

PHA Name : Ha City Of Yakima

PHA Code : WA042

MTW Supplement for PHA Fiscal Year Beginning : (MM/DD/YYYY): 1/1/2024

PHA Program Type: Combined

MTW Cohort Number: Landlord Incentives

MTW Supplement Submission Type: Annual Submission

B. MTW Supplement Narrative.

The Yakima Housing Authority's mission is "building stronger communities through our commitment to safe and affordable housing." We believe that our participation in MTW will help us further our mission. We have a vision where YHA is able to maximize the number of households served through the voucher program and making changes to the voucher program to make it more efficient to operate, more likely to increase the self-sufficiency of its participants, and more likely to attract and retain landlords. YHA has a vision to create locally designed programs which address the challenges we see here in Yakima and Kittitas Counties. Our vision would focus on the three statutory objectives: cost effectiveness, self-sufficiency, and housing choice as well as the required activities related to landlord incentives.

We look forward to implementing changes in the voucher program that will reduce the cost to administer the program, getting rid of or simplifying regulations and processes that are overly complicated and confusing to landlords, participants, and staff. We believe that there is already a wealth of ideas related to cost effectiveness used by current MTW agencies, however we also want to see if there are other changes that would make sense for us, based on our unique geographical, housing market and participant needs and challenges.

Our vision is also that self-sufficiency would increase among our program participants. We want to establish policies and provide resources and services that enable stability and motivate personal growth. We believe that through a combination of policy changes and partnering with other social service agencies we should be able to make changes that will increase self-sufficiency.

Finally, in the area of housing choice and landlord incentives, YHA will explore changes that will increase landlord participation as well as policies that will allow the voucher participants more choice. These ideas will have to be balanced with cost-effectiveness as many landlord incentives or higher payment standards that can provide more housing choice, are more expensive and we remain committed to serving as many households as possible.

C. The policies that the MTW agency is using or has used (currently implement, plan to implement in the submission year, plan to discontinue, previously discontinued).

1. Tenant Rent Policies	
j. Alternative Utility Allowance (HCV)	Plan to Implement in the Submission Year
n. Utility Reimbursements (HCV)	Plan to Implement in the Submission Year
u. Standard Deductions (HCV)	Plan to Implement in the Submission Year
2. Payment Standards and Rent Reasonableness	
a. Payment Standards- Small Area Fair Market Rents (HCV)	Plan to Implement in the Submission Year
d. Rent Reasonableness – Third-Party Requirement (HCV)	Plan to Implement in the Submission Year
3. Reexaminations	
b. Alternative Reexamination Schedule for Households (HCV)	Plan to Implement in the Submission Year
4. Landlord Leasing Incentives	
c. Other Landlord Incentives (HCV- Tenant-based Assistance)	Plan to Implement in the Submission Year
5. Housing Quality Standards (HQS)	
c. Third-Party Requirement (HCV)	Plan to Implement in the Submission Year
d. Alternative Inspection Schedule (HCV)	Plan to Implement in the Submission Year
6. Short-Term Assistance	
7. Term-Limited Assistance	
8. Increase Elderly Age (PH & HCV)	
9. Project-Based Voucher Program Flexibilities	
a. Increase PBV Program Cap (HCV)	Plan to Implement in the Submission Year
b. Increase PBV Project Cap (HCV)	Plan to Implement in the Submission Year
c. Elimination of PBV Selection Process for PHA-owned Projects Without Improvement, Development, or Replacement (HCV)	Plan to Implement in the Submission Year
d. Alternative PBV Selection Process (HCV)	Plan to Implement in the Submission Year
f. Increase PBV HAP Contract Length (HCV)	Plan to Implement in the Submission Year
10. Family Self-Sufficiency Program with MTW Flexibility	
c.HCV Alternative Family Selection Procedures (HCV)	Currently Implementing
d.HCV Modify or Eliminate the Contract of Participation (HCV)	Plan to Implement in the Submission Year
e.HCV Policies for Addressing Increases in Family Income (HCV)	Plan to Implement in the Submission Year
11. MTW Self-Sufficiency Program	
12. Work Requirement	
13. Use of Public Housing as an Incentive for Economic Progress (PH)	
14. Moving on Policy	
15. Acquisition without Prior HUD Approval (PH)	
16. Deconcentration of Poverty in Public Housing Policy (PH)	
17. Local, Non-Traditional Activities	
c. Housing Development Programs	Currently Implementing

C. MTW Activities Plan that Ha City Of Yakima Plans to Implement in the Submission Year or Is Currently Implementing

1.j. - Alternative Utility Allowance (HCV)
Describe the MTW activity, the MTW agency's goal(s) for the MTW activity, and, if applicable, how the MTW activity contributes to a larger initiative
Description: Yakima Housing Authority may create a utility schedule(s) for all HCV units based upon bedroom size, the unit location and/or the types of utilities paid by participant. The agency may establish a site-based utility allowance in PBV.

The agency must review its schedule of utility allowances each year and revise its allowance for a utility category if there has been a change of 10 percent or more of the cost from the prior year. The agency must maintain information supporting its annual review of utility allowances and any revisions made in its utility allowance schedule.

Agency goals for MTW Activity:

The simplified alternative to creating and determining utility allowances will primarily reduce Yakima Housing Authority's contract costs to produce utility allowances both in its tenant-based and project-based voucher programs. Secondly, this activity may reduce the extent and amount of utility reimbursements where applicable.

Which of the MTW statutory objectives does this MTW activity serve?

Cost effectiveness

What are the cost implications of this MTW activity? Pick the best description of the cost implications based on what you know today.

Decreased expenditures

Does the MTW activity under this waiver apply to all assisted households or only to a subset or subsets of assisted households?

The MTW activity applies to all assisted households

Based on the Fiscal Year goals listed in the activity's previous Fiscal Year's narrative, provide a description about what has been accomplished or changed during the implementation.

N/A

Does the MTW agency need a Safe Harbor Waiver to implement this MTW activity as described?

No

Please describe the alternative method of calculating the utility allowances. Please explain how the method of calculating utility allowances is different from the standard method and what objective the MTW agency aims to achieve by using this alternative method.

The agency may establish a site-based utility allowance in its PBV program. PBV units, particularly new construction and substantial rehabilitated units have lower utility costs as a result of modernized windows, heating and cooling systems, well-insulated elements, etc. Owners/Developers of newly constructed and substantially rehabbed PBV units provide YHA with extensive utility expense data and analyses specific to their dwelling units, upon which accurate utility allowances can be developed. Having a site-based PBV utility allowance would allow for a more accurately calculated utility allowances in these specific dwelling units by comparison with tenant-based voucher-assisted dwelling units which do not generally have the above elements. In addition, more accurately calculated PBV site-based utility allowances will allow for contract rents that are commensurate with their value.

Yakima Housing Authority may also create a utility schedule(s) for all tenant-based voucher-assisted units, based upon bedroom size, building type only broken down by single family home vs. multifamily unit rather than breaking down utilities into each of the types of multi-family buildings, the unit location and/or the types of utilities (e.g. gas, electric, oil) paid by participants. The simplified alternative to creating and determining utility allowances will primarily reduce Yakima Housing Authority's contract costs to produce utility allowances both in its tenant-based and project-based voucher programs. Secondly, this activity may reduce the extent and amount of utility allowances where applicable.

The first method above is different than the standard method because it is PBV site-base specific rather than community wide. The second method above is different than the standard method because it would streamline the process by only breaking down utility allowances by single family home vs. multifamily unit rather than breaking down utilities into each of the types of multi-family buildings,

The first method above would reduce the extent and amount of utility reimbursements because energy efficient and site-specific PBV units are expected to have relatively lower utility allowances than community-wide utility allowances. The second method may or may not result in lower utility allowances after all of the multi-family building types are combined, depending on the weighted average of those results. However, in terms of administrative costs to contract and calculate utility allowances the above method should be more streamlined and less administratively burdensome and costly.

Describe the MTW activity, the MTW agency's goal(s) for the MTW activity, and, if applicable, how the MTW activity contributes to a larger initiative

Description:

Yakima Housing Authority may eliminate utility reimbursement payments in the HCV program when the utility allowance is greater than the total tenant payment.

Agency goals for MTW Activity:

This activity will help Yakima Housing Authority reduce paperwork requirements and related compliance matters having to do with - # of 10 Day compliance issues due to the fact that YHA follow up that we have to do to get the information from the tenants to to pay the utility reimbursement where we do not get a lot of responses from applicable households. As a result, YHA currently has to spend a lot of administrative hours spent following-up.

Which of the MTW statutory objectives does this MTW activity serve?

Cost effectiveness

What are the cost implications of this MTW activity? Pick the best description of the cost implications based on what you know today.

Decreased expenditures

Does the MTW activity under this waiver apply to all assisted households or only to a subset or subsets of assisted households?

The MTW activity applies to all assisted households

Based on the Fiscal Year goals listed in the activity's previous Fiscal Year's narrative, provide a description about what has been accomplished or changed during the implementation.

N/A

1.u. - Standard Deductions (HCV)

Describe the MTW activity, the MTW agency's goal(s) for the MTW activity, and, if applicable, how the MTW activity contributes to a larger initiative

Description:

YHA proposes replacing the expense deduction with the following standard expense deduction.

In determining adjusted income, for "qualifying" elderly/disabled households (described below), YHA must deduct the following amounts from annual gross income. To the extent the sum exceeds \$2,518 (which is the equivalent of elderly/disabled households' medical/disability expense deductions (described below) exceeding three percent of gross annual income of record for elderly/disabled households with such expenses, YHA's initial medical / disability expense deduction will automatically be \$2,518, regardless of the amount of the family. If however, the "qualifying" family claims that they have a higher amount of medical/disability expenses, they will be afforded an opportunity through a hardship process to submit all of their medical/disability expenses for YHA's review and calculation. At the conclusion of this process, "qualifying" households will receive that actual and uncovered medical/disability expense above three percent of their gross annual income if it is greater than \$2,518.

(i) Unreimbursed medical expenses of any elderly family or disabled family; and (ii) Unreimbursed reasonable attendant care and auxiliary apparatus expenses for each member of the family who is a person with disabilities, to the extent necessary to enable any member of the family (including the member who is a person with disabilities) to be employed. This deduction may not exceed the earned income received by family members who are 18 years of age or older and who are able to work because of such attendant care or auxiliary apparatus.

In terms of the elderly/disabled household allowance independent of whether or not such household also has medical/disability expenses above three percent of the gross annual income, YHA is adopting the \$525 amount as adjusted by applicable inflation (as posted on HUD's website) and will be adjusted upward when the adjusted allowance reaches an increase of at least \$25. In other words, the first time that the \$525 elderly/disabled household allowance gets adjusted upward for inflationary reasons, the allowance will increase to \$550.

Agency goals for MTW Activity:

For medical expenses and disability assistance expenses, YHA's goal with this activity for all parties involved, is a simpler method to calculate tenant rent and to eliminate original and third-party documentation for two out of the three years of triennial reexaminations.

Which of the MTW statutory objectives does this MTW activity serve?

Cost effectiveness

What are the cost implications of this MTW activity? Pick the best description of the cost implications based on what you know today.

Neutral (no cost implications)

Does the MTW activity under this waiver apply to all assisted households or only to a subset or subsets of assisted households?

The MTW activity applies only to a subset or subsets of assisted households

Does the MTW activity apply only to new admissions, only to currently assisted households, or to both new admissions and currently assisted households?

New admissions and currently assisted households

Does the MTW activity apply to all family types or only to selected family types?

The MTW activity applies only to selected family types

Please select the family types subject to this MTW activity.

Elderly families; Disabled families (to the extent those families are not exempt via a reasonable accommodation); Other – another specifically defined target population or populations.

If Other Selected in Previous Question: Please describe this target population in the text box.

Medical expenses and disability assistance expenses apply to qualifying elderly/disabled households.

Does the MTW activity apply to all HCV tenant-based units and properties with project-based vouchers?

The MTW activity applies to specific tenant-based units and/or properties with project-based vouchers

Please describe which tenant-based units and/or properties with project-based vouchers participate in the MTW activity.

Applies to all tenant-based vouchers and project-based vouchers, but that option was not available from above drop down menu.

Based on the Fiscal Year goals listed in the activity's previous Fiscal Year's narrative, provide a description about what has been accomplished or changed during the implementation.

N/A

Does this MTW activity require a hardship policy?

Provided Already

Does the MTW agency need a Safe Harbor Waiver to implement this MTW activity as described?

No
Does the MTW activity require an impact analysis? Provided Already
How much will the single standard deduction be in the Fiscal Year? \$2,518

2.a. - Payment Standards- Small Area Fair Market Rents (HCV)

Describe the MTW activity, the MTW agency's goal(s) for the MTW activity, and, if applicable, how the MTW activity contributes to a larger initiative
Description:
This activity will allow YHA to adopt and implement a reasonable policy to establish payment standards based upon applicable Small Area Fair Market Rents (SAFMRs). YHA may use this flexibility to establish payment standards for grouped ZIP code areas between 80% and 150% of the applicable SAFMRs, based on a range of voucher programmatic outcomes, private market unassisted rents, census data, etc., or may establish payment standards for each ZIP code within its jurisdiction. YHA's "opportunity areas" include: Yakima (West Valley) 98908, Yakima (West Valley) 98903, and Selah 98942. Among the geographic considerations in grouping SAFMRs, YHA may explore the use of school districts.

Agency Goals for the MTW Activity:
YHA's goal is to utilize a comprehensive approach to expand housing opportunities for HCV participants and to increase landlord participation in the HCV Program. Ultimately, the YHA will provide HCV participants with information about housing opportunity areas and bargains. This will be done through SAFMRs and the provision/access to information to families with neighborhood data and information to exercise their choices about where to live. YHA will increase housing choices for HCV participants to live in areas of opportunity based on Payment Standards between 80% and 150% of the SAFMRs. Through the measures above, YHA plans to increase housing choice and opportunities and deconcentrating poverty for HCV participants in neighborhoods that have access to jobs, good schools, healthcare, a healthy environment, healthy foods, safe neighborhoods, and transportation services.

Which of the MTW statutory objectives does this MTW activity serve?
Self-sufficiency; Housing choice

What are the cost implications of this MTW activity? Pick the best description of the cost implications based on what you know today.
Increased expenditures

Does the MTW activity under this waiver apply to all assisted households or only to a subset or subsets of assisted households?
The MTW activity applies to all assisted households

Based on the Fiscal Year goals listed in the activity's previous Fiscal Year's narrative, provide a description about what has been accomplished or changed during the implementation.
N/A

Does this MTW activity require a hardship policy?
Provided Already

Does the MTW agency need a Safe Harbor Waiver to implement this MTW activity as described?
No

Does the MTW activity require an impact analysis?

Provided Already

Please explain the payment standards by ZIP code or "grouped" ZIP codes:

YHA's "opportunity areas" include: Yakima (West Valley) 98908, Yakima (West Valley) 98903, and Selah 98942

Grouped ZIP codes based on a range of voucher programmatic outcomes, private market unassisted rents, census data, etc.,

Through this activity, YHA plans to increase housing choice and opportunities and deconcentrating poverty for HCV participants in neighborhoods that have access to jobs, good schools, healthcare, a healthy environment, healthy foods, safe neighborhoods, and transportation services.

Among the geographic considerations in grouping SAFMRs, YHA may explore the use of school districts.

2.d. - Rent Reasonableness – Third-Party Requirement (HCV)

Describe the MTW activity, the MTW agency's goal(s) for the MTW activity, and, if applicable, how the MTW activity contributes to a larger initiative

Description:

Yakima Housing Authority will use MTW flexibility to perform rent reasonable determinations on units that it owns, manages, and/or controls. Yakima Housing Authority will make reasonable rent determinations with the support of third-party software that taps into a national database. This process will ensure fair and valid determinations.

Agency goals for MTW Activity:

Decrease the rent reasonable turnaround time to support on-time reporting. This waiver supports Yakima Housing Authority's larger goal of using MTW flexibility to streamline administrative processes and reduce agency costs.

Which of the MTW statutory objectives does this MTW activity serve?

Cost effectiveness

What are the cost implications of this MTW activity? Pick the best description of the cost implications based on what you know today.

Decreased expenditures

Does the MTW activity under this waiver apply to all assisted households or only to a subset or subsets of assisted households?

The MTW activity applies to all assisted households

Based on the Fiscal Year goals listed in the activity's previous Fiscal Year's narrative, provide a description about what has been accomplished or changed during the implementation.

N/A

Does the MTW agency need a Safe Harbor Waiver to implement this MTW activity as described?

No

Please explain or upload a description of the quality assurance method.

Reasonable rent determinations will be made with the support of a third-party software database (YARDI) that is updated annually based on market conditions. YHA is going through a software provider conversion from Tenmast to YARDI. Currently, YHA uses Tenmast software to determine rent reasonableness for all the other units not owned or substantially controlled by YHA. YHA will be using our new software provider's rent reasonableness system to determine rent reasonableness on YHA's owned, substantially controlled and/or managed dwelling units in the same manner that we will use it for all other dwelling units.

YHA will have a Supervisor conducting quality assurance on rent reasonableness determinations for all units that it owns,

manages, and/or controls.

No document is attached.

Please explain or upload a description of the rent reasonableness determination method.

The agency will determine rent reasonableness with the support of third-party software. Yakima Housing Authority will consider information for each type of unit, including location, quality, size, type, age of unit, amenities, maintenance, and utilities to be provided by the owner.

No document is attached.

3.b. - Alternative Reexamination Schedule for Households (HCV)

Describe the MTW activity, the MTW agency's goal(s) for the MTW activity, and, if applicable, how the MTW activity contributes to a larger initiative

Description:

YHA may implement a triennial reexamination schedule for some elderly and disabled households. If a household meets the following three criteria, it will be enrolled in triennial reexaminations.

- the head of household, co-head, and/or spouse is elderly or disabled,
- the only current income in the household is fixed income (e.g., social security, pension), and
- there are no minors in the household.

If a household is enrolled in triennial reexaminations and no longer meets these criteria, they will return to annual reexaminations.

For these households, the standard rent calculation method will be used, and households will continue to receive the elderly/disabled allowance and be eligible to claim unreimbursed medical/disability expenses, if certified and claimed by the household. Annual household income will be determined as current and as anticipated once every three years. If a household's income increases in between triennial reexaminations, the household's total tenant payment (TTP) will not increase. While TTP will not increase, the household's rent may increase if their unit's gross rent is above their payment standard. At their annual lease anniversary, YHA will not apply the applicable Cost-of-Living Adjustments for fixed-income households. However, as described in Activity: 1.u. - Standard Deductions (HCV), fixed-income households will also be given an opportunity to certify their medical and/or disability expenses and to qualify for the MTW standard expense deduction. If a fixed-income household claims a hardship, they may go through the process outlined in the hardship and grievance policy if applicable, by provide proof of medical/disability expenses above the MTW standard expense deduction.

Households may continue to request interim reexaminations due to a decrease in income, and/or increases in eligible expenses through the hardship policy. Applicable households will be able to file one interim reexaminations for decreases in income and/or increases in eligible expenses. YHA must allow at least one interim adjustment per year at the request of the household, if the household gross income has decreased 10 percent or more. YHA must conduct an interim reexamination of family income when it becomes aware that the family's adjusted income has changed by an amount that it estimates will result in an increase of ten percent or more in annual adjusted income or such other amount established by HUD through notice, except YHA may not consider any increase in the earned income of the family when estimating or calculating whether the family's adjusted income has increased, unless the family has previously received an interim reduction at their request because of any changes in income since the last examination during the certification period; and YHA may choose not to conduct an interim reexamination in the last three months of a certification period. In other words, YHAs may not consider a family's increases in earned income for the purposes of an interim reexamination unless the family had previously undergone an interim reexamination during the year for any decrease in income. If the family has undergone an interim reexamination for a decrease in income after the completion of the last reexamination, YHA also has discretion regarding whether or not to count increases in earned income when estimating or calculating whether the family's adjusted income has increased. In determining the income for any family, YHA may make other adjustments as it considers appropriate to reflect current income, taking into consideration any redetermination of income during such prior year(s).

Increases in the family's annual adjusted income – The agency must conduct an interim reexamination of family income when the agency becomes aware that the family's adjusted income (as defined in § 5.611) has changed by an amount that the agency estimates will result in an increase of ten percent or more in annual adjusted income or such other amount established by HUD through notice, except:

- (i) The agency may not consider any increase in the earned income of the family when estimating or calculating whether the family's adjusted income has increased, unless the family has previously received an interim reduction under paragraph (c)(1) of this section during the certification period; and

(ii) The agency may choose not to conduct an interim reexamination in the last three months of a certification period. YHA will provide education and materials to participants to inform them that in instances when an elderly/disabled household's fixed income increases, such families will be required to report those increases (e.g. SSI to SSDI with an increased amount) and if the family's adjusted income (as defined in § 5.611) has changed by an amount that the agency estimates will result in an increase of ten percent or more in annual adjusted income or such other amount established by HUD through notice (with the exceptions not

Which of the MTW statutory objectives does this MTW activity serve?

Cost effectiveness

What are the cost implications of this MTW activity? Pick the best description of the cost implications based on what you know today.

Neutral (no cost implications); Increased expenditures; Decreased expenditures

Does the MTW activity under this waiver apply to all assisted households or only to a subset or subsets of assisted households?

The MTW activity applies only to a subset or subsets of assisted households

Does the MTW activity apply only to new admissions, only to currently assisted households, or to both new admissions and currently assisted households?

New admissions and currently assisted households

Does the MTW activity apply to all family types or only to selected family types?

The MTW activity applies only to selected family types

Please select the family types subject to this MTW activity.

Elderly families; Disabled families (to the extent those families are not exempt via a reasonable accommodation); Other – another specifically defined target population or populations.

If Other Selected in Previous Question: Please describe this target population in the text box.

The MTW activity applies to families where:

- the head of household, co-head, and/or spouse is elderly or disabled,
- the only current income in the household is fixed income (e.g., social security, pension), and
- there are no minors in the household.

Does the MTW activity apply to all HCV tenant-based units and properties with project-based vouchers?

The MTW activity applies to specific tenant-based units and/or properties with project-based vouchers

Please describe which tenant-based units and/or properties with project-based vouchers participate in the MTW activity.

The MTW activity applies to all tenant-based vouchers and all properties with project-based vouchers, but that option was not available in the drop-down menu above.

Based on the Fiscal Year goals listed in the activity's previous Fiscal Year's narrative, provide a description about what has been accomplished or changed during the implementation.

N/A

Does this MTW activity require a hardship policy?

Provided Already

Does the MTW agency need a Safe Harbor Waiver to implement this MTW activity as described?

No

Does the MTW activity require an impact analysis?

Provided Already

What is the recertification schedule?

Once every three years

How many interim recertifications per year may a household request?

1

Please describe briefly how the MTW agency plans to address changes in family/household circumstances under the alternative reexamination schedule.

Family circumstances may change throughout the period between triennial reexaminations and between applicable households' annual lease anniversaries. HUD and YHA policies dictate what kinds of information about changes in family circumstances must be reported, and under what circumstances the YHA must process interim reexaminations to reflect those changes. HUD regulations also permit the YHA to conduct interim reexaminations of income or family composition at any time. When an interim reexamination is conducted, only those factors that have changed are verified and adjusted [HCV GB, p. 12-10]. In addition to specifying what information the family must report, HUD regulations permit the family to request an interim determination if other aspects of the family's income or composition changes. The YHA must complete the interim reexamination within a reasonable time after the family's request. In determining the income for any family, YHA may make other adjustments as it considers appropriate to reflect current income, taking into consideration any redetermination of income during such prior year(s).

At their annual lease anniversary, YHA will not apply the applicable Cost-of-Living Adjustments for fixed-income households based on the source of fixed-income, where fixed income households will also be given an opportunity to certify their medical and/or disability expenses and provide proof of changes in those amounts if applicable.

If a household believes they have another circumstance that qualifies as a financial hardship, they may request a hardship. An impact analysis and full hardship policy are included with this Supplement.

4.c. - Other Landlord Incentives (HCV- Tenant-based Assistance)

Describe the MTW activity, the MTW agency's goal(s) for the MTW activity, and, if applicable, how the MTW activity contributes to a larger initiative

New Landlord Incentive (HCV)

Description: YHA is considering the offer a HAP incentive payment of \$1,000 to new landlords, upon the execution of a new HAP contract for an MTW tenant-based HCV participant.

New landlords would be incentivized to begin participating in the program. New landlords would be eligible for this payment yearly, based on a new contract with a new tenant. A "new landlord" would be defined as a landlord who has not rented to a tenant-based voucher participant within the past twelve (12) months. The landlord would not be eligible for the \$1,000 incentive HAP payment if the contract is executed for a transfer of units with the same landlord, or if the contract is executed due to a lease renewal or change. Additionally, properties owned or managed by YHA would be ineligible for this incentive. Authority for this incentive is provided by HUD through PIH 2022-18.

Agency goals for MTW Activity: The goal of this activity is to incentivize landlords to continue their participation in the HCV

program. The New Landlord Incentive payments are part of a larger landlord incentives initiative to increase the supply of affordable housing, maintain quality landlords and units, and increase housing options in areas of opportunity. The New Landlord Incentive `will offer compensation when landlords keep units available during the Request for Tenancy Approval and inspection process (a deterrent for some landlords) and also encourage landlords to seek out additional voucher tenants rather than relying on the open market.

Existing Landlord Incentive (HCV)

Description: YHA is considering the offer of a one-time \$500 incentive HAP payment to existing landlords who execute a new HAP contract for an MTW tenant-based HCV participant. An "existing landlord" would be defined as a landlord who has rented to a tenant-based voucher participant at any time within the past twelve (12) months. The landlord would not be eligible for the \$500 incentive HAP payment if the contract is executed for a transfer of units with the same landlord, or if the contract is executed due to a lease renewal or change. Additionally, properties owned or managed by YHA would be ineligible for this incentive HAP payment. Authority for this incentive is provided by HUD through PIH 2022-18.

Agency goals for MTW Activity: The goal of this activity is to incentivize landlords to continue their participation in the HCV program. The Existing Landlord Incentive payments are part of a larger landlord incentives initiative to increase the supply of affordable housing, maintain quality landlords and units, and increase housing options in areas of opportunity. The Existing Landlord Incentive `will offer compensation when landlords keep units available during the Request for Tenancy Approval and inspection process (a deterrent for some landlords) and also encourage landlords to seek out additional voucher tenants rather than relying on the open market.

Which of the MTW statutory objectives does this MTW activity serve?

Housing choice

What are the cost implications of this MTW activity? Pick the best description of the cost implications based on what you know today.

Increased expenditures

Does the MTW activity under this waiver apply to all assisted households or only to a subset or subsets of assisted households?

The MTW activity applies to all assisted households

Based on the Fiscal Year goals listed in the activity's previous Fiscal Year's narrative, provide a description about what has been accomplished or changed during the implementation.

N/A

Does the MTW agency need a Safe Harbor Waiver to implement this MTW activity as described?

No

Does this policy apply to certain types of units or to all units all HCV units or only certain types of units (for example, accessible units, units in a low-poverty neighborhood, or units/landlords new to the HCV program?)

To all units

What is the maximum payment that can be made to a landlord under this policy?

\$,1000

How many payments were issued under this policy in the most recently completed PHA fiscal year?

0

What is the total dollar value of payments issued under this policy in the most recently completed PHA fiscal year?

\$0

5.c. - Third-Party Requirement (HCV)

Describe the MTW activity, the MTW agency's goal(s) for the MTW activity, and, if applicable, how the MTW activity contributes to a larger initiative

Description:

Yakima Housing Authority will perform HQS inspections on project-based voucher-assisted units and dwelling units with tenant-based vouchers that it owns, manages, and/or controls.

Agency goals for MTW Activity:

Streamline the HQS inspection process to match non-PHA owned HQS inspections. This waiver supports Yakima Housing Authority's larger goal of using MTW flexibility to streamline administrative processes and reduce agency costs.

Which of the MTW statutory objectives does this MTW activity serve?

Cost effectiveness

What are the cost implications of this MTW activity? Pick the best description of the cost implications based on what you know today.

Decreased expenditures

Does the MTW activity under this waiver apply to all assisted households or only to a subset or subsets of assisted households?

The MTW activity applies to all assisted households

Based on the Fiscal Year goals listed in the activity's previous Fiscal Year's narrative, provide a description about what has been accomplished or changed during the implementation.

N/A

Does the MTW agency need a Safe Harbor Waiver to implement this MTW activity as described?

No

Please explain or upload the description of the quality assurance method:

Following will explain the quality assurance method

A Yakima Housing Authority supervisor will re-inspect a sample of units (10% quarterly) for quality control of HQS inspections in accordance with 24 CFR 982.405(b) and 24 CFR 985.2.

No document is attached.

5.d. - Alternative Inspection Schedule (HCV)

Describe the MTW activity, the MTW agency's goal(s) for the MTW activity, and, if applicable, how the MTW activity contributes to a larger initiative

Description:

Yakima Housing Authority will establish a local inspection schedule for all or a portion of its HCV units at least every three years. YHA will also accept and rely upon other passed-inspections by governmental entities or other entities contracted by governmental entities that meet or exceed HQS / NSPIRE standards for decent, safe and sanitary housing, in lieu of performing its own required inspection within this three-year period. Such examples include but are not limited to passed-inspections under the LIHTC or HOME programs.

Agency goals for MTW Activity:

This will help YHA increase property owner participation and create more housing choice for voucher holders, and result in administrative cost savings to YHA.

This activity will open opportunities for a greater number of first-time and existing property owners to consider leasing under YHA's voucher program. Having more property owners participate in the voucher program will also lead to greater choice to voucher holders/households. In term of retaining greater percentages of existing property owners participating in our voucher program, will help stabilize tenancies, reduce voucher-assisted households' costs relating to the frequency of their involuntary moves. This outcome will occur as a result of participating property owners being less likely to not renew the lease solely because they would like to be able to communicate, identify and resolve any HQS/NSPIRE items with their voucher-assisted tenant(s) throughout the course of their tenancy without having a third-party / entity to participate in this process as is the case with private-market unassisted tenants. Currently, very few voucher-assisted units go into HAP abatement due to extended non-compliance with HQS/NSPIRE.

As an important but third-party, to the greatest extent possible YHA encourages property owners and voucher-assisted households to communicate and to maintain their respective responsibilities to maintain decent, safe, and sanitary housing conditions in compliance with HQS. YHA will provide an enhanced educational component for tenants and property owners to facilitate this activity. Like all other aspects of being a tenant, voucher-assisted households present no greater risk than unassisted tenants and participating property owners who receive a reasonable rent comparable with unassisted dwelling units are expected to maintain their units like unassisted property owners. To this end, after a dwelling unit has passed an initial HQS inspection and it is properly maintained by the property owner and the tenant's use of the property is within normal wear and tear, the need for YHA to conduct annual HQS inspections when both parties can live up to their respective obligations similar to property owners and tenants in the private sector, is something that YHA would like to help foster through this MTW activity. By doing so in a responsible fashion, YHA believes that voucher-assisted households' transition into self-sufficiency for those that go into unassisted rental housing, this practice will help facilitate that transition.

With a measured approach, voucher participants will still be able to request an interim inspection for YHA's inspection and enforcement measures, if applicable. YHA will adopt a sound policy regarding the criterion under which qualifying units can be inspected less frequently but at least once every two or three years.

Which of the MTW statutory objectives does this MTW activity serve?

Cost effectiveness; Self-sufficiency; Housing choice

What are the cost implications of this MTW activity? Pick the best description of the cost implications based on what you know today.

Decreased expenditures

Does the MTW activity under this waiver apply to all assisted households or only to a subset or subsets of assisted households?

The MTW activity applies to all assisted households

Based on the Fiscal Year goals listed in the activity's previous Fiscal Year's narrative, provide a description about what has been accomplished or changed during the implementation.

N/A

Does the MTW agency need a Safe Harbor Waiver to implement this MTW activity as described?

No

9.a. - Increase PBV Program Cap (HCV)

Describe the MTW activity, the MTW agency's goal(s) for the MTW activity, and, if applicable, how the MTW activity contributes to a larger initiative

Description:

Yakima Housing Authority will increase the number of authorized units that it project-bases.

Agency goals for MTW Activity:

Sometimes, people do not necessarily associate affordable housing at 30% of low-income households' monthly adjusted income in both tenant-based voucher and project-based assistance programs as directly relating to self-sufficiency. However, as noted in our application, relative to our entire portfolio and HAP contracts, YHA is involved with a substantial number of low-income households with housing costs at this affordability threshold. With the right type of wrap around services pertinent to each population type and household, coupled with this activity, YHA believes that significantly greater numbers of households will be able to become self-sufficient and to live independently. Specifically, this activity will enable YHA to provide a greater number of low-income families to pay only 30 percent of their monthly adjusted income towards housing costs rather than higher percentages under tenant-based voucher programs. Over time, low-income PBV-assisted households will be able to both save and invest more of their money into their education, employment, health, transportation, etc. to better enable them to become self-sufficient. This activity will also help YHA to provide family stability in an environment with supportive services applicable to their needs to allow them to live independently and to encourage self-sufficiency.

Which of the MTW statutory objectives does this MTW activity serve?

Self-sufficiency

What are the cost implications of this MTW activity? Pick the best description of the cost implications based on what you know today.

Neutral (no cost implications)

Does the MTW activity under this waiver apply to all assisted households or only to a subset or subsets of assisted households?

The MTW activity applies to all assisted households

Based on the Fiscal Year goals listed in the activity's previous Fiscal Year's narrative, provide a description about what has been accomplished or changed during the implementation.

N/A

Does the MTW agency need a Safe Harbor Waiver to implement this MTW activity as described?

No

What percentage of total authorized HCV units will be authorized for project-basing?

50.00%

9.b. - Increase PBV Project Cap (HCV)

Describe the MTW activity, the MTW agency's goal(s) for the MTW activity, and, if applicable, how the MTW activity contributes to a larger initiative

Description:

Yakima Housing Authority may raise the Project Based Voucher cap within a project up to 100%.

Agency goals for MTW Activity:

Create family stability in an environment with support to encourage family self-sufficiency. Specifically, this activity will enable YHA to provide a greater number of low-income families living within a PBV project to pay only 30 percent of their monthly adjusted income towards housing costs rather than higher percentages under tenant-based voucher programs. Over time, low-income PBV-assisted households will be able to both save and invest more of their money into their education, employment, health, transportation, etc. to better enable them to become self-sufficient. This activity will also help YHA to provide family stability in an environment with supportive services applicable to their needs to allow them to live independently and to encourage self-sufficiency.

Which of the MTW statutory objectives does this MTW activity serve?

Self-sufficiency
What are the cost implications of this MTW activity? Pick the best description of the cost implications based on what you know today.
Neutral (no cost implications)
Does the MTW activity under this waiver apply to all assisted households or only to a subset or subsets of assisted households?
The MTW activity applies to all assisted households
Based on the Fiscal Year goals listed in the activity's previous Fiscal Year's narrative, provide a description about what has been accomplished or changed during the implementation.
N/A
Does the MTW agency need a Safe Harbor Waiver to implement this MTW activity as described?
No

9.c. - Elimination of PBV Selection Process for PHA-owned Projects Without Improvement, Development, or Replacement (HCV)
Describe the MTW activity, the MTW agency's goal(s) for the MTW activity, and, if applicable, how the MTW activity contributes to a larger initiative
Description: Yakima Housing Authority will eliminate the selection process in the award of PBV to properties owned by the agency that are not public housing without engaging in an initiative to improve, develop, or replace a public housing property or site. Agency goals for MTW Activity: Streamline the selection process for PBV. This waiver supports Yakima Housing Authority's larger goal of using MTW flexibility to streamline administrative processes.
Which of the MTW statutory objectives does this MTW activity serve?
Cost effectiveness
What are the cost implications of this MTW activity? Pick the best description of the cost implications based on what you know today.
Decreased expenditures
Does the MTW activity under this waiver apply to all assisted households or only to a subset or subsets of assisted households?
The MTW activity applies to all assisted households
Based on the Fiscal Year goals listed in the activity's previous Fiscal Year's narrative, provide a description about what has been accomplished or changed during the implementation.
N/A
Does the MTW agency need a Safe Harbor Waiver to implement this MTW activity as described?
No

9.d. - Alternative PBV Selection Process (HCV)

Describe the MTW activity, the MTW agency's goal(s) for the MTW activity, and, if applicable, how the MTW activity contributes to a larger initiative

Description:

The agency may establish an alternative competitive process in the award of PBVs that are owned by non-profit, for-profit housing entities, or by the agency that are not public housing.

Under MTW activity 5c, if the selected project is one that the Yakima Housing Authority owns, manages, and/or controls, HQS inspections, HQS inspections must be performed by an independent entity according to 24 CFR 983.59(b) or 24 CFR 983.103(f).

YHA will perform HQS inspections on project-based voucher-assisted units and dwelling units with tenant-based vouchers.

Agency goals for MTW Activity:

YHA's goal for this request is to increase cost effectiveness by eliminating this process and increase housing choice.

Which of the MTW statutory objectives does this MTW activity serve?

Cost effectiveness

What are the cost implications of this MTW activity? Pick the best description of the cost implications based on what you know today.

Decreased expenditures

Does the MTW activity under this waiver apply to all assisted households or only to a subset or subsets of assisted households?

The MTW activity applies to all assisted households

Based on the Fiscal Year goals listed in the activity's previous Fiscal Year's narrative, provide a description about what has been accomplished or changed during the implementation.

N/A

Does the MTW agency need a Safe Harbor Waiver to implement this MTW activity as described?

No

9.f. - Increase PBV HAP Contract Length (HCV)

Describe the MTW activity, the MTW agency's goal(s) for the MTW activity, and, if applicable, how the MTW activity contributes to a larger initiative

Description:

Yakima Housing Authority may lengthen the PBV HAP contract length up to 40 years.

Agency goals for MTW Activity:

This waiver supports Yakima Housing Authority's larger goal of using MTW flexibility to both streamline administrative processes in the PBV HAP contract length terms that can be offered for cost effectiveness and to provide greater affordability in voucher-assisted households' income to housing cost burdens which directly impacts their long-term self-sufficiency. Specifically, this activity will provide a long-term HAP contract incentive to owners/developers to enable YHA to provide low-income families to pay only 30 percent of their monthly adjusted income towards housing costs rather than higher percentages under tenant-based voucher programs. Over time, low-income PBV-assisted households will be able to both save and invest more of their money into their education, employment, health, transportation, etc. to better enable them to become self-sufficient. This activity will also help YHA to provide family stability in an environment with supportive services applicable to their needs to allow them to live independently and to encourage self-sufficiency.

Which of the MTW statutory objectives does this MTW activity serve?

Cost effectiveness; Self-sufficiency

What are the cost implications of this MTW activity? Pick the best description of the cost implications based on what you know today.

Decreased expenditures

Does the MTW activity under this waiver apply to all assisted households or only to a subset or subsets of assisted households?

The MTW activity applies to all assisted households

Based on the Fiscal Year goals listed in the activity's previous Fiscal Year's narrative, provide a description about what has been accomplished or changed during the implementation.

N/A

Does the MTW agency need a Safe Harbor Waiver to implement this MTW activity as described?

No

10.c.HCV - Alternative Family Selection Procedures (HCV)

Describe the MTW activity, the MTW agency's goal(s) for the MTW activity, and, if applicable, how the MTW activity contributes to a larger initiative

Description:

YHA proposes making participation in the Family Self-Sufficiency Program With MTW Flexibility, mandatory for any non-elderly or non-disabled households with zero income. These persons will be given a preference ahead of elderly and disabled households on the FSS waiting list as the goal of the Family Self-Sufficiency Program With MTW Flexibility, to get those households the tools they need to become self-sufficient. Tenants will be placed on the Family Self-Sufficiency Program With MTW Flexibility waiting list until a slot becomes available.

YHA proposes a mandatory self-sufficiency program to be phased in with all non-exempt households required to participate over a two-year period. The mandatory self-sufficiency requirement is driven by the following principles:

Mandatory Participation – Participation in a self-sufficiency program is a condition of eligibility for new admissions and a condition of continued occupancy for existing resident households and participant households who are non-elderly and/or non-disabled with zero income. Non-participation would result in denial of admission and termination of housing assistance to participants, following consultation with the family about the supportive services / information and referral offered under the Family Self-Sufficiency Program With MTW Flexibility.

- Adult Requirements - All non-elderly and non-disabled households with zero income, are required to actively pursue activities to achieve economic self-sufficiency with a goal of employment for a minimum of 32 hours per week or the annual earned income for the year of participation.

Description - Participation in a self-sufficiency program for non-elderly and non-disabled households with zero income, is a condition of eligibility for new admissions and a condition of continued occupancy for existing resident households and participant households. All non-elderly and non-disabled households with zero income, would be required to actively pursue activities to achieve economic self-sufficiency. The head of the household is required to develop a self-sufficiency plan that identifies goals and objectives for each household member required to participate in the mandatory program and is held accountable for progress of all household members.

New Admissions - New admissions households including households porting from another jurisdiction will be provided one year from the date of the initial lease up in Yakima County to become compliant with requirements.

If a new admission household is not compliant with requirements prior to submission of a Request for Tenancy Approval (RFTA), they must meet with a case worker and develop a plan. YHA will not approve a RFTA until the household has developed a plan and executed the Contract.

If a member of a household claims self-employment and is establishing a new business, they must provide documentation required by local, state or federal law of the creation and/or existence of the business.

Case Coordination – To assist in the client’s successful completion of their Contract of Participation, coordinators will assist the family in the development of an individual training and services plan and assure that program participants are linked to supportive services they need to achieve their economic self-sufficiency goals.

YHA reviewed HUD’s MTW FSS Guidance.

The agency will execute a Contract of Participation, or other locally developed agreement, that is at least five years but not more than ten years, with each participant participating in their FSS program.

The agency, if implementing an FSS program, even with MTW modifications, must have an up to date, approved FSS Action Plan in accordance with 24 C.F.R. 984.201 that incorporates all modifications to the FSS program approved under the MTW Contract.

The agency will not require MTW FSS Program participation as a condition for housing subsidy for elderly and disabled families.

A hardship policy will be developed and adopted in accordance with MTW guidance prior to the implementation of the activity.

The agency will not make MTW FSS Program participation mandatory for individuals that do not meet the definition of an eligible family at section 23(n)(3) of the 1937 Act, and those exempted from the Community Service Requirement under section 12(c)(2)(A), (B), (D) and (E) of the 1937 Act.

If an agency terminates the housing subsidy or tenancy of a family for alleged violation of mandatory MTW FSS Program participation, the family will be entitled to a hearing under the agency’s Grievance Procedure (24 C.F.R. part 966, subpart B) or the HCV informal hearing process (24 C.F.R. part 982.555).

The agency must not use income increases during participation in the MTW FSS Program to change a family’s eligibility status for purposes of participation in the MTW FSS Program or for the receipt public housing or HCV assistance.

Agency goals for MTW Activity:

The goal of YHA proposing to make participation

Which of the MTW statutory objectives does this MTW activity serve?

Self-sufficiency

What are the cost implications of this MTW activity? Pick the best description of the cost implications based on what you know today.

Neutral (no cost implications)

Does the MTW activity under this waiver apply to all assisted households or only to a subset or subsets of assisted households?

The MTW activity applies only to a subset or subsets of assisted households

Does the MTW activity apply only to new admissions, only to currently assisted households, or to both new admissions and currently assisted households?

New admissions and currently assisted households

Does the MTW activity apply to all family types or only to selected family types?

The MTW activity applies only to selected family types

Please select the family types subject to this MTW activity.

Non-elderly, non-disabled families

Does the MTW activity apply to all HCV tenant-based units and properties with project-based vouchers?

The MTW activity applies to all tenant-based units

Based on the Fiscal Year goals listed in the activity's previous Fiscal Year's narrative, provide a description about what has been accomplished or changed during the implementation.

The MTW activity applies to all tenant-based vouchers and all properties with project-based vouchers, but that option was not available in the drop-down menu above.

Does this MTW activity require a hardship policy?

Provided Already

Does the MTW agency need a Safe Harbor Waiver to implement this MTW activity as described?

No

Does the MTW activity require an impact analysis?

Provided Already

Please describe the purpose and goals of the alternative contract or locally developed agreement, and/or the MTW agency's motivation for developing its own contract or agreement.

The goal of YHA proposing to make participation in the Family Self-Sufficiency Program With MTW Flexibility, mandatory for any non-elderly or non-disabled individuals with zero income, is to get those individuals the tools they need to become self-sufficient.

10.d.HCV - Modify or Eliminate the Contract of Participation (HCV)

Describe the MTW activity, the MTW agency's goal(s) for the MTW activity, and, if applicable, how the MTW activity contributes to a larger initiative

Description:

Key modifications to the Contract of Participation (HCV) are as follows:

Mandatory Participation - Participation in its FSS Program with MTW Flexibility will be a mandatory condition of eligibility for new admissions and a condition of continued occupancy for existing resident households and participant households who are non-elderly and/or non-disabled. Non-participation would result in denial of admission and termination of housing assistance to participants, following consultation with the family about the supportive services / information and referral offered under the he Family Self-Sufficiency Program With MTW Flexibility.

YHA proposes making participation in the Family Self-Sufficiency Program With MTW Flexibility, mandatory for any non-elderly or non-disabled households with zero income. These persons will be given a preference ahead of elderly and disabled persons on the FSS waiting list as the goal of the Family Self-Sufficiency Program With MTW Flexibility, to get those households the tools they need to become self-sufficient. Tenants will be placed on the Family Self-Sufficiency Program With MTW Flexibility waiting list until a slot becomes available.

- Adult Requirements - All non-elderly and non-disabled households with zero income, are required to actively pursue activities to achieve economic self-sufficiency with a goal of employment for a minimum of 32 hours per week or the annual earned income for the year of participation.

Description - Participation in a self-sufficiency program for non-elderly and non-disabled households with zero income, is a condition of eligibility for new admissions and a condition of continued occupancy for existing residents and participants. All non-elderly and non-disabled households with zero income, would be required to actively pursue activities to achieve economic self-sufficiency. The head of the household is required to develop a self-sufficiency plan that identifies goals and objectives for each household member required to participate in the mandatory program and is held accountable for progress of all household members.

New Admissions - New admissions households including households porting from another jurisdiction will be provided one year from the date of the initial lease up in Yakima County to become compliant with requirements.

If a new admission household is not compliant with requirements prior to submission of a Request for Tenancy Approval (RFTA), they must meet with a case worker and develop a plan. YHA will not approve a RFTA until the household has developed a plan and executed the Contract.

If a member of a household claims self-employment and is establishing a new business, they must provide documentation required by local, state or federal law of the creation and/or existence of the business.

Case Coordination – To assist in the client’s successful completion of their Contract of Participation, coordinators will assist the family in the development of an individual training and services plan and assure that program participants are linked to supportive services they need to achieve their economic self-sufficiency goals.

The agency is authorized to modify the terms of or eliminate the FSS Contract of Participation (HUD–52650), in lieu of a local form. The agency may modify the terms of the Contract of Participation to align with adjustments made to its MTW FSS Program using MTW flexibility. Further, the agency may discontinue use of the Contract of Participation and instead employ a locally-developed agreement that codifies the terms of participation.

- i. Agency must review FSS Guidance.*
- ii. The agency must execute a Contract of Participation, or other locally developed agreement, that is at least five years but not more than ten years, with each participant participating in their FSS program.
- iii. The agency, if implementing an FSS program, even with MTW modifications, must have an up to date, approved FSS Action Plan in accordance with 24 CFR 984.201 that incorporates all modifications to the FSS program approved under the MTW Contract.*
- iv. The agency must not require MTW FSS Program participation as a condition for housing subsidy for elderly and disabled families.*
- v. If the agency requires MTW FSS Program participation as a condition for housing subsidy, an impact analysis must be developed and adopted in accordance with MTW guidance prior to the implementation of the activity.*
- vi. If the agency requires MTW FSS Program participation as a condition for housing subsidy, a hardship policy must be developed and adopted in accordance with MTW guidance prior to the implementation of the activity.*
- vii. The agency must not make MTW FSS Program participation mandatory for individuals that do not meet the definition of an eligible family at section 23(n)(3) of the 1937 Act, and those exempted from the Community Service Requirement under section 12(c)(2)(A), (B), (D) and (E) of the 1937 Act.*
- viii. If an agency t

Which of the MTW statutory objectives does this MTW activity serve?

Self-sufficiency

What are the cost implications of this MTW activity? Pick the best description of the cost implications based on what you know today.

Neutral (no cost implications)

Does the MTW activity under this waiver apply to all assisted households or only to a subset or subsets of assisted households?

The MTW activity applies only to a subset or subsets of assisted households

Does the MTW activity apply only to new admissions, only to currently assisted households, or to both new admissions and currently assisted households?

New admissions and currently assisted households

Does the MTW activity apply to all family types or only to selected family types?

The MTW activity applies only to selected family types

Please select the family types subject to this MTW activity.

Non-elderly, non-disabled families

Does the MTW activity apply to all HCV tenant-based units and properties with project-based vouchers?

The MTW activity applies to all tenant-based units

Based on the Fiscal Year goals listed in the activity's previous Fiscal Year's narrative, provide a description about what has been accomplished or changed during the implementation.

The MTW activity applies to all tenant-based vouchers and all properties with project-based vouchers, but that option was not available in the drop-down menu above.

Does this MTW activity require a hardship policy?

Provided Already

Does the MTW agency need a Safe Harbor Waiver to implement this MTW activity as described?

No

Does the MTW activity require an impact analysis?

Provided Already

10.e.HCV - Policies for Addressing Increases in Family Income (HCV)

Describe the MTW activity, the MTW agency's goal(s) for the MTW activity, and, if applicable, how the MTW activity contributes to a larger initiative

Description:

YHA proposes tailoring its Family Self-Sufficiency (FSS) program with MTW flexibilities to meet the needs of our community and be efficient for staff to administer. FSS program requirements are the same regardless of funding source, program, or property, with a few minor exceptions for site-based programs. Households participating in FSS whose unit is converted under RAD are subject to policies consistent with the RAD program.

The key elements of the FSS program are as follows:

- The rent calculation is used for all FSS participants.
- The traditional escrow account used in HUD Family Self-Sufficiency (FSS) programs will be replaced with a managed savings account. Any rent paid by a participant household above \$350 (known as the "strike point") will be placed into the managed savings account. The monthly amount placed into a family's managed savings account is limited to the difference between the strike point and the lesser of the family's voucher payment standard or gross rent for PBV-assisted households.
- They will earn escrows with a maximum earning potential of \$10,000 and a minimum of \$500.
- Participants who are engaged in a designated program intended to increase the family's economic independence (such as an employment or training program) will receive a preference on the FSS waiting list. 100 percent of the FSS slots may be filled with participants utilizing this preference.
- YHA will allow the FSS contract to be in the name of any adult member of the household.
- The length of time on the program will be five years, with the opportunity to extend for an additional two years. Eligibility for the two-year extension follows current policy and HUD guidelines.
- Participants graduate and have access to the funds in their managed savings account when they have completed their training plan and fulfilled the obligations identified in their contract.
- Families who leave the program prior to graduation will forfeit any money accrued in their managed savings account.
- YHA will continue to provide FSS services at developments where that is required. YHA must not require MTW FSS Program participation as a condition for housing subsidy for elderly and disabled families. That stated, YHA will have site-based preferences for developments where YHA is required to provide FSS services. At such properties, YHA's FSS Program With MTW Flexibility will be mandatory for any non-elderly or non-disabled individuals with zero income.

- When a housing assistance payment for a voucher participant drops to zero, deposition into the family's managed savings account will cease. Families can continue to participate in the program for an additional six months, but no savings will accrue during this time. If the family is still at zero assistance after six months, they will graduate from the program. If the family's income decreases to a level that housing assistance is reinstated during that six-month period, they may begin to earn escrow again, and continue participation in the program if the contract determines they are still eligible.
- Staff implementing the FSS program will be funded by a combination of HUD-funded FSS Coordinator money, grant funding, and agency budgeting. FSS Coordinator funds will be used only for FSS Coordinator salaries, as directed by the respective NOFAs (Notice of Funding Availability).

Agency goals for MTW Activity:

YHA proposes use of a strike point escrow system and modifications to the graduation process to give incentives to non-elderly / non-disabled families where the head of household is working, is seeking work, or is preparing for work by participating in job training, educational programs, or programs that assist people to obtain employment and become economically self-sufficient.

Which of the MTW statutory objectives does this MTW activity serve?

Self-sufficiency

What are the cost implications of this MTW activity? Pick the best description of the cost implications based on what you know today.

Decreased expenditures

Does the MTW activity under this waiver apply to all assisted households or only to a subset or subsets of assisted households?

The MTW activity applies only to a subset or subsets of assisted households

Does the MTW activity apply only to new admissions, only to currently assisted households, or to both new admissions and currently assisted households?

New admissions and currently assisted households

Does the MTW activity apply to all family types or only to selected family types?

The MTW activity applies only to selected family types

Please select the family types subject to this MTW activity.

Non-elderly, non-disabled families

Does the MTW activity apply to all HCV tenant-based units and properties with project-based vouchers?

The MTW activity applies to all tenant-based units

Based on the Fiscal Year goals listed in the activity's previous Fiscal Year's narrative, provide a description about what has been accomplished or changed during the implementation.

The MTW activity applies to all tenant-based vouchers and all properties with project-based vouchers, but that option was not available in the drop-down menu above.

Does this MTW activity require a hardship policy?

Provided Already

Does the MTW agency need a Safe Harbor Waiver to implement this MTW activity as described?

No

Does the MTW activity require an impact analysis?

Provided Already

How will the MTW agency treat increased earnings for families participating in the FSS Program with MTW flexibility?

Instead of the escrow contribution calculation used in standard FSS programs, under this FSS program with MTW flexibilities, each participating household's escrow account would receive an amount equivalent to any rent paid over \$350 (the "strike point") each month. In addition to being more cost-effective than the traditional escrow (because no escrow is paid before the household passes the strike point) and thus potentially more scalable, this incentive avoids the "fairness" problem of providing a larger escrow-building opportunity to households that begin FSS with little or no earnings and thus have the biggest potential to increase their earnings. The strike point model would also be simpler for YHA staff to administer than the traditional model. As part of its efforts to increase self-sufficiency, YHA also proposes making participation in the FSS program mandatory for non-elderly and non-disabled households.

They will earn escrows with a maximum earning potential of \$10,000 and a minimum of \$500.

17.c. - Housing Development Programs

Describe the MTW activity, the MTW agency's goal(s) for the MTW activity, and, if applicable, how the MTW activity contributes to a larger initiative

Description:

YHA may utilize this activity to provide gap financing to affordable housing developments including, but not limited to RAD-PBV developments, PBV developments Low Income Housing Tax Credit developments and/or other eligible development activities, subject to approval by the YHA's Board of Commissioners. YHA may also use MTW funds for gap financing and to support its other owned or substantially controlled developments. YHA may expend MTW funds including Housing Assistance Payments and/or HCV Administrative Fee reserves on such activities if it shall not expend more than 10% of its Housing Assistance Payments budget on local, non-traditional activities including this housing development activity.

In implementing this activity, YHA shall: 1) ensure that families assisted meet the HUD definition of "low-income"; 2) comply with PIH Notice 2011-45 as applicable; 3) comply with Section 30 of the US Housing Act of 1937; and 4) Competitively bid any MTW funding awarded through this activity to a third-party provider.

Agency goals for MTW Activity:

This activity supports the goals to increase housing choices for low-income households and to leverage additional funds for affordable housing development.

Which of the MTW statutory objectives does this MTW activity serve?

Housing choice

What are the cost implications of this MTW activity? Pick the best description of the cost implications based on what you know today.

Increased revenue; Increased expenditures

Does the MTW activity under this waiver apply to all assisted households or only to a subset or subsets of assisted households?

The MTW activity applies to all assisted households

Based on the Fiscal Year goals listed in the activity's previous Fiscal Year's narrative, provide a description about what has been accomplished or changed during the implementation.

YHA utilized a portion of its MTW funding for the gap financing needed for rehabilitation of the two following properties:

Rainier Vista, 310 7th St., Zillah, WA 98953

Meadows Annex, 1014-1016 S. 9th St., Yakima, WA 98902

Does the MTW agency need a Safe Harbor Waiver to implement this MTW activity as described?

No

Table 17.c.1 - Housing Development Programs that the MTW Agency plans to commit Funds to in Fiscal Year

Name of Development and Address	MTW Role: Acquisition, Rehabilitation, New Construction?	Type of MTW Agency Financing: Gap Financing, Tax Credit Partnership, Other	Number of Affordable Units	Total Number of Units	Number of Units by Affordability - 80% of AMI	Number of Units by Affordability - 50% of AMI	Number of Units by Affordability - 30% of AMI	Number of Units by Affordability - Other
Fair Avenue Apartments	Rehabilitation	Gap Financing	150.00	150.00	0.00	90.00	60.00	0.00
Pacific Apartments	Rehabilitation	Gap Financing	150.00	150.00	0.00	90.00	60.00	0.00
Evergreen Apartments	Rehabilitation	Gap Financing	150.00	150.00	0.00	90.00	60.00	0.00
Cascade Apartments	Rehabilitation	Gap Financing	150.00	150.00	0.00	90.00	60.00	0.00
Eastwood Apartments	Rehabilitation	Gap financing	150.00	150.00	0.00	90.00	45.00	0.00
Spruce Lane Apartments	Rehabilitation	Gap financing	150.00	150.00	0.00	90.00	45.00	0.00
Edgewood Apartments	Rehabilitation	Gap Financing	150.00	150.00	0.00	90.00	60.00	0.00
Willow Lane Apartments	Rehabilitation	Gap Financing	150.00	150.00	0.00	90.00	60.00	0.00
Sierra Apartments	Rehabilitation	Gap financing	150.00	150.00	0.00	90.00	60.00	0.00
Parkview Apartments	Rehabilitation	Gap financing	150.00	150.00	0.00	90.00	60.00	0.00
9th Street Apartments	Rehabilitation	Gap financing	150.00	10.00	0.00	90.00	60.00	0.00
Yakima Terrace	Rehabilitation	Gap financing	150.00	150.00	0.00	90.00	60.00	0.00
Nueva Primavera	Rehabilitation	Gap financing	150.00	150.00	0.00	90.00	60.00	0.00
Rainier Vista	Acquisition, Rehabilitation	Gap financing	40.00	40.00	0.00	40.00	0.00	0.00
Meadows Annex	Acquisition, Rehabilitation	Gap financing	20.00	20.00	0.00	20.00	0.00	0.00

Housing Development Programs that the MTW Agency plans to spend funds on in the Fiscal Year

Name of Development and Address	MTW Role: Acquisition, Rehabilitation, New Construction?	Type of MTW Agency Financing: Gap Financing, Tax Credit Partnership, Other	Number of Affordable Units	Total Number of Units	Number of Units by Affordability - 80% of AMI	Number of Units by Affordability - 50% of AMI	Number of Units by Affordability - 30% of AMI	Number of Units by Affordability - Other
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Table 17.c.2 - Housing Development Programs that the MTW Agency committed funds to in prior Fiscal Year

Name of Development and Address	MTW Role: Acquisition, Rehabilitation, New Construction?	Type of MTW Agency Financing: Gap Financing, Tax Credit Partnership, Other	Number of Affordable Units	Total Number of Units	Number of Units by Affordability - 80% of AMI	Number of Units by Affordability - 50% of AMI	Number of Units by Affordability - 30% of AMI	Number of Units by Affordability - Other
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Housing Development Programs that the MTW Agency spent funds on in prior Fiscal Year

Name of Development and Address	MTW Role: Acquisition, Rehabilitation, New Construction?	Type of MTW Agency Financing: Gap Financing, Tax Credit Partnership, Other	Number of Affordable Units	Total Number of Units	Number of Units by Affordability - 80% of AMI	Number of Units by Affordability - 50% of AMI	Number of Units by Affordability - 30% of AMI	Number of Units by Affordability - Other
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D.	Safe Harbor Waivers.
D.1	<p>Will the MTW agency submit request for approval of a Safe Harbor Waiver this year?</p> <p>No Safe Harbor Waivers are being requested.</p>

E.	Agency-Specific Waiver(s).
E.1	<p>Agency-Specific Waiver(s) for HUD Approval:</p> <p>The MTW demonstration program is intended to foster innovation and HUD encourages MTW agencies, in consultation with their residents and stakeholders, to be creative in their approach to solving affordable housing issues facing their local communities. For this reason, flexibilities beyond those provided for in Appendix I may be needed. Agency-Specific Waivers may be requested if an MTW agency wishes to implement additional activities, or waive a statutory and/or regulatory requirement not included in Appendix I.</p> <p>In order to pursue an Agency-Specific Waiver, an MTW agency must include an Agency-Specific Waiver request, an impact analysis, and a hardship policy (as applicable), and respond to all of the mandatory core questions as applicable.</p> <p>For each Agency-Specific Waiver(s) request, please upload supporting documentation, that includes: a) a full description of the activity, including what the agency is proposing to waive (i.e., statute, regulation, and/or Operations Notice), b) how the initiative achieves one or more of the 3 MTW statutory objectives, c) a description of which population groups and household types that will be impacted by this activity, d) any cost implications associated with the activity, e) an implementation timeline for the initiative, f) an impact analysis, g) a description of the hardship policy for the initiative, and h) a copy of all comments received at the public hearing along with the MTW agency's description of how the comments were considered, as a required attachment to the MTW Supplement.</p> <p>Will the MTW agency submit a request for approval of an Agency-Specific Waiver this year?</p> <p>No Agency-Specific Waivers are being requested.</p>
E.2	<p>Agency-Specific Waiver(s) for which HUD Approval has been Received:</p> <p>Does the MTW agency have any approved Agency-Specific Waivers?</p> <p>MTW Agency does not have approved Agency-Specific Waivers</p>

F.	Public Housing Operating Subsidy Grant Reporting.
F.1	Total Public Housing Operating subsidy amount authorized, disbursed by 9/30, remaining, and deadline for disbursement, by Federal Fiscal Year for each year the PHA is designated an MTW agency.

Federal Fiscal Year (FFY)	Total Operating Subsidy Authorized Amount	How Much PHA Disbursed by the 9/30 Reporting Period	Remaining Not Yet Disbursed	Deadline
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G.	MTW Statutory Requirements.	
G.1	75% Very Low Income – Local, Non-Traditional. HUD will verify compliance with the statutory requirement that at least 75% of the households assisted by the MTW agency are very low-income for MTW public housing units and MTW HCVs through HUD systems. The MTW PHA must provide data for the actual families housed upon admission during the PHA's most recently completed Fiscal Year for its Local, Non-Traditional program households.	
	Income Level	Number of Local, Non-Traditional Households Admitted in the Fiscal Year*
	80%-50% Area Median Income	0
	49%-30% Area Median Income	0
	Below 30% Area Median Income	0
	Total Local, Non-Traditional Households	0

*Local, non-traditional income data must be provided in the MTW Supplement form until such time that it can be submitted in IMS-PIC or other HUD system.

G.2	Establishing Reasonable Rent Policy.
Has the MTW agency established a rent reform policy to encourage employment and self-sufficiency? Yes	

G.3	Substantially the Same (STS) – Local, Non-Traditional.
The total number of unit months that families were housed in a local, non-traditional rental subsidy for the prior full calendar year.	0 # of unit months
The total number of unit months that families were housed in a local, non-traditional housing development program for the prior full calendar year.	0 # of unit months

Number of units developed under the local, non-traditional housing development activity that were available for occupancy during the prior full calendar year:

PROPERTY NAME/ ADDRESS	0/1 BR	2 BR	3 BR	4 BR	5 BR	6+ BR	TOTAL UNITS	POPULATION TYPE*	if 'Population Type' is Other	# of Section 504 Accessible (Mobility)**	# of Section 504 Accessible (Hearing/ Vision)	Was this Property Made Available for Initial Occupancy during the Prior Full Calendar Year?	What was the Total Amount of MTW Funds Invested into the Property?
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G.4	Comparable Mix (by Family Size) – Local, Non-Traditional.
To demonstrate compliance with the statutory requirement to continue serving a 'comparable mix' of families by family size to that which would have been served without MTW, the MTW agency will provide the number of families occupying local, non-traditional units by household size for the most recently completed Fiscal Year in the provided table.	

Family Size:	Occupied Number of Local, Non-Traditional units by Household Size
1 Person	0
2 Person	0
3 Person	0
4 Person	0
5 Person	0
6+ Person	0
Totals	0

H.	Public Comment
	Attached you will find a copy of all of the comments received and a description of how the agency analyzed the comments, as well as any decisions made based on those comments.
	No additional public hearing was held for an Agency-Specific Waiver and/or Safe Harbor waiver

I.	Evaluations.
	No known evaluations.

MTW CERTIFICATIONS OF COMPLIANCE**U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT
OFFICE OF PUBLIC AND INDIAN HOUSING****Certifications of Compliance with Regulations:
Board Resolution to Accompany the MTW Supplement to the Annual PHA Plan**

Acting on behalf of the Board of Commissioners of the Moving to Work Public Housing Agency (MTW PHA) listed below, as its Chairperson or other authorized MTW PHA official if there is no Board of Commissioners, I approve the submission of the MTW Supplement to the Annual PHA Plan for the MTW PHA Fiscal Year beginning 01/01/2024, hereinafter referred to as "the MTW Supplement", 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 MTW Supplement and implementation thereof:

- (1) The PHA made the proposed MTW Supplement 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 MTW Supplement and invited public comment.
- (2) The MTW PHA took into consideration public and resident comments (including those of its Resident Advisory Board(s) or tenant associations, as applicable) before approval of the MTW Supplement by the Board of Commissioners or Board of Directors in order to incorporate any public comments into the annual MTW Supplement.
- (3) The MTW PHA certifies that the Board of Directors has reviewed and approved the budget for the Capital Fund Program grants contained in the Capital Fund Program Annual Statement/Performance and Evaluation Report, form HUD-50075.1 (or successor form as required by HUD).
- (4) The MTW PHA will carry out the MTW Supplement in conformity with Title VI of the Civil Rights Act of 1964 (42 U.S.C. 2000d-2000d-4), the Fair Housing Act (42 U.S.C. 3601-19), section 504 of the Rehabilitation Act of 1973 (29 U.S.C. 794), and title II of the Americans with Disabilities Act of 1990 (42 U.S.C. 12101 et seq.) all regulations implementing these authorities; and other applicable Federal, State, and local civil rights laws.
- (5) The MTW Supplement is consistent with the applicable comprehensive housing affordability strategy (or any plan incorporating such strategy) for the jurisdiction in which the PHA is located.
- (6) The MTW Supplement 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 MTW PHA's jurisdiction and a description of the manner in which the MTW Supplement is consistent with the applicable Consolidated Plan.
- (7) The MTW PHA will affirmatively further fair housing, which means that it will: (i) take meaningful actions to further the goals identified by the Assessment of Fair Housing (AFH) conducted in accordance with the requirements of 24 CFR 5.150-5.180 and 903.15; (ii) take no action that is materially inconsistent with its obligation to affirmatively further fair housing; and (iii) address fair housing issues and contributing factors in its programs, in accordance with 24 CFR 903.7(o)(3) and 903.15(d). Note: Until the PHA is required to submit an AFH, and that AFH has been accepted by HUD, the PHA must follow the certification requirements of 24 CFR 903.7(o) in effect prior to August 17, 2015. Under these requirements, the PHA will be considered in compliance with the certification requirements of 24 CFR 903.7(o)(1)-(3) and 903.15(d) if it: (i) examines its programs or proposed programs; (ii) identifies any impediments to fair housing choice within those programs; (iii) addresses those impediments in a reasonable fashion in view of the resources available; (iv) works with local jurisdictions to implement any of the jurisdiction's initiatives to affirmatively further fair housing that require the PHA's involvement; and (v) maintains records reflecting these analyses and actions.
- (8) The MTW PHA will comply with the prohibitions against discrimination on the basis of age pursuant to the Age Discrimination Act of 1975 and HUD's implementing regulations at 24 C.F.R. Part 146.
- (9) In accordance with 24 CFR 5.105(a)(2), HUD's Equal Access Rule, the MTW PHA will not make a determination of eligibility for housing based on sexual orientation, gender identity, or marital status and will make no inquiries concerning the gender identification or sexual orientation of an applicant for or occupant of HUD-assisted housing.
- (10) The MTW 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 MTW 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 MTW PHA will comply with requirements with regard to a drug free workplace required by 24 CFR Part 24, Subpart F.
- (13) The MTW PHA will comply with requirements with regard to compliance with restrictions on lobbying required by 24 CFR Part 87, together with disclosure forms if required by this Part, and with restrictions on payments to influence Federal Transactions, in accordance with the Byrd Amendment.
- (14) The MTW 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.

- (15) The MTW PHA will take appropriate affirmative action to award contracts to minority and women's business enterprises under 24 CFR 5.105(a).
- (16) The MTW PHA will provide HUD or the responsible entity any documentation needed to carry out its review under the National Environmental Policy Act and other related authorities in accordance with 24 CFR Part 58. Regardless of who acts as the responsible entity, the MTW PHA will maintain documentation that verifies compliance with environmental requirements pursuant to 24 Part 58 and 24 CFR Part 50 and will make this documentation available to HUD upon its request.
- (17) With respect to public housing and applicable local, non-traditional development the MTW 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.
- (18) The MTW PHA will keep records in accordance with 2 CFR 200.333-200.337 and facilitate an effective audit to determine compliance with program requirements.
- (19) The MTW PHA will comply with the Lead-Based Paint Poisoning Prevention Act and 24 CFR Part 35.
- (20) The MTW PHA will comply with the policies, guidelines, and requirements of 2 CFR Part 200.
- (21) The MTW PHA must fulfill its responsibilities to comply with and ensure enforcement of housing quality standards as required in PIH Notice 2011-45, or successor notice, for any local, non-traditional program units. The MTW PHA must fulfill its responsibilities to comply with and ensure enforcement of Housing Quality Standards, as defined in 24 CFR Part 982, for any Housing Choice Voucher units under administration.
- (22) The MTW PHA will undertake only activities and programs covered by the Moving to Work Operations Notice in a manner consistent with its MTW Supplement and will utilize covered grant funds only for activities that are approvable under the Moving to Work Operations Notice and included in its MTW Supplement. MTW Waivers activities being implemented by the agency must fall within the safe harbors outlined in Appendix I of the Moving to Work Operations Notice and/or HUD approved Agency-Specific or Safe Harbor Waivers.
- (23) All attachments to the MTW Supplement have been and will continue to be available at all times and all locations that the MTW Supplement is available for public inspection. All required supporting documents have been made available for public inspection along with the MTW Supplement and additional requirements at the primary business office of the PHA and at all other times and locations identified by the MTW PHA in its MTW Supplement and will continue to be made available at least at the primary business office of the MTW PHA.

Housing Authority of the City of Yakima

WA042

MTW PHA NAME

MTW 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).

Robert Ponti

Board Chair

NAME OF AUTHORIZED OFFICIAL

TITLE

Robert Ponti

Dec 13, 2023

Robert Ponti (Dec 13, 2023 18:07 PST)

SIGNATURE

DATE

* *Must be signed by either the Chairperson or Secretary of the Board of the MTW PHA's legislative body. This certification cannot be signed by an employee unless authorized by the MTW PHA Board to do so. If this document is not signed by the Chairperson or Secretary, documentation such as the by-laws or authorizing board resolution must accompany this certification.*

RESOLUTION 23-1035

**A RESOLUTION APPROVING THE 2024 ANNUAL PLAN AND MOVE TO
WORK SUPPLEMENT FOR THE HOUSING AUTHORITY OF THE CITY OF
YAKIMA**

WHEREAS, the Housing Authority of the City of Yakima, (YHA) is mandated by the U.S. Dept. of Housing and Urban Development to submit an annual and five year plan; and,

WHEREAS, YHA has prepared the plan in accordance with the requirements of the Quality Housing and Work Responsibility Act of 1998; and,

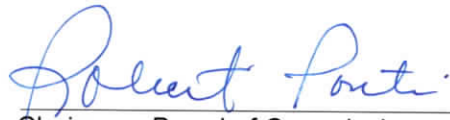
WHEREAS, HUD selected the YHA to participate in the Move to Work Demonstration Expansion under the Landlord Incentives Cohort, and in order to complete entry into the program, the agency must fully execute the Move to Work ACC amendment to the PHA Annual Plan; and,

WHEREAS, the adoption of Resolution 22-992 by the YHA Board of Commissioners approved the Move to Work ACC amendment and authorized its execution to the PHA Annual Plan.

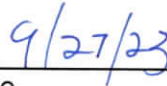
WHEREAS, the Move to Work Supplement and hardship policies are included with the 2024 Annual Plan.

NOW THEREFORE, be it resolved by the Board of Commissioners of the Housing Authority of the City of Yakima, in a regular meeting, a quorum being present, does hereby adopt the 2024 Annual Plan with the Move to Work Supplement, substantially in the attached pages.

PASSED AND ADOPTED BY THE BOARD OF COMMISSIONERS OF THE HOUSING AUTHORITY OF THE CITY OF YAKIMA THIS 27th DAY OF SEPTEMBER 2023.



Chairman, Board of Commissioners



Date

Attest:


Secretary



"Committed to Safe and Affordable Housing"

**Yakima Housing Authority
Board Meeting Minutes
September 27, 2023, 3:30 PM
810 N. 6th Avenue
Yakima, WA**

Commissioners Present

Bob Ponti
Abby [REDACTED]
Linda [REDACTED]
Abdon [REDACTED]
Nick [REDACTED]

Staff Present

Lowel Krueger
Manuel Olivas*
Carlos Reyes
Elsa Mendez*
Amanda Delp*
Susan Wilson*
Chanelle Murphy*

*Attended virtually (Zoom)

CALL TO ORDER – Chairman Ponti called the meeting to order at 3:31 p.m.

Public Hearing on the 2024 Annual Plan—Chairman Ponti opened the public hearing for the 2024 Annual Plan – reviewed by Executive Director Lowel Krueger

- E.D. Krueger noted HUD requires an annual plan and a 5-year plan; the 5-year plan will be necessary next year for 2025
- YHA is a Housing Choice Voucher only PHA – YHA's public housing was converted to a Section 8 platform and that is the form that is being reviewed today
- Section A – The PHA information and legal name, and designation WA042 as YHA was the 42nd HA in Washington State
- The plan is for the beginning of the calendar year; Federal Fiscal year ends at the end of September, HUD is funded on a calendar year basis
- Under the PHA inventory YHA has 1,312 which is increased from the prior year, primarily due to the receipt of 10 Stability Vouchers and the 5 FYI, putting YHA over 1,300 for the Annual Contributions Contract; 75 Emergency Housing vouchers administered by YHA are not included in the ACC because once a family no longer qualifies after the end of this federal fiscal year, they will no longer be renewed and will drop off and over time, they will continue to be reduced, and due to that, they are not included in the total count
- As he noted, this is an Annual Submission – and copies are available online or at the office
- B. Plan Elements – Revisions to the HCV admin plan are typical, but YHA hasn't had any in the past 12 months; however, a future revision will be required due to MTW implementation
- B.2 New activities – he directed those present to the attachment at the end of the plan, which states YHA will project base up to 49 vouchers, and they are split into 3 awards
- One is for the partnership with Catholic Charities for their youth development, one is for the Fruitvale site, and one is for the agreement with Yakima Neighborhood Health Services for Stability vouchers; those combined make up the 49 vouchers
- B.3 – This is where the tie in with 5-year plan comes in; it asks for a description of the mission and goals from the 5-year plan, and to report on the current status and they are listed out:
- Continue to maintain High Performer rating in SEMAP, which is the mechanism used by HUD to grade YHA's use of the HCV program

P.O. BOX 1447 Yakima WA 98907 • www.yakimahousing.org

810 N. 6th Ave. Yakima WA 98902 • PH 509. 453. 3106 • FX 509. 453. 3111 • TDD 1. 800. 545. 1833 ext 560

Public Hearing - 2024 Annual Plan, con't

- YHA is designated as a High Performer – meeting all of HUD's goals and objectives
- Maintain a leasing or authorized budget authority of not less than 98% - YHA is utilizing all the resources, and the current rate of utilization is 104.61%
- Increase S8 vouchers through requests for Incremental and/or special needs vouchers – YHA added 10 Stability vouchers
- Grow the home ownership program, utilizing Section 8 vouchers for not less than 10 families– Family Self-Sufficiency staff is working on getting this program going and has applicants on the wait list and YHA is getting closer to providing this program to residents
- Continue to house homeless through 100 project-based vouchers with community partners – YHA continues to do that with a number of partners – Yakima Neighborhood Health Services, Triumph Treatment, Next Step Housing, and the YWCA
- Continue to lease all remaining 93 VASH vouchers (which is now 113 VASH vouchers) in connection with the Veteran's Affairs Office – YHA is currently using 72 vouchers and have discussed with the VA taking 21 project based vouchers that are at Chuck Austin Place and eventually rotating them out with VASH vouchers; he is working with HUD for assistance to determine how to do so correctly
- Lease the 5 Mainstream vouchers in coordination with the Spokane Housing Authority– originally HUD did a regionalized application, since then, YHA has received its own allocation of 115 and 80% of those are currently leased
- Work with community partners to establish the Foster Youth Initiative program– YHA has 5 currently utilized and another 5 that have been issued
- Preserve the Family Self Sufficiency program for at least 125 families – YHA currently has 115 on the program and implementation of Move to Work will help YHA get up to 125; as those at zero income can then be required to enroll
- Establish Supportive Employment Services to augment FSS – YHA has 15 participants enrolled and the program was implemented a few years ago
- Maintain compliance with all applicable program requirements – YHA has 2 findings, which were recently reported at a board meeting
- B.4 capital improvements – none
- B.5 This is where the audit findings are described and YHA's corrective action – the board was present when it was previously reported
- He asked if there were any questions on Section B
- Resident Advisory Board comments – YHA held a RAB meeting on September 19th and the minutes will be included with the 2024 Annual Plan
- Certification of State and Local Officials – the certification will go to Joan Davenport for her to sign
- Civil Rights Certification – this certification will be signed by Chairman Ponti and E.D. Krueger
- Challenged Elements – none
- Affirmatively Furthering Fair Housing – This is included for organizations who have already implemented it; YHA will coordinate with the City of Yakima with the roll out of the new requirements
- Questions or comments – none
- Noting there was no public comment; Chairman Ponti closed the public hearing on the 2024 Annual Plan at 3:44 PM

Commissioner [REDACTED] exited the meeting at 3:46 PM

Public Hearing on the Move to Work Supplement –Chairman Ponti opened the public hearing on the Move To Work supplement at 3:47 p.m.- reviewed by Executive Director Lowell Krueger

- Looking at the activities on C.9.d there are basically two changes from the prior review
- C.9.d – Alternative PBV Selection Process-the agency may establish an alternative competitive process in the award of PBV that are owned by non-profit, for-profit housing entities or by the agency that are not public housing
- Under 5.C – Housing Quality Standards, Third Party Requirement -YHA will perform the HQS inspections on project-based voucher assisted units and dwelling units with tenant-based vouchers

Public Hearing, MTW Supplement, con't

- The last paragraph was changed from what was provided to the Resident Advisory Board, due to an activity in the MTW Supplement that says YHA will perform its own HQS inspections; the copy reviewed by the RAB members stated an independent 3rd party would perform the HQS inspections for YHA's units
- YHA's goal for this request is to increase cost effectiveness and housing choice
- A safe harbor waiver was not necessary for this activity, and it will make it easier for YHA to award vouchers
- 10.d – Modify or eliminate the contract of participation – this is necessary to fully implement the changes YHA wants to see in relation to the Family Self Sufficiency program
- Resident Services Program Manager Reyes explained that they wanted to make a change to the enrollment aspect of the FSS program, targeting families at zero income to be enrolled in the FSS program
- Due to YHA's changes to the program, specifically to the way participants are enrolled in the program and also a change to the way escrow will be calculated, HUD outlined that a modification to the MTW supplement would be required to incorporate that activity
- Questions or comments – none
- Noting no public comment, Chairman Ponti closed the public hearing on the MTW Supplement at 3:50 p.m.

Audience Participation – Chairman Ponti noted there were no members of the public present

CONSENT AGENDA

Vice-Chairperson Bailey [REDACTED] motioned to approve the consent agenda; Commissioner [REDACTED] seconded; all present were in favor, and the motion carried

BOARD ACTION ITEMS:

Disposition 2023-10 – Compressor from the B & B Shop when YHA Purchased it

- YHA requested a courtesy inspection from L&I, and they pointed out the location of the compressor was a violation due to its close proximity to YHA's electrical panel boxes
- Maintenance Supervisor Olivas explained that the compressor was part of the car lift system
- It had to be disconnected, and he noted it is extremely heavy and difficult to move
- The compressor will be sold at the next disposition sale

Vice-Chairperson Bailey [REDACTED] motioned to approve Disposition 2023-10; Commissioner [REDACTED] seconded; all present were in favor, and the motion carried

Resolution 23-1034 –Authorizing the Authority to Borrow from Yakima Federal Savings and Loan for Acquisition of Rainier Vista, Zillah Gardens and Meadows Annex – Housing Development Manager Susan Wilson

- Yakima Federal requested the resolution specifically to show YHA has approval for the loan
- She included approval for the amount from the Washington State Housing Finance Commission for \$4 million
- This is the exact budget discussed at the last meeting, and the resolution gives formal approval for YHA to enter into the loan with Yakima Federal, and authorizes E.D. Krueger to execute all related documents

Vice-Chairperson Bailey [REDACTED] motioned to adopt Resolution 23-1034; Commissioner [REDACTED] seconded; all present were in favor, and the motion carried

Resolution 23-1035 – Approving the 2024 Annual Plan for the Housing Authority of the City of Yakima and the Move to Work Supplement - Executive Director Lowel Krueger

- Chairman Ponti asked if there were any questions or comments – there were none
Commissioner [REDACTED] motioned to adopt Resolution 23-1035; Vice-Chairperson Bailey [REDACTED] seconded; all present were in favor, and the motion carried

Resolution 23-1036 – Authorizing a Change to the Executive Director's Designee for Check Signing on behalf of the Housing Authority of the City of Yakima – Executive Director Lowel Krueger

- He noted that Resident Services Program Manager Reyes' title was updated in the resolution, however, the key issue is to add an additional YHA staff person, (YHA will also add Commissioner [REDACTED]) as an authorized YHA signer
 - Housing Supervisor Mendez will now be able to sign in the event both the Executive Director and Resident Services Program Manager are out of the office
 - He noted the same requirements are in place for the Housing Supervisor as for Resident Services Program Manager Reyes
 - Vice-Chairperson Bailey [REDACTED] asked E.D. Krueger to review the check signing requirements
 - Both the Housing Supervisor and Resident Services Program Manager have a signing limit of \$2,500, unless they are assigned as a designee to sign in the place of the Executive Director
 - Dual signatures will still be required, and the board members will still need to sign checks
 - The Yardi conversion will help YHA move to an electronic method for check signing
 - Chairman Ponti noted that signature cards will need to be completed at YHA's bank
- Commissioner [REDACTED] motioned to adopt Resolution 23-1035; Vice-Chairperson [REDACTED] seconded; all present were in favor, and the motion carried*

REPORT OF THE EXECUTIVE DIRECTOR

Legislative Update

- There has been discussion related to the legislation that would pave the way for the potential joining of YHA and the Sunnyside Housing Authority
- Two things they would like to have addressed in the state statute would be to make a smoother process to create joint housing authorities, and to remove the requirement of including the county
- Those changes were provided to AWhA last week, several agencies had positive feedback
- One member shared a concern about opening a statute – but Andrew Calkins with King County Housing Authority felt it could be managed
- One provision in that particular statutory line does affect the commissioners themselves
- He reminded the board that AWhA has hired a lobbyist, Jessica Fortescue, and they will work with her to determine the best strategy
- Another suggestion was to proceed from a regionalization standpoint
- The next AWhA meeting is in November, and this issue will be included, along with comments from legal counsel
- The legislative language is fairly simple and provides greater freedom to combine agencies
- E.D. Krueger reviewed additional legislative pieces brought forward by other housing authorities
- The Vancouver Housing Authority highlighted a very creative program under their MTW flexibility; they are acquiring homes built by Habitat for Humanity and other non-profits, and using MTW funds to buy them down so they are more affordable – they are looking for a REET exemption specifically for homeownership, as the current one is for multifamily but does not include home ownership
- Tacoma Housing Authority had some concerns related to resources held by the Department of Commerce, for acquisition and rehab of already affordable housing for preservation
- It has taken some time to get the underwriting done; they felt it would be better to have the county administer it
- One suggestion was related to the WSHFC's land acquisition program, and maybe it should be moved there
- AWhA is supportive of the Housing Trust Fund
- On the Federal Level- the potential federal government shutdown is at the forefront
- YHA gets a large portion of funding from a subsidy from the federal government – HUD and USDA-RD
- These programs are on a calendar year basis, in the event of a shutdown, funding would flow for approximately 3 more months; a shutdown lasting longer than that would start to impact YHA, but they typically haven't lasted that long

Legislative, con't

- USDA-RD and HUD have protocols in place and the President has asked that they implement them
- YHA has operating and capital reserves to continue to operate
- AWAH will continue to monitor the situation

MTW Expansion

- YHA has responded to HUD's comments on the MTW supplement for 2023 and is now waiting on their approval
- In coordination with that, YHA is working with a consultant who is putting together the changes to the Section 8 Administrative plan, which will need to be approved before MTW can be implemented
- Part of that includes updates for the HOTMA legislation implemented over a number of years
- The consultant who is doing the study of MTW's first few years visited YHA to conduct staff interviews and discuss YHA's plans to encourage landlord participation
- YHA hired a Landlord Liaison which will be very beneficial in attracting landlords to the Section 8 program

Software Conversion

- YHA is fully engaged in the conversion and the PHA executive call was very helpful in understanding the timeline; on October 23rd, a file will be uploaded to HUD for PIC data, and they will use that file to populate Yardi for YHA's HUD programs, and some non-HUD programs will be prepopulated
- From October 23 – November 2 will be a dark period where YHA staff will not be able to input anything into Yardi, anything input into Tenmast will have to be input again into Yardi
- As of November 2nd, YHA's Housing programs will move to Yardi
- Accounting will continue on for a bit longer, and as of December 1st, YHA will be fully moved to Yardi
- A legal notification is being prepared to notify MRI of YHA's intent to terminate the contract between the two companies
- YHA is working with MRI to get a copy of back up data before Tenmast is decommissioned

Commissioner [REDACTED] joined the meeting at 4:13 p.m.

Sunnyside Housing Authority

- SHA met with their governing body since the last board meeting
- E.D. Krueger has given an update to the City of Yakima and a work study session will be held with the City of Sunnyside
- E.D. Krueger plans to follow up with the City of Yakima's communication department for suggestions related to the joining of the two agencies
- Legislation was already discussed
- A meeting is set up for October with Sunnyside Housing Authority's Executive Director, to review the organizational structure of the staffs for both agencies
- HR Coordinator Rasmussen and E.D. Krueger plan to attend

Finance Director Recruitment

- Commissioner [REDACTED] and Vice-Chairperson Bailey [REDACTED] attended the dinner meeting with the potential candidate
- A reference check is in process
- Vice-Chairperson Bailey [REDACTED] asked for an update on the process, and E.D. Krueger discussed the synopsis provided by the hiring agency
- They identified 1,400 potential candidates, contacted 1,187; slightly under 19% declined to respond and the majority of candidates were not interested in the position due to the relocation aspect
- The field was narrowed down to 8 candidates in relation to the specific skills YHA is looking for and Mr. Montoya was the closest fit
- The recruiting agency initially searched locally, and then conducted a broader search (national)

Finance Director, con't

- Staff provided feedback, and a reoccurring comment was related to his relocation to the Yakima area from Salt Lake City, as being physically in Yakima is a requirement of the position

Fruitvale Lease up Incentive

- As discussed at a previous board meeting – E.D. Krueger highlighted looking at it from a historical context related to Yakima Affordable
- For that project, YHA previously contracted an outside firm to assist, but the third-party firm only provided assistance on the tax credit side
- However, there was also a HUD piece, project based rental assistance, which had to be completed by YHA staff, even though the 3rd party was paid to assist
- Their service oversees the paperwork, as the Initial lease up must be done correctly or tax credits could be lost; the 3rd party's paperwork didn't always match the Housing department's information, and required additional work by the Housing staff to correct it after the fact
- An incentive is tied to the project as the tax credit is delivered to the investor based upon having a qualified family for that unit, but it is calculated by building and having one disqualified person takes away the credit for the whole building
- For Fruitvale, doing the work internally makes sense as YHA has dedicated staff whose full objective is to manage this site, providing the capacity to work on the leasing and who is aligned with YHA's interests and the investor's interest, and that is the reason behind the incentive
- Since YHA staff will be doing both the tax credit and PBV side, it makes sense to marry that together
- The incentive amount is still being calculated; the Housing Supervisor's opinion needs to be included, but the ultimate goal that all 54 units have qualified residents living in them as of the date of delivery to the investor
- Housing Supervisor Mendez emphasized that staff had to redo a lot of the work performed by the 3rd party due to the dual subsidy; she pointed out that one of the Housing staff is capable of handling lease up with assistance from one other staff member
- As for the strategy for allocation, they are thinking of a cumulative per file basis, and an incentive payment at the end, if the entire lease up is met, to ensure the entire building is covered
- The investor had a monthly goal criterion for staff to meet; and incentive upon completion
- Housing Development Manager Wilson added that original goal from the investor was 9 units per month; this particular project is comprised of one building; she noted that all 54 units need to be completed by July of 2024
- Housing Supervisor Mendez outlined that leasing could begin 120 days out for tax credit and 90 days out for Section 8 out, before construction completion and certificates of occupancy are issued
- Housing Development Manager Wilson added that the delay in electrical equipment is causing stress on the Housing Department, but it is occurring frequently right now and the last update from the supplier was for completion by mid-March
- Vice-Chairperson Bailey [REDACTED] suggested that incentives be held until project completion in order to ensure staff stays until it is completed, and they see it all the way through
- Housing Development Manager Wilson pointed out that two Housing staff will be working on the project, and it is covered by the lease up line item in the Fruitvale budget, so there is enough funding to cover it, however it is paid out; the tax credits are only affected if the July deadline is missed
- Housing Supervisor Mendez noted that the goal is to be 100% leased by June, and she wants to build in a little wiggle room for unforeseen circumstances
- Chairman Ponti discussed adding additional full-time staff prior to the 120-day window, due to his concerns about getting to the certificate of occupancy, which may shorten the window of opportunity, which is short already; he asked if staff would need to work overtime

Fruitvale Lease up, con't

- Housing Supervisor Mendez doesn't foresee that overtime will be necessary, however, it may be necessary by the end of the final month
- Chairman asked for a comparison of the incentive amount to the cost of adding a full-time employee to take off some of the pressure; E.D. Krueger said an analysis can be provided
- He asked about the delay for the power equipment and what happens if it doesn't arrive in time, and delays the certificate of occupancy
- E.D. Krueger noted that, as the general partner, it is YHA's responsibility for the construction, and the leasing, and the July deadline doesn't move
- Housing Development Manager Wilson agreed with the July deadline not moving; if the electrical equipment isn't received by end of January or the beginning of February, the Development team will go back to National Equity Fund to ask about an adjustment
- The incentive will be presented for board approval in the near future
- Vice-Chairperson Bailey [REDACTED] noted the challenges in hiring right now
- Housing Supervisor Mendez agreed that finding knowledgeable people to handle it may be a challenge, and considering the difficulties with the use of a third party, she feels that shifting the current staff would work better

Future Acquisition Process

- As discussed at a prior board meeting; the issue was related to the attempt to make the acquisition work as a whole, putting forth a purchase price for Meadows Annex; and going forward YHA won't do that
- Housing Development Manager Wilson spent time with the property owners, but their response was somewhat nebulous
- She put together a fair price, but going forward, this should be something the owners would do based on the appraisal
- Vice Chairperson Bailey [REDACTED] pointed out that if a YHA paid appraisal came in low, and the owner requested another appraisal, it would create negotiation, and YHA would end up in the same spot
- Chairman Ponti noted it is a fairly complicated acquisition, and acknowledged the difficulties Housing Development Manager Wilson faced; E.D. Krueger gave Development Manager Wilson credit for her effort in getting the acquisition to work; he noted the timeline for Rainier Vista and Zillah Gardens, and how that impacted the acquisition of Meadows Annex
- Chairman Ponti asked Commissioner Marquez if he had any comments; he was having technical difficulties and E.D. Krueger said he would follow up with him later

October Board Meeting

- E.D. Krueger explained that he will be traveling frequently in October; but will be available in November
- He noted the November meeting is typically moved due to Thanksgiving into early December
- The Board members agreed to reschedule October board meeting to early November

DEPARTMENT REPORTS

Development, Housing Development Manager, Susan Wilson

- Fruitvale exterior work is going well; the project is at 51% completion overall and on target, however, the electrical equipment is still delayed
- Budget management is good, and there is a healthy contingency; due to this, the fencing and gates for site parking will be added back in
- Nueva tree work is complete; they are preparing to remove the fence along the alley, install a more secure fence, and add conduit for additional security cameras over the next couple weeks
- They applied for a paving permit, and she is hopeful the parking lot work will occur prior to the shutdown of the asphalt plant for the winter

Development, con't

- Cosecha II.3 – the building permit applications were submitted, and she anticipates hearing back from the City of Granger by the end of the week; they plan to go out to bid next month, with construction to follow in March 2024
- Lewis, Spruce and 6th – a Housing Trust fund application for \$3.6 million was submitted, (total development cost for the project is \$15.4 million) and they are submitting a tax credit application, due November 6th for credit, depending on pricing, of \$11.7 million
- She estimates the developer fee of \$1.3 million (with a deferred portion of that fee of \$43,000 in the current budget), to be paid over 10 years from cash flow; she noted all those numbers will change, whether YHA is funded this year or next year, by the time the project moves to construction
- They applied for a zoning change for the Spruce Street lot; a public hearing is scheduled for the end of October with the City of Yakima
- HUD approved the HAP assignment for the Rainier Vista acquisition, and now they are waiting on the final contract from HUD; she noted her HUD contact is aware of the government shutdown, and has advance arrangements in place for signing it by October 10 so they are set for closing on October 20
- Chairman Ponti asked what the level of tax credit for Cosecha; she explained that project is funded by the Housing Trust Fund and some private funds from Yakima Federal
- They are working with Landmark to get the management agreement in place and tying up loose ends before closing
- Housing Development Manager Wilson and a staff member will be attending Housing Washington in Tacoma in early October
- The tax credit app (9%) is for Lewis/Spruce/6th; a short plat is being done for YHA family
- The 25% for homeless at Milroy is a good fit as it is adjacent to Justice Housing's tiny home project
- The architect has provided good plans to incorporate the housing into the existing neighborhood; E.D. Krueger believes YHA will be competitive
- Housing Development Manager Wilson noted that 9% tax credit application is a scored application; YHA scored 175 this round, which is a fairly strong application, but it depends on how many applications are received

Finance – Finance Director Chanelle Murphy

- The financials are trending similarly to the reports she has presented over the past few months
- Net income is good for all projects, except Toppenish Family Housing; it has struggled for a few years now
- Rental increases went into effect August 1 for the project, and she is hoping to see net income set off the loss within the next few months
- Cash flow looks good for all the projects, other than Yakima Affordable and Harmony Park; she is not overly concerned about Yakima Affordable, and explained that Harmony Park may have had a bad unit turn that needs to be reclassified, requiring further review
- She noted she has not been able to analyze the August financials in depth, since she has been working on the budgets, and she hopes to be able to share more detailed information if the financials for those projects continue to trend similarly next month
- The annual cost per unit is \$9,339 which sounds high but remains within budget
- In Accounting – The USDA budgets are due by the 30th, so that has been a priority over the last few weeks
- The remaining budgets are due by mid-November, and she will work on finalizing them through the month of October
- The AP Clerk position (open since February) has been filled, and he is learning quickly, so other staff can move back to assisting with bank reconciliations and other duties in October, which will be a huge relief
- Overall AR realization is sitting at nearly 94% for August
- YTD average HAP utilization is 104%, with 1,243 vouchers leased as of Aug 1st
- Chairman Ponti shared an observation about the cost per unit increase taking a significant jump; E.D. Krueger agreed and said other agencies are experiencing worse issues

Finance, con't

- He described a resident orientation video that YHA is working on, and he will be curious to see how that helps the cost per unit after it is released
- Finance Director Murphy pointed out that the 2023 budget was \$8,896 for the cost per unit, and YHA is about 6% over that; she explained that anything over 10% would be a big concern

Section 8, Section 8 Supervisor Amanda Delp

- The Housing Choice Voucher program is going well and is on track
- The summary page shows a slight decrease in utilization, but since there is an increase in the per unit cost (increasing each month), the leasing potential is zero
- The focus is on Mainstream and Emergency Housing vouchers, and next month, the focus will switch to the Yardi conversion; the staff will work on getting and staying caught up on recertifications
- HCV Leasing – (YHA's potential to lease) she noted that port outs YHA is paying for decreased to 27 (down by 1)
- The number of vouchers out searching is 45 – these are made up mostly of port ins that YHA will absorb, and tenant moves, but does not include many new vouchers from the wait list
- Specialty vouchers– Mainstream is above 80% as of July; she is expecting a higher number of Mainstream voucher utilization in September
- The one Non-Elderly Disabled voucher has been leased; Foster Youth voucher utilization is at 6
- HUD VASH utilization around 62%; referrals are keeping up with program terminations
- She noted terminations aren't typically for non-compliance – most are requests to leave the program, 6 months zero HAP, and deaths have played a bigger part lately in terminations
- Project Based vouchers are up to the 90th percentile, including RAD units and partnering agencies out in the community
- Emergency Housing vouchers are over utilized, YHA was issued 75 vouchers, and YHA has issued 80; HUD has notified YHA of EHV shortfall due to the over utilization
- She ran the numbers (solely on EHV) she anticipates having 88 vouchers in use at the end of the calendar year; E.D. Krueger explained that HUD asked YHA to stop issuing vouchers
- Section 8 Supervisor Delp noted that August was a huge push to get vouchers out; in order to fit in the Yardi training, and to get as many vouchers out as possible
- There was an update about the way EHV admin fees can be used to assist tenants who owe money to a prior landlord, in order to get them housed and that information was shared with the Landlord Liaison

Family Self-Sufficiency, Resident Services Program Manager, Carlos Reyes

- The focus is on recruitment for the Heritage Enactus Financial Literacy classes; a schedule has been set with the instructor, Professor Vicky Swank and the goal is to get 25 participants for the 9-week course
- The classes are very useful, as they teach credit building, budgeting and other financial skills; participants support and encourage each other throughout the classes
- CAP – financial literacy classes are planned for those residents, along with a different take on a whole health class; they are trying to keep the groups small to allow one on one assistance
- Yakima Neighborhood Health Services is holding digital literacy classes for the CAP residents
- The mobile library visits the site every other Tuesday
- An ice cream social event will be held today, and an end of summer party is planned for tomorrow
- He noted that several of the events are held in conjunction with YHA's community partners
- He recently submitted a grant application to Wells Fargo for additional supportive services
- The Pastor of the New Hope Chapel (an IT instructor at YVC) donated laptops for CAP residents for digital literacy
- The National Night Out event was held earlier this month, and was very successful
- He is reviewing and summarizing feedback from staff, vendors and the community and so far, it has been very positive
- Vendor spots were completely filled (service providers, banks and community partners) and sponsorship was good; every year it gets more expensive to put on the event

FSS, con't

- There was a great response from the community with over 800 people attending; the Miller Park venue was a success as it is very open, allowing everyone a good view of the performances
- Chairman Ponti thanked YHA staff for their hard work putting on the event

Housing, Housing Supervisor Elsa Mendez

- Notices have gone out to some residents, due to the lack of farm income and this will also be reflected on the project worksheet
- There are 9 vacant units and 11 new admissions
- Cosecha has no changes on the project worksheet, which is the same for Harmony Park
- Valley 7 has 4 expired certs, 3 are due to no farm income and one is waiting on a signature
- Cosecha is at 100% occupancy with all 76 beds leased; she noted these changes frequently
- Cosecha II and Cosecha II.2 are fully occupied
- Leasing is already in process for the next season and a grower has reached out to renew their contracts for next year
- Yardi Training is a focus for the Housing department

Maintenance, Maintenance Supervisor Manuel Olivas

- Maintenance staff is working on move outs, and some are due to tenants that have passed away
- Annual inspections are in process at the 914 E. Spruce site, and should finish up tomorrow
- They have completed a move out for tax credit at 801 Central and are moving into another unit at Naches House next, which he anticipates will be completed tomorrow
- After that, he will be shifting crews to turn some one-bedroom units
- Grounds staff are preparing for fall; pruning is wrapping up and they are getting ready for leaves, and turning off sprinklers
- One staff person is out on leave and Maintenance Supervisor Olivas will fill in wherever necessary
- Chairman Ponti asked how water leaks are in comparison; Maintenance Supervisor Olivas reported that things have been stable for now

ADJOURNMENT: Chairman Ponti adjourned the meeting at 5:13 p.m.

Respectfully submitted by:

Sally Shelton, Recording Secretary



Secretary, Lowel Krueger



In consultation with the RAB and tenants, YHA considered any comments at the public hearing. There is no additional analysis of comments or decisions made based on the public hearing.