PHA 5-Year and Annual Plan	U.S. Department of Housing and Urban Development Office of Public and Indian Housing	OMB No. 2577-0226 Expires 4/30/2011

1.0 PHA Information

PHA Name: ***Housing Authority of the City of Encinitas*** PHA Code: ***CA155***

PHA Type: ☑ ***Small*** ☑ ***High Performing*** ☐ Standard ☑ ***HCV (Section 8)***

PHA Fiscal Year Beginning:

2.0 Inventory (based on ACC units at time of FY beginning in 1.0 above)

Number of PH units: _____ Number of HCV units: ***136***

3.0 Submission Type

☑ ***5-Year and Annual Plan*** ☐ Annual Plan Only ☐ 5-Year Plan Only

4.0 PHA Consortia ***(Not Applicable)*** ☐ PHA Consortia: (Check box if submitting a joint Plan and complete table below.)

Participating PHAs	PHA Code	Program(s) Included in the Consortia	Programs Not in the Consortia	No. of Units in Each Program	
				PH	HCV
PHA 1:					
PHA 2:					
PHA 3:					

5.0 5-Year Plan. Complete items 5.1 and 5.2 only at 5-Year Plan update.

5.1 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 for the next five years:

The Housing Authority of the City of Encinitas's (EHA) mission statement is: "To promote adequate and affordable housing, economic opportunity, and a suitable living environment for Encinitas residents of all income levels." Specific to lower income families, the EHA shall maximize available resources in providing decent, safe, and affordable housing to eligible households.

5.2 Goals and Objectives. Identify the PHA's quantifiable goals and objectives that will enable the PHA to serve the needs of low-income and very low-income, and extremely low-income families for the next five years. Include a report on the progress the PHA has made in meeting the goals and objectives described in the previous 5-Year Plan.

FY2010-15 Goals and Objectives

Goal: ***Manage the EHA's existing Section 8 program in an efficient and effective manner***

Objectives: ***Maintain no less than a 95% utililization rate for available vouchers or budget authority***

Achieve a 98% utilization rate during the five-year period

Achieve a high performer rating during the five-year period

Goal: ***Expand the quantity and quality of housing choices to participants***

Objectives: ***Develop and implement complementary program(s) to the Section 8 Housing Choice Voucher program***

Achieve a 95% occupancy rate for EHA owned units

Apply for any available housing choice vouchers or funding, when available

Goal: ***Ensure Fair Housing and Equal Opportunity***

Objectives: ***Continue funding of Fair Housing administration for the EHA***

Participate in annual Fair Housing events that promote and further fair housing awareness

Goal: ***Ensure compliance with the Violence Against Women and Department of Justice Reauthorization Act of 2005 (VAWA)***

Objectives: ***Continue funding of local nonprofit providing emergency and transitional housing for victims of domestic violence***

Continue participant awareness of available resources of the EHA in compliance with VAWA

FY2005-10 Goals and Objectives Performance

Goal & Objective: ***Manage the EHA efficiently and effectively, and achieve a high performance rating***

Outcome: ***The EHA received a high performer rating***

Goal & Objective: ***Expand the utilization rate and achieve a 97% utilization rate***

Outcome: ***The EHA achieved a 97% utilization rating***

Goal & Objective: ***Ensure equal opportunity and undertake affirmative measures***

Outcome: ***Funding of a fair housing administrator and participation in fair housing events***

6.0	**PHA Plan Update** (a) Identify all PHA Plan elements that have been revised by the PHA since its last Annual Plan submission: *None* (b) Identify the specific location(s) where the public may obtain copies of the 5-Year and Annual PHA Plan. For a complete list of PHA Plan elements, see Section 6.0 of the instructions. ***The Five-Year and Annual PHA Plan is available on the City of Encinitas's website at: www.CityofEncinitas.org; and at City Hall, 505 S. Vulcan Avenue, Encinitas, CA 92024.*** ***PHA Plan Elements*** ***1. Eligibility, Selection and Admissions Policies, including Deconcentration and Wait List Procedure*** ***Eligibility is limited to very low income participants (i.e., <50% of area median income). The EHA has preference in the selection of participants from its waiting list. The preferences have a point value and the applicants with the highest points along with date and time on the waiting list will received the highest priority. The preferences are: (1) resident of or employed in the City of Encinitas; (2) elderly, disabled, families with dependent children, homeless, or involuntarily displaced by government action; and, (3) date and time of application.*** ***2. Financial Resources*** ***The EHA receives Section 8 Housing Choice Voucher annual funding of approximately $960,000. Additionally, the City of Encinitas has implemented a Tenant-Based Rental Assistance Program with federal HOME funds of approximately $220,000 that complements the Section 8 HCV program.*** ***3. Rent Determination*** ***Rent is determined based on annual Fair Market Rents and the established Payment Standards, which are reviewed, evaluated, and periodically revised to programmatically balance available housing stock and then maximum number of participants.*** ***4. Operation and Management*** ***The EHA is operated within the City of Encinitas organization, which provides staffing, facilities, and supportive infrastructure. The EHA owns 16 units that are not Public Housing units. The units may be leased to Section 8 HCV participants but are not project based Section 8 HCV units. Property management of the units is currently provided by a private company.*** ***5. Grievance Procedures*** ***The EHA has an informal review and hearing procedure, as outlined in its Administrative Plan. If an applicant is determined to be ineligible on the basis of income, household composition or for any other reason, the applicant shall be notified promptly by letter of the determination, including reasons. The applicant shall be informed in the letter of their right to an informal review, if requested within ten days from the date of the letter, to make written or oral objections to the EHA determination.*** ***6. Designated Housing for Elderly and Disabled Families*** ***The EHA does not have any Public Housing and therefore this element is not applicable.*** ***7. Community Service and Self-Sufficiency*** ***The EHA does not have any Public Housing and therefore this element is not applicable.*** ***8. Safety and Crime Prevention*** ***The EHA does not have any Public Housing and therefore this element is not applicable.*** ***9. Pets*** ***The EHA does not have any Public Housing and therefore this element is not applicable.*** ***10. Civil Rights Certification*** ***The EHA, through the City of Encinitas's Analysis of Impediments to Fair Housing Choice and Consolidated Plan, actively participates in regional fair housing activities, retains a fair housing administrative organization provider, and on a regional and local level implements measures to overcome impediments to fair housing choice. The EHA has executed a Civil Rights Certification.*** ***11. Fiscal Year Audit*** ***The most recent audit (FY2008-09) did not identify any operational or financial findings of the EHA. Since the audit is a single audit (i.e., includes City of Encinitas, EHA, and San Dieguito Water District), it did identify a concern with a lack of segregation of duties related to utility billing process not related to the EHA. HUD approved a corrective action response related to the finding.*** ***12. Asset Management*** ***The EHA does not have any Public Housing units and therefore no asset management plan. Related to the EHA owned units, ongoing maintenance occurs through rental income and a significant reserve is maintained.*** ***13. Violence Against Women Act (VAWA)*** ***As identified in the Five-Year Goals and Objectives, the EHA, in conjunction with the City of Encinitas, continues to fund to a local nonprofit organization, which provides housing, food and support services to abused or threatened victims of domestic violence, including women and children.***
	Hope VI, Mixed Finance Modernization or Development, Demolition and/or Disposition, Conversion of Public Housing, Homeownership Programs, and Project-based Vouchers. *Include statements related to these programs as applicable.* ***(Not Applicable)***
8.0	**Capital Improvements.** Please complete Parts 8.1 through 8.3, as applicable. ***(Not Applicable)***
8.1	**Capital Fund Program Annual Statement/Performance and Evaluation Report.** As part of the PHA 5-Year and Annual Plan, annually complete and submit the *Capital Fund Program Annual Statement/Performance and Evaluation Report,* form HUD-50075.1, for each current and open CFP grant and CFFP financing. ***(Not Applicable)***
8.2	**Capital Fund Program Five-Year Action Plan.** As part of the submission of the Annual Plan, PHAs must complete and submit the *Capital Fund Program Five-Year Action Plan,* form HUD-50075.2, and subsequent annual updates (on a rolling basis, e.g., drop current year, and add latest year for a five year period). Large capital items must be included in the Five-Year Action Plan. ***(Not Applicable)***
8.3	**Capital Fund Financing Program (CFFP).** ☐ Check if the PHA proposes to use any portion of its Capital Fund Program (CFP)/Replacement Housing Factor (RHF) to repay debt incurred to finance capital improvements. ***(Not Applicable)***

9.0	**Housing Needs**. Based on information provided by the applicable Consolidated Plan, information provided by HUD, and other generally available data, make a reasonable effort to identify the housing needs of the low-income, very low-income, and extremely low-income families who reside in the jurisdiction served by the PHA, including elderly families, families with disabilities, and households of various races and ethnic groups, and other families who are on the public housing and Section 8 tenant-based assistance waiting lists. The identification of housing needs must address issues of affordability, supply, quality, accessibility, size of units, and location. ***According to the City of Encinitas's FY2010-15 Consolidated Plan, seniors comprise a disproportional amount of extremely low income households. The City's population is aging. The EHA's waiting list of approximately 875 households contains a relative equal ratio of seniors, families and disabled households. While there is not an issue of housing quality, accessibility, size of units or location, there is an issue related to housing supply and affordability. The City of Encinitas has a relatively lower supply of rental units and due to the high cost of housing in the area, affordability also becomes an issue based on available funding. Additionally, the EHA does not have significant landlords participating in the Section 8 HCV program.***

9.1	**Strategy for Addressing Housing 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. **Note: Small, Section 8 only, and High Performing PHAs complete only for Annual Plan submission with the 5-Year Plan.** ***The EHA is at maximum leasing of its allocated vouchers based on available funding (approximately 124 vouchers). Currently, approximately 875 households are on the Section 8 Housing Choice Voucher (Section 8 HCV) program waiting list. Historically, approximately ten households are admitted to the Section 8 HCV program. The City has implemented a HOME tenant-based rental assistance (TBRA) program, which uses the Section 8 HCV waiting list for potential participants. The City anticipates the HOME TBRA program will assist up to 14 households on the Section 8 HCV waiting list. The EHA's payment standards are structured to provide the greatest percentage (relative to the Fair Market Rents) to smaller units, which should assist seniors and disabled and encourage participating landlords. Additionally, the EHA will continue to market the Section 8 HCV program and encourage landlords to participate in the program.***
10.0	**Additional Information**. Describe the following, as well as any additional information HUD has requested. (a) Progress in Meeting Mission and Goals. Provide a brief statement of the PHA's progress in meeting the mission and goals described in the 5-Year Plan. ***The EHA met the goals of the last five-year period. This is the commencement of the first year of the next five-year period.*** (b) Significant Amendment and Substantial Deviation/Modification. Provide the PHA's definition of "significant amendment" and "substantial deviation/modification". ***A significant amendment or substantial deviation/modification is any revision of an identified Goal or Objective that does not implement the intent of the Goal or Objective.***

11.0	**Required Submission for HUD Field Office Review**. In addition to the PHA Plan template (HUD-50075), PHAs must submit the following documents. Items (a) through (g) may be submitted with signature by mail or electronically with scanned signatures, but electronic submission is encouraged. Items (h) through (i) must be attached electronically with the PHA Plan. **Note:** Faxed copies of these documents will not be accepted by the Field Office. (a) Form HUD-50077, *PHA Certifications of Compliance with the PHA Plans and Related Regulations* (which includes all certifications relating to Civil Rights) (b) Form HUD-50070, *Certification for a Drug-Free Workplace* (PHAs receiving CFP grants only) (c) Form HUD-50071, *Certification of Payments to Influence Federal Transactions* (PHAs receiving CFP grants only) (d) Form SF-LLL, *Disclosure of Lobbying Activities* (PHAs receiving CFP grants only) (e) Form SF-LLL-A, *Disclosure of Lobbying Activities Continuation Sheet* (PHAs receiving CFP grants only) (f) Resident Advisory Board (RAB) comments. Comments received from the RAB must be submitted by the PHA as an attachment to the PHA Plan. PHAs must also include a narrative describing their analysis of the recommendations and the decisions made on these recommendations. (g) Challenged Elements (h) Form HUD-50075.1, *Capital Fund Program Annual Statement/Performance and Evaluation Report* (PHAs receiving CFP grants only) (i) Form HUD-50075.2, *Capital Fund Program Five-Year Action Plan* (PHAs receiving CFP grants only)

This information collection is authorized by Section 511 of the Quality Housing and Work Responsibility Act, which added a new section 5A to the U.S. Housing Act of 1937, as amended, which introduced 5-Year and Annual PHA Plans. The 5-Year and Annual PHA plans provide a ready source for interested parties to locate basic PHA policies, rules, and requirements concerning the PHA's operations, programs, and services, and informs HUD, families served by the PHA, and members of the public of the PHA's mission and strategies for serving the needs of low-income and very low-income families. This form is to be used by all PHA types for submission of the 5-Year and Annual Plans to HUD. Public reporting burden for this information collection is estimated to average 12.68 hours 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. HUD may not collect this information, and respondents are not required to complete this form, unless it displays a currently valid OMB Control Number.

Privacy Act Notice. The United States Department of Housing and Urban Development is authorized to solicit the information requested in this form by virtue of Title 12, U.S. Code, Section 1701 et seq., and regulations promulgated thereunder at Title 12, Code of Federal Regulations. Responses to the collection of information are required to obtain a benefit or to retain a benefit. The information requested does not lend itself to confidentiality

Instructions form HUD-50075

Applicability. This form is to be used by all Public Housing Agencies (PHAs) with Fiscal Year beginning April 1, 2008 for the submission of their 5-Year and Annual Plan in accordance with 24 CFR Part 903. The previous version may be used only through April 30, 2008.

1.0 PHA Information
Include the full PHA name, PHA code, PHA type, and PHA Fiscal Year Beginning (MM/YYYY).

2.0 Inventory
Under each program, enter the number of Annual Contributions Contract (ACC) Public Housing (PH) and Section 8 units (HCV).

3.0 Submission Type
Indicate whether this submission is for an Annual and Five Year Plan, Annual Plan only, or 5-Year Plan only.

4.0 PHA Consortia
Check box if submitting a Joint PHA Plan and complete the table.

5.0 Five-Year Plan
Identify the PHA's Mission, Goals and/or Objectives (24 CFR 903.6). Complete only at 5-Year update.

5.1 Mission. A statement of the mission of the public housing agency for serving the needs of low-income, very low-income, and extremely low-income families in the jurisdiction of the PHA during the years covered under the plan.

5.2 Goals and Objectives. Identify quantifiable goals and objectives that will enable the PHA to serve the needs of low income, very low-income, and extremely low-income families.

6.0 PHA Plan Update. In addition to the items captured in the Plan template, PHAs must have the elements listed below readily available to the public. Additionally, a PHA must:

(a) Identify specifically which plan elements have been revised since the PHA's prior plan submission.

(b) Identify where the 5-Year and Annual Plan may be obtained by the public. At a minimum, PHAs must post PHA Plans, including updates, at each Asset Management Project (AMP) and main office or central off ice of the PHA. PHAs are strongly encouraged to post complete PHA Plans on its official website. PHAs are also encouraged to provide each resident council a copy of its 5-Year and Annual Plan.

PHA Plan Elements. (24 CFR 903.7)

1. **Eligibility, Selection and Admissions Policies, including Deconcentration and Wait List Procedures.** Describe the PHA's policies that govern resident or tenant eligibility, selection and admission including admission preferences for both public housing and HCV and unit assignment policies for public housing; and procedures for maintaining waiting lists for admission to public housing and address any site-based waiting lists.

2. **Financial Resources.** A statement of financial resources, including a listing by general categories, of the PHA's anticipated resources, such as PHA Operating, Capital and other anticipated Federal resources available to the PHA, as well as tenant rents and other income available to support public housing or tenant-based assistance. The statement also should include the non-Federal sources of funds supporting each Federal program, and state the planned use for the resources.

3. **Rent Determination.** A statement of the policies of the PHA governing rents charged for public housing and HCV dwelling units.

4. **Operation and Management.** A statement of the rules, standards, and policies of the PHA governing maintenance management of housing owned, assisted, or operated by the public housing agency (which shall include measures necessary for the prevention or eradication of pest infestation, including cockroaches), and management of the PHA and programs of the PHA.

5. **Grievance Procedures.** A description of the grievance and informal hearing and review procedures that the PHA makes available to its residents and applicants.

6. **Designated Housing for Elderly and Disabled Families.** With respect to public housing projects owned, assisted, or operated by the PHA, describe any projects (or portions thereof), in the upcoming fiscal year, that the PHA has designated or will apply for designation for occupancy by elderly and disabled families. The description shall include the following information: **1)** development name and number; **2)** designation type; **3)** application status; **4)** date the designation was approved, submitted, or planned for submission, and; **5)** the number of units affected.

7. **Community Service and Self-Sufficiency.** A description of: **(1)** Any programs relating to services and amenities provided or offered to assisted families; **(2)** Any policies or programs of the PHA for the enhancement of the economic and social self-sufficiency of assisted families, including programs under Section 3 and FSS; **(3)** How the PHA will comply with the requirements of community service and treatment of income changes resulting from welfare program requirements. **(Note: applies to only public housing).**

8. **Safety and Crime Prevention.** For public housing only, describe the PHA's plan for safety and crime prevention to ensure the safety of the public housing residents. The statement must include: (i) A description of the need for measures to ensure the safety of public housing residents; (ii) A description of any crime prevention activities conducted or to be conducted by the PHA; and (iii) A description of the coordination between the PHA and the appropriate police precincts for carrying out crime prevention measures and activities.

9. **Pets.** A statement describing the PHAs policies and requirements pertaining to the ownership of pets in public housing.

10. **Civil Rights Certification.** A PHA will be considered in compliance with the Civil Rights and AFFH Certification if: it can document that it examines its programs and proposed programs to identify any impediments to fair housing choice within those programs; addresses those impediments in a reasonable fashion in view of the resources available; works with the local jurisdiction to implement any of the jurisdiction's initiatives to affirmatively further fair housing; and assures that the annual plan is consistent with any applicable Consolidated Plan for its jurisdiction.

11. **Fiscal Year Audit.** The results of the most recent fiscal year audit for the PHA.

12. **Asset Management.** A statement of how the agency will carry out its asset management functions with respect to the public housing inventory of the agency, including how the agency will plan for the long-term operating, capital investment, rehabilitation, modernization, disposition, and other needs for such inventory.

13. **Violence Against Women Act (VAWA).** A description of: **1)** Any activities, services, or programs provided or offered by an agency, either directly or in partnership with other service providers, to child or adult victims of domestic violence, dating violence, sexual assault, or stalking; **2)** Any activities, services, or programs provided or offered by a PHA that helps child and adult victims of domestic violence, dating violence, sexual assault, or stalking, to obtain or maintain housing; and **3)** Any activities, services, or programs provided or offered by a public housing agency to prevent domestic violence, dating violence, sexual assault, and stalking, or to enhance victim safety in assisted families.

7.0 Hope VI, Mixed Finance Modernization or Development, Demolition and/or Disposition, Conversion of Public Housing, Homeownership Programs, and Project-based Vouchers

(a) **Hope VI or Mixed Finance Modernization or Development.** **1)** A description of any housing (including project number (if known) and unit count) for which the PHA will apply for HOPE VI or Mixed Finance Modernization or Development; and **2)** A timetable for the submission of applications or proposals. The application and approval process for Hope VI, Mixed Finance Modernization or Development, is a separate process. See guidance on HUD's website at: http://www.hud.gov/offices/pih/programs/ph/hope6/index.cfm

(b) **Demolition and/or Disposition.** With respect to public housing projects owned by the PHA and subject to ACCs under the Act: **(1)** A description of any housing (including project number and unit numbers [or addresses]), and the number of affected units along with their sizes and accessibility features) for which the PHA will apply or is currently pending for demolition or disposition; and **(2)** A timetable for the demolition or disposition. The application and approval process for demolition and/or disposition is a separate process. See guidance on HUD's website at: http://www.hud.gov/offices/pih/centers/sac/demo_dispo/index.cfm
Note: This statement must be submitted to the extent **that approved and/or pending** demolition and/or disposition has changed.

(c) **Conversion of Public Housing.** With respect to public housing owned by a PHA: **1)** A description of any building or buildings (including project number and unit count) that the PHA is required to convert to tenant-based assistance or that the public housing agency plans to voluntarily convert; **2)** An analysis of the projects or buildings required to be converted; and **3)** A statement of the amount of assistance received under this chapter to be used for rental assistance or other housing assistance in connection with such conversion. See guidance on HUD's website at: http://www.hud.gov/offices/pih/centers/sac/conversion.cfm

(d) **Homeownership.** A description of any homeownership (including project number and unit count) administered by the agency or for which the PHA has applied or will apply for approval.

(e) **Project-based Vouchers.** If the PHA wishes to use the project-based voucher program, a statement of the projected number of project-based units and general locations and how project basing would be consistent with its PHA Plan.

8.0 Capital Improvements. This section provides information on a PHA's Capital Fund Program. With respect to public housing projects owned, assisted, or operated by the public housing agency, a plan describing the capital improvements necessary to ensure long-term physical and social viability of the projects must be completed along with the required forms. Items identified in 8.1 through 8.3, must be signed where directed and transmitted electronically along with the PHA's Annual Plan submission.

8.1 Capital Fund Program Annual Statement/Performance and Evaluation Report. PHAs must complete the *Capital Fund Program Annual Statement/Performance and Evaluation Report* (form HUD-50075.1), for each Capital Fund Program (CFP) to be undertaken with the current year's CFP funds or with CFFP proceeds. Additionally, the form shall be used for the following purposes:

(a) To submit the initial budget for a new grant or CFFP;

(b) To report on the Performance and Evaluation Report progress on any open grants previously funded or CFFP; and

(c) To record a budget revision on a previously approved open grant or CFFP, e.g., additions or deletions of work items, modification of budgeted amounts that have been undertaken since the submission of the last Annual Plan. The Capital Fund Program Annual Statement/Performance and Evaluation Report must be submitted annually.

Additionally, PHAs shall complete the Performance and Evaluation Report section (see footnote 2) of the *Capital Fund Program Annual Statement/Performance and Evaluation* (form HUD-50075.1), at the following times:

1. At the end of the program year; until the program is completed or all funds are expended;

2. When revisions to the Annual Statement are made, which do not require prior HUD approval, (e.g., expenditures for emergency work, revisions resulting from the PHAs application of fungibility); and

3. Upon completion or termination of the activities funded in a specific capital fund program year.

8.2 Capital Fund Program Five-Year Action Plan

PHAs must submit the *Capital Fund Program Five-Year Action Plan* (form HUD-50075.2) for the entire PHA portfolio for the first year of participation in the CFP and annual update thereafter to eliminate the previous year and to add a new fifth year (rolling basis) so that the form always covers the present five-year period beginning with the current year.

8.3 Capital Fund Financing Program (CFFP). Separate, written HUD approval is required if the PHA proposes to pledge any

portion of its CFP/RHF funds to repay debt incurred to finance capital improvements. The PHA must identify in its Annual and 5-year capital plans the amount of the annual payments required to service the debt. The PHA must also submit an annual statement detailing the use of the CFFP proceeds. See guidance on HUD's website at: http://www.hud.gov/offices/pih/programs/ph/capfund/cffp.cfm

9.0 Housing Needs. Provide a statement of the housing needs of families residing in the jurisdiction served by the PHA and the means by which the PHA intends, to the maximum extent practicable, to address those needs. **(Note:** Standard and Troubled PHAs complete annually; Small and High Performers complete only for Annual Plan submitted with the 5-Year Plan).

9.1 Strategy for Addressing Housing Needs. Provide a 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. **(Note:** Standard and Troubled PHAs complete annually; Small and High Performers complete only for Annual Plan submitted with the 5-Year Plan).

10.0 Additional Information. Describe the following, as well as any additional information requested by HUD:

(a) **Progress in Meeting Mission and Goals.** PHAs must include (i) a statement of the PHAs progress in meeting the mission and goals described in the 5-Year Plan; (ii) the basic criteria the PHA will use for determining a significant amendment from its 5-year Plan; and a significant amendment or modification to its 5-Year Plan and Annual Plan. **(Note: Standard and Troubled PHAs complete annually; Small and High Performers complete only for Annual Plan submitted with the 5-Year Plan).**

(b) **Significant Amendment and Substantial Deviation/Modification.** PHA must provide the definition of "significant amendment" and "substantial deviation/modification". **(Note: Standard and Troubled PHAs complete annually; Small and High Performers complete only for Annual Plan submitted with the 5-Year Plan.)**

(c) PHAs must include or reference any applicable memorandum of agreement with HUD or any plan to improve performance. **(Note: Standard and Troubled PHAs complete annually).**

11.0 Required Submission for HUD Field Office Review. In order to be a complete package, PHAs must submit items (a) through (g), with signature by mail or electronically with scanned signatures. Items (h) and (i) shall be submitted electronically as an attachment to the PHA Plan.

(a) Form HUD-50077, *PHA Certifications of Compliance with the PHA Plans and Related Regulations*

(b) Form HUD-50070, *Certification for a Drug-Free Workplace* **(PHAs receiving CFP grants only)**

(c) Form HUD-50071, *Certification of Payments to Influence Federal Transactions* **(PHAs receiving CFP grants only)**

(d) Form SF-LLL, *Disclosure of Lobbying Activities* **(PHAs receiving CFP grants only)**

(e) Form SF-LLL-A, *Disclosure of Lobbying Activities Continuation Sheet* **(PHAs receiving CFP grants only)**

(f) Resident Advisory Board (RAB) comments.

(g) Challenged Elements. Include any element(s) of the PHA Plan that is challenged.

(h) Form HUD-50075.1, ***Capital Fund Program Annual Statement/Performance and Evaluation Report*** **(Must be attached electronically for PHAs receiving CFP grants only).** See instructions in 8.1.

(i) Form HUD-50075.2, *Capital Fund Program Five-Year Action Plan* **(Must be attached electronically for PHAs receiving CFP grants only).** See instructions in 8.2.

PHA Certifications of Compliance with PHA Plans and Related Regulations	U.S. Department of Housing and Urban Development Office of Public and Indian Housing

PHA Certifications of Compliance with the PHA Plans and Related Regulations: Board Resolution to Accompany the PHA Five- *Year and Annual* PHA Plans

Acting on behalf of the Board of Commissioners of the Public Housing Agency (PHA) listed below, as its Chairman or other authorized PHA official if there is no Board of Commissioners, I approve the submission of the Housing Authority of the City of Encinitas' Five- Year and/or Annual PHA Plan for the PHA fiscal year beginning July 1, 2010, hereinafter referred to as" the Plan", of which this document is a part and make the following certifications and agreements with the Department of Housing and Urban Development (HUD) in connection with the submission of the Plan and implementation thereof:

1. The Plan is consistent with the applicable comprehensive housing affordability strategy (or any plan incorporating such strategy) for the jurisdiction in which the PHA is located.
2. The Plan contains a certification by the appropriate State or local officials that the Plan is consistent with the applicable Consolidated Plan, which includes a certification that requires the preparation of an Analysis of Impediments to Fair Housing Choice, for the PHA's jurisdiction and a description of the manner in which the PHA Plan is consistent with the applicable Consolidated Plan.
3. The PHA certifies that there has been no change, significant or otherwise, to the Capital Fund Program (and Capital Fund Program/Replacement Housing Factor) Annual Statement(s), since submission of its last approved Annual Plan. The Capital Fund Program Annual Statement/Annual Statement/Performance and Evaluation Report must be submitted annually even if there is no change.
4. The PHA has established a Resident Advisory Board or Boards, the membership of which represents the residents assisted by the PHA, consulted with this Board or Boards in developing the Plan, and considered the recommendations of the Board or Boards (24 CFR 903.13). The PHA has included in the Plan submission a copy of the recommendations made by the Resident Advisory Board or Boards and a description of the manner in which the Plan addresses these recommendations.
5. The PHA made the proposed Plan and all information relevant to the public hearing available for public inspection at least 45 days before the hearing, published a notice that a hearing would be held and conducted a hearing to discuss the Plan and invited public comment.
6. The PHA certifies that it will carry out the Plan in conformity with Title VI of the Civil Rights Act of 1964, the Fair Housing Act, section 504 of the Rehabilitation Act of 1973, and title II of the Americans with Disabilities Act of 1990.
7. The PHA will affirmatively further fair housing by examining their programs or proposed programs, identify any impediments to fair housing choice within those programs, address those impediments in a reasonable fashion in view of the resources available and work with local jurisdictions to implement any of the jurisdiction's initiatives to affirmatively further fair housing that require the PHA's involvement and maintain records reflecting these analyses and actions.
8. For PHA Plan that includes a policy for site based waiting lists:
   - The PHA regularly submits required data to HUD's 50058 PIC/IMS Module in an accurate, complete and timely manner (as specified in PIH Notice 2006-24);
   - The system of site-based waiting lists provides for full disclosure to each applicant in the selection of the development in which to reside, including basic information about available sites; and an estimate of the period of time the applicant would likely have to wait to be admitted to units of different sizes and types at each site;
   - Adoption of site-based waiting list would not violate any court order or settlement agreement or be inconsistent with a pending complaint brought by HUD;
   - The PHA shall take reasonable measures to assure that such waiting list is consistent with affirmatively furthering fair housing;
   - The PHA provides for review of its site-based waiting list policy to determine if it is consistent with civil rights laws and certifications, as specified in 24 CFR part 903.7(c)(1).
9. The PHA will comply with the prohibitions against discrimination on the basis of age pursuant to the Age Discrimination Act of 1975.
10. The PHA will comply with the Architectural Barriers Act of 1968 and 24 CFR Part 41, Policies and Procedures for the Enforcement of Standards and Requirements for Accessibility by the Physically Handicapped.

11. The PHA will comply with the requirements of section 3 of the Housing and Urban Development Act of 1968, Employment Opportunities for Low-or Very-Low Income Persons, and with its implementing regulation at 24 CFR Part 135.
12. The PHA will comply with acquisition and relocation requirements of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 and implementing regulations at 49 CFR Part 24 as applicable.
13. The PHA will take appropriate affirmative action to award contracts to minority and women's business enterprises under 24 CFR 5.105(a).
14. The PHA will provide the responsible entity or HUD any documentation that the responsible entity or HUD needs to carry out its review under the National Environmental Policy Act and other related authorities in accordance with 24 CFR Part 58 or Part 50, respectively.
15. With respect to public housing the PHA will comply with Davis-Bacon or HUD determined wage rate requirements under Section 12 of the United States Housing Act of 1937 and the Contract Work Hours and Safety Standards Act.
16. The PHA will keep records in accordance with 24 CFR 85.20 and facilitate an effective audit to determine compliance with program requirements.
17. The PHA will comply with the Lead-Based Paint Poisoning Prevention Act, the Residential Lead-Based Paint Hazard Reduction Act of 1992, and 24 CFR Part 35.
18. The PHA will comply with the policies, guidelines, and requirements of OMB Circular No. A-87 (Cost Principles for State, Local and Indian Tribal Governments), 2 CFR Part 225, and 24 CFR Part 85 (Administrative Requirements for Grants and Cooperative Agreements to State, Local and Federally Recognized Indian Tribal Governments).
19. The PHA will undertake only activities and programs covered by the Plan in a manner consistent with its Plan and will utilize covered grant funds only for activities that are approvable under the regulations and included in its Plan.
20. All attachments to the Plan have been and will continue to be available at all times and all locations that the PHA Plan is available for public inspection. All required supporting documents have been made available for public inspection along with the Plan and additional requirements at the primary business office of the PHA and at all other times and locations identified by the PHA in its PHA Plan and will continue to be made available at least at the primary business office of the PHA.
21. The PHA provides assurance as part of this certification that:
    (i) The Resident Advisory Board had an opportunity to review and comment on the changes to the policies and programs before implementation by the PHA;
    (ii) The changes were duly approved by the PHA Board of Directors (or similar governing body); and
    (iii) The revised policies and programs are available for review and inspection, at the principal office of the PHA during normal business hours.
22. The PHA certifies that it is in compliance with all applicable Federal statutory and regulatory requirements.

Housing Authority of the City of Encinitas
PHA Name

CA155
PHA Number/HA Code

X Five-Year PHA Plan for Fiscal Years 2010 - 2015

X Annual PHA Plan for Fiscal Years 2010 - 2011

I hereby certify that all the information stated herein, as well as any information provided in the accompaniment herewith, is true and accurate. **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)

Name of Authorized Official	Title
P.E. Cotton	Executive Director
Signature	Date
	4-15-10

The Coast News

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Proof of Publication

STATE OF CALIFORNIA, ss.
COUNTY OF SAN DIEGO,

I am a citizen of the United States and a resident of the county aforesaid;

I am over the age of eighteen years, and not a party to or interested in the above entitled matter.

I am principal clerk of the printer of The Coast News, a newspaper printed and published weekly and which newspaper has been adjudged a newspaper of general circulation for the cities of Del Mar, Solana Beach, Encinitas/Cardiff, Carlsbad, Oceanside, San Marcos/Vista and the County Judicial District by the Superior Court of the State of California, County of San Diego (8/4/94, #677114, B2393, P396); and that the notice, of which the annexed is a printed copy, has been published in, each regular and entire issue of said newspaper and not in any supplement thereof on the following dates, to-wit:

February 26, 2010

I certify under penalty of perjury that the foregoing is true and correct. Executed at Encinitas, County of San Diego, State of California on the 1st day of March, 2010

Cheryl D. Plontus
Clerk of the Printer

Space above for County Clerk's Filing Stamp

NOTICE OF AVAILABILITY FOR PUBLIC REVIEW HOUSING AUTHORITY OF THE CITY OF ENCINITAS

Draft FY2010-2015
Public Housing Agency Plan

The draft FY2010-2015 Public Housing Agency (PHA) Plan is available for public review from February 26 through April 12, 2010. The PHA Plan identifies the mission, and housing needs, goals and objectives for the Housing Authority of the City of Encinitas (Housing Authority) over the next five-year period. The five-year period will be July 1, 2010 through June 30, 2015.

Annually, the Housing Authority receives federal housing funds. The U.S. Department of Housing and Urban Development (HUD) requires the preparation of a PHA Plan to receive the federal funds. The Housing Authority receives federal Section 8 Housing Choice Voucher funds.

The draft FY2010-15 PHA Plan is available for review at the City of Encinitas, Planning and Building Department located at City Hall during regular business hours and on the City's website at www.CityofEncinitas.org.

If you have comments on the draft FY2010-15 PHA Plan, please provide to Ron Barefield, Housing Administrator, by e-mail at RBarefield@CityofEncinitas.org, or by mail to City of Encinitas, 505 S. Vulcan Ave., Encinitas, CA 92024. You may also provide comments to the Housing Authority Board at the public hearing on April 14, 2010. The Housing Authority meeting will commence at 6:00 p.m. at City Hall. If you should have any questions or wish additional information, please call (760) 633-2724.

CN 9496, Feb. 26, 2010

MINUTES OF THE ENCINITAS HOUSING AUTHORITY SPECIAL MEETING
APRIL 14, 2010, 6:00 P.M., 505 SOUTH VULCAN AVENUE

CALL TO ORDER/ROLL CALL

Chairperson Dalager called the meeting to order at 6:01 P.M.

Present: Chairman Dan Dalager, Chairpersons Teresa Barth, James Bond, Lupita Chavez, Maggie Houlihan, Lu Mohler, and Jerome Stocks.

Absent: None.

Also Present: Board Manager Cotton, Board Attorney Sabine, Board Clerk Cervone, and Deputy Board Clerk Bingham.

There being a quorum present, the meeting was in order.

PLEDGE OF ALLEGIANCE

CLOSING AND ADOPTION OF THE CONSENT CALENDAR

ACTION:

Houlihan moved, Dalager seconded to close and adopt the Consent Calendar. Motion carried. Ayes: Barth, Bond, Chavez, Dalager, Houlihan, Mohler, Stocks. Nays: None.

H1. Approve Minutes of Special Meetings of 8-19-09 and 12-16-09. Contact Person: City Clerk Cervone.

STAFF RECOMMENDATION: Approve Minutes.

H2. Public hearing and approval of the FY2010-15 Public Housing Agency Plan for the Housing Authority of the City of Encinitas. Contact Person: Housing Administrator Barefield.

STAFF RECOMMENDATION: Board conduct a public hearing on the proposed FY2010-15 Public Housing Agency (PHA) plan; approve the FY 2010-15 PHA plan as drafted, and authorize the Executive Director to submit the FY 2010-15 PHA plan with any required certifications to the U.S. Department of Housing and Urban Development.

REGULAR AGENDA--None

ADJOURNMENT

Chairman Dalager adjourned the meeting at 6:05 P.M.

Deborah Cervone, Board Clerk
By: Claudia Bingham,
Deputy Board Clerk

Dan Dalager, Chairman

I, Deborah Cervone, City Clerk of the City of Encinitas, California do hereby certify under penalty of perjury that the above and foregoing is a true and correct copy of this document on file in my office. In witness whereof, I have set my hand and the Seal of the City of Encinitas this 9th day of June, 2010.
Deborah Cervone, City Clerk Claudia Bingham, Deputy

Housing Authority of the City of Encinitas

Resident Advisory Board

June 9, 2010

FY2010-15 PUBLIC HOUSING AGENCY PLAN/FY2010-11 ANNUAL PLAN

The Resident Advisory Board (RAB) of the Housing Authority of the City of Encinitas (EHA) met on June 8, 2010 to review and comment on the FY2010-15 Public Housing Agency Plan/FY2010-11 Annual Plan.

The five member RAB is comprised of the two Tenant Commissioners of the Housing Authority Board and representative participants of the EHA's Section 8 Housing Choice Voucher Program.

The RAB unanimously endorsed the FY2010-15 Public Housing Agency Plan/FY2010-11 Annual Plan goals and objectives and other elements of the Plans.

Facilitator and recorder:

Ron Barefield
Housing Administrator

Housing Authority of the City of Encinitas

Resident Advisory Board Membership

Lupita Chavez*	1810 S. El Camino Real #B-204	Encinitas	CA	92024
Lu Mohler*	1735 Lahound	Cardiff	CA	92007
Carrie Ramp	1760 S. El Camino Real #D-204	Encinitas	CA	92024
Sarito Sun	454 Requeza St. #241-D	Encinitas	CA	92024
Lupe Tapiz	699 N. Vulcan Ave. #126	Encinitas	CA	92024

RAB members are representative of the seniors, disabled and family participants assisted through the Section 8 Housing Choice Voucher Program of the Housing Authority of the City of Encinitas.

* Tenant Commissioners of the Housing Authority Board.