

CITY COUNCIL MEMORANDUM
07-37

DATE: August 2, 2007
TO: Honorable Mayor and Members of City Council
FROM: James R. O'Connor, City Manager
SUBJECT: WORK SESSION AGENDA – AUGUST 6, 2007

A work session is scheduled for Monday, August 6, 2007, at **7:00 p.m. in the Municipal Building Courtroom**. The agenda is as follows:

- | | | |
|-----|---|--|
| I. | Welcome and Introductory Remarks | James R. O'Connor
City Manager |
| II. | Oak Ridge Housing Authority
Board of Commissioners | Judith Osucha, Chair
Board of Commissioners
James Carson
Executive Director |

As always, feel free to contact me at 425-3550 should you have any questions.


James R. O'Connor

Attachments

Copy: Steven W. Jenkins, Deputy City Manager
Kenneth R. Krushenski, City Attorney
Amy Fitzgerald, Government and Public Affairs Coordinator
Timothy P. Ward, Community Development Division Manager



OAK RIDGE HOUSING AUTHORITY

INFORMATION

AUGUST 2007

Background-

The Oak Ridge Housing Authority (ORHA) was incorporated under the "Housing Authorities Law", (Chapters 8 through 11, Title 13, Tennessee Code Annotated Sections 801 through 1113), in September 1969. The City of Oak Ridge and ORHA entered into a Cooperation Agreement on February 6, 1973. The Cooperation Agreement defines the relationship between the City of Oak Ridge and ORHA and authorized ORHA to pursue funding for the initial 50 units of Public Housing. The Cooperation Agreement was amended September 6, 1983 to include the 78 additional units of "scattered site" Public Housing.

ORHA's first development was the 50 units of Public Housing located on Van Hicks Lane, Van Hicks Place and Joel Lane. This development was completed and occupied in 1976.

ORHA's second development was the 78 units of Public Housing built on "scattered sites" throughout the City of Oak Ridge. This development was completed and occupied in 1986.

ORHA currently has a total of 128 units of Public Housing. 126 units available for residential rentals; 1 unit "deprogrammed" for use by the Anderson County Health Council and 1 unit deprogrammed for housing of an Oak Ridge police officer.

The Public Housing Program currently has approximately \$4,000,000 in assets and \$380,000 in reserves.

ORHA's first involvement in the Section 8 Existing Housing Program (rent subsidy for families living in privately owned housing) was in 1978 with 65 families participating in the Section 8 "Certificate" Program. Two additional allocations of Section 8 Certificates increased the number of families participating to 145. In 1988, ORHA received its first allocation of 41 Section 8 Vouchers, an additional 10 vouchers were received in 1989 and 40 additional units under the Mainstream Program (vouchers exclusively for the disabled) for a total of 91 families participating on the Section 8 "Voucher" Program. In the late 1990's the Certificate and Voucher Programs were slowly merged into a single program called the Housing Choice Voucher Program, which eliminated the certificate program. This merger was completed in October 2001. Another allocation increased our maximum to 260 Vouchers depending on federal funding of the program. Federal cutbacks over the last 2 years have reduced the number of families served to approximately 230.

Currently, ORHA distributes approximately \$72,000 per month in housing assistance (voucher) payments, including utilities for approximately 230 families in the Oak Ridge area. The administrative fees (income) earned by ORHA are approximately \$10,000 a month, based on the number of units under lease. ORHA contributes approximately \$1,200,000 per year into the local economy.

Structure-

The members of Oak Ridge City Council appoint 5 commissioners to 5-year terms. The 5 commissioners currently serving are:

Name	Position
Judith Osucha	Chairperson
Carol Cox	Vice-Chairman
Dorothy Hightower	Secretary/Treasurer
Karen Buckley	Commissioner
Frances Silver	Commissioner

ORHA currently has 9 staff positions as follows:

Executive Director
 Public Housing Manager
 Section 8 Manager
 Financial Officer
 Housing Specialist*
 Family Self-Sufficiency Coordinator
 Maintenance Coordinator
 Maintenance Mechanic
 Maintenance Aide

*Denotes part-time.

ORHA will periodically hire professional, skilled and non-skilled labor to meet various operational needs. These services are hired under contract or hired as part-time employees. All staff openings are first advertised to our public housing residents.

Public Housing, Unit Composition and Qualification-

The 128 units of Public Housing administered by ORHA are as follows:

Location	Type of Housing	Number of this Unit
Apple Lane	Family	6
	Wheelchair accessible	2
Honeysuckle Lane	Elderly/disabled	28
	Wheelchair accessible	4
Irene Lane	Family	10

Knoll Lane	Family	10
Joel Lane	Disabled	12
LaSalle Road	Family	10
Van Hicks Lane and Place	Family/Elderly (mixture) Wheelchair accessible	35* 3
Wade Lane	Family	8**

* 1 unit occupied by the Anderson County Health Council

**1 unit occupied by an Oak Ridge Police Officer.

There are 4 basic qualifications for living in Public Housing as follows:

1. The applicant must qualify as a family. A family may be a single person or a group of persons. A group of persons is defined as two or more persons who intend to share residency whose income and resources are available to meet the family's needs. The term "family" also includes, but is not limited to, a family with or without children, an elderly family, a disabled family, a displaced family, the remaining member of a tenant family, a single person who is not elderly, displaced, or a person with disabilities.
2. Family income may not exceed the amounts indicated by family size on the Income Limits Chart at the time of admission. The percentage represents the relationship to median income for the Knoxville Metropolitan Statistical Area (MSA), and are updated yearly.

Number in Household	Low-Income 80%	Very Low-Income 50%	Extremely Low – Income 30%
1	\$30,700	\$19,200	\$11,500
2	\$35,100	\$21,900	\$13,150
3	\$39,450	\$24,650	\$14,800
4	\$43,850	\$27,400	\$16,450
5	\$47,350	\$29,600	\$17,750
6	\$50,850	\$31,800	\$19,100
7	\$54,350	\$34,000	\$20,400
8	\$57,900	\$36,150	\$21,700

Families who fall at or below the low- income are *eligible* for all programs, but access to the program is restricted because of Federally defined income targeting* *see below

3. A family who has previously participated in any HUD program must have cleared or made arrangements to clear any outstanding debts to those programs. Current and

previous participation is HUD assisted housing by the family is checked against a national database.

4. All applicants must submit 2 character references, the name of their landlord(s) for references, proof of income, birth certificates and Social Security cards. Applicants sign a release of information and are screened for violent, drug-related or other serious criminal activity or placement on the national sexual offender registry. Credit histories are checked through the Credit Bureau. This background check is intended to protect the quality of life common to our residents and other citizens of Oak Ridge. It must be noted that ORHA does not eliminate applicants with less than a perfect credit check or rental history, but performs the above checks to identify families who are chronic non-payers of affordable rent and/or have a history of violent criminal or drug activity or abuse of property.

****Federal law mandates Income Targeting that requires ORHA to execute a minimum of 40% of leases to families whose income does not exceed 30% of median income in the Public Housing Program. Currently 74% of families assisted by ORHA's Public Housing Program are under 30% of median income.***

The Oak Ridge Housing Authority has established **Preferences for Public Housing** admission secondary to Income Targeting. Within each preference the oldest application is processed first. Families will be offered assistance in the following order:

1. Families displaced from the Voucher Program due to reductions in federal funding; Military Veterans, elderly, disabled and Working Families.

All of the above are weighted and an eligible applicant may have only 1 preference and assistance is offered based on type of unit required and time and date of application. (Oldest first).

2. All other eligible applicants based on date and time of application.

Housing Choice Vouchers- Location, Housing Quality Standards and Qualification-

The Housing Choice Vouchers are scattered throughout the City of Oak Ridge and 10 miles beyond the city limits, but not Knox County. Approximately 95% of the rental properties are within the City of Oak Ridge. These rental properties are in most neighborhoods in the City of Oak Ridge with the exception of neighborhoods where price excludes available rental property.

The properties are inspected at least once a year for compliance with Housing Quality Standards (HQS), as defined by HUD and ORHA. ORHA uses federal housing standards unless the State of Tennessee or City of Oak Ridge standards exceed the federal standards. ORHA works with City of Oak Ridge inspectors and code enforcement personnel to help ensure code and HQS compliance.

Basic qualification for the Housing Choice Voucher Program is the same as the Public Housing Program, except that ORHA does not check credit or references and the Income Targeting is different (see below). *The private property owner is strongly encouraged to perform credit, rental references and criminal history, however these sound property management business practices are not required.* The property owner determines who he/she rents to, not ORHA. With the exception that a portion of the rent is paid by ORHA and ORHA conducts HQS inspections, the private property owner and his/her tenant have the same rights and responsibilities as defined by the Tennessee Landlord Tenant law(s).

ORHA checks criminal backgrounds for all applicants to the Housing Choice Voucher Program.

Federal law mandates Income Targeting that requires ORHA to execute a minimum of 75% of leases to families whose income does not exceed 30% of median income in the Housing Choice Voucher Program. Currently 85% of families assisted by ORHA's Housing Choice Voucher Program are under 30% of median income

The Oak Ridge Housing Authority has established **Preferences** for the Housing Choice Voucher Program secondary to Income Targeting. Eligible families will be offered assistance in the following order:

1. Qualified families residing at the Wade Lane Public Housing Development expressly for Voucher Homeownership assistance*.
2. Qualified Hurricane Katrina victims displaced with priority given to families receiving assistance prior to the hurricane.
3. Qualified Disabled families.
4. All other qualified families based on date and time of application.

* See Family Self-Sufficiency Program section of this document and Public Housing Admissions and Continued Occupancy Policy.

The Role of ORHA in Private Housing Rehabilitation-

ORHA through the Housing Choice Voucher Program will disburse approximately \$865,000 annually in rental payments and utility reimbursements to private property owners and program participants. Additionally, ORHA will conduct over 200 HQS inspections in the City of Oak Ridge during a one-year period. The majority of these rental properties would fall into the "Standard" classification as defined by the City of Oak Ridge Housing Survey. The standard contract executed with the private property owners requires the maintenance of minimum HQS standards and helps to move "Neglected" and "Minor Repair" classified property into the "Standard" classification.

Federal guidelines require that ORHA pay "Fair Market Rents" for the rental property under contract on the Section 8 Program. Historically, property values increase which provides motivation for the private property owner to invest in the upgrading of the property. ORHA works with private property owners by increasing rent payments, within the federal

guidelines, for property improvements that benefit the tenant, the property owner and the City of Oak Ridge.

Family Self-Sufficiency Program-

Background- In 1937 congress enacted Public Housing with the intent of creating housing for the “working poor.” Public Housing was originally intended as temporary housing for families in transition who were working towards economic independence. This concept was largely lost in the 30-year period from 1960 to 1990 due to political and philosophical considerations. In an attempt to reestablish the original missions, the National Affordable Housing Act created and authorized local housing authorities to create a Family Self-Sufficiency (FSS) Program. The program was voluntary and individual housing authorities chose whether or not to participate.

In 1995, ORHA began an FSS Program to begin addressing welfare reform by promoting economic self-sufficiency for participating families. Self-sufficiency is accomplished through a comprehensive needs assessment of participating residents resulting in the establishment of personalized goals and objectives and the coordination of public and private resources. A Program Coordinator that is competitively funded each year through a HUD grant oversees the FSS Program’s day-to-day operation.

The FSS Program creates and maintains a framework of guidance and support services that moves Oak Ridge Housing Authority clients toward autonomy in their day-to-day lives. These services are provided through mentoring, outcomes monitoring, grant funded programs, and community partners. By coordinating these resources and managing their application, the FSS program creates a cohesive plan for each client. The plan (goals) can include education, increased employment and homeownership coupled with financial counseling and rehabilitation that includes planning, savings and incremental debt reduction.

Beyond the individual development services offered through the program, FSS participants are eligible for several other benefits. When a client’s rent in the FSS program increases due to an increase in earned income, they are able to save the difference in a savings account each month for use toward self-sufficiency efforts.

Homeownership-

ORHA implemented the Housing Choice Voucher Homeownership Program in 2002 and as of July 2007, there have been 10 families who have become first time homeowners. Additionally, 8 more families are currently working within the program towards homeownership.

FSS clients are also eligible to enter the Homeownership program and use a Housing Choice Voucher to fund an up-front 2nd mortgage (2 mortgage model) through the Housing Development Corporation of the Clinch Valley (HDCCV) and a 1st mortgage through ORNL Credit Union or other available financial entity to help cover the cost of purchasing a home. ORNL has been used because as a member of the Federal Home Loan Bank system, up to a \$20,000 grant was available to assist the homeowners. These funds were awarded to the HDCCV and have been fully expended for first time buyers in the City of Oak Ridge. ORHA has applied and is actively pursuing funding for 10 additional \$20,000 grants over the next 3 years.

Working with the Department of Housing Urban Development (HUD), ORHA established a unique program that extended the possibility of homeownership to Public Housing Families participating in the FSS Program. Public Housing FSS clients have a special development at Wade Lane set aside for them as they prepare for homeownership. Working with grants, capital and operating funds, ORHA extensively remodeled the 8 Public Housing apartments at 173 to 182 Wade Lane. The remodel provided non-traditional amenities and on site security. ORHA houses an Oak Ridge Police Department officer and family at a below market rate in exchange for the increased security. The site competes with the private rental housing market and helps successful clients resist the temptation of abandoning their homeownership goal and moving into more expensive rental units rather than purchasing a home. With waivers granted from HUD, ORHA was able to establish more stringent eligibility criteria for residency at Wade Lane to attract families who participated in the FSS Program to pay a fixed “flat rent” to encourage savings. Wade Lane residents who become fully purchase ready are immediately issued a Housing Choice Voucher expressly for the purpose of Homeownership.

Capital Improvements-

From 1990 to 2007, ORHA has been awarded over \$4,000,000 in funds for Capital Improvements. The majority of these funds were used to modernize the existing 128 Public Housing apartments and 5 management buildings owned by ORHA.

In the early 1990's ORHA administered an \$843,221 grant for the rehabilitation of the 50 Public Housing units on Van Hicks Lane, Van Hicks Place, and Joel Lane. These improvements include energy efficiency items such as double pane windows, metal insulated doors, additional insulation in the walls and attics, remodeled kitchens, exterior siding, site improvements, the conversion of 3 apartments to wheelchair accessibility, and other improvements.

In the late 1990's, ORHA administered a \$615,480 grant which included the installation of central heating and air to Van Hicks Lane, Van Hicks Place and Joel lane along with property and site improvements at these sites. Additionally, several management improvements were accomplished, including upgrading of site and security at the maintenance facility at Honeysuckle Lane and repair of drainage problems citywide.

Van Hicks Lane, Van Hicks Place and Joel Lane were built in 1975/76 and were the first locations to be modernized.

Starting in 2000, ORHA began a systematic yearly upgrade of the scattered site Public Housing located on Apple Lane, Knoll Lane, Honeysuckle Lane, Irene Lane, LaSalle Road and Wade Lane. These sites were built in 1985/86. These improvements included new kitchens, appliances, new heating and air conditioning, entry doors, light fixtures and site improvements. Management improvements included updating computer hardware and software, architectural and engineering services, improving automated inventory systems and storage facilities. With the completion of Honeysuckle Lane, (by the end of 2007) the initial “cycle” will be complete and in future funding years property and management needs will be updated, prioritized and systematically addressed. Federal funding for the Capital Fund Program in the last 5 years has decreased from approximately \$235,000 to our current amount of \$171,000. ORHA's ongoing task is to maintain our property and administrative capacity with fewer dollars. In 2001 ORHA started using “Force Account” which is hiring skilled and non-skilled workers to do remodeling

work and other Capital Fund projects. These workers are put on the ORHA payroll and eliminate the higher cost of general contractors. Additionally, oversight and the quality of work are improved. The history of all Capital Fund activity including budgets, work items, reports etc. are available on request.

Management Priorities

The Oak Ridge Housing Authority has long acknowledged residents of the City of Oak Ridge as our ultimate customer.

Our priorities are:

Effective and cost efficient property management with accountability.

The maintenance of a positive social environment, including zero tolerance for violent criminal and drug activity.

The movement of residents in, up, and out of Public Housing, through economic development.

MANAGEMENT EVALUATION

HUD evaluates ORHA every other year using the standards of the Public Housing Assessment System (PHAS). PHAS is a comprehensive evaluation of ORHA administration, financial management, financial solvency, Resident Self-Sufficiency Program, quality of capital fund work, grant administration, maintenance operations/responsiveness and an independent survey of our residents.

ORHA was evaluated for the period ending September 30, 2006 and received a score of 95 plus a bonus point for having "High Liquidity/Reserves" for a final score of 96 on a 100-point scale. A score of 90 or above is awarded the designation of "High Performer" which includes a 5% bonus on Capital Funds and preference on certain grant funding. *Detailed information is attached.*

MANAGEMENT CONCERNS AND ISSUES

ORHA's major concerns fall into 2 areas: Funding and the crime and drug activity in our city.

ORHA's basic and immediate goal is to continue to provide a high level of services, maintain our physical property and ensure viability into the future with reduced funding.

Historically, HUD required local housing authorities to prepare and submit a budget for operating costs. The proposed budget was first submitted to the board of commissioners for approval and then submitted to HUD. HUD would fund operating subsidy based a dollar for dollar amount for projected shortfalls in income for the housing authority from all other sources. Contingent on overall funding from congress, Housing authorities would receive fund at or very near 100% of eligibility. In recent years, funding has been reduced and hopefully has bottomed out this year (2007) at 78%. 2008 funding could be slightly better.

ORHA is financially solvent with high reserves and sound and marketable physical property. This is the result of an active board of commissioners and a proactive approach to reducing operating costs. Staff has been reduced; computer hardware and software updated for improved efficiency and aggressive procurement procedures have contributed to a reduction in costs. During this time of reduced funding, ORHA has met its financial obligations, reduced vacant unit turnaround time, kept salaries competitive, maintained and upgraded our property and put surplus monies into reserves at the end of most years. Adequate funding from the federal government in the future will be essential for ORHA to meet its basic mission which is to provide "safe, decent and affordable housing" in an effective and efficient business manner that respects the dignity and needs of those we are here to serve.

ORHA shares the concerns of our community about the increase in drug and criminal activities in Oak Ridge. ORHA has a zero tolerance policy for persons who apply to ORHA for assistance, persons who reside in ORHA housing and ORHA staff who are involved in drugs. ORHA has always worked with the Oak Ridge Police Department (ORPD) on criminal and/or drug activity, which occurs on or around our properties. Examples include our property on LaSalle Road and Wade Lane which through the joint efforts of ORPD and ORHA, these sites have been vastly improved. ORHA fully intends to continuing working within the law, federal regulations and the community and police department of Oak Ridge to reduce drug activity and crime in Oak Ridge.

Additional Information-

ORHA's financial records are audited yearly and submitted to the State of Tennessee as required under the single audit act. *The audit report for the year ended September 30, 2006 is available upon request.*

ORHA has several bank accounts currently served by TNBank of Oak Ridge. General Fund checks require 2 signatures, 1 by an officer of the board and by the executive director.

ORHA's investments are spread over several cd's and the State of Tennessee Investment Pool.

ORHA's property, general liability and public officials liability insurances are provided by a pool of 80+ housing authorities in the State of Tennessee and are self-insured.

The Tennessee Municipal League provides ORHA's auto and workman's comprehensive insurances.

ORHA has numerous policies which include Admissions and Continued Occupancy (Public Housing), Administrative Plan (Housing Choice Voucher), Personnel, Code of Conduct and Ethics, Collections, Investment, Procurement and Disposition, capitalization, Bylaws, Travel, Pet and Grievance. Copies of policies are available upon request.

Attached to this document are basic demographics regarding recipients of rental assistance from ORHA.

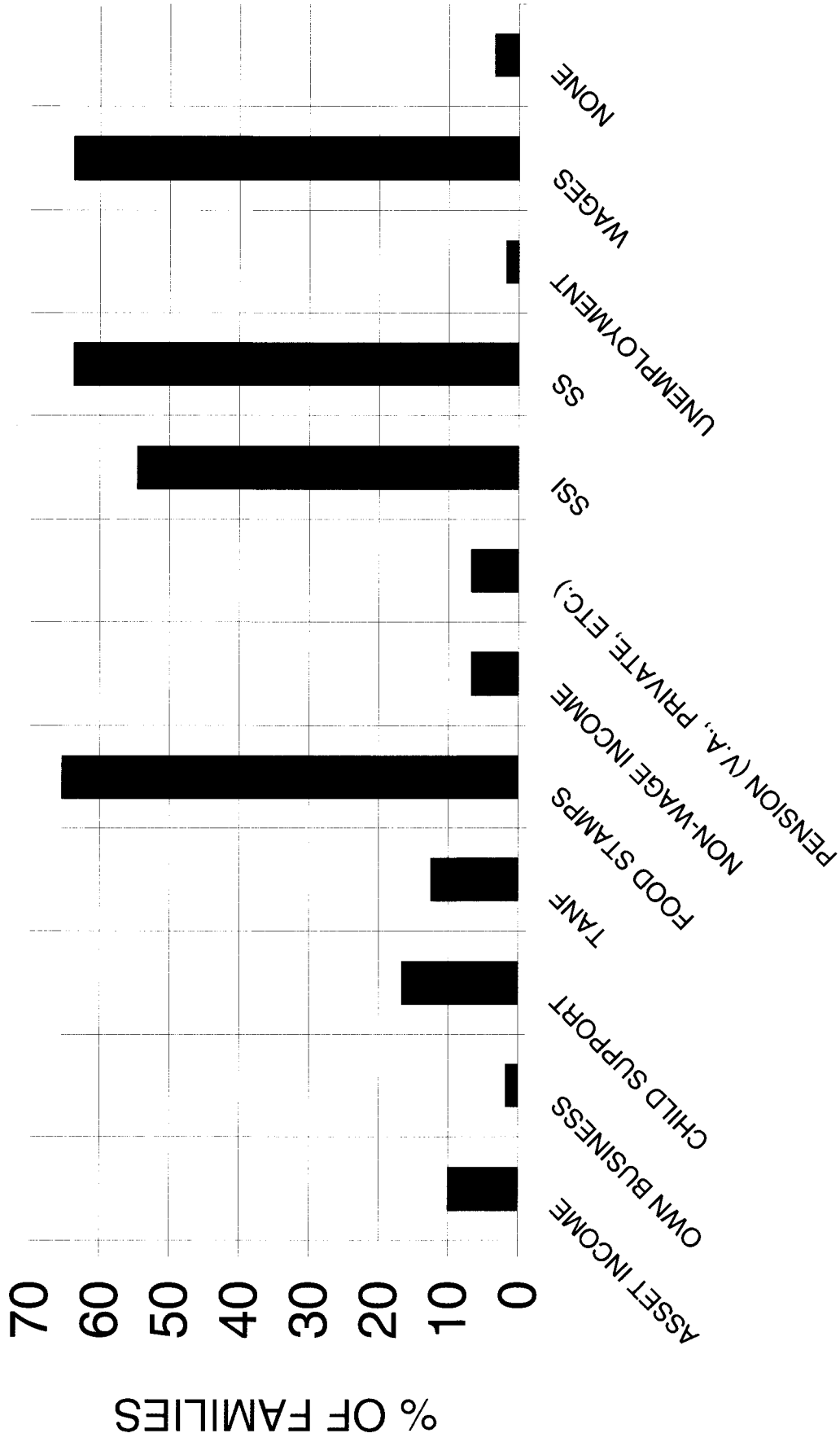
ORHA is an equal opportunity Housing Provider and Employer.

ORHA's office is open from 8:30 to 5:00 on weekdays except Wednesday when the office closes to the public from 1:00 PM to 5:00 PM. An application for assistance or additional information can be obtained at 10 Van Hicks Lane. All departments can be reached at 482-1006 during regular business hours.

ORHA's Executive Director can be reached at 482-1006 ext 25 or jacarson@orha.net.

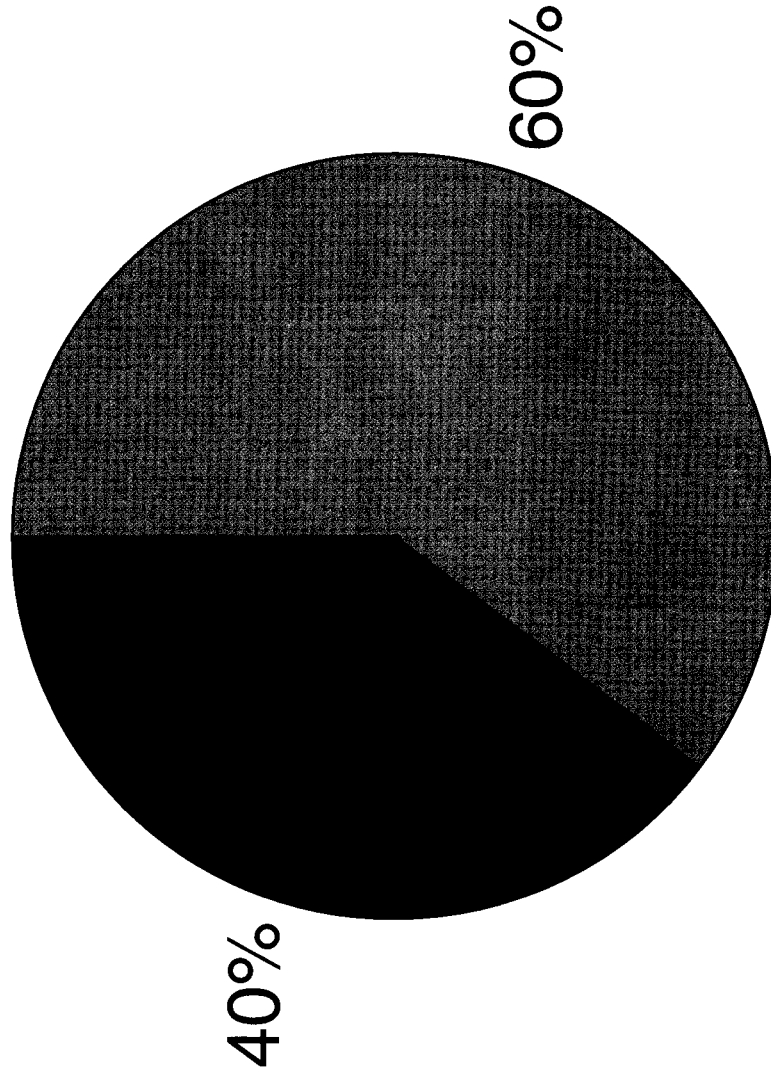
PUBLIC HOUSING

SOURCES OF INCOME



TYPE OF INCOME

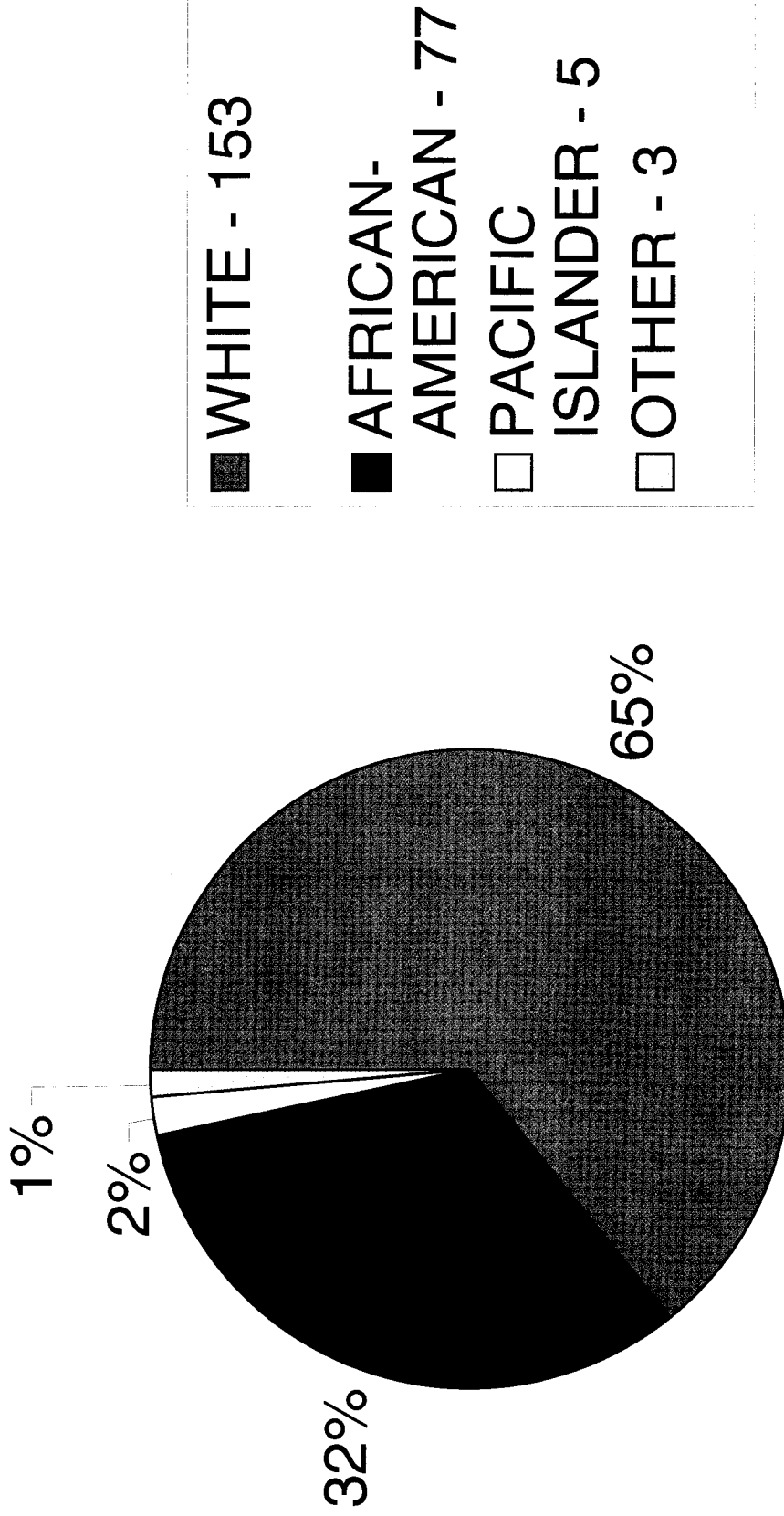
PUBLIC HOUSING



■ NUMBER OF ELDERLY/DISABLED FAMILIES

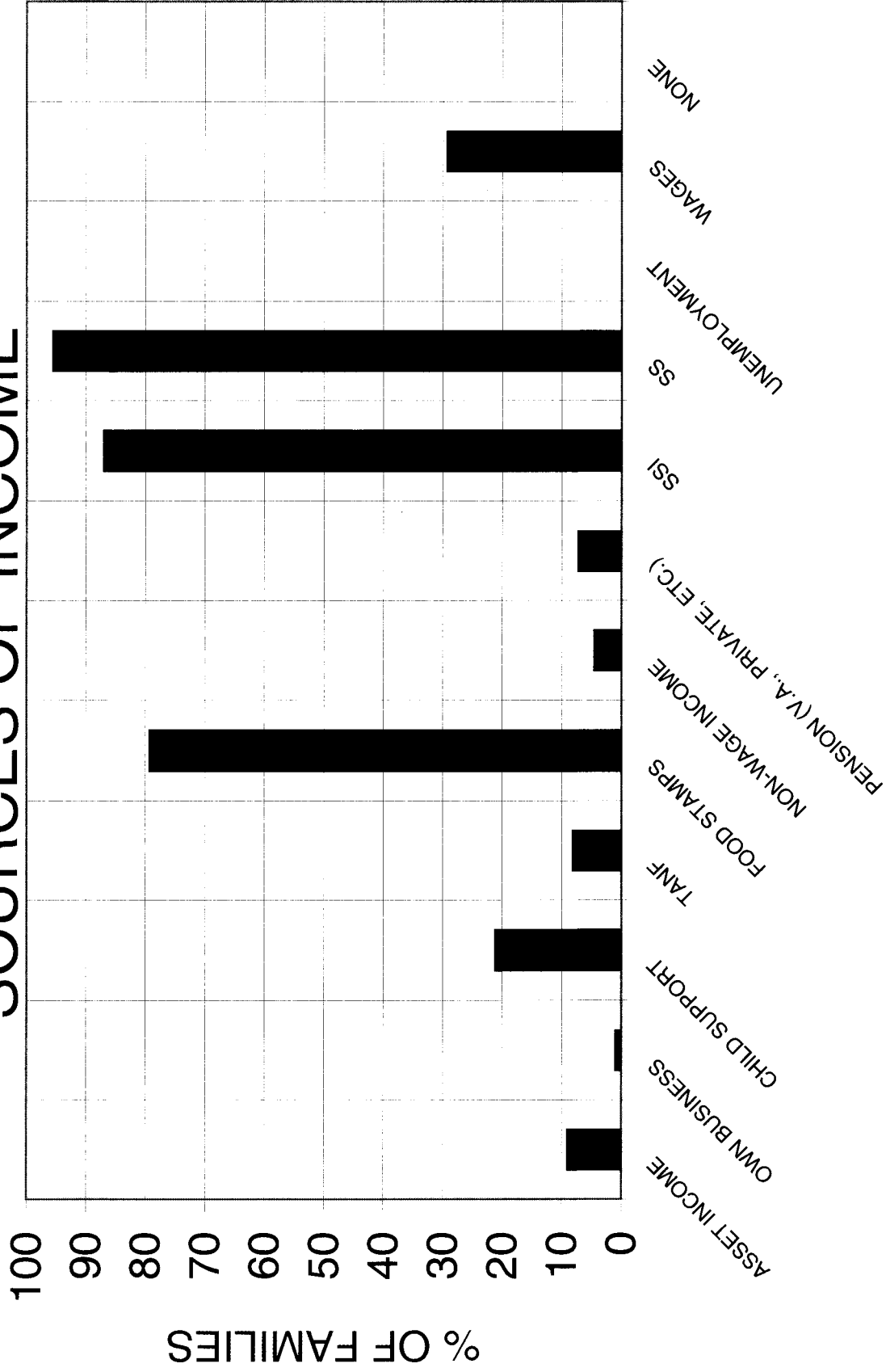
■ NUMBER OF NON-ELDERLY/DISABLED FAMILIES

PUBLIC HOUSING



SECTION '8' HOUSING CHOICE VOUCHER

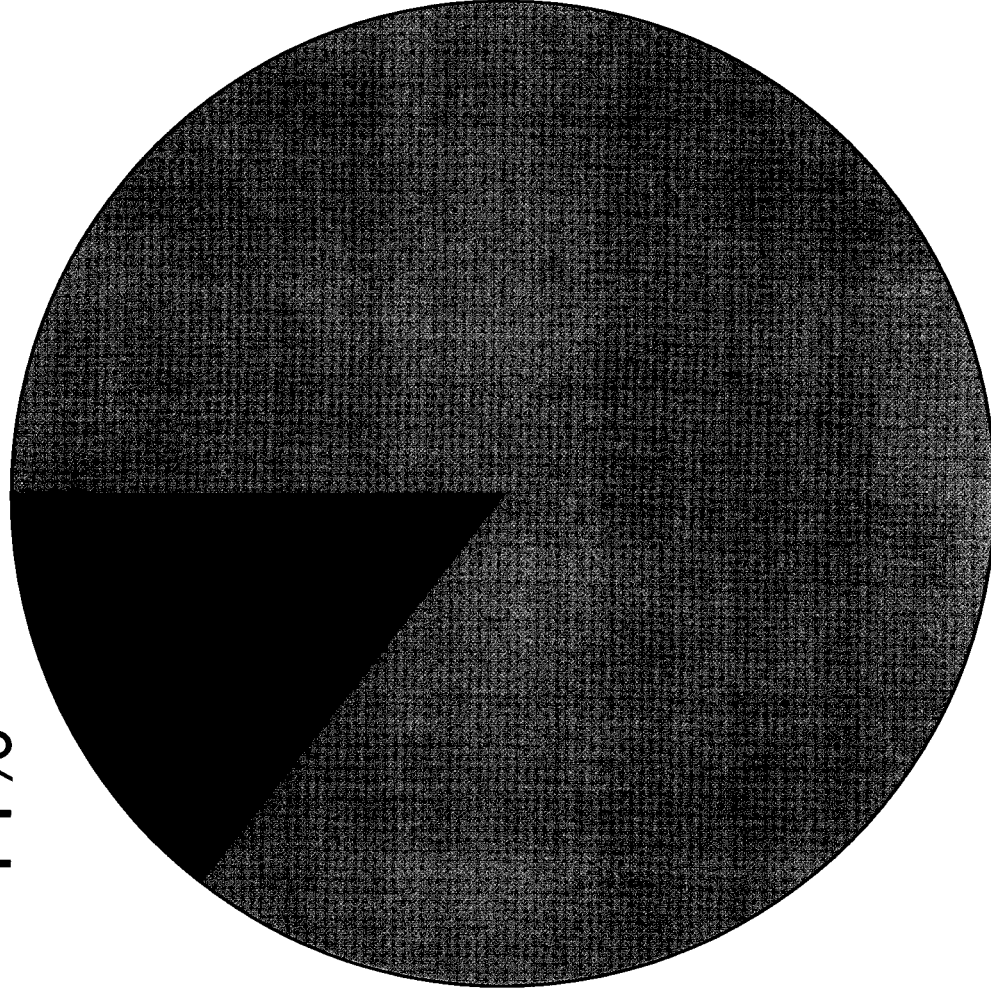
SOURCES OF INCOME



TYPE OF INCOME

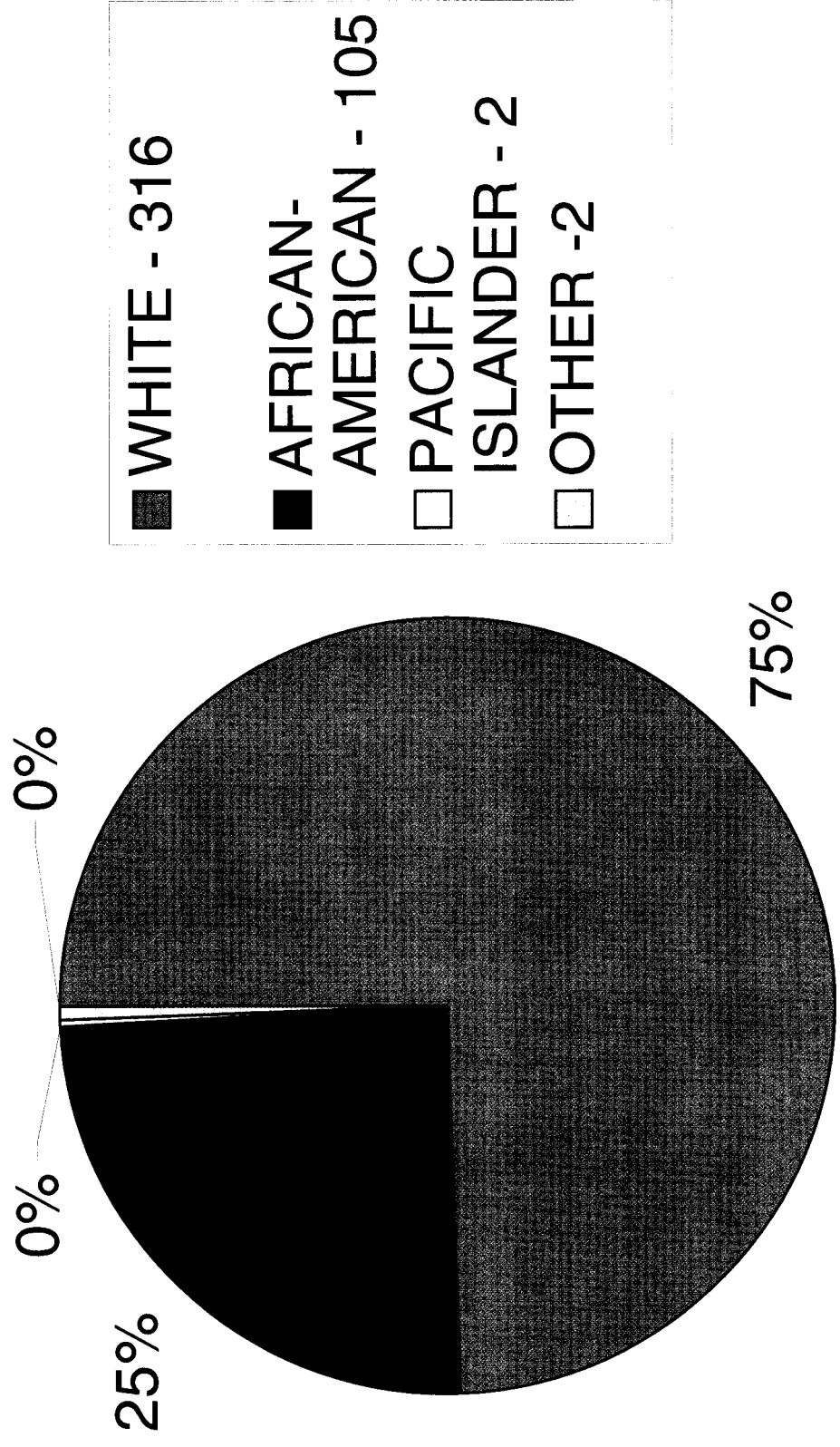
SECTION '8' HOUSING CHOICE VOUCHER

14%



86%

SECTION '8' HOUSING CHOICE VOUCHER





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integrated assessment subsystem (nass)

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REAL ESTATE ASSESSMENT CENTER
U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT

June 2

individual reports

The Real Estate Assessment Center calculated the PHAS score after an assessment of the physical condition of all PHA properties had been performed, and upon receipt of all required PHA information.

**Oak Ridge Housing
Authority****Fiscal Year: 2006**Public Housing Assessment System Score: **96**Designation Status: **High Performer**

Please post this notice of your PHAS Score and Status in appropriate, conspicuous, and accessible locations in your offices.


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 REAL ESTATE ASSESSMENT CENTER
 U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT

June 2

[individual reports](#)
PHAS Score Report for Fiscal Year 2006
PHA Information

PHA Code:	TN088	PHA Name:	Oak Ridge Housing Authority	Fiscal Year End:	09/30
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PHAS Score: 96
 Designation Status: *High Performer*
 PHAS Status: *Released*

Select a PHAS indicator to view details relating to the composite score.

PHAS Indicator	Original Score	Adjustment	Net Score	Maximum Score	Indicator/PHAS Explanation
Physical	28	-	28	30	Explanation
Financial	27	Details	29	30	Explanation
Management	30	-	30	30	Explanation
Resident	9	-	9	10	Explanation
PHAS Total Score	94		96	100	

Last Updated: 04/29/2007
[PHAS Score Report](#)
[PHAS Scoring Packet \(printable version\)](#)

The sum of the indicators as displayed may not equal the composite PHAS score shown due to rounding.


[Download Acrobat Reader](#)

 Comments or Questions? Contact the [REAC Technical Assistance Center](#).


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 REAL ESTATE ASSESSMENT CENTER
 U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT

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April 2

individual reports
PHAS Indicator Score Adjustment Report
PHA Code: TN088

Fiscal Year: 2006

Indicator: FASPHA

Oak Ridge Housing Authority

Net Score for FASS:

Unrounded 27.68000

Rounded 28

<u>Date</u>	<u>Indicator</u>	<u>Description</u>	<u>Amount</u>	<u>Comment</u>
04/12/2007	FASS	High Liquidity / Reserves	+1.5	Original HLA
		<u>Total</u>	<u>+1.5</u>	

 Comments or Questions? Contact the [REAC Technical Assistance Center](#).

Management Assessment for Public Housing Agencies

View/Print Full Submission

PHA Code : TN088 FYE : 09/30 Fiscal Year : 2006
 PHA Name : Oak Ridge Housing Authority
 Submission Type : Submission Status : Approved

[Inbox](#) | [Unit Turnaround](#) | [Capital Fund](#) | [Work Orders](#) | [Annual Inspection](#) | [Security](#) | [Econ. Self-Suff](#)

Sub-Indicator 1: Vacant Unit Turnaround Time

ELEMENT	DESCRIPTION	AMOUNT
V12400	Total number of turnaround days.	2,292
V12500	Total number of vacancy days exempted for Capital Fund.	1,603
V12600	Total number of vacancy days exempted for other reasons.	0
V12700	Total number of vacant units turned around and lease in effect in the PHA's immediate past fiscal year.	38
V12800	Average number of calendar days units were in down time.	1.16
V12900	Average number of calendar days units were in make ready time.	12.16
V13000	Average number of calendar days units were in lease up time.	4.82
V13100	Average Unit Turnaround Days.	18.13

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Sub-Indicator 2: Capital Fund

ELEMENT	DESCRIPTION	AMOUNT
CF10000	Do you have any open Capital Fund programs(e.g. CGP, HOPE VI)(Y/N)? Open = any program that does not have a pre-audit end date or that received a pre-audit end date during the fiscal year being assessed.	yes
Component 1:	Unexpended Funds Over Three Federal Fiscal Years (FFYs) Old	
CF10050	Total funds authorized over 3 FFYs old that do not have a pre-audit end date or that received a pre-audit end date during the fiscal year being assessed.	\$ 220,380.00
CF10100	Total funds expended over 3 FFYs old that do not have a pre-audit end date or that received a pre-audit end date during the fiscal year being assessed.	\$ 208,746.45
CF10200	Unexpended funds to be recaptured (enter dollar amt).	\$ 0.00
CF10300	Unexpended funds approved by HUD over 3 FFYs old	\$ 11,633.55

	(enter dollar amt).	
CF10400	Unexpended funds with time extensions due to reasons outside of PHA control (enter dollar amt).	\$ 0.00
CF10500	Adjusted total unexpended funds.	\$ 0.00
Component 2:	Timeliness of Fund Obligation	
CF11100	Total funds authorized for grants over 2 FFYs old.	\$ 212,811.00
CF11200	Total funds obligated over 2 FFYs old.	\$ 195,053.00
CF11300	Unobligated funds approved by HUD over 2 FFYs old (enter dollar amt).	\$ 17,758.00
CF11400	Unobligated funds with time extensions due to reasons outside of PHA control (enter dollar amt).	\$ 0.00
CF11500	Adjusted total unobligated funds.	\$ 0.00
Component 3:	Adequacy of Contract Administration	
CF11700	The date of last HUD/Army Corps of Engineers on-site inspection and/or audit related to contract administration (include A133 audit).	09/12/2002
CF11800	The number of findings related to contract administration.	0
CF11900	The number of findings related to contract administration that have been corrected by the PHA.	0
CF12000	The number of findings related to contract administration that the PHA is in the process of correcting.	0
Component 4:	Quality of the Physical Work	
CF12200	Date of last HUD/Army Corps of Engineers on-site inspection and/or audit related to quality of the physical work.	09/12/2002
CF12300	The number of findings related to the quality of the physical work.	0
CF12400	The number of findings related to the quality of the physical work that have been corrected by the PHA.	0
CF12500	The number of findings related to the quality of the physical work that the PHA is in the process of correcting.	0
Component 5:	Budget Controls	
CF12700	Total amount of Capital Funds expended during the PHA fiscal year being assessed.	\$ 243,951.47
CF12800	The amount of Capital Funds expended on approved work items not subject to budget revisions during the PHA fiscal year being assessed.	\$ 84,693.25
CF12900	The amount of Capital Funds expended under budget revisions with prior HUD approval during the PHA fiscal year being assessed.	\$ 159,258.22
CF13000	The amount of Capital Funds expended under budget revisions not requiring prior HUD approval during the PHA fiscal year being assessed.	\$ 0.00

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Sub-Indicator 3: Work Orders

ELEMENT	DESCRIPTION	AMOUNT
Component 1:	Emergency Work Orders	
W10000	Total number of emergency work orders.	118
W10100	Total number of emergency work orders completed / abated within 24 hours.	118
W10200	Percentage of emergency work orders completed / abated within 24 hours.	100.00%
Component 2:	Non-Emergency Work Orders	
W10500	Total number of non-emergency work orders.	625
W10600	Total number of calendar days it took to complete non-emergency work orders.	3,484
W10700	Average number of days PHA has reduced the time it takes to complete non-emergency work orders over the past three years.	0.00
W10800	Average completion days.	5.57

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Sub-Indicator 4: Annual Inspection of Dwelling Units and Systems

ELEMENT	DESCRIPTION	AMOUNT
Component 1:	Annual Inspection of Dwelling Units	
A10000	The total number of ACC units.	128
A10100	The sum of units exempted where the PHA made two documented attempts to inspect and is enforcing the lease.	0
A10200	Vacant units exempted for Capital Fund.	0
A10300	Vacant units exempted for other reasons.	0
A10400	Total number of units inspected using the Uniform Physical Condition Standards (UPCS).	128
A10550	Total number of units inspected that did not require repairs.	10
A10600	The number of units where necessary repairs were completed to comply with UPCS either during the inspection, issued work orders for the repairs, or referred the deficiency to the current year's or next year's Capital Fund program.	118
A10700	Adjusted units available.	128
A10800	Percent of units inspected by PHA.	100.00%
Component 2:	Annual Inspection of Systems Including Common Areas and Non-Dwelling Space	

A11100	Total number of projects.	2
A11200	Total number of projects exempted from the inspection of systems.	0
A11300	The total number of projects where all systems were inspected in accordance with the UPCS.	2
A11400	Total number of buildings.	53
A11500	Total number of buildings exempted from the inspection of systems.	0
A11600	Total number of buildings where all systems were inspected in accordance with the UPCS.	53
A11700	The number of buildings and projects where necessary repairs were completed to comply with UPCS either during the inspection, issued work orders for the repairs, or referred the deficiency to the current year's or next year's Capital Fund program.	53
A11800	Percentage of projects inspected.	100.00%
A11900	Percentage of buildings inspected.	100.00%

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Sub-Indicator 5: Security

ELEMENT	DESCRIPTION	AMOUNT
Component 1:	Tracking and Reporting Crime-Related Problems	
S10000	The date that the Board adopted current policies to track crime and crime-related problems.	08/16/2000
S10100	The date that the PHA implemented the current procedures to track crime and crime-related problems.	08/16/2000
S10200	The date that the PHA implemented a current cooperative system for tracking and reporting crime to local police authorities.	05/12/1998
S10300	The number of crimes that the PHA can document it reported to local police authorities.	0
S10400	Percentage of developments where PHA can document it tracks crime and crime-related problems.	100.00%
Component 2:	Screening of Applicants	
S10500	The date the Board adopted current screening policies that reflect the applicable criteria.	08/16/2000
S10600	The date the PHA implemented current screening procedures that reflect the applicable criteria.	08/16/2000
S10700	PHA can document that current screening procedures result in successfully denying admission to applicants who meet the applicable criteria (enter Yes or No).	yes
S10800	The total number of applicants denied who met the applicable criteria	9
Component 3:	Lease Enforcement	

S10900	The date the Board adopted current eviction policies that reflect the applicable criteria.	08/16/2000
S11000	The date the PHA implemented current eviction procedures that reflect the applicable criteria.	08/16/2000
S11100	PHA can document that eviction screening procedures resulted in the evicting of residents who meet the applicable criteria (enter Yes or No).	yes
S11200	The total number of evictions as a result of the applicable criteria.	4
Component 4: Drug Prevention and/or Crime Reduction Program Goals		
S11350	The number of HUD-funded drug prevention and/or crime reduction programs.	0
S11450	The number of non HUD-funded drug prevention and/or crime reduction programs that the PHA requests to be assessed.	0
S11550	The number of documented program goals that are related to drug-prevention and/or crime reduction.	0
S11600	The number of goals the PHA can document it met under the implementation plans(s) for any and all of these programs.	0
S11700	Percentage of goals that the PHA can document it met under the implementation plans(s) for any and all of these programs.	0.00%

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Sub-Indicator 6: Economic Self-Sufficiency

ELEMENT	DESCRIPTION	AMOUNT
E10000	The number of HUD-funded economic self-sufficiency programs.	2
E10100	The number of non HUD-funded economic self-sufficiency programs that the PHA requests to be assessed.	0
E10200	The number of documented program goals that are related to economic self-sufficiency.	6
E10300	The number of goals the PHA can document it met under the implementation plan(s) for any and all of these programs.	6
E10400	Percentage of goals that the PHA can document it met under the implementation plan(s) for any and all of these programs.	100.00%

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