

PALM BEACH COUNTY HOUSING AUTHORITY

# Annual Plan

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Fiscal Years 2019 - 2020





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Palm Beach County Housing Authority  
 Annual PHA Plan  
 Fiscal Year 2019 - 2020

<b>Annual PHA Plan          (Standard PHAs and          Troubled PHAs)</b>	<b>U.S. Department of Housing and Urban Development          Office of Public and Indian Housing</b>	<b>OMB No. 2577-0226          Expires: 02/29/2016</b>
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A.	PHA Information																										
A.1	<p> <b>PHA Name:</b> <u>PALM BEACH COUNTY HOUSING AUTHORITY</u> <b>PHA Code:</b> <u>FL080</u>  <b>PHA Type:</b> <input checked="" type="checkbox"/> Standard PHA <input type="checkbox"/> Troubled PHA  <b>PHA Plan for Fiscal Year Beginning:</b> (MM/YYYY): <u>10/2019</u>  <b>PHA Inventory</b> (Based on Annual Contributions Contract (ACC) units at time of FY beginning, above)  <b>Number of Public Housing (PH) Units</b> <u>428</u> <b>Number of Housing Choice Vouchers (HCVs)</b> <u>2764</u> <b>Total Combined Units/Vouchers</b> <u>3192</u>  <b>PHA Plan Submission Type:</b> <input checked="" type="checkbox"/> Annual Submission <input type="checkbox"/> Revised Annual Submission         </p> <p> <b>Availability of Information.</b> PHAs must have the elements listed below in sections B and C 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. 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> <b>PHA Plan, PHA Plan Elements, and Public Hearing Information can be found at the following locations:</b> <ol style="list-style-type: none"> <li>1) Housing Authority Administrative Office, 3432 West 45<sup>th</sup> Street, West Palm Beach, FL 33407</li> <li>2) Dyson Circle Apartments, 4695 N. Dyson Circle, West Palm Beach, FL 33415</li> <li>3) Schall Landings Apartments, 2402 Schall Circle, West Palm Beach, FL 33417</li> <li>4) Seminole Estates, 6388 Seminole Circle, Lantana, FL 33462</li> <li>5) Drexel House Apartments, West Palm Beach, FL 33417</li> <li>6) Housing Authority Website: <a href="http://www.pbchaf.org">http://www.pbchaf.org</a></li> <li>7) Resident Advisory Boards Members received an electronic and/or hard copy of the draft Annual Plan</li> </ol> </p> <p> <input type="checkbox"/> <b>PHA Consortia:</b> (Check box if submitting a Joint PHA Plan and complete table below)         </p>																										
	<table border="1"> <thead> <tr> <th rowspan="2">Participating PHAs</th> <th rowspan="2">PHA Code</th> <th rowspan="2">Program(s) in the Consortia</th> <th rowspan="2">Program(s) not in the Consortia</th> <th colspan="2">No. of Units in Each Program</th> </tr> <tr> <th>PH</th> <th>HCV</th> </tr> </thead> <tbody> <tr> <td>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>B.</b>	<b>Annual Plan Elements</b>					
<b>B.1</b>	<p><b>Revision of PHA Plan Elements.</b></p> <p>(a) Have the following PHA Plan elements been revised by the PHA?</p> <p>Y N</p> <p><input checked="" type="checkbox"/> <input type="checkbox"/> Statement of Housing Needs and Strategy for Addressing Housing Needs</p> <p><input checked="" type="checkbox"/> <input type="checkbox"/> Deconcentration and Other Policies that Govern Eligibility, Selection, and Admissions.</p> <p><input checked="" type="checkbox"/> <input type="checkbox"/> Financial Resources.</p> <p><input checked="" type="checkbox"/> <input type="checkbox"/> Rent Determination.</p> <p><input checked="" type="checkbox"/> <input type="checkbox"/> Operation and Management.</p> <p><input checked="" type="checkbox"/> <input type="checkbox"/> Grievance Procedures.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Homeownership Programs.</p> <p><input checked="" type="checkbox"/> <input type="checkbox"/> Community Service and Self-Sufficiency Programs.</p> <p><input checked="" type="checkbox"/> <input type="checkbox"/> Safety and Crime Prevention.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Pet Policy.</p> <p><input checked="" type="checkbox"/> <input type="checkbox"/> Asset Management.</p> <p><input checked="" type="checkbox"/> <input type="checkbox"/> Substantial Deviation.</p> <p><input checked="" type="checkbox"/> <input type="checkbox"/> Significant Amendment/Modification</p> <p>(b) If the PHA answered yes for any element, describe the revisions for each revised element(s): Description of PBCHA’s revisions of PHA plan elements are provided beginning on page 21 – 30. (to be added)</p> <p>(c) The PHA must submit its Deconcentration Policy for Field Office review.</p>					



<p><b>B.2</b></p>	<p><b>New Activities.</b></p> <p>(a) Does the PHA intend to undertake any new activities related to the following in the PHA's current Fiscal Year?</p> <p>Y N</p> <p><input checked="" type="checkbox"/> <input type="checkbox"/> Hope VI or Choice Neighborhoods.</p> <p><input checked="" type="checkbox"/> <input type="checkbox"/> Mixed Finance Modernization or Development.</p> <p><input checked="" type="checkbox"/> <input type="checkbox"/> Demolition and/or Disposition.</p> <p><input checked="" type="checkbox"/> <input type="checkbox"/> Designated Housing for Elderly and/or Disabled Families.</p> <p><input checked="" type="checkbox"/> <input type="checkbox"/> Conversion of Public Housing to Tenant-Based Assistance.</p> <p><input checked="" type="checkbox"/> <input type="checkbox"/> Conversion of Public Housing to Project-Based Assistance under RAD.</p> <p><input checked="" type="checkbox"/> <input type="checkbox"/> Occupancy by Over-Income Families.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Occupancy by Police Officers.</p> <p><input checked="" type="checkbox"/> <input type="checkbox"/> Non-Smoking Policies.</p> <p><input checked="" type="checkbox"/> <input type="checkbox"/> Project-Based Vouchers.</p> <p><input checked="" type="checkbox"/> <input type="checkbox"/> Units with Approved Vacancies for Modernization.</p> <p><input checked="" type="checkbox"/> <input type="checkbox"/> Other Capital Grant Programs (i.e., Capital Fund Community Facilities Grants or Emergency Safety and Security Grants).</p> <p>(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.</p> <p>Description of new activities which the PBCHA intends to undertake are provided beginning on page 31.</p>
<p><b>B.3</b></p>	<p><b>Civil Rights Certification.</b></p> <p>Form HUD-50077, <i>PHA Certifications of Compliance with the PHA Plans and Related Regulations</i>, must be submitted by the PHA as an electronic attachment to the PHA Plan.</p>
<p><b>B.4</b></p>	<p><b>Most Recent Fiscal Year Audit.</b></p> <p>(a) Were there any findings in the most recent FY Audit?</p> <p>Y N</p> <p><input checked="" type="checkbox"/> <input type="checkbox"/></p> <p>(b) If yes, please describe:</p>
<p><b>B.5</b></p>	<p><b>Progress Report.</b></p> <p>Provide a description of the PHA's progress in meeting its Mission and Goals described in the PHA 5-Year and Annual Plan.</p>



<p><b>B.6</b></p>	<p><b>Resident Advisory Board (RAB) Comments.</b></p> <p>(a) Did the RAB(s) provide comments to the PHA Plan?</p> <p>Y   N  <input type="checkbox"/> <input type="checkbox"/></p> <p>(c) 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>
<p><b>B.7</b></p>	<p><b>Certification by State or Local Officials.</b></p> <p><a href="#">Form HUD 50077-SL</a>, <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><b>B.8</b></p>	<p><b>Troubled PHA.</b></p> <p>(a) Does the PHA have any current Memorandum of Agreement, Performance Improvement Plan, or Recovery Plan in place?</p> <p>Y   N   N/A  <input type="checkbox"/> <input checked="" type="checkbox"/> <input type="checkbox"/></p> <p>(b) If yes, please describe: PBCHA currently has an approved Corrective Action Plan (CAP) outlining the corrective action plans that it will initiate to address unit condition deficiencies identified during the REAC Quality Control Physical Assessment Subsystem (PASS) inspections.</p>
<p><b>C.</b></p>	<p><b>Statement of Capital Improvements.</b> Required for all PHAs completing this form that administer public housing and receive funding from the Capital Fund Program (CFP).</p>
<p><b>C.1</b></p>	<p><b>Capital Improvements.</b> 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.</p> <p><b>HUD Form - 50075.2 approved by HUD on 09/28/18</b></p>



**B.1 – Revision of PHA Plan Elements**

The following plan elements have been revised by PBCHA:

**Statement of Housing Needs and Strategy for Addressing Housing Needs**

**Housing Needs of Families on the Public Housing Waiting Lists as of May 3, 2019**

Income Levels		
	# of Families	% of Total Families
Waiting List Total	2660	100
Extremely low income (<= 30 % AMI or federal poverty level)	2259	85
Very low income (>30% but <=50% AMI)	332	13
Low income (>50% but <80% AMI)	61	2
Families with children	1481	56
Elderly families	499	19
Families with Disabilities	315	12
Racial Distribution		
Race/ethnicity (White)	654	25
Race/ethnicity (Black)	1844	69
Race/ethnicity (Asian/Pacific Islander/Other)	162	6
Race/ethnicity (Hispanic)	485	18
Race/ethnicity (Non-Hispanic)	2175	82
Bedrooms Needed		
1 BR	1361	51
2 BR	893	34
3 BR	319	12
4 BR	72	3
5 BR	15	<1

Is the waiting list closed (select one)?  YES  NO If YES:

How long has it been closed (# of months)? 8 months. The Public Housing waiting lists has been closed since 9/2018.

Does the PHA plan to reopen the list in the PHA plan year?  YES  NO

Does the PHA permit specific categories of families onto the waiting lists, even if generally closed?  
 YES  NO





**Housing Needs (continued)**

**Housing Needs of Families on the Project Based Waiting Lists as of May 3, 2019**

Income Levels								
	# Of Families				% Of Families			
	WG	CV	NV	QW	WG	CV	NV	QW
Waiting List Total	82	2000	7061	797	100	100	100	100
Extremely Low Income	79	1629	5828	699	96	81	82	88
Very Low Income	3	292	932	78	4	15	13	10
Low Income	0	56	235	20	0	3	3	3
Families With Children	6	1207	50	0	7	60	54	0
Elderly	70	204	914	442	85	10	13	55
Families With Disabilities	3	7	0	0	4	0	0	0
Racial Distribution								
Race White	30	340	1680	458	37	17	24	57
Race Black	26	1623	5153	317	38	81	73	40
Race Other	26	37	228	22	32	2	3	3
Ethnicity Hispanic	25	301	1369	374	30	15	19	53
Ethnicity Non-Hispanic	57	1699	5692	423	70	85	81	81
Bedrooms Needed								
1 BR	69	478	3591	525				
2 BR	9	835	2256	272				
3 BR	3	567	1034					
4 BR	1	110	167					
5 BR	0	10	13					

**Abbreviation Key:**

**WG:** Westgate

**CV:** Covenant Villas

**NV:** New South Bay Villas

**QW:** Quiet Waters



**Housing Needs (continued)**

Is the waiting list closed (select one)?  YES  NO If YES:

How long has it been closed (# of months)? PBCHA maintains site-based waiting list for each PBV community. The information related to each waitlist is as follows:

Covenant Villas - 14 months ; Closed (3/15/2018)

Quiet Waters - 11 months ; Closed (6/21/2018)

New South Bay Villas - 14 months; Closed (3/22/2019)

Westgate - 36 months ; Closed (4/18/2016):

Does the PHA plan to reopen the list in the PHA plan year?  YES  NO

Does the PHA permit specific categories of families onto the waiting lists, even if generally closed?

YES  NO

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**Housing Needs (continued)**

**Housing Needs of Families on the Housing Choice Voucher (HCVP) Waiting List as of May 3, 2019**

Income Levels		
	# Of Families	% of Total Families
Waiting List Total	7199	100
Extremely low income (<= 30 % AMI or federal poverty level)	5889	82
Very low income (>30% but <=50% AMI)	1019	14
Low income (>50% but <80% AMI)	217	3
Families with children	4092	57
Elderly families	852	12
Families with Disabilities	38	<1
Racial Distribution		
Race/ethnicity (White)	1544	21
Race/ethnicity (Black)	5333	74
Race/ethnicity (Asian/Pacific Islander/Other)	322	4
Race/ethnicity (Hispanic)	1258	17
Race/ethnicity (Non - Hispanic)	5941	83
Bedrooms Needed		
1 BR	0	0
2 BR	0	0
3 BR	0	0
4 BR	0	0
5 BR	0	0

Is the waiting list closed (select one)?  YES  NO If YES:

How long has it been closed (# of months)? 1 month; 3/2019

Does the PHA plan to reopen the list in the PHA plan year?  YES  NO

Does the PHA permit specific categories of families onto the waiting lists, even if generally closed?  
 YES  NO



**Housing Needs (continued)**

**Housing Needs of Families on the Housing Opportunities for Persons With Aids (HOPWA) as of May 3, 2019**

Income Levels		
	# Of Families	% of Total Families
Waiting List Total	182	100
Extremely low income (<= 30 % AMI or federal poverty level)	141	78
Very low income (>30% but <=50% AMI)	31	17
Low income (>50% but <80% AMI)	9	5
Families with children	45	25
Elderly families	17	9
Families with Disabilities	159	87
Racial Distribution		
Race/ethnicity (White)	47	26
Race/ethnicity (Black)	131	72
Race/ethnicity (Asian/Pacific Islander/Other)	4	2
Race/ethnicity (Hispanic)	18	10
Race/ethnicity (Non - Hispanic)	164	90
Bedrooms Needed		
1 BR	174	96
2 BR	6	3
3 BR	2	1
4 BR	0	0
5 BR	0	0

Is the waiting list closed (select one)?  YES  NO If YES:

How long has it been closed (# of months)? 37 months (closed 3/29/2016)

Does the PHA plan to reopen the list in the PHA plan year?  YES  NO

Does the PHA permit specific categories of families onto the waiting lists, even if generally closed?

YES  NO



### Housing Needs Assessment Demographics

The following data relative to affordability, supply, quality, accessibility, etc. of families who reside in the jurisdiction served by PBCHA is drawn from the Palm Beach County's 5 -Year Consolidated Action Plan FY 2015-2020, and FY 2018- 2019 Annual Action Plan; the 2000 Census; the 2007-2011 American Community Survey (ACS) and the 2007-2011 Comprehensive Housing Affordability Strategy (CHAS).

The Palm Beach County Urban County Program Jurisdiction excludes the municipalities of Boca Raton, Boynton Beach, Delray Beach, Highland Beach, Jupiter, Ocean Ridge, Palm Beach Gardens, Wellington and West Palm Beach. However, the jurisdiction of the Palm Beach County Housing Authority includes the municipalities excluded above from the Palm Beach County Urban County Program Jurisdiction.

#### Housing Needs Assessment Demographics

Demographics	Base Year: 2000	Most Recent Year: 2013	% Change
Population	764,479	879,715	15%
Households	316,517	346,559	9%
Median Income	\$45,062	\$52,551	18%

**Table 5 – Housing Needs Assessment Demographics**  
 Data Source: 2000 Census , 2007 – 2011 ACS

Number of Households Table	0-30% HAMFI	>30-50% HAMFI	>50-80% HAMFI	>80-100% HAMFI	>100% HAMFI
Total Households*	52,403	50,455	67,682	35,603	141,400
Small Family Households*	13,757	13,358	24,116	13,096	61,881
Large Family Households*	3,603	3,715	4,751	2,576	8,513
Household contains at least one person 62-74	10,254	11,312	13,847	7,363	33,556
Household contains at least one person age 75 or older	14,306	15,631	15,754	7,297	23,570
Household contains at least one person age 6 or younger*	8,003	7,051	9,097	4,597	13,282

\*The highest income category for these family types is >80% HAMFI

**Table 6 – Total Households Table**  
 Data Source: 2007-2011 CHAS



### Housing Needs Assessment -Number of Housing Units/Supply

The 2007 – 2011 ACS survey reports an estimated 661,865 housing units in Palm Beach County, an increase of 16% SINCE 2000. Of the estimated 523,559 occupied units in the County, 72.6% (380,150) were owner occupied and 27.4% (**143,409**) were renter occupied. The housing vacancy rate in Palm Beach County per the 2007-2011 ACS was approximately 20.8% (138,306).

### All residential properties by number of units

Property Type	Number	%
Unit detached structure	202,166	47%
1-unit, attached structure	45,786	11%
2-4 units	41,163	10%
5-19 units	55,918	13%
20 or more units	71,322	16%
Mobile Home, boats, RV, van, etc.	16,818	4%
<b>Total</b>	<b>433,173</b>	<b>100%</b>

**Table 28 – Residential Properties by Unit Number**

Data Source: 2007-2011 ACS

Unit Size by Tenure	Owners		Renters	
	Numbers	%	Number	%
No bedroom	515	0%	2,206	3%
1 bedroom	13,153	5%	18,133	21%
2 bedrooms	89,157	34%	39,982	47%
3 or more bedrooms	158,515	61%	24,988	29%
<b>Total</b>	<b>281,340</b>	<b>100%</b>	<b>85,219</b>	<b>100%</b>

**Table 29 – Unit Size by Tenure**

Data Source: 2007-2011 ACS



### Housing Needs Assessment - Cost of Housing / Affordability

The Palm Beach County Comprehensive Plan considers housing to be affordable if monthly rents, including utilities or monthly mortgage payments, including property taxes and insurance, do not exceed thirty percent (30%) of the household's median adjusted gross income for very low, low and moderate income. Households are considered cost burdened when housing costs exceed thirty percent (30%) of gross household income. "Severe cost burden" occurs when a household's housing costs exceed fifty percent (50%) of gross household income.

Cost of Housing	Base Year	Most Recent Year: 2011	% Change
Median Home Value	115,000	236,600	106%
Median Contract Rent	648	988	52%

**Table 30 – Cost of Housing**

**Data Source:** 2000 Census (Base Year), 2007-2011 ACS

Rent Paid	Number	%
Less than \$500	12,697	14.9%
\$500-999	37,674	44.2%
\$1000-1,499	23,516	27.6%
\$1,500-\$1,999	7,382	8.7%
\$2000 or more	3,950	4.6%
<b>Total</b>	<b>85,215</b>	<b>100.0%</b>

**Table 31 – Rent Paid**

**Data Source:** 2007-2011 ACS

Units Affordable to Households earnings	Renter	Owner
30% HAMFI	5,753	No Data
50% HAMFI	18,185	31,819
80% HAMFI	56,880	71,991
100% HAMFI	No Data	106,504
<b>Total</b>	<b>80,818</b>	<b>210,314</b>

**Table 32 – Housing Affordability**

**Data Source:** 2007-2011 CHAS



Monthly Rent	Efficiency (no bedroom)	1 Bedroom	2 Bedroom	3 Bedroom	4 Bedroom
Fair Market Rent	750	962	1,202	1,623	1,938
High HOME Rent	793	892	1,073	1,231	1,354
Low HOME Rent	655	701	842	973	1,085

**Table 33 – Monthly Rent**

**Data Source:** 2014 HUD FMR and HOME Rents

**Housing Needs Assessment - Condition of Housing /Quality**

Housing Units are considered to be of “*Substandard Condition*” if they have one or more of the following housing conditions: overcrowded, lack heating or lack a complete kitchen or plumbing.

“*Substandard but Suitable for Rehabilitation*” units have one or more of the previously indicated housing conditions but provide safe and adequate shelter and have no critical structural and/or environmental defects and are financially feasible to rehabilitate.

“*Standard*” condition refers to housing unit that meets or exceeds HUD’s Housing Quality Standards (HQS) (24 CFR 982.401)

“*Substandard Housing*”, according to Palm Beach County’s Comprehensive Plan, is defined as structures which endanger the life, health, property, or safety of the general public or its occupants. Indicators of substandard housing shall include: (1) lack of plumbing facilities (2) lack of kitchen facilities; and (3) structural defects.

Condition of Units	Owner- Occupied		Renter Occupied	
	Number	%	Number	%
With one selected condition	105,657	40%	47,032	55%
With two selected condition	2,305	1%	3,620	45
With three selected condition	136	0%	397	0%
With four selected condition	0	0%	16	0%
No selected conditions	153,242	59%	34,154	40%
<b>Total</b>	<b>261,340</b>	<b>100%</b>	<b>85,216</b>	<b>99%</b>

**Table 34 – Condition of Units**

**Data Source:** 2007 – 2011 ACS





Risk of Lead-Based Paint Hazard	Owner- Occupied		Renter Occupied	
	Number	%	Number	%
Total Number of Units Built Before 1980	87,141	33%	34,596	41%
Housing Units built before 1980 with children present	19,875	8%	10,304	12%

**Table 36 – Risk of Lead Based Paint**

**Data Source:** 2007- 2011 ACS (Total Units); 2007-2011 CHAS (Units with Children present)

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## Strategy for Addressing Housing Needs

### A. Need: Shortage of affordable housing for all eligible populations:

#### Strategy 1: Maximize the number of affordable units available to the PHA within its current resources:

- Employ effective maintenance and management policies to minimize the number of public housing units off-line.
- Reduce turnover time for vacated public housing units by use of PBCCHA maintenance personnel, special teams/programs and/or outsourcing where appropriate.
- Seek replacement of public housing units lost to the inventory through mixed finance development, RAD and/or vouchers.
- Maintain or increase HCVP lease-up rates by maintaining or increasing payment standards if applicable that will enable families to rent throughout the jurisdiction.
- Undertake measures to ensure access to affordable housing among families assisted by the PHA, regardless of unit size required.
- Maintain or increase HCVP lease-up rates by marketing the program to owners, particularly those outside of areas of minority and poverty concentration.
- Participate in the Consolidated Plan development process to ensure coordination with broader community strategies.
- Seek additional Federal grant funds and State Capital Improvement Project funding.

#### Strategy 2: Increase the number of affordable housing units and de-concentrate public housing:

- Apply for additional HCV units should they become available.
- Continue to leverage private and/or other public funds to create additional housing opportunities
- Continue planning for the utilization of RAD and Demolition/Disposition Section 18 for the rehabilitation, disposition, or redevelopment of existing Public Housing properties in order to improve and increase the number of affordable housing units
- Pursue housing resources other than public housing or HCVP tenant-based assistance.

### B. Need - Specific Family Types: Families at or below 30% of median

#### Strategy: Target available assistance to families at or below 30% of AMI

- Exceed HUD federal targeting requirements for families at or below 30% of AMI in public housing.
- Exceed HUD federal targeting requirements for families at or below 30% of AMI in housing choice voucher assistance.
- Adopt rent policies and assess any programs that support and encourage work.



## Strategy for Addressing Housing Needs cont'd

### C. Need: Specific Family Types: Families at or below 50% of median

#### Strategy: Target available assistance to families at or below 50% of AMI

- Employ admission preferences aimed at families who are working
- Adopt rent policies and assess any programs that support and encourage work.
- Continue to partner with local & regional workforce partners to increase the number of employed/under-employed persons in assisted housing
- Provide programs, tools and resources for job skills development, job training and employment of public housing residents through resident programs and services, Section 3 program, scholarships and other available resources.
- Other: (list below).  
Increase participation in the Family Self-Sufficiency (FSS) program of PH and HCVP participants

### D. Need: Specific Family Types: The Elderly

#### Strategy: Target available assistance to the elderly:

- Seek designation of public housing for the elderly.
- Apply for special-purpose vouchers targeted to the elderly, should they become available.

### E. Need: Specific Family Types: Families with Disabilities

#### Strategy: Target available assistance to Families with Disabilities:

- Carry out the modifications needed in public housing based on the Green Physical Needs Assessment (GPNA) for public housing.
- Provide higher payment standards for families needing ADA units.
- Apply for special-purpose vouchers targeted to families with disabilities, should they become available.
- Affirmatively market to local non-profit agencies that assist families with disabilities.

### F. Need: Specific Family Types: Races or ethnicities with disproportionate housing needs

#### Strategy: Conduct activities to affirmatively further fair housing

- Counsel HCVP tenants as to location of units outside of areas of poverty or minority concentration and assist them to locate those units.
- Market the HCV program to owners outside of areas of poverty /minority concentrations.
- Provide training of fair housing laws to housing providers and to tenants with Limited English Proficiency (LEP).



### Reasons for Selecting Strategies

- Funding constraints
- Staffing constraints
- Limited availability of sites for assisted housing
- Evidence of housing needs as demonstrated in the Palm Beach County FY 2015- 2020 Consolidated Plan, 2018- 2019 Annual Action Plan and other information available to the PHA.
- Influence of the housing market on PHA programs.
- Community priorities regarding housing assistance.
- Results of consultation with local or state government.
- Results of consultation with residents and the Resident Advisory Board (RAB).
- Results of consultation with advocacy groups.

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### **B1: Revision of PHA Plan Elements: ACOP and Administrative Plan**

For the noted plan elements, PBCHA has revised/adopted changes to the Admissions and Continued Occupancy Policy (ACOP) for Federally Assisted Public Housing (PH) and Administrative Plan for the Housing Choice Voucher Program (HCVP) consistent with federal statutory or regulatory changes and/or discretionary changes contained in the following:

**PH/HCVP** – added language regarding Tenants, guest and household members refraining from acting or speaking in an abusive or threatening manner toward neighbors and PBCHA staff.

**PH/HCVP** – added language related to eligibility and screening to advise that all applications will be completed online; added language that duplicate applications will not be accepted and that if a duplicate application is submitted, the original application date and time will be used; added language that PBCHA may notify families by first class mail or email when they are selected from the waiting list; added language that PBCHA will update/purge waiting list annually to ensure that all applicants and applicant information is current and timely via first class mail or email.

**HCVP** – removed all language regarding use of local preferences for the HCVP waiting lists; removed language listing specific media outlets under reopening the waitlist; added language that applicants who are verbally abusive to PBCHA staff may be removed from the waitlist

**HCVP** – in accordance with **Notice PIH 2018-01** added language that SAFMR will be no less than 90 percent of the previous year's SAFMRs for that zip code area; changed the percentage decrease in FMRs that triggers a need for a rent reasonableness determination from 5 to 10 percent; added language requiring PBCHA to revise and implement payment standard amount and schedule if necessary no later than 3 months following effective date of the change in FMR; added language that PBCHA may request HUD approval to establish a payment standard that exceeds 120 percent of FMR if necessary as a reasonable accommodation; revised language to state that for decreases in payment standard during HAP contract term, the PBCHA will use the lower payment standard to calculate the family's HAP beginning at the effective date of the family's second regular reexamination following the effective date of the decrease in the payment standard

**PH/HCVP** – updated language requiring the effective and mandated use of the Enterprise Income Verification (EIV) System; updated the verification hierarchy and techniques chart and added language regarding the use of the Income Validation Tool (IVT) for identification of tenant un/underreported income during annual and interim reexaminations; updated language regarding repayment agreements in accordance with **Notice PIH 2018-18**.



### **B1: Revision of PHA Plan Elements (continued)**

**PH/HCVF** – updated language for procedures PBCHA must use for verifying social security numbers, and social security benefits of applicants, participants and household members at the time of application and during reexamination of household income; added language for procedures to be used for the effective use of EIV system to reduce subsidy payment and administrative errors in accordance with **Notice PIH 2018-24**.

**PH/HCVF**- added language requiring operational carbon monoxide (CO) detectors, where specified for HUD assisted housing if required by state or local law, code or other regulation; added language encouraging the use of CO detectors where state or local law, code or other regulations do not require CO detectors in units that have fuel-fired/burning appliance(s) and/or attached garage and in bedrooms that contain a fireplace or fuel burning appliance in accordance with **Notice PIH 2019-06**

**PH/HCVF** –revised definition to define near elderly as 55 -61 years of age; revised language to allow for live-in aids only for persons with a disability; removed language allowing grievance hearing if tenant is within 30 minutes of scheduled time; added language that hearings may be held by hearing officer or panel dependent on Tenant's choice

**HCVF** – removed language regarding refusing a request for tenancy for unpaid state or local real estate taxes, fines or assessments; added language requiring all household members age 18 and over to attend briefing.

**PH** – added language regarding implementation of over –income limits, when 2 year timeframe begins, documentation, written notification, tracking and termination or imposition of alternative rents for over-income families in accordance with **Notice PIH 2019-11**.

**PH/HCVF** - added language prohibiting the addition of adults to a household; removed language requiring interim reexamination every 3 months for zero income families; removed language requiring an interim if unable to anticipate the level of income for zero income families; added language that interim reexaminations will only be processed for a new source of income or if income increases by more than \$2400 annually; added language requiring interim for FSS participants upon request; added language allowing for family declaration of assets under \$5000.



## **B1: Revision of PHA Plan Elements (continued)**

**HCVP** – revised language to advise that if utility service is not available at the time of the initial inspection, PBCHA will reschedule the inspection as to which time the utilities are on in the unit; revised language to state that utility allowances of \$15 per month or less will be issued on a quarterly basis in accordance with the **Fixing America’s Surface Transportation (FAST)** Act ; revised language for reinspection fee from \$35 to \$50 where owner notifies PBCHA that the repairs were made but deficiencies are not corrected; changed inspection time to PBCHA office hours; added language that unit inspections may be conducted using HQS or UPCS-V ; added language that PBCHA will accept RFTAs only for units available for move-in the time of submission.

**HCVP** – revised language to allow extensions only for reasonable accommodations for persons with disabilities; removed all language regarding exceptions for voucher extension; added language allowing maximum search term of 180 for reasonable accommodation extension; removed all language allowing exceptions to unit size

**HCVP** - revised language to state that rent increases will go into effect on the first day of the month following the 60 day period after the owner notifies PBCHA of the rent change.

**HCVP** – added language that PBCHA will inform the family of its policy regarding moves denied due to insufficient funding in writing or via email to the family at the time the move is denied; added language that PBCHA will deny a family to move if the landlord has provided advance, notification of the participant owing for damages or unpaid tenant portion of rent. PBCHA will require notice of a payment arrangement or payment made in full, before issuing the participant a voucher to move; added language that PBCHA will issue a new voucher within 15 business days of PBCHA’s written approval to move.

**PH/HCVP** - added language regarding right to bring evidence, witnesses, legal or other representatives at the participant’s expense during grievance and/or informal hearing process; added language regarding right to review any related documents in the possession of PBCHA – prior to the hearing- and obtain copies at the participant’s expense; added language that if the participant intends to bring witnesses, legal or other representatives to the appeal hearing, PBCHA must be notified two business days prior to the hearing; revised all references from 10 to 15 business days throughout; increased fee for copies from \$.25 to \$.1.00 per page.

**PH** – revised language to comply with minimum heating standards in accordance with **Notice PIH 2018-19**; revised language related to emergency repairs to read “Utilities not in service, including no running water” versus ...”no running hot water”.



## **B1: Revision of PHA Plan Elements (continued)**

**PH** - Revised language to comply with **PIH Notice 2017-23** Updates to Flat Rent Requirements

**PH/HCVF** – revised all VAWA language to state that Family member(s) who are the victims of domestic violence, dating violence, sexual assault or stalking and will be offered protections under the Violence Against Women’s Act (VAWA) to comply with **Notice PIH 2017-08** and the use of the following: Notice of Occupancy Rights Under the Violence Against Women Act (form HUD-5380), Emergency Transfer Plan for Victims of Domestic Violence, Dating Violence, Sexual Assault, or Stalking (form HUD-5381), Certification of Domestic Violence, Dating Violence, Sexual Assault, or Stalking, and Alternate Documentation (form HUD-5382), and Request for Certain Victims of Domestic Violence, Dating Violence, Sexual Assault, or Stalking form (form HUD-5383); added language that transfers will be within the same housing program and are not eligible for Inter-Program transfers; added new language on emergency transfers under VAWA and terminating assistance of domestic violence perpetrators

**HCVF** – added entire chapter on Project Based Vouchers (PBV) under the Rental Assistance Demonstration (RAD) program which describes HUD regulations and PBCHA policies related to the Project-Based Voucher (PBV) program under the Rental Assistance Demonstration (RAD) program

**PH/HCVF** – added language that PBCHA may adopt new streamlining regulation which allows for COLA to be applied for fixed income families and not require the completion of an entire Annual Review Packet with documentation of SSI or other fixed income award letters; added language that allows PBCHA to only conduct full income recertifications for families with 90 percent or more of their income from fixed-income every three years in accordance with the **FAST Act (3/12/18)**.

The following policies are also contained within PBCHA’s ACOP/Admin Plan and available at PBCHA’s Administrative Offices and/or Management Offices:

1. Eligibility, Selection and Admissions and Wait List Policies
2. Deconcentration Policy
3. Rent Determination Policy
4. Operation and Management
5. Grievance Procedure
6. Homeownership Programs
6. Community Service and Self- Sufficiency Program
7. Pet Policy





## Financial Resources

This section lists the financial resources that are anticipated to be available to the PHA for the support of Federal public housing and tenant-based Section 8 assistance programs administered by the PHA during the Plan year.

<b>Financial Resources: Planned Sources and Uses</b>		
<b>Sources</b>	<b>Planned \$</b>	<b>Planned Uses</b>
<b>1. Federal Grants (FY 2019 grants)</b>		
a) Public Housing Operating Fund	1,117,543	
b) Public Housing Capital Fund	1,140,221	
c) Capital Fund Recovery Grant	-0-	
d) HOPE VI Revitalization	-0-	
e) HOPE VI Demolition	-0-	
f) Annual Contributions for Section 8 Tenant-Based Assistance	26,282,472	
g) Public Housing Drug Elimination	-0-	
h) Resident Opportunity and Self-Sufficiency Grants	110,183	
i) Community Dev. Block Grant	-0-	City of Palm Beach County
j) HOME	-0-	
Other Federal Grants (list below)	-0-	
Mainstream Voucher Program (MS5)	1,380,288	
Housing Opportunities for Persons With Aids (HOPWA)	2,355,279	
<b>2. Prior Year Federal Grants (unobligated funds only) (list below)</b>		
Replacement Housing	0	
CFP 2017	253,947	In accordance with application
CFP 2018	839,680	In accordance with application
CFP 2019	1,140,221	In accordance with application
CFP 2018 – Emergency Health and Safety Grant	250,000	In accordance with application



<b>Financial Resources: Planned Sources and Uses</b>		
<b>Sources</b>	<b>Planned \$</b>	<b>Planned Uses</b>
<b>3. Public Housing Dwelling Rental Income</b>		
a) Rents	1,378,140	Operation of PHA sites
b) Other Tenant Charges	35,378	Operation of PHA sites
<b>4. Other income (list below)</b>		
HUD Held Cash Reserves	74,372	HCVP HAP
PH Reserves	916,477	Operation of PHA sites
PHA held HCVP Reserves	580,492	HCVP Administration
PHA held MS5 Reserves	325,535	HCVP Administration
<b>5. Non-federal sources (list below)</b>		
PH Non-Dwelling Income	59,338	Operation of PHA sites
HCVP Other Income	86,921	HCVP Administration
<b>Total resources</b>	<b>38,326,487</b>	

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## Safety and Crime Prevention

PBCHA utilizes the following data and research methods in determining an action plan for the PBCHA to identify, address and develop crime reduction approaches within its communities. In doing so, PBCHA seeks the support of the Palm Beach County Sheriff's Office (PBSO) and other community organizations and advocacy groups to help improve the safety of its residents and communities. The PBSO designates a community officer who works closely with Site Management staff to strategize and institute best practices for maintaining a safe community.

PBCHA will use:

1. Statistics of crime in and around the housing communities provided by the PBSO and other available resources.
2. Reports by residents and others of criminal activity
3. Housing Authority employees observations and/or reports of suspicious activity
4. Ongoing criminal reports and investigations of criminal activity

PBCHA will continue to partner with the PBSO and other departments and/or organizations to develop and implement strategies to reduce crime. In partnership with these organizations, PBCHA will work to identify the physical and social factors that contribute to crime within its communities while also reviewing its policies and those of local government which can be used to address crime.

PBCHA will seek to develop and implement strategies that:

1. Utilize available resources to continue to stress the importance of resident involvement in crime prevention.
2. Consider physical design characteristics when engaging in capital improvements, rehabilitation or redevelopment activities that can reduce criminal opportunities.

## Violence Against Women Act (VAWA) Statement

Palm Beach County Housing Authority addresses VAWA in its Housing Choice Voucher Program (HCVP) Administrative Plan and the Public Housing Admissions and Continued Occupancy Policy (ACOP). The responsibility of not terminating families from housing for reasons that fall under the VAWA regulation is particularly addressed. PBCHA has adopted HUD's Model Emergency Transfer Plan for victims of domestic violence in our housing programs. We offer a local preference in the Public Housing program for victims of Domestic Violence working with case management.

The PBCHA follows the VAWA policies and regulations with the goal of providing safeguards for families falling under the VAWA related program requirements and refers households, as needed, to local domestic violence service provider partners. PBCHA has amended all its policies to comply with **Notice PIH 2017-08 Violence Against Women Reauthorization Act (VAWA) of 2013.**



## Asset Management

PBCHA continues to comply with the Asset Based Management activities required by federal regulation. PBCHA continues to evaluate the effectiveness of centralized support services, staffing and Asset Management Projects (AMP) configurations. PBCHA's business system (Tenmast) provides site managers with a variety of reports required for effective management.

While continuing to face unprecedented challenges – funding shortages, limited affordable housing options, and an increased demand for affordable housing and homeless and elderly services – PBCHA continues to make decisions and take actions that will ensure that affordable housing remains available for current and future generations of Palm Beach County's most vulnerable population. PBCHA is exploring multiple strategies to include RAD, Section 18 Demolition & Disposition, voluntary conversion, mixed-finance rehabilitation or modernization of properties within its portfolio to face the numerous challenges in maintaining units and managing the expenses associated with operating housing within the current economic conditions. Once completed, PBCHA will utilize data from its most recent Physical Needs Assessment to determine priorities for repositioning and revitalization in order to transform the public housing inventory, develop new affordable housing opportunities, and promote healthy and stable communities.

The Rental Assistance Demonstration (RAD) Program was designed by HUD to assist in addressing the capital needs of public housing by providing PHAs with access to private sources of capital to repair and preserve its affordable housing assets. PBCHA has included within its Annual Plan regulatory requirements related to RAD for the conversion of public housing units to project-based assistance.

PBCHA will continue to use its current Capital Fund Grant monies, while seeking additional grant opportunities and alternate streams of revenue to improve management efficiencies and for the physical improvement of its 428 public housing units; redevelopment activities; engage in employee training and development that supports effective property management and program administration; develop and improve Section 3 opportunities; review and assess ways to improve energy efficiency; address any work identified through REAC inspections and routine maintenance in order to continue receiving high REAC scores.

The Authority will conduct cost-effective operations to ensure financial viability, explore opportunities to improve efficiency and comply with program standards within its AMPs.



### **Substantial Deviation - Significant Amendment/Modification**

PBCHA is required to provide its definition of “Substantial Deviation” or “Significant Amendment/Modification” and the basic criteria that it will use to determine. A Substantial Deviation from the Five-Year Plan is an overall change in the direction of the Housing Authority (HA) pertaining to its goals and objectives. The Palm Beach County Housing Authority will consider the following actions as a Substantial Deviation:

1. Results in the reallocation of more than \$100,000 in agency funds;
2. An addition of new work items (excludes emergency work) not included in the Capital Fund Program (CFP) 5-Year Action Plan or Annual Statement(s) exceeding a cumulative amount of \$100,000 under the current fiscal year; or changes in use of the replacement reserves under the CFP.
3. Demolition and/or disposition activities, new or amended development plans, designation or conversion actions not currently identified in the 5-Year Plan or Annual Plan, or otherwise mandated by HUD.
4. Would create a mission, goal or objective that would fundamentally change the existing mission, goals, objectives or plans already identified by the Authority and would require formal approval of the Board of Commissioners;
5. Is a clear change in direction of funds mentioned above, exclusive of strategies that modifies agreed upon improvements to physical assets of the LIPH program outside of reductions in HUD funding or reallocations to future years;
6. In the event a federal statutory or regulatory change is made effective and in the opinion of the Authority, has either substantial programmatic or financial effects on the programs administered by the Authority; or
7. Creates substantial obligations or administrative burdens on the programs under administration at the start of the plan year. Such changes which are mandated and/or required may be adopted without prior notice to remain in compliance.

New program activities required or adopted to reflect changes in HUD regulations or as a result of a declared national or local emergency are exempted actions. In such cases, the administrative/ programmatic changes implemented will not be considered as a Significant Amendment or Modification to the Five-Year and Annual Plan.



### **Substantial Deviation - Significant Amendment/Modification**

As a part of the Rental Assistance Demonstration (RAD), the Authority is redefining the definition of the substantial deviation from the PHA Plan to exclude the following RAD specific items:

1. Changes to the Capital Fund Budget produced as a result of each approved RAD conversion, regardless of whether the proposed conversion will include use of additional Capital Funds;
2. Changes to the construction and rehabilitation plan for each approved RAD conversion; and
3. Changes to the financing structure for each approved RAD conversion.

Any substantial deviation or significant amendment is subject to the following requirements:

- The PHA must consult with the Resident Advisory Board (RAB) (as defined in 24 CFR 903.13);
- The PHA must ensure consistency with the Consolidated Plan of the jurisdiction(s) (as defined in 24 CFR 903.15); and
- The PHA must provide for a review of the amendments/modifications by the public during a 45-day public review period (as defined in 24 CFR 903.17).
- The PHA may not adopt the amendment or modification until the PHA has duly called a meeting of its Board of Directors (or similar governing body). This meeting, at which the amendment or modification is adopted, must be open to the public.
- The PHA may not implement the amendment or modification until notification of the amendment or modification is provided to HUD and approved by HUD in accordance with HUD's plan review procedures (as defined at 24 CFR 903.23).



## **B.2 – New Activities**

### **HOPE VI or Choice Neighborhoods**

PBCHA may apply for Choice Neighborhood Grants when the Notice of Funds Available is published. More specifically PBCHA may submit applications for Choice Neighborhoods Initiative (CNI) Planning and Implementation Grants, for both AMP (6) and AMP (2) Developments in the coming year(s).

PBCHA may apply for Moving to Work (MTW) status, if eligible and should the application process open in 2019/2020.

### **Mixed Finance Modernization or Development**

Palm Beach County Housing Authority is contemplating setting a goal to transform its entire public housing portfolio into mixed-income communities over the next 3-5 years, in an effort to reposition the agencies public housing assets into better performing developments that are competitive in the marketplace as well as improve their physical and social conditions.

For the last five years PBCHA's has been responsible for redeveloping challenged neighborhoods that have not been invested in and/or neglected for some time. PBCHA and/or its subsidiary entity(s) plans to seek all available development opportunities and either partner with other developers or self-develop properties using HUD's mixed-finance approach.

PBCHA envisions a range of options that will be employed to achieve its goal to transform its portfolio which may include but not be limited to: modernization of existing public housing units; demolition of selected units and construction of new units; introduction of market rate and for-sale units; acquisition and development of new units in, around and outside of PBCHA properties and throughout Palm Beach County; voluntarily conversion to project based assistance and wholesale redevelopment of its public housing communities.

In the future, PBCHA may submit a mixed-finance application/proposal to HUD in order to pursue the construction of new public housing units using any accumulated Asset Repositioning funds leveraged with public and private sources.

PBCHA may also decide to accumulate future grant funding and use it for the potential redevelopment of PBCHA's other public housing communities and/or for other projects under the mixed-finance development approach. Additional acquisitions of vacant land or other existing rental properties, adjacent to current public housing sites, and or in nearby areas, may also be initiated, subject to submission and approval by HUD of the appropriate development proposals.



### **Mixed Finance Modernization or Development cont'd**

Other mixed-finance transactions (via acquisition or new construction or both) may be proposed later in the Plan year commensurate with PBCHA's future Strategic Business Plan. Financing may include use of regular Capital Funds and/or HUD's Capital Fund Financing Program (CFFP). CFFP involves borrowing against future flow of annual Capital Funds.

PBCHA plans to pursue public housing development activities and will utilize the other subsidiary entities for development, financing, and the formation of a variety of ownership structures as well as utilize subsidiary entities for the operation of public and non-public housing programs.

The Authority may choose to use Capital Funds, Low Income Housing Tax Credits (LIHTC) and other public and private funds to redevelop Drexel House Apartments, Schall Landing, Seminole Estates, Dyson Circle, various Scattered Sites, as well as other family and elderly developments. PBCHA may choose to select master developers for some or all of these Sites, and would conduct a community engagement process to arrive at a master plan for redevelopment. PBCHA also may use Capital Funds and other funds to acquire and redevelop properties in and around its public housing communities. In addition, PBCHA may utilize project-based vouchers for additional affordable housing initiatives, redevelopment projects, replacement housing options and relocation options for residents affected by redevelopment and disposition plans.

### **Demolition and/or Disposition**

This section describes whether HUD-approved applications by PBCHA to demolish or dispose (sell) public housing projects owned by PBCHA and subject to Annual Contributions Contracts (ACCs), or pending applications for demolition or disposition, have changed during the current plan year.

In such cases, PBCHA would be required to describe the housing and the number of affected units for which it will apply or has pending for demolition or disposition; and provide a projected timetable for the demolition or disposition. Information on planned and pending demolition and/or disposition efforts is provided in the following tables.

Additionally, PBCHA may submit a disposition and demolition application to HUD requesting authorization from HUD to allow PBCHA to dispose of all scattered site – single family houses. These units may be sold to qualified residents, or sold to third parties in accordance with the strategy and HUD regulations.





**Demolition and/or Disposition cont'd**

<b>Table #1</b>	<b>Demolition/Disposition Activity Description</b>
1a. Development name:	Drexel Apartments
1b. Development (project) number:	FL080000002
2. Activity type:	Demolition <input checked="" type="checkbox"/> Disposition <input checked="" type="checkbox"/>
3. Application status (select one)	Approved <input type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application <input checked="" type="checkbox"/>
	Date application approved, submitted, or planned for submission: 2019-2020 planned submission
5. Number of units affected:	100
6. Coverage of action (select one)	<input type="checkbox"/> Part of the development <input checked="" type="checkbox"/> Total development
7. Timeline for activity:	a. Actual or projected start date of activity: 2020 b. Projected end date of activity: 2022

<b>Table #2</b>	<b>Demolition/Disposition Activity Description</b>
1a. Development name:	Schall Landing
1b. Development (project) number:	FL080000002
2. Activity type:	Demolition <input checked="" type="checkbox"/> Disposition <input checked="" type="checkbox"/>
3. Application status (select one)	Approved <input type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application <input checked="" type="checkbox"/>
	Date application approved, submitted, or planned for submission: 2019-2020 Planned Submission
5. Number of units affected:	76
6. Coverage of action (select one)	<input type="checkbox"/> Part of the development <input checked="" type="checkbox"/> Total development
7. Timeline for activity:	a. Actual or projected start date of activity: 2020 b. Projected end date of activity: 2022



**Demolition and/or Disposition cont'd**

<b>Table #3</b>	<b>Demolition/Disposition Activity Description</b>
1a. Development name:	Seminole Estates
1b. Development (project) number:	FL080000002
2. Activity type:	Demolition <input checked="" type="checkbox"/> Disposition <input checked="" type="checkbox"/>
3. Application status (select one)	Approved <input type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application <input checked="" type="checkbox"/>
4. Date application approved, submitted, or planned for submission:	2019-2020 Planned Submission
5. Number of units affected:	76
6. Coverage of action (select one)	<input type="checkbox"/> Part of the development <input checked="" type="checkbox"/> Total development
7. Timeline for activity:	a. Actual or projected start date of activity: 2020 b. Projected end date of activity: 2022

<b>Table #4</b>	<b>Demolition/Disposition Activity Description</b>
1a. Development name:	Scattered Sites
1b. Development (project) number:	FL080000002
2. Activity type:	Demolition <input checked="" type="checkbox"/> Disposition <input checked="" type="checkbox"/>
3. Application status (select one)	Approved <input type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application <input checked="" type="checkbox"/>
4. Date application approved, submitted, or planned for submission:	2019-2020 Planned Submission
5. Number of units affected:	42
6. Coverage of action (select one)	<input type="checkbox"/> Part of the development <input checked="" type="checkbox"/> Total development
7. Timeline for activity:	a. Actual or projected start date of activity: 2020 b. Projected end date of activity: 2022



**Demolition and/or Disposition cont'd**

<b>Table #5</b>	<b>Demolition/Disposition Activity Description</b>
1a. Development name:	Dyson Circle Apartments
1b. Development (project) number:	FL080000006
2. Activity type:	Demolition <input checked="" type="checkbox"/> Disposition <input checked="" type="checkbox"/>
3. Application status (select one)	Approved <input type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application <input checked="" type="checkbox"/>
4. Date application approved, submitted, or planned for submission:	2019-2020 Planned Submission
5. Number of units affected:	134
6. Coverage of action (select one)	<input type="checkbox"/> Part of the development <input checked="" type="checkbox"/> Total development
7. Timeline for activity:	a. Actual or projected start date of activity: 2020 b. Projected end date of activity: 2022

<b>Table #6</b>	<b>Demolition/Disposition Activity Description</b>
1a. Development name:	Cherry Hill
1b. Development (project) number:	FL080000002
2. Activity type:	Demolition <input type="checkbox"/> Disposition <input checked="" type="checkbox"/>
3. Application status (select one)	Approved <input type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application <input checked="" type="checkbox"/>
4. Date application approved, submitted, or planned for submission:	2019-2020 Planned Submission
5. Number of units affected:	134
6. Coverage of action (select one)	<input type="checkbox"/> Part of the development <input checked="" type="checkbox"/> Total development
7. Timeline for activity:	a. Actual or projected start date of activity: 2019 b. Projected end date of activity: 2022



**Demolition and/or Disposition cont'd**

<b>Public Housing Homeownership Activity Description (Complete one for each development affected)</b>
1a. Development name: Scattered Sites 1b. Development (project) number: FL080000002
2. Federal Program authority: <input type="checkbox"/> HOPE I <input type="checkbox"/> 5(h) <input type="checkbox"/> Turnkey III <input checked="" type="checkbox"/> Section 32 of the USHA of 1937 (effective 10/1/99)
3. Application status: (select one) <input type="checkbox"/> Approved; included in the PHA's Homeownership Plan/Program <input type="checkbox"/> Submitted, pending approval <input checked="" type="checkbox"/> Planned application
4. Date Homeownership Plan/Program approved, submitted, or planned for submission: 2019-2020 Planned Submission
5. Number of units affected: 42 6. Coverage of action: (select one) <input type="checkbox"/> Part of the development <input checked="" type="checkbox"/> Total development



**Designated Housing for Elderly and/or Disabled Families**

The Palm Beach County Housing Authority (PBCHA) plans to continue to designate certain public housing for occupancy only by elderly families as provided by Section 7 of the U.S. Housing Act of 1937 (42 U.S.C. 1437e) in the upcoming fiscal year. PBCHA has operated certain public housing units as such, restricting occupancy to residents who are elderly only.

<b>Designation of Public Housing Activity Description</b>
1a. Development name: Drexel Apartments 1b. Development (project) number: <b>FL080000002</b>
2. Designation type: Occupancy by only the elderly <input checked="" type="checkbox"/> Occupancy by families with disabilities <input type="checkbox"/> Occupancy by only elderly families and families with disabilities <input type="checkbox"/>
3. Application status (select one) Approved; included in the PHA's Designation Plan Submitted, pending approval <input type="checkbox"/> Planned application <input checked="" type="checkbox"/>
4. Date this designation approved, submitted, or planned for submission: <b>(2019-2020 planned submission)</b>
5. If approved, will this designation constitute a (select one) <input type="checkbox"/> New Designation Plan <input checked="" type="checkbox"/> Revision of a previously-approved Designation Plan?
6. Number of units affected: : 100 7. Coverage of action (select one) <input type="checkbox"/> Part of the development <input checked="" type="checkbox"/> Total development



### **Conversion of Public Housing to Tenant-Based Assistance**

This section describes, with respect to PBCHA-owned public housing: 1) any building or buildings (including project number and unit count) that the PHA is required to convert to tenant-based assistance or that the public housing agency plans to voluntarily convert; 2) the analysis of the projects or buildings required to be converted; and 3) A statement of the amount of assistance received under this chapter to be used for rental assistance or other housing assistance in connection with such conversion.

PBCHA will continue to analyze units in its portfolio to be converted where the conversion to project or tenant based vouchers is economically beneficial and will increase housing opportunities. PBCHA's approach may include seeking additional funding authority in the voucher program to increase project based opportunities at elderly and family public housing communities. PBCHA may also elect to utilize Low-Income Housing Tax Credit (LIHTC) equity and other resources to facilitate the conversion of the above mentioned developments.

PBCHA may choose to utilize this option for Drexel Apartments, Schall Landing, Seminole Estates, Scattered Sites, and Dyson Circle.

### **Conversion of Public Housing to Project-Based Assistance under RAD**

The Palm Beach County Housing Authority may choose to submit multiple applications under the RAD program for the conversion of existing public housing to Project Based Rental Assistance under the guidelines of **Notice PIH 2012-32, REV-3** and any successor Notices. Upon conversion to Project Based Rental Assistance, the Authority and/or new established ownership will adopt the resident rights, participation, waiting list and grievance procedures listed in for conversions to PBV: Section 1.7.B & 1.7.C of **PIH Notice 2012-32, REV-3**).

These resident rights, participation, waiting list and grievance procedures are attached to this notice. Additionally, the Palm Beach County Housing Authority is currently compliant with all fair housing and civil rights requirements and is not under a Voluntary Compliance Agreement.

RAD was designed by HUD to assist in addressing the capital needs of public housing by providing Palm Beach County Housing Authority with access to private sources of capital to repair and preserve its affordable housing assets. Please be aware that upon conversion, the Authority's Capital Fund Budget will be reduced by the pro rata share of Public Housing Developments converted as part of the Demonstration, and that Palm Beach County Housing Authority may also borrow funds to address their capital needs.

Please find specific information below related to the Public Housing Development(s) selected for RAD on RAD Amendment #1, #2 and RAD Amendment #3



**Rental Assistance Demonstration Amendment # 1**

The Palm Beach Housing Authority may submit an application for Rental Assistance Demonstration (RAD). As a result, in correlation, the Palm Beach County Housing Authority may then convert to Project-Based Rental Assistance under the guidelines of **Notice PIH 2012-32, REV-3** and any successor Notices. Upon conversion to Project-Based Rental Assistance, will adopt the resident rights, participation, waiting list and grievance procedures listed in for conversions to *PBV*: Section 1.7 B & 1.7 C of **Notice PIH 2012-32, REV-3**.

These resident rights, participation, waiting list and grievance procedures are appended to this Attachment. Additionally, the Palm Beach County Housing Authority certifies that it is currently compliant with all fair housing and civil rights and is not under a Voluntary Compliance Agreement. RAD was designed by HUD to assist in addressing the capital needs of public housing by providing the Palm Beach County Housing Authority with access to private sources of capital to repair and preserve its affordable housing assets. Please be aware that upon conversion, the Authority's Capital Fund Budget will be reduced by the pro rata share of Public Housing Developments converted as part of the Demonstration, and that the Palm Beach County Housing Authority may also borrow funds to address their capital needs.

Below, please find specific information related to the Public Housing Development(s) selected for RAD:

**Development #1**

<u>Name of Public Housing Development:</u>	<u>PIC Development ID:</u>	<u>Conversion Type:</u>	<u>Transfer of Assistance:</u>
1. Drexel Apartments	FL080000002	PBV	100
<u>Total Units :</u>	<u>Pre-RAD Units:</u>	<u>Post- RAD Unit Type:</u>	<u>2019 Capital Fund Allocation of Development:</u>
100	Senior	Senior	<u>\$191,557.00</u>
<u>Bedroom Type:</u>	<u>Number of Units Pre-Conversion:</u>	<u>Number of Units Post Conversion:</u>	<u>Change in Number of Units per bedroom type and Why:</u>
One Bedroom:	100	100	None
Complete			



**Development #2**

<u>Name of Public Housing Development:</u> 1.Schall Landing	PIC Development ID: FL080000002	Conversion Type: PBV	Transfer of Assistance: 76
<u>Total Units :</u> 76	<u>Pre-RAD Units:</u> Family	<u>Post- RAD Unit Type:</u> Family	<u>2019 Capital Fund Allocation of Development:</u> \$136,827.00
Bedroom Type:  Efficiency: One Bedroom: Two Bedroom: Three Bedroom: Four Bedroom: Complete	Number of Units Pre-Conversion:  5 34 27 10	Number of Units Post Conversion:  76	Change in Number of Units per bedroom type and Why:  Not Determined

**Development #3**

<u>Name of Public Housing Development:</u> 1.Seminole Estates	PIC Development ID: FL080000002	Conversion Type: PBV	Transfer of Assistance: 76
<u>Total Units :</u> 76	<u>Pre-RAD Units:</u> Family	<u>Post- RAD Unit Type:</u> Family	<u>Capital Fund Allocation of Development:</u> \$129,985.00
Bedroom Type:  Efficiency: One Bedroom: Two Bedroom: Three Bedroom: Four Bedroom: Complete	Number of Units Pre-Conversion:  5 34 27 10	Number of Units Post Conversion:  76	Change in Number of Units per bedroom type and Why:  Not Determined





**Development #4**

<u>Name of Public Housing Development:</u> 1. Scattered Sites	PIC Development ID: FL080000002	Conversion Type: PBV	Transfer of Assistance: 42
<u>Total Units :</u> 42	<u>Pre-RAD Units:</u> Family	<u>Post- RAD Unit Type:</u> Family	<u>Capital Fund Allocation of Development:</u> \$27,365.00
Bedroom Type:  Efficiency: One Bedroom: Two Bedroom: Three Bedroom: Four Bedroom: Complete	Number of Units Pre-Conversion:  0 6 26 10	Number of Units Post Conversion:  42	Change in Number of Units per bedroom type and Why:  Not Determined

**Development #5**

<u>Name of Public Housing Development:</u> 1. Dyson Circle	PIC Development ID: FL080000006	Conversion Type: PBV	Transfer of Assistance: 134
<u>Total Units :</u> 134	<u>Pre-RAD Units:</u> Family	<u>Post- RAD Unit Type:</u> Family	<u>Capital Fund Allocation of Development:</u> \$198,399.00
Bedroom Type:  Efficiency: One Bedroom: Two Bedroom: Three Bedroom: Four Bedroom: Five Bedrooms Complete	Number of Units Pre-Conversion:  50 12 30 36 6	Number of Units Post Conversion:  134	Change in Number of Units per bedroom type and Why:  Not Determined



## Resident Rights, Participation, Waiting List and Grievance Procedures

### Exhibit A of this Amendment

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#### **Site Selection and Neighborhood Standards Review for Transfer of Assistance**

1. For All Transfers: Description of the new site and how it is adequate for the needs of the tenants and is consistent with or furthers the goal of deconcentrating poverty.

The redevelopment of all Palm Beach County Housing Authority property's will tie into an overall plan and initiative to revitalize distressed neighborhoods, and spur additional redevelopment opportunities throughout qualifying areas within Palm Beach County. Once developed, the new and revitalized housing will provide enhanced amenities and improved living environments for program participants and surrounding communities.

2. If transferring assistance to an area of concentrated poverty: Various methods for demonstrating furthering the goals of deconcentrating poverty include:
- Mixed income developments;
  - Development in a HUD Enterprise Zone, Economic Community, Renewal Community or a Revitalization Zone, including any areas where current or future HOPE VI or Choice Neighborhoods Initiative developments exist.



3. If transferring assistance to a development qualifying as new construction in an area of minority concentration:
- 1) Sufficiency of comparable opportunities for minority families in the income range to be served by the project outside areas of minority concentration;
  - 2) Please examine 24 CFR §983.57(e) (3) (iv) & (v) to see more on comparable opportunities.
- All proposed Palm Beach County Housing Authority redevelopment sites will satisfy Section IV and V.
- 2) If there is an overriding housing need, which includes whether this is an integral part of an overall redevelopment strategy in a revitalizing area;
- Please see 24 CFR §983.57(e) (3) (vi) for more information on overriding housing needs.

All proposed Palm Beach County Housing Authority redevelopment will have a positive impact on the entire County and help to revitalize distressed neighborhoods, and spur additional development opportunities, and support the Palm Beach County Consolidated Plan.

### **Relocation Plan**

Palm Beach County Housing Authority would prepare a phased relocation plan designed to comply with all required guidelines and insure a smooth transition.

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### **Significant Amendment Definition**

As a part of the Rental Demonstration (RAD), Commission is redefining the definition of the substantial deviation from the PHA Plan to exclude the following RAD specific items:

- a. Changes to the Capital Fund Budget produced as a result of each approved RAD Conversion, regardless of whether the proposed conversion will include use of additional Capital Funds;



- b. Changes to the construction and rehabilitation plan for each approved RAD conversion; and
  - c. Changes to the financing structure for each approved RAD conversion.
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United States Housing Act of 1937. For purposes of ensuring maximum flexibility in converting to PBV, all such projects converting to PBV shall be treated as Pre-1981 Act Projects under Section 16(c) of the US Housing Act of 1937. Section 16(c) (J) of the US Housing Act of 1937, which applies to pre-1981 Act projects, restricts occupancy by families that are other than very low-income to 25% of overall occupancy. Thus, owners of projects converting to PBV may admit applicants with incomes up to the low-income limit. HUD Headquarters tracks the 25% restriction on a nationwide basis. Owners of projects converting to PBV do not need to request an exception to admit low-income families. In order to implement this provision, HUD is waiving section 16(c) (2) of the US Housing Act of 1937 and 24 CFR §5.653(d) (2) and is instituting an alternative requirement that owners of projects converting to PBV adhere to the requirements of section 16(c) (I) of the US Housing Act of 1937 and 24 CFR §5.653(d) (J).

### **Rental Assistance Demonstration Amendment # 2**

Palm Beach County Housing Authority

If required, the Palm Beach County Housing Authority will amend its Annual PHA Plan in the event PBCHA **chooses to apply** for Rental Assistance Demonstration (RAD) authority. As a result, the Palm Beach County Housing Authority may convert to Project Based Voucher Assistance under the guidelines of **Notice PIH 2012-32, REV-3** and any successor Notices. Upon conversion to Project Based Voucher Assistance, the Authority and/or new established ownership will adopt the resident rights, participation, waiting list and grievance procedures listed in *for conversions to PBV: Section 1.7.B & 1.7.C of Notice PIH 2012-32, REV-3* ).

These resident rights, participation, waiting list and grievance procedures are attached to this notice. Additionally, the Palm Beach County Housing Authority is currently compliant with all fair housing and civil rights requirements and is (not under a Voluntary Compliance Agreement or under a Voluntary Compliance Agreement).

RAD was designed by HUD to assist in addressing the capital needs of public housing by providing the Palm Beach County Housing Authority with access to private sources of capital to repair and preserve its affordable housing assets. Please be aware that upon conversion, the Authority's Capital Fund Budget will be reduced by the pro rata share of Public Housing Developments converted as part of the Demonstration, and that Palm Beach County Housing Authority may also borrow funds to address their capital needs.



Below, please find specific information related to the Public Housing Development(s) for which the PBCHA may apply for RAD:

**Development #1**

<u>Name of Public Housing Development:</u> 1. Drexel Apartments	<u>PIC Development ID:</u> FL080000002	<u>Conversion Type:</u> PBV	<u>Transfer of Assistance:</u> 100
<u>Total Units :</u> 100	<u>Pre-RAD Units:</u> Senior	<u>Post- RAD Unit Type:</u> Senior	<u>2019 Capital Fund Allocation of Development:</u> \$191,557.00
<u>Bedroom Type:</u>  One Bedroom:	<u>Number of Units Pre-Conversion:</u>  100	<u>Number of Units Post Conversion:</u>  100	<u>Change in Number of Units per bedroom type and Why:</u>  None
Complete			

**Development #2**

<u>Name of Public Housing Development:</u> 1.Schall Landing	<u>PIC Development ID:</u> FL080000002	<u>Conversion Type:</u> PBV	<u>Transfer of Assistance:</u> 76
<u>Total Units :</u> 76	<u>Pre-RAD Units:</u> Family	<u>Post- RAD Unit Type:</u> Family	<u>2019 Capital Fund Allocation of Development:</u> \$136,827.00
<u>Bedroom Type:</u>  Efficiency: One Bedroom: Two Bedroom: Three Bedroom: Four Bedroom:	<u>Number of Units Pre-Conversion:</u>  5 34 27 10	<u>Number of Units Post Conversion:</u>  76	<u>Change in Number of Units per bedroom type and Why:</u>  Not Determined
Complete			



**Development #3**

<u>Name of Public Housing Development:</u> 1.Seminole Estates	<u>PIC Development ID:</u> FL080000002	<u>Conversion Type:</u> PBV	<u>Transfer of Assistance:</u> 76
<u>Total Units :</u> 76	<u>Pre-RAD Units:</u> Family	<u>Post- RAD Unit Type:</u> Family	<u>2019 Capital Fund Allocation of Development:</u> <u>\$129,985.00</u>
<u>Bedroom Type:</u>  Efficiency: One Bedroom: Two Bedroom: Three Bedroom: Four Bedroom: Complete	<u>Number of Units Pre-Conversion:</u>  5 34 27 10	<u>Number of Units Post Conversion:</u>  76	<u>Change in Number of Units per bedroom type and Why:</u>  Not Determined

**Development #4**

<u>Name of Public Housing Development:</u> 1. Scattered Sites	<u>PIC Development ID:</u> FL080000002	<u>Conversion Type:</u> PBV	<u>Transfer of Assistance:</u> 42
<u>Total Units :</u> 42	<u>Pre-RAD Units:</u> Family	<u>Post- RAD Unit Type:</u> Family	<u>2019 Capital Fund Allocation of Development:</u> <u>\$27,365.00</u>
<u>Bedroom Type:</u>  Efficiency: One Bedroom: Two Bedroom: Three Bedroom: Four Bedroom: Complete	<u>Number of Units Pre-Conversion:</u>  0 6 26 10	<u>Number of Units Post Conversion:</u>  42	<u>Change in Number of Units per bedroom type and Why:</u>  Not Determined



**Development #5**

<u>Name of Public Housing Development:</u> 1.Dyson Circle	<u>PIC Development ID:</u> FL08000006	<u>Conversion Type:</u> PBV	<u>Transfer of Assistance:</u> 134
<u>Total Units :</u> 134	<u>Pre-RAD Units:</u> Family	<u>Post- RAD Unit Type:</u> Family	<u>Capital Fund Allocation of Development:</u> \$198,399.00
<u>Bedroom Type:</u>  Efficiency: One Bedroom: Two Bedroom: Three Bedroom: Four Bedroom: Five Bedrooms Complete	<u>Number of Units Pre-Conversion:</u>  50 12 30 36 6	<u>Number of Units Post Conversion:</u>  134	<u>Change in Number of Units per bedroom type and Why:</u>  Not Determined

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Exhibit A  
Resident Rights, Participation, Waiting List and Grievance  
Procedures

**Notice PIH-2012-32 (HA) Rental Assistance Demonstration -Final  
Implementation**

**PBV Resident Rights and Participation**

1. No Rescreening of Tenants upon Conversion. Pursuant to the RAD statute, at conversion, current households are not subject to rescreening, income eligibility, or income targeting provisions. Consequently, current households will be grandfathered for conditions that occurred prior to conversion but will be subject to any ongoing eligibility requirements for actions that occur after conversion. For example, a unit with a household that was over income at time of conversion would continue to be treated as an assisted unit. Thus, the first clause of section 8(c) (4) of the Act and 24 CFR § 880.603(b), concerning determination of eligibility and selection of tenants, will not apply for current households. Once that remaining household moves out, the unit must be leased to an eligible family

2. Right to Return. Any resident that may need to be temporarily relocated to facilitate rehabilitation or construction will have a right to return to an assisted unit at the development once rehabilitation or construction is completed. Where the transfer of assistance to a new site is warranted and approved (see Section 1.6.B.7 and Section 1.7.A.8 on conditions warranting a transfer of assistance), residents of the converting development will have the right to reside in an assisted unit at the new site once rehabilitation or construction is complete. Residents of a development undergoing conversion of assistance may voluntarily accept a PHA or Owner's offer to permanently relocate to another assisted unit, and thereby waive their right to return to the development after rehabilitation or construction is completed.

3. Phase-in of Tenant Rent Increases. If a resident's monthly rent increases by more than the greater of 10 percent or \$25 purely as a result of conversion, the rent increase will be phased in over 3 years, which a PHA may extend to 5 years. To implement this provision, HUD is waiving section 3(a) (J) of the Act, as well as 24 CFR § 880.201 (definition of "total tenant payment"), to the limited extent necessary to allow for the phase-in of tenant rent increases. A PHA must set the length of the phase-in period to be three years, five years or a combination depending on circumstances. For example, a PHA may create a policy that uses a three year phase-in for smaller increases in rent and a five year phase-in for larger increases in rent. This policy must be in place at conversion and may not be modified after conversion.

The below method explains the set percentage-based phase-in an owner must follow according to the phase-in period established. For purposes of this section "Calculated Multifamily TIP" refers to the TIP calculated in accordance with regulations at 24 CFR §5.628 and the "most recently paid TIP" refers to the ITP recorded on the family's most recent HUD Form 50059.  
Three Year Phase-in:



- Year 1: Any recertification (interim or annual) performed prior to the second annual recertification after conversion -33% of difference between most recently paid Total Tenant Payments (TTP) and the calculated Multifamily housing TIP
- Year 2: Year 2 Annual Recertification (AR) and any Interim Recertification (IR) in prior to Year 3 AR -66% of difference between most recently paid ITP and calculated M
- Year 3: Year 3 AR and all subsequent recertifications -Year 3 AR and any IR in Year 3: Full Multifamily housing TTP multifamily housing TTP

#### Five Year Phase-in

- Year 1: Any recertification (interim or annual) performed prior to the second annual recertification after conversion -20% of difference between most recently paid TTP and the calculated Multifamily housing TIP
- Year 2: Year 2 AR and any IR prior to Year 3 AR -40% of difference between most recently paid TTP and calculated Multifamily housing TTP
- Year 3: Year 3 AR and any IR prior to Year 4 AR -60% of difference between most recently paid TTP and calculated Multifamily housing TTP
- Year 4: Year 4 AR and any IR prior to Year 5 AR -80% of difference between most recently paid TTP and calculated Multifamily housing TIP
- Year 5 AR and all subsequent recertifications -Full Multifamily housing TTP

Please Note: In either the three year phase-in or the five-year phase-in, once Multifamily housing TIP is equal to or less than the previous TTP, the phase-in ends and tenants will pay full multifamily housing TTP from that point forward.

4. Public Housing Family Self-Sufficiency (PH FSS) and Resident Opportunities and Self Sufficiency (ROSS-SC). Current PH PSS participants will continue to be eligible for FSS once their housing is converted under RAD. All owners will be required to administer the FSS program in accordance with the participants' contracts of participation and future guidance published by HUD.

Owners may not offer enrollment in FSS to residents in projects converted to PBV that were not enrolled in the PH FSS program prior to RAD conversion, nor may owners offer FSS enrollment to any new residents at the project. Owners will be allowed to use any funds already granted for PH

FSS coordinator salaries until such funds are expended. All owners will be required to provide both service coordinators and payments to escrow until the end of the Contract of Participation. Please see future FSS Notices of Funding Availability and other guidance for additional details, including FSS coordinator funding eligibility under a RAD conversion. As the PH FSS grant is the source of



funding for PH FSS, program compliance will continue to be monitored by the Office of Public and Indian Housing.

5. Resident Participation and Funding. Residents of covered projects converting assistance to PBV will have the right to establish and operate a resident organization in accordance with 24 CFR Part 245 (Tenant Participation in Multifamily Housing Projects). In addition, in accordance with Attachment

6. IB, residents will be eligible for resident participation funding.

7. Resident Procedural Rights. The information provided below must be included as part of the House Rules for the associated project and the House Rules must be furnished to HUD as part of the Financing Plan submission. See Attachment IE for a sample Addendum to the House Rules.

a. Termination Notification. HUD is incorporating additional termination notification requirements to comply with section 6 of the Act for public housing projects converting assistance under RAD, that supplement notification requirements in regulations at 24 CFR § 880.607 and the Multifamily HUD Model Lease.

i. *Termination of Tenancy and Assistance.* The termination procedure for RAD conversions to PBV will additionally require that PHAs (as owners) provide adequate written notice of termination of the lease which shall not be less than:

- A reasonable period of time, but not to exceed 30 days;
- If the health or safety of other tenants, owner employees, or persons residing in the immediate vicinity of the premises is threatened; or
- In the event of any drug-related or violent criminal activity or any felony conviction; or 0 14 days in the case of nonpayment of rent.

i. *Termination of Assistance.* In all other cases, the requirements at 24 CFR § 880.603, the Multifamily HUD Model Lease and any other HUD multifamily administrative guidance shall apply.

b. Grievance Process. In addition to program rules that require that tenants are given notice of covered actions under 24 CFR Part 245 (including increases in rent, conversions of a project from project-paid utilities to tenant-paid utilities, or a reduction in tenant paid utility allowances), HUD is incorporating resident procedural rights to comply with the requirements of section 6 of the Act. RAD will require that:

- i. Residents be provided with notice of the specific grounds of the proposed owner adverse action, as well as their right to an informal hearing with the PHA (as owner);
- ii. Residents will have an opportunity for an informal hearing with an impartial



- member of PHA's staff (as owner) within a reasonable period of time;
- iii. Residents will have the opportunity to be represented by another person of their choice, to ask questions of witnesses, have others, make statements at the hearing, and to examine any regulations and any evidence relied upon by the owner as the basis for the adverse action. With reasonable notice to the PHA (as owner), prior to hearing and at the residents' own cost, resident may copy any documents or records related to the proposed adverse action; and
- iv. PHAs (as owners) provide the resident with a written decision within a reasonable period of time stating the grounds for the adverse action, and the evidence the PHA (as owner) relied on as the basis for the adverse action.

The PHA (as owner) will be bound by decisions from these hearings, except if the:

- i. Hearing concerns a matter that exceeds the authority of the impartial party conducting the hearing.
- ii. Decision is contrary to HUD regulations or requirements, or otherwise contrary to federal, State, or local law.

If the PHA (as owner) determines that it is not bound by a hearing decision, the PHA must promptly notify the resident of this determination, and of the reasons for the determination.

8. Earned Income Disregard (EID). Tenants who are employed and are currently receiving the EID exclusion at the time of conversion will continue to receive the EID exclusion after conversion, in accordance with regulations at 24 CFR § 960.255. After conversion, no other tenants will be eligible to receive the EID. If a tenant receiving the EID exclusion undergoes a break in employment, ceases to use the EID exclusion, or the EID exclusion expires in accordance with 24 CFR §960.255, the tenant will no longer receive the EID exclusion and the Owner will no longer be subject to the provisions of 24 CFR §960.255. Furthermore, tenants who's EID ceases or expires after conversion shall not be subject to the rent phase-in provision, as described in Section 1.7.B.3; instead, the rent will automatically be adjusted to the appropriate rent level based upon tenant income at that time.

9. Capital Fund Education and Training Community Facilities (CFCF) Program. CFCF provides capital funding to PHAs for the construction, rehabilitation, or purchase of facilities to provide early childhood education, adult education, and job training programs for public housing residents based on an identified need. Where a community facility has been developed under CFCF in connection to or serving the residents of an existing public housing project converting its assistance under RAD, residents will continue to qualify as "PHA residents" for the purposes of CFCF program compliance. To the greatest extent possible the community facility should continue to be available to public housing residents.

#### C. PBV: Other Miscellaneous Provisions



1. Access to Records; including Requests for Information Related to Evaluation of Demonstration. PHAs must agree to any reasonable HUD request for data to support program evaluation, including but not limited to project financial statements, operating data, Choice-Mobility utilization, and rehabilitation work.
2. Davis-Bacon Act and Section 3 of the Housing and Urban Development Act of 1968 (Section 3). The Davis-Bacon Act (prevailing wages, the Contract Work Hours and Safety Standards Act, and other related regulations, rules, and requirements) and Section 3 (24 CFR Part 135) apply to all initial repairs that are identified in the Financing Plan to the extent that such repairs qualify as construction or rehabilitation. (The Davis-Bacon Act only applies for projects with nine or more units.)
3. Establishment of Waiting List. In establishing the waiting list for the converted project, the PHA shall utilize the project-specific waiting list that existed at the time of conversion. If a project-specific waiting list does exist, but the PHA is transferring the assistance to another neighborhood, the PHA must notify applicants on the wait-list of the transfer of assistance, and on how they can apply for residency at the new project site or other sites. Applicants on a project-specific waiting list for a project where the assistance is being transferred shall have priority on the newly formed waiting list for the new project site in accordance with the date and time of their application to the original project's waiting list.

If a project-specific waiting list for the project does not exist, the PHA shall establish a waiting list in accordance 24 CFR § 903.7(b)(2)(ii)-(iv) to ensure that applicants on the PHA's public housing community-wide waiting list have been offered placement on the converted project's initial waiting list. For the purpose of establishing the initial waiting list, PHAs have the discretion to determine the most appropriate means of informing applicants on the public housing waiting list given the number of applicants, PHA resources, and community characteristics of the proposed conversion under RAD. Such activities should be pursuant to the PHA's policies for waiting list management, including the obligation to affirmatively further fair housing.

A PHA may consider contacting every applicant on the public housing waiting list via direct mailing; advertising the availability of housing to the population that is less likely to apply, both minority and non-minority groups, through various forms of media (i.e., radio stations, posters, newspapers) within the marketing area; informing local non-profit entities and advocacy groups (i.e., disability rights groups); and conducting other outreach as appropriate. Applicants on the agency's centralized public housing waiting list who wish to be placed onto the newly-established waiting list are done so in accordance with the date and time of their original application to the centralized public housing waiting list. Any activities to contact applicants on the public housing waiting list must be conducted in accordance with the requirements for effective communication with persons with disabilities at 24 CFR § 8.6 and the obligation to provide meaningful access for persons with limited English proficiency (LEP).



*For more information on serving persons with LEP, please see HUD 's Final guidance to Federal Financial Assistance Recipients Regarding Title VI Prohibition Against National Origin Discrimination Affecting Limited English Proficient Persons (72 FR 2732), published on January 22, 2007. Section I: Public Housing Projects PIH-2012-32 (HA) Rental Assistance Demonstration – Final Implementation 59.*

To implement this provision, HUD will not apply 24 CFR § 880.603, regarding selection and admission of assisted tenants. However, after the initial waiting list has been established, the PHA shall administer its waiting list for the converted project in accordance with 24 CFR § 880.603.

4. **Mandatory Insurance Coverage.** The project shall maintain at all times commercially available property and liability insurance to protect the project from financial loss and, to the extent insurance proceeds permit, promptly restore, reconstruct, and/or repair any damaged or destroyed property of a project, except with the written approval of HUD to the contrary.

5. **Choice-Mobility.** HUD seeks to provide all residents of covered projects with viable Choice-Mobility options. PHAs that are applying to convert the assistance of a project to PBV are required to provide a Choice-Mobility option to residents of covered projects in accordance with the following:

a. *Resident Eligibility.* Residents have a right to move with tenant-based rental assistance (e.g., Housing Choice Voucher (HCV)) the later of: (a) 24 months from date of execution of the HAP or b) 24 months after the move-in date.

b. *Voucher Inventory Turnover Cap.* Recognizing the limitation on the availability of turnover vouchers from year to year, a voucher agency would not be required, in any year, to provide more than one-third of its turnover vouchers to the residents of covered projects. While a voucher agency is not required to establish a voucher inventory turnover cap, if implemented the voucher agency must create and maintain a waiting list in the order in which the requests from eligible households were received.

c. *Project Turnover Cap.* Also recognizing the limited availability of turnover vouchers and the importance of managing turnover in the best interests of the property, in any year, a PHA may limit the number of Choice-Mobility moves exercised by eligible households to 15 percent of the assisted units in the project. (For example, if the project has 100 assisted units, the PHA could limit the number of families exercising Choice-Mobility to 15 in any year, but not less than 15.) While a voucher agency is not required to establish a project turnover cap, if implemented the voucher agency must create and maintain a waiting list in the order in which the requests from eligible households were received.



The Choice-Mobility requirements that apply to covered PBV projects differ from the requirements that apply to covered PBV projects.

HUD's goal is to have 100 percent of residents in the Demonstration offered a Choice-Mobility option within a reasonable time after conversion. However, as HUD recognizes that not all PHAs will have vouchers sufficient to support this effort, HUD will:

- Priority points for new HCV FSS coordinator positions in an upcoming FSS competition and
- The bonus points provided under the Section Eight Management Assessment Program (SEMAP) for deconcentration. 45,46

45 The sponsoring agency must commit to the full term of the initial HAP, must undergo a significant amendment to its Annual Plan (no later than 60 days after execution of the project's CHAP), and must comply with section 8(o) (6) (A) relating to selection preferences.

46 In order to Implement this Incentive, HUD is waiving provisions under 24 CFR § 985.3(h) to provide donating agencies with bonus points under the SEMAP for deconcentration. 47 A veteran is, for the purpose of HUD-VASH, a person who served in the active military, naval or air service, and who was discharged or released under conditions other than dishonorable and is eligible for Veterans Administration healthcare.

Grant a good-cause exemption from the Choice-Mobility requirement for no more than 10 percent of units in the Demonstration. HUD will only consider requests for good-cause exemptions from the following types of PHAs:

- Public housing-only agencies, defined as agencies that own units under a public housing ACC, but do not administer, directly or through an affiliate, a Housing Choice Voucher program; or
- Combined agencies that currently have more than one-third of their turn over vouchers set aside for veterans, as defined for the purpose of HUD-VASH, or homeless populations, as defined in 24 CFR § 915.41 To be eligible for this exemption, the PHA's admission policies must have been formally approved by the PHA's board prior to the time of application.

HUD will issue these exemptions in the following order of priority: 1) small public housing-only PHAs; 2) all other public housing-only PHAs; and 3) combined agencies that currently have more than one-third of their vouchers set aside for veterans and/or homeless. See Section 1.11 for more information on Choice-Mobility exemptions in the competition.

6. Future Refinancing. Owners must receive HUD approval for any refinancing or restructuring of permanent debt within the HAP contract term to ensure the financing is consistent with long-term preservation. (Current lenders and investors are also likely to require review and approval of refinancing of the primary permanent debt.)



7. Submission of Year-End Financial Statements. Covered projects converting assistance to PBV must comply with 24 *CPR* Part 5 Subpart H, as amended, revised, or modified by HUD from time to time regarding submission of financial statements.

8. Classification of Converting Projects as Pre-1981 Act Projects under Section 16(c) of the United States Housing Act of 1937. For purposes of ensuring maximum flexibility in converting to PBV, all such projects converting to PBV shall be treated as Pre-1981 Act Projects under Section 16(c) of the US Housing Act of 1937. Section 16(c) (J) of the US Housing Act of 1937, which applies to pre-1981 Act projects, restricts occupancy by families that are other than very low-income to 25% of overall occupancy. Thus, owners of projects converting to PBV may admit applicants with incomes up to the low-income limit. HUD Headquarters tracks the 25% restriction on a nationwide basis. Owners of projects converting to PBV do not need to request an exception to admit low-income families. In order to implement this provision, HUD is waiving section 16(c) (2) of the US Housing Act of 1937 and 24 CFR §5.653(d) (2) and is instituting an alternative requirement that owners of projects converting to PBV adhere to the requirements of section 16(c) (I) of the US Housing Act of 1937 and 24 CFR §5.653(d) (J).

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## Resident Rights, Participation, Waiting List and Grievance Procedures

### Exhibit A of this Amendment

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#### **Site Selection and Neighborhood Standards Review for Transfer of Assistance**

- |   |   |
|---|---|
| 1. For All Transfers:   | <p>Description of the new site and how it is adequate for the needs of the tenants and is consistent with or furthers the goal of deconcentrating poverty.</p> <p>The redevelopment of all Palm Beach County Housing Authority property's will tie into an overall plan and initiative to revitalize distressed neighborhoods, and spur additional redevelopment opportunities throughout qualifying areas within Palm Beach County. Once developed, the new and revitalized housing will provide enhanced amenities and improved living environments for program participants and surrounding communities.</p> |
| 2. If transferring assistance to an area of concentrated poverty: | <p>Various methods for demonstrating furthering the goals of deconcentrating poverty include:</p> <ul style="list-style-type: none"><li>• Mixed income developments;</li><li>• Development in a HUD Enterprise Zone, Economic Community, Renewal Community or a Revitalization Zone, including any areas where current or future HOPE VI or Choice Neighborhoods Initiative developments exist.</li></ul>   |



3. If transferring assistance to a development qualifying as new construction in an area of minority concentration:

1) Sufficiency of comparable opportunities for minority families in the income range to be served by the project outside areas of minority concentration;

2) Please examine 24 CFR §983.57(e) (3) (iv) & (v) to see more on comparable opportunities.

Palm Beach County Housing Authority redevelopment site(s) satisfy Section IV and V. Several comparable LIHTC or affordable housing developments are located Countywide and have been completed in the last 10 years.

3) If there is an overriding housing need, which includes whether this is an integral part of an overall redevelopment strategy in a revitalizing area;

Please see 24 CFR §983.57(e) (3) (vi) for more information on overriding housing needs.

All proposed Palm Beach County Housing Authority redevelopment will have a positive impact on the entire County and help to revitalize distressed neighborhoods, and spur additional development opportunities, and support the Palm Beach County Consolidated Plan.

#### **Relocation Plan**

Palm Beach County Housing Authority would prepare a phased relocation plan designed to comply with all required guidelines and insure a smooth transition.

#### **Significant Amendment Definition**

As a part of the Rental Demonstration (RAD), Commission is redefining the definition of the substantial deviation from the PHA Plan to exclude the following RAD specific items:

- a. Changes to the Capital Fund Budget produced as a result of each approved RAD Conversion, regardless of whether the proposed conversion will



- include use of additional Capital Funds;
  - b. Changes to the construction and rehabilitation plan for each approved RAD conversion; and
  - c. Changes to the financing structure for each approved RAD conversion.
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## Non- Smoking Policies

On November 17, 2015, HUD published its Instituting Smoke-Free Public Housing proposed rule. This proposed rule would require each public housing agency (PHA) administering public housing to implement a smoke-free policy. Specifically, this rule proposes that no later than 18 months from the effective date of the final rule, each PHA must implement a policy prohibiting lit tobacco products in all living units, indoor common areas in public housing, and in PHA administrative office buildings (in brief, a smoke-free policy for all public housing indoor areas). The smoke-free policy must also extend to all outdoor areas up to 25 feet from the housing and administrative office buildings. HUD proposes implementation of smoke-free public housing to improve indoor air quality in the housing, benefit the health of public housing residents and PHA staff, reduce the risk of catastrophic fires, and lower overall maintenance costs.

In accordance with the final rule, PBCHA amended its PHA Plan and ACOP to ensure compliance. As stated in **Notice PIH 2017-03**, PBCHA will “....design and implement a policy barring the use of prohibited tobacco products in all public housing living units, interior common areas and outdoor areas within 25 feet from public housing and administrative office buildings (collectively, “restricted areas”). This policy must be implemented by July 30, 2018. Instituting Smoke-Free Public Housing is considered a “Significant Amendment” to PBCHA’s PHA Plan and is therefore subject to the requirements identified in PBCHA’s definition of “Substantial Deviation – Significant Amendment /Modification” above. PBCHA has reviewed HUD materials, websites, toolkits and all other available resources to determine the steps necessary for compliance. PBCHA has and will continue to educate and engage its residents, employees, Board members, stakeholders and partners on the rule; review existing policies and lease for necessary revisions; will amend the tenant leases in accordance with 24 CFR 966.4 as necessary ; solicit input; and continue to partner with local and state health departments and tobacco control organizations.



## Project-Based Vouchers

This section describes the projected number of project-based units and general locations and how project basing would be consistent with its PHA Plan.

When funding becomes available, the Authority plans to use some of its vouchers under the “Project Based Vouchers” (“PBV”) option, as described at 24 CFR Part 983. This may be done in one of two ways.

- First, PBCHA may issue a Request for Proposals from owners wishing to participate in the program. The criteria and procedures for such selections will be described in the RFP and in the PBCHA’s HCVP (Section 8) Administrative Plan.
- Second, PBCHA may make non-competitive selections of owners whose projects included a competitive selection of proposals, such as housing assisted under a federal, state, or local government housing assistance, community development, or supportive services program.
- Thirdly, PBCHA may use its authority under HOTMA to attach PBV’s without a competitive process in projects where it has ownership interest and is engaged in an initiative to improve, develop, or replace a public housing property or site. PBCHA will detail within its Administrative Plan what work it plans to do on the property or sites, the location and number of PBV units and the HUD regulations and PBCHA policies related to the PBV program.

The Authority may also submit a proposal under a RFP for units in its public housing portfolio or a property it may acquire for this purpose. The use of PBVs is consistent with the overall PHA Plan which is encouraging the development of affordable mixed-use, mixed-income housing particularly in consort with broader neighborhood revitalization efforts in projects throughout the County.

PBCHA’s PBV criteria and procedures will propose the use of these resources in ways that facilitate achievement of its overall housing goals in general and the mobilization of potential relocation resources in particular, to address the housing needs of PBCHA families at developments slated to be redeveloped throughout the County.

Under the HUD Asset Management Model, some of PBCHA’s developments may not be financially sustainable because insufficient Annual Contract Contribution (ACC) subsidy is received from HUD to support their operations. PBCHA is currently evaluating options for restructuring the properties; possibly seeking to convert these properties to Project-based Section 8 communities.



**Other Capital Grant Programs** (i.e., Capital Fund Community Facilities Grants or Emergency Safety and Security Grants)

As funds become available, PBCHA intends to explore all opportunities for additional capital fund monies. PBCHA successfully applied for the 2018 Safety and Security Grant and received an additional \$250,000 in funds to make lighting and/or security improvements in its largest family development. PBCHA will continue to seek additional revenue sources and utilize available programs to address the severe capital needs within its aging housing stock and preserve affordable housing that is decent, safe and sanitary.

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### **B.3 Civil Rights Certification**

Form HUD-50077, PHA Certifications of Compliance with the PHA Plans and Related Regulations, must be submitted by the PHA as an electronic attachment to the PHA Plan.

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#### **B.4 Most Recent Fiscal Year Audit**

The Palm Beach County Housing Authority's (PBCHA) most recent audit was for the fiscal year ending September 30, 2017. The audit resulted in a qualified opinion over the federal programs. A single audit was performed, which documented four material weaknesses and one significant deficiency for both the Low Rent-Public Housing (LIPH) and Housing Choice Voucher Programs (HCVP). These resulted in the agency having 5 findings.

**Finding 1 – Eligibility:** During testing of 55 tenant files, certain eligibility and reporting compliance deficiencies were noted as follows:

3 – instances where a tenant's income calculated on the 50058 was not calculated correctly based on supporting documentation.

2 – instances where the tenant did not sign the HUD 9886 form, (Authorization for Release of Information/Privacy Act Notice).

1 – Instance where a tenant did not sign the income, asset and expense verification forms.

**Finding 2 – Housing Quality Standards (HQS) Enforcement and Inspections:** During testing of 40 HCVP annual inspections and 40 failed inspections, certain special provision compliance deficiencies were noted as follows:

2 – instances where tenants did not have their units inspected on an annual basis.

2 – instances where the tenants unit was never re-inspected after initial failed inspection.

15 – instances where the Authority did not abate Housing Assistance Payments (HAP) after the second failed inspection.

28 – instances where the Authority did not re-inspect the tenant's unit within 30 days of the initial failed inspection.





**Finding 3 – Rent Reasonableness:** During testing of 40 HCVP tenant files, certain special provision compliance deficiencies were noted as follows:

6 – instances where the rent reasonableness was performed after the effective date.

**Finding 4 – Selection from the Wait List:** During testing of 40 HCVP tenant files, the Authority failed to maintain proper documentation as noted below:

9 – instances where the Housing Authority did not maintain a preliminary application in the tenant application file. In addition, the Housing Authority's purge of the wait list noted that they did not maintain proper documentation on if an applicant responded or not to the purge letter.

**Finding 5 – Public Housing Wait List:** The Housing Authority was unable to provide a listing of tenants who were added to the waiting list during the time-period of July 2017 through September 2017.



### B.5 – Progress Report

Under new leadership, PBCHA will undertake updating and/or revising its strategic plan to incorporate newly developed mission and goals aimed at transforming its public housing and improving the efficiency of its operations. Until that time, PBCHA continues to work toward its current stated goals and objectives identified below:

<b>Goal/Action Plan Item</b>		
<b>Goal #1.</b>	The PBCHA will take actions to ensure the implementation of strategic goals.	
	Action Plan #1	Build synergy for strategic planning implementation through the engagement of the Board, Staff, Residents, and External Stakeholders.
	Action Plan #2	Complete of the action plan templates with the required information.
	Action Plan #3	Provide master schedule of action plan implementation timelines.
	Action Plan #4	Provide a Strategic Planning Balanced Scoreboard monitoring and tracking system for use by the Executive Director and Board.
	Action Plan #5	Provide a PBCHA Business Plan for Sustainability.
	Action Plan #6	Complete a Board Policies Manual.
	Action Plan #7	Apply Balanced Scorecard to assess strategic planning implementation and overall agency progress.
<b>Goal #2.</b>	The PBCHA will bring clarity to its public image and agency profile through an expanded marketing and promotion of its new vision, mission, values, and goals, and will express how these strategic initiatives will improve the quality of life in Palm Beach County.	
	Action Plan #1	Form an Ad Hoc Marketing Committee comprised of Board, Staff, and the marketing consulting firm.
	Action Plan #2	Update and expend the website to provide transparency on the agency mission, programs, staff, portfolio, and strategic plan.
	Action Plan #3	Prepare a PowerPoint presentation that “tells the story” of PBCHA and its residents, and develop TV Show to air on Channel 20.
	Action Plan #4	Complete a comprehensive Customer Satisfaction Survey to determine satisfaction levels, wants and needs.
	Action Plan #5	Develop a marketing culture, and employee marketing expectations.



<b>Goal #3.</b>	<b>Human Resources Planning: The PBCHA will evaluate and refine staffing to meet the ongoing needs of the agency.</b>	
	Action Plan #1	Provide transparency and clarity on the PBCHA organization of its human resources.
	Action Plan #2	Review and update the human resources instruments and benefits.
	Action Plan #3	Complete a comprehensive organizational assessment of the PBCHA.
	Action Plan #4	Provide effective advancement and training opportunities for professional growth.
	Action Plan #5	Provide for the continuity of operations during a natural or man-made disaster impacting on the office or residences.
<b>Goal #4.</b>	<b>County Stakeholders Engagement: The PBCHA will significantly expand its engagement with governmental, non-profit, for-profit, and foundation partners that share the vision, mission, and values of the agency.</b>	
	Action Plan #1	Engage PBCHA in key affordable housing planning processes in the County that will impact funding priorities.
	Action Plan #2	Prepare a PowerPoint overview on PBCHA that can be presented by Board, Staff, and Residents to key stakeholders.
	Action Plan #3	Complete Memorandum of Agreement with many of the key support services providers in Palm Beach County.
	Action Plan #4	Provide for E-Communications that will offer an additional option for marketing PBCHA programs and services.
	Action Plan #5	Consider business model options for collaborating with other housing authorities in Palm Beach County.
<b>Goal #5.</b>	<b>Support Services Linkages: The PBCHA will strengthen, and in some cases, formalize additional partnership agreements with key partners in Palm Beach County that can provide critical self-sufficiency and independent living support services.</b>	
	Action Plan #1	Identify and profile the current support service providers that are providing assistance to PBCHA residents.
	Action Plan #2	Identify and profile support service providers not currently assisting PBCHA residents.
	Action Plan #3	Apply for Resident Opportunity and Self-Sufficiency (ROSS) Grant.
	Action Plan #4	Define communication linkages between providers, staff, and residents to monitor and evaluate support services.
	Action Plan #5	Implement some support services on-site in PBCHA developments.
	Action Plan #6	Redefine the self-sufficiency and independent living goals, action plans, and processes.
	Action Plan #7	Provide opportunities for resident-managed business services that support housing authority needs.
	Action Plan #8	Provide information on FSS program progress.
	Action Plan #9	Increase opportunities for Section 3 residents.



<b>Goal #6.</b>	<b>Housing Tenancy:</b> The PBCHA will strive to reduce the length of tenancy of Public Housing residents and Housing Choice Voucher participants. The Housing Authority will posture themselves to be able to provide greater opportunities and motivation for residents to transition into market rate housing.	
	Action Plan #1	Formulate baseline information on tenancy lengths and track such information for future residents.
	Action Plan #2	Restructure the family self-sufficiency program and services to be more effective and efficient.
	Action Plan #3	Provide briefing materials for residents that set high expectations on housing tenancy transition.
	Action Plan #4	Revise the Administrative Plan and the ACOP to maximize opportunities for success in housing tenancy length reduction.
	Action Plan #5	Build a collaborative network with governmental housing inspectors to better monitor and enforce landlord and resident lease expectations
<b>Goal #7.</b>	<b>Portfolio Expansion:</b> The PBCHA will launch multiple portfolio expansion development to respond to the affordable housing needs that are evidenced in Palm Beach County.	
	Action Plan #1	Complete a comprehensive portfolio analysis of property value, finances, and physical condition.
	Action Plan #2	Form a Board Development Committee, Staff, and local development experts to review portfolio maintenance and expansion.
	Action Plan #3	Expand the agency engagement at the County level impacting affordable housing planning and implementation.
	Action Plan #4	Ensure that all existing and future housing developments are linked to sustainable neighborhoods.
	Action Plan #5	Utilize business models for evaluating the viability of existing and future developments.
	Action Plan #6	Identify and pursue grants and funds leveraging opportunities that will expand affordable housing.



## **B.6 Resident Advisory Board (RAB) Comments**

Comments will be added after Resident Advisory Board Meeting occurs on June 21, 2019.

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**B.7 Certification by State and Local Officials**

Form HUD 50077 – ST, Certification by State or Local Officials of PHA Plans Consistency with the Consolidated Plan, must be submitted by the PHA as an electronic attachment to the PHA Plan.

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**C.1 Capital Improvements**

CFG FY 2018	-	\$1, 199,542
CFG FY2019		\$1,140, 221
CFG FY 2020	-	\$1,140, 000 (estimate)
CFG FY 2021	-	\$835,000 (estimate)
CFG FY 2022	-	\$835,000 (estimate)
CFG FY 2023	-	\$835,000 (estimate)
Total		\$5,984,763

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Grant Year 2018	
Amount of Award \$1,199,542.00	
Agency Wide Operations	\$ 239,908.00
Agency Wide Management Improvements	50,000.00
Agency Wide Administration	119,954.00
AMP 6: (Dyson Circle Apartments)	
Replacement of Kitchen counters/cabinets, flooring and appliances - 10 replacements @ \$3,000	\$ 30,000.00
Replacement of Bathroom counters/cabinets, flooring and fixtures - 16 replacements @ \$2,000	32,000.00
Hurricane Preparedness	4,000.00
Non Dwelling Structures, including management offices, community room, fencing, playground, shed and railings.	26,400.00
Front Door to Impact doors 6 @ \$2,000	12,000.00
Appliances including stoves, refrigerators and hot water heaters.	10,000.00
Flooring	7,000.00
Exterior Painting	8,160.00
Electrical	6,000.00
Windows including blinds and screening.	3,000.00
Structural Repairs including patio slabs, stucco, stairwells, railings and foundations	23,296.00
Landscaping including sidewalks, driveways and beatification of property.	18,000.00
Roofing Structure	18,500.00
Air Conditioners within Multi-story building 3 @ \$2,000	6,000.00
Architect Fees	4,000.00
Security Cameras and Lightening	<u>251,765.00</u>
Total AMP 6	\$ 460,121.00





AMP 2: (Seminole Estates, Scattered Sites, Schall Landing and Drexel Apartments)	
Replacement of Kitchen counters/cabinets, flooring and appliances - 10 replacements @ \$4,000	\$ 40,000.00
Replacement of Bathroom counters/cabinets, flooring and fixtures -20 replacements @ \$2,000	40,000.00
Hurricane Preparedness	4,000.00
Non Dwelling Structures, including management offices, community room, fencing, playground, storage shed and railings.	39,600.00
Front Door to Impact doors 10 @ \$2,500	25,000.00
Appliances including stoves, refrigerators and hot water heaters.	20,000.00
Flooring	15,000.00
Exterior Painting	25,000.00
Electrical	3,000.00
Windows including blinds and screening.	2,000.00
Structural Repairs including patio slabs, stucco, stairwells, railings and foundations	15,209.00
Landscaping including sidewalks, driveways and beatification of property.	35,000.00
Roofing Structure	23,000.00
Air Conditioners within Multi-story building 2 @ \$2,500	5,000.00
Architect Fees	6,000.00
Pre-development 6 ADA Units Schall	28,750.00
Security Cameras and Lightening	<u>3,000.00</u>
Total AMP 2	<u>\$ 322,030.00</u>
Total 2018 Capital Fund Awards	<u>\$ 1,199,542.00</u>



Grant Year 2019 – 2023	
Amount of Award \$2,871,135	
Drexel:	
New roofs for both buildings. 2 @ \$85,000 each	\$ 170,000.00
Drexel 100 central AC units replaced. @ \$4,000 each	400,000.00
Replace washers (6) and dryers (6) in Drexel @ \$1,000 each	12,000.00
Hurricane Preparedness	20,000.00
Interior Painting of Building 1 @ \$25,000	25,000.00
Entry Doors to Apartments 25 @ \$2,000	50,000.00
Replacement of Kitchen counters/cabinets, flooring and appliances - 15 replacements @ \$4,000	60,000.00
Replacement of Bathroom counters/cabinets, flooring and fixtures - 15 replacements @ \$2,500	37,500.00
Elevator Upgrades @ \$15,000	<u>30,000.00</u>
Total Drexel Apartments	\$ 804,500.00
Dyson Circle Apartments:	
Replacement of Kitchen counters/cabinets, flooring and appliances - 50 replacements @ \$4,000	\$ 200,000.00
Hurricane Preparedness	25,000.00
Rear Door to Impact French doors 25 @ \$3,500	87,500.00
Front Door to Impact doors 50 @ \$2,000	100,000.00
Interior stair cases 20 @ \$3,510	70,200.00
Catwalks in Multi-story buildings 1 @ \$200,000	200,000.00
Air Conditioners within Multi-story building 25 @ \$2,500	62,500.00
Elevator Upgrades 2 @ \$12,500	25,000.00
Lead-Based Paint Abatement 84 @ \$800	<u>67,200.00</u>
Total Dyson Circle Apartments	\$ 837,400.00



Schall Landing:	
Replacement of Kitchen counters/cabinets, flooring and appliances - 25 replacements @ \$4,000	\$ 100,000.00
Replacement of Bathroom counters/cabinets, flooring and fixtures - 25 replacements @ \$2,000	50,000.00
Hurricane Preparedness	10,000.00
Parking Lot sealed, repaved and restriped.	85,005.00
Lightening and Security Cameras around property.	75,000.00
Interior stair cases 23 @ \$3,510	80,730.00
Repairs to Front and Rear Entry doors 76 @ \$1,000	<u>152,000.00</u>
Total Schall Landing	\$ 552,735.00
Seminole Estates:	
Replacement of Kitchen counters/cabinets, flooring and appliances - 25 replacements @ \$4,000	\$ 100,000.00
Replacement of Bathroom counters/cabinets, flooring and fixtures - 25 replacements @\$2,000	50,000.00
Hurricane Impact 45 front/back doors @ \$2,000	90,000.00
Parking Lot sealed, repaved and restriped.	110,000.00
Lightening and Security Cameras around property.	100,000.00
Hurricane Preparedness	15,000.00
Air Conditioner Replacement 15 @ \$4,000	<u>60,000.00</u>
Total Seminole Estates	\$ 525,000.00
Scattered Sites:	
Hurricane Preparedness	15,000.00
Drainage/Connection Sewer/Water Lines 5 @ \$5,000	25,000.00
Relocation 41@ \$1,500	<u>61,500.00</u>
Total Scattered Sites	\$ 101,500.00
Architect Fees	\$ 50,000.00
Total 2019 - 2023 Capital Fund Awards	<u>\$2,871,135.00</u>