RESOLUTION 16-852

A RESOLUTION APPROVING THE 2017 ANNUAL PLAN FOR THE HOUSING AUTHORITY OF THE CITY OF YAKIMA

WHEREAS, the Housing Authority of the City of Yakima, is mandated by the U.S. Dept. of Housing and Urban Development to submit an annual plan, and

WHEREAS, the Housing Authority of the City of Yakima has prepared the plan in accordance with the requirements of the Quality Housing and Work Responsibility Act of 1998.

NOW THEREFORE, be it resolved by the Board of Commissioners of the Housing Authority of the City of Yakima, in a special meeting, a quorum being present does hereby adopt the annual plan for 2017.

PASSED AND ADOPTED BY THE BOARD OF COMMISSIONERS OF THE HOUSING AUTHORITY OF THE CITY OF YAKIMA THIS $17^{\rm th}$ DAY OF OCTOBER, 2016.

Chairman, Board of Commissioners

Date

Attest:

Secretary

PHA 5-Year and Annual Plan

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

OMB No. 2577-0226 Expires 4/30/2011

PHA Name: Housing Authority of the City of Yakima PHA Code: WA042 PHA Piscal Year Beginning (MMYYYY)01/2017 PHA Fiscal Year Beginning (MMYYYY)01/2017	1.0	PHA Information							
PHA Fiscal Year Beginning: (MM/YYYY). 01/2017 Inventory (based on ACC units at time of FY beginning in 1.0 above) Number of HCV units: 1/1012		PHA Name: Housing Authority of the City of Yakima PHA Code: WA042							
Inventory (based on ACC units at time of FY beginning in 1.0 above) Number of PHCV units: _NA				⊠ HCV (Section 8)					
Submission Type		PHA Fiscal Year Beginning: (MIM/YYYY): _01/201/							
Submission Type	2.0	Inventory (based on ACC units at time of FY beginni	ng in 1.0 above)						
3.0 Submission Type 5-Year and Annual Plan Manual Plan Only 5-Year Plan Only				CV units: 1,012					
S-Year Annual Plan Manual Plan Only S-Year Plan Only									
PHA Consortia	3.0		_						
PHA Consortia PHA Consortia PHA Participating PHAs PHA Pha Program(s) Included in the Consortia PHA 1: PHA 2: PHA 3: PHA 3: PHA 3: PHA 3: PHA 3: PHA 4: PHA 5: PHA 5: PHA 5: PHA 6: PHA 1: PHA 2: PHA 6: PHA 1: PHA 6: PHA 7: PHA 6: PHA 1: PHA 7: PHA 7: PHA 6: PHA 8: PHA 6: PHA 8: PHA 7: PHA 8: PHA 9: PHA 8: PHA 9: PHA 1: PHA 9: PHA 9: PHA 9: PHA 1: PHA 9: PHA 9: PHA 9: PHA 9: PHA 9: PHA 9: PHA 1: PHA 9: PHA 9: PHA 9: PHA 9: PHA 9: PHA 1: PHA 1: PHA 9: PHA 9: PHA 9: PHA 1: PHA 9: PHA 9: PHA 1: PHA 1: PHA 9: PHA 9: PHA 1: PHA 1: PHA 1: PHA 9: PHA 9: PHA 9: PHA 1: PHA 1: PHA 1: PHA 1: PHA 1: PHA 9: PHA 9: PHA 1: PHA		☐ 5-Year and Annual Plan ☐ Annu	ial Plan Only	5-Year Plan Only					
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Programs Not in the Consortia PHA 1: PHA 2: PHA 3: S-5.0	***	PHA Consortia PHA Conso	ortia: (Check box if submitting a joi	nt Plan and complete table belo	ow.)				
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- Capital Fund Program Five-Year Action Plan. As part of the submission of the Annual Plan, PHAs must complete and submit the Capital Fund 8.2 Program Five-Year Action Plan, form HUD-50075.2, and subsequent annual updates (on a rolling basis, e.g., drop current year, and add latest year for a five year period). Large capital items must be included in the Five-Year Action Plan. Not applicable. Capital Fund Financing Program (CFFP). 8.3 ☐ Check if the PHA proposes to use any portion of its Capital Fund Program (CFP)/Replacement Housing Factor (RHF) to repay debt incurred to finance capital improvements. Housing Needs. Based on information provided by the applicable Consolidated Plan, information provided by HUD, and other generally available data, make a reasonable effort to identify the housing needs of the low-income, very low-income, and extremely low-income families who reside in the jurisdiction served by the PHA, including elderly families, families with disabilities, and households of various races and ethnic groups, and other families who are on the public housing and Section 8 tenant-based assistance waiting lists. The identification of housing needs must address issues of affordability, supply, quality, accessibility, size of units, and location. The housing needs of low-income, very low-income, and extremely low-income families who reside in YHA's jurisdiction, taken directly from and in accordance with the applicable Yakima, Washington 2010-2014 Consolidated Plan: At least 6,294 renter households and 4,452 owner households had significant housing problems in Yakima in the year 2000 census. The numbers have likely increased in the years since due to rising housing costs and stagnant if not decreasing incomes. However, priority housing needs based on the gross number of households who are most likely to be in need of critical housing assistance consist of Renter households with incomes below 30% of Median Family Income (MFI) - since this group includes 1,779 households with housing problems of which 1,558 are paying more than 50% of their gross household income for housing. Owner households with income below 30% of MFI - since this group includes 867 households with housing problems of which 9.0 619 are paying more than 50% of their gross household income for housing. Renter households with incomes between 31-50% of MFI – since this group includes 2,113 households with housing problems of which 464 are paying more than 50% of their gross household income for housing. Owner households with incomes between 31-50% of MFI - since this group includes 906 households with housing problems of which 354 are paying more than 50% of their gross household income for housing. Additional housing needs of farmworker families who reside in YHA's jurisdiction, taken from the Yakima County Housing Needs Assessment and the Washington State Farmworker Study: Year-round farmworker households - based on the Washington State Farmworker Study, the Washington State Farmworker Housing Trust estimates that Yakima County needs an additional 8,858 units for year-round farmworkers. Seasonal farmworker households - based on the Washington State Farmworker Study, the Washington State Farmworker Housing Trust estimates that Yakima County needs an additional 4,237 units for seasonal farmworkers. The basic obstacle to meeting underserved needs include: The rising cost of housing - relative to community wage levels make it hard to supply safe and affordable housing to lower income groups, and The subsidies required providing affordable housing for all those in need - is far above the amount of resources that are available, and Low vacancy rate of available rental housing - relative to Washington State. Yakima County's vacancy rate is much lower at 2,4% for the larger units as compared to the State average.
- 9.1 Strategy for Addressing Housing Needs. Provide a brief description of the PHA's strategy for addressing the housing needs of families in the jurisdiction and on the waiting list in the upcoming year. Note: Small, Section 8 only, and High Performing PHAs complete only for Annual Plan submission with the 5-Year Plan.

Additional Information. Describe the following, as well as any additional information HUD has requested.

(a) Progress in Meeting Mission and Goals. Provide a brief statement of the PHA's progress in meeting the mission and goals described in the 5-Year Plan.

YHA has made progress in meeting the mission and goals in its 5-Year Plan in the following ways:

- Continue to maintain a "high' performance rating in SEMAP YHA is working with HUD to obtain "high" performing rating in SEMAP.
- Maintain a leasing or authorized budget authority utilization rate of not less than 98% for Section 8 YHA's Section 8 utilization for calendar year 2016 is 99%.
- Increase Section 8 vouchers through requests for incremental and/or special needs vouchers YHA has applied for special needs vouchers in the past, including the following: (50) Family Unification Program vouchers. Currently, YHA has two applications into HUD requesting additional project-based VASH vouchers for the (38) Yakima Armory project and (10) Kittitas County.
- Begin a home ownership program utilizing Section 8 vouchers for not less than 10 families YHA is in the process of developing its home ownership program and began implementing it during calendar year 2016.
- Continue to house homeless through 75 project-based vouchers YHA has set-aside 75 project-based vouchers for housing the homeless throughout Yakima County.
- Continue to lease all of the remaining 78 VASH vouchers in connection with the Veteran's Affair Office YHA has leased 71 VASH vouchers to-date and is expecting to have all 78 VASH vouchers leased by the end of calendar year 2016.
- Begin a Family Self-Sufficiency program for at least 125 families on Section 8 YHA is currently in its fourth year under an FSS award and has 101 families in the program.
- Maintain compliance with all applicable program requirements There were no findings during YHA's most recent audit for calendar year 2015.
- (b) Significant Amendment and Substantial Deviation/Modification. Provide the PHA's definition of "significant amendment" and "substantial deviation/modification"

YHA considers a "substantial deviation" or "significant amendment or modification" as a discretionary change in the plan or policy of the housing authority that fundamentally alters the mission, goals, objectives or plans of the agency and which will require the formal approval of the Board of Commissioners. Specifically, the following will be considered a substantial deviation or significant amendment or modification:

- A material change in the policies regarding the manner in which tenant rent is calculated,
- A material change in the admissions policies with respect to the selection of applicants from or organization of the waiting list, or
- Any change with regard to demolition or disposition, designation, home ownership programs or conversion activities not previously
 identified in the agency plan

An exception to this definition will be made only to the extent that the modification is the result of changes in HUD regulatory requirement; such changes will not be considered a substantial deviation or significant amendment or modification to either the five-year or annual plan.

- 11.0 Required Submission for HUD Field Office Review. In addition to the PHA Plan template (HUD-50075), PHAs must submit the following documents. Items (a) through (g) may be submitted with signature by mail or electronically with scanned signatures, but electronic submission is encouraged. Items (h) through (i) must be attached electronically with the PHA Plan. Note: Faxed copies of these documents will not be accepted by the Field Office.
 - (a) Form HUD-50077, PHA Certifications of Compliance with the PHA Plans and Related Regulations (which includes all certifications relating to Civil Rights) See attached.
 - (b) Form HUD-50070, Certification for a Drug-Free Workplace (PHAs receiving CFP grants only) Not applicable.
 - (c) Form HUD-50071, Certification of Payments to Influence Federal Transactions (PHAs receiving CFP grants only) Not applicable.
 - (d) Form SF-LLL, Disclosure of Lobbying Activities (PHAs receiving CFP grants only) Not applicable.
 - (e) Form SF-LLL-A, Disclosure of Lobbying Activities Continuation Sheet (PHAs receiving CFP grants only) Not applicable.
 - (f) Resident Advisory Board (RAB) comments. Comments received from the RAB must be submitted by the PHA as an attachment to the PHA Plan. PHAs must also include a narrative describing their analysis of the recommendations and the decisions made on these recommendations. See attached RAB minutes with comments. There we no recommendations made by the RAB regarding the annual plan.
 - (g) Challenged Elements Not applicable.

10.0

- (h) Form HUD-50075.1, Capital Fund Program Annual Statement/Performance and Evaluation Report (PHAs receiving CFP grants only) Not applicable.
- (i) Form HUD-50075,2, Capital Fund Program Five-Year Action Plan (PHAs receiving CFP grants only) Not applicable.

Certifications of Compliance with PHA Plans and Related Regulations (Standard, Troubled, HCV-Only, and High Performer PHAs)

U.S. Department of Housing and Urban Development
Office of Public and Indian Housing
OMB No. 2577-0226
Expires 02/29/2016

PHA Certifications of Compliance with the PHA Plan and Related Regulations including Required Civil Rights Certifications

Acting on behalf of the Board of Commissioners of the Public Housing Agency (PHA) listed below, as its Chairman or other authorized PHA official if there is no Board of Commissioners, I approve the submission of the ____5-Year and/or_X_Annual PHA Plan for the PHA fiscal year beginning 01/2017, hereinafter referred to as" the Plan", of which this document is a part and make the following certifications and agreements with the Department of Housing and Urban Development (HUD) in connection with the submission of the Plan and implementation thereof:

- 1. The Plan is consistent with the applicable comprehensive housing affordability strategy (or any plan incorporating such strategy) for the jurisdiction in which the PHA is located.
- 2. The Plan contains a certification by the appropriate State or local officials that the Plan is consistent with the applicable Consolidated Plan, which includes a certification that requires the preparation of an Analysis of Impediments to Fair Housing Choice, for the PHA's jurisdiction and a description of the manner in which the PHA Plan is consistent with the applicable Consolidated Plan.
- 3. The PHA has established a Resident Advisory Board or Boards, the membership of which represents the residents assisted by the PHA, consulted with this Resident Advisory Board or Boards in developing the Plan, including any changes or revisions to the policies and programs identified in the Plan before they were implemented, and considered the recommendations of the RAB (24 CFR 903.13). The PHA has included in the Plan submission a copy of the recommendations made by the Resident Advisory Board or Boards and a description of the manner in which the Plan addresses these recommendations.
- 4. The PHA made the proposed Plan and all information relevant to the public hearing available for public inspection at least 45 days before the hearing, published a notice that a hearing would be held and conducted a hearing to discuss the Plan and invited public comment.
- 5. The PHA certifies that it will carry out the Plan in conformity with Title VI of the Civil Rights Act of 1964, the Fair Housing Act, section 504 of the Rehabilitation Act of 1973, and title II of the Americans with Disabilities Act of 1990.
- 6. The PHA will affirmatively further fair housing by examining their programs or proposed programs, identifying any impediments to fair housing choice within those programs, addressing those impediments in a reasonable fashion in view of the resources available and work with local jurisdictions to implement any of the jurisdiction's initiatives to affirmatively further fair housing that require the PHA's involvement and by maintaining records reflecting these analyses and actions.
- 7. For PHA Plans that includes a policy for site based waiting lists:
 - The PHA regularly submits required data to HUD's 50058 PIC/IMS Module in an accurate, complete and timely manner (as specified in PIH Notice 2010-25);
 - The system of site-based waiting lists provides for full disclosure to each applicant in the selection of the development in which to reside, including basic information about available sites; and an estimate of the period of time the applicant would likely have to wait to be admitted to units of different sizes and types at each site;
 - Adoption of a site-based waiting list would not violate any court order or settlement agreement or be inconsistent with a pending complaint brought by HUD;
 - The PHA shall take reasonable measures to assure that such a waiting list is consistent with affirmatively furthering fair housing:
 - The PHA provides for review of its site-based waiting list policy to determine if it is consistent with civil rights laws and certifications, as specified in 24 CFR part 903.7(c)(1).
- 8. The PHA will comply with the prohibitions against discrimination on the basis of age pursuant to the Age Discrimination Act of 1975.
- 9. The PHA will comply with the Architectural Barriers Act of 1968 and 24 CFR Part 41, Policies and Procedures for the Enforcement of Standards and Requirements for Accessibility by the Physically Handicapped.
- 10. The PHA will comply with the requirements of section 3 of the Housing and Urban Development Act of 1968, Employment Opportunities for Low-or Very-Low Income Persons, and with its implementing regulation at 24 CFR Part 135.
- 11. The PHA will comply with acquisition and relocation requirements of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 and implementing regulations at 49 CFR Part 24 as applicable.

- 12. The PHA will take appropriate affirmative action to award contracts to minority and women's business enterprises under 24 CFR 5.105(a).
- 13. The PHA will provide the responsible entity or HUD any documentation that the responsible entity or HUD needs to carry out its review under the National Environmental Policy Act and other related authorities in accordance with 24 CFR Part 58 or Part 50, respectively.
- 14. With respect to public housing the PHA will comply with Davis-Bacon or HUD determined wage rate requirements under Section 12 of the United States Housing Act of 1937 and the Contract Work Hours and Safety Standards Act.
- 15. The PHA will keep records in accordance with 24 CFR 85.20 and facilitate an effective audit to determine compliance with program requirements.
- 16. The PHA will comply with the Lead-Based Paint Poisoning Prevention Act, the Residential Lead-Based Paint Hazard Reduction Act of 1992, and 24 CFR Part 35.
- 17. The PHA will comply with the policies, guidelines, and requirements of OMB Circular No. A-87 (Cost Principles for State, Local and Indian Tribal Governments), 2 CFR Part 225, and 24 CFR Part 85 (Administrative Requirements for Grants and Cooperative Agreements to State, Local and Federally Recognized Indian Tribal Governments).
- 18. The PHA will undertake only activities and programs covered by the Plan in a manner consistent with its Plan and will utilize covered grant funds only for activities that are approvable under the regulations and included in its Plan.
- 19. All attachments to the Plan have been and will continue to be available at all times and all locations that the PHA Plan is available for public inspection. All required supporting documents have been made available for public inspection along with the Plan and additional requirements at the primary business office of the PHA and at all other times and locations identified by the PHA in its PHA Plan and will continue to be made available at least at the primary business office of the PHA.
- 22. The PHA certifies that it is in compliance with applicable Federal statutory and regulatory requirements, including the Declaration of Trust(s).

WA042 PHA Number/HA Code
vided in the accompaniment herewith, is true and accurate. Warning: HUD will penalties. (18 U.S.C. 1001, 1010, 1012; 31 U.S.C. 3729, 3802).
Title Board Chairman
Date /0/17/2016



"Committed to Safe and Affordable Housing"

Resident Advisory Board Meeting: **Annual Plan 2017** October 3, 2016 5:30PM, Yakima Housing Authority Office

YHA Staff present:

Lowel Krueger, Executive Director Becky Mares, FSS Coordinator

RAB Members

Eliza Mancilla Rayleen Polinta Maria Estela Gonzales Juanita Salinas

The meeting opened at 5:39 p.m.

- E.D. Krueger introduced the annual plan to the Resident Advisory Board members, and copies of the plan were distributed to all RAB members.
- E.D. Krueger asked the RAB members to refer to their copy of the annual plan and he would review it with them, and to respond with any questions or comments.
- The annual plan for YHA primarily relates to Section 8; it will be presented to YHA's board members on October 17, and RAB members are encouraged to come to the public comment portion of the meeting if they wish to express any concerns, or if they have any questions.
- E.D. Krueger reminded the RAB members that it is a HUD form that YHA is required to complete, and the five-year plan was already completed.

Annual Plan:

- 1.0: PHA information: YHA's legal name is Housing Authority of the City of Yakima; WA042 is is the number corresponding to YHA, designated by HUD. YHA was designated as a high performer under self-reporting; HUD found issues which changed the designation to standard performer. YHA will work to regain high performer status by forwarding documentation to HUD. Since the RAD conversion, YHA only has a Housing Choice Voucher program, and is strictly Section 8 now.
- 2.0: Inventory: YHA no longer has any public housing stock after the public housing conversion.
- **5.0 1 and 2:** This is not applicable for annual plans.
- Admissions and Occupancy Policy-There has been one update to the admissions & 6.0: occupancy policy regarding household composition. HUD's recent review found it to be out of date; an updated version is being worked on.
- **6.1:** Regarding the five-year plan, it will be available from the YHA website, and in the office.

- 7.0: This is more applicable to Public Housing, which due to the RAD conversion, no longer applies. YHA has a homeownership program that opened this year. For Project Based vouchers, YHA has 75 dedicated to homeless housing, attached to services, such as Triumph Treatment. There are 28 vouchers at Nueva Primavera, and 25 at Central Villa, under their RAD conversion.
- **8.0, 8.1-8.3:** Capital Improvements, Capital Fund Annual Statement, Capital Fund Five-Year Action Plan and Capital Fund Financing Program- Since the conversion of Public Housing to HCV, these are not applicable.
- **9.0:** Housing Needs-A consolidated plan is done by the City of Yakima. Changes have been on-going through HUD from the consolidated plan. The next cycle will be handled by Yakima County; as it brings together all entities, and outlines what information they have gathered through surveys.
- **9.1:** Strategy for Addressing Housing Needs-This section is not necessary outside of the five-year plan.
- 10: This section covers YHA's mission, goals and the progress on the five year plan.
 - YHA plans to provide documentation to return to the former high performer status in SEMAP.
 - YHA will maintain a leasing rate of not less than 98%; YHA's Section 8 utilization for calendar year 2016 is 99%.
 - Increase Section 8 vouchers through incremental or special needs vouchers-YHA applied for 50 Family Unification Program (FUP) vouchers, and has two applications out for additional VASH vouchers; one is for the Armory project and the other is for ten vouchers for Kittitas County.
 - Home Ownership Program: The biggest issue with the program is that participants have to do all the leg work, such as finding an appropriate home. Another obstacle is that underwriting requirements are very tight right now.
 - YHA has seventy-five project based vouchers.
 - In the VASH program, 71 out of 78 vouchers are utilized. Frequent turnover is an issue with the program; YHA and the VA are committed to full utilization.
 - The Family Self Sufficiency program has 125 openings and is currently serving 101 participants in conjunction with the Section 8 program.
 - · YHA had no audit findings during the last audit.
 - Substantial deviation-If YHA meets the criteria, it is not significant enough so that the public would need to provide feedback.
- **11:** A number of forms relating to requirements are shown. The form 50077 is attached; and the rest do not apply to the RAB.

PHA Certifications of Compliance

 This is the last form, and it is a certification that YHA is in compliance with all HUD rules, fair housing, the consolidated plan, and the comprehensive plan. YHA's Board of Commissioners reviews it and signs off on it.

- E.D. Krueger opened the floor for any questions:
 - **Q.** VASH has nearly doubled.
 - A. This was due to growth in the program; YHA now has 1,012 total vouchers. When E.D. Krueger started at YHA there were only 618 vouchers, and now YHA can provide assistance to close to 400 more families. Some of the growth seen can be attributed to Suntower, they prepaid a HUD loan, which allows YHA to receive seventy-seven new vouchers.
 - Q. Under the Homeownership program, does YHA provide the loan?
 - A. Instead of paying a landlord, YHA would pay the lending institution. On a thirty year mortgage, YHA could potentially pay for fifteen years, and providing support for half of the time.
 - E.D. Krueger asked the RAB members to take the information and read it over, and contact Becky Mares or himself, Lowel Krueger, if they have any questions. RAB members are also welcome to attend the board meeting on October 17, 2016 at 3:30 at YHA, which is open for public comment on the annual plan.
 - FSS Coordinator Becky Mares said she would like to promote the RAB members, and have them attend more than just this meeting. She is willing to meet on a more frequent basis. YHA should have a more involved RAB. It is meant to give residents a voice, so YHA can listen to their thoughts and ideas. Also for updates to the administrative plan, YHA could get feedback. YHA encourages people to join FSS, and there is now a new video on YHA's website that explains how the program works. One participant received around \$18,000. She would like residents to see what the benefits are.
 - Q. How do they enroll in the Family Self Sufficiency Program?
 - **A.** Anyone in Project Based housing or on the Section 8 Program can enroll; there is no waiting list for FSS.

Meeting closed at 6:23PM Respectfully submitted on behalf of Lowel Krueger,

Sally J Shelton



"Committed to Safe and Affordable Housing"

Resident Advisory Board Meeting

October 3, 2016

Print Name	Signature		Phone #
Eliza Mancilla Rayleen Polinta Juanita Salivas	Rayh		509 314 1176 509 -83115141 (309) 571-5129
Juanita sallvar	A TO		30113112
Maria Estela Gonzales	Maiia Etela	Honzales	(509)480 0458
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