

# Housing Authority City of Linden

## Annual Plan

October 1, 2012

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1. 50075 PHA Annual Plan/ with an attachment of Fiscal Year Audit
2. 50077 PHA Certifications of Compliance with PHA Plans and Related Regulations
3. 50077-CR Civil Rights Certification
4. 50070 Drug Free Work Place
5. 50071 Certification of Payments to Influence Federal Transactions
6. 50077-SL Certification by State or Local Official of PHA Plans Consistency with the Consolidated Plan
7. SF-LLL Disclosure of Lobbying Activities
8. Resident Board Minutes
9. 50075.1 "2011"
10. 50075.1 "2012"
11. Resolution 2012-26

|                                   |   |  |
|-----------------------------------|---|--|
| <b>PHA 5-Year and Annual Plan</b> | <b>U.S. Department of Housing and Urban Development<br/>Office of Public and Indian Housing</b> | <b>OMB No. 2577-0226<br/>Expires 4/30/2011</b> |
|-----------------------------------|---|--|

|            |   |          |                                      |                               |   |
|------------|---|----------|--------------------------------------|-------------------------------|---|
| <b>1.0</b> | <b>PHA Information</b><br>PHA Name: Housing Authority City of Linden<br>PHA Type: <input type="checkbox"/> Small <input checked="" type="checkbox"/> High Performing      Standard <input type="checkbox"/> HCV (Section 8)<br>PHA Fiscal Year Beginning: 10/1/2012<br>PHA Code: NJ 066   |          |                                      |                               |   |
| <b>2.0</b> | <b>Inventory</b> (based on ACC units at time of FY beginning in 1.0 above)<br>Number of PH units: 200      Number of HCV units: 357   |          |                                      |                               |   |
| <b>3.0</b> | <b>Submission Type</b><br><input type="checkbox"/> 5-Year and Annual Plan <input checked="" type="checkbox"/> Annual Plan Only <input type="checkbox"/> 5-Year Plan Only  |          |                                      |                               |   |
| <b>4.0</b> | <b>PHA Consortia</b> <input type="checkbox"/> PHA Consortia: (Check box if submitting a joint Plan and complete table below.)   |          |                                      |                               |   |
|            | Participating PHAs  | PHA Code | Program(s) Included in the Consortia | Programs Not in the Consortia | No. of Units in Each Program<br>PH      HCV |
|            | PHA 1:  |          |                                      |                               |   |
|            | PHA 2:  |          |                                      |                               |   |
|            | PHA 3:  |          |                                      |                               |   |
| <b>5.0</b> | <b>5-Year Plan.</b> Complete items 5.1 and 5.2 only at 5-Year Plan update.  |          |                                      |                               |   |
| <b>5.1</b> | <b>Mission.</b> State the PHA's Mission for serving the needs of low-income, very low-income, and extremely low income families in the PHA's jurisdiction for the next five years: The mission of the Housing Authority City of Linden is to provide decent, safe and sanitary housing to eligible families and individuals without discrimination and in such a manner so as to promote serviceability, economy, efficiency and stability. The Housing Authority City of Linden will take steps to ensure the social well being and enhance the quality of life for its residents. The Housing Authority City of Linden will develop and maintain public and private partnerships to these ends and will seek opportunities for growth and improvement.  |          |                                      |                               |   |
| <b>5.2</b> | <b>Goals and Objectives.</b> Identify the PHA's quantifiable goals and objectives that will enable the PHA to serve the needs of low-income and very low-income, and extremely low-income families for the next five years. Include a report on the progress the PHA has made in meeting the goals and objectives described in the previous 5-Year Plan. The Housing Authority City of Linden will continue to provide services to our residents as follows: With the experience and caring of our Resident Service Coordinator, assist them to apply for all assisted programs that are offered from the county, state, or Federal Government. This also includes resident assistance for submission of their medical bills if needed and follow-up with any balance billing. On a weekly basis an Internist, Chiropractor, an Ophthalmologist every other week and a Podiatrist provides services. The Union County Nutrition Program uses our Community Room to serve lunches not only to our residents but any person who lives in the area and qualifies for the program. The food will be delivered to our Residents apartment as long as there is a Doctor's note. Once a month, our income eligible residents are given food through the Union County food bank.<br><br>Will be replacing 201 refrigerators with 18 cu. ft. energy efficient refrigerators.<br>Re placed 402 faucets with non-soldering shut-offs.<br>Distributed 210 air conditioning covers.<br>Installed 201 bathroom aerators were installed.<br>Replacing 4 Peerless High Efficiency heating boilers and four hot water heaters.<br>Installed new kitchen cabinets in all 201 units<br>Installed new security system<br>Will be replacing the roof.<br>We will have the building pointed.<br>Due to damage to building from earthquake, received \$88,000 from our insurance carrier for repair. |          |                                      |                               |   |



**PHA Plan Update**

- (a) Identify all PHA Plan elements that have been revised by the PHA since its last Annual Plan submission:  
Our ACOP has been changed addressing OPENING / CLOSING THE WAITING LIST. The HACL will be using the Lottery System to establish a waiting list. On October 5, 2011 the HACL hosted a " Lottery Selection " for its waiting list. Five hundred pre-applications were selected. On October 27, 2011 for our Housing Choice Voucher, we also used the Lottery System to establish a waiting list. Three hundred pre-applications were selected.
  
- (b) Identify the specific location(s) where the public may obtain copies of the 5-Year and Annual PHA Plan. For a complete list of PHA Plan elements, see Section 6.0 of the instructions. The location where the 5-Year and Annual Plan can be reviewed is: Housing Authority City of Linden, 1601 Dill Ave. Linden, NJ 07036.

**PHA Plan Elements**

- 1. We have separate waiting list for our Public Housing and Housing Choice Voucher Program. Both programs have been approved to use the Lottery System. Preferences for our Public Housing Program, there is only one "resident" of Linden. For our Housing Choice Voucher Program the preferences are " resident, & working family". See pages 4-3 through 24 of our ACOP .
- 2. Following is the list of our estimate of financial resources for FYE 9/30/2013:

|   |                         |
|---|-------------------------|
|   | Estimated FYE 9/30/2012 |
| Operating Subsidy   | 543,280                 |
| Capital Fund  | 195,000                 |
| Ross Grant  | 80,000                  |
| Dwelling Rents  | 762,780                 |
| Excess Utilities  | 20,280                  |
| Interest Income   | 13,340                  |
| Management Fees, etc  | 58,928                  |
| <b>Total Resources</b>  | <b>1,673,608</b>        |
| Planned Uses: Provide decent, safe and affordable housing to low income families. |                         |
| Capital Expenditures  | 170,000                 |
| Administrative  | 359,420                 |
| Tenant Services   | 61,800                  |
| Utilities   | 356,720                 |
| Maintenance   | 356,720                 |
| Insurance   | 70,885                  |
| PILOT   | 42,660                  |
| Employee Benefits   | 231,080                 |
| <b>Total Expenditures</b>   | <b>1,649,027</b>        |
| Addition to Reserve   | 24,581                  |

- 3. This PHA follows HUD regulations that specify the sources of income to include and exclude to arrive then at the family's annual income. Once their annual income has been established this PHA subtracts from annual income all mandatory deductions that the family qualified for. We use these to come to the families annual adjusted income to calculate their rent. We calculate the total tenant payment, the use of utility allowances to come to the family rent payment. For public housing there are also flat rents the family's could choose from. See pages 6-1 through 6-57 of our ACOP.
  - 4. This PHA has a complete MAINTENANCE POLICY covering major ongoing responsibilities include but are not limited to the inspections and maintenance of the following:
    - 1. Service systems
    - 2. Building maintenance and construction
    - 3. Pest control application
    - 4. Fleet/equipment maintenance
    - 5. Protective systems testing and maintenance
    - 6. Appliance maintenance
    - 7. Grounds maintenance
    - 8. Scheduling/monitoring of contracted maintenance /constructions service
    - 9. Unit inspections –these are done two times a year.
- PLEASE NOTE: OUR DIRECTOR OF MAINTENANCE AND THREE MEMBERS OF OUR MAINTENANCE STAFF HAVE GONE FOR PESTICIDE TRAINING WHICH ALSO INCLUDES "BED BUG" TRAINING GIVEN BY THE STATE OF NEW JERSEY DEPARTMENT OF ENVIRONMENTAL PROTECTION----ALSO VERY IMPORTANT—THIS PHA HAS PURCHASED A MACHINE CALLED " THE LADY BUG" . THIS IS USED FOR KILLING BED BUGS AND THEIR EGGS.**
- 5. This PHA's Grievance Policy follows the guidelines set forth by CFR 966. This policy is posted on the public bulletin board. It is also given to each resident upon moving into a unit and upon each recertification. See pages 14-1 through 14-20 of our ACOP.
  - 6. N/A
  - 7. N/A
  - 8. We are contemplating hiring a Chief of Security. Presently our buildings are manned Linden Police Department, Union County Sheriff's Officers and Union County Corrections Officers from 5:00pm until 3:00 am seven days a week.
  - 9. Posted on public bulletin board and given to all residents. See pages 10-1 through 10-29 or our ACOP
  - 10. See attachment.
  - 11. See attachment.
  - 12. We only have one (1) property
  - 13. Our policy is set forth by CFR 5.2007(3) and is posted on public bulletin board, given to all residents. See pages 16-25 -16-30 ACOP

