

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

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

**Definitions.**

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

A.	PHA Information.																				
A.1	<p>PHA Name: <u>Housing Authority of the City of Alexander City, AL</u>      PHA Code: <u>AL174</u></p> <p>PHA Type:    <input type="checkbox"/> Small    <input checked="" type="checkbox"/> High Performer</p> <p>PHA Plan for Fiscal Year Beginning: (MM/YYYY): <u>10/2019</u></p> <p>PHA Inventory (Based on Annual Contributions Contract (ACC) units at time of FY beginning, above)</p> <p>Number of Public Housing (PH) Units <u>477</u>      Number of Housing Choice Vouchers (HCVs) <u>265</u></p> <p>Total Combined <u>742</u></p> <p>PHA Plan Submission Type:    <input checked="" type="checkbox"/> Annual Submission      <input type="checkbox"/> Revised Annual Submission</p> <p><b>Availability of Information.</b> In addition to the items listed in this form, PHAs must have the elements listed below readily available to the public. A PHA must identify the specific location(s) where the proposed PHA Plan, PHA Plan Elements, and all information relevant to the public hearing and proposed PHA Plan are available for inspection by the public. Additionally, the PHA must provide information on how the public may reasonably obtain additional information of the PHA policies contained in the standard Annual Plan, but excluded from their streamlined submissions. At a minimum, PHAs must post PHA Plans, including updates, at each Asset Management Project (AMP) and main office or central office of the PHA. PHAs are strongly encouraged to post complete PHA Plans on their official website. PHAs are also encouraged to provide each resident council a copy of their PHA Plans.</p> <ul style="list-style-type: none"> <li>The PHA 5-Year Agency Plan for FY2019-2023, PHA Annual Plan for FY2019, information related to the Annual Plan Public Hearing held 7/16/19, and any PHA policies contained in the Annual Plan are available for public viewing at our office located at 2110 County Road, Alexander City, AL Monday-Friday between 9:00 a.m. – 12:00 noon and 1:00 – 4:30 p.m.</li> <li>These documents will also be available to view on our PHA website at <a href="http://www.alexcityhousing.org">www.alexcityhousing.org</a></li> <li>The PHA Plan was provided to and reviewed at the RAB meeting held 4/23/19.</li> </ul> <p><input type="checkbox"/> <b>PHA Consortia:</b> (Check box if submitting a Joint PHA Plan and complete table below)</p> <table border="1" style="width: 100%; border-collapse: collapse; margin-top: 10px;"> <thead> <tr> <th rowspan="2" style="width: 25%;">Participating PHAs</th> <th rowspan="2" style="width: 10%;">PHA Code</th> <th rowspan="2" style="width: 25%;">Program(s) in the Consortia</th> <th rowspan="2" style="width: 20%;">Program(s) not in the Consortia</th> <th colspan="2" style="width: 20%;">No. of Units in Each Program</th> </tr> <tr> <th style="width: 10%;">PH</th> <th style="width: 10%;">HCV</th> </tr> </thead> <tbody> <tr> <td>Lead PHA:</td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> </tbody> </table>	Participating PHAs	PHA Code	Program(s) in the Consortia	Program(s) not in the Consortia	No. of Units in Each Program		PH	HCV	Lead PHA:											
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<b>B.</b>	<b>Annual Plan Elements</b>
<b>B.1</b>	<p><b>Revision of PHA Plan Elements.</b></p> <p>(a) Have the following PHA Plan elements been revised by the PHA since its last <b>Annual PHA Plan</b> submission?</p> <p>Y N</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Statement of Housing Needs and Strategy for Addressing Housing Needs.</p> <p><input checked="" type="checkbox"/> <input type="checkbox"/> Deconcentration and Other Policies that Govern Eligibility, Selection, and Admissions.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Financial Resources.</p> <p><input checked="" type="checkbox"/> <input type="checkbox"/> Rent Determination.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Homeownership Programs.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Safety and Crime Prevention.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Pet Policy.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Substantial Deviation.</p> <p><input checked="" type="checkbox"/> <input type="checkbox"/> Significant Amendment/Modification</p> <p>(b) The PHA must submit its Deconcentration Policy for Field Office Review.</p> <p>The objective of the Deconcentration Rule for public housing units is to ensure that families are housed in a manner that will prevent a concentration of poverty families and/or a concentration of higher income families in any one development. The specific objective of the HA is to house no less than 40 percent of its public housing inventory with families that have income at or below 30% of the area median income by public housing development. Also, the HA will take actions to ensure that no individual development has a concentration of higher income families in one or more of the developments. The HA will track the status of family income, by development, on a monthly basis by utilizing income reports generated by the HA's computer system. At the beginning of each HA fiscal year, the HA will establish a goal for housing 40% of its new admissions with families whose incomes are at or below the area median income. The annual goal will be calculated by taking 40% of the total number of move-ins from the previous HA fiscal year. Not less than 40% of the HA admissions on an annual basis shall be to families that have incomes at or below extremely low-income limit and the HA shall determine the average income of all families residing in all the HA's covered developments. The HA shall determine the average income of all families residing in each covered development. In determining average4 income for each development, this HA has adjusted its income analysis for unit size in accordance with procedures prescribed by HUD. The HA shall determine whether each of its covered developments falls above, within, or below the established income range. The established income range is from 85 to 115 percent (inclusive) of the average family income, except that the upper limit (115 percent) shall never be less than the income at which a family would be defined an extremely low-income family.</p> <p>(c) If the PHA answered yes for any element, describe the revisions for each element below:</p> <ul style="list-style-type: none"> <li>• New Flat Rents implemented effective 1/01/2019 per HUD published FMR. Residents notified 10/01/2018.</li> <li>• Changes to the ACOP to include the implementation process for public housing income limits brought about by HOTMA and detailed in the <i>Federal Register</i> Notice (83 F.R. 35490) and statutory income limits for continued occupancy in public housing.</li> <li>• Revised the "Definition of Significant Amendments and Substantial Deviations/Modifications for the Capital Fund Program". Deleted additions of non-emergency work items from the definition to provide greater fiscal responsibility as well as flexibility and timeliness in completing necessary work items as they are identified.</li> </ul>
<b>B.2</b>	<p><b>New Activities.</b></p> <p>(a) Does the PHA intend to undertake any new activities related to the following in the PHA's current Fiscal Year?</p> <p>Y N</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Hope VI or Choice Neighborhoods.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Mixed Finance Modernization or Development.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Demolition and/or Disposition.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Conversion of Public Housing to Tenant Based Assistance.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Conversion of Public Housing to Project-Based Assistance under RAD.</p> <p><input type="checkbox"/> <input type="checkbox"/> Project Based Vouchers.</p> <p><input checked="" type="checkbox"/> <input type="checkbox"/> Units with Approved Vacancies for Modernization.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Other Capital Grant Programs (i.e., Capital Fund Community Facilities Grants or Emergency Safety and Security Grants).</p> <p>(b) If any of these activities are planned for the current Fiscal Year, describe the activities. For new demolition activities, describe any public housing development or portion thereof, owned by the PHA for which the PHA has applied or will apply for demolition and/or disposition approval under section 18 of the 1937 Act under the separate demolition/disposition approval process. If using Project-Based Vouchers (PBVs), provide the projected number of project based units and general locations, and describe how project basing would be consistent with the PHA Plan.</p> <p>We will continue to convert and/or renovate one or two units per AMP with each Capital Fund Grant to meet 504 ADA Compliance. Renovation for ADA Compliance will require the units to become or remain vacant to accomplish the improvements.</p>

**B.3 Progress Report.**

Provide a description of the PHA's progress in meeting its Mission and Goals described in the PHA 5-Year Plan.

**1. Maintain 98% or above Occupancy Rate**

The HA maintained a vacancy rate of less than 1% by taking applications weekly. We serve 477 families. We maintain and manage a 5-unit apartment complex and a duplex. All units maintain a 100% occupancy rate. Our combined public housing and Section 8 application lists total 265.

**2. Maintain High Performer Status**

The HA continues to maintain High Performer Status. We strive to maintain clean, decent, sanitary, and affordable units year-round. This is accomplished with a stringent preventive maintenance program and prompt response to maintenance work orders.

**3. Renovate or modernize public housing units**

We will continue to utilize Capital Funding for identified needs in our 5-Year Plan and Annual Plan.

**4. Public housing security**

We will continue to operate and improve our Investigative Unit through the use of operating funds.

**5. Increase Customer Service and Resident Satisfaction**

The Resident Advisory Board meets on a regular basis. Through these meetings, we have received comments, complaints, and compliments from our residents. We apply this constructively and act upon the information to better meet the needs of our residents. At a recent Senior Management Retreat, we identified additional opportunities for our staff to improve on delivering quality customer service. This core value will become a part of every job description and employee performance evaluation. Periodically, we will solicit resident input through a customer satisfaction survey.

In an effort to increase the effectiveness of our RAB, several senior managers along with the RAB President and Resident Commissioner will be attending training at another PHA this summer and learning best practices from their very active and effective PHA resident groups.

**6. Publicity and Marketing**

The HA's website is undergoing reconstruction and will include several links to local resources, HUD, managed properties, as well as descriptions of each housing development, HA policies, Board meeting minutes, RAB meeting dates and minutes, procurement/contract opportunities, pre-applications for housing, employment opportunities, and much more.

Brochures describing our agency services and housing options including those for the elderly, disabled, hearing and sight impaired are being created and will be distributed to medical offices, local agencies, and related businesses in our community.

Press releases of new Board members, key housing staff additions or retirements, new programs, accomplishments, awards, community activities, and so forth are sent to the local newspaper.

**7. Smoke-Free Housing Policy**

The Smoke-Free Housing Policy required by HUD became effective January 1, 2018 at the HA and we have had very encouraging results. Signs have been placed throughout the properties as a reminder to our tenants, guests, and other visitors that there are restrictions where smoking can take place. We have now celebrated one-year of smoke-free housing. Judging from our apartment inspections, a lack of complaints from neighbors, and what we see while out in our communities on a daily basis, the Alexander City Housing Authority's Smoke-Free Policy is working. There have been no actions taken against any of our residents due to a violation of this policy and their lease. New tenants are provided printed materials including a Smoke-Free Housing brochure, a copy of the policy, helpful tips, and sign a smoke-free housing policy lease addendum.

**8. VAWA**

Our objective is to educate our employees and public housing tenants and applicants on the protections provided by VAWA through our VAWA policy, various notices, brochures, and emergency transfer plan options. Appropriate HA personnel have received the required VAWA training and are prepared to assist potential victims of Domestic Violence whenever needed. We have provided household members (1) HUD Form 5380 – Notice of Occupancy Rights under the Violence Against Women Act which includes contact information of local agencies who can provide help for victims, (2) VAWA Know Your Rights brochure, (3)

	<p>HUD Form 5382 – Certification of Domestic Violence, Dating Violence, Sexual Assault, or Stalking, and Alternate Documentation, (4) Alexander City Housing Authority’s VAWA Emergency Transfer Plan and Request Form, and (5) each household has signed a VAWA Acknowledgement Lease Addendum. All applicants, including any who are denied housing, and any tenant who is evicted are also provided this same information. Should a VAWA incident occur at the HA, additional copies of this information will be provided to the individual(s), we will work with the local Police Department to secure appropriate counseling from a qualified agency, and will discuss relocation options with the individual(s). Since the implementation of our Emergency Transfer Plan, we have had one VAWA incident reported to the HA staff. We assisted the tenant in relocating to a unit of her choosing and to attain the help she needed from local agencies in dealing with the situation.</p> <p><b>9. Ensure Fair Housing, Equal Opportunity, and ADA Compliance</b></p> <p>The HA continues its efforts to effectively carry out the public housing program 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. We affirmatively further fair housing. Our staff receive Fair Housing training at the AAHRA Spring Workshop each year or through webinars. Our Board of Commissioners is provided internet links to HUD training on these subjects and Commissioners attending the AAHRA Annual Conference receive Fair Housing training there.</p> <p>The HA underwent an FHEO Compliance Review in September 2018. There were no findings as a result of the review. The agency was praised for its outstanding efforts to prevent discrimination and ensure fair housing and equal opportunity for every applicant/tenant. We have four housing developments and 22 ADA accessible units throughout the developments and continue using Capital Funds to convert additional units to meet the requirements as appropriate units become vacant. We are in the process of identifying an additional 2% of our units for the hearing and/or sight impaired.</p> <p><b>10. Establish a Sustainable Partnership with the Local School Board</b></p> <p>In response to the co-sponsorship by HUD and the U.S. Department of Education on connecting housing and education, Alexander City Housing Authority leadership met with our Superintendent of Education and his staff to initiate a Memorandum of Agreement for a data-sharing partnership to improve outcomes of students living in low-income housing. We are laying the groundwork now, collaborating on strategies and desired outcomes to create an environment where these children can succeed and we can track improvements in school readiness, attendance, graduation rates, and reading and math proficiencies.</p>
<p><b>B.4. Most Recent Fiscal Year Audit.</b></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>Other Document and/or Certification Requirements.</b>	
<p><b>C.1</b></p>	<p><b>Certification Listing Policies and Programs that the PHA has Revised since Submission of its Last Annual Plan (See Attachment "A")</b></p> <p><i>Form 50077-ST-HCV-HP, Certification of Compliance with PHA Plans and Related Regulations</i>, must be submitted by the PHA as an electronic attachment to the PHA Plan.</p>
<p><b>C.2</b></p>	<p><b>Civil Rights Certification.</b></p> <p><i>Form 50077-ST-HCV-HP, Certification of Compliance with PHA Plans and Related Regulations</i>, must be submitted by the PHA as an electronic attachment to the PHA Plan.</p>

<p><b>C.3</b></p>	<p><b>Resident Advisory Board (RAB) Comments.</b></p> <p>(a) Did the RAB(s) provide comments to the PHA Plan?</p> <p>Y   N  <input checked="" type="checkbox"/>   <input type="checkbox"/></p> <p>If yes, comments must be submitted by the PHA as an attachment to the PHA Plan. PHAs must also include a narrative describing their analysis of the RAB recommendations and the decisions made on these recommendations. <b>(See Attachment "B")</b></p>
<p><b>C.4</b></p>	<p><b>Certification by State or Local Officials.</b></p> <p><a href="#">Form HUD 50077-SL</a>, <i>Certification by State or Local Officials of PHA Plans Consistency with the Consolidated Plan</i>, must be submitted by the PHA as an electronic attachment to the PHA Plan.</p>
<p><b>D</b>   <b>Statement of Capital Improvements.</b> Required in all years for all PHAs completing this form that administer public housing and receive funding from the Capital Fund Program (CFP).</p>	
<p><b>D.1</b></p>	<p><b>Capital Improvements.</b> Include a reference here to the most recent HUD-approved 5-Year Action Plan (HUD-50075.2) and the date that it was approved by HUD.</p> <p>See attached email from EPICHelp dated 2/08/2019 indicating LOCCS BLI Spread Notification was successful. <b>(See Attachment "C") Submitted 5-Year Plan to HUD 7/11/2018</b></p> <p>“Definition of Significant Amendments and Substantial Deviations/Modifications for the Capital Fund Program” includes:</p> <ul style="list-style-type: none"> <li>• Change in the use of replacement reserve funds under the Capital Fund;</li> <li>• Addition of new activities;</li> <li>• Any change with regard to demolition, designation, homeownership programs or conversion activities.</li> </ul>

**ATTACHMENT "A"**  
**To Form HUD-50075-HP**

Alexander City Housing Authority  
Listing of Policies and Programs Revised Since  
Submission of the FY2018 Annual Plan

- ACOP Revisions to include (1) the addition of residential minimum heating standards required by HUD, (2) the Income Verification Tool (IVT) for annual and interim reexaminations required by HUD, and (3) to implement the over-income limit requirements under Section 103 of HOTMA.
- HCV Administrative Plan Revision to include the Income Verification Tool (IVT) for annual and reexaminations required by HUD.
- EIV/UIV Policy Revision to include required changes for reporting and inclusion of the IVT Report, as required by HUD.
- Procurement Policy Revision to increase the micro purchase threshold from \$3,000 to \$10,000 and the small purchases threshold from \$150,000 to \$250,000 per an exception granted by the OMB under 2 CFR 200.102 in which HUD Public and Indian Housing applied the exception to its grant recipients in accordance with 2 CFR 200.318 in their general procurement standard procedures.
- Personnel Policy Revision to permit the Board Chairman to select a Grievance Hearing Officer on behalf of the Board to hear employee grievances.

## ATTACHMENT "B"

### To Form HUD-50075-HP

#### Excerpt from Board of Commissioners Meeting, May 28, 2019

##### **Review of the Annual and 5-Year Plan, RAB Comments, and Resolution No. 774**

Mrs. Gabel reviewed the FY19-FY23 Annual and 5-Year Plan and comments from the April 23, 2019 RAB meeting. The RAB comments to the Plan and the Board's response are as follows:

##### Install washer/dryer connections in the zero-bedroom units

Of the 477 public housing stock, 18 are zero-bedroom units. Fourteen of these are located in Gunter Circle. Fifteen years ago, a washer/dryer connection was added to 1344B County Road at a cost of \$13,000 because it required additional square footage be added to the unit's footprint. Today's estimate would be increased approximately 20% for approximately \$15,600 per unit. However, additional square footage could not be added to all 14 units due to the topography of the ground in that community. Only one or two of these units may be eligible. Their Community Center has a laundromat with two washers and two dryers. The Board did not include this request in the CFP plan for two reasons: (1) a laundromat is already provided, and (2) it would not be fair to the remaining 12 residents in zero-bedroom units whose unit footprints could not be increased to accommodate a washer/dryer.

##### Repair or replace asphalt in parking cul-de-sacs

All streets and cul-de-sacs belong to the City of Alexander City and are not the responsibility of the Housing Authority. The City has a long-term plan for repairing/repaving streets in the city. At this point, these cul-de-sacs are not on the City's current list of streets approved for repaving, however the Executive Director will speak with the Director of Public Works at the City about getting the streets in our developments repaved as soon as possible.

##### Grade, plant grass or lay sod in areas where ground has been dug up for plumbing repairs

Areas affected by conversion of units to meet ADA requirements that are included in the 5-Year CFP plan have grading and grass included in the project. Areas affected by plumbing or water meter repairs are not eligible CFP expenditures. Those costs are absorbed in the operating budget.

##### Seal cracks around windows and screen doors to prevent bugs from entering the unit

Our unit screen doors are not storm doors and therefore don't provide the same type of secure closure as storm doors. There are storm windows and screens already on the units. As holes in the screens or missing caulk around the windows are identified either through work orders called in by the tenants or as a result of our preventive maintenance program, these will be repaired, however this is not an eligible capital fund expenditure. The cost will be absorbed in the operating budget.

Due to changes in REAC industry standard protocols for acceptable products to use to fill the holes in exterior walls where the HVAC unit cables enter the unit, we will include the cost of materials and labor to secure the openings for 214 two-story units in the 5-Year Plan. Additionally, since the Board recently approved the procurement thresholds increases, the definition of "Significant Amendments and Substantial Deviations/Modifications for the Capital Fund Program" will be changed to delete "additions of non-emergency work items (items not included in the current Annual Statement or Five-Year Plan). This will allow greater fiscal responsibility as well as flexibility and timeliness in completing necessary work items as they are identified. A 45-day public hearing notice will be placed in the local newspaper beginning May 29, 2019 followed by a public hearing Tuesday, July 16, 2019. Mrs. Gabel presented **Resolution No. 774**. If no changes are needed, the 2019-2023 Annual and Five-Year Plan will stand as presented.

ATTACHMENT C  
TO PHA PLAN 2019-2023

**donnagabel@alexcityhousing.org**

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**From:** EPICHelp <EPICHelp@hud.gov>  
**Sent:** Friday, February 8, 2019 11:16 AM  
**To:** donnagabel@alexcityhousing.org  
**Subject:** LOCCS BLI Spread Notification - Success

Dear Donna Gabel,

You are receiving this automatic email notification to provide information about your agency's Capital Fund Budget.

On 2/6/2019, AL174 - Housing Authority of the City of Alexander City submitted or updated a Budget (formerly called "Annual Statement") in EPIC for grant AL09P17450118. The spread of BLIs in LOCCS has been successfully updated based upon this EPIC Budget submission. Please log in to LOCCS to verify the proper spread of BLIs.

WHERE SHOULD I DIRECT MY QUESTIONS?

Should you have any technical questions or concerns, please reply to this email and keep the subject line as "LOCCS BLI Spread Notification - Success". Please copy your Field Office representative on that email. This will expedite our reply.

Thank you!