluation Report for Program Year Ending \_\_\_\_\_  
 Final Performance and Evaluation Report for Program Year Ending \_\_\_\_\_    
 Budget revisions

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost (2)	
		Original	Revised (1)	Obligated	Expended
1	Total Non-CGP Funds				
2	1406 Operating Expenses(may not exceed 10% of line 20)	\$526,594	\$526,594	\$0	\$0
3	1408 Management Improvements	\$15,000	\$114,459	\$0	\$0
4	1410 Administration	\$263,297	\$263,297	\$0	\$0
5	1411 Audit	\$1,000	\$1,000	\$0	\$0
6	1415 Liquidated Damages	\$0	\$0	\$0	\$0
7	1430 Fees and Costs	\$216,724	\$216,724	\$0	\$0
8	1440 Site Acquisition	\$0	\$0	\$0	\$0
9	1450 Site Improvement	\$101,000	\$101,000	\$0	\$0
10	1460 Dwelling Structures	\$946,000	\$946,000	\$0	\$0
11	1465.1 Dwelling Equipment-Nonexpendable	\$50,000	\$50,000	\$0	\$0
12	1470 Nondwelling Structures	\$2,000	\$2,000	\$0	\$0
13	1475 Nondwelling Equipment	\$5,000	\$5,000	\$0	\$0
14	1485 Demolition	\$200,000	\$200,000	\$0	\$0
15	1490 Replacement Reserve	\$0	\$0	\$0	\$0
16	1492 Moving to Work Demonstration	\$0	\$0	\$0	\$0
17	1495.1 Relocation Costs	\$0	\$0	\$0	\$0
18	1499 Development	\$99,459	\$0	\$0	\$0
19	1502 Contingency (may not exceed 8% of line 20)	\$222,931	\$222,931	\$0	\$0
20	<b>Amount of Annual Grant (sums of lines 2-19)</b>	<b>\$2,649,005</b>	<b>\$2,649,005</b>	<b>\$0</b>	<b>\$0</b>
21	Amount of line 20 Related to LBP Activities	\$0	\$0	\$0	\$0
22	Amount of Line 20 Related to Section 504 Compliance	\$0	\$0	\$0	\$0
23	Amount of Line 20 Related to Security	\$151,000	\$151,000	\$0	\$0
24	Amount of Line 20 Related to Energy Conservation Measures	\$0			

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

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

Signature of Executive Director and Date

Signature of Public Housing Director

X

X

**Annual Statement/Performance  
and Evaluation Report**

**Part II: Supporting Pages  
Capital Fund Program (CFP)**

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

Youngstown Metropolitan Housing Authority

Development Number/Name	General Description of Major Work Categories	Development Account Number	Quantity	Estimated Cost		Total Actual Cost		Status of Proposed Work (2)
				Original	Revised (1)	Funds Obligated (2)	Funds Expended (2)	
<b>AMP 1 : OH 2-001</b> <b>Westlake</b> <b>Terrace Homes</b>	Porch/patio repair/replacements	1450	LOT	\$100,000	\$100,000	\$0	\$0	Ongoing
	Demolition of selected units (Westlake South)	1485	LOT	\$200,000	\$200,000	\$0	\$0	Pending Viability study.
	<b>OH12P002001 SUBTOTAL</b>		<b>Subtotal</b>	<b>\$300,000</b>	<b>\$300,000</b>	<b>\$0</b>	<b>\$0</b>	
<b>AMP 4: OH2-024</b> <b>Rockford Village</b>	Security Screens (partial)	1460	LOT	\$150,000	\$150,000	\$0	\$0	
	<b>OH12P002024 SUBTOTAL</b>		<b>Subtotal</b>	<b>\$150,000</b>	<b>\$150,000</b>	<b>\$0</b>	<b>\$0</b>	
<b>AMP 5: OH2-04</b> <b>Kirwan Homes</b>	Furnance repair and replacement	1460	LOT	\$100,000	\$100,000	\$0	\$0	
	Drainage	1450	LOT	\$1,000	\$1,000	\$0	\$0	
	Security Screens	1460	LOT	\$1,000	\$1,000	\$0	\$0	Pending viability study - placel
	Office flooring	1470	LOT	\$2,000	\$2,000	\$0	\$0	
	Roof Repairs	1460	LOT	\$100,000	\$100,000	\$0	\$0	
	<b>OH12P002004 SUBTOTAL</b>		<b>Subtotal</b>	<b>\$204,000</b>	<b>\$204,000</b>	<b>\$0</b>	<b>\$0</b>	
<b>AMP 2: OH 2-005</b> <b>P.L. Strait Homes</b> <b>2-5E (Brier Hill Annex)</b>	2-5E Bathroom Rennovation	1460	LOT	\$50,000	\$50,000	\$0	\$0	Phase I
	2-5E Lead Testing	1460	LOT	\$8,000	\$8,000	\$0	\$0	
<b>AMP 4: OH 2-005</b> <b>P.L. Strait Homes</b> <b>2-5F (Victory)</b>	2-5F (Cameron/Mabel) Furnace Replacement	1460	LOT	\$50,000	\$50,000	\$0	\$0	
	2-5F (Cameron/Mabel) Kitchen Upgrade	1460	LOT	\$25,000	\$25,000	\$0	\$0	
	2-5F Bathroom Renovations	1465	LOT	\$50,000	\$50,000	\$0	\$0	
	<b>OH12P002005 SUBTOTAL</b>		<b>Subtotal</b>	<b>\$183,000</b>	<b>\$183,000</b>	<b>\$0</b>	<b>\$0</b>	

1) To be completed for Performance and Evaluation Report or a Revised Annual Statement

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

Signature of Executive Director and Date

Signature of Public Housing Director/Office and Date

Previous edition is obsolete

form HUD-52837 (9/98)

**Annual Statement/Performance  
and Evaluation Report**

**Part II: Supporting Pages  
Capital Fund Program (CFP)**

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

Youngstown Metropolitan Housing Authority

Development Number/Name	General Description of Major Work Categories	Development Account Number	Quantity	Estimated Cost		Total Actual Cost		Status of Proposed Work (2)
				Original	Revised (1)	Funds Obligated (2)	Funds Expended (2)	
<b>AMP 5: OH 2-006</b>  <b>VASU MANOR</b>	PTAC Installation	1460	LOT	\$25,000	\$25,000	\$0	\$0	
	Kitchen upgrade	1460	LOT	\$25,000	\$25,000	\$0	\$0	
	HC unit upgrade (showers)	1460	LOT	\$25,000	\$25,000	\$0	\$0	
<b>OH12P002006 SUBTOTAL</b>				<b>\$75,000</b>	<b>\$75,000</b>	<b>\$0</b>	<b>\$0</b>	
<b>AMP 3: \OH 2-008</b> <b>NORTON MANOR</b>	Interior modernization/upgrades - conversion	1460	LOT	\$117,000	\$117,000	\$0	\$0	
	<b>OH12P002008 SUBTOTAL</b>				<b>\$117,000</b>	<b>\$117,000</b>	<b>\$0</b>	<b>\$0</b>
<b>AMP 3: OH 2-009</b> <b>Gutknecht Tower</b>	PTAC installation	1460	LOT	\$125,000	\$125,000	\$0	\$0	
	<b>OH12P002009 SUBTOTAL</b>				<b>\$125,000</b>	<b>\$125,000</b>	<b>\$0</b>	<b>\$0</b>
<b>AMP 5: OH 2-011</b> <b>Struthers Manor</b>	Roof Replacement	1460	LOT	\$50,000	\$50,000	\$0	\$0	
	<b>OH12P002011 SUBTOTAL</b>				<b>\$50,000</b>	<b>\$50,000</b>	<b>\$0</b>	<b>\$0</b>

1) To be completed for Performance and Evaluation Report or a Revised Annual Statement

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

Signature of Executive Director and Date

Signature of Public Housing Director and Date

**Annual Statement/Performance  
and Evaluation Report**

**Part II: Supporting Pages  
Capital Fund Program (CFP)**

**U.S. Department of Housing  
and Urban Development**

Office of Public and Indian Housing

Youngstown Metropolitan Housing Authority

Development Number/Name	General Description of Major Work Categories	Development Account Number	Quantity	Estimated Cost		Total Actual Cost		Status of Proposed Work (2)
				Original	Revised (1)	Funds Obligated (2)	Funds Expended (2)	
<b>AMP 2: OH 2-012 C.A. Amedia</b>	Kitchen Renovation	1460	LOT	\$35,000	\$35,000	\$0	\$0	
	<b>OH12P002012 SUBTOTAL</b>			<b>\$35,000</b>	<b>\$35,000</b>	<b>\$0</b>	<b>\$0</b>	
<b>AMPS 1,2,4, 5: OH 2-014 Scattered Site</b>	Kitchen upgrades	1460	LOT	\$30,000	\$30,000	\$0	\$0	
	<b>OH12P002014 SUBTOTAL</b>			<b>\$30,000</b>	<b>\$30,000</b>	<b>\$0</b>	<b>\$0</b>	
<b>AMP 2: OH 2-015 Scattered Site</b>	Basement/Exterior Façade Repairs	1460	LOT	\$5,000	\$5,000	\$0	\$0	
	Water meter splits	1460	LOT	\$5,000	\$5,000	\$0	\$0	
	<b>OH12P002015 SUBTOTAL</b>			<b>\$10,000</b>	<b>\$10,000</b>	<b>\$0</b>	<b>\$0</b>	
<b>AMP 4: OH 2-016 Scattered Site</b>	Water meter/pilmbing repair	1460	LOT	\$10,000	\$10,000	\$0	\$0	
	<b>OH12P002016 SUBTOTAL</b>			<b>\$10,000</b>	<b>\$10,000</b>	<b>\$0</b>	<b>\$0</b>	
<b>AMP 2: OH 2-018 Scattered Site</b>	Basement/Exterior Façade Repairs	1460	LOT	\$10,000	\$10,000	\$0	\$0	
	<b>OH12P002018 SUBTOTAL</b>			<b>\$10,000</b>	<b>\$10,000</b>	<b>\$0</b>	<b>\$0</b>	
<b>SITE SUBTOTAL</b>				<b>\$1,289,000</b>	<b>\$1,289,000</b>	<b>\$0</b>	<b>\$0</b>	

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

1) To be completed for Performance and Evaluation Report or a Revised Annual Statement

Signature of Executive Director and Date

Signature of Public Housing Director and Date

**Annual Statement/Performance  
and Evaluation Report**

**Part II: Supporting Pages  
Capital Fund Program (CFP)**

**U.S. Department of Housing  
and Urban Development**

Office of Public and Indian Housing

Youngstown Metropolitan Housing Authority

Development Number/Name	General Description of Major Work Categories	Development Account Number	Quantity	Estimated Cost		Total Actual Cost		Status of Proposed Work (2)
				Original	Revised (1)	Funds Obligated (2)	Funds Expended (2)	
<b>HA-WIDE OPERATIONS</b>	Operations	1406		\$526,594	\$526,594	\$0	\$0	
	<b>OPERATIONS SUBTOTAL</b>			<b>\$526,594</b>	<b>\$526,594</b>	<b>\$0</b>	<b>\$0</b>	
<b>MANAGEMENT IMPROVEMENTS</b>								
	Property Viability study to increase occupancy or decrease unit count. Split evenly between AMPs 1-5	1408	LOT	\$15,000	\$114,459	\$0	\$0	Funding properly allocated from RHF misplacement
	<b>MANAGEMENT SUBTOTAL</b>			<b>\$15,000</b>	<b>\$114,459</b>	<b>\$0</b>	<b>\$0</b>	
<b>Nontechnical Salaries</b>	Asset Management Fee	1410	LOT	\$263,297	\$263,297	\$0	\$0	
	<b>NONTECHNICAL SUBTOTAL</b>			<b>\$263,297</b>	<b>\$263,297</b>	<b>\$0</b>	<b>\$0</b>	
<b>CGP Audit Cost</b>	Audit Costs	1411	LOT	\$1,000	\$1,000	\$0	\$0	
	<b>CGP AUDIT COST SUBTOTAL</b>			<b>\$1,000</b>	<b>\$1,000</b>	<b>\$0</b>	<b>\$0</b>	
<b>Arch. &amp; Eng. Fees</b>	A&E Fees	1430.1	LOT	\$216,724	\$216,724	\$0	\$0	Includes dollar amount for preliminary studies on conversion
	<b>ARCHITECTURAL SUBTOTAL</b>			<b>\$216,724</b>	<b>\$216,724</b>	<b>\$0</b>	<b>\$0</b>	

1) To be completed for Performance and Evaluation Report or a Revised Annual Statement

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

Signature of Executive Director and Date

Signature of Public Housing Director and Date

**Annual Statement/Performance  
and Evaluation Report**

**Part II: Supporting Pages  
Capital Fund Program (CFP)**

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

Youngstown Metropolitan Housing Authority

Development Number/Name	General Description of Major Work Categories	Development Account Number	Quantity	Estimated Cost		Total Actual Cost		Status of Proposed Work (2)
				Original	Revised (1)	Funds Obligated (2)	Funds Expended (2)	
<b>Development</b>	Supplement to RHF Funds Reduction	1499	LOT	\$99,459	\$0	\$0	\$0	
	<b>DEVELOPMENT SUBTOTAL</b>			<b>\$99,459</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>Zeroed out. This was a misplaced item.</b>
<b>Nondwelling Equip.</b>	Lobby/Office furniture for Norton ( AMP 3, 3-008)	1475.1	LOT	\$5,000	\$5,000	\$0	\$0	Formerly "office equipment"
	<b>NONDWELLING SUBTOTAL</b>			<b>\$5,000</b>	<b>\$5,000</b>	<b>\$0</b>	<b>\$0</b>	
<b>Capital Funds Contingency</b>	Contingency Account	1502		\$222,931	\$222,931	\$0	\$0	
	<b>CONTINGENCY SUBTOTAL</b>			<b>\$222,931</b>	<b>\$222,931</b>	<b>\$0</b>	<b>\$0</b>	
	<b>HA-WIDE SUBTOTAL</b>			<b>\$1,350,005</b>	<b>\$1,350,005</b>	<b>\$0</b>	<b>\$0</b>	
	<b>GRAND TOTAL</b>			<b>\$2,649,005</b>	<b>\$2,649,005</b>	<b>\$0</b>	<b>\$0</b>	

1) To be completed for Performance and Evaluation Report or a Revised Annual Statement

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

Signature of Executive Director and Date

Signature of Public Housing Director and Date

Annual Statement/Performance  
and Evaluation Report

**Part III: Implementation Schedule**  
Capital Fund Program (CFP)

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

Youngstown Metropolitan Housing Authority

Development Number/Name H/A-Wide Activities	All Funds Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reason for Revised Target Dates (2)
	Original	Revised (1)	Actual (2)	Original	Revised (1)	Actual (2)	
OH 2-001 Westlake Terrace	7/1/2007			6/30/2011			
OH 2-004 Kirwan Homes	7/1/2007			6/30/2011			
OH 2-005 P.L. Strait Homes (2-5E & 2-5F)	7/1/2007			6/30/2011			
OH 2-006 Vasu Manor	7/1/2007			6/30/2011			
OH 2-008 Norton Manor	7/1/2007			6/30/2011			
OH 2-009 Gutknecht Tower	7/1/2007			6/30/2011			
OH2-011 Struthers Manor	7/1/2007			6/30/2011			
OH2-012 Amedia Plaza	7/1/2007			6/30/2011			
OH2-014 Scattered Sites/ Sub Rehab	7/1/2007			6/30/2011			
-----HA Wide-----	7/1/2007			6/30/2011			
Computers/software	7/1/2007			6/30/2011			
Office Equipment	7/1/2007			6/30/2011			
Vehicles	7/1/2007			6/30/2011			
Maintenance Equipment	7/1/2007			6/30/2011			
Appliances	7/1/2007			6/30/2011			
Audit Costs	7/1/2007			6/30/2011			
Resident Initiative	7/1/2007			6/30/2011			
Contingency	7/1/2007			6/30/2011			
Operations	7/1/2007			6/30/2011			
Training	7/1/2007			6/30/2011			
Security/Law Enforcement	7/1/2007			6/30/2011			
Emergency Site Improve.	7/1/2007			6/30/2011			
Emergency Dwell. Struct.	7/1/2007			6/30/2011			

1) To be completed for Performance and Evaluation Report or a Revised Annual Statement  
Signature of Executive Director and Date (mm/dd/yyyy)

2) To be completed for the Performance and Evaluation Report.  
Signature of Public Housing Director and Date (mm/dd/yyyy)

**YOUNGSTOWN METROPOLITAN HOUSING AUTHORITY**  
**RESIDENT COUNCIL PRESIDENTS**

**WESTLAKE TERRACE HOMES**

Alice Freeman

**M.J. KIRWAN HOMES**

Vacant

**VICTORY ESTATES**

Frances Gray

**VASU MANOR**

Elizabeth Kolat

**NORTON MANOR**

Gloria Brown

**GUTKNECHT TOWER**

Willie Lofton

**STRUTHERS MANOR**

Mrs. Wanda Hawk

**LOWELLVILE PARK**

Frank Vivo

**C.A. AMEDIA PLAZA**

Adele Comer

**ROCKFORD VILLAGE**

La Verne Dennis

# Youngstown Metropolitan Housing Authority

## Required Attachment OH002D08: Resident Member on the PHA Governing Board

1. Yes  No: Does the PHA governing board include at least one member who is directly assisted by the PHA this year? (if no, skip to #2)
  - A. Name of resident member(s) on the governing board:  
*Mrs. Frances Gray – Victory Estates*
  - B. How was the resident board member selected: (select one)?  
*Appointed*
  - C. The term of appointment is (include the date term expires):  
*11-16-03 to 11-16-08*
  
2. A. If the PHA governing board does not have at least one member who is directly assisted by the PHA, why not? *N/A*
  
- B. Date of next term expiration of a governing board member:  
*11/08*
  
- C. Name and title of appointing official(s) for governing board (indicate appointing official for the next position):  
*Mayor of the City of Youngstown -*

# YOUNGSTOWN METROPOLITAN HOUSING AUTHORITY

## COMMUNITY SERVICE/SELF-SUFFICIENCY POLICY

Attachment: OH002E08

### A. Background

The Quality Housing and Work Responsibility Act of 1998 requires that all non-exempt (see definition) public housing adult residents (18 or older) contribute eight (8) hours per month of community service (volunteer work) or participate in eight (8) hours of training, counseling, classes and other activities which help an individual toward self sufficiency and economic independence. This is a requirement of Public Housing Lease.

### B. Definitions

Community Service – volunteer work, which includes, but is not limited to:

- Work at a local school, hospital, recreation center, senior center or child care center
- Work with youth or senior organizations
- Work at the Authority to help improve physical conditions
- Work at the Authority to help with children’s programs
- Work at the Authority to help with senior programs
- Work at the Authority to help in the administrative offices
- Helping neighborhood groups with special projects
- Working through resident organization to help other residents with problems
- Caring for the children of other residents so they may volunteer

NOTE: Political activity is excluded.

Self-sufficiency Activities – activities that include, but are not limited to:

- Job training programs
- GED classes
- Substance abuse or mental health counseling
- English proficiency or literacy (reading) classes
- Budgeting and credit counseling
- Any kind of class that helps a person toward economic independence

Exempt Adult – an adult member of the family who

- Is 62 years of age or older
- Has a disability that prevents him/her from being gainfully employed
- Is the caretaker of a disabled person

## **YOUNGSTOWN METROPOLITAN HOUSING AUTHORITY**

- Is working at least 20 hours per week
- Is participating in a welfare to work program
- Is receiving assistance from TANF and is in compliance with job training and work activities requirements of the program.

### **C. Requirements of the Program**

1. The eight (8) hours per month may be volunteer work, self sufficiency program activities or a combination of the two.
2. At least eight (8) hours of activity must be performed each month. An individual may not skip a month and then double up the following month, unless special circumstances warrant special consideration. The Authority will make the determination of whether to allow or disallow a deviation from the schedule. If no approval was received from the Authority, the deviation will be considered noncompliance of this policy.
3. Activities must be performed within the community and not outside the jurisdictional area of the Authority.
4. Family obligations
  - At lease execution or re-examination all adult members (18 or older) of a public housing resident family must
    - (a) provide documentation that they are exempt from Community Service requirement if they qualify for an exemption, and
    - (b) sign a certification that they have received and read this policy and understand that if they are not exempt, failure to comply with the Community Service requirement will result in nonrenewal of their lease.
  - At each annual re-examination, non-exempt family members must present a completed documentation form (to be provided by the Authority) of activities performed over the previous twelve (12) months. This form will include places for signature of supervisors, instructors, or counselors certifying the number of hours contributed.
  - If a family member is found to be noncompliant at re-examination, he/she and the Head of Household will sign an agreement with the Authority to make up the deficient hours over the next twelve (12) month period.
5. Change in exempt status:
  - If, during the twelve (12) month period, a non-exempt person becomes exempt, it is his/her responsibility to report this to the Authority and provide documentation of such.
  - If, during the twelve (12) month period, an exempt person becomes non-exempt, it is his/her responsibility to report this to the Authority. The Authority will provide the person with the Recording/Certification documentation form and a list of agencies in the community that provide volunteer and/or training opportunities.

### **D. Authority obligations**

1. To the greatest extent possible and practical, the Authority will

## **YOUNGSTOWN METROPOLITAN HOUSING AUTHORITY**

- provide names of agencies and applicable contact personnel that can provide opportunities for residents, including disabled, to fulfill their Community Service obligations. (According to the Quality Housing and Work Responsibility Act, a disabled person who is otherwise able to be gainfully employed is not necessarily exempt from the Community Service requirement.)
  - provide in-house opportunities for volunteer work or self sufficiency programs.
2. The Authority will provide the family with exemption verification forms and Recording/Certification documentation forms and a copy of this policy at initial application and at lease execution.
  3. The Authority will make the final determination as to whether or not a family member is exempt from the Community Service requirement. Residents may use the Authority's Grievance Procedure if they disagree with the Authority's determination.
  4. Noncompliance of family member
    - At least thirty (30) days prior to annual re-examination and/or lease expiration, the Authority will begin reviewing the exempt or non-exempt status and compliance of the family members.
    - If the Authority finds a family member to be noncompliant, the Authority will enter into a written agreement with the noncompliant member and the Head of Household to make up the deficient hours over the twelve (12) month period.
    - If, at the next annual re-examination, the family member still is not compliant, the lease will not be renewed and the entire family will have to vacate, unless the noncompliant member agrees to move out of the unit.
    - The family may use the Authority's Grievance Procedure to protest the lease termination.

# YOUNGSTOWN METROPOLITAN HOUSING AUTHORITY

## Community Service Exemption Certification

I certify that I am eligible for an exemption from the Community Service requirement for the following reason:

I am 62 or older.

I have a disability which prevents me from working.  
(Certification of Disability Form will serve as documentation)

I am working.  
(Employment Verification Form will serve as documentation)

I am participating in a Welfare to Work Program.  
(Must provide verification letter from agency)

I am receiving TANF and am participating in a required economic self-sufficiency program or work activity.  
(Must provide verification from the funding agency that you are complying with job training or work requirements)

**YOUNGSTOWN METROPOLITAN HOUSING AUTHORITY**  
Resident Signature

---

Date

# YOUNGSTOWN METROPOLITAN HOUSING AUTHORITY

## Community Service Compliance Certification

I/We have received a copy of, have read and understand the contents of the Authority's Community Service/Self Sufficiency Policy.

I/We understand that this is a requirement of the Quality Housing and Work Responsibility Act of 1998 and that if we do not comply with this requirement, our lease will not be renewed.

Resident \_\_\_\_\_ Date \_\_\_\_\_

Resident \_\_\_\_\_ Date \_\_\_\_\_

Resident \_\_\_\_\_ Date \_\_\_\_\_



**YOUNGSTOWN METROPOLITAN HOUSING AUTHORITY**

**YOUNGSTOWN METROPOLITAN HOUSING AUTHORITY  
PET OWNERSHIP POLICY  
FOR FAMILY DEVELOPMENTS**

The following rules shall apply for the keeping of pets by Residents living in the units operated by YMHA. These rules do not apply to service or companion animals verified to be needed by a person with a documented disability.

**1. PET RULES**

1. Common household pets as authorized by this policy means a domesticated animal, such as a cat, dog, fish, bird, gerbil, hamster and guinea pig. Reptiles of any kind, with the exception of small turtles, as well as mice and rats are prohibited. These definitions do not include any wild animals, birds or fish.
2. Each household shall have only one pet (except fish or birds). The limit for birds is two (2).
3. The pet owner shall have only a small cat or dog. The animal's weight shall not exceed 20 pounds. The animal's height shall not exceed 12 inches at the shoulders. Such limitations do not apply to a service animal used to assist a disabled resident.
4. Pet owners shall license their pets yearly with the appropriate city or as required. The pet owner must show YMHA proof of rabies and distemper booster inoculations, a statement from a licensed veterinarian as to the overall health of the dog or cat and licensing annually. The pet owner must also carry renter's liability or other form of liability insurance, which covers household pets.
5. No pet owner shall keep a pet in violation of State or local health or humane laws or ordinances. Any failure of these pet ownership rules to contain other applicable State or local laws or ordinances does not relieve the pet owner of the responsibility for complying with such requirements.
6. The pet owner shall have his or her cat or dog spayed or neutered and shall pay the cost thereof. A veterinarian shall verify that the spaying or neutering has been accomplished. If the animal is less than six (6) months old, residents must agree to have the appropriate procedures performed when the animal reaches the age of six (6) months. Exceptions to this requirement shall be granted only upon certification from a veterinarian that permanent harm may result from this procedure due to the pet's age or illness.
7. The pet owner shall house the pet inside the pet owner's dwelling unit. The pet owner shall keep a cat or a dog on a leash and shall control the animal when it is taken out of the dwelling unit for any purpose. The owner of a bird(s) shall confine them to a cage at all times. No pet owner shall allow his or her pet to be unleashed or loose outside the pet owner's dwelling unit.

8. No resident shall keep, raise, train, breed or maintain any pet of any kind at any location, either inside or outside the dwelling unit, for any commercial purpose.
9. No pet owner shall keep a vicious or intimidating pet on the premises (i.e. pit bull, chow, rottweiler, doberman, German shepherd). If the pet owner declines or delays to remove such a pet, the Authority shall do so, in order to safeguard the health and welfare of the residents.
10. No pet owner shall permit his or her pet to disturb, interfere or diminish the peaceful enjoyment of the pet owner's neighbors or other residents. The term "disturb, interfere or diminish" shall include but not be limited to barking, howling, biting, scratching or chirping. If the pet owner declines or refuses to remove the pet from the premises, the Authority shall do so.
11. The owner of a cat shall feed the animal at least once per day; provide a litter box inside the dwelling unit; clean the litter box at least every two (2) days; and take the animal to a veterinarian at least once a year. The pet owner shall not permit refuse from the litter box to accumulate or to become unsanitary or unsightly, and shall dispose of such droppings by placing them in a plastic tie sack in a designated trash container outside the building where the pet owner lives.
12. The owner of a dog shall feed the animal at least once per day; take the animal for a walk at least twice per day; remove the animal droppings at least twice per day; and take the animal to a veterinarian at least once per year. The pet owner shall not permit dog droppings to accumulate or to become unsanitary or unsightly, and shall dispose of such droppings by placing them in a plastic tie sack in a designated trash container outside the building where the pet owner lives.
13. The pet owner shall take the precautions and measures necessary to eliminate pet odors within and around the dwelling unit, and shall maintain the dwelling unit in a sanitary condition at all times, as determined by the Authority.
14. No pet owner shall alter the dwelling unit or the surrounding premises to create a space, hole, container or enclosure for any pet.
15. Authority staff shall enter a dwelling unit where a pet has been left untended for twenty-four (24) hours, remove the pet and transfer it to the proper local authorities, subject to any provisions of State or local law or ordinances in this regard. The Authority shall accept no responsibility for the pet under such circumstances.
16. Each pet owner shall pay a non-refundable pet fee of \$100.00 times the number of bedrooms in his/her unit for the current pet. If at any time in the future the pet is replaced, another one-time fee will be charged for that animal. This fee will be used to pay reasonable expenses directly attributable to the presence of the pet in the complex, including but not limited to, the cost of repairs and replacement to, and fumigation of, the apartment.
17. All residents are prohibited from feeding, housing or caring for stray animals or birds. Such action shall constitute having a pet without permission of the Authority.

18. Each pet owner shall identify an alternate custodian for his or her pet. If the pet owner is ill or absent from the dwelling unit and unable to care for his or her pet, the alternate custodian shall assume responsibility for the care and keeping of the pet, including, if necessary, the removal of the pet from Authority premises.
19. If a resident, including a pet owner, breaches any of the rules set forth above, the Authority may revoke the pet permit and evict the resident or pet owner.

## **2. NOTICE OF PET RULE VIOLATION**

1. When the Authority determines on the basis of objective facts supported by written statements, that a pet owner has violated one or more of these rules governing the owning or keeping of pets, the Authority will:
  - (a) Serve a notice of the pet rule violation on the owner by sending a letter by first class mail, properly stamped and addressed to the resident at the leased dwelling unit, with a proper return address, or
  - (b) serve a copy of the notice on any adult answering the door at the resident's leased dwelling unit, or if no adult responds, by placing the notice under or through the door, if possible, or else by attaching the notice to the door.
2. The notice of pet rule violation must contain a brief statement of the factual basis for the determination and the pet rule or rules alleged to be violated.
3. The notice must state that the pet owner has ten (10) days from the effective date of service of notice to correct the violation (including, in appropriate circumstances, removal of the pet) or to make a written request for a meeting to discuss the violation, (the effective date of service is that day that the notice is delivered or mailed, or in the case of service by posting, on the day that the notice was initially posted).
4. The notice must state that the pet owner is entitled to be accompanied by another person of his or her choice at the meeting.
5. The notice must state that the pet owner's failure to correct the violation, to request a meeting, or to appear at a requested meeting may result in initiation of procedures to terminate the pet owner's lease.

### **A. PET RULE VIOLATION MEETING**

3. If the pet owner makes a timely request for a meeting to discuss an alleged pet rule violation, the Authority shall establish a mutually agreeable time and place for the meeting to be held within fifteen (15) days from the effective date of service of the notice of pet rule violation (unless the Authority agrees to a later date).
4. The Authority and the pet owner shall discuss any alleged pet rule violation and attempt to correct it and reach an agreeable understanding.
5. The Authority may, as a result of the meeting, give the pet owner additional time to correct the violation.

6. Whatever decision or agreements, if any, are made will be reduced to writing, signed by both parties, with one copy for the pet owner and one copy placed in the resident's file.

## **B. NOTICE OF PET REMOVAL**

1. If the pet owner and the Authority are unable to resolve the pet rule violation at the pet rule violation meeting, or if the Authority determines that the pet owner has failed to correct the pet rule violation within any additional time provided for this purpose, then the Authority will require the pet owner to remove the pet.
2. The notice to remove a pet will contain a brief statement of the factual basis for the determination and the pet rule or rules that have been violated and a statement that the pet owner must remove the pet within ten (10) days of the effective date of service of notice.
3. The notice will also state that failure to remove the pet may result in initiation of procedures to terminate the pet owner's residency.

## **C. INITIATION OF PROCEDURE TO TERMINATE PET OWNER'S RESIDENCY**

1. The Authority will not initiate procedure to terminate a pet owner's residency based on a pet rule violation unless:
  - (a) The pet owner has failed to remove the pet or correct the pet rule violation within the applicable time period specified;
  - (b) The pet rule violation is sufficient to begin procedures to terminate the pet owner's residency under the terms of the lease and application regulations;
  - (c) Provisions of Resident's Lease, Section XIV: Termination of Lease will apply in all cases.

## **D. PROTECTION OF THE PET**

1. If the health or safety of a pet is threatened by the death or incapacity of the pet owner, or by other factors that render the pet owner unable to care for the pet, the Authority may:
  - (a) Contact the responsible party or parties listed in the registration form and ask that they assume responsibility for the pet;
  - (b) If the responsible party or parties are unwilling or unable to care for the pet, the Authority may contact the appropriate State or Local Authority and request the removal of the pet;
  - (c) If the Authority is unable to contact the responsible party or parties despite reasonable efforts, action as outlined in F 1 (b) above will be followed; and
  - (d) If none of the above actions reap results, the Authority may enter the pet owner's unit, remove the pet and place the pet in a facility that will provide care and shelter until the pet owner or a representative of the pet owner is able to assume responsibility for the pet, but no longer than thirty (30) days. The cost of the animal care facility provided under this section shall be borne by the pet owner.

## **E. NUISANCE OR THREAT TO HEALTH OR SAFETY**

Nothing in this policy prohibits the Authority or the appropriate city authority from requiring the removal of any pet from the Authority property. If the pet's conduct or condition is duly determined to constitute, under the provisions of State or local law, a nuisance or a threat to the health or safety or other occupants of the Authority property or of the other person in the community where the project is located.

## **7. APPLICATION OF RULES**

1. Pet owners will be responsible and liable for any and all bodily harm to other residents or individuals. Destruction of personal property belonging to others caused by owner's pet will be the moral and financial obligation of the pet owner.
2. All pet rules apply to resident and/or resident's guests.

YOUNGSTOWN METROPOLITAN HOUSING AUTHORITY

**PET AGREEMENT**

1. Management considers the keeping of pets a serious responsibility and a risk to each resident in the apartment. If you do not properly control and care for a pet, you will be held liable if it causes any damage or disturbs other residents.
2. Conditional Authorization for Pet. You may keep the pet that is described below in the apartment until Dwelling Lease is terminated. Management may terminate this authorization sooner if your right of occupancy is lawfully terminated or if you or your pet, your guests or any member of your household violate any of the rules contained in the Authority's Pet Policy or this agreement.
3. Pet Fee. The pet fee will be \$100 times the number of bedrooms in your unit for your current pet. The pet fee is a one-time, non-refundable charge.
  - If, at any time in the future, this pet is replaced by another animal, another one-time fee will be charged for the animal.
  - This fee will be used to pay reasonable expenses directly attributable to the presence of the pet in the development, including but not limited to, the cost of repairs and replacement to, and fumigation of, the apartment.
4. Liability Not Limited. The fee under this Pet Agreement does not limit resident's liability for property damages, cleaning, deodorization, defleaing, replacements or personal injuries.
5. Description of Pet. You may keep only one pet as described below. The pet may not exceed twelve (12) inches in height at the shoulders and twenty (20) pounds in adult weight. You may not substitute other pets for this one without amending this agreement.

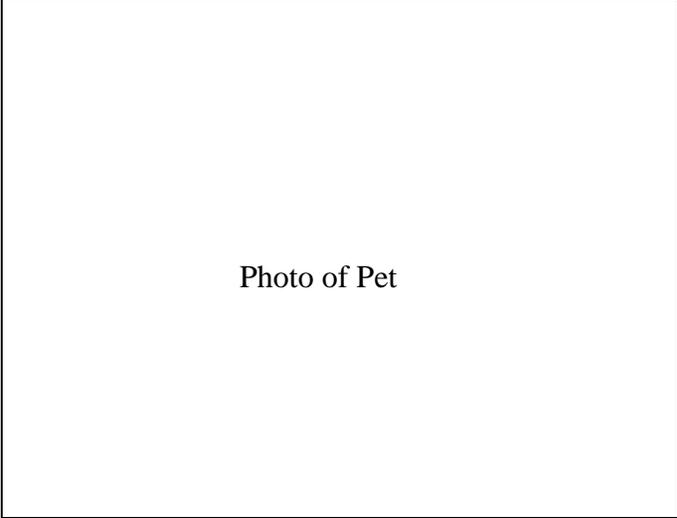
**Pet's Name** \_\_\_\_\_ **Type** \_\_\_\_\_

**Breed** \_\_\_\_\_ **Color** \_\_\_\_\_ **Weight** \_\_\_\_\_ **Age** \_\_\_\_\_

**City of License** \_\_\_\_\_ **License No.** \_\_\_\_\_ **Date of last Rabies shot** \_\_\_\_\_

Name, address and phone number of person able to care for pet in case of resident's permanent or temporary inability to care for animal(s).

**Name** \_\_\_\_\_ **Address** \_\_\_\_\_ **Phone** \_\_\_\_\_



**PET POLICY CERTIFICATION**

I have read and understand the above pet ownership rules and agree to abide by them.

\_\_\_\_\_  
Resident's Signature

\_\_\_\_\_  
YMHA Staff Member's Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date

**NOTE: Certification of licensing and pet inoculation must be updated annually with lease renewal.**

## LEASE AMENDMENT

### **I PURPOSE**

Section 24, Parts 842 and 942 of the Code of Federal Regulations provides that no owner or manager of federally assisted rental housing for the elderly or handicapped may (1) as a condition of tenancy or otherwise, prohibit or prevent residents of such housing from owning or keeping common household pets in their unit or (2) restrict or discriminate against persons in connection with admission to, or continued occupancy of, such housing because they own common household pets. **These rules do not apply to residents of family projects.**

### **II EXCLUSION FOR ANIMALS THAT ASSIST THE HANDICAPPED**

These rules do not apply to animals that are used to assist the handicapped.

### **III EFFECTIVE DATE**

These rules became effective following approval by the Youngstown Metropolitan housing Authority Board on April 16, 1987 and following a thirty- (30) day comment period commencing on February 27, 1987.

### **IV DEFINITIONS**

- A. **Common Household Pets** - A smaller domesticated animal such as a dog, cat, bird, rodent, fish or turtle, that is traditionally kept in the home for pleasure rather than for commercial purposes. Reptiles (except turtles) are not common household pets.
- B. **Elderly Household** - Residents of Gutknecht, Chester A. Amedia Plaza, Struthers Manor, Lowellville Park Apartments, Norton Manor, Vasu Manor or any future Youngstown Metropolitan Housing Authority owned units designated solely for residency by persons with a household head aged 50 or older or handicapped residents.
- C. **Serious Threat to Health Posed by a Pet** - A common household pet will constitute a serious threat to the health of an individual only if the individual (or his or her parent or guardian) has filed with the YMHA a certificate signed by a licensed physician indicating that exposure to the pet will cause an allergic reaction that will constitute such a threat to the individual. The certificate must describe the type of exposure (such as direct contact or presence in the same room, elevator, or common area), duration of exposure, the types or groups of animals (such as long-haired, fur-bearing

animals), and any other information relevant to ascertain the nature and extent of the circumstances that will cause such a reaction.

## **V GENERAL PET RULES & STANDARDS**

### **A. General**

1. A resident must register with the Manager, complete the necessary forms and receive YMHA approval before bringing a pet into the resident's apartment.
2. Before acquiring a pet, the resident must provide the Public Housing Manager, in writing, with the name of the adult (s) who will be responsible for the care of the resident's pet in case of the resident's illness, hospitalization or other emergency.
3. No more than one four-legged warm-blooded pet may reside in a unit at one time.
4. No pet's mature growth shall exceed fifteen (15) inches in height, measured from ground to shoulder.
5. No guests are allowed to bring pets on development premises.
6. Residents are not permitted to "pet sit" or house a pet without first fully complying with all rules set forth herein.
7. In multi-family buildings certain areas will be designated as "no pet" areas for dogs. YMHA shall have the right to make the necessary transfers to initiate the "no pet" areas and to make the necessary transfers to enlarge or reduce these areas as future needs require.
8. Residents are strongly encouraged to purchase liability insurance in conjunction with their standard renter's insurance policy, in order to secure protection from liability claims, should the pet cause property damage or personal injury to another person.

### **B. Certifications**

1. The resident must provide the Housing Manager with evidence of annual rabies vaccination for cats and dogs, and a veterinarian's statement that the animal is in general good health for its age.
2. Residents owning dogs must provide evidence of annual licensing through Mahoning County.
  3. Cats and dogs over one year of age must be spayed or neutered prior to being placed in the resident's dwelling unit. Cats and dogs under one year of age already living in the resident's apartment must be spayed or neutered when they reach one year of age. Evidence of such procedure must be provided to the Public Housing Manager. However, in cases where surgery may threaten the life of the pet, due to age or health condition, this requirement may be waived, provided certification of such is given by a veterinarian.
4. Cats must be declawed. Evidence of this must be provided to the Public Housing

Manager. However, in cases where surgery may threaten the life of the pet, due to age or health condition, this requirement may be waived, provided certification of such is given by a veterinarian.

### ***C. Pet Care***

1. *No pet is to be left unattended in a dwelling unit for more than eight (8) consecutive hours.*
2. Pets going to or from the apartment to the outside must be within the immediate control of the resident or person to whose care the resident's pet has been entrusted. Immediate control means that the pet will be on a leash. Once outside, the pet must remain under the control and within the eyesight of the resident.
3. Cost of extermination of fleas, ticks or other animal-related pests caused by the resident's pet will be borne by the resident.
4. The resident shall be responsible for immediately disposing of all animal waste excreted inside the development building or on development grounds. The resident shall pick up and dispose of all solid and liquid waste in accordance with the following:
  - a) Wastes, solid or liquid, must be placed in a plastic bag, tightly secured and deposited in a specially designated container located outside of the building. Poorly disposed of waste will not be tolerated. At no time will pet waste be placed in trash chutes.
  - b) Residents owning a cat must provide a litter box for their cat. Litter must be changed at least once a week and disposed of as stipulated above in Section 4 (a).
  - c) The YMHA may assess a pet waste removal charge reasonably related to actual expenses.
5. Pets may not cause disruptive noise, behaviors, or foul odors that annoy other residents.
  - a) The YMHA reserves the right to require the resident to remove any pet from the housing unit whose conduct or condition is determined to constitute a nuisance or a threat to the health or safety of:

(1) The other occupants; or

(2) pets of the development; or

(3) of other persons or pets in the community where such housing is located.

- b) The YMHA reserves the right to conduct inspections of all units as needed, with proper notification, to ensure compliance with this policy.

#### **D. Pet Areas**

1. Pets shall not be permitted in any common areas within the building (such as lobbies, halls, community rooms or laundry rooms) except when directly leaving or entering the building.
2. Cats and dogs are prohibited from using the elevators in buildings having only one elevator. Cats and dogs must exit and enter upper floors by the stairways.

### **VI VIOLATION OF PET RULES**

These Pet Rules shall become a part of the dwelling lease. Cases of emergency removal shall be handled according to Part VIII of these Pet Rules. All other violations of these pet Rules shall be handled in the same manner as all other violations of the provisions of the Dwelling Lease.

Residents shall have access to the regular grievance procedure in disputes arising from violation of the Pet Rules.

### **VII NUISANCE OR THREAT TO HEALTH OR SAFETY**

Nothing in these Pet Rules prohibits the YMHA from requiring the removal of any pet from a development, if the pet's conduct or condition is duly determined to constitute, under the provisions of these Rules, a nuisance or a threat to the health or safety of the occupants of the project or of other persons in the community where the project is located.

### **VII EMERGENCY REMOVAL**

#### **A. Necessitated by Pet**

If a pet becomes vicious, displays symptoms of severe illness, or demonstrates other behavior that constitutes an immediate threat to the health or safety of the residents, the YMHA may request that the pet owner immediately

remove the pet. If the pet owner refuses to remove the pet or if the YMHA is unable to contact the pet owner, the YMHA may contact the appropriate State or local authority to have the pet immediately removed from the development premises.

**B.Necessitated by Owner**

If the health or safety of a pet is threatened by the death or incapacity of the pet owner, or by other factors that render the pet owner unable to care for the pet, the YMHA may contact the responsible party listed in the pet registration required by these Pet Rules. If the YMHA has made a reasonable attempt to contact the responsible party, but the party is either unwilling or unable to care for the pet, the YMHA may contact the appropriate State or local authority and request the removal of the pet. If there is no State or local authority authorized to remove a pet under these circumstances, the YMHA may enter the pet owner's unit, remove the pet, and place the pet in a facility that will provide care and shelter for no less than thirty (30) days, at the resident's expense.

If a pet causes a "serious threat to the health" of another resident (as defined in Section IV (c) of these pet rules) the YMHA may:

1. require the pet owner to remove the pet, or
2. if another dwelling unit is available, allow the pet owner to move. The pet owner shall pay the cost of such move.

**IX MODIFICATIONS**

The YMHA reserves the right to amend, alter, revise or modify these rules or adopt new rules.

**X LIABILITY**

- A. There is no expressed liability or responsibility by the YMHA for damages to property or injury done by pets; this policy is a permission to house pets, not an approval of pets.
- B. Residents with pets are encouraged to contact a local insurance agent concerning the availability of pet liability insurance.

**XI** The RULES AND REGULATIONS established by the Youngstown Metropolitan Housing Authority relative to the keeping of pets have been reviewed with me. I have been given an opportunity to ask questions about both the RULES AND REGULATIONS as well as the required forms and understand their content.

\_\_\_\_\_  
Resident Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Development Manager Signature

\_\_\_\_\_  
Date

Reference: \_\_\_\_\_  
Resident Account Number

I. IDENTIFICATION INFORMATION

Owner's Name (Tenant) \_\_\_\_\_

Address \_\_\_\_\_

Pet's Name \_\_\_\_\_ Dog \_\_\_\_\_ Cat \_\_\_\_\_ Other (Specify) \_\_\_\_\_

Breed \_\_\_\_\_ Sex \_\_\_\_\_ Age \_\_\_\_\_

License Number \_\_\_\_\_ Effective Date \_\_\_\_\_

Veterinarian Name \_\_\_\_\_ Phone Number \_\_\_\_\_

\_\_\_\_\_

Address	City	State	Zip
---------	------	-------	-----

II. DOCUMENTATION REQUIRED PRIOR TO OBTAINING A PET

DATE RECEIVED

\_\_\_\_\_ Written letter from Tenant advising Zone Manager that Tenant is requesting pet occupancy.

\_\_\_\_\_ Evidence of all pet vaccinations required by applicable law or ordinance and YMHA's Pet Policy have been met.

\_\_\_\_\_ Evidence of cat or dog being spayed or neutered, where appropriate.

\_\_\_\_\_ Written letter from Tenant advising Zone Manager of name of adult(s) who will be responsible for the care of the Tenant's pet in case of the Tenant's illness, hospitalization or other emergency.

Name \_\_\_\_\_

Address \_\_\_\_\_

Phone \_\_\_\_\_

## **SECTION 8 HOMEOWNERSHIP CAPACITY STATEMENT**

### **Youngstown Metropolitan Housing Authority**

(OH002G08)

The Youngstown Metropolitan Housing Authority Board of Commissioners adopted a Section 8 Homeownership Policy on February 22, 2001.

YMHA can demonstrate its capacity to administer the program by satisfying the following criteria:

Requiring that financing for purchase of a home under its Section 8 Homeownership Program will: be provided, insured or guaranteed by the state or Federal government; comply with secondary mortgage market underwriting requirements; or comply with generally accepted private sector underwriting standards.

In addition to the above, the Youngstown Metropolitan Housing Authority has hired a Homeownership Coordinator and Assistant to conduct all of its homeownership related activities. Additionally, the Youngstown Metropolitan Housing Authority hosted a Department of Housing and Urban Development sponsored Section 8 Housing Choice Voucher training program for Youngstown, Trumbull and Columbiana Housing Authorities. Since then, and on February 16, 2006, our Board of Commissioners has adopted an addendum to the Section 8 Housing Choice Voucher Program's Administrative Plan to include a Homeownership Plan.

In an effort to further maximize its ability to conduct Section 8 Housing Choice Voucher Homeownership outreach activities, the Youngstown Metropolitan Housing Authority will continue to work with local partners and lending institutions. With these collaborative efforts, the goal of creating a viable and meaningful homeownership program is attainable. .

## **DESCRIPTION OF YMHA HOMEOWNERSHIP PROGRAMS SYNOPSIS OH002H08**

### **YOUNGSTOWN METROPOLITAN HOUSING AUTHORITY HOUSING CHOICE VOUCHER HOMEOWNERSHIP (HCV) PROGRAM**

#### **Participant Families Requirements for Eligibility:**

- Have minimum annual household income of \$15,500.00. Elderly and disabled families must have minimum annual income of \$10,300.00.
- Be currently employed on a full time-basis (minimum of 30 hours/week). Participants must maintain continuous employment.
- Be first-time homebuyers. Waiver may be considered for a family in which a member is a person with disabilities or where use of the Housing Choice Homeownership voucher is needed as a reasonable accommodation.
- Be in compliance with current Housing Authority lease.
- Be **actively** enrolled in the YMHA Family Self Sufficiency Program. New participants in the FSS Program must be enrolled a minimum of 6 months to become a participant in the Housing Choice Homeownership Voucher Program.
- Be willing to complete courses in Financial Fitness and Pre-/Post Purchase Homeownership Training. Participant demonstrates a willingness to actively participate in individual counseling necessary to become mortgage ready. Participant must be deemed mortgage ready by homeownership counseling agency and financial institution prior to receiving a voucher for homeownership.
- Have no history, current or previous, of default on a mortgage obtained through the homeownership option.
- Must provide to the Housing Authority any and all information and documentation necessary to determine eligibility for program participation.
- Must have capacity to save funds for a minimum of 1% of its required down payment and funds for closing costs.
- Must receive pre-approval for financing prior to HCV Homeownership assistance being provided

#### **Types of Eligible Housing:**

- Single-family units, half duplexes or single units within a condominium or multi-plex.
- Cooperative unit where one or more family members hold membership shares in the cooperative

- A manufactured home on a permanent foundation, subject to conditions on ownership of land and bank approval of home as security interest for mortgage.
- Housing units that are under construction or already exist at the time family is approved for eligibility for HCV homeownership assistance.
- Housing that has received certifications of meeting YMHA Housing Quality Standards and those of an independent housing inspector.

**Types of Financing Prohibited under Program:**

- Owner financing and balloon payments.
- Financing that does not comply with generally accepted private sector underwriting standards and guidelines.
- Any financing that would be considered predatory

**Lender Requirements:**

- Pre-qualify prospective HCV Homeownership participants at no cost
- Provide mortgage products consistent with affordable housing guidelines and underwriting practices. Loan products must meet FHA or acceptable terms required by Fannie Mae, Freddie Mac, reputable secondary markets or acceptable mortgage insurance credit underwriting. YMHA reserves the right to disapprove any loan if it is not affordable or the terms are considered predatory.
- Allow for minimum down payment requirement of 3% of the purchase price with 1% of the minimum down payment to come from the families' personal resources.
- Accept the HCV Homeownership housing assistance payment as a portion of the families' mortgage payment for a maximum period of 15 years if the term of loan is 20 years or more, subject to the families continued eligibility for homeownership assistance. For loan terms, less than 20 years the maximum time for receipt of housing assistance is 10 years. For elderly and disabled families, the housing assistance payment may be used to subsidize a portion of the mortgage payment for the entire term of the loan, subject to the families continued eligibility for homeownership assistance
- With proper written authorization from the purchasing family, agree to notify YMHA in the event of a families' potential default on a mortgage for which HCV Homeownership funds are being used to subsidize the mortgage payment.
- Agree to use the Gross Up Model in calculating the families' Homeownership Assistance Payments (HAP) as income for underwriting purposes.
- Accept Homeownership Assistance Payments (HAP) to be made by YMHA directly to the lender on behalf of the families. The families are responsible to submit their portion of the monthly mortgage payment to the lender.

**REACH LAND CONTRACT HOMEOWNERSHIP PROGRAM  
REQUIREMENTS FOR PARTICIPATION**

- Enter into a five (5) year land contract with YMHA for the purchase of REACH residential property. The land contract must be refinanced through an alternative financing source no sooner than one (1) year after purchase and no later than the anniversary date of the 5<sup>th</sup> year of the land contract. Specific provisions for the cashing out of the land contract are included in the land contract installment agreement.
- Participate in the Housing Authority's Homeownership Training Program. As a REACH participant this requires attending a minimum of one (1) hour of individual counseling and one (1) hour of group workshop each month.
- Comply with all terms of the written Land Installment Contract.
- Meet the \$18,000.00 minimum income eligibility requirement at the time of signing of the land contract.
- Have a household which consists of no more than three (3) to six (6) persons who will reside in the home.
- Have no negative history with YMHA/current landlord.
- Have no criminal convictions within the past 5 years (must have completed all sentences/probation periods).
- Sustain a history of stable income and employment and be willing to pursue educational opportunities, as necessary, to increase/maintain the stability of income and viable employment.
- Commit to working toward the repair of current credit history during the 5 year term of the program. Participants must be willing to allocate his/her/their available financial resources toward the repair of the credit history, as necessary.
- Have no outstanding judgment liens, such as outstanding real estate tax and/or federal or state tax liens that will affect interest in the land contract.
- Assume responsibility to pay real estate property taxes, homeowners insurance and all utilities in addition to the monthly land contract installment and escrow requirement. Agree to provide proof of payment of taxes, insurance premiums and utilities as requested by YMHA.
- Have interest in purchasing a property available for sale under the REACH homeownership Program.

**REACH 1<sup>ST</sup>. STEP PRE-HOMEOWNERSHIP PROGRAM  
PARTICIPANT REQUIREMENTS**

- Earn a minimum income of \$7,500 per year.
- Participate in the self-sufficiency and/or economic development programs sponsored by the Youngstown Metropolitan Housing Authority. A minimum 5 year commitment of participation is required.
- Participate in the Housing Authority's Homeownership Training Program. Participants must commit to attend a minimum of one (1) hour of individual counseling and one (1) hour of group workshop per month.
- Comply with all terms of the written Contract/Lease.
- Have adequate household size to occupy a three (3) bedroom home. A maximum family size of six (6) people is permissible to occupy a three (3) bedroom home.
- Have no negative history with YMHA or current landlord. Participants must currently be in good standing with YMHA/current landlord.
- Have no criminal convictions within the past 5 years (must have completed all sentences/probation periods).
- Have a credit history that can be repairable within reasonable period of time. Participants must be willing to be actively involved in improving credit history.
- Show an adequate history of stability and commitment to work, housing and schooling.

## **YMHA PRE - & POST PURCHASE EDUCATION COURSE**

Completion of the following workshops is required for course completion. Participants may be required to complete the YMHA Financial Fitness Course or to demonstrate a level of financial fitness prior to enrolling in YMHA Pre and Post Purchase Education Course.

### **PRE-PURCHASE CURRICULUM**

- Predatory Lending
- Getting a Mortgage Loan Pts 1 - 3
- Shopping for a Home Pts. 1 - 3

### **POST-PURCHASE CURRICLUM:**

- Managing Your Homeowner's Budget
- Preventing Foreclosure and Loss Mitigation
- Home Maintenance and Basic Repairs
- Becoming Part of Your Community

Course Materials: "Realizing the American Dream" by Neighborworks; "Dare to Repair" by Sussman and Tenet.

**YMHA FINANCIAL FITNESS FOR HOMEBUYERS**  
**READINESS CURRICULUM**

Completion of the following workshops is required for course completion:

- \*       Establishing New Financial Relationships
  - Managing A Money Management Plan: Mastering the tools of budgeting
  - Savings: The First Step in the Home Buying Process
  - Checking Accounts: Finding and maintaining the account that's right for you.
  - Becoming a Wise Consumer: The pros and cons of borrowing money and using credit cards.
  - Understanding Credit and Your Credit History
  - Protecting Your Assets: Keeping Them Safe
  - Decision-Making, Goal Setting and Record Keeping
  
- \*       Are you ready to own a home? Assess your homeownership readiness
  - You Can Do It Yourself: Basic Home Maintenance

Course materials:       Primary Resource: FDIC Education Program: "Money Smart"  
                                  Secondary Resources: Savings and Investment publications from  
                                  the Federal Reserve

To receive certificate of completion for the Financial Fitness Course, participant must complete the course by attending the above workshops and/or completing individual counseling covering course material. Completion of this course and/or the demonstration of financial fitness may be pre-requisites to enrolling in the YMHA Pre and Post Homeownership Course or Home Buyers Club. Criteria for the demonstration of financial fitness:

- 1.) Participants have established and are maintaining savings and/or checking accounts in good standing;
- 2.) Participants have established and are maintaining asset insurance in good standing;
- 3.) Participants have established and are maintaining a repayment plan for delinquent debt;
- 4.) Participants have established and are maintaining a written personal budget.



# Five-Year Action Plan

## Part I: Summary

### Capital Fund Program (CFP)

H A Name:

**Youngstown MHA**

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

OH002J07

OMB Approval No. 2577-0157 (Exp. 3/31/2002)

Original

Revision No. \_\_\_\_\_

A. Development Number/Name	Work Statement for Year 1 FFY: 2008	Work Statement for Year 2 FFY: 2009	Work Statement for Year 3 FFY: 2010	Work Statement for Year 4 FFY: 2011	Work Statement for Year 5 FFY: 2012
OH2-001 Westlake Terrace Homes		220,000.00	250,000.00	250,000.00	250,000.00
OH 2-003 Rockford Village		130,000.00	100,000.00	50,000.00	70,000.00
OH2-004 Kinwan Homes		100,000.00	123,200.00	175,000.00	175,000.00
OH2-005 P.L. Strait Homes	See	135,000.00	135,000.00	185,000.00	185,000.00
OH2-006 Vasu Manor		50,000.00	125,000.00	125,000.00	125,000.00
OH2-008 Norton Manor		125,000.00	125,000.00	125,000.00	125,000.00
OH2-009 Gutkrecht Tower	Annual	70,000.00	75,000.00	80,000.00	50,000.00
OH2-011 Struthers Manor		90,000.00	50,000.00	150,000.00	150,000.00
OH2-012 Amedia Plaza		100,000.00	100,000.00	20,000.00	20,000.00
OH2-014 Scattered Sites/Sub Rehab		100,000.00	40,000.00	47,500.00	38,450.00
OH2-015 Scattered Sites	Statement	63,500.00	63,500.00	47,500.00	38,450.00
OH2-016 Scattered Sites		63,500.00	58,500.00	20,000.00	38,450.00
OH2-018 Scattered Sites		36,800.00	38,600.00	18,800.00	38,450.00
0-ZZZ Agency Wide		0.00	0.00	0.00	0.00
<b>B. Physical Improvement Subtotal</b>		<b>1,283,800.00</b>	<b>1,283,800.00</b>	<b>1,293,800.00</b>	<b>1,303,800.00</b>
<b>C. Management Improvements</b>		<b>15,000.00</b>	<b>15,000.00</b>	<b>15,000.00</b>	<b>15,000.00</b>
D. HA-Wide Nondwelling Structures & Equipment		5,000.00	5,000.00	15,000.00	5,000.00
E. Administration		248,828.00	248,828.00	248,828.00	248,828.00
F. Other		298,432.00	298,432.00	298,432.00	298,432.00
G. Operations		497,764.00	497,764.00	497,764.00	497,764.00
H. Demolition		140,000.00	140,000.00	120,000.00	120,000.00
I. Replacement Reserve		0.00	0.00	0.00	0.00
J. Development		0.00	0.00	0.00	0.00
K. Total CGP Funds		<b>2,488,824.00</b>	<b>2,488,824.00</b>	<b>2,488,824.00</b>	<b>2,488,824.00</b>
L. Total Non-CGP Funds					
M. Grand Total		<b>2,488,824.00</b>	<b>2,488,824.00</b>	<b>2,488,824.00</b>	<b>2,488,824.00</b>

Date:

Signature of Public Housing Director

Signature of Executive Director:

**Five Year Action Plan**

Part II: Support Pages

Physical Need Work Statement(s)

Management Needs

Capital Fund Program (CFP)

**U.S. Department of Housing**

**and Urban Development**

Office of Public and Indian Housing

Work Statement	Work Statement for Year 2 FFY: 2009			Work Statement for Year 2 FFY: 2009		
	General Description of Major Work Categories	Quantity	Estimated Cost	General Description of Major Work Categories	Quantity	Estimated Cost
for Year 1 FFY: 2007						
See	OH 2-001 Westlake Terrace Homes Park Lot Improvements/Community Room	LOT Subtotal	\$220,000 <u>220,000.00</u>	OH 2-009 Gutknecht Tower Balcony Repairs	LOT Subtotal	\$70,000 <u>70,000.00</u>
	OH2-03 Rockford Village Insulation	LOT Subtotal	\$130,000 <u>130,000.00</u>	OH 2-011 Struthers Manor Vanities	LOT Subtotal	90,000.00 <u>90,000.00</u>
Annual	OH2-04 Kirwan Homes Roof Repairs	LOT Subtotal	\$100,000 <u>100,000.00</u>	OH 2-015 Scattered Site Housing Re-roofing	LOT Subtotal	63,500.00 <u>63,500.00</u>
	OH 2-005 P.L. Strait Homes (2-5E, 2-5F) Plumbing and Bath Repairs	LOT Subtotal	\$135,000 <u>135,000.00</u>	OH 2-016 Scattered Site Housing Re-roofing	LOT Subtotal	63,500.00 <u>63,500.00</u>
	OH 2-006 Vasu Manor Vanities	LOT Subtotal	\$50,000 <u>50,000.00</u>	OH 2-018 Scattered Site Housing Re-roofing	LOT Subtotal	36,800.00 <u>36,800.00</u>
Statement	OH 2-008 Norton Manor Interior Renovations	LOT Subtotal	\$125,000 <u>125,000.00</u>	HA Wide Physical Improvement Subtotal	LOT	<u>1,283,800.00</u>
	OH 2-012 Amedia Plaza Roof Repairs	LOT Subtotal	100,000.00 <u>100,000.00</u>	Management Improvements	LOT	15,000.00
	OH 2-014 Scattered Site Housing Re-roofing	LOT	100,000.00	HA-Wide Nondwelling Structures & Equipment	LOT	5,000.00
				Administration	LOT	248,828.00
				Other	LOT	298,432.00
				Operations	LOT	497,764.00
				Demolition	LOT	140,000.00
				Replacement Reserve	LOT	0.00
				Development	LOT	0.00

Subtotal	<u>100,000.00</u>	Total CFP Funds	LOT	<u>2,488,824.00</u>
		Total Non-CFP Funds	LOT	0.00
		Grand Total	LOT	<u>2,488,824.00</u>

Youngstown Metropolitan Housing Authority

**Five Year Action Plan**

Part II: Supporting Pages

Physical Need Work Statement(s)

Management Needs

Capital Fund Program (CFP)

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

Work Statement for Year 3 FFY: 2010		Work Statement for Year 3 FFY: 2010	
General Description of Major Work Categories	Quantity	Estimated Cost	General Description of Major Work Categories
<b>OH 2-001 Westlake Terrace Homes</b> Kitchen upgrades	LOT Subtotal	\$250,000 <u>250,000.00</u>	<b>OH 2-009 Gutknecht Tower</b> VCT
<b>OH2-03 Rockford Village</b> Security Screens	LOT Subtotal	\$100,000 <u>100,000.00</u>	<b>OH 2-011 Struthers Manor</b> Bath Renovations
<b>OH2-04 Kirwan Homes</b> Roof Repairs - year 3	LOT Subtotal	\$123,200 <u>123,200.00</u>	<b>OH 2-015 Scattered Site Housing</b> Roof Repairs/Siding Repairs
<b>OH 2-005 P.L. Strait Homes (2-5E, 2-5F)</b> Plumbing and Bath Repairs - year 4	LOT Subtotal	\$135,000 <u>135,000.00</u>	<b>OH 2-016 Scattered Site Housing</b> Roof Repairs/Siding Repairs
<b>OH 2-006 Vasu Manor</b> Kitchen upgrades	LOT Subtotal	\$125,000 <u>125,000.00</u>	<b>OH 2-018 Scattered Site Housing</b> Roof Repairs/Siding Repairs
<b>OH 2-008 Norton Manor</b> Interior Renovations - year 3	LOT Subtotal	\$125,000 <u>125,000.00</u>	<b>HA Wide</b> Physical Improvement Subtotal Management Improvements

LOT	<u>1,283,800.00</u>
LOT	15,000.00



<b>OH 2-006 Vasu Manor</b>		LOT	\$125,000	<b>OH 2-018 Scattered Site Housing</b>		LOT	800.00
Kitchie Trades - year 2		Subtotal	<u>125,000.00</u>	Siding repairs		Subtotal	<u>18,800.00</u>
<b>OH 2-008 Norton Manor</b>		LOT	\$125,000	<b>HA Wide</b>		LOT	<u>1,293,800.00</u>
Interior Renovations - year 4		Subtotal	<u>125,000.00</u>	Physical Improvement Subtotal		LOT	15,000.00
<b>OH 2-012 Amedia Plaza</b>		LOT	20,000.00	Management Improvements		LOT	15,000.00
Interior repairs - year 1		Subtotal	<u>20,000.00</u>	HA-Wide Nondwelling Structures & Equipment		LOT	248,828.00
<b>OH 2-014 Scattered Site Housing</b>		LOT	47,500.00	Administration		LOT	298,432.00
Gutter replacements		Subtotal	<u>47,500.00</u>	Other		LOT	497,764.00
				Operations		LOT	120,000.00
				Demolition		LOT	0.00
				Replacement Reserve		LOT	0.00
				Development		LOT	0.00
				Total CGP Funds		LOT	<u>2,488,824.00</u>
				Total Non-CGP Funds		LOT	0.00
				Grand Total		LOT	<u>2,488,824.00</u>

**Five Year Action Plan**  
 Part II: Supporting Pages  
 Physical Need Work Statement(s)  
 Management Needs  
 Capital Fund Program (CFP)

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

Work Statement for Year 5 FFY: 2012			Work Statement for Year 5 FFY: 2012		
General Description of Major Work Categories	Quantity	Estimated Cost	General Description of Major Work Categories	Quantity	Estimated Cost
<b>OH 2-001 Westlake Terrace Homes</b>	LOT	\$250,000	<b>OH 2-009 Gutknecht Tower</b>	LOT	\$50,000
Kitchen upgrades - year 3	Subtotal	<u>250,000.00</u>	Interior upgrades	Subtotal	<u>50,000.00</u>
<b>OH 2-03 Rockford Village</b>	LOT	\$50,000	<b>OH 2-011 Struthers Manor</b>	LOT	150,000.00
Storm Door replacements	Subtotal	<u>50,000.00</u>	Bathroom renovations - year 3	Subtotal	<u>150,000.00</u>
<b>OH 2-04 Kirwan Homes</b>			<b>OH 2-015 Scattered Site Housing</b>		

Siding repairs - year 2	LOT	\$175,000	Interior repairs	LOT	38,450.00
<b>Subtotal</b>		<b>175,000.00</b>		<b>Subtotal</b>	<b>450.00</b>
<b>OH 2-005 P.L. Strait Homes (2-5E, 2-5F)</b>			<b>OH 2-016 Scattered Site Housing</b>		
Kitchen upgrades - year 2	LOT	\$185,000	Interior repairs	LOT	38,450.00
<b>Subtotal</b>		<b>185,000.00</b>		<b>Subtotal</b>	<b>38,450.00</b>
<b>OH 2-006 Vasu Manor</b>			<b>OH 2-018 Scattered Site Housing</b>		
Kitchen upgrades - year 3	LOT	\$125,000	Interior repairs	LOT	38,450.00
<b>Subtotal</b>		<b>125,000.00</b>		<b>Subtotal</b>	<b>38,450.00</b>
<b>OH 2-008 Norton Manor</b>			<b>HA Wide</b>		
Roof repairs	LOT	\$125,000	Physical Improvement Subtotal	LOT	<b>1,303,800.00</b>
<b>Subtotal</b>		<b>125,000.00</b>	Management Improvements	LOT	15,000.00
<b>OH 2-012 Amedia Plaza</b>			HA-Wide Nondwelling Structures & Equipment	LOT	5,000.00
Interior repairs - year 2	LOT	20,000.00	Administration	LOT	248,828.00
<b>Subtotal</b>		<b>20,000.00</b>	Other	LOT	298,432.00
			Operations	LOT	497,764.00
			Demolition	LOT	120,000.00
			Replacement Reserve	LOT	0.00
<b>OH 2-014 Scattered Site Housing</b>			Development	LOT	0.00
Window upgrades	LOT	38,450.00	Total CGP Funds	LOT	<b>2,488,824.00</b>
<b>Subtotal</b>		<b>38,450.00</b>	Total Non-CGP Funds	LOT	0.00
			<b>Grand Total</b>	<b>LOT</b>	<b>2,488,824.00</b>

**Public Hearing Minutes**  
**2005-2009 Five Year Plan/ 2008 Annual Plan**  
**April 8, 2008**  
**10:00 a.m.**

The hearing began with Carmelita Douglas, Director of Special Projects introducing Michael Krause Interim Executive Director who welcomed those in attendance and introduced members of the Board of Commissioners that were present. Mr. Krause presented the FY2008 Annual and Five Year Plan. The updates to the plans included YMHA's five year goals and objectives, HOPE VI, RHF, and capital fund planning. It was noted that capital improvements for Struthers included façade repairs in addition to the roof repairs mentioned in the presentation. Changes to the Section 8 Housing Choice Administration Plan and the Public Housing Admissions and Occupancy Plan were also presented.

There were 69 in attendance from both Public Housing and Section 8 Housing Choice Voucher programs and from the community at large. Attached are the sign-in sheets. Invitations to attend the public hearing were given via the distribution of flyers, the mail as well as through the advertisements in the Vindicator and the Buckeye Review newspapers. Advertisements are attached.

The following were questions discussed during the hearing and YMHA's responses:

Question: When will we start taking Section 8 applications?

Response: The end of April

Question: When was the utility allowance updated?

Response: In 2006 and is done annually using vendor software.

Question: What do I do to get a transfer? I need a 1<sup>st</sup> floor apartment.

Response: See your manager.

Question: Do you have guidelines for the Section 8 Program?

Response: Yes, the Section 8 Coordinator is in the back. See her and she will provide you with a Fact Sheet.

Question: How will we know when new vouchers are available?

Response: Advertisements will occur in the various newspapers, other agencies and through other sources of the media.

Question: Are there vouchers available for Shelter Plus Care?

Response: Vouchers must go through the RFP. Some agencies are interested in obtaining such vouchers. We will take this under advisement and further investigate the possibility.

Question: Will the consultants conducting the needs assessment include Westlake?

Response: Westlake is a part of the analysis.

Attendees made comments in favor of the plans and expressed their willingness to work with YMHA to assist in its implementation where possible. The Resident Advisory Board also voiced their approval. Mrs. Frances Gray, Board President asked for a motion to approve the submittal of the amended 2005-2009 Five Year Plan, the 2008 Annual Plan, the Section 8 Housing Choice Administration Plan and the Public Housing Admissions and Continued Occupancy Plan. The motion was made by Arthur Williams and seconded by Joe Caruso and passed unanimously.

Hearing adjourned at 11:48 a.m.

2008 Public Hearing Annual and Five-Year Plan Sign In Sheet.  
April 8, 2008.

1. Mary Ann Ali
2. Loretha Smith
3. Sandra M. Miller
4. Michael O'Malley
5. Jiri Bluh
6. Helen Jefferson
7. Yvra Lawrence
8. Wagner Newman
9. Mick Collier
10. B. Bucci
11. Gisela Saxon
12. Brenda Weaver
13. Helma Rayn
14. Deborah Rueda
15. Laraine Lisk
16. Tracey Oatis
17. Kathy Salerno
18. Beth Dunkel
19. Zia Jacobucci
20. Yolanda Johnson
21. Robert Johnson
22. Wanda Hawk
23. Diane M. Messier
- 24.
25. Jose A Lopez
26. Joseph F. Cervo
27. Brenda Moore
28. Dolores Wiggins
29. Erma Young
30. Sarah Wallace
31. Delores Buckner
32. The Hon. J. Jackson

Annul Plan Public Meeting Sign-in sheet April 8, 2008 Pg 2 of 3

33. Jerri Bryan
34. Mici Freeman
35. Paula Tyler
36. Renee C Underwood
37. Connie M. Ware
38. Kay W. Jordan
39. Shirlene Jordan
40. Sharon G. Gledhill
41. Essie Mae Edwards
42. Clara J. Jern
43. Art, WMS
44. Norma Brown
45. Kate Miller
46. Jerry Woodruff
47. P. Doug
48. Camille
49. Joan L. M. Reed
50. Phosh
51. Judy Whiting
52. Wendy Allen
53. Jeff S. S. S.
54. Jimmie
55. M. Ann
56. Leta Waller
57. ~~Janet~~
58. Harold J. Johnson
59. Ernestine Cagle
60. Gregory Boyd
61. Kathy Smith
62. Francis Gray
63. Rowena Miller

Annual Plan Public Meeting Sign-in Sheet Pg 3 of 3\

- 65. Keith + Shacorey Jones
- 66. Budgett Cranford
- 67. Dikoye J. Moore
- 68. Gloria Hobbs
- 69. Sherry A. Bednar
- 70.
- 71.
- 72.
- 73.
- 74.
- 75.
- 76.
- 77.
- 78.
- 79.
- 80.
- 81.
- 82.
- 83.
- 84.
- 85.
- 86.
- 87.
- 88.
- 89.
- 90.
- 91.
- 92.
- 93.
- 94.
- 95.
- 96.
- 97.

*THE YOUNGSTOWN METROPOLITAN HOUSING  
AUTHORITY (YMHA)*

*PRESENTS*

## **A Public Hearing**

### **The 2008 YMHA Annual Plan**

Modifications to:

The 2007 Annual Plan

The 2005-2009 Five Year Plan

Section 8 Housing Choice Voucher Administrative Plan

Public Housing Admissions and Continued Occupancy Plan

Public Housing, Section 8 Housing Choice Voucher Families  
& General Public

Are Encouraged to Attend

**WHEN:** April 8, 2008

**WHERE:** YMHA, 131 W. Boardman St.

**TIME:** 10:00 a.m.

Residents, please call (330) 744-2161 ext. 215 if assistance is needed  
for attendance and/or any special needs.



Insurance - Expenses paid - Private  
John/Karen 1-877-230-7369

**ALONE? WHY?**  
Chance of A Lifetime Dating  
Romance/Passion 330-856-7331

**AMERICAN DREAMS ESCORT SERVICE**  
330-793-4822  
**DISCREET PRIVATE DANCERS**

**AUTO Insurance Problems - High Risk**  
OH 15822 - Low rates for safe drivers  
motorcycles too! 330-757-4011

**Barely Legal Escorts**  
330-792-9191  
**Discreet Private Dancers**

**BUYING ESTATE JEWELRY DIAMONDS**  
Call Mr. Miravski  
1-800-747-7552

**I.J.A.D.'s**  
It's just a dance 330-207-0588  
Lee's Health Spa  
Oriental Massage Open 24/7  
330-270-9940 or 330-774-1553

**LEGAL NOTICE**  
YOUNGSTOWN METROPOLITAN HOUSING AUTHORITY  
ANNOUNCES A PUBLIC HEARING

**PUBLIC HEARING DATE:** April 8, 2008  
**PUBLIC HEARING TIME:** 10:00 A.M.  
**LOCATION:** Youngstown Metropolitan Housing Authority, 131 W Boardman Street, Youngstown, OH 44503

The purpose of the hearing is to obtain comments from the general public and residents of Mahoning County in reference to the Youngstown Metropolitan Housing Authority Annual Plan to be submitted to the U.S. Department of Housing and Urban Development for fiscal year 2008, as well as modifications to its 2007 Annual Plan. 2007-2009 five-year plan. Section of Housing Code, Voucher Administrative Plan, and Public Housing Admission and Continued Occupancy Plan. All families, including assistance through the Youngstown Metropolitan Housing Authority, are encouraged to attend this hearing. A copy of the Annual Plan and all other aforementioned documents will be available for review at the Youngstown Metropolitan Housing Authority's central offices daily during normal business hours. Persons are asked to submit written comments prior to the public hearing to:

Youngstown Metropolitan Housing Authority  
131 W. Boardman Street  
Youngstown, Ohio 44503  
ATTN: Annual Plan

For further information, please call Michael Krause, Interim Executive Director of Community & Douglas Planning/Monitoring Administrator at (330) 744-2161.

**Math tutor:** Certified High School Math teacher - reasonable rates  
330-530-2296

**Pleasures Escorts**  
330-799-6969  
**Discreet Private Dancers**

**1000 TO 1400**  
**EMPLOYMENT AND INSTRUCTION**  
  
**1000 TO 1400**

1001 General Help

**DANCERS WANTED**  
THE PALACE 330-536-9266

1001 General Help

**Director**

JOB CALL #2734

**ADVERTISING FIRM**  
Seeking 20 Junior executives that are looking for valuable hands-on experience & management opportunities. Guaranteed to start you to \$25/40,000 Yrly  
Call Sidney 330-545-9455  
**RAPID ADVANCEMENT**

**ACTIVISTS** needed for election day petitioning at polls. Also need petitioners now through July. Call 800-283-1276

**ACTIVITIES COORDINATOR**  
Warriors Inc. seeking person to implement and coordinate youth activities and community events. Need excellent writing, communication, administrative and computer skills. Send resume to: Activities Coordinator, 2735 Market St., Youngstown, OH 44503

**APPOINTMENT SETTER**  
50 year old company needs appointment setters. If you are reliable and have a good work ethic and want to work part time, this is the job for you. Paid training bonus.  
No experience necessary.  
Hours are Mon - Thurs 4-9pm and Sat 9-11. Mail resume to: 694 Youngstown Poland Rd., Struthers, OH 44474

**Attention 55 and over!**  
Part-time positions available throughout Mahoning Co. Learn something new or refresh your skills. Positions available in clerical, janitorial, childcare, etc. For more info, please call the Senior Employment Center at 330-782-0978

**CABLE INSTALLERS**  
Truck & tools helpful  
Please call 330-793-0729

**CANVASER APPOINTMENT SETTERS**  
If you enjoy talking outside and talking to people, this may be for you! No experience necessary. \$30,000-40,000/yr. 1st year. 1st year bonus \$5k.  
Monday only 10-12pm  
1-800-447-2343

**Choir Director Wanted**  
Send resumes to: Westminster Presbyterian Church, 119 Stadium Dr., Boardman, OH 44512.  
Attn: Elaine Fulton

**Cleaner Wanted: Experienced** for a Youngstown/Warren Restoration Contractor. Must have valid drivers license & own transportation. Benefits available. Pre-employment drug testing required. Apply between 9am-4pm M-F, 865 E. Main/Amelia Ave., Youngstown

**CLEANERS NEEDED**  
Cleaning Company. Principals for Boardman/Cantfield area. Part-time position available. Reliable, clean, necessary. Call after 5:00am Monday. Leave name & phone number. Call 330-726-6655

**Humane Investigator**  
Part-time. Needed to rescue and care for abused and neglected animals. Must be able to work weekends. Send resume to: Animal Charity, 3722 South Ave., Youngstown, 44502

1001 General Help

# Special Sections

openings now available

The Vindicator's Special Sections Advertising Department is currently seeking qualified candidates for full-time and part-time editing and design positions.

The special section staff's primary responsibility is to edit copy and provide layout support for assigned printed sections. Job responsibilities will include:

049 Boardman Poland Rd. (Next to Olive Garden)

**YOU CAN WORK BETWEEN 9AM AND 3PM!!!**  
No Night, No Weekend Work to fit your schedule.  
• Work 20-39 hours a week flexible schedule (you set your hours!)  
• 39/70 (hour over age)  
• Opportunity for advancement  
• Great benefit package!  
• Relaxed office environment.  
Boardman 330-758-0277

**DANCERS**  
EARN \$1000-\$3000/WK  
NO EXP. NEEDED 18 & OLDER  
M-F 10:30-11:30 330-847-7371  
• SERVERS ALSO NEEDED •

**Delivery Driver**  
for day care food delivery. Austin, Texas. Part-time. 2nd shift. 10:00-11:00. Must have a valid driver's license.  
Call for interview 330-782-5200

**DIRECTOR OF YOUTH AND FAMILY MINISTRIES**

For more info, please call the Senior Employment Center at 330-782-0978  
**DISPATCHER** Attention: needed immediately. MUST be able to handle a multi-line phone system. Ability to multi-task essential. Resumes are being accepted by fax 330-549-9181

**TWO MEN AND A TRUCK**  
Movers Who Care

Dynamics Fast Growing Moving company is seeking reliable well mannered steady players. Immediately hiring for Non-CDL Drivers/Movers. Good driving record a must with valid license. Part time and full time positions. Apply within 6081 Southern Blvd. in Boardman

## EMPOWER WORKING FAMILIES!

Does our think our country needs change? That's healthcare, child care, and education should be accessible to ALL people. Get paid to educate & motivate others to make their voices heard. Become a community organizer with Working America, the community affiliate of the AFL-CIO. Experience and necessary passion & motivation a must!

New Wagon Office  
M-F 11:30-10:00pm, 61009/9hr  
+ toll benefits 330-392-9700  
[www.workingamerica.org](http://www.workingamerica.org)

**Floor Sales & Stock Person**  
Employment opportunities available plumbing, electrical, knowledge preferred.  
Apply at: Handyman Airstation  
4353 Kirk Rd.

**MAINTENANCE** Full-time at apt complex. Must have some experience. Please stop into office to fill out application. © 35 Royal Mall Drive, Niles, Ohio between the hours of 10am to 12pm

1001 General Help

FEBRUARY 27, 2008 - MARCH 4, 2008

**YOUNGSTOWN METROPOLITAN  
HOUSING AUTHORITY  
ANNOUNCES A PUBLIC HEARING**

**PUBLIC HEARING DATE:** April 8, 2008

**PUBLIC HEARING TIME:** 10:00 AM

**LOCATION:** Youngstown Metropolitan Housing Authority, 131  
W. Boardman Street  
Youngstown, Ohio 44503

The purpose of the hearing is to obtain comments from the general public and residents of Mahoning County in reference to the Youngstown Metropolitan Housing Authority's Annual Plan to be submitted to the U.S. Department of Housing and Urban Development for fiscal year 2008, as well as modifications to its 2007 Annual Plan, 2005-2009 Five Year Plan, Section 8 Housing Choice Voucher Administrative Plan, and its Public Housing Admissions and Continued Occupancy Plan. All families receiving assistance through the Youngstown Metropolitan Housing Authority are encouraged to attend this hearing. A copy of the Annual Plan and all other aforementioned documents will be available for review at the Youngstown Metropolitan Housing Authority's central offices daily during normal business hours. Persons can also submit written comments prior to the public hearing to:

Youngstown Metropolitan Housing Authority  
131 W. Boardman Street  
Youngstown, Ohio 44503  
ATTN: Annual Plan

**YOUNGSTOWN STATE UNIVERSITY**

**Development Underwriter  
WYSU-FM**

**Reference and Instruction Librarian,  
Health Sciences Maag Library**

These positions are available immediately. For complete job posting, application information, and hiring requirements for these and other job opportunities, visit:

[www.cc.ysu.edu/hr](http://www.cc.ysu.edu/hr)

# **Youngstown Metropolitan Housing Authority**

## **Substantial Deviation to Five Year Plan and Significant Amendment to Annual Plan**

1. Substantial Deviation from the Five Year or Annual Plan:

A substantial deviation is any action by YMHA that materially alters its defined mission statement or goals and objectives as presented in the Five Year or Annual Plans. A substantial deviation also includes any action by YMHA that is materially inconsistent with its mission statement or goals and objectives as presented. Any activity undertaken by YMHA that is not explicitly mentioned in the in the Five Year or Annual Plans but supports or enhances the Plans' mission, goals or objectives is not a substantial deviation.

2. Significant Amendment to the Five Year or Annual Plan:

An amendment to the Five Year or Annual Plan is significant if it causes a change in a policy or procedure requiring a regulatory 30 day posting or is inconsistent with the local approved Consolidated Plan, subject to the discretion of the Executive Director. Additionally, any submission to HUD requiring separate notification to residents such as Hope VI, Public Housing Conversion, Demolition/Disposition or Designated Housing may be considered a significant amendment to the Five Year or Annual Plans. Furthermore, a significant amendment may constitute a revision to a mission, goal, objective, policy or budget which has been submitted to HUD as part of the Five Year or Annual Plan and that would require adoption by the Board of Commissioners. YMHA will comply with 24 CFR § 903.21.

# 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. 3/31/2002)

H A Name <b>YOUNGSTOWN METROPOLITAN HOUSING AUTHORITY</b>			Comprehensive Grant Number <b>OH12P00250102</b>	FFY of Grant Approval <b>2002</b>
<input type="checkbox"/> Original Annual Statement	<input type="checkbox"/> Reserved for Disasters/Emergencies	<input type="checkbox"/> Revised Annual Statement/Revision Number:	<input type="checkbox"/> Performance and Evaluation Report for Program Year Ending _____	
<input checked="" type="checkbox"/> Final Performance and Evaluation Report for Program Year Ending: 2002			Budget revisions	

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost (2)	
		Original	Revised (1)	Obligated	Expended
1	Total Non-CGP Funds				
2	1406 Operating Expenses(may not exceed 10% of line 20)	\$269,323	\$269,323.00	\$269,323.00	\$269,323.00
3	1408 Management Improvements	\$166,606	\$166,606.00	\$166,606.00	\$166,606.00
4	1410 Administration	\$272,320	\$272,320.00	\$272,320.00	\$272,320.00
5	1411 Audit	\$1,000	\$1,000.00	\$1,000.00	\$1,000.00
6	1415 Liquidated Damages	\$0	\$0.00	\$0.00	\$0.00
7	1430 Fees and Costs	\$100,535	\$100,535.00	\$100,535.00	\$100,535.00
8	1440 Site Acquisition	\$411,507	\$411,507.00	\$411,507.00	\$411,507.00
9	1450 Site Improvement	\$265,530	\$491,730.00	\$491,730.00	\$491,730.00
10	1460 Dwelling Structures	\$954,542	\$954,542.00	\$954,542.00	\$954,542.00
11	1465.1 Dwelling Equipment-Nonexpendable	\$43,640	\$43,640.00	\$43,640.00	\$43,640.00
12	1470 Nondwelling Structures	\$0	\$0.00	\$0.00	\$0.00
13	1475 Nondwelling Equipment	\$12,002	\$12,002.00	\$12,002.00	\$12,002.00
14	1485 Demolition	\$0	\$0.00	\$0.00	\$0.00
15	1490 Replacement Reserve	\$0	\$0.00	\$0.00	\$0.00
16	1492 Moving to Work Demonstration	\$0	\$0.00	\$0.00	\$0.00
17	1495.1 Relocation Costs	\$0	\$0.00	\$0.00	\$0.00
18	1499 Development	\$226,200	\$0.00	\$0.00	\$0.00
19	1502 Contingency (may not exceed 8% of line 20)	\$0	\$0.00	\$0.00	\$0.00
20	<b>Amount of Annual Grant (sums of lines 2-19)</b>	<b>\$2,723,205</b>	<b>2,723,205.00</b>	<b>2,723,205.00</b>	<b>2,723,205.00</b>
21	Amount of line 20 Related to LBP Activities	\$0	\$0	\$0	\$0
22	Amount of Line 20 Related to Section 504 Compliance	\$0	\$0	\$0	\$0
23	Amount of Line 20 Related to Security	\$539,381	\$313,180	\$313,180	\$313,180
24	Amount of Line 20 Related to Energy Conservation Measures	\$0			

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

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

Signature of Executive Director and Date

X

Signature of Public Housing Director

X

**Annual Statement/Performance  
and Evaluation Report**

**Part II: Supporting Pages  
Capital Fund Program (CFP)**

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

Youngstown Metropolitan Housing Authority

Development Number/Name	General Description of Major Work Categories	Development Account Number	Quantity	Estimated Cost		Total Actual Cost		Status of Proposed Work (2)
				Original	Revised (1)	Funds Obligated (2)	Funds Expended (2)	
<b>OH 2-001</b>	Exterior (Exterior & Façade improve)	1460	LOT	\$91,600	\$91,600	\$91,600	\$91,600	Expedited
<b>Westlake</b>	Site (Exterior improve)	1450	LOT	\$33,696	\$33,696	\$33,696	\$33,696	Expedited
<b>Terrace Homes</b>	Hot Water System Renovation	1460	LOT	\$0	\$0	\$0	\$0	
	Interiors (paint & gas meters in building)	1460	LOT	\$0	\$0	\$0	\$0	
	Security (video & lights)	1450	LOT	\$0	\$0	\$0	\$0	
	<b>OH12P002001 SUBTOTAL</b>		<b>Subtotal</b>	<b>\$125,296</b>	<b>\$125,296</b>	<b>\$125,296</b>	<b>\$125,296</b>	
<b>OH2-003</b>	Development Enhancements (Site landscaping/fencing)	1450	LOT	\$0	\$226,200	\$226,200	\$226,200	Fencing added to MROP Project
<b>Kimmel Brook</b>		1499	LOT	\$226,200	\$0	\$0	\$0	Moved from wrong BLI
	<b>OH12P002003 SUBTOTAL</b>		<b>Subtotal</b>	<b>\$226,200</b>	<b>\$226,200</b>	<b>\$226,200</b>	<b>\$226,200</b>	
<b>OH2-04</b>	Security (video & lighting)	1450	LOT	\$942	\$942	\$942	\$942	
<b>Kirwan Homes</b>	Site (landscaping, fencing, lighting)	1450	LOT	\$17,322	\$17,322	\$17,322	\$17,322	
	<b>OH12P002004 SUBTOTAL</b>		<b>Subtotal</b>	<b>\$18,264</b>	<b>\$18,264</b>	<b>\$18,264</b>	<b>\$18,264</b>	
<b>OH 2-005</b>	Site 2-5E (drains, concrete, drains, mailboxes, etc.)	1450	LOT	\$66,450	\$66,450	\$66,450	\$66,450	
<b>P.L. Strait Homes</b>	Exterior 2-5E (roofs, doors, gutters)	1460	LOT	\$0	\$0	\$0	\$0	Deferred
<b>(2-5E, 2-5F)</b>	Interiors 2-5E (painting, upgrades)	1460	LOT	\$0	\$0	\$0	\$0	Deferred
	Exterior 2-5E (Storms @ Cameron/Mabel)	1460	LOT	\$0	\$0	\$0	\$0	Deferred
	Interiors 2-5E (Floors @ Cameron/Mable)	1460	LOT	\$0	\$0	\$0	\$0	Deferred
	Interior 2-5F (Unit Conversions)	1460	LOT	\$76,364	\$76,364	\$76,364	\$76,364	
	Site 2-5F (drains, concrete, etc.)	1450	LOT	\$19,085	\$19,085	\$19,085	\$19,085	
	Security (Video & Lighting)	1450	LOT	\$4,372	\$4,372	\$4,372	\$4,372	
	<b>OH12P002005 SUBTOTAL</b>		<b>Subtotal</b>	<b>\$166,271</b>	<b>\$166,271</b>	<b>\$166,271</b>	<b>\$166,271</b>	

1) To be completed for Performance and Evaluation Report or a Revised Annual Statement

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

Signature of Executive Director and Date

Signature of Public Housing Director/Office and Date

Previous edition is obsolete

form HUD-52837 (9/98)

**Annual Statement/Performance  
and Evaluation Report**

**Part II: Supporting Pages  
Capital Fund Program (CFP)**

**U.S. Department of Housing  
and Urban Development**

Office of Public and Indian Housing

Youngstown Metropolitan Housing Authority

Development Number/Name	General Description of Major Work Categories	Development Account Number	Quantity	Estimated Cost		Total Actual Cost		Status of Proposed Work (2)
				Original	Revised (1)	Funds Obligated (2)	Funds Expended (2)	
<b>OH 2-006 VASU MANOR</b>	Plumbing Repairs	1460	LOT	\$8,375	\$8,375	\$8,375	\$8,375	
	Interior (elevator upgrade, floors)	1460	LOT	\$20,916	\$20,916	\$20,916	\$20,916	
	Exterior (porch, windows, and entry repairs)	1460	LOT	\$133,300	\$133,300	\$133,300	\$133,300	
	Security (site - lighting, etc.)	1450	LOT	\$0	\$0	\$0	\$0	
<b>OH12P002006 SUBTOTAL</b>				<b>\$162,590</b>	<b>\$162,590</b>	<b>\$162,590</b>	<b>\$162,590</b>	
<b>OH 2-008 NORTON MANOR</b>	Security (site - lighting, fencing, etc.)	1450	LOT	\$38,244	\$38,244	\$38,244	\$38,244	
	Exterior (windows repair/replace)	1460	LOT	\$10,975	\$10,975	\$10,975	\$10,975	
	Interior (elevator upgrade, floor covering, furniture)	1460	LOT	\$184,078	\$184,078	\$184,078	\$184,078	
	Plumbing (repair/replace lines, shut-offs, drains, etc.)	1460	LOT	\$1,465	\$1,465	\$1,465	\$1,465	
<b>OH12P002008 SUBTOTAL</b>				<b>\$234,762</b>	<b>\$234,762</b>	<b>\$234,762</b>	<b>\$234,762</b>	
<b>OH 2-009 Gutknecht Tower</b>	Security (site - lighting, fencing, etc.)	1450	LOT	\$10,087	\$10,087	\$10,087	\$10,087	
	Interior (Elevator, floors)	1460	LOT	\$70,651	\$70,651	\$70,651	\$70,651	
	Plumbing (plumbing repairs)	1460	LOT	\$41,349	\$41,349	\$41,349	\$41,349	
<b>OH12P002009 SUBTOTAL</b>				<b>\$122,087</b>	<b>\$122,087</b>	<b>\$122,087</b>	<b>\$122,087</b>	
<b>OH 2-011 Struthers Manor</b>	Interior (Elevator, floors)	1460	LOT	\$35,210	\$35,210	\$35,210	\$35,210	
	Security (site - lighting, fencing, etc.)	1450	LOT	\$0	\$0	\$0	\$0	Deferred
	Exterior (bldg. Stone, Caulking)	1460	LOT	\$0	\$0	\$0	\$0	Deferred
	Plumbing Repairs	1460	LOT	\$7,487	\$7,487	\$7,487	\$7,487	
<b>OH12P002011 SUBTOTAL</b>				<b>\$42,697</b>	<b>\$42,697</b>	<b>\$42,697</b>	<b>\$42,697</b>	

1) To be completed for Performance and Evaluation Report or a Revised Annual Statement

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

Signature of Executive Director and Date

Signature of Public Housing Director and Date

**Annual Statement/Performance  
and Evaluation Report**

**Part II: Supporting Pages  
Capital Fund Program (CFP)**

**U.S. Department of Housing  
and Urban Development**

Office of Public and Indian Housing

Youngstown Metropolitan Housing Authority

Development Number/Name	General Description of Major Work Categories	Development Account Number	Quantity	Estimated Cost		Total Actual Cost		Status of Proposed Work (2)
				Original	Revised (1)	Funds Obligated (2)	Funds Expended (2)	
<b>OH 2-012 C.A. Amedia Plaza</b>	Furnishings	1475	LOT	\$12,002	\$12,002	\$12,002	\$12,002	Costs to purchase lot higher than anticipated includes cost to resurface lot - Completed
	Security (site - lighting, fencing, etc.)	1450	LOT	\$29,537	\$29,537	\$29,537	\$29,537	
	Hot Water System Upgrade	1460	LOT	\$1,161	\$1,161	\$1,161	\$1,161	
	Interior (basement, stairwell, lobby)	1460	LOT	\$37,832	\$37,832	\$37,832	\$37,832	
	Site Acquisition	1440	LOT	\$411,507	\$411,507	\$411,507	\$411,507	
	<b>OH12P002012 SUBTOTAL</b>			<b>\$492,039</b>	<b>\$492,038</b>	<b>\$492,038</b>	<b>\$492,038</b>	
<b>OH 2-014 Scattered Sites Sub Rehab</b>	Security (Site lighting, landscaping, etc.)	1460	LOT	\$190,939	\$190,939	\$190,939	\$190,939	Deferred
	Lead based paint abatement	1460	LOT	\$0	\$0	\$0	\$0	
	Exterior (roofing/siding)	1460	LOT	\$4,525	\$4,525	\$4,525	\$4,525	
	Interior (heating, plumbing, electrical, paint, tile,	1460	LOT	\$19,078	\$19,078	\$19,078	\$19,078	
	<b>OH12P002014 SUBTOTAL</b>			<b>\$214,541</b>	<b>\$214,541</b>	<b>\$214,541</b>	<b>\$214,541</b>	
<b>SITE SUBTOTAL</b>				<b>\$1,804,747</b>	<b>\$1,804,747</b>	<b>\$1,804,747</b>	<b>\$1,804,747</b>	

1) To be completed for Performance and Evaluation Report or a Revised Annual Statement

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

Signature of Executive Director and Date

Signature of Public Housing Director and Date

**Part II: Supporting Pages**  
**Capital Fund Program (CFP)**

Office of Public and Indian Housing

Development Number/Name	General Description of Major Work Categories	Development Account Number	Quantity	Estimated Cost		Total Actual Cost		Status of Proposed Work (2)
				Original	Revised (1)	Funds Obligated (2)	Funds Expended (2)	
<b>HA-WIDE OPERATIONS</b>	Operations	1406		\$269,323	\$269,323	\$269,323	\$269,323	
	<b>OPERATIONS SUBTOTAL</b>			<b>\$269,323</b>	<b>\$269,323</b>	<b>\$269,323</b>	<b>\$269,323</b>	
<b>MANAGEMENT IMPROVEMENTS</b>	Computers/software	1408	LOT	\$52,784	\$52,784	\$52,784	\$52,784	
	Resident Initiatives	1408	LOT	\$45,027	\$45,027	\$45,027	\$45,027	
	Training (management/employee)	1408	LOT	\$8,813	\$8,813	\$8,813	\$8,813	
	Security/Law Enforcement	1408	LOT	\$59,982	\$59,982	\$59,982	\$59,982	
	<b>MANAGEMENT SUBTOTAL</b>			<b>\$166,606</b>	<b>\$166,606</b>	<b>\$166,606</b>	<b>\$166,606</b>	
<b>Nontechnical Salaries</b>	Salaries and Fringes	1410	LOT	\$151,616	\$151,616	\$151,616	\$151,616	
	Cost Allocation Plan	1410	LOT	\$120,704	\$120,704	\$120,704	\$120,704	
	<b>NONTECHNICAL SUBTOTAL</b>			<b>\$272,320</b>	<b>\$272,320</b>	<b>\$272,320</b>	<b>\$272,320</b>	
<b>CGP Audit Cost</b>	Audit Costs	1411	LOT	\$1,000	\$1,000	\$1,000	\$1,000	
	<b>CGP AUDIT COST SUBTOTAL</b>			<b>\$1,000</b>	<b>\$1,000</b>	<b>\$1,000</b>	<b>\$1,000</b>	
<b>Arch. &amp; Eng. Fees</b>	A&E Fees	1430	LOT	\$100,535	\$100,535	\$100,535	\$100,535	
	<b>ARCHITECTURAL SUBTOTAL</b>			<b>\$100,535</b>	<b>\$100,535</b>	<b>\$100,535</b>	<b>\$100,535</b>	
<b>Site Improvements (Emergency)</b>	Emergency Site Repairs	1450	LOT	\$45,795	\$45,795	\$45,795	\$45,795	
	<b>SITE IMPROVEMENTS SUBTOTAL</b>			<b>\$45,795</b>	<b>\$45,795</b>	<b>\$45,795</b>	<b>\$45,795</b>	

1) To be completed for Performance and Evaluation Report or a Revised Annual Statement

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

Signature of Executive Director and Date

Signature of Public Housing Director and Date

**Annual Statement/Performance  
and Evaluation Report**

**Part II: Supporting Pages  
Capital Fund Program (CFP)**

**U.S. Department of Housing  
and Urban Development**

Office of Public and Indian Housing

Youngstown Metropolitan Housing Authority

Development Number/Name	General Description of Major Work Categories	Development Account Number	Quantity	Estimated Cost		Total Actual Cost		Status of Proposed Work (2)
				Original	Revised (1)	Funds Obligated (2)	Funds Expended (2)	
<b>Dwelling Structures (Emergency)</b>	Emergency Dwelling Repairs	1460	LOT	\$19,239	\$19,239	\$19,239	\$19,239	
	<b>DWELLING STRUCTURES SUBTOTAL</b>			<b>\$19,239</b>	<b>\$19,239</b>	<b>\$19,239</b>	<b>\$19,239</b>	
<b>Dwelling Equip. Nonexpendable</b>	Appliances (refrigerators, stoves)	1465.1	LOT	\$43,640	\$43,640	\$43,640	\$43,640	
	<b>DWELLING EQUIPMENT SUBTOTAL</b>			<b>\$43,640</b>	<b>\$43,640</b>	<b>\$43,640</b>	<b>\$43,640</b>	
<b>Nondwelling Equip.</b>	Office equipment	1475.1	LOT	\$0	\$0	\$0	\$0	
	Maintenance equipment (mowers, graffiti, etc.)	1475.2	LOT	\$0	\$0	\$0	\$0	
	Vehicles (trucks, tractors, cars, etc.)	1475.7	LOT	\$0	\$0	\$0	\$0	
	<b>NONDWELLING SUBTOTAL</b>			<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	
<b>Capital Funds Contingency</b>	Contingency Account	1502		\$0	\$0	\$0	\$0	
	<b>CONTINGENCY SUBTOTAL</b>			<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	
	<b>HA-WIDE SUBTOTAL</b>			<b>\$918,458</b>	<b>\$918,458</b>	<b>\$918,458</b>	<b>\$918,458</b>	
	<b>GRAND TOTAL</b>			<b>\$2,723,205</b>	<b>\$2,723,205</b>	<b>\$2,723,205</b>	<b>\$2,723,205</b>	

1) To be completed for Performance and Evaluation Report or a Revised Annual Statement

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

Signature of Executive Director and Date

Signature of Public Housing Director and Date

Annual Statement/Performance  
and Evaluation Report

**Part III: Implementation Schedule**

Capital Fund Program (CFP)

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

Youngstown Metropolitan Housing Authority

Development Number/Name H/A-Wide Activities	All Funds Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reason for Revised Target Dates (2)
	Original	Revised (1)	Actual (2)	Original	Revised (1)	Actual (2)	
OH 2-001 Westlake Terrace	7/1/2002			6/30/2006			
OH 2-003 Kimmel Brook	7/1/2002			6/30/2006			
OH 2-004 Kirwan Homes	7/1/2002			6/30/2006			
OH 2-005 P.L. Strait Homes (2-5E & 2-5F)	7/1/2002			6/30/2006			
OH 2-006 Vasu Manor	7/1/2002			6/30/2006			
OH 2-008 Norton Manor	7/1/2002			6/30/2006			
OH 2-009 Gutknecht Tower	7/1/2002			6/30/2006			
OH2-011 Struthers Manor	7/1/2002			6/30/2006			
OH2-012 Amedia Plaza	7/1/2002			6/30/2006			
OH2-014 Scattered Sites/ Sub Rehab	7/1/2002			6/30/2006			
-----HA Wide-----	7/1/2002						
Computers/software	7/1/2002			6/30/2006			
Office Equipment	7/1/2002			6/30/2006			
Vehicles	7/1/2002			6/30/2006			
Maintenance Equipment	7/1/2002			6/30/2006			
Appliances	7/1/2002			6/30/2006			
Audit Costs	7/1/2002			6/30/2006			
Resident Initiative	7/1/2002			6/30/2006			
Contingency	7/1/2002			6/30/2006			
Operations	7/1/2002			6/30/2006			
Training	7/1/2002			6/30/2006			
Security/Law Enforcement	7/1/2002			6/30/2006			
Emergency Site Improve.	7/1/2002			6/30/2006			
Emergency Dwell. Struct.	7/1/2002			6/30/2006			

1) To be completed for Performance and Evaluation Report or a Revised Annual Statement  
Signature of Executive Director and Date (mm/dd/yyyy)

2) To be completed for the Performance and Evaluation Report.  
Signature of Public Housing Director and Date (mm/dd/yyyy)

# 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. 3/31/2002)

H A Name <b>YOUNGSTOWN METROPOLITAN HOUSING AUTHORITY</b>			Comprehensive Grant Number <b>OH12P00250103</b>	FFY of Grant Approval <b>2003</b>
<input type="checkbox"/> Original Annual Statement	<input type="checkbox"/> Reserved for Disasters/Emergencies	<input type="checkbox"/> Revised Annual Statement/Revision Number:	<input type="checkbox"/> Performance and Evaluation Report for Program Year Ending _____	
<input checked="" type="checkbox"/> Final Performance and Evaluation Report for Program Year Ending: 2003			Budget revisions	

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost (2)	
		Original	Revised (1)	Obligated	Expended
1	Total Non-CGP Funds				
2	1406 Operating Expenses(may not exceed 10% of line 20)	\$198,439	\$198,439.00	\$198,439.00	\$198,439.00
3	1408 Management Improvements	\$230,854	\$230,854.00	\$230,854.00	\$230,854.00
4	1410 Administration	\$232,781	\$232,781.00	\$232,781.00	\$232,781.00
5	1411 Audit	\$1,000	\$1,000.00	\$1,000.00	\$1,000.00
6	1415 Liquidated Damages	\$0	\$0.00	\$0.00	\$0.00
7	1430 Fees and Costs	\$75,000	\$75,000.00	\$75,000.00	\$75,000.00
8	1440 Site Acquisition	\$15,000	\$15,000.00	\$15,000.00	\$15,000.00
9	1450 Site Improvement	\$638,879	\$599,908.75	\$599,908.75	\$599,908.75
10	1460 Dwelling Structures	\$885,741	\$885,741.00	\$885,741.00	\$885,741.00
11	1465.1 Dwelling Equipment-Nonexpendable	\$37,056	\$37,056.00	\$37,056.00	\$37,056.00
12	1470 Nondwelling Structures	\$781	\$781.00	\$781.00	\$781.00
13	1475 Nondwelling Equipment	\$12,282	\$12,282.00	\$12,282.00	\$12,282.00
14	1485 Demolition	\$0	\$0.00	\$0.00	\$0.00
15	1490 Replacement Reserve	\$0	\$0.00	\$0.00	\$0.00
16	1492 Moving to Work Demonstration	\$0	\$0.00	\$0.00	\$0.00
17	1495.1 Relocation Costs	\$0	\$0.00	\$0.00	\$0.00
18	1499 Development	\$0	\$38,970.25	\$38,970.25	\$38,970.25
19	1502 Contingency (may not exceed 8% of line 20)	\$0	\$0.00	\$0.00	\$0.00
20	<b>Amount of Annual Grant (sums of lines 2-19)</b>	<b>\$2,327,813</b>	<b>\$ 2,327,813.00</b>	<b>\$2,327,813.00</b>	<b>\$ 2,327,813.00</b>
21	Amount of line 20 Related to LBP Activities	\$0	\$0	\$0	\$0
22	Amount of Line 20 Related to Section 504 Compliance	\$0	\$0	\$0	0.00
23	Amount of Line 20 Related to Security	\$571,301	\$571,301	\$571,301	\$571,301
24	Amount of Line 20 Related to Energy Conservation Measures	\$0			

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

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

Signature of Executive Director and Date

X

Signature of Public Housing Director

X

**Annual Statement/Performance  
and Evaluation Report**

**Part II: Supporting Pages  
Capital Fund Program (CFP)**

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

Youngstown Metropolitan Housing Authority

Development Number/Name	General Description of Major Work Categories	Development Account Number	Quantity	Estimated Cost		Total Actual Cost		Status of Proposed Work (2)	
				Original	Revised (1)	Funds Obligated (2)	Funds Expended (2)		
<b>OH 2-001</b>	Exterior (Maintenance Roof)	1460	LOT	\$26,518	\$26,518	\$26,518	\$26,518		
<b>Westlake Terrace Homes</b>	Site (Exterior & Façade improve)	1450	LOT	\$38,970	\$0	\$0	\$0	Removal of Phone Poles and Landscaping after demolition	
	Development	1499.5	LOT	\$0	\$38,970	\$38,970	\$38,970		
	Interiors (paint & improvements)	1460	LOT	\$1,500	\$1,500	\$1,500	\$1,500		Mold Remediation
	Security (video & lights)	1450	LOT	\$90,000	\$90,000	\$90,000	\$90,000		
	<b>OH12P002001 SUBTOTAL</b>		<b>Subtotal</b>	<b>\$156,988</b>	<b>\$156,988</b>	<b>\$156,988</b>	<b>\$156,988</b>		
<b>OH2-024</b>	Development Enhancements (Site landscaping/fencing)		LOT	\$0	\$0	\$0	\$0		
<b>Rockford Village</b>	<b>OH12P002024 SUBTOTAL</b>		<b>Subtotal</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>		
<b>OH2-04</b>	Security (video & lighting)	1450	LOT	\$112,993	\$112,993	\$112,993	\$112,993	Major repairs to get vacant units ready for rental	
<b>Kirwan Homes</b>	Community Room Exterior	1470	LOT	\$781	\$781	\$781	\$781		
	Interiors 2-4 (painting, upgrades)	1460	LOT	\$15,135	\$15,135	\$15,135	\$15,135		
	<b>OH12P002004 SUBTOTAL</b>		<b>Subtotal</b>	<b>\$128,909</b>	<b>\$128,909</b>	<b>\$128,909</b>	<b>\$128,909</b>		
<b>OH 2-005</b>	Site 2-5E (drains, concrete, drains, mailboxes, etc.)	1450	LOT	\$8,289	\$8,289	\$8,289	\$8,289	Major repairs to get vacant units ready for rental	
<b>P.L. Strait Homes (2-5E, 2-5F)</b>	Exterior 2-5E (roofs, doors, gutters)	1460	LOT	\$2,841	\$2,841	\$2,841	\$2,841		
	Interiors 2-5E (painting, upgrades)	1460	LOT	\$9,237	\$9,237	\$9,237	\$9,237		
	Exterior 2-5E (Storms @ Cameron/Mabel)	1460	LOT	\$0	\$0	\$0	\$0		
	Site 2-5E (Exteriors @ Cameron/Mable)	1450	LOT	\$0	\$0	\$0	\$0		
	Interiors 2-5E (Floors @ Cameron/Mable)	1460	LOT	\$0	\$0	\$0	\$0		
	Interior 2-5F (Unit Upgrades)	1460	LOT	\$49,399	\$49,399	\$49,399	\$49,399		
	Site 2-5F (drains, concrete, etc.)	1450	LOT	\$12,345	\$12,345	\$12,345	\$12,345		Site Improvements & Landscaping
	Security (Video & Lighting)	1450	LOT	\$5,978	\$5,978	\$5,978	\$5,978		
	<b>OH12P002005 SUBTOTAL</b>			<b>\$88,088</b>	<b>\$88,088</b>	<b>\$88,088</b>	<b>\$88,088</b>		

1) To be completed for Performance and Evaluation Report or a Revised Annual Statement

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

Signature of Executive Director and Date

Signature of Public Housing Director/Office and Date

Previous edition is obsolete

form HUD-52837 (9/98)

**Annual Statement/Performance  
and Evaluation Report**

**Part II: Supporting Pages  
Capital Fund Program (CFP)**

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

Youngstown Metropolitan Housing Authority

Development Number/Name	General Description of Major Work Categories	Development Account Number	Quantity	Estimated Cost		Total Actual Cost		Status of Proposed Work (2)
				Original	Revised (1)	Funds Obligated (2)	Funds Expended (2)	
<b>OH 2-006 VASU MANOR</b>	Plumbing Repairs	1460	LOT	\$0	\$0	\$0	\$0	
	Interior (elevator upgrade)	1460	LOT	\$140,000	\$140,000	\$140,000	\$140,000	
	Exterior (porch, and entry)	1460	LOT	\$0	\$0	\$0	\$0	
	Security (site - lighting, etc.)	1450	LOT	\$210,328	\$210,328	\$210,328	\$210,328	
	Interior (floors, wallpaper, etc.)	1460	LOT	\$0	\$0	\$0	\$0	
	<b>OH12P002006 SUBTOTAL</b>			<b>\$350,328</b>	<b>\$350,328</b>	<b>\$350,328</b>	<b>\$350,328</b>	
<b>OH 2-008 NORTON MANOR</b>	Security (site - lighting, fencing, etc.)	1450	LOT	\$16,408	\$16,408	\$16,408	\$16,408	
	Exterior (windows update/replace)	1460	LOT	\$0	\$0	\$0	\$0	
	Interior (elevator upgrade, floor covering, furniture)	1460	LOT	\$17,048	\$17,048	\$17,048	\$17,048	
	Plumbing (upgrade/replace lines, shut-offs, drains, etc)	1460	LOT	\$0	\$0	\$0	\$0	
	<b>OH12P002008 SUBTOTAL</b>			<b>\$33,456</b>	<b>\$33,456</b>	<b>\$33,456</b>	<b>\$33,456</b>	
<b>OH 2-009 Gutknecht Tower</b>	Security (site - lighting, fencing, etc.)	1450	LOT	\$35,152	\$35,152	\$35,152	\$35,152	Building Entrance & Site
	Interior (Elevator, floors)	1460	LOT	\$222,064	\$222,064	\$222,064	\$222,064	Renovations
	Plumbing (plumbing repairs)	1460	LOT	\$345,832	\$345,832	\$345,832	\$345,832	Bad plumbing reached the point where normal repairs were no longer effective and a total replacement was necessary
	<b>OH12P002009 SUBTOTAL</b>			<b>\$603,048</b>	<b>\$603,048</b>	<b>\$603,048</b>	<b>\$603,048</b>	
<b>OH 2-011 Struthers Manor</b>	Interior (Elevator, floors)	1460	LOT	\$0	\$0	\$0	\$0	
	Site (Parking lot)	1450	LOT	\$47,109	\$47,109	\$47,109	\$47,109	Parking lot need repaved
	Exterior (bldg. Stone, Caulking)	1460	LOT	\$0	\$0	\$0	\$0	
	Plumbing Upgrades & Improvements	1460	LOT	\$0	\$0	\$0	\$0	
	<b>OH12P002011 SUBTOTAL</b>			<b>\$47,109</b>	<b>\$47,109</b>	<b>\$47,109</b>	<b>\$47,109</b>	

1) To be completed for Performance and Evaluation Report or a Revised Annual Statement

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

Signature of Executive Director and Date

Signature of Public Housing Director and Date

**Annual Statement/Performance  
and Evaluation Report**

**Part II: Supporting Pages  
Capital Fund Program (CFP)**

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

Youngstown Metropolitan Housing Authority

Development Number/Name	General Description of Major Work Categories	Development Account Number	Quantity	Estimated Cost		Total Actual Cost		Status of Proposed Work (2)
				Original	Revised (1)	Funds Obligated (2)	Funds Expended (2)	
<b>OH 2-012 C.A. Amedia Plaza</b>	Furnishings	1475	LOT	\$12,282	\$12,282	\$12,282	\$12,282	
	Security (site - lighting, fencing, etc.)	1450	LOT	\$30,905	\$30,905	\$30,905	\$30,905	
	Interior (elevator upgrade)	1460	LOT	\$0	\$0	\$0	\$0	
	Hot Water System Upgrade	1460	LOT	\$0	\$0	\$0	\$0	
	Interior (basement, stairwell, lobby)	1460	LOT	\$7,565	\$7,565	\$7,565	\$7,565	
	Site Acquisition	1440	LOT	\$15,000	\$15,000	\$15,000	\$15,000	
	<b>OH12P002012 SUBTOTAL</b>				<b>\$65,752</b>	<b>\$65,752</b>	<b>\$65,752</b>	<b>\$65,752</b>
<b>OH 2-014 Scattered Sites Sub Rehab</b>	Security (Site lighting, landscaping, etc.)	1450	LOT	\$403	\$403	\$403	\$403	
	Lead based paint abatement	1460	LOT	\$0	\$0	\$0	\$0	
	Exterior (roofing/siding)	1460	LOT	\$26,218	\$26,218	\$26,218	\$26,218	
	Interior (heating, plumbing, electrical, paint, tile,	1460	LOT	\$6,330	\$6,330	\$6,330	\$6,330	
	<b>OH12P002014 SUBTOTAL</b>				<b>\$32,951</b>	<b>\$32,951</b>	<b>\$32,951</b>	<b>\$32,951</b>
<b>SITE SUBTOTAL</b>				<b>\$1,506,629</b>	<b>\$1,506,629</b>	<b>\$1,506,629</b>	<b>\$1,506,629</b>	

1) To be completed for Performance and Evaluation Report or a Revised Annual Statement

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

Signature of Executive Director and Date

Signature of Public Housing Director and Date

**Part II: Supporting Pages**  
**Capital Fund Program (CFP)**

Office of Public and Indian Housing

Development Number/Name	General Description of Major Work Categories	Development Account Number	Quantity	Estimated Cost		Total Actual Cost		Status of Proposed Work (2)
				Original	Revised (1)	Funds Obligated (2)	Funds Expended (2)	
<b>HA-WIDE OPERATIONS</b>	Operations	1406		\$198,439	\$198,439	\$198,439	\$198,439	
	<b>OPERATIONS SUBTOTAL</b>			<b>\$198,439</b>	<b>\$198,439</b>	<b>\$198,439</b>	<b>\$198,439</b>	
<b>MANAGEMENT IMPROVEMENTS</b>	Computers/software	1408	LOT	\$139,106	\$139,106	\$139,106	\$139,106	
	Resident Initiatives	1408	LOT	\$18,296	\$18,296	\$18,296	\$18,296	
	Training (management/employee)	1408	LOT	\$4,317	\$4,317	\$4,317	\$4,317	
	Security/Law Enforcement	1408	LOT	\$69,135	\$69,135	\$69,135	\$69,135	
	<b>MANAGEMENT SUBTOTAL</b>			<b>\$230,854</b>	<b>\$230,854</b>	<b>\$230,854</b>	<b>\$230,854</b>	
<b>Nontechnical Salaries</b>	Salaries and Fringes	1410	LOT	\$168,513	\$168,513	\$168,513	\$168,513	
	Cost Allocation Plan	1410	LOT	\$64,268	\$64,268	\$64,268	\$64,268	
	<b>NONTECHNICAL SUBTOTAL</b>			<b>\$232,781</b>	<b>\$232,781</b>	<b>\$232,781</b>	<b>\$232,781</b>	
<b>CGP Audit Cost</b>	Audit Costs	1411	LOT	\$1,000	\$1,000	\$1,000	\$1,000	
	<b>CGP AUDIT COST SUBTOTAL</b>			<b>\$1,000</b>	<b>\$1,000</b>	<b>\$1,000</b>	<b>\$1,000</b>	
<b>Arch. &amp; Eng. Fees</b>	A&E Fees	1430	LOT	\$75,000	\$75,000	\$75,000	\$75,000	
	<b>ARCHITECTURAL SUBTOTAL</b>			<b>\$75,000</b>	<b>\$75,000</b>	<b>\$75,000</b>	<b>\$75,000</b>	
<b>Site Improvements (Emergency)</b>	Emergency Site Repairs	1450	LOT	\$30,000	\$30,000	\$30,000	\$30,000	
	<b>SITE IMPROVEMENTS SUBTOTAL</b>			<b>\$30,000</b>	<b>\$30,000</b>	<b>\$30,000</b>	<b>\$30,000</b>	

1) To be completed for Performance and Evaluation Report or a Revised Annual Statement

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

Signature of Executive Director and Date

Signature of Public Housing Director and Date

**Annual Statement/Performance  
and Evaluation Report**

**Part II: Supporting Pages  
Capital Fund Program (CFP)**

**U.S. Department of Housing  
and Urban Development**

Office of Public and Indian Housing

Youngstown Metropolitan Housing Authority

Development Number/Name	General Description of Major Work Categories	Development Account Number	Quantity	Estimated Cost		Total Actual Cost		Status of Proposed Work (2)
				Original	Revised (1)	Funds Obligated (2)	Funds Expended (2)	
<b>Dwelling Structures (Emergency)</b>	Emergency Dwelling Repairs	1460	LOT	\$16,054	\$16,054	\$16,054	\$16,054	
	<b>DWELLING STRUCTURES SUBTOTAL</b>			<b>\$16,054</b>	<b>\$16,054</b>	<b>\$16,054</b>	<b>\$16,054</b>	
<b>Dwelling Equip. Nonexpendable</b>	Appliances (refrigerators, stoves)	1465.1	LOT	\$37,056	\$37,056	\$37,056	\$37,056	
	<b>DWELLING EQUIPMENT SUBTOTAL</b>			<b>\$37,056</b>	<b>\$37,056</b>	<b>\$37,056</b>	<b>\$37,056</b>	
<b>Nondwelling Equip.</b>	Office equipment	1475.1	LOT	\$0	\$0	\$0	\$0	
	Maintenance equipment (mowers, graffiti, etc.)	1475.2	LOT	\$0	\$0	\$0	\$0	
	Vehicles (trucks, tractors, cars, etc.)	1475.7	LOT	\$0	\$0	\$0	\$0	
	<b>NONDWELLING SUBTOTAL</b>			<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	
<b>Capital Funds Contingency</b>	Contingency Account	1502		\$0	\$0	\$0	\$0	
	<b>CONTINGENCY SUBTOTAL</b>			<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	
	<b>HA-WIDE SUBTOTAL</b>			<b>\$821,184</b>	<b>\$821,184</b>	<b>\$821,184</b>	<b>\$821,184</b>	
	<b>GRAND TOTAL</b>			<b>\$2,327,813</b>	<b>\$2,327,813</b>	<b>\$2,327,813</b>	<b>\$2,327,813</b>	

1) To be completed for Performance and Evaluation Report or a Revised Annual Statement

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

Signature of Executive Director and Date

Signature of Public Housing Director and Date

Annual Statement/Performance  
and Evaluation Report

**Part III: Implementation Schedule**

Capital Fund Program (CFP)

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

Youngstown Metropolitan Housing Authority

Development Number/Name H/A-Wide Activities	All Funds Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reason for Revised Target Dates (2)
	Original	Revised (1)	Actual (2)	Original	Revised (1)	Actual (2)	
OH 2-001 Westlake Terrace	7/1/2003			6/30/2007			
OH 2-004 Kirwan Homes	7/1/2003			6/30/2007			
OH 2-005 P.L. Strait Homes (2-5E & 2-5F)	7/1/2003			6/30/2007			
OH 2-006 Vasu Manor	7/1/2003			6/30/2007			
OH 2-008 Norton Manor	7/1/2003			6/30/2007			
OH 2-009 Gutknecht Tower	7/1/2003			6/30/2007			
OH2-011 Struthers Manor	7/1/2003			6/30/2007			
OH2-012 Amedia Plaza	7/1/2003			6/30/2007			
OH2-014 Scattered Sites/ Sub Rehab	7/1/2003			6/30/2007			
-----HA Wide-----	7/1/2003			6/30/2007			
Computers/software	7/1/2003			6/30/2007			
Office Equipment	7/1/2003			6/30/2007			
Vehicles	7/1/2003			6/30/2007			
Maintenance Equipment	7/1/2003			6/30/2007			
Appliances	7/1/2003			6/30/2007			
Audit Costs	7/1/2003			6/30/2007			
Resident Initiative	7/1/2003			6/30/2007			
Contingency	7/1/2003			6/30/2007			
Operations	7/1/2003			6/30/2007			
Training	7/1/2003			6/30/2007			
Security/Law Enforcement	7/1/2003			6/30/2007			
Emergency Site Improve.	7/1/2003			6/30/2007			
Emergency Dwell. Struct.	7/1/2003			6/30/2007			

1) To be completed for Performance and Evaluation Report or a Revised Annual Statement  
Signature of Executive Director and Date (mm/dd/yyyy)

2) To be completed for the Performance and Evaluation Report.  
Signature of Public Housing Director and Date (mm/dd/yyyy)

# 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. 3/31/2002)

H A Name <b>YOUNGSTOWN METROPOLITAN HOUSING AUTHORITY</b>	Comprehensive Grant Number <b>OH12P00250104</b>	FFY of Grant Approval <b>2004</b>
--	--	--------------------------------------

Original Annual Statement     
  Reserved for Disasters/Emergencies     
  Revised Annual Statement/Revisi     
 1  Performance and Evaluation Report for Program Year Ending \_\_\_\_\_  
 Final Performance and Evaluation Report for Program Year Ending: 2004     
 Budget revisions

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost (2)	
		Original	Revised (1)	Obligated	Expended
1	Total Non-CGP Funds				
2	1406 Operating Expenses(may not exceed 10% of line 20)	\$525,759	\$525,759.27	\$525,759.27	\$525,759.27
3	1408 Management Improvements	\$262,040	\$262,040.09	\$262,040.09	\$262,040.09
4	1410 Administration	\$262,880	\$262,880.00	\$262,880.00	\$262,880.00
5	1411 Audit	\$1,000	\$1,000.00	\$1,000.00	\$1,000.00
6	1415 Liquidated Damages	\$0	\$0.00	\$0.00	\$0.00
7	1430 Fees and Costs	\$104,663	\$104,662.94	\$104,662.94	\$104,662.94
8	1440 Site Acquisition	\$15,361	\$15,360.98	\$15,360.98	\$15,360.98
9	1450 Site Improvement	\$370,844	\$370,843.83	\$370,843.83	\$370,843.83
10	1460 Dwelling Structures	\$799,246	\$799,246.03	\$799,246.03	\$799,246.03
11	1465.1 Dwelling Equipment-Nonexpendable	\$80,000	\$80,000.00	\$80,000.00	\$80,000.00
12	1470 Nondwelling Structures	\$0	\$0.00	\$0.00	\$0.00
13	1475 Nondwelling Equipment	\$57,003	\$57,002.86	\$57,002.86	\$57,002.86
14	1485 Demolition	\$150,000	\$150,000.00	\$150,000.00	\$150,000.00
15	1490 Replacement Reserve	\$0	\$0.00	\$0.00	\$0.00
16	1492 Moving to Work Demonstration	\$0	\$0.00	\$0.00	\$0.00
17	1495.1 Relocation Costs	\$0	\$0.00	\$0.00	\$0.00
18	1499 Development	\$0	\$0.00	\$0.00	\$0.00
19	1502 Contingency (may not exceed 8% of line 20)	\$0	\$0.00	\$0.00	\$0.00
20	<b>Amount of Annual Grant (sums of lines 2-19)</b>	<b>\$2,628,796</b>	<b>\$ 2,628,796.00</b>	<b>\$2,628,796.00</b>	<b>\$ 2,628,796.00</b>
21	Amount of line 20 Related to LBP Activities	\$0	\$0	\$0	\$0
22	Amount of Line 20 Related to Section 504 Compliance	\$0	\$0	\$0	\$0
23	Amount of Line 20 Related to Security	\$367,855	\$367,855	\$367,855	\$367,855
24	Amount of Line 20 Related to Energy Conservation Measures	\$84,535	\$84,535	\$84,535	\$84,535

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

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

Signature of Executive Director and Date

X

Signature of Public Housing Director

X

**Annual Statement/Performance  
and Evaluation Report**

**Part II: Supporting Pages  
Capital Fund Program (CFP)**

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

Youngstown Metropolitan Housing Authority

Development Number/Name	General Description of Major Work Categories	Development Account Number	Quantity	Estimated Cost		Total Actual Cost		Status of Proposed Work (2)
				Original	Revised (1)	Funds Obligated (2)	Funds Expended (2)	
<b>OH 2-001</b>	Exterior (Maintenance Roof)	1460	LOT	\$36,268	\$36,268	\$36,268	\$36,268	
<b>Westlake</b>	Site (Exterior & Façade improve)	1450	LOT	\$44,245	\$44,245	\$44,245	\$44,245	
<b>Terrace Homes</b>	Demolition	1485	LOT	\$150,000	\$150,000	\$150,000	\$150,000	
	Interiors (paint & improvements)	1460	LOT	\$3,400	\$3,400	\$3,400	\$3,400	
	Security (video & lights)	1450	LOT	\$8,165	\$8,165	\$8,165	\$8,165	
	<b>OH12P002001 SUBTOTAL</b>		<b>Subtotal</b>	<b>\$242,078</b>	<b>\$242,078</b>	<b>\$242,078</b>	<b>\$242,078</b>	
<b>OH2-024</b>	Development Enhancements (Site landscaping/fencing)		LOT	\$0	\$0	\$0	\$0	
<b>Rockford Village</b>	<b>OH12P002024 SUBTOTAL</b>		<b>Subtotal</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	
<b>OH2-04</b>	Security (video & lighting)	1450	LOT	\$29,380	\$29,380	\$29,380	\$29,380	
<b>Kirwan Homes</b>	Community Room Exterior	1470	LOT	\$0	\$0	\$0	\$0	
	<b>OH12P002004 SUBTOTAL</b>		<b>Subtotal</b>	<b>\$29,380</b>	<b>\$29,380</b>	<b>\$29,380</b>	<b>\$29,380</b>	
<b>OH 2-005</b>	Site 2-5E (drains, concrete, drains, mailboxes, etc.)	1450	LOT	\$14,880	\$14,880	\$14,880	\$14,880	
<b>P.L. Strait Homes</b>	Exterior 2-5E (roofs, doors, gutters)	1460	LOT	\$0	\$0	\$0	\$0	
<b>(2-5E, 2-5F)</b>	Interiors 2-5E (painting, upgrades)	1460	LOT	\$1,600	\$1,600	\$1,600	\$1,600	
	Exterior 2-5E (Storms @ Cameron/Mabel)	1460	LOT	\$0	\$0	\$0	\$0	
	Site 2-5E (Exteriors @ Cameron/Mable)	1450	LOT	\$0	\$0	\$0	\$0	
	Interiors 2-5E (Floors @ Cameron/Mable)	1460	LOT	\$0	\$0	\$0	\$0	
	Interior 2-5F (Unit Upgrades)	1460	LOT	\$0	\$0	\$0	\$0	
	Site 2-5F (drains, concrete, etc.)	1450	LOT	\$1,755	\$1,755	\$1,755	\$1,755	
	Security (Video & Lighting)	1450	LOT	\$46,710	\$46,710	\$46,710	\$46,710	
	<b>OH12P002005 SUBTOTAL</b>			<b>\$64,945</b>	<b>\$64,945</b>	<b>\$64,945</b>	<b>\$64,945</b>	

1) To be completed for Performance and Evaluation Report or a Revised Annual Statement

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

Signature of Executive Director and Date

Signature of Public Housing Director/Office and Date

Previous edition is obsolete

form HUD-52837 (9/98)

**Annual Statement/Performance  
and Evaluation Report**

**Part II: Supporting Pages  
Capital Fund Program (CFP)**

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

Youngstown Metropolitan Housing Authority

Development Number/Name	General Description of Major Work Categories	Development Account Number	Quantity	Estimated Cost		Total Actual Cost		Status of Proposed Work (2)
				Original	Revised (1)	Funds Obligated (2)	Funds Expended (2)	
<b>OH 2-006 VASU MANOR</b>	Plumbing Repairs	1460	LOT	\$4,000	\$4,000	\$4,000	\$4,000	
	Interior (Community Room)	1460	LOT	\$0	\$0	\$0	\$0	
	Exterior (porch, and entry repairs)	1460	LOT	\$0	\$0	\$0	\$0	
	Security (site - lighting, etc.)	1450	LOT	\$0	\$0	\$0	\$0	
	Interior (kitchen upgrade)	1460	LOT	\$0	\$0	\$0	\$0	
	<b>OH12P002006 SUBTOTAL</b>			<b>\$4,000</b>	<b>\$4,000</b>	<b>\$4,000</b>	<b>\$4,000</b>	
<b>OH 2-008 NORTON MANOR</b>	Security (security cameras)	1450	LOT	\$18,680	\$18,680	\$18,680	\$18,680	
	Exterior (windows repair/replace)	1460	LOT	\$0	\$0	\$0	\$0	
	Interior (lobby upgrade)	1460	LOT	\$83,237	\$83,237	\$83,237	\$83,237	
	Plumbing (repair/replace lines, shut-offs, drains, etc.)	1460	LOT	\$0	\$0	\$0	\$0	
	<b>OH12P002008 SUBTOTAL</b>			<b>\$101,916</b>	<b>\$101,916</b>	<b>\$101,916</b>	<b>\$101,916</b>	
<b>OH 2-009 Gutknecht Tower</b>	Security (site - lighting, fencing, etc.)	1450	LOT	\$42,068	\$42,068	\$42,068	\$42,068	
	Interior (Elevator, floors)	1460	LOT	\$21,924	\$21,924	\$21,924	\$21,924	
	Plumbing (plumbing repairs)	1460	LOT	\$409,593	\$409,593	\$409,593	\$409,593	
	Exterior (windows repair/replace)	1460	LOT	\$0	\$0	\$0	\$0	
	<b>OH12P002009 SUBTOTAL</b>			<b>\$473,585</b>	<b>\$473,585</b>	<b>\$473,585</b>	<b>\$473,585</b>	
<b>OH 2-011 Struthers Manor</b>	Interior (Elevator, floors)	1460	LOT	\$216,465	\$216,465	\$216,465	\$216,465	
	Security (site - lighting, fencing, etc.)	1450	LOT	\$75,866	\$75,866	\$75,866	\$75,866	
	Exterior (bldg. Stone, Caulking)	1460	LOT	\$0	\$0	\$0	\$0	
	Plumbing Repairs	1460	LOT	\$0	\$0	\$0	\$0	
	<b>OH12P002011 SUBTOTAL</b>			<b>\$292,331</b>	<b>\$292,331</b>	<b>\$292,331</b>	<b>\$292,331</b>	

1) To be completed for Performance and Evaluation Report or a Revised Annual Statement

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

Signature of Executive Director and Date

Signature of Public Housing Director and Date

**Annual Statement/Performance  
and Evaluation Report**

**Part II: Supporting Pages  
Capital Fund Program (CFP)**

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

Youngstown Metropolitan Housing Authority

Development Number/Name	General Description of Major Work Categories	Development Account Number	Quantity	Estimated Cost		Total Actual Cost		Status of Proposed Work (2)
				Original	Revised (1)	Funds Obligated (2)	Funds Expended (2)	
<b>OH 2-012 C.A. Amedia Plaza</b>	Furnishings	1475	LOT	\$0	\$0	\$0	\$0	
	Security (security gates, fencing)	1450	LOT	\$63,889	\$63,889	\$63,889	\$63,889	
	Interior (elevator upgrade)	1460	LOT	\$0	\$0	\$0	\$0	
	Hot Water System Upgrade	1460	LOT	\$4,535	\$4,535	\$4,535	\$4,535	
	Interior (Community room basement)	1460	LOT	\$0	\$0	\$0	\$0	
	Site Acquisition	1440	LOT	\$15,361	\$15,361	\$15,361	\$15,361	
	<b>OH12P002012 SUBTOTAL</b>			<b>\$83,784</b>	<b>\$83,784</b>	<b>\$83,784</b>	<b>\$83,784</b>	
<b>OH 2-014 Scattered Sites Sub Rehab</b>	Security (Site lighting, landscaping, etc.)	1450	LOT	\$9,003	\$9,003	\$9,003	\$9,003	
	Lead based paint abatement	1460	LOT	\$0	\$0	\$0	\$0	
	Exterior (roofing/siding)	1460	LOT	\$0	\$0	\$0	\$0	
	Interior (kitchen upgrades)	1460	LOT	\$0	\$0	\$0	\$0	
	<b>OH12P002014 SUBTOTAL</b>			<b>\$9,003</b>	<b>\$9,003</b>	<b>\$9,003</b>	<b>\$9,003</b>	
<b>SITE SUBTOTAL</b>				<b>\$1,301,022</b>	<b>\$1,301,022</b>	<b>\$1,301,022</b>	<b>\$1,301,022</b>	

1) To be completed for Performance and Evaluation Report or a Revised Annual Statement

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

Signature of Executive Director and Date

Signature of Public Housing Director and Date

**Part II: Supporting Pages**  
**Capital Fund Program (CFP)**

Office of Public and Indian Housing

Development Number/Name	General Description of Major Work Categories	Development Account Number	Quantity	Estimated Cost		Total Actual Cost		Status of Proposed Work (2)
				Original	Revised (1)	Funds Obligated (2)	Funds Expended (2)	
<b>HA-WIDE OPERATIONS</b>	Operations	1406		\$525,759	\$525,759	\$525,759	\$525,759	
	<b>OPERATIONS SUBTOTAL</b>			<b>\$525,759</b>	<b>\$525,759</b>	<b>\$525,759</b>	<b>\$525,759</b>	
<b>MANAGEMENT IMPROVEMENTS</b>	Computers/software	1408	LOT	\$143,170	\$143,170	\$143,170	\$143,170	
	Resident Initiatives	1408	LOT	\$15,080	\$15,080	\$15,080	\$15,080	
	Training (management/employee)	1408	LOT	\$29,695	\$29,695	\$29,695	\$29,695	
	Security/Law Enforcement	1408	LOT	\$74,095	\$74,095	\$74,095	\$74,095	
	<b>MANAGEMENT SUBTOTAL</b>			<b>\$262,040</b>	<b>\$262,040</b>	<b>\$262,040</b>	<b>\$262,040</b>	
<b>Nontechnical Salaries</b>	Salaries and Fringes	1410	LOT	\$164,061	\$164,061	\$164,061	\$164,061	
	Cost Allocation Plan	1410	LOT	\$98,819	\$98,819	\$98,819	\$98,819	
	<b>NONTECHNICAL SUBTOTAL</b>			<b>\$262,880</b>	<b>\$262,880</b>	<b>\$262,880</b>	<b>\$262,880</b>	
<b>CGP Audit Cost</b>	Audit Costs	1411	LOT	\$1,000	\$1,000	\$1,000	\$1,000	
	<b>CGP AUDIT COST SUBTOTAL</b>			<b>\$1,000</b>	<b>\$1,000</b>	<b>\$1,000</b>	<b>\$1,000</b>	
<b>Arch. &amp; Eng. Fees</b>	A&E Fees	1430	LOT	\$104,663	\$104,663	\$104,663	\$104,663	
	<b>ARCHITECTURAL SUBTOTAL</b>			<b>\$104,663</b>	<b>\$104,663</b>	<b>\$104,663</b>	<b>\$104,663</b>	
<b>Site Improvements (Emergency)</b>	Emergency Site Repairs	1450	LOT	\$16,204	\$16,204	\$16,204	\$16,204	
	<b>SITE IMPROVEMENTS SUBTOTAL</b>			<b>\$16,204</b>	<b>\$16,204</b>	<b>\$16,204</b>	<b>\$16,204</b>	

1) To be completed for Performance and Evaluation Report or a Revised Annual Statement

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

Signature of Executive Director and Date

Signature of Public Housing Director and Date

**Annual Statement/Performance  
and Evaluation Report**

**Part II: Supporting Pages  
Capital Fund Program (CFP)**

**U.S. Department of Housing  
and Urban Development**

Office of Public and Indian Housing

Youngstown Metropolitan Housing Authority

Development Number/Name	General Description of Major Work Categories	Development Account Number	Quantity	Estimated Cost		Total Actual Cost		Status of Proposed Work (2)
				Original	Revised (1)	Funds Obligated (2)	Funds Expended (2)	
<b>Dwelling Structures (Emergency)</b>	Emergency Dwelling Repairs	1460	LOT	\$18,224	\$18,224	\$18,224	\$18,224	
	<b>DWELLING STRUCTURES SUBTOTAL</b>			<b>\$18,224</b>	<b>\$18,224</b>	<b>\$18,224</b>	<b>\$18,224</b>	
<b>Dwelling Equip. Nonexpendable</b>	Appliances (refrigerators, stoves)	1465	LOT	\$80,000	\$80,000	\$80,000	\$80,000	
	<b>DWELLING EQUIPMENT SUBTOTAL</b>			<b>\$80,000</b>	<b>\$80,000</b>	<b>\$80,000</b>	<b>\$80,000</b>	
<b>Nondwelling Equip.</b>	Office equipment	1475	LOT	\$36,378	\$36,378	\$36,378	\$36,378	
	Maintenance equipment (mowers, graffiti, etc.)	1475	LOT	\$0	\$0	\$0	\$0	
	Vehicles (trucks, tractors, cars, etc.)	1475	LOT	\$20,625	\$20,625	\$20,625	\$20,625	
	<b>NONDWELLING SUBTOTAL</b>			<b>\$57,003</b>	<b>\$57,003</b>	<b>\$57,003</b>	<b>\$57,003</b>	
<b>Capital Funds Contingency</b>	Contingency Account	1502		\$0	\$0	\$0	\$0	
	<b>CONTINGENCY SUBTOTAL</b>			<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	
	<b>HA-WIDE SUBTOTAL</b>			<b>\$1,327,774</b>	<b>\$1,327,774</b>	<b>\$1,327,774</b>	<b>\$1,327,774</b>	
	<b>GRAND TOTAL</b>			<b>\$2,628,796</b>	<b>\$2,628,796</b>	<b>\$2,628,796</b>	<b>\$2,628,796</b>	

1) To be completed for Performance and Evaluation Report or a Revised Annual Statement

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

Signature of Executive Director and Date

Signature of Public Housing Director and Date

Annual Statement/Performance  
and Evaluation Report

**Part III: Implementation Schedule**

Capital Fund Program (CFP)

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

Youngstown Metropolitan Housing Authority

Development Number/Name H/A-Wide Activities	All Funds Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reason for Revised Target Dates (2)
	Original	Revised (1)	Actual (2)	Original	Revised (1)	Actual (2)	
OH 2-001 Westlake Terrace	7/1/2003			6/30/2007	1/31/2005		
OH 2-004 Kirwan Homes	7/1/2003			6/30/2007	1/31/2005		
OH 2-005 P.L. Strait Homes (2-5E & 2-5F)	7/1/2003			6/30/2007	1/31/2005		
OH 2-006 Vasu Manor	7/1/2003			6/30/2007	1/31/2005		
OH 2-008 Norton Manor	7/1/2003			6/30/2007	1/31/2005		
OH 2-009 Gutknecht Tower	7/1/2003			6/30/2007	1/31/2005		
OH2-011 Struthers Manor	7/1/2003			6/30/2007	1/31/2005		
OH2-012 Amedia Plaza	7/1/2003			6/30/2007	1/31/2005		
OH2-014 Scattered Sites/ Sub Rehab	7/1/2003			6/30/2007	1/31/2005		
-----HA Wide-----	7/1/2003			6/30/2007	1/31/2005		
Computers/software	7/1/2003			6/30/2007	1/31/2005		
Office Equipment	7/1/2003			6/30/2007	1/31/2005		
Vehicles	7/1/2003			6/30/2007	1/31/2005		
Maintenance Equipment	7/1/2003			6/30/2007	1/31/2005		
Appliances	7/1/2003			6/30/2007	1/31/2005		
Audit Costs	7/1/2003			6/30/2007	1/31/2005		
Resident Initiative	7/1/2003			6/30/2007	1/31/2005		
Contingency	7/1/2003			6/30/2007	1/31/2005		
Operations	7/1/2003			6/30/2007	1/31/2005		
Training	7/1/2003			6/30/2007	1/31/2005		
Security/Law Enforcement	7/1/2003			6/30/2007	1/31/2005		
Emergency Site Improve.	7/1/2003			6/30/2007	1/31/2005		
Emergency Dwell. Struct.	7/1/2003			6/30/2007	1/31/2005		

1) To be completed for Performance and Evaluation Report or a Revised Annual Statement  
Signature of Executive Director and Date (mm/dd/yyyy)

2) To be completed for the Performance and Evaluation Report.  
Signature of Public Housing Director and Date (mm/dd/yyyy)

# 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. 3/31/2002)

H A Name <b>YOUNGSTOWN METROPOLITAN HOUSING AUTHORITY</b>	Comprehensive Grant Number <b>OH12P00250105</b>	FFY of Grant Approval <b>2005</b>
--	--	--------------------------------------

Original Annual Statement     
  Reserved for Disasters/Emergencies     
  Revised Annual Statement/Revision Number: \_\_\_\_\_     
  Performance and Evaluation Report for Program Year Ending: 2009  
 Final Performance and Evaluation Report for Program Year Ending \_\_\_\_\_     
 Budget revisions

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost (2)	
		Original	Revised (1)	Obligated	Expended
1	Total Non-CGP Funds				
2	1406 Operating Expenses(may not exceed 10% of line 20)	\$256,108	\$316,408.00	\$256,108.00	\$256,108.00
3	1408 Management Improvements	\$425,759	\$324,846.00	\$302,448.43	\$160,948.43
4	1410 Administration	\$256,108	\$256,108.00	\$261,768.01	\$261,768.01
5	1411 Audit	\$1,000	\$1,000.00	\$0.00	\$0.00
6	1415 Liquidated Damages	\$0	\$0.00	\$0.00	\$0.00
7	1430 Fees and Costs	\$75,000	\$83,979.54	\$88,591.46	\$68,379.90
8	1440 Site Acquisition	\$40,000	\$0.00	\$0.00	\$0.00
9	1450 Site Improvement	\$380,000	\$318,733.25	\$138,873.02	\$91,353.02
10	1460 Dwelling Structures	\$744,158	\$943,053.21	\$540,710.62	\$351,215.24
11	1465.1 Dwelling Equipment-Nonexpendable	\$80,000	\$80,000.00	\$80,000.00	\$80,000.00
12	1470 Nondwelling Structures	\$0	\$0.00	\$0.00	\$0.00
13	1475 Nondwelling Equipment	\$60,000	\$0.00	\$0.00	\$0.00
14	1485 Demolition	\$150,000	\$236,950.00	\$186,950.00	\$148,045.00
15	1490 Replacement Reserve	\$0	\$0.00	\$0.00	\$0.00
16	1492 Moving to Work Demonstration	\$0	\$0.00	\$0.00	\$0.00
17	1495.1 Relocation Costs	\$0	\$0.00	\$0.00	\$0.00
18	1499 Development	\$0	\$0.00	\$0.00	\$0.00
19	1502 Contingency (may not exceed 8% of line 20)	\$92,945	\$0.00	\$0.00	\$0.00
20	<b>Amount of Annual Grant (sums of lines 2-19)</b>	<b>\$2,561,078.00</b>	<b>\$ 2,561,078.00</b>	<b>\$1,855,449.54</b>	<b>\$ 1,417,817.60</b>
21	Amount of line 20 Related to LBP Activities	\$0	\$6,000	\$0	\$0
22	Amount of Line 20 Related to Section 504 Compliance	\$10,000	\$10,000	\$0	\$0
23	Amount of Line 20 Related to Security	\$540,759	\$377,035	\$246,803	\$199,283
24	Amount of Line 20 Related to Energy Conservation Measures	\$246,000	\$190,000	\$131,684	\$110,017

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

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

Signature of Executive Director and Date

X

Signature of Public Housing Director

X

**Annual Statement/Performance  
and Evaluation Report**

**Part II: Supporting Pages  
Capital Fund Program (CFP)**

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

Youngstown Metropolitan Housing Authority

Development Number/Name	General Description of Major Work Categories	Development Account Number	Quantity	Estimated Cost		Total Actual Cost		Status of Proposed Work (2)
				Original	Revised (1)	Funds Obligated (2)	Funds Expended (2)	
<b>OH 2-001 Westlake Terrace Homes</b>	Exterior (Maintenance Roof)	1460	LOT	\$20,000	\$0	\$0	\$0	
	Site (Sidewalk Repair)	1450	LOT	\$20,000	\$20,000	\$359	\$359	
	Interiors (air conditioning)	1460	LOT	\$6,000	\$0	\$0	\$0	
	Lead Testing	1460	LOT	\$0	\$6,000	\$0	\$0	
	Exterior 2-1 (demolition)	1485	LOT	\$0	\$186,950	\$186,950	\$147,855	
	Security (video & lights)	1450	LOT	\$10,000	\$10,000	\$10,000	\$21,896	
	<b>OH12P002001 SUBTOTAL</b>				<b>\$56,000</b>	<b>\$222,950</b>	<b>\$197,309</b>	<b>\$170,110</b>
<b>OH2-024 Rockford Village</b>	Security (video & lights)	1450	LOT	\$35,000	\$30,000	\$0	\$0	
	Exterior (Fencing Repair)	1460	LOT	\$5,000	\$7,400	\$7,400	\$7,400	
	<b>OH12P002024 SUBTOTAL</b>			<b>\$40,000</b>	<b>\$37,400</b>	<b>\$7,400</b>	<b>\$7,400</b>	
<b>OH2-04 Kirwan Homes</b>	Security (video & lighting)	1450	LOT	\$35,000	\$30,000	\$7,347	\$7,347	
	Façade Improvements	1460	LOT	\$5,000	\$1,948	\$0	\$0	
	Exterior (Fencing Repair)	1460	LOT	\$25,000	\$0	\$0	\$0	
	<b>OH12P002004 SUBTOTAL</b>			<b>\$65,000</b>	<b>\$31,948</b>	<b>\$7,347</b>	<b>\$7,347</b>	
<b>OH 2-005 P.L. Strait Homes (2-5E, 2-5F)</b>	Exterior 2-5E (gutters, downspouts)	1460	LOT	\$25,000	\$71,881	\$7,366	\$7,366	
	Exterior 2-5E (demolition)	1485	LOT	\$150,000	\$50,000	\$0	\$190	
	Interior 2-5E (Kitchen Renovation)	1460	LOT	\$0	\$43,000	\$0	\$0	
	Security 2-5E (video surveillance)	1450	LOT	\$35,000	\$38,733	\$38,733	\$48,317	
	Exterior 2-5F (gutters, downspouts)	1460	LOT	\$10,000	\$10,000	\$7,785	\$7,785	
	Interior 2-5F (ADA Accessibility)	1450	LOT	\$10,000	\$10,000	\$0	\$0	
	Security 2-5F (video surveillance)	1450	LOT	\$35,000	\$30,000	\$3,996	\$3,996	
	<b>OH12P002005 SUBTOTAL</b>			<b>\$265,000</b>	<b>\$253,614</b>	<b>\$57,880</b>	<b>\$67,654</b>	

1) To be completed for Performance and Evaluation Report or a Revised Annual Statement

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

Signature of Executive Director and Date

Signature of Public Housing Director/Office and Date



**Annual Statement/Performance  
and Evaluation Report**

**Part II: Supporting Pages  
Capital Fund Program (CFP)**

**U.S. Department of Housing  
and Urban Development**

Office of Public and Indian Housing

Youngstown Metropolitan Housing Authority

Development Number/Name	General Description of Major Work Categories	Development Account Number	Quantity	Estimated Cost		Total Actual Cost		Status of Proposed Work (2)
				Original	Revised (1)	Funds Obligated (2)	Funds Expended (2)	
<b>OH 2-006 VASU MANOR</b>	Plumbing Repairs	1460	LOT	\$14,842	\$14,842	\$2,250	\$2,250	
	Interior (Heating)	1460	LOT	\$25,000	\$25,000	\$21,667	\$0	
	Interior (kitchen upgrade)	1460	LOT	\$70,000	\$70,000	\$0	\$0	
	Security (site - lighting, etc.)	1450	LOT	\$35,000	\$30,000	\$24,000	\$1,000	
<b>OH12P002006 SUBTOTAL</b>				<b>\$144,842</b>	<b>\$139,842</b>	<b>\$47,917</b>	<b>\$3,250</b>	
<b>OH 2-008 NORTON MANOR</b>	Security (security cameras)	1450	LOT	\$35,000	\$30,000	\$23,500	\$500	
	Exterior (windows repair/replace)	1460	LOT	\$85,000	\$85,000	\$30,017	\$30,017	
	Plumbing (repair/replace lines, shut-offs, drains, etc.)	1460	LOT	\$60,000	\$53,991	\$0	\$0	
<b>OH12P002008 SUBTOTAL</b>				<b>\$180,000</b>	<b>\$168,991</b>	<b>\$53,517</b>	<b>\$30,517</b>	
<b>OH 2-009 Gutknecht Tower</b>	Security (site - lighting, fencing, etc.)	1450	LOT	\$35,000	\$30,000	\$25,504	\$2,504	
	Interior (Stoves)	1450	LOT	\$0	\$0	\$0	\$0	
	Plumbing (plumbing repairs)	1460	LOT	\$209,158	\$233,053	\$256,843	\$104,761	
<b>OH12P002009 SUBTOTAL</b>				<b>\$244,158</b>	<b>\$263,053</b>	<b>\$282,347</b>	<b>\$107,265</b>	
<b>OH 2-011 Struthers Manor</b>	Security (site - lighting, fencing, etc.)	1450	LOT	\$35,000	\$0	\$1,998	\$1,998	
	Exterior (elevator)	1460	LOT	\$20,000	\$126,781	\$193,802	\$189,256	
	Plumbing Repairs	1460	LOT	\$10,000	\$0	\$0	\$0	
<b>OH12P002011 SUBTOTAL</b>				<b>\$65,000</b>	<b>\$126,781</b>	<b>\$195,801</b>	<b>\$191,255</b>	

1) To be completed for Performance and Evaluation Report or a Revised Annual Statement

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

Signature of Executive Director and Date

Signature of Public Housing Director and Date

**Annual Statement/Performance  
and Evaluation Report**

**Part II: Supporting Pages  
Capital Fund Program (CFP)**

**U.S. Department of Housing  
and Urban Development**

Office of Public and Indian Housing

Youngstown Metropolitan Housing Authority

Development Number/Name	General Description of Major Work Categories	Development Account Number	Quantity	Estimated Cost		Total Actual Cost		Status of Proposed Work (2)
				Original	Revised (1)	Funds Obligated (2)	Funds Expended (2)	
<b>OH 2-012 C.A. Amedia Plaza</b>	Security (security gates, fencing)	1450	LOT	\$35,000	\$3,436	\$3,436	\$3,436	
	Awnings & Exterior Repair	1450	LOT	\$0	\$31,564	\$0	\$0	
	Interior (fitness center)	1460	LOT	\$30,000	\$47,963	\$0	\$0	
	Hot Water System Upgrade	1460	LOT	\$50,000	\$0	\$0	\$0	
	Roof Replacement	1460	LOT	\$0	\$72,037	\$0	\$0	
	Site Acquisition	1440	LOT	\$40,000	\$0	\$0	\$0	
	<b>OH12P002012 SUBTOTAL</b>				<b>\$155,000</b>	<b>\$155,000</b>	<b>\$3,436</b>	<b>\$3,436</b>
<b>OH 2-014 Scattered Sites Sub Rehab</b>	Security (Site drainage)	1460	LOT	\$35,000	\$2,380	\$13,580	\$2,380	
	Wet Basement Repair	1460	LOT	\$0	\$30,000	\$0	\$0	
	Security Lock Upgrade	1460	LOT	\$0	\$2,620	\$0	\$0	
	<b>OH12P002014 SUBTOTAL</b>			<b>\$35,000</b>	<b>\$35,000</b>	<b>\$13,580</b>	<b>\$2,380</b>	
<b>SITE SUBTOTAL</b>				<b>\$1,250,000</b>	<b>\$1,434,578</b>	<b>\$866,534</b>	<b>\$590,613</b>	

1) To be completed for Performance and Evaluation Report or a Revised Annual Statement

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

Signature of Executive Director and Date

Signature of Public Housing Director and Date

**Part II: Supporting Pages**  
**Capital Fund Program (CFP)**

Office of Public and Indian Housing

Development Number/Name	General Description of Major Work Categories	Development Account Number	Quantity	Estimated Cost		Total Actual Cost		Status of Proposed Work (2)
				Original	Revised (1)	Funds Obligated (2)	Funds Expended (2)	
<b>HA-WIDE OPERATIONS</b>	Operations	1406		\$256,108	\$316,408	\$256,108	\$256,108	
	<b>OPERATIONS SUBTOTAL</b>			<b>\$256,108</b>	<b>\$316,408</b>	<b>\$256,108</b>	<b>\$256,108</b>	
<b>MANAGEMENT IMPROVEMENTS</b>	Computers/software	1408	LOT	\$150,000	\$120,000	\$141,500	\$0	
	Resident Initiatives	1408	LOT	\$50,000	\$50,000	\$57,020	\$57,020	
	Training (management/employee)	1408	LOT	\$40,000	\$20,000	\$3,039	\$3,039	
	Security/Law Enforcement	1408	LOT	\$185,759	\$134,846	\$100,889	\$100,889	
	<b>MANAGEMENT SUBTOTAL</b>			<b>\$425,759</b>	<b>\$324,846</b>	<b>\$302,448</b>	<b>\$160,948</b>	
<b>Nontechnical Salaries</b>	Salaries and Fringes	1410	LOT	\$171,108	\$171,108	\$188,036	\$188,036	
	Cost Allocation Plan	1410	LOT	\$85,000	\$85,000	\$73,733	\$73,733	
	<b>NONTECHNICAL SUBTOTAL</b>			<b>\$256,108</b>	<b>\$256,108</b>	<b>\$261,768</b>	<b>\$261,768</b>	
<b>CGP Audit Cost</b>	Audit Costs	1411	LOT	\$1,000	\$1,000	\$0	\$0	
	<b>CGP AUDIT COST SUBTOTAL</b>			<b>\$1,000</b>	<b>\$1,000</b>	<b>\$0</b>	<b>\$0</b>	
<b>Arch. &amp; Eng. Fees</b>	A&E Fees	1430	LOT	\$75,000	\$83,980	\$88,591	\$68,380	
	<b>ARCHITECTURAL SUBTOTAL</b>			<b>\$75,000</b>	<b>\$83,980</b>	<b>\$88,591</b>	<b>\$68,380</b>	
<b>Site Improvements (Emergency)</b>	Emergency Site Repairs	1450	LOT	\$25,000	\$25,000	\$0	\$0	
	<b>SITE IMPROVEMENTS SUBTOTAL</b>			<b>\$25,000</b>	<b>\$25,000</b>	<b>\$0</b>	<b>\$0</b>	

1) To be completed for Performance and Evaluation Report or a Revised Annual Statement

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

Signature of Executive Director and Date

Signature of Public Housing Director and Date

**Annual Statement/Performance  
and Evaluation Report**

**Part II: Supporting Pages  
Capital Fund Program (CFP)**

**U.S. Department of Housing  
and Urban Development**

Office of Public and Indian Housing

Youngstown Metropolitan Housing Authority

Development Number/Name	General Description of Major Work Categories	Development Account Number	Quantity	Estimated Cost		Total Actual Cost		Status of Proposed Work (2)
				Original	Revised (1)	Funds Obligated (2)	Funds Expended (2)	
<b>Dwelling Structures (Emergency)</b>	Emergency Dwelling Repairs	1460	LOT	\$39,158	\$39,158	\$0	\$0	
	<b>DWELLING STRUCTURES SUBTOTAL</b>			<b>\$39,158</b>	<b>\$39,158</b>	<b>\$0</b>	<b>\$0</b>	
<b>Dwelling Equip. Nonexpendable</b>	Appliances (refrigerators, stoves)	1465	LOT	\$80,000	\$80,000	\$80,000	\$80,000	
	<b>DWELLING EQUIPMENT SUBTOTAL</b>			<b>\$80,000</b>	<b>\$80,000</b>	<b>\$80,000</b>	<b>\$80,000</b>	
<b>Nondwelling Equip.</b>	Office equipment	1475	LOT	\$10,000	\$0	\$0	\$0	
	Maintenance equipment (mowers, graffiti, etc.)	1475	LOT	\$30,000	\$0	\$0	\$0	
	Vehicles (trucks, tractors, cars, etc.)	1475	LOT	\$20,000	\$0	\$0	\$0	
	<b>NONDWELLING SUBTOTAL</b>			<b>\$60,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	
<b>Capital Funds Contingency</b>	Contingency Account	1502		\$92,945	\$0	\$0	\$0	
	<b>CONTINGENCY SUBTOTAL</b>			<b>\$92,945</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	
	<b>HA-WIDE SUBTOTAL</b>			<b>\$1,311,078</b>	<b>\$1,126,500</b>	<b>\$988,916</b>	<b>\$827,204</b>	
	<b>GRAND TOTAL</b>			<b>\$2,561,078</b>	<b>\$2,561,078</b>	<b>\$1,855,450</b>	<b>\$1,417,818</b>	

1) To be completed for Performance and Evaluation Report or a Revised Annual Statement

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

Signature of Executive Director and Date

Signature of Public Housing Director and Date

Annual Statement/Performance  
and Evaluation Report

**Part III: Implementation Schedule**

Capital Fund Program (CFP)

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

Youngstown Metropolitan Housing Authority

Development Number/Name H/A-Wide Activities	All Funds Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reason for Revised Target Dates (2)
	Original	Revised (1)	Actual (2)	Original	Revised (1)	Actual (2)	
OH 2-001 Westlake Terrace	7/1/2003			6/30/2007			
OH 2-004 Kirwan Homes	7/1/2003			6/30/2007			
OH 2-005 P.L. Strait Homes (2-5E & 2-5F)	7/1/2003			6/30/2007			
OH 2-006 Vasu Manor	7/1/2003			6/30/2007			
OH 2-008 Norton Manor	7/1/2003			6/30/2007			
OH 2-009 Gutknecht Tower	7/1/2003			6/30/2007			
OH2-011 Struthers Manor	7/1/2003			6/30/2007			
OH2-012 Amedia Plaza	7/1/2003			6/30/2007			
OH2-014 Scattered Sites/ Sub Rehab	7/1/2003			6/30/2007			
-----HA Wide-----	7/1/2003			6/30/2007			
Computers/software	7/1/2003			6/30/2007			
Office Equipment	7/1/2003			6/30/2007			
Vehicles	7/1/2003			6/30/2007			
Maintenance Equipment	7/1/2003			6/30/2007			
Appliances	7/1/2003			6/30/2007			
Audit Costs	7/1/2003			6/30/2007			
Resident Initiative	7/1/2003			6/30/2007			
Contingency	7/1/2003			6/30/2007			
Operations	7/1/2003			6/30/2007			
Training	7/1/2003			6/30/2007			
Security/Law Enforcement	7/1/2003			6/30/2007			
Emergency Site Improve.	7/1/2003			6/30/2007			
Emergency Dwell. Struct.	7/1/2003			6/30/2007			

1) To be completed for Performance and Evaluation Report or a Revised Annual Statement

Signature of Executive Director and Date (mm/dd/yyyy)

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

Signature of Public Housing Director and Date (mm/dd/yyyy)

# 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. 3/31/2002)

H A Name <b>YOUNGSTOWN METROPOLITAN HOUSING AUTHORITY</b>			Comprehensive Grant Number <b>OH12P00250106</b>	FFY of Grant Approval <b>2006</b>
<input type="checkbox"/> Original Annual Statement	<input type="checkbox"/> Reserved for Disasters/Emergencies	<input type="checkbox"/> Revised Annual Statement/Revision Number _____	<input checked="" type="checkbox"/> Performance and Evaluation Report for Program Year Ending: 2009	
<input type="checkbox"/> Final Performance and Evaluation Report for Program Year Ending _____		Budget revisions		

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost (2)	
		Original	Revised (1)	Obligated	Expended
1	Total Non-CGP Funds				
2	1406 Operating Expenses(may not exceed 10% of line 20)	\$512,470	\$512,470.00	\$512,470.00	\$512,470.00
3	1408 Management Improvements	\$20,000	\$20,000.00	\$0.00	\$0.00
4	1410 Administration	\$248,882	\$248,882.00	\$87,703.14	\$46,318.47
5	1411 Audit	\$1,000	\$1,000.00	\$0.00	\$0.00
6	1415 Liquidated Damages	\$0	\$0.00	\$0.00	\$0.00
7	1430 Fees and Costs	\$123,000	\$123,000.00	\$99,399.12	\$86,048.12
8	1440 Site Acquisition	\$0	\$0.00	\$0.00	\$0.00
9	1450 Site Improvement	\$329,000	\$250,720.00	\$0.00	\$0.00
10	1460 Dwelling Structures	\$743,300	\$811,580.00	\$377,792.27	\$372,641.27
11	1465.1 Dwelling Equipment-Nonexpendable	\$10,000	\$10,000.00	\$0.00	\$0.00
12	1470 Nondwelling Structures	\$93,500	\$143,500.00	\$0.00	\$0.00
13	1475 Nondwelling Equipment	\$5,000	\$0.00	\$0.00	\$0.00
14	1485 Demolition	\$100,000	\$60,000.00	\$0.00	\$0.00
15	1490 Replacement Reserve	\$0	\$0.00	\$0.00	\$0.00
16	1492 Moving to Work Demonstration	\$0	\$0.00	\$0.00	\$0.00
17	1495.1 Relocation Costs	\$0	\$0.00	\$0.00	\$0.00
18	1499 Development	\$307,953	\$266,760.00	\$266,760.00	\$266,760.00
19	1502 Contingency (may not exceed 8% of line 20)	\$53,543	\$58,543.00	\$0.00	\$0.00
20	<b>Amount of Annual Grant (sums of lines 2-19)</b>	<b>\$2,547,648</b>	<b>\$2,506,455</b>	<b>\$1,344,125</b>	<b>\$1,284,238</b>
21	Amount of line 20 Related to LBP Activities	\$23,000	\$31,280	\$0	\$0
22	Amount of Line 20 Related to Section 504 Compliance	\$76,500	\$76,500	\$0	\$0
23	Amount of Line 20 Related to Security	\$185,000	\$126,720	\$0	\$0
24	Amount of Line 20 Related to Energy Conservation Measures	\$487,300	\$379,300	\$211,204	\$207,653

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

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

Signature of Executive Director and Date

Signature of Public Housing Director

X

X

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

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

Youngstown Metropolitan Housing Authority

Development Number/Name	General Description of Major Work Categories	Development Account Number	Quantity	Estimated Cost		Total Actual Cost		Status of Proposed Work (2)	
				Original	Revised (1)	Funds Obligated (2)	Funds Expended (2)		
<b>OH 2-001</b>	Water Softener Replacements	1460	LOT	\$43,000	\$0	\$0	\$0	Not included in EPC	
	Parking Lot Repair/Enhance	1460	LOT	\$0	\$38,000	\$0	\$0	Increase Parking Capacity	
	Utility Line Relocation	1450	LOT	\$0	\$5,000	\$0	\$0	Necessary due to adjacent	
<b>Westlake</b>	Patio/Porch Repairs and Replacement	1450	LOT	\$100,000	\$100,000	\$0	\$0	Not included in EPC	
<b>Terrace Homes</b>	Demolition of select units in Westlake - South	1485	LOT	\$100,000	\$60,000	\$0	\$0	The intent is demolish up to 60 units of public housing that would allow for up to 62 off-street parking spaces. This site contains 213 units.	
	Maintenance Roof	1470	LOT	\$0	\$40,000	\$0	\$0		
	Kitchen Cabinet Replacement/Upgrades	1460	LOT	\$21,000	\$21,000	\$0	\$0		Not included in EPC
	Office 504 Accessibility	1470	LOT	\$5,000	\$5,000	\$0	\$0		Non-Dwelling
	Security Camera & Unit Securing	1450	LOT	\$30,000	\$1,720	\$0	\$0		Additional work necessary from previous year
	Monitored Fire Alarm in Office Space	1470	LOT	\$0	\$10,000	\$0	\$0		
	Lead Testing	1460	LOT	\$0	\$8,280	\$0	\$0		
	Downspout Gutter Cleaning/Repair	1450	LOT	\$0	\$10,000	\$0	\$0		
	<b>OH12P002001 SUBTOTAL</b>			<b>Subtotal</b>	<b>\$299,000</b>	<b>\$299,000</b>	<b>\$0</b>		<b>\$0</b>
	Security Screens (Partial)	1460	LOT	\$55,000	\$55,000	\$0	\$0		
<b>OH2-024</b>	Kitchen Cabinet Replacement/Upgrades	1460	LOT	\$20,000	\$20,000	\$0	\$0		
<b>Rockford Village</b>	Office Accessibility Improvement	1470	LOT	\$8,000	\$8,000	\$0	\$0	Non-dwelling; Not included in EPC	
	Site Drainage Improvements	1450	LOT	\$21,000	\$21,000	\$0	\$0	Non-dwelling; Not included in EPC	
	Lead Testing	1430	LOT	\$8,000	\$8,000	\$0	\$0	Recurring problem; Not included in EPC	
	<b>OH12P002024 SUBTOTAL</b>			<b>Subtotal</b>	<b>\$112,000</b>	<b>\$112,000</b>	<b>\$0</b>	<b>\$0</b>	
<b>OH2-04</b>	New Ground Rods/Locks on meters	1460	LOT	\$29,000	\$29,000	\$0	\$0	Not included in EPC	
	Office Accessibility Improvements	1470	LOT	\$14,500	\$14,500	\$0	\$0	Non-dwelling; Not included in EPC	

<b>Kirwan Homes</b>	Kitchen Cabinet Replacement/Upgrades	1460	LOT	\$10,000	\$10,000	\$0	\$0	Not included in EPC; may include sinks
	<b>OH12P002004 SUBTOTAL</b>		<b>Subtotal</b>	<b>\$53,500</b>	<b>\$53,500</b>	<b>\$0</b>	<b>\$0</b>	
<b>OH 2-005 P.L. Strait Homes (2-5E, 2-5F)</b>	2-5E Drain, Gutter & Downspout Replacement	1450	LOT	\$53,000	\$53,000	\$0	\$0	
	2-5E Stainsbury Weatherization and Securing	1450	LOT	\$65,000	\$0	\$0	\$0	
	2-5E Kitchen Renovation	1460	LOT	\$0	\$65,000	\$0	\$0	Not included in EPC; Previous work not adequate; Persistent recurring problem
	2-5E Modernization Upgrades	1460	LOT	\$7,000	\$7,000	\$0	\$0	
	2-5E Lead Testing	1430	LOT	\$8,000	\$8,000	\$0	\$0	
	2-5F Accessibility Improvements	1470	LOT	\$29,000	\$29,000	\$0	\$0	Non-dwelling; Not included in EPC
	2-5F Lead Testing	1430	LOT	\$7,000	\$7,000	\$0	\$0	
	2-5F Drain Replacement	1450	LOT	\$20,000	\$20,000	\$0	\$0	Not included in EPC; Previous work not adequate; Persistent recurring problem
	2-5F Toilet Replacement (50%)	1465	LOT	\$10,000	\$10,000	\$0	\$0	
	<b>OH12P002005 SUBTOTAL</b>			<b>\$199,000</b>	<b>\$199,000</b>	<b>\$0</b>	<b>\$0</b>	

1) To be completed for Performance and Evaluation Report or a Revised Annual Statement

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

Signature of Executive Director and Date

Signature of Public Housing Director/Office and Date

Previous edition is obsolete

form HUD-52837 (9/98)

Page 2 of 7

ref Handbook 7485.3

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

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

Youngstown Metropolitan Housing Authority

Development Number/Name	General Description of Major Work Categories	Development Account Number	Quantity	Estimated Cost		Total Actual Cost		Status of Proposed Work (2)
				Original	Revised (1)	Funds Obligated (2)	Funds Expended (2)	
<b>OH 2-006 VASU MANOR</b>	Fin Tube Replacements	1460	LOT	\$54,000	\$54,000	\$12,064	\$12,064	Not included in EPC
	Contracted Professional Landscaping	1450	LOT	\$1,000	\$1,000	\$0	\$0	Improves curb appeal
<b>OH12P002006 SUBTOTAL</b>				<b>\$55,000</b>	<b>\$55,000</b>	<b>\$12,064</b>	<b>\$12,064</b>	
<b>OH 2-008 NORTON MANOR</b>	Grounds Drainage Repair	1450	LOT	\$16,000	\$16,000	\$0	\$0	Not included in EPC
	Window Replacements	1460	LOT	\$158,000	\$158,000	\$62,675	\$59,124	Not included in EPC
<b>OH12P002008 SUBTOTAL</b>				<b>\$174,000</b>	<b>\$174,000</b>	<b>\$62,675</b>	<b>\$59,124</b>	
<b>OH 2-009 Gutknecht Tower</b>	A/C Sleeve Repair and Replacement - Initial	1460	LOT	\$13,000	\$13,000	\$0	\$0	Not included in EPC
	Windows 1st & 2nd Floors & façade work	1460	LOT	\$5,000	\$5,000	\$0	\$0	Not included in EPC
	Boiler Replacement	1460	LOT	\$70,000	\$70,000	\$34,763	\$34,763	Not included in EPC
	Common area patching and painting	1470	LOT	\$15,000	\$15,000	\$0	\$0	Non-dwelling; Not included in
	Contracted Professional Landscaping	1450	LOT	\$1,000	\$1,000	\$0	\$0	Improves curb appeal
<b>OH12P002009 SUBTOTAL</b>				<b>\$104,000</b>	<b>\$104,000</b>	<b>\$34,763</b>	<b>\$34,763</b>	
<b>OH 2-011 Struthers Manor</b>	Parking Lot Improvements	1470	LOT	\$22,000	\$22,000	\$0	\$0	Not included in EPC
	Contracted Professional Landscaping	1450	LOT	\$1,000	\$1,000	\$0	\$0	Improves curb appeal
	Roof Repairs	1460	LOT	\$50,000	\$50,000	\$145,288	\$143,688	
<b>OH12P002011 SUBTOTAL</b>				<b>\$73,000</b>	<b>\$73,000</b>	<b>\$145,288</b>	<b>\$143,688</b>	

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

1) To be completed for Performance and Evaluation Report or a Revised Annual Statement

Signature of Executive Director and Date

Signature of Public Housing Director and Date

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

**U.S. Department of Housing  
and Urban Development**

Youngstown Metropolitan Housing Authority

Office of Public and Indian Housing

Development Number/Name	General Description of Major Work Categories	Development Account Number	Quantity	Estimated Cost		Total Actual Cost		Status of Proposed Work (2)
				Original	Revised (1)	Funds Obligated (2)	Funds Expended (2)	
<b>OH 2-012</b>								
<b>C.A. Amedia</b>	Contracted Professional Landscaping	1450	LOT	\$1,000	\$1,000	\$0	\$0	Improves curb appeal
	Hot Water Tank Replacement	1460	LOT	\$17,000	\$17,000	\$101,702	\$101,702	Not included in EPC
	<b>OH12P002012 SUBTOTAL</b>			<b>\$18,000</b>	<b>\$18,000</b>	<b>\$101,702</b>	<b>\$101,702</b>	
<b>OH 2-014</b>	Porch and Window Repairs	1460	LOT	\$23,000	\$23,000	\$21,300	\$21,300	
<b>Scattered Sites</b>	Brick, Fence and Dumpster Repair	1450	LOT	\$20,000	\$20,000	\$0	\$0	Not included in EPC; This work is recurring; There are 114 scattered site units.
<b>Sub Rehab</b>	Roofing and Siding Replacement	1460	LOT	\$101,000	\$101,000	\$0	\$0	
	HVAC System Repair	1460	LOT	\$67,300	\$67,300	\$0	\$0	
	<b>OH12P002014 SUBTOTAL</b>			<b>\$211,300</b>	<b>\$211,300</b>	<b>\$21,300</b>	<b>\$21,300</b>	
<b>SITE SUBTOTAL</b>				<b>\$1,298,800</b>	<b>\$1,298,800</b>	<b>\$377,792</b>	<b>\$372,641</b>	

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

1) To be completed for Performance and Evaluation Report or a Revised Annual Statement

Signature of Executive Director and Date

Signature of Public Housing Director and Date

**Part II: Supporting Pages**  
**Capital Fund Program (CFP)**

Development Number/Name	General Description of Major Work Categories	Development Account Number	Quantity	Estimated Cost		Total Actual Cost		Status of Proposed Work (2)
				Original	Revised (1)	Funds Obligated (2)	Funds Expended (2)	
<b>HA-WIDE OPERATIONS</b>	Operations	1406		\$512,470	\$512,470	\$512,470	\$512,470	
	<b>OPERATIONS SUBTOTAL</b>			<b>\$512,470</b>	<b>\$512,470</b>	<b>\$512,470</b>	<b>\$512,470</b>	
<b>MANAGEMENT IMPROVEMENTS</b>	Fair Hsg/504 Accessibility/Mold Remediation Trng	1408	LOT	\$20,000	\$20,000	\$0	\$0	
	<b>MANAGEMENT SUBTOTAL</b>			<b>\$20,000</b>	<b>\$20,000</b>	<b>\$0</b>	<b>\$0</b>	
<b>Nontechnical Salaries</b>	Salaries and Fringes	1410	LOT	\$163,882	\$163,882	\$41,385	\$41,385	
	Cost Allocation Plan	1410	LOT	\$85,000	\$85,000	\$46,318	\$4,934	
	<b>NONTECHNICAL SUBTOTAL</b>			<b>\$248,882</b>	<b>\$248,882</b>	<b>\$87,703</b>	<b>\$46,318</b>	
<b>CGP Audit Cost</b>	Audit Costs	1411	LOT	\$1,000	\$1,000	\$0	\$0	
	<b>CGP AUDIT COST SUBTOTAL</b>			<b>\$1,000</b>	<b>\$1,000</b>	<b>\$0</b>	<b>\$0</b>	
<b>Arch. &amp; Eng. Fees</b>	A&E Fees	1430	LOT	\$100,000	\$100,000	\$99,399	\$86,048	
	<b>ARCHITECTURAL SUBTOTAL</b>			<b>\$100,000</b>	<b>\$100,000</b>	<b>\$99,399</b>	<b>\$86,048</b>	

1) To be completed for Performance and Evaluation Report or a Revised Annual Statement

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

Signature of Executive Director and Date

Signature of Public Housing Director and Date

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

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

Youngstown Metropolitan Housing Authority

Development Number/Name	General Description of Major Work Categories	Development Account Number	Quantity	Estimated Cost		Total Actual Cost		Status of Proposed Work (2)
				Original	Revised (1)	Funds Obligated (2)	Funds Expended (2)	
<b>Development</b>	Supplement to RHF Funds Reduction BLI 1460	1499	LOT	<b>\$307,953</b>	\$266,760	\$266,760	\$266,760	
	<b>DEVELOPMENT SUBTOTAL</b>			<b>\$307,953</b>	<b>\$266,760</b>	<b>\$266,760</b>	<b>\$266,760</b>	
<b>Nondwelling Equip.</b>	Office equipment	1475	LOT	\$5,000	\$0	\$0	\$0	
	<b>NONDWELLING SUBTOTAL</b>			<b>\$5,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	
<b>Capital Funds Contingency</b>	Contingency Account	1502		\$53,543	\$58,543			
	<b>CONTINGENCY SUBTOTAL</b>			<b>\$53,543</b>	<b>\$58,543</b>	<b>\$0</b>	<b>\$0</b>	
	<b>HA-WIDE SUBTOTAL</b>			<b>\$1,248,848</b>	<b>\$1,207,655</b>	<b>\$966,332</b>	<b>\$911,597</b>	
	<b>GRAND TOTAL</b>			<b>\$2,547,648</b>	<b>\$2,506,455</b>	<b>\$1,344,125</b>	<b>\$1,284,238</b>	

1) To be completed for Performance and Evaluation Report or a Revised Annual Statement

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

Signature of Executive Director and Date

Signature of Public Housing Director and Date

Annual Statement/Performance  
and Evaluation Report

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

Youngstown Metropolitan Housing Authority

**Part III: Implementation Schedule  
Capital Fund Program (CFP)**

Development Number/Name H/A-Wide Activities	All Funds Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reason for Revised Target Dates (2)
	Original	Revised (1)	Actual (2)	Original	Revised (1)	Actual (2)	
OH 2-001 Westlake Terrace	7/1/2006			6/30/2010			
OH 2-004 Kirwan Homes	7/1/2006			6/30/2010			
OH 2-005 P.L. Strait Homes (2-5E & 2-5F)	7/1/2006			6/30/2010			
OH 2-006 Vasu Manor	7/1/2006			6/30/2010			
OH 2-008 Norton Manor	7/1/2006			6/30/2010			
OH 2-009 Gutknecht Tower	7/1/2006			6/30/2010			
OH2-011 Struthers Manor	7/1/2006			6/30/2010			
OH2-012 Amedia Plaza	7/1/2006			6/30/2010			
OH2-014 Scattered Sites/ Sub Rehab	7/1/2006			6/30/2010			
-----HA Wide-----	7/1/2006			6/30/2010			
Computers/software	7/1/2006			6/30/2010			
Office Equipment	7/1/2006			6/30/2010			
Vehicles	7/1/2006			6/30/2010			
Maintenance Equipment	7/1/2006			6/30/2010			
Appliances	7/1/2006			6/30/2010			
Audit Costs	7/1/2006			6/30/2010			
Resident Initiative	7/1/2006			6/30/2010			
Contingency	7/1/2006			6/30/2010			
Operations	7/1/2006			6/30/2010			
Training	7/1/2006			6/30/2010			
Security/Law Enforcement	7/1/2006			6/30/2010			
Emergency Site Improve.	7/1/2006			6/30/2010			
Emergency Dwell. Struct.	7/1/2006			6/30/2010			

1) To be completed for Performance and Evaluation Report or a Revised Annual Statement  
Signature of Executive Director and Date (mm/dd/yyyy)

2) To be completed for the Performance and Evaluation Report.  
Signature of Public Housing Director and Date (mm/dd/yyyy)

# 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. 3/31/2002)

H A Name <b>YOUNGSTOWN METROPOLITAN HOUSING AUTHORITY</b>	Comprehensive Grant Number <b>OH12P00250107</b>	FFY of Grant Approval <b>2007</b>
--	--	--------------------------------------

Original Annual Statement     
  Reserved for Disasters/Emergencies     
  Revised Annual Statement/Revision Number:     
  Performance and Evaluation Report for Program Year Ending: 2009  
 Final Performance and Evaluation Report for Program Year Ending \_\_\_\_\_     
 Budget revisions

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost (2)	
		Original	Revised (1)	Obligated	Expended
1	Total Non-CGP Funds				
2	1406 Operating Expenses(may not exceed 10% of line 20)	\$526,594	\$0.00	\$526,594.00	\$526,594.00
3	1408 Management Improvements	\$0	\$0.00	\$0.00	\$0.00
4	1410 Administration	\$263,297	\$0.00	\$0.00	\$0.00
5	1411 Audit	\$1,000	\$0.00	\$0.00	\$0.00
6	1415 Liquidated Damages	\$0	\$0.00	\$0.00	\$0.00
7	1430 Fees and Costs	\$176,724	\$0.00	\$15,792.00	\$0.00
8	1440 Site Acquisition	\$0	\$0.00	\$0.00	\$0.00
9	1450 Site Improvement	\$115,000	\$0.00	\$0.00	\$0.00
10	1460 Dwelling Structures	\$743,800	\$0.00	\$120,363.00	\$19,590.00
11	1465.1 Dwelling Equipment-Nonexpendable	\$65,000	\$0.00	\$0.00	\$0.00
12	1470 Nondwelling Structures	\$205,000	\$0.00	\$0.00	\$0.00
13	1475 Nondwelling Equipment	\$5,000	\$0.00	\$0.00	\$0.00
14	1485 Demolition	\$250,000	\$0.00	\$0.00	\$0.00
15	1490 Replacement Reserve	\$0	\$0.00	\$0.00	\$0.00
16	1492 Moving to Work Demonstration	\$0	\$0.00	\$0.00	\$0.00
17	1495.1 Relocation Costs	\$0	\$0.00	\$0.00	\$0.00
18	1499 Development	\$99,459	\$0.00	\$99,459.00	\$99,459.00
19	1502 Contingency (may not exceed 8% of line 20)	\$182,098	\$0.00	\$0.00	\$0.00
20	<b>Amount of Annual Grant (sums of lines 2-19)</b>	<b>\$2,632,972</b>	<b>\$0</b>	<b>\$762,208</b>	<b>\$645,643</b>
21	Amount of line 20 Related to LBP Activities	\$0	\$0	\$0	\$0
22	Amount of Line 20 Related to Section 504 Compliance	\$0	\$0	\$0	\$0
23	Amount of Line 20 Related to Security	\$345,000	\$0	\$0	\$0
24	Amount of Line 20 Related to Energy Conservation Measures	\$170,000	\$0	\$120,363	\$19,590

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

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

Signature of Executive Director and Date

Signature of Public Housing Director

X

X

**Annual Statement/Performance  
and Evaluation Report**

**Part II: Supporting Pages  
Capital Fund Program (CFP)**

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

Youngstown Metropolitan Housing Authority

Development Number/Name	General Description of Major Work Categories	Development Account Number	Quantity	Estimated Cost		Total Actual Cost		Status of Proposed Work (2)
				Original	Revised (1)	Funds Obligated (2)	Funds Expended (2)	
<b>OH 2-001</b>	Porch/patio repair/replacements	1450	LOT	\$100,000	\$0	\$0	\$0	Phase II
<b>Westlake</b>	Demolition of selected units (Westlake South)	1485	LOT	\$250,000	\$0	\$0	\$0	
<b>Terrace Homes</b>								
	<b>OH12P002001 SUBTOTAL</b>		<b>Subtotal</b>	<b>\$350,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	
<b>OH2-024</b>	Site Drainage Improvements	1450	LOT	\$15,000	\$0	\$0	\$0	
<b>Rockford Village</b>	Security Screens (partial)	1460	LOT	\$95,000	\$0	\$0	\$0	
	<b>OH12P002024 SUBTOTAL</b>		<b>Subtotal</b>	<b>\$110,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	
<b>OH2-04</b>	Exterior Façade Repairs/Improvements	1460	LOT	\$10,000	\$0	\$0	\$0	
<b>Kirwan Homes</b>	Roof Repairs	1460	LOT	\$51,800	\$0	\$0	\$0	
	<b>OH12P002004 SUBTOTAL</b>		<b>Subtotal</b>	<b>\$61,800</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	
<b>OH 2-005</b>								Phase I
<b>P.L. Strait Homes</b>								
<b>2-5E (Brier Hill Annex)</b>	2-5E Door Replacements	1460	LOT	\$20,000	\$0	\$0	\$0	
<b>2-5F (Victory)</b>	2-5F Drainage Improvements	1460	LOT	\$20,000	\$0	\$0	\$0	
	2-5F Bathroom Renovations	1465	LOT	\$65,000	\$0	\$0	\$0	
	<b>OH12P002005 SUBTOTAL</b>		<b>Subtotal</b>	<b>\$105,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	

1) To be completed for Performance and Evaluation Report or a Revised Annual Statement

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

Signature of Executive Director and Date

Signature of Public Housing Director/Office and Date

Previous edition is obsolete

form HUD-52837 (9/98)

**Annual Statement/Performance  
and Evaluation Report**

**Part II: Supporting Pages  
Capital Fund Program (CFP)**

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

Youngstown Metropolitan Housing Authority

Development Number/Name	General Description of Major Work Categories	Development Account Number	Quantity	Estimated Cost		Total Actual Cost		Status of Proposed Work (2)
				Original	Revised (1)	Funds Obligated (2)	Funds Expended (2)	
<b>OH 2-006 VASU MANOR</b>	Water Line Replacements	1470	LOT	\$205,000	\$0	\$0	\$0	
	<b>OH12P002006 SUBTOTAL</b>			<b>\$205,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	
<b>OH 2-008 NORTON MANOR</b>	Interior modernization/upgrades - Phase I	1460	LOT	\$117,000	\$0	\$0	\$0	
	<b>OH12P002008 SUBTOTAL</b>			<b>\$117,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	
<b>OH 2-009 Gutknecht Tower</b>	Balcony Repairs - Phase I	1460	LOT	\$125,000	\$0	\$0	\$0	
	<b>OH12P002009 SUBTOTAL</b>			<b>\$125,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	
<b>OH 2-011 Struthers Manor</b>	Window Replacements	1460	LOT	\$150,000	\$0	\$120,363	\$19,590	
	Roof Replacement	1460	LOT	\$70,000	\$0	\$0	\$0	
	<b>OH12P002011 SUBTOTAL</b>			<b>\$220,000</b>	<b>\$0</b>	<b>\$120,363</b>	<b>\$19,590</b>	

1) To be completed for Performance and Evaluation Report or a Revised Annual Statement

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

Signature of Executive Director and Date

Signature of Public Housing Director and Date

**Annual Statement/Performance  
and Evaluation Report**

**Part II: Supporting Pages  
Capital Fund Program (CFP)**

**U.S. Department of Housing  
and Urban Development**

Office of Public and Indian Housing

Youngstown Metropolitan Housing Authority

Development Number/Name	General Description of Major Work Categories	Development Account Number	Quantity	Estimated Cost		Total Actual Cost		Status of Proposed Work (2)
				Original	Revised (1)	Funds Obligated (2)	Funds Expended (2)	
<b>OH 2-012 C.A. Amedia</b>	Roof Repairs	1460	LOT	\$25,000	\$0	\$0	\$0	
	<b>OH12P002012 SUBTOTAL</b>			<b>\$25,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	
<b>OH 2-014</b>	Basement/Exterior Façade Repairs	1460	LOT	\$30,000	\$0	\$0	\$0	
	<b>OH12P002014 SUBTOTAL</b>			<b>\$30,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	
<b>OH 2-015</b>	Basement/Exterior Façade Repairs	1460	LOT	\$10,000	\$0	\$0	\$0	
	<b>OH12P002015 SUBTOTAL</b>			<b>\$10,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	
<b>OH 2-016</b>	Basement/Exterior Façade Repairs	1460	LOT	\$10,000	\$0	\$0	\$0	
	<b>OH12P002016 SUBTOTAL</b>			<b>\$10,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	
<b>OH 2-018</b>	Basement/Exterior Façade Repairs	1460	LOT	\$10,000	\$0	\$0	\$0	
	<b>OH12P002018 SUBTOTAL</b>			<b>\$10,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	
<b>SITE SUBTOTAL</b>				<b>\$1,378,800</b>	<b>\$0</b>	<b>\$120,363</b>	<b>\$19,590</b>	

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

1) To be completed for Performance and Evaluation Report or a Revised Annual Statement

Signature of Executive Director and Date

Signature of Public Housing Director and Date

**Part II: Supporting Pages**  
**Capital Fund Program (CFP)**

Development Number/Name	General Description of Major Work Categories	Development Account Number	Quantity	Estimated Cost		Total Actual Cost		Status of Proposed Work (2)
				Original	Revised (1)	Funds Obligated (2)	Funds Expended (2)	
<b>HA-WIDE OPERATIONS</b>	Operations	1406		\$526,594	\$0	\$526,594	\$526,594	
	<b>OPERATIONS SUBTOTAL</b>			<b>\$526,594</b>	<b>\$0</b>	<b>\$526,594</b>	<b>\$526,594</b>	
<b>MANAGEMENT IMPROVEMENTS</b>				\$0	\$0	\$0	\$0	
	<b>MANAGEMENT SUBTOTAL</b>			<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	
<b>Nontechnical Salaries</b>	Asset Management Fee	1410	LOT	\$263,297	\$0	\$0	\$0	
	<b>NONTECHNICAL SUBTOTAL</b>			<b>\$263,297</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	
<b>CGP Audit Cost</b>	Audit Costs	1411	LOT	\$1,000	\$0	\$0	\$0	
	<b>CGP AUDIT COST SUBTOTAL</b>			<b>\$1,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	
<b>Arch. &amp; Eng. Fees</b>	A&E Fees	1430	LOT	\$176,724	\$0	\$15,792	\$0	
	<b>ARCHITECTURAL SUBTOTAL</b>			<b>\$176,724</b>	<b>\$0</b>	<b>\$15,792</b>	<b>\$0</b>	

1) To be completed for Performance and Evaluation Report or a Revised Annual Statement

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

Signature of Executive Director and Date

Signature of Public Housing Director and Date

**Annual Statement/Performance  
and Evaluation Report**

**U.S. Department of Housing  
and Urban Development**

Youngstown Metropolitan Housing Authority

**Part II: Supporting Pages  
Capital Fund Program (CFP)**

Office of Public and Indian Housing

Development Number/Name	General Description of Major Work Categories	Development Account Number	Quantity	Estimated Cost		Total Actual Cost		Status of Proposed Work (2)
				Original	Revised (1)	Funds Obligated (2)	Funds Expended (2)	
<b>Development</b>	Supplement to RHF Funds							
	732 HARLEM	1499	LOT	\$3,978	\$0	\$3,978	\$3,978	COMPLETED
	716 HARLEM	1499	LOT	\$3,978	\$0	\$3,978	\$3,978	COMPLETED
	604 BROADWAY	1499	LOT	\$3,978	\$0	\$3,978	\$3,978	COMPLETED
	615 BROADWAY	1499	LOT	\$3,978	\$0	\$3,978	\$3,978	COMPLETED
	618 BROADWAY	1499	LOT	\$3,978	\$0	\$3,978	\$3,978	COMPLETED
	624 BROADWAY	1499	LOT	\$3,978	\$0	\$3,978	\$3,978	COMPLETED
	631 BROADWAY	1499	LOT	\$3,978	\$0	\$3,978	\$3,978	COMPLETED
	705 BROADWAY	1499	LOT	\$3,978	\$0	\$3,978	\$3,978	COMPLETED
	547 W. BROADWAY	1499	LOT	\$3,978	\$0	\$3,978	\$3,978	COMPLETED
	710 W. BROADWAY	1499	LOT	\$3,978	\$0	\$3,978	\$3,978	COMPLETED
	715 W. BROADWAY	1499	LOT	\$3,978	\$0	\$3,978	\$3,978	COMPLETED
	737 PARMALLEE	1499	LOT	\$3,978	\$0	\$3,978	\$3,978	COMPLETED
	722 LEXINGTON	1499	LOT	\$3,978	\$0	\$3,978	\$3,978	COMPLETED
	613 OXFORD	1499	LOT	\$3,978	\$0	\$3,978	\$3,978	COMPLETED
	705 FAIRGREEN	1499	LOT	\$3,978	\$0	\$3,978	\$3,978	COMPLETED
	705 FAIRMONT	1499	LOT	\$3,978	\$0	\$3,978	\$3,978	COMPLETED
	763 FAIRMONT	1499	LOT	\$3,978	\$0	\$3,978	\$3,978	COMPLETED
	912 DELAWARE	1499	LOT	\$3,978	\$0	\$3,978	\$3,978	COMPLETED
	163 SENECA	1499	LOT	\$3,978	\$0	\$3,978	\$3,978	COMPLETED
	151 SUPERIOR	1499	LOT	\$3,978	\$0	\$3,978	\$3,978	COMPLETED
	1129 BURLINGTON	1499	LOT	\$3,978	\$0	\$3,978	\$3,978	COMPLETED
	518 CLYDE	1499	LOT	\$3,978	\$0	\$3,978	\$3,978	COMPLETED
315 CLYDE	1499	LOT	\$3,978	\$0	\$3,978	\$3,978	COMPLETED	
412 WIRT	1499	LOT	\$3,978	\$0	\$3,978	\$3,978	COMPLETED	
607 BROADWAY	1499	LOT	\$3,978	\$0	\$3,978	\$3,978	COMPLETED	
	<b>DEVELOPMENT SUBTOTAL</b>			<b>\$99,459</b>	<b>\$0</b>	<b>\$99,459</b>	<b>\$99,459</b>	

1) To be completed for Performance and Evaluation Report or a Revised Annual Statement

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

Signature of Executive Director and Date

Signature of Public Housing Director and Date

**Annual Statement/Performance  
and Evaluation Report**

**U.S. Department of Housing  
and Urban Development**

Youngstown Metropolitan Housing Authority

**Part II: Supporting Pages**

Office of Public and Indian Housing

**Capital Fund Program (CFP)**

Development Number/Name	General Description of Major Work Categories	Development Account Number	Quantity	Estimated Cost		Total Actual Cost		Status of Proposed Work (2)
				Original	Revised (1)	Funds Obligated (2)	Funds Expended (2)	
<b>Nondwelling Equip.</b>	Office equipment	1475	LOT	\$5,000	\$0	\$0	\$0	
	<b>NONDWELLING SUBTOTAL</b>			<b>\$5,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	
<b>Capital Funds Contingency</b>	Contingency Account	1502		\$182,098	\$0	\$0	\$0	
	<b>CONTINGENCY SUBTOTAL</b>			<b>\$182,098</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	
	<b>HA-WIDE SUBTOTAL</b>			<b>\$1,254,172</b>	<b>\$0</b>	<b>\$641,845</b>	<b>\$626,053</b>	
	<b>GRAND TOTAL</b>			<b>\$2,632,972</b>	<b>\$0</b>	<b>\$762,208</b>	<b>\$645,643</b>	

1) To be completed for Performance and Evaluation Report or a Revised Annual Statement

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

Signature of Executive Director and Date

Signature of Public Housing Director and Date

Annual Statement/Performance  
and Evaluation Report

**Part III: Implementation Schedule**

Capital Fund Program (CFP)

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

Youngstown Metropolitan Housing Authority

Development Number/Name H/A-Wide Activities	All Funds Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reason for Revised Target Dates (2)
	Original	Revised (1)	Actual (2)	Original	Revised (1)	Actual (2)	
OH 2-001 Westlake Terrace	7/1/2007			6/30/2011			
OH 2-004 Kirwan Homes	7/1/2007			6/30/2011			
OH 2-005 P.L. Strait Homes (2-5E & 2-5F)	7/1/2007			6/30/2011			
OH 2-006 Vasu Manor	7/1/2007			6/30/2011			
OH 2-008 Norton Manor	7/1/2007			6/30/2011			
OH 2-009 Gutknecht Tower	7/1/2007			6/30/2011			
OH2-011 Struthers Manor	7/1/2007			6/30/2011			
OH2-012 Amedia Plaza	7/1/2007			6/30/2011			
OH2-014 Scattered Sites/ Sub Rehab	7/1/2007			6/30/2011			
-----HA Wide-----	7/1/2007			6/30/2011			
Computers/software	7/1/2007			6/30/2011			
Office Equipment	7/1/2007			6/30/2011			
Vehicles	7/1/2007			6/30/2011			
Maintenance Equipment	7/1/2007			6/30/2011			
Appliances	7/1/2007			6/30/2011			
Audit Costs	7/1/2007			6/30/2011			
Resident Initiative	7/1/2007			6/30/2011			
Contingency	7/1/2007			6/30/2011			
Operations	7/1/2007			6/30/2011			
Training	7/1/2007			6/30/2011			
Security/Law Enforcement	7/1/2007			6/30/2011			
Emergency Site Improve.	7/1/2007			6/30/2011			
Emergency Dwell. Struct.	7/1/2007			6/30/2011			

1) To be completed for Performance and Evaluation Report or a Revised Annual Statement  
Signature of Executive Director and Date (mm/dd/yyyy)

2) To be completed for the Performance and Evaluation Report.  
Signature of Public Housing Director and Date (mm/dd/yyyy)

# 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. 3/31/2002)

H A Name <b>YOUNGSTOWN METROPOLITAN HOUSING AUTHORITY</b>	Comprehensive Grant Number <b>OH12P00250108</b>	FFY of Grant Approval <b>2008</b>
--	--	--------------------------------------

Original Annual Statement     
  Reserved for Disasters/Emergencies     
  Revised Annual Statement/Revision Number:     
  Performance and Evaluation Report for Program Year Ending:

Final Performance and Evaluation Report for Program Year Ending \_\_\_\_\_     
 Budget revisions

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost (2)	
		Original	Revised (1)	Obligated	Expended
1	Total Non-CGP Funds				
2	1406 Operating Expenses(may not exceed 20% of line 20)	\$529,801	\$0.00	\$0.00	\$0.00
3	1408 Management Improvements	\$0	\$0.00	\$0.00	\$0.00
4	1410 Administration	\$263,297	\$0.00	\$0.00	\$0.00
5	1411 Audit	\$1,000	\$0.00	\$0.00	\$0.00
6	1415 Liquidated Damages	\$0	\$0.00	\$0.00	\$0.00
7	1430 Fees and Costs	\$339,183	\$0.00	\$0.00	\$0.00
8	1440 Site Acquisition	\$0	\$0.00	\$0.00	\$0.00
9	1450 Site Improvement	\$101,000	\$0.00	\$0.00	\$0.00
10	1460 Dwelling Structures	\$920,804	\$0.00	\$0.00	\$0.00
11	1465.1 Dwelling Equipment-Nonexpendable	\$75,000	\$0.00	\$0.00	\$0.00
12	1470 Nondwelling Structures	\$2,000	\$0.00	\$0.00	\$0.00
13	1475 Nondwelling Equipment	\$5,000	\$0.00	\$0.00	\$0.00
14	1485 Demolition	\$200,000	\$0.00	\$0.00	\$0.00
15	1490 Replacement Reserve	\$0	\$0.00	\$0.00	\$0.00
16	1492 Moving to Work Demonstration	\$0	\$0.00	\$0.00	\$0.00
17	1495.1 Relocation Costs	\$0	\$0.00	\$0.00	\$0.00
18	1499 Development	\$0	\$0.00	\$0.00	\$0.00
19	1502 Contingency (may not exceed 8% of line 20)	\$211,920	\$0.00	\$0.00	\$0.00
20	<b>Amount of Annual Grant (sums of lines 2-19)</b>	<b>\$2,649,005</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
21	Amount of line 20 Related to LBP Activities	\$8,000	\$0	\$0	\$0
22	Amount of Line 20 Related to Section 504 Compliance	\$0	\$0	\$0	\$0
23	Amount of Line 20 Related to Security	\$351,000	\$0	\$0	\$0
24	Amount of Line 20 Related to Energy Conservation Measures	\$335,000	\$0	\$0	\$0

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

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

Signature of Executive Director and Date

Signature of Public Housing Director

X

X

**Annual Statement/Performance  
and Evaluation Report**

**Part II: Supporting Pages  
Capital Fund Program (CFP)**

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

Youngstown Metropolitan Housing Authority

Development Number/Name	General Description of Major Work Categories	Development Account Number	Quantity	Estimated Cost		Total Actual Cost		Status of Proposed Work (2)
				Original	Revised (1)	Funds Obligated (2)	Funds Expended (2)	
<b>AMP 1: OH 2-001 Westlake Terrace Homes</b>	Porch/patio repair/replacements	1450	LOT	\$100,000		\$0	\$0	Ongoing
	Demolition of selected units (Westlake South)	1485	LOT	\$200,000		\$0	\$0	demo application to be submit
	<b>OH12P002001 SUBTOTAL</b>		<b>Subtotal</b>	<b>\$300,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	fiscal year 2008
<b>AMP 4: OH2-024 Rockford Village</b>	Security Screens (partial)	1460	LOT	\$150,000		\$0	\$0	
	<b>OH12P002024 SUBTOTAL</b>		<b>Subtotal</b>	<b>\$150,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	
<b>AMP 5: OH2-04 Kirwan Homes</b>	Furnace repair and replacement	1460	LOT	\$100,000		\$0	\$0	
	Drainage	1450	LOT	\$1,000		\$0	\$0	
	Security Screens	1460	LOT	\$1,000		\$0	\$0	pending viability study
	Office flooring	1470	LOT	\$2,000		\$0	\$0	
	Roof Repairs	1460	LOT	\$100,000		\$0	\$0	
	<b>OH12P002004 SUBTOTAL</b>		<b>Subtotal</b>	<b>\$204,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	
<b>AMP 2: OH 2-005 P.L. Strait Homes 2-5E (Brier Hill Annex)</b>	2-5E Bathroom Renovation	1460	LOT	\$50,000		\$0	\$0	Phase I
	<b>OH12P002005 SUBTOTAL</b>		<b>Subtotal</b>	<b>\$175,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	
<b>AMP 4: OH2-005 P.L. Strait Homes 2-5F (Victory)</b>	2-5F (Cameron/Mabel) Furnace Replacement	1460	LOT	\$50,000		\$0	\$0	
	2-5F (Cameron/Mabel) Kitchen Upgrade	1465	LOT	\$25,000		\$0	\$0	
	2-5F Bathroom Renovations	1465	LOT	\$50,000		\$0	\$0	
<b>OH12P002005 SUBTOTAL</b>		<b>Subtotal</b>	<b>\$175,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	

1) To be completed for Performance and Evaluation Report or a Revised Annual Statement

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

Signature of Executive Director and Date

Signature of Public Housing Director/Office and Date

Previous edition is obsolete

form HUD-52837 (9/98)

**Annual Statement/Performance  
and Evaluation Report**

**Part II: Supporting Pages  
Capital Fund Program (CFP)**

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

Youngstown Metropolitan Housing Authority

Development Number/Name	General Description of Major Work Categories	Development Account Number	Quantity	Estimated Cost		Total Actual Cost		Status of Proposed Work (2)
				Original	Revised (1)	Funds Obligated (2)	Funds Expended (2)	
<b>AMP 5: OH 2-006</b>  <b>VASU MANOR</b>	PTAC Installation	1460	LOT	\$25,000		\$0	\$0	
	Kitchen upgrade	1460	LOT	\$25,000		\$0	\$0	
	HC unit upgrade (showers)	1460	LOT	\$25,000		\$0	\$0	
	<b>OH12P002006 SUBTOTAL</b>			<b>\$75,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	
<b>AMP 3: OH 2-008</b> <b>NORTON MANOR</b>	Interior modernization/upgrades - conversion	1460	LOT	\$119,804		\$0	\$0	
	<b>OH12P002008 SUBTOTAL</b>			<b>\$119,804</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	
<b>AMP 3: OH 2-009</b> <b>Gutknecht Tower</b>	PTAC installation	1460	LOT	\$125,000		\$0	\$0	
	<b>OH12P002009 SUBTOTAL</b>			<b>\$125,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	
<b>AMP 5: OH 2-011</b> <b>Struthers Manor</b>	Roof Replacement	1460	LOT	\$50,000		\$0	\$0	
	<b>OH12P002011 SUBTOTAL</b>			<b>\$50,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	

1) To be completed for Performance and Evaluation Report or a Revised Annual Statement

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

Signature of Executive Director and Date

Signature of Public Housing Director and Date

**Annual Statement/Performance  
and Evaluation Report**

**Part II: Supporting Pages  
Capital Fund Program (CFP)**

**U.S. Department of Housing  
and Urban Development**

Office of Public and Indian Housing

Youngstown Metropolitan Housing Authority

Development Number/Name	General Description of Major Work Categories	Development Account Number	Quantity	Estimated Cost		Total Actual Cost		Status of Proposed Work (2)
				Original	Revised (1)	Funds Obligated (2)	Funds Expended (2)	
<b>AMP 2: OH 2-012 C.A. Amedia</b>	Kitchen Renovation	1460	LOT	\$35,000		\$0	\$0	
	<b>OH12P002012 SUBTOTAL</b>			<b>\$35,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	
<b>AMPS 1,2,4,5: OH 2-014 Scattered Site</b>	Kitchen upgrades	1460	LOT	\$30,000		\$0	\$0	
	<b>OH12P002014 SUBTOTAL</b>			<b>\$30,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	
<b>AMP 2: OH 2-015 Scattered Site</b>	Basement/Exterior Facade Repairs	1460	LOT	\$10,000		\$0	\$0	
	Water meter splits	1460	LOT	\$5,000				
	<b>OH12P002015 SUBTOTAL</b>			<b>\$15,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	
<b>AMP 4: OH 2-016 Scattered Site</b>	Water meter / plumbing repair	1460	LOT	\$10,000		\$0	\$0	
	<b>OH12P002016 SUBTOTAL</b>			<b>\$10,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	
<b>AMP 2: OH 2-018 Scattered Site</b>	Basement/Exterior Facade Repairs	1460	LOT	\$10,000		\$0	\$0	
	<b>OH12P002018 SUBTOTAL</b>			<b>\$10,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	
<b>SITE SUBTOTAL</b>				<b>\$1,298,804</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	

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

1) To be completed for Performance and Evaluation Report or a Revised Annual Statement

Signature of Executive Director and Date

Signature of Public Housing Director and Date

**Part II: Supporting Pages**  
**Capital Fund Program (CFP)**

Development Number/Name	General Description of Major Work Categories	Development Account Number	Quantity	Estimated Cost		Total Actual Cost		Status of Proposed Work (2)
				Original	Revised (1)	Funds Obligated (2)	Funds Expended (2)	
<b>HA-WIDE OPERATIONS</b>	Operations	1406		\$529,801		\$0	\$0	
	<b>OPERATIONS SUBTOTAL</b>			<b>\$529,801</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	
<b>Nontechnical Salaries</b>	Asset Management Fee	1410	LOT	\$263,297		\$0	\$0	
	<b>NONTECHNICAL SUBTOTAL</b>			<b>\$263,297</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	
<b>CGP Audit Cost</b>	Audit Costs	1411	LOT	\$1,000		\$0	\$0	
	<b>CGP AUDIT COST SUBTOTAL</b>			<b>\$1,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	
<b>Arch. &amp; Eng. Fees</b>	Lead Based Paint Testing 2-5	1430	LOT	\$8,000				
	Viability Study	1430	LOT	\$114,459				
	A&E Fees	1430	LOT	\$216,724		\$0	\$0	
	<b>ARCHITECTURAL SUBTOTAL</b>			<b>\$339,183</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	

1) To be completed for Performance and Evaluation Report or a Revised Annual Statement

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

Signature of Executive Director and Date

Signature of Public Housing Director and Date

**Annual Statement/Performance  
and Evaluation Report**

**U.S. Department of Housing  
and Urban Development**

Youngstown Metropolitan Housing Authority

**Part II: Supporting Pages  
Capital Fund Program (CFP)**

Office of Public and Indian Housing

Development Number/Name	General Description of Major Work Categories	Development Account Number	Quantity	Estimated Cost		Total Actual Cost		Status of Proposed Work (2)
				Original	Revised (1)	Funds Obligated (2)	Funds Expended (2)	
<b>Nondwelling Equip.</b>	Lobby/Office furniture for Norton (AMP 3, 3-008)	1475	LOT	\$5,000		\$0	\$0	Formerly "office equipment"
	<b>NONDWELLING SUBTOTAL</b>			<b>\$5,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	
<b>Capital Funds Contingency</b>	Contingency Account	1502		\$211,920		\$0	\$0	
	<b>CONTINGENCY SUBTOTAL</b>			<b>\$211,920</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	
	<b>HA-WIDE SUBTOTAL</b>			<b>\$1,350,201</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	
	<b>GRAND TOTAL</b>			<b>\$2,649,005</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	

1) To be completed for Performance and Evaluation Report or a Revised Annual Statement

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

Signature of Executive Director and Date

Signature of Public Housing Director and Date

Annual Statement/Performance  
and Evaluation Report

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

Youngstown Metropolitan Housing Authority

**Part III: Implementation Schedule  
Capital Fund Program (CFP)**

Development Number/Name H/A-Wide Activities	All Funds Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reason for Revised Target Dates (2)
	Original	Revised (1)	Actual (2)	Original	Revised (1)	Actual (2)	
OH 2-001 Westlake Terrace	7/1/2007			6/30/2011			
OH 2-004 Kirwan Homes	7/1/2007			6/30/2011			
OH 2-005 P.L. Strait Homes (2-5E & 2-5F)	7/1/2007			6/30/2011			
OH 2-006 Vasu Manor	7/1/2007			6/30/2011			
OH 2-008 Norton Manor	7/1/2007			6/30/2011			
OH 2-009 Gutknecht Tower	7/1/2007			6/30/2011			
OH2-011 Struthers Manor	7/1/2007			6/30/2011			
OH2-012 Amedia Plaza	7/1/2007			6/30/2011			
OH2-014 Scattered Sites/ Sub Rehab	7/1/2007			6/30/2011			
-----HA Wide-----	7/1/2007			6/30/2011			
Computers/software	7/1/2007			6/30/2011			
Office Equipment	7/1/2007			6/30/2011			
Vehicles	7/1/2007			6/30/2011			
Maintenance Equipment	7/1/2007			6/30/2011			
Appliances	7/1/2007			6/30/2011			
Audit Costs	7/1/2007			6/30/2011			
Resident Initiative	7/1/2007			6/30/2011			
Contingency	7/1/2007			6/30/2011			
Operations	7/1/2007			6/30/2011			
Training	7/1/2007			6/30/2011			
Security/Law Enforcement	7/1/2007			6/30/2011			
Emergency Site Improve.	7/1/2007			6/30/2011			
Emergency Dwell. Struct.	7/1/2007			6/30/2011			

1) To be completed for Performance and Evaluation Report or a Revised Annual Statement  
Signature of Executive Director and Date (mm/dd/yyyy)

2) To be completed for the Performance and Evaluation Report.  
Signature of Public Housing Director and Date (mm/dd/yyyy)

**Component 10 (B) Voluntary Conversion Initial Assessments**

- a. How many of the PHA's developments are subject to the Required Initial Assessments? **Nine**
- b. How many of the PHA's developments are not subject to the Required Initial Assessments based on exemptions (e.g., elderly and/or disabled developments not general occupancy projects)? **Five**
- c. How many Assessments were conducted for the PHA's covered developments? **Nine**
- d. Identify PHA developments that may be appropriate for conversion based on the Required Initial Assessments: **None. Voluntary/Required conversion is inappropriate given the requirements as outlined in 24 CFR Part 972.**

Development Name:	Number of Units

- e. If the PHA has not completed the Required Initial Assessments, describe the status of these assessments:

**Component 3, (6) Deconcentration and Income Mixing**

- a.  Yes  No Does the PHA have any general occupancy (family) public housing developments covered by the deconcentration rule? If no, this section is complete. If yes, continue to the next question.
- b.  Yes  No Do any of these covered developments have average incomes above or below 85% to 115% of the average incomes of all such developments? If no, this section is complete.

If yes, list these developments as follows:

Deconcentration Policy for Covered Developments			
Development Name:	Number of Units	Explanation (if any) [see step 4 at 903.2 (c)(1)(iv)]	Deconcentration policy (if no explanation) [see step 5 at 903.2 (c)(1)(v)]
Westlake Terrace OH2002001	218	Development is at 66.74% of EIR. Hope VI grant has been awarded for a portion of site. RHF funds will also be used to construct additional mixed-finance units in neighborhood. Both projects designed to promote income mixing, deconcentrate poverty and increase the incomes of the residents. The projects are well-described in both the Five Year and Annual Plans.	
Rockford Village OH002024	155	Development is at 120.19% of the EIR. The averages for the Development is, however, less than the total income at which a family would be defined as an extremely low-income family pursuant to 24 CFR 5.603(B). [24 CFR 903.2(c)(iii).]	

**YOUNGSTOWN METROPOLITAN HOUSING AUTHORITY**  
**VIOLENCE AGAINST WOMEN ACT (VAWA) POLICY**  
**OH002T08**

**I. Purpose and Applicability**

The purpose of this policy (herein called “Policy”) is to implement the applicable provisions of the Violence Against Women and Department of Justice Reauthorization Act of 2005 (Pub. L. 109-162) and more generally to set forth YMHA’s policies and procedures regarding domestic violence, dating violence, and stalking, as hereinafter defined.

This Policy shall be applicable to the administration by YMHA of all federally subsidized public housing and Section 8 Housing Choice Voucher rental assistance under the United States Housing Act of 1937 (42 U.S.C. §1437 *et seq.*). Notwithstanding its title, this policy is gender-neutral, and its protections are available to males who are victims of domestic violence, dating violence, or stalking as well as female victims of such violence.

**II. Goals and Objectives**

This Policy has the following principal goals and objectives:

- A. Maintaining compliance with all applicable legal requirements imposed by VAWA;
- B. Ensuring the physical safety of victims of actual or threatened domestic violence, dating violence, or stalking who are assisted by YMHA;
- C. Providing and maintaining housing opportunities for victims of domestic violence dating violence, or stalking;
- D. Creating and maintaining collaborative arrangements between YMHA, law enforcement authorities, victim service providers, and others to promote the safety and well-being of victims of actual and threatened domestic violence, dating violence and stalking, who are assisted by YMHA; and
- E. Taking appropriate action in response to an incident or incidents of domestic violence, dating violence, or stalking, affecting individuals assisted by YMHA.

**III. Other YMHA Policies and Procedures**

This Policy shall be referenced in and attached to YMHA’s Five-Year Public Housing Agency Plan and shall be incorporated in and made a part of YMHA’s Admissions and Continued Occupancy Policy and Section 8 Housing Choice Voucher Administrative Plan. YMHA’s

annual public housing agency plan shall also contain information concerning YMHA’s activities, services or programs relating to domestic violence, dating violence, and stalking.

To the extent any provision of this policy shall vary or contradict any previously adopted policy or procedure of YMHA, the provisions of this Policy shall prevail.

#### **IV. Definitions**

As used in this Policy:

A. *Domestic Violence* – The term ‘domestic violence’ includes felony or misdemeanor crimes of violence committed by a current or former spouse of the victim, by a person with whom the victim shares a child in common, by a person who is cohabiting with or has cohabited with the victim as a spouse, by a person similarly situated to a spouse of the victim under the domestic or family violence laws of the jurisdiction receiving grant monies, or by any other person against an adult or youth victim who is protected from that person’s acts under the domestic or family violence laws of the jurisdiction.”

B. *Dating Violence* – means violence committed by a person—

- (A) who is or has been in a social relationship of a romantic or intimate nature with the victim; and
- (B) where the existence of such a relationship shall be determined based on a consideration of the following factors:

- (i) The length of the relationship.
- (ii) The type of relationship.
- (iii) The frequency of interaction between the persons involved in the relationship.

C. *Stalking* – means –

(A) (i) to follow, pursue, or repeatedly commit acts with the intent to kill, injure, harass, or intimidate another person; and (ii) to place under surveillance with the intent to kill, injure, harass or intimidate another person; and

(B) in the course of, or as a result of, such following, pursuit, surveillance or repeatedly committed acts, to place a person in reasonable fear of the death of, or serious bodily injury to, or to cause substantial emotional harm to –

- (i) that person;
- (ii) a member of the immediate family of that person; or
- (iii) the spouse or intimate partner of that person;

D. *Immediate Family Member* - means, with respect to a person –

- (A) a spouse, parent, brother, sister, or child of that person, or an individual to whom that person stands in loco parentis; or
- (B) any other person living in the household of that person and related to that person by blood or marriage.

E. *Perpetrator* – means person who commits an act of domestic violence, dating violence or stalking against a victim.

## V. Admissions and Screening

A. *Non-Denial of Assistance*. YMHA will not deny admission to public housing or to the Section 8 Housing Choice Voucher rental assistance program to any person because that person is or has been a victim of domestic violence, dating violence, or stalking, provided that such person is otherwise qualified for such admission.

## VI. Termination of Tenancy or Assistance

A. *VAWA Protections*. Under VAWA, public housing residents and persons assisted under the Section 8 Housing Choice Voucher rental assistance program have the following specific protections, which will be observed by YMHA:

1. An incident or incidents of actual or threatened domestic violence, dating violence, or stalking will not be considered to be a “serious or repeated” violation of the lease by the victim or threatened victim of that violence and will not be good cause for terminating the tenancy or occupancy rights of or assistance to the victim of that violence.
2. In addition to the foregoing, tenancy or assistance will not be terminated by YMHA as a result of criminal activity, if that criminal activity is directly related to domestic violence, dating violence or stalking engaged in by a member of the assisted household, a guest or another person under the tenant’s control, and the tenant or an immediate family member is the victim or threatened victim of this criminal activity. However, the protection against termination of tenancy or assistance described in this paragraph is subject to the following limitations:
  - (a) Nothing contained in this paragraph shall limit any otherwise available authority of YMHA’ or a Section 8 Housing Choice Voucher owner or manager to terminate tenancy, evict, or to terminate assistance, as the case may be, for any violation of a lease or program requirement not premised on the act or acts of domestic violence, dating violence, or stalking in question against the tenant or a member of the tenant’s household. However, in taking any such action, neither YMHA nor a Section 8 Housing Choice Voucher manager or owner may apply a more demanding standard to the victim of domestic violence dating violence or stalking than that applied to other tenants.
  - (b) Nothing contained in this paragraph shall be construed to limit the authority of YMHA or a Section 8 Housing Choice Voucher owner or manager to evict or terminate from assistance any tenant or lawful applicant if the owner, manager or YMHA, as the case may be, can demonstrate an actual and

imminent threat to other tenants or to those employed at or providing service to the property, if the tenant is not evicted or terminated from assistance.

B. *Removal of Perpetrator.* Further, notwithstanding anything in paragraph VI.A.2. or Federal, State or local law to the contrary, YMHA or a Section 8 Housing Choice Voucher owner or manager, as the case may be, may bifurcate a lease, or remove a household member from a lease, without regard to whether a household member is a signatory to a lease, in order to evict, remove, terminate occupancy rights, or terminate assistance to any individual who is a tenant or lawful occupant and who engages in acts of physical violence against family members or others. Such action against the perpetrator of such physical violence may be taken without evicting, removing, terminating assistance to, or otherwise penalizing the victim of such violence who is also the tenant or a lawful occupant. Such eviction, removal, termination of occupancy rights, or termination of assistance shall be effected in accordance with the procedures prescribed by law applicable to terminations of tenancy and evictions by YMHA. Leases used for all public housing operated by YMHA and, at the option of Section 8 Housing Choice Voucher owners or managers, leases for dwelling units occupied by families assisted with Section 8 Housing Choice Voucher rental assistance administered by YMHA, shall contain provisions setting forth the substance of this paragraph.

## **VII. Verification of Domestic Violence, Dating Violence or Stalking**

A. *Requirement for Verification.* The law allows, but does not require, YMHA or a Section 8 Housing Choice Voucher owner or manager to verify that an incident or incidents of actual or threatened domestic violence, dating violence, or stalking claimed by a tenant or other lawful occupant is bona fide and meets the requirements of the applicable definitions set forth in this policy. Subject only to waiver as provided in paragraph VII. C., YMHA shall require verification in all cases where an individual claims protection against an action involving such individual proposed to be taken by YMHA. Section 8 Housing Choice Voucher owners or managers receiving rental assistance administered by YMHA may elect to require verification, or not to require it as permitted under applicable law.

Verification of a claimed incident or incidents of actual or threatened domestic violence, dating violence or stalking may be accomplished in one of the following three ways:

1. *HUD-approved form* - by providing to YMHA or to the requesting Section 8 Housing Choice Voucher owner or manager a written certification, on a form approved by the U.S. Department of Housing and Urban Development (HUD), that the individual is a victim of domestic violence, dating violence or stalking that the incident or incidents in question are bona fide incidents of actual or threatened abuse meeting the requirements of the applicable definition(s) set forth in this policy. The incident or incidents in question must be described in reasonable detail as required in the HUD-approved form, and the completed certification must include the name of the perpetrator.
2. *Other documentation* - by providing to YMHA or to the requesting Section 8 Housing Choice Voucher owner or manager documentation signed by an employee, agent, or volunteer of a victim service provider, an attorney, or a medical professional, from whom the victim has sought assistance in addressing the domestic violence, dating violence or

stalking, or the effects of the abuse, described in such documentation. The professional providing the documentation must sign and attest under penalty of perjury (28 U.S.C. 1746) to the professional's belief that the incident or incidents in question are bona fide incidents of abuse meeting the requirements of the applicable definition(s) set forth in this policy. The victim of the incident or incidents of domestic violence, dating violence or stalking described in the documentation must also sign and attest to the documentation under penalty of perjury.

3. *Police or court record* – by providing to YMHA or to the requesting Section 8 Housing Choice Voucher owner or manager a Federal, State, tribal, territorial, or local police or court record describing the incident or incidents in question.

B. *Time allowed to provide verification/ failure to provide.* An individual who claims protection against adverse action based on an incident or incidents of actual or threatened domestic violence, dating violence or stalking, and who is requested by YMHA, or a Section 8 Housing Choice Voucher owner or manager to provide verification, must provide such verification within 14 business days (*i.e.*, 14 calendar days, excluding Saturdays, Sundays, and federally-recognized holidays) after receipt of the request for verification. Failure to provide verification, in proper form within such time will result in loss of protection under VAWA and this policy against a proposed adverse action.

C. *Waiver of verification requirement.* The Executive Director of YMHA or his/her designee, or a Section 8 owner or manager, may, with respect to any specific case, waive the above-stated requirements for verification and provide the benefits of this policy based on the victim's statement or other corroborating evidence. Such waiver may be granted in the sole discretion of the Executive Director, owner or manager. Any such waiver must be in writing. Waiver in a particular instance or instances shall not operate as precedent for, or create any right to, waiver in any other case or cases, regardless of similarity in circumstances.

## **VIII. Confidentiality**

A. *Right of confidentiality.* All information (including the fact that an individual is a victim of domestic violence, dating violence or stalking) provided to YMHA or to a Section 8 Housing Choice Voucher owner or manager in connection with a verification required under section VII of this policy or provided in lieu of such verification where a waiver of verification is granted, shall be retained by the receiving party in confidence and shall neither be entered in any shared database nor provided to any related entity, except where disclosure is:

1. requested or consented to by the individual in writing, or
2. required for use in a public housing eviction proceeding or in connection with termination of Section 8 Housing Choice Voucher assistance, as permitted in VAWA, or
3. otherwise required by applicable law.

B. *Notification of rights.* All tenants of public housing and tenants participating in the Section 8 Housing Choice Voucher rental assistance program administered by YMHA

shall be notified in writing concerning their right to confidentiality and the limits on such rights to confidentiality.

## **VIII. Transfer to New Residence**

- A. *Application for transfer.* In situations that involve significant risk of violent harm to an individual as a result of previous incidents or threats of domestic violence, dating violence, or stalking, YMHA will, if an approved unit size is available at a location that may reduce the risk of harm, approve transfer by a public housing or Section 8 Housing Choice Voucher tenant to a different unit in order to reduce the level of risk to the individual. A tenant who requests transfer must attest in such application that the requested transfer is necessary to protect the health or safety of the tenant or another member of the household who is or was the victim of domestic violence dating violence or stalking and who reasonably believes that the tenant or other household member will be imminently threatened by harm from further violence if the individual remains in the present dwelling unit.
- B. *Action on applications.* YMHA will act upon such an application promptly.
- C. *No right to transfer.* YMHA will make every effort to accommodate requests for transfer when suitable alternative vacant units are available and the circumstances warrant such action. However, except with respect to portability of Section 8 Housing Choice Voucher assistance as provided in paragraph IX. E. below the decision to grant or refuse to grant a transfer shall lie within the sole discretion of YMHA, and this policy does not create any right on the part of any applicant to be granted a transfer.
- D. *Family rent obligations.* If a family occupying YMHA public housing moves before the expiration of the lease term in order to protect the health or safety of a household member, the family will remain liable for the rent during the remainder of the lease term unless released by YMHA. In cases where YMHA determines that the family's decision to move was reasonable under the circumstances, YMHA may wholly or partially waive rent payments and any rent owed shall be reduced by the amounts of rent collected for the remaining lease term from a tenant subsequently occupying the unit.
- E. *Portability.* Notwithstanding the foregoing, a Section 8-assisted tenant will not be denied portability to a unit located in another jurisdiction (notwithstanding the term of the tenant's existing lease has not expired, or the family has not occupied the unit for 12 months) so long as the tenant has complied with all other requirements of the Section 8 Housing Choice Voucher program and has moved from the unit in order to protect a health or safety of an individual member of the household who is or has been the victim of domestic violence dating violence or stalking and who reasonably believes that the tenant or other household member will be imminently threatened by harm from further violence if the individual remains in the present dwelling unit.

## **X. Court Orders/Family Break-up**

A. *Court orders.* It is YMHA's policy to honor orders entered by courts of competent jurisdiction affecting individuals assisted by YMHA and their property. This includes cooperating with law enforcement authorities to enforce civil protection orders issued for the protection of victims and addressing the distribution of personal property among household members in cases where a family breaks up.

B. *Family break-up.* Other YMHA policies regarding family break-up are contained in YMHA's Public Housing Admissions and Continuing Occupancy Plan (ACOP) and its Section 8 Housing Choice Voucher Administrative Plan.

## **XI. Relationships with Service Providers**

It is the policy of YMHA to cooperate with organizations and entities, both private and governmental, that provide shelter and/or services to victims of domestic violence. If YMHA staff become aware that an individual assisted by YMHA is a victim of domestic violence, dating violence or stalking, YMHA will refer the victim to such providers of shelter or services as appropriate. Notwithstanding the foregoing, this Policy does not create any legal obligation requiring YMHA either to maintain a relationship with any particular provider of shelter or services to victims or domestic violence or to make a referral in any particular case. YMHA's annual public housing agency plan shall describe providers of shelter or services to victims of domestic violence with which YMHA has referral or other cooperative relationships.

## **XII. Notification**

YMHA shall provide written notification to applicants, tenants, and Section 8 Housing Choice Voucher owners and managers, concerning the rights and obligations created under VAWA relating to confidentiality, denial of assistance and, termination of tenancy or assistance.

## **XIII. Relationship with Other Applicable Laws**

Neither VAWA nor this Policy implementing it shall preempt or supersede any provision of Federal, State or local law that provides greater protection than that provided under VAWA for victims of domestic violence, dating violence or stalking.

## **XIV. Amendment**

This policy may be amended from time to time by YMHA as approved by the YMHA Board of Commissioners.

OH002U08

#### Replacement Housing Factor (RHF) Funds

Attached to this document please find YMHA's RHF approval letter from HUD, as well as a copy of the original RHF Plan. The plan originally described the development of thirty-two (32) single family, scattered site new construction public housing units to be developed within a one (1) mile radius of YMHA's Arlington Heights HOPE VI site. Subsequent to the original plan, YMHA submitted a development proposal for RHF funds that took into account cost considerations that were not applicable at the time of the original plan's submission. The result, as reflected in the approval letter, is an approved RHF development of twenty-five (25) units. These units will be primarily funded through RHF monies, with a smaller percentage of funds coming from the Capital Fund.

YMHA has also submitted an RHF Plan for Second Five Year Increment Funding. This plan is attached, but has not been finalized or approved by HUD at this time.



OFFICE OF PUBLIC HOUSING

U.S. Department of Housing and Urban Development

Cleveland Area Office, Region V - Midwest Region  
U.S. Bank Centre Building  
1350 Euclid Avenue, Suite 500  
Cleveland, OH 44115-1815

**SEP 17 2007**

Ms. Eugenia Atkinson  
Executive Director  
Youngstown Metropolitan Housing Authority  
131 West Boardman Street  
Youngstown, OH 44503 -1399

SUBJECT: NEW DEVELOPMENT, REPLACEMENT HOUSING FACTOR ("RHF") -  
APPROVAL (OH002-26: RHF -25 FAMILY UNITS)

Dear Ms. Atkinson:

This is in response to Youngstown Metropolitan Housing Authority's (YMHA) initial development and acquisition proposal, dated September 12, 2006, and subsequent submissions made in response to comments on the proposal through August 15, 2007. HUD has completed its review of the documents and confirmed that the proposal is in accordance with the regulation 24 CFR 941; therefore, the development proposal is hereby approved. A new development, **OH002-26**, with the development name "RHF - 25 Family units" was created in the Public and Indian Housing Information Center system (PIC). This approval is conditioned upon YMHA's submission that legal requirement of turnkey closing documentation are submitted to HUD.

The information received, as required under 24 CFR 941.201, 24 CFR 941.203, 24 CFR 941.304, 24 CFR 941.402, 24 CFR 941.404 and the Quality Housing and Work Responsibility Act of 1998 (QHWRA), includes: project descriptions, site information, project costs, financial feasibilities, zoning information, adequacy of existing facilities, environmental assessments, development schedules, and cooperation agreements. In addition, turnkey contract purchase agreements, and schematic drawings of new construction were also provided. The PHA Plan, approved on August 3, 2007, includes this proposed development and does not affect the unit cap established on August 21, 1996, per 24 CFR 941.102(c).

Normally, 24 CFR 941.202 requires a Fair Housing and Equal Opportunity review of the sites and neighborhood standards. In this case, such a review is not required because these properties are located within a one mile radius of the existing development, in accordance with the HOPE VI Grant Agreement.

The environmental review performed in accordance with the regulation under 24 CFR Part 58 by the City of Youngstown (executed April 13, 2007 and received on April 13, 2007) has also been accepted, in the form of YMHA's Memorandum, because the environmental<sup>1</sup> review conducted for the 25-units scattered site project in Youngstown was found to be exempt by the city of Youngstown. As required 24 CFR 58.34(b), exempt projects do not have to submit a Request for Release of Funds and Certification (Form HUD-7015.15).

### Project Structure

These scattered sites are located within a one-mile radius of the HOPE VI development - Arlington Heights, and YMHA is intending to purchase the newly constructed 23 detached three bedroom houses (23 units) and two four bedroom (two units) for the family through Turnkey contract of sale.

Address	Units	Unit Type	Age	Turnkey Contract Cost	Authorized Amount
732 Harlem	3 BR	Detached	New	\$185,896	\$185,896
710 Parmelee	3 BR	Detached	New	\$209,725	\$209,725
715 Parmelee -V/H impaired	3 BR	Detached	New	\$185,337	\$185,337
737 Parmelee	3 BR	Detached	New	\$215,442	\$215,442
722 Lexington	3 BR	Detached	New	\$196,701	\$196,701
705 Broadway	3 BR	Detached	New	\$202,606	\$202,606
631 Broadway	3 BR	Detached	New	\$206,560	\$206,560
618 Broadway	3 BR	Detached	New	\$200,258	\$200,258
607 Broadway -ADA	3 BR	Detached	New	\$208,630	\$208,630
1211 Foster	3 BR	Detached	New	\$202,233	\$202,233
604 Broadway	3 BR	Detached	New	\$204,104	\$204,104
613 Oxford	3 BR	Detached	New	\$190,778	\$190,778
763 Fairmont	3 BR	Detached	New	\$195,238	\$195,238
705 Fairmont	3 BR	Detached	New	\$197,609	\$197,609
705 Fairgreen	3 BR	Detached	New	\$191,509	\$191,509
315 Clyde	3 BR	Detached	New	\$199,780	\$199,780
624 Broadway	3 BR	Detached	New	\$206,967	\$206,967
615 Broadway -ADA	3 BR	Detached	New	\$186,241	\$186,241
912 Delaware	3 BR	Detached	New	\$187,681	\$187,681
163 Seneca	4 BR	Detached	New	\$231,351	\$231,351
151 Superior	3 BR	Detached	New	\$212,853	\$212,853
518 Clyde	4 BR	Detached	New	\$214,337	\$214,337
412 Wirt	3 BR	Detached	New	\$218,747	\$218,747
1129 Burlington	3 BR	Detached	New	\$205,224	\$205,224
716 Harlem	3 BR	Detached	New	\$190,703	\$190,703
<b>TOTAL</b>					<b>\$5,046,510</b>

Authorized Amount is same as TDC cost and this amount represents the maximum amount of public housing fund expenditure allowed to purchase the subject property.

The unit distribution is as follows:

Public Housing Units			
Unit Type	3BR	4BR	Total
Family- Detached Scattered Site	23	2	25
<b>Total PH Units</b>	<b>23</b>	<b>2</b>	<b>25</b>

**Project Financing**

The twenty five units are being constructed and purchased at an estimated total cost of \$5,046,510. YMHA is utilizing the following RHF to fund this development.

Funding #	Description	Total Funds Authorized
OH12R00250100	RHF	\$ 204,489
OH12R00250101	RHF	\$ 209,098
OH12R00250102	RHF	\$ 1,343,842
OH12R00250103	RHF	\$ 972,670
OH12R00250104	RHF	\$ 1,138,201
OH12R00250105	RHF	\$ 537,350
OH12R00250106	RHF	\$ 274,641
OH12P00250106	CFP	\$ 266,760
OH12P00250107	CFP	\$ 99,459
<b>Total</b>		<b>\$ 5,046,510</b>

**Total Development Cost Limits**

The budget for the Project, which is shown in the table below, results in a Total Development Cost (TDC) that is within the TDC limits imposed on public housing development projects in the City of Youngstown, as specified in HUD Notice PIH 2007-19. The project cost is at 89.44 percent of the TDC limit and at 91.79 percent of Housing Construction Cost (HCC).

BLI	Description	Total Funds Authorized
1499.1430	Fees and Costs	\$ 673,122
1499.1440	Site Acq. - Vacant Land	\$ 81,806
1499.1450	Site Improvement	\$ 1,272,000
1499.1460	Dwelling Structures. New construction cost	\$ 2,934,582
1499.1465	Dwelling Equipments	\$ 25,000
1499.1485	Demolition	\$ 60,000
<b>Total</b>		<b>\$ 5,046,510</b>

**Amendment to Consolidated Annual Contributions Contract--C862**

Enclosed, please find a copy of the approved Development Project Amendment (#2007-4) to Consolidated Annual Contribution Contract (HUD-53010-D) for YMHA's records.

**Special Issues Applicable to This Project**

Under Section 504 of the Rehabilitation Act of 1973, a minimum of 5% or 2 units must be designated for mobility impairment. YMHA designated two units (607 & 615 Broadway) to comply with this requirement. In addition, YMHA also designated one unit (715 Parmelee) for the visual and hearing impaired in compliance with the requirement of 2% or least one unit.

**Next Steps**

Once the construction is completed, please upload the required information concerning the units into the PIC system and forward the following legal requirements for turnkey closing documents to this office for our records.

- (1) Certificate of Occupancy issued by the responsible local agency for each building
- (2) Contractor's Releases and Certification - Two notarized originals of the contractor's release and certification which indicates:
  - a) the work was completed in accordance with the construction documents (including change orders) except any minor items identified on the PHA architect's final inspection report;
  - b) the total amount due the contractor and a separately stated amount for each unsettled claim against the PHA;
  - c) the PHA is released of all claims, other than those stated in the contractor's release; and
  - d) wages paid to laborers or mechanics were consistent with the wage rate requirements of the contract, and there are no outstanding claims for unpaid wages.
- (3) Assignment of all Guarantees & Warranties to the PHA with the list of Subcontractors or Suppliers
- (4) Periodical Estimate for Partial Payment (Form HUD 51001)
- (5) As-built Drawings/as-built survey
- (6) A copy of the receipt for real property taxes and utilities paid by the developer during the construction period
- (6) Title Binder (YMHA attorney states as to adequacy of Deed), evidencing that good and marketable title will conveyed to the PHA.
- (7) Contract Settlement Report indicating YMHA agreement with Contractor's Statement
- (8) Certificate of Completion (The PHA shall prepare the proposed certificate of the completion in the form - The PHA shall review the construction documents, the PHA

records, and completed work, to determine whether the contractor's statements concerning compliance with the construction documents (including change orders) and identified work to be completed are accurate)

(9) PHA Contract Settlement Report – the PHA shall prepare a contract settlement report indicating PHA agreement with the contractor's statements. The PHA report shall also identify:

- a) the current status of any incomplete or seasonal work;
- b) any outstanding disputes or claims;
- c) any PHA exceptions to the contractor's settlement documents; and
- d) the PHA attorney statement as to the adequacy of the proposed deed and title information.

(10) Title policy

(11) Copy of Recorded Declaration of Trust

(12) Warranty Inspections

(13) Affidavit of no mechanics' liens or escrows

(14) Insurance Information – prior to accepting a completed project, the PHA shall obtain the project structural information on insurance information fro securing it required insurance.

(15) Certificate of Inspection

(16) Real Estate Settlement record

(17) Notice of Date full availability (DOFA, HUD-52423)

(18) Notices of End of Initial Operating Period (EIOP, HUD-52344)

If you have any questions, please contact Sook Reid of my staff at (216) 522-4058 extension 7129 or via email at [sook\\_reid@hud.gov](mailto:sook_reid@hud.gov).

Sincerely,



Thomas S. Marshall, Director  
Cleveland Office of Public Housing

Enclosures: (1) Amendment #2007-4 to CACC  
(2) Turkey Contract of Sale  
(3) TDC sheet

Youngstown Metropolitan Housing Authority  
Replacement Housing Factor Development Proposal

Turnkey/Scattered Sites

24 CFR Part 941.304

Co-Developers

Common Wealth, Inc.  
Testa Builders  
North Side Citizens Coalition

General Contractor

Testa Builders

**DEVELOPMENT PROPOSAL**

## **Project Description**

As a part of the RHF requirements, YMHA must develop homes to serve low-income families over a 40-year period. YMHA plans to utilize the RHF funds to develop 25 scattered site public housing opportunities for its clients through the turnkey method of development. This proposed development is included in the current HUD approved PHA Plan, and is consistent with YMHA's Cooperation Agreement with Mahoning County. Please note: While the HOPE VI Revitalization Plan count these units among the number of overall public housing units in the HOPE VI Revitalization area, there are no HOPE VI funds involved in their construction. The RHF units are also to be wholly constructed with RHF funds and are not a part of the mixed finance HOPE VI Revitalization Plan.

Since these 25 units are related to the HOPE VI project, YMHA will locate the units within a one-mile radius of the footprint of the former Westlake Terrace North public housing development. These new-construction single-family homes will add to the neighborhood integrity of the HOPE VI area. This redevelopment in one of Youngstown's older neighborhoods will spur other homeowners to improve their properties while eliminating deteriorated or vacant properties and increasing property values. Additionally, it will add units of YMHA's most successful type to the portfolio.

YMHA will develop 25 single-family public housing units. YMHA proposes to do so through a procured developer, who will acquire the property and build the units utilizing the turnkey method of development. Attached as Exhibit 1, are the schematic drawings of the proposed house types, outline specifications and a matrix, which identifies the lot with the house type proposed for the lot. There are intended to be twenty three (23) three bedroom homes and two (2) four bedroom homes. Within this mix will be two (2) ADA homes and one (1) Visual and Hearing Impaired home. There is no non-dwelling space associated with this proposed development.

As of August 1996 YMHA had a total unit count of 2,162. The most recent unit count of as of January 2005 was 1,599. This proposed 25 unit development will not exceed the development cap of 8/21/1996, since YMHA has engaged in a large amount of modernization and demolition of concentrated units since that date. This proposed development will also not exceed the new unit construction guidelines (cap) of 10/1/1999 as outlined in the QWHRA. The number of units to be constructed is substantially less than those demolished in the area in 2000/2001.

## **Description of Development Method – Turnkey Method**

The Youngtown Metropolitan Housing Authority (YMHA) intends to use the Turnkey Method for development of the project. YMHA has presented a draft Turnkey Agreement to HUD for review, and is currently addressing two clarification items with local legal counsel. Attached as Exhibit 2, is the Board-Approved certification that the development team was selected as the result of a public solicitation for proposals and that the selection was based on an objective rating system.

## **Site Information**

Since these 25 units are related to the HOPE VI project, YMHA will locate the units within a one-mile radius of the footprint of the former Westlake Terrace North public housing development. The proposed sites are identified on the zoning map, attached as Exhibit 3.

The twenty five lots are located in the same neighborhood as the HOPE VI development. YMHA's developer (Common Wealth) has acquired these lots. Each of these twenty five sites is shown individually on a project map, also provided in Exhibit 3. The neighborhood is primarily single family residential in nature with some local convenience shopping. A major regional hospital, St. Elizabeth's Health Care System is located a few blocks to the east on Belmont Avenue. Shopping is available on Belmont Avenue to the east and to the north of the neighborhood. Site control documents and explanations are also included within Exhibit 3.

## **Project Costs**

### **1. Categories of Cost**

A detailed budget of costs for developing the project in accordance with the form prescribed by HUD which is included as Exhibit 4 with an explanation of major work categories. There is no resident relocation anticipated. All twenty five (25) sites will represent new acquisitions and are not existing public housing property.

### **2. Budget and Payment Schedule**

Attached as Exhibit 5, is a budget that identifies the sources of funds. There is no relocation anticipated for this project. Further attached as Exhibit 5, is a projected construction schedule. Payment is intended to be at the settlement date for each home, which shall be scheduled directly following the finish dates on the construction schedule. No payment is expected without full YMHA inspection and approval of each unit.

## **Appraisal**

Attached as Exhibit 6 are the appraisals for the twenty five (25) sites.

## **Financial Feasibility**

Attached as Exhibit 7, is a letter from YMHA that it possesses the necessary funds to purchase the homes in this Turnkey Development Project. Further, Testa Builders has sufficient funds to complete construction of this turnkey development

## **Zoning**

The twenty five (25) properties earmarked for this single-family home development are each zoned R-5.5. Single family residential homes are a permitted use under this zoning designation. Attached as Exhibit 8, is the zoning map with the twenty five (25) properties located on it. Also included is Article IV of the City of Youngstown, Zoning Ordinance, Residential, One- and Two-Family, R-5.5, which identifies Dwellings, detached single-family as a permitted use under Section 2.

## **Facilities**

The project area possesses adequate public sewer and water infrastructure for the project. Each lot will tap into these facilities. Further, the project area is served by garbage pick-up services; the Western Reserve Transit Authority provides public bus transportation, and the site is adjacent to public parkland. A letter from the school board is attached as Exhibit 9, showing the ability of the public school system to handle the influx of new students that could potentially arise from this development. This letter dates from the original RHF proposal and thus contains language regarding 32 units. Since the revised proposal contains fewer units the letter has not been revised.

YMHA will be entering into an agreement with a separate General Contractor to undertake the extension of Broadway Avenue, which will include the extension of all public infrastructure improvements necessary to construct the eight homes on this site. It is anticipated that the HOPE VI project will share costs with the RHF project on a pro rata basis for the infrastructure construction.

All potential residents of the proposed development will be eligible for Resident Service Delivery Models case management and self-sufficiency services. Residents will also have access to the Westlake Terrace Community Resource Center, a Neighborhood Networks site.

## **Relocation**

There is no relocation anticipated for this project. All lots to be acquired are vacant land, or vacant dilapidated housing that is not inhabitable.

## **Life-cycle Analysis**

This item is no longer required.

## **Project Development Schedule**

Attached as Exhibit 10, is the projected Construction Schedule. The Co-developers intend to follow the Schedule of Activities identified under the PHA's, Modification of Replacement Housing Factor (RHF) Revitalization Plan, as follows:

## **Environmental Assessment**

The City of Youngstown, as the responsible entity, has completed an environmental review on the twenty five sites. Please see Exhibit 11.

## **Occupancy and Operation policies**

YMHA will utilize occupancy and operation policies in accordance with our HUD approved ACOP, annual and five year plans. As a part of the YMHA mission and the HOPE VI plan these units will contribute to the objective of ending the social and economic isolation of low-income people and promote their economic independence. Exhibit 12 contains a copy of YMHA's ACOP.

## **New Construction Certification**

Exhibit 13 contains YMHA's certification that there is insufficient housing in the neighborhood to develop public housing for acquisition.

## **Additional HUD requested Information**

Exhibit 14 contains the most recent Cooperation Agreement between YMHA and the City of Youngstown.

Exhibit 15 contains the YMHA's certification that all plans for the development are in accordance with HUD's design and construction standards.

# Modification of Replacement Housing Factor (RHF) Revitalization Plan

## I. Introduction

As a result of the demolition of the Youngstown Metropolitan Housing Authority public housing units at Westlake Terrace Homes (289 units) and Kimmel Brook Homes (159 units), the U.S. Department of Housing and Urban Development (HUD) has provided Replacement Housing Factor (RHF) funding for the development of replacement public housing. Utilizing the RHF program in accordance with HUD regulations, YMHA will develop scattered site single-family public housing units. As has been previously approved by HUD, the 32 RHF units to be developed will be counted towards the replacement HOPE VI Public Housing requirement and will be located in close proximity to the HOPE VI site.

The plan below details the funding available to YMHA, the development strategy, the relocation plan, the schedule of activities, and budget for the first five-year increment of RHF funding.

## II. Funding

Through the RHF program, the following funding has been awarded to date:

\$ 204,489	RHF1 - 2000 (Kimmel Brook Phase I)
\$ 209,098	RHF2 - 2001 (Kimmel Brook Phase I – 2 <sup>nd</sup> year of RHF funding)
\$1,343,842	RHF3 - 2002 (Demo Balance at Westlake & Kimmel)
\$ 972,670	RHF4 – 2003 (Demo Balance at Westlake & Kimmel)
<u>\$1,138,201</u>	<u>RHF5 – 2004 (Demo Balance at Westlake &amp; Kimmel)</u>
\$3,868,300	Total Funded To Date

The total of RHF funding to date is \$3,868,300. However, this is not the full amount of funding available. As per the code of federal regulations, 24 CFR 968.103, HUD provides RHF funding to housing authorities (HAs) for a period of five years for each demolition activity.

To calculate the balance remaining to be awarded under the first five year increment of RHF funding, the funding received to date must be broken into two components, Kimmel Brook Phase I and the balance of demolition (Westlake and Kimmel Brook Phase II). YMHA has received the complete first five-year increment funding for the Kimmel Brook Phase I demolition. YMHA is entitled to funding for the balance of demolition (Westlake and Kimmel Brook Phase II) of approximately \$1,026,718 (\$1,231,207 minus \$204,489) each year for two additional years or \$2,053,436.

Adding both figures provides a total of YMHA's first five-year increment of RHF funding of \$5,921,736.

### **III. Leveraging/Collateralizing the RHF Funds**

YMHA plans to initiate development of the proposed housing with the RHF funds awarded to date, including land acquisition, unit design, construction, and project administration.

### **III. Project Plan**

As a part of the RHF requirements, YMHA must develop the homes to serve low-income families over a 40-year period. YMHA plans to utilize the RHF funds by developing scattered site public housing opportunities for its clients.

Since these 32 units are related to the HOPE VI project, YMHA will locate the units within a one-mile radius of the footprint of the former Westlake Terrace North public housing development. These new-construction single-family homes will add to the neighborhood integrity of the HOPE VI area. This redevelopment in one of Youngstown's older neighborhoods will spur other homeowners to improve their properties while eliminating deteriorated or vacant properties and increasing property values. Additionally, it will add units of YMHA's most successful type to the portfolio.

YMHA will develop 32 single-family public housing units. YMHA proposes to do so through a procured developer, who will acquire the property and build the units utilizing the turnkey method of development.

### **IV. Relocation Plan**

Since this project is to function on a turnkey basis, any relocation will be done by developer.

## **V. Schedule of Activities**

YMHA will develop the units identified within the next two years. The following schedule of activities provides a breakdown of the schedule for each of the separate activities planned.

RHF Plan Approval by HUD	November 2004
Development Proposal Submission	February 2005
Property Acquisition	November 2004 - March 2006
100% A/E Specs and Drawings	April 2005
Construction Start	June 2005
Construction Completion	November 2006
DOFA	December 31, 2006

## **VI. Budget**

Attached is the budget for the RHF redevelopment effort.

# **Replacement Housing Factor (RHF) Revitalization Plan – Second Five Year Increment**

## **I. Introduction**

As a result of the demolition of the Youngstown Metropolitan Housing Authority (YMHA) public housing units at Westlake Terrace Homes (289 units) and Kimmel Brook Homes (159 units), the U.S. Department of Housing and Urban Development (HUD) has awarded to YMHA Replacement Housing Factor (RHF) funding for the development of replacement public housing. Utilizing the RHF program in accordance with HUD regulations, YMHA will develop scattered site single-family public housing units. YMHA previously proposed, and HUD previously approved, a first increment RHF Plan calling for the development of 25 RHF units to be counted towards replacement HOPE VI Public Housing requirements and located in close proximity to the Arlington Heights HOPE VI site. Recent dramatic increases in the cost of construction materials coupled with actual first increment RHF funding below anticipated levels required YMHA to reduce the number of units in the first increment RHF development. In order to achieve the desired intensity of new development within the target HOPE VI neighborhood, YMHA is proposing to continue to develop single-family scattered site units in the Arlington Heights area with the second increment of RHF funds. Based on the estimated budget that has been attached, YMHA anticipates being able to construct approximately 20 units with its second increment funding and leverage match, utilizing the mixed-finance method of development. YMHA intends to procure a developer/partner to serve as the RHF/tax-exempt bond loan borrower, project developer, and long-term owner and operator of the development. YMHA will enter into a Regulatory & Operating Agreement with the selected firm or team, and the parties will execute all other documents required under the mixed-finance development process..

The plan below details the funding available to YMHA, our development strategy, relocation plan, schedule of activities, and budget for the second five-year increment of RHF funding.

## **II. Funding**

Through the RHF program, the following funding has been awarded in the first five-year increment:

\$ 204,489	RHF1 - 2000 (Kimmel Brook Phase I)
\$ 209,098	RHF2 - 2001 (Kimmel Brook Phase I – 2 <sup>nd</sup> year of RHF funding)
\$1,343,842	RHF3 - 2002 (Demo Balance at Westlake & Kimmel)
\$ 972,670	RHF4 – 2003 (Demo Balance at Westlake & Kimmel)
<u>\$1,138,201</u>	RHF5 – 2004 (Demo Balance at Westlake & Kimmel)
\$3,868,300	Total First Five-Year Increment

The following is the dollar amount that has been listed for the first of the second five year increments:

\$ 179,956      RHF1 - Second Five-Year Increment

The attached budget extrapolates RHF funding for the final four years of the second increment based on the first annual allocation of the second increment, and the declining pattern of funding that affected the first five-year increment. The anticipated total of second increment RHF funds is \$3,188,652.

HUD requires that PHAs achieve “substantial leverage” in order to receive second increment RHF funds. HUD defines substantial leverage as the firm commitment of non-public housing funds equal to at least one third of total first increment RHF funds received. Based on YMHA’s first five-year increment total, the minimum leverage match is \$1,289,433.

Combining the anticipated second increment of RHF funds with the minimum required leverage match yields a minimum project total for our second increment development of \$4,478,085.

YMHA believes that twenty single-family dwelling units can be constructed within the estimated project budget shown above.

### **III. Leveraging/Collateralizing the RHF Funds**

YMHA is meeting the requirement for a firm commitment of non-public housing funding for the leverage match by planning to issue tax-exempt bonds in an amount sufficient to yield net proceeds in excess of the minimum required leverage match of \$1,289,433. YMHA will seek an allocation of 4% low-income housing tax credits from the Ohio Housing Finance Agency (OHFA), and also plans to apply for funding through the Affordable Housing Program (AHP) of the Federal Home Loan Bank. Note that AHP funds are not included in the attached budget as no commitment has yet been issued. The 4% low-income housing tax credit program is non-competitive, as there is no cap on the amount of such credits OHFA may allocate each year, allowing YMHA to rely on the availability of this source.

YMHA anticipates that the first two years of second increment RHF funding will have been allocated prior to the completion of construction of the proposed units. Funding from years three through five of the second RHF increment is likely to be awarded following the completion of construction. Accordingly, YMHA will increase the size of the initial tax-exempt bond issue to include the amounts expected to be awarded as years three through five of second increment RHF funding. The portion of the bond represented by these amounts will be paid down as each year’s award is received, leaving only the required leverage match amount outstanding after year five.

YMHA will provide both its second increment RHF funds and the net proceeds of the tax-exempt bond sale to the procured developer/partner as a long-term loan. A mortgage and mortgage note will be recorded to memorialize the transaction, and the parties will execute all required documents and evidentiary materials necessary for the placement of units under an Annual Contributions Contract (ACC) in a privately owned development.

OHFA may wish to issue the tax-exempt bonds in place of YMHA, and may make such issuance a condition of the award of 4% tax credits. In this event, or if OHFA (or another issuer) can achieve more favorable rates and terms, YMHA may agree to allow OHFA (or another issuer) to issue tax-exempt bonds in the required amount. A change in the issuer would not affect the qualification of the leverage match.

### **III. Project Plan**

As a part of the RHF requirements, YMHA (or its developer/partner) must develop replacement units to serve low-income families over a 40-year period. YMHA plans to utilize the RHF funds by contracting with the selected developer/partner for the development of scattered site units to be utilized as public housing.

YMHA will require that all twenty new units in the second increment be located within the same one-mile radius of the footprint of the former Westlake Terrace North public housing development that has been designated as the Arlington Heights HOPE VI redevelopment area. The twenty new single-family homes developed under the second RHF increment, when combined with the first increment units, the HOPE VI homeownership and rental units, and the senior housing developed by Choice Homes, will create the critical mass of high quality housing necessary to stabilize the neighborhood and ensure owner and investor confidence in the future of the community.

YMHA will contract for the development of twenty single-family public housing units. To this end YMHA will competitively procure a developer/partner for this increment. The developer will acquire the necessary property, develop the units, and own and operate the units, which will be placed under ACC.

### **IV. Relocation Plan**

YMHA hopes to work with the procured developer/partner to acquire unimproved land or vacant structures for the proposed development. To the extent that the acquisition of occupied property is required in order to obtain sufficient land within the target area, any displaced residents will be eligible for relocation benefits under Federal and State law. The developer/partner will be responsible for implementing any required relocation

activity, and YMHA will monitor the planning and implementation of any relocation activities to ensure compliance with all applicable laws and regulations.

## **V. Schedule of Activities**

YMHA and the selected developer/partner will develop the second increment units within two years following HUD approval of this RHF Plan. The following provides a breakdown of the schedule for each of the separate activities planned.

RHF Plan Approval by HUD	April 2007
Procure Developer/Partner	June 2007
Mixed Finance Approval Process	June 2007 – December 2007
Property Acquisition Start	January 2008 –Property Acquisition
Completion	June 2008–
–	
100% A/E Specs and Drawings	February 2008
Construction Start	March 2008
Construction Completion	March 2009
DOFA	May 2009

## **VI. Budget**

Attached is the budget for this Second Five Year Increment RHF redevelopment effort.

## **Arlington Heights HOPE VI Revitalization Plan Revision – New Phasing Description**

More than bricks & mortar: HOPE VI is a comprehensive neighborhood revitalization program designed to integrate mixed finance development with community and supportive services to assist those impacted by the revitalization. The total dollar amount of the grant is \$19.75 million. This money, along with significant leveraged funds, will be used to develop the physical improvement phases listed below. Additionally Community & Supportive Services will offer on site case management providers and a training facility to promote self-sufficiency to all residents impacted by the development (present and future).

### **Phase 1 – Affordable Homeownership. 21 units complete.**

Thirty (30) units of affordable homeownership to be constructed on the original footprint of Westlake Terrace North. These homes will be available to families earning up to 80% of Average Median Income. Infrastructure comprised of three new streets (Parmalee, Harlem and Park) and a portion of an alleyway (unnamed at this juncture, running parallel to Wirt Street on the Eastern side of the street) is associated with this phase of the project. CDBG funds are to be used with this infrastructure work, HOME funds are associated with several of the units themselves.

### **Phase 2 – Rental I. 46 units complete and occupied. Park improvements complete barring weather related items.**

Forty-six (46) units of LIHTC/ACC affordable rental housing. These units will be constructed along the east and west sides of Wirt Boulevard. On the West side they will be located north of Otis and South of Rowland. On the east side they will be located from Park to Harlem Streets. Portions of the alley on the Eastern side of Wirt and all alley work on the Western side of Wirt are part of this phase. Additionally all recreation space along Otis Street, not including the recreational facility itself, is part of this phase. CDBG funds are to be used for infrastructure creation, with some HOME funds going toward the dwelling units.

### **Phase 3 – Rental II. Site work begun on units and recreational center**

Twenty-nine (29) units of LIHTC/ACC affordable rental housing. These units will be located on the east side of Wirt Boulevard from Parmalee to Oxford Streets, on what is currently Evans Field. Infrastructure work to extend Broadway across this block of land is also a component of this phase. Other additional work includes the construction of the recreational facility on Otis Street. CDBG funds will be used for street development, HOME funds will be used in dwelling unit development.

Please note: the commercial/retail phase has been removed from the Revitalization Plan.



OFFICE OF PUBLIC HOUSING

U.S. Department of Housing and Urban Development

Cleveland Area Office, Region V – Midwest Region  
U.S. Bank Centre Building  
1350 Euclid Avenue, Suite 500  
Cleveland, OH 44115-1815

FEB 07 2008



Mr. Michael Krause  
Interim Executive Director  
Youngstown Metropolitan Housing Authority  
131 West Boardman Street  
Youngstown, Ohio 44503-1337

SUBJECT: Approval of Proposal and Evidentiaries for Community/Recreational Facility  
OH12URD002I102, Arlington Heights, Phase III, Arlington Heights Rental II  
Development No. OH002-027

Dear Mr. Krause:

On December 26, 2007 the Department of Housing and Urban Development (“HUD”) approved the Rental Term Sheet and Supplemental Submissions that comprised the Mixed-Finance Proposal for Arlington Heights Rental II, submitted by the Youngstown Metropolitan Housing Authority (“YMHA”). This approval, however, did not encompass the evidentiary documents pertaining to the Community/Recreational Facility’s construction and transfer to the City of Youngstown. Upon receipt of the following documents in an approvable format and the subsequent recordation of same, the Department will approve and release the funds associated with that portion of the HOPE VI Development.

The Department is in receipt of the following items:

- Legal Opinion from the City of Youngstown outlining the specific source of the grant funds, the restrictions on those funds, the statute that restricts the City funds and that the granting out of these funds as specifically outlined in the Memorandum of Agreement between the City of Youngstown and YMHA cleanses the funds of those restrictions.
- Legal Opinion from YMHA that states that the specific transactions, as outlined in the Memorandum of Agreements between the City of Youngstown and YMHA is permissible under State law.
- Memorandum of Agreement regarding the operation of the recreational facility ensuring 40 years of service provision to the public housing residents, and clarification of the transfer of funds and their specific purpose.
- Revised Memorandum of Agreement wherein the City of Youngstown grants YMHA funds clearly stating that this is not a reimbursement of funds already spent on the HOPE VI Development.
- Revised Memorandum of Agreement between the City of Youngstown and YMHA wherein YMHA grants the funds back to the City of Youngstown ensuring that the

funds are used for the operation of the recreational facility and the source of the funds from YMHA.

- o Revised City Ordinance clarifying the transaction.

HUD hereby approves the form of evidentiary documents submitted by YMHA for the Community/Recreational Facility.

After execution and recordation of the evidentiary documents, YMHA should provide HUD with one final and complete binder containing two-sided copies of all executed and recorded evidentiary materials for review and approval in addition to one CD containing all documents including an index. The final evidentiary binder and CD should be received within 30 days of the date of closing and sent to Ms. Shawn Sweet at the Cleveland Office of Public Housing. YMHA must include with the binder:

- the required opinions of counsel, together with a certification attesting that no changes to the evidentiary materials have been made since the documents were last submitted and approved by HUD, or if changes have been made, a list of all changes;
- a final title insurance policy that reflects the recordation of all liens, mortgages and encumbrances against the property, in the order approved by HUD and,
- one original copy of the executed Mixed-Finance Amendment.

Following receipt and approval of the final evidentiary binder, CD, and budget revision request, HOPE VI revitalization funds will be authorized for release to YMHA in the Line of Credit Control System ("LOCCS"), pursuant to Exhibit F of the Mixed Finance Amendment.

Congratulations on reaching this major milestone in the Arlington Heights project. If you have any questions, please contact Susan Zanghi, Financial Analyst, at (216) 522-4058 on extension 7192, or Shawn Sweet, Director, Finance and Facilities Management Division, at (216) 522-4058 on extension 7131.

Sincerely,



Thomas S. Marshall  
Director  
Cleveland Office of Public Housing



OFFICE OF PUBLIC HOUSING

U.S. Department of Housing and Urban Development  
Cleveland Area Office, Region V – Midwest Region  
U.S. Bank Centre Building  
1350 Euclid Avenue, Suite 500  
Cleveland, OH 44115-1815

DEC 26 2007

Mr. Michael Krause  
Interim Executive Director  
Youngstown Metropolitan Housing Authority  
131 West Boardman Street  
Youngstown, Ohio 44503-1399

Subject: Acquisition Approval for Evans Field  
Project No: OH002-027, Arlington Heights, Rental II  
(Phase III of the Arlington Heights HOPE VI Development)  
HOPE VI Revitalization Grant: OH12URD0021102

Dear Mr. Krause:

The Department of Housing and Urban Development (“HUD”) hereby approves the acquisition proposal for Arlington Heights Rental II (Evans Field Park) submitted through December 12, 2007. The proposal is for the acquisition of vacant parcels of land in the HOPE VI revitalization neighborhood in the City of Youngstown, Ohio.

The information ultimately received, as required under 24CFR§941.201, 24CFR§941.202, 24CFR§941.207, 24CFR§941.303, 24CFR§941.401, 24CFR§941.404 and the Quality in Housing Work Responsibility Act (QWHRA), includes: a justification, site information, project costs, financial feasibility, evidence of zoning, adequacy of existing facilities, relocation plan, a development schedule, environmental assessment, appraisals, purchase agreements, ALTA site surveys, pro-forma title policies, and design drawings for the proposed site.

The PHA Plan, approved on August 03, 2007, includes this acquisition of vacant park property, and does not affect the lesser of the unit caps established on October 1, 1999, per QHWRA or August 21, 1996, per 24CFR§941.102(c).

A Fair Housing and Equal Opportunity (FHEO) review of site and neighborhood standards is not required per Article VI (B) (1)(e) of the Grant Agreement, which states:

"Because the objective of the HOPE VI program is to alleviate distressed conditions at the Development and in the surrounding neighborhood, replacement housing under HOPE VI that is located on the site of the existing Development or in its surrounding neighborhood will not require independent approval by HUD under Site and Neighborhood Standards. The term ‘surrounding neighborhood’ means the neighborhood within a three-mile radius of the site of the existing development."

The environmental review performed by the City of Youngstown (executed 10/09/03) and received on October 17, 2003, has also been accepted. The previous Form HUD-7015.16, "Authority to Use the Grant Funds", from the Phase I also covers this project.

### Project Structure

Arlington Heights, Phase III will consist of a total of 29 rental units developed using the mixed-finance method. The new project, known as OH002-027, "Arlington Heights – Rental Phase II", has been added to YMHA's existing portfolio.

The project will include construction of 29 units on vacant land owned "fee simple" by YMHA and ground-leased to the proposed Owner Entity, Arlington Heights Partnership Housing, LP. All units are proposed to be public housing and low-income housing tax credit units. This approval is solely for acquisition; mixed-finance development approval will be issued under separate cover.

YMHA has purchased the 5.852 acres from the City of Youngstown for \$1.00. This property was formerly known as Evans Field, and is located on the north end of the original footprint of Westlake Terrace.

The following table identifies the parcel lots that are included in this acquisition approval, along with their intended utilization for this HOPE VI phase:

Address (Lot #) Or Chase Park	Current Acreage	Street Address	R. O. W (Right of Way)	Future Alley	Decided back to the City
Lot 62454	.177	Lexington	0	0	0
Lot 62455	.176	Lexington	0	0	0
Lot 62456	.176	Lexington	0	0	0
Lot 62457	.176	Lexington	0	0	0
Lot 62458	.176	Lexington	0	0	0
Lot 62459	.117	to be dedicated alley "D"	0	.117	.117
Lot 62460	.162	Wirt	0	0	0
Lot 62461	.154	Wirt	0	0	0
Lot 62462	.154	Wirt	0	0	0
Lot 62463	.154	Wirt	0	0	0
Lot 62464	.159	Wirt	0	0	0
Lot 62465	.176	Broadway	0	0	0
Lot 62466	.176	Broadway	0	0	0
Lot 62467	.176	Broadway	0	0	0
Lot 62468	.176	Broadway	0	0	0
Lot 62469	.174	Broadway	0	0	0
	.534	50' dedicated R.O.W	.534	0	.534
Lot 62470	.174	Broadway	0	0	0

Lot 62471	.176	Broadway	0	0	0
Lot 62472	.176	Broadway	0	0	0
Lot 62473	.176	Broadway	0	0	0
Lot 62474	.176	Broadway	0	0	
Lot 62475	.117	To be dedicated alley "E"	0	.117	.117
Lot 62476	.159	Wirt	0	0	0
Lot 62477	.154	Wirt	0	0	0
Lot 62478	.154	Wirt	0	0	0
Lot 62479	.154	Wirt	0	0	0
Lot 62480	.162	Writ	0	0	0
Lot 62481	.176	Oxford	0	0	0
Lot 62482	.176	Oxford	0	0	0
Lot 62483	.176	Oxford	0	0	0
Lot 62484	.176	Oxford	0	0	0
Lot 62485	.177	Pump House	0	0	.177
<b>Total</b>	<b>5.852</b>		<b>0.534</b>	<b>0.234</b>	<b>0.945</b>

A portion of Evans Field (approximately 4.907 acres) will be used for dwelling unit construction and associated infrastructure. The remainder of the Evans Field land (approximately 0.945 acres) will be deeded back to the City of Youngstown, which will be owned and operated by the City of Youngstown, following construction.

#### Special Issue Applicable to This Project

- The Department is aware that YMHA has not received HOPE VI phase approval to date; therefore, this acquisition approval is contingent on the HOPE VI phase approval.
- The soil is not currently suitable to support foundations for the proposed rental units as documented in the geotechnical engineering report (rev. 11/15/05), due to potential for excessive settlement. YMHA is aware of this existing soil condition and included the associated costs to address the soil conditions in their construction budget; therefore the costs will not be eligible for "extraordinary circumstances".

#### Next Steps

The Declaration of Restrictive Covenants for these properties will be transmitted with the phase approval letter. It is suggested that YMHA seek and retain the contract closing documents for these properties prior to expending funds from the Electronic Line of Credit Control System ("eLOCCS"). Once the transactions are completed, please forward the original or true copy of the following documents to this office for our records as instructed in the phase approval letter.

Once the funds are released and the transaction is completed, please also upload the required information concerning the units into the PIC system. If you have any questions regarding the HOPE VI budget or phase approval status, please contact Susan Zanghi (216) 522-4058 extension 7192 or by email at [susan.m.zanghi@hud.gov](mailto:susan.m.zanghi@hud.gov). If you have any questions related

to this acquisition approval, please contact. Sook Reid at (216) 522-4058 extension 7129 or by email at [sook.reid@hud.gov](mailto:sook.reid@hud.gov).

Sincerely yours,

A handwritten signature in black ink that reads "Thomas S. Marshall". The signature is written in a cursive, flowing style.

Thomas S. Marshall, Director  
Cleveland Office of Public Housing



OFFICE OF PUBLIC HOUSING

U.S. Department of Housing and Urban Development

Cleveland Area Office, Region V -- Midwest Region

U.S. Bank Centre Building

1350 Euclid Avenue, Suite 500

Cleveland, OH 44115-1815

DEC 26 2007

Mr. Michael Krause  
Interim Executive Director  
Youngstown Metropolitan Housing Authority  
131 West Boardman Street  
Youngstown, Ohio 44503-1399

Subject: Acquisition Approval for Evans Field  
Project No: OH002-027, Arlington Heights, Rental II  
(Phase III of the Arlington Heights HOPE VI Development)  
HOPE VI Revitalization Grant: OH12URD0021102

Dear Mr. Krause:

The Department of Housing and Urban Development ("HUD") hereby approves the acquisition proposal for Arlington Heights Rental II (Evans Field Park) submitted through December 12, 2007. The proposal is for the acquisition of vacant parcels of land in the HOPE VI revitalization neighborhood in the City of Youngstown, Ohio.

The information ultimately received, as required under 24CFR§941.201, 24CFR§941.202, 24CFR§941.207, 24CFR§941.303, 24CFR§941.401, 24CFR§941.404 and the Quality in Housing Work Responsibility Act (QWHRA), includes: a justification, site information, project costs, financial feasibility, evidence of zoning, adequacy of existing facilities, relocation plan, a development schedule, environmental assessment, appraisals, purchase agreements, ALTA site surveys, pro-forma title policies, and design drawings for the proposed site.

The PHA Plan, approved on August 03, 2007, includes this acquisition of vacant park property, and does not affect the lesser of the unit caps established on October 1, 1999, per QHWRA or August 21, 1996, per 24CFR§941.102(c).

A Fair Housing and Equal Opportunity (FHEO) review of site and neighborhood standards is not required per Article VI (B) (1)(e) of the Grant Agreement, which states:

"Because the objective of the HOPE VI program is to alleviate distressed conditions at the Development and in the surrounding neighborhood, replacement housing under HOPE VI that is located on the site of the existing Development or in its surrounding neighborhood will not require independent approval by HUD under Site and Neighborhood Standards. The term 'surrounding neighborhood' means the neighborhood within a three-mile radius of the site of the existing development."

The environmental review performed by the City of Youngstown (executed 10/09/03) and received on October 17, 2003, has also been accepted. The previous Form HUD-7015.16, "Authority to Use the Grant Funds", from the Phase I also covers this project.

### Project Structure

Arlington Heights, Phase III will consist of a total of 29 rental units developed using the mixed-finance method. The new project, known as OH002-027, "Arlington Heights – Rental Phase II", has been added to YMHA's existing portfolio.

The project will include construction of 29 units on vacant land owned "fee simple" by YMHA and ground-leased to the proposed Owner Entity, Arlington Heights Partnership Housing, LP. All units are proposed to be public housing and low-income housing tax credit units. This approval is solely for acquisition; mixed-finance development approval will be issued under separate cover.

YMHA has purchased the 5.852 acres from the City of Youngstown for \$1.00. This property was formerly known as Evans Field, and is located on the north end of the original footprint of Westlake Terrace.

The following table identifies the parcel lots that are included in this acquisition approval, along with their intended utilization for this HOPE VI phase:

Address (Lot #) Or Chase Park	Current Acreage	Street Address	R. O. W (Right of Way)	Future Alley	Deeded back to the City
Lot 62454	.177	Lexington	0	0	0
Lot 62455	.176	Lexington	0	0	0
Lot 62456	.176	Lexington	0	0	0
Lot 62457	.176	Lexington	0	0	0
Lot 62458	.176	Lexington	0	0	0
Lot 62459	.117	to be dedicated alley "D"	0	.117	.117
Lot 62460	.162	Wirt	0	0	0
Lot 62461	.154	Wirt	0	0	0
Lot 62462	.154	Wirt	0	0	0
Lot 62463	.154	Wirt	0	0	0
Lot 62464	.159	Wirt	0	0	0
Lot 62465	.176	Broadway	0	0	0
Lot 62466	.176	Broadway	0	0	0
Lot 62467	.176	Broadway	0	0	0
Lot 62468	.176	Broadway	0	0	0
Lot 62469	.174	Broadway	0	0	0
	.534	50' dedicated R.O.W	.534	0	.534
Lot 62470	.174	Broadway	0	0	0

Lot 62471	.176	Broadway	0	0	0
Lot 62472	.176	Broadway	0	0	0
Lot 62473	.176	Broadway	0	0	0
Lot 62474	.176	Broadway	0	0	
Lot 62475	.117	To be dedicated alley "E"	0	.117	.117
Lot 62476	.159	Wirt	0	0	0
Lot 62477	.154	Wirt	0	0	0
Lot 62478	.154	Wirt	0	0	0
Lot 62479	.154	Wirt	0	0	0
Lot 62480	.162	Writ	0	0	0
Lot 62481	.176	Oxford	0	0	0
Lot 62482	.176	Oxford	0	0	0
Lot 62483	.176	Oxford	0	0	0
Lot 62484	.176	Oxford	0	0	0
Lot 62485	.177	Pump House	0	0	.177
<b>Total</b>	<b>5.852</b>		<b>0.534</b>	<b>0.234</b>	<b>0.945</b>

A portion of Evans Field (approximately 4.907 acres) will be used for dwelling unit construction and associated infrastructure. The remainder of the Evans Field land (approximately 0.945 acres) will be deeded back to the City of Youngstown, which will be owned and operated by the City of Youngstown, following construction.

#### Special Issue Applicable to This Project

- The Department is aware that YMHA has not received HOPE VI phase approval to date; therefore, this acquisition approval is contingent on the HOPE VI phase approval.
- The soil is not currently suitable to support foundations for the proposed rental units as documented in the geotechnical engineering report (rev. 11/15/05), due to potential for excessive settlement. YMHA is aware of this existing soil condition and included the associated costs to address the soil conditions in their construction budget; therefore the costs will not be eligible for "extraordinary circumstances".

#### Next Steps

The Declaration of Restrictive Covenants for these properties will be transmitted with the phase approval letter. It is suggested that YMHA seek and retain the contract closing documents for these properties prior to expending funds from the Electronic Line of Credit Control System ("eLOCCS"). Once the transactions are completed, please forward the original or true copy of the following documents to this office for our records as instructed in the phase approval letter.

Once the funds are released and the transaction is completed, please also upload the required information concerning the units into the PIC system. If you have any questions regarding the HOPE VI budget or phase approval status, please contact Susan Zanghi (216) 522-4058 extension 7192 or by email at [susan.m.zanghi@hud.gov](mailto:susan.m.zanghi@hud.gov). If you have any questions related

to this acquisition approval, please contact. Sook Reid at (216) 522-4058 extension 7129 or by email at [sook.reid@hud.gov](mailto:sook.reid@hud.gov).

Sincerely yours,

A handwritten signature in black ink that reads "Thomas S. Marshall". The signature is written in a cursive style with a large, prominent "T" and "M".

Thomas S. Marshall, Director  
Cleveland Office of Public Housing



OFFICE OF PUBLIC HOUSING

U.S. Department of Housing and Urban Development

Cleveland Area Office, Region V – Midwest Region  
U.S. Bank Centre Building  
1350 Euclid Avenue, Suite 500  
Cleveland, OH 44115-1815

**DEC 26 2007**

Mr. Michael Krause  
Interim Executive Director  
Youngstown Metropolitan Housing Authority  
131 West Boardman Street  
Youngstown, Ohio 44503

**SUBJECT:** Approval of Proposal and Evidentiaries for HOPE VI Revitalization Grant  
OH12URD002I102, Arlington Heights, Phase III, Arlington Heights Rental II  
Development No. OH002-027

Dear Mr. Krause:

The Department of Housing and Urban Development (“HUD”) hereby approves the Rental Term Sheet and Supplemental Submissions that comprise the Mixed-Finance Proposal for Arlington Heights Rental II, submitted by the Youngstown Metropolitan Housing Authority (“YMHA”). The initial submission of the Mixed-Finance Proposal for Arlington Heights Rental II, Phase III, together with all the revised and supplemental submissions through December 18, 2007, (“Proposal”), satisfies the requirements set forth in 24 CFR 941, subpart F. This approval is subject to the conditions contained in this letter.

In addition, HUD hereby approves the form of evidentiary documents submitted by YMHA through December 18, 2007 for Arlington Heights Rental II, Phase III, as described in Exhibit E of the Mixed-Finance Amendment to the Consolidated Annual Contributions Contract (“Mixed-Finance Amendment”). As YMHA has satisfied the requirements of 24 CFR 941, subpart F, HUD hereby authorizes YMHA to have all evidentiary documents executed and recorded as necessary. Upon execution by the appropriate parties, the documents to be recorded must be filed for record in the order approved by HUD. The Declaration of Trust and Restrictive Covenants must be recorded first.

**Project Structure**

YMHA is constructing a total of 29 units on-site in the North Side of Youngstown. The units consist of 29 public housing/low income housing tax credit units:

Unit Type	1BR	2BR	3BR	Total
Semi-Detached Public Housing/LIHTC	0	0	29	29
<b>Total Units</b>	<b>0</b>	<b>0</b>	<b>29</b>	<b>29</b>

The ownership entity is Arlington Heights Housing Partnership II, L.P. The Managing General Partner is Pennrose GP, LLC with .03656% interest; the Administrative General Partner is Ralph A. Falbo, Inc., with a .01875% interest; the Special General Partner is Steel Valley Housing Corporation, a wholly owned affiliate of YMHA, with a .025 % interest; and Raindrop, LLC, which is a Special Limited Partner of the General Partner with a .01969 % interest. In total, the General Partner will have a .1% interest in the owner entity.

In addition, this phase also includes a community recreational facility. Ownership of the facility will revert back to the City of Youngstown after completion of all improvements and will be maintained as a recreation facility for the City of Youngstown.

Ohio Equity Fund for Housing Limited Partnership XVI is an Ohio Limited Partnership and will serve as the limited partner and will hold a 99.9% interest in the owner entity. The Management Company is Pennrose Management Company. The Master Developer of the project is a joint venture between Pennrose Properties, LLC, a Pennsylvania Limited Liability Company and Ralph A. Falbo, Inc., a Pennsylvania Corporation.

### **Project Construction Financing**

As shown in Exhibit F of Enclosure D, the total construction financing is \$7,018,414. Construction financing consists of a HOPE VI loan of \$750,000, \$2,601,143 of Low Income Tax Credit Equity, a direct loan from Ohio Housing Finance Agency ("OHFA") of \$1,000,000, a HOPE VI Capital Contribution of \$2,417,270 through Steel Valley Housing Corporation, a YMHA affiliate and \$250,000 of HDAP funds.

In addition, YMHA utilized \$2,738,936 in HOPE VI funds, and \$98,759 in YMHA program income funds, to pay for costs attributable to Housing Authority administration, program management, community and supportive services, and construction of the community/recreational facility. Additionally, \$310,000 in CDBG funds are being utilized to pay for costs attributable to the community/recreational facility.

### **Project Permanent Financing**

As shown in Exhibit F of Enclosure D, the total permanent financing is \$8,224,479. Permanent financing consists of a HOPE VI loan of \$750,000, \$4,807,209 of Low Income Tax Credit Equity, a direct loan from Ohio Capital Corporation for Housing ("OCCH") of \$1,000,000, a HOPE VI Capital Contribution of \$2,417,270 through Steel Valley Housing Corporation, a YMHA affiliate and \$250,000 of HDAP funds. The equity bridge loan will be repaid from the Tax Credit Equity over a ten year period.

In addition, YMHA utilized \$2,738,936 in HOPE VI funds, and \$132,646 in YMHA program income funds, to pay for costs attributable to Housing Authority administration, program

management, community and supportive services, and construction of the community/recreational facility. Additionally, \$310,000 in CDBG funds are being utilized to pay for costs attributable to the community/recreational facility.

Lastly, the Project has received a \$506,182 allocation of Low-Income Housing Tax Credits (“LIHTCs”) that is being sold to the limited partner in exchange for \$4,807,209 in equity that will be invested in the Project.

### **Total Development Cost Limits**

The budget for the Project, which is included as Exhibit F of Enclosure D, results in a Total Development Cost (“TDC”) that is within the TDC and Housing Cost Cap (“HCC”) limits imposed on public housing development projects in the City of Youngstown, as specified in HUD Notice PIH 2007-19. The project costs are at 78.35 percent of the TDC limit and 48.24 percent of the HCC limit (Enclosure E).

### **Subsidy Layering Review**

This Project has been reviewed using the subsidy layering guidelines published in the Federal Register on February 25, 1994. These guidelines state that a project receiving HUD assistance and LIHTCs is not subject to further review if its proposed syndication results in net proceeds of greater than 51 cents per dollar of tax credit allocation. If a project receives 51 cents or less, it is subject to review of its development costs, particularly builder's profit, development fees, and syndication costs as a percentage of total development costs.

We completed our analysis using \$5,061,820, the amount of tax credits available to the Project subject to the 15-year tax credit compliance period, and \$4,807,209 the amount of equity to be invested in the Project. Our review indicates that the Project will receive gross syndication proceeds of 95 cents per dollar of tax credit allocation ( $\$4,807,209 / \$5,061,820$ ), and net syndication proceeds of 99 cents per dollar of tax credit allocation ( $\$5,000,417 / \$ 5,061,820$ ). To calculate the discounted net proceeds, we have taken the gross syndication proceeds and subtracted tax credit fees and other expenses relevant to completing the tax credit syndication, compounded equity installments received prior to the Project's Placed-in-Service Date and discounted installments received after this date (Enclosures A-C). We then divided this number by the tax credits allocated to the limited partner. The Project exceeds the threshold of 51 cents per dollar of tax credit allocation and represents a market rate of equity, given the current market for the purchase of tax credits. Therefore, no further review is required.

Nevertheless, my staff has conducted a detailed review of all development costs to determine that such costs are reasonable and to commit the least amount of public housing development funds necessary to make the proposed development financially feasible. Costs are within the Office of Public Housing's Total Development Cost Control and Safe Harbor Standards released by the Office of Public Housing Investments on April 9, 2003.

## **Financing Changes**

In the future, YHMA should report any changes in the Project's financing or use of funds to HUD. This Project is subject to additional subsidy layering review if:

- The Project's sources or uses of funds, as detailed in the attached Exhibit F project budget (Enclosure D), change by \$250,000 or by 10 percent of the amount previously disclosed, whichever is lower;
- Previously disclosed financial interests of persons or entities change by the lesser of \$50,000 or 10 percent of such interest;
- The annual tax credit allocation changes by more than 10 percent; or,
- The schedule of payment of tax credit equity is delayed from that disclosed in Attachment B.

YHMA or the ownership entity should send a letter informing HUD of the nature of the financing change along with HUD Form 2880 to the Office of Public Housing Investments within 30 days of the change. At that time, a determination will be made as to whether another subsidy layering review will be necessary.

## **Special Issues Applicable to This Project**

- The Declaration of Restrictive Covenants in favor of HUD shall be recorded in the first position and is superior to any use restriction placed on the property by a state or local governmental entity. In the event that either a state or local use restriction, in its current or amended form, conflicts with HUD's Declaration of Restrictive Covenants the terms of the HUD document shall control.
- This approval is conditioned upon YHMA's assurance that legal descriptions contained in the final evidentiary documents are the same as the descriptions contained in the draft pro-forma title policies revised December 13, 2007, and submitted to HUD as part of the preliminary evidentiary documents.
- The Non-Disturbance and Attornment Agreement has been executed and notarized by the Department and is enclosed for execution by the Owner at closing (Enclosure F). The executed document must be included in the final evidentiary binders.
- This approval does not include the evidentiary documents pertaining to the Community/Recreational Facility's construction and transfer to the City of Youngstown. Upon receipt of the following documents in an approvable format and the subsequent recordation of same, the Department will approve and release the funds associated with that portion of the HOPE VI Development.
  - Legal Opinion from the City of Youngstown outlining the specific source of the grant funds, the restrictions on those funds, the statute that restricts the City funds and that the granting out of these funds as specifically outlined in the Memorandum

- of Agreement between the City of Youngstown and YMHA cleanses the funds of those restrictions.
- Legal Opinion from YMHA that states that the specific transactions, as outlined in the Memorandum of Agreements between the City of Youngstown and YMHA is permissible under State law.
  - Revised Memorandum of Agreement regarding the Operation of the Recreational Facility ensuring 40 years of service provision to the Public Housing Residents, and clarification of the transfer of funds and their specific purpose.
  - Revised Memorandum of Agreement wherein the City of Youngstown grants YMHA funds clearly stating that this is not a reimbursement of funds already spent on the HOPE VI Development.
  - Revised Memorandum of Agreement between the City of Youngstown and YMHA wherein YMHA grants the funds back to the City of Youngstown ensuring that the funds are used for the operation of the recreational facility and the source of the funds from YMHA.
  - Revised City Ordinance clarifying the transaction.

### **Next Steps**

You may proceed to execute five copies of the Mixed-Finance Amendment for the Arlington Heights Rental II, Phase III project. All five copies must be executed by YHMA and then presented to this Office for execution. This Office will retain one copy for use and the other four copies will be returned to YHMA. YHMA should retain one copy and provide one copy to the Owner Entity. One copy should be returned to HUD with the final evidentiary binder, as noted below.

The Mixed-Finance Amendment assures that all 29 of the project's units are public housing units for all purposes including Operating Fund, and that the units will be eligible to receive operating subsidy. Consequently, the public housing units must be managed and operated in compliance with all public housing requirements.

After execution and recordation of the evidentiary documents, YHMA should provide HUD with one final and complete binder containing two-sided copies of all executed and recorded evidentiary materials for review and approval in addition to one CD-ROM containing all documents including an index. The final evidentiary binder and CD-ROM should be received within 30 days of the date of closing and sent to Ms. Shawn Sweet at the Cleveland Office of Public Housing. YMHA must include with the binder:

- the required opinions of counsel, together with a certification attesting that no changes to the evidentiary materials have been made since the documents were last submitted and approved by HUD, or if changes have been made, a list of all changes;
- a final title insurance policy that reflects the recordation of all liens, mortgages and encumbrances against the property, in the order approved by HUD and,
- one original copy of the executed Mixed-Finance Amendment.

Following receipt and approval of the final evidentiary binder, CD-ROM, and budget revision request, HOPE VI revitalization funds will be authorized for release to YMHA in the Line of Credit Control System ("LOCCS"), pursuant to Exhibit F of the Mixed Finance Amendment.

Congratulations on reaching this major milestone in the Arlington Heights project. If you have any questions, please contact Susan Zanghi, Financial Analyst, at (216) 522-4058 on extension 7192, or Shawn Sweet, Director, Finance and Facilities Management Division, at (216) 522-4058 on extension 7131.

Sincerely,



Thomas S. Marshall  
Director  
Cleveland Office of Public Housing

Enclosures:

- A – C: Subsidy Layering Analysis
- D: Mixed Finance Amendment
- E: TDC/HCC Analysis
- F: Non-Disturbance and Attornment Agreement

ATTACHMENT A

SUBSIDY LAYERING ANALYSIS SUMMARY

Project Name, Sponsor and Phase Information

Project: Arlington Heights Rental II
Sponsor: Youngstown Metropolitan Housing Authority (YMHA)
Phase: Three of Three

SUMMARY: Subsidy Layering Guideline Standards (Note A)	This Project	"Safe Harbor" Standard	Okay to Exceed "Safe Harbor" Standard?	"Ceiling" Standard
1. Builder/General Contractor Profit (from Rental Term Sheet)	6.0%	6.0%	NA	14% Gen Cond + OH&P
2. Developer Fee (from Rental Term Sheet)	11.0%	9.0%	Yes	12.0%
3. Syndication Expense (other than bridge loan, as % of proceeds)	1.1%	5.0%	NA	12.0%
4. Net Equity Proceeds (per dollar of LIHTC to project)	\$ 0.99	Market Price	NA	not less than "mkt rate"

Calculation of Net Equity Proceeds from Syndication (Guideline Standard 4)

(a) Gross LIHTC Equity Syndication Proceeds from Investor			
(i) Gross equity proceeds from investor (total from Attachment B)			\$ 4,807,209
(ii) Gross equity contribution per dollar of tax credit allocation to project =	\$ 0.95		
(b) Equity Proceeds Not Available for Project Uses			
(i) Bridge Financing Costs (on loans to be repaid by equity) (Note B)			
(A) Bridge loan interest		\$ 93,678	
(B) Bridge loan costs other than interest (lender legal, bank fees, etc.)		\$ -	
(ii) Other Syndication Fees and Expenses (Note C)			
(A) Ownership entity organizational and legal cost		\$ -	
(B) Syndication fees paid from gross syndication proceeds		\$ -	
(C) Tax credit fees (to LIHTC-awarding agency, etc.)		\$ 54,674	
(D) Other syndication fees and costs (accounting, cost certification, etc.)			
(E) Total deductions from equity syndication proceeds			(148,352)
(c) Adjustment for Early/Late Installments (calculation shown on Attachment C)			
(i) Gross equity syndication proceeds (from Attachment B):		\$4,807,209	
(ii) Adjusted to present value as of the placed-in-service date (from Attachment B) of:		12/31/2008	
(iii) By compounding (or discounting) early (or late) equity installments at annual interest rate		2.00%	
Use bridge loan int. rate (if applicable) or, say, "Prime" bank lending rate plus 2%.		(format: "X.XX%")	
(iv) Yields a net positive (negative) adjustment of:			341,560
(d) Present Value of Net Equity as of Place-In-Service Date			\$ 5,000,417
(e) Amount of Equity Contribution Per Dollar of Tax Credit to the Project			
(i) Net Equity Proceeds as of the Placed-in-Service Date (from 4.(d), above)			\$ 5,000,417
(ii) Enter amount of <u>annual</u> tax credit allocation (from tax credit award letter):		\$ 506,182	
(iii) Multiply by 10 (LIHTC award amount is annual allocation per year for 10 years)	X	10	
(iv) Equals total LIHTC allocation to project over 10 years:		\$ 5,061,820	
(v) Enter investor's ownership percentage:	X	99.80%	
(vi) Equals LIHTC allocation to the investor of:			5,051,696
(vi) Net proceeds, divided by LIHTC allocation to investor, yields net equity per dollar of =			\$ 0.99

Notes:

- A. These Cost Control and Safe Harbor Standards for Rental Mixed-Finance Development are issued by the HUD Office of Public Housing Investments (OPHI) in accordance with 24 CFR part 4.13. They incorporate Revised Subsidy Layering Guidelines published in the Federal Register December 15, 1994, and are subject to review and/or modification by OPHI. The current Cost Control and Safe Harbor Standards are available at [www.hud.gov/hopevi](http://www.hud.gov/hopevi).
- B. Analysis must confirm that only reasonable, market-rate bridge loan interest and costs are recognized (to avoid excess profits that may result when loans are not negotiated through arm's-length transactions).
- C. Syndication expenses are total costs (other than bridge loan interest and costs) incurred by the owner in obtaining cash for the sale of tax credits to investors. Include only those expenses incurred because of the extraordinary legal, organizational and accounting services and activities associated with utilizing tax credits.

**ATTACHMENT B**

**SYNDICATION PROCEEDS**

**Project: Arlington Heights Rental II**

**Phase: Three of Three**

Placed-in-Service Date: format: mm/dd/yyyy  
12/31/2008  
(Use the projected or estimated date of receipt of the final Certificate(s) of Occupancy for the project units.)

Source of Installment information:

Rental Term Sheet

Equity Installment Number	Months	Equity Installment Dollar Amount	Expected Date of Installment (mm/dd/yyyy)
1	Number of Months Before the Placed-in-Service Date: 12	\$ 511,642	12/31/2007
2	Number of Months Before the Placed-in-Service Date: 108	\$ 2,089,502	12/31/1999
3	Number of Months Before the Placed-in-Service Date: 7	\$ 573,064	5/30/2008
4	Number of Months Before the Placed-in-Service Date: 2	\$ 480,330	10/31/2008
5	Number of Months After the Placed-in-Service Date: 15	\$ 167,608	4/15/2010
6	Number of Months After the Placed-in-Service Date: 27	\$ 166,006	4/15/2011
7	Number of Months After the Placed-in-Service Date: 39	\$ 136,510	4/15/2012
8	Number of Months After the Placed-in-Service Date: 51	\$ 136,510	4/15/2013
9	Number of Months After the Placed-in-Service Date: 63	\$ 136,510	4/15/2014
10	Number of Months After the Placed-in-Service Date: 75	\$ 136,510	4/15/2015
11	Number of Months After the Placed-in-Service Date: 87	\$ 136,510	4/15/2016
12	Number of Months After the Placed-in-Service Date: 99	\$ 136,507	4/15/2017
<b>Total of All Equity Installments</b>		<b>\$ 4,807,209</b>	

# ATTACHMENT C

## EQUITY INSTALLMENTS -- PRESENT VALUE ADJUSTMENTS

Summary of adjustments to equity instalments: compounding of early installments and discounting of late installments (relative to the "placed-in-service" date of the project).

Placed-in-Service Date: 12/31/08  
 Compounding/Discounting Rate: 2.00%

Project: Arlington Heights Rental II

Phase: Three of Three

Equity Installment Number	Equity Installment Amount	Present Value of Installments as of the Placed-in- Service Date	Installment Value Increase (Decrease)
1	\$ 511,642	\$ 521,969	\$ 10,327
2	2,089,502	2,501,213	411,711
3	573,064	579,783	6,719
4	480,330	481,932	1,602
5	167,608	163,473	(4,135)
6	166,006	158,707	(7,299)
7	136,510	127,926	(8,584)
8	136,510	122,914	(13,596)
9	136,510	120,482	(16,028)
10	136,510	118,098	(18,412)
11	136,507	115,759	(20,748)
12			0
<b>Total</b>	<b>\$ 4,670,699</b>	<b>\$ 5,012,259</b>	<b>\$ 341,560</b>



OFFICE OF PUBLIC HOUSING

U.S. Department of Housing and Urban Development

Cleveland Area Office, Region V – Midwest Region  
U.S. Bank Centre Building  
1350 Euclid Avenue, Suite 500  
Cleveland, OH 44115-1815

**DEC 26 2007**

Mr. Michael Krause  
Interim Executive Director  
Youngstown Metropolitan Housing Authority  
131 West Boardman Street  
Youngstown, Ohio 44503

**SUBJECT:** Approval of Proposal and Evidentiaries for HOPE VI Revitalization Grant  
OH12URD002I102, Arlington Heights, Phase III, Arlington Heights Rental II  
Development No. OH002-027

Dear Mr. Krause:

The Department of Housing and Urban Development (“HUD”) hereby approves the Rental Term Sheet and Supplemental Submissions that comprise the Mixed-Finance Proposal for Arlington Heights Rental II, submitted by the Youngstown Metropolitan Housing Authority (“YMHA”). The initial submission of the Mixed-Finance Proposal for Arlington Heights Rental II, Phase III, together with all the revised and supplemental submissions through December 18, 2007, (“Proposal”), satisfies the requirements set forth in 24 CFR 941, subpart F. This approval is subject to the conditions contained in this letter.

In addition, HUD hereby approves the form of evidentiary documents submitted by YMHA through December 18, 2007 for Arlington Heights Rental II, Phase III, as described in Exhibit E of the Mixed-Finance Amendment to the Consolidated Annual Contributions Contract (“Mixed-Finance Amendment”). As YMHA has satisfied the requirements of 24 CFR 941, subpart F, HUD hereby authorizes YMHA to have all evidentiary documents executed and recorded as necessary. Upon execution by the appropriate parties, the documents to be recorded must be filed for record in the order approved by HUD. The Declaration of Trust and Restrictive Covenants must be recorded first.

**Project Structure**

YMHA is constructing a total of 29 units on-site in the North Side of Youngstown. The units consist of 29 public housing/low income housing tax credit units:

Unit Type	1BR	2BR	3BR	Total
Semi-Detached Public Housing/LIHTC	0	0	29	29
<b>Total Units</b>	<b>0</b>	<b>0</b>	<b>29</b>	<b>29</b>

The ownership entity is Arlington Heights Housing Partnership II, L.P. The Managing General Partner is Pennrose GP, LLC with .03656% interest; the Administrative General Partner is Ralph A. Falbo, Inc., with a .01875% interest; the Special General Partner is Steel Valley Housing Corporation, a wholly owned affiliate of YMHA, with a .025 % interest; and Raindrop, LLC, which is a Special Limited Partner of the General Partner with a .01969 % interest. In total, the General Partner will have a .1% interest in the owner entity.

In addition, this phase also includes a community recreational facility. Ownership of the facility will revert back to the City of Youngstown after completion of all improvements and will be maintained as a recreation facility for the City of Youngstown.

Ohio Equity Fund for Housing Limited Partnership XVI is an Ohio Limited Partnership and will serve as the limited partner and will hold a 99.9% interest in the owner entity. The Management Company is Pennrose Management Company. The Master Developer of the project is a joint venture between Pennrose Properties, LLC, a Pennsylvania Limited Liability Company and Ralph A. Falbo, Inc., a Pennsylvania Corporation.

### **Project Construction Financing**

As shown in Exhibit F of Enclosure D, the total construction financing is \$7,018,414. Construction financing consists of a HOPE VI loan of \$750,000, \$2,601,143 of Low Income Tax Credit Equity, a direct loan from Ohio Housing Finance Agency ("OHFA") of \$1,000,000, a HOPE VI Capital Contribution of \$2,417,270 through Steel Valley Housing Corporation, a YMHA affiliate and \$250,000 of HDAP funds.

In addition, YMHA utilized \$2,738,936 in HOPE VI funds, and \$98,759 in YMHA program income funds, to pay for costs attributable to Housing Authority administration, program management, community and supportive services, and construction of the community/recreational facility. Additionally, \$310,000 in CDBG funds are being utilized to pay for costs attributable to the community/recreational facility.

### **Project Permanent Financing**

As shown in Exhibit F of Enclosure D, the total permanent financing is \$8,224,479. Permanent financing consists of a HOPE VI loan of \$750,000, \$4,807,209 of Low Income Tax Credit Equity, a direct loan from Ohio Capital Corporation for Housing ("OCCH") of \$1,000,000, a HOPE VI Capital Contribution of \$2,417,270 through Steel Valley Housing Corporation, a YMHA affiliate and \$250,000 of HDAP funds. The equity bridge loan will be repaid from the Tax Credit Equity over a ten year period.

In addition, YMHA utilized \$2,738,936 in HOPE VI funds, and \$132,646 in YMHA program income funds, to pay for costs attributable to Housing Authority administration, program

management, community and supportive services, and construction of the community/recreational facility. Additionally, \$310,000 in CDBG funds are being utilized to pay for costs attributable to the community/recreational facility.

Lastly, the Project has received a \$506,182 allocation of Low-Income Housing Tax Credits (“LIHTCs”) that is being sold to the limited partner in exchange for \$4,807,209 in equity that will be invested in the Project.

### **Total Development Cost Limits**

The budget for the Project, which is included as Exhibit F of Enclosure D, results in a Total Development Cost (“TDC”) that is within the TDC and Housing Cost Cap (“HCC”) limits imposed on public housing development projects in the City of Youngstown, as specified in HUD Notice PIH 2007-19. The project costs are at 78.35 percent of the TDC limit and 48.24 percent of the HCC limit (Enclosure E).

### **Subsidy Layering Review**

This Project has been reviewed using the subsidy layering guidelines published in the Federal Register on February 25, 1994. These guidelines state that a project receiving HUD assistance and LIHTCs is not subject to further review if its proposed syndication results in net proceeds of greater than 51 cents per dollar of tax credit allocation. If a project receives 51 cents or less, it is subject to review of its development costs, particularly builder's profit, development fees, and syndication costs as a percentage of total development costs.

We completed our analysis using \$5,061,820, the amount of tax credits available to the Project subject to the 15-year tax credit compliance period, and \$4,807,209 the amount of equity to be invested in the Project. Our review indicates that the Project will receive gross syndication proceeds of 95 cents per dollar of tax credit allocation ( $\$4,807,209 / \$5,061,820$ ), and net syndication proceeds of 99 cents per dollar of tax credit allocation ( $\$5,000,417 / \$5,061,820$ ). To calculate the discounted net proceeds, we have taken the gross syndication proceeds and subtracted tax credit fees and other expenses relevant to completing the tax credit syndication, compounded equity installments received prior to the Project’s Placed-in-Service Date and discounted installments received after this date (Enclosures A-C). We then divided this number by the tax credits allocated to the limited partner. The Project exceeds the threshold of 51 cents per dollar of tax credit allocation and represents a market rate of equity, given the current market for the purchase of tax credits. Therefore, no further review is required.

Nevertheless, my staff has conducted a detailed review of all development costs to determine that such costs are reasonable and to commit the least amount of public housing development funds necessary to make the proposed development financially feasible. Costs are within the Office of Public Housing’s Total Development Cost Control and Safe Harbor Standards released by the Office of Public Housing Investments on April 9, 2003.

## Financing Changes

In the future, YHMA should report any changes in the Project's financing or use of funds to HUD. This Project is subject to additional subsidy layering review if:

- The Project's sources or uses of funds, as detailed in the attached Exhibit F project budget (Enclosure D), change by \$250,000 or by 10 percent of the amount previously disclosed, whichever is lower;
- Previously disclosed financial interests of persons or entities change by the lesser of \$50,000 or 10 percent of such interest;
- The annual tax credit allocation changes by more than 10 percent; or,
- The schedule of payment of tax credit equity is delayed from that disclosed in Attachment B.

YHMA or the ownership entity should send a letter informing HUD of the nature of the financing change along with HUD Form 2880 to the Office of Public Housing Investments within 30 days of the change. At that time, a determination will be made as to whether another subsidy layering review will be necessary.

## Special Issues Applicable to This Project

- The Declaration of Restrictive Covenants in favor of HUD shall be recorded in the first position and is superior to any use restriction placed on the property by a state or local governmental entity. In the event that either a state or local use restriction, in its current or amended form, conflicts with HUD's Declaration of Restrictive Covenants the terms of the HUD document shall control.
- This approval is conditioned upon YHMA's assurance that legal descriptions contained in the final evidentiary documents are the same as the descriptions contained in the draft pro-forma title policies revised December 13, 2007, and submitted to HUD as part of the preliminary evidentiary documents.
- The Non-Disturbance and Attornment Agreement has been executed and notarized by the Department and is enclosed for execution by the Owner at closing (Enclosure F). The executed document must be included in the final evidentiary binders.
- This approval does not include the evidentiary documents pertaining to the Community/Recreational Facility's construction and transfer to the City of Youngstown. Upon receipt of the following documents in an approvable format and the subsequent recordation of same, the Department will approve and release the funds associated with that portion of the HOPE VI Development.
  - Legal Opinion from the City of Youngstown outlining the specific source of the grant funds, the restrictions on those funds, the statute that restricts the City funds and that the granting out of these funds as specifically outlined in the Memorandum

- of Agreement between the City of Youngstown and YMHA cleanses the funds of those restrictions.
- Legal Opinion from YMHA that states that the specific transactions, as outlined in the Memorandum of Agreements between the City of Youngstown and YMHA is permissible under State law.
  - Revised Memorandum of Agreement regarding the Operation of the Recreational Facility ensuring 40 years of service provision to the Public Housing Residents, and clarification of the transfer of funds and their specific purpose.
  - Revised Memorandum of Agreement wherein the City of Youngstown grants YMHA funds clearly stating that this is not a reimbursement of funds already spent on the HOPE VI Development.
  - Revised Memorandum of Agreement between the City of Youngstown and YMHA wherein YMHA grants the funds back to the City of Youngstown ensuring that the funds are used for the operation of the recreational facility and the source of the funds from YMHA.
  - Revised City Ordinance clarifying the transaction.

### **Next Steps**

You may proceed to execute five copies of the Mixed-Finance Amendment for the Arlington Heights Rental II, Phase III project. All five copies must be executed by YHMA and then presented to this Office for execution. This Office will retain one copy for use and the other four copies will be returned to YHMA. YHMA should retain one copy and provide one copy to the Owner Entity. One copy should be returned to HUD with the final evidentiary binder, as noted below.

The Mixed-Finance Amendment assures that all 29 of the project's units are public housing units for all purposes including Operating Fund, and that the units will be eligible to receive operating subsidy. Consequently, the public housing units must be managed and operated in compliance with all public housing requirements.

After execution and recordation of the evidentiary documents, YHMA should provide HUD with one final and complete binder containing two-sided copies of all executed and recorded evidentiary materials for review and approval in addition to one CD-ROM containing all documents including an index. The final evidentiary binder and CD-ROM should be received within 30 days of the date of closing and sent to Ms. Shawn Sweet at the Cleveland Office of Public Housing. YMHA must include with the binder:

- the required opinions of counsel, together with a certification attesting that no changes to the evidentiary materials have been made since the documents were last submitted and approved by HUD, or if changes have been made, a list of all changes;
- a final title insurance policy that reflects the recordation of all liens, mortgages and encumbrances against the property, in the order approved by HUD and,
- one original copy of the executed Mixed-Finance Amendment.

Following receipt and approval of the final evidentiary binder, CD-ROM, and budget revision request, HOPE VI revitalization funds will be authorized for release to YMHA in the Line of Credit Control System ("LOCCS"), pursuant to Exhibit F of the Mixed Finance Amendment.

Congratulations on reaching this major milestone in the Arlington Heights project. If you have any questions, please contact Susan Zanghi, Financial Analyst, at (216) 522-4058 on extension 7192, or Shawn Sweet, Director, Finance and Facilities Management Division, at (216) 522-4058 on extension 7131.

Sincerely,



Thomas S. Marshall  
Director  
Cleveland Office of Public Housing

Enclosures:

- A – C: Subsidy Layering Analysis
- D: Mixed Finance Amendment
- E: TDC/HCC Analysis
- F: Non-Disturbance and Attornment Agreement

ATTACHMENT A

SUBSIDY LAYERING ANALYSIS SUMMARY

Project Name, Sponsor and Phase Information

Project: Arlington Heights Rental II
Sponsor: Youngstown Metropolitan Housing Authority (YMHA)
Phase: Three of Three

SUMMARY: Subsidy Layering Guideline Standards (Note A)	This Project	"Safe Harbor" Standard	Okay to Exceed "Safe Harbor" Standard?	"Ceiling" Standard
1. Builder/General Contractor Profit (from Rental Term Sheet)	6.0%	6.0%	NA	14% Gen Cond + OH&P
2. Developer Fee (from Rental Term Sheet)	11.0%	9.0%	Yes	12.0%
3. Syndication Expense (other than bridge loan, as % of proceeds)	1.1%	5.0%	NA	12.0%
4. Net Equity Proceeds (per dollar of LIHTC to project)	\$ 0.99	Market Price	NA	not less than "mkt rate"

Calculation of Net Equity Proceeds from Syndication (Guideline Standard 4)

(a) Gross LIHTC Equity Syndication Proceeds from Investor			
(i) Gross equity proceeds from investor (total from Attachment B)			\$ 4,807,209
(ii) Gross equity contribution per dollar of tax credit allocation to project =	\$ 0.95		
(b) Equity Proceeds Not Available for Project Uses			
(i) Bridge Financing Costs (on loans to be repaid by equity) (Note B)			
(A) Bridge loan interest		\$ 93,678	
(B) Bridge loan costs other than interest (lender legal, bank fees, etc.)		\$ -	
(ii) Other Syndication Fees and Expenses (Note C)			
(A) Ownership entity organizational and legal cost		\$ -	
(B) Syndication fees paid from gross syndication proceeds		\$ -	
(C) Tax credit fees (to LIHTC-awarding agency, etc.)		\$ 54,674	
(D) Other syndication fees and costs (accounting, cost certification, etc.)			
(E) Total deductions from equity syndication proceeds			(148,352)
(c) Adjustment for Early/Late Installments (calculation shown on Attachment C)			
(i) Gross equity syndication proceeds (from Attachment B):		\$4,807,209	
(ii) Adjusted to present value as of the placed-in-service date (from Attachment B) of:		12/31/2008	
(iii) By compounding (or discounting) early (or late) equity installments at annual interest rate		2.00%	
Use bridge loan int. rate (if applicable) or, say, "Prime" bank lending rate plus 2%.		(format: "X.XX%")	
(iv) Yields a net positive (negative) adjustment of:			341,560
(d) Present Value of Net Equity as of Place-In-Service Date			\$ 5,000,417
(e) Amount of Equity Contribution Per Dollar of Tax Credit to the Project			
(i) Net Equity Proceeds as of the Placed-in-Service Date (from 4.(d), above)			\$ 5,000,417
(ii) Enter amount of <u>annual</u> tax credit allocation (from tax credit award letter):		\$ 506,182	
(iii) Multiply by 10 (LIHTC award amount is annual allocation per year for 10 years)	X	10	
(iv) Equals total LIHTC allocation to project over 10 years:		\$ 5,061,820	
(v) Enter investor's ownership percentage:	X	99.80%	
(vi) Equals LIHTC allocation to the investor of:			5,051,696
(vi) Net proceeds, divided by LIHTC allocation to investor, yields net equity per dollar of =			\$ 0.99

Notes:

- A. These Cost Control and Safe Harbor Standards for Rental Mixed-Finance Development are issued by the HUD Office of Public Housing Investments (OPHI) in accordance with 24 CFR part 4.13. They incorporate Revised Subsidy Layering Guidelines published in the Federal Register December 15, 1994, and are subject to review and/or modification by OPHI. The current Cost Control and Safe Harbor Standards are available at [www.hud.gov/hopevi](http://www.hud.gov/hopevi).
- B. Analysis must confirm that only reasonable, market-rate bridge loan interest and costs are recognized (to avoid excess profits that may result when loans are not negotiated through arm's-length transactions).
- C. Syndication expenses are total costs (other than bridge loan interest and costs) incurred by the owner in obtaining cash for the sale of tax credits to investors. Include only those expenses incurred because of the extraordinary legal, organizational and accounting services and activities associated with utilizing tax credits.

**ATTACHMENT B**

**SYNDICATION PROCEEDS**

**Project: Arlington Heights Rental II**

**Phase: Three of Three**

Placed-in-Service Date: format: mm/dd/yyyy  
12/31/2008  
(Use the projected or estimated date of receipt of the final Certificate(s) of Occupancy for the project units.)

Source of Installment Information:  
Rental Term Sheet

Equity Installment Number	Months	Equity Installment Dollar Amount	Expected Date of Installment (mm/dd/yyyy)
1	Number of Months Before the Placed-in-Service Date: 12	\$ 511,642	12/31/2007
2	Number of Months Before the Placed-in-Service Date: 108	\$ 2,089,502	12/31/1999
3	Number of Months Before the Placed-in-Service Date: 7	\$ 573,064	5/30/2008
4	Number of Months Before the Placed-in-Service Date: 2	\$ 480,330	10/31/2008
5	Number of Months After the Placed-in-Service Date: 15	\$ 167,608	4/15/2010
6	Number of Months After the Placed-in-Service Date: 27	\$ 166,006	4/15/2011
7	Number of Months After the Placed-in-Service Date: 39	\$ 136,510	4/15/2012
8	Number of Months After the Placed-in-Service Date: 51	\$ 136,510	4/15/2013
9	Number of Months After the Placed-in-Service Date: 63	\$ 136,510	4/15/2014
10	Number of Months After the Placed-in-Service Date: 75	\$ 136,510	4/15/2015
11	Number of Months After the Placed-in-Service Date: 87	\$ 136,510	4/15/2016
12	Number of Months After the Placed-in-Service Date: 99	\$ 136,507	4/15/2017
<b>Total of All Equity Installments</b>		<b>\$ 4,807,209</b>	

# ATTACHMENT C

## EQUITY INSTALLMENTS -- PRESENT VALUE ADJUSTMENTS

Summary of adjustments to equity installments: compounding of early installments and discounting of late installments (relative to the "placed-in-service" date of the project).

Placed-in-Service Date: 12/31/08  
 Compounding/Discounting Rate: 2.00%

Project: Arlington Heights Rental II

Phase: Three of Three

Equity Installment Number	Equity Installment Amount	Present Value of Installments as of the Placed-in- Service Date	Installment Value Increase (Decrease)
1	\$ 511,642	\$ 521,969	\$ 10,327
2	2,089,502	2,501,213	411,711
3	573,064	579,783	6,719
4	480,330	481,932	1,602
5	167,608	163,473	(4,135)
6	166,006	158,707	(7,299)
7	136,510	127,926	(8,584)
8	136,510	122,914	(13,596)
9	136,510	120,482	(16,028)
10	136,510	118,098	(18,412)
11	136,507	115,759	(20,748)
12			0
<b>Total</b>	<b>\$ 4,670,699</b>	<b>\$ 5,012,259</b>	<b>\$ 341,560</b>



OFFICE OF PUBLIC HOUSING

**U.S. Department of Housing and Urban Development**

Cleveland Area Office, Region V – Midwest Region  
 U.S. Bank Centre Building  
 1350 Euclid Avenue, Suite 500  
 Cleveland, OH 44115-1815

**APR 25 2007**

Ms. Eugenia C. Atkinson  
 Executive Director  
 Youngstown Metropolitan Housing Authority  
 131 West Boardman Street  
 Youngstown, OH 44503-1399

Subject: Arlington Heights HOPE VI Revitalization Plan  
 Grant Number OH12URD002I102

Dear Ms. Atkinson:

The Department is in receipt of, and hereby approves, the Youngstown Metropolitan Housing Authority's ("YMHA") request to revise the Revitalization Plan ("RP") for the Arlington Heights HOPE VI Grant.

In its April 4, 2007 revision request, YMHA outlined the need to add an additional public housing unit to Phase III due to the tax credit award from the Ohio Housing Finance Agency. Even with the additional unit, YMHA will still be below the development caps. This revision request will add one public housing unit to the final phase of the development as follows:

Phase/Description	PII/ LIHTC	LIHTC Only	Market Rate	Affordable HO	Total Units
Choice Elderly and Scattered Site	0	72	6	0	78*
RHF (Public Housing)	32	0	0	0	32
1 – Homeownership (On-Site)	0	0	0	30	30
2 – Rental (On-Site & Off-Site)	46	0	0	0	46
3 – Rental (Off-Site)	29	0	0	0	29
4 – Recreational Facility (On-Site & Off-Site)	N/A	N/A	N/A	N/A	N/A
5 – Commercial/Retail (Off-Site)	N/A	N/A	N/A	N/A	N/A
<b>Total Units</b>	<b>107</b>	<b>72</b>	<b>6</b>	<b>30</b>	<b>215</b>

\* These units reflect the CHOICE elderly building and scattered site houses within the revitalization area. No HOPE VI funds were used in the construction of these units, but they were included in the original application; therefore, HUD continues to track these units in the Quarterly Reporting System.

The first phase will include thirty units of affordable homeownership. The second phase includes forty-six public housing/tax credit units. The third phase will now include twenty-nine public housing/tax credit units. The fourth phase includes the recreational building and park

facilities. The fifth phase includes the commercial/retail component. The infrastructure work for the four street extensions; the creation of an alleyway, transforming Wirt Street into a boulevard through installation of planted median strips; and the resurfacing of two streets have been included in the respective phase closings.

We look forward to working with YMHA towards the successful completion of the Arlington Heights HOPE VI Grant. If you have any questions regarding the matter, please contact Susan Zanghi at (216) 522-4058 on extension 7192 or Shawn Sweet on extension 7131.

Sincerely,



Thomas S. Marshall  
Director  
Cleveland Office of Public Housing



OFFICE OF PUBLIC HOUSING

U.S. Department of Housing and Urban Development

Cleveland Area Office, Region V – Midwest Region  
U.S. Bank Centre Building  
1350 Euclid Avenue, Suite 500  
Cleveland, OH 44115-1815



MAR 18 2005

Ms. Eugenia C. Atkinson  
Executive Director  
Youngstown Metropolitan Housing Authority  
131 West Boardman Street  
Youngstown, OH 44503-1399

Subject: Arlington Heights HOPE VI Revitalization Plan  
Grant Number OH12URD0021102

Dear Ms. Atkinson:

The Department is in receipt of, and hereby approves, the Youngstown Metropolitan Housing Authority's (YMHA) request to revise the Revitalization Plan (RP) for the Arlington Heights HOPE VI Grant.

In its December 10, 2004 revision request, YMHA provided a comprehensive analysis of the reasons a revision is necessary. A summary of those reasons include:

- Construction costs have increased since the HOPE VI application was submitted in December 2002;
- The market rate homeownership units will cost \$172,000 to build, but the Youngstown housing market will only bear a selling price of about \$80,000. As a result the project can no longer afford to build market rate homeownership units;
- The City of Youngstown cut its commitment to the project down from \$4,000,000 to \$2,000,000;
- The soils condition is such that an additional \$8,000 per affected unit is required;
- The Federal Home Loan Bank did not approve the application for \$650,000 in Affordable Housing Program funds; and
- The project cannot afford the acquisition of owner-occupied dwellings, because the relocation process is much more expensive than originally budgeted.

In order to address a large funding gap caused by these updated cost projections and loss of anticipated funding, YMHA is proposing to realign the units in the project. The realignment will maintain the same number of public housing replacement units. YMHA requested, and HUD is approving, the following changes to the RP:

- Elimination of 26 market rate homeownership units;
- Reduction of the cost of acquisition by building more units on the HOPE VI site where the market rate homeownership units were previously slated;

- Removal of some nonessential road/alley work: i) the alleyway and street extension planned on the west side of Wirt Boulevard will be cut from the plan, ii) the creation of Wirt Boulevard will now only extend to Lexington Street, and iii) the existing infrastructure in the park and commercial phases will be resurfaced instead of replaced;
- Conversion of 32 affordable homeownership units to ACC/LIHTC units;
- Elimination of the MLK school building conversion to a community service center;
- Redesign of the outdoor recreational facility, deleting the golf facility (which would be built if YMHA receives funding sometime in the future); and
- Reduction of the amount of site work on the proposed community space.

In essence, YMHA will maintain the same number of affordable units (136) but in the configuration of more affordable rental and fewer affordable homeownership units. The 136 units will consist of 74 Public Housing/LIHTC units, 30 Affordable Homeownership units and 32 Public Housing units constructed with RHF funds.

The original RP included 240 units in the following configuration:

Income Tier	Rental Units	Homeownership Units	Total
Public Housing/LIHTC	42	--	42
Affordable	--	62	62
Public Housing (RHF)	32	--	32
LIHTC	*72	--	72
Market	*6	26	32
Total	152	88	240

\* These units reflect the CHOICE elderly building and scattered site houses within the revitalization area. No HOPE VI funds were used in the construction of these units, but they were included in the original application; therefore, HUD continues to track these units in the Quarterly Reporting System.

The new unit configuration is as follows:

Income Tier	Rental Units	Homeownership Units	Total
Public Housing/LIHTC	74	--	74
Affordable	--	30	30
Public Housing (RHF)	32	--	32
LIHTC	*72	--	72
Market	*6	--	6
Total	184	30	214

\* These units reflect the CHOICE elderly building and scattered site houses within the revitalization area. No HOPE VI funds were used in the construction of these units, but they were included in the original application; therefore, HUD continues to track these units in the Quarterly Reporting System.

These changes in the Revitalization Plan also result in a modification of the existing phases. Under the new plan there will be six phases. The first phase includes thirty units of affordable homeownership. The second phase includes thirty-six public housing/tax credit units. The third phase includes thirty-eight public housing/tax credit units. The fourth phase includes the

recreational building and park facilities. The fifth phase includes the commercial/retail component. The sixth phase is the infrastructure work for the four street extensions; the creation of an alleyway, transforming Wirt Street into a boulevard through installation of planted median strips, and the resurfacing of two streets. These changes will necessitate revisions to be made to the phase descriptions in the Quarterly Reporting System; however, the Locked Checkpoints for these phases will remain the same.

Approval of this revision to the RP does not constitute approval of the phase budgets included in the submission. Each phase budget will be reviewed and approved separately during their respective closing process.

We look forward to working with YMHA towards the successful completion of the Arlington Heights HOPE VI Grant. If you have any questions regarding the matter, please contact Susan Zanghi at (216) 522-4058 on extension 7192 or Shawn Sweet on extension 7131.

Sincerely,

A handwritten signature in black ink that reads "Thomas S. Marshall". The signature is written in a cursive style with a large, prominent initial "T".

Thomas S. Marshall  
Director  
Cleveland Office of Public Housing

# Request for Release of Funds and Certification

U.S. Department of Housing and Urban Development  
Office of Community Planning and Development

OMB No. 2506-0087  
(exp. 3/31/2011)

This form is to be used by Responsible Entities and Recipients (as defined in 24 CFR 58.2) when requesting the release of funds, and requesting the authority to use such funds, for HUD programs identified by statutes that provide for the assumption of the environmental review responsibility by units of general local government and States. Public reporting burden for this collection of information is estimated to average 36 minutes per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. This agency may not conduct or sponsor, and a person is not required to respond to, a collection of information unless that collection displays a valid OMB control number.

Part 1. Program Description and Request for Release of Funds (to be completed by Responsible Entity)		
1. Program Title(s) Capital Fund	2. HUD/State Identification Number OH002	3. Recipient Identification Number (optional)
4. OMB Catalog Number(s) 14.872	5. Name and address of responsible entity City of Youngstown Community Development Administration 9 West Front Street Youngstown, Ohio 44503	
6. For information about this request, contact (name & phone number) Clifford Scott (330) 744-2161 ext. 240	7. Name and address of recipient (if different than responsible entity) Youngstown Metropolitan Housing Authority 131 West Boardman Street Youngstown, Ohio 44503	
8. HUD or State Agency and office unit to receive request Cleveland, Ohio Office		

The recipient(s) of assistance under the program(s) listed above requests the release of funds and removal of environmental grant conditions governing the use of the assistance for the following

9. Program Activity(ies)/Project Name(s) Asset Management Projects (AMP) 1-7 owned by the Youngstown Metropolitan Housing Authority	10. Location (Street address, city, county, State) Various locations throughout Mahoning County, Ohio.
--	---

11. Program Activity/Project Description

The Youngstown Metropolitan Housing Authority's (YMHA) annual capital fund program and related activities. The described program activities call for the improvement and/or repair of existing YMHA properties. As such, those activities are exempt, either categorically or otherwise, pursuant to 24 CFR parts 58.34 and 58.35 from the environmental review requirements and an environmental impact statement need not be prepared.

Any project not exempt from the applicable requirements will have an environmental impact statement prepared prior to the commencement of construction activities and will be otherwise required to comply with the applicable notice and other provisions of 24 CFR part 58.

## Exhibit G

**Part 2. Environmental Certification (to be completed by responsible entity)**

With reference to the above Program Activity(ies)/Project(s), I, the undersigned officer of the responsible entity, certify that:

1. The responsible entity has fully carried out its responsibilities for environmental review, decision-making and action pertaining to the project(s) named above.
2. The responsible entity has assumed responsibility for and complied with and will continue to comply with, the National Environmental Policy Act of 1969, as amended, and the environmental procedures, permit requirements and statutory obligations of the laws cited in 24 CFR 58.5; and also agrees to comply with the authorities in 24 CFR 58.6 and applicable State and local laws.
3. After considering the type and degree of environmental effects identified by the environmental review completed for the proposed project described in Part 1 of this request, I have found that the proposal  did  did not require the preparation and dissemination of an environmental impact statement.
4. The responsible entity has disseminated and/or published in the manner prescribed by 24 CFR 58.43 and 58.55 a notice to the public in accordance with 24 CFR 58.70 and as evidenced by the attached copy (copies) or evidence of posting and mailing procedure.
5. The dates for all statutory and regulatory time periods for review, comment or other action are in compliance with procedures and requirements of 24 CFR Part 58.
6. In accordance with 24 CFR 58.71(b), the responsible entity will advise the recipient (if different from the responsible entity) of any special environmental conditions that must be adhered to in carrying out the project.

As the duly designated certifying official of the responsible entity, I also certify that:

7. I am authorized to and do consent to assume the status of Federal official under the National Environmental Policy Act of 1969 and each provision of law designated in the 24 CFR 58.5 list of NEPA-related authorities insofar as the provisions of these laws apply to the HUD responsibilities for environmental review, decision-making and action that have been assumed by the responsible entity.
8. I am authorized to and do accept, on behalf of the recipient personally, the jurisdiction of the Federal courts for the enforcement of all these responsibilities, in my capacity as certifying officer of the responsible entity.

Signature of Certifying Officer of the Responsible Entity	Title of Certifying Officer
X	Date signed
Address of Certifying Officer	

**Part 3. To be completed when the Recipient is not the Responsible Entity**

The recipient requests the release of funds for the programs and activities identified in Part 1 and agrees to abide by the special conditions, procedures and requirements of the environmental review and to advise the responsible entity of any proposed change in the scope of the project or any change in environmental conditions in accordance with 24 CFR 58.71(b).

Signature of Authorized Officer of the Recipient	Title of Authorized Officer
x Jay Williams 	Mayor, City of Youngstown
	Date signed

Warning: HUD will prosecute false claims and statements. Conviction may result in criminal and/or civil penalties. (18 U.S.C. 1001, 1010, 1012; 31 U.S.C. 3729, 3802)