



NOTICE OF REGULAR MEETING AGENDA
LANCASTER HOUSING AGENCY
BOARD OF COMMISSIONERS
MUNICIPAL CENTER CITY COUNCIL CHAMBERS



211 N. HENRY STREET, LANCASTER, TEXAS

Monday, June 13, 2011 – 6:30 P.M.

6:30 P.M.

AGENDA

CALL TO ORDER

1. Consider approval of minutes from the Lancaster Housing Agency Board of Commissioners Meeting held November 8, 2010.
2. Conduct a public hearing to receive comments regarding the Lancaster Housing Agency's Annual Plan for fiscal year 2011.
3. Consider Resolution 2011-0601 of the Lancaster Housing Agency Board of Commissioners accepting the Financial Activity Reports from the Lancaster Housing Agency for the Housing Choice Voucher Program from October 2010 through April 2011; and providing an effective date.

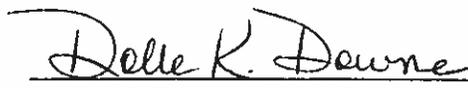
ADJOURN

EXECUTIVE SESSION: The Lancaster Housing Agency Board of Commissioners reserves the right to convene into executive session on any posted agenda item pursuant to Section 551.071(2) of the TEXAS GOVERNMENT CODE to seek legal advice concerning such subject.

ACCESSIBILITY STATEMENT: The Municipal Center is wheelchair-accessible. For sign interpretive services, call the City Secretary's office, 972-218-1311, or TDD 1-800-735-2989, at least 72 hours prior to the meeting. Reasonable accommodation will be made to assist your needs.

Certificate

I hereby certify the above Notice of Meeting was posted at the Lancaster City Hall on June, 2011 @ 5:00 p.m. and copies thereof were hand delivered to the Board of Commissioners for the Lancaster Housing Agency.



Dolle K. Downe, TRMC
Board Secretary

LANCASTER HOUSING AGENCY
Agenda Communication for
June 13, 2011

1

AG11-001

**Consider approval of minutes from the Lancaster Housing Agency
Board of Commissioners Meeting held November 8, 2010.**

Background

Attached for review and consideration are minutes from the:

- Lancaster Housing Agency Board of Commissioners Meeting held
November 8, 2010

Prepared and submitted by:

Dolle K. Downe, City Secretary

MINUTES

LANCASTER HOUSING AGENCY BOARD OF COMMISSIONERS MEETING OF NOVEMBER 8, 2010

The Board of Commissioners of the Lancaster Housing Agency met in a regular meeting in the Lancaster Council Chambers at City Hall, 211 N. Henry Street, Lancaster, Texas, on November 8, 2010 at 6:45 p.m. with a quorum present, to-wit:

Commissioners Present:

Marcus E. Knight, Chair
Walter Weaver
Todd Love
Marco Mejia
James Daniels
Clyde Hairston
Nina Morris

City Staff Present:

Rickey Childers, City Manager
Opal Mauldin-Robertson, Assistant City Manager
Rona Stringfellow-Govan, Housing Executive Director
Kim Pekofske, Interim Housing Manager
Dolle Downe, Secretary
Robert E. Hager, Attorney

Call to Order:

Chairman Knight called the meeting to order at 6:45 p.m. on November 8, 2010.

1. Consider approval of minutes from the Lancaster Housing Agency Board of Commissioners Meeting held October 25, 2010.

MOTION: Commissioner Daniels made a motion, seconded by Commissioner Hairston, to approve the minutes from the Housing Agency Board meeting held October 25, 2010 as presented. The vote was cast 7 for, 0 against.

2. Discuss and consider Resolution 2010-11005 of the Lancaster Housing Agency Board of Commissioners adopting Rent Payment Standards for the Housing Choice Voucher Program; and providing an effective date.

Interim Housing Manager Pekofske outlined the HUD requested demonstration project for the Dallas metropolitan area setting the Fair Market Rents by zip codes rather than by a multi-county region. HUD requires all agencies in the multi-county region to adopt a Rent Payment Standard within 90% to 110% of the published Small Area Fair Market Rents effective December 1, 2010. The Lancaster Housing Agency (LHA) requested an extension of the effective date of December 1, 2010 to an effective date of March 1, 2011, which was denied. The LHA has reviewed the Small Area Fair Market Rents set by HUD and has consolidated a number of the zip codes into eight different payment standards. Further, the Lancaster Housing Agency has submitted a budget to HUD requesting reimbursement for extraordinary administrative expenses incurred due to the change in how the program works in the metro area.

Commissioner Weaver asked what the administrative expenses would be if HUD did not approve the request. Interim Housing Manager Pekofske indicated it would be primarily for personnel overtime, but at this point she was unable to give an estimate of the staff time that may be required.

Interim Housing Manager Pekofske stated that there will be mailers sent and several methods used to educate the landlords, including a meeting to be held in January to discuss the new Fair Market Rents and how this will effect their properties and tenants.

MOTION: Commissioner Morris made a motion, seconded by Commissioner Hairston, to approve Resolution 2010-11005 adopting Rent Payment Standards for the Housing Choice Voucher Program. The vote was cast 7 for, 0 against.

3. Discuss and consider Resolution 2010-11006 of the Lancaster Housing Agency Board of Commissioners approving the Section Eight Management Assessment Program (SEMAP) submission to the U.S. Department of Housing and Urban Development (HUD) for the Housing Choice Voucher Program for Fiscal Year ending September 30, 2010; and providing an effective date.

Interim Housing Manager Pekofske stated that the Section Eight Management Assessment Program (SEMAP) is a measuring tool for HUD for evaluation of the housing agency. There are fourteen key performance indicators. The Lancaster Housing Agency is a high performer.

Commissioner Daniels asked about the number of people on the waiting list. Interim Housing Manager Pekofske stated there are about 2,600 which is down from about 5,000 in 2008. Commissioner Daniels asked about fraud in the program. Interim Housing Manager Pekofske commented that client information and income is verified through the system, and violations are reported for prosecution under the law.

MOTION: Commissioner Hairston made a motion, seconded by Commissioner Daniels, to approve Resolution 2010-11006 approving the Section Eight Management Assessment Program (SEMAP) submission to the U.S. Department of Housing and Urban Development (HUD) for the Housing Choice Voucher Program for Fiscal Year ending September 30, 2010. The vote was cast 7 for, 0 against.

MOTION: Commissioner Morris made a motion, seconded by Commissioner Daniels, to adjourn. The vote was cast 7 for, 0 against.

The meeting was adjourned at 6:56 p.m.

ATTEST:

APPROVED:

Dolle K. Downe, Secretary

Marcus E. Knight, Chairman

LANCASTER HOUSING AGENCY
Agenda Communication for
June 13, 2011

2

AG11-002

Conduct a Public Hearing to receive comments regarding the Lancaster Housing Agency's Annual Plan for fiscal year 2011.

Background

The Lancaster Housing Agency operates the Section 8 Housing Choice Voucher Program under policies, rules and regulations promulgated by the U.S. Department of Housing and Urban Development (HUD). The purpose of this hearing is to obtain input from the public in reference to the Annual Plan Submission to be submitted to the U.S. Department of Housing and Urban Development for fiscal year 2011.

Considerations

- **Operational** - The Annual Plan must be reviewed, updated and submitted to HUD as a condition of continued assistance per each section of the plan as follows:
 1. PHA Information - TX437 High performing agency for Fiscal Year 10/2011.
 2. Inventory - 1,110 Vouchers allocated.
 3. Submission Type - Annual Plan Only.
 4. PHA Consortia - not applicable; not submitting a joint plan.
 5. 5-Year Plan - This is not a 5 Year Plan. 5 Year Plan was submitted in 2010.
 - 5.1 Mission - not applicable for Annual Plan; completed in 5 Year Plan.
 - 5.2 Goals and Objectives - not applicable for Annual Plan; completed in 5 Year Plan.
 6. PHA Plan Update - Several of the plan elements did not have any changes, are not applicable due to the agency's High Performer Status, or do not pertain to this agency since we do not provide public housing. Listed below are the changes to the plan elements that apply to our agency:

903.7(2) Financial Resources

Congress appropriates the funding each year, this element is updated accordingly along with information from the Finance Department.

903.7(3) Rent Determinations

A correction to the plan was made to include that LHA has adopted payment standards that are above 90% but below 110% of the published Fair Market Rent.

903.7(4) Operation and Management

Management structure has been updated to reflect the current staffing positions and levels at the agency. Reduction of one supervisory position. Re-classification of the current supervisory position to Compliance Supervisor. Removal of a part-time counselor position. Addition of one full time counselor position.

903.7(11) Fiscal Year Audit

There was one finding on the audit from HUD. This finding was due to the late reporting of the audit. The agency has responded to the audit finding, but has not received a response at this time from HUD.

7. Hope VI, Mixed Finance Modernization or Development, Demolition/Disposition, Conversion of Public Housing, Homeownership Programs, and Project Based Vouchers. The agency does provide the Homeownership Program for Section 8; there have not been any changes submitted to this element.
8. Capital Improvements - not applicable. Public Housing only.
 - 8.1 Capital Fund Program - not applicable. Public Housing only.
 - 8.2 Capital Fund Program Five Year Action Plan - not applicable. Public Housing only.
 - 8.3 Capital Fund Financing - not applicable. Public Housing only.
9. Housing Needs - Agency is a high performer and is not required to address this element.
10. Additional Information - completed only for Annual Plan submitted with 5 Year plan for high performing agencies. 5 Year plan was completed in 2010.
11. Required Submission - Electronic submission will be completed after adoption of Annual Plan by Board on June 27, 2011.
 - **Financial** - There are no financial obligations associated with the Annual Plan.
 - **Legal** - The City Attorney will prepare a resolution for adoption of the Annual Plan.

- **Public Information** - A public notice was published in the Focus Newspaper on April 29, 2011 announcing the public hearing date, time and location. A resident advisory board meeting was held on May 4, 2011, where public comments were solicited from a group of Lancaster Housing Agency participants. The Plan is also required to be made available for a 45-day public review period prior to a required public hearing. The plan has been offered for review at the offices of the Lancaster Housing Agency, the Lancaster Veterans Memorial Library and on the City of Lancaster's website from April 29, 2011 through June 13, 2011.

Options/Alternatives

No action is required at this time.

Recommendation

No recommendation at this time. The Board of Commissioners will take action on the Annual Plan on June 27, 2011.

Attachments

- Annual Plan Draft

Prepared and submitted by:
Kim Pekofske, Housing Manager

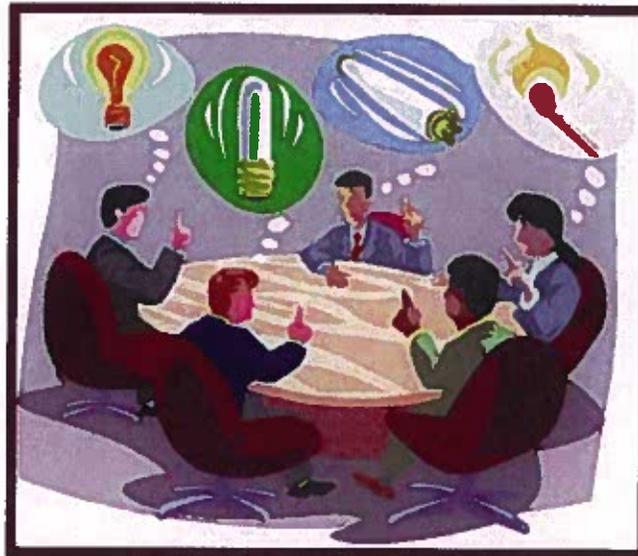
Date: June 1, 2011

Annual PHA Plan for the Lancaster Housing Agency

Rona Stringfellow-Govan, Executive Director

FYB October 1, 2011

FIRST DRAFT



Presented by:

The *Nelrod* Company

**3109 Lubbock Avenue
Fort Worth, Texas 76109
(817) 922-9000/FAX (817) 922-9100**

Satellite Offices: Washington, D.C.; Houston, TX

E-Mail Address: info@nelrod.com

Web Site: www.nelrod.com

© 2005 The Nelrod Company, Fort Worth, Texas 76109

6.0 (b) Identify the specific location(s) where the public may obtain copies of the 5-Year and Annual PHA Plan. For a complete list of PHA Plan elements, see Section 6.0 of the instructions.

The following are the specific locations where the public may obtain copies of the 2011 Annual Plan:

- Administrative Office
1425 N. Dallas Ave., Ste. 101, Lancaster, TX 75134
- City of Lancaster Veteran's Memorial Library
1600 Veteran's Memorial Drive
Lancaster, TX 75146
- City of Lancaster website: www.lancaster-tx.com

6.0 PHA Plan Elements

903.7(1) Eligibility, Selection and Admissions Policies, including
Deconcentration and Wait List Procedures ***NO CHANGE***

A. Public Housing *NOT APPLICABLE – PHA DOES NOT ADMINISTER PUBLIC HOUSING*

B. Section 8

Section 8 HCV policies that govern participant eligibility and selection for assistance (including preferences), and procedure for maintaining waiting list.

(1) Eligibility

The PHA conducts screening to the extent of:

- Criminal or Drug-related activity only to the extent required by law or regulation

The Housing Authority requests criminal records from the following enforcement agencies for screening purposes:

- State law enforcement agencies

The PHA shares the following information with prospective landlords:

- Previous landlord address and phone number, if requested

(2) Waiting List Organization

The Lancaster Housing Agency's waiting list for the section 8 tenant-based assistance is not merged with any other program waiting list.

Interested persons may apply for admission to section 8 tenant-based assistance at:

- PHA main administrative office

(3) Search Time

The PHA does give extensions on standard 60-day period to search for a unit as follows:

- A family may request an extension of the voucher time period
- Extenuating circumstances such as hospitalization or a family emergency for an extended period of time which has affected the family's ability to find a unit within the initial sixty-day period.
- The LHA is satisfied that the family has made a reasonable effort to locate a unit, including seeking the assistance of the LHA, throughout the initial sixty-day period. A completed search record is required.
- The family was prevented from finding a unit due to disability accessibility requirements of large size (5 bedrooms) unit requirement.

The search record is part of the required verification.

(4) Preferences

The PHA does not plan to exceed the federal targeting requirements by targeting more than 75% of all new admissions to the section 8 Program to families at or below 30% of the median area income.

The PHA plans to employ the following admission preferences for admission to section 8 tenant-based assistance:

<u>Priority</u>	<u>Preference</u>
<u>2</u>	- Involuntary Displacement (Disaster, Government Action, Action of Housing Owner, Inaccessibility, Property Disposition)
<u>2</u>	- Victims of domestic violence
<u>2</u>	- Substandard housing
<u>2</u>	- Extremely low-income

Among applicants on the waiting list with equal preference status applicants are selected by date and time of application.

In relationship of preferences to income targeting requirements, the pool of applicant families ensures that the PHA will meet income targeting requirements.

(5) Special Purpose Section 8 Assistance Programs

The policies governing eligibility, selection and admissions to any special-purpose section 8 program administered by the PHA are contained in the following documents or other reference materials:

- The Section 8 Administrative Plan
- Briefing sessions and written materials

6.0

The PHA announces the availability of any special-purpose section 8 program to the public through:

- Published notices

903.7(2) Financial Resources *CHANGES*

Financial Resources: Planned Sources and Uses		
Sources	Planned \$	Planned Uses
1. Federal Grants (FY 2011 grants)		
a) Public Housing Operating Fund		
b) Public Housing Capital Fund		
c) HOPE VI Revitalization		
d) HOPE VI Demolition		
e) Annual Contributions for Section 8 Tenant-Based Assistance	8,100,031.00	
f) Resident Opportunity and Self-Sufficiency Grants		
g) Community Development Block Grant		
h) HOME		
Other Federal Grants (list below)		
2. Prior Year Federal Grants (unobligated funds only) (list below)		
Section 8 Reserves	1,313,854.00	
3. Public Housing Dwelling Rental Income		
4. Other income (list below)		
Portability Admin. Fees	19,200.00	
Interest Income	1,558.00	
5. Non-federal sources (list below)		
Fraud Recovery	50,774.00	
Total resources	\$9,485,417.00	

903.7 (3) Rent Determination Policies *CHANGES*

A. Public Housing *NOT APPLICABLE* – PHA DOES NOT ADMINISTER PUBLIC HOUSING

B. Section 8 Tenant-based Assistance

(1) Payment Standards *CHANGE*

The PHA's payment standard is:

- At or above 90% but below **110%** of FMR

PHA has selected this standard because:

- FMRs are adequate to ensure success among assisted families in the Agency's segment of the FMR area
- Reflects market or submarket

6.0

The PHA reevaluates the payment standards for adequacy annually and considers the following factors in its assessment of the adequacy:

- Success rates of assisted families
- Rent burdens of assisted families

(2) Minimum Rent

The PHA's minimum rent is \$50.00.

The PHA has adopted discretionary minimum rent hardship exemption policies as follows:

- The PHA recognizes that in some circumstances even the minimum rent may create a financial hardship for families. The PHA will review all relevant circumstances brought to the PHA's attention regarding financial hardship as it applies to the minimum rent.

903.7(4) Operation and Management **CHANGES**

(1) PHA Management Structure

- a. A brief description of the management structure and organization of the PHA is provided below.

The Executive Director directs the day-to day management and operation of the Housing Authority with the assistance of the following lead staff and their line staff.

Housing Manager – oversees the day-to-day operation of the Section 8 Programs and directly supervises the following staff:

- **Compliance Supervisor**
 - Administrative Secretary (2)
 - Housing Inspector (2)
 - Housing Counselor (4)

b. HUD Programs Under PHA Management

Program Name	Units or Families Served at Year Beginning	Expected Turnover
Public Housing	N/A	N/A
Section 8 Vouchers	1110	95
Section 8 Certificates	N/A	N/A
Section 8 Mod Rehab	N/A	N/A
Special Purpose Section 8 Certificates/Vouchers (list individually)	N/A	N/A
Public Housing Drug Elimination Program (PHDEP)	N/A	N/A
Other Federal Programs(list individually)	N/A	N/A

6.0

c. Management and Maintenance Policies

The PHA has adopted the following policies that contain the Agency's rules, standards, and policies that govern management, operation, and maintenance of the Public Housing and Section 8 assistance programs.

Public Housing Management: **NOT APPLICABLE – PHA DOES NOT ADMINISTER PUBLIC HOUSING**

Section 8 Management:

- Section 8 Administrative Plan

903.7(5) Grievance Procedures **NO CHANGE**

A. Public Housing **NOT APPLICABLE – PHA DOES NOT ADMINISTER PUBLIC HOUSING**

B. Section 8 Tenant-Based Assistance

The PHA has not established informal review procedures for applicants to the Section 8 tenant-based assistance program and informal hearing procedures for families assisted by the Section 8 tenant-based assistance program in addition to federal requirements found at 24 CFR 982.

Section 8 applicants or assisted families who desire to initiate the informal review and informal hearing process should contact the following:

- PHA main administrative office

903.7(6) Designated Housing for Elderly and Disabled Families **NOT APPLICABLE – PHA DOES NOT ADMINISTER PUBLIC HOUSING**

903.7(7) Community Service and Self-Sufficiency **NO CHANGE**

A. PHA Coordination with the Welfare (TANF) Agency.

1. The PHA has not entered into a cooperative agreement with the TANF Agency, to share information and /or target supportive services (as contemplated by section 12(d)(7) of the Housing Act of 1937.)
2. Other coordination efforts between the PHA and TANF agency include:
N/A

B. Services and programs offered to residents and participants by the Lancaster Housing Agency are as follows:

(1) General

6.0

a. Self-Sufficiency Policies

The PHA will not employ discretionary policies to enhance the economic and social self-sufficiency of assisted families.

b. Economic and Social self-sufficiency programs

The PHA does not coordinate, promote or provide any policies or programs for the enhancement of the economic and social self-sufficiency of assisted families.

(2) Family Self Sufficiency programs – N/A

C. Welfare Benefit Reductions *N/A*

D. Community Service Requirement ***NOT APPLICABLE – PHA DOES NOT ADMINISTER PUBLIC HOUSING***

903.7(8) Safety and Crime Prevention ***NOT APPLICABLE – PHA DOES NOT ADMINISTER PUBLIC HOUSING***

903.7(9) Pets ***NOT APPLICABLE – PHA DOES NOT ADMINISTER PUBLIC HOUSING***

903.7(10) Civil Rights Certification ***NO CHANGE***

The PHA has examined its programs and proposed programs to identify any impediments to fair housing choices, has addressed those impediments in a reasonable fashion, and is working with the local jurisdiction to implement any of the jurisdiction's initiatives to affirmatively further fair housing. The PHA assures that the annual plan is consistent with any applicable Consolidated Plan for its jurisdiction.

The PHA has taken the following specific actions to Affirmative Further Fair Housing in its Section 8 assistance program.

The PHA will not, on the grounds of race, color, creed, sex religion, age, disability, national origin or familial status:

- Deny a person or family admission to housing or assistance;
- Provide housing which is different than that provided others, except for elderly and/or disabled where accessibility features may be required;
- Subject a person to segregation or disparate treatment;
- Restrict a person's access to any benefit enjoyed by others in connection with housing programs;
- Treat a person differently in determining eligibility or other requirements for admission or assistance;
- Deny any person access to the same level of services provided to others;

6.0

- Deny a person the opportunity to participate in a planning or advisory group that is an integral part of the housing programs.

The PHA will not intimidate, threaten or take any retaliatory action against any applicant, or participant because of a person's participation in civil rights activities or assertions of civil rights.

HUD Fair Housing Posters are posted at the PHA main administrative office.

The PHA will ensure accessibility to offices to afford persons with disabilities the opportunity to apply for assistance to the Section 8 program.

The PHA will make sure that all employees of the PHA are familiar with non-discrimination requirements, especially those employees who are involved in the admissions process.

The PHA's policies and practices are designed to provide assurance that all persons with disabilities will be provided reasonable accommodations so that they can fully access and utilize the housing programs and related services.

The PHA will identify and eliminate situations and /or practices that create barriers to equal housing opportunity for all.

The PHA reviews its policies and procedures, at least annually, to assure compliance with all civil rights requirements.

903.7(11) Fiscal Year Audit **CHANGES**

The PHA is required to have an audit conducted under section 5(h)(2) of the U.S. Housing Act of 1937 (42 U.S.C. 1437c(h)).

The most recent fiscal audit was submitted to HUD.

There were findings as the result of that audit and one (1) finding remains unsolved.

The response to the unresolved finding is due at HUD on April 15, 2011.

903.7(12) Asset Management **NOT APPLICABLE – PHA DOES NOT ADMINISTER PUBLIC HOUSING**

6.0 903.7(13) Violence Against Women Act (VAWA) *NO CHANGE*

The Lancaster Housing Agency updated its website in early 2008 to provide information regarding the Violence Against Women Act (see below).

On January 5, 2006, President Bush signed into law the Violence Against Women and Department of Justice Reauthorization Act of 2005. The primary objectives of VAWA are to reduce violence against women and to protect, or increase the protection of, the safety and confidentiality of women who are victims of abuse, and to prevent homelessness of the victims of such acts; to protect victims who reside in Public Housing and Housing Choice Voucher Programs; and to ensure victims have access to criminal justice systems without jeopardizing their housing.

VAWA, despite its title, is a gender-neutral law. Women, men, people who identify as transgender, and children can claim victim status.

VAWA prohibits PHA's from denying admission to otherwise qualified applicants simply because they are or have been, victims of domestic violence, dating violence or stalking.

Criminal activity directly relating to Domestic Violence is not a basis for denial of admission or termination of tenancy.

VAWA states that an incident or incidents of actual or threatened domestic violence, dating violence, or stalking:

- * Will not be construed as a serious or repeated violation of the lease by the victim or threatened victim
- * Will not be good cause for terminating the tenancy or occupancy rights of the victim

Any information provided to LHA is retained in confidence, will not be entered into a shared database and will not be released to any related entity unless the individual consents or requests, or unless otherwise required by law

The notice is available to landlords and tenants and includes additional facts regarding domestic violence, sexual assault and Teen dating violence in Texas. To assist persons experiencing these problems, several resources are listed, including websites and telephone numbers.

Over the past year, The Lancaster Housing Agency has assisted three families involved in domestic violence situations. Families were allowed to break leases and relocate to safer environment. In one case in particular, the family voucher was awarded to the appointed guardian of several children that had to be removed from the assisted household.

The Agency's Administrative Plan was updated in June 2008 to include policies and procedures on dealing with issues of domestic violence.

7.0	<p>Hope VI, Mixed Finance Modernization or Development, Demolition and/or Disposition, Conversion of Public Housing, Homeownership Programs, and Project-based Vouchers. Include statements related to these programs as applicable.</p> <p>a. HOPE VI or Mixed Finance Modernization or Development NOT APPLICABLE – PHA DOES NOT ADMINISTER PUBLIC HOUSING</p> <p>b. Demolition and/or Disposition NOT APPLICABLE – PHA DOES NOT ADMINISTER PUBLIC HOUSING</p> <p>c. Conversion of Public Housing NOT APPLICABLE – PHA DOES NOT ADMINISTER PUBLIC HOUSING</p> <p>d. Homeownership</p> <ol style="list-style-type: none"> 1. <u>Public Housing</u> NOT APPLICABLE – PHA DOES NOT ADMINISTER PUBLIC HOUSING 2. <u>Section 8 Tenant Based Assistance</u> <p>The PHA does plan to administer a homeownership program for section 8.</p> <p>Program Description:</p> <p>The PHA will not limit the number of families participating in the Section 8 homeownership option.</p> <p>The PHA has not established eligibility criteria for participation in its Section 8 Homeownership Option program in addition to HUD criteria.</p> <p>e. Project-based Vouchers</p> <p>Our agency is not currently operating nor intends to operate a Section 8 Project Based Voucher Program.</p>
8.0	<p>Capital Improvements. Please complete Parts 8.1 through 8.3, as applicable. NOT APPLICABLE – PHA DOES NOT ADMINISTER PUBLIC HOUSING</p>
8.1	<p>Capital Fund Program Annual Statement/Performance and Evaluation Report. As part of the PHA 5-Year and Annual Plan, annually complete and submit the <i>Capital Fund Program Annual Statement/Performance and Evaluation Report</i>, form HUD-50075.1, for each current and open CFP grant and CFFP financing. NOT APPLICABLE – PHA DOES NOT ADMINISTER PUBLIC HOUSING</p>
8.2	<p>Capital Fund Program Five-Year Action Plan. As part of the submission of the Annual Plan, PHAs must complete and submit the <i>Capital Fund Program Five-Year Action Plan</i>, form HUD-50075.2, and subsequent annual updates (on a rolling basis, e.g., drop current year, and add latest year for a five year period). Large capital items must be included in the Five-Year Action Plan. NOT APPLICABLE – PHA DOES NOT ADMINISTER PUBLIC HOUSING</p>

8.3	<p>Capital Fund Financing Program (CFFP). <i>NOT APPLICABLE – PHA DOES NOT ADMINISTER PUBLIC HOUSING</i></p> <p><input type="checkbox"/> Check if the PHA proposes to use any portion of its Capital Fund Program (CFP)/Replacement Housing Factor (RHF) to repay debt incurred to finance capital improvements.</p>
9.0	<p>Housing Needs. Based on information provided by the applicable Consolidated Plan, information provided by HUD, and other generally available data, make a reasonable effort to identify the housing needs of the low-income, very low-income, and extremely low-income families who reside in the jurisdiction served by the PHA, including elderly families, families with disabilities, and households of various races and ethnic groups, and other families who are on the public housing and Section 8 tenant-based assistance waiting lists. The identification of housing needs must address issues of affordability, supply, quality, accessibility, size of units, and location, rate the impact of that factor on the housing needs for each family type, from 1 to 5, with 1 being “no impact” and 5 being “severe impact”. <i>NOT APPLICABLE – PHA IS HIGH PERFORMER/SECTION 8 ONLY</i></p>
9.1	<p>Strategy for Addressing Housing Needs. Provide a brief description of the PHA’s strategy for addressing the housing needs of families in the jurisdiction and on the waiting list in the upcoming year. Note: Small, Section 8 only, and High Performing PHAs complete only for Annual Plan submission with the 5-Year Plan. <i>NOT APPLICABLE – PHA IS HIGH PERFORMER/SECTION 8 ONLY</i></p>
10.0	<p>Additional Information. Describe the following, as well as any additional information HUD has requested. <i>NOT APPLICABLE – PHA IS HIGH PERFORMER/SECTION 8 ONLY</i></p> <p>(a) Progress in Meeting Mission and Goals. PHAs must include (i) a statement of the PHAs progress in meeting the mission and goals described in the 5-Year Plan; (ii) the basic criteria the PHA will use for determining a significant amendment from its 5-year Plan; and a significant amendment or modification to its 5-Year Plan and Annual Plan. (Note: <u>Standard and Troubled PHAs complete annually</u> Small and High Performers complete only for Annual Plan submitted with the 5- Year Plan).</p> <p>(b) Significant Amendment and Substantial Deviation/Modification. PHA must provide the definition of “significant amendment” and “substantial deviation/modification”. (Note: <u>Standard and Troubled PHAs complete annually</u>; Small and High Performers complete only for Annual Plan submitted with the 5-Year Plan.)</p> <p>(c) PHA’s must include or reference any applicable memorandum of agreement with HUD or any plan to improve performance.</p>

11.0 Required Submission for HUD Field Office Review. In addition to the PHA Plan template (HUD-50075), PHAs must submit the following documents. Items (a) through (g) may be submitted with signature by mail or electronically with scanned signatures, but electronic submission is encouraged. Items (h) through (i) must be attached electronically with the PHA Plan. **Note:** Faxed copies of these documents will not be accepted by the Field Office.

(a) Form HUD-50077, *PHA Certifications of Compliance with the PHA Plans and Related Regulations* (which includes all certifications relating to Civil Rights)

(b) Form HUD-50070, *Certification for a Drug-Free Workplace* (PHAs receiving CFP grants only) *N/A*

(c) Form HUD-50071, *Certification of Payments to Influence Federal Transactions* (PHAs receiving CFP grants only) *N/A*

(d) Form SF-LLL, *Disclosure of Lobbying Activities* (PHAs receiving CFP grants only) *N/A*

(e) Form SF-LLL-A, *Disclosure of Lobbying Activities Continuation Sheet* (PHAs receiving CFP grants only) *N/A*

(f) Resident Advisory Board (RAB) comments. Comments received from the RAB must be submitted by the PHA as an attachment to the PHA Plan. PHAs must also include a narrative describing their analysis of the recommendations and the decisions made on these recommendations. ***Provided as attachment tx437a01***

(g) Challenged Elements –

(h) Form HUD-50075.1, *Capital Fund Program Annual Statement/Performance and Evaluation Report* (PHAs receiving CFP grants only) *N/A*

(i) Form HUD-50075.2, *Capital Fund Program Five-Year Action Plan* (PHAs receiving CFP grants only) *N/A*

LANCASTER HOUSING AGENCY
Agenda Communication for
June 13, 2011

3

AG11-003

Consider a Resolution of the Lancaster Housing Agency Board of Commissioners, accepting the Financial Activity Reports from the Lancaster Housing Agency for the Housing Choice Voucher Program from October 2010 through April 2011; and providing an effective date.

Background

The Lancaster Housing Agency (LHA) operates the Section 8 Housing Choice Voucher Program (HCVP) which is funded by the U. S. Department of Housing and Urban Development (HUD). HUD authorizes such funding through the use of several "funding increments" throughout the program year which provides budget authority to cover program administrative costs and rental subsidy payments to the landlords on behalf of eligible participating families.

Considerations

- **Operational** – Housing agencies receiving such funding are required to provide client services necessary to ensure the provision of decent, safe and sanitary housing to eligible families. Each dwelling unit leased under the program must be inspected prior to initial lease-up and at least once every twelve months.

All families must undergo extensive eligibility reviews, which include verification of income, expenses, familial status, citizenship, criminal history and identity upon admission to the program. Household income and expenses must be reviewed at least once a year, and upon any change in income or family composition.

Agency staff must also conduct fraud investigations, special inspections, termination hearings, assist in resolving landlord/tenant disputes, ensure timely payments to landlords and other tasks associated with program operations.

- **Legal** – LHA program operations must be operated in accordance with the HUD Code of Federal Regulations (CFR's) at 24 CFR Part 982.
- **Financial** – The current Revenues and Expenditures October 2010 through April 30, 2011 are as follows:

<u>Program</u>	<u>HAP (Housing Assistance Payments) Revenue</u>
HCVP	\$ 4,678,006
	<u>Administrative Revenue</u>
HCVP	\$ 490,132
	<u>HAP Expenditures</u>
HCVP	\$ 4,601,974
	<u>Administrative Expenditures</u>
HCVP	\$ 398,078

- **Public Information** – There are no public information requirements.

Options/Alternatives

1. Council may adopt the resolution as presented.
2. Council may deny the resolution.

Recommendation

Staff recommends approval of the resolution accepting the Financial Activity Report from the Lancaster Housing Agency Housing Choice Voucher Program through April 2011.

Attachments

- Resolution
- Financial reports October 2010 through April 2011

Prepared and submitted by:
Kim Pekofske, Housing Manager

Date: June 1, 2011

RESOLUTION NO. 2011-0601

A RESOLUTION OF THE LANCASTER HOUSING AGENCY BOARD OF COMMISSIONERS, ACCEPTING THE FINANCIAL ACTIVITY REPORTS FROM THE LANCASTER HOUSING AGENCY FOR THE HOUSING CHOICE VOUCHER PROGRAM FROM OCTOBER 2010 THROUGH APRIL 2011; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the Lancaster Housing Agency operates the Housing Choice Voucher Program funded by the U.S. Department of Housing & Urban Development; and

WHEREAS, the Board of Commissioners has been provided information regarding the financial and operational activities of the Housing Choice Voucher Program; and

WHEREAS, the Board of Commissioners desires to accept the financial report from the Lancaster Housing Agency Housing Choice Voucher Program from October 2010 through April 2011.

NOW, THEREFORE, BE IT RESOLVED BY THE LANCASTER HOUSING AGENCY BOARD OF COMMISSIONERS:

SECTION 1. That the Financial Activity Reports for the Housing Choice Voucher Program (HCVP) from October 2010 through the month of April 2011, which are attached hereto and incorporated herein by reference as Exhibit "A", are hereby, in all things accepted by the Board of Commissioners.

SECTION 2. This resolution shall take effect immediately from and after its passage as the law in such cases provides, and it is accordingly so resolved.

DULY PASSED and approved by the Lancaster Housing Agency Board of Commissioners on this the 13th day of June 2011.

ATTEST:

APPROVED:

Dolle K. Downe, Secretary

Marcus E. Knight, Chairman

APPROVED AS TO FORM:

Robert E. Hager, Attorney

Period Ending: 10/2010

Description	October Actual	YTD Expended	Amended Budget	Percent Spent	Original Budget	Prior Year Actual	2 Years Ago Actual
Department number: 25 HOUSING ADMINISTRATION	36,582.45	36,582.45	854,901.00	4.279	854,901.00	805,338.22	766,301.46
Department number: 71 HOUSING ASSISTANCE PAYMENTS	652,896.70	652,896.70	7,500,000.00	8.705	7,500,000.00	7,721,243.84	7,459,535.60
Department number: 80 TRANSFERS OUT	5,166.66	5,166.66	62,000.00	8.311	62,000.00	62,000.04	60,966.66
Fund number: 20 LANCASTER HOUSING AGENCY-FUD	694,645.81	694,645.81	8,416,901.00	8.253	8,416,901.00	8,588,582.10	8,285,803.72

***** End of Report *****

Exhibit "A"

FUND: 20 LANCASTER HOUSING AGENCY-HUD

Period Ending: 12/2010

Description	November Actual	YTD Expended	Amended Budget	Percent Spent	Original Budget	Prior Year Actual	2 Years Ago Actual
Department number: 35 HOUSING ADMINISTRATION	56,411.97	92,995.42	854,901.00	10.678	854,901.00	805,339.22	766,301.46
Department number: 71 HOUSING ASSISTANCE PAYMENTS	656,238.26	1,309,135.06	7,500,000.00	17.455	7,500,000.00	7,721,243.84	7,459,935.60
Department number: 89 TRANSFERS OUT	5,166.67	10,333.33	43,000.00	16.617	62,000.00	62,000.04	60,966.66
Fund number: 20 LANCASTER HOUSING AGENCY-HUD	717,819.00	2,432,463.81	8,416,901.00	16.783	8,416,902.00	8,588,582.10	8,285,603.72

***** End Of Report *****

Period Ending: 12/2010

Description	December Actual	YTD Expended	Amended Budget	Percent Spent	Original Budget	Prior Year Actual	2 Years Ago Actual
Department number: 25 HOUSING ADMINISTRATION	50,091.57	143,087.29	854,901.00	16.737	854,901.00	805,338.22	766,201.46
Department number: 71 HOUSING ASSISTANCE PAYMENTS	650,017.97	1,959,153.03	7,500,000.00	26.122	7,500,000.00	7,721,243.84	7,458,535.60
Department number: 80 TRANSFERS OUT	5,166.67	15,500.00	62,000.00	25.000	62,000.00	62,000.04	60,966.66
Fund number, 20 LANCASTER HOUSING AGENCY-RUD	708,276.51	2,117,740.32	8,416,901.00	25.161	8,416,901.00	6,586,582.10	8,285,803.72

***** End of Report *****

Exhibit "A"

Period Ending: 3/31/11

Description	January Actual	YTD Expended	Amended Budget	Percent Spent	Original Budget	Prior Year Actual	2 Years Ago Actual
Department number: 25 HOUSING ADMINISTRATION	55,870.67	199,957.96	854,903.00	23.273	854,903.00	805,118.23	766,301.66
Department number: 71 HOUSING ASSISTANCE PAYMENTS	670,104.12	2,629,257.15	7,500,000.00	35.057	7,500,000.00	7,721,243.84	7,459,535.60
Department number: 80 TRANSFERS OUT	5,166.66	10,666.66	62,000.00	17.333	62,000.00	61,000.04	60,966.66
Fund number, 30 LANCASTER HOUSING AGENCY HUD	711,141.45	3,448,881.77	6,416,901.00	33.647	6,416,901.00	6,588,583.10	6,285,803.73

***** End of Report *****

Exhibit "A"

Fund: 20 LANCASTER HOUSING AGENCY-RUD

Period Ending: 2/2011

Description	February Actual	YTD Expended	Amended Budget	Percent Spent	Original Budget	Prior Year Actual	2 Years Ago Actual
Department number: 25 HOUSING ADMINISTRATION	67,339.11	266,297.07	854,901.00	31.149	854,901.00	805,338.22	766,301.46
Department number: 71 HOUSING ASSISTANCE PAYMENTS	648,014.47	3,277,271.82	7,500,000.00	43.697	7,500,000.00	7,721,243.84	7,450,535.60
Department number: 80 TRANSFERS OUT	5,166.67	25,833.33	62,000.00	43.647	62,000.00	62,000.04	60,966.66
Fund number: 20 LANCASTER HOUSING AGENCY-RUD	720,520.25	3,569,402.02	8,416,901.00	42.408	8,416,901.00	8,588,582.10	8,285,803.72

***** End of Report *****

Period Ending: 3/2011

Description	Month Actual	YTD Expended	Amended Budget	Percent of Budget 50.0%	Original Budget	Prior Year Actual	2 Years Ago Actual
Department number: 25 HOUSING ADMINISTRATION	62,269.17	328,566.24	854,901.00	18.432	854,901.00	726,543.82	766,301.46
Department number: 71 HOUSING ASSISTANCE PAYMENTS	657,812.08	3,935,083.70	7,500,000.00	52.469	7,500,000.00	7,721,243.84	7,458,535.60
Department number: 80 TRANSFERS OUT	5,165.67	11,000.00	62,000.00	50.000	62,000.00	62,000.00	60,966.66
Fund number: 20 LANCASTER HOUSING AGENCY-RUD	725,247.92	4,294,649.94	8,416,901.00	51.024	8,416,901.00	8,509,787.70	8,285,803.72

***** End of Report *****

Period Ending: 4/2011

Description	Month Actual	YTD Expanded	Amended Budget	Percent of Budget 58.3%	Original Budget	Prior Year Actual	2 Years Ago Actual
Department number: 25 HOUSING ADMINISTRATION	69,512.28	198,078.32	854,901.00	46.564	854,901.00	805,338.22	766,301.46
Department number: 71 HOUSING ASSISTANCE PAYMENTS	666,890.87	4,601,974.57	7,500,000.00	61.360	7,500,000.00	7,721,243.84	7,458,535.60
Department number: 80 TRANSFERS OUT	5,166.66	26,166.66	62,000.00	58.133	62,000.00	62,000.04	60,966.66
Fund number: 10 LANCASTER HOUSING AGENCY-RUD	781,569.81	5,016,219.75	8,416,901.00	59.835	8,416,901.00	8,588,582.10	8,285,803.72

***** End of Report *****

Exhibit "A"

Period Ending: 10/2010

Account	Description	Actual Month	YTD Received	Amended Budget	Percent of Budget 8.31	Original Budget	Prior Year Actual	2 Years Ago
20-5106-00-00	COPY/RESEARCH PER			23.00		23.00	40.00	18.80
Subtotal:				23.00		23.00	40.00	18.80
20-5601-00-00	PRAND RECOVERY (ADM)	2,319.17	2,319.17	48,032.00	6.119	48,032.00	18,010.78	44,877.72
20-5610-00-00	OTHER INCOME							113,531.15
20-5611-00-00	HAP ADMIN REVENUE	67,503.00	67,503.00	818,458.00	8.051	838,458.00	804,413.00	825,990.97
20-5632-00-00	Rev thru other Agencies	1,842.22	1,842.22				27,615.89	2,701.42
Subtotal:		72,284.39	72,284.39	886,490.00	6.154	886,490.00	870,039.67	986,801.26
20-5701-00-00	Interest Tempool - HAP	35.12	35.12	5,267.00	.667	5,267.00	844.15	4,894.29
20-5702-00-00	Interest JPMC #9802 HAP	25.62	25.62	389.00	6.586	389.00	271.04	344.80
20-5703-00-00	Interest on Pools - 01 Acct			101.00		101.00	.01	84.20
20-5706-00-00	Interest Tempool - HAP Adm	82.64	82.64				336.40	
Subtotal:		143.38	143.38	5,757.00	2.491	5,757.00	1,451.80	5,323.27
Program number:	REVENUE	72,427.77	72,427.77	892,270.00	8.117	892,270.00	871,533.47	992,143.43
Department number:	REVENUE	72,427.77	72,427.77	892,270.00	8.117	892,270.00	871,533.47	992,143.43

Exhibit "A"

Period Ending: 10/2010

Account	Description	Actual Month	YTD Received	Amended Budget	Percent of Budget 8.31	Original Budget	Prior Year Actual	2 Years Ago
20-5603-71-00	FRAUD RECOVERY (HAP)	2,939.16	2,939.16				43,374.32	15,094.75
20-5630-71-00	HAP REVENUE	623,080.00	623,080.00	7,200,000.00	8.654	7,200,000.00	7,471,472.00	6,950,113.00
20-5632-71-00	Rev thru other Agencies	30,683.84	30,683.84	300,000.00	10.229	300,000.00	428,101.41	283,666.29
Subtotal:		656,705.00	656,705.00	7,500,000.00	8.756	7,500,000.00	7,943,097.73	7,248,876.04
Program number:		656,705.00	656,705.00	7,500,000.00	8.756	7,500,000.00	7,943,097.73	7,248,876.04
Department number: 71	HOUSING ASSISTANCE PAYMENTS	656,705.00	656,705.00	7,500,000.00	8.756	7,500,000.00	7,943,097.73	7,248,876.04
Fund number: 20 LANCASTER HOUSING AGENCY-HUD		729,132.77	729,132.77	8,392,270.00	8.688	8,392,270.00	8,814,631.20	8,241,019.47

***** End of Report *****

Period Ending: 11/2010

Account	Description	Actual Month	YTD Received	Assessed Budget	Percent of Budget 16.7%	Original Budget	Prior Year Actual	2 Years Ago
20-5306-00-00	COPY/RESEARCH FEE			23.00		23.00	40.00	18.80
Subtotal:				23.00		23.00	40.00	18.80
20-5603-00-00	FRAUD RECOVERY (ADM)	1,476.34	4,615.51	48,032.00	9.60%	48,032.00	38,010.78	44,577.72
20-5610-00-00	OTHER INCOME							113,531.35
20-5631-00-00	HAP ADMIN REVENUE	66,293.00	133,796.00	838,458.00	15.95%	838,458.00	804,413.00	825,990.97
20-5632-00-00	Rev thru other Agencies	1,546.86	3,389.08				27,615.89	2,701.42
Subtotal:		69,516.20	141,800.59	886,490.00	15.99%	886,490.00	870,039.67	986,801.26
20-5701-00-00	Interest Tempool - HAP	31.98	67.10	5,267.00	1.27%	5,267.00	844.35	4,894.29
20-5702-00-00	Interest JMC x9802 HAP		25.62	389.00	6.58%	389.00	273.04	348.80
20-5703-00-00	Interest on Pools - 01 Acct			101.00		101.00	.01	84.28
20-5706-00-00	Interest Tempool - HAP Adm	75.34	157.98				336.40	
Subtotal:		107.32	250.70	5,757.00	4.35%	5,757.00	1,453.80	5,323.37
Program number:	REVENUE	69,623.52	142,051.29	892,270.00	15.92%	892,270.00	871,533.47	992,143.43
Department number:	REVENUE	69,623.52	142,051.29	892,270.00	15.92%	892,270.00	871,533.47	992,143.43

Exhibit "A"

Period Ending: 11/30/10

Account	Description	Actual Month	YTD Received	Amended Budget	Percent of Budget 16.7%	Original Budget	Prior Year Actual	2 Years Ago
20-5603-71-00	FRAUD RECOVERY (HAP)	3,140.15	6,099.51				43,524.32	15,096.75
20-5630-71-00	HAP REVENUE	623,079.00	1,246,159.00	7,200,000.00	17.308	7,200,000.00	7,471,472.00	6,950,113.00
20-5632-71-00	Rev thru other Agencies	27,154.73	57,840.57	300,000.00	19.280	300,000.00	428,101.41	283,666.29
Subtotal:		653,394.08	1,310,099.08	7,500,000.00	17.468	7,500,000.00	7,943,097.73	7,248,876.04
Program number:		653,394.08	1,310,099.08	7,500,000.00	17.468	7,500,000.00	7,943,097.73	7,248,876.04
Department number: 71	HOUSING ASSISTANCE PAYMENTS	653,394.08	1,310,099.08	7,500,000.00	17.468	7,500,000.00	7,943,097.73	7,248,876.04
Fund number: 20 LANCASTER HOUSING AGENCY-HUD		723,017.60	1,452,150.37	8,392,270.00	17.303	8,392,270.00	8,814,631.20	8,241,019.47

***** End of report *****

Period Ending: 12/2010

Account	Description	Actual Month	YTD Received	Amended Budget	Percent of Budget 25.0%	Original Budget	Prior Year Actual	2 Years Ago
20-5706-00-00	COPY/RESEARCH FEE			23.00		23.00	40.00	18.80
Subtotal:				23.00		23.00	40.00	18.80
20-5603-00-00	FRAUD RECOVERY (ADM)	1,808.02	6,423.53	48,032.00	13.37%	48,032.00	38,010.78	44,977.72
20-5610-00-00	OTHER INCOME							113,531.15
20-5631-00-00	MAP ADMIN REVENUE	58,812.00	192,608.00	838,458.00	22.97%	838,458.00	804,413.00	825,990.97
20-5632-00-00	Rev thru Other Agencies	1,826.54	5,215.42				27,615.89	2,701.42
Subtotal:		62,046.56	204,207.15	886,490.00	23.06%	886,490.00	870,039.67	986,801.26
20-5701-00-00	Interest Taxpool - HAP	28.94	96.04	5,267.00	1.82%	5,267.00	844.35	4,894.29
20-5702-00-00	Interest JPMC x9802 HAP	32.65	58.17	389.00	14.95%	389.00	273.04	386.80
20-5703-00-00	Interest on Pools - 01 Acct			101.00		101.00	.01	84.28
20-5706-00-00	Interest Taxpool - HAP Accts	68.13	226.11				336.80	
Subtotal:		129.62	380.32	5,757.00	6.60%	5,757.00	1,453.80	5,323.37
Program number:	REVENUE	62,576.18	204,627.47	892,270.00	22.93%	892,270.00	871,833.47	992,143.43
Department number:	REVENUE	62,576.18	209,627.07	892,270.00	22.93%	892,270.00	871,533.07	992,143.43

Exhibit "A"

Period Ending: 12/2010

Account	Description	Actual Month	VTO Received	Amended Budget	Percent of Budget 25.0%	Original Budget	Prior Year Actual	2 Years Ago
20-5603-71-00	GRAND RECOVERY (HAP)	1,408.04	7,907.55				43,832.32	15,096.75
20-5630-71-00	HAP REVENUE	669,634.00	1,915,793.00	7,200,000.00	26.608	7,200,000.00	7,471,472.00	6,950,113.00
20-5632-71-00	Rev thru other Agencies	29,677.10	87,517.67	300,000.00	29.173	300,000.00	428,101.41	283,666.29
Subtotal:		701,119.14	2,011,218.22	7,500,000.00	26.816	7,500,000.00	7,943,097.73	7,248,876.04
Program number:		701,119.14	2,011,218.22	7,500,000.00	26.816	7,500,000.00	7,943,097.73	7,248,876.04
Department number: 71	HOUSING ASSISTANCE PAYMENTS	701,119.14	2,011,218.22	7,500,000.00	26.816	7,500,000.00	7,943,097.73	7,248,876.04
Fund number: 20 LANCASTER HOUSING AGENCY-HUD		763,696.32	2,215,845.69	8,392,270.00	26.403	8,392,270.00	8,814,631.20	8,241,019.47

***** End of Report *****

Period Ending: 1/2011

Account	Description	Actual Month	YTD Received	Amended Budget	Percent of Budget 31.31	Original Budget	Prior Year Actual	2 Years Ago
20-5306-00-00	COPY/RESEARCH PEE			23.00		21.00	40.00	18.00
	Subtotal:			23.00		23.00	40.00	18.00
20-5603-00-00	FRAUD RECOVERY (ADM)	1,008.26	9,411.79	48,032.00	19.636	48,032.00	38,030.78	44,577.72
20-5610-00-00	OTHER INCOME							113,531.15
20-5631-00-00	MAP ADMIN REVENUE	65,984.00	258,592.00	838,458.00	10.841	838,458.00	804,411.00	825,990.97
20-5632-00-00	Rev thru other Agencies	1,910.96	7,134.58				27,615.89	2,701.42
	Subtotal:	70,911.22	275,158.37	886,490.00	11.039	886,490.00	970,039.67	986,601.26
20-5701-00-00	Interest Tempool - HAP	27.18	123.42	5,267.00	2.343	5,267.00	844.35	4,894.29
20-5702-00-00	Interest JPMC #9802 HAP	34.36	92.51	189.00	21.787	189.00	273.04	344.80
20-5703-00-00	Interest on Pools - 01 ACCT			101.00		101.00	.01	84.28
20-5706-00-00	Interest Tempool - HAP ADM	64.49	290.60				336.40	
	Subtotal:	126.21	506.55	5,757.00	8.799	5,757.00	1,451.80	5,323.17
	Program number: REVENUE	71,037.45	275,664.92	892,270.00	30.895	892,270.00	871,511.47	992,143.41
	Department number: REVENUE	71,037.45	275,664.92	892,270.00	10.895	892,270.00	871,533.47	992,143.43

Exhibit "A"

Period Ending: 1/2011

Account	Description	Actual Month	YTD Received	Amended Budget	Percent of Budget 33.3%	Original Budget	Prior Year Actual	2 Years Ago
20-5632-25-02	Small FNR Revenue	33,300.00	33,300.00					
	Subtotal:	33,300.00	33,300.00					
	Program number: 2 SMALL FNR Program	33,300.00	33,300.00					
	Department number: 25 HOUSING ADMINISTRATION	33,300.00	33,300.00					

Fund: 20 LANCASTER HOUSING AGENCY-HUD

Period ending: 1/2011

Account	Description	Actual Month	YTD Received	Amended Budget	Percent of Budget 33.3%	Original Budget	Prior Year Actual	2 Years Ago
20-5603-71-00	FRAUD RECOVERY (HAP)	3,340.27	11,247.82				43,524.32	15,096.75
20-5630-71-00	HAP REVENUE	628,129.00	2,543,922.00	7,200,000.00	35.332	7,200,000.00	7,471,472.00	6,950,113.00
20-5632-71-00	Rev thru other Agencies	30,388.36	117,906.03	300,000.00	39.302	300,000.00	428,101.41	283,666.29
Subtotal:		661,857.63	2,673,075.85	7,500,000.00	35.641	7,500,000.00	7,943,097.73	7,248,876.04
Program number:		661,857.63	2,673,075.85	7,500,000.00	35.641	7,500,000.00	7,943,097.73	7,248,876.04
Department number: 71	HOUSING ASSISTANCE PAYMENTS	661,857.63	2,673,075.85	7,500,000.00	35.641	7,500,000.00	7,943,097.73	7,248,876.04
Fund number: 20 LANCASTER HOUSING AGENCY-HUD		766,195.08	2,982,040.77	8,392,270.00	35.533	8,392,270.00	8,814,631.20	8,241,019.47

***** End of Report *****

Period Ending: 2/2011

Account	Description	Actual Month	YTD Received	Amended Budget	Percent of Budget 41.7%	Original Budget	Prior Year Actual	2 Years Ago
20-5106-00-00	COPY/RESEARCH FEE			23.00		23.00	80.00	18.40
Subtotal:				23.00		23.00	40.00	18.80
20-5601-00-00	FRAUD RECOVERY (ADM)	1,485.93	11,317.72	48,032.00	23.563	48,032.00	34,810.78	44,577.72
20-5610-00-00	OTHER INCOME							113,531.35
20-5631-00-00	HAP ADMIN REVENUE	86,289.00	124,481.00	824,458.00	14.747	838,458.00	804,413.00	825,990.97
20-5632-00-00	Rev thru other Agencies	1,946.64	9,081.22				27,615.89	2,701.42
Subtotal:		70,121.57	345,279.94	886,490.00	38.989	886,490.00	870,039.67	966,801.26
20-5701-00-00	Interest Tempool - HAP	22.90	146.32	5,267.00	2.778	5,267.00	844.35	8,894.29
20-5702-00-00	Interest JWC #802 HAP	36.29	128.82	389.00	31.118	389.00	273.04	344.40
20-5703-00-00	Interest on Pools - 01 Acct			101.00		101.00	.01	84.28
20-5706-00-00	Interest Tempool - HAP Adm	53.96	344.56				336.40	
Subtotal:		113.15	619.70	5,757.00	18.764	5,757.00	1,453.80	9,323.37
Program number:	REVENUE	70,234.72	345,899.64	892,270.00	38.766	892,270.00	871,533.47	992,143.43
Department number:	REVENUE	70,234.72	345,499.64	892,270.00	38.766	892,270.00	871,533.67	992,143.83

Period Ending: 2/2011

Account	Description	Actual Month	YTD Received	Amended Budget	Percent of Budget 41.7%	Original Budget	Prior Year Actual	2 Years Ago
20-5613-25-02	Small FMR Revenue		33,300.00					
	Subtotal:		33,300.00					
	Program number: 2 SMALL FMR Program		33,300.00					
	Department number: 25 HOUSING ADMINISTRATION		33,300.00					

Period Ending: 2/2011

Account	Description	Actual Month	YTD Received	Amended Budget	Percent of Budget 41.7%	Original Budget	Prior Year Actual	2 Years Ago
20-5603-71-00	FRAUD RECOVERY (HAP)	1,885.93	13,133.75				43,524.32	35,096.75
20-5630-71-00	HAP REVENUE	628,129.00	3,172,051.00	7,200,000.00	44.056	7,200,000.00	7,471,472.00	6,950,113.00
20-5632-71-00	Rev thru other Agencies	34,855.26	152,461.29	300,000.00	50.820	300,000.00	428,101.41	283,666.29
Subtotal:		664,570.19	3,337,646.04	7,500,000.00	44.502	7,500,000.00	7,943,057.73	7,248,876.04
Program number:		664,570.19	3,337,646.04	7,500,000.00	44.502	7,500,000.00	7,943,057.71	7,248,876.04
Department number:	71 HOUSING ASSISTANCE PAYMENTS	664,570.19	3,337,646.04	7,500,000.00	44.502	7,500,000.00	7,943,057.73	7,248,876.04
Fund number:	20 LANCASTER HOUSING AGENCY-HUD	734,804.91	3,716,845.69	8,392,270.00	44.289	8,392,270.00	8,814,631.20	8,241,019.47

***** End of Report *****

Period Ending: 3/2011

Account	Description	Actual Month	YTD Received	Amended Budget	Percent of Budget 50.0%	Original Budget	Prior Year Actual	2 Years Ago
20-5306-00-00	COPY/RESEARCH FZE	5.00	5.00	23.00	21.739	23.00	40.00	18.80
Subtotal:		5.00	5.00	23.00	23.739	23.00	40.88	18.80
20-5603-00-00	FRAUD RECOVERY (ADM)	5,931.58	17,249.30	48,032.00	35.912	48,032.00	38,010.78	44,577.72
20-5610-00-00	OTHER INCOME							113,533.15
20-5611-00-00	HAP ADMIN REVENUE	85,584.00	190,865.00	838,438.00	46.617	838,438.00	804,433.00	825,990.97
20-5632-00-00	Rev thru other Agencies	1,989.83	11,071.05				27,615.89	2,701.42
Subtotal:		73,905.41	419,185.35	886,490.00	47.286	886,490.00	870,039.67	986,801.26
20-5701-00-00	Interest Taxpool - HAP	25.20	171.52	5,267.00	3.257	5,267.00	844.35	4,854.29
20-5702-00-00	Interest JPMC r9eoz HAP		128.82	389.00	33.116	389.00	273.04	344.80
20-5703-00-00	Interest on Pools - 01 Acct		.06	101.00	.059	101.00	.01	84.28
20-5706-00-00	Interest Taxpool - HAP Adm	59.43	403.99				336.40	
Subtotal:		84.63	704.39	5,757.00	12.235	5,757.00	1,451.80	5,333.37
Program number:	REVENUE	73,995.04	419,894.74	892,270.00	47.059	892,270.00	871,533.47	992,143.43
Department number:	REVENUE	73,995.04	419,894.74	892,270.00	47.059	892,270.00	871,533.47	992,143.43

Period Ending: 3/2011

Account	Description	Actual Month	YTD Received	Amended Budget	Percent of Budget 50.0%	Original Budget	Prior Year Actual	2 Years Ago
20-5633-25-02	Small FHR Revenue		33,300.00					
	Subtotal:		33,300.00					
	Program number: 2 SMALL FHR Program		33,300.00					
	Department Number: 25 HOUSING ADMINISTRATION		33,300.00					

Period Ending: 3/2011

Account	Description	Actual Month	YTD Received	Amended Budget	Percent of Budget 50.01	Original Budget	Prior Year Actual	2 Years Ago
20-5603-71-00	FRAUD RECOVERY (HAP)	9,323.52	22,457.27				43,524.32	15,096.75
20-5630-71-00	HAP REVENUE	630,415.00	3,802,466.00	7,200,000.00	52.812	7,200,000.00	7,471,472.00	6,950,113.00
20-5632-71-00	Rev thru other Agencies	32,825.77	185,287.06	300,000.00	61.762	300,000.00	428,101.41	283,666.29
Subtotal:		672,564.29	4,010,210.33	7,500,000.00	53.469	7,500,000.00	7,943,097.73	7,248,876.04
Program number:		672,564.29	4,010,210.33	7,500,000.00	53.469	7,500,000.00	7,943,097.73	7,248,876.04
Department number: 71	HOUSING ASSISTANCE PAYMENTS	672,564.29	4,010,210.33	7,500,000.00	53.469	7,500,000.00	7,943,097.73	7,248,876.04
Fund number: 20 LANCASTER HOUSING AGENCY-HUD		746,559.33	4,463,405.07	8,392,270.00	53.185	8,392,270.00	8,814,631.20	8,261,019.47

***** End of Report *****

Period Ending: 4/2011

Account	Description	Actual Month	YTD Received	Amended Budget	Percent of Budget 50.31	Original Budget	Prior Year Actual	2 Years Ago
20-5106-00-00	COPY/RESEARCH FEE		5.00	23.00	21.73%	23.00	40.00	18.80
Subtotal:			5.00	23.00	21.73%	23.00	40.00	18.80
20-5603-00-00	FRAUD RECOVERY (ADM)	2,243.60	39,494.90	48,032.00	40.58%	48,032.00	18,010.78	44,577.72
20-5610-00-00	OTHER INCOME							113,531.15
20-5611-00-00	HAP ADMIN REVENUE	65,984.00	456,849.00	838,458.00	54.48%	838,458.00	804,413.00	825,990.97
20-5632-00-00	Rev thru other Agencies	1,944.99	13,016.03				27,615.89	2,701.82
Subtotal:		70,174.58	489,359.93	886,490.00	55.20%	886,490.00	870,039.67	986,801.26
20-5701-00-00	Interest Texpool - HAP	18.71	190.23	5,267.00	3.61%	5,267.00	844.35	4,094.29
20-5702-00-00	Interest JPMC x9802 HAP		128.82	189.00	13.11%	389.00	273.04	344.80
20-5703-00-00	Interest on Pools - 01 Acct		.06	101.00	-.05%	101.00	.01	84.28
20-5706-00-00	Interest Texpool - HAP Adm	44.12	448.11				336.60	
Subtotal:		62.83	767.22	5,757.00	13.32%	5,757.00	1,453.80	5,323.37
Program number:	REVENUE	70,237.41	490,112.15	892,270.00	54.93%	892,270.00	871,533.47	992,143.43
Department number:	REVENUE	70,237.41	490,132.15	892,270.00	54.93%	892,270.00	871,533.47	992,143.43

Period Ending: 4/2011

Account	Description	Actual Month	YTD Received	Amended Budget	Percent of Budget 55.3%	Original Budget	Prior Year Actual	2 Years Ago
20-5633-25-02	Small FMR Revenue		33,300.00					
	Subtotal:		33,300.00					
	Program number: 2 SMALL FMR Program		33,300.00					
	Department number: 25 HOUSING ADMINISTRATION		33,300.00					

Period Ending: 4/2011

Account	Description	Actual Month	YTD Received	Amended Budget	Percent of Budget 59.3%	Original Budget	Prior Year Actual	2 Years Ago
20-5683-71-00	PRAD RECOVERY (RAP)	3,858.50	26,315.77				43,524.32	15,096.75
20-5630-71-00	HAP REVENUE	630,415.00	4,432,881.00	7,200,000.00	61.568	7,200,000.00	7,471,472.00	6,950,113.00
20-5632-71-00	Rev thru other Agencies	33,522.77	218,809.83	300,000.00	72.937	300,000.00	428,101.41	283,666.29
Subtotal:		667,796.27	4,678,006.60	7,500,000.00	62.373	7,500,000.00	7,943,097.73	7,248,876.04
Program number:		667,796.27	4,678,006.60	7,500,000.00	62.373	7,500,000.00	7,943,097.73	7,248,876.04
Department number: 71	HOUSING ASSISTANCE PAYMENTS	667,796.27	4,678,006.60	7,500,000.00	62.373	7,500,000.00	7,943,097.73	7,248,876.04
Fund number: 20 LANCASTER HOUSING AGENCY-HUD		738,033.68	5,201,438.75	8,392,270.00	61.979	8,392,270.00	8,614,631.20	8,241,019.47

***** End of Report *****