

RENTAL ASSISTANCE PROGRAM STATISTICS

ACTIVITY	12/2008	1/2009	2/2009	3/2009
Applications	38	44	71	63
Walk-in/Appointments	174	153	201	233

WAIT LIST	11/2008	12/2008	1/2009	2/2009	3/2009
Section 8 Vouchers *	715/647	562/523	595/552	638/587	700/639
Parkview Knoll	75	56	54	53	52
Blue Mountain Estates	52	41	39	40	40
Scattered Sites	46	43	45	49	59
Schoolhouse Manor	45	32	31	30	30
Monterey House	10	8	9	9	5
Francis Murphy Apartments	65	53	53	64	65
Springfield Manor	76	53	51	51	49

* 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	11/2008	12/2008	1/2009	2/2009	3/2009	YTD Proj
Available	498	498	498	498	498	1,494
Utilized	504	498	497	497	498	1,499
Occupancy	101.20%	100.00%	99.80%	99.80%	100.00%	100.33%

PUBLIC HOUSING	1/2009	2/2009	2/2009	Vacancy	Occupancy	Move in	Move Out
PVK	28	28	28	0	100%	0	0
BME	28	27	28	0	100%	1	0
Scattered	23	24	24	0	100%	0	0

RENTAL PARTNERSHIP	1/2009	2/2009	3/2009	Vacancy	Occupancy	Move In	Move Out
SHM	32	32	32	0	100%	0	0
Monterey	24	24	24	0	100%	0	0
Francis Murphy	119	119	119	1	99%	1	1
Springfield Manor	35	35	36	0	100%	1	0

I. Reports

- A. Commissioner contacts - Included in the mailing you will find a Commissioner contact sheet - please check your entry for accuracy.
- B. Dedication of Williamsport streets - We received a copy of a cover letter from the Town Attorney to the Town indicating that a proposed resolution accepting the roads was attached.
- C. Energy use at the new office - I have feelers out to the State Energy Office and to the division of Public Works within Washington County government to see if we can get some stimulus help with our energy inefficient ceiling.
- D. Why affordable homes are important - The California chapter of the Low Income Housing Coalition in partnership with several other organizations did some powerful market research that identified words used in our "industry" that worked to communicate why housing is important and words that do not work. For example, they found that "affordable housing" brought up the image of housing projects, while the phrase "affordable homes" did not seem to throw up red flags for members of their communities. **We have** permission to adapt their findings to the Maryland and Washington County communities. You can view a sample of their work at <http://www.housingca.org/resources/GeneralBenefits.pdf>. A hard copy was mailed in the Commissioners' packets prior to the February meeting. This approach will inform our efforts in winning community respect and support!
- E. Office brochures - We have updated the graphic elements in our two brochures, and copies are enclosed with this report for your feedback. As you will see we have used heavy pastel parchment paper with black ink as an alternative to going with colored inks.
- F. Five-Year Plan - We met the American Reinvestment and Recovery Act criteria last month by taking several "ready to bid" items out of our five-year plan. Staff have identified several work projects to fill these newly created gaps in the five-year plan to include:
1. Replacement of the deteriorated railroad tie retaining wall at Parkview Knoll at a cost of \$18,500;
 2. Covering the patios at Parkview Knoll as was done at Blue Mountain Estates several years ago to protect the rear entry and the utility room doors at a cost of \$60,000; and
 3. Replacing worn plastic laminate counter tops in 34 units with granite at a cost of \$58,500 (\$1,714 each). We have found that plastic counters are "at risk" of being burned when residents take hot pans off the stove and rest them on the counter. This has happened in 4-5 locations, and it seems to be correlated with the age of the resident. Since we are all living longer, we think an indestructible counter option makes more and more sense. (We

have 56 units, so this project will continue beyond the present 5-year window.)

By our policy incorporated in the FY2005-2009 Five-Year Plan, a “significant” modification to our plan is adding items of a non-emergency nature that will cost over \$25,000. Accordingly we will need to take the steps of advertizing, meeting with residents and public hearing we just completed in March, 2009.

- G. Neighborhood Conservation Initiative (NCI) - On April 23rd there will be a workshop for the grantees in Crownsville, and then on May 13th there will be a joint, Maryland/Delaware training in Elkton for agencies like ours that have proposed to use NCI funds to purchase homes. The federal statute requires an average discount of 20% in purchase price when federal Neighborhood Stabilization Program (NSP) funds are used for acquisition, and this provision will be a key discussion point. Meanwhile staff will be introducing the program concept to our local lenders in anticipation of program startup later this summer.
 - H. Chamber of Commerce Membership - We have been invited to a Chamber of Commerce orientation for new members the morning of April 21st.
 - I. Housing Subcommittee - In the past month the Housing Subcommittee
 1. Welcomed new participants Roger Fairbourn and Bill McKinley
 2. Heard reports from Brad Sell and Todd Hershey
 3. Refined the Lease/Purchase concept and presentation
 4. Presented the concept to Commissioners Aleshire, Baker, Kercheval and Wivell; and
 5. On April 14th at 2:45 p.m. will make the formal Lease/Purchase presentation before the Board of County Commissioners
 - J. Blue Mountain Expansion - At 7:00 p.m. on the evening of Tuesday, April 21, 2009, staff are holding a community meeting at the BME Senior Center to review the plans for expansion and address questions prior to beginning the formal process of seeking Town of Smithsburg planning and zoning approvals.
 - K. Third quarter financials - Enclosed with this report you will find the 3rd quarter income statement and balance sheet reports (July 1, 2008 to March 31, 2009).
- II. Action items
- A. Wage factor for FY2010 - Staff recommend adoption of resolution 2009-6 as follows:

WHEREAS, the Housing Authority of Washington County has determined that the cost of living has increased in this jurisdiction by a factor of 4.78% in the past year, based on the General Schedule Government Services increase factor for 2009 used in the Baltimore/Washington area;

WHEREAS it is necessary to insure that wages and salaries offered by the Authority are comparable to those offered by other organizations;

NOW THEREFORE be it resolved that 4.78% be used as the Wage Allocation Factor for the Authority's Wage and Classification Program, Policy Number HAWC-13;

BE IT FURTHER RESOLVED that the 4.78% factor be also applied to the HAWC Salary Range Factors to be used after July 1, 2009 for any new hires.

- III. Upcoming events
 - A. The list of "Next Meetings" is on the Agenda.
 - B. The May agenda will include
 - 1. First draft of the FY2010 budget
 - 2.