

JONESBORO HOUSING AUTHORITY
BOARD OF COMMISSIONERS MEETING
TUESDAY, JUNE 19, 2018
AGENDA

1. Call to Order
2. Resolution to Approve April 24, 2018 Meeting Minutes
3. Discuss Agency Plans & Polices
4. Write-Offs for Public Housing
5. Write-Offs for Section 8
6. Audit Report
7. Finance Report
8. Executive Session if needed

June 19, 2018

ISSUE SUMMARY:

RESOLUTION TO APPROVE MEETING MINUTES FOR APRIL 24, 2018

FROM: PAUL G. WRIGHT, EXECUTIVE DIRECTOR

IMPORTANCE:

High

ACTION REQUIRED:

A Resolution is required to Approve Meeting Minutes for April 24, 2018.

**HOUSING AUTHORITY OF THE CITY
OF JONESBORO, GEORGIA
COMMISSIONERS MEETING
April 24, 2018**

The Board of Commissioners of the City of Jonesboro Housing Authority held their monthly meeting on April 24, 2018 at 6:00 PM. The meeting was held in the JHA conference room located at 207 Hightower Street, Jonesboro Georgia, 30236. Commissioner Chairman Curtis Burrell, Vice Commissioner Allen Roark, and Commissioner Therese Guidry were in attendance. Executive Director Paul Wright along with Deputy Director Demetrice Mitchell were present. Lawanda Hughes was also in attendance to take minutes.

Call to Order:

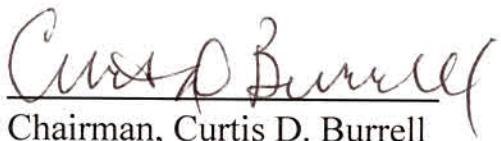
The meeting was called to order by Commissioner Chairman Curtis Burrell

RESOLUTION #1018

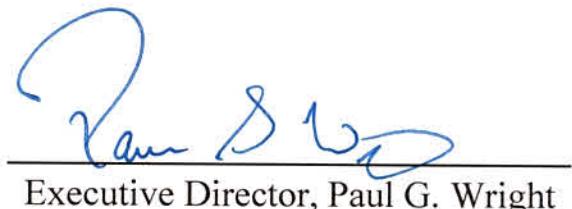
A RESOLUTION TO APPROVE MARCH 20, 2018 MINUTES

A Motion to Approve March 20, 2018 Minutes was made by Commissioner Therese Guidry and was seconded by Vice Commissioner Allen Roark. The Motion passed unanimously. **(RESOLUTION #1018)**

BE IT RESOLVED, the Board of Commissioners of the HACJ do hereby Approve Meeting Minutes for March 20, 2018. **(Resolution #1018)**



Chairman, Curtis D. Burrell



Executive Director, Paul G. Wright

**HOUSING AUTHORITY OF THE CITY
OF JONESBORO, GEORGIA
COMMISSIONERS MEETING
April 24, 2018**

The Board of Commissioners of the City of Jonesboro Housing Authority held their monthly meeting on April 24, 2018 at 6:00 PM. The meeting was held in the JHA conference room located at 207 Hightower Street, Jonesboro Georgia, 30236. Commissioner Chairman Curtis Burrell, Vice Commissioner Allen Roark, and Commissioner Therese Guidry were in attendance. Executive Director Paul Wright along with Deputy Director Demetrice Mitchell were present. Lawanda Hughes was also in attendance to take minutes.

RESOLUTION #1019

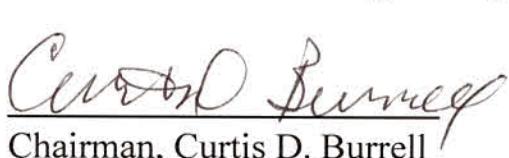
**A RESOLUTION TO APPROVE CHANGES IN OUR POLICY ON BEDROOM
SIZES FOR OUR AGENCY**

A Motion to Approve Changes in our Policy on Bedroom Sizes for our Agency was made by Commissioner Chairman Curtis Burrell and was seconded by Commissioner Therese Guidry. The Motion passed unanimously.

(RESOLUTION #1019)

BE IT RESOLVED, the Board of Commissioners of the HACJ do hereby Approve Changes in our Policy on Bedroom Sizes for our Agency. **(Resolution #1019)**

Being no further business, a motion to adjourn was made by Commissioner Chairman Curtis Burrell and was seconded by Vice Commissioner Allen Roark, the vote was unanimous and the meeting was adjourned.


Chairman, Curtis D. Burrell


Executive Director, Paul G. Wright



JONESBORO HOUSING AUTHORITY

Housing Authority of the City of Jonesboro Georgia
P.O. Box 458
Jonesboro, Georgia 30237



TTY (770)478-4805

Fax (770)-478-2528

(770) 478-7282

Sign in sheet for Board Meeting held on June 19, 2018.

1. Roger Swint
2. Curtis Burnell
3. Allen Rnark
4. Therese Gudry
5. Demetria H. Mitchell
6. Ron D. W.
7. Rebekah Lester
8. Beverly Ann Harris
9. _____
10. _____

11. _____
12. _____
13. _____
14. _____
15. _____
16. _____
17. _____



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(770)478-7282 ext 21

May 31, 2018

WRITE-OFF (JUNE 2018)

WRITE OFFS FOR PUBLIC HOUSING

Christina Jackson 305 Wilburn Street	Total	\$ 837.69
(vacated 01/23/2018)		
No forwarding address (change of address was sent to post office)		
Balance include rent, excess utility, work order charges, other		

RESOLUTION #

Total write off \$ 837.69



Marcella Harden
Public Housing Manager

TENANT BILLING STATEMENT

June 2018

00010305-4

PROJECT: PH-Wilburn
 TENANT#/ACCT#: 00010305-4 CHRISTINA JACKSON
 Move-In 11/25/2016 305 WILBURN STREET
 Move-Out 01/23/2018 JONESBORO, GA

Vacated

30236

*****Accounts Receivable Due*****

Addl Chrg	Dwell Rent	Ex.Util.	Retro	
32.26	791.47	13.96	0.00	= 837.69
Deposits Due				
Key	Pet	Security		
0.00	0.00	0.00		= 0.00

Questions Regarding Your Bill?
 Phone: (770) 478-7282

RETURN THIS PORTION WITH YOUR PAYMENT

Please Remit To:

Jonesboro Housing Authority
 P.O. Box 458

Jonesboro, GA 30237

Payment Method:

Check
 Money Order
 Cash

00010305- CHRISTINA JACKSON 305 WILBURN STREET			TENANT ACTIVITY FOR:					thru
RETAIN THIS PORTION FOR YOUR RECORDS			***Vacated***					
	Key	Pet	Security	Addl Chrg	Dwell Rent	Ex.Util.	Retro	A/R
05/01/2018	OPENING		0.00	32.26	791.47	13.96		837.69
05/01/18	***No Activity ***			32.26	791.47	13.96		837.69
05/31/2018	CLOSING		0.00					0.00
05/31/2018	TOTAL ANTICIPATED							
	TOTAL NOW DUE:	0.00	0.00	0.00	32.26	791.47	13.96	0.00
								\$837.69

*** This account will be turned over to collections ***

Comment:

CHRISTINA JACKSON
 305 WILBURN STREET
 JONESBORO, GA

30236

TENANT TRANSACTION HISTORY

PH-Wilburn

Tenant: **Jackson, Christina**
305 Wilburn Street
Jonesboro, GA 30236

Name: **Jackson, Christina**

Unit ID/Acct #: 00010305-4

Trans Date	Ref #	Code / Description	Charges	Credits	Balance
		Total Debits and Credits for Month:	07/2017	(26.65)	0.00
08/01/2017	9759	DR/Dwelling Rental - Computer	127.00		100.35
08/01/2017	11212	AC/Garbage Pickup	7.13		107.48
08/01/2017	10375	EU/Excess Utilities	1.65		109.13
08/07/2017	10369	AC/Late Fees	10.00		119.13
08/10/2017	1001281	EU/EU Payment-Auto		1.65	117.48
08/10/2017	1001281	AC/AC Payment-Auto		17.13	100.35
08/10/2017	1001281	DR/DR Payment-Auto		131.22	(30.87)
		Total Debits and Credits for Month:	08/2017	145.78	150.00
09/01/2017	10385	EU/Excess Utilities	4.95		(25.92)
09/01/2017	9790	DR/Dwelling Rental - Computer	983.00		957.08
09/01/2017	11245	AC/Garbage Pickup	7.13		964.21
09/05/2017	1001294	DR/DR Payment-Auto		450.00	514.21
09/05/2017	1001295	EU/EU Payment-Auto		4.95	509.26
09/05/2017	1001295	AC/AC Payment-Auto		7.13	502.13
09/05/2017	1001295	DR/DR Payment-Auto		532.92	(30.79)
		Total Debits and Credits for Month:	09/2017	995.08	995.00
10/01/2017	9821	DR/Dwelling Rental - Computer	983.00		952.21
10/01/2017	11278	AC/Garbage Pickup	7.13		959.34
10/05/2017	1001341	DR/DR Payment-Auto		500.00	459.34
10/05/2017	1001342	AC/AC Payment-Auto		7.13	452.21
10/05/2017	1001342	DR/DR Payment-Auto		492.87	(40.66)
		Total Debits and Credits for Month:	10/2017	990.13	1,000.00
11/01/2017	9852	DR/Dwelling Rental - Computer	983.00		942.34
11/01/2017	11308	AC/Garbage Pickup	7.13		949.47
11/06/2017	10394	AC/Late Fees	10.00		959.47
11/14/2017	1001390	AC/AC Payment-Auto		17.13	942.34
11/14/2017	1001390	DR/DR Payment-Auto		962.87	(20.53)
		Total Debits and Credits for Month:	11/2017	1,000.13	980.00
12/01/2017	9883	DR/Dwelling Rental - Computer	983.00		962.47
12/01/2017	11338	AC/Garbage Pickup	7.13		969.60
12/06/2017	10004	AC/Late Fees	10.00		979.60
		Total Debits and Credits for Month:	12/2017	1,000.13	0.00
01/01/2018	11372	AC/Garbage Pickup	7.13		986.73
01/01/2018	9914	DR/Dwelling Rental - Computer	983.00		1,969.73
01/04/2018	1001453	DR/DR Payment-Auto		500.00	1,469.73
01/10/2018	10011	AC/Late Fees	10.00		1,479.73
01/16/2018	1001469	DR/DR Payment-Auto		200.00	1,279.73
01/16/2018	10124	DR/DR Payment-Auto		(421.13)	1,700.86

TENANT TRANSACTION HISTORY

PH-Wilburn

Tenant: **Jackson, Christina**
305 Wilburn Street
Jonesboro, GA 30236

Name: **Jackson, Christina**

Unit ID/Acct #: **00010305-4**

Trans Date	Ref #	Code / Description	Charges	Credits	Balance
01/16/2018	1001470	DR/DR Payment-Auto		421.13	1,279.73
01/23/2018	10028	DR/Dwelling Rental Adjustment	(254.00)		1,025.73
01/23/2018	10028	AC/Garbage Pickup	(2.00)		1,023.73
01/23/2018	10065	DR/Xfer SD To DR	(200.00)		823.73
Total Debits and Credits for Month:			01/2018	544.13	700.00
02/01/2018	10423	EU/Excess Utilities		13.96	837.69
Total Debits and Credits for Month:			02/2018	13.96	0.00



JONESBORO HOUSING AUTHORITY

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P.O. Box 458
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June 5, 2018

Write Offs for June 2017

Resolution: #

Date Approved:

Latasha Bender	\$694.00
Broken Agreement	
Cora Bluain	\$2,112.00
No Agreement	
Latoya Fair	\$6,649.15
No Agreement	
Alvanie Horton	\$451.55
No Agreement	
Tracy Isler	\$733.92
No Agreement	
Latania Jenkins	\$357.96
Broken Agreement	
Ernestine Logan	\$5,988.00
No Agreement	
Jacquelin McCombs	\$7,594.00
No Agreement	
Charketa Reeves	\$6,559.00
Broken Agreement	
Yolanda White	\$319.75
Broken Agreement	
<u>TOTAL:</u>	<u>\$31,459.33</u>

Prosecute: Clayton County District Attorney will prosecute clients that owe more than \$3,500.00 that did not sign an agreement.

OIG: Office of Inspector General will handle all cases with amounts more than \$10,000.00

Amounts less than \$100.00 will be written off.

Write-Off Policy

Will not propose a write –off until tenant has been vacated

Timeframe to vacate a tenant is being reviewed. (Some vacates seem to take longer than others).

Write-offs are then forwarded for prosecution with Magistrate Court or Superior Court.

Balances with broken agreements are subject for collections.

Write-offs will be done on a quarterly basis

Attachment D

Jonesboro Housing Authority

Annual Agency Plan Fiscal Year 10/01/2018 – 9/30/2019

RESIDENT ADVISORY BOARD MEETING May 16, 2018

Monthly Resident Meeting: May 16, 2018 @ 10:00am

The meeting was held in the JHA conference room located at 207 Hightower Street, Jonesboro Georgia.

Call to Order: A sign-in sheet was passed around and the meeting was called to order by Executive Director Paul Wright

Agenda

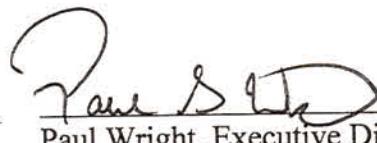
- **Unit Inspection Results (pass/failed):** Results of in-house inspection was mailed out to residents who was not in compliance. A notice will be sent for a follow up of all units that need repairs
- **Agency Plan –** Public Hearing discussion at the next Board Meeting on June 19, 2018@ 6:00pm. Residents were informed that we would be reviewing changes in Administrative Plan and Admissions and Continued Occupancy Policy (ACOP) at the meeting. Residents were encouraged to come out and participate in planning/discussion. Residents were also informed they could review a copy of the proposed ACOP by coming to the office.
- **Capital Fund –** The Annual and Five-Year Capital Fund Grants of approximately \$40,000 were discussed. These are being designated to use for operations within JHA. If any major capital improvement need(s) would arise prior to the Public Hearing and Board Meeting, appropriate work item(s) and cost(s) would be added to the Capital Fund budget. There were no objections from the attendees.
- **Massey Pest Control Services:** Regular monthly service date is 2nd Tuesday of each month (Massey Pest Control will be back on schedule for next month). Residents were given an update on scheduled service and how pest control service our homes.
- **Pets:** Discuss Pet Policy concerning size and type of pet permitted on property. We received reports of vicious, violent or dangerous dogs been sighted on property.
- **15 Brilliant Ways to Keep your Home Cool without air conditioning.** Flyer was given out and resident was given the opportunity to look over flyer. Questions/concerns
- **Other business:** Smoke free Agency, pets unattended, current decal, Jobs availability, educational training ages 18-29

- **JHA Business:** vehicles missing current decals, unauthorized vehicles parking, filters and duck cleaning for units. Resident was concerned about a JHA policy on damaged items (breakage procedure). Resident had maintenance issues and concerns about the erosion in yards

After Director Paul Wright finished his review of the Annual Plan documents, attendees had an open floor to address any concerns. Comments were made by some of the residents in attendance, but none of the comments related directly to the Plan documents being reviewed.

The residents agreed with the overall Plan documents as presented, and no further comments or suggestions were offered.

The meeting was adjourned.



Paul Wright, Executive Director
Jonesboro Housing Authority
June 19, 2018

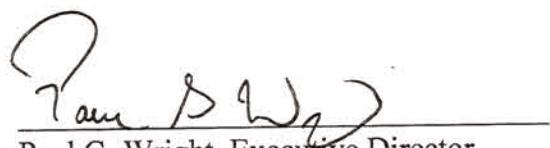
Attachment F

Jonesboro Housing Authority

**Annual Agency Plan
Fiscal Year 10/01/2018 – 9/30/2019**

Challenged Elements

There were no challenged elements to the Housing Authority's Annual Agency Plan documents.



Paul G. Wright
Paul G. Wright, Executive Director
Jonesboro Housing Authority

June 19, 2018



Housing Authority of the City of Jonesboro Georgia
P.O. Box 458
Jonesboro, Georgia 30237



JONESBORO HOUSING AUTHORITY
Helping today for a better tomorrow

(770) 478-7282 ◆ Fax (770) 478-2528 ◆ TTY (770) 478-4805

June 13, 2018

Ada Holloway
Director
Office of Public and Indian Housing
U.S. Department of Housing and Urban Development
40 Marietta Street
Atlanta, GA 30303

Ms. Holloway,

I would like to request a waiver of 24 CFR 982.503(b)(1)(i) for the Housing Authority of the City of Jonesboro (JHA) in having to implement a 90% to 110% of the Small Area Fair Market Rents (SAFMR) for our housing authority. I would like to request that our agency is allowed to continue to use the 90% to 110% Fair Market Rent (FMR) that is published for agencies that are not required to implement SAFMR.

I have completed a review of our current inventory, and 573 residents would receive an increase in their Payment Standard, and 954 would be lower Payment Standards. Residents are constantly informing staff at JHA, that it is very difficult to find housing in Clayton County. I am concerned since 12 out of 19 of the zip codes for Clayton County received decreases that residents might find it even more difficult to find suitable housing, or that owners might stop renting to Section 8. I have attached the spreadsheet that I compiled my figures from. Please let me know if you have any questions regarding this spreadsheet.

If you need any additional information from me please do not hesitate to call or e-mail me. I thank you for your consideration in offering a waiver to our authority from having to use the SAFMR's. I look forward to hearing your decision regarding the use of SAFMR or FMR for our agency!

Sincerely,

Paul G. Wright
Executive Director

New Small Area Fair Market Rents		1	2	3	4
Zip Code					
30215	980	1,130	1,470	1,810	
30228	980	1,120	1,470	1,800	
30236	860	980	1,280	1,570	
30237	820	940	1,220	1,500	
30238	910	1,050	1,370	1,680	
30250	820	940	1,220	1,500	
30260	810	930	1,210	1,480	
30273	1,020	1,180	1,530	1,880	
30274	800	920	1,200	1,470	
30281	970	1,120	1,460	1,790	
30287	820	940	1,220	1,500	
30288	870	1,000	1,300	1,600	
30294	970	1,110	1,450	1,780	
30296	1,010	1,160	1,520	1,860	
30297	780	890	1,170	1,440	
30298	820	940	1,220	1,500	
30320	820	940	1,220	1,500	
30349	850	980	1,270	1,570	
30354	820	940	1,230	1,510	

New Small Area Fair Market Rents

Zip Code	New Small Area Fair Market Rents			
	1	2	3	4
30215	980	1,130	1,470	1,810
30228	980	1,120	1,470	1,800
30236	860	980	1,280	1,570
30237	820	940	1,220	1,500
30238	910	1,050	1,370	1,680
30250	820	940	1,220	1,500
30260	810	930	1,210	1,480
30273	1,020	1,180	1,530	1,880
30274	800	920	1,200	1,470
30281	970	1,120	1,460	1,790
30287	820	940	1,220	1,500
30288	870	1,000	1,300	1,600
30294	970	1,110	1,450	1,780
30296	1,010	1,160	1,520	1,860
30297	780	890	1,170	1,440
30298	820	940	1,220	1,500
30320	820	940	1,220	1,500
30349	850	980	1,270	1,570
30354	820	940	1,230	1,510

JHA Residents by Zip Code and Bedroom Size

IMA Current Fals-Methodology for All Zeta Codes

JONESBORO HOUSING AUTHORITY

EXECUTIVE SUMMARY

TO: BOARD OF COMMISSIONERS

FROM: PAUL WRIGHT, EXECUTIVE DIRECTOR

DATE: June 19, 2018

RE: **FINANCIAL REPORT PERIOD ENDING MARCH 31, 2018
(UNAUDITED)**

Agency-wide Financial Statements reflect **Total Income** of \$8,589,950 and **Total Expenses** of \$8,772,926 with a **Net Income (Loss)** of (\$182,976). Net income (loss) consists of (\$60,722) from administrative operations and (\$122,254) from housing assistance payments (HAP).

Below are highlights for the period October 1, 2017 thru March 31, 2018:

➤ **Section 8:**

The Section 8 Financial Statements represent all of the Section 8 programs combined including Housing Choice Voucher (HCV). *1877 Vouchers*

Housing Choice Voucher (HCV)

Total Income: \$8,461,701

Total Expenses: \$8,627,086

Net Income / (Loss): (\$165,385)

Net Income for the Section 8 program consists of two components reflecting HAP Net Income (Loss) in the amount of (\$122,254) and Administrative Fees Earned Net Income (Loss) in the amount of (\$43,131).

The HAP Net Income (Loss) is due to the following:

- HUD's transition of PHA-held reserve funds to HUD-held reserves in November 2017. This practice will continue with the cash reconciliation methodology under the cash management process. This process allows HUD to retain funds (cash) at the HUD level as opposed to disbursing funds to the PHA monthly based on the funding award. As a result, cash on hand balances will remain low. PHAs are aware that HUD-held reserves are protected and available upon request.

- HUD offset of HAP fraud recovery and FSS escrow forfeiture income against current budget authority.

The 2018 HCV HAP renewal funding award was released in late May. It is good news to report that the renewal funding for 2018 increased to \$12,815,563 from \$12,320,730 in 2017. The eligibility proration is up as well in 2018 to 99.75% compared to 97% in 2017. To maintain this level of funding we must increase leasing and stabilize HAP costs that support the current budget authority. The higher leasing levels will result in higher administrative fees earned.

HUD calculated excess HAP reserves at December 31, 2017 resulted in June 2018 HAP disbursements being offset under cash management requirements. Fortunately, we were able to access HUD-held reserves to prevent a cash shortage.

The Administrative Net Income (Loss) is primarily due to the following:

- Lower proration on administrative fees earned early in the year from lower leasing levels
- Increase in legal expenses from pending litigations which may be reimbursed by insurance if approved
- Staff salary adjustments to align with market, compensate for low staffing levels and retain high performing employees
- Increase in fraud recovery collections and portable administrative fees earned. The staff consistently maintains a high level of fraud detection and collection efforts.

The administrative fee proration decreased from 77.98% in 2017 to 76% in 2018. The administrative fee rate increases for 2018 were minimal compared to 2017. As the year progresses, administrative reserves may be impacted due to a lower lease up level and proration. Management continues to maintain a conservative approach to spending and monitoring costs.

➤ **Disaster Housing Assistance Program (DHAP):**

The Disaster Housing Assistance Program (DHAP) was funded by the Federal Emergency Management Agency (FEMA) and administered by HUD in 2007. The program ended in 2010 and eligible families were converted to the Housing Choice Voucher program. Although this program is no longer active, financial reporting requirements remain as long as the program retains assets. Income generated on this program consisted of interest earned on the money market savings account.

Total Income: \$1

Total Expenses: \$-0-

Net Income / (Loss): \$1

Net Income (Loss) for the DHAP program consists of two components reflecting HAP Net Income (Loss) in the amount of \$0 and Administrative Fees Earned Net Income (Loss) in the amount of \$1.

➤ **Public Housing:**

The Public Housing Financial Statements represent low rent public housing for 30 units. All units are on line.

Total Income: \$128,109

Total Expenses: \$145,840

Net Income / (Loss): (\$17,731)

Budget Over (Under): \$17,731

The Public Housing Net Income (Loss) is primarily due to operating funds allocated under the 2017 Capital Fund Program (CFP) in the amount of \$40,751 not being drawn down until April 2018. The 2018 CFP Grant in the amount of \$62,109 is available for draw. We have allocated a portion of the CFP 2018 Grant to repair and/or replace water lines on Wilburn Street by the end of the fiscal year.

The 2018 interim proration rate for June funding is 93.27%. The proration funding for 2017 was 93.10%. Final proration rates for the final obligation of Operating Subsidy will be provided later in the year. We do not anticipate much change to funding levels in 2018.

➤ **Local Fund:**

The Local Fund consists of administrative fees earned by the Section 8 program prior to HUD restrictions requiring that Section 8 administrative fee earned remain in the program. The Local Fund includes interest on CD investments and sundry administrative costs.

Total Income: \$139

Total Expenses: \$-0-

Net Income / (Loss): \$139

➤ **Cash on Hand:**

Cash on hand consist of cash in the bank as of this period.
Section 8: \$189,242
Disaster Housing Assistance Program (DHAP): \$8,569
Public Housing: \$114,234
Total Cash on Hand: \$312,045

➤ **Investments:**

Investments consist of Certificates of Deposits with various banking institutions.
Section 8: \$122,921
Public Housing: \$-0-
Local Fund: \$252,036
Total Investments: \$374,957

➤ **Reserves:**

The reserve balances reflect cumulative retained earnings. These funds are for intended uses within HUD guidelines.

Section 8

Section 8 HAP (HCV): (\$13,342) - Prior Year FY 2017: \$108,912
Section 8 Admin (HCV): (\$135,765) - Prior Year FY 2016: (\$29,699)
Total Section 8 Reserves: (\$149,107) - Prior Year FY 2016: \$79,213

Note: Section 8 Admin Reserves without the pension liability adjustment is \$344,400

DHAP

DHAP HAP: \$10,216	- Prior Year FY 2017: \$10,216
DHAP Admin: (\$1,645)	- Prior Year FY 2017: (\$1,644)
Total DHAP Reserves: \$8,573	- Prior Year FY 2017: \$8,572

Public Housing

Public Housing Operating: \$42,579 - Prior Year FY 2017: \$66,487
Public Housing Replacement: \$-0-
Total Public Housing Reserves: \$42,579

Note: Public Housing Operating Reserves without the pension liability adjustment is \$85,169

Local Fund

Local Fund Operating: \$252,194 - Prior Year FY 2017: \$252,054
Total Local Fund Reserves: \$252,194

Total Reserves: \$154,239

The audited Financial Data Schedule (FDS) was submitted on June 5, 2018.
The 2019 Operating Budgets will be presented in the coming months.
Please let me know, if you have any questions.



HENDERSON & DEJOHN, LLC

CERTIFIED PUBLIC ACCOUNTANTS

200 CHASE PARK SOUTH, SUITE 220
PHONE : (205) 982-0992

BIRMINGHAM, AL 35244
WWW.HENDERSONCPA.COM

FAX: (205) 982-0997

Board of Commissioners
Housing Authority of the City of Jonesboro
P.O. Box 458
Jonesboro, GA 30237-0458

Dear Board of Commissioners:

We have audited the financial statements of the Housing Authority of the City of Jonesboro (the "Authority") as of and for the year ended September 30, 2017, and have issued our report thereon dated June 1, 2018. Professional standards require that we advise you of the following matters relating to our audit.

Our Responsibility in Relation to the Financial Statement Audit

As communicated in our engagement letter dated May 25, 2017, our responsibility, as described by professional standards, is to form and express an opinion about whether the financial statements that have been prepared by management with your oversight are presented fairly, in all material respects, in conformity with accounting principles generally accepted in the United States of America. Our audit of the financial statements does not relieve you or management of your respective responsibilities.

Our responsibility, as prescribed by professional standards, is to plan and perform our audit to obtain reasonable, rather than absolute, assurance about whether the financial statements are free of material misstatement. An audit of financial statements includes consideration of internal control over financial reporting as a basis for designing audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control over financial reporting. Accordingly, as part of our audit, we considered the internal control of the Authority solely for the purpose of determining our audit procedures and not to provide any assurance concerning such internal control.

We are also responsible for communicating significant matters related to the audit that are, in our professional judgment, relevant to your responsibilities in overseeing the financial reporting process. However, we are not required to design procedures for the purpose of identifying other matters to communicate to you.

Planned Scope and Timing of the Audit

We conducted our audit consistent with the planned scope and timing we previously communicated to you.

Compliance with All Ethics Requirements Regarding Independence

The engagement team, others in our firm, as appropriate, our firm, and our network firms have complied with all relevant ethical requirements regarding independence.

Qualitative Aspects of the Entity's Significant Accounting Practices

Significant Accounting Policies

Management has the responsibility to select and use appropriate accounting policies. A summary of the significant accounting policies adopted by the Authority is included in Note 1 to the financial statements. As described in Note 1 to the financial statements, during the year, the entity adopted certain *Governmental Accounting Standards Board (GASB) Statements* listed in this Note. No matters have come to our attention that would require us, under professional standards, to inform you about (1) the methods used to account for significant unusual transactions and (2) the effect of significant accounting policies in controversial or emerging areas for which there is a lack of authoritative guidance or consensus.

Significant Accounting Estimates

Accounting estimates are an integral part of the financial statements prepared by management and are based on management's current judgments. Those judgments are normally based on knowledge and experience about past and current events and assumptions about future events. Certain accounting estimates are particularly sensitive because of their significance to the financial statements and because of the possibility that future events affecting them may differ markedly from management's current judgments.

The most sensitive accounting estimates affecting the financial statements are accumulated depreciation, depreciation expense, deferred outflows of resources, net pension liability, deferred inflows of resources, and pension expense.

Management's estimate of accumulated depreciation and depreciation expense is based on straight line depreciation with useful lives comparable to those of other Housing Authorities and in accordance with Generally Accepted Accounting Principles. We evaluated the key factors and assumptions used to develop accumulated depreciation and depreciation expense and determined that it is reasonable in relation to the basic financial statements taken as a whole and in relation to the applicable opinion units.

Management's estimates of deferred outflows of resources, net pension liability, deferred inflows of resources, and pension expense are based on actuarial valuation reports provided by the Georgia Municipal Employees Benefit System. These valuations were conducted by qualified actuaries according to generally accepted actuarial procedures and methods. We evaluated the key factors and assumptions used to develop deferred outflows of resources, net pension liability, deferred inflows of resources, and pension expense and determined that these are reasonable in relation to the basic financial statements taken as a whole and in relation to the applicable opinion units.

Financial Statement Disclosures

Certain financial statement disclosures involve significant judgment and are particularly sensitive because of their significance to financial statement users. The most sensitive disclosures affecting the Authority's financial statements relate to cash deposits and investments, capital assets, long-term liabilities, defined benefit pension plan, and restricted net position.

Significant Difficulties Encountered during the Audit

We encountered no significant difficulties in dealing with management relating to the performance of the audit.

Uncorrected and Corrected Misstatements

For purposes of this communication, professional standards require us to accumulate all known and likely misstatements identified during the audit, other than those that we believe are trivial, and communicate them to the appropriate level of management. Further, professional standards require us to also communicate the effect of uncorrected misstatements related to prior periods on the relevant classes of transactions, account balances or disclosures, and the financial statements as a whole and each applicable opinion unit. Management has corrected all identified misstatements.

In addition, professional standards require us to communicate to you all material, corrected misstatements that were brought to the attention of management as a result of our audit procedures. None of the misstatements identified by us as a result of our audit procedures and corrected by management were material, either individually or in the aggregate, to the financial statements taken as a whole or applicable opinion units.

Disagreements with Management

For purposes of this letter, professional standards define a disagreement with management as a matter, whether or not resolved to our satisfaction, concerning a financial accounting, reporting, or auditing matter, which could be significant to the Authority's financial statements or the auditor's report. No such disagreements arose during the course of the audit.

Representations Requested from Management

We have requested certain written representations from management, which are included in the letter dated June 1, 2018 provided from management to our firm.

Management's Consultations with Other Accountants

In some cases, management may decide to consult with other accountants about auditing and accounting matters. Management informed us that, and to our knowledge, there were no consultations with other accountants regarding auditing and accounting matters.

Other Significant Matters, Findings, or Issues

In the normal course of our professional association with the Authority, we generally discuss a variety of matters, including the application of accounting principles and auditing standards, operating and regulatory conditions affecting the entity, and operational plans and strategies that may affect the risks of material misstatement. None of the matters discussed resulted in a condition to our retention as the Authority's auditors.

This report is intended solely for the information and use of the Board of Commissioners and management of the Authority and is not intended to be and should not be used by anyone other than these specified parties.

Henderson & DeJohn, LLC

Henderson & DeJohn, LLC

June 1, 2018

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 Annual PHA Plan for the PHA fiscal year beginning 10/1/2018, 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).

Jonesboro Housing Authority

PHA Name

GA-228

PHA Number/HA Code



Annual PHA Plan for Fiscal Year **10/1/2018**

5-Year PHA Plan for Fiscal Years **2018 - 2022**

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

Name of Authorized Official	Title
Curtis Burrell	Board Chairperson
Signature 	Date June 19, 2018

**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**

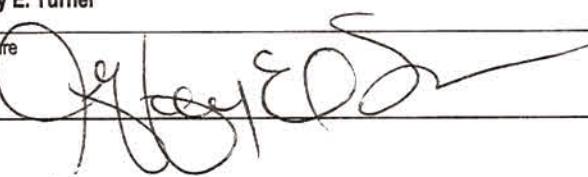
I, Jeffrey E. Turner, the **Chairman of the Clayton County Commissioners**, certify that the 5-Year PHA Plan and/or Annual PHA Plan of the Jonesboro Housing Authority is consistent with the Consolidated Plan or State Consolidated Plan and the Analysis of Impediments (AI) to Fair Housing Choice of the County of Clayton, 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 policies, practices, and procedures that are set forth in the PHA Plan do not restrict, or have the effect of restricting, the availability of housing choices based on race, color, religion, sex, disability, familial status, or national origin and affirmatively further fair housing.

Most jurisdictions face a myriad of housing needs with very limited funding sources. The provision of affordable housing is one of the jurisdiction's objectives in the housing area. As such, the Annual Plan of the Jonesboro Housing Authority is consistent with jurisdiction's objectives in that they will continue to provide housing to low-, very low-, and extremely low-income families through both the public housing and Housing Choice Voucher programs which will help to meet this objective.

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  Jeffrey E. Turner	Title Chairman, Clayton County Board of Commissioners
Signature 	Date 7/5/18

Capital Fund Program - Five Year Action Plan

Part I: Summary

Housing Authority of the City of PHA Name/Number Jonesboro		Locality (City/County & State) Jonesboro, GA		X Original 5-Year Plan		Revision No:
Development Number and Year 1 FFY	Work Statement for Year 1 2018	Work Statement for Year 2 FFY 2019	Work Statement for Year 3 FFY 2020	Work Statement for Year 4 FFY 2021	Work Statement for Year 5 FFY 2022	
Physical Improvements	Annual Statement					
B. Subtotal						
C. Management Improvements						
D. PHA-Wide Non-dwelling Structures and Equipment						
E. Administration						
F. Other						
G. Operations	62,109		62,109		62,109	62,109
H. Demolition						
I. Development						
J. Capital Fund Financing - Debt Service						
K. Total CFP Funds		62,109		62,109		62,109
L. Total Non-CFP Funds	0		0	0	0	0
M. Grand Total	0	62,109		62,109		62,109

Part I: Summary (Continuation)

Part II: Supporting Pages - Physical Needs Work Statement(s)

Part II: Supporting Pages - Physical Needs Work Statement(s)

Part III: Supporting Pages - Management Needs Work Statement(s)

Part III: Supporting Pages - Management Needs Work Statement(s)

Part I: Summary		Grant Type and Number		FFY of Grant:	
PHA Name: Housing Authority of the City of Jonesboro		Capital Fund Program Grant No: GA01P228S01-18		Replacement Housing Factor Grant No: FFY of Grant Approval: 2018	
<input checked="" type="checkbox"/> Original Annual Statement <input type="checkbox"/> Performance and Evaluation Report for Period Ending:		<input type="checkbox"/> Reserve for Disasters/Emergencies <input type="checkbox"/> Final Performance and Evaluation Report		<input type="checkbox"/> Revised Annual Statement (revision no: 0) <input type="checkbox"/> Total Actual Cost ¹ <input type="checkbox"/> Obligated <input type="checkbox"/> Expended	
Line	Summary by Development Account	Original	Revised ²	Original	Revised ²
1	Total non-CFP Funds				
2	1406 Operations (may not exceed 20% of line 21) ³		22,109.00		
3	1408 Management Improvements				
4	1410 Administration (may not exceed 10% of line 21)				
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs				
8	1440 Site Acquisition				
9	1450 Site Improvement (now a 1480 account)		40,000.00		
10	1460 Dwelling Structures				
11	1465.1 Dwelling Equipment - Nonexpendable				
12	1470 Non-dwelling Structures				
13	1475 Non-dwelling Equipment				
14	1485 Demolition				
15	1492 Moving to Work Demonstration				
16	1495.1 Relocation Costs				
17	1499 Development Activities ⁴				
18a	1501 Collateralization or Debt Service paid by the PHA 9000 Collateralization or Debt Service paid Via System of Direct 18ba Payment				
19	1502 Contingency (may not exceeds 8% of line 20)				
20	Amount of Annual Grant: (sum of line 2 - 19)		62,109.00		0.00
21	Amount of line 20 Related to LBP Activities				
22	Amount of line 20 Related to Section 504 Activities				
23	Amount of line 20 Related to Security - Soft Costs				
24	Amount of line 20 Related to Security - Hard Costs				
25	Amount of line 20 Related to Energy Conservation Measures				

¹ To be completed for the Performance and Evaluation Report.

² To be completed for the Performance and Evaluation Report or a Revised Annual Statement.

³ PHAs with under 250 Units in management may use 100% of CFP Grants for operations.

⁴ RHF funds shall be included here.

Annual Statement/Performance and Evaluation Report
 Capital Fund Program, Capital Fund Program Replacement Housing Factor and
 Capital Fund Financing Program

U.S. Department of Housing and Urban Development
 Office of Public and Indian Housing
 OMB No. 2577-0226
 Expires 3/31/2014

Part I: Summary		Part II: Grant Type and Number		Part III: FFY of Grant:	
PHA Name: Housing Authority of the City of Jonesboro	Capital Fund Program Grant No: Date of CFFP: Jonesboro	GA01P228501-18	Replacement Housing Factor Grant No: Replacement Housing Factor Grant No: Jonesboro	FFY of Grant: 2018	FFY of Grant Approval: FFY of Grant Approval: Jonesboro
Type of Grant <input checked="" type="checkbox"/> Original Annual Statement <input type="checkbox"/> Performance and Evaluation Report for Period Ending:	<input type="checkbox"/> Reserve for Disasters/Emergencies <input type="checkbox"/> 0	<input type="checkbox"/> 0	Revised Annual Statement (revision no: 0) <input type="checkbox"/> 0	Revised Annual Statement (revision no: 0) <input type="checkbox"/> 0	Final Performance and Evaluation Report
Line Summary by Development Account		Total Estimated Cost		Total Actual Cost ¹	
Signature of Executive Director		Original	Revised ²	Obligated	Expended
Date		Signature of Public Housing Director		Date	

¹ To be completed for the Performance and Evaluation Report or a Revised Annual Statement.
² To be completed for the Performance and Evaluation Report.

² To be completed for the Performance and Evaluation Report.

Part III: Implementation Schedule for Capital Fund Financing Program

PHA Name: **Housing Authority of the City of Jonesboro**

¹ Obligation and expenditure end dated can only be revised with HUD approval pursuant to Section 9j of the U.S. Housing Act of 1937, as amended.

Streamlined Annual PHA Plan (High Performer PHAs)	U.S. Department of Housing and Urban Development Office of Public and Indian Housing	OMB No. 2577-0226 Expires: 02/29/2016
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DRAFT #1

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

Applicability. Form HUD-50075-HP is to be completed annually by **High Performing PHAs**. PHAs that meet the definition of a Standard PHA, Troubled PHA, HCV-Only PHA, Small PHA, or Qualified PHA do not need to submit this form.

Definitions.

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

A.	PHA Information.					
A.1	<p>PHA Name: <u>JONESBORO HOUSING AUTHORITY</u> PHA Code: <u>GA 228</u> PHA Type: <input type="checkbox"/> Small <input checked="" type="checkbox"/> High Performer</p> <p>PHA Plan for Fiscal Year Beginning: (MM/YYYY): <u>10/2018</u></p> <p>PHA Inventory (Based on Annual Contributions Contract (ACC) units at time of FY beginning, above) Number of Public Housing (PH) Units <u>30</u> Number of Housing Choice Vouchers (HCVs) <u>1,877</u></p> <p>Total Combined Units/Vouchers <u>1,907</u></p> <p>PHA Plan Submission Type: <input checked="" type="checkbox"/> <u>Annual Submission</u> <input type="checkbox"/> <u>Revised Annual Submission</u></p> <p>Availability of Information. In addition to the items listed in this form, PHAs must have the elements listed below readily available to the public. A PHA must identify the specific location(s) where the proposed PHA Plan, PHA Plan Elements, and all information relevant to the public hearing and proposed PHA Plan are available for inspection by the public. Additionally, the PHA must provide information on how the public may reasonably obtain additional information of the PHA policies contained in the standard Annual Plan, but excluded from their streamlined submissions. At a minimum, PHAs must post PHA Plans, including updates, at each Asset Management Project (AMP) and main office or central office of the PHA. PHAs are strongly encouraged to post complete PHA Plans on their official website. PHAs are also encouraged to provide each resident council a copy of their PHA Plans.</p> <p>Copies available at Jonesboro Housing Authority, 203 Hightower Street, Jonesboro, GA 30236</p> <p><input type="checkbox"/> PHA Consortia: (Check box if submitting a Joint PHA Plan and complete table below)</p>					
	Participating PHAs	PHA Code	Program(s) in the Consortia	Program(s) not in the Consortia	No. of Units in Each Program	
					PH	HCV
	Lead PHA:					

B.	Annual Plan Elements
B.1	<p>Revision of PHA Plan Elements.</p> <p>(a) Have the following PHA Plan elements been revised by the PHA since its last <u>Annual PHA Plan</u> submission?</p> <p>Y <input type="checkbox"/> N <input checked="" type="checkbox"/></p> <p><input checked="" type="checkbox"/> Statement of Housing Needs and Strategy for Addressing Housing Needs.</p> <ul style="list-style-type: none"> Housing needs in the jurisdiction of JHA as based on the most recent Census and SOCDS CHAS Data have not changed. However data concerning housing needs on the waiting lists changes on a frequent basis. Waiting list tables have been prepared and include an analysis by total number, income, disability, race, ethnicity, etc. <p>Waiting lists and JHA's strategy for addressing housing needs are included in a Supporting Document available for Review, and will be submitted to HUD upon request.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Deconcentration and Other Policies that Govern Eligibility, Selection, and Admissions.</p> <p>Deconcentration</p> <ul style="list-style-type: none"> Jonesboro Housing Authority has 30 public housing units and is therefore not subject to Deconcentration requirements. <p>Other Policies that Govern Eligibility, Selection, and Admissions:</p> <ul style="list-style-type: none"> JHA is in compliance with PIH Notices that have been issued over the past year. The ACOP and Section 8 Administrative Plan have been updated to incorporate these regulations. <p><input checked="" type="checkbox"/> <input type="checkbox"/> Financial Resources.</p> <ul style="list-style-type: none"> Continuously changing. The financial resources table is a Supporting Document available for review and will be submitted to HUD upon request. <p><input checked="" type="checkbox"/> <input type="checkbox"/> Rent Determination.</p> <ul style="list-style-type: none"> JHA has submitted a request to HUD for a waiver from using the Small Area Fair Market Rents (SAFMR) for the Housing Choice Voucher Program. Use of the SAFMRs in twelve of the nineteen zip codes in JHA's jurisdiction would cause a decrease in the payment standard. Further analysis shows that two-thirds of the current HCV participants would have a decrease in the payment standard, which would be a detriment to them and future participants in the HCV program. Coupled with the fact that JHA is already experiencing difficulty getting rental owners to participate in the program, use of the SAFMRs is not feasible in JHA's jurisdiction. <p><input type="checkbox"/> <input checked="" type="checkbox"/> Homeownership Programs.</p> <ul style="list-style-type: none"> Section 8 Homeownership Program – JHA is administering a Section 8 Homeownership Program. There has been little activity, with only one closing in recent months Public Housing Homeownership Program – No current plans for a public housing homeownership program. <p><input type="checkbox"/> <input checked="" type="checkbox"/> Safety and Crime Prevention.</p> <ul style="list-style-type: none"> JHA is in compliance with the Violence Against Women Reauthorization Act of 2013: Implementation in HUD Housing Programs, Final Rule, published in the <i>Federal Register</i> on November 16, 2016, and PIH Notice 2017-8. Subject: Violence Against Women Reauthorization Act of 2013 Guidance, issued May 19, 2017. JHA has adopted an Emergency Transfer Plan. JHA's statement on the Violence Against Women Act (VAWA) is included as <u>Attachment A</u>. <p><input type="checkbox"/> <input checked="" type="checkbox"/> Pet Policy</p>

Substantial Deviation.

Jonesboro Housing Authority has adopted the following definition of "Substantial Deviation" and "Significant Amendment or Modification":

Substantial deviations or significant amendments or modifications are defined as discretionary changes in the plans or policies of the housing authority that fundamentally change the mission, goals, objectives, or plans of the agency and which require formal approval of the Board of Commissioners.

Proposed demolition, disposition, homeownership, RAD conversion, Capital Fund Financing, development, or mixed finance proposals are considered to be significant amendments to the CFP Five Year Action Plan

(The last statement above has been added as a result of the CFP Final Rule, which was effective November 2013)

Significant Amendment/Modification

See Definition above

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

The following is JHA's Deconcentration Policy as excerpted from the ACOP:

10.4 DECONCENTRATION POLICY

The Jonesboro Housing Authority is not subject to the deconcentration requirements according to 24 CFR 903. Nevertheless, the Jonesboro Housing Authority will affirmatively market its housing to all eligible income groups.

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

For ease of reference JHA's changes have been described within each Annual Plan Element in letter B.1 (a) above.

B.2 New Activities.

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

Y N

Hope VI or Choice Neighborhoods.

Mixed Finance Modernization or Development. — JHA may be using a Mixed Finance package as part of the rebuilding of Wilburn Street units, as noted under the next activity below:

Demolition and/or Disposition. — JHA is looking to do a Demolition and/or Disposition on Wilburn Street (18 units) within the next five (5) years. Under consideration at this point in time is building a Tax Credit property in the place of the property being demolished with the possibility of some Project Based Vouchers. This facility would be a Senior only facility for 55 & older. Plans are still in the very beginning stages; JHA is currently working with an attorney to establish a 501 (c)(3) to help facilitate the funding of this project through outside sources.

JHA will also be applying for relocation vouchers.

Conversion of Public Housing to Tenant Based Assistance.

Conversion of Public Housing to Project-Based Assistance under RAD.

Project Based Vouchers. - **May be utilized for various developments if deemed feasible. Details are in Attachment B.**

Units with Approved Vacancies for Modernization. — JHA does not currently have any units off-line for Modernization. **However, JHA will use this authority if and when needed.**

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

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

For ease of reference JHA's changes have been described within each category of New Activities in letter B.2 (a) above.

B.3

Progress Report.

Provide a description of the PHA's progress in meeting its Mission and Goals described in the PHA 5-Year Plan.

The following table reflects the progress we have made in achieving our goals and objectives established for 2015 – 2019:

GOAL: Manage the Jonesboro Housing Authority's existing public housing program in an efficient and effective manner thereby qualifying as at least a standard performer, and continue to strive for high performer status.	
Objective	Progress
HUD shall recognize the Housing Authority of the Jonesboro Housing Authority as high performer within five years.	JHA is currently a high performer under the PHAS, and a high performer in SEMAP.

GOAL: Make public housing the affordable housing of choice for the very-low income residents of our community.	
Objective	Progress
The Jonesboro Housing Authority shall achieve proper curb appeal for its public housing developments by improving its landscaping, keeping its grass cut, making the properties litter-free and other actions.	<p>Landscaping company sprays JHA's grass for weeds control and they ensure flower beds and around bushes are well maintained with mulch. Ongoing lawn maintenance continues. New grass will be sown throughout the season and beginning to help promote a better appearance.</p>
The Jonesboro Housing Authority shall become a more customer-oriented organization.	<p>Ongoing discussions and mentoring to our Staff regarding the importance of giving excellent customer service is in place.</p> <p>JHA this past fiscal year had a trainer come to our office to train staff regarding customer service and how to deal with difficult people.</p> <p>JHA continues to reach out to other housing services to assist our clients that need additional help. JHA will continue to make providing essential tools and assistance to our customers a top priority.</p>

GOAL: Manage the Jonesboro Housing Authority's tenant-based program in an efficient and effective manner thereby qualifying as at least a standard performer under SEMAP.	
Objective	Progress
The Jonesboro Housing Authority shall work to attract new Landlord's who want to participate in the program.	We continually reach out to existing landlords, and address any concerns that existing owner participants may have. We have started notifying owners via our website of our briefing days for Port-ins or new admissions so that any owner that would like to attend that briefing can help the residents find housing quickly.

GOAL: Deliver timely and high-quality maintenance service to the residents of the Jonesboro Housing Authority	
Objective	Progress
The Jonesboro Housing Authority shall maintain an appealing, up-to-date environment in its developments.	Landscaping company performs weed control and fertilization when needed, they also add mulch when needed to ensure that our property is well-maintained and keeps a nice curb appeal throughout the year.

GOAL: A goal of the Jonesboro Housing Authority is to fully comply with the Violence Against Women Act (VAWA).	
Objective	Progress
It is our objective to work with others to prevent offenses covered by VAWA to the degree we can.	Our agency moves swiftly to assist Clients that have become victims of domestic violence move to a safe environment and all clients are informed of their rights by way of brochures that are provided at recertification and at initial entry to the programs, as well as any time they are denied admission to the programs and when they are sent termination notices.

B.4.	<p>Most Recent Fiscal Year Audit.</p> <p>(a) Were there any findings in the most recent FY Audit?</p> <p>Y <input type="checkbox"/> N <input checked="" type="checkbox"/></p> <p>(b) If yes, please describe:</p> <p>No Findings in 10/1/2016 – 9/30/2017 Audit</p>
Other Document and/or Certification Requirements.	
C.1	<p>Certification Listing Policies and Programs that the PHA has Revised since Submission of its Last Annual Plan</p> <p><u>Form 50077-ST-HCV-HP, Certification of Compliance with PHA Plans and Related Regulations</u>, must be submitted by the PHA as an electronic attachment to the PHA Plan.</p> <p><u>See Attachment C</u></p>
C.2	<p>Civil Rights Certification.</p> <p><u>Form 50077-ST-HCV-HP, Certification of Compliance with PHA Plans and Related Regulations</u>, must be submitted by the PHA as an electronic attachment to the PHA Plan.</p> <p><u>See Attachment C</u></p>
C.3	<p>Resident Advisory Board (RAB) Comments.</p> <p>(a) Did the RAB(s) provide comments to the PHA Plan?</p> <p>Y <input type="checkbox"/> N <input type="checkbox"/></p> <p>If yes, comments must be submitted by the PHA as an attachment to the PHA Plan. PHAs must also include a narrative describing their analysis of the RAB recommendations and the decisions made on these recommendations.</p> <p><u>See Attachment D</u></p>
C.4	<p>Certification by State or Local Officials.</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> <p><u>See Attachment E</u></p>

D	Statement of Capital Improvements. Required in all years for all PHAs completing this form that administer public housing and receive funding from the Capital Fund Program (CFP).
D.1	<p>Capital Improvements. Include a reference here to the most recent HUD-approved 5-Year Action Plan (HUD-50075.2) and the date that it was approved by HUD.</p> <p>Capital Fund documents were formally part of the Five-Year & Annual Plan files. The Public Housing CFP Final Rule was published in the <i>Federal Register</i> October 24, 2013 and was effective on November 25, 2013. This CFP Final Rule decoupled the CFP from the PHA Annual Agency Plan. CFP documents are to be prepared during the 45-day review period, reviewed with the RAB, presented at the Public Hearing and approved by the Board of Commissioners. However they are to be submitted to HUD separately from the Agency Plan process, when "requested by HUD".</p> <p>JHA has complied with the above requirements.</p> <p>See HUD Form 50075.2 approved by HUD on 09/29/2017.</p>

Challenged Elements – Per the chart on page 4 of PIH Notice 2015-18, Subject: Availability of New and Revised Public Housing Agency (PHA) Five-Year and Annual Plan Templates and Other Forms, PHAs are to annually submit a statement of Challenged Elements.

This statement is included as Attachment F.

JONESBORO HOUSING AUTHORITY

Summary of Policy Changes – JUNE 2018

ACOP:

Flat Rents

On November 15, 2017 HUD issued PIH Notice 2017-23, Updates to Flat Rent Requirements. It revised some of the Flat Rent provisions that were issued in 2014 and 2015.

Some of the more significant changes include:

- PHAs that established and were administering ceiling rents prior to October 1, 1999 were already authorized to continue to administer ceiling rents in lieu of flat rents, provided such ceiling rents are set at the level required for flat rents as required by 24 CFR 960.253(d). Also, PHAs administering ceiling rents may no longer use line 10c (income-based ceiling rent) on the HUD Form-50058 to report ceiling rents for any household. Instead, PHAs must use line 10b (flat rent) to report the applicable maximum rental amount
- Already allowed – If a PHA believes that 80 percent of the FMR is not reflective of its local market conditions (flat rent setting option #1), it may use a HUD-established FMR that is based on an area geographically smaller, called the Small Area Fair Market Rent – SAFMR. (80 percent of the SAFMR) (or if a SAFMR is not available, 100 percent of the unadjusted rent). Now – It is 80 percent of the unadjusted rent.
- Flat Rent Exception Requests (basing its flat rents on specific market conditions supported by a market analysis) were already allowed under the former guidance. Now, if HUD approved a PHA's flat rent exception request from a previous fiscal year, the PHA may request an extension of this approval under the following circumstances:
 - The market study accompanying the previously approved request is no more than 2 years old;
 - Market conditions remain unchanged; and
 - The PHA submits the extension request to HUD no later than 90 days after the effective date of the final FMRs published by HUD (typically December 31st of that calendar year).

Violence Against Women Act (VAWA)

Last year, policies were updated to comply with the revised VAWA regulations.

This year, a clarification was added that when a resident claims he/she is a victim of VAWA, PHAs shall request in writing that the claimant provides verification.

Section 8 Administrative Plan

HOTMA

On January 18, 2017 HUD published in the Federal Register a regulation titled Housing Opportunity Through Modernization Act of 2016: Implementation of Various Section 8 Voucher Provisions.

There are enough minor changes to the Admin Plan regarding HOTMA that listing all of the changes in this Summary of Policy changes is not practical. Among the more significant changes are those affecting:

1. The initial inspection of units coming on to the program. (allowing units to go under HAP Contract that have non-life-threatening deficiencies as a result of the initial inspection, with a deadline for correction of the deficiencies – **JHA did not take this optional change – very few PHAs have**)
2. Alternative initial inspections. - authorizes occupancy of a unit prior to the PHA's inspection being completed if the property has, in the previous 24 months, passed an alternative inspection method that qualifies as an alternative inspection method pursuant to § 8(o)(8)(E) – **JHA did not take this optional change – very few PHAs have**)
3. Definition of Housing Authority owned units (as relates to project-basing vouchers).
4. Increase in the Project Based Voucher cap (an additional 10% of a PHAs vouchers are allowed to be project-based for certain types of units available for specific population groups).
5. The PBV cap in a particular project.
6. The length of PBV contracts and their extension.
7. Changes to the use of vouchers in manufactured housing.

There are numerous additional changes. **PHAs need to READ the PUBLICATION CAREFULLY to make sure you are in compliance.**

Fair Market Rents, Rent Reasonableness

On January 17, 2018, HUD published PIH Notice 2018-01, Guidance on Recent Changes in Fair Market Rents (FMR), Payment Standard, and Rent Reasonableness Requirements in the Housing Choice Voucher Program. This Notice affects not just the agencies being forced to adopt Small Area Fair Market Rents (SAFMRs), but sections of the notice affect all voucher programs.

Among the more significant changes:

- Appendix A of the Notice provides a list of metropolitan areas where use of the SAFMRs is mandatory.
- The notice gives the option to other PHAs to voluntarily operate under the SAFMRs
- The final rule changes the percentage decrease in FMRs that triggers the need for a rent reasonableness determination from 5 to 10 percent. A rent reasonableness determination will be required only when the decrease in the FMRs from the previous year is exactly 10 percent. (An FMR will never decrease by more than 10 percent from the previous year's FMR, regardless of whether a PHA is voluntarily using SAFMRs, is operating in a designated SAFMR area, or is not using SAFMRs. (A PHA is still required to redetermine rent reasonableness before any increase in rent to owner and/or if directed by HUD.)
- All revisions to the payment standards shall occur within three months of HUD's publication of any change in the FMR if the payment standard is no longer within the acceptable range.
- When selecting the payment standard for families who have been issued a voucher where the search time may extend past the effective date of a new payment standard they shall be informed of both the old and new payment standards once the amount of the new payment standard has been determined.

PHAs need to READ the PUBLICATION CAREFULLY to make sure they are in compliance.