

RENTAL ASSISTANCE PROGRAM STATISTICS

ACTIVITY	9/2008	10/2008	11/2008	12/2008
Applications	64	72	45	38
Walk-in/Appointments	212	246	130	174

WAIT LIST	8/2008	9/2008	10/2008	11/2008	12/2009
Section 8 Vouchers *	675/605	695/622	701/633	715/647	562/523
Parkview Knoll	82	83	78	75	56
Blue Mountain Estates	50	50	53	52	41
Scattered Sites	34	40	48	46	43
Schoolhouse Manor	39	42	44	45	32
Monterey House	8	8	10	10	8
Francis Murphy Apartments	61	67	67	65	53
Springfield Manor	78	83	77	76	53

* Where two numbers are shown, the first is total applications and the second is persons free of debts or criminal records that would bar them from participation.

Vouchers	8/2008	9/2008	10/2008	11/2008	12/2008	YTD Proj
Available	498	498	498	498	498	5,976
Utilized	496	496	498	500	500	5,857
Occupancy	99.60%	99.60%	100.00%	100.40%	100.40%	98.01%

PUBLIC HOUSING	10/2008	11/2008	11/2008	Vacancy	Occupancy	Move in	Move Out
PVK	28	28	28	0	100%	0	0
BME	28	28	28	0	100%	0	0
Scattered	23	23	22	2	92%	1	2

RENTAL PARTNERSHIP	10/2008	11/2008	12/2008	Vacancy	Occupancy	Move In	Move Out
SHM	31	32	32	0	100%	0	0
Monterey	24	24	24	0	100%	0	0
Francis Murphy	119	119	119	1	99%	0	0
Springfield Manor	35	36	34	2	97%	0	2

I. Reports

- A. Press Release - The press release entitled "Housing Authority helps Salvation Army" was picked up by pickettnews.com and by HeraldMail.com in 12/28/08 online stories.
- B. Section 8 Leasing - At the December meeting staff were asked, "How many applicants we currently have on our waiting list from outside of Washington County. As of 1/15/09 the following table records the number of "out of town" applicants on each of our waiting lists:

Schoolhouse Manor	7
Springfield Manor	6
Blue Mountain Estates	10
Drug Charges	8
Scattered Site Family	8
Francis Murphy	11
Homeownership	7
Parkview Knoll	7
Section 8	72

The "out of town" elderly applicants are from places like Shippensburg, Martinsburg, Greencastle and Myersville. The Francis Murphy list tends to have more out of the region applications than our own elderly projects. Of the 72 "out of town" Section 8 applicants, 36 have fewer than 60 points and we have never served applicants with fewer than 60 points. 10 of the 35 applicants with 60 or more points are elderly applicants that are also seeking to get into our elderly communities. This indicates that these applicants want to move to specific elderly communities but need Section 8 assistance in order to afford the rent. Of the remaining 25 out of town applicants 5 are very-low income and 3 of the in-town applicants have higher point totals, so now we are down to 20-22 out-of-town applicants that might conceivably be served. 22 of 562 is 3.9%.

Between July 1, 2007 and June 30, 2008 we served 52 new Section 8 applicants. All of these 52 families were Washington County residents. 50 units turning over each year has been a fairly stable pattern in our experience. So although we eliminated the local priority points for residency about five years ago, the absence of a residency priority has not lead us to serve out-of-town applicants. We have one applicant from New York city with zero priority points. We now have an "Out of Town" report we can run from time to time to see if the current trends have changed. If and when the federal government is able to add additional vouchers for which we have a clear documented need, we will see if there is still a priority placed on lowering barriers to applicant portability. The

Executive Director's recommendation is to leave the current point system unchanged and monitor trends at least every six months.

- C. Neighborhood Conservation Initiative - Commissioners Keesecker and Ferro participated in the public hearing on the NCI program held by the Board of County Commissioners on Tuesday, January 6, 2009, resulting in a unanimous decision to advance the County's \$1.18 million application to the State where it will compete for a portion of the \$26.7 million in federal Neighborhood Stabilization funds that have been allocated to Maryland.
- D. Financial Reports - The financial reports are being distributed in hard copy along with Mr. O'Brien's notes this month.
- E. Dedication of Williamsport streets - Bill Rogers talked to Mayor Jim McCleaf on January 16th and was told that we will be receiving a letter at the beginning of the month (February), notifying us that the Town will be accepting the street dedications.

II. Schedule of 2009 Meetings - Staff recommend approval of Resolution 2009-1 adopting the following schedule of meetings:

WHEREAS, the bylaws of the Housing Authority of Washington County provide for regular monthly meetings on the second Thursday of each month at 3:00 p.m.; and

WHEREAS, the said bylaws also empower the Authority to set special meetings and times as may from time to time be selected by the Commissioners;

WHEREAS, the Commissioners desire to continue the practice of meeting with the residents of apartment communities owned and operated by the Authority, and the practice of holding meetings following the end of a calendar quarter a week later to allow for timely financial reporting;

NOW THEREFORE BE IT RESOLVED THAT the Board hereby adopts the following meeting schedule for calendar year 2009:

<i>Date</i>	<i>Time</i>	<i>Location</i>
<i>February 12, 2009</i>	<i>12:30 p.m.</i>	<i>Community Building, Parkview Knoll, Williamsport, MD</i>
<i>March 12, 2009</i>	<i>3:30 p.m.</i>	<i>319 E Antietam St., Hagerstown, MD 21740</i>
<i>April 16, 2009</i>	<i>12:30 p.m.</i>	<i>Community Building, Schoolhouse Manor, Boonsboro, MD</i>
<i>May 14, 2009</i>	<i>3:30 p.m.</i>	<i>319 E Antietam St., Hagerstown, MD 21740</i>
<i>June 11, 2009</i>	<i>12:30 p.m.</i>	<i>Community Building, Blue Mountain Estates, Smithsburg, MD</i>
<i>July 23, 2009</i>	<i>3:30 p.m.</i>	<i>319 E Antietam St., Hagerstown, MD 21740</i>
<i>August</i>		<i>No meeting</i>
<i>September 10, 2009</i>	<i>12:30 p.m.</i>	<i>Monterey House, Hancock, MD</i>
<i>October 15, 2009</i>	<i>3:30 p.m.</i>	<i>319 E Antietam St., Hagerstown, MD 21740</i>
<i>November 12, 2009</i>	<i>12:30 p.m.</i>	<i>Francis Murphy Senior Apartments, 20014 Rosebank Way, Hagerstown, MD</i>

<i>December 10, 2009</i>	<i>3:30 p.m.</i>	<i>319 E Antietam St., Hagerstown, MD 21740</i>
<i>January 21, 2010</i>	<i>3:30 p.m.</i>	<i>319 E Antietam St., Hagerstown, MD 21740</i>
<i>February 11, 2010</i>	<i>12:30 p.m.</i>	<i>Community Building, Parkview Knoll, Williamsport, MD</i>

III. Portability and Social Security Verification - Staff are recommending adoption of Resolution 2009-2 as follows:

WHEREAS the Housing Authority presently uses an update service for its Section 8 Administrative plan and its Admissions and Continued Occupancy Policies applicable to rental assistance programs that is produced by the Schiff Group, formerly a subcontractor of the National Association of Housing and Redevelopment Organizations (NAHRO); and

WHEREAS on December 3, 2008, HUD issued Notice PIH 2008-43, Housing Choice Voucher Portability Procedures and Corrective Actions;

NOW THEREFORE BE IT RESOLVED that the Administrative Plan and Admissions and Occupancy Policies be changed by staff to incorporate the updated HUD guidance with the affected paragraphs being footnoted to alert the reader to the material added or modified by this particular action.

A hard copy of the affected pages of these two policy documents will be available at the meeting.

IV. Strategic Planning - Last month Commissioners received copies of the draft Strategic Plan. Commissioners are reminded that there are elements that several staff have worked on and there are parts that are the work product of only one person.

As we review the plan, we want to bear in mind that our present focus is on identifying the core strategies. A strategy identifies the things that must change in order for us to reach our end outcomes. We also have to agree on the end outcomes. Staff will have more input on the activities we undertake to execute the strategies, and the Board will tend to exercise its influence on the bigger picture items represented for us by the higher levels in the strategic outline. Please bring your copy to the meeting.

V. Upcoming events

A. The list of "Next Meetings" is on the Agenda this month.