

<b>Streamlined Annual PHA Plan (HCV Only PHAs)</b>	U.S. Department of Housing and Urban Development Office of Public and Indian Housing	OMB No. 2577-0226 Expires 02/29/2016
--	---	---

**Purpose.** The 5-Year and Annual PHA Plans provide a ready source for interested parties to locate basic PHA policies, rules, and requirements concerning the PHA's operations, programs, and services, and informs HUD, families served by the PHA, and members of the public of the PHA's mission, goals and objectives for serving the needs of low- income, very low- income, and extremely low- income families

**Applicability.** Form HUD-50075-HCV is to be completed annually by **HCV-Only PHAs**. PHAs that meet the definition of a Standard PHA, Troubled PHA, High Performer PHA, Small PHA, or Qualified PHA do not need to submit this form. Where applicable, separate Annual PHA Plan forms are available for each of these types of PHAs.

**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 if administering both programs, or PHAS if only administering public housing.
- (2) **Small PHA** - A PHA that is not designated as PHAS or SEMAP troubled, or at risk of being designated as troubled, 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 and 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.

<b>A.</b>	<b>PHA Information.</b>																									
A.1	<p>PHA Name: <u>City of Pensacola Housing Division</u>      PHA Code: <u>FL092</u>                  PHA Plan for Fiscal Year Beginning: (MM/YYYY): <u>10/2018</u>                  PHA Inventory (Based on Annual Contributions Contract (ACC) units at time of FY beginning, above)                  Number of Housing Choice Vouchers (HCVs): <u>2288 and 189 VASH Vouchers</u>                  PHA Plan Submission Type: <input checked="" type="checkbox"/> Annual Submission      <input type="checkbox"/> Revised Annual Submission</p> <p><b>Availability of Information.</b> In addition to the items listed in this form, PHAs must have the elements listed below readily available to the public. A PHA must identify the specific location(s) where the proposed PHA Plan, PHA Plan Elements, and all information relevant to the public hearing and proposed PHA Plan are available for inspection by the public. Additionally, the PHA must provide information on how the public may reasonably obtain additional information of the PHA policies contained in the standard Annual Plan, but excluded from their streamlined submissions. At a minimum, PHAs must post PHA Plans, including updates, at the main office or central office of the PHA. PHAs are strongly encouraged to post complete PHA Plans on their official website.</p> <p>The proposed PHA Plan, PHA Plan Elements, and all other relevant information are available for inspection by the public at the City of Pensacola Housing Office, located at 420 W. Chase Street, Pensacola, Florida, 32501. The PHA Plan and Five-Year Plan are also available for viewing on the City of Pensacola website at <a href="http://cityofpensacola.com/198/Plans-Announcements">http://cityofpensacola.com/198/Plans-Announcements</a>. Additional information on PHA policies are contained within the PHA Administrative Plan, also located in the central office and online at the above website.</p> <p><input type="checkbox"/> <b>PHA Consortia:</b> (Check box if submitting a joint Plan and complete table below)</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 25%;">Participating PHAs</th> <th style="width: 10%;">PHA Code</th> <th style="width: 25%;">Program(s) in the Consortia</th> <th style="width: 20%;">Program(s) not in the Consortia</th> <th style="width: 20%;">No. of Units in Each Program</th> </tr> </thead> <tbody> <tr> <td>Lead HA:</td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td> </td> <td> </td> <td> </td> <td> </td> <td> </td> </tr> <tr> <td> </td> <td> </td> <td> </td> <td> </td> <td> </td> </tr> <tr> <td> </td> <td> </td> <td> </td> <td> </td> <td> </td> </tr> </tbody> </table>	Participating PHAs	PHA Code	Program(s) in the Consortia	Program(s) not in the Consortia	No. of Units in Each Program	Lead HA:																			
Participating PHAs	PHA Code	Program(s) in the Consortia	Program(s) not in the Consortia	No. of Units in Each Program																						
Lead HA:																										

<b>B.</b>	<b>Annual Plan.</b>				
<b>B.1</b>	<p><b>Revision of PHA Plan Elements.</b></p> <p>(a) Have the following PHA Plan elements been revised by the PHA since its last Annual Plan submission?</p> <p>Y N</p> <ul style="list-style-type: none"> <li>✓ Housing Needs and Strategy for Addressing Housing Needs.</li> <li>✓ Deconcentration and Other Policies that Govern Eligibility, Selection, and Admissions. <input type="checkbox"/> <input type="checkbox"/> Financial Resources.</li> <li>✓ Rent Determination.</li> <li>✓ Operation and Management.</li> <li>✓ Informal Review and Hearing Procedures.</li> <li>✓ Homeownership Programs.</li> <li>✓ Self Sufficiency Programs and Treatment of Income Changes Resulting from Welfare Program Requirements.</li> <li>✓ Substantial Deviation.</li> <li>✓ Significant Amendment/Modification.</li> </ul> <p>(b) If the PHA answered yes for any element, describe the revisions for each element(s): N/A</p>				
<b>B.2</b>	<p><b>New Activities</b></p> <p>(a) Does the PHA intend to undertake any new activities related to the following in the PHA's current Fiscal Year?</p> <p>Y N</p> <p>✓</p> <p>Project Based Vouchers.</p> <p>(b) If this activity is planned for the current Fiscal Year, describe the activities. Provide the projected number of project-based units and general locations, and describe how project-basing would be consistent with the PHA Plan. N/A</p>				
<b>B.3</b>					
<b>B.4</b>	<p><b>Most Recent Fiscal Year Audit.</b></p> <p>(a) Were there any findings in the most recent FY Audit?</p> <p>Y N N/A</p> <p>✓</p> <p>(b) If yes, please describe: N/A</p>				
<b>B.5</b>	<p><b>Certification by State or Local Officials.</b></p> <p><u>Form HUD 50077-SL, Certification by State or Local Officials of PHA Plans Consistency with the Consolidated Plan</u>, must be submitted by the PHA as an electronic attachment to the PHA Plan.</p>				
<b>B.6</b>	<p><b>Progress Report.</b></p> <p>Provide a description of the PHA's progress in meeting its Mission and Goals described in its 5-Year PHA Plan. (Attached)</p>				

B.7

**Resident Advisory Board (RAB) Comments.**

(a) Did the RAB(s) provide comments to the PHA Plan?

Y N  
✓

(a) 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.

Analysis of RAB comments:

All commenters appreciated the housing counselors and the overall service from the Housing Division. This included a comment that the topics covered at RAB meetings were very informative. All attached comments but one included portability issues.

Participants questioned if funding would impact portability. They were advised that the agency continues to accept "port in" clients and issue vouchers to program participants wishing to "port out" to other jurisdictions.

Participants requested that information regarding portability and moving to low poverty areas be made readily available.

The Housing Division will endeavor to connect participants with the Portability Specialist to clarify the process and requirements.

One RAB member indicated that incentives to moving to a low poverty area were unclear to her however, she had lived in her part of town her whole life but now with a voucher, she appreciates having a much nicer unit.

All comments were considered and the agency is reviewing procedures to readily assist participants with portability and the moving process.

Minutes from each meeting and written comments follow. **Attached**

# Instructions for Preparation of Form HUD-50075-HCV Annual PHA Plan for HCV Only PHAs

## A. PHA Information. All PHAs must complete this section. (24 CFR §903.23(4)(e))

A.1 Include the full PHA Name, PHA Code, PHA Type, PHA Fiscal Year Beginning (MM/YYYY), Number of 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.

PHA Consortia: Check box if submitting a Joint PHA Plan and complete the table. (24 CFR §943.128(a))

## B. Annual Plan. All PHAs must complete this section. (24 CFR §903.11(c)(3))

### 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."

**Housing Needs and Strategy for Addressing Housing Needs.** Provide a statement addressing the housing needs of low-income, very low-income families who reside in the PHA's jurisdiction and other families who are on the Section 8 tenant-based waiting list. 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. (24 CFR §903.7(a)(1) and 24 CFR §903.7(a)(2)(i)). 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. (24 CFR §903.7(a)(2)(ii))

**Deconcentration and Other Policies that Govern Eligibility, Selection, and Admissions.** A statement of the PHA's policies that govern resident or tenant eligibility, selection and admission including admission preferences for HCV. (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 HCV funding and other anticipated Federal resources available to the PHA, as well as tenant rents and other income available to support 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 rental contributions of families receiving tenant-based assistance, discretionary minimum tenant rents, and payment standard policies. (24 CFR §903.7(d))

**Operation and Management.** A statement that includes a description of PHA management organization, and a listing of the programs administered by the PHA. (24 CFR §903.7(e)(3)(4))

**Informal Review and Hearing Procedures.** A description of the informal hearing and review procedures that the PHA makes available to its applicants. (24 CFR §903.7(f))

**Homeownership Programs.** A statement describing any homeownership programs (including project number and unit count) administered by the agency under section 8y of the 1937 Act, or for which the PHA has applied or will apply for approval. (24 CFR §903.7(k))

**Self-Sufficiency Programs and Treatment of Income Changes Resulting from Welfare Program Requirements.** A description of any PHA programs relating to services and amenities coordinated, promoted, or provided by the PHA for assisted families, including those resulting from the PHA's partnership with other entities, for the enhancement of the economic and social self-sufficiency of assisted families, including programs provided or offered as a result of the PHA's partnerships with other entities, and activities under section 3 of the Housing and Community Development Act of 1968 and under requirements for the Family Self-Sufficiency Program and others. Include the program's size (including required and actual size of the FSS program) and means of allocating assistance to households. (24 CFR §903.7(l)(i)) Describe how the PHA will comply with the requirements of section 12(c) and (d) of the 1937 Act that relate to treatment of income changes resulting from welfare program requirements. (24 CFR §903.7(l)(iii))

**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; or b) any change with regard to homeownership programs. 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.

B.2 **New Activity.** If the PHA intends to undertake new activity using Housing Choice Vouchers (HCVs) for new Project-Based Vouchers (PBVs) in the current Fiscal Year, mark "yes" for this element, and describe the activities to be undertaken in the space provided. If the PHA does not plan to undertake this activity, mark "no." (24 CFR §983.57(b)(1) and Section 8(13)(C) of the United States Housing Act of 1937.

**Project-Based Vouchers (PBV).** Describe any plans to use HCVs for new project-based vouchers. If using PBVs, provide the projected number of project-based units and general locations, and describe how project-basing would be consistent with the PHA Plan.

- B.3 Most Recent Fiscal Year Audit.** If the results of the most recent fiscal year audit for the PHA included any findings, mark "yes" and describe those findings in the space provided. (24 CFR §903.11(c)(3), 24 CFR §903.7(p))
- B.4 Civil Rights Certification.** Form HUD-50077, *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))
- B.5 Certification by State or Local Officials.** Form HUD-50077-SL, *Certification by State or Local Officials of PHA Plans Consistency with the Consolidated Plan*, including the manner in which the applicable plan contents are consistent with the Consolidated Plans, must be submitted by the PHA as an electronic attachment to the PHA Plan. (24 CFR §903.15)
- B.6 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 §903.11(c)(3), 24 CFR §903.7(r)(1))
- B.7 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)

---

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 Annual PHA Plan. The Annual PHA Plan provides 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 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 4.5 hour 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

Mission and Goals Progress Report  
Fiscal Year 2018-2019

**PHA Mission:** The mission of the Pensacola Housing Division is accomplished through consistent cooperation with other agencies and private local businesses who share the same goals of providing decent, safe, and sanitary housing to low, very low, and extremely low income families, including homeless veterans. The Housing Division continues to partner with Escambia County, the EscaRosa Coalition on the Homeless, the VA's Medical Center Clinic (VMAC), the Pensacola Association of Realtors, nonprofit housing providers, local landlords and contractors, and Santa Rosa, Fort Walton Beach, and Foley Housing Authorities. The Housing Division often participates in community events, such as HUD's Point in Time count and the Escambia-Pensacola Human Relations Commission's Fair Housing workshops.

Housing assistance for low-income households encompasses rental assistance through the Section 8 Housing Choice Voucher (HCV) program, rental assistance through the Veterans Affairs Supportive Housing (VASH) program, homeowner assistance through rehabilitation which utilizes Community Development Block Grant (CDBG) funds and total reconstruction, which utilizes HOME Investment Partnerships program (HOME) funding. State Housing Investment Partnerships (SHIP) and HOME funds are utilized for down payment and closing cost assistance for home buyers, foreclosure prevention, and homebuyer's workshops. The Housing Division continues to seek new projects to provide housing assistance throughout the community. Funding is also provided to assist the Council on Aging of West Florida, Inc., with nutritional services for elderly and disabled City residents.

**PHA GOAL:** Increase the availability of decent, safe and affordable housing

1. Apply for additional rental vouchers: The City of Pensacola Housing Division will continue to apply for Housing Choice Vouchers (HCV) and VASH vouchers as HUD makes them available. The Housing Division will also apply for and utilize any HOME funding should it become available for Tenant Based Rental Assistance (TBRA).

The Pensacola Housing Division continues in partnership with the Pensacola VMAC in its commitment to house homeless veterans. These veterans are mostly local, but many throughout the country utilize portability to relocate to the Pensacola Area. Pensacola Housing Division has utilized its full allotment of 182 HUD-VASH vouchers, and, on April 1, 2018, was awarded an additional 7 VASH vouchers. The Pensacola Housing Division also entered into a Memorandum of Understanding in August, 2017, with the Fort Walton Beach Housing Authority to utilize 24 of their unfilled VASH vouchers through the portability process. Pensacola Housing also continues to work closely with the Santa Rosa County Housing Authority through portability, as well as Foley Housing Authority located in Baldwin County, Alabama as the

VMAC in Pensacola also provides services to veterans in both jurisdictions. The Housing Division and the VA will continue to work to acquire more vouchers.

The Housing Division is continually considering adjustments to the Housing Choice Voucher Program, both to streamline its processes and to conform to changing regulations. On December 14, 2017, an updated Administrative Plan was approved by Pensacola City Council. Changes were made to the inspection process to include allowing for the collection of a re-inspection fee from the landlords and revisions to the tenant cancellation policy. These changes are meant to reduce program administrative costs. The updated Administrative Plan has been submitted to HUD and can be found online at the City of Pensacola website under the Housing Division's section.

2. Leverage private or other public funds to create additional housing opportunities:

For Fiscal Year 2017, 103 families closed on new and existing homes utilizing SHIP funds through the First Time Homebuyer's Assistance and the HOME programs, which provided down payment and closing cost assistance. HOME funding provided financial assistance to reconstruct 2 severely dilapidated homes located within the City for qualified low, very low, and extremely low income homeowners. CDBG funds were utilized to develop a pool of prepared homebuyers and homeowners; 122 families attended classes offered by the Housing Division and 17 existing homes were rehabilitated through CDBG.

The Escambia/Pensacola Affordable Housing Advisory Committee, comprised of community professionals, met on a monthly basis to review and offer recommendations and enhancements to plans and policies related to affordable housing.

During FY 2017 the City of Pensacola established the Housing Initiatives Fund. Proceeds allocated to this fund, from the sale of underutilized city-owned property, will be used to supplement existing and future adopted affordable housing initiatives. In January, using HOME using Housing Initiatives funding, the City of Pensacola Housing Incentive Program (COPHIP) was launched providing down payment and closing cost assistance to area essential service personnel.

The City also began negotiations with a developer to construct a blended income, 30 unit single family development located in the Westside Redevelopment Area.

3. Encourage owners and landlords to participate in the HCV programs: The Pensacola Housing Division works with owners and landlords to improve their rental experience through the assistance programs. The paperwork has been streamlined, as have the HAP payments through direct deposit and inspection processes resulting in less burden to the owners/agents/landlords.

A partnership with Pensacola Association of Realtors has proven beneficial to all participants in assisting with the search for available units and establishing rent reasonableness.

**PHA GOAL: Improve the quality of assisted Housing**

Pensacola/Escambia County has new affordable developments coming on line:

Delphin Downs: This will be a 72 unit tax-credit family development, to be constructed in the City's Westside Redevelopment Area. The City's Community Redevelopment Agency and City Council worked closely with the developer to ensure a development that will be an enhancement to the area while continuing to address the need for affordable housing.

Brownsville Manor: An 87-unit elderly tax credit complex has been approved for financing by Florida Housing Finance Corporation. Construction is expected to begin at the end of 2018 and extend into 2019.

Century Park: A 50-unit family development, completed during Fiscal Year 2017, located in the north end of Escambia County is providing much needed affordable housing to one of the poorest communities in the County.

The availability of newly constructed, affordable units will continue to address the needs of clients in finding decent, affordable rentals.

**PHA GOAL: Promote self-sufficiency and asset development for families and individuals**

The Pensacola Housing Division continues to provide first time homebuyer and foreclosure prevention classes on a semi-monthly basis, as well as counseling to assist families in improving their credit and knowledge in order to prepare them to become homebuyers, as a natural progression toward self-sufficiency. The HCV and VASH clients are especially encouraged to work towards achieving self-sufficiency in order to progress to homeownership. Veterans are urged to enroll in vocational rehabilitation and the many GI Bill educational opportunities available to them.

Clients are also advised of the availability of TRIO, which assists college-ready students with enrollment, admissions, financial aid, educational and career guidance, as well as financial workshops. Trio is located on all campuses of Pensacola State College, and there is no charge for their services.



City of Pensacola Housing Office

**Resident Advisory Board Minutes**

Englewood Senior Apartments – February 15, 2018

A meeting of the Resident Advisory Board for the Housing Choice Voucher Program was held in the Media Room of the Englewood Senior Apartments, 8810 Cervantes Street, Pensacola, at 2:00 p.m. Present were Karen Thompson and Marsha Bazinet, Administrative Officers for the City of Pensacola Housing Division, Ms. Betty Greene, Ms. Dale Bracey, Ms. Pat Babbs, and Mr. Philippe Hutinet, Housing Choice Voucher Program participants.

The meeting opened with an introduction to the Annual Plan by Marsha Bazinet, who explained the purpose of the Annual Plan in setting goals for the Housing Division for the coming year. Housing has also made revisions to the Administrative Plan, which were approved by City Council in December, 2017. The Administrative Plan contains the Housing Division's policies and procedures which was revised to remain in compliance with recent changes in program regulations.

Discussion of these topics followed:

- Karen Thompson explained that the funding for 2018-2019 voucher programs is uncertain, and therefore, the waiting list has been closed. With approximately 1650 families currently on the list, new families are not being issued vouchers at this time. Participants are advised to adhere to program requirements; if a voucher is terminated, it will be difficult to replace.
- Ms. Thompson also spoke to participants about the recertification requirements; how clients are notified a minimum of 90 days in advance, and that the participants are requested to appear with annual documentation within certain blocks of time. The requirement is that the participant call to reschedule if unable to meet their appointment time. Failure to recertify is grounds for termination of assistance, and it is the participant's responsibility to reschedule appointments if necessary.
- Marsha Bazinet discussed the issue of overpayments, and that only one active overpayment is allowed. Participants are required to report changes in income and/or household composition, in writing, within 10 days. Failure to report may result in a repayment agreement, and families may not move if their payments are not kept current; they may not use portability unless the overpayment balance is reimbursed to the Housing Division in full.

Englewood Senior Apartments

(Attachment B7)

February 15, 2017

Page 2

- Marsha Bazinet also explained the changes to policies regarding criminal histories, that a felony conviction for drugs or violent crime within three years of application will make a family ineligible. Also, landlords are now being screened for registration on the National Sex Offenders Public website.
- Ms. Thompson discussed absence from the unit, which has changed from 30 days to 60 days. In response to a question, she responded that more time is allotted for hospitalization, however, it is beneficial to all if the family advised the Housing Division and the apartment managers when they will be absent and when they are expected to return.
- Ms. Thompson advised the participants that changes were going to be made regarding inspection procedures; that participants and landlords will receive letters in the mail; to read them closely, and to keep those letters for reference and to share the information with their friends. They may also contact their Housing Specialist if there are questions.

The meeting ended at 3:30 p.m.

Respectfully Submitted,

Marsha Bazinet

City of Pensacola Housing Office

**Resident Advisory Board Minutes**

The Pines at Warrington – February 20, 2018

A meeting of the Resident Advisory Board for the Housing Choice Voucher Program was held in the Community Room of the Pines at Warrington Apartments, 4101 W. Navy Boulevard, Pensacola, at 2:000 p.m. Present were Karen Thompson and Marsha Bazinet, Administrative Officers for the City of Pensacola Housing Division, Ms. Devano Johnson and Ms. Essie Maxwell, Housing Choice Voucher Program participants.

The meeting opened with an introduction to the Annual Plan by Marsha Bazinet, who explained the purpose of the Annual Plan in setting goals for the Housing Division for the coming year. Housing has also made revisions to the Administrative Plan, which were approved by City Council in December, 2017. The Administrative Plan contains the Housing Division's policies and procedures which was revised to remain in compliance with recent changes in program regulations.

Discussion of these topics followed:

- Karen Thompson explained that the program funding for 2018-2019 is uncertain for the voucher programs, and that the waiting list has been closed with approximately 1650 families on the list. New vouchers are not being issued, and participants are advised to adhere to program requirements in order to retain their assistance.
- Ms. Thompson also spoke to participants about the recertification requirements; how clients are notified a minimum of 90 days in advance, and that the participants are requested to appear with annual documentation within certain blocks of time. The requirement is that the participant call to reschedule if unable to meet their appointment time. Failure to recertify is grounds for termination of assistance, and it is the participant's responsibility to reschedule appointments if necessary. Participants were also advised regarding the availability of home visits upon request.
- Marsha Bazinet discussed the issue of overpayments and repayment agreements for unreported income; the adjustment to the Administrative Plan is to allow one active repayment agreement at a time. There is also a restriction on moving; it is not allowed unless payments are current, and there is no portability allowed until the balance is paid in full. Participants are required to report changes in income and/or household composition, in writing, within ten days.

- Marsha Bazinet explained the updated criminal history policies; when a person convicted of a felony drug crime or crime of violence will be ineligible for housing assistance for three years. Also, applicants who were incarcerated will not be eligible to participate in the program for three years from the date of their release date.
- Program participants said they feel better knowing the Housing Office is screening participants; and said they don't think the current policies are too stringent. A discussion ensued regarding safety on the apartment premises. The participants said they feel fairly safe, as security cameras have been installed, but they are very cautious after dark; the younger tenants tend to hang out in the stairwells.
- It was also noted that landlords are now being screened as well for registration on the National Sex Offenders Public website.
- Ms. Thompson discussed absence from the unit, which has generally changed from 30 days to 60 days. She acknowledge that more time is allotted for hospitalization, however, it is beneficial to all if the family advises their Housing Specialist and the apartment managers when they will be absent and when they are expected to return so that they will not be considered as having possibly vacated their rental unit.
- Ms Thompson advised the participants that policy adjustments are in the process of being made in regard to inspection procedures; that participants and landlords will receive letters in the mail; to read them closely, and to keep them for future reference. All participants may contact their Housing Socialist if there are questions.

The meeting ended at 3:30 p.m.

Respectfully Submitted,

Marsha Bazinet

City of Pensacola Housing Office

**Resident Advisory Board Minutes**

Morris Court Community Room – February 27, 2018

A meeting of the Resident Advisory Board for Fiscal Year 2018/2019 was held in the Community Room of the Morris Court II Apartment Complex, and began at 3:00 p.m.

Housing's Administrative Officers Karen Thompson and Marsha Bazinet were present, as was Morris Court Manager Tasha Nixon and Assistant Manager Ly'Sheena Capehart, as well as the following program participants:

Edward Crumpton	John McCants	Shalandra Pugh
Tommie Carroll	Sammie Savage	Sylvia Slaughter
Pauline Scott	Burlen Black	Catherine Reeves
Ronnie Banks	Annamaria Reynolds	Jessie Reeves
Janice Evans		

Marsha Bazinet opened the meeting by welcoming the attendees. She explained the purpose of the meeting and the Annual Plan, explaining that the Administrative Plan had been updated and was approved by City Council in December, and that there were some changes that participants and landlords need to be aware of. Participants were also urged to offer any input they may have, and all questions are welcome.

Topics of discussion were introduced as follows:

- Program funding: Karen Thompson explained that the program funding for 2018-2019 is uncertain for the voucher programs, and that the waiting list has been closed with approximately 1650 families on the list. New vouchers are not being issued, and participants are advised to adhere to program requirements in order to retain their assistance.
- 
- The Recertification Process: Karen Thompson asked how participants feel about the recertification process, which opens blocks of time, two days a week, without specific appointments. Participants generally like the process; they are given 90 days' notice in advance of their recertification date. Ms. Thompson advised them to be sure to call and cancel and reschedule in advance of missing their recertification date, and stressed that if they miss two appointments, they will be sent a termination letter.

- Repayment agreements: Marsha Bazinet explained the basis of overpayments, which are the overpayment of Housing Assistance on a tenant's behalf due to unreported income. The updated policy is that client's may have one overpayment at a time; they may not move if they are not current on their payments, and may not use portability to another jurisdiction unless the balance is repaid to the City in full.
- Participants were informed of the changes to policies regarding criminal histories; that a felony conviction for drugs or violent crime within three years of application for assistance will make a family ineligible. Also, landlords are now being screened for registration on the National Sex Offenders Public website.
- Absence from the unit: Participants were informed that the thirty day maximum to be absent from their unit has been updated to sixty days. This may be adjusted for medical issues, but tenants should inform the manager if they intend to be absent for any period of time. Apartment Manager Tasha Nixon stated that, for her apartment complex, the thirty day limit to be absent will remain in place unless there are extenuating circumstances, such as hospital emergencies.
- Inspections: Participants were advised that a letter has been sent to landlords and tenants alike, stating the new inspection policies. Ms. Nixon advised us that she had received the letter through email, and that her rental company would be contacting the program manager for further clarification. Participants were urged to keep the letters for further reference as unusual circumstances may arise. They were also informed regarding the availability of complaint inspections and the procedures, should there be any problems with their unit.

The meeting concluded 4:30 p.m.

Respectfully Submitted,

Marsha Bazinet

City of Pensacola Housing Office

**Resident Advisory Board Minutes**

Wesley Scott Place Senior Apartment Complex – March 6, 2018

The Resident Advisory Board for the Housing Choice Voucher Program met at 10:00 a.m. in the Community room at Wesley Scott Place Senior Apartments, 3300 West Scott Street, Pensacola. Present were Karen Thompson and Marsha Bazinet, Administrative Officers for the City of Pensacola Housing Division, Apartment Manager James Hixon, as well as the following program participants:

Geneva Burke	Mary F. Williams	Dorothy Baldwin
Betty Dortch	Caroline A. Rolle	Betty Jean Robinson
Minnie Bradley	Dorothy Tergill	Linda Patten
Regina Debow		

The meeting opened with an introduction to the Annual Plan by Marsha Bazinet, who explained the purpose of the Annual Plan in setting goals for the Housing Division for the coming year. Housing has also made revisions to the Administrative Plan, which were approved by City Council in December, 2017. The Administrative Plan contains the Housing Division's policies and procedures which is revised to remain in compliance with recent changes in program regulations.

Discussion of these subjects followed:

- Program funding: Karen Thompson explained that because there has been no budget from Congress in the past year, the waiting list has remained closed and new applications are not being taken. It is necessary to ensure that current program participants are funded. As new funding information is distributed to Housing Agencies, the programs will be adjusted, and hopefully, the waiting list will be opened again.

Participant Caroline Rolle asked if portability would be affected by the funding issues, and was advised that the Housing Division was still accepting port-ins from other agencies and issuing vouchers to clients to port out. Portability clients are not being absorbed at this time. She also asked a question regarding the waiting list for elderly/disabled, and was advised that no applications are being accepted at this time.

- Participants stated that they think the recertification process is working out well; clients may come to the Housing Office on a specified date and time. They are urged to reschedule if they cannot be there during the scheduled time, as participants who miss two appointments will face termination of their assistance. They were also advised that home visits may be arranged when necessary, and to contact their housing counselor for further assistance.

- Repayment agreements were discussed, with the participants reminded that they must report changes in income and household composition in writing in a timely manner. Only one active repayment agreement at a time is now acceptable, and must be paid in full before porting to another jurisdiction. Payments must also be current by the contract renewal date.
- Participants were informed of the changes to policies regarding criminal histories, that a felony conviction for drugs or violent crime within three years of application will make a family ineligible. An applicant will also be ineligible for three years from the date of their release from incarceration. Also, landlords are now being screened for registration on the Nation Sex Offender Public website. One participant asked if maintenance personnel are also screened. Staff indicated this would be a responsibility of their employer this would be a responsibility of their employer.
- Families may now be absent from the unit for up to 60 days, as long as the management approves the absence, and the housing office is informed in advance. Participants were also reminded that they may request a live-in aide, in advance of allowing another person to move in, and should keep their Housing Counselor informed
- Participants were asked to look for a letter in the mail, which will be sent to all tenants and landlords, advising of new policies and procedures for inspections. They may wish to keep the letter to refer to at a later date.

The meeting closed at 11:15 a.m., with an invitation from the apartment manager to return next year, and a thank you from the participants for being included in the Resident Advisory Board process.

Respectfully Submitted,

Marsha Bazinet



Housing Division                      Attn: Housing Division  
DEPT OF HOUSING/LEGAL ADS  
PO BOX 12910

PENSACOLA                      FL    32502

Published Daily-Pensacola, Escambia County, FL

**PROOF OF PUBLICATION**

State of Florida  
County of Escambia:

Before the undersigned authority personally appeared **Brittini L Pennington**, who on oath says that he or she is a Legal Advertising Representative of the **Pensacola News Journal**, a daily newspaper published in Escambia County, Florida that the attached copy of advertisement, being a Legal Ad in the matter of

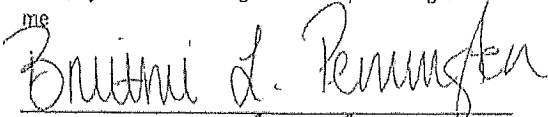
LEGAL NOTICE The Residen

as published in said newspaper in the issue(s) of:

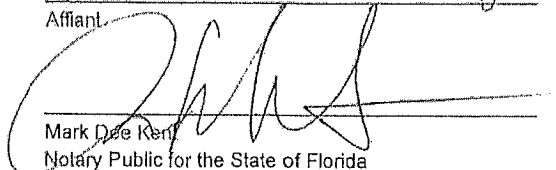
**03/24/18**

Affiant further says that the said **Pensacola News Journal** is a newspaper in said Escambia County, Florida and that the said newspaper has heretofore been continuously published in said Escambia County, Florida, and has been entered as second class matter at the Post Office in said Escambia County, Florida, for a period of one year next preceding the first publication of the attached copy of advertisement; and affiant further says that he or she has neither paid nor promised any person, firm or coporation any discount, rebate, commission or refund for the purpose of securing this advertisement for publication in the said newspaper.

Sworn to and Subscribed before me this 6th of April 2018, by Brittini L Pennington who is personally known to me



Affiant



Mark Dee Kent  
Notary Public for the State of Florida  
My Commission expires October 27, 2019

Publication Cost: \$154.34  
Ad No: 0002812778  
Customer No: PNJ-20423050

**LEGAL NOTICE**

The Resident Advisory Board has met and discussed the City of Pensacola's Public Housing Agency (PHA) Annual Plan and recent changes to the Administrative Plan for 2018-2019. The Plan will outline the goals and objectives for serving the needs of the City of Pensacola and Escambia County's rental assistance program participants, and is submitted to the U.S. Department of Housing and Urban Development on an annual basis.

A copy of the PHA Annual Plan and the PHA 5-Year Plan is available for public review at the Pensacola Housing Office, 420 W Chase Street; online at <http://www.cityofpensacola.com/housing/Plans>; or may be provided electronically upon request. Comments are encouraged and may be submitted by May 8, 2018 to the City of Pensacola Housing Division, P.O. Box 12910, Pensacola, FL 32521, hand delivered to the Housing Division, faxed to Marsha Bazinet at 850-595-0113, or emailed to [mbazinet@cityofpensacola.com](mailto:mbazinet@cityofpensacola.com).

A Public Hearing is scheduled for Tuesday, May 8, 2018 at 3:00 p.m. in the City Housing Division training room, 420 W. Chase Street, Pensacola, Florida. All interested persons may appear and provide comment on the PHA Annual Plan.

The City of Pensacola adheres to the Americans with Disabilities Act and will make reasonable modifications for access to City services, programs, and activities. Please call 858-0350 (or T.D.D. 850-595-0102) for further information. Requests must be made at least 48 hours in advance of the event in order to allow the City time to provide the requested services.

Ashton J. Hayward, III  
Mayor  
Legal No. 2812778 1T March 24, 2018

NOTARY PUBLIC  
Escambia County, Florida  
My Commission Expires 10/27/2019  
My Notary Public No. 2812778

Housing Choice Voucher Program

Resident Advisory Board - Comments and Suggestions

**Attention: Marsha Bazinet, HCV Coordinator**

The Housing Division is requesting participant comments and suggestions for inclusion in the submission of the Annual Plan to the Department of Housing and Urban Development (HUD) for the coming year.

Suggested topics are: Our customer service to you

- The Waiting List process (phone in)
- The Recertification process (appointments/walk in)
- The Inspection process
- The Moving process and/or the Portability process
- Moving to a low poverty area
- Criminal History and program participation

How are we doing and how can we make your experiences with us better?

- ① Timely notification of change e.g. Rent portion increase/decrease
- ② Give participants that Portability is an option
- ③ Information about moving to ~~low~~<sup>new</sup> low poverty area made readily available to participants

**RECEIVED**

JAN 31 2018

Housing Dept.



Philippe HUTINET  
Englewood Senior Apts Apt 425

Housing Choice Voucher Program

Resident Advisory Board - Comments and Suggestions 2018

**Attention: Marsha Bazinet, HCV Coordinator**

The Housing Division is requesting participant comments and suggestions for inclusion in the submission of the Annual Plan to the Department of Housing and Urban Development (HUD) for the coming year.

Suggested topics are: Our customer service to you

- The Waiting List process (phone in)
- The Recertification process (appointments/walk in)
- The Inspection process
- The Moving process and/or the Portability process
- Moving to a low poverty area
- Criminal History and program participation

**RECEIVED**

FEB 14 2018

Housing Dept.

How are we doing and how can we make your experiences with us better?

Hello! Bonjour! Ms Bazinet!

I will attend your meeting the 13th of February  
The certification process was well processed and we (I and my live-in aide) did not even have to wait on Chase St Inspection process was postponed because it is now biannual

The portability process was a pitfall because my son and my daughter in law in Washington D.C. were not communicating well with me and I did not understand some of the modalities (price of the rent, type of apartment and how to trigger the whole thing). So I decided to stay here and maybe I will go myself to Wash D.C. to deal directly with the possibilities

I am very happy with the Department of Housing. And thank you very to Mrs Humphrey and you for giving an affordable housing  
Sincerely, Philippe Hutinet

**Attention: Marsha Bazinet, HCV Coordinator**

The Housing Division is requesting participant comments and suggestions for inclusion in the submission of the Annual Plan to the Department of Housing and Urban Development (HUD) for the coming year.

Suggested topics are: Our customer service to you

The Waiting List process (phone in)

The Recertification process (appointments/walk in)

The Inspection process

The Moving process and/or the Portability process

Moving to a low poverty area

Criminal History and program participation

How are we doing and how can we make your experiences with us better?

More lights put up very dark and unsafe.  
The meeting was very Good!! all my  
questions was answered. Thank you  
for your support.



Housing Choice Voucher Program

Resident Advisory Board - Comments and Suggestions 2018

**Attention: Marsha Bazinet, HCV Coordinator**

The Housing Division is requesting participant comments and suggestions for inclusion in the submission of the Annual Plan to the Department of Housing and Urban Development (HUD) for the coming year.

Suggested topics are: Our customer service to you

- ✗ The Waiting List process (phone in)
- The Recertification process (appointments/walk in)
- The Inspection process
- The Moving process and/or the Portability process
- Moving to a low poverty area
- Criminal History and program participation

How are we doing and how can we make your experiences with us better?

We need TALK our case manager on moving time and they pick up the phone when it is porting, and yall need check out Buddon and talk to Sandra Gard before tent move in, you need check if they fix things around where tent is going move in tent and cut down close spots for move in because it cost to much money to move that is tent is going move. And is doing great keep up good work

Betty Greene  
1810 West Catherine Street  
Engle ~~Senior~~ Senior apartment  
Unit 205

P.S. I am not going be at meeting because I am in school at Lakeview



Resident Advisory Board - Comments and Suggestions 2018

**Attention: Marsha Bazinet, HCV Coordinator**

The Housing Division is requesting participant comments and suggestions for inclusion in the submission of the Annual Plan to the Department of Housing and Urban Development (HUD) for the coming year.

Suggested topics are: Our customer service to you

- The Waiting List process (phone in)
- The Recertification process (appointments/walk in)
- The Inspection process
- The Moving process and/or the Portability process
- Moving to a low poverty area
- Criminal History and program participation

**RECEIVED**

MAR 21 2018

Housing Dept.

How are we doing and how can we make your experiences with us better?

The waiting list process is very appropriate and helpful, necessary and beneficial.

The Recert. process is very, very good and is more adequate its good for us elderly, getting, slower people and the Counselors are kind, courteous and polite not to mention considerate and helpful.

The inspection process a very needed part of the program, in that it not only looks out for (consider) HAP rules, it gives us (tenants) a feeling of well being and to know that all (tenants) as well as managers are held accountable and do have to provide necessary safety.

The moving process and/or portability process is great. Moving to a low poverty area? I lived in one all my life. But HAP makes it better than it was.

Criminal History and Program participation is very, very ideal for these times.

Thank you all very much for allowing me to comment on your (progressively) (excuse please) progressively upwardly mobility.

Sincerely  
Betty J. Dortch



(Attachment)

City of Pensacola Housing Division Administrative Plan  
Housing Choice Voucher Program  
December 17, 2017 Revision (excerpt)

### **Section 3.0 Fair Housing and Equal Opportunity**

#### **Part 3.4 The Violence Against Women Act (VAWA)**

In compliance with the Violence against Women and Department of Justice Reauthorization Act of 2005 (VAWA), as well as the Violence Against Women Reauthorization Act of 2013 (VAWA 2013), Pensacola Housing will not deny admission to the HCV program to any applicant who has been a victim of domestic violence, dating violence, stalking, or sexual assault, provided they have met the other admission requirements.

In addition, Pensacola Housing will adhere to the following guidelines when administering the HCV program to applicants or participants who are victims of domestic abuse:

1. Being a victim of domestic violence, dating violence, stalking, or sexual assault (collectively known as "abuse") is not a basis for denial of assistance to HCV programs.
2. Incidents or threats of abuse will not be regarded as "serious or repeated violations of the lease" for termination of assistance, tenancy, or occupancy rights of a victim of abuse.
3. Criminal activity directly relating to abuse, engaged in by a member of a tenant's household or any guest or other person under the tenant's control, shall not be a cause for termination of assistance, tenancy, or occupancy rights if the tenant or an affiliated individual of the tenant is the victim or threatened victim of that abuse. VAWA 2013 defines an affiliated individual as a spouse, parent, brother, sister, or child of that individual; or an individual to whom that individual stands in loco parentis; or any individual, tenant, or lawful occupant living in the household of that individual.
4. The Housing Division or owner/manager may remove a household member from the voucher or from a lease without regard to whether the household member is a signatory to the lease, in order to evict, remove, terminate occupancy rights, or terminate assistance to any individual who is a lawful tenant or lawful occupant and who engages in criminal activity directly relating to domestic violence, dating violence, sexual assault, or stalking against an affiliated individual or other individual, without evicting, removing, terminating assistance, or otherwise penalizing the victim of such activity, who is also a tenant or lawful occupant.
5. Such eviction, removal, termination of occupancy rights, or termination of assistance shall be effected in accordance with the procedures prescribed by federal, state, or local law for termination of leases or assistance. This federal statute authority takes precedence over any federal, state, or local law to the contrary; however, any eviction or removal or termination of assistance must be in accordance with procedures prescribed by federal, state, and local law (for example, the Landlord-Tenant Act, or HCV program regulations).
6. The family may request to move or port, in violation of the lease, if the family has met all other requirements and has moved out of the assisted unit to protect the health or safety of an individual who was the victim of abuse and who reasonably believed he or she was imminently threatened by further abuse if he or she remained in the unit.

In order to protect their ongoing assistance, participants who are victims of abuse may be asked to certify that incidences of abuse are bona fide. Form HUD-5382 may be used for this purpose. The certification must contain the name of the perpetrator, but only if the name of the perpetrator is known to

the victim, and the name can be provided safely. Certification must be provided within 14 business days after Pensacola Housing's request for it. If the certification is not provided within this timeframe, Pensacola Housing may terminate assistance.

In lieu of the tenant completing form HUD-5382, Pensacola Housing will also accept documentation signed by an employee, agent, or volunteer of a victim service provider, an attorney, a medical professional, or a mental health professional, or a record from an administrative agency from which the victim has sought assistance, in which the professional or agency official attests under penalty of perjury that the incident(s) are bona fide. Federal, state, tribal, territorial or local police or court records will also be acceptable.

All information provided by the victim is confidential. Applicants and program participants will be informed of their rights under VAWA and VAWA 2013 at admission, during eligibility and recertification meetings, and in notifications informing them that assistance has been denied or terminated.



**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, Ashton J. Hayward, III, the Mayor of the City of Pensacola, Florida  
*Official's Name* *Official's Title*

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

City of Pensacola Housing Division  
*PHA Name*

is consistent with the Consolidated Plan or State Consolidated Plan and the Analysis of

Impediments (AI) to Fair Housing Choice of the

Pensacola/Escambia County, Florida  
*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 Annual PHA Plan for the City of Pensacola Division of Housing is consistent with the Consolidated Plan and the AI in its mission and goals (as stated in the Annual Plan) to provide decent, safe, affordable housing to low income residents in the jurisdiction. The Consolidated Plan and the AI may be viewed at <http://www.cityofpensacola.com/198/Plans-Announcements>.

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	Ashton J. Hayward, III	Title	Mayor
Signature		Date	

**Certifications of Compliance with  
PHA Plans and Related Regulations  
(Standard, Troubled, HCV-Only, and  
High Performer PHAs)**

U.S. Department of Housing and Urban Development  
Office of Public and Indian Housing  
OMB No. 2577-0226  
Expires 02/29/2016

**PHA Certifications of Compliance with the PHA Plan and Related Regulations including  
Required Civil Rights Certifications**

*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 X Annual PHA Plan for the PHA fiscal year beginning 2018, 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 Resident Advisory Board or Boards in developing the Plan, including any changes or revisions to the policies and programs identified in the Plan before they were implemented, and considered the recommendations of the RAB (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 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.
5. 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.
6. 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.
7. For PHA Plans 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 a site-based waiting list 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 a 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).
8. The PHA will comply with the prohibitions against discrimination on the basis of age pursuant to the Age Discrimination Act of 1975.
9. 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.
10. 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.
11. 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.

12. The PHA will take appropriate affirmative action to award contracts to minority and women's business enterprises under 24 CFR 5.105(a).
13. 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.
14. 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.
15. The PHA will keep records in accordance with 24 CFR 85.20 and facilitate an effective audit to determine compliance with program requirements.
16. 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.
17. 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).
18. 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.
19. 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.
22. The PHA certifies that it is in compliance with applicable Federal statutory and regulatory requirements, including the Declaration of Trust(s).

City of Pensacola Housing Office  
PHA Name

FL092

PHA Number/HA Code

Annual PHA Plan for Fiscal Year 2018-2019

5-Year PHA Plan for Fiscal Years 20\_\_ - 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 Ashton J. Hayward, III

Title Mayor

Signature

Date

**Certifications of Compliance with  
PHA Plans and Related Regulations  
(Standard, Troubled, HCV-Only, and  
High Performer PHAs)**

U.S. Department of Housing and Urban Development  
Office of Public and Indian Housing  
OMB No. 2577-0226  
Expires 02/29/2016

**PHA Certifications of Compliance with the PHA Plan and Related Regulations including  
Required Civil Rights Certifications**

*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 X Annual PHA Plan for the PHA fiscal year beginning 2017, 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 Resident Advisory Board or Boards in developing the Plan, including any changes or revisions to the policies and programs identified in the Plan before they were implemented, and considered the recommendations of the RAB (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 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.
5. 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.
6. 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.
7. For PHA Plans 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 a site-based waiting list 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 a 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).
8. The PHA will comply with the prohibitions against discrimination on the basis of age pursuant to the Age Discrimination Act of 1975.
9. 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.
10. 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.
11. 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.

12. The PHA will take appropriate affirmative action to award contracts to minority and women's business enterprises under 24 CFR 5.105(a).
13. 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.
14. 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.
15. The PHA will keep records in accordance with 24 CFR 85.20 and facilitate an effective audit to determine compliance with program requirements.
16. 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.
17. 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).
18. 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.
19. 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.
22. The PHA certifies that it is in compliance with applicable Federal statutory and regulatory requirements, including the Declaration of Trust(s).

City of Pensacola Housing Office  
PHA Name

FL092

PHA Number/HA Code

Annual PHA Plan for Fiscal Year 2017-2018

5-Year PHA Plan for Fiscal Years 20\_\_ - 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 Ashton J. Hayward, III

Title Mayor

Signature

Date