

6 . 0	<p>PHA Plan Update</p> <p>(a) Identify all PHA Plan elements that have been revised by the PHA since its last Annual Plan submission:</p> <p>See Attachment – PHA Plan</p> <p>(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.</p> <p>Copies of the 5-Year and Annual PHA Plan may be obtained at the Administrative office located at Tall Pines Villas , 1000 Wall St. #60, Eustis, FL, 32726.</p>
7 . 0	<p>Hope VI, Mixed Finance Modernization or Development, Demolition and/or Disposition, Conversion of Public Housing, Homeownership Programs, and Project-based Vouchers. <i>Include statements related to these programs as applicable.</i></p> <p>The public housing units managed by the Eustis Housing Authority are located on scattered sites. Forty eight (48) of the sixty (60) units are located in the City of Eustis’ East Community Redevelopment Area. The Community Redevelopment Master Plan, which has been approved by the Eustis City Commission, proposes to redevelop the public housing site in a staged process. Adjacent properties nearby would be developed first so that the current residents are not pushed out of town while reconstruction goes on. The intent is to ensure that each new property is developed with a mix of incomes, mix of uses, and at higher densities to allow for cheaper rents and cheaper infrastructure costs. Although this project is targeted for implementation within 7-14 years, the process may initiate within the 5 year period of this capital improvement plan (2010-2014).</p>
8 . 0	<p>Capital Improvements. Please complete Parts 8.1 through 8.3, as applicable.</p>
8 . 1	<p>Capital Fund Program Annual Statement/Performance and Evaluation Report. As part of the PHA 5-Year and Annual Plan, annually complete and submit the <i>Capital Fund Program Annual Statement/Performance and Evaluation Report</i>, form HUD-50075.1, for each current and open CFP grant and CFFP financing.</p>
8 . 2	<p>Capital Fund Program Five-Year Action Plan. As part of the submission of the Annual Plan, PHAs must complete and submit the <i>Capital Fund Program Five-Year Action Plan</i>, 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.</p>
8 . 3	<p>Capital Fund Financing Program (CFFP).</p> <p><input type="checkbox"/> 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.</p>

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.

The Eustis Housing Authority consulted with Lake County housing officials regarding housing needs for individuals in the jurisdiction. The following housing information is included in Lake County's Consolidated Plan and Strategic Plan:

OBJECTIVE 5-9: FORMULATION OF HOUSING IMPLEMENTATION PROGRAMS AND STRATEGIES.
 Establish Mechanisms To Improve the Implementation Of Housing Programs.

Policy 5-9.1: Promote Public/Private Partnerships to Improve Coordination in Housing Production for Very Low, Low and Moderate Income Households. The County shall coordinate with the municipalities to form a county-wide program directed to foster coordination, including partnerships, between local government and the private and non-profit sectors and improve coordination among participants active in housing production.

Housing Problems Output for -All Households

Name of Jurisdiction: Lake County, Florida	Source of Data: CHAS Data Book					Data Current as of: 2000				
Household by Type, Income, & Housing Problem	Renters					Owners				
	Elderly 1 & 2 member househol ds	Small Related (2 to 4)	Large Related (5 or more)	All Other Househol ds	Total Renters	Elderly 1 & 2 member househol ds	Small Related (2 to 4)	Large Related (5 or more)	All Other Househol ds	Total Own ers
	(A)	(B)	(C)	(D)	(E)	(F)	(G)	(H)	(I)	(J)
1. Very Low Income(Household Income	2,023	2,313	586	1,649	6,571	8,409	2,577	674	1,418	13,078
2. Household Income	1,114	1,169	223	892	3,398	3,387	991	263	736	5,377
3. % with any housing problems	67.8	86.3	100	68.2	76.4	64.2	80.8	90.9	68.9	69.2
4. % Cost Burden >50% and other housing problems	0	5.9	31.8	0	4.1	0.4	3.4	25.9	0.5	2.2
5. % Cost Burden >30% to	0	5	11.7	0.4	2.6	0.3	0.4	4.6	0	0.5
6. % Cost Burden	0.4	1.2	19.3	0.4	1.9	0.3	0.8	5.3	0	0.6
7. % Cost Burden >50% only	43.1	54.8	35.4	51.9	48.9	37.9	59.6	46.8	56.8	45
8. % Cost Burden >30% to	24.3	19.3	1.8	15.4	18.8	25.2	16.5	8.4	11.5	20.9
9. Household Income >30% to	909	1,144	363	757	3,173	5,022	1,586	411	682	7,701
10. % with any housing problems	59	67.7	86.8	73.3	68.7	35	61.5	75.9	58.7	44.8
11. % Cost Burden >50% and other housing problems	0	0	2.8	0	0.3	0	2.1	4.4	0	0.7
12. % Cost Burden >30% to	0.4	2.9	17.9	0	3.2	0	1.5	15.1	0	1.1
13. % Cost Burden	2.5	4.5	27.3	0.5	5.6	0.3	0.5	20.4	0	1.4
14. % Cost Burden >50% only	23.5	13.5	12.1	19	17.6	13.3	25.4	17.3	31.2	17.6
15. % Cost Burden >30% to	32.5	46.8	26.7	53.8	42	21.4	32	18.7	27.4	24
16. Household Income >50 to	625	1,505	351	1,188	3,669	8,209	3,595	861	1,272	13,937
17. % with any housing problems	35.8	31.6	35.3	35	33.8	16.8	45	50.1	42.8	28.5
18. % Cost Burden >50% and other housing problems	0	0	0	0	0	0	0.4	0.5	0	0.1
18. % Cost Burden >30% to	0.6	1.6	1.1	0	0.9	0	0.7	7.8	0	0.7
19. % Cost Burden	0.6	9.2	24.8	1.2	6.7	0.1	1.2	12.3	0	1.1
20. % Cost Burden >50% only	21.3	0.9	1.1	2.9	5	4.5	13.8	6.5	10.8	7.6
21. % Cost Burden >30% to	13.3	19.8	8.3	31	21.2	12.2	29	23	32	19
22. Household Income >80% MFI	1,072	2,497	535	1,710	5,814	17,843	20,740	3,022	3,769	45,374
23. % with any housing problems	21.5	6.6	37.4	9.5	13.1	5.9	form HUD-50075.24 (2008)	17.4	10	10
24. % Cost Burden >50% and other housing problems	0.9	0	0	0.2	0.2	0	0	0	0	0
25. % Cost Burden >30% to	0.4	0	1.9	0	0.2	0	0.1	0.6	0.1	0.1

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<p>9.1</p>	<p>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.</p> <p>The Eustis Housing Authority plans to implement the following Strategies:</p> <ul style="list-style-type: none"> 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 Leverage affordable housing resources in the community through the creation of mixed - finance housing Pursue housing resources other than public housing assistance Exceed HUD federal targeting requirements for families at or below 30% of AMI in public housing Adopt rent policies to support and encourage work Employ admissions preferences aimed at families who are working Seek designation of public housing for the elderly Pursue affordable Assisted Living Facilities for elderly residents Carry out the modifications needed in public housing based on the section 504 Needs Assessment for Public Housing Affirmatively market to local non-profit agencies that assist families with disabilities
<p>10.0</p>	<p>Additional Information. Describe the following, as well as any additional information HUD has requested.</p> <p>(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.</p> <p>(b) Significant Amendment and Substantial Deviation/Modification. Provide the PHA’s definition of “significant amendment” and “substantial deviation/modification”</p> <p>Criteria for Substantial Deviation and Significant Amendments</p> <p>A. Substantial Deviation from the 5-year Plan:</p> <p>A Substantial Deviation is defined as a change in the mission statement, goals and objectives, or in the Capital Fund Program Annual Statement and Five-Year Plan that requires board approval to implement. The Eustis Housing Authority’s definition has not changed since the last PHA Plan submittal. The Housing Authority did not experience a Substantial Deviation from the Five-Year Plan nor do we anticipate a Substantial Deviation during this fiscal year.</p> <p>B. Significant Amendment or Modification to the Annual Plan:</p> <p>The following actions are considered to be Significant Amendments or Modifications:</p> <ul style="list-style-type: none"> • Changes to rent policy; • Changes to the admissions policies; • Changes to the organization of the waiting list; and • Other policy changes requiring board approval and resident notification.

11.0	<p>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.</p> <ul style="list-style-type: none">(a) Form HUD-50077, <i>PHA Certifications of Compliance with the PHA Plans and Related Regulations</i> (which includes all certifications relating to Civil Rights)(b) Form HUD-50070, <i>Certification for a Drug-Free Workplace</i> (PHAs receiving CFP grants only)(c) Form HUD-50071, <i>Certification of Payments to Influence Federal Transactions</i> (PHAs receiving CFP grants only)(d) Form SF-LLL, <i>Disclosure of Lobbying Activities</i> (PHAs receiving CFP grants only)(e) Form SF-LLL-A, <i>Disclosure of Lobbying Activities Continuation Sheet</i> (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, <i>Capital Fund Program Annual Statement/Performance and Evaluation Report</i> (PHAs receiving CFP grants only)(i) Form HUD-50075.2, <i>Capital Fund Program Five-Year Action Plan</i> (PHAs receiving CFP grants only)
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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 office 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 Plan Elements

1. Eligibility, Selection and Admissions Policies, including Deconcentration and Wait List Procedures

Procedures have not been revised since the prior plan submission.

2. Financial Resources.

Federal Grants (FY 2009 grants)

1. Public Housing Operating Subsidy - \$252,077.00
2. Public Housing Capital Fund - \$98,534.00
3. Public Housing Dwelling Rental Income - \$61,483.00
4. Tenant Charges - \$6,884.00.00

Total resources -\$418,978.00

3. Rent Determination

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 of \$50.

4. Operation and Management

Eustis Housing Authority manages a Public Housing Low Rental program with 60 available units. EHA manages each program in accordance with the applicable Federal Regulations and required policies. These regulations and policies include but are not limited to the following:

1. 24 CFR 5 “General HUD Program Requirements; Waivers”
2. 24 CFR 8 “Non-discrimination Based on Handicap”
3. 24 CFR 85 “Administrative Requirements for Grants
4. 24 CFR 135 “Economic Opportunities for Low and Very Low-Income Persons”
5. 24 CFR 901 “Public Housing Management Assessment Program”
6. 24 CFR 902 “Public Housing Assessment System”
7. 24 CFR 903 “Public Housing Agency Plan”
8. 24 CFR 905 “Public Housing Capital Fund Program”
9. 24 CFR 966 “Public Housing Lease and Grievance Procedures”
10. 24 CFR 968 “Public Housing Modernization”
11. 24 CFR 970 “Public Housing Program – Demolition or Disposition of Public Housing Projects”
12. Admissions and Continued Occupancy Policy

5. Grievance Procedures

Eustis Housing Authority complies with the federal requirements found at 24 CFR Part 966, Subpart B, for residents of public housing.

6. **Designated Housing for Elderly and Disabled Families.**

EHA has not designated or will apply for designation for occupancy by elderly and disabled families.

7. **Community Service and Self-Sufficiency.**

The EHA has established partnerships with local entities to provide the following activities to enhance the economic and social self-sufficiency of residents:

- Literacy and Youth Alternative
- Computer training and GED classes
- Budget classes, credit counseling, housekeeping and healthy living
- Drug prevention, parenting skills, life skills

Community Service Policy – See Attachment

8. **Safety and Crime Prevention**

The EHA is keenly aware of the importance of providing safety to its public housing residents. A strong partnership has been established with the local police department to eliminate criminal activity on the property and surrounding areas. The department has been very receptive in providing additional patrols through the property when requested and has assisted in providing training in the development of a neighborhood watch program.

Additionally, the City of Eustis has budgeted funds in its Capital Improvement Plan to install more lighting in high traffic areas.

9. **Pets**

See Attachment – Pet Policy

10. **Civil Rights Certification**

Civil rights certifications are included in the PHA Plan Certifications in accordance with 24 CFR Part 903.79.

11. **Fiscal Year Audit.**

There were no findings in the audit that was conducted for FYE 3/31/09.

12. **Asset Management**

Not Applicable

13. **Violence Against Women Act (VAWA)**

The Housing Authority will strive to establish and maintain cooperative partnerships with law enforcement and local social service agencies to provide prevention training, safety, counseling, health care, child care, and other needed services for victims of domestic violence, dating violence, sexual assault, or stalking.

As programs, services and activities are developed and implemented; the Eustis Housing Authority will revise and update its VWVA plan to provide a more specific and detail description of such programs.

An addendum to the lease has been made as a result of the VAWA.

VIOLENCE AGAINST WOMEN ACT (VAWA) LEASE ADDENDUM

1. This is an addendum to the Dwelling Lease between the parties as to the premises located at _____, _____ Florida.
2. Being a victim of domestic violence, dating violence, or stalking, as these terms are defined in the law (hereafter collectively referred to as "abuse"), is not a basis for denial of admission to public housing if the applicant otherwise qualifies for assistance.
3. Incidents or threats of abuse will not be construed as serious or repeated violations of the lease or other "good cause" for termination of tenancy or occupancy rights of a victim of abuse.
4. Criminal activity directly relating to abuse, engaged in by a member of a tenant's household or any guest or other person under the tenant's control shall not be cause for termination of tenancy or occupancy rights if the tenant or an immediate member of the tenant's family is the victim or threatened victim of that abuse.
5. The landlord may "bifurcate" the tenant's lease or remove a household member from the lease without regard to whether a household member is a signatory to the lease, in order to evict, remove, or terminate occupancy rights to any individual who is a tenant or lawful occupant and who engages in criminal acts of physical violence against family members or others, without evicting, removing or otherwise penalizing the victim of such violence who is also a tenant or lawful occupant. Such eviction, removal or termination of occupancy rights shall be effected in accordance with the procedures prescribed by federal and state law for the termination of leases of public housing tenants.
6. The federal statutory authority provided to the Housing Authority as landlord to bifurcate a lease or otherwise remove an individual is applicable to all existing leases and takes precedence over any federal or state law to the contrary.
7. The landlord may request an individual to certify that he or she is a victim of abuse and that the incidences of abuse are bona fide. The certification must include the name of the perpetrator and any other statutorily required information, and the

victim must provide the certification within 14 business days after receipt of a request from the landlord. All information provided to the landlord is confidential.

8. Certification may also be satisfied with 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 effects of the abuse, in which the professional attests under penalty of perjury to the professional's belief that the incident or incidents in question are bona fide incidents of abuse and the victim has signed or attested to the documentation. Certification may also be provided by producing a federal, state or local police or court record.

9. "Domestic Violence" includes felony or misdemeanor crimes of violence committed by:

- a) A current or former spouse of the victim;
- b) A person with whom the victim shares a child in common;
- c) A person who is cohabitating with or has cohabitated with the victim as a spouse;
- d) A person similarly situated to a spouse of the victim under the domestic or family violence laws of the State of Florida; or
- e) Any other person against an adult or youth victim who is protected from such acts under the domestic or family violence laws of the State of Florida.

10. "Dating Violence" means violence committed by a person who is or has been in a social relationship of a romantic or intimate nature with the victim and where the existence of such relationship shall be determined based on consideration of (a) the length of the relationship, (b) the type of relationship, and (c) the frequency of interaction between the persons involved in the relationship.

11. "Stalking" means (a) to follow, pursue, or repeatedly commit acts with intent to kill, injure, harass, or intimidate another person; or to place under surveillance with the intent to kill, injure, harass, or intimidate another person; and (b) in the course of such acts, to place a person in reasonable fear of death, serious bodily injury, or to cause substantial emotional harm to that person, a member of the immediate family of such person, or the spouse or intimate partner of such person.

12. "Immediate Family Member" is defined to mean with respect to a person (a) a spouse, parent, brother or sister, or child of that person or an individual to whom that person stands in loco parentis for that person or (b) any other person living in the household and related by blood or marriage to such person.

EUSTIS HOUSING AUTHORITY

Tenant

By: _____

Tenant

Title: _____

Date

Date: _____

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

The public housing units managed by the Eustis Housing Authority are located on scattered sites. Forty eight (48) of the sixty (60) units are located in the City of Eustis' East Community Redevelopment Area. The Community Redevelopment Master Plan, which has been approved by the Eustis City Commission, proposes to redevelop the public housing site in a staged process. Adjacent properties nearby would be developed first so that the current residents are not pushed out of town while reconstruction goes on. The intent is to ensure that each new property is developed with a mix of incomes, mix of uses, and at higher densities to allow for cheaper rents and cheaper infrastructure costs. Although this project is targeted for implementation within 7-14 years, the process may initiate within the 5 year period of this capital improvement plan (2010-2014).

8.0 Capital Improvements

8.1 Capital Fund Program Annual Statement/Performance and Evaluation Report

See Attachment – HUD 50075.1

8.2 Capital Fund Program Five-Year Action Plan

See Attachment - HUD 50075.2

8.3 Capital Fund Financing Program (CFFP).

Not Applicable

9.0 Housing Needs

The Eustis Housing Authority consulted with Lake County housing officials regarding housing needs for individuals in the jurisdiction.

The following housing information is included in Lake County's Consolidated Plan and Strategic Plan:

OBJECTIVE 5-9: FORMULATION OF HOUSING IMPLEMENTATION PROGRAMS AND STRATEGIES. Establish Mechanisms To Improve the Implementation Of Housing Programs.

Policy 5-9.1: Promote Public/Private Partnerships to Improve Coordination in Housing Production for Very Low, Low and Moderate Income Households. The County shall coordinate with the municipalities to form a county-wide program directed to foster coordination, including partnerships, between local government and the private and non-profit sectors and improve coordination among participants active in housing production.

Housing Problems Output for -All Households

Name of Jurisdiction: Lake County, Florida		Source of Data: CHAS Data Book				Data Current as of: 2000				
Household by Type, Income, & Housing Problem	Renters					Owners				
	Elderly 1 & 2 member househol ds	Small Related (2 to 4)	Large Related (5 or more)	All Other Househol ds	Total Renters	Elderly 1 & 2 member househol ds	Small Related (2 to 4)	Large Related (5 or more)	All Other Househol ds	Total Own ers
	(A)	(B)	(C)	(D)	(E)	(F)	(G)	(H)	(I)	(J)
1. Very Low Income(Household Income	2,023	2,313	586	1,649	6,571	8,409	2,577	674	1,418	13,0
2. Household Income	1,114	1,169	223	892	3,398	3,387	991	263	736	5,37
3. % with any housing problems	67.8	86.3	100	68.2	76.4	64.2	80.8	90.9	68.9	69.
4. % Cost Burden >50% and other housing problems	0	5.9	31.8	0	4.1	0.4	3.4	25.9	0.5	2.
5. % Cost Burden >30% to	0	5	11.7	0.4	2.6	0.3	0.4	4.6	0	0.
6. % Cost Burden	0.4	1.2	19.3	0.4	1.9	0.3	0.8	5.3	0	0.
7. % Cost Burden >50% only	43.1	54.8	35.4	51.9	48.9	37.9	59.6	46.8	56.8	4.
8. % Cost Burden >30% to	24.3	19.3	1.8	15.4	18.8	25.2	16.5	8.4	11.5	20.
9. Household Income >30% to	909	1,144	363	757	3,173	5,022	1,586	411	682	7,70
10. % with any housing problems	59	67.7	86.8	73.3	68.7	35	61.5	75.9	58.7	44.
11. % Cost Burden >50% and other housing problems	0	0	2.8	0	0.3	0	2.1	4.4	0	0.
12. % Cost Burden >30% to	0.4	2.9	17.9	0	3.2	0	1.5	15.1	0	1.
13. % Cost Burden	2.5	4.5	27.3	0.5	5.6	0.3	0.5	20.4	0	1.
14. % Cost Burden >50% only	23.5	13.5	12.1	19	17.6	13.3	25.4	17.3	31.2	17.
15. % Cost Burden >30% to	32.5	46.8	26.7	53.8	42	21.4	32	18.7	27.4	2.
16. Household Income >50 to	625	1,505	351	1,188	3,669	8,209	3,595	861	1,272	13,9
17. % with any housing problems	35.8	31.6	35.3	35	33.8	16.8	45	50.1	42.8	28.
18. % Cost Burden >50% and other housing problems	0	0	0	0	0	0	0.4	0.5	0	0.
18. % Cost Burden >30% to	0.6	1.6	1.1	0	0.9	0	0.7	7.8	0	0.
19. % Cost Burden	0.6	9.2	24.8	1.2	6.7	0.1	1.2	12.3	0	1.
20. % Cost Burden >50% only	21.3	0.9	1.1	2.9	5	4.5	13.8	6.5	10.8	7.
21. % Cost Burden >30% to	13.3	19.8	8.3	31	21.2	12.2	29	23	32	1.
22. Household Income >80% MFI	1,072	2,497	535	1,710	5,814	17,843	20,740	3,022	3,769	45,3
23. % with any housing problems	21.5	6.6	37.4	9.5	13.1	5.9	10.7	20.2	17.4	1.
24. % Cost Burden >50% and other housing problems	0.9	0	0	0.2	0.2	0	0	0	0	
25. % Cost Burden >30% to	0.4	0	1.9	0	0.2	0	0.1	0.6	0.1	0.
26. % Cost Burden	2.7	4.2	35.5	6.2	7.4	0.3	1.2	12.8	0.8	1.
27. % Cost Burden >50% only	6	0	0	0	1.1	0.9	1.2	0.7	2.9	1.
28. % Cost Burden >30% to	11.5	2.4	0	3.1	4.1	4.8	8.1	6.1	13.5	7.
29. Total Households	3,720	6,315	1,472	4,547	16,054	34,461	26,912	4,557	6,459	72,3
30. % with any housing problems	46.9	38.4	58.6	38.3	42.2	18.5	20.9	35	32.6	21.

9.1 Strategy for Addressing Housing Needs.

The Eustis Housing Authority plans to implement the following Strategies:

- 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
- Leverage affordable housing resources in the community through the creation of mixed - finance housing
- Pursue housing resources other than public housing assistance
- Exceed HUD federal targeting requirements for families at or below 30% of AMI in public housing
- Adopt rent policies to support and encourage work
- Employ admissions preferences aimed at families who are working
- Seek designation of public housing for the elderly
- Pursue affordable Assisted Living Facilities for elderly residents
- Carry out the modifications needed in public housing based on the section 504 Needs Assessment for Public Housing
- Affirmatively market to local non-profit agencies that assist families with disabilities

10.0 Additional Information

a) Progress in meeting mission and goals

The Eustis Housing Authority will continually strive to ensure safe, decent, and affordable housing, create opportunities for residents' self-sufficiency and economic independence; and assure fiscal integrity in all programs administered without discrimination.

The EHA was successful in completing many of the capital fund work items that were planned during the previous 5 year plan. They included:

Kitchen Renovation – Replaced cabinets, sinks, faucets, electrical & plumbing in 14 units.

Floor Tile Installation – Installed new flooring in all units.

Window Replacement – Installed energy efficient windows in all units.

Refrigerators and Stoves – Replaced refrigerators and stoves in 28 units

Projects that are currently underway include exterior painting of all units and the installation of central air conditioning in all units.

b) Significant Amendment and Substantial Deviation/Modification.

Criteria for Substantial Deviation and Significant Amendments

A. Substantial Deviation from the 5-year Plan:

A Substantial Deviation is defined as a change in the mission statement, goals and objectives, or in the Capital Fund Program Annual Statement and Five-Year Plan that requires board approval to implement. The Eustis Housing Authority's definition has not changed since the last PHA Plan submittal. The Housing Authority did not experience a Substantial Deviation from the Five-Year Plan nor do we anticipate a Substantial Deviation during this fiscal year.

B. Significant Amendment or Modification to the Annual Plan:

The following actions are considered to be Significant Amendments or Modifications:

- Changes to rent policy;
- Changes to the admissions policies;
- Changes to the organization of the waiting list; and
- Other policy changes requiring board approval and resident notification.

An exception to this definition will be made for any of the above that are adopted to reflect changes in HUD regulatory requirements; HUD does not consider such changes significant amendments.

Certification of Payments to Influence Federal Transactions

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

Applicant Name

Housing Authority of the City of Eustis

Program/Activity Receiving Federal Grant Funding

Public Housing

The undersigned certifies, to the best of his or her knowledge and belief, that:

(1) No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of an agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.

(2) If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of an agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, Disclosure Form to Report Lobbying, in accordance with its instructions.

(3) The undersigned shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by Section 1352, Title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

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 Horace J. Jones	Title Executive Director
Signature 	Date (mm/dd/yyyy) 01/19/10

Civil Rights Certification

U.S. Department of Housing and Urban Development
Office of Public and Indian Housing
Expires 4/30/2011

Civil Rights Certification

Annual Certification and Board Resolution

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 Commissioner, I approve the submission of the Plan for the PHA of which this document is a part and make the following certification and agreement with the Department of Housing and Urban Development (HUD) in connection with the submission of the Plan and implementation thereof:

The PHA certifies that it will carry out the public housing program of the agency 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, and will affirmatively further fair housing.

Housing Authority of the City of Eustis

FL040

PHA Name

PHA Number/HA Code

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

Horace J. Jones

Title

Executive Director

Signature



Date 01/19/2010

**PHA Certifications of Compliance with the PHA Plans and Related Regulations:
Board Resolution to Accompany the PHA 5-Year and Annual PHA Plan**

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 5-Year and/or Annual PHA Plan for the PHA fiscal year beginning 7/1/10, 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 City of Eustis
PHA Name

FL 040
PHA Number/HA Code

5-Year PHA Plan for Fiscal Years 2010 - 2014

Annual PHA Plan for Fiscal Years 2010 - 20

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
<u>HORACE J. JONES</u>	<u>EXECUTIVE DIRECTOR</u>
Signature	Date
	<u>1/19/10</u>

Certification for a Drug-Free Workplace

U.S. Department of Housing and Urban Development

Applicant Name

Housing Authority of the City of Eustis

Program/Activity Receiving Federal Grant Funding

Public Housing

Acting on behalf of the above named Applicant as its Authorized Official, I make the following certifications and agreements to the Department of Housing and Urban Development (HUD) regarding the sites listed below:

I certify that the above named Applicant will or will continue to provide a drug-free workplace by:

a. Publishing a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the Applicant's workplace and specifying the actions that will be taken against employees for violation of such prohibition.

b. Establishing an on-going drug-free awareness program to inform employees ---

- (1) The dangers of drug abuse in the workplace;
- (2) The Applicant's policy of maintaining a drug-free workplace;
- (3) Any available drug counseling, rehabilitation, and employee assistance programs; and
- (4) The penalties that may be imposed upon employees for drug abuse violations occurring in the workplace.

c. Making it a requirement that each employee to be engaged in the performance of the grant be given a copy of the statement required by paragraph a.;

d. Notifying the employee in the statement required by paragraph a. that, as a condition of employment under the grant, the employee will ---

(1) Abide by the terms of the statement; and

(2) Notify the employer in writing of his or her conviction for a violation of a criminal drug statute occurring in the workplace no later than five calendar days after such conviction;

e. Notifying the agency in writing, within ten calendar days after receiving notice under subparagraph d.(2) from an employee or otherwise receiving actual notice of such conviction. Employers of convicted employees must provide notice, including position title, to every grant officer or other designee on whose grant activity the convicted employee was working, unless the Federal agency has designated a central point for the receipt of such notices. Notice shall include the identification number(s) of each affected grant;

f. Taking one of the following actions, within 30 calendar days of receiving notice under subparagraph d.(2), with respect to any employee who is so convicted ---

(1) Taking appropriate personnel action against such an employee, up to and including termination, consistent with the requirements of the Rehabilitation Act of 1973, as amended; or

(2) Requiring such employee to participate satisfactorily in a drug abuse assistance or rehabilitation program approved for such purposes by a Federal, State, or local health, law enforcement, or other appropriate agency;

g. Making a good faith effort to continue to maintain a drug-free workplace through implementation of paragraphs a. thru f.

2. Sites for Work Performance. The Applicant shall list (on separate pages) the site(s) for the performance of work done in connection with the HUD funding of the program/activity shown above: Place of Performance shall include the street address, city, county, State, and zip code. Identify each sheet with the Applicant name and address and the program/activity receiving grant funding.)

Morin St., Magnolia Ave., Bates Ave., Rose Lane., Johnson St., Palmetto Ave.

Eustis, Florida , Lake County, 32726

Check here if there are workplaces on file that are not identified on the attached sheets.

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

Horace J. Jones

Title

Executive Director

Signature

X



Date

1/19/10

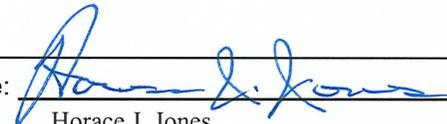
DISCLOSURE OF LOBBYING ACTIVITIES

Complete this form to disclose lobbying activities pursuant to 31 U.S.C. 1352

Approved by OMB

0348-0046

(See reverse for public burden disclosure.)

1. Type of Federal Action: <input type="checkbox"/> a. contract <input checked="" type="checkbox"/> b. grant <input type="checkbox"/> c. cooperative agreement <input type="checkbox"/> d. loan <input type="checkbox"/> e. loan guarantee <input type="checkbox"/> f. loan insurance	2. Status of Federal Action: <input type="checkbox"/> a. bid/offer/application <input type="checkbox"/> b. initial award <input type="checkbox"/> c. post-award	3. Report Type: <input type="checkbox"/> a. initial filing <input type="checkbox"/> b. material change For Material Change Only: year _____ quarter _____ date of last report _____
4. Name and Address of Reporting Entity: <input checked="" type="checkbox"/> Prime <input type="checkbox"/> Subawardee Tier _____, if known: Congressional District, if known: 4c	5. If Reporting Entity in No. 4 is a Subawardee, Enter Name and Address of Prime: Congressional District, if known:	
6. Federal Department/Agency: Department of Housing and Urban Development	7. Federal Program Name/Description: Public Housing - Capital Fund Program CFDA Number, if applicable: _____	
8. Federal Action Number, if known:	9. Award Amount, if known: \$	
10. a. Name and Address of Lobbying Registrant (if individual, last name, first name, MI): NONE	b. Individuals Performing Services (including address if different from No. 10a) (last name, first name, MI):	
11. Information requested through this form is authorized by title 31 U.S.C. section 1352. This disclosure of lobbying activities is a material representation of fact upon which reliance was placed by the tier above when this transaction was made or entered into. This disclosure is required pursuant to 31 U.S.C. 1352. This information will be available for public inspection. Any person who fails to file the required disclosure shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.	Signature:  Print Name: <u>Horace J. Jones</u> Title: <u>Executive Director</u> Telephone No.: <u>352-357-4851 ext. 403</u> Date: <u>1/19/10</u>	
Federal Use Only:		Authorized for Local Reproduction Standard Form LLL (Rev. 7-97)

Part I: Summary			
PHA Name: Housing Authority of the City of Eustis	<table border="1" style="width:100%; border-collapse: collapse;"> <tr> <td style="width:50%;">Grant Type and Number Capital Fund Program Grant No: FL29P04050109 Replacement Housing Factor Grant No: Date of CFFP: 9/15/2009</td> <td style="width:50%;">FFY of Grant: 2009 FFY of Grant Approval:</td> </tr> </table>	Grant Type and Number Capital Fund Program Grant No: FL29P04050109 Replacement Housing Factor Grant No: Date of CFFP: 9/15/2009	FFY of Grant: 2009 FFY of Grant Approval:
Grant Type and Number Capital Fund Program Grant No: FL29P04050109 Replacement Housing Factor Grant No: Date of CFFP: 9/15/2009	FFY of Grant: 2009 FFY of Grant Approval:		

Type of Grant
 Original Annual Statement Reserve for Disasters/Emergencies Revised Annual Statement (revision no:)
 Performance and Evaluation Report for Period Ending: 12/31/09 Final Performance and Evaluation Report

Line	Summary by Development Account	Total Estimated Cost		Total Actual Cost ¹	
		Original	Revised ²	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations (may not exceed 20% of line 21) ³	20,000	20,000	20,000	20,000
3	1408 Management Improvements				
4	1410 Administration (may not exceed 10% of line 21)				
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	0	22,000	0	0
8	1440 Site Acquisition				
9	1450 Site Improvement				
10	1460 Dwelling Structures	75,965	53,965	0	0
11	1465.1 Dwelling Equipment—Nonexpendable				
12	1470 Non-dwelling Structures				
13	1475 Non-dwelling Equipment				
14	1485 Demolition				
15	1492 Moving to Work Demonstration				
16	1495.1 Relocation Costs				
17	1499 Development Activities ⁴				

¹ To be completed for the Performance and Evaluation Report.
² To be completed for the Performance and Evaluation Report or a Revised Annual Statement.
³ PHAs with under 250 units in management may use 100% of CFP Grants for operations.
⁴ RHF funds shall be included here.

Annual Statement/Performance and Evaluation Report
 Capital Fund Program, Capital Fund Program Replacement Housing Factor and
 Capital Fund Financing Program

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

Part I: Summary						
PHA Name: Housing Authority of the City of Eustis		Grant Type and Number Capital Fund Program Grant No: FL29P04050109 Replacement Housing Factor Grant No: Date of CFFP: 9/15/09			FFY of Grant:2009 FFY of Grant Approval:	
Type of Grant						
<input type="checkbox"/> Original Annual Statement		<input type="checkbox"/> Reserve for Disasters/Emergencies		<input type="checkbox"/> Revised Annual Statement (revision no:)		
<input checked="" type="checkbox"/> Performance and Evaluation Report for Period Ending: 12/31/09				<input type="checkbox"/> Final Performance and Evaluation Report		
Line	Summary by Development Account	Total Estimated Cost		Total Actual Cost ¹		
		Original	Revised ²	Obligated	Expended	
18a	1501 Collateralization or Debt Service paid by the PHA					
18ba	9000 Collateralization or Debt Service paid Via System of Direct Payment					
19	1502 Contingency (may not exceed 8% of line 20)					
20	Amount of Annual Grant:: (sum of lines 2 - 19)	95,965	95,965	20,000	20,000	
21	Amount of line 20 Related to LBP Activities					
22	Amount of line 20 Related to Section 504 Activities					
23	Amount of line 20 Related to Security - Soft Costs					
24	Amount of line 20 Related to Security - Hard Costs					
25	Amount of line 20 Related to Energy Conservation Measures					
Signature of Executive Director			Date	Signature of Public Housing Director		

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³ PHAs with under 250 units in management may use 100% of CFP Grants for operations.

⁴ RHF funds shall be included here.

Part I: Summary	
PHA Name: Housing Authority of the City of Eustis	Grant Type and Number Capital Fund Program Grant No: FL29P040501-10 Replacement Housing Factor Grant No: Date of CFFP:
FFY of Grant: 2010 FFY of Grant Approval:	

Type of Grant
 Original Annual Statement **Reserve for Disasters/Emergencies** **Revised Annual Statement (revision no: _____)**
 Performance and Evaluation Report for Period Ending: **Final Performance and Evaluation Report**

Line	Summary by Development Account	Total Estimated Cost		Total Actual Cost ¹	
		Original	Revised ²	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations (may not exceed 20% of line 21) ³	8,000			
3	1408 Management Improvements	3,000			
4	1410 Administration (may not exceed 10% of line 21)				
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	6,000			
8	1440 Site Acquisition				
9	1450 Site Improvement				
10	1460 Dwelling Structures	73,965			
11	1465.1 Dwelling Equipment—Nonexpendable	5,000			
12	1470 Non-dwelling Structures				
13	1475 Non-dwelling Equipment				
14	1485 Demolition				
15	1492 Moving to Work Demonstration				
16	1495.1 Relocation Costs				
17	1499 Development Activities ⁴				

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Annual Statement/Performance and Evaluation Report
 Capital Fund Program, Capital Fund Program Replacement Housing Factor and
 Capital Fund Financing Program

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

Part I: Summary					
PHA Name: Housing Authority of the City of Eustis	Grant Type and Number Capital Fund Program Grant No: FL29P040501-10 Replacement Housing Factor Grant No: Date of CFFP:	FFY of Grant:2010 FFY of Grant Approval:			
Type of Grant					
<input type="checkbox"/> Original Annual Statement		<input type="checkbox"/> Reserve for Disasters/Emergencies		<input type="checkbox"/> Revised Annual Statement (revision no:)	
<input type="checkbox"/> Performance and Evaluation Report for Period Ending:		<input type="checkbox"/> Final Performance and Evaluation Report			
Line	Summary by Development Account	Total Estimated Cost		Total Actual Cost ¹	
		Original	Revised ²	Obligated	Expended
18a	1501 Collateralization or Debt Service paid by the PHA				
18ba	9000 Collateralization or Debt Service paid Via System of Direct Payment				
19	1502 Contingency (may not exceed 8% of line 20)				
20	Amount of Annual Grant:: (sum of lines 2 - 19)	95,965			
21	Amount of line 20 Related to LBP Activities				
22	Amount of line 20 Related to Section 504 Activities				
23	Amount of line 20 Related to Security - Soft Costs				
24	Amount of line 20 Related to Security - Hard Costs				
25	Amount of line 20 Related to Energy Conservation Measures				
Signature of Executive Director		Date		Signature of Public Housing Director	
				Date	

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Part I: Summary			
PHA Name: Housing Authority of the City of Eusts	<table border="1" style="width:100%; border-collapse: collapse;"> <tr> <td style="width:30%;">Grant Type and Number Capital Fund Program Grant No: FL29S04050109 Replacement Housing Factor Grant No: Date of CFFP: 3/18/2009</td> <td style="width:70%;">FFY of Grant: 2009 FFY of Grant Approval:</td> </tr> </table>	Grant Type and Number Capital Fund Program Grant No: FL29S04050109 Replacement Housing Factor Grant No: Date of CFFP: 3/18/2009	FFY of Grant: 2009 FFY of Grant Approval:
Grant Type and Number Capital Fund Program Grant No: FL29S04050109 Replacement Housing Factor Grant No: Date of CFFP: 3/18/2009	FFY of Grant: 2009 FFY of Grant Approval:		

Type of Grant
 Original Annual Statement Reserve for Disasters/Emergencies Revised Annual Statement (revision no:1)
 Performance and Evaluation Report for Period Ending: Final Performance and Evaluation Report

Line	Summary by Development Account	Total Estimated Cost		Total Actual Cost ¹	
		Original	Revised ²	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations (may not exceed 20% of line 21) ³				
3	1408 Management Improvements				
4	1410 Administration (may not exceed 10% of line 21)				
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	10,000	10,000	520	520
8	1440 Site Acquisition				
9	1450 Site Improvement				
10	1460 Dwelling Structures	112,110	112,100	48,474	0
11	1465.1 Dwelling Equipment—Nonexpendable				
12	1470 Non-dwelling Structures				
13	1475 Non-dwelling Equipment				
14	1485 Demolition				
15	1492 Moving to Work Demonstration				
16	1495.1 Relocation Costs				
17	1499 Development Activities ⁴				

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Annual Statement/Performance and Evaluation Report
 Capital Fund Program, Capital Fund Program Replacement Housing Factor and
 Capital Fund Financing Program

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

Part I: Summary						
PHA Name: Housing Authority of the City of Eustis		Grant Type and Number Capital Fund Program Grant No: FL29P04050109 Replacement Housing Factor Grant No: Date of CFFP: 9/15/09			FFY of Grant:2009 FFY of Grant Approval:	
Type of Grant						
<input type="checkbox"/> Original Annual Statement		<input type="checkbox"/> Reserve for Disasters/Emergencies		<input checked="" type="checkbox"/> Revised Annual Statement (revision no:)		
<input checked="" type="checkbox"/> Performance and Evaluation Report for Period Ending: 12/31/09				<input type="checkbox"/> Final Performance and Evaluation Report		
Line	Summary by Development Account	Total Estimated Cost		Total Actual Cost ¹		
		Original	Revised ²	Obligated	Expended	
18a	1501 Collateralization or Debt Service paid by the PHA					
18ba	9000 Collateralization or Debt Service paid Via System of Direct Payment					
19	1502 Contingency (may not exceed 8% of line 20)					
20	Amount of Annual Grant:: (sum of lines 2 - 19)	122,110	122,110	48,994	520	
21	Amount of line 20 Related to LBP Activities					
22	Amount of line 20 Related to Section 504 Activities					
23	Amount of line 20 Related to Security - Soft Costs					
24	Amount of line 20 Related to Security - Hard Costs					
25	Amount of line 20 Related to Energy Conservation Measures					
Signature of Executive Director			Date			
Signature of Public Housing Director			Date			

¹ To be completed for the Performance and Evaluation Report.

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Capital Fund Program—Five-Year Action Plan

U.S. Department of Housing and Urban Development
 Office of Public and Indian Housing
 Expires 4/30/2011

Part I: Summary						
PHA Name/Number Housing Authority of the City of Eustis FL040		Locality (City/County & State) Eustis/Lake County, Florida			<input checked="" type="checkbox"/> Original 5-Year Plan <input type="checkbox"/> Revision No:	
A.	Development Number and Name	Work Statement for Year 1 FFY 2010	Work Statement for Year 2 FFY 2011	Work Statement for Year 3 FFY 2012	Work Statement for Year 4 FFY 2013	Work Statement for Year 5 FFY 2014
B.	Physical Improvements Subtotal	Annual Statement	73,965	73,965	73,965	73,965
C.	Management Improvements		3,000	3,000	3,000	3,000
D.	PHA-Wide Non-dwelling Structures and Equipment		4,000	4,000	4,000	4,000
E.	Administration					
F.	Other		5,000	5,000	5,000	5,000
G.	Operations		10,000	10,000	10,000	10,000
H.	Demolition					
I.	Development					
J.	Capital Fund Financing – Debt Service					
K.	Total CFP Funds					
L.	Total Non-CFP Funds					
M.	Grand Total		95,965	95,965	95,965	95,965

Part I: Summary (Continuation)						
PHA Name/Number			Locality (City/county & State)		<input type="checkbox"/> Original 5-Year Plan	<input type="checkbox"/> Revision No:
A.	Development Number and Name	Work Statement for Year 1 FFY 2010	Work Statement for Year 2 FFY 2011	Work Statement for Year 3 FFY 2012	Work Statement for Year 4 FFY 2013	Work Statement for Year 5 FFY 2014
		Annual Statement				

RESIDENT ADVISORY BOARD COMMENTS

Board Members:

John Lee
Tamara Warren
Magdalena Ocasio
Roxanne Kirkland
Kizzy Sager
Rosemary Johnson
Tanika Corley

The Eustis Housing Authority received the following recommendations and suggestions regarding capital improvements:

- Window Security Screens
- Front and Back Door Screens
- Cabinets and Countertops
- Closet Doors and Bathroom Tub Surrounds
- Dryer Hook-ups
- Playground Equipment

After thoroughly reviewing the recommendations from the Resident Advisory Board and the Physical Needs Assessment, the following items have been included in the 5 year plan:

1. Window Security Screens
2. Front and Back Door Screens
3. Cabinets and Countertops
4. Closet Doors and Bathroom Tub Surrounds

Also included in the plan were:

1. Foundation Settlement Repairs
2. Sidewalk Repairs
3. Refrigerators
4. Stoves

There were no challenged elements.

Attachment A

Eustis Housing Authority

Description of Implementation Of Community Service Requirements

Community Service & Work Responsibility

The Quality Housing and Work Responsibility Act (QHWRA) of 1998 requires that all non-exempt adult public housing residents (18 years of age and older) contribute 8 hours per month of community service or participate in 8 hours per month of self sufficiency related activities (or a combination thereof). Adult residents are exempt from these requirements if the resident:

- Is 62 years of age or older
- Has a disability that prevents gainful employment
- Is the caretaker of a disabled person
- Is working at least 20 hours per week
- Is participating in a Welfare to Work program
- Is enrolled in an education/training program or curriculum
- Is receiving TANF assistance and is in compliance with job training and work activities of this program

The first step in implementing this QHWRA requirement was an intensive education effort to advise public housing residents of the new requirements and the time frame for implementing them. The Housing Authority held a meeting with all public housing residents to answer questions and discuss all the details of the Community Service and Work Responsibility requirements. In addition, flyers were distributed to the residents to further provide information on the Community Service and Work Responsibility requirements. Residents who were required to participate in the Community Service/Self Sufficiency activity were issued a "Record and Certification of Community Service" form to document hours of participation.

At lease execution, all adult members of a public housing family must provide documentation of exemption and sign a certification that they have received and read the requirements and, if not exempt, that failure to comply will result in non-renewal of their lease.

Thirty days prior to lease renewal, the Authority will determine compliance with the Community Service/Work Responsibility requirements and lease renewal denied for non-compliance. If the Eustis Housing Authority determines that a tenant is not compliant, the Authority will notify that resident of the determination; that the determination is subject

to administrative grievance procedures; and that the resident's lease will not be renewed unless the resident enters into an agreement with the Eustis Housing Authority to make up the missed hours by participating in a self-sufficiency program or contributing to community service

It is the responsibility of residents to inform the Authority if their exempt/non-exempt status changes during the 12 month period.

To the greatest extent possible and practical, the Authority will provide the names of agencies and applicable contact persons that can provide opportunities for residents to comply with these requirements

Attachment B

PET POLICY EUSTIS HOUSING AUTHORITY

This Statement of Pet Policy is established for the Eustis Housing Authority by action of the Board of Commissioners on this 26th day of March, 2002.

1. An additional security deposit of \$150.00 plus a non-refundable Pet Fee of \$200.00 must be paid at the time of the pet move in, unless it is an assistive animal. (The Pet Fee must be paid in full.) The deposit may be paid in increments of not less than \$10.00 per month for each succeeding month until the sum of \$150.00 is paid; Pet Fee must be paid prior to occupancy. The security deposit or any part thereof may not be used for any damages incurred on the unit unless directly related to said pet.
2. Pet owner must demonstrate liability insurance coverage on the pet of no less than \$100,000 minimum permitted by renters insurance, and to agree to assume responsibility for all damage incurred by said pet.
3. Signed statement assigning responsibility to no less than two persons to care for the pet in the event the pet owner dies, is incapacitated or is otherwise unable to care for the pet.
4. The size of the pet is limited to a maximum of twenty-five (25) pounds (adult weight), unless it is an assistive animal.
5. Owner of the pet will be responsible for all cleanups anywhere on the grounds or in the building. If pet owner is unable, or contact with the tenant cannot be made, a \$25.00 fee for each cleanup performed by the Housing Authority will be assessed.
6. All pet owners must submit an up-to-date immunization record from a qualified veterinarian and must display a current license tag for said pet. Immunization records and pet license tags are to be rectified during the month of the pet owner's rectification of tenant eligibility.
7. Pet owner must make a bonafide effort to control fleas and ticks at all times.
8. Limit one pet per unit. Pet must be neutered or spayed and will be restricted to designated pet areas only. Pets will not be allowed in any designated area unless accompanied by a responsible person and is restrained on a leash or similar device.

9. A visiting pet will not be allowed accommodations for a period longer than fourteen (14) days and nights and demonstrate, prior to entry, updated proof of immunization.
10. A pet owner is in violation of the city ordinance on animal control when his or her animal causes objectionable noises, destroys or damages the property of others.
11. Pet owners must comply with all Housing Authority, County, State, and Federal Regulations on animal regulatory laws.
12. When litter boxes are in use, the pet owner will not change the litter more than twice each week and will separate pet waste from litter when disposing of it.
13. Inspections other than those permitted under the lease may be made after proper notification and during reasonable hours if a complaint is received in writing and the Housing Authority has reasonable grounds to believe that a nuisance or threat to health and safety of the occupants of the dwelling or surrounding area exist.
14. In the event of a pet rule violation, the pet owner will have up to fifteen (15) days from date of service of the notice to cure the violation, to remove the pet or to make a written request for a meeting to discuss said violation(s). The pet owner is entitled to be accompanied by another person of his or her choice. Failure to cure the violation, to request a meeting, or to appear at a requested meeting may result in termination of tenancy.
15. If a pet is removed due to the death or incapacity of the pet owner and the two responsible parties are contacted and are unwilling or unable to remove the pet; or cannot be contacted, the pet will be removed and placed in a pet facility for a period not to exceed thirty (30) days. The cost of the animal care shall be borne by the pet owner or his/her estate. If unable or unwilling to pay, the cost will be paid from the pet deposit.
16. All conditions must be met and the lease signed before admitting said pet to the dwelling unit.

I, _____, having duly read the above pet rules, understand and agree to comply with said rules as long as I retain a pet on the Authority premises.

TENANT'S SIGNATURE _____ DATE: _____

WITNESS: _____ DATE: _____