

Resolution No. 1411

Adopting 2016 Annual Plan

WHEREAS, the Everett Housing Authority has previously developed and adopted a Five-Year Plan for the five-year period commencing July 2015, as required by the Quality Housing and Work Responsibility Act of 1998; and

WHEREAS, the Everett Housing Authority has now developed an Annual Plan for the year commencing July 2016; and

WHEREAS, these plans comply with regulation by describing the mission of the agency and the agency's long range goals and objectives for achieving its mission over the five year period and by describing the agency's immediate operations, program participants, programs and services, the agency's strategy for handling operational concerns, resident's concerns and needs, as well as programs and services for the upcoming fiscal year; and

WHEREAS, the Everett Housing Authority established and worked with a Resident Advisory Board in the development of its Plans and has included documentation of the Board's participation activities and has incorporated comments received from the Resident Advisory Board and the Everett Housing Authority's responses to the comments, into the Annual Plan; and

WHEREAS, the Everett Housing Authority has collaborated with the Snohomish County and City of Everett Planning Departments in developing the jurisdiction's Consolidated Plan and will receive the City of Everett's certification, stating that the Everett Housing Authority's Plans are consistent with the jurisdiction's Consolidated Plan; and

WHEREAS, the Everett Housing Authority has complied with all provisions of the law specifying Public Display Requirements for the review of the Plans and Supporting Documents; and

WHEREAS, the Everett Housing Authority 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 and responded to those comments in its plans; and

WHEREAS, the Plans contain all the required certifications confirming the Housing Authority's compliance with various Non-Discrimination and Fair Housing requirements as well as other HUD prescribed regulatory practices; and

WHEREAS, the Everett Housing Authority has prepared its Plan, required attachments, and supporting documentation in accordance with the most recent directives contained in HUD Notice PIH 2015-18.


NOW THEREFORE BE IT RESOLVED by the Housing Authority of the City of Everett:

Section 1: The 2016 Annual Plan, a copy of which is attached to the original of this resolution, is hereby approved.


Section 2: The Chair or, in the Chair's absence, the Vice-Chair and the Executive Director are hereby authorized and directed to execute any certifications or other documents necessary to finalize this approval.

Section 3: The Executive Director is further authorized to immediately transmit to the U.S. Department of Housing and Urban Development a copy of this Resolution together with the Plans, executed Certification and other required Attachments.

Adopted by the Board of Commissioners of the Housing Authority of the City of Everett, Washington, this 28th day of March 2016.


Chair, Board of Commissioners

Attest:


Secretary

Annual PHA Plan
(Standard PHAs and Troubled PHAs)

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

OMB No. 2577-0226
Expires: 02/29/2016

Purpose. The 5-Year and Annual PHA Plans provide a ready source for interested parties to locate basic PHA policies, rules, and requirements concerning the PHA's operations, programs, and services, and informs HUD, families served by the PHA, and members of the public of the PHA's mission, goals and objectives for serving the needs of low- income, very low- income, and extremely low- income families.

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

Definitions.

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

A.	PHA Information																																
A.1	<p>PHA Name: Housing Authority of the City of Everett PHA Code: WA 006 PHA Type: <input checked="" type="checkbox"/> Standard PHA <input type="checkbox"/> Troubled PHA PHA Plan for Fiscal Year Beginning: (MM/YYYY): 07/2016 PHA Inventory (Based on Annual Contributions Contract (ACC) units at time of FY beginning, above) Number of Public Housing (PH) Units 288 Number of Housing Choice Vouchers (HCVs) 2,872 Total Combined Units/Vouchers 3,160 PHA Plan Submission Type: <input checked="" type="checkbox"/> Annual Submission <input type="checkbox"/> Revised Annual Submission</p> <p>Availability of Information. 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><input type="checkbox"/> PHA Consortia: (Check box if submitting a Joint PHA Plan and complete table below)</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <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> <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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Lead PHA:																																	

B. Annual Plan Elements

B.1 Revision of PHA Plan Elements.

(a) Have the following PHA Plan elements been revised by the PHA?

Y N

- Statement of Housing Needs and Strategy for Addressing Housing Needs
- Deconcentration and Other Policies that Govern Eligibility, Selection, and Admissions.
- Financial Resources.
- Rent Determination.
- Operation and Management.
- Grievance Procedures.
- Homeownership Programs.
- Community Service and Self-Sufficiency Programs.
- Safety and Crime Prevention.
- Pet Policy.
- Asset Management.
- Substantial Deviation.
- Significant Amendment/Modification

(b) If the PHA answered yes for any element, describe the revisions for each revised element(s):
See attachment a01

(c) The PHA must submit its Deconcentration Policy for Field Office review.
See attachment b01

B.2 New Activities.

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

Y N

- Hope VI or Choice Neighborhoods.
- Mixed Finance Modernization or Development.
- Demolition and/or Disposition.
- Designated Housing for Elderly and/or Disabled Families.
- Conversion of Public Housing to Tenant-Based Assistance.
- Conversion of Public Housing to Project-Based Assistance under RAD.
- Occupancy by Over-Income Families.
- Occupancy by Police Officers.
- Non-Smoking Policies.
- Project-Based Vouchers.
- Units with Approved Vacancies for Modernization.
- Other Capital Grant Programs (i.e., Capital Fund Community Facilities Grants or Emergency Safety and Security Grants).

(b) If any of these activities are planned for the current Fiscal Year, describe the activities. For new demolition activities, describe any public housing development or portion thereof, owned by the PHA for which the PHA has applied or will apply for demolition and/or disposition approval under section 18 of the 1937 Act under the separate demolition/disposition approval process. If using Project-Based Vouchers (PBVs), provide the projected number of project based units and general locations, and describe how project basing would be consistent with the PHA Plan.
See attachment c01

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. See attachment d01

B.4	<p>Most Recent Fiscal Year Audit.</p> <p>(a) Were there any findings in the most recent FY Audit?</p> <p>Y N <input type="checkbox"/> <input checked="" type="checkbox"/></p> <p>(b) If yes, please describe:</p>
B.5	<p>Progress Report.</p> <p>Provide a description of the PHA's progress in meeting its Mission and Goals described in the PHA 5-Year and Annual Plan. See attachment e01</p>
B.6	<p>Resident Advisory Board (RAB) Comments.</p> <p>(a) Did the RAB(s) provide comments to the PHA Plan?</p> <p>Y N <input checked="" 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. See attachment f01</p>
B.7	<p>Certification by State or Local Officials.</p> <p><u>Form HUD 50077-SL, Certification by State or Local Officials of PHA Plans Consistency with the Consolidated Plan</u>, must be submitted by the PHA as an electronic attachment to the PHA Plan. See attachment g01</p>
B.8	<p>Troubled PHA.</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:</p>
C.	<p>Statement of Capital Improvements: Required for all PHAs completing this form that administer public housing and receive funding from the Capital Fund Program (CFP)</p>
C.1	<p>Capital Improvements. Include a reference here to the most recent HUD-approved 5-Year Action Plan (HUD-50075.2) and the date that it was approved by HUD. See HUD Form- 50075.2 approved by HUD on 04-13-2015.</p>

Instructions for Preparation of Form HUD-50075-ST Annual PHA Plan for Standard and Troubled PHAs

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

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

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

B. Annual Plan. All PHAs must complete this section.

B.1 Revision of PHA Plan Elements. PHAs must:

Identify specifically which plan elements listed below that have been revised by the PHA. To specify which elements have been revised, mark the "yes" box. If an element has not been revised, mark "no." (24 CFR §903.7)

Statement of Housing Needs and Strategy for Addressing Housing Needs. Provide a statement addressing the housing needs of low-income, very low-income and extremely low-income families and a brief description of the PHA's strategy for addressing the housing needs of families who reside in the jurisdiction served by the PHA. The statement must identify the housing needs of (i) families with incomes below 30 percent of area median income (extremely low-income), (ii) elderly families and families with disabilities, and (iii) households of various races and ethnic groups residing in the jurisdiction or on the waiting list based on information provided by the applicable Consolidated Plan, information provided by HUD, and other generally available data. The identification of housing needs must address issues of affordability, supply, quality, accessibility, size of units, and location. (24 CFR §903.7(a)(1)) Provide a 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. (24 CFR §903.7(a)(2)(ii))

Deconcentration and Other Policies that Govern Eligibility, Selection, and Admissions. PHAs must submit a Deconcentration Policy for Field Office review. For additional guidance on what a PHA must do to deconcentrate poverty in its development and comply with fair housing requirements, see 24 CFR 903.2. (24 CFR §903.23(b)) Describe the PHA's admissions policy for deconcentration of poverty and income mixing of lower-income families in public housing. The Deconcentration Policy must describe the PHA's policy for bringing higher income tenants into lower income developments and lower income tenants into higher income developments. The deconcentration requirements apply to general occupancy and family public housing developments. Refer to 24 CFR §903.2(b)(2) for developments not subject to deconcentration of poverty and income mixing requirements. (24 CFR §903.7(b)) Describe the PHA's procedures for maintain waiting lists for admission to public housing and address any site-based waiting lists. (24 CFR §903.7(b)) A statement of the PHA's policies that govern resident or tenant eligibility, selection and admission including admission preferences for both public housing and HCV. (24 CFR §903.7(b)) Describe the unit assignment policies for public housing. (24 CFR §903.7(b))

Financial Resources. A statement of financial resources, including a listing by general categories, of the PHA's anticipated resources, such as PHA operating, capital and other anticipated Federal resources available to the PHA, as well as tenant rents and other income available to support public housing or tenant-based assistance. The statement also should include the non-Federal sources of funds supporting each Federal program, and state the planned use for the resources. (24 CFR §903.7(c))

Rent Determination. A statement of the policies of the PHA governing rents charged for public housing and HCV dwelling units, including applicable public housing flat rents, minimum rents, voucher family rent contributions, and payment standard policies. (24 CFR §903.7(d))

Operation and Management. A statement of the rules, standards, and policies of the PHA governing maintenance and management of housing owned, assisted, or operated by the public housing agency (which shall include measures necessary for the prevention or eradication of pest infestation, including cockroaches), and management of the PHA and programs of the PHA. (24 CFR §903.7(e))

Grievance Procedures. A description of the grievance and informal hearing and review procedures that the PHA makes available to its residents and applicants. (24 CFR §903.7(f))

Homeownership Programs. A description of any Section 5h, Section 32, Section 8y, or HOPE I public housing or Housing Choice Voucher (HCV) homeownership programs (including project number and unit count) administered by the agency or for which the PHA has applied or will apply for approval. (24 CFR §903.7(k))

Community Service and Self Sufficiency Programs. Describe how the PHA will comply with the requirements of community service and treatment of income changes resulting from welfare program requirements. (24 CFR §903.7(l)) A description of: 1) Any programs relating to services and amenities provided or offered to assisted families; and 2) Any policies or programs of the PHA for the enhancement of the economic and social self-sufficiency of assisted families, including programs under Section 3 and FSS. (24 CFR §903.7(l))

Safety and Crime Prevention. Describe the PHA's plan for safety and crime prevention to ensure the safety of the public housing residents. The statement must provide development-by-development or jurisdiction wide-basis: (i) A description of the need for measures to ensure the safety of public housing residents; (ii) A description of any crime prevention activities conducted or to be conducted by the PHA; and (iii) A description of the coordination between the PHA and the appropriate police precincts for carrying out crime prevention measures and activities. (24 CFR §903.7(m)) A description of: 1) Any activities, services, or programs provided or offered by an agency, either directly or in partnership with other service providers, to child or adult victims of domestic violence, dating violence, sexual assault, or stalking; 2) Any activities, services, or programs provided or offered by a PHA that helps child and adult victims of domestic violence, dating violence, sexual assault, or stalking, to obtain or maintain housing; and 3) Any activities, services, or programs provided or offered by a public housing agency to prevent domestic violence, dating violence, sexual assault, and stalking, or to enhance victim safety in assisted families. (24 CFR §903.7(m)(5))

Pet Policy. Describe the PHA's policies and requirements pertaining to the ownership of pets in public housing. (24 CFR §903.7(n))

Asset Management. State how the agency will carry out its asset management functions with respect to the public housing inventory of the agency, including how the agency will plan for the long-term operating, capital investment, rehabilitation, modernization, disposition, and other needs for such inventory. (24 CFR §903.7(q))

Substantial Deviation. PHA must provide its criteria for determining a "substantial deviation" to its 5-Year Plan. (24 CFR §903.7(r)(2)(i))

Significant Amendment/Modification. PHA must provide its criteria for determining a "Significant Amendment or Modification" to its 5-Year and Annual Plan. Should the PHA fail to define 'significant amendment/modification', HUD will consider the following to be 'significant amendments or modifications': a) changes to rent or admissions policies or organization of the waiting list; b) additions of non-emergency CFP work items (items not included in the current CFP Annual Statement or CFP 5-Year Action Plan) or change in use of replacement reserve funds under the Capital Fund; or c) any change with regard to demolition or disposition, designation, homeownership programs or conversion activities. See guidance on HUD's website at: [Notice PIH 1999-51](#). (24 CFR §903.7(r)(2)(ii))

If any boxes are marked "yes", describe the revision(s) to those element(s) in the space provided.

B.2 New Activities. If the PHA intends to undertake any new activities related to these elements in the current Fiscal Year, mark "yes" for those elements, and describe the activities to be undertaken in the space provided. If the PHA does not plan to undertake these activities, mark "no."

Hope VI or Choice Neighborhoods. 1) A description of any housing (including project number (if known) and unit count) for which the PHA will apply for HOPE VI or Choice Neighborhoods; and 2) A timetable for the submission of applications or proposals. The application and approval process for Hope VI or Choice Neighborhoods is a separate process. See guidance on HUD's website at: <http://www.hud.gov/offices/pih/programs/ph/hope6/index.cfm>. (Notice PIH 2010-30)

Mixed Finance Modernization or Development. 1) A description of any housing (including project number (if known) and unit count) for which the PHA will apply for Mixed Finance Modernization or Development; and 2) A timetable for the submission of applications or proposals. The application and approval process for Mixed Finance Modernization or Development is a separate process. See guidance on HUD's website at: <http://www.hud.gov/offices/pih/programs/ph/hope6/index.cfm>. (Notice PIH 2010-30)

Demolition and/or Disposition. Describe any public housing projects owned by the PHA and subject to ACCs (including project number and unit numbers [or addresses]), and the number of affected units along with their sizes and accessibility features) for which the PHA will apply or is currently pending for demolition or disposition; and (2) A timetable for the demolition or disposition. This statement must be submitted to the extent that approved and/or pending demolition and/or disposition has changed as described in the PHA's last Annual and/or 5-Year PHA Plan submission. The application and approval process for demolition and/or disposition is a separate process. See guidance on HUD's website at: http://www.hud.gov/offices/pih/centers/sac/demo_dispo/index.cfm. (24 CFR §903.7(h))

Designated Housing for Elderly and Disabled Families. Describe any public housing projects owned, assisted or operated by the PHA (or portions thereof), in the upcoming fiscal year, that the PHA has continually operated as, has designated, or will apply for designation for occupancy by elderly and/or disabled families only. Include the following information: 1) development name and number; 2) designation type; 3) application status; 4) date the designation was approved, submitted, or planned for submission, and; 5) the number of units affected. Note: The application and approval process for such designations is separate from the PHA Plan process, and PHA Plan approval does not constitute HUD approval of any designation. (24 CFR §903.7(i)(C))

Conversion of Public Housing. Describe any public housing building(s) (including project number and unit count) owned by the PHA that the PHA is required to convert or plans to voluntarily convert to tenant-based assistance; 2) An analysis of the projects or buildings required to be converted; and 3) A statement of the amount of assistance received to be used for rental assistance or other housing assistance in connection with such conversion. See guidance on HUD's website at: <http://www.hud.gov/offices/pih/centers/sac/conversion.cfm>. (24 CFR §903.7(j))

Conversion of Public Housing. Describe any public housing building(s) (including project number and unit count) owned by the PHA that the PHA plans to voluntarily convert to project-based assistance under RAD. See additional guidance on HUD's website at: [Notice PIH 2012-32](#)

Occupancy by Over-Income Families. A PHA that owns or operates fewer than two hundred fifty (250) public housing units, may lease a unit in a public housing development to an over-income family (a family whose annual income exceeds the limit for a low income family at the time of initial occupancy), if all the following conditions are satisfied: (1) There are no eligible low income families on the PHA waiting list or applying for public housing assistance when the unit is leased to an over-income family; (2) The PHA has publicized availability of the unit for rental to eligible low income families, including publishing public notice of such availability in a newspaper of general circulation in the jurisdiction at least thirty days before offering the

unit to an over-income family; (3) The over-income family rents the unit on a month-to-month basis for a rent that is not less than the PHA's cost to operate the unit; (4) The lease to the over-income family provides that the family agrees to vacate the unit when needed for rental to an eligible family; and (5) The PHA gives the over-income family at least thirty days notice to vacate the unit when the unit is needed for rental to an eligible family. The PHA may incorporate information on occupancy by over-income families into its PHA Plan statement of deconcentration and other policies that govern eligibility, selection, and admissions. See additional guidance on HUD's website at: [Notice PIH 2011-7](#). (24 CFR 960.503) (24 CFR 903.7(b))

Occupancy by Police Officers. The PHA may allow police officers who would not otherwise be eligible for occupancy in public housing, to reside in a public housing dwelling unit. The PHA must include the number and location of the units to be occupied by police officers, and the terms and conditions of their tenancies; and a statement that such occupancy is needed to increase security for public housing residents. A "police officer" means a person determined by the PHA to be, during the period of residence of that person in public housing, employed on a full-time basis as a duly licensed professional police officer by a Federal, State or local government or by any agency of these governments. An officer of an accredited police force of a housing agency may qualify. The PHA may incorporate information on occupancy by police officers into its PHA Plan statement of deconcentration and other policies that govern eligibility, selection, and admissions. See additional guidance on HUD's website at: [Notice PIH 2011-7](#). (24 CFR 960.505) (24 CFR 903.7(b))

Non-Smoking Policies. The PHA may implement non-smoking policies in its public housing program and incorporate this into its PHA Plan statement of operation and management and the rules and standards that will apply to its projects. See additional guidance on HUD's website at: [Notice PIH 2009-21](#). (24 CFR §903.7(e))

Project-Based Vouchers. Describe any plans to use Housing Choice Vouchers (HCVs) for new project-based vouchers, which must comply with PBV goals, civil rights requirements, Housing Quality Standards (HQS) and deconcentration standards, as stated in 983.57(b)(1) and set forth in the PHA Plan statement of deconcentration and other policies that govern eligibility, selection, and admissions. If using project-based vouchers, provide the projected number of project-based units and general locations, and describe how project-basing would be consistent with the PHA Plan. (24 CFR §903.7(b))

Units with Approved Vacancies for Modernization. The PHA must include a statement related to units with approved vacancies that are undergoing modernization in accordance with [24 CFR §990.145\(a\)\(1\)](#).

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

For all activities that the PHA plans to undertake in the current Fiscal Year, provide a description of the activity in the space provided.

B.3 Civil Rights Certification. Form HUD-50077, *PHA Certifications of Compliance with the PHA Plans and Related Regulation*, must be submitted by the PHA as an electronic attachment to the PHA Plan. This includes all certifications relating to Civil Rights and related regulations. A PHA will be considered in compliance with the AFFH Certification if: it can document that it examines its programs and proposed programs to identify any impediments to fair housing choice within those programs; addresses those impediments in a reasonable fashion in view of the resources available; works with the local jurisdiction to implement any of the jurisdiction's initiatives to affirmatively further fair housing; and assures that the annual plan is consistent with any applicable Consolidated Plan for its jurisdiction. (24 CFR §903.7(o))

B.4 Most Recent Fiscal Year Audit. If the results of the most recent fiscal year audit for the PHA included any findings, mark "yes" and describe those findings in the space provided. (24 CFR §903.7(p))

B.5 Progress Report. For all Annual Plans following submission of the first Annual Plan, a PHA must include a brief statement of the PHA's progress in meeting the mission and goals described in the 5-Year PHA Plan. (24 CFR §903.7(r)(1))

B.6 Resident Advisory Board (RAB) comments. If the RAB provided comments to the annual plan, mark "yes," submit the comments as an attachment to the Plan and describe the analysis of the comments and the PHA's decision made on these recommendations. (24 CFR §903.13(c), 24 CFR §903.19)

B.7 Certification by State or Local Officials. Form HUD-50077-SL, *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. (24 CFR §903.15). Note: A PHA may request to change its fiscal year to better coordinate its planning with planning done under the Consolidated Plan process by State or local officials as applicable.

B.8 Troubled PHA. If the PHA is designated troubled, and has a current MOA, improvement plan, or recovery plan in place, mark "yes," and describe that plan. If the PHA is troubled, but does not have any of these items, mark "no." If the PHA is not troubled, mark "N/A." (24 CFR §903.9)

C. Statement of Capital Improvements. PHAs that receive funding from the Capital Fund Program (CFP) must complete this section. (24 CFR 903.7(g))

C.1 Capital Improvements. In order to comply with this requirement, the PHA must reference the most recent HUD approved Capital Fund 5 Year Action Plan. PHAs can reference the form by including the following language in Section C. 8.0 of the PHA Plan Template: "See HUD Form- 50075.2 approved by HUD on XX/XX/XXXX."

This Information collection is authorized by Section 511 of the Quality Housing and Work Responsibility Act, which added a new section 5A to the U.S. Housing Act of 1937, as amended, which introduced the 5-Year and Annual PHA Plan.

Public reporting burden for this Information collection is estimated to average 9.2 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. HUD may not collect this information, and respondents are not required to complete this form, unless it displays a currently valid OMB Control Number.

Privacy Act Notice. The United States Department of Housing and Urban Development is authorized to solicit the information requested in this form by virtue of Title 12, U.S. Code, Section 1701 et seq., and regulations promulgated thereunder at Title 12, Code of Federal Regulations. Responses to the collection of information are required to obtain a benefit or to retain a benefit. The information requested does not lend itself to confidentiality.

ATTACHMENT WA006a01

The following elements have been revised since the 5 Year/Annual Plan effective July 1, 2015 was submitted:

Financial Resources

The chart below contains estimated financial resources for administration of programs and Public Housing Capital expenditures for the Annual Plan year 2016-17:

Public Housing Operating Fund	\$689,705
Public Housing Capital Fund	\$365,132
Annual Contribution for Section 8 Tenant-Based Assistance	\$26,055,829
Resident Opportunity and Self-Sufficiency Grants	\$78,981
Public Housing Dwelling Rental Income	\$1,018,233
Local Government Grants	\$222,231

Rent Determination

HUD’s decision to raise area FMRs on a discretionary basis in early 2015 required an unplanned increase to the payment standard for all bedroom sizes, and the delay in publishing final FMRs for 2016 required two successive changes to payment standards: once in response to the proposed FMRs, and again when the published FMRs were increased even further. These significant and unanticipated changes in payment standards due to massive unwarranted increases in FMRs have caused an increase in total costs for the Voucher program without a corresponding increase in budget authority.

Grievance Procedures

EHA’s developments that converted from Public Housing to the RAD PBV program have retained the “Low Rent Public Housing Grievance Procedure” on an elective basis up until now. These developments will adopt the informal hearing procedures, pursuant to chapter 16 of the HCV Administrative Plan, over the course of the 2016-17 Plan year.

Community Service and Self-Sufficiency Programs

The Family Self-Sufficiency program has continued to expand its number of participants and scope of services since the last 5 Year and Annual Plan were developed. Of the more than 50 participants enrolled, 36 percent are depositing funds into an escrow account, based on progressive increases to earned income. Regular self-sufficiency programming is also offered to EHA residents through the ROSS program. The FSS and ROSS programs include goal setting, financial literacy classes, homeownership, and employment skills training as part of their curriculums, based on the assessed needs of individual participants.

Asset Management

EHA plans to submit a Section 18 application to HUD for the demolition/disposition of the Baker Heights neighborhood, having determined that the cost of renovation would exceed 90% of replacement cost. Regulations do not allow the use of federal funding to renovate a development if renovation costs exceed 57.14% of the cost to replace it.

EHA plans to submit a Section 18 application for the disposition of 41 of its 44 Public Housing Scattered Sites, retaining only the 6-BR units. Proceeds from the sale of the Scattered Sites would go towards the purchase of other affordable housing.

ATTACHMENT WA006b01

Deconcentration Policy

EHA's deconcentration policy for its Public Housing developments is located in the following section of the Public Housing Admissions and Occupancy Policy:

12.3 Deconcentration of Poverty and Income Mixing

- A. The EHA's admission policy is designated to provide for de-concentration of poverty and income-mixing by bringing higher income residents into lower income developments and lower income residents into higher income developments.
- B. Gross annual income is used for income limits at admission and for income-mixing purposes.
- C. Skipping of a household on the waiting list specifically to reach another household with a lower or higher income is not to be considered an adverse action to the household. Such skipping will be uniformly applied until the target threshold is met.
- D. The EHA will use the gathered resident incomes information in its assessment of its public housing developments to determine the appropriate designation to be assigned to the project for the purpose of assisting the EHA in its de-concentration goals.

ATTACHMENT WA006c01

The following elements have been revised since the 5 Year/Annual Plan effective July 1, 2015 was submitted:

Hope VI or Choice Neighborhoods

EHA is in the process of applying for a Choice Neighborhoods Initiative Planning Grant that will encompass Baker Heights (WA006 00 100) and its immediate neighborhood. Baker Heights is a 244-unit, 15-acre, 71-year-old family development with renovations costs that exceed 90 percent of replacement costs. It is located in Everett's northeast community known as the Delta Neighborhood. If awarded, this grant will provide \$500,000 to create a neighborhood transformation plan, and \$1.5 million for "early actions" identified by the planning process; it will also lay the groundwork to apply for an Implementation grant that will benefit the larger neighborhood. The Choice Neighborhoods planning area will include Baker Heights and a number of EHA's properties, as well as a new four-year university that is currently under construction. This planning area has a poverty rate that exceeds 40 percent. The application is due on February 9, 2016.

Demolition and/or Disposition

A Section 18 application for the demolition and/or disposition of Baker Heights (WA006 000 100), a 244 unit housing development, has been submitted to HUD. EHA will also submit a Section 18 application for the disposition of the majority of the Public Housing Scattered Sites (WA006 00 600, WA006 000 800) over the course of 2016-17. EHA hopes to preserve the six-bedroom units for affordable housing use due to the demand for and low supply of such units in the market

Non-Smoking Policies

Housing Management plans to review its policy regarding the use of e-cigarettes and vaping devices in tenant units during the 2016-17 Plan year.

Project-Based Vouchers

If proposed federal legislation (HR 3700) is enacted into law, EHA plans to expand its Project-based Voucher Program by up to 750 vouchers, partnering with other agencies, organizations, and the City of Everett, to provide project-based assistance and related supportive services for the homeless and other vulnerable populations.

ATTACHMENT WA006d01

**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 July 1, 2016, 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).

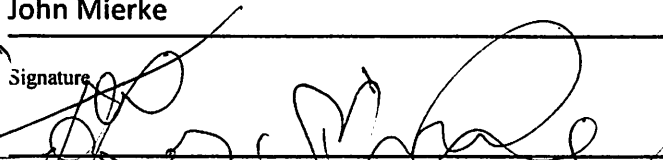
Housing Authority of the City of Everett
PHA Name

WA 006
PHA Number/HA Code

Annual PHA Plan for Fiscal Year 2016

 5-Year PHA Plan for Fiscal Years 20__ - 20__

I hereby certify that all the information stated herein, as well as any information provided in the accompaniment herewith, is true and accurate. **Warning:** HUD will prosecute false claims and statements. Conviction may result in criminal and/or civil penalties. (18 U.S.C. 1001, 1010, 1012; 31 U.S.C. 3729, 3802).

Name of Authorized Official John Mierke	Title Chair, Board of Commissioners
Signature 	Date 3/28/2016

ATTACHMENT WA006e01

<p>Goal One: Enhance our communities and provide our customers the highest quality housing and related services using public resources in the most efficient and responsible manner through the efforts of an engaged work force with high job satisfaction levels.</p>	
<p>Objectives</p>	<p>Progress Made in Year One (Beginning July 1, 2015)</p>
<p>1. Implement feedback systems to improve customer satisfaction and become a more responsible community partner.</p>	<p>The Housing Choice Voucher (HCV) Department has tested an e-mail based customer service feedback survey, which it plans to implement sometime during the first quarter of 2016.</p>
<p>2. Create recruitment and professional development strategies and plans aimed at enhancing organizational health in order to sustain long-term commitment to and success in achieving our mission.</p>	<p>After analyzing EHA’s recruitment process, management has continued to explore technological solutions as a way to streamline the candidate selection process.</p> <p>In the first year of the 5 Year Plan, management provided training opportunities to a cross-section of EHA staff, resulting in job related certifications and increase overall job competency. Beginning the first quarter of 2016, EHA will implement YARDI e-learning modules, creating a uniform system for employee training.</p>
<p>3. Develop internal systems, including auditing and other performance management tools, resulting in higher levels of public trust and investor confidence.</p>	<p>The Finance Director took a certification class on COSO internal controls and is writing an internal control policy for the agency, in accordance with Green Book standards. A performance-based bonus system for employees was also implemented during year one of the 5 Year Plan.</p>
<p>4. Continue as a high performer under HUD’s performance management systems and audits.</p>	<p>The HCV program was designated a “standard performer” for the FY 2015 SEMAP. Management has since created a temporary HCV Auditor position, responsible for auditing 100% of client annual re-certifications, in order to ensure next year’s SEMAP score falls within the “high performer” range.</p> <p>The Housing Management department will audit 100% of PBV and Public Housing move-ins and annual certifications in the second quarter of 2016. The results of these audits will form the basis for a compliance training curriculum.</p>
<p>Goal Two: Utilize the federally funded program resources (Housing Choice Voucher Program and Public Housing) to maximize the number of extremely low income households served with these scarce resources.</p>	
<p>Objectives</p>	<p>Progress Made in Year One (Beginning July 1, 2015)</p>
<p>1. Achieve 100% voucher and budget utilization annually.</p>	<p>The HCV program ended CY2015 utilizing 97.6% of its unit months and 100% of budget authority, with additional contributions from HUD to make up shortfall costs.</p>

<p>2. Develop and implement appropriate admissions and occupancy policies.</p>	<p>The HCV department trained staff and implemented a revised Administrative Plan that was adopted effective May 1, 2015. Policy changes included updates to admissions and occupancy standards: e.g., an increase to the percentage of gross monthly rent (from 30 to 50%) an applicant must expend towards rent and utilities to be considered “rent burdened” and qualify for a wait list preference.</p>
<p>3. Implement policies and operational procedures to minimize lease-up times.</p>	<p>The HCV department plans to implement “Rent Cafe PHA,” an Internet portal for applicants, in early 2016. This will streamline the paperwork process for new admissions and allow staff to determine applicant eligibility more efficiently.</p>
<p>4. Implement policies and procedures that control HAP and administrative costs to serve as many households as possible.</p>	<p>The revised HCV Administrative Plan effective May 1, 2015 updated occupancy standards to two persons per bedroom, a policy change that was intended to reduce HAP costs and maximize the number of households served. HUD’s decision to increase FMRs twice since then has negated the impact of this policy change, as EHA has been required to implement corresponding increases to its HCV program payment standards.</p> <p>In order to make up a shortfall in HUD’s funding through the end of CY 2015, EHA established a local Voucher program financed with administrative reserves. By using “Rent Café PHA” and other streamlining measures planned for implementation before the end of the first year of the 5 Year Plan, administrative costs for the HCV program are expected to decrease.</p>
<p>Goal Three: Reposition the remainder of EHA’s Public Housing to ensure long-term availability of the resource to the community.</p>	
<p><i>Objectives</i></p>	<p><i>Progress Made in Year One Beginning July 1, 2015</i></p>
<p>1. Develop and seek approval of a Section 18 Demolition/Disposition application or a RAD Conversion Plan for Baker Heights.</p>	<p>EHA completed the historical and environmental review components of the Section 18 application, and held an initial informational meeting with residents of Baker Heights.</p>
<p>2. Create a transformation plan for Baker Heights and the surrounding neighborhood consistent with the City of Everett’s Consolidated Plan through a collaborative process with the city and stakeholder groups.</p>	<p>Ongoing meetings with the City of Everett and Washington State University have been held to discuss the potential sale of Baker Heights to WSU.</p>
<p>3. Develop a financing strategy for the above-referenced transformation plan, including Choice Neighborhoods Initiative planning</p>	<p>A consultant has been employed to assist with the application process for a Choice Neighborhoods Initiative grant.</p>

and implementation grants and other available resources.	
4. Implement the RAD conversion plan for the Public Housing scattered sites to preserve the availability of this resource for households with high economic need.	EHA is in the process of completing a Section 18 application for the disposition of its Public Housing Scattered Sites, rather than pursuing a RAD conversion plan for these units, as the former option has been deemed more cost effective.
Goal Four: EHA will improve and expand partnerships through project-basing of Housing Choice Vouchers to increase housing choices for families and individuals.	
Objectives	Progress Made in Year One (Beginning July 1, 2015)
1. Maximize the percentage of existing Housing Choice Voucher Program resources that can be used as project-based assistance.	If pending legislation (HR 3700) is enacted, EHA will move to increase its Project-based Vouchers (PBVs) to the revised maximum level permitted under budget authority. Additional PBVs may be utilized in partnership with the City of Everett’s Community Streets Initiative, to provide supportive services for the chronically homeless.
2. Pursue additional vouchers that may be available for this purpose.	In the event Tenant Protection Vouchers associated with the disposition of Baker Heights or the Scattered Sites under Section 18 are available before the end of year one, EHA will seek a corresponding increase to its PBV inventory, up to the maximum allowed by budget authority.
3. Partner with other housing authorities that are willing to project-base vouchers in EHA’s jurisdiction.	EHA is in the process of exploring this option with Tacoma Housing Authority.
4. Cultivate additional partners who can create housing options for households who need intensive support services to succeed as tenants.	EHA has continued to seek out partners, including the City of Everett’s Community Streets Initiative, to find housing solutions for the city’s homeless, thereby reducing consumption of emergency services (911, EPD, EFD) by this population.
5. Increase the availability of subsidized housing options for the growing elderly population in Snohomish County.	EHA has expanded its housing options for the elderly by orchestrating the transfer of HUD 202 housing formerly in the control of Senior Services of Snohomish County during year one of the 5 Year Plan.
6. Provide opportunities for extremely low income households to live in mixed income communities with access to good schools and other amenities.	EHA is in the process of working with a consultant to complete a Choice Neighborhoods Initiative grant application as a means to achieve this objective.

Goal Five: EHA will seek maximum flexibility from federal regulations and statutes in order to reduce program costs and meet local housing needs and priorities.	
Objectives	Progress Made in Year One (Beginning July 1, 2015)
1. Seek waivers from federal regulations to streamline program operations, create and increase housing choices, and increase resident self-sufficiency.	Recent Federal legislation provides administrative relief for the HCV program, and management is waiting for HUD to issue directives on how this will be implemented.
2. Participate in the Moving to Work Demonstration or successor program to achieve greater cost effectiveness, increased housing choices, and economic independence for our clients.	EHA is in the planning stages of submitting an application for the Moving to Work (MTW) demonstration program, as this EHA objective is consistent with the Federal MTW statutory objectives.
3. Pursue other avenues, including but not limited to, the creation of an EHA affiliate (or affiliates) to achieve greater flexibility and reduced costs.	EHA implemented a local voucher program at the end of 2015 to make up a funding shortfall for Vouchers through the end of CY 2015.
Goal Six: Cultivate successful tenancies and reduce long-term dependence on subsidized housing.	
Objectives	Progress Made in Year One (Beginning July 1, 2015)
1. Pursue local, state, and federal grants and other financial resources to support strategies designed to achieve these two objectives.	The Resident Services Department was awarded a grant for AmeriCorps volunteers to assist the regular and contracted service coordinators for 2015-16. Resident Services plans to request twice as many AmeriCorps volunteers in its 2016-17 grant application.
2. Develop and implement appropriate housing management policies and procedures.	The Housing Management Department will contract with a consultant in January, 2016 to develop updated housing management policies and procedures. Housing Management and Resident Services outlined a procedure for coordinated efforts regarding tenant lease violations: i.e., 10 day notices will stipulate that tenants have the opportunity to cure violations by engaging with resident services to develop a plan to avoid lease termination.
3. Coordinate appropriate support services to complement the efforts of the property management staff as a means to minimize the number	EHA will develop and implement a case tracking module within Yardi, the agency's program management software, which will facilitate communication between the Housing Management and Resident Services departments. This will increase the chance that

<p>of lease terminations.</p>	<p>residents receive the intervention or supportive services needed to stabilize their housing.</p>
<p>4. Continue implementing the Family Self-Sufficiency Program funded by Building Changes and secure financial support for the long-term success of this program (e.g., HUD FSS Coordination Grant).</p>	<p>The FSS program continues to be available to new participants, as ongoing participants consistently meet goals related to education, employment and income progression and graduate. HUD’s FSS Coordination Grant remains closed to new applicants, so EHA will use alternate funding sources for its FSS Coordinator position upon the expiration of the Building Changes Grant.</p>
<p>5. Facilitate access to employment and employment-related services to increase (i) employment rates among residents, (ii) job retention, (iii) income progression, and (iv) transition to unsubsidized housing.</p>	<p>The Resident Services department has continued to work closely with WorkSource Snohomish and private employers to provide job trainings and employment opportunities for EHA residents. It also coordinates educational opportunities and access to other resources to improve residents’ employment skills, resulting in increased employment retention, income progression; and eventual self-sufficiency.</p> <p>In 2015 a total of 18 FSS program participants had active escrow accounts, based on increased earned income.</p>
<p>6. Divert applicants to programs and resources that provide short-term assistance to homeless households who need minimal support to access permanent unsubsidized housing through the demonstration funded by Building Changes.</p>	<p>The demonstration program funded by Building Changes resulted in the following outcomes for 2015:</p> <ul style="list-style-type: none"> • 145 families were contacted, or referred elsewhere for more appropriate services. This included homeless families on EHA program wait lists, as well as walk-ins, or referrals from other agencies who were unable to provide services. The average cost per housed family was \$1,200. • 32 families with children obtained housing, or stabilized existing housing, using case management and health and safety funds. Of these, 14 supported families have been housed under EHA’s HCV program (both tenant, and project-based).
<p>7. Support the efforts of local public school districts and other programs in bolstering the academic success and access to higher education of our school-age residents.</p>	<p>The Resident Services department partners with Everett Public Schools at Hawthorne Elementary, where it works closely with the administration and support team to provide access to excellent education programs for students. This includes on-site support with EHA’s AmeriCorps member, who serve 6 hours per week in classrooms with our higher risk youth, as well as after-school programs on our properties.</p> <p>EHA Service Coordinators have set a goal of 100% enrollment of all 7th and 8th grade residents into the College Bound Program.</p>

ATTACHMENT WA006f01

The Resident Advisory Board (RAB) has reviewed and discussed Everett Housing Authority's (EHA) Annual Plan for 2016-17, and we would like to take this opportunity to present our comments. We look forward to management's response, recognizing that together we can continue to improve the quality of life for all of the agency's housing program participants.

RAB Members

Jamie Duke
Rodica Istrate
Peg Dayton
Karin Mooney
Amelia Richardson

Development Represented

Baker Heights
Grandview
Bakerview
Bakerview
Section 8 HCV Program

Active RAB Guests

Marilyn Coffey Bakerview

EHA Staff Liaison

Chris Neblett – Hearing Officer/Administrative Coordinator

**RAB Comments on Everett Housing Authority's
2016-17 Annual Plan**

Customer Service and Tenant Feedback

The RAB continues to support EHA's plan to administer a customer satisfaction survey to its program participants. We advocate for this survey to be simple -- no more than five questions in length -- with a translated version available for households lacking English proficiency. Survey topics could include maintenance team performance, availability and responsiveness of housing management staff, and service coordination. We suggest this survey be included as part of the annual recertification process.

The RAB appreciates the relocation team's superior efforts at moving clients temporarily while tax-credit funded renovations were in progress. We believe the majority of tenants are pleased with the results of the renovations at the three RAD developments, but some Bakerview tenants have voiced the opinion that their input during the design process was not taken into account. We encourage management to look for more ways to actively involve residents in the design process on future remodeling efforts.

Elderly/Disabled Housing

The RAB encourages EHA to review the ratio of elderly to younger disabled tenants at its mixed population developments over the course of this Plan year, an activity which was proposed in a prior Annual Plan.

Given the steep projected increase in the area's elderly population over the next 20 years, the RAB is interested in learning more about EHA's strategy for meeting the growing need for affordable housing for this segment of the population. We invite the Executive Director to address this topic when he attends a RAB meeting in 2016.

Resident Development and Self-sufficiency

The RAB would like to know where things stand with EHA's plans to seek 501 c 3 status for Everett Housing Services, Inc., or another affiliate organization. As we understand it, this would provide a source of additional funding for resident services programs, or alternatively, a new organization under which resident services staff could be located. We invite EHA's Director of Resident Services Teena Ellison to talk to the RAB about this topic.

Voucher Program

The RAB supports EHA's goal of 100% Voucher utilization, and we look forward to hearing more about the strategies, policies, and procedures management plans to employ in order to reach that goal.

We invite the director of the Voucher program to attend a RAB meeting in 2016 and provide more information about the Project-Based Voucher program, especially as it relates to units that include supportive services. The RAB would also like to understand EHA's rationale for maintaining its overall PBV allocation at the full 20% of total Vouchers. We are also curious as to why another housing authority would seek to partner with EHA by project-basing units within its jurisdiction, per the third objective under goal 4 of the Five Year goals. Finally, the RAB would like to advocate for more Project-Based Vouchers for homeless families and those recovering from substance abuse.

The RAB supports the HCV program's local preference policy, which requires an applicant to live or work within the county in order to be eligible for a preference. We also strongly support the establishment of an HCV waiting list preference for Veterans.

No Smoking Policy

The RAB would like to be involved in the discussion as EHA considers revising the no-smoking policy to disallow the use of e-cigarettes in individual units. We do not believe e-cigarettes should be banned, as these devices do not produce a large amount of vapor, and are also odorless. By contrast, the cloud of vapor and odor produced by vape pens make these devices more of a maintenance issue and nuisance to other tenants.

Choice Neighborhoods Initiative/Baker Heights Redevelopment

The RAB is enthusiastic about redevelopment options for the Baker Heights neighborhood. We encourage EHA to develop a transformation plan for the site and surrounding area under the Choice Neighborhoods Initiative Planning grant that will support a variety of housing for all income levels, including a maximum number of units for low and extremely low income households, i.e., one bedroom units.

In the event Baker Heights and the surrounding area are approved for redevelopment under the full Choice Neighborhoods Initiative grant, we encourage EHA to reach out to a wide

spectrum of stakeholders to participate in this revitalization effort. We support the creation of community-based social service access points in the neighborhood, such as a health care center, child care, a library branch, and a utility payment center.

EHA Response to the RAB's 2016-17 Annual Plan Comments

Everett Housing Authority thanks the RAB for its comments on the Annual Plan and provides the following response. EHA management looks forward to working with the RAB in the coming year, on both these and other issues.

- 1) **Customer Service and Tenant Feedback:** EHA will keep the RAB's suggestions in mind when it develops and administers a customer satisfaction survey for program participants. In fact, EHA has implemented a survey and will increase the frequency to up to monthly surveys to ensure that management can work on improvements based on resident feedback.

Although some residents may believe their suggestions were not taken into account during the RAD renovations, this is inevitable when it comes to projects of this size. EHA will continue to solicit tenant feedback when planning for specific aspects of future renovation projects, and it will incorporate these suggestions into the renovation plans whenever possible. It should be noted that EHA continues to regularly receive positive remarks from residents and third parties on all three RAD renovation projects.

- 2) **Elderly/Disabled Housing:** EHA will develop and implement a policy to address the growing number of younger households in the mixed-population buildings while increasing the opportunities for younger households with disabilities to live in supportive housing for those who need services to live independently. Policy changes may be implemented before the new fiscal year begins.

The Executive Director would be happy to discuss EHA's longer range plans for housing the community's growing elderly population at an upcoming visit to the RAB.

- 3) **Resident Development and Self-Sufficiency:** Over the past two years, EHA has funded its Family Self-Sufficiency program with a grant from Building Changes. This grant is set to expire in 2016, and management is currently exploring sources of alternative funding for FSS and other resident development programs. An alternative funding source for these programs may be cash flow from properties that do not require a HUD subsidy to operate.

Management is not categorically opposed to using Everett Housing Services' 501 c 3 status as a funding mechanism; however, this option will need to be explored further, as EHA does not want to compete for funding with area non-profits.

- 4) **Voucher Program:** EHA will have the HCV department director attend a meeting over the course of the Plan year, to answer questions about the Project-Based Voucher program in particular. Management is committed to maintaining its Project-Based Voucher inventory at the maximum allocation, currently 20% of total HCV Budget Authority. EHA anticipates that Congress will approve a higher percentage through new legislation. Project-basing ensures that households facing barriers to stable housing, including homeless families and individuals struggling with substance abuse, receive housing and requisite supportive services. In addition, locating project-based assistance in lower poverty neighborhoods is in compliance with HUD directives and Fair Housing requirements.

EHA understands RAB's motivation in advocating for a Veteran's preference on the HCV program waiting list preference, but it also recognizes that the need for subsidized housing for Veterans is well served by HASCO's VASH program at this time. Management will periodically revisit this issue into the future.

- 5) **No Smoking Policy:** EHA finds the RAB's distinction between e-cigarettes and vape pens overly complex for the purpose of developing an enforceable policy. Given that the No Smoking Policy allows for the use of e-cigarettes within individual units, management does not treat vape pens differently. EHA will probably re-evaluate its No Smoking Policy sometime during the current Plan year, modifying it if necessary in order to promote a safe and healthy living environment for all of its tenants.

- 6) **CNI/Baker Heights Redevelopment:** EHA's decision to apply for a Choice Neighborhoods Planning Initiative grant is a reflection of its commitment to pursue housing options for a range of bedroom sizes and income levels within the planning grant area, which includes the Baker Heights neighborhood. Management will continue to keep the RAB informed as the demolition plans for Baker Heights move forward. It will be receptive to the RAB's thoughts about redevelopment plans for the portion of the Delta Neighborhood that falls within the planned redevelopment area and will also engage a broad coalition of area stakeholders, including an advisory group of Baker Heights tenants.

ATTACHMENT WA006g01

**Certification by State or Local
Official of PHA Plans Consistency
with the Consolidated Plan or
State Consolidated Plan
(All PHAs)**

U. S Department of Housing and Urban Development
Office of Public and Indian Housing
OMB No. 2577-0226
Expires 2/29/2016

**Certification by State or Local Official of PHA Plans
Consistency with the Consolidated Plan or State Consolidated Plan**

I, Rebecca A. McCrary, the Housing and Community Development Program Manager
Official's Name *Official's Title*

certify that the 5-Year PHA Plan and/or Annual PHA Plan of the

Housing Authority of the City of Everett
PHA Name

is consistent with the Consolidated Plan or State Consolidated Plan and the Analysis of
Impediments (AI) to Fair Housing Choice of the

City of Everett

Local Jurisdiction Name

pursuant to 24 CFR Part 91.

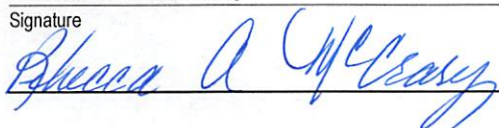
Provide a description of how the PHA Plan is consistent with the Consolidated Plan or State Consolidated Plan and the AI. The PHA Plan for the Housing Authority of City of Everett identifies goals and activities including improving living conditions for low and very low income residents through partnership with the City of Everett on the Choice Neighborhoods Grant application, disposition of the Baker Heights property, use of the RAD program in target areas, and seeking maximum use of Section 8 Housing Choice Vouchers and Project-Based Vouchers. These goals and activities are consistent with the City's Consolidated Plan.

I hereby certify that all the information stated herein, as well as any information provided in the accompaniment herewith, is true and accurate. **Warning:** HUD will prosecute false claims and statements. Conviction may result in criminal and/or civil penalties. (18 U.S.C. 1001, 1010, 1012; 31 U.S.C. 3729, 3802)

Name of Authorized Official

Rebecca A. McCrary

Signature



Title

Housing and Community Development
Program Manager

Date

