



**SALINA HOUSING AUTHORITY  
BOARD OF COMMISSIONERS  
REGULAR MEETING  
APRIL 28, 2020 - 4:30 P.M.**

NOTE: Due to precautions associated with the COVID-19 pandemic, all SHA Offices have been temporarily closed to the public. This meeting will be held via phone conference with Board Members, staff, and presenters participating remotely. Agenda items have also been reduced as to simplify meeting down to important items and are available on SHA's website at [www.salinahousing.org](http://www.salinahousing.org).

Live public comment during the meeting will also not be permitted; however, written public comments may be submitted by emailing the Executive Director at [Tina@salinahousing.org](mailto:Tina@salinahousing.org) or calling the Executive Director at (785) 827-0441 Ext. 206. Public comments must be submitted by 5:00 pm on Monday, April 27, 2020, in order to be communicated to the Commission prior to the meeting for their consideration.

Thank you for your understanding during this challenging time.

# AGENDA

SALINA HOUSING AUTHORITY  
BOARD OF COMMISSIONERS  
REGULAR MEETING  
Conference Room  
469 S. 5<sup>th</sup> Street – Salina, KS 67401  
Tuesday, April 28, 2020 – 4:30 PM

**AGENDA**

- I. **CALL TO ORDER**
- II. **APPROVAL OF AGENDA**
- III. **OPEN FORUM**
- IV. **CONSENT AGENDA ITEMS**
  - a. Approve the Meeting Minutes of March 24, 2020
  - b. Approve the Secretary & Operations Reports from March 2020
  - c. Approve the Financials for March 2020
  - d. Approve the Director's Report
- V. **OLD BUSINESS**
  - a. Development Update
- VI. **NEW BUSINESS**
  - a. Income Limits FY2020
  - b. Government Paid Sick Leave and Expanded FMLA
  - c. Resolution No. 2020-1037 Approving Use of Funds
  - d. Resolution No. 2020-1038 Approving Annual & 5-Year Plan
- VII. **COMMISSIONER'S COMMENTS**
- VIII. **ADJOURNMENT**

# OPEN FORUM

*The Open Forum item is an opportunity for members of the public to provide input and feedback regarding programs and services of the Salina Housing Authority. Items of a personal, individual or confidential nature should not be addressed during the Open Forum and should be addressed directly with Salina Housing Authority management.*

# CONSENT AGENDA

- a. Approval of Minutes
- b. Approval of Secretary Report & Operations Report
- c. Approval of Financials
- d. Approval of Director's Report

**SALINA HOUSING AUTHORITY BOARD OF COMMISSIONERS**  
**REGULAR MEETING**  
469 S. 5<sup>th</sup> St., Salina, Kansas  
Tuesday, March 24, 2020  
4:30 PM

**MEMBERS PRESENT:** Kimberly Trigg (via phone)  
Susan Weis (via phone)  
Beth Bosch (via phone)  
Eric Brown (via phone)

**MEMBERS ABSENT:** Taylor DeHerrera

**CITY COMMISSION LIAISON:** None

**STAFF PRESENT:** Tina Bartlett, Executive Director  
Kim Deal, Finance Manager

**I. CALL TO ORDER**

The regular meeting of the Board of Commissioners of the Housing Authority was called to order at 4:30 PM by Commission Chair Trigg.

**II. APPROVAL OF AGENDA**

Mr. Brown moved to approve the agenda as amended, removing item VIII. Executive Session. Ms. Bosch seconded the motion. The motion carried 4-0.

**III. OPEN FORUM**

None.

**IV. CONSENT AGENDA ITEMS**

Ms. Deal highlighted the Section 8 net restricted funds. Ms. Bartlett reviewed ROSS grant funding. She also discussed the status of FY2021 budgets and the 5-year plan. Mr. Brown moved to approve the Consent Agenda Items a. through d. as submitted, consisting of the minutes of the February 24, 2020, regular meeting, February 2020 Secretary and Operations reports, February 2020 financials, and the Director's report. Ms. Weis seconded the motion. There being no further questions or comments, the motion carried 4-0.

**V. OLD BUSINESS**

a. Update on development - Ms. Bartlett provided an update on the requested letter of support from the City of Salina. She reviewed the status of the request to release funds from HUD in order to purchase real property.

**VI. NEW BUSINESS**

None

**VII. COMMISSIONERS' COMMENTS**

None

**VIII. ADJOURNMENT**

Ms. Weis moved to adjourn the meeting. Ms. Bosch seconded the motion. Motion carried 4-0 and the meeting adjourned at 4:45 PM.

**Next regular meeting will be Tuesday, April 28, 2020 at 4:30 PM at the Salina Housing Authority office.**

**Our Mission: The Salina Housing Authority is dedicated to providing and advocating affordable, safe living environments and opportunities to become self-sufficient for persons of very low to moderate income.**

\_\_\_\_\_  
Tina Bartlett, Secretary

4/28/2020

\_\_\_\_\_  
Kimberly Trigg, Board Chair

4/28/2020

# SECRETARIAL REPORT

March 2020

## Administration

- The office was closed to the public starting on March 18.

## Tenant reports and activity

- Public Housing had 15 inspections in March (8 annual, 6 move-in, 0 transfer, 1 special and 0 move-outs).
- Public Housing had 2 evictions in March.
- 8 HCV/Enhanced Tenant Protection/VASH/Shelter Plus Care/Mainstream annual inspections, 4 re-inspections, 14 move-in inspections, 0 TBRA inspection, 2 Quality Assurance inspections and 0 Special/Complaint inspection.
- 3 HCV orientations, 2 Public Housing orientation, 1 Shelter Plus Care orientations, and 1 VASH orientation were held in January.
- 29 Notices for nonpayment of rent or security deposits were sent March 5<sup>th</sup> and 2 families were terminated for non-payment.
- 7 Public Housing Grievance Hearings and 0 Panels was held in March. 5 grievance were upheld and 2 were overturned. 5 HCV Grievances Hearings were held. 1 was upheld, 3 were overturned and 1 is pending. 2 Shelter Plus hearings were held. 1 was upheld and 1 were overturned. 0 VASH Grievance Hearing were held. 0 were upheld and 0 were overturned.
- Public Housing Resident Advisory Board Meeting was set for March 10, but no one attended so no meeting was held.
- “Wipeout Meeting” was held on March 19. 0 Public Housing tenants, 0 Section 8 tenants, 0 Shelter Plus Care tenant and 1 VASH tenants attended.
- 0 vouchers from other Housing Authorities.

## Maintenance and Capital Improvements

- Maintenance received 49 total work orders, 34 routine work orders, 3 emergency work orders, and 12 other work orders. Of the 49 received, 30 had been processed by the end date of this report.
- Number of houses turned over in March was 6.
- The average turnaround time for maintenance in March was 13.93 days. The year to date net turnover time is 16.42 days with 1.75 days for lease up and 0.87 down time.
- Maintenance has completed an additional approximately 35 work orders at Pioneer Presidents Place since the last board report.
- Management and maintenance have prepared two vacant units at Pioneer Presidents Place for new tenants both of which are now occupied.

## Completed CFP Projects:

- **861 Choctaw:** This unit received one new energy star door and vinyl wrap, new shower wall kit, new bath vanity and low water toilet. This unit is now occupied.
- **936 Custer:** This unit received new bathroom flooring and epoxy coatings to refurbish the one-piece shower / tub, new energy star lighting in the kitchen, dining room and



stairwell, energy star fan and light in the living room, and GFCI protection for basement outlets. This unit is now occupied.

- **1102 Crown Ct:** This unit received a new water saving toilet.
- **1316 Ponca:** This unit received a new water heater.
- **1516 Beach:** This unit received a new overhead garage door.

#### **Current CFP projects include:**

- **901 Pontiac:** This unit is receiving a kitchen and bath remodel, new entry doors, new interior doors, full unit vinyl plank flooring, restoration of walls damaged by tenants throughout the unit, replacement of all plumbing which was cut and removed by occupants of the structure. Electrical upgrades to include grounding of all outlets and code upgrades to kitchen and bathroom. This unit has an estimated completion date of 7-1-19
- **800 Choctaw:** This unit will receive a kitchen and bathroom remodel, new water heater, window size modifications and energy star windows x 2, new energy star doors with vinyl exterior wrap x 2, new insulated garage door, 6 new interior doors, electrical upgrades to kitchen and bathroom and living room fan and lighting, and vinyl plank flooring. This unit has an estimated completion date of 6-1-19
- **906 Birch:** This unit will receive a new kitchen and bathroom remodel, electrical and plumbing upgrades as required, and vinyl plank flooring. This unit has an estimated completion date of 5-1-19.
- **1422 Kiowa:** This unit is having the washing machine drain replaced under the kitchen floor. The flooring will be replaced throughout the unit, the bathroom will be remodeled, the water heater will be replaced, and 3 interior doors and frames will be replaced. Expected completion date is 5-31-19.

#### **FSS Grant**

- Completed the final FSS orientation successfully. We had a few participants who referred potential FSS participants to the program!
- Due to the CoVID19 pandemic, we cancelled all face-to-face FSS meetings until further notice and excused those who were not able to respond by email or phone. We understand there are families
- We have one graduating for the month of March. Because the office is closed, we will not have a graduation ceremony.
- Schedule appointment with CAPS mentoring was cancelled due to COVID.
- In February, FSS was able to secure in-house activities for FSS participants. Deb Woods, K-State Extension, was going to present Budgeting and Credit management in May 2020. We also scheduled Evelyn Nelson, Community Relations, to discuss Fair Housing. These appointments were postponed due to the pandemic but will be scheduled for a later date
- Scheduled a meeting to meet with Debbie Rivers at Salina Shares however it was cancelled. Salina Shares was still willing to assist one of our families with bathroom tissue.

| <b>FSS Program</b>    | <b># of Participants</b> | <b># of Graduates</b> | <b>New Participates</b> |                                   |
|-----------------------|--------------------------|-----------------------|-------------------------|-----------------------------------|
| <b>Public Housing</b> | <b>12</b>                | <b>0</b>              | <b>0</b>                |                                   |
| <b>Section 8</b>      | <b>8</b>                 | <b>1</b>              | <b>0</b>                |                                   |
| <b>VASH</b>           | <b>1</b>                 | <b>0</b>              | <b>0</b>                |                                   |
|                       | <b>21</b>                | <b>1</b>              | <b>0</b>                | <b>Total Current Participants</b> |
|                       |                          |                       |                         | <b>21</b>                         |

**OPERATIONS REPORT  
3/31/2020**

**PUBLIC HOUSING**

**TURNOVERS:**

|            | <u>In March:</u> |  |               |   |
|------------|------------------|--|---------------|---|
| 1 bedroom: | 0                |  | Move outs:    | 5 |
| 2 bedroom: | 2                |  | Terminations: | 2 |
| 3 bedroom: | 2                |  | Evictions:    | 2 |
| 4 bedroom: | 0                |  | Transfers:    | 0 |
| 5 bedroom: | 0                |  | Skips:        | 1 |
|            |                  |  | Lease-ups:    | 4 |

**RENTS:**

|                 | <u>3/20</u> | <u>3/19</u> | <u>3/18</u> |
|-----------------|-------------|-------------|-------------|
| Highest         | \$892       | \$822       | \$775       |
| Lowest:         | (\$168)     | (\$191)     | (\$191)     |
| Total:          | \$28,013    | \$33,145    | \$22,867    |
| Average:        | \$182       | \$207       | \$145       |
| Utility checks: | 42          | 37          | 51          |

**WAITING LIST:**

|            | <u>3/20</u> | <u>3/19</u> | <u>3/18</u> |
|------------|-------------|-------------|-------------|
| 1 bedroom: | 22          | 2           | 0           |
| 2 bedroom: | 64          | 62          | 73          |
| 3 bedroom: | 23          | 22          | 17          |
| 4 bedroom: | 7           | 9           | 5           |
| 5 bedroom: | <u>2</u>    | <u>2</u>    | <u>0</u>    |
|            | 118         | 97          | 95          |

**MOVE OUTS:**

|    | <u>MI date</u> | <u>MO date</u> | <u>Rent</u> | <u>SD paid</u> | <u>Owe</u> | <u>Refund</u> | <u>Reason</u>    |
|----|----------------|----------------|-------------|----------------|------------|---------------|------------------|
| KJ | 12/20/18       | 3/2/20         | \$341       | \$500          | \$147.50   |               | Tenant Notice    |
| LH | 4/6/16         | 3/6/20         | \$478       | \$500          | \$1,799    |               | Lease Violations |
| MH | 7/31/19        | 3/6/20         | \$144       | \$500          | \$1,039    |               | Lease Violations |
| SN | 8/6/19         | 3/18/20        | \$254       | \$650          |            | \$170         | Tenant Notice    |
| JW | 1/30/20        | 3/16/20        | (\$127)     | \$500          | \$1,271    |               | Skip             |

**SECTION 8, SHELTER PLUS, & VASH**

**VOUCHERS:**

|  | <u>3/20</u> | <u>3/19</u> | <u>3/18</u> |
|--|-------------|-------------|-------------|
| Section 8 Baseline units               | 317         | 314         | 317         |
| Total under lease effective 3/31/2020: | 285         | 295         | 320         |
| Total issued but not leased:           | 15          | 2           | 21          |
| Total Shelter Plus under lease         | 17          | 15          | 16          |
| Total VASH under lease                 | 23          | 25          | 28          |
| Total Mainstream under lease           | 25          | 22          | 0           |

**Voucher Turnover:**

|              |              | <u>3/20</u> | <u>3/19</u> | <u>3/18</u> |
|--------------|--------------|-------------|-------------|-------------|
| New Move-ins | Section 8    | 8           | 6           | 5           |
|              | Shelter Plus | 1           | 0           | 0           |
|              | VASH         | 0           | 2           | 3           |
|              | NED          | 3           | 7           | 0           |
| Move-outs    | Section 8    | 8           | 4           | 8           |
|              | Shelter Plus | 1           | 0           | 1           |

|               |              |     |     |     |
|---------------|--------------|-----|-----|-----|
|               | VASH         | 1   | 1   | 2   |
|               | NED          | 0   | 0   | 0   |
| Transfers     | Section 8    | 1   | 2   | 4   |
|               | Shelter Plus | 0   | 0   | 0   |
|               | VASH         | 0   | 0   | 0   |
|               | NED          | 0   | 0   | 0   |
| Waiting list: |              | 303 | 294 | 350 |

Section 8 waiting list has been open since January 2, 2015

# FINANCIAL SUMMARY

March 2020

## COCC

YTD COCC revenue is over budget by \$5,363. Annual management fees from Public Housing of \$19,440 are budgeted monthly, and were drawn down as a lump sum in March which accounts for a \$4,860 increase. CFP admin revenue is under budget by \$6,834. Interest revenue is over budget \$4,731. Management fee revenue based on PH and S8 occupancy are over budget by \$3,298.

YTD COCC expenses are under budget by \$12,474. Admin salaries and benefits are under budget by \$1,473. Staff training and travel are under budget by \$8,511. Legal and computer services are under budget by \$1,775 and \$1,120, respectively.

## Public Housing

YTD Public Housing revenue is over budget by \$32,320, primarily consisting of higher than expected rental income.

YTD Public Housing expenses are under budget by \$23,442. The administrative asset management fee of \$19,440 is budgeted monthly, but were drawn down in March as a lump sum, accounting for a \$4,860 increase. Administrative wages and benefits are over budget by \$4,865 and administrative contracts are over budget by \$4,934. Maintenance wages and benefits are below budget by \$5,007, and maintenance materials and contracts are under budget by \$12,793. Legal expenses are under budget by \$6,367. Utility expense is below budget by \$2,174 and collection loss expense is below budget by \$7,046.

## Section 8

YTD Section 8 administrative revenue is over budget by \$13,846. Retroactive HUD admin fees of \$3,866 for the 2018 calendar year reconciliation were received in July, and \$8,072 for the July-Sept 2019 reconciliation were received in December. Fraud recovery revenue (collections on bad debt) is over budget by \$2,606.

YTD Section 8 administrative expenses are under budget by \$18,033. Administrative wages and benefits are below budget by \$30,848. Administrative contracts are over budget by \$8,003 and HQS inspection expense is over budget by \$4,588.

COCC continues to loan funds to Section 8 to cover the administrative funding shortage. A loan of \$1,500 was made in March to cover a projected administrative deficit, resulting in a total loan balance of \$6,000 on March 31.

As of March 31, the Net Restricted Position is \$50,972. This does not include unspent Mainstream funding of \$44,954. These funds are held by the housing authority and restricted in use for future HAP expenses.

## Shelter Plus Care

YTD Shelter Plus Care administrative revenue is over budget by \$1,503. A \$1,500 grant from Aetna was received in November.

YTD Shelter Plus Care administrative expenses are over budget by \$961. This variance consists of small overages in administrative salaries and audit, verification, and inspection expenses.

COCC continues to loan funds to Shelter Plus Care to cover the administrative expense shortage. A loan of \$600 was made in March to cover the administrative deficit, resulting in a total loan balance of \$6,000 on March 31. This loan is reflected on the balance sheet of both programs.

**Investments & Pledged Amounts**

March 2020

|                             | Bennington State Bank | First Bank Kansas | Total by Program       |
|-----------------------------|-----------------------|-------------------|------------------------|
| <b>LOW RENT:</b>            |                       |                   |                        |
| Petty Cash                  | \$ 50.00              |                   |                        |
| Checking                    | \$ 523,890.11         |                   | **                     |
| Money Market                | \$ 401,565.71         |                   |                        |
| Checking-Cafeteria Plan     | \$ 4,811.55           |                   |                        |
| CD #100014931               | \$ 157,723.77         |                   |                        |
| CD #6710111                 |                       | \$ 112,137.24     |                        |
| CD #6713580                 |                       | \$ 106,865.05     |                        |
| CD # 6710214                |                       | \$ 112,150.93     |                        |
| CD #6706887                 |                       | \$ 65,764.59      | \$ 1,484,958.95        |
|                             |                       |                   |                        |
| <b>COCC:</b>                |                       |                   |                        |
| Checking                    | \$ 650,551.67         |                   |                        |
| Money Market FSS Escrow     |                       | \$ 59,646.13      | \$ 710,197.80          |
|                             |                       |                   |                        |
| <b>SECTION 8/VASH:</b>      |                       |                   |                        |
| Checking                    | \$ 112,457.61         |                   |                        |
| Checking - VASH EAF         | \$ 25,225.07          |                   | \$ 137,682.68          |
|                             |                       |                   |                        |
| <b>HOME:</b>                |                       |                   |                        |
| Checking                    | \$ -                  |                   |                        |
| CD #6710324                 |                       | \$ -              | *                      |
| CD #101395                  |                       | \$ -              | **                     |
|                             |                       |                   |                        |
| <b>SHELTER PLUS CARE:</b>   |                       |                   |                        |
| Checking                    | \$ 2,064.88           |                   | \$ 2,064.88            |
|                             |                       |                   |                        |
| <b>TBRA:</b>                |                       |                   |                        |
| Checking                    | \$ 1,011.78           |                   | \$ 1,011.78            |
|                             |                       |                   |                        |
| SHA Assets:                 | \$ 1,879,352.15       | \$ 456,563.94     | \$ 2,335,916.09        |
| Percentage of Total Invest: | 80%                   | 20%               | 100%                   |
|                             |                       |                   | <b>\$ 2,335,916.09</b> |
| <b>AMOUNTS PLEDGED:</b>     | \$ 1,690,000.00       | \$ 750,000.00     |                        |
| <b>PLUS MINIMUM FDIC:</b>   | \$ 250,000.00         | \$ 250,000.00     |                        |
|                             | \$ 1,940,000.00       | \$ 1,000,000.00   |                        |
| Over (Under ) Pledged       | \$ 60,647.85          | \$ 543,436.06     |                        |
| Date of pledge:             | 3/31/2020             | 3/31/2020         |                        |

\*CD matured 3/10/2020, redeemed and deposited to Home checking account (\$29,847.54).

\*\* Closed Home checking account and deposited to Public Housing for purchase of Ashby Property.

## COCC - March 2020

|                                  | Actual Month     | Budget by Month  | %           | Actual YTD        | Budget YTD        | %           | Budget            |
|----------------------------------|------------------|------------------|-------------|-------------------|-------------------|-------------|-------------------|
| <b>Revenues:</b>                 |                  |                  |             |                   |                   |             |                   |
| Bookkeeping/Mgmt Fees            | \$ 35,360        | \$ 19,516        | 181%        | \$ 176,992        | \$ 175,645        | 101%        | \$ 234,193        |
| Rental Fees                      | \$ 2,861         | \$ 2,861         | 100%        | \$ 25,746         | \$ 25,748         | 100%        | \$ 34,330         |
| Interest                         | \$ 740           | \$ 333           | 222%        | \$ 7,731          | \$ 3,000          | 258%        | \$ 4,000          |
| Other Income                     | \$ 33            | \$ 110           | 30%         | \$ 277            | \$ 990            | 28%         | \$ 1,320          |
| <b>Totals</b>                    | <b>\$ 38,994</b> | <b>\$ 22,820</b> | <b>171%</b> | <b>\$ 210,745</b> | <b>\$ 205,382</b> | <b>103%</b> | <b>\$ 273,843</b> |
| <b>Expenses</b>                  |                  |                  |             |                   |                   |             |                   |
| Administrative                   | \$ 18,424        | \$ 20,102        | 92%         | \$ 169,670        | \$ 180,919        | 94%         | \$ 241,225        |
| Utilities                        | \$ 102           | \$ 125           | 81%         | \$ 1,202          | \$ 1,125          | 107%        | \$ 1,500          |
| Maintenance                      | \$ 23            | \$ 225           | 10%         | \$ 1,631          | \$ 2,025          | 81%         | \$ 2,700          |
| Protective Services              | \$ -             | \$ 17            | 0%          | \$ 117            | \$ 150            | 78%         | \$ 200            |
| General/Insurance                | \$ 476           | \$ 342           | 139%        | \$ 2,200          | \$ 3,075          | 72%         | \$ 4,100          |
| <b>Total Expenses</b>            | <b>\$ 19,025</b> | <b>\$ 20,810</b> | <b>91%</b>  | <b>\$ 174,820</b> | <b>\$ 187,294</b> | <b>93%</b>  | <b>\$ 249,725</b> |
| <b>Profit or (Loss) for Year</b> | <b>\$ 19,969</b> | <b>\$ 2,010</b>  |             | <b>\$ 35,925</b>  | <b>\$ 18,089</b>  |             | <b>\$ 24,118</b>  |
|                                  | Profit           | Profit           |             | Profit            | Profit            |             | Profit            |

## Public Housing - March 2020

|                                  | Actual Month     | Budget by Month  | %           | Actual YTD        | Budget YTD        | %           | Budget            |
|----------------------------------|------------------|------------------|-------------|-------------------|-------------------|-------------|-------------------|
| <b>Revenues:</b>                 |                  |                  |             |                   |                   |             |                   |
| Rental Income                    | \$ 26,423        | \$ 24,583        | 107%        | \$ 253,031        | \$ 221,250        | 114%        | \$ 295,000        |
| Other Income                     | \$ 12,637        | \$ 12,665        | 100%        | \$ 98,111         | \$ 113,986        | 86%         | \$ 151,981        |
| Interest                         | \$ 505           | \$ 542           | 93%         | \$ 8,736          | \$ 4,875          | 179%        | \$ 6,500          |
| Operating Subsidy                | \$ 31,214        | \$ 31,625        | 99%         | \$ 297,178        | \$ 284,625        | 104%        | \$ 379,500        |
| <b>Totals</b>                    | <b>\$ 70,779</b> | <b>\$ 69,415</b> | <b>102%</b> | <b>\$ 657,056</b> | <b>\$ 624,736</b> | <b>105%</b> | <b>\$ 832,981</b> |
| <b>Expenses</b>                  |                  |                  |             |                   |                   |             |                   |
| Administrative                   | \$ 44,733        | \$ 27,493        | 163%        | \$ 252,919        | \$ 247,436        | 102%        | \$ 329,914        |
| Tenant Services                  | \$ 36            | \$ 319           | 11%         | \$ 2,447          | \$ 2,869          | 85%         | \$ 3,825          |
| Utilities                        | \$ 1,131         | \$ 1,342         | 84%         | \$ 9,901          | \$ 12,075         | 82%         | \$ 16,100         |
| Maintenance                      | \$ 19,583        | \$ 25,562        | 77%         | \$ 212,185        | \$ 230,061        | 92%         | \$ 306,748        |
| General/Insurance/Coll Loss      | \$ 5,083         | \$ 13,402        | 38%         | \$ 112,162        | \$ 120,615        | 93%         | \$ 160,820        |
| Casualty Loss/Extraordinary      | \$ -             | \$ -             |             | \$ -              | \$ -              |             | \$ -              |
| <b>Total Expenses</b>            | <b>\$ 70,567</b> | <b>\$ 68,117</b> | <b>104%</b> | <b>\$ 589,613</b> | <b>\$ 613,055</b> | <b>96%</b>  | <b>\$ 817,407</b> |
| <b>Profit or (Loss) for Year</b> | <b>\$ 212</b>    | <b>\$ 1,298</b>  |             | <b>\$ 67,442</b>  | <b>\$ 11,681</b>  |             | <b>\$ 15,574</b>  |
|                                  | Profit           | Profit           |             | Profit            | Profit            |             | Profit            |

### Section 8 - March 2020

|                       | Actual Month     | Budget by Month  | %           | Actual YTD        | Budget YTD        | %           | Budget            |
|-----------------------|------------------|------------------|-------------|-------------------|-------------------|-------------|-------------------|
| <b>Revenues:</b>      |                  |                  |             |                   |                   |             |                   |
| Admin Fees Earned     | \$ 15,187        | \$ 14,845        | 102%        | \$ 145,537        | \$ 133,601        | 109%        | \$ 178,135        |
| Interest              | \$ 19            | \$ 4             | 456%        | \$ 145            | \$ 38             | 387%        | \$ 50             |
| TBRA and Other Fees   | \$ -             | \$ 98            | 0%          | \$ 83             | \$ 886            | 9%          | \$ 1,181          |
| Fraud Recovery        | \$ 1,112         | \$ 120           | 924%        | \$ 3,689          | \$ 1,083          | 341%        | \$ 1,444          |
| <b>Totals</b>         | <b>\$ 16,318</b> | <b>\$ 15,068</b> | <b>108%</b> | <b>\$ 149,454</b> | <b>\$ 135,608</b> | <b>110%</b> | <b>\$ 180,810</b> |
| <b>Expenses</b>       |                  |                  |             |                   |                   |             |                   |
| Administrative        | \$ 13,494        | \$ 15,233        | 89%         | \$ 119,063        | \$ 137,096        | 87%         | \$ 182,795        |
| <b>Total Expenses</b> | <b>\$ 13,494</b> | <b>\$ 15,233</b> | <b>89%</b>  | <b>\$ 119,063</b> | <b>\$ 137,096</b> | <b>87%</b>  | <b>\$ 182,795</b> |

**Profit or (Loss) for Year**  
 Profit (165)      Loss 30,391      Profit (1,489)      Loss (1,985)

### VASH Extraordinary Admin Funding:

|                  |             |             |           |                  |             |           |             |
|------------------|-------------|-------------|-----------|------------------|-------------|-----------|-------------|
| Revenue to Date  | \$ -        | \$ -        | 0%        | \$ 36,000        | \$ -        | 0%        | \$ -        |
| Expenses to Date | \$ -        | \$ -        | 0%        | \$ 10,775        | \$ -        | 0%        | \$ -        |
| <b>Balance</b>   | <b>\$ -</b> | <b>\$ -</b> | <b>0%</b> | <b>\$ 25,225</b> | <b>\$ -</b> | <b>0%</b> | <b>\$ -</b> |

### Shelter Plus Care - March 2020

|                       | Actual Month  | Budget by Month | %           | Actual YTD      | Budget YTD      | %           | Budget          |
|-----------------------|---------------|-----------------|-------------|-----------------|-----------------|-------------|-----------------|
| <b>Revenues:</b>      |               |                 |             |                 |                 |             |                 |
| Grant Revenue         | \$ 454        | \$ 454          | 100%        | \$ 4,084        | \$ 4,084        | 100%        | \$ 5,445        |
| Admin Fees Earned     | \$ -          | \$ -            | -           | \$ -            | \$ -            | -           | \$ -            |
| Other Misc Revenue    | \$ -          | \$ -            | -           | \$ 1,500        | \$ -            | -           | \$ -            |
| Interest              | \$ 0          | \$ -            | -           | \$ 3            | \$ -            | -           | \$ -            |
| <b>Totals</b>         | <b>\$ 454</b> | <b>\$ 454</b>   | <b>100%</b> | <b>\$ 5,587</b> | <b>\$ 4,084</b> | <b>137%</b> | <b>\$ 5,445</b> |
| <b>Expenses</b>       |               |                 |             |                 |                 |             |                 |
| Administrative        | \$ 650        | \$ 620          | 105%        | \$ 6,542        | \$ 5,581        | 117%        | \$ 7,441        |
| <b>Total Expenses</b> | <b>\$ 650</b> | <b>\$ 620</b>   | <b>105%</b> | <b>\$ 6,542</b> | <b>\$ 5,581</b> | <b>117%</b> | <b>\$ 7,441</b> |

**Profit or (Loss) for Year**  
 Profit (196)      Loss (166)      Profit (955)      Loss (1,497)      Profit (1,996)



**Salina Housing Authority at March 31, 2020  
Balance Sheet after 9 Months of Fiscal Year**

| Assets:                          | COCC           |               | Section 8        |                | Home           |               | TBRA-Security Deposits |              | Shelter Plus Care |              | Total            |
|----------------------------------|----------------|---------------|------------------|----------------|----------------|---------------|------------------------|--------------|-------------------|--------------|------------------|
|                                  | This Month     | YTD           | This Month       | YTD            | This Month     | YTD           | This Month             | YTD          | This Month        | YTD          |                  |
| Checking & other cash            | 650,552        | -             | 930,317          | -              | 137,663        | -             | 1,012                  | -            | 2,065             | -            | 1,721,628        |
| Investments                      | 59,646         | -             | 554,642          | -              | -              | -             | -                      | -            | -                 | -            | 614,288          |
| <b>Total Cash &amp; Invests</b>  | <b>710,198</b> | <b>-</b>      | <b>1,484,959</b> | <b>-</b>       | <b>137,663</b> | <b>-</b>      | <b>1,012</b>           | <b>-</b>     | <b>2,065</b>      | <b>-</b>     | <b>2,335,916</b> |
| Tenant Acct Rec                  | -              | -             | 1,292            | -              | -              | -             | -                      | -            | -                 | -            | 1,292            |
| Tenant Acct Rec-Fraud            | -              | -             | 1,910            | -              | -              | -             | -                      | -            | -                 | -            | 1,910            |
| Tenant Acct Rec-Sec Dep          | -              | -             | -                | -              | -              | -             | -                      | -            | -                 | -            | -                |
| Allow for Doubt Acct             | -              | -             | (986)            | -              | -              | -             | -                      | -            | -                 | -            | (986)            |
| Acct Rec Other Pjms              | 13,000         | -             | 44,300           | -              | 15,352         | -             | -                      | -            | -                 | -            | 72,652           |
| Acct Rec Other                   | 1,403          | -             | 5,031            | -              | -              | -             | -                      | -            | -                 | -            | 6,434            |
| Prepaid Insurance                | 223            | -             | 68,370           | -              | -              | -             | -                      | -            | -                 | -            | 68,593           |
| Material Inventory               | -              | -             | 30,954           | -              | -              | -             | -                      | -            | -                 | -            | 30,954           |
| Pension Deferred Outflows        | 7,341          | -             | 14,437           | -              | 2,692          | -             | -                      | -            | -                 | -            | 24,470           |
| Subsequent Pension Pmts          | 13,278         | -             | 20,327           | -              | 4,018          | -             | -                      | -            | -                 | -            | 37,624           |
| Development Deferred Outflows    | -              | -             | 68,691           | -              | -              | -             | -                      | -            | -                 | -            | 68,691           |
| <b>Total Current Assets</b>      | <b>745,443</b> | <b>-</b>      | <b>1,739,286</b> | <b>-</b>       | <b>159,745</b> | <b>-</b>      | <b>1,012</b>           | <b>-</b>     | <b>2,065</b>      | <b>-</b>     | <b>2,647,551</b> |
| <b>Liabilities:</b>              |                |               |                  |                |                |               |                        |              |                   |              |                  |
| Security Deposits                | -              | -             | 93,734           | -              | -              | -             | -                      | -            | -                 | -            | 93,734           |
| Payroll Deductions               | -              | -             | 538              | -              | -              | -             | -                      | -            | -                 | -            | 538              |
| Acct Pay Other Pjms              | 59,652         | -             | -                | -              | 6,000          | -             | 1,000                  | -            | 6,000             | -            | 72,652           |
| Acct Pay Other                   | -              | -             | 2,500            | -              | -              | -             | -                      | -            | -                 | -            | 2,500            |
| Compensated Absence              | 11,998         | -             | 17,737           | -              | 139            | -             | -                      | -            | 7                 | -            | 29,892           |
| Accrued Payroll                  | 12,006         | -             | 22,442           | -              | 2,691          | -             | -                      | -            | 179               | -            | 37,318           |
| Accrued Payroll Taxes            | 854            | -             | 1,594            | -              | 188            | -             | -                      | -            | 13                | -            | 2,648            |
| Pension Deferred Inflows         | 5,480          | -             | 10,778           | -              | 2,009          | -             | -                      | -            | -                 | -            | 18,267           |
| Miscellaneous                    | -              | -             | 4,148            | -              | 56             | -             | -                      | -            | -                 | -            | 4,204            |
| PILOT: Prior Year                | -              | -             | -                | -              | -              | -             | -                      | -            | -                 | -            | -                |
| PILOT: Current Year              | -              | -             | 19,508           | -              | -              | -             | -                      | -            | -                 | -            | 19,508           |
| FSS Escrow                       | -              | -             | 44,294           | -              | 15,352         | -             | -                      | -            | -                 | -            | 59,646           |
| <b>Total Current Liabilities</b> | <b>0.12</b>    | <b>89,991</b> | <b>0.12</b>      | <b>217,274</b> | <b>0.17</b>    | <b>26,435</b> | <b>0.99</b>            | <b>1,000</b> | <b>3.00</b>       | <b>6,199</b> | <b>340,959</b>   |

**Income Statement after 9 Months of Fiscal Year**

| Revenues:                        | COCC          |                | Section 8     |                | Home          |                | TBRA-Security Deposits |            | Shelter Plus Care |              | Totals         |                  |
|----------------------------------|---------------|----------------|---------------|----------------|---------------|----------------|------------------------|------------|-------------------|--------------|----------------|------------------|
|                                  | This Month    | YTD            | This Month    | YTD            | This Month    | YTD            | This Month             | YTD        | This Month        | YTD          | This Month     | YTD              |
| Admin Fees Earned                | -             | -              | -             | -              | 15,187        | 145,537        | -                      | -          | 454               | 4,084        | 15,641         | 149,621          |
| Bookkeeping/Mgmt Fees            | 35,360        | 176,992        | 923           | 1,451          | -             | -              | -                      | -          | -                 | -            | 36,284         | 178,442          |
| Maintenance Labor Fees           | -             | -              | 4,632         | 7,485          | -             | -              | -                      | -          | -                 | -            | 4,632          | 7,485            |
| <b>Total Repts</b>               | <b>2,861</b>  | <b>25,746</b>  | <b>26,423</b> | <b>253,031</b> | <b>-</b>      | <b>-</b>       | <b>-</b>               | <b>-</b>   | <b>-</b>          | <b>-</b>     | <b>29,283</b>  | <b>278,776</b>   |
| Interest                         | 740           | 7,731          | 505           | 8,736          | 19            | 145            | 647                    | 2          | 0                 | 3            | 1,267          | 17,263           |
| Misc                             | 33            | 277            | 7,081         | 89,176         | 1,112         | 3,772          | -                      | -          | -                 | -            | 8,227          | 94,725           |
| Subsidy                          | -             | -              | 31,214        | 297,178        | -             | -              | -                      | -          | -                 | -            | 31,214         | 297,178          |
| Gain/Loss on Sale                | -             | -              | -             | -              | -             | -              | -                      | -          | -                 | -            | -              | -                |
| <b>Total Revenues</b>            | <b>38,994</b> | <b>210,745</b> | <b>70,779</b> | <b>657,056</b> | <b>16,318</b> | <b>149,454</b> | <b>2</b>               | <b>647</b> | <b>454</b>        | <b>5,587</b> | <b>126,548</b> | <b>1,023,490</b> |
| <b>Expenses</b>                  |               |                |               |                |               |                |                        |            |                   |              |                |                  |
| Administrative                   | 18,424        | 169,670        | 48,026        | 294,076        | 12,859        | 112,733        | 34                     | 306        | 622               | 6,170        | 79,965         | 582,955          |
| Tenant Services                  | -             | -              | 36            | 2,447          | -             | -              | -                      | -          | -                 | -            | 36             | 2,447            |
| Utilities                        | 102           | 1,202          | 1,131         | 9,901          | -             | -              | -                      | -          | -                 | -            | 1,233          | 11,103           |
| Maintenance                      | 23            | 1,632          | 22,019        | 233,828        | 543           | 4,685          | -                      | -          | 26                | 342          | 22,610         | 240,487          |
| Insurance/General/Bad Debt       | 476           | 2,317          | 5,033         | 112,062        | 92            | 1,645          | -                      | -          | 2                 | 30           | 5,604          | 116,053          |
| Other Expenditures               | -             | -              | -             | -              | -             | -              | -                      | -          | -                 | -            | -              | -                |
| Casualty Loss/Grant receipt      | -             | -              | (8,595)       | (148,118)      | -             | -              | -                      | -          | -                 | -            | (8,595)        | (148,118)        |
| <b>Total Expenses</b>            | <b>19,025</b> | <b>174,820</b> | <b>67,649</b> | <b>504,196</b> | <b>13,494</b> | <b>119,063</b> | <b>34</b>              | <b>306</b> | <b>650</b>        | <b>6,542</b> | <b>100,853</b> | <b>804,926</b>   |
| Depreciation Expense             | -             | -              | -             | -              | -             | -              | -                      | -          | -                 | -            | -              | -                |
| <b>Profit or (Loss) for Year</b> | <b>19,969</b> | <b>35,925</b>  | <b>3,130</b>  | <b>152,860</b> | <b>2,824</b>  | <b>30,391</b>  | <b>(32)</b>            | <b>341</b> | <b>(196)</b>      | <b>(955)</b> | <b>25,695</b>  | <b>218,563</b>   |
| PHA Payments to LL               | -             | -              | 111,506       | 889,273        | -             | -              | -                      | -          | 8,433             | 63,060       | 119,939        | 1,052,333        |
| HUD Payments to PHA              | -             | -              | 111,208       | 1,071,106      | -             | -              | -                      | -          | 8,433             | 63,060       | 119,641        | 1,134,166        |
| Units Leased                     | -             | -              | 351           | 3,004          | -             | -              | -                      | -          | 17                | 137          | 368            | 3,141            |

## CFP Grant Year 2018 - March 2020

| Expenses                        | Actual<br>Month | Actual Grant<br>YTD | Grant Budget      | %          |
|---------------------------------|-----------------|---------------------|-------------------|------------|
| Sewers/Exterior Plumbing        | -               | -                   | \$ 3,000          | 0%         |
| Concrete                        | -               | -                   | \$ 2,000          | 0%         |
| Roofs                           | -               | 2,396               | \$ 18,000         | 13%        |
| Floors                          | -               | 3,887               | \$ 25,000         | 16%        |
| Kitchens                        | 1,750           | 16,480              | \$ 35,000         | 47%        |
| Bathrooms                       | 706             | 13,040              | \$ 25,000         | 52%        |
| HVAC/Electrical                 | 436             | 32,024              | \$ 16,870         | 190%       |
| Foundations                     | -               | 380                 | -                 |            |
| Interior Plumbing               | 26              | 15,860              | \$ 14,000         | 113%       |
| Siding                          | -               | 428                 | \$ 1,000          | 43%        |
| Windows                         | -               | 2,013               | \$ 2,000          | 101%       |
| Other Attached Exterior/Gutters | -               | -                   | \$ 2,000          | 0%         |
| Doors                           | -               | 9,885               | \$ 10,000         | 99%        |
| Decks                           | -               | 2,987               | -                 |            |
| Other Miscellaneous             | -               | 1,597               | -                 |            |
| Stoves & Refrigerators          | -               | 26,195              | \$ 20,000         | 131%       |
| Maintenance Labor & Benefits    | 2,318           | 18,356              | \$ 14,833         | 124%       |
| <b>Total Unit Expenses</b>      | <b>5,236</b>    | <b>145,530</b>      | <b>\$ 188,703</b> | <b>77%</b> |
| Sheds                           | -               | -                   | \$ -              |            |
| Maintenance Buildings           | -               | -                   | \$ 5,000          | 0%         |
| Contracting Labor & Benefits    | 67              | 3,095               | \$ 4,500          | 69%        |
| COCC Management Fees            | -               | 29,244              | \$ 29,244         | 100%       |
| Transferred to Operations       | -               | 65,000              | \$ 65,000         | 100%       |
| <b>Total CFP 2018 Expenses</b>  | <b>5,303</b>    | <b>242,869</b>      | <b>\$ 292,447</b> | <b>83%</b> |

*Grant expenditures began January 2019.*

# **SALINA HOUSING AUTHORITY**

## **April 2020**

**TINA R. BARTLETT, MBA, CS-PHM**  
**EXECUTIVE DIRECTOR**

### **Personnel**

Jennifer Craft began employment on March 30, 2020 in the position of Finance Manager

Kim Deal, Finance Manager, resigned effective April 23, 2020.

### **Financial:**

The Salina Housing Authority received \$32,059 in Operating Subsidy in April for Public Housing. We received \$111,591 for April HAP funding for the Section 8 programs, which includes \$7,439 restricted for Mainstream vouchers. We have approximately \$51,400 remaining Net Restricted Assets for Section 8 vouchers and an additional \$44,100 in unspent Mainstream funding.

The monthly administrative fee funding for Section 8 was \$15,187 for April. As discussed and approved in the budget, we will continue to assess full management fees to the Section 8 program but loan funds back to the Section 8 program to cover variances. The total amount of the loan as of March 31 is \$6,000.

### **Program Updates:**

The FSS Coordinator submitted application and was awarded \$5,000 to assist the Shelter Plus Care and Non-elderly disabled tenants with COVID-19 Emergency Relief funding. The funding will be used to pay back utility bills, transportation costs, groceries, and move-in kits.

The FSS Coordinator has submitted application for \$2,700 from the Salina Area United Way for the Make a Difference Grant. The grant monies would be used to provide incentives, address health issues, provide meeting materials and access educational/employment outcomes.

The SHA is currently leasing in all programs.

### **HUD Regulation/Legislative**

On Wednesday, March 18, 2020 the President signed the Coronavirus Emergency Relief Act for Employers and Families. The legislation impacts businesses and families across the country and

includes extensive relief for businesses with fewer than 500 employees. The SHA has adopted the Paid Sick Leave and Expanded Family Medical Leave Act provisions as required.

In an effort to control the spread of the COVID-19 virus and prevent the overload on local health care systems, Kansas Governor Laura Kelly extended Executive Order No. 20-16 Stay Home order with Executive Order No. 20-24. The order extends the Stay Home order until 11:59 p.m. on May 3, 2020, or until the statewide COVID-19 State of Disaster Emergency expires.

The President signed the third COVID-19 relief bill, which includes more than \$2 trillion to help the U.S. economy. Included in the bill includes \$685 million additional Public Housing operating funds. As of 4/20/20, SHA has not been advised the dollar number that translates into for our agency.

On April 10, 2020, the Department of Housing and Urban Development (HUD) issued PIH Notice 2020-05, advising of Statutory and Regulatory Waivers for various programs including Public Housing and the Section 8 Housing Choice Voucher (HCV) programs. Staff is currently reviewing this 63-page notice and will implement as required.

Due to ongoing developments concerning the coronavirus (COVID-19) pandemic and in keeping with mandates from federal, state, and local governments, the HUD Kansas City Field Office is closed. Field Office staff has been mandated to working remotely 100%.

### **Management**

The SHA office continues to be closed to the public. We believe it is in the best interest of our tenant, applicants, and staff to help prevent the spread of COVID-19. We will still be staffed and doing as much business as possible by mail, phone, and other communication. We will schedule appointments with anyone that has to meet in person to reduce the number of individuals in the front at one time and to help allow us to properly sanitize and avoid spreading the virus or being exposed to the virus.

Maintenance is focusing its attention on emergency work orders and turning over vacant units during this time. Non-emergent work orders and inspections are postponed until we have further guidance.

Housing Authorities Lawsuit Update--The Government filed its brief on January 31 to appeal the decision by the Claims Court awarding damages in the aggregate amount of \$132,656,951 for the Operating Fund litigation. Our attorney filed our brief last week. The Government should file a reply brief by April 29. The Government is then required to file a Joint Appendix. Normally, the court of Appeals would schedule an oral argument 3-5 months after the Joint Appendix is filed. However, the pandemic is affecting the scheduling and manner in which courts throughout the country are managing the dockets.

## **Development**

HUD has authorized the Request for Release of Funds and Authority to use funds for the purchase of ten units owned by Ashby House.

The SHA is awaiting a response from the city on additional information needed to move forward with the request for a Letter of Support in the conversion of Public Housing units to a voucher program.

The SHA is working to finalize the 501(c)(3) application for Salina Housing Services.

# **OLD BUSINESS**

- a. Development Update

# **NEW BUSINESS**

a. Income Limits FY2020

**SALINA HOUSING AUTHORITY  
BOARD OF COMMISSIONERS**

**MEMO**

April 20, 2019

**From:** Tina Bartlett, MBA, Executive Director

**Meeting:** April 28, 2020

**Subject:** 2020 Revised Income Limits – Public Housing and Section 8 Housing Choice Voucher Programs.

**BACKGROUND**

The Department of Housing and Urban Development (HUD) is required by law to set income limits that determine the eligibility of applicants for HUD's assisted housing programs. The major active assisted housing programs are the Public Housing program, the Section 8 Housing Choice Voucher program, including Veteran Assisted Supportive Housing (VASH), Mainstream Vouchers and the Shelter Plus Care vouchers.

HUD Section 8 Income Limits begin with the production of Median Family Income estimates. HUD uses the Section 8 program's Fair Market Rent (FMR) area definitions in developing median family income estimates (MFIs). Beginning with FY 2010 Income Limits, HUD eliminated its long standing "hold harmless" policy but limited all annual decreases to five percent and all annual increases to the greater of five percent or twice the change in the national median family income.

**DISCUSSION**

On March 31, 2020 the Salina Housing Authority received notice that the 2020 Income Limits for the Public Housing and Section 8 programs had been revised, effective April 1, 2020.

For FY 2020, the national median family income is \$78,500 which is an increase of three percent compared with the national median income for FY 2019. Saline County's Median Family Income is slightly less at \$70,200. For FY 2014, HUD updated the methodology to produce Median Family Income (MFI) estimates to take advantage of new data available from the Bureau of the Census' American Community Survey (ACS). The U.S. Census Bureau's 2013-2017 ACS median family income data are used as a basis for calculating HUD's FY2020 MFIs. The consumer Price Index forecast published by the Congressional Budget Office (CBO) is used to bring the ACS forward from mid-2016 to the mid-point of the fiscal year, April 2020.

Income limits are based on MFIs adjusted for family size. Very low income (VLI) limits for four-person families are calculated as 50% of the area median family income, with adjustments for high and low cost areas. Extremely low income (ELI) families are defined as those whose incomes do not exceed the greater of either 30% of the MFI (or 60% of VLI income limit) or the federal poverty guideline published by the Department of Health and Human Services. If the



federal poverty guideline is above the VLI limit for a given family size, the ELI limit is set at the VLI limit.

The notice identifies three levels of income limits; one is the Low-Income Limits which are used in determining the eligibility of Public Housing and Section HCV program applicants:

- The Low-income is defined as 80% of the median family income for the area, subject to adjustments for areas with unusually high or low income or housing costs.
- The Very-Low Income Limit is defined as 50% of the median family income for the area, subject to specified adjustments for areas with unusually high or low income, and used in determining eligibility for the Section 8 Housing Choice Voucher (HCV) program and the TBRA program.
- The Extremely Low Income Limit is defined as the greater of 30% of the Area Median Income Limit or the federal poverty guideline as established by the Department of Health and Human Services (HHS), provided that this amount is not greater than the 50% Area Median Income Limit. Consequently, the extremely low income limit (30%) income limits may equal the very low (50%) income limits.

In accordance with the Quality Housing and Work Responsibility Act of 1998 (QHWRA), not less than 40% of new families admitted to the public housing program must have incomes at or below 30% of the area median income. In Section 8 HCV program, not less than 75% of new families admitted to the program must have incomes at or below 30% of the median income.

Income limits are designated by county and by Metropolitan Service Area (MSA). An MSA is a geographic area with a significant population nucleus, along with any adjacent communities that have a high degree of economic and social integration with that nucleus.

## **ACTION REQUIRED**

It appears no action is required by the Board as the Income Limits are a requirement established by HUD. Information is provided for educational purposes and to keep Board adequately informed of changes required as directed by HUD

### **Attachments:**

1. FY 2020 Table of Income Limits published by HUD



# FY 2020 INCOME LIMITS DOCUMENTATION SYSTEM

[HUD.gov](http://HUD.gov) [HUD User Home](#) [Data Sets](#) [Fair Market Rents](#) [Section 8 Income Limits](#) [MTSP Income Limits](#) [HUD LIHTC Database](#)

## FY 2020 Income Limits Summary

Selecting any of the buttons labeled "Explanation" will display detailed calculation steps for each of the various parameters.

| FY 2020<br>Income<br>Limit<br>Area | Median<br>Family<br>Income<br><br>Explanation | FY 2020<br>Income Limit<br>Category                           | Persons in Family |        |        |               |        |        |        |        |
|------------------------------------|---|---|-------------------|--------|--------|---------------|--------|--------|--------|--------|
|                                    |   |   | 1                 | 2      | 3      | 4             | 5      | 6      | 7      | 8      |
| Saline<br>County,<br>KS            | \$70,200                                      | Very Low<br>(50%)<br>Income<br>Limits (\$)<br><br>Explanation | 24,600            | 28,100 | 31,600 | <b>35,100</b> | 37,950 | 40,750 | 43,550 | 46,350 |
|                                    |   | Extremely<br>Low Income<br>Limits (\$)*<br><br>Explanation    | 14,750            | 17,240 | 21,720 | <b>26,200</b> | 30,680 | 35,160 | 39,640 | 44,120 |
|                                    |   | Low (80%)<br>Income<br>Limits (\$)<br><br>Explanation         | 39,350            | 44,950 | 50,550 | <b>56,150</b> | 60,650 | 65,150 | 69,650 | 74,150 |

\* The FY 2014 Consolidated Appropriations Act changed the definition of extremely low-income to be the greater of 30/50ths (60 percent) of the Section 8 very low-income limit or the poverty guideline as [established by the Department of Health and Human Services \(HHS\)](#), provided that this amount is not greater than the Section 8 50% very low-income limit. Consequently, the extremely low income limits may equal the very low (50%) income limits.

Income Limit areas are based on FY 2020 Fair Market Rent (FMR) areas. For information on FMRs, please see our associated FY 2020 [Fair Market Rent documentation system](#).

For last year's Median Family Income and Income Limits, please see here:

FY2019 Median Family Income and Income Limits for Saline County, KS

# **NEW BUSINESS**

b. Government Paid Sick Leave and  
Expanded FMLA

SALINA HOUSING AUTHORITY  
BOARD OF COMMISSIONERS

MEMO

April 20, 2020

**From:** Tina Bartlett, MBA, Executive Director

**Meeting:** April 28, 2020

**Subject:** Expanded FMLA and Paid Sick Leave

**Congress Expands FMLA, Required Paid Sick Leave in Response to COVID-19**

The Families First Coronavirus Act passed both houses of Congress and was signed into law by President Trump on Wednesday, March 18. The law provides emergency funding to a variety of food assistance and medical programs; provides regulatory relief for school meal programs; allows states to request waivers of SNAP and unemployment work requirements and one week waiting requirements, and to provide some emergency snap benefits, administration of unemployment programs, and provides increased reimbursement rates to states for unemployment insurance coverages. The law also creates new FMLA and paid sick leave requirements, which became effective on April 2, and expire on December 31, 2020.

**FMLA Expansion and Paid Sick Leave Requirements Apply to Housing Authorities**

The FMLA expansion and paid sick leave requirements do not apply to all employers. Private employers with over 500 employees are not covered, though they may be eligible for tax breaks for providing these benefits. Private employers with fewer than 50 employees may seek a waiver if providing the benefit would threaten the survival of the business. Government agencies with one or more employees are subject to the provisions. Certain health care providers and emergency responders can also be exempted.

**FMLA Provisions**

The FMLA provisions expand eligibility for FMLA leave to include caring for a family member sick of COVID-19 and caring for children at home due to closures of schools or child care facilities. The initial 10 days mandated by the new law can be unpaid, although employees must be permitted to use any accrued paid leave. After 10 days, the leave must be paid, but can be paid at two-thirds of regular pay; can be capped at \$200 per day and \$10,000 total. Calculations for determining amounts for part time workers are included. The law also requires companies to protect the employee and reinstate them to their prior position, or if the position is permanently eliminated, to make best efforts and provide a preference for placement in other positions, and to do so for one year after the end of the declared emergency. The SHA is allowing staff to take intermittent FMLA leave to care for children at home due to closures of schools.

**Sick Leave Provisions**

The Emergency Paid Sick Leave provisions require covered employers to provide paid sick leave for the equivalent of two weeks (80 hours for full time employees, two weeks of average weekly hours for part time employees) under the following circumstances:

1. Employee is subject to quarantine or isolation order of state, county or local authorities.
2. Employee has been advised by a health care provider to self-quarantine due to health concerns.
3. Employee is experiencing symptoms and seeking diagnosis.
4. Employee is caring for a person subject to restrictions described in #1 and #2 above.
5. Employee is caring for a child at home due to school or childcare closure.
6. Other condition as specified by the Secretary of the Department of Health and Human Services in consultation with the Secretaries of the Departments of Labor and Treasury.

The law includes provisions that are not clear about applicability or how they will be implemented. For example, maximum sick leave pay may be at the regular rate of pay; or, under items 1, 2 and 3 are maxed at \$511 per day and \$5110 total. Under 4, 5 and 6 must be at two-thirds of regular rate; or are maxed at \$200 per day and \$2,000 total. Private entities subject to these requirements are eligible for refundable tax credits for these costs. The bill does not provide any funding or other mechanism for government entities or non-profits to cover any of these costs.

The law also includes the following provisions relating to emergency paid sick leave:

- This emergency sick leave is available immediately, regardless of the length of employment.
- If unused, these emergency sick leave hours DO NOT carry over to the new year.
- Employers MAY NOT require the use of other paid leave prior to use of the emergency sick leave.
- Employers must post a notice, to be provided by DOL this week, regarding these benefits.

Additional Coronavirus and economic stimulus bill are expected to be passed, with substantial emergency funding for housing and other programs expected.

The SHA has implemented all parts of this requirement and continue to monitor the impact of COVID-19 on the organization.

# **NEW BUSINESS**

c. Resolution No. 2020-1037 Approving  
Use of Funds

SALINA HOUSING AUTHORITY  
BOARD OF COMMISSIONERS

MEMO

April 20, 2020

**From:** Tina Bartlett, Executive Director

**Meeting:** April 28, 2020

**Subject:** Resolution for transfer of funds to purchase property

**BACKGROUND**

On June 25, 2019, the Salina Housing Authority signed an Option to Purchase Real Estate for \$410,000 with Ashby House, Ltd. The agreement included property at 110 N Oakdale Avenue, 118 N Oakdale Avenue, and 708 Johnstown Avenue. The SHA paid \$1,000 down with 90 days to do due diligence such as acquire appraisal and environmental. An \$1,000 was paid for an extension of the option term on September 30, 2019.

The Environmental Review (ER) was completed the end of November as additional noise studies had to be done. The ER was sent to the responsible entity the first week of December for review and approval. It was returned in December and the SHA posted the required notice for publication with the Salina Journal for a Finding of No Significant Impact and the Request For Release of Funds for the purchase. No additional comments were received by the Responsible Entity. Final paperwork was submitted to HUD on February 21, 2020. HUD approved the Release of Funds for the purchase on March 24, 2020.

The closing of the property was set for March 31, 2020. The directors of Salina Housing Authority and Ashby House, Ltd met on March 26, 2020 and agreed to a closing date of April 30, 2020 to allow last minute arrangements to be made.

**DISCUSSION**

The request for release of funds utilized the Operating Funds/Subsidy for purchase. Upon receiving the release of funds from HUD, \$328,938.01 was transferred from the Salina Housing Authority Home/Business Activity funds to Public Housing funds. These funds have been restricted for the use of development and/or acquisition of property to be used for low income housing.

Salina Housing Authority proposes to transfer the funds necessary to Salina Housing Services Corporation to purchase property at 110 N Oakdale Avenue, 118 N Oakdale Avenue, and 708 Johnstown Avenue in an amount not to exceed \$412,000. The use of Salina Housing Services for the purchase allows the future utilization of voucher tenants in the property. These funds would be transferred from Public Housing, with \$328,938.01 originating from the restricted Home/Business Activity and the remainder from Public Housing operating reserves.

### **ALTERNATIVES**

It appears the Board of Commissioners has the following alternatives concerning the issue at hand. The Commission may:

1. Approve Resolution No. 2020-1037, authorizing the transfer of funds to Salina Housing Services Corporation to purchase property listed in the resolution.
2. Deny approval of Resolution No. 2020-1037, authorizing the transfer of funds to Salina Housing Services Corporation to purchase property listed in the resolution.
3. Modify the transfer of funds to meet the needs of the Commission.
4. Table the request.

### **RECOMMENDATION**

Staff recommends Resolution No. 2020-1037 be approved, allowing for the transfer of funds to Salina Housing Services Corporation for the purchase of property at 110 N Oakdale Avenue, 118 N Oakdale Avenue, and 708 Johnstown Avenue.

### **POSSIBLE MOTION**

Approve Resolution No. 2020-1037, authorizing the transfer of funds to Salina Housing Services Corporation for the purchase of property listed in the resolution.

### **ENCLOSURES**

1. Letter of Approval to Release Funds
2. HUD-7015.16
3. Resolution No. 2020-1037





U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT

REGION VII

Gateway Tower II, Room 200  
400 State Avenue  
Kansas City, KS 66101-2406  
HUD Home Page: [www.hud.gov](http://www.hud.gov)

March 24, 2020

Ms. Tina Bartlett  
Executive Director  
Salina Housing Authority  
P.O. Box 1202  
Salina, KS 67402-1202

Dear Ms. Bartlett:

Our office received the Request for Release of Funds, HUD-7015.15 on March 3, 2020 for the Salina Housing Authority associated with the proposed acquisition of properties located at 110 and 118 Oakdale and 708 Johnstown Avenues.

Since no objections were received by this office and the objection period has expired, please find enclosed the approved Authority to Use Grant Funds, HUD-7015.16, per the requirements of 24 CFR 58.

Please maintain a copy of the HUD-7015.16 as part of the environmental records.

Please feel free to contact Larry Maxwell at [larry.maxwell@hud.gov](mailto:larry.maxwell@hud.gov) or (913) 551-6931, if you have questions or need further assistance.

Sincerely,  
**Frances M.  
Cleary**

Frances M. Cleary  
Director  
Office of Public Housing  
Office of Field Operations

Digitally signed by: Frances M. Cleary  
DN: CN = Frances M. Cleary email =  
[frances.m.cleary@hud.gov](mailto:frances.m.cleary@hud.gov) C = AD O =  
HUD OU = Office of Public Housing  
Date: 2020.03.24 12:31:00 -05'00'

# Authority to Use Grant Funds

**U.S. Department of Housing and Urban Development**  
Office of Community Planning and Development

|  |  |
|--|--|
| <b>To:</b> (name & address of Grant Recipient & name & title of Chief Executive Officer)<br>Tina Bartlett, Executive Director<br>Salina Housing Authority<br>469 South 5th St.<br>Salina, KS 67401 | <b>Copy To:</b> (name & address of SubRecipient) |
|--|--|

|  |               |
|--|---------------|
| We received your Request for Release of Funds and Certification, form HUD-7015.15 on | March 3, 2020 |
| Your Request was for HUD/State Identification Number                                 | KS038         |

All objections, if received, have been considered. And the minimum waiting period has transpired. You are hereby authorized to use funds provided to you under the above HUD/State Identification Number. File this form for proper record keeping, audit, and inspection purposes.

The Salina Housing authority will acquire property located at 110 & 118 Oakdale Avenue and 708 Johnstown Avenue, Salina, Salina County Kansas, 67401. The property consists of two, two story multi-family residential structures; one, single-story multi-family residential structure; one garage structure; an ancillary building used for a playhouse; and landscaping. The project land consists of approximately 0.52 acres. The proposed undertaking involves the acquisition of the land and structures and a future Section 18 disposition. The intended use of the multi-family housing properties would not be changed under this undertaking. Furthermore, the project does not involve new construction or ground disturbance.

|   |   |   |
|---|---|---|
| Typed Name of Authorizing Officer<br><b>Frances M. Cleary</b><br>Title of Authorizing Officer<br>Director, Office of Public Housing | Signature of Authorizing Officer<br><br><b>Frances M. Cleary</b><br>X | Digitally signed by: Frances M. Cleary<br>DN: CN = Frances M. Cleary, email = frances.m.cleary@hud.gov, C = AD, O = HUD, OU = Office of Public Housing<br>Date: 2020.03.24 12:28:23 -05'00' |
|---|---|---|

Previous editions are obsolete.

form HUD-7015.16 (2/94)  
ref. Handbook 6513.01

**RESOLUTION NO. 2020-1037**

**RESOLUTION OF THE HOUSING AUTHORITY OF THE CITY OF SALINA,  
KANSAS, AUTHORIZING THE EXECUTIVE DIRECTOR TO TRANSFER  
FUNDS FOR THE PURCHASE OF REAL PROPERTY .**

**WHEREAS**, the Housing Authority of the City of Salina desires to purchase real property asset located at 110 N Oakdale Avenue, 118 N. Oakdale Avenue and 708 Johnstown Avenue.

**WHEREAS**, Housing Authority of the City of Salina, procurement policy dictates that all procurements in excess of \$25,000 are reviewed and approved by the Board of Commissioners.

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Commissioners of the Housing Authority of the City of Salina, Kansas:

**Section 1.** The Executive Director is hereby authorized to transfer up to \$412,000 from the Public Housing general account to the Salina Housing Services account for the purchase of 110 N. Oakdale Ave, 118 N. Oakdale Avenue and 708 Johnstown Avenue.

**Section 2.** The Housing Authority of the City of Salina is hereby directed to file the original agreement and retain according to the Housing Authority of the City of Salina records retention policy.

**Section 3.** This resolution shall be in full force and effect from and after its adoption.

After discussion, Commissioner \_\_\_\_\_ moved that said Resolution be finally adopted as read; Commissioner \_\_\_\_\_ seconded the motion. The question being put upon final adoption of said Resolution; the roll was called with the following result:

**AYES** \_\_\_\_\_

**NAYS** \_\_\_\_\_

The Chair declared such motion carried and the Resolution finally adopted.  
Adopted this 28<sup>th</sup> day of April 2020.

**ATTEST:**

\_\_\_\_\_  
Tina Bartlett, Secretary

\_\_\_\_\_  
Kim Trigg, Board Chair

# **NEW BUSINESS**

d. Resolution No. 2020-1038 Approving  
Annual and Five-Year Plans

SALINA HOUSING AUTHORITY  
BOARD OF COMMISSIONERS

MEMO

April 20, 2020

**From:** Tina Bartlett, MBA, Executive Director

**Meeting:** April 28, 2020

**Subject:** 2020-2024 Five-Year and Annual Plans

**BACKGROUND**

The PHA Plan process was established by section 5A of the United States Housing Act of 1937 (42 U.S.C. 1437 et seq.). Section 5A(b) of the U.S. Housing Act of 1937 (42 U.S.C. 1437c-1(b)) was amended by the 2008 Housing and Economic Recovery Act (HERA), Sections 2701 and 2702, Small Public Housing Authorities Paperwork Reduction Act. This amendment provided an exemption of certain qualified PHAs from the annual plan requirement. The PHA Plan is a comprehensive guide to public housing agency (PHA) policies, programs, operations, and strategies for meeting local housing needs and goals. There are two parts to the PHA Plan: the 5-Year Plan, which each PHA submits to HUD once every 5th PHA fiscal year, and the Annual Plan, which is submitted to HUD every year.

On October 25, 2013, the Capital Fund Final Rule was published, which, among other numerous changes, decoupled the Capital Fund Annual and Five-Year Plan process from the Agency annual and Five-Year Plan approval process and required certain language regarding defining criteria for a Significant Amendment or Modification to the Capital Fund Program Five-Year Action Plan.

The PHA must complete, sign and mail certification forms with original signatures to its local HUD office as a part of the PHA Plan submission process. The certification forms validate the plan before submission to a local HUD office, and validate the Plan's consistency with the Consolidated Plan. In addition, a PHA submitting a request for the Capital Fund Program/Capital Fund Program Replacement Housing Factor is required to complete certifications related to the receipt of Federal funds.

**DISCUSSION**

The PHA Plan is a comprehensive guide to public housing agency (PHA) policies, programs, operations, and strategies for meeting local housing needs and goals. There are two parts to the PHA Plan: the 5-Year Plan, which each PHA submits to the Department of Housing and Urban Development (HUD) once every 5th PHA fiscal year, and the Annual Plan, which is submitted to HUD every year by non-qualified agencies.

On April 28, 2020, the Five-Year and Annual Plans will be presented to the Board of Commissioners for approval after completion of the public hearing requirement on April 20,

2020. The Notice of Public Hearing was published in the Salina Journal, in the resident newsletter, on the Salina Housing Authority website, and in the Salina Housing Authority office inviting residents, as well as the public, to participate and comment on the Five-Year Action Plan.

The agency is required to establish and meet with Resident Advisory Boards (RAB) whose membership reflects and represents the residents assisted by the agency. The PHA is then required to consult with and consider the recommendations of the RAB at the annual public hearing. The Salina Housing Authority has no active resident associations as it has been inactive due to lack of interest and participation by its residents for several years. Therefore, no resident advisory board is currently established, although we schedule monthly meetings for any resident interested and it remains a goal in order to enhance resident involvement in the Salina Housing Authority activities.

The Notice of Public Hearing was published in the Salina Journal and the monthly resident newsletter on March 3, 2020. The public hearing was scheduled on April 20, 2020 at the Salina Housing Authority at 9:00 a.m. There were no comments received.

## **RECOMMENDATION**

Staff recommend the Housing Authority Board of Commissioners adopt the 2020-2024 Annual and Five-Year Plans.

## **ALTERNATIVES**

It appears the Commission has the following alternatives concerning the issue at hand. The Commission may:

1. Approve the 2020-2024 Five-year and Annual Plans.
2. Do not approve the 2020-2024 Five-year and Annual Plans
3. Modify the 2020-2024 Five-Year and Annual Plans to meet the needs of the Commission

## **POSSIBLE MOTION**

Make a motion to approve the 2020-2024 Five-Year and Annual Plans as presented.

## **Enclosures:**

1. 2020-2024 Five-Year Plan
2. 2020-2024 Five-Year Plans (HUD-50075-5Y)
3. 2020 Annual Plan (HUD-50075-HP)
4. HUD-50077-SL
5. HUD-50077-CRT-SM



**2020-25  
PUBLIC HOUSING AGENCY  
FIVE-YEAR PLAN**

*EFFECTIVE JULY 1, 2020*

**DRAFT**

**SALINA HOUSING AUTHORITY  
469 S. 5<sup>TH</sup> ST.  
SALINA, KS 67401**



# **Salina Housing Authority Five-Year Agency Plan (Year 2020-2025)**

## ***Our Vision***

*Salina Housing Authority, by adhering to our guiding principles, will continue to be the leader in providing and supporting quality affordable housing desired by individuals and families in our market area.*

## ***Our Mission***

*The Salina Housing Authority is dedicated to providing and advocating affordable, safe living environments and opportunities to become self-sufficient for persons of very low to moderate income.*

Salina Housing Authority Guiding Principles:

We will endeavor to ...

- Deliver a mix of housing products that are desirable, dependable, decent, and safe.
- Work as a team with highly skilled and engaged staff that are caring, responsive, and practice integrity by doing what they say they will do.
- Take seriously our role in filling gaps in housing for those less fortunate due to low income or other circumstances.
- Foster quality of family life by helping to meet social needs through appropriate avenues.
- Champion assisted housing for those with various forms of housing needs and foster mobility for self-sufficient living circumstances.
- Strive for low-density housing that blends with existing neighborhoods and communities rather than stand-alone, isolated, high density projects.
- Be fiscally sound in all we do and operate efficiently with an empowered continuously-trying-to-improve organizational culture.
- Become desired housing by putting the customer first through excellent customer service that fully and fairly meets the needs of residents.
- Encourage residents to become economically independent and socially responsible to the community.
- Build entrepreneurial spirit and cultivate innovation in our business plans and



in all our work.

In pursuing the guiding principles, we will be working towards accomplishing our vision. The plans, goals and objectives, statements, budget summary, policies, etc. set forth in our plan are all geared towards this mission and, when taken as a whole, outline a comprehensive approach with our Guiding Principles that are also consistent with the Consolidated Plan. Here are some highlights of our plan:

- Maintain, improve and expand affordable housing in our operating area
- Develop additional services/partner with agencies to serve our residents
- Build a diversified business model for the agency
- Promote the opportunities and successes of affordable housing
- Strengthen organizational operations

In summary, our plan is to continue to improve the condition of affordable housing and to help to provide opportunities for better living for lower to moderate income residents in Salina.

#### **Strategic Goal: Maintain, Improve and Expand Affordable Housing.**

- Expand the Supply of Assisted Housing:
  - SHA seeks to develop a Strategic Housing Plan for maintaining and improving its existing housing portfolio and to seek opportunities to develop new housing to meet the needs of the community.
  - Apply for additional rental vouchers when funding is available including the use of Tenant Protection Vouchers, Mainstream Vouchers and Veteran Vouchers.
  - Reduce public housing vacancies: goal is to have 98%+ adjusted occupancy rate at each fiscal year's end and move toward repositioning public housing to compete in the changing market.
  - Leverage private or other public funds to create additional housing opportunities: Explore, tax credits, capital funds and alternative funding sources for public housing conversions to project-based vouchers through the Section 18 Program, Rental Assistance Demonstration (RAD) program and vouchering out or any other methods as allowed by HUD, and/or borrowing to upgrade, renovate, reduce density, and/or remodel PH facilities.
  - Acquire or build units or developments; Strategically replace other funded housing including through Low-Income Housing Tax Credits to build additional housing/affordable units.

- Designate tenant-based vouchers as project-based vouchers when appropriate up to the maximum levels as authorized by HUD.
  - Increase homeownership opportunities through the Housing Choice Voucher and other funding sources contingent upon interest, funds, and resources.
  - Enter into partnerships with other housing agencies to maximize resources in the management of housing stock.
  - Redirect funds as needs dictate (and as funding permits) from the “Reserve Funds” for development of new affordable housing.
- Improve the Quality of Assisted Housing:
    - Maintain public housing management: (PHAS score): Maintain 90%+ for end of each fiscal year and continue to address alternative measures for performance of properties.
    - Maintain voucher management: (SEMAP score): Maintain 90%+ for end of each fiscal year.
    - Increase customer satisfaction by streamlining processes and training staff in quality service principles, and through promotion of additional services based on family needs.
    - Concentrate on efforts to improve specific management functions such as public housing finance; voucher unit inspections, etc.
    - Continue to automate the property inspection process to improve efficiency.
    - Renovate or modernize public housing units: Via public housing conversions to project-based vouchers, Capital Grant Program, Replacement Housing Funds, tax credits, bond-financing, and/or other forms of borrowing, etc.
    - Dispose of public housing units that are geographically challenging: redevelop housing units as addressed through the strategic plan.
    - Provide replacement public housing: Leverage Replacement Housing Funds allotment to build additional new units.
    - Provide Tenant Protection Vouchers, especially in the event of any disposition.
    - Completely revitalize Salina Housing Authority developments; disposition to Salina Housing Authority related “development entity” (i.e., Salina Housing Services); and, construct new affordable housing units where needed.
    - SHA Public Housing tenants or Housing Voucher participants who are removed from either program for cause (lease or program violations) will

be ineligible to apply for assistance to either program for three year after being vacated.

- Increase Assisted Housing Choices:
  - Conduct outreach efforts to potential voucher landlords: To secure additional landlords to participate in voucher program and to provide additional affordable housing stock.
  - Increase voucher payment standards as needed to reflect market conditions.
  - Implement voucher homeownership program with conversion
  - Implement public housing homeownership programs with conversion.
  - Continue with public housing and voucher-based waiting lists (for public housing and for voucher projects).
  - Convert public housing to project-based vouchers through the Section 18 and Rental Assistance Demonstration (RAD) program.
  - Maintain a homeless preference to be extended to those individuals who meet the HUD definition (PIH 2013-15) and which meet admission criteria detailed in the ACOP and HCV Administrative Plan.

**Strategic Goal: Develop additional services/partner with agencies to serve our residents.**

- Provide An Improved Living Environment:
  - Conduct outreach efforts to potential service agencies to determine how the SHA can work together with them to bring needed services to our tenants.
  - Implement measures to promote rentals on the SHA website through GoSection8 to give voucher holders improved access to potential units which are available.
  - Maintain a high standard for Housing Quality Standards inspections to make sure that units are safe, sanitary, and in a livable condition for lower income families.
  - Implement public housing security improvements in complexes: Continue to implement security, safety, and prevention improvements.
- Promote Self-Sufficiency And Asset Development Of Assisted Households:
  - Increase the number and percentage of employed persons in assisted families by 5%.

- Provide or attract supportive services to improve assistance for recipients' employability: Create FSS programs with linkages to supportive services.
- Provide or attract supportive services to increase independence for the elderly or families with disabilities.
- Partner with organizations to promote early childhood development.
- **Ensure Equal Opportunity And Affirmatively Further Fair Housing:**
  - Undertake affirmative measures to ensure access to assisted housing regardless of race, color, religion, national origin, sex, familial status, and/or disability.
  - Undertake affirmative measures to provide a suitable living environment for families living in assisted housing, regardless of race, color, religion, national origin, sex, familial status, and/or disability.
  - Undertake affirmative measures to ensure accessible housing to persons with all varieties of disabilities regardless of unit size required.
  - To continue affirmative measures to meet Fair Housing objectives.
  - In consideration of the Violence Against Women Act (VAWA): do not deny access to or evict from public housing victims of domestic violence solely related to their being abused – encourage property owners renting to families with Section 8 Housing Vouchers to do the same; bifurcate (to divide) the lease to remove a lawful occupant or tenant who engages in criminal acts of violence to family members or others without evicting victimized lawful occupants; honor court orders regarding rights of access or control of the property; maintain victim confidentiality; place offenders on No Trespassing List; and, refer victims to Agencies related to domestic violence. However, this is not to prohibit eviction or termination for other good cause or for an
    - actual and/or imminent threat to other tenants or those employed if the tenant remains.
  - Follow Uniform Relocation Act (URA) guidelines for relocating residents affected by disposition and redevelopment activities.

**Strategic Goal: Build Diversified Business Model**

- Establish an affiliate organization for entrepreneurial activities to provide additional revenue opportunities to fulfill housing mission.
- Pursue future funding opportunities. Objective: Obtain at least \$50,000 in actual grant dollars per year.
- Develop a plan to achieve a self-sustaining financial condition.
- In conjunction with Kansas Housing Resource Corporation (KHRC) to apply for Low Income Housing Tax Credit (LIHTC) and Project- Based Contract Administrator contracts to oversee the contracts of HUD's Multi-family and HOME developments.
- Enter into private management contracts for rental housing.
- Establish partnerships with smaller housing authorities in regional area.

**Strategic Goal: Promote the Opportunities and Successes of Affordable Housing**

- Make the larger community aware of SHA's Mission
- Increase public awareness and support of agency and resident successes.
- Train/educate community about the programs SHA offer with an emphasis on landlords.

**Strategic Goal: Strengthen Organizational Operations**

- Develop a succession plan to address staff turnover.
- Identify new methods to recruit/attract qualified staff.
- Review staff compensation and benefits model to retain and attract qualified staff.
- Promote value of staff work and foster an environment of teamwork.
- Identify various trainings to meet the needs of new and existing staff to keep skills and knowledge current.
- Continue to identify ways to reduce expenses:
  - Allocate expenses across programs where appropriate.
  - Review and adjust tenant-paid maintenance charges for labor and supplies based upon actual costs
  - Increase electronic communication where possible to reduce mailing fees.
- Revision of Emergency Work Order protocol during normal business hours and after hours.
- Review and adjust the Transfer Policy for Public Housing or Voucher-Based

units.

- SHA intendeds to review and revise management policies in the Public Housing Admissions and Continued Occupancy Plan (ACOP) and the Housing Choice Voucher Administrative Plan to bring them in compliance with regulations and to improve the efficiency of operations of both programs as a cost containment measure.
- Once an applicant is housed, whether in a property owned by SHA or administered under Voucher Program, applicants will be removed from all waiting lists.

**Annual Plan Elements**

Statement of Housing Needs and Strategy for Addressing

*The greatest housing need in SHA’s jurisdiction is the cost burden (paying more than 30% of household income for housing) faced by families under 50% Area Median Income (AMI). SHA’s waiting list data supports these conclusions as 81% of voucher applicants and 86% of public housing applicants are below 30% AMI. Likewise, 73% of voucher and 73% of public housing applicants need two bedrooms or less to meet their household needs.*

Housing Needs of Families on the Public Housing and Section 8 Tenant- Based Assistance Waiting Lists

| <b>Housing Needs of Families on the HCV Waiting List</b> |                      |                            |                        |
|--|----------------------|----------------------------|------------------------|
|  | <b># of families</b> | <b>% of total families</b> | <b>Annual Turnover</b> |
| Waiting list total                                       | 348                  |                            | 82                     |
| Extremely low income <=30% AMI                           | 282                  | 81%                        |                        |
| Very low income (>30% but <=50% AMI)                     | 48                   | 14%                        |                        |
| Low income (>50% but <80% AMI)                           | 15                   | 5%                         |                        |
| Families w/ children                                     | 217                  | 63%                        |                        |
| Elderly families   | 39                   | 12%                        |                        |

|   |     |     |  |
|---|-----|-----|--|
| Families with Disabilities  | 107 | 31% |  |
| Race/ethnicity African American   | 33  | 10% |  |
| Race/ethnicity Hispanic   | 29  | 9%  |  |
| Is the waiting list closed (select one)?<br>No <input checked="" type="checkbox"/> Yes <input type="checkbox"/><br>If yes:<br><b>HOW LONG HAS IT BEEN CLOSED (# OF MONTHS)?</b><br>Does the PHA expect to reopen the list in the PHA Plan year? No Yes<br>Does the PHA permit specific categories of families onto the waiting list, even if generally closed? No Yes |     |     |  |

| <b>Housing Needs of Families on the Public Housing Waiting List</b> |               |                     |                 |
|---|---------------|---------------------|-----------------|
|   | # of families | % of total families | Annual Turnover |
| Waiting list total  | 103           |                     | 53              |
| Extremely low income <=30% AMI                                      | 88            | 86%                 |                 |
| Very low income (>30% but <=50% AMI)                                | 9             | 9%                  |                 |
| Low income (>50% but <80% AMI)                                      | 6             | 6%                  |                 |
| Families w/ children  | 101           | 98%                 |                 |
| Elderly families  | 5             | 5%                  |                 |
| Families with Disabilities  | 30            | 30%                 |                 |
| Race/ethnicity African American                                     | 7             | 7%                  |                 |
| Race/ethnicity Hispanic   | 17            | 17%                 |                 |
| Characteristics by BR Size (PH Only)                                |               |                     |                 |

|  |    |     |  |
|--|----|-----|--|
| 1BR  | 24 | 19% |  |
| 2 BR   | 71 | 54% |  |
| 3 BR   | 28 | 22% |  |
| 4 BR   | 7  | 6%  |  |
| 5+ BR  | 2  | 2%  |  |
| Is the waiting list closed (select one)?<br><input checked="" type="checkbox"/> No                      Yes If yes: <input type="checkbox"/>   |    |     |  |
| <b>HOW LONG HAS IT BEEN CLOSED (# OF MONTHS)?</b><br>Does the PHA expect to reopen the list in the PHA Plan year?    No    Yes<br>Does the PHA permit specific categories of families onto the waiting list, even if generally closed? No    Yes |    |     |  |

**Strategy for Addressing Housing Needs**

**Need:** Shortage of affordable housing for all eligible populations

**Strategy:** Maximize the number of affordable units available within its current resources by:

- Employ effective maintenance and management policies to minimize the number of public housing units off-line
- Reduce time to renovate public housing units
- Seek replacement of public housing units lost to the inventory through mixed finance development
- Seek replacement of public housing units lost to the inventory through Section 8 replacement housing resources
- Maintain or increase section 8 lease-up rates by establishing payment standards that will enable families to rent throughout the jurisdiction
- Maintain or increase section 8 lease-up rates by marketing the program to owners, particularly those outside of areas of minority and poverty concentration
- Maintain or increase section 8 lease-up rates by effectively screening Section 8 applicants to increase owner acceptance of program.

**Strategy:** Increase the number of affordable housing units by:

- Apply for additional section 8 units should they become available.
- Apply for additional specialty vouchers should they become available.
- Leverage affordable housing resources in the community through the creation of mixed - finance housing.
- Use replacement housing funds to acquire and rehab existing properties.



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

- Continue to promote rent policies to support and encourage training and education (i.e., FSS programs).
- Promote programs at service organizations that deal with targeted populations

Need: Specific Family Types: Families with Disabilities.

Strategy: Target available assistance to Families with Disabilities:

- Carry out the modifications needed in public housing based on the Section 504 Needs Assessment for Public Housing.
- Apply for special-purpose vouchers targeted to families with disabilities, should they become available.

Strategy: Conduct activities to affirmatively further fair housing:

- Counsel Section 8 tenants as to location of units outside of areas of poverty or minority concentration and assist them to locate those units.
- Market the Section 8 program to owners outside of areas of poverty /minority concentrations.
- Coordinate with agencies that assist disabled families with services including locating accessible units.

Strategies are affected by:

- Funding constraints.
- Staffing constraints.
- Limited availability of sites for assisted housing.
- Extent to which particular housing needs are met by other organizations in the community.
- Evidence of housing needs as demonstrated in the Consolidated Plan and other information available to the PHA.
- Influence of the housing market on PHA programs.
- Community priorities regarding housing assistance.
- Results of consultation with local or state government.
- Results of consultation with advocacy groups.
- Physical constraints for adequate staffing and program delivery.

### Housing Programs

| Program Name                           | Units or Families Served at Year Beginning | Expected Turnover |
|--|--|-------------------|
| Public Housing                         | 162  | 50                |
| HCV Tenant Vouchers                    | 317  | 80                |
| HCV Project Based                      | 0  | 0                 |
| Shelter Plus Care                      | 1  | 8                 |
| Mainstream Vouchers                    | 5  | 10                |
|  | 2  |                   |
| Veterans Assistance Supportive Housing | 30   | 8                 |
| Low Income Housing Tax Credit Manage   | 61   | 8                 |

Did the PHA receive any comments on the PHA Plan from the Resident Advisory Board/s?

- No.

What comments were received?

- None

In what manner did the PHA address those comments?

- Will adjust policies and procedures where needed to address concerns. None noted.

#### Description of Election process for Residents on the PHA Board

Does the PHA meet the exemption criteria provided section 2(b)(2) of the U.S. Housing Act of 1937?

- No.

Was the resident who serves on the PHA Board elected by the residents?

- A Resident Commissioner was appointed by the City Commission in January, 2020; A list of interested residents for potential consideration is submitted to the Mayor's office. In the previous five years, the City

Commission has assigned Shayla Betts in January 2019, Jennifer Fox in December 2016, and Patricia Linderman in 2011.

**Description of Resident Election Process**

- Appointed by Mayor as per authority regulation.

**Eligible candidates:**

- Any adult recipient of PHA assistance

**Eligible voters:**

- Process is by appointment by Mayor in lieu of voting.

**Family Self Sufficiency program/s**

| <b>Family Self Sufficiency (FSS) Participation</b> |   |                                      |
|--|---|--------------------------------------|
| <b>Program</b>                                     | <b>Potential Number of Participants</b> | <b>Actual Number of Participants</b> |
| Public Housing                                     | 25 (voluntary program)                  | 18 (as of 2/29/20)                   |
| Section 8  | 25 (voluntary program)                  | 9 (as of 2/29/20)                    |

(Note: PHA is maintaining 100%+ of required program size and is maintaining 70%+ of participants with escrow accounts.)

**KS038 Written Statement Defining Significant Amendment/Modification**

Substantial deviations or significant amendments or modifications are defined as discretionary changes in the plans or policies of the housing authority that fundamentally change the mission, goals, objectives, or plans of the agency and which require formal approval of the Board of Commissioners. Proposed demolition, disposition, homeownership, Capital Fund Financing, development, or mixed finance proposals are considered by HUD to be significant amendments to the CFP 5 Year Action Plan. As part of the Rental Assistance Demonstration, the following are excluded:

- a. The decision to convert to either Project Based Rental Assistance or Project Based Voucher Assistance;

- b. Changes to the Capital Fund Budget produced as a result of each approved RAD Conversion or rehabilitation, regardless of whether the proposed conversion will include use of additional Capital Funds;
- c. Changes to the construction and rehabilitation plan for each approved conversion; and
- d. Changes to the financing structure for each approved conversion.

### **New Activities**

Salina Housing Authority intends to submit application for repositioning public housing through the Rental Assistance Demonstration (RAD) and/or the Section 18 Disposition under the streamlining process, or any other processes available to the SHA. As a result, Salina Housing Authority may be converting to Project Based Vouchers and Tenant Protection Vouchers under the guidelines of PIH Notice 2019-23, REV-4, PIH 2018-04 and any successor Notices. Upon conversion to Project Based Voucher Assistance the Authority will adopt the resident rights, participation, waiting list and grievance procedures listed in PIH Notice 2019-23, REV-4. These resident rights, participation, waiting list and grievance procedures are appended to this Attachment. Additionally, Salina Housing Authority is currently compliant with all fair housing and civil rights requirements and is not under a Voluntary Compliance Agreement.

Salina Housing Authority will also maintain the flexibility to use any or all of the streamline methods or other alternatives as allowed by HUD in the repositioning of the Public Housing portfolio, including any future changes, that HUD may issue that they PHA is eligible for and can consider. SHA will explore methods for alternative funding sources such as LIHTC, private funding or any other allowable funding source as a part of the conversion.

Conversion options were designed by HUD to assist in addressing the capital needs of public housing by providing Salina Housing Authority with access to private source of capital to repair and preserve its affordable housing assets. Please be aware that upon conversion, the Authority's Capital Fund Budget will be reduced by the pro rata share of Public Housing Developments converted as part of the Demonstration, and that Salina Housing Authority may also borrow funds to address their capital needs. Salina Housing Authority will also be contributing Operating Reserves in the amount of the subsidy associated with each and Capital Funds in the amount of subsidy associated with each unit in the Salina Housing Authority's portfolio. Salina Housing Authority does not have debt under the Capital Fund Financing Program. Also, Salina Housing Authority does not currently have debt under an Energy Performance Contract (EPC).

Salina Housing Authority will convert the following types of units: 162 scattered site and clustered single family attached and detached units. There will be a conversion of some units to tenant protection vouchers that will include tenant-based and project-based vouchers. There will be a minor change in the bedroom distribution by the reduction of one 5-bedroom to a 4-bedroom unit with the units retained under RAD or Section 18 Disposition. The relocation plan has addressed these issues and no family will lose benefits as a result of the changes. The SHA has reviewed the changes and will demonstrate that the change in bedroom distribution will not result in the involuntary permanent displacement of any resident and will not result in discrimination based on race, color, national origin, religion, sex, disability, or familial status. There may be changes in the policies that govern eligibility, admission, selection, and occupancy of units at these projects after they have been converted since they will now come under the HCV rules in the PBV or TBV program. This includes any waiting list preferences that will be adopted for the converted project as well as the Resident Rights and Participation, Waiting List and Grievance Procedures for residents stated in PIH Notice 2019-23 rev 4. These changes are addressed in the HCV Administrative Policy.

For units converted, there will be a transfer of assistance at the time of conversion. Salina Housing Authority will notify the public of the following reductions in funding:

- The current and future Capital Fund Budget grants will be reduced by the Capital Funds associated with any transferred properties as a result of the conversion of scattered sites/clusters.
- The current and future Operating Fund will be reduced by the Operating Funds associated with any transferred properties as a result of the conversion of scattered sites/clusters

Located on the following pages are charts that describe the conversion of each development selected for conversion.

Please find specific information related to the Public Housing Development(s) selected for conversion below.

| Name of Public Housing Development: | PIC Development ID: | Conversion type (i.e., PBV or PBRA): | Transfer of Assistance: |
|-------------------------------------|---------------------|--------------------------------------|-------------------------|
| Scattered Sites                     |                     | PBV under Section 18                 | OS and Capital to HAP   |

|  |  |  |  |
|--|--|--|--|
| Total Units:<br><br>162                  | Pre- RAD Unit Type (i.e., Family, Senior, etc.):<br><br>Family                                 | Post-RAD Unit Type if different (i.e., Family, Senior, etc.)<br><br>Same | Capital Fund allocation of Development:  |
| Bedroom Type<br><br>1-5 Bedroom          | Number of Units Pre- Conversion<br><br>162   | Number of Units Post- Conversion<br><br>162                              | Change in Number of Units per Bedroom Type and Why<br>Convert 1 5 bedroom to a 4 bedroom, but all others will remain the same<br>(De Minimis Reduction, Transfer of Assistance, Unit Reconfigurations, etc.) |
| Studio/Efficiency                        |  |  |  |
| One Bedroom                              | 11   | 11   | ]  |
| Two Bedroom                              | 76   | 76   |  |
| Three Bedroom                            | 67   | 67   |  |
| Four Bedroom                             | 7  | 8  |  |
| Five Bedroom                             | 1  | 0  |  |
| Six Bedroom                              |  |  |  |
| (If performing a Transfer of Assistance) | (Explain how transferring waiting Assistance will move from public housing to the HCV Program) |  |  |

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

**PBV Resident Rights and Participation**

- 1. No Rescreening of Tenants upon Conversion.** Pursuant to the RAD Statute, at conversion, current households cannot be excluded from occupancy at the Covered Project based on any rescreening, income eligibility, or income targeting. With respect to occupancy in the Covered Project, current households in the Converting Project will be grandfathered for application of any eligibility criteria to conditions that occurred prior to conversion but will be subject to any ongoing eligibility requirements for actions that occur after conversion.<sup>36</sup> Post-conversion, the tenure of all residents of the Covered Project is protected pursuant to PBV requirements regarding continued occupancy unless explicitly modified in this Notice (e.g., rent phase-in provisions). For example, a unit with a household that was over-income at

time of conversion would continue to be treated as an assisted unit. Thus, Section 8(o)(4) of the 1937 Act and 24 CFR § 982.201, concerning eligibility and targeting of tenants for initial occupancy, will not apply for current households. Once the grandfathered household moves out, the unit must be leased to an eligible family. MTW agencies may not alter this requirement. Further, so as to facilitate the right to return to the assisted property, HUD waives Section 8(o)(4) and 24 CFR § 982.201 to the extent necessary for this provision to apply to current public housing residents of the Converting Project that will reside in non-RAD PBV units or non-RAD PBRA units placed in a project that contain RAD PBV units or RAD PBRA units. Such families and such contract units will otherwise be subject to all requirements of the applicable program, specifically 24 CFR Part 983 for non-RAD PBV units and the PBRA requirements governing the applicable contract for non-RAD PBRA units

**2. Right to Return.** In accordance with PIH 2019-23 rev 4, Section 1.4.A.5.b. and the RAD Fair Housing, Civil Rights, and Relocation Notice regarding a resident's right to return. To facilitate the uniform treatment of residents and units at a Covered Project, any non-RAD PBV units located in the same Covered Project shall be subject to the terms of this provision.

**3. Renewal of Lease.** Under current regulations at 24 CFR § 983.257(b)(3), upon lease expiration, a PHA can choose not to renew the lease, without good cause. In such a case, the regulatory consequence is the loss of the assisted unit. Under RAD, the PHA must renew all leases upon lease expiration, unless cause exists. Consequently, 24 CFR § 983.256(b)(3) will not apply. This provision must be incorporated by the PBV owner into the tenant lease or tenancy addendum, as appropriate.

**4. Phase-in of Tenant Rent Increases** If, purely as a result of conversion, the amount a tenant would pay for rent and utilities under the PBV program (the tenant's TTP) would increase the tenant's TTP by more than the greater of 10 percent or \$25, the rent increase will be phased in over 3 or 5 years. To implement this provision, HUD is specifying alternative requirements for section 3(a)(1) of the Act, as well as 24 CFR § 983.3 (definition of "total tenant payment" (TTP)) to the extent necessary to allow for the phase-in of tenant rent increases. A PHA must create a policy setting the length of the phase-in period at three years, five years or a combination depending on circumstances and must communicate such policy in writing to affected residents. For example, a PHA may create a policy that uses a three-year phase-in for smaller increases in rent and a five-year phase-in for larger increases in rent. This policy must be in place at conversion and may not be modified after conversion.

The method described below explains the set percentage-based phase-in a Project Owner must follow according to the phase-in period established. For purposes of this section “Calculated PBV TTP” refers to the TTP calculated in accordance with regulations at 24 CFR §5.628 and the “most recently paid TTP” refers to the TTP recorded on line 9j of the family’s most recent HUD Form 50058. If a family in a project converting from Public Housing to PBV was paying a flat rent immediately prior to conversion, the PHA should use the flat rent amount to calculate the phase-in amount for Year 1 (the first recertification following conversion), as illustrated below.

#### Three Year Phase-in:

- Year 1: Any recertification (interim or annual) performed prior to the second annual recertification after conversion – 33% of difference between most recently paid TTP or flat rent and the Calculated PBV TTP
- Year 2: Year 2 Annual Recertification (AR) and any Interim Recertification (IR) prior to Year 3 AR – 50% of difference between most recently paid TTP and the Calculated PBV TTP
- Year 3: Year 3 AR and all subsequent recertifications – Full Calculated PBV TTP

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*Please Note:* In either the three-year phase-in or the five-year phase-in, once the Calculated PBV TTP is equal to or less than the previous TTP, the phase-in ends and tenants will pay full TTP from that point forward. MTW agencies must also implement a three or five-year phase-in for impacted residents, but may alter the terms above as long as it establishes a written policy setting forth the alternative terms. To facilitate the uniform treatment of residents and units at a Covered Project, any non-RAD PBV units located in the same Covered Project shall be subject to the terms of this provision.

#### **The SHA has selected the 3-year process and included it in the Administrative Plan**

**5. Family Self Sufficiency (FSS) and Resident Opportunities and Self Sufficiency Service Coordinator (ROSS-SC) programs.** Public Housing residents that are currently FSS participants will continue to participate in the PHA’s FSS program. The PHA may continue to use any FSS funds already awarded to serve those FSS participants who live in units converted by RAD. At the completion of the



FSS grant, PHAs should follow the normal closeout procedures outlined in the grant agreement. If the PHA continues to run an FSS program that serves PH and/or HCV participants, the PHA will continue to be eligible (subject to NOFA requirements) to apply for FSS funding. Due to the program merger between PH FSS and HCV FSS that took place pursuant to the FY14 Appropriations Act (and was continued in the subsequent Appropriation Acts), no special provisions are required to continue serving FSS participants that live in public housing units converting to PBV under RAD.

However, PHAs should note that until provisions of the Economic Growth, Regulatory Relief, and Consumer Protection Act are implemented, there are certain FSS requirements (e.g., escrow calculation and escrow forfeitures) that apply differently depending on whether the FSS participant is a participant under the HCV program or a public housing resident, and PHAs must follow such requirements accordingly. All PHAs will be required to administer the FSS program in accordance with FSS regulations at 24 CFR part 984 (current, or as amended), the participants' contracts of participation, and the alternative requirements established in the "Waivers and Alternative Requirements for the FSS Program" Federal Register notice, published on December 29, 2014, at 79 FR 78100.<sup>38</sup> Further, upon conversion to PBV, if the PHA no longer has a public housing program, funds already escrowed for FSS participants shall be transferred into the HCV escrow account and be considered TBRA funds, thus reverting to the HAP account if forfeited by the FSS participant.

#### **The SHA does administer the FSS Program.**

**6. Resident Participation and Funding.** Residents of covered projects converting assistance to PBV will have the right to establish and operate a resident organization for the purpose of addressing issues related to their living environment. In addition, residents will be eligible for resident participation funding. To facilitate the uniform treatment of residents and units at a Covered Project, any non- RAD PBV units located in the same Covered Project shall be subject to the terms of this provision.

**7. Resident Procedural Rights.** The following items must be incorporated into both the Section 8 Administrative Plan and the owner's lease, which includes the required tenancy addendum, as appropriate. Evidence of such incorporation may be requested by HUD for purposes of monitoring the program.

a. Termination Notification. HUD is incorporating additional termination

notification requirements to comply with section 6 of the Act for public housing projects that convert assistance under RAD. In addition to the regulations at 24 CFR § 983.257, related to owner termination of tenancy and eviction, as modified by the waiver in Section 1.6(C)(3) above, the termination procedure for RAD conversions to PBV will require that PHAs provide adequate written notice of termination of the lease which shall not be less than:

- i. A reasonable period of time, but not to exceed 30 days:  
If the health or safety of other tenants, PHA employees, or persons residing in the immediate vicinity of the premises is threatened; or  
In the event of any drug-related or violent criminal activity or any felony conviction;
- ii. 14 days in the case of nonpayment of rent; and
- iii. 30 days in any other case, except that if a State or local law provides for a shorter period of time, such shorter period shall apply.

b. Grievance Process. HUD is incorporating additional procedural rights to comply with the requirements of section 6 of the Act. For issues related to tenancy and termination of assistance, PBV program rules require the PHA to provide an opportunity for an informal hearing, as outlined in 24 CFR § 982.555. RAD will waive 24 CFR § 982.555(b) in part, which outlines when informal hearings are not required, and require that:

- i. In addition to reasons that require an opportunity for an informal hearing given in 24 CFR § 982.555(a)(1)(i)-(vi),<sup>31</sup> an opportunity for an informal hearing must be given to residents for any dispute that a resident may have with respect to a PHA (as owner) action in accordance with the individual's lease or the contract administrator in accordance with RAD PBV requirements that adversely affect the resident's rights, obligations, welfare, or status.

For any hearing required under 24 CFR § 982.555(a)(1)(i)-(vi), the contract administrator will perform the hearing, as is the current standard in the program. For any additional hearings required under RAD, the PHA (as owner) will perform the hearing.

- ii. An informal hearing will not be required for class grievances or to disputes between residents not involving the PHA (as owner) or contract administrator. This hearing requirement shall not apply to and is not

intended as a forum for initiating or negotiating policy changes between a group or groups of residents and the PHA (as owner) or contract administrator.

iii. The PHA (as owner) give residents notice of their ability to request an informal hearing as outlined in 24 CFR § 982.555(c)(1) for informal hearings that will address circumstances that fall outside of the scope of 24 CFR § 982.555(a)(1)(i)-(vi).

iv. The PHA (as owner) provide opportunity for an informal hearing before an eviction.

Current PBV program rules require that hearing procedures must be outlined in the PHA's Section 8 Administrative Plan.

**8. Earned Income Disregard (EID).** Tenants who are employed and are currently receiving the EID exclusion at the time of conversion will continue to receive the EID after conversion, in accordance with regulations at 24 CFR § 5.617. Upon the expiration of the EID for such families, the rent adjustment shall not be subject to rent phase-in, as described in Section 1.6.C.4; instead, the rent will automatically rise to the appropriate rent level based upon tenant income at that time.

Under the Housing Choice Voucher program, the EID exclusion is limited only to persons with disabilities (24 CFR § 5.617(b)). In order to allow all tenants (including non-disabled persons) who are employed and currently receiving the EID at the time of conversion to continue to benefit from this exclusion in the PBV project, the provision in 24 CFR § 5.617(b) limiting EID to disabled persons is waived. The waiver, and resulting alternative requirement, apply only to tenants receiving the EID at the time of conversion. No other tenant (e.g., tenants that move into the property following conversion or tenants who at one time received the EID but are not receiving the EID exclusion at the time of conversion due to loss of employment) is covered by this waiver. To facilitate the uniform treatment of residents and units at a Covered Project, any non-RAD PBV units located in the same Covered Project shall be subject to the terms of this provision.

**9. Capital Fund Education and Training Community Facilities (CFCF) Program.**

CFCF provides capital funding to PHAs for the construction, rehabilitation, or purchase of facilities to provide early childhood education, adult education, and job training programs for public housing residents based on an identified need. Where a community facility has been developed under CFCF in connection to or serving the residents of an

existing public housing project converting its assistance under RAD, residents will continue to qualify as “PHA residents” for the purposes of CFCF program compliance. To the greatest extent possible the community facility should continue to be available to public housing residents.

**10. When Total Tenant Payment Exceeds Gross Rent.** Under normal PBV rules, the PHA may select an occupied unit to be included under the PBV HAP Contract only if the unit’s occupants are eligible for housing assistance payments (24 CFR § 983.53(c)). Also, a PHA must remove a unit from the contract when no assistance has been paid for 180 days because the family’s TTP has risen to a level that is equal to or greater than the contract rent, plus any utility allowance, for the unit (i.e., the Gross Rent) (24 CFR § 983.258). Since the rent limitation under this Section of the Notice may result in a family’s TTP equaling or exceeding the gross rent for the unit, for residents living in the Converting Project prior to conversion and who will return to the Covered Project after conversion, HUD is waiving both of these provisions and requiring that the unit for such families be placed on and/or remain under the HAP Contract when TTP equals or exceeds the Gross Rent. Further, HUD is establishing the alternative requirement that until such time that the family’s TTP falls below the gross rent, the rent to the owner for the unit will equal the lesser of (a) the family’s TTP, less the Utility Allowance, or (b) any applicable maximum rent under LIHTC regulations. During any period when the family’s TTP falls below the gross rent, normal PBV rules shall apply. As necessary to implement this alternative provision, HUD is waiving the provisions of Section 8(o)(13)(H) of the Act and the implementing regulations at 24 CFR § 983.301 as modified by Section 1.6.B.5 of this Notice.<sup>41</sup> In such cases, the resident is considered a participant under the program and all of the family obligations and protections under RAD and PBV apply to the resident. Likewise, all requirements with respect to the unit, such as compliance with the HQS requirements, apply as long as the unit is under HAP Contract. The PHA is required to process these individuals through the Form 50058 submodule in PIC. To facilitate the uniform treatment of residents and units at a Covered Project, any non- RAD PBV units located in the same Covered Project shall be subject to the terms of this provision.

Unless a waiver is requested and approved as described below, any new admission to the Covered Project must meet the eligibility requirements at 982.201 and require a subsidy payment at admission to the program, which means their TTP may not equal or exceed the gross rent for the unit at that time. Further, a PHA must remove a unit from the contract when no assistance has been paid for 180 days. If units are removed from the HAP contract because a new admission’s TTP comes to equal or exceed the gross rent for the unit and if the project is fully assisted, HUD is imposing an alternative requirement that the PHA must reinstate the unit after the family has left the property. If the project is partially assisted, the PHA may substitute a different unit for the unit on the HAP contract in accordance with 24 CFR §983.207 or, where “floating units have been permitted, Section 1.6.B.10 of the Notice.

A PHA may request a waiver from HUD for the Covered Project in order to admit otherwise eligible families whose TTP exceeds gross rent and to allow the units those families occupy to remain under the HAP contract even if the PHA has not made a housing assistance payment for a family in 180 days.

For a Covered Project that consists of 100 percent RAD PBV units, the PHA must demonstrate that a waiver is necessary in order to avoid an undue concentration of poverty at the Covered Project. A PHA may evidence this by providing data showing, for example:

- how eligible income-certified applicants on the waiting list must be passed over because their incomes result in zero HAP at admission causing a higher concentration of poverty at the covered project; or
- how the income of newly admitted families is causing a markedly higher concentration of poverty than the PHA's non-RAD PBV projects.

The resulting impact on the property must be compared with the concentration of poverty at non-RAD PBV projects in the PHA's jurisdiction. If there are no non-RAD PBV projects in the PHA's jurisdiction, the PHA may alternatively demonstrate that the median income of families that could be admitted to the Covered Project is significantly lower than the median income of new admissions from the waiting list to the PHA's HCV program since the time of the RAD conversion.

For any other Covered Project, the PHA must demonstrate that the property contains specific units (e.g., units suitable for large families or accessible units) for which there are insufficient alternative housing opportunities.

If the waiver is approved, the new admission[s] families covered under the waiver are participants under the program and all of the family obligations and protections under RAD and PBV apply to the family, and the unit is subject to all program requirements. Such waiver requests should be submitted to the PIH Field Office in accordance with Notice PIH 2018-16.

**11. Under-Occupied Unit.** If a family is in an under-occupied unit under 24 CFR § 983.260 at the time of conversion, the family may remain in this unit until an appropriate-sized unit becomes available in the Covered Project. When an appropriate sized unit becomes available in the Covered Project, the family living in the under-occupied unit must move to the appropriate-sized unit within a reasonable

period of time, as determined by the administering Voucher Agency. In order to allow the family to remain in the under-occupied unit until an appropriate-sized unit becomes available in the Covered Project, 24 CFR § 983.260 is waived for current residents remaining or returning to the Covered Project. MTW agencies may not modify this requirement. To facilitate the uniform treatment of residents and units at a Covered Project, any non-RAD PBV units located in the same Covered Project shall be subject to the terms of this provision.

### **PBV: Other Miscellaneous Provisions**

- 1. Access to Records, including Requests for Information Related to Evaluation of Demonstration.** PHAs must agree to any reasonable HUD request for data to support program evaluation, including but not limited to project financial statements, operating data, Choice-Mobility utilization, and rehabilitation work.
- 2. Additional Monitoring Requirement.** The PHA's Board must approve the operating budget for the covered project annually in accordance with the HUD requirements.
- 3. Davis-Bacon Act and Section 3 of the Housing and Urban Development Act of 1968 (Section 3).** Under existing PBV program rules, projects that qualify as "existing housing" under 24 CFR § 983.52(a) are not subject to Davis-Bacon (prevailing wages, the Contract Work Hours and Safety Standards Act, and other related regulations, rules, and requirements) or Section 3 (24 CFR Part 135). However, the Davis-Bacon Act and Section 3 shall apply to all initial repairs that are identified in the Financing Plan to the extent that such repairs qualify as construction or rehabilitation, regardless of whether the project qualifies as "existing housing." Developmental requirements under 24 CFR § 983.154 and fair housing provisions under 24 CFR § 983.152(c)(vi) continue to apply.
- 4. Establishment of Waiting List.** In establishing the waiting list for the converted project, the PHA shall utilize the project-specific waiting list that existed at the time of conversion, unless the assistance is being transferred to another neighborhood. If a project-specific waiting list does exist, but the PHA is transferring the assistance to another neighborhood, the PHA must notify applicants on the wait-list of the transfer of assistance, and on how they can

apply for residency at the new project site or other sites. Applicants on a project-specific waiting list for a project where the assistance is being transferred shall have priority on the newly formed waiting list for the new project site in accordance with the date and time of their application to the original project's waiting list. In addition, the waiting list must be established and maintained in accordance with PBV program requirements.

If a project-specific waiting list for the project does not exist, the PHA shall establish a waiting list in accordance 24 CFR § 903.7(b)(2)(ii)-(iv) to ensure that applicants on the PHA's public housing community-wide waiting list have been offered placement on the converted project's initial waiting list. For the purpose of establishing the initial waiting list, PHAs have the discretion to determine the most appropriate means of informing applicants on the public housing waiting list given the number of applicants, PHA resources, and community characteristics of the proposed conversion under RAD. Such activities should be pursuant to the PHA's policies for waiting list management, including the obligation to affirmatively further fair housing. A PHA may consider contacting every applicant on the public housing waiting list via direct mailing; advertising the availability of housing to the population that is less likely to apply, both minority and non-minority groups, through various forms of media (e.g. Radio stations, posters, newspapers) within the marketing area, informing local non-profit entities and advocacy groups (e.g., disability rights groups); and conducting other outreach as appropriate. Applicants on the agency's centralized public housing waiting list who wish to be placed onto the newly-established waiting list are done so in accordance with the date and time of their original application to the centralized public housing waiting list. Any activities to contact applicants on the public housing waiting list must be conducted accordance with the requirements for effective communication with persons with disabilities at 24 CFR § 8.6 and the obligation to provide meaningful access for persons with limited English proficiency (LEP). To implement this provision, HUD is waiving 24 CFR § 983.251(c)(2). However, after the initial waiting list has been established, the PHA shall administer its waiting list for the converted project in accordance with 24 CFR § 983.251(c).

The SHA will continue to use a centralized waiting list after the conversion and convert the centralized public housing waiting list to a centralized project-voucher waiting list. The tenant-based waiting list in the HCV program shall remain a separate waiting list and families can apply for any open waiting list at the time on application.

5. **Mandatory Insurance Coverage.** The project shall maintain at all times commercially available property and liability insurance to protect the project from financial loss and, to the extent insurance proceeds permit, promptly restore, reconstruct, and/or repair any damaged or destroyed property of a project, except with the written approval of HUD to the contrary.
6. **Agreement Waiver.** For public housing conversions to PBV, there will be no Agreement to Enter into a Housing Assistance Payments (AHAP) contract. Therefore, all regulatory references to the Agreement (AHAP), including regulations under 24 CFR Part 983 Subpart D are waived.
7. **Future Refinancing.** Owners must receive HUD approval for any refinancing or restructuring of permanent debt within the HAP contract term to ensure the financing is consistent with long-term preservation. (Current lenders and investors are also likely to require review and approval of refinancing of the primary permanent debt.)
8. **Administrative Fees for Public Housing Conversions.** For the initial Calendar Year in which a project's assistance has been converted, RAD PBV projects will be funded with public housing money. Since the public housing funding will not have been transferred to the TBRA account and since this funding is not section 8 assistance the annual contributions contract (ACC) between the PHA and HUD will cover the project units, but be for zero dollars. For this transition period, the ACC will primarily serve as the basis for covering the units and requiring PHA compliance with HUD requirements, but it will not be (as it is in the regular PBV program) the funding vehicle for the PBV RAD vouchers. Given this, and given the fact that PHAs will be receiving full public housing funding for the PBV units during this transition period, PHAs will not receive ongoing section 8 administrative fee funding during this time.

Generally, PHAs receive ongoing administrative fees for units under a HAP contract, consistent with recent appropriation act references to "section 8(q) of the [United States Housing Act of 1937] and related appropriations act provisions in effect immediately before the Quality Housing and Responsibility Act of 1998" and 24 CFR 982.152(b).

During the transition period mentioned in the preceding paragraph, these provisions are waived, and PHAs will not receive section 8 ongoing administrative fees for PBV RAD units. After this transition period, the ACC will be amended to include section 8 funding that corresponds to the units covered by the ACC. At that time, the regular



section 8 administrative fee funding provisions will apply.

**Site Selection and Neighborhood Standards Review**

Assistance may be transferred Therefore, site and neighborhood standards review is necessary.

.....

**Relocation  
Plans**

Residents will be relocated for the purposes of RAD conversion. If residents have to be relocated for any reason, all applicable relocation regulations will be followed, including resident notification, resident meetings, and a relocation plan. The SHA has developed a written relocation plan for the initiative.

In accordance with PIH 2019-23 rev 4, if a PHA is combining the use of RAD and Section 18 at a project, including through the use of 24 CFR 970.17(c) to dispose of 25% of the units at the project on the grounds that it allows for comprehensive rehabilitation or replacement through RAD so that all units can be operated under project-based assistance (i.e., RAD/Section 18 Blend, see Notice PIH 2018-04 for more details), the RAD relocation requirements described in the RAD Fair Housing, Civil Rights, and Relocation Notice shall apply to residents of the Section 18 units, in lieu of the relocation requirements under 24 CFR part 970. All of the RAD relocation requirements shall apply to residents of the Section 18 units, including, but not limited to, the resident notice and meeting requirements, the right to return, and relocation assistance and payments. The PHA may not provide different relocation rights and benefits to residents of the project on the basis of whether they reside in a RAD unit or a Section 18 unit.

The SHA's Relocation Plan meets these requirements.

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## Progress Report

The 2015-19 Five Year Plan outlined 5 strategic goals which SHA was to address to meet the housing needs in our community; help assisted families improve their quality of life and progress toward self-sufficiency and to develop a stronger organization. SHA made progress during this period in meeting these goals through:

1. Modernize 40 units through force account labor and/or contractors to improve marketability and improve customer satisfaction.
2. Awarded 52 mainstream vouchers for non-elderly disabled individuals and families and 30 Veteran Assisted Supportive Housing vouchers for homeless veterans.
3. Fourteen (14) graduates from the Family Self-Sufficiency program with an escrow release of \$62,649.
4. Awarded \$325,000 in Tenant Based Rental Assistance to help with Security Deposits for low-income households over last five years.
5. Fair Housing Training is mandated for all SHA staff.
6. Disposed of 846 Choctaw to Habitat for Humanity
7. Contracted with BGC Advantage to partner with SHA on conversion, acquisition, rehabilitation and development of affordable housing in Salina.
8. Purchased three lots on Seneca for potential development
9. Created Salina Housing Services a non-profit under the Salina Housing Authority for use in conversion, acquisition and development.
10. Finalizing the acquisition of a ten-unit property for use in relocation and redevelopment

# 5-Year PHA Plan (for All 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-50075-5Y is to be completed once every 5 PHA fiscal years by all PHAs.

| A.                 | PHA Information.  |                    |          |                             |                                 |                              |                                 |                              |     |           |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
|--------------------|---|--------------------|----------|-----------------------------|---------------------------------|------------------------------|---------------------------------|------------------------------|-----|-----------|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|--|
| A.1                | <p>PHA Name: <u>Salina Housing Authority</u> PHA Code: <u>KS038</u></p> <p>PHA Plan for Fiscal Year Beginning: (MM/YYYY): <u>07/2020</u><br/>           PHA Plan Submission Type: <input checked="" type="checkbox"/> 5-Year Plan Submission <input type="checkbox"/> Revised 5-Year Plan 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 on 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 websites. PHAs are also encouraged to provide each resident council a copy of their PHA Plans.</p> <p>The 5-year plan, PHA Plan Elements, and all information relevant to the public hearing and proposed PHA plan are available for inspection at the following locations:</p> <ul style="list-style-type: none"> <li>• Salina Housing Authority at 469 S. 5<sup>th</sup> St. Salina, KS.</li> <li>• The 5-Year PHA Plan can be found on the authority website: <a href="http://www.salinahousing.org">www.salinahousing.org</a></li> </ul> <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; margin-top: 10px;"> <thead> <tr> <th rowspan="2" style="width: 25%;">Participating PHAs</th> <th rowspan="2" style="width: 8%;">PHA Code</th> <th rowspan="2" style="width: 25%;">Program(s) in the Consortia</th> <th rowspan="2" style="width: 25%;">Program(s) not in the Consortia</th> <th colspan="2" style="width: 19%;">No. of Units in Each Program</th> </tr> <tr> <th style="width: 10%;">PH</th> <th style="width: 9%;">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: |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| 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>5-Year Plan.</b> Required for <u>all</u> PHAs completing this form.   |
| <b>B.1</b> | <p><b>Mission.</b> State the PHA's mission for serving the needs of low- income, very low- income, and extremely low- income families in the PHA's jurisdiction for the next five years.</p> <p>The Salina Housing Authority is dedicated to providing and advocating affordable, safe living environments and opportunities to become self-sufficient for persons of very low to moderate income.</p>   |
| <b>B.2</b> | <p><b>Goals and Objectives.</b> Identify the PHA's quantifiable goals and objectives that will enable the PHA to serve the needs of low- income, very low- income, and extremely low- income families for the next five years.</p> <p>See attached PHA plan</p>  |
| <b>B.3</b> | <p><b>Progress Report.</b> Include a report on the progress the PHA has made in meeting the goals and objectives described in the previous 5-Year Plan.</p> <p>See attached PHA plan page 31</p>   |
| <b>B.4</b> | <p><b>Violence Against Women Act (VAWA) Goals.</b> Provide a statement of the PHA's goals, activities objectives, policies, or programs that will enable the PHA to serve the needs of child and adult victims of domestic violence, dating violence, sexual assault, or stalking.</p> <p>Salina Housing Authority (SHA) is acting in full accordance with the Violence Against Women Act (VAWA) and we are committed to ensure the physical safety of victims of actual or threatened domestic violence, dating violence, or stalking who are assisted by SHA. We will collaborate with law enforcement authorities, victim service providers to promote the safety and well-being of victims of actual or threatened domestic violence, dating violence and stalking. SHA will not deny assistance to victims due to verifiable domestic violence, dating violence and/or stalking. SHA provides all participants with written information about VAWA at the time of admission and all new move-ins to our jurisdiction. When SHA is alerted that there is a VAWA issue, it is our standard operating procedure to walk a tenant through each step of the process in order to move from their unit. This allows for a smooth and easy transaction and gives the client much needed support during this crisis. SHA also includes information about VAWA in notices of denial of assistance or termination of assistance.</p> |
| <b>B.5</b> | <p><b>Significant Amendment or Modification.</b> Provide a statement on the criteria used for determining a significant amendment or modification to the 5-Year Plan.</p> <p>Substantial deviations or significant amendments or modifications are defined as discretionary changes in the plans or policies of the housing authority that fundamentally change the mission, goals, objectives, or plans of the agency and which require formal approval of the Board of Commissioners. Proposed demolition, disposition, homeownership, Capital Fund Financing, development, or mixed finance proposals are considered by HUD to be significant amendments to the CFP 5 Year Action Plan. As part of the Rental Assistance Demonstration, the following are excluded:</p> <ol style="list-style-type: none"> <li>a. The decision to convert to either Project Based Rental Assistance or Project Based Voucher Assistance;</li> <li>b. Changes to the Capital Fund Budget produced as a result of each approved RAD Conversion or rehabilitation, regardless of whether the proposed conversion will include use of additional Capital Funds;</li> <li>c. Changes to the construction and rehabilitation plan for each approved conversion; and</li> <li>d. Changes to the financing structure for each approved conversion.</li> </ol>   |

|                   |  |
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| <p><b>B.6</b></p> | <p><b>Resident Advisory Board (RAB) Comments.</b></p> <p>(a) Did the RAB(s) provide comments to the 5-Year PHA Plan?</p> <p>Y   N<br/> <input type="checkbox"/> <input checked="" type="checkbox"/></p> <p>(b) If yes, comments must be submitted by the PHA as an attachment to the 5-Year PHA Plan. PHAs must also include a narrative describing their analysis of the RAB recommendations and the decisions made on these recommendations.</p> |
| <p><b>B.7</b></p> | <p><b>Certification by State or Local Officials.</b></p> <p><u>Form HUD 50077-SL</u>, <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>  |

# Instructions for Preparation of Form HUD-50075-5Y 5-Year PHA Plan for All PHAs

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## A. PHA Information 24 CFR §903.23(4)(e)

**A.1** Include the full PHA Name, PHA Code, , PHA Fiscal Year Beginning (MM/YYYY), PHA Plan Submission Type, and the Availability of Information, specific location(s) of all information relevant to the hearing and proposed PHA Plan.

**PHA Consortia:** Check box if submitting a Joint PHA Plan and complete the table.

## B. 5-Year Plan.

**B.1 Mission.** State the PHA's mission for serving the needs of low- income, very low- income, and extremely low- income families in the PHA's jurisdiction for the next five years. (24 CFR §903.6(a)(1))

**B.2 Goals and Objectives.** Identify the PHA's quantifiable goals and objectives that will enable the PHA to serve the needs of low- income, very low- income, and extremely low- income families for the next five years. (24 CFR §903.6(b)(1)) For Qualified PHAs only, if at any time a PHA proposes to take units offline for modernization, then that action requires a significant amendment to the PHA's 5-Year Plan.

**B.3 Progress Report.** Include a report on the progress the PHA has made in meeting the goals and objectives described in the previous 5- Year Plan. (24 CFR §903.6(b)(2))

**B.4 Violence Against Women Act (VAWA) Goals.** Provide a statement of the PHA's goals, activities objectives, policies, or programs that will enable the PHA to serve the needs of child and adult victims of domestic violence, dating violence, sexual assault, or stalking. (24 CFR §903.6(a)(3))

**B.5 Significant Amendment or Modification.** Provide a statement on the criteria used for determining a significant amendment or modification to the 5-Year Plan.

### B.6 Resident Advisory Board (RAB) comments.

(a) Did the public or RAB provide comments?

(b) If yes, submit 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 §903.17(a), 24 CFR §903.19)

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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 PHA Plan. The 5-Year PHA Plan provides the PHA's mission, goals and objectives for serving the needs of low- income, very low- income, and extremely low- income families and the progress made in meeting the goals and objectives described in the previous 5-Year Plan.

Public reporting burden for this information collection is estimated to average .76 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.

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**Streamlined Annual  
PHA Plan  
(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

**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 PHA Name: SALINA HOUSING AUTHORITY PHA Code: KS038  
 PHA Type:  Small  High Performer  
 PHA Plan for Fiscal Year Beginning: (MM/YYYY): 2020  
 PHA Inventory (Based on Annual Contributions Contract (ACC) units at time of FY beginning, above)  
 Number of Public Housing (PH) Units 162 Number of Housing Choice Vouchers (HCVs) 399  
 Total Combined 561  
 PHA Plan Submission Type:  Annual Submission  Revised Annual Submission

**Availability of Information.** 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.

The annual plan, PHA Plan Elements, and all information relevant to the public hearing and proposed PHA plan are available for inspection at the following locations:

- Salina Housing Authority at 469 S. 5th St. Salina, KS.
- The 5-Year PHA Plan can be found on the authority website: www.salinahousing.org

PHA Consortia: (Check box if submitting a Joint PHA Plan and complete table below)

| 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 type="checkbox"/> Statement of Housing Needs and Strategy for Addressing Housing Needs.</p> <p><input type="checkbox"/> <input type="checkbox"/> Deconcentration and Other Policies that Govern Eligibility, Selection, and Admissions.</p> <p><input type="checkbox"/> <input type="checkbox"/> Financial Resources.</p> <p><input type="checkbox"/> <input type="checkbox"/> Rent Determination.</p> <p><input type="checkbox"/> <input type="checkbox"/> Homeownership Programs.</p> <p><input type="checkbox"/> <input type="checkbox"/> Safety and Crime Prevention.</p> <p><input type="checkbox"/> <input type="checkbox"/> Pet Policy.</p> <p><input type="checkbox"/> <input type="checkbox"/> Substantial Deviation.</p> <p><input type="checkbox"/> <input type="checkbox"/> Significant Amendment/Modification</p> <p>(b) The PHA must submit its Deconcentration Policy for Field Office Review.</p> <p>(c) If the PHA answered yes for any element, describe the revisions for each element below:</p>   |  |  |  |  |  |
| <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 type="checkbox"/> Hope VI or Choice Neighborhoods.</p> <p><input type="checkbox"/> <input type="checkbox"/> Mixed Finance Modernization or Development.</p> <p><input checked="" type="checkbox"/> <input type="checkbox"/> Demolition and/or Disposition.</p> <p><input type="checkbox"/> <input type="checkbox"/> Conversion of Public Housing to Tenant Based Assistance.</p> <p><input checked="" type="checkbox"/> <input type="checkbox"/> Conversion of Public Housing to Project-Based Assistance under RAD.</p> <p><input 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 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>All scattered site units would apply for Section 18-Disposition.<br/> 6 units on Hazel Court would apply for RAD conversion<br/> Remaining units would apply for Section 18-Disposition under Small PHA with 50 units or less</p> |  |  |  |  |  |



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| <p><b>B.3</b></p>   | <p><b>Progress Report.</b></p> <p>Provide a description of the PHA's progress in meeting its Mission and Goals described in the PHA 5-Year Plan.</p> <ol style="list-style-type: none"> <li>1. Modernize 40 units through force account labor and/or contractors to improve marketability and improve customer satisfaction.</li> <li>2. Awarded 52 mainstream vouchers for non-elderly disabled individuals and families and 30 Veteran Assisted Supportive Housing vouchers for homeless veterans.</li> <li>3. Fourteen (14) graduates from the Family Self-Sufficiency program with an escrow release of \$62,649.</li> <li>4. Awarded \$325,000 in Tenant Based Rental Assistance to help with Security Deposits for low-income households over last five years.</li> <li>5. Fair Housing Training is mandated for all SHA staff.</li> <li>6. Disposed of 846 Choctaw to Habitat for Humanity</li> <li>7. Contracted with BGC Advantage to partner with SHA on conversion, acquisition, rehabilitation and development of affordable housing in Salina.</li> <li>8. Purchased three lots on Seneca for potential development</li> <li>9. Created Salina Housing Services a non-profit under the Salina Housing Authority for use in conversion, acquisition and development.</li> <li>10. Finalizing the acquisition of a ten-unit property for use in relocation and redevelopment</li> </ol> |
| <p><b>B.4.</b></p>  | <p><b>Most Recent Fiscal Year Audit.</b></p> <p>(a) Were there any findings in the most recent FY Audit?</p> <p>Y N<br/> <input type="checkbox"/> <input checked="" type="checkbox"/></p> <p>(b) If yes, please describe:</p>  |
| <p><b>Other Document and/or Certification Requirements.</b></p> |  |
| <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</b></p> <p><i>Form 50077-ST-HCV-HP, Certification of Compliance with PHA Plans and Related Regulations, must be submitted by the PHA as an electronic attachment to the PHA Plan.</i></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, must be submitted by the PHA as an electronic attachment to the PHA Plan.</i></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<br/> <input type="checkbox"/> <input checked="" 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.</p>   |

|            |  |
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| <b>C.4</b> | <b>Certification by State or Local Officials.</b><br><br>Form HUD 50077-SL, <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. |
| <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).  |
| <b>D.1</b> | <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.   |

## Instructions for Preparation of Form HUD-50075-HP Annual Plan for High Performing 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.

**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."

**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. For years in which the PHA's 5-Year PHA Plan is also due, this information must be included only to the extent it pertains to the housing needs of families that are on the PHA's public housing and Section 8 tenant-based assistance waiting lists. 24 CFR §903.7(a)(1) and 24 CFR §903.12(b). 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. For years in which the PHA's 5-Year PHA Plan is also due, this information must be included only to the extent it pertains to the housing needs of families that are on the PHA's public housing and Section 8 tenant-based assistance waiting lists. 24 CFR §903.7(a)(2)(ii) and 24 CFR §903.12(b).

**Deconcentration and Other Policies that Govern Eligibility, Selection and Admissions.** 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 maintaining 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))

**Homeownership Programs.** A description of any homeownership programs (including project number and unit count) administered by the agency or for which the PHA has applied or will apply for approval. For years in which the PHA's 5-Year PHA Plan is also due, this information must be included only to the extent that the PHA participates in homeownership programs under section 8(y) of the 1937 Act. (24 CFR §903.7(k) and 24 CFR §903.12(b))

**Safety and Crime Prevention (VAWA).** 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))

**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 public housing CFP work items (items not included in the current CFP Annual Statement or CFP 5-Year Action Plan); 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.

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))

**B.2 New Activities.** If the PHA intends to undertake any new activities related to these elements or discretionary policies 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.** **1)** A description of any housing (including project name, number (if known) and unit count) for which the PHA will apply for HOPE VI; and **2)** A timetable for the submission of applications or proposals. The application and approval process for Hope VI 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 name, 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 name, 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. 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](http://www.hud.gov/offices/pih/centers/sac/demo_dispo/index.cfm). (24 CFR §903.7(h))

**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))

**Project-Based Vouchers.** Describe any plans to use HCVs for new project-based vouchers. (24 CFR §983.57(b)(1)) 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.

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

**B.3 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.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))

**C. Other Document and/or Certification Requirements**

- C.1 **Certification Listing Policies and Programs that the PHA has Revised since Submission of its Last Annual Plan.** Provide a certification that the following plan elements have been revised, provided to the RAB for comment before implementation, approved by the PHA board, and made available for review and inspection by the public. This requirement is satisfied by completing and submitting form HUD-50077 SM-HP.
- C.2 **Civil Rights Certification.** Form HUD-50077 SM-HP, *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))
- C.3 **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)
- C.4 **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)

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

- D.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."

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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. 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.

Public reporting burden for this information collection is estimated to average 16.64 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.

**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, Christine Reimler, the Consolidated Plan Coordinator  
*Official's Name* *Official's Title*

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

Salina Housing Authority  
*PHA Name*

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

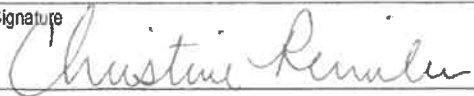
State of Kansas  
*Local Jurisdiction Name*

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 SHA is designed to assist low-and-moderate income persons with housing by ensuring that all  
residents have access to decent shelter, increase the supply of affordable housing, and reduce  
generational poverty in assisted housing through self-sufficiency.

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<br>Christine Reimler   | Title<br>Consolidated Plan Coordinator |
| Signature<br> | Date<br>3-16-2020                      |

**Certification of Compliance with  
PHA Plans and Related Regulations  
(Small 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 Plans and Related Regulations  
including Civil Rights and PHA Plan Elements that Have Changed**

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  Annual PHA Plan for the PHA fiscal year beginning 2020, 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 Board or Boards in developing the Plan, and considered the recommendations of the Board or Boards (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 certifies that the following policies, programs, and plan components have been revised since submission of its last Annual PHA Plan (check all policies, programs, and components that have been changed):
  - 903.7a Housing Needs
  - 903.7b Deconcentration and Other Policies Governing Eligibility, Selection, Occupancy, and Admissions Policies
  - 903.7c Financial Resources
  - 903.7d Rent Determination Policies
  - 903.7h Demolition and Disposition
  - 903.7k Homeownership Programs
  - 903.7r Additional Information
    - A. Progress in meeting 5-year mission and goals
    - B. Criteria for substantial deviation and significant amendments
    - C. Other information requested by HUD
      - 1. Resident Advisory Board consultation process
      - 2. Membership of Resident Advisory Board
      - 3. Resident membership on PHA governing board

The PHA provides assurance as part of this certification that:

- (i) The Resident Advisory Board had an opportunity to review and comment on the changes to the policies and programs before implementation by the PHA;
  - (ii) The changes were duly approved by the PHA Board of Directors (or similar governing body); and
  - (iii) The revised policies and programs are available for review and inspection, at the principal office of the PHA during normal business hours.
5. 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.
  6. 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.
  7. 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.
  8. For a PHA Plan 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 site-based waiting lists 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 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).
9. The PHA will comply with the prohibitions against discrimination on the basis of age pursuant to the Age Discrimination Act of 1975.
  10. 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.
  11. 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.
  12. 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.
  13. The PHA will take appropriate affirmative action to award contracts to minority and women's business enterprises under 24 CFR 5.105(a).
  14. 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.
  15. 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.
  16. The PHA will keep records in accordance with 24 CFR 85.20 and facilitate an effective audit to determine compliance with program requirements.
  17. 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.
  18. 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).
  19. 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.
  20. 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.
  21. The PHA certifies that it is in compliance with applicable Federal statutory and regulatory requirements, including the Declaration of Trust(s).

SALINA HOUSING AUTHORITY  
 PHA Name

KS038  
 PHA Number/HA Code

5-Year PHA Plan for Fiscal Years 2020 - 2024

Annual PHA Plan for Fiscal Year 2020

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<br><br>KIM TRIGG | Title<br><br>BOARD CHAIR |
| Signature                                    | Date<br>4/28/2020        |