

COMMISSIONERS RECORD 52
FRANKLIN COUNTY
Commissioners' Proceedings for March 5, 2014

This document is a summarized version of the Board of Commissioners proceedings. The minutes are paraphrased, not verbatim. Access to an electronic audio recording of the meeting is available upon request.

The Honorable Board of Franklin County Commissioners met on the above date. Present for the meeting were Robert E. Koch, Chairman; and Brad Peck, Chair Pro Tem; and Mary Withers, Clerk to the Board. Rick Miller, Member, was absent to attend a National Association of Counties (NACo) meeting in Washington, D.C. Meeting convened at 9:00 am with the Pledge of Allegiance. Fred Bowen, County Administrator, was absent.

PROSECUTOR

Chief Civil Deputy Prosecutor Ryan Verhulp, Deputy Prosecutor Tim Dickerson and Planning and Building Director Jerrod MacPherson met with the Board.

Public Hearing: To take testimony for and against extending the moratorium imposed by Franklin County Ordinance No. 7-2013 for six months and issues related thereto.

Pursuant to RCW 36.32.120(7) and RCW 36.70A.390, the Board of Franklin County Commissioners adopted an Ordinance No. 7-2013 Imposing a Six Month Moratorium on the Establishment, Location, Permitting, Licensing, or Operation of Marijuana Production, Processing, and Retail to the Extent Authorized by Initiative 502 or Applicable Law to allow for further study and public analysis. Subsequently Franklin County seeks public comment on whether the moratorium imposed by Ordinance 7-2013 should be extended six months, on any related impacts, and on any local regulation or issues thereto concerning activities governed by Initiative 502 in unincorporated Franklin County.

Public Hearing convened at 9:02 am. Present: Commissioners Koch and Peck; Chief Civil Deputy Prosecutor Ryan Verhulp, Deputy Prosecutor Tim Dickerson, Planning Director Jerrod MacPherson and Clerk to the Board Mary Withers. Present in audience: Ed Thornbrugh, Roger Lenk, Tri-City Herald Reporter Geoff Folsom, Gordon Hanscom, Matt Mahoney, Matthew Rasmussen, Margo Hines, a TV reporter and one other man.

Mr. Koch asked if anyone in the audience would like to comment.

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Mr. Verhulp answered Roger Lenk's question about the law's requirements regarding length of extensions.

Mr. Lenk asked if the law relating to growing hemp is unrelated to the marijuana law. Mr. Peck said his understanding is the legislature has already made growing hemp legal. Mr. Verhulp also responded.

Mr. Koch asked if anyone else in the audience wished to comment. There was no response.

Mr. Verhulp told the Board about developments in the state regarding the Initiative 502 (I-502) since the last ordinance was approved by Franklin County, including that I-502 does not prevent local land use regulation, there is no free speech protection with regard to I-502, and there is no preemptive right for people to access marijuana. He also said even if a business were to be granted a license by the state to produce, process or retail marijuana, the license does not necessarily grant the person the right to engage in that activity, in particular when a local jurisdiction has prohibited it.

There was discussion about the risk of lawsuits.

In response to Mr. Koch's question, Mr. Verhulp said if the Board allows the moratorium to lapse next week, the Board could hear the matter again at a later time.

Mr. Koch said he is having a hard time to continue the moratorium because of what the state is doing to control the licenses.

Mr. Peck would like to continue the moratorium for awhile longer until more of the details of what the state will do are resolved.

The public hearing was closed.

No Board action was taken.

FACILITIES

Facilities Director Gordon Hanscom met with the Board.

Bid Opening: Janitorial Services

Bid Opening convened at 9:23 am. Present: Commissioners Koch and Peck; Facilities Director Gordon Hanscom; and Clerk to the Board Mary Withers. Present in audience: Matt Mahoney, Matthew Rasmussen, Margo Hines, Geoff Folsom, Ed Thornbrugh, Roger Lenk, TV reporter and one other man.

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Yearly total bids were accepted for the following work:

- Two days per week for Courthouse, Public Safety Building, Criminal Justice Center, Corrections, Public Works Shop and Administration, Franklin County Annex, and WSU Extension.
- Three days a week for Courthouse, Public Safety Building, Criminal Justice Center, Corrections, Public Works Shop and Administration.
- One day a week for Security building, Franklin County Annex wish WSU Extension and Elections

Three bids were received:

SMS – Superior Maintenance Solutions

Two days per week	\$ 75,504
Three days per week	\$ 91,832
One day per week	\$ 6,240

National Maintenance Contractors

Two days per week	\$ 63,330.09
Three days per week	\$ 76,962.72
One day per week	\$ 1,835.52

ABM

Two days per week	\$ 89,593.20
Three days per week	\$ 106,784.28
One day per week	\$ 8434.92

Bids will be reviewed with tentative award scheduled on March 19. The effective date of a contract will be April 1.

PUBLIC WORKS

Public Works Director Matt Mahoney and Engineer Matthew Rasmussen met with the Board. Present in audience: Margo Hines, Roger Lenk, Ed Thornbrugh, Geoff Folsom and TV reporter.

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Interlocal Agreement with City of Mesa

Motion – Mr. Peck: I move for approval of Interlocal Cooperative Agreement between Franklin County and the City of Mesa for general equipment and/or services through the Department of Public Works as presented by Mr. Mahoney, the Public Works Director. Second by Mr. Koch. 2:0 vote in favor. Resolution 2014-111 was approved.

OFFICE BUSINESS

Administrative Assistant Margo Hines met with the Board. Present in audience: Roger Lenk, Ed Thornbrugh and TV reporter.

Vouchers

The vouchers have not been reviewed by Mr. Bowen. They are signed by Mr. Burckhard in the Auditor's Office. Mr. Peck briefly reviewed the vouchers.

Motion – Mr. Peck: I move for approval of fund expenditures in the total amount of \$274,991.24 as presented and signed by Mr. Burckhard of the Auditor's Office. Second by Mr. Koch. 2:0 vote in favor. Mr. Peck initialed that he reviewed the expenditures. (Exhibit 1)

<u>Fund Expenditures</u>	<u>Warrants</u>		<u>Amount Issued</u>
Current Expense	94671	94695	\$67,583.44
Planning & Development	94696	-	\$11,358.25
Current Expense	94697	94739	\$60,934.20
Election Equipment Revolving	94740	94741	\$25,909.15
Crime Victims/Witness Assist	94742	-	\$44.37
Jail Commissary	94743	94745	\$2,363.66
Veteran's Assistance	94746	94748	\$1,195.00
Ending Homelessness Fund	94749	94752	\$2,903.00
County Roads	94753	94757	\$86,900.01
Motor Vehicle/Public Works	94758	94762	\$5,797.27
FC Public Facilities Const Fund	94763	-	\$92.04
TRAC Operations Fund	94764	94778	\$8,989.31
Enhanced 911	94779	94781	\$921.54
	Grand Total:		\$274,991.24

Consent Agenda

Consent Agenda Items 1 and 4 were pulled at the request of the office submitting them.

Motion – Mr. Peck: I move for approval of the consent agenda items 2, 3 and 5, excluding items 1 and 4. Second by Mr. Koch. 2:0 vote in favor.

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(Clerk's Note: Consent Agenda item #1 was not approved.)

1. Approval of Resolution 2014-_____, Public Works Contract between Benton and Franklin Counties Juvenile Justice Center and Apollo Heating & Air, a division of Apollo Sheet Metal, Inc., for heating, ventilation and air condition (HVAC) system maintenance
2. Approval of Resolution 2014-112, Public Works Contract between Benton and Franklin Counties Juvenile Justice Center and Senske Lawn & Tree Care for turf weed application, treatment of infection of ash trees and snow plowing, if necessary
3. Approval of Resolution 2014-113, Grant Agreement #2060-2014-DVS between Benton and Franklin Counties Department of Human Services and Domestic Violence Services of Benton and Franklin Counties

(Clerk's Note: Consent Agenda item #4 was not approved.)

4. Approval of Resolution 2014-_____, contract between Franklin County and Stripe Rite, Inc., for CRMP 2014-01 / Crack Sealing – County wide
5. Approval of Certification by Local Official of PHA Plans Consistency with the Consolidated Plan as requested by the Housing Authority of the City of Pasco & Franklin Co. (Exhibit 2)

ADJOURNMENT

Motion – Mr. Peck: I move to adjourn. Second by Mr. Koch. 2:0 vote in favor.

Adjourned at 9:40 am.

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There being no further business, the Franklin County Board of Commissioners meeting was adjourned until March 11, 2014.

BOARD OF COUNTY COMMISSIONERS
FRANKLIN COUNTY, WASHINGTON



Robert E. Koch, Chairman



Brad Peck, Chairman Pro Tem



Rick Miller, Member

Attest:


Clerk to the Board

Approved and signed March 19, 2014.



FRANKLIN COUNTY AUDITOR

Matt Beaton, Auditor

3/5/2014

Franklin County Commissioners:

Vouchers audited and certified by the auditing officer by RCW 42.24.080, expense reimbursement claims.

Action: As of this date, 3/5/2014

[Signature]

Move that the following warrants be approved for payment:

certified by RCW 42.24.090, have been recorded on a listing, which has been sent to the board members.

FUND Expenditures	WARRANTS		AMOUNT ISSUED
Current Expense	94671	94695	\$67,583.44
Planning & Development	94696	-	\$11,358.25
Current Expense	94697	94739	\$60,934.20
Election Equipment Revolving	94740	94741	\$25,909.15
Crime Victims/Witness Assist	94742	-	\$44.37
Jail Commissary	94743	94745	\$2,363.66
Veteran's Assistance	94746	94748	\$1,195.00
Ending Homelessness Fund	94749	94752	\$2,903.00
County Roads	94753	94757	\$86,900.01
Motor Vehicle/Public Works	94758	94762	\$5,797.27
FC Public Facilities Const Fund	94763	-	\$92.04
TRAC Operations Fund	94764	94778	\$8,989.31
Enhanced 911	94779	94781	\$921.54

In the amount of

\$274,991.24

The motion was seconded by

[Signature]

And passed by a vote of 2 to 0

Reviewed by County Administrator

[Signature]

Jeff A. Buckman
The attached vouchers have been approved by Auditor or Deputy

[Signature]
Vouchers Audited By: Julie Jordan

**Certification by State or Local
Official of PHA Plans Consistency
with the Consolidated Plan**

**U.S. Department of Housing and Urban Development
Office of Public and Indian Housing
Expires 4/30/2011**

**Certification by State or Local Official of PHA Plans Consistency with the
Consolidated Plan**

I, Robert E. Koch the Chair, Franklin County Commissioners certify that the Five Year and Annual PHA Plan of the Housing Authority of the City of Pasco & Franklin County is consistent with the Consolidated Plan of Franklin County, WA prepared pursuant to 24 CFR Part 91.



Signed / Dated by Appropriate State or Local Official

2014 114

PHA 5-Year and Annual Plan	U.S. Department of Housing and Urban Development Office of Public and Indian Housing	OMB No. 2577-0226 Expires 4/30/2011
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1.0	PHA Information PHA Name: <u>Housing Authority of the City of Pasco & Franklin County (HACPFC)</u> PHA Code: <u>WA021</u> PHA Type: <input type="checkbox"/> Small <input checked="" type="checkbox"/> High Performing <input type="checkbox"/> Standard <input type="checkbox"/> HCV (Section 8) PHA Fiscal Year Beginning: (MM/YYYY): <u>07/01/14</u>				
2.0	Inventory (based on ACC units at time of FY beginning in 1.0 above) Number of PH units: <u>280</u> Number of HCV units: <u>318</u>				
3.0	Submission Type <input checked="" type="checkbox"/> 5-Year and Annual Plan <input type="checkbox"/> Annual Plan Only <input type="checkbox"/> 5-Year Plan Only				
4.0	PHA Consortia <input type="checkbox"/> PHA Consortia: (Check box if submitting a joint Plan and complete table below.)				
	Participating PHAs	PHA Code	Program(s) Included in the Consortia	Programs Not in the Consortia	No. of Units in Each Program
	PHA 1:				PH
	PHA 2:				HCV
	PHA 3:				
5.0	5-Year Plan: Complete items 5.1 and 5.2 only at 5-Year Plan update.				
5.1	Mission. State the PHA's Mission for serving the needs of low-income, very low-income, and extremely low-income families in the PHA's jurisdiction for the next five years: The mission of the Housing Authority of the City of Pasco & Franklin County is to provide safe, sanitary and affordable housing and housing assistance; serving the needs of the low-income, very low-income, and extremely low-income in the PHA's jurisdiction in a non-discriminatory manner.				

5.2

Goals and Objectives. Identify the PHA's quantifiable goals and objectives that will enable the PHA to serve the needs of low-income and very low-income, and extremely low-income families for the next five years. Include a report on the progress the PHA has made in meeting the goals and objectives described in the previous 5-Year Plan. (See 10.0)

The Housing Authority of the City of Pasco & Franklin County adopted the following two goals and objectives for 2011-2015.

HACPFC Goal One: Tri Cities Consolidated Plan Goal IV: Improve affordable housing opportunities for lower-income individuals and households by: (Strategy 1) adding to existing stock of affordable units by developing owner-occupied and rental housing in in-fill areas or targeted neighborhoods; and, (Strategy 2) sustain or improve the quality of existing affordable housing stock.

HACPFC Objectives for Goal One:

1. HACPFC continues to look for opportunities to develop more units by providing statistics and support to other non-profits seeking development opportunities by participation in the Benton Franklin Housing Institute and the Homeless Housing Consortium - Continuum of Care Network and by researching and applying for capital development and operational subsidy funds for permanent affordable housing.
2. HACPFC makes available affordable permanent housing to low-income persons without discrimination through efficient operation of HACPFC's owned public housing program, efficient management of HACPFC's Section 8 rental assistance program; and efficient operation of HACPFC's owned non-subsidized homeless migrant housing program.
3. HACPFC continues to apply for any HUD Subsidized programs for which we are eligible to reduce the incidence of housing-cost burden or homelessness.
4. HACPFC encourages and assists revitalization of distressed existing housing stock through the Housing Quality Standards inspection process and continual rehabilitation of our existing facilities.
5. HACPFC improves safety and livability of neighborhoods through partnerships with local organizations, security patrol services, and the local Police Department in provision of an on-site Police Mini-Station, on-site nutritional services, on-site after school educational and recreation activities, as well as substance abuse referral.

HACPFC Goal Two: Tri-Cities Consolidated Plan Goal IV: Improve affordable housing opportunities for lower-income individuals and households by: (Strategy 2) sustain or improve the quality of existing affordable housing stock; and Tri-Cities Consolidated Plan Goal IV: Substantially reduce homelessness by 2015 through the implementation of the Benton and Franklin County Homeless Housing Plan by: (Strategy 1) support existing homeless facilities and increase housing resources that assist homeless persons toward housing stability and self-sufficiency.

HACPFC Objectives for Goal Two:

1. HACPFC continues to seek and obtain funds and resources to increase the supply of transitional and permanent housing and vouchers for homeless persons by subscription to Grant Opportunity Postings on Grants.gov and participation in the Benton Franklin Housing Institute, Continuum of Care Network, Low-Income Housing Alliance, and use of non-profit developers such as Common Ground and the Office of Rural and Farm Worker Housing.
2. HACPFC makes available affordable transitional housing to homeless persons without discrimination through efficient operation of HACPFC's owned non-subsidized homeless migrant housing program.
3. HACPFC continues to seek and obtain HUD subsidies for which it is eligible, such as additional Section 8 Housing Choice Vouchers.
4. HACPFC provides subsidies to low-income persons for existing rental housing through utilization of Federal Section 8 rental assistance programs.
5. HACPFC staff provides support to the Continuum of Care Planning efforts and development of a homeless management information system that identifies and tracks homeless persons and participation in the annual Point-in-Time count.

PHA Plan Update

(a) Identify all PHA Plan elements that have been revised by the PHA since its last Annual Plan submission:

Police Officer Units – Discontinued

Due to the loss of Section 8 HCV funding and the subsequent increase in Public Housing waitlist numbers, HACPFC has determined the need for Public Housing units is greater than the need to provide Police Officers units. 415C West Agate was returned to the housing inventory on January 1, 2014, and the remainder of the Police Officer designated units will be returned back to the Public Housing inventory on July 1, 2014.

Police Officer Unit Inventory is as follows until July 1, 2014:

6.0

Development Number	PIC Unit Number	Entrance Number	Building Number	Address
WA021000001	415C	3	22	415C West Agate Street (Removed 1.31.14)
WA021000002	902	1	50	902 North 1 st Avenue
WA021000003	610B	2	30	610 B South Beech Ave

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

A copy of the 5-Year and Annual PHA Plan is available for viewing at the HACPFC Administration Office, 2505 W. Lewis Street, Pasco, WA.

7.0	<p>Hope VI, Mixed Finance Modernization or Development, Demolition and/or Disposition, Conversion of Public Housing, Homeownership Programs, and Project-based Vouchers. <i>Include statements related to these programs as applicable.</i></p> <p>N/A</p>
8.0	<p>Capital Improvements. Please complete Parts 8.1 through 8.3, as applicable.</p>
8.1	<p>Capital Fund Program Annual Statement/Performance and Evaluation Report. As part of the PHA 5-Year and Annual Plan, annually complete and submit the <i>Capital Fund Program Annual Statement/Performance and Evaluation Report</i>, form HUD-50075.1, for each current and open CFP grant and CFFP financing. (see attached)</p>
8.2	<p>Capital Fund Program Five-Year Action Plan. As part of the submission of the Annual Plan, PHAs must complete and submit the <i>Capital Fund Program Five-Year Action Plan</i>, form HUD-50075.2, and subsequent annual updates (on a rolling basis, e.g., drop current year, and add latest year for a five year period). Large capital items must be included in the Five-Year Action Plan. (see attached)</p>
8.3	<p>Capital Fund Financing Program (CFFP). <input type="checkbox"/> Check if the PHA proposes to use any portion of its Capital Fund Program (CFP)/Replacement Housing Factor (RHF) to repay debt incurred to finance capital improvements.</p>
9.0	<p>Housing Needs. Based on information provided by the applicable Consolidated Plan, information provided by HUD, and other generally available data, make a reasonable effort to identify the housing needs of the low-income, very low-income, and extremely low-income families who reside in the jurisdiction served by the PHA, including elderly families, families with disabilities, and households of various races and ethnic groups, and other families who are on the public housing and Section 8 tenant-based assistance waiting lists. The identification of housing needs must address issues of affordability, supply, quality, accessibility, size of units, and location.</p> <p><i>Housing affordability is defined as housing costs which are below 30% of the household income. In most communities of the state a significant percentage of the households are living with housing costs exceeding 30% of their income. However, the Tri-Cities area enjoys one of the highest affordability indexes in the State. Franklin County is the 7th ranked county among the 39 in the State. In spite of the relatively affordable housing stock, there are population groups in the Tri-Cities that are unable to afford available housing.</i></p> <p><i>The most current Comprehensive Housing Affordability Strategy (CHAS) data provides data that describes year 2000 affordability and housing-cost burden conditions for owners and renters. They provide a wealth of information on various categories of households with levels of income indicating which are cost-burdened. The Tables indicate the great difficulty households at the lowest income levels, particularly extremely low-income (households at 30% of MFI) and low-income (50% of MFI) have in finding affordable housing.</i></p> <p><i>Renters are considered cost burdened when their rent plus basic utilities exceeds 30% of monthly income. A total of 53% of Tri-Cities renter households that have incomes of less than 50% of median income, are paying more than 30% of their income for rental housing. Pasco has 50% of households that have incomes of less than 50% of median income are paying more than 30% of their income for rental housing.</i></p> <p><i>The problem is even more severe for large families with limited income. A total of 84.2% of families with 5 or more members who are extremely low-income renters (less than 30% of median area income) were cost burdened in the year 2000. In addition, when overcrowding is considered with this group, over 98% have "housing problems" (defined as cost burdened and/or overcrowded). Surprisingly, in each of the 3 cities, the largest percentage of cost-burdened households was households of 2-4 persons. This suggests a critical need for affordable 2-3 bedroom units in the Tri-Cities and in particular, Pasco and Franklin County, where there has not been any new multi-family units built since 2004.</i></p> <p><i>28% of Franklin County homeowners with a mortgage and 39% of renters were paying 30% or more of their income. Rental assistance and buyer assistance would help at all levels of lower-income housing to make existing units more affordable.</i></p> <p><i>Persons with disabilities often have Social Security Income (SSI) as their sole source of income and thus have a great deal of difficulty finding housing they can afford. Based on the SSI payment of \$683/month in 2008, a disabled Tri-Cities renter would have to pay 73.6% of their benefit for an efficiency apartment. If SSI represents an individual's sole source of income, only \$202 in monthly rent is affordable. This example is the most drastic along the housing need continuum, but it illustrates the necessity of affordability for lower-income households. It also demonstrates that some lower-income persons cannot obtain decent safe and sanitary housing without assistance.</i></p> <p><i>A report by the National Low-income Housing Coalition reveals major problems in affordability for area renters. To be able to afford a 2-bedroom apartment at the HUD-established Fair Market Rents, the amount of annual income needed by a family of four in the Tri-Cities is \$33,400. Using this as a base, only 61% of the households in the area have sufficient incomes to afford an apartment. A wage earner working 40 hours per week would have to earn \$16.05 an hour (much higher than the Washington State minimum wage of \$9.04) to afford to pay the rent and utilities.</i></p> <p><i>The above information is from the 2010-2014 Tri-Cities Consolidated Plan pages 84-85. The plan was prepared by John Epler & Associates and Common Ground. The 2010-2014 Tri-Cities Consolidated Plan has been adopted by the City of Richland, City of Kennewick and the City of Pasco.</i></p>

9.1	<p>Strategy for Addressing Housing Needs. Provide a brief description of the PHA's strategy for addressing the housing needs of families in the jurisdiction and on the waiting list in the upcoming year. Note: Small and High Performing PHAs complete only for Annual Plan submission with the 5-Year Plan.</p> <ol style="list-style-type: none"> 1. Employ effective maintenance and management policies to minimize the number of public housing units off-line. 2. Apply for additional Section 8 vouchers when they become available. 3. Maintain existing outreach efforts. 4. Employ admissions preferences aimed at families who are working. 5. Funding and staffing constraints influence our strategy.
10.0	<p>Additional Information. Describe the following, as well as any additional information HUD has requested.</p> <p>(a) Progress in Meeting Mission and Goals. Provide a brief statement of the PHA's progress in meeting the mission and goals described in the 5-Year Plan.</p> <p>5 Year Plan Goals - Executive Summary/Progress Report</p> <p>This list constitutes a progress report which indicates successful achievement on our outlined goals in the previous 5-year Plan:</p> <ol style="list-style-type: none"> 1. Expand supply, improve quality and increase assisted housing choices: HACPFC has re-instituted our FSS program and have successfully placed 26 participants on FSS contracts. We've maintained our High Performer status for public housing management and we continue to maintain our public housing units in the areas of repair, modernization and energy efficiency. 2. Provide improved living environment: We continue to expand our Neighborhood Watch Program, as well as our partnership with the Pasco Police Department for our on-site mini-station. 3. Promote self-sufficiency and asset development of assisted households: Meals on Wheels still utilizes our Pflueger Recreation Center to provide meals for our elderly and disabled residents. Our Sprucewood Square Recreation Center houses a branch of the Boys & Girls Club of Benton and Franklin Counties. The Boys and Girls Club provides a safe place for kids to be and also provides a homework center, a computer lab and life skills instruction for some of the most at-risk youth in our community. We continue the CASH (Communities Against Self-Sufficiency Hurdles) program that refers our residents to local agencies that can help them reach their goals of independence and self-sufficiency. 4. Ensure Equal Opportunity and affirmatively further fair housing: All staff members attend fair housing training annually and receive additional Fair Housing training throughout the year via handouts and day-to-day circumstances. In addition, staff has participated in the promotion of Fair Housing education with landlords, city personnel, and the Homeless Housing Consortium-Continuum of Care which consists of all local housing and service providers in the Quad-City region (Pasco, Kennewick, Richland, West Richland). Staff members also provide support for the Continuum of Care Point-in-Time Count. 5. Pursue partnerships to achieve mission: HACPFC continues to ensure the availability of safe, sanitary and affordable housing through our Housing Quality Standards inspection program. Cullum House is our property that houses chronically mentally ill homeless individuals as they transition from hospitalization to stable housing. 6. Increase the number of affordable housing units: HACPFC will pay off the loan from USDA for the Highland Park Rural Development project by March 31, 2014. HACPFC has kept the 24 units affordable, targeting tenants 50% to 80% of the AML. Unfortunately, HACPFC was unable to find any type of subsidy program for Highland Park. All of HACPFC's Section 8 HCV's are in use with a long waiting list, so the use of those vouchers was not an option. However, future Section 8 voucher holders will be encouraged to consider the Highland Park units when a vacancy exists. Additionally, HACPFC is developing a thirty eight unit development financed with Low Income Housing Tax Credit, Washington State Housing Trust Fund loan and private debt. The development is located at Fourth Avenue and Pearl Street in Pasco. Construction is scheduled to begin in the Spring of 2014 with a completion date of Spring of 2015. <p style="text-align: center;">Resident Membership of the HACPFC Governing Board</p> <p>The Housing Authority of the City of Pasco & Franklin County does not have a resident serving on its Board. The Authority is exempt because it is a small housing agency with less than 300 public housing units. Board members are appointed by the Pasco City Council and the Franklin County Commissioners (3-City appointed representatives, 2-County appointed representatives). We send annual notices to our governing entities indicating our desire to empower our residents and encourage favorable consideration of resident applicants for the governing board.</p> <p>All Commissioner positions are filled at this time. Both County-appointed positions are filled and all 3 City-appointed positions are filled. The City of Pasco advertises for all Board vacancies annually in the local newspaper, the Tri-City Herald (Tri-Cities, WA) and on its website. Franklin County advertises for Board positions on the Franklin County website and in its newspaper of record, the Franklin County Graphic (Connell, WA). HACPFC staff maintains City and County Board applications in our administration office. Despite these efforts, no resident has expressed any desire to serve and none have applied.</p> <p>(b) Significant Amendment and Substantial Deviation/Modification. Provide the PHA's definition of "significant amendment" and "substantial deviation/modification"</p> <p>Substantial deviations or significant amendments or modifications are defined as discretionary changes in the plans or policies of the housing authority and fundamentally change the mission, goals, objectives, or plans of the agency and which require the formal approval of the Board of Commissioners.</p>

11.0	<p>Required Submission for HUD Field Office Review. In addition to the PHA Plan template (HUD-50075), PHAs must submit the following documents. Items (a) through (g) may be submitted with signature by mail or electronically with scanned signatures, but electronic submission is encouraged. Items (h) through (i) must be attached electronically with the PHA Plan. Note: Faxed copies of these documents will not be accepted by the Field Office.</p> <ul style="list-style-type: none"> (a) Form HUD-50077, <i>PHA Certifications of Compliance with the PHA Plans and Related Regulations</i> (which includes all certifications relating to Civil Rights) (b) Form HUD-50070, <i>Certification for a Drug-Free Workplace</i> (PHAs receiving CFP grants only) (c) Form HUD-50071, <i>Certification of Payments to Influence Federal Transactions</i> (PHAs receiving CFP grants only) (d) Form SF-LLL, <i>Disclosure of Lobbying Activities</i> (PHAs receiving CFP grants only) (e) Form SF-LLL-A, <i>Disclosure of Lobbying Activities Continuation Sheet</i> (PHAs receiving CFP grants only) (f) Resident Advisory Board (RAB) comments. Comments received from the RAB must be submitted by the PHA as an attachment to the PHA Plan. PHAs must also include a narrative describing their analysis of the recommendations and the decisions made on these recommendations. (g) Challenged Elements (h) Form HUD-50075.1, <i>Capital Fund Program Annual Statement/Performance and Evaluation Report</i> (PHAs receiving CFP grants only) (i) Form HUD-50075.2, <i>Capital Fund Program Five-Year Action Plan</i> (PHAs receiving CFP grants only)
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This information collection is authorized by Section 511 of the Quality Housing and Work Responsibility Act, which added a new section 5A to the U.S. Housing Act of 1937, as amended, which introduced 5-Year and Annual PHA Plans. 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 and strategies for serving the needs of low-income and very low-income families. This form is to be used by all PHA types for submission of the 5-Year and Annual Plans to HUD. Public reporting burden for this information collection is estimated to average 12.68 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