

Streamlined Annual PHA Plan <i>(High Performer PHAs)</i>	U.S. Department of Housing and Urban Development Office of Public and Indian Housing	OMB No. 2577-0226 Expires: 02/29/2016
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Purpose. The 5-Year and Annual PHA Plans provide a ready source for interested parties to locate basic PHA policies, rules, and requirements concerning the PHA's operations, programs, and services, and informs HUD, families served by the PHA, and members of the public of the PHA's mission, goals and objectives for serving the needs of low- income, very low- income, and extremely low- income families

Applicability. Form HUD-50075-HP is to be completed annually by **High Performing PHAs**. PHAs that meet the definition of a Standard PHA, Troubled PHA, HCV-Only PHA, Small PHA, or Qualified PHA do not need to submit this form.

Definitions.

- (1) **High-Performer PHA** – A PHA that owns or manages more than 550 combined public housing units and housing choice vouchers, and was designated as a high performer on both of the most recent Public Housing Assessment System (PHAS) and Section Eight Management Assessment Program (SEMAP) assessments.
- (2) **Small PHA** - A PHA that is not designated as PHAS or SEMAP troubled, or at risk of being designated as troubled, and that owns or manages less than 250 public housing units and any number of vouchers where the total combined units exceeds 550.
- (3) **Housing Choice Voucher (HCV) Only PHA** - A PHA that administers more than 550 HCVs, was not designated as troubled in its most recent SEMAP assessment, and does not own or manage public housing.
- (4) **Standard PHA** - A PHA that owns or manages 250 or more public housing units and any number of vouchers where the total combined units exceeds 550, and that was designated as a standard performer in the most recent PHAS or SEMAP assessments.
- (5) **Troubled PHA** - A PHA that achieves an overall PHAS or SEMAP score of less than 60 percent.
- (6) **Qualified PHA** - A PHA with 550 or fewer public housing dwelling units and/or housing choice vouchers combined, and is not PHAS or SEMAP troubled.

A.	PHA Information.																										
A.1	<p> PHA Name: <u>Peninsula Housing Authority</u> PHA Code: <u>WA004</u> PHA Type: <input type="checkbox"/> Small <input checked="" type="checkbox"/> High Performer PHA Plan for Fiscal Year Beginning: (MM/YYYY): <u>07/2017</u> PHA Inventory (Based on Annual Contributions Contract (ACC) units at time of FY beginning, above) Number of Public Housing (PH) Units <u>270</u> Number of Housing Choice Vouchers (HCVs) <u>643</u> Total Combined <u>913</u> PHA Plan Submission Type: <input checked="" type="checkbox"/> Annual Submission <input type="checkbox"/> Revised Annual Submission </p> <p> Availability of Information. In addition to the items listed in this form, PHAs must have the elements listed below readily available to the public. A PHA must identify the specific location(s) where the proposed PHA Plan, PHA Plan Elements, and all information relevant to the public hearing and proposed PHA Plan are available for inspection by the public. Additionally, the PHA must provide information on how the public may reasonably obtain additional information of the PHA policies contained in the standard Annual Plan, but excluded from their streamlined submissions. At a minimum, PHAs must post PHA Plans, including updates, at each Asset Management Project (AMP) and main office or central office of the PHA. PHAs are strongly encouraged to post complete PHA Plans on their official website. PHAs are also encouraged to provide each resident council a copy of their PHA Plans. </p> <p> <input type="checkbox"/> PHA Consortia: (Check box if submitting a Joint PHA Plan and complete table below) </p> <table border="1" style="width: 100%; border-collapse: collapse; margin-top: 10px;"> <thead> <tr> <th rowspan="2" style="width: 25%;">Participating PHAs</th> <th rowspan="2" style="width: 10%;">PHA Code</th> <th rowspan="2" style="width: 25%;">Program(s) in the Consortia</th> <th rowspan="2" style="width: 20%;">Program(s) not in the Consortia</th> <th colspan="2" style="width: 20%;">No. of Units in Each Program</th> </tr> <tr> <th style="width: 10%;">PH</th> <th style="width: 10%;">HCV</th> </tr> </thead> <tbody> <tr> <td>Lead PHA:</td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td> </td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td> </td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> </tbody> </table>	Participating PHAs	PHA Code	Program(s) in the Consortia	Program(s) not in the Consortia	No. of Units in Each Program		PH	HCV	Lead PHA:																	
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B. Annual Plan Elements

B.1 Revision of PHA Plan Elements.

(a) Have the following PHA Plan elements been revised by the PHA since its last **Annual PHA Plan** submission?

- | | | |
|-------------------------------------|-------------------------------------|--|
| Y | N | |
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | Statement of Housing Needs and Strategy for Addressing Housing Needs. |
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | Deconcentration and Other Policies that Govern Eligibility, Selection, and Admissions. |
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | Financial Resources. |
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | Rent Determination. |
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | Homeownership Programs. |
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | Safety and Crime Prevention. |
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | Pet Policy. |
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | Substantial Deviation. |
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | Significant Amendment/Modification |

(b) The PHA must submit its Deconcentration Policy for Field Office Review. Not applicable pursuant to 24CFR 903.2(b)(2)(iii)

(c) If the PHA answered yes for any element, describe the revisions for each element below:

Financial Resources- Current year financial resources anticipated to be available are:

1. <u>Federal Grants</u>	
Public Housing Operating Subsidy AMPWA004000001	\$ 214,700
Public Housing Operating Subsidy AMPWA004000002	253,520
Public Housing Capital Fund '17	354,943
Housing Choice Voucher Program-estimated 2017 HAP+Program Reserves	3,350,000
Housing Choice Voucher Program –estimated administrative fees	440,995
HUD Family Self Sufficiency Grant	94,170
HUD Self-Help Opportunity Program (SHOP) – 2017, 2018 earmarks	150,000
USDA Rural Development 523 Technical Assistance Grant	260,000
HUD Supportive Housing Program Grant	64,500
2. <u>Prior Year Federal Grants</u> (unobligated funds only)	
All prior year grants obligated	
3. <u>Dwelling Unit Rental Income</u>	
Public Housing AMP WA004000001	172,500
Public Housing AMP WA004000002	478,000
USDA Rural Development – Wildwood Terrace (includes USDA 515 Assistance)	408,000
USDA Rural Development/HUD – Peninsula Apartments (HUD MF Section 8)	257,000
Homestead Apartments	112,000
Eklund Heights	76,000
Sunbelt Apartments	94,000
4. <u>Other Income</u>	
State Tenant Based Rental Assistance (TBRA)	<u>204,000</u>
Estimated Total Resources	\$6,984,328

The Housing Choice Voucher Administrative Plan, Eligibility was amended to reflect compliance with the HUD Streamlining Administrative Regulations Final Rule regarding criminal activity.

The Peninsula Housing Authority’s Strategic Plan can be found on the agency’s website at www.peninsulapha.org, at our administrative offices 2603 S. Francis Street, Port Angeles, WA 98362 and the Terrace Office 114 E. 6th Street, Port Angeles, WA 98362

The Peninsula Housing Authority’s Annual Plan can be found on the agency’s website at www.peninsulapha.org, at our administrative offices 2603 S. Francis Street, Port Angeles, WA 98362 and the Terrace Office 114 E. 6th Street, Port Angeles, WA 98362

The Peninsula Housing Authority’s 5-Year Capital Improvement Plan can be found on the agency’s website at www.peninsulapha.org, at our administrative offices 2603 S. Francis Street, Port Angeles, WA 98362 and the Terrace Office 114 E. 6th Street, Port Angeles, WA 98362

The Peninsula Housing Authority’s Admissions and Continued Occupancy Plan can be found on the agency’s website at www.peninsulapha.org, at our administrative offices 2603 S. Francis Street, Port Angeles, WA 98362 and the Terrace Office 114 E. 6th Street, Port Angeles, WA 98362

The Peninsula Housing Authority’s Housing Choice Voucher Administrative Plan can be found on the agency’s website at www.peninsulapha.org, at our administrative offices 2603 S. Francis Street, Port Angeles, WA 98362 and the Jefferson County Office 5210 Kuhn, Port Townsend, WA 98368

B.2 New Activities.

(a) Does the PHA intend to undertake any new activities related to the following in the PHA's current Fiscal Year?

Y N

- Hope VI or Choice Neighborhoods.
- Mixed Finance Modernization or Development.
- Demolition and/or Disposition.
- Conversion of Public Housing to Tenant Based Assistance.
- Conversion of Public Housing to Project-Based Assistance under RAD.
- Project Based Vouchers.
- Units with Approved Vacancies for Modernization.
- Other Capital Grant Programs (i.e., Capital Fund Community Facilities Grants or Emergency Safety and Security Grants).

(b) If any of these activities are planned for the current Fiscal Year, describe the activities. For new demolition activities, describe any public housing development or portion thereof, owned by the PHA for which the PHA has applied or will apply for demolition and/or disposition approval under section 18 of the 1937 Act under the separate demolition/disposition approval process. If using Project-Based Vouchers (PBVs), provide the projected number of project based units and general locations, and describe how project basing would be consistent with the PHA Plan.

As noted in previous Annual Plan submissions, Mt. Angeles View Family (MAV – WA004-00001) public housing has a City of Port Angeles approved Redevelopment Master Plan. The agency has successfully received an allocation of 9% Tax Credits for the construction of the MAV Master Plan Phase I mixed finance project. The land on which 33 Public Housing units currently sits will be transferred to the partnership under a long term lease. The partnership will replace the 33 public housing units one for one and build an additional 30 tax credit units that will include set asides for disabled households and homeless households with children. Demolition or relocation of the 33 units should occur in mid-2017. The 63 tax credit partnership units are scheduled for occupancy beginning in February 2018 through January 2019. All displaced households will receive first opportunity to occupy the new units. MAV Phase I will also provide the area for a relocated and expanded Boys and Girls Club on site. When the Boys and Girls Club fund raising efforts are complete, PHA will assist them with the infrastructure development paid in part through a Clallam County Opportunity Fund Grant. These funds are expected to be awarded in June 2017.

Of the agency's 643 Housing Choice Vouchers, 31 are in the Homeownership program, 32 are Tenant Protection Vouchers and 82 are currently project based with another 24 committed to two projects. There are 8 scattered site project based vouchers used in conjunction with the Washington Families Fund program and 74 located at the following properties – Lee Plaza, Homestead Apartments, Maloney Heights Permanent Supportive Housing, Catherine of Sienna Homeless Housing, Cornerstone Permanent Supportive Housing, Northwest Passage Permanent Supportive Housing and The Outpost VA Homeless Permanent Supportive Housing. The agency has committed 20 project based vouchers to be used at Mt. Angeles View Phase I for the support of homeless families with children and disabled households and 4 project based vouchers to Sail River Longhouse Permanent Supportive Housing serving the homeless. The purpose of the agency's project based program is to assist the most vulnerable populations in the communities we serve as well as the partner agencies providing them with supportive services.

We continue to complete water service, kitchen and bath upgrades at the Manor Senior- Young Disabled property. Units are taken off line during the modernization process with residents of any occupied units being provided with relocation assistance. We don't have an exact count of units to be completed as they will only be undertaken as Capital Funds are available.

<p>B.3</p>	<p>Progress Report.</p> <p>Provide a description of the PHA's progress in meeting its Mission and Goals described in the PHA 5-Year Plan.</p> <p>The Mission of the Peninsula Housing Authority is to promote safe, affordable housing and foster effective partnerships that help meet that goal.</p> <p><u>Update on Strategic Plan Goals</u></p> <ol style="list-style-type: none"> 1. Redevelopment <u>Mt. Angeles View WA004-00001</u> –Phase 1 of the City of Port Angeles approved Redevelopment Master Plan is in final negotiations with the equity partner, HUD Mixed Finance is finalizing their project review and the redevelopment team is working towards a June 2017 close date with construction to commence immediately. Of the 33 tenants in these affected units, only 3 remain. Two households are moving within the next 4 weeks and the final household is searching for a unit outside of our market and we are working with the other authority on the tenant protection voucher port. <u>Sunbelt Apartments</u> –We continue to work toward a future sale of Sunbelt to the non-profit possibly in late 2017. 2. Acquisitions and Development <u>Lincoln School Building</u> – The Port Townsend School Board determined they did not want affordable senior housing in the building and have withdrawn their support. We will continue to seek other affordable housing opportunities in Jefferson county <u>Mutual Self-Help Housing</u> – the agency continues to build 8-10 single family homes annually in Clallam and Jefferson counties through the Mutual Self-Help Housing Program operated in conjunction with USDA Rural Development. The next groups will be building in western Port Angeles. <u>Eklund Heights II</u> – the 37 unit multi-family parcel of land located in the Eastern Urban Growth Area of Port Angeles is being held in the Washington State Housing Finance Commission Land Acquisition Program until development funding becomes available. 3. Partnerships – The agency continues to work expanding housing opportunities with our partners to serve both Clallam and Jefferson counties. 4. Fiscal Sustainability – we regularly evaluate opportunities to improve operating efficiencies, diversify the agency's portfolio, and seek funding resources to reduce the impacts when grants are lost or reduced 5. Management Systems – we continue to invest in employee training opportunities, improving client opportunities and employee job satisfaction. The continued expansion of the agency's housing and accounting systems will afford greater efficiencies within the agency.
<p>B.4.</p>	<p>Most Recent Fiscal Year Audit.</p> <p>(a) Were there any findings in the most recent FY Audit?</p> <p>Y N <input type="checkbox"/> <input checked="" type="checkbox"/></p> <p>(b) If yes, please describe:</p>
<p>Other Document and/or Certification Requirements.</p>	
<p>C.1</p>	<p>Certification Listing Policies and Programs that the PHA has Revised since Submission of its Last Annual Plan</p> <p><u>Form 50077-ST-HCV-HP, Certification of Compliance with PHA Plans and Related Regulations</u>, must be submitted by the PHA as an electronic attachment to the PHA Plan.</p>

C.2	<p>Civil Rights Certification.</p> <p>Form 50077-ST-HCV-HP, <i>Certification of Compliance with PHA Plans and Related Regulations</i>, must be submitted by the PHA as an electronic attachment to the PHA Plan.</p>
C.3	<p>Resident Advisory Board (RAB) Comments.</p> <p>(a) Did the RAB(s) provide comments to the PHA Plan? N/A There is not a Resident Advisory Board at the agency due to lack of interest. However all units at all public housing properties were posted with an invitation notice regarding resident participation on the agency plan. Comments and analysis are attached for review.</p> <p>Y N <input type="checkbox"/> <input type="checkbox"/></p> <p>If yes, comments must be submitted by the PHA as an attachment to the PHA Plan. PHAs must also include a narrative describing their analysis of the RAB recommendations and the decisions made on these recommendations.</p>
C.4	<p>Certification by State or Local Officials.</p> <p>Form HUD 50077-SL, <i>Certification by State or Local Officials of PHA Plans Consistency with the Consolidated Plan</i>, must be submitted by the PHA as an electronic attachment to the PHA Plan.</p>
<p>D Statement of Capital Improvements. Required in all years for all PHAs completing this form that administer public housing and receive funding from the Capital Fund Program (CFP).</p>	
D.1	<p>Capital Improvements. Include a reference here to the most recent HUD-approved 5-Year Action Plan (HUD-50075.2) and the date that it was approved by HUD. See HUD Form- 50075.2 approved by HUD on 04/13/2016.</p>

Instructions for Preparation of Form HUD-50075-HP Annual Plan for High Performing PHAs

A. PHA Information. All PHAs must complete this section.

A.1 Include the full **PHA Name, PHA Code, PHA Type, PHA Fiscal Year Beginning (MM/YYYY), PHA Inventory, Number of Public Housing Units and or Housing Choice Vouchers (HCVs), PHA Plan Submission Type**, and the **Availability of Information**, specific location(s) of all information relevant to the public hearing and proposed PHA Plan. (24 CFR §903.23(4)(e))

PHA Consortia: Check box if submitting a Joint PHA Plan and complete the table. (24 CFR §943.128(a))

B. Annual Plan.

2017 Annual CAP Fund Meeting

February 15, 2017

Meeting was called to order by Sarah Martinez at 1:30pm.

In attendance were Sarah Martinez, Amy Riggins, Lisa Worthey, Janis Carpenter and Carla Sue from the Housing Authority, 8 tenants from the Manor and 1 tenant from the Villa. There were no tenants from the Terrace, but notes were given by residents to Janis to be included in the meeting.

Items requested for:

Manor-

- The outside of the building needs to be cleaned. We cannot pressure wash due to the windows having possible problems with moisture. Need to find someone who is willing to basically scrub the outside of the building.
Asset Mgmt. will investigate procuring services for project
- Need to deal with deer getting into the community garden. Possibly use spray repellent to deter them? One tenant mentioned getting marigolds and other plants that deter the deer as well.
Tenants manage the community garden area and will follow-up with ideas
- Floor in the Lobby needs to be replaced.
Asset Mgmt. will determine if cleaning/repair sufficient or replacement needed
- The non-operational drinking fountain on the top floor needs to be removed.
Maintenance will remove
- Heaters need to be thoroughly cleaned.
Maintenance and property management will investigate
- Would like a laundry facility on the 4th floor.
Will review budget to determine if feasible
- Dave has a light that has a low pitch hum. Bulbs have been replaced several times and it is still there. Perhaps the ballast needs to be changed?
Maintenance will investigate and repair
- Lighting in all of the older apartments is very bad. Could have AI replace what is needed (WO).
Maintenance will handle via work order

- Would like the hallways to be repainted. It was mentioned that we could touch it up and put it in the 5 year plan to do a 10 year cycle. Maybe do a new color for the trim instead of white.
Asset Mgmt. will review for inclusion in 5 Year Plan
- Elevator look old fashioned inside. Would like it updated.
Asset Mgmt. will review need and current budget ability. May be included in 5 Year Plan
- Replace bench in elevator.
Maintenance will determine if damaged and whether to repair or replace. May be included in 5 Year Plan with above item
- Hot water has been working well. Tamara Thomas still has an issue. As far as anyone knows, she is the only one.
Maintenance will check on Ms. Thomas's hot water issue
- More or better cameras for the parking lot. Several cars have been broken into and it does not show on the cameras.
Will review additional security camera needs and budget availability
- Possible training of the tenants on how things should be reported to the police (Emergent vs. non-Emergent). (At the manager level?)
- Reach out to Salvation Army and work with them regarding the transient population hanging out at and near the Manor.
- Need a couple more signs that show it is Private Property. The only one is at the smoke shack. Perhaps at the driveway entrance and another near the front of the building.
Property manager will handle
- Replace mailboxes and parcel boxes
Property management will investigate need and costs for replacement.

Villa-

- Stripping along the bottom (Cove Base) is loose and cracking. Needs to be replaced.
Maintenance will investigate where needed and replace

Terrace-

- Replace parcel boxes
Property management will investigate need and costs for replacement
- Would like ceiling fans installed in all units.

Further investigation will be required. May not be financially feasible due to age of building, electrical box design and budget constraints.

- Paint outside of building.
Included in 5 Year Plan
- Need new blinds in the Community Room, especially the doors.
Property management will look into procurement

All Buildings:

- Audio/Video to see who is at the front of the building trying to get in.
Possibly can put into 5 year plan to increase security.

708 E. Whidby – Needs new flooring. The flooring is from the 1930's or 40's.
18x18 squares.

Property management and maintenance to investigate on whether should be repaired or replaced