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FY 2020 – 2024 PHA 5 Year Plan

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Resources:

1. Suffolk County Workforce Housing Needs Assessment and Responses, March 1,2008
2. Town of Huntington, NY 5 year Strategic Plan 2020 to 2014
3. Town of Huntington Community Development Agency Annual Action Plan Draft 2021

ATTACHMENT 1

Mission Statement, Goals & Objectives

“Town of Huntington Housing Authority aim is to ensure safe, decent, and affordable housing; create opportunities for residents' self-sufficiency and economic independence; and assure fiscal integrity by all program participants.”

FIVE-YEAR GOALS

The goals and objectives contained in this document are hereby established by the Town of Huntington Housing Authority for the period beginning October 2020 and ending September 2024 and are as follows:

GOAL ONE: Achieve a *High Performer* HUD status. .

- Support departmental reviews of Section Eight Management Assessment Program (SEMAP) Indicators, and additional areas deemed prudent.
- Streamline procedures and automate processes through the smart use of technology, thus enabling the development of key performance indicators such as inspections.

GOAL TWO: Preserve properties and grow financial assets.

- Seek out grant opportunities to bring additional revenue and resources.
- Transform identified public housing properties (repositioning).
- Maintain a vacancy rate between 1% and 3%.
- Participate in community revitalization initiatives that will improve and add to our existing quality affordable housing portfolio.
- Develop a preventative maintenance program with the goal of improving the quality of housing.

GOAL THREE: Expand the Town of Huntington Housing Authority (TOHHA)

Family Self-Sufficiency (FSS) program, education, and training opportunities.

- Partner with agencies to provide services for our residents that will help improve their economic stability.
- Promote healthy living and healthy choices for residents.
- Develop supportive programs for seniors and people with disabilities.
- Create a pre-apprenticeship type program to provide training opportunities to promote self-sufficiency and independence.
- Improve outreach efforts to Public Housing and Section 8 residents.

GOAL FOUR: Improve TOHHA external communications with residents and customers to increase understanding and develop relationships.

- Develop concentrated efforts to improve advocacy at the Local, State, and Federal levels.
- Prioritize providing information in non-English languages. Improve TOHHA's website to

- include translation to non-English languages.
- Increase effective communication with residents and program participants.
- Continue to provide training to staff on effective communication and customer service.
- TOHHA will implement ways to improve Information Technology and related infrastructure by staying current with technology.

GOAL FIVE: Expand and create housing choice opportunities by educating, collaborating, and increasing vouchers, participants, and landlords.

- Continue to market, educate, and recruit new landlords who want to participate in the program.
- Develop and implement the process for waitlist management to include the more frequent opening of the waiting list.
- Explore virtual inspections.

GOAL SIX: Expand the opportunities for quality affordable housing within TOHHA's jurisdiction. Diversify and grow overall revenue, resources, and community partnerships.

- Explore and analyze opportunities to benefit from Low Income Housing Tax Credits (LIHTC) in potential site development or redevelopment projects. TOHHA intends to apply for Low Income Housing Tax Credits, bonds, various grants, and other available programs to support the development and expansion of housing opportunities.
- Seek partnership opportunities that facilitate the development of additional quality affordable housing units.
- Utilize Small Fair Market Rents, if feasible.

GOAL SEVEN: Evaluate TOHHA's Policies governing its operations and administration of programs.

- Review and update TOHHA's Admissions and Continued Occupancy Policy (ACOP) and present to the Board of Commissioners for approval.
- Review and update TOHHA's Administrative Plan and present it to the Board of Commissioners for approval.
- Revise and update TOHHA's Procurement Policy and present to the Board of Commissioners for approval.
- Create TOHHA's Emergency Preparedness Plan to include everything learned from the COVID-19 Pandemic.

ATTACHMENT 2

Statement of Deconcentration and Other Policies that Govern Eligibility, Selection, and Admission

On December 22, 2000, The U.S. Department of Housing and Urban Development published its Final Rule for the Deconcentration of public housing. The rule, 24 CFR Part 903.2, requires public housing authorities to monitor average income levels at each family development to ensure the average income of residents falls within a specific range. As part of this requirement, TOHHA will:

- Determine the PHA-wide average income of families residing in developments subject to deconcentration requirements. TOHHA shall also determine the average family income for each development subject to Deconcentration requirements.
- Determine whether each of its covered developments falls above, within, or below the Established Income Range. The Established Income Range is 85 percent to 115 percent inclusive of the PHA- wide average income for covered developments.
- Provide explanations for developments that fall outside the Established Income Range. TOHHA may explain or justify the income profile for these developments as being consistent with and furthering two sets of goals: the goals of deconcentration of poverty and income mixing as specified by the statute (bringing higher-income tenants into lower-income developments and vice versa); and the local goals and strategies contained in the PHA Annual Plan.
- Provide a remedy for a covered development where no justification is provided.

Within 24 CFR Part 903.2, HUD provides PHAs the following methods to bring the income concentrations within an acceptable range.

- (A) Providing incentives designed to encourage families with incomes below the Established Income Range to accept units in developments with incomes above the Established Income Range, or vice versa, including rent incentives, affirmative marketing plans, or added amenities.
- (B) Targeting investment and capital improvements toward developments with an average income below the Established Income Range to encourage applicant families whose income is above the Established Income Range to accept units in those developments.
- (C) Establishing a preference for admission of working families in developments below the Established Income Range.
- (D) Skipping a family on the waiting list to reach another family in an effort to further the goals of deconcentration.
- (E) Providing such other strategies as permitted by statute and determined by TOHHA in consultation with the residents and the community, through the PHA Annual Plan process, to be responsive to the local context and the PHA's strategic objectives.

In carrying out its deconcentration efforts, Town of Huntington Housing Authority will ensure its actions meet the following HUD requirements:

- (1) Nondiscrimination. A PHA must carry out its PHA Plan in conformity with the nondiscrimination requirements in Federal civil rights laws, including Title VI of the Civil Rights Act of 1964 and the Fair Housing Act. A PHA cannot assign persons to a particular section of a community, a development, or building based on race, color, religion, sex, disability, familial status, or national origin for purposes of segregating populations (Sec. 1.4(b) (1) (ii) of this title).
- (2) Affirmatively Furthering Fair Housing. PHA policies that govern eligibility, selection, and admissions under its PHA Plan should be designed to reduce racial and national origin concentrations. Any affirmative steps or incentives a PHA plans to take must be stated in the admission policy. (i) HUD regulations provide that PHAs should take affirmative steps to overcome the effects of conditions which resulted in limiting the participation of persons because of their race, national origin, or another prohibited basis (Sec. 1.4(b) (1) (iii) and (6) (ii) of this title). (ii) Such affirmative steps may include but are not limited to appropriate affirmative marketing efforts, additional applicant consultation and information, and provision of additional supportive services and amenities to a development.
- (3) The validity of the certification. (i) HUD will take action to challenge the PHA's certification under Sec. 903.7(o) where it appears that a PHA Plan or its implementation:
 - (A) Does not reduce racial and national origin concentration in developments or building and is perpetuation segregated housing; or
 - (B) Is creating new segregation in housing. (ii) If HUD challenges the validity of a PHA's certification, the PHA must establish that it is providing a full range of housing opportunities to applicants and tenants or that it is implementing actions described in paragraph (d)(2)(ii) of this section. (e) the relationship between poverty deconcentration and fair housing. The requirements for poverty deconcentration in paragraph (c) of this section and for fair housing in paragraph (d) of this section arise under separate statutory authorities and are independent.

Deconcentration Data		
<i>Development Name</i>	<i>Average Annual Income from 10/19 to 10/2020</i>	<i>% of Development</i>
Millennium Hills	\$8,441.76	One development

- (4) TOHHA's has only one development.

Policies that govern eligibility, selection, and admissions

The policies that govern eligibility, selection and admission in both Town of Huntington Housing Authority's Public Housing Programs and Voucher Programs are found in our

Admissions and Continued Occupancy Policy and our Housing Choice Voucher Administrative Plan.

In general, TOHHA Admissions and Continued Occupancy Policy and Section 8 Administrative Plan are derived from the following:

Code of Federal Regulations 24 CFR Parts 5, 882, 887,888, 960, 982, 983 & 984
Quality Housing and Work
Responsibility Act Sections 507,508,513,514 & 523

Admissions and Continued Occupancy Policy

TOHHA will review and revise the Admission and Continued Occupancy Policy, the Public Housing Lease and Housing Choice Voucher Administrative Plan at least biannually. All documents are available to the public at TOHHA's Administrative offices located at 1A Lowndes Avenue, Huntington Station, NY 11746.

ATTACHMENT 3	
Town of Huntington Housing Authority	
<u>STATEMENT OF FINANCIAL RESOURCES</u>	
Income (Receipts) from Public Housing	
HUD Operating Funds	49,813.00
Tenant Rental Income	269,248.00
Other Income (HUD Capital Funds and FSS)	7,537,213
Total Public Housing Income	\$144,421.00
Investment Income	\$5,417.00
Based Assistance (Section 8)	
HAP	6,104,376.00
	69,528,140
Total HCV and Other Tenant Based Funding Income	6,104,376.00
	70,002,722
Combined Public Housing, HCV and	\$6,573,275.0
Other Tenant Based Resources	0
All other Income Sources from State and Local Programs; and	
Non-elimination Central Office Cost Center Income	
Grand Total Resources available to TOHHA	\$6,573,275.00
<i>NOTE: data is based on Fiscal 2019 unaudited financial statements</i>	

ATTACHMENT 4

Town of Huntington Housing Authority – Rent Determination

Town of Huntington Housing Authority (TOHHA) operates both Public Housing and Section 8 Programs.

TOHHA has set the following rent policies for the Housing Choice Voucher Program.

1. TOHHA is retaining the calculation of the participant's contribution at greatest of 30% of adjusted income, 10% of annual gross income, or welfare shelter rent.
2. TOHHA is only using statutory income exclusions in the calculation of adjusted income at this time.
3. TOHHA will set its Exception Payment Standards at 110% of the current area Fair Market Rents for our jurisdictions. Units located in areas with poverty rates below 20% and in all suburban areas, the Exception Payment Standards will be set up to 110% percent. This higher Payment Standard for low poverty areas is to help promote the deconcentration of poverty and provide greater housing opportunities in low poverty areas. Payments Standards will be reviewed annually and determined by the current Fair Market Rent, program funding, voucher utilization, and waitlist.
4. TOHHA provides the Earned Income Disallowance in accordance with HUD regulation.
5. The minimum rent for Section 8 voucher holders is set at \$50.00.

TOHHA has set the following rent policies for the Public Housing Program.

1. TOHHA is retaining the calculation of rent payment at the greater of 30% of adjusted monthly income, 10% of monthly gross income, or welfare shelter rent.
2. TOHHA is only using statutory income exclusions in the calculation of adjusted income at this time.
3. TOHHA provides a twenty-four month (24 months) phased-in "disregard" of increased income in rent calculation for qualified Public Housing residents that transition from the following: Temporary Assistance to Needy Families (TANF), Social Security, welfare to work or other work-training programs, or those returning to work after attending school or being unemployed for one year or more. This disregard is available to qualified residents on a once in a lifetime basis. Under this policy, rent is kept at the pre-employment level for a period of 12 months after the increase in annual income.

For the next 12 months (i.e., 13th through the 24th month following), rent will be calculated based on the pre-employment income, plus an increase of 50% of the difference between the pre-employment incomes and the new annual income. Once a resident is deemed eligible, if that resident should lose their job, their disregard will be suspended until they are re-employed again. However, this benefit cannot extend beyond 24 months from the start of the first disregard and is available to each household member once in a lifetime.

4. As an additional incentive to help our residents increase their income, TOHHA will not increase rent due to an increase in employment income until the next annual recertification. The resident has reported an increase in income within ten days of the change.

5. The minimum rent is set at \$50.00.

Choice of Rent Determination

Public Housing residents may either choose a formula-based rent or a pre-set Fair Market Rent or “FMR” (formerly referred to as “Flat Rent”). At admission, and in each succeeding year in preparation for their annual re-examination, each family is given the choice of having their rent determined under the formula method or having their rent set at the FMR for their unit.

Fair Market Rent (FMR)

Families who opt for the FMR described above will be required to go through the income re-examination process once every three years, rather than the annual review required under the formula-based method.

Families who opt for the FMR may request to have a re-examination and return to the formula based method at any time for any of the following reasons: i.e., the family’s income has decreased; the family’s circumstances have changed, increasing their expenses for child care, increase in medical care expenses; or other circumstances creating a hardship on the family such that the formula method would be more affordable.

- o The current FMR rates were revised in 2019 for the calendar year 2020 and will be reviewed for 2021 when published by HUD.

Town of Huntington Housing Authority will set the (flat) fair market rent rental amount each year for each public housing unit that complies with the requirement that all FMRs be set at no less than 80 percent of the applicable Fair Market Rent (FMR) adjusted, if necessary, to account for reasonable utility costs. The new FMR amount will apply to all new program admissions effective 10/1/14. For current program participants that pay the FMR (flat) amount, the new FMR amount will be offered, as well as the income-based rental amount, at the next annual rental option.

Town of Huntington Housing Authority will place a cap on any increase in a family’s rental payment that exceeds 35 percent, and is a result of changes to the FMR rental amount as follows:

- Multiply the existing FMR (flat) rental payment by 1.35 and compare that to the updated FMR (flat) rental amount.
- The PHA will present two rent options to the family as follows:
 - the lower of the product of the calculation and the updated FMR rental amount; and the income-based rent.

Formula Based Rent

Public housing residents may also base their rent on an income-based formula. Under the formula-based rent, the total tenant payment is equal to the highest of 10% of monthly gross income, 30% of adjusted monthly income, or the welfare rent.

The incomes of all residents that pay a formula-based rent must be re-examined on an annual basis or when required by HUD.

Each year at the time of the annual re-examination, families paying a formula-based rent may select to pay the FMR amount instead of completing the re-examination process.

<i>Development Name</i>	<i>FAIR MARKET RENT INVENTORY</i>	<i>Current Fair Market Rent\$</i>	<i>TOHHA RENT AVERAGE</i>
Millennium Hills	Two Bedrooms	2035	1594
	Three Bedrooms	2606	2050

ATTACHMENT 5
Operation and Management

Town of Huntington Housing Authority has the following Policies that govern our operations:

- Admissions and Continued Occupancy Policy
- Housing Choice Voucher Administrative Plan
- Family Self-Sufficiency Action Plan
- Grievance Procedure
- Procurement Policy
- Personnel Policy

Copies of these policies are available at **1A Lowndes Avenue, Huntington Station, NY 11746**. TOHHA operates the following programs:

Program	Brief Description
Public Housing	40 units of public housing owned by TOHHA.
Housing Choice Voucher*	573 Section 8 vouchers are available through TOHHA. The HCV program provides rental assistance on behalf of participants in the private rental market.
Comp Grant/Capital Fund	Funds for addressing capital needs improvements to Public Housing sites, buildings, systems, and units.
Family Self-Sufficiency	A program that assists TOHHA residents and participants in becoming self-sufficient.

Within the Housing Choice Voucher Program, TOHHA administers the following voucher types:

* Voucher Type	Description
Tenant-Based Vouchers	The subsidy is issued to the participant. Assistance can be used on any qualifying and approved the rental unit.
Project-Based Vouchers	The subsidy is issued to the unit. Provides owners with a long- term commitment to promote creating new/renovated units.

TOHHA's Housing Choice Voucher and other Rental Assistance Programs Utilization (as of 8/30/2021):

Program	Allocation	Leased Units	0/1 BR	2 BR	3 BR	4 BR	5BR+
Housing Choice Vouchers	573	314	77	99	109	19	10
TOHHA Portable Vouchers living outside of Rochester	9	9	2	3	3	0	1
TOTALS	582	323	79	102	112	19	11

Listing of TOHHA's Public Housing inventory

Development	Studio	1bdrm	2bdrm	3bdrm	4bdrm	5bdrm	Development Total	Total
Millennium Hills	0	0	20	20	0	0	40	40
TOHHA	0	0	20	20	0	0	40	40

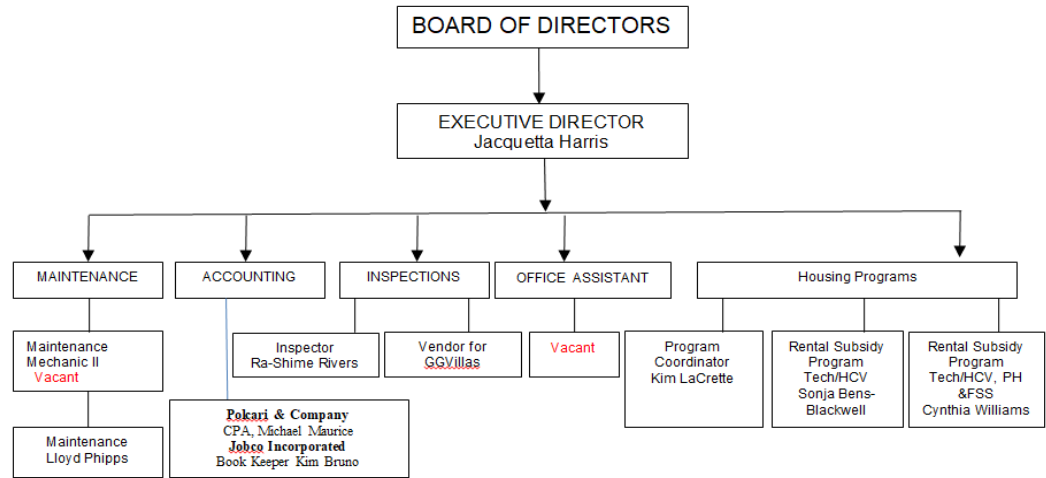
ATTACHMENT 6

Town of Huntington Housing Authority – Grievance Procedure

Town of Huntington Housing Authority has a grievance procedure and any revisions will be brought to the Board of Commissioners for approval. This procedure will remain in line with HUD regulations, as well as the Admissions and Continued Occupancy Policies.

TOHHA's Housing Choice Voucher program also has a grievance procedure, informal hearing procedures for participants, and informal review procedures for applicants, which are also detailed in the TOHHA's Administrative Plan. This document is available to the public at TOHHA's administrative offices at 1A Lowndes Avenue, Huntington Station, NY 11746.

HUNTINGTON Housing Authority



ATTACHMENT 7

Town of Huntington Housing Authority Self-Sufficiency Program

The Quality Housing and Work Responsibility Act (QHWRA) of 1998 require that housing authorities set forth in their Annual Plan a description of their Community Service and Self-Sufficiency Programs.

TOHHA will continue to administer a Family Self-Sufficiency (FSS) program. Under this program, families set goals, and a service coordinator works with them and helps them achieve their goals over a 5-year period. Some families' goals include homeownership. The FSS grant funds one case manager position. There is currently no waiting list for either Section 8 or public housing families to participate. Outreach to both HCV and PH residents consist of management referrals, brochures, and door to door outreach.

TOHHA will continue to assist participants in the FSS program to achieve their homeownership goals by providing participants with support such as credit counseling, building escrow savings accounts, linking them with local grant opportunities and other local homeownership programs.

ATTACHMENT 8

Town of Huntington Housing Authority – Public Safety and Security Services

Currently, Millennium Hills Public Housing Units are not patrolled by outside security officers but are monitored by on-site staff and residents. Continual concerns are brought to the Home Owners Associations attention so that matters may be addressed accordingly if the matter is not a 911 emergency.

Town of Huntington Housing Authority – Pet Policy

Town of Huntington Housing Authority pet policy allows for one pet per household with a deposit required of \$300 and/or one pet per household.

Residents are responsible for any damage caused by their pets, including the cost of fumigating or cleaning their units. In exchange for this right, the resident assumes full responsibility and liability for the pet and agrees to hold TOHHA harmless from any claims caused by an action or inaction of the pet.

TOHHA's pet policy does not apply to animals that are used to assist persons with disabilities. Assistive animals are allowed in all public housing facilities and will follow the Proposed Assistance/Companion Animal Policy requiring tenants to maintain their units and associated facilities in a decent, safe and sanitary manner and refrain from disturbing their neighbors.

The complete pet policy is contained in TOHHA's Admissions and Continued Occupancy Policy. Persons interested in reviewing the complete pet policy may contact the Housing Authority to obtain a copy of the policy

Town of Huntington Housing Authority – PROPOSED Assistance/Companion Animal Policy

Assistance Animal Rules

The term "Assistance Animal" refers to service animals, therapy animals, emotional support animals, and companion animals.

Management will be establishing the Assistance Animal Rules to ensure that the property is maintained in a decent, safe, and sanitary manner and that all residents can live in peace and quiet comfort. The rules are applicable to residents who have been granted a reasonable accommodation request to house an assistance animal. Processing a request for an assistance animal is done in accordance with the TOHHA's reasonable accommodation and modification policy.

- A. Before an assistance animal is permitted to live in the apartment, Management must verify the disability and/or need for an assistance animal. If the disability is not obvious or previously known, Management will verify, with a licensed medical professional, that there is both the presence of a disability and the need for an assistance animal.
- B. When the disability must be verified, the Management will request the following information:
 - a. the provider's professional opinion that the condition qualifies as a disability under federal law;
 - b. the provider's opinion that the assistance animal has been prescribed for treatment purposes and is necessary to help alleviate symptoms associated with the person's condition and/or to help the person use and enjoy the property and its services; and
 - c. The provider's description of what service(s) the animal will provide.

- C. Management will process the request as quickly as possible and will respond, in writing, or in an equally effective manner if necessary, within ten (10) business days after receiving all documentation from the resident and/or the verification source. If the request for the assistance animal is denied, the resident has the right to request an appeal meeting. The request must be made within ten (10) business days of the date of the notification of denial. If requested by the resident or his/her representative, the meeting will be conducted by a person who was not involved in the original decision to deny.
- D. The resident is not required to pay a pet deposit for the assistance animal since it is not considered a "pet". However, the resident is solely responsible for any damage to persons or property caused by his/her animal and for cleaning, fumigation, deodorizing, and emergency kenneling required because of the animal. These charges may be assessed at any time and are due within thirty (30) calendar days.

Expenses incurred for the upkeep of the animal is considered a medical expense for those families who qualify for such a deduction. Such expenses include but are not limited to grooming, food, and veterinary care. Toys, treats, clothes, etc. are considered optional items and are not included as a medical expense. In accordance with federal requirements, Management will make the final determination regarding reasonable expenses.

- E. The animal must be registered with the Management Office before it is permitted to live in the apartment and annually thereafter. To register the animal, the resident must provide the following:
- a. Information sufficient to identify the animal.
 - b. a certificate and rabies vaccination tag as proof that the animal has up-to-date rabies vaccinations or a certificate of exemption from rabies vaccinations from a licensed veterinarian who has determined that the vaccination will adversely affect the animal's health (required by New York State law);
 - c. for dogs four months of age or older, license tags (required by New York State law); and
 - d. the name, address, and phone number of at least two (2) responsible parties who will serve as alternate caretakers for the animal if the resident is hospitalized, dies, is incapacitated, is incarcerated, or is otherwise unable to care for the animal.
- F. Management reserves the right to prohibit any animal from living in the apartment if Management has documented information that indicates:
- a. based on the resident's habits and practices, the resident will be unable to keep the animal in compliance with the rules and/or another lease requirements;
 - b. The animal poses a threat to the health or safety of other residents, guests, vendors, service providers, or property staff.
 - c. The animal would interfere with other residents' peaceful enjoyment of the property.

d. the presence of the animal would change the nature of the program or cause undue financial and administrative burden; or

e. The resident has a history of animal neglect or abuse.

The resident will receive a notification if Management intends to prohibit the animal from living in the apartment. The notice shall state the basis for the action and shall be served on the resident. If it is discovered that there is an animal in the apartment without prior approval, the resident will be notified that the animal must be removed within seventy-two (72) hours. If the resident does not remove the animal as required, Management reserves the right to contact animal control to remove the animal. Any costs associated with the removal of the animal are the responsibility of the resident. Management is not responsible for the health or well-being of the animal in such circumstances.

G. The resident must use the area Management has designated for animal exercise and the deposit of animal waste and must not permit his/her animal to deposit waste outside that area. Any instances where urine and/or feces are deposited in other areas will be considered the damage to the property. The resident must remove and properly dispose of all removable animal waste. The resident may be charged a waste removal fee of up to \$5.00 per occurrence for failure to comply with these requirements.

H. Products that are commonly used to houstrain the animal must be disposed of daily. These items must be "double bagged" using sealable plastic bags before they may be placed in the trash.

I. The resident must change kitty litter and/or clean cages and other enclosures at least once per week.

J. The resident may be required to remove the animal from the property if the presence of the animal or actions of the owner causes unsanitary conditions in the apartment or any common area of the building and grounds.

K. The resident is solely responsible for any damage to persons or property caused by his/her animal and for cleaning, fumigation, deodorizing, and emergency kenneling required because of the animal. These charges may be assessed at any time and are due within thirty (30) calendar days.

L. The animal must wear a rabies vaccination tag. If it is discovered that the animal does not have a rabies vaccination, the resident will have ten (10) business days to remedy the situation or remove the animal.

M. All dogs over the age of four (4) months must be licensed and wear license tags at all times. If the dog does not have the required license tags, the resident will have ten (10) business days to remedy the situation or remove the animal.

N. The resident is responsible for the proper care of the animal.

a. If the resident's animal is ill or in poor health, it must not be taken into common areas of the building. And, depending on the nature of the illness, the resident may be required to remove the animal from the premises.

- b. Residents who dispose of medications and/or use needles to give medicine to their animals must follow proper disposal guidelines
- c. Crates and cages must be kept in a decent, safe, and sanitary manner and must be of the appropriate size for the animal.
- d. Animals are not permitted to be “penned” or “caged” on balconies or patios (if applicable) during the night or while the resident is away from the apartment. No screening, fencing, etc., may be added to any area on the property grounds. Animals must not be leashed or tied to any interior or exterior building fixture at any time.
- e. Dogs and cats must be boarded, off the premises whenever the resident is going to be absent for a period longer than twenty-four (24) hours. In certain circumstances, Management may allow the animal to be attended to by other individuals in the resident’s apartment. However, Management will not accept responsibility for providing these individuals access to the apartment. If any animal is found unattended more than the twenty-four (24) hour period, Management will contact the alternate caretaker listed in the animal’s registration and require them to remove the animal. If the alternate caretaker cannot be reached, or cannot or will not assume immediate responsibility for the animal,

Management reserves the right to contact animal control to remove the animal. Management will also contact the alternate caretaker listed in the animal’s registration and require them to remove the animal if the resident is the sole household member and is unable, for any reason, to take care of the animal or has died, been incarcerated, been hospitalized, or has abandoned the apartment. Management is not responsible for the health or well-being of the animal and any costs associated with the removal of the animal are the responsibility of the resident (or the resident’s estate) in such circumstances.

- O. Cruelty to animals in any form is an offense punishable by imprisonment, fine, or both. Cruelty directed toward animals, if witnessed, should be immediately reported to Management, police, or local animal control. In addition, animals involved in gaming (cockfighting, dogfights, etc.) are victims of abuse, and local animal control agencies and law enforcement (as appropriate) will be contacted to investigate any suspected instances of gaming and/or other abuse.
- P. The animal must be under the control of a responsible adult at all times.
 - a. The animal must not be allowed outside the apartment unattended.
 - b. Dogs must be on a leash no longer than three (3) feet, and cats must be created (if appropriate for the animal) while outside of the confines of the resident’s apartment.
 - c. The animal may not prevent other residents from the peaceful enjoyment of the property. The resident agrees to immediately remove the animal if its behavior is unruly or disruptive (i.e., barking, growling, running around, or making noise that would disturb other residents). The resident must take proper steps to restrain the animal. No animal that bites, attacks, or demonstrates other aggressive behavior towards humans or other animals may be kept on the premises.

- d. The animal must not be allowed to jump on, impede or otherwise limit any property staff, vendor, resident, or guest's use of the property.
 - e. NOTE: Management may order the removal of the animal from the premises if the animal is out of control and the animal's handler does not take effective action to control it, or the animal's behavior poses a direct threat to the health and safety of others. Upon notice, if the resident fails to remove the animal, Management reserves the right to contact a local animal control organization to have them remove the animal. Management is not responsible for the care or return of the animal in these circumstances.
- Q. If the resident has violated an assistance, animal rule Management may serve a written notice of the violation to the resident. The notice will contain a description of the rule(s) alleged to have been violated and a brief factual statement of how the violation was determined.
- a. The resident will have ten (10) calendar days from the effective date of service of the notice to correct the alleged violation, or to make a written request for a meeting to discuss it. If the resident makes a timely request for a meeting to discuss an alleged rule violation, Management will establish a mutually agreeable time and place for the meeting. The resident's failure to request a meeting or appear at a requested meeting may result in the termination of tenancy.
 - b. The meeting will take place no more than fourteen (14) calendar days from the effective date of the notice unless Management agrees to a later date. The resident is entitled to be accompanied by another person of his/her choosing at the meeting. Persons with disabilities have the right to request reasonable accommodations to participate in the meeting.
 - c. As a result of the meeting, Management may give the resident additional time to correct the violation.
 - d. Management will issue a notice for the removal of the animal if the resident and Management are unable to resolve the violation at the meeting, or it is determined that the resident has failed to correct the violation. If the resident does not remove the animal or correct the violation within the applicable time period Management may terminate tenancy terms of the lease and applicable regulations. Management may initiate these procedures at any time in accordance with the provision of applicable state or local laws.
- R. Requirements for Staff, Residents, and Other Members of the Community in Relation to Assistance Animals:
- a. Do not touch or pet an assistance animal unless invited to do so.
 - b. Do not feed an assistance animal.
 - c. Do not deliberately startle an assistance animal.
 - d. Do not separate or attempt to separate an owner from his or her assistance animal.
 - e. Do not inquire for details about a person's disabilities. The nature of a person's disability is a private matter.

Management may prohibit pets and/or assistance animals in certain locations due to health and safety restrictions.

<p>Certifications of Compliance with PHA Plans and Related Regulations (Standard, Troubled, HCV-Only, and High Performer PHAs)</p>	<p>U.S. Department of Housing and Urban Development Office of Public and Indian Housing OMB No. 2577-0226 Expires 02/29/2016</p>
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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 X 3-Year and/or X Annual PHA Plan for the PHA fiscal year beginning October 1, 2020, 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:

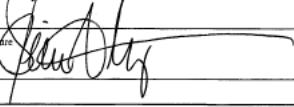
1. The Plan is consistent with the applicable comprehensive housing affordability strategy (or any plan incorporating such strategy) for the jurisdiction in which the PHA is located.
2. The Plan contains a certification by the appropriate State or local officials that the Plan is consistent with the 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).

Town of Huntington Housing Authority NY-035
 PHA Name PHA Number/HA Code

Annual PHA Plan for Fiscal Year 2020
 5-Year PHA Plan for Fiscal Years 20__ - 20__

I hereby certify that all the information stated herein, as well as any information provided in the accomplishment 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 Siola A. Byhoe	Title Executive Director
Signature 	Date 01/25/20

ATTACHMENT 11

Town of Huntington Housing Authority Annual Audit

Town of Huntington Housing Authority Audit for Fiscal Year 2019 was submitted to the Department of Housing and Urban Development. Once HUD approved the audited Financials, they will be available upon request.

ATTACHMENT 12

Town of Huntington Housing Authority – Statement of Asset Management

The goal of Asset Management is to provide cost-efficient; quality housing that is professionally managed and maintained in the best interest of our residents. There are several key modifications to the current TOHHA Management System that have been implemented to achieve these goals:

- TOHHA intends to file a voluntary Section 18 of the 1937 in accordance with the Under 50 units PIH Notice 2018-04 for the Millennium Hills Development. Utilizing the Section 18 conversion will enable the Town of Huntington Housing Authority to further its mission by restoring all forty units thereby providing safe, decent and affordable housing.
- A proactive customer service focus is paramount to the success of the new Asset Management System. The current system of management is being restricted to include an Assistant Director whose primary focus will be on property maintenance, improvement and addressing the needs of residents and participants. Another key element of this reorganization will be the development of a career path for the current staff. An additional opportunity for advancement will be created, thus providing additional motivation for the staff to improve their skill level.
- The Maintenance Department has been revised to meet the needs of the residents and TOHHA's customer service goals. A review of property needs identified a need for an addition of a 20 hour maintenance staff. Moving forward through a vacancy, TOHHA would like the 20 hour a week maintenance staff to be a part of an apprentice program.

ATTACHMENT 13

Program Update – Allocation of Units for Victims of Domestic Violence VAWA

Violence against Women Act (PIH 2017-08)

This Act protects tenants and family members of tenants who are victims of domestic violence, dating violence, sexual assault, or stalking from being evicted or terminated from housing assistance based on acts of such violence against them. This provision applies to both Public Housing as well as Section 8 programs and owners renting to families under Section 8 rental assistance programs.

Any and all domestic violence information relating to the incident(s) must be retained in confidence by the Authority or the owner and must not be shared without the victim's consent. TOHHA may require verification of such abuse utilizing the HUD form 5382. VAWA informing notices will be provided for every denial of admission, every new admission, and every termination notice. The informing notices include a blank copy of HUD form -5382.

Each applicant/resident is informed that there is help available. Landlords in the voucher program will be notified of VAWA requirements in the HUD-required tenancy addendum, which is Part C of the HAP contract.

ATTACHMENT 14

Demolition, Disposition or Homeownership of Public Housing Units

TOHHA regularly examines its public housing units and development portfolio to evaluate whether they continue to meet resident needs, and provide quality, safe, affordable housing. In reviewing public housing it is determined additional units should be removed; TOHHA will pursue their removal using HUD's predetermined method listed below.

Disposition

Disposition of public housing is permitted for any one of the following reasons:

- A change in the neighborhood, so the location is no longer conducive to residential use.
- The land the development is built on is sufficiently valuable that the development can be replaced at no cost to HUD.
- leasing the development to another entity, or transferring the title of the development via a sales contract,
- The development contains vacant land or non-dwelling structures that exceed the development's needs and/or is incidental to the continuing operation of the development.
- TOHHA determines that the disposition is consistent with its goals and the U.S. Housing Act of 1937.

Disposition is also allowed providing the properties are part of mixed-finance housing, developed in accordance with 24 CFP 941 (Subpart F).

ATTACHMENT 15

Conversion of Public Housing

The Rental Assistance Demonstration (RAD) program was developed by HUD as a tool to convert public housing properties to Section 8 rental assistance. The conversion allows public housing agencies to access additional funding to make needed physical improvements to properties.

Mandatory Conversion: TOHHA does not have any public housing stock which is subject to mandatory conversion.

Voluntary Conversion: TOHHA will not submit a voluntary conversion application.

ATTACHMENT 16

Town of Huntington Housing Authority – Homeownership

HUD published the Final Rule for the Housing Choice Voucher Homeownership Option on September 12, 2000. TOHHA currently does not operate a Home Ownership Program.

