

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 8/30/2011
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1.0	PHA Information PHA Name: _____ Housing Authority City of Glendale _____ PHA Code: CA114 _____ PHA Type: <input type="checkbox"/> Small <input checked="" type="checkbox"/> High Performing <input type="checkbox"/> Standard <input checked="" type="checkbox"/> HCV (Section 8) PHA Fiscal Year Beginning: (MM/YYYY): 07/2012 _____																										
2.0	Inventory (based on ACC units at time of FY beginning in 1.0 above) Number of PH units: N/A _____ Number of HCV units: 1592 _____																										
3.0	Submission Type <input type="checkbox"/> 5-Year and Annual Plan <input checked="" type="checkbox"/> Annual Plan Only <input type="checkbox"/> 5-Year Plan Only																										
4.0	PHA Consortia <input type="checkbox"/> PHA Consortia: (Check box if submitting a joint Plan and complete table below.)																										
	<table border="1"> <thead> <tr> <th rowspan="2">Participating PHAs</th> <th rowspan="2">PHA Code</th> <th rowspan="2">Program(s) Included in the Consortia</th> <th rowspan="2">Programs Not in the Consortia</th> <th colspan="2">No. of Units in Each Program</th> </tr> <tr> <th>PH</th> <th>HCV</th> </tr> </thead> <tbody> <tr> <td>PHA 1:</td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td>PHA 2:</td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td>PHA 3:</td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> </tbody> </table>	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:					
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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:																										
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.																										
6.0	PHA Plan Update (a) Identify all PHA Plan elements that have been revised by the PHA since its last Annual Plan submission: The PHA will continue to provide information on the Violence Against Women Act VAWA to property owners and families and to take the appropriate action when necessary. The PHA has established criteria to terminate housing assistance payments (HAP) contracts in accordance with HUD regulations should the agency have insufficient funding to fund existing HAP contracts. The PHA will conduct criminal background checks on all adult household members, and will propose termination for families with household members having a criminal history that does not meet the PHA's standards. (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. PHA's Main Administrative Office: 141 North Glendale Avenue Suite 202, Glendale, CA 91206. PHA's website: ci.glendale.ca.us/housing.asp.																										
7.0	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.																										
8.0	Capital Improvements. Please complete Parts 8.1 through 8.3, as 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 <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.																										
8.2	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.																										

8.3	<p>Capital Fund Financing Program (CFPP). <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>
9.0	<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.</p>
9.1	<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>
10.0	<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>
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> <p>(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)</p> <p>(b) Form HUD-50070, <i>Certification for a Drug-Free Workplace</i> (PHAs receiving CFP grants only)</p> <p>(c) Form HUD-50071, <i>Certification of Payments to Influence Federal Transactions</i> (PHAs receiving CFP grants only)</p> <p>(d) Form SF-LLL, <i>Disclosure of Lobbying Activities</i> (PHAs receiving CFP grants only)</p> <p>(e) Form SF-LLL-A, <i>Disclosure of Lobbying Activities Continuation Sheet</i> (PHAs receiving CFP grants only)</p> <p>(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.</p> <p>(g) Challenged Elements</p> <p>(h) Form HUD-50075.1, <i>Capital Fund Program Annual Statement/Performance and Evaluation Report</i> (PHAs receiving CFP grants only)</p> <p>(i) Form HUD-50075.2, <i>Capital Fund Program Five-Year Action Plan</i> (PHAs receiving CFP grants only)</p>

**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 07/2012 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.

City of Glendale Housing Authority
PHA Name

CA114
PHA Number/HA Code

5-Year PHA Plan for Fiscal Years 20 - 20
 Annual PHA Plan for Fiscal Years 20¹² - 20 ¹³

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 Peter Zovak	Title Deputy Director Community Development - Housing
Signature 	Date April 11, 2012

Section 8 Resident Advisory Board (RAB)

MINUTES

Meeting of February 2, 2012

Meeting called to order by Cindy Williams, Administrative Analyst at 3:00 P.M.

Staff Introductions:

Cindy Williams-Administrative Analyst, Sona Markarian-Customer Service Representative, Zohrab Ter-Karapetyan-City Hourly Worker

Cecile Pham provided Vietnamese translation and Sona Markarian provided Armenian translation.

RAB Members Present:

K. Aristakessian, B. Asadourian, S. Avakyan, S. Avedian, V. Bui, C. DeGuzman, A. Delanian, A. Dischekenyan, V. Dolukhanian, M. Gregory, J. Harutunian, V. Hovsepian, S. Karamyan, J. Kelley, M. Kirakosyan, R. Melikian, M. Mounzer, L. Moussallie, M. Movsissian, S. Oganesyanyan, L. Papikyan, Z. Sarkissian, R. Simonian, N. Yagubyan

Purpose of a Resident Advisory Board (RAB)

Williams: Explained that the Department of Housing and Urban Development (HUD) requires the Housing Authority to establish a resident advisory board. The main purpose of the board is to review the agency's PHA Annual Plan and provide any comment on policy changes that the agency is proposing in the annual plan.

It was also explained that the time to serve on the board is for a two-year term. It was expressed to the board members that their role as a resident advisory board member is very important.

Discussion: Section 8 Public Housing Agency Annual Draft Plan 2012-2013

Williams: Explained that the agency would be submitting an annual plan to HUD. The board was advised that the agency submitted a joint Annual and Five-Year Plan in 2009; the next 5-Year Plan is due to HUD in two years.

The board was advised that the agency was proposing to make 2 policy changes. One of the changes was being proposed to meet HUD requirements on having a termination policy due to insufficient funding. The second change was to eliminate and reduce criminal activity in the housing program by conducting criminal background checks on all adult household members. The board was advised that both policies were in the draft stage and no final policy had been established.

It was explained that over the past few years the housing assistance payments made to property owners on behalf of families have exceeded the money received from the federal government to make these payments. The agency has had to cover the shortage of funds with administrative funds earned by the agency. If in the future the administrative funds are depleted and the housing assistance payments continue to exceed the agency's annual budget, the agency will be forced to implement terminations. The agency is seeking other community agencies to view the agency's draft of the policy to ensure that all measures are reviewed and those with limitations would be impacted the least.

It was explained that the agency works very closely with local law enforcement and is committed to provide a safe housing environment within the community. Due to an increase in criminal activity within the housing program, the agency is proposing to implement a systematic criminal background check for all adult household members participating in the program. Currently all adult household members entering the program are subject to a criminal background check. The agency is proposing to increase

the background checks to include all adult household members currently on the program over a 5-year period.

RAB Comments on Termination of Vouchers for Insufficient Funding

Member: Suggested that a reduced housing assistance payment should be applied to all voucher holders to eliminate or reduce the number of terminations.

Member: Stated that applying a higher tenant rent would have a great impact on families. Families are experiencing increases in the other living expenses and at the same are having decreases in their incomes.

Member: Stated that the portable vouchers administered in the City of Glendale have an indirect impact on Glendale's housing budget. The fact that portable vouchers decrease the vacancy rate allows property owners to have higher rents.

Member: Inquired if City funds were part of the agency's budget.

Member: Inquired if the agency could have more than one policy on this issue.

Williams: Responded to the above by explaining that the agency has taken every measure to decrease the housing assistance payments allowed by federal regulation and staff continues to monitor the agency's spending. The agency would begin terminating families only if the agency's funds could not support the housing assistance payments issued to property owners.

Explained that the agency determines if the rents for the units on the program are reasonable and the housing assistance payments are determined by the agency's payment standards and not the rents requested by the property owners.

Responded that the agency is funded through federal funds only and the agency could not have more than one policy on the issue.

RAB Comments on Criminal Background Checks for All Adult Household Members

No particular comments were made other than the board felt that it was a good idea.

Closing Comments:

Member: Praised the Housing Authority and the United States for administering a program that allowed individuals to have a good housing environment and providing housing opportunities to those who are less fortunate.

Member: Requested to review the agency's demographics.

Member: Requested that the next meeting be longer than one hour.

Announcements

The board members were advised and encouraged to attend the next RAB meeting that would be scheduled during the month of March. A draft copy of the PHA Annual Plan would be provided at this meeting along with the agency's demographics.

Questions/Adjournment

The board members were thanked for attending the meeting. The meeting was adjourned at 4:00 P.M.

Section 8 Resident Advisory Board (RAB)

MINUTES

Meeting of March 20, 2012

Meeting called to order by Cindy Williams, Administrative Analyst at 2:35 P.M.

Staff Introductions:

Cindy Williams-Administrative Analyst, Sona Markarian-Customer Service Representative, Sisian Arzoomanian-City Hourly Worker

Cecile Pham provided Vietnamese translation and Sona Markarian provided Armenian translation.

RAB Members Present:

B. Asadourian, S. Avakyan, S. Avedian, V. Bui, C. DeGuzman, A. Dischekenyan, V. Dolukhanian, J. Harutunian, V. Hovsepian, M. Kirakosyan, R. Melikian, M. Mounzer, M. Movsissian, L. Papikyan, A. Petrosyan, Z. Sarkissian, R. Simonian

Approval of February 2, 2012 Meeting:

Minutes were approved by RAB Members Barkev Asadourian and Anait Dischekenyan.

Discussion: Section 8 Public Housing Agency Annual Draft Plan 2012-2013/Policy Changes

Williams: Provided the RAB members with a draft copy of the Public Agency Annual Plan and the criteria on the two policies the PHA was implementing. The board was advised that the PHA is a high performing agency and is eligible to submit a streamlined version of the plan.

Pham: Inquired how an agency is rated a High Performing agency.

Williams: Advised that PHAs are rated by the Department of Housing and Urban Development. The ratings are Troubled, Standard, or High Performing.

The termination procedures for insufficient program funding were explained to the board. Providing them with a detailed explanation the order families would be terminated if the agency had to terminate vouchers. The board was advised that the PHA had received sufficient funding for calendar year 2012 and the PHA would not be terminating families in the near future. The PHA is required by the Department of Housing and Urban Development to have a policy in their Administrative Plan should funding in future years be reduced.

The board was advised that procedures for criminal background screenings have been in effect for several years for individuals entering the program; most adults were not subject to this policy. The change in policy would allow screenings to be conducted on all adult household members at their renewal anniversary date effective July 1, 2012. It was further explained that the PHA works closely with the local law enforcement agency. The agency has had to terminate families from the program for serious criminal activity. Conducting screenings on all adult household members will identify individuals involved in criminal activity and the agency will be able to take the necessary action to remove those families from the program. The termination of families involved in this type of activity may allow the agency to assist more families from the waiting list.

RAB Comments/Questions:

Member: Inquired what type of assistance is General Relief, who is eligible for this type of assistance, and if someone who lost their job could receive this type of assistance.

Williams: Advised General Relief is cash aid assistance that a single person who is non-elderly, disabled or handicapped is normally eligible to receive. To receive accurate information on eligibility they should contact the Department of Public Social Services.

Member: Inquired what determines an elderly person.

Williams: Advised that a person of 62 years of age or older is considered to be elderly.

Member: Inquired if we include an adult child's income if they continue their education after high school.

Williams: Advised that if an adult child is enrolled full-time in school, the PHA would not include their earned income. If the child is enrolled part-time, the earned income of the adult child is included in determining the family's share of rent.

Member: Stated that the PHA is punishing households if their adult children do not attend college full-time. The child may not be attending full-time do to financial reasons.

Williams: Advised that PHA's are required by regulation to include earned income received by an adult child if their enrollment in school is not full-time.

Member: Agreed that both policies were needed.

Member: Raised a concern that persons with green cards just entering the United States should not be able to receive rental assistance sooner than someone already residing in the United States.

Williams: Advised that all individuals who legally reside in the United States are treated the same regardless of their length of residency in the U.S.

Member: Stated that the PHA should implement higher tenant rents and the money that is saved by the PHA should be given to the City of Glendale.

Williams: Advised that tenant rents are computed according to federal regulations. Money that is not spent by the PHA is federal money and would return to the federal government. The City is not eligible to retain any of the saved money.

Member: Stated that the PHA could save money if they allowed 4-5 people in a one-bedroom unit.

Williams: Advised that the PHA has subsidy standards and the maximum number of persons allowed in a one-bedroom unit is three; additional persons in the unit would create overcrowding and would not be allowed by the PHA.

Member: Stated the desire to submit their own policies on program regulations.

Williams: Advised that any comments would have to be submitted no later than March 21, 2012 to be included as an attachment to the PHA Annual Plan.

Questions/Adjournment-Program Demographics

Demographics of the program for Glendale's PHA were passed to the RAB members.

The board members were thanked for attending the meeting. They were advised that future meetings for this year were not scheduled. They would be contacted in calendar year 2013 if they were still program participants for the next year's process. The meeting was adjourned at 3:40 P.M.