



PIERCE COUNTY HOUSING AUTHORITY

603 South Polk Street, Tacoma, WA 98444 | 253-620-5400

INFORMATION PACKET FOR THE PIERCE COUNTY HOUSING AUTHORITY BOARD OF COMMISSIONERS REGULAR MEETING

WEDNESDAY, NOVEMBER 30TH, 2022



PIERCE COUNTY HOUSING AUTHORITY

603 South Polk Street, Tacoma, WA 98444 | 253-620-5400

REGULAR MEETING AGENDA

Wednesday, November 30th, 2022

Location: PCHA Building B & Online Via Zoom

Time: 3:30 PM

ROLL CALL

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COMMISSIONERS CORNER

EXECUTIVE SESSION (IF NEEDED)

The Board may hold an executive session for purposes allowed under the Open Public Meetings Act.

Legal purposes include: to consider acquisition or sale of real estate; to review negotiations of publicly bid contracts; to receive and evaluate complaints or charges brought against a public officer or employee; to evaluate the qualifications of an applicant for public employment; to review the performance of a public employee; and to discuss with legal counsel matters relating to agency enforcement actions, litigation, or potential litigation. Before convening in executive session, the Board Chair will publicly announce the purpose for the executive session and the time when the executive session is expected to conclude.

Under RCW 42.30.110, an executive session may be held for the purpose of receiving and evaluating complaints against or reviewing the qualifications of an applicant for public employment or reviewing the performance of a public employee, consultation with legal counsel regarding agency enforcement actions, or actual or potential agency litigation; considering the sale or acquisition of real estate; and/or reviewing professional negotiations.

ADJOURNMENT



PIERCE COUNTY HOUSING AUTHORITY

603 South Polk Street, Tacoma, WA 98444 | 253-620-5400

MINUTES FOR THE OCTOBER 26TH, 2022 REGULAR MEETING OF THE BOARD OF COMMISSIONERS

Date: Wednesday, October 26th, 2022

Location: PCHA Building B
& Hybrid Via Zoom

In Attendance: Chairperson Mark Martinez
Vice Chairperson Narva Walton
Commissioner Blaksley
Commissioner Miller
Commissioner Stewart

Also in Attendance: Jim Stretz, Executive Director
Tina McLeod, Director of Operations
Sean McKenna, Director of Project Management
Riley Guerrero, Administrative Coordinator
Christine Smith, CPA*

*In Attendance Via Zoom

Chairperson Martinez called the meeting to order at 3:35 PM.

Chairperson Martinez asked for a motion to approve the agenda. Commissioner Stewart so moved. Commissioner Miller seconded. A vocal vote was taken with the following result.

	In Favor	Opposed	Abstain	Absent
Commissioner Blaksley	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Commissioner Miller	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Commissioner Stewart	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Vice Chairperson Walton	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Chairperson Martinez	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

OLD BUSINESS

Chairperson Martinez asked the Board to consider a motion approving the minutes of the regular board meeting held on September 28th, 2022. Commissioner Miller so moved.

Commissioner Stewart seconded. Chairperson Martinez asked for additions, corrections, or omissions in the minutes. None being given, a vocal vote was taken with the following results:

	In Favor	Opposed	Abstain	Absent
Commissioner Blaksley	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Commissioner Miller	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Commissioner Stewart	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Vice Chairperson Walton	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Chairperson Martinez	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

A motion was then considered to approve the cash disbursements totaling \$3,018,932.69 for the month of September, 2022. The motion was so moved by Commissioner Blaksley and seconded by Commissioner Miller.

Commissioner Stewart inquired as to whether there were any unusual activities on this check run. Executive Director Stretz replied that there was not. Chairperson Martinez stated his preference for the additional information provided in previous reports, which included the total disbursements as a separate line item and compared to the previous month and previous year, and requested the reinstatement of the format as soon as possible given the software conversion. Christine Smith confirmed that future disbursement reports would be given in that format.

Commissioner Blaksley inquired as to the budget-versus-actuals report. Christine Smith confirmed that budget-to-actuals would return after the end of the conversion.

Discussion having been completed, a vocal vote was taken with the following results.

Commissioner Blaksley	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Commissioner Miller	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Commissioner Stewart	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Vice Chairperson Walton	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Chairperson Martinez	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Commissioner Miller then expressed his concern with the number of lines on the check register, and inquired as to efforts being taken to consolidate and promote efficiency. Christine Smith explained that a public agency cannot require electronic transfers and that the number of line items does not directly correspond to the number of checks cut. The check number could be found in the furthest left column of the table. Consolidation occurred on a weekly basis. Commissioner Miller inquired as to the cost of each individual check to the agency, and asked whether \$5-\$7 per check would be a reasonable estimate. Christine Smith affirmed that that would be within reason, but did not have a firm estimate. Commissioner Miller inquired as to whether efforts were being undertaken to reduce the number of checks cut. Christine Smith replied that PCHA and its consultants were working to find efficiencies, and has a highly competent AP staffperson who is always working to find the best route for future work, and that the nature of the Housing Authority business is that there are many payments that must be made every month. Vice Chairperson Walton inquired as to the nature of a particular line item on page 10, costing approximately \$4. Christine Smith answered that small sundries, such as paper, had to be separately listed on this report with their allocation to particular

departments. Commissioner Miller suggested that the process of Accounts Payable be mapped, time permitting. Commissioner requested confirmation that even so doing, separate line items would still be needed on this report for allocations. Christine Smith answered in the affirmative, and stated that many efficiencies exist in Accounts Payable in particular, and that the Accounts Payable staffperson is a very efficient worker, as well as desires moving towards better systems, and is unlikely to be caught in an inefficient system due to entropy.

PUBLIC COMMENT

Chairperson Martinez asked for public comment.

There was no public comment.

NEW BUSINESS

Executive Director Jim Stretz introduced the request from Tacoma Rescue Mission to sign a letter of support for the Community First Village to create 250+ tiny homes for those experiencing chronic homelessness.

Commissioner Stewart asked if there was any obligation towards TRM's project from PCHA. Executive Director Stretz answered in the negative, no obligations exist or would be put into place by signing the letter of support. Commissioner Stewart further commented that there are many hurdles for this type of operation, and that he was in support of signing.

Commissioner Miller inquired as to what other organizations had not endorsed the TRM project. Executive Director Stretz answered that the Affordable Housing Consortium had refused to endorse.

Chairperson Martinez added that he was aware that the project was recently removed pending further review from the County Council's agenda. He stated that his support was towards a similar sort of development, but had reservations about specifically supporting TRM's village.

Commissioner Miller stated that he was with Commissioner Stewart in wanting to support the TRM village. He stated confidence that the project would continue to answer questions on viability as it progressed, and that the need for action outweighed concerns. Commissioner Miller moved to sign the letter of support, with the understanding that others will ask tough questions, and receive the answers. Motion was seconded by Commissioner Stewart.

The Board held discussion on the motion. Commissioner Stewart stated his full approval, saying that action was needed, and that the successes of a similar program in Texas were promising signs towards the success of this program. He further stated that anything was better than nothing in the ongoing efforts to solve the homelessness crisis. Chairperson Martinez reiterated his leering towards the many unknowns presented by the project, and that endorsement may be premature, particularly with the substantiated land-use concerns that exist with the site of this particular project. Commissioner Miller responded that he had been unaware of the land-use concerns and amended his motion so that the board would write and sign a general letter of support for projects such as this. The motion was put to a vocal vote, with the following

results:

	In Favor	Opposed	Abstain	Absent
Commissioner Blaksley	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Commissioner Miller	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Commissioner Stewart	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Vice Chairperson Walton	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Chairperson Martinez	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

STRATEGIC FOCUS:

Riley Guerrero presented the Strategic Focus: Year in Review report to the Board of Commissioners. The Board briefly discussed local news items including the Tacoma Camping Ban.

EXECUTIVE REPORT & DEPARTMENTAL UPDATES

Executive Director Stretz presented his report. He reviewed a memo from former commissioner Sally Porter Smith on the creation of a Compliance Committee, and amended her proposal to include that he believed that the current Board Finance Committee could serve in such a role. Chairperson Martinez agreed, and asked that the contact information for PCHA's hotline services be updated and publicized.

Executive Director Stretz updated the Board on the status of the 2021 financial audit, which was completed and reported with no significant findings or meaningful deficiencies. It was filed timely with HUD. The 2021-22 Compliance audit was paused until February to allow time for the software conversion to be completed.

Commissioner Miller inquired as to the status of the Adhoc Committee formed at the previous Board Meeting. Commissioner Blaksley and Commissioner Narva explained the current findings of the committee, which has determined a substantial investment may be required for maintenance to sell at Fair Market Value in the future, if the sales are delayed and nonprofit partners cannot be convinced to wait. Commissioner Miller apologized for the creation of labor for the Commissioners. Commissioner Blaksley inquired as to the next steps required from the Board to proceed with the sale. Director McKenna answered that the application was currently being processed and little would be required from the Board until the program was approved. He further stated that upon approval, there would likely be a study session on what would come next and how the funds must be spent.

Commissioner Miller inquired as to whether community groups were informed about our process, including the general public. Executive Director Stretz and Director McKenna answered that various interest groups within development and government groups were informed, but further work would have to be done to inform the general public and media.

There were no further questions on the Directors' reports.

COMMISSIONER'S CORNER

No Commissioner's Corner was called.

EXECUTIVE SESSION

No Executive Session was called.

The meeting was adjourned at 5:32 PM.



PIERCE COUNTY HOUSING AUTHORITY

603 South Polk Street, Tacoma, WA 98444

Voucher Approval

I, the undersigned, do hereby certify under penalty of perjury that the materials have been furnished, the services rendered or the labor performed as described, or that any advance payment is due and payable pursuant to a contract or is available as an option for full or partial fulfillment of a contractual obligation, and that the claim is a just, due and unpaid obligation against the Pierce County Housing Authority, and that I am authorized to authenticate and certify to said claim in the amount of:

\$3,379,826.39

This 30th day of November 2022

Date Range	Transaction ID#	Bank Account	Total Oct 2022	Total Sept 2022	Change in Disbursements Month over Month	Notes
October 1-October 31, 2022	Check#6193-6222	LIPH Mgmt.	\$3,096.00	\$2,783.00	\$313.00	
October 1-October 31, 2022	Check#271606-271810	Section 8	\$2,690,321.72	\$2,725,251.70	(\$34,929.98)	
October 1-October 31, 2022	EFT#351744-352033	Section 8	\$62,975.10	\$95,319.24	(\$32,344.14)	
October 1-October 31, 2022	Check#88558-88656	Gen Ops	\$321,649.14	\$303,638.71	\$18,010.43	
October 1-October 31, 2022	EFT#7883-7932	Gen Ops	\$89,503.22	\$135,172.44	(\$45,669.22)	
October 1-October 31, 2022	VOID Check#88249	Gen Ops	(\$68.38)	-	(\$68.38)	
7-Oct-22	Payroll Period 9/30	Payroll	\$82,167.71	\$78,722.15	\$3,445.56	PPE 9/2
7-Oct-22	Payroll Taxes/ADP/Other	Gen Ops	\$21,061.34	\$23,934.88	(\$2,873.54)	PPE 9/2
21-Oct-22	Payroll Period 10/14	Payroll	\$86,906.75	\$82,175.16	\$4,731.59	PPE 9/16
21-Oct-22	Payroll Taxes/ADP/Other	Gen Ops	\$22,213.79	\$24,797.90	(\$2,584.11)	PPE 9/16
Totals			\$3,379,826.39	\$3,471,795.18	(\$91,968.79)	

Auditing Officer

Date



PIERCE COUNTY HOUSING AUTHORITY

603 South Polk Street, Tacoma, WA 98444 | 253-620-5400

RESOLUTION 1921

A RESOLUTION OF THE PIERCE COUNTY HOUSING AUTHORITY (PCHA) BOARD OF COMMISSIONERS APPROVING SUBMISSION OF THE 2023 ONE-YEAR PLAN TO THE US DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT (HUD)

WHEREAS, the PCHA Plan is a comprehensive guide to policies, programs, operations, and strategies for meeting local housing needs and goals, and;

WHEREAS, there are two parts to the PCHA Plan: the 5 Year Plan, which PCHA submits to HUD once every 5th fiscal year and which describes its goals and objectives, and the Annual Plan, which is submitted to HUD every year and which covers policies and procedures of the agency, and;

WHEREAS, the planning process includes the submission of the plans to participants in the Low Income Public Housing program operated by the PCHA for their review and comment, and;

WHEREAS, the planning process carries a requirement for public posting of the plans for 45 days, and the opportunity to comment at a public meeting, and;

WHEREAS, PCHA has provided the plans to participants directly, posted the plans on the agency website, and held a public meeting for comment by LIPH Participants;

NOW THEREFORE BE IT RESOLVED that the PCHA Annual Plan for 2023 is approved by the Board of Commissioners this day, November 30th, 2022, for submission to HUD.

Signature of the Chair of the Board

Date

Signature of the Executive Director

Date

INSERT FORMS

**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 ____, 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).

PHA Name

PHA Number/HA Code

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

Annual PHA Plan for Fiscal Year 20____

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

Name of Authorized Official	Title
Signature	Date

**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, Heather Moss, the Director of Pierce County Human Services
Official's Name Official's Title

certify that the Annual PHA Plan for fiscal year 2023 of the Pierce County 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
Pierce County Human Services Department
Local Jurisdiction Name

pursuant to 24 CFR Part 91.

Provide a description of how the PHA Plan is consistent with the Consolidated Plan or State Consolidated Plan and the AI.

The PHA Annual Plan is consistent with Pierce County's 2020-24 Consolidated Plan in the following ways. 1) Increasing Homeownership opportunities by prioritizing, when feasible, the sale of the Single-Family Public Housing units to low-income homebuyers, 2) Providing rental vouchers and assistance in relocating the current clients to homes that efficiently meet their needs and provide opportunities to better their lives, 3) Using the net proceeds from the sale of the homes to develop and/or preserve affordable rental housing units for very low-income households in Pierce County.

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

Heather Moss

Title

Director of Human Services – Pierce County

Signature



Date

10/12/22

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

Definitions.

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

A.	PHA Information.
A.1	<p>PHA Name: <u>Pierce County Housing Authority</u> PHA Code: <u>WA054</u> PHA Type: <input checked="" type="checkbox"/> Small <input type="checkbox"/> High Performer PHA Plan for Fiscal Year Beginning: (MM/YYYY): <u>01/2023</u> PHA Inventory (Based on Annual Contributions Contract (ACC) units at time of FY beginning, above) Number of Public Housing (PH) Units <u>124</u> Number of Housing Choice Vouchers (HCVs) <u>2,964</u> Total Combined <u>3,070</u> PHA Plan Submission Type: <input checked="" type="checkbox"/> Annual Submission <input type="checkbox"/> Revised Annual Submission</p> <p>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.</p> <p>Plan Availability Any member of the public may request a copy of the Pierce County Housing Authority (PCHA) 2021 One Year Plan Submission by:</p> <ul style="list-style-type: none"> You may download a PDF version of the plan from the Pierce County Housing Authority webpage at www.pchawa.org by clicking on the "Community" tab then selecting "Public Announcements" Copies will be available at PCHA's administrative offices located at 603 South Polk Street South, Tacoma, WA 98444 during normal business hours (M,T,TR 8:30-4:30PM, W 8:30-6:00PM) In the event of a mandatory office closure due to Government Mandate or Public Health Directive in the event of crisis, any member may call the PCHA main office at 253-620-5450 and arrangements will be made to provide a copy of the plan in a manner that does not violate the regulations in effect due to crisis. Members of PCHA's Resident Advisory Board will also receive a link to PCHA's website containing the one-year plan via US Mail in advance of the Resident Advisory Board Annual Plan Review and meeting scheduled for September 29,2022. The public may also comment upon the plan during public comment portions the Board of Commissioners regularly scheduled meetings up until final approval October 26,2022. Regular meetings of the Board of Commissioners are the last Wednesday of the month beginning promptly at 3:30 PM and are held virtually and in person. Invitations to attend are available at the Authorities webpage. Any participant without a means to attend via the internet will be loaned a tablet to use upon request. Any member of the public wishing to comment during the Public Comment portion of the Board Meeting may follow the instructions in the published Legal Notice of the meeting to attend virtually and / or provide comments electronically.

<input type="checkbox"/> PHA Consortia: (Check box if submitting a Joint PHA Plan and complete table below) NA					
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:					

B.
Annual Plan Elements Submitted with 5-Year PHA Plans. Required elements for all PHAs completing this document in years in which the 5-Year Plan is also due. This section does not need to be completed for years when a PHA is not submitting its 5-Year Plan. See Section C for required elements in all other years (Years 1-4).

B.1
Revision of PHA Plan Elements.

(a) Have the following PHA Plan elements been revised by the PHA since its last **Five-Year PHA Plan** submission?

Y N
☐ ☒ Statement of Housing Needs and Strategy for Addressing Housing Needs.
☐ ☒ Deconcentration and Other Policies that Govern Eligibility, Selection, and Admissions.
☐ ☒ Financial Resources.
☐ ☒ Rent Determination.
☐ ☒ Homeownership Programs.
☐ ☒ Substantial Deviation.
☐ ☒ Significant Amendment/Modification

(b) The PHA must submit its Deconcentration Policy for Field Office Review.

(c) If the PHA answered yes for any element, describe the revisions for each element below:

B.2
New Activities.

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

Y N
☐ ☒ Hope VI or Choice Neighborhoods.
☐ ☒ Mixed Finance Modernization or Development.
☒ ☐ Demolition and/or Disposition.
☒ ☐ Conversion of Public Housing to Tenant Based Assistance.
☐ ☐ Conversion of Public Housing to Project-Based Assistance under RAD.
☒ ☐ Project Based Vouchers.
☐ ☒ Units with Approved Vacancies for Modernization.
☐ ☒ Other Capital Grant Programs (i.e., Capital Fund Community Facilities Grants or Emergency Safety and Security Grants).

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

PCHA plans to reposition 124 LIPH units in accordance with the Section 18 Demolition/Disposition application submitted in late 2022. In 2023, PCHA foresees the transfer of approximately 1/3rd of its 124 households from Public Housing into Tenant Based Assistance Programs.

B.3	<p>Progress Report.</p> <p>Provide a description of the PHA's progress in meeting its Mission and Goals described in the PHA 5-Year Plan. Goal 1: Increase availability of safe decent affordable housing.</p> <p>8.3 Progress Report.</p> <p>Provide a description of the PHA's progress in meeting its Mission and Goals described in the PHA 5-Year Plan.</p> <p>Goal 1: Increase the Provision of Safe, Decent, Affordable Housing: Objective A: Increase the Number of Housing Choice Vouchers Available to PCHA Progress: In 2022 PCHA applied for 62 EHV's through the American Rescue Plan Act (ARPA). The referrals come from the County's coordinated Entry system. Currently we are doing a lottery for the referrals through Diversion (40 vouchers) and Emergency Shelters (22 vouchers),</p> <p>C .Request additional Veterans Affairs Supportive Housing Vouchers (VASH) when funding is available. Progress :No TPV's and/or VASH vouchers allocations received in 2021. but we did put Quixote (Orting Soldiers Home) PBV and VASH units on line in May of this year, 10 VASH and 25 PBV's, the whole complex is subsidized now when originally the AHAP was for 30 units to be subsidized but we were contacted by the VA to request VASH vouchers to go in there, started with 5 requested and went to 10, those units are full as of today's date), we still have 7 PBV's to fill but that was by design due to COVID restrictions and processes by the management of Quixote. This complex should be fill by the end of the year.</p> <p>b) PCHA's public housing portfolio is largely comprised of three and four bedroom homes. If PCHA is successful in its application to dispose of all or some of the 124 single family public housing units, the disposition will include an application for tenant protection vouchers (if available). Progress: HUD continues to encourage small housing authorities to dispose of public housing through the Section 18 disposition process. In 2019 staff and the Board of Commissioners of the Housing Authority reviewed options available for repositioning the public housing portfolio. Pierce County Housing Authority has made application for disposition (sale) of the remaining 124 units of public housing in accord with Section 18 Disposition and relevant HUD Notices. Pierce County Housing Authority application for Section 18 disposition, also applied for tenant protection vouchers. Tenant protection vouchers, if available, ensure that income eligible families receive a housing choice voucher at the time of disposition (sale) of the portfolio.</p> <p>Objective B: Increase and Improve Partnerships with Community Organizations to Expand the Number of Affordable Housing Units in Pierce County 1. PCHA will continue to participate in community organizations, such as the Pierce County Affordable Housing Consortium, that support and advocate for the expansion of affordable housing. Progress: Pierce County Housing Authority continued its partnership with the Affordable Housing Consortium. The Consortium offered a number of community events intended to raise awareness of the need for affordable housing including meet the candidate forums with the Women's Voter League. The Consortium is developing a community education platform intended to increase support for the development and maintenance of affordable housing in Pierce County. 2. PCHA will seek partnerships with local government, including Pierce County. The County Council voted to study the feasibility of merging PCHA with the Tacoma Housing Authority in 2021. We have hired a CPA/Consulting firm analyze the economic consequences of a merger and continue to meet with THA staff on a weekly basis exchanging information and ideas for better service to our shared community. c) PCHA will seek opportunities to partner with other affordable housing development entities to expand affordable housing opportunities, including a funding application process for Project Based Vouchers. Progress: PCHA has meet with local and regional developers mining the market for potential partnerships</p> <p>Objective C: Increase Lease-up Success Rate for Section 8 Participant, we started the year with 2614 vouchers leased per month and projected to end the year with 2677 after the absorption is completed. However, leasing has been a challenge this year due to the market. We notified over 300 from our waitlist, housed about 150 from there this year but have an attrition rate of about 5.2% currently, affordable units are just not available right now. To help we increased the 2022 payment standards to 110% of the 2022 HUD published FMR's and removed the minimum rent requirement of \$50.</p> <p>Goal 3: Increase Economic Stability for Section 8 and Public Housing Residents Objective A: Expand PCHA's Family Self Sufficiency (FSS) Program We continue to have to coordinators and 125 slots. We are awaiting 2022 application and plan on continuing the program</p>
C.	<p>Annual Plan Elements Submitted All Other Years (Years 1-4). Required elements for all other fiscal years. This section does not need to be completed in years when a PHA is submitting its 5-Year PHA Plan.</p>
C.1.	<p>New Activities</p> <p>(a) Does the PHA intend to undertake any new activities related to the following in the PHA's current Fiscal Year?</p>

	<p>Y N</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Hope VI or Choice Neighborhoods.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Mixed Finance Modernization or Development.</p> <p><input checked="" type="checkbox"/> <input type="checkbox"/> Demolition and/or Disposition.</p> <p><input checked="" type="checkbox"/> <input type="checkbox"/> Conversion of Public Housing to Tenant-Based Assistance.</p> <p><input checked="" type="checkbox"/> <input type="checkbox"/> Project Based Vouchers.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Other Capital Grant Programs (i.e., Capital Fund Community Facilities Grants or Emergency Safety and Security Grants).</p> <p>(b) If any of these activities are planned for the current Fiscal Year, describe the activities. For new demolition activities, describe any public housing development or portion thereof, owned by the PHA for which the PHA has applied or will apply for demolition and/or disposition approval under section 18 of the 1937 Act under the separate demolition/disposition approval process.</p> <p>PCHA has submitted an application for Disposition under section 18 of the 1937 act for the single – family scattered site Public Housing Units in AMP 1 and AMP2.</p> <p>(c) If using Project-Based Vouchers, provide the projected number of project-based units, general locations, and describe how project-basing would be consistent with the PHA Plan. The Authority is reaching out to partners to joint-venture on either new construction or acquisition rehab community. There are no projects identified to date.</p> <p>(d) The PHA must submit its Deconcentration Policy for Field Office Review.</p>
C.2	<p>Certification Listing Policies and Programs that the PHA has Revised since Submission of its Last Annual Plan</p> <p><i>Form 50077-SM, Certification of Compliance with PHA Plans and Related Regulations, including Item 5 must be submitted by the PHA as an electronic attachment to the PHA Plan. Item 5 requires certification on whether 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.</i></p>
D	Other Document or Certification Requirements for Annual Plan Submissions. Required in all submission years.
D.1	<p>Civil Rights Certification.</p> <p><i>Form 50077-SM-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>
D.2	<p>Resident Advisory Board (RAB) Comments.</p> <p>(a) Did the RAB(s) provide comments to the PHA Plan?</p> <p>Y N</p> <p><input type="checkbox"/> <input type="checkbox"/></p> <p>If yes, comments must be submitted by the PHA as an attachment to the PHA Plan. PHAs must also include a narrative describing their analysis of the RAB recommendations and the decisions made on these recommendations.</p>
D.3	<p>Certification by State or Local Officials.</p> <p><i>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.</i></p>
E	Statement of Capital Improvements. Required in all years for all PHAs completing this form that administer public housing and receive funding from the Capital Fund Program (CFP).
E.1	<p>Capital Improvements. Include a reference here to the most recent HUD-approved 5-Year Action Plan (HUD-50075.2) and the date that it was approved by HUD. See HUD EPIC 5-year Action Plan approved by HUD on September 11, 2020</p>

Instructions for Preparation of Form HUD-50075-SM

Annual Plan for Small and 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. PHAs must complete this section during years where the 5-Year Plan is also due. ([24 CFR §903.12](#))

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\(b\)](#).

☐ **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 or Choice Neighborhoods.** 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. (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))

C. Annual Plan. PHAs must complete this section during years where the 5-Year Plan is not due. (24 CFR §903.12)

C.1 New Activities. If the PHA intends to undertake any new activities related to these elements in the current Fiscal Year, mark "yes" for those elements, and describe the activities to be undertaken in the space provided. If the PHA does not plan to undertake these activities, mark "no."

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

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

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

☒ **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)) Section 18 Repositioning

☐ **Conversion of Public Housing.** Describe any public housing building(s) (including project number and unit count) owned by the PHA that the PHA plans to voluntarily convert to project-based assistance under RAD. See additional guidance on HUD's website at: [Notice PIH 2012-32](http://www.hud.gov/offices/pih/centers/sac/conversion.cfm)

☒ **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.

PCHA has begun conversations with for profit and non-profit developers for possible joint ventures.

☐ **Units with Approved Vacancies for Modernization.** The PHA must include a statement related to units with approved vacancies that are undergoing modernization in accordance with [24 CFR §990.145\(a\)\(1\)](http://www.hud.gov/offices/pih/centers/sac/conversion.cfm).

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

C.2 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 form HUD-50077 SM-HP.

D. Annual Plan. PHAs must complete this section in all years.

- D.1 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\(o\)](#))
- D.2 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](#))
- D.3 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](#))

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

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

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

Q. How long will it take for someone to send out a survey to identify our needs?

A. Within the next couple weeks you will receive the survey in the mail. After we receive HUD approval, we will schedule inspections to better understand the complexity of the move.

Q. Can we add pets if we don't already have them?

A. Everything will need to be deferred to your current lease. Pets are different than service animals.

Q. Are there any specific programs for help with purchasing home (HUD specific)?

A. No. We are looking to sell, fee simple, relinquishing responsibility but helping to provide resources and support as well as down payment assistance.

Q. If house is 350,000 and my family is approved for 325,000 is there any wiggle room there?

A. We have the appraised value and we've applied to sell at FMV. As a PHA we have some flexibility, but not huge. Will be case by case basis. The lender has underwriting requirements.

Tenant expressed gratitude for kindness in helping with move in costs as she knows how hard it is out there. Sean emphasizes the difficulties that can arise.

Q. Do we have the choice to move into a different home for sale?

A. The priority is for you to purchase the home you currently live in.

Q. Does this qualify for tiny homes that are 600 feet or more?

A. No.

Q. I love my house. I don't want to move; this house is perfect for my son with autism.

A. The move is inevitable. We are going to look at your goals, if your goal is to stay close, we are going to do everything in our power to keep you close, depending on the availability of the market.

Q. What are the chances of having to move before the end of the school year?

A. We understand that there are better/worse times to move. However, in reality we are not going to be able to meet all needs. We are obligated to show you comparable units. We will do what we can to meet your needs.

Q. I can't tell my kids we will finish the school year here?

A. Correct.

Q. How long do we have to use the voucher?

A. 4 months (120 days).

Q. Will we get boxes on the day we get the voucher?

A. If there are items that you are needing to prepare the move with, yes. However, the majority

of boxes will be provided upon approval of your rental application.

Q. I am concerned as I am in the process of getting a surgery soon and I have not been working, I have no income, how can I move on \$184 a month?

A. We will be providing resources/support but also helping with deposits and application fees. We will pay a good amount of move in costs.

Q. How many screenings/application fees can a household use?

A. A specific number is not set yet. We won't be penalizing for 3 or 4 applications; however, we have to be wise in dispersing the money, meaning if you get approved for a unit, and don't accept the unit that would be different. It's very important to be up front with the prospective landlord about screening criteria.

Q. Will having a smaller family size disqualify you?

A. You will be issued a voucher off your current household composition.

Q. If you have items you don't need to take, can you donate them?

A. We will speak with Victor from maintenance to understand the moving needs. This will be limited to case-by-case situation. Eliminating barriers is a priority to us.

Q. Do we have a set time when we must move?

A. No, we don't have HUD approval yet. After approval we will move forward. This could take a couple of years to fully transition.

Q. I am interested in buying a home. I have good credit. Can we pay lower monthly payment towards house?

A. We want to do everything to help household buy home. This would be based on your personal situation/debt to income. We are not in a position to loan money. We are trying to get rid of portfolios and pass it on. Everyone would have to independently qualify.

Q. Say I do qualify for buying my house, do I only qualify for household composition now versus when I came onto the program?

A. Yes, based on your current situation/household composition.

Q. We have a 3 bedroom/2 bathroom and have a need for the same living situation based on medical need.

A. This could be handled under a reasonable accommodation. We will address on a case-by-case basis. However, we cannot suspend program if we can't meet your need and it does not qualify under a reasonable accommodation. Comparable units are concerned with bedroom size not bathroom size.

Q. What if household is disabled, can family member not disabled buy home and household receive voucher?

A. We would have to look at the household composition, need, etc. Generally, no, please send email and we can investigate.

Q. If wanting to purchase a home can it be a foreclosure?

A. That is not part of this plan/program as this is specific to these 124 units.

Q. How many senior apartment complexes are there within 2-3 miles from Puyallup.

A. Maybe 2.

Q. Regarding winterization what is needing to be done?

A. Even though we are selling we still need to maintain and care for the homes. These are subject to REAC inspections which are inspected by HUD contractor. During cold weather if you leave for an extended time leave heat 65-70 degrees. You also want to open cabinets so heat can get to the pipes. Please leave water at slight trickle and prepare for weather events. Don't run gas grill as the carbon monoxide is deadly. Also be sure to test your smoke detectors.

Q. I need some maintenance that was talked about at the first of this year.

A. Please email me. Let me provide you my email: Vlovelace@pchawa.org. During Covid we were only handling emergencies.

Kudos were given to Victor and his team from tenant. Sean provided email: SMckenna@pchawa.org advising to email him with specific questions and encouraged everyone to please start thinking of the move and to start getting prepared.

Q. If we have credit on lights with LIHEAP, will that transfer to new unit?

A. You will have to speak to the utility company. We would imagine it would but there are different utility companies throughout Pierce County.

Q. Who would I contact for one-on-one credit counseling?

A. That is me, Sean McKenna.

PCHA held its 2022 RAB meeting via ZOOM and in-person options. We were pleasantly surprised to have 21% participation rate (26 attendees from 124 units.) After brief introductions of staff, we started with the main agenda.

We spoke first about the current annual plan submission, describing our ongoing efforts to increase Voucher utilization in our HCV programs, expand participation in the FSS program, and to continue to form relationships and partnerships with local government and non-profit agencies. We then explained we are starting our next five-year plan due in 2023, with input from our Board of Commissioners. All attendees were asked to submit comments or suggestions about five-year plan suggestions, including the main discussion topic for the evening: the Section 18 Disposition affecting LIPH households.

While there were individual comments about how disruptive or costly a pending move will be, the overall mood of the meeting was optimistic. Some attendees said they didn't necessarily want to move but were resigned to it considering we've been talking about it for years. A few commented that they were eager and ready to start as soon possible. One attendee was concerned that moving during the school year would be disruptive to her family.

There were several comments and questions about possible homeownership programs available to help families own their home. We explained that we will work with each household to determine their interest in homeownership via individual counseling with PCHA staff or with referrals to resource partners who can help with credit counseling, down payment assistance programs, or other relevant topics.

PCHA senior staff discussed the comments, questions and concerns expressed by the RAB attendees. We concur with many of the sentiments held by the residents such as moving costs, housing availability, downsizing bedrooms, and family disruption. We feel the overall relocation activity budget submitted in our Section 18 Disposition application (DDA0012053), in excess of \$17,000 per household, will be sufficient to cover the expenses to move all households. While we will be relying primarily on existing HCV and LIPH admin staff to begin the process of bring households into the HCV program, we intend to hire additional staff to expedite and guide the housing search, rental application and moving tasks.

Based on market research and PCHA voucher placement processes especially with the EHV program, we know it will be important to have an ample security deposit fund available for better success in the open rental market with private landlords. We will be prepared to offer deposit amounts equal to two months rent as necessary or needed to ensure lease up success.

PIERCE COUNTY NEEDS AFFORDABLE HOUSING



"I lost my job and our family ended up homeless, living in the woods and then in a shelter until a great nonprofit helped find us a home, getting our lives back on track. I am filled with joy every time I come home from work and see my kids in our yard playing with the kids from the neighborhood - just the way it is supposed to be."

A sales tax increase of 1/10 of 1% will only cost the average resident \$16/year and will generate ~\$20 million annually for affordable housing

For more information email:
readcarolyn@comcast.net

THE PROBLEM...

- About 1/3 of all households in Pierce County are housing cost-burdened totaling over 100,000 households. **Of these, more than 43,000 households spend over half of their income on housing.**
- Housing costs are rising fast because supply is not keeping pace with demand. **Pierce County needs to build 137,000 housing units by 2044 to keep up with demand.**
- Of those 137,000 housing units, **the county needs to produce 2,300 units/year** affordable at or below 50% of area median income (AMI). Over half of these units are needed at 30% of AMI or below.
 - **50% AMI** for a family of 4 is **~\$50,000.**
 - **30% AMI** for a family of 4 is **~\$30,000.**
- **The County severely lacks locally dedicated funds to help build affordable housing and related services.** Pierce County needs 1,200 new permanent supportive housing units.
- **State and federal grants and federal tax credits require local equity and match funds to be competitive.**

...A PATH FORWARD

- The Pierce County Council is considering passage of a local housing revenue dedicated for affordable housing (**2022-81**). A 1/10 of 1% sales tax in Pierce County is estimated to raise **\$20 million annually, but only cost the average resident \$16/year.**
- This revenue will provide **a reliable stream of income for low-income housing and support services.**
- Additionally, the **\$20 million** in annual revenue for affordable housing will provide:
 - Make housing developer more competitive for **State Housing Trust Fund investments**, federal tax credits and other financing such as **federal HOME funds.**
 - **Capacity development** for existing and new non-profit housing developers to build housing.
 - Fund support for **innovative homeless services** such as the Pierce County Community First Village as well as other **permanent supportive housing projects.**
 - **Support homeownership programs**, like Habitat for Humanity, with funding for down payment and technical assistance for first time homebuyers and low-income families.

WITH YOUR HELP WE CAN BUILD MORE AFFORDABLE HOUSING IN PIERCE COUNTY!

- Do you want more affordable housing in Pierce County? Contact the Pierce County Council today by emailing pccouncil@piercecountywa.gov in support of **2022-81**
- Add your name or organization to our **community sign on letter** urging the council to adopt the 1/10 of 1% sales tax for affordable housing today!
 - **Use this link:** tinyurl.com/nf84b386

1/10 1% FOR AFFORDABLE HOUSING ALREADY ADOPTED IN:

- Skagit County
- Jefferson County
- King County
- Whatcom County
- Snohomish County
- Thurston County
- Clallam County
- Island County
- Kitsap County
- Ellensburg
- Spokane
- Tacoma
- Vancouver
- Wenatchee/East Wenatchee

ACTIVIST CHECK LIST:

- ☒ Email the Pierce County Council in support of **2022-81**
- ☒ Add your name to the **community sign on letter**
- ☒ Attend a Pierce County Council public hearing on **12/6** and/or **12/13** to testify in support

COUNCIL ZOOM INFO:

12/6 @ 9:30 AM, Human Services Committee

piercecountywa.zoom.us/j/93033053935

12/13 @ 3PM, Full Council*

piercecountywa.zoom.us/j/97661787423

***Final vote by council.**



PIERCE COUNTY HOUSING AUTHORITY

603 South Polk Street, Tacoma, WA 98444 | 253-620-5400

TRAINING OPPORTUNITIES THROUGH NAHRO

Commissioners Guide to Monitoring and Oversight

Interactive Zoom Meeting

Tuesday, December 06, 2022 - Thursday, December 08, 2022 Eastern Standard Time

Schedule:

December 6 - December 8 from 1:00pm to 4:00pm

Description:

If you are a commissioner who has completed NAHRO's Commissioners' Fundamentals or one looking for recertification opportunities, this training is perfect for you! This training is perfect for commissioners who have completed NAHRO's Commissioners' Fundamentals or for those looking for recertification opportunities. ItThis training is intended to enhance the skills of commissioners and provide a deeper understanding of their roles and responsibilities in assuring their agency's viability and health.

The program offers a perspective on the importance of commissioners' involvement in strategic planning, and the benefits of this activity has in shaping the future of the agency to meeting the unique needs of their community. In addition, the financial viability of the agency overall is addressed and linked to operational and program requirements for continued viability.

Together we will explore agency finances and budgets, policy development, customer relations, Board-Executive relations, boundaries, and other strategies to ensure your agency is successful.

Who should attend?

- Board chairs
- Commissioners
- Executive leaders and
- Staff members

NOTE: Prior to registering, please review NAHRO's [cancellation policy](#).

Commissioners Fundamentals

Interactive Zoom Meeting

Tuesday, January 31, 2023 - Thursday, February 02, 2023 Eastern Standard Time

Schedule:

January 31, 2023 to February 2, 2023 from 1:00m-4:00pm ET

Description:

Join our Commissioner Fundamentals training to create a strong foundation for your work as a housing commissioner. The commissioner's role is complex and can be daunting at times. We hope you will join us as we explore the roles and responsibilities of housing commissioners. Participants will also discover that the commissioner role is multi-faceted; commissioners are advocates, leaders, team builders and strategists. You'll also learn the intricacies of board-staff relationships and boundaries, and review the principles and strategies of board governance, as well as some of the oversight functions of the board.

Commissioner Fundamentals is one of two NAHRO courses required to obtain your [NAHRO Commissioners Certification](#). Becoming a NAHRO Certified Commissioner is a great way to show your commitment to becoming a knowledgeable, engaged and ethical leader in your organization. Ethics for Commissioners is the other course you'll want to complete to apply for your certification.

Objectives:

After completing this training, participants will be able to:

- Identify and understand my roles as a commissioner
- Understand and apply the principles of board governance
- Define the commissioner's role in agency policies
- Describe the commissioner's role in the oversight and monitoring of agency finances
- Explore the boundaries and relationship between commissioners and the Executive Director
- Establish an ethical workplace environment and set ethical standards for the agency
- Advocate for the affordable housing needs in your community

Who should attend?

- New Housing Commissioners
- Experienced Housing Commissioners
- Commissioners seeking NAHRO Commissioner Certification

NOTE: Prior to registering, please review NAHRO's [cancellation policy](#).



PIERCE COUNTY HOUSING AUTHORITY

603 South Polk Street, Tacoma, WA 98444 | 253-620-5400

STRATEGIC FOCUS: NEW YEAR PREPARATION

A PowerPoint presentation with more information for the Board on budget considerations and unknowns will be released prior to the board meeting.

The Affordable Housing team continues to provide quality customer service to residents and public of our eight affordable housing complexes while navigating the continued impacts of the pandemic, staffing, and economy.

HIGHLIGHTS

YARDI, YARDI, YARDI

- Actively working with TDJ CPA staff, Wise Consulting, and our own staff in Finance and Affordable Housing to ensure all apartment tenant accounts/ledgers are accurate and current.
- As of 11/17/2022 TDJ CPA staff confident that all ending balances from old software system have been accurately added into Yardi as beginning balances.

RESIDENTS/TENANCIES

- Evictions – as previously reported, PCHA is pursuing tenancy terminations for high delinquencies and/or lease violations that impact neighbors and property. One eviction proceeding, where we reported continued lease violations that impacted residents and contributed to destruction of property at Village Square, was settled with a Stipulation Agreement approved by Court wherein tenant will vacate by 12/16/2022.
- New move-ins are steady. Staff continues to rent units as soon unit is “rent ready.”
- Percentage of rentable units occupied or “leased up” is as follows:

Unit Availability	
As Of = 10/31/2022	
Property	
Name	% Leased
Brookridge	97.06
Chateau Rainier	95.16
DeMark	92.47
Hidden Village	100.00
Lakewood Village	93.38
Montgrove	87.50
Oakleaf	92.31
Village Square	81.58
Total	93.59%

STAFFING

- Ebonique Moore is our new Senior Property Manager and will be the point person for day-to-day needs of the property management staff and for working on long-term strategic planning and activities with Director of Operations and Director of Maintenance related to our Affordable Housing portfolio. Ebonique continues to manage DeMark and Lakewood Village Apartments in the interim while we recruit and hire a new Property Manager to replace the position she vacated to become the SPM.
- Recruiting for Property Manager (1), Assistant Property Manager (up to 2), and Resident Services Specialist (up to 2).

Report Date 11/21/2022, McLeod, C.L.

STAFF PROJECTS

- I. Brookridge (69 units)
7314A and 7350C were completed to make ready status. About 11 work orders were completed this month.
- II. Chateau Rainer (248 units)
C305, D103, N202, R104, and Q107 were completed to make ready status. About 63 work orders were completed this month.
- III. Demark (93 units)
C205 was completed to make ready status. The basketball court was restriped to improve curb appeal. At buildings A, B, C, D, and E gravel was placed around the perimeter of buildings to prevent erosion. 46 work orders were completed this month.
- IV. Lakewood Village (136 units)
C203, E302, and E303 were completed to make ready status. 20 work orders were completed this month.
- V. Low Income Public Housing (124 homes)
Uniform Physical Conditions Standards inspections were completed at 25, 48, 60, 111, 124, 129, and 156. 21 work orders were completed this month.

TRAINING AND DEVELOPMENT

This month's safety meeting covered "Fair Housing" which explains The Fair Housing Act prohibits the discrimination because of race, color, national origin, religion, sex (including gender identity and sexual orientation), familial status, and disability. A variety of other federal civil rights laws, including Title VI of the Civil Rights Act, Section 504 of the Rehabilitation Act, and the Americans with Disabilities Act.

SECTION 18 DISPOSITION

1. Project Timeline: **Application submitted by ED, and received by HUD on 8/25/2022.**
 - a. HUD predicts approval could take in excess of 90 days
 - b. Making weekly contact with HUD Special Applications Center (SAC) office asking for updates on review findings, need for any correction, timeline for approval, etc.
 - c. No update from HUD reviewer as of 11/22/2022. The communication from reviewer is poor.
2. Advertised for up to two new FTE positions.
 - a. Seeking Project Specialist-Relocation hires to commence communication with residents and PCHA/resident coordination of HCV onboarding.

OF INTEREST

3. City of Lakewood CBDG grant APPROVED for exterior paint at both Oakleaf and Village Square.
Total amount: \$180,000.
 - a. PCHA completed prerequisite Section 504 tracking worksheet.
 - b. Contract signed and sent back to Lakewood.
 - c. Lakewood still to provide their required CBDG contract boiler plate contract language for ultimate award of work contract.
 - i. PCHA in communication with TW regarding acquisition. No October updates.
4. Local fleet service maintenance business is interested in leasing a portion of a PCHA property adjoining the maintenance warehouse. Use would be for vehicle staging.
 - a. PCHA received a written Proposal to Lease Land from Equipment Experts, Inc., on 10/19/2022. Under review. Lease revenue expected to be approximately \$18,000 to \$24,000 annually.

2022 Annual Plan and 2023 Five Year Plan

- b. Five Year Plan will require input from RAB and PCHA Board. In process.
- c. Annual plan will be submitted to HUD 11/30 after signatures are garnered from the Board.

HIGHLIGHTS

YARDI SOFTWARE CONVERSION

- Go live date was July 1, 2022. We have spent the majority of the last 4 months reconciling actions in our legacy database, MRI and our new database Yardi. We will continue the practice of reconciling/auditing between both databases but now the reconciliation process will include HUD's database PIC for VMS/funding purposes. The work continues and hope to most programs reconciled between all databases and reporting modules by December 31, 2022 for year end and SEMAP (Section Eight Management Assessment Program) reporting purposes.

EHV (Emergency Housing Vouchers)

- As of November 21, 2022 the national average for leasing utilization is 55.24%. PCHA is currently sitting at 83%.

HUD FIELD OFFICE LISTENING SESSION

- On November 15, 2022 HUD Office of Field Operations had a listening session in Seattle. This session was attended by Directors from Housing providers on the west coast/Region 10 for both programs, Housing Choice Vouchers and Public Housing. We discussed in an open forum HCV utilization, Annual reporting requirements, Administrative fees, Occupancy, Tenant account receivables/delinquencies and evictions.

PROJECTED FUNDING FOR 2023

- HUD is projecting a 8.7% inflation factor for next year. If this holds true, PCHA will be able to issue about 300 vouchers from our waitlist in 2023.

WA054 HCV Leasing and Spending Projection - The Goods

PHA Name				HA of Pierce County		PHA Number		WA054		Utilization Report:		HCV Utilization Report July 2022				Print		TYT Guide		TYT Videos	
Save				Access Additional Tools				Disclaimer													
ACC/Funding Information				Funding Proration/Offset Levels				Program Projection Variables				Leasing and Spending Outcomes: Current and Following Year Projections									
ACC		Current Year (2022)		Year 2 (2023)		Year 3 (2024)		HAP		Success Rate		58%		Annual Turnover Rate		7.2%		2022		2023	
Beginning ACC Vouchers		2,946		2,965		2,965		Year 2 (2023) Rebenchmark		107.2%						PIC EOP % as of 8/31/2022 (151 EOPs): 6.08%		UML % of ACC (UMA)		86.7% 85.0%	
Funding Components		Current Year (2022)		Year 2 (2023)		Year 3 (2024)		Year 3 (2024) Rebenchmark		100.0%		Time from Issuance to HAP Effective Date (Current: 2.74 months)						HAP Exp as % of All Funds		98.1% 97.2%	
Initial BA Funding (net offset)		\$29,290,695		\$33,242,557		\$33,068,533		Year 2 (2023) % 'Excess' Reserves Offset		70.0%		% leased in 30 days		29%		2023 Estimated Inflation Factor		HAP Exp as % of Eligibility only		105.6% 98.9%	
Offset of HAP Reserves		\$0		\$0		\$0		Year 3 (2024) % 'Excess' Reserves Offset		0.0%		% leased in 30 to 60 days		25%		8.7%		End of Year Results			
Set Aside Funding		\$0						Administrative Fees				% leased in 60 to 90 days		12%				Projected 12/31 Total HAP Reserves		\$596,747 \$953,188	
New ACC Units Funding		\$60,806		\$182,417		\$0		Year 1 (2022)		91.0%		% leased in 90 to 120 days		11%				HAP Reserves as % of ABA (Start: 7.5%)		2.0% 2.9%	
Total ABA Funding Provided		\$29,351,501		\$33,424,975		\$33,068,533		Year 2 (2023)		80.0%		% leased in 120 to 150 days		23%				"Excess" Reserves Subject To Offset		\$0 \$0	
PHA Income		\$36,826		\$0												End of Year 3 Results (2024)					
Total Cash-Supported Prior Year-End Reserves		\$2,214,923		\$596,747		\$953,188		HUD-Held Reconciliation - 12/31/2021 Cash Sufficiency Check								\$732,214		2.2%		Projected Total HAP Reserves Reserves % BA	
								HUD-established CYE HHR		\$2,674,293		HUD-established CYE HHR									
Total Funding				HUD-estimated Restricted Net Position		(\$383,167)		\$102,271		PHA-Held Cash 12/31/2021 (VMS)		Administrative Fees Analysis		See Detail		2022		2023			
Total Funding Available		\$31,603,250		\$34,021,721		\$34,021,721		HUD-Reconciled		\$2,291,126		\$2,776,564		HUD-Reconciled (Cash Capped)		<= 7,200 UMLs (No Proration) > 7,200 UMLs (No Proration)		Admin Fees Earned (PY: \$2,437,756)		\$2,549,759 \$2,177,506	
								Lower of H17/I17 (May Override)		\$2,214,923		Lower of H17/I17 (May Override)		Reserve Adjustment due to PY VMS Changes.		\$104.76		\$97.79		Expense \$1,267,786 \$363,444	
								HUD-Reconciled RNP v PHA-Reported RNP								WA054 has a cost per UML of \$53.66 compared to its Earnings/UML & Size peer group of \$79.51 (a difference of -48.2%) and its state peer group (of all PHAs in the state) of \$62.43 (a difference of -16.3%).		Expense %		49.7% 16.7%	
								HUD v. PHA difference: (\$306,863.00) or -1% of Eligibility		(\$76,304)		<--EOY VMS RNP EOY PHA-Reported RNP-->		(\$383,167)		Based on the most recent, official (end of fiscal year) UNP, WA054 has a projected 2022 Calendar Year-End (CYE) UNP of \$1,460,548 (or 57.3% of CY 2022 Earned Admin Fees) and a 2023 CYE UNP of \$2,742,522 (or 125.9% of CY 2023 Earned Admin Fees).					

WA054 HCV Leasing and Spending Projection - The Goods

2022	UMAs	Actual UMLs	Actual HAP	Vouchers Issued/Projected to be Issued	Other Planned Additions/ Reductions	New Leasing from Issued Vouchers	Estimated Attrition	UMLs: Actual/Projected	HAP: Actual/Projected	PUC: Actual/Projected	Manual PUC Override	Year-to-Date UML %	Year-to-Date ABA Expended %	Monthly UML %	Monthly ABA Expended %
Jan-22	2,946	2,648	\$2,592,663					2,648	\$2,592,663	\$979		89.9%	106.0%	89.9%	106.0%
Feb-22	2,946	2,643	\$2,596,908					2,643	\$2,596,908	\$983		89.8%	106.1%	89.7%	106.2%
Mar-22	2,946	2,643	\$2,619,279					2,643	\$2,619,279	\$991		89.8%	106.4%	89.7%	107.1%
Apr-22	2,946	2,639	\$2,608,425					2,639	\$2,608,425	\$988		89.7%	106.5%	89.6%	106.6%
May-22	2,946	2,596	\$2,616,688					2,596	\$2,616,688	\$1,008		89.4%	106.6%	88.1%	107.0%
Jun-22	2,946	2,567	\$2,601,113					2,567	\$2,601,113	\$1,013		89.0%	106.5%	87.1%	106.3%
Jul-22	2,946	2,518	\$2,597,330					2,518	\$2,597,330	\$1,032		88.5%	106.5%	85.5%	106.2%
Aug-22	2,946	2,502	\$2,583,324					2,502	\$2,583,324	\$1,033		88.1%	106.4%	84.9%	105.6%
Sep-22	2,946	2,481	\$2,501,828					2,481	\$2,501,828	\$1,008		87.6%	105.9%	84.2%	102.3%
Oct-22	2,965	0	\$0	71	9	0	-14.9	2,475	\$2,525,435	\$1,020	\$1,020	87.2%	105.7%	83.5%	103.2%
Nov-22	2,965	0	\$0		17	12	-14.9	2,489	\$2,569,505	\$1,032	\$1,032	86.9%	105.6%	84.0%	105.1%
Dec-22	2,965	0	\$0		9	10	-14.9	2,494	\$2,594,005	\$1,040	\$1,040	86.7%	105.6%	84.1%	106.1%
Total	35,409	23,237	\$23,317,558	71	35	22	-44.7	30,695	\$31,006,503	\$1,010		86.7%	105.6%		
2023															
Jan-23	2,965				1	5	-15.0	2,485	\$2,604,501	\$1,048	\$1,048	83.8%	93.5%	83.8%	93.5%
Feb-23	2,965				1	5	-14.9	2,476	\$2,614,388	\$1,056	\$1,056	83.6%	93.7%	83.5%	93.9%
Mar-23	2,965			150	1	9	-14.9	2,471	\$2,629,703	\$1,064	\$1,064	83.6%	93.9%	83.4%	94.4%
Apr-23	2,965			150	1	25	-14.8	2,483	\$2,661,088	\$1,072	\$1,072	83.6%	94.3%	83.7%	95.5%
May-23	2,965				1	47	-14.9	2,516	\$2,716,717	\$1,080	\$1,080	83.9%	95.0%	84.9%	97.5%
Jun-23	2,965				1	32	-15.1	2,535	\$2,756,812	\$1,088	\$1,088	84.1%	95.6%	85.5%	99.0%
Jul-23	2,965				1	20	-15.2	2,541	\$2,784,436	\$1,096	\$1,096	84.4%	96.3%	85.7%	100.0%
Aug-23	2,965				1	30	-15.2	2,556	\$2,823,749	\$1,105	\$1,105	84.6%	96.9%	86.2%	101.4%
Sep-23	2,965				1	20	-15.3	2,562	\$2,860,867	\$1,117	\$1,117	84.8%	97.5%	86.4%	102.7%
Oct-23	2,965				1	0	-15.4	2,548	\$2,866,782	\$1,125	\$1,125	84.9%	98.1%	85.9%	102.9%
Nov-23	2,965				1	0	-15.3	2,534	\$2,872,468	\$1,134	\$1,134	85.0%	98.5%	85.5%	103.1%
Dec-23	2,965				1	0	-15.2	2,520	\$2,877,022	\$1,142	\$1,142	85.0%	98.9%	85.0%	103.3%
Total	35,580	0	\$0	300	15	193	-161.2	30,228	\$33,068,533	\$1,094		85.0%	98.9%		
<div> <div>Graphs</div> <div> <p>FINANCIAL - Beginning Year: Cash & Investments (VMS) of \$102,271 compares to RNP (VMS) of \$-76,304. Current: VMS Cash & Investments of \$560,790 compares to VMS NRP plus UNP of \$751,543. SPVs: Additional SPV leasing should focus on the 73 unleased VASH vouchers and the 28 unleased NED vouchers. PBVs: Currently, the PHA reports 208 leased PBVs, for a leased PBV rate of 86%. Additional leasing should focus on the 34 unleased PBVs, for which the PHA is making vacancy payments on 0. Finally, the PHA reports 0 PBVs under AHAP.</p> </div> <div>Comments (Hover for VMS Comments)</div> </div>															

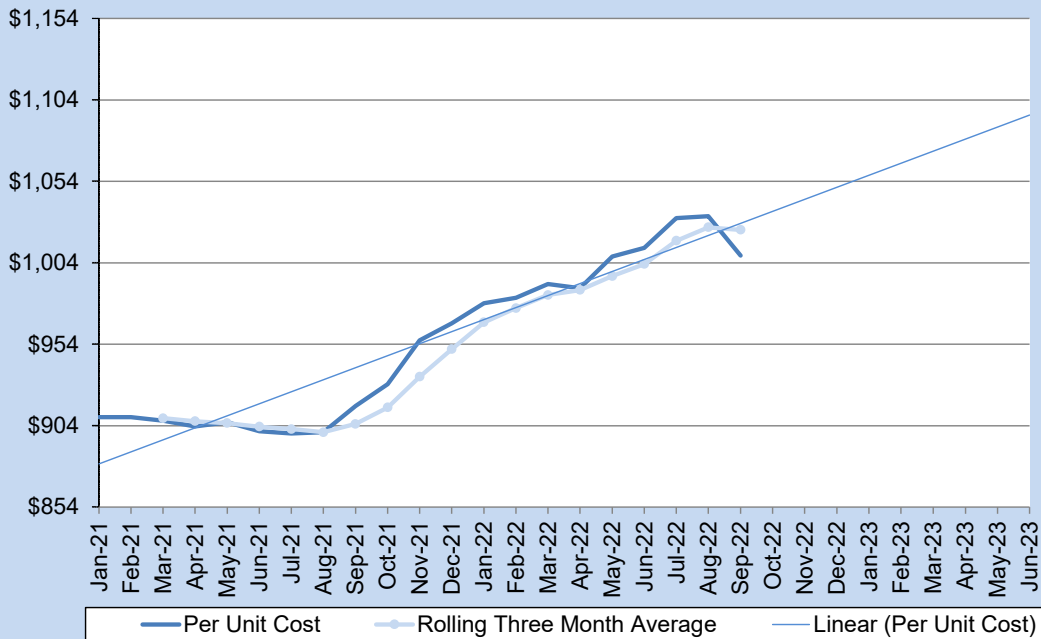
HCV Leasing and Spending Projection

PUC Analysis						
Year	Month	ACTUAL Leased Units	Actual HAP	Per Unit Cost	Monthly Change	Rolling Three Month Average
2021	J	2,615	\$2,377,772	\$909.28		
2021	F	2,611	\$2,374,085	\$909.26		
2021	M	2,604	\$2,362,179	\$907.13	📉 -0.23%	\$908.56
2021	A	2,587	\$2,337,628	\$903.61	📉 -0.39%	\$906.67
2021	M	2,571	\$2,329,269	\$905.98	📈 0.26%	\$905.57
2021	J	2,568	\$2,312,793	\$900.62	📉 -0.59%	\$903.40
2021	J	2,551	\$2,293,465	\$899.05	📉 -0.17%	\$901.88
2021	A	2,541	\$2,286,676	\$899.91	📈 0.10%	\$899.86
2021	S	2,522	\$2,310,220	\$916.03	📈 1.79%	\$904.99
2021	O	2,641	\$2,454,909	\$929.54	📈 1.47%	\$915.16
2021	N	2,632	\$2,517,379	\$956.45	📈 2.90%	\$934.01
2021	D	2,636	\$2,548,545	\$966.82	📈 1.08%	\$950.94
2022	J	2,648	\$2,592,663	\$979.10	📈 1.27%	\$967.46
2022	F	2,643	\$2,596,908	\$982.56	📈 0.35%	\$976.16
2022	M	2,643	\$2,619,279	\$991.02	📈 0.86%	\$984.23
2022	A	2,639	\$2,608,425	\$988.41	📉 -0.26%	\$987.33
2022	M	2,596	\$2,616,688	\$1,007.97	📈 1.98%	\$995.80
2022	J	2,567	\$2,601,113	\$1,013.29	📈 0.53%	\$1,003.22
2022	J	2,518	\$2,597,330	\$1,031.51	📈 1.80%	\$1,017.59
2022	A	2,502	\$2,583,324	\$1,032.50	📈 0.10%	\$1,025.77
2022	S	2,481	\$2,501,828	\$1,008.40	📉 -2.33%	\$1,024.13
2022	O					
2022	N					
2022	D					
2023	J					
2023	F					
2023	M					
2023	A					
2023	M					
2023	J					

Choose PUC Method	Average Monthly Change	Material New a Material N
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HCV Leasing and Spending Projection

PUC Analysis



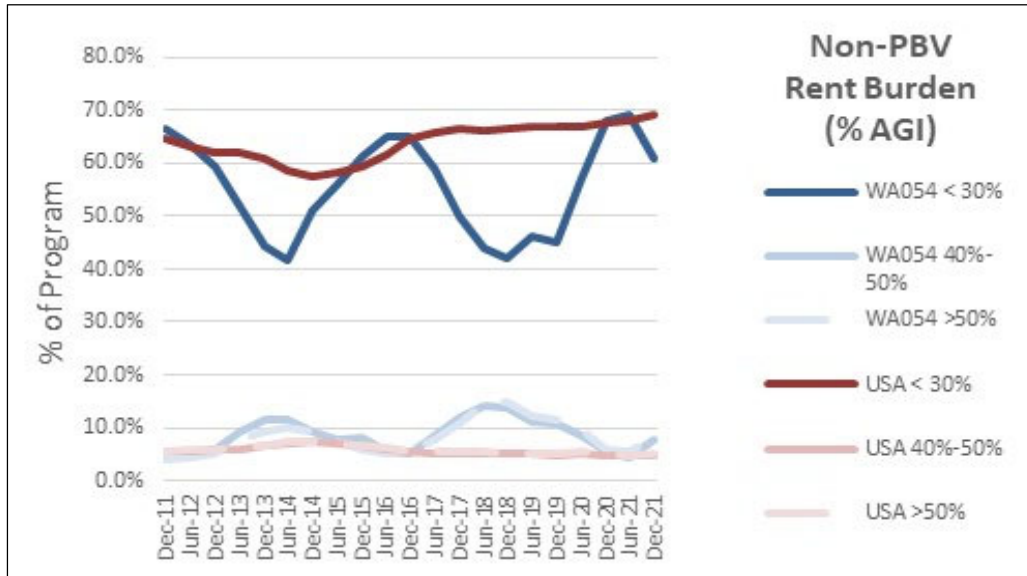
Remove Abated Units from PUC Calculation

R-Squared, last 6 months

37.8%

Subsidy St	Remove from PUC
Peer Group: Avg. Family Members	2.25-<2.5
PHA: Family Members/ Voucher Size	1.22
Peer: Family Members/ Voucher Size	1.22
% Difference	-0.5%
PHA: Unit Size/ Voucher Size	1.12
Peer: Unit Size/ Voucher Size	1.16
% Difference	-3.2%

HCV Leasing and Spending Projection



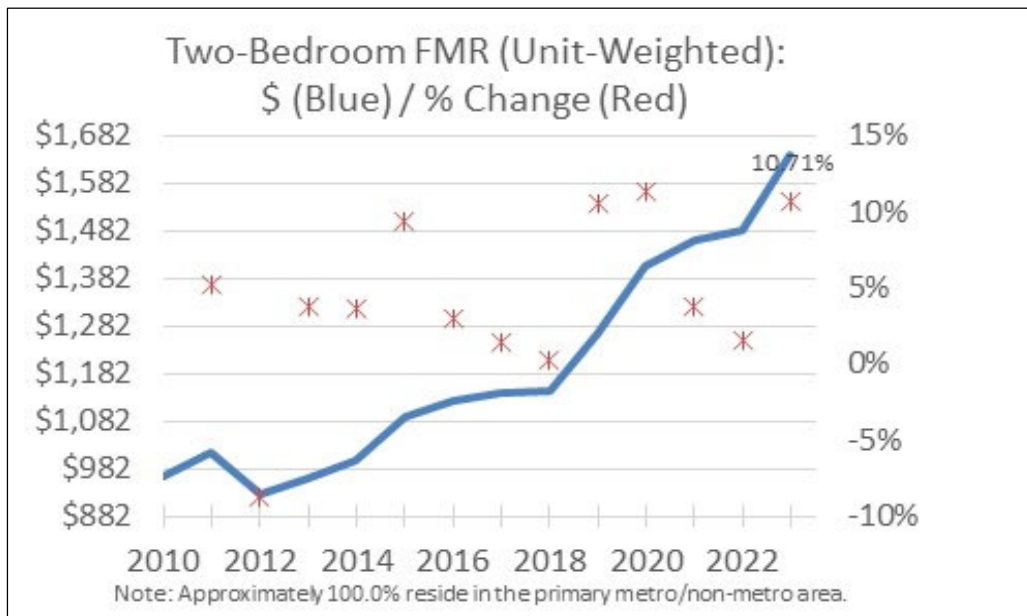
Count of Areas (i.e. Zip Code) in SAFMR	45
% of June 2022 UML - within SAFMR	88.0%
Count of Areas - SAFMR > FMR	20
% of June 2022 UML - SAFMR > FMR	31.0%

[Open SAFMR Detail Analysis](#)

Exception Payment Standard: SAFMR	PIH 2018-01
WA054 is not participating in SAFMRs.	

Exception Payment Standard: Expedited 120%/Immediate	PIH 2021-30
WA054 applied for neither the 120% payment standard waiver, nor the expedited implementation waiver.	

Success Rate Payment Standard - Use 50th Percentile	CFR
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P H A : W A 0 5 4	Quality Assurance Check		
	Topic	TYT Input	QA Question
	Success Rate (Cell K5)	58%	Have you obtained the actual PHA success rate, rather than use the default 70%? Please address in the checklist if you use the default success rate rather than obtaining a success rate from the PHA.
	Time from Issuance to HAP Effective Date (Cells K8 -K12)	2.74	Have you obtained the actual time it takes from issuance to HAP effective date, rather than use the default 2.28 months? Please address in InfoPath if you use the default time from issuance to HAP.
	PHA-Reported RNP v. HUD-estimated RNP	0.20	If the PHA-Reported RNP is materially more/less than FMC - have you determined why? Please address in the checklist.
	End Of Participation Rate (Cell M5)	7.2%	Have you validated the auto-populated EOP rate with the PHA, i.e. checked in with them to see if the number is reasonable? Does it reflect PIC?
	Per Unit Cost Used in Projection	See "PUC.RB Analysis" Tab	Have you determined that the last actual PUC is reasonable going forward (see "PUC Analysis" Tab)? Did you discuss with the PHA? If needed, have you used the Manual PUC Override (Column M)?
	Utilization Performance: 2022 - Proj. Year End HAP Reserves %	2.0%	If 12/31 HAP Reserves show red (based on PHA size), have you discussed leasing potential or potential shortfall issues with the PHA? Please address in checklist.
	Utilization Performance: 2023 - Proj. Year End HAP Reserves %	2.9%	Ideally, you and the PHA have discussed tentative leasing plans into Year 2. Is this reflected in an issuance scenario?
	Vouchers on the Street	71	Have the most recent month's uncontracted vouchers on the street (in VMS) been entered in Column F - unless you have obtained from the PHA the ongoing number of vouchers actually issued for the last several months?
	Issuance/Leasing Scenario		Has a projected leasing scenario been discussed with the PHA for the current year? For the following year? Is this displayed in the forecast in the form of future months issuances in Column F? Please discuss.

Data Upload

Instructions		New ACC Unit Calculations		
2022 Average PUC		\$1,010.15	New Units 2022	
Month Effective		New Units	Total Awarded BA (12 months)	Carryover into 2023
2022	January			
2022	February			
2022	March			
2022	April			
2022	May			
2022	June			
2022	July			
2022	August			
2022	September			
2022	October	19	\$243,223	\$182,417
2022	November			
2022	December			
Totals		19	\$243,223.00	\$182,417
2023 Average PUC		\$1,093.98	New Units 2023	
Month Effective		New Units	Total Awarded BA (12 months)	Carryover into 2024
2023	January	0		
2023	February	0		
2023	March	0		
2023	April	0		
2023	May	0		
2023	June	0		
2023	July	0		
2023	August	0		
2023	September	0		
2023	October	0		
2023	November	0		
2023	December	0		
Totals		0	\$0.00	\$0

VMS Data Collection Report

From	1/1/2022
To	8/1/2022
As of	9/28/2022
PHA Code	WA054
PHA Name	HA Of Pierce County
PHA Type	Combined
Point of Contact	Jim Stretz
Point of Contact Phone	(253) 620-5406
E-mail	jimstretz@comcast.net

	Jan-22	Feb-22	Mar-22	Apr-22	May-22	Jun-22	Jul-22	Aug-22
Rental Assistance Demonstration 1- Public Housing Conversion								
Rental Assistance Demonstration 1- Public Housing Conversion - HAP								
Rental Assistance Demonstration 2 - Mod Rehab, Rent Supp, RAP Conversion								
Rental Assistance Demonstration 2 - Mod Rehab, Rent Supp, RAP Conversion - HAP								
Rental Assistance Demonstration 3 - PRAC Conversion								
Rental Assistance Demonstration 3 - PRAC Conversion - HAP								
Litigation								
Litigation HAP								
Homeownership	25	25	25	25	25	25	23	23
Homeownership HAP	\$19,306	\$19,440	\$20,113	\$20,107	\$22,627	\$19,409	\$19,289	\$19,289
New This Month								
Moving To Work								
Moving To Work HAP								
One Year Mainstream - MTW								
One Year Mainstream - MTW (HAP)								
Family Unification - Non MTW								
Family Unification - Non MTW (HAP)								
Family Unification Pre2008 - MTW								
Family Unification Pre2008 - MTW (HAP)								
Family Unification 2008/Forward - MTW								
Family Unification 2008/Forward - MTW (HAP)								
Non Elderly Disabled - Non-MTW	187	185	184	182	177	179	173	172
Non Elderly Disabled - Non-MTW (HAP)	\$163,358	\$163,290	\$156,954	\$158,213	\$153,188	\$156,498	\$158,472	\$157,914
Non Elderly Disabled 2008 Forward - MTW								
Non Elderly Disabled 2008 Forward - MTW (HAP)								
Portable Vouchers Paid	213	217	216	215	214	212	173	154
Portable Voucher Paid HAP	\$282,013	\$283,436	\$284,486	\$258,217	\$277,406	\$275,213	\$228,951	\$217,515
HOPE VI								
HOPE VI HAP								
Tenant Protection	35	35	35	35	35	35	34	33
Tenant Protection HAP	\$31,882	\$31,882	\$30,100	\$31,710	\$30,956	\$34,377	\$32,621	\$33,590
Enhanced Vouchers	10	10	10	10	10	10	10	10
Veterans Affair Supported Housing (VASH) Voucher	193	187	185	184	183	180	197	196
Veterans Affair Supported Housing (VASH) HAP	\$144,990	\$142,357	\$134,167	\$138,110	\$139,683	\$138,425	\$144,756	\$147,103
Housing Stability Vouchers								
Housing Stability Vouchers - HAP Expenses								
Foster Youth To Independence								
Foster Youth To Independence - HAP								
Mobility Demonstration								
Mobility Demonstration - HAP								
Emergency Transfer Vouchers for VAWA								
Emergency Transfer Vouchers for VAWA - HAP								
DHAP to HCV Vouchers Leased								
DHAP to HCV Voucher HAP								
All Other Vouchers	1,991	1,990	1,992	1,986	1,952	1,918	1,894	1,888
All Other Vouchers HAP	\$1,866,241	\$1,919,720	\$1,936,287	\$1,913,226	\$1,931,668	\$1,901,461	\$1,935,660	\$1,944,627

MTW - Family Unification 2008/ Forward HAP expenses after the First of the Month								
MTW - Family Unification pre-2008 HAP After the First of the Month								
MTW - Non-Elderly Disabled 2008/ Forward HAP Expenses after the First of the Month								
MTW - VASH HAP Expenses after the First of the Month								
MTW - One year Mainstream HAP After the First of the Month								
MTW - Foster Youth To Independence HAP Expenses After the First of the Month								
MTW - Mobility Demonstration HAP Expenses After the First of the Month								
MTW - Housing Stability Voucher HAP Expenses After the First of the Month								
MTW - Emergency Transfer Vouchers for VAWA HAP Expenses After the First of the Month								
HCV - FSS Escrow Deposits	\$11,985	\$10,761	\$10,279	\$9,994	\$11,221	\$10,535		
HCV - All Voucher HAP Expenses after the First of the Month	\$67,000	\$19,846	\$39,070	\$63,729	\$35,182	\$38,207	\$13,675	\$5,817
Total Vouchers	2,644	2,639	2,637	2,627	2,586	2,549	2,494	2,466
HAP Total	\$2,586,775	\$2,590,732	\$2,611,456	\$2,593,306	\$2,601,931	\$2,574,125	\$2,533,424	\$2,525,855
HCV - Number of Vouchers Under Lease (HAP Contract) on the last day of the month	2,593	2,599	2,595	2,599	2,577	2,565	2,508	2,537
HA Owned Units Leased - included in the units leased above	132	130	135	136	133	134	139	140
HCV - New Vouchers Issued but not under HAP contract as of the last day of the month	72	103	65	46	73	71	46	52
Housing Stability Vouchers - Number of New Vouchers Issued but not Under HAP Contract as of the last day of the month								
Portable Vouchers Administered (Port In)	3	5	1	5	7	11	32	32
Total HAP for Portable Units Administered	\$161	\$2,093	\$856	\$1,889	\$6,718	\$8,255	\$35,268	\$44,321
Adjustment Funding - Per Unit Cost Increase								
Adjustment Funding - Shortfall								
Adjustment Funding Per Unit Cost Increase MS Program								
Adjustment Funding - Shortfall MS Program								
Mainstream								
Mainstream - HAP								
Mainstream - FSS Escrow Deposits								
Mainstream - HAP Expenses After the First of the Month								
Mainstream - Number of New Vouchers Issued but not Under HAP Contract as of the Last Day of the Month								
Number of PBVs under AHAP and not under HAP								
Number of PBVs under HAP and leased	208	212	213	205	211	210	205	208
Number of PBVs under HAP and not leased	34	30	29	37	31	32	37	34
Number of PBVs under HAP and not leased with vacancy payment and associated vacancy HAP expense								
Number of PBVs under HAP and not leased with vacancy payment and associated vacancy HAP expense(HAP)								
Project Based Vouchers - Total HAP Expenses					\$138,285	\$145,646	\$140,254	\$169,172
HCV - Fraud Recovery Total Collected This Month	\$736	\$620	\$648	\$665	\$1,684	\$453		
Mainstream - Fraud Recovery Total Collected this Month								
Interest or other income earned this month from the investment of HAP funds and Net Restricted Assets	\$18							
HCV - FSS Escrow Forfeitures This Month			\$25,293		\$6,727			
Mainstream - FSS Escrow Forfeitures This Month								
Number of Hard to House Families Leased								
Portable HAP Costs Billed and Unpaid - 90 Days or older								
Mobility Demonstration Services Expenditures								
Non - MTW Administrative Expenses	\$160,427	\$172,258	\$173,680	\$157,395	\$166,276	\$148,812	\$34,879	\$30,287

Mainstream - Administrative Expenses								
Audit		\$1,337	\$548	\$1,709	\$46	\$209		
HCV - Unrestricted Net Position (UNP) as of the Last Day of the Month	\$232,146	\$272,473	\$329,646	\$378,759	\$575,259	\$642,469	\$826,119	\$1,016,872
HCV - Restricted Net Position Funds (RNP) as of the Last Day of the Month	(\$420,292)	(\$599,692)	(\$401,167)	(\$532,068)	(\$181,845)	(\$250,584)	(\$279,075)	(\$265,329)
HCV - Cash/Investment as of the Last Day of the Month					\$393,414	\$391,885	\$547,044	\$560,790
Mainstream - Unrestricted Net Position Funds (UNP) as of the Last Day of the Month								
Mainstream - Restricted Net Position Funds (RNP) as of the Last Day of the Month								
Mainstream - Cash/Investments as of the Last Day of the Month								
MTW - Public Housing Operating Subsidy Eligible Expenses								
MTW - Capital Fund Eligible Expenses								
MTW - Local, Non-Traditional (LNT) Program								
MTW - HCV Administrative Fee Expenses								
MTW - HCV Administrative Expenses Using HAP								
Unspent Fund Source (HCV)-1								
Type of Account-1								
Activity-1								
Funds Committed-1								
Type of Commitment-1								
Date of Commitment-1 (MM/DD/YYYY)								
Funds Obligated-1								
Type of Obligation-1								
Date of Obligation-1 (MM/DD/YYYY)								
Funds Expended from Commitment/Obligation-1								
Projected Date of Full Expenditure-1 (MM/DD/YYYY)								
Unspent Fund Source (HCV)-2								
Type of Account-2								
Activity-2								
Funds Committed-2								
Type of Commitment-2								
Date of Commitment-2 (MM/DD/YYYY)								
Funds Obligated-2								
Type of Obligation-2								
Date of Obligation-2 (MM/DD/YYYY)								
Funds Expended from Commitment/Obligation-2								
Projected Date of Full Expenditure-2 (MM/DD/YYYY)								
Unspent Fund Source (HCV)-3								
Type of Account-3								
Activity-3								
Funds Committed-3								
Type of Commitment-3								
Date of Commitment-3 (MM/DD/YYYY)								
Funds Obligated-3								
Type of Obligation-3								
Date of Obligation-3 (MM/DD/YYYY)								
Funds Expended from Commitment/Obligation-3								
Projected Date of Full Expenditure-3 (MM/DD/YYYY)								
Unspent Fund Source (HCV)-4								
Type of Account-4								
Activity-4								
Funds Committed-4								
Type of Commitment-4								
Date of Commitment-4 (MM/DD/YYYY)								
Funds Obligated-4								
Type of Obligation-4								
Date of Obligation-4 (MM/DD/YYYY)								

Funds Expended from								
Commitment/Obligation-4								
Projected Date of Full Expenditure-4 (MM/DD/YYYY)								
Unspent Fund Source (HCV)-5								
Type of Account-5								
Activity-5								
Funds Committed-5								
Type of Commitment-5								
Date of Commitment-5 (MM/DD/YYYY)								
Funds Obligated-5								
Type of Obligation-5								
Date of Obligation-5 (MM/DD/YYYY)								
Funds Expended from								
Commitment/Obligation-5								
Projected Date of Full Expenditure-5 (MM/DD/YYYY)								
Unspent Fund Source (HCV)-6								
Type of Account-6								
Activity-6								
Funds Committed-6								
Type of Commitment-6								
Date of Commitment-6 (MM/DD/YYYY)								
Funds Obligated-6								
Type of Obligation-6								
Date of Obligation-6 (MM/DD/YYYY)								
Funds Expended from								
Commitment/Obligation-6								
Projected Date of Full Expenditure-6 (MM/DD/YYYY)								
Unspent Fund Source (HCV)-7								
Type of Account-7								
Activity-7								
Funds Committed-7								
Type of Commitment-7								
Date of Commitment-7 (MM/DD/YYYY)								
Funds Obligated-7								
Type of Obligation-7								
Date of Obligation-7 (MM/DD/YYYY)								
Funds Expended from								
Commitment/Obligation-7								
Projected Date of Full Expenditure-7 (MM/DD/YYYY)								
Unspent Fund Source (HCV)-8								
Type of Account-8								
Activity-8								
Funds Committed-8								
Type of Commitment-8								
Date of Commitment-8 (MM/DD/YYYY)								
Funds Obligated-8								
Type of Obligation-8								
Date of Obligation-8 (MM/DD/YYYY)								
Funds Expended from								
Commitment/Obligation-8								
Projected Date of Full Expenditure-8 (MM/DD/YYYY)								
Unspent Fund Source (HCV)-9								
Type of Account-9								
Activity-9								
Funds Committed-9								
Type of Commitment-9								
Date of Commitment-9 (MM/DD/YYYY)								
Funds Obligated-9								
Type of Obligation-9								
Date of Obligation-9 (MM/DD/YYYY)								
Funds Expended from								
Commitment/Obligation-9								
Projected Date of Full Expenditure-9 (MM/DD/YYYY)								
Unspent Fund Source (HCV)-10								

Type of Account-10								
Activity-10								
Funds Committed-10								
Type of Commitment-10								
Date of Commitment-10 (MM/DD/YYYY)								
Funds Obligated-10								
Type of Obligation-10								
Date of Obligation-10 (MM/DD/YYYY)								
Funds Expended from Commitment/Obligation-10								
Projected Date of Full Expenditure-10 (MM/DD/YYYY)								
Unspent Fund Source (HCV)-11								
Type of Account-11								
Activity-11								
Funds Committed-11								
Type of Commitment-11								
Date of Commitment-11 (MM/DD/YYYY)								
Funds Obligated-11								
Type of Obligation-11								
Date of Obligation-11 (MM/DD/YYYY)								
Funds Expended from Commitment/Obligation-11								
Projected Date of Full Expenditure-11 (MM/DD/YYYY)								
Number of LBP Initial Clearance Tests								
Number of LBP Risk Assessments								
FSS Coordinator Expenses Covered by FSS Grant								
FSS Coordinator Expenses Not Covered by FSS Grant								
MTW - HCV Administrative Expenses								
MTW - Public Housing Rehabilitation								
MTW - Debt Service Repayment								
MTW - Development Activities								
MTW - Local Housing Program								
Expense Amount 1								
Expense Description 1								
Expense Amount 2								
Expense Description 2								
Expense Amount 3								
Expense Description 3								
Expense Amount 4								
Expense Description 4								
Expense Amount 5								
Expense Description 5								
MTW - Other - PHA to identify the type of expense incurred Amount - 6								
MTW - Other Comments Description (PHA to identify the type of expenses incurred) - 6								
MTW - Other - PHA to identify the type of expense incurred Amount - 7								
MTW - Other Comments Description (PHA to identify the type of expenses incurred) - 7								
MTW - Other - PHA to identify the type of expense incurred Amount - 8								
MTW - Other Comments Description (PHA to identify the type of expenses incurred) - 8								
Comments								
Disaster Name-1								
Disaster Families Assisted - 1								
Disaster Families Assisted (HAP)-1								
Disaster Security Deposit-1								
Disaster Security Deposit Returned-1								
Disaster Utility Deposit-1								
Disaster Utility Deposit Returned-1								
Disaster Administrative Expenditures-1								
Disaster Broker Fee-1								
Disaster Placement Fee-1								
Disaster Service Connection Fee-1								

Disaster Case Management Fee-1								
Disaster Administrative Fee-1								
Disaster Other Fees-1								
Disaster Comments -1 : Mandatory when Other Fees are recorded								
Disaster Name-2								
Disaster Families Assisted - 2								
Disaster Families Assisted (HAP)-2								
Disaster Security Deposit-2								
Disaster Security Deposit Returned-2								
Disaster Utility Deposit-2								
Disaster Utility Deposit Returned-2								
Disaster Administrative Expenditures-2								
Disaster Broker Fee-2								
Disaster Placement Fee-2								
Disaster Service Connection Fee-2								
Disaster Case Management Fee-2								
Disaster Administrative Fee-2								
Disaster Other Fees-2								
Disaster Comments -2 : Mandatory when Other Fees are recorded								
Disaster Name-3								
Disaster Families Assisted - 3								
Disaster Families Assisted (HAP)-3								
Disaster Security Deposit-3								
Disaster Security Deposit Returned-3								
Disaster Utility Deposit-3								
Disaster Utility Deposit Returned-3								
Disaster Administrative Expenditures-3								
Disaster Broker Fee-3								
Disaster Placement Fee-3								
Disaster Service Connection Fee-3								
Disaster Case Management Fee-3								
Disaster Administrative Fee-3								
Disaster Other Fees-3								
Disaster Comments-3 : Mandatory when Other Fees are recorded								
Disaster Name-4								
Disaster Families Assisted - 4								
Disaster Families Assisted (HAP)-4								
Disaster Security Deposit-4								
Disaster Security Deposit Returned-4								
Disaster Utility Deposit-4								
Disaster Utility Deposit Returned-4								
Disaster Administrative Expenditures-4								
Disaster Broker Fee-4								
Disaster Placement Fee-4								
Disaster Service Connection Fee-4								
Disaster Case Management Fee-4								
Disaster Administrative Fee-4								
Disaster Other Fees-4								
Disaster Comments-4 : Mandatory when Other Fees are recorded								
Emergency Housing Vouchers 1	1	1	5	11	18	22	27	30
Emergency Housing Vouchers 1 - HAP Expenses	\$597	\$1,421	\$4,253	\$10,067	\$16,115	\$26,529	\$34,804	\$38,040
Emergency Housing Vouchers 1 - Number of New Vouchers Issued but not Under HAP Contract as of the last day of the month	4	20	37	40	39	30	25	38
Emergency Housing Vouchers 1 - HAP Expenses After the First of the Month					\$3,969	\$313		
Emergency Housing Vouchers 1 - Admin Fees - Preliminary Fee Expenses								
Emergency Housing Vouchers 1 - Admin Fees - Placement/Issuance Fee Expenses							\$174	
Emergency Housing Vouchers 1 - Admin Fees - Ongoing Administrative Expenses	\$8,953	\$6,942	\$10,162	\$8,068	\$7,745	\$7,101	\$2,662	\$1,418
Emergency Housing Vouchers 1 - Service Fee - Housing Search Assistance Expenses								

Emergency Housing Vouchers 1 - Service Fee - Security/Utility Deposit/Rental Application/Holding Fee Expenses		\$139	\$305	\$358	\$4,620	\$481	\$7,756	\$15,610
Emergency Housing Vouchers 1 - Service Fee - Owner Incentive Expenses								
Emergency Housing Vouchers 1 - Service Fee - Other Eligible Expenses		\$61	\$505	\$87		\$1,129	\$2,832	\$2,250
Emergency Housing 1 - FSS Escrow Deposits								
Emergency Housing Vouchers 1 - FSS Escrow Forfeitures this Month								
Emergency Housing Vouchers 1 - Fraud Recovery Total Collected this Month								
Emergency Housing Vouchers 1 - Unrestricted Net Position Funds (UNP) as of the Last Day of the Month	\$35,572	\$28,430	\$18,467	\$9,954	(\$2,411)	(\$11,122)	(\$24,546)	(\$43,824)
Emergency Housing Vouchers 1 - Restricted Net Position Funds (RNP) as of the Last Day of the Month	\$285,168	\$283,747	\$279,494	\$269,427	\$249,343	\$222,501	\$187,697	\$149,657
Emergency Housing Vouchers 1 - Cash/Investment as of the Last Day of the Month	\$320,740	\$312,177	\$297,961	\$279,381	\$249,343	\$222,501	\$187,697	\$149,657
Emergency Housing Vouchers 2								
Emergency Housing Vouchers 2 - HAP Expenses								
Emergency Housing Vouchers 2 - Number of New Vouchers Issued but not Under HAP Contract as of the last day of the month								
Emergency Housing Vouchers 2 - HAP Expenses After the First of the Month								
Emergency Housing Vouchers 2 - Admin Fees - Preliminary Fee Expenses								
Emergency Housing Vouchers 2 - Admin Fees - Placement/Issuance Fee Expenses								
Emergency Housing Vouchers 2 - Admin Fees - Ongoing Administrative Expenses								
Emergency Housing Vouchers 2 - Service Fee - Housing Search Assistance Expenses								
Emergency Housing Vouchers 2 - Service Fee - Security/Utility Deposit/Rental Application/Holding Fee Expenses								
Emergency Housing Vouchers 2 - Service Fee - Owner Incentive Expenses								
Emergency Housing Vouchers 2 - Service Fee - Other Eligible Expenses								
Emergency Housing Vouchers 2 - FSS Escrow Deposits								
Emergency Housing Vouchers 2 - FSS Escrow Forfeitures this Month								
Emergency Housing Vouchers 2 - Fraud Recovery Total Collected this Month								
Emergency Housing Vouchers 2 - Unrestricted Net Position Funds (UNP) as of the Last Day of the Month								
Emergency Housing Vouchers 2 - Restricted Net Position Funds (RNP) as of the Last Day of the Month								
Emergency Housing Vouchers 2 - Cash/Investment as of the Last Day of the Month								
Emergency Housing Vouchers 3								
Emergency Housing Vouchers 3 - HAP Expenses								
Emergency Housing Vouchers 3 - Number of New Vouchers Issued but not Under HAP Contract as of the last day of the month								
Emergency Housing Vouchers 3 - HAP Expenses After the First of the Month								
Emergency Housing Vouchers 3 - Admin Fees - Preliminary Fee Expenses								
Emergency Housing Vouchers 3 - Admin Fees - Placement/Issuance Fee Expenses								
Emergency Housing Vouchers 3 - Admin Fees - Ongoing Administrative Expenses								
Emergency Housing Vouchers 3 - Service Fee - Housing Search Assistance Expenses								
Emergency Housing Vouchers 3 - Service Fee - Security/Utility Deposit/Rental Application/Holding Fee Expenses								
Emergency Housing Vouchers 3 - Service Fee - Owner Incentive Expenses								

Emergency Housing Vouchers 3 - Service Fee - Other Eligible Expenses								
Emergency Housing Vouchers 3 - FSS Escrow Deposits								
Emergency Housing Vouchers 3 - FSS Escrow Forfeitures this Month								
Emergency Housing Vouchers 3 - Fraud Recovery Total Collected this Month								
Emergency Housing Vouchers 3 - Unrestricted Net Position Funds (UNP) as of the Last Day of the Month								
Emergency Housing Vouchers 3 - Restricted Net Position Funds (RNP) as of the Last Day of the Month								
Emergency Housing Vouchers 3 - Cash/Investment as of the Last Day of the Month								
Name of HA Point of Contact	Jim Stretz	Jim Stretz	Jim Stretz	Jim Stretz	Jim Stretz	Jim Stretz	Jim Stretz	Jim Stretz
Point of Contact Phone	(253) 620-5406	(253) 620-5406	2536205406	(253) 620-5406	(253) 620-5406	(253) 620-5406	(253) 620-5406	(253) 620-5406
Ext.:	1406	1406	1406	1406	1406	1406	1406	1406
Point of Contact E-mail Address	jimstretz@comcast.net	jimstretz@comcast.net	jimstretz@comcast.net	jimstretz@comcast.net	jimstretz@comcast.net	jimstretz@comcast.net	jimstretz@comcast.net	jimstretz@comcast.net
Name of Authorized HA Official	James Stretz	James Stretz	James Stretz	James Stretz	James Stretz	James Stretz	James Stretz	James Stretz
Official Housing Authority E-mail Address	jstretz@pchawa.org	jstretz@pchawa.org	jstretz@pchawa.org	jstretz@pchawa.org	jstretz@pchawa.org	jstretz@pchawa.org	jstretz@pchawa.org	jstretz@pchawa.org
FMC Financial Analyst	James Rhoads	James Rhoads	James Rhoads	James Rhoads	James Rhoads	James Rhoads	James Rhoads	James Rhoads
E-mail Address	James.C.Rhoads@hud.gov	James.C.Rhoads@hud.gov	James.C.Rhoads@hud.gov	James.C.Rhoads@hud.gov	James.C.Rhoads@hud.gov	James.C.Rhoads@hud.gov	James.C.Rhoads@hud.gov	James.C.Rhoads@hud.gov
FA Phone Number	(515) 284-4319	(515) 284-4319	(515) 284-4319	(515) 284-4319	(515) 284-4319	(515) 284-4319	(515) 284-4319	(515) 284-4319
Ext.								
Field Office Code	OAPH	OAPH	OAPH	OAPH	OAPH	OAPH	OAPH	OAPH
Field Office Name	SEATTLE HUB OFFICE	SEATTLE HUB OFFICE	SEATTLE HUB OFFICE	SEATTLE HUB OFFICE	SEATTLE HUB OFFICE	SEATTLE HUB OFFICE	SEATTLE HUB OFFICE	SEATTLE HUB OFFICE
Field Office Point of Contact	ROSANNE CHAVEZ	ROSANNE CHAVEZ	ROSANNE CHAVEZ	ROSANNE CHAVEZ	ROSANNE CHAVEZ	ROSANNE CHAVEZ	ROSANNE CHAVEZ	ROSANNE CHAVEZ
FO POC E-mail Address	ROSANNE.CHAVEZ@HUD.GOV	ROSANNE.CHAVEZ@HUD.GOV	ROSANNE.CHAVEZ@HUD.GOV	ROSANNE.CHAVEZ@HUD.GOV	ROSANNE.CHAVEZ@HUD.GOV	ROSANNE.CHAVEZ@HUD.GOV	ROSANNE.CHAVEZ@HUD.GOV	ROSANNE.CHAVEZ@HUD.GOV
FO POC Phone Number	(206) 220-6210	(206) 220-6210	(206) 220-6210	(206) 220-6210	(206) 220-6210	(206) 220-6210	(206) 220-6210	(206) 220-6210
Ext.								
Technical Assistance Center	1-888-245-4860	1-888-245-4860	1-888-245-4860	1-888-245-4860	1-888-245-4860	1-888-245-4860	1-888-245-4860	1-888-245-4860
Date	9/27/2022	9/27/2022	9/27/2022	9/27/2022	9/27/2022	9/28/2022	9/28/2022	9/28/2022