

**RESOLUTION NO. 88846-0903**

**RESOLUTION APPROVING THE 2002-2003 FISCAL YEAR  
PUBLIC HOUSING ASSESSMENT SYSTEM MANAGEMENT  
OPERATIONS CERTIFICATION TO HUD**

WHEREAS, under the U.S. Department of Housing and Urban Development (HUD) Public Housing Assessment System (PHAS), annual statistical information is provided by the City to HUD to allow HUD to evaluate the City's operation of its public housing units; and

**WHEREAS**, said statistical information has been compiled in the required HUD Format and approved of the Certification by City Council (acting as the Public Housing Agency Board) is required, therefore

The Muscatine City Council hereby approves of the attached Certification form, to be submitted electronically to HUD.

**PASSED, APPROVED, AND ADOPTED** this 4<sup>th</sup> day of September 2003.

By the City Council of the  
City of Muscatine, Iowa

  
RICHARD O'BRIEN, MAYOR



  
A.J. JOHNSON, CITY CLERK

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**Sub-Indicator 1: Vacant Unit Turnaround Time**

PHA Code : IA049      FYE : 06/30      Fiscal Year : 2003  
PHA Name : MUSCATINE HOUSING ADVISORY AGENCY  
Submission Type : Submission

ELEMENT	DESCRIPTION	AMOUNT
V12400	Total number of turnaround days.	981
V12500	Total number of vacancy days exempted for Capital Fund.	293
V12600	Total number of vacancy days exempted for other reasons.	0
V12700	Total number of vacant units turned around and lease in effect in the PHA's immediate past fiscal year.	35
V12800	Average number of calendar days units were in down time.	0.00
V12900	Average number of calendar days units were in make ready time.	10.48
V13000	Average number of calendar days units were in lease up time.	9.20
V13100	Average Unit Turnaround Days.	19.66

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### Sub-Indicator 2: Capital Fund

PHA Code :      IA049                      FYE :   06/30                      Fiscal Year :   2003  
 PHA Name :      MUSCATINE HOUSING ADVISORY AGENCY  
 Submission Type :      Submission

ELEMENT	DESCRIPTION	AMOUNT
CF10000	Do you have any open Capital Fund programs(e.g. CIAP, CGP, HOPE VI, LBPRA, VRP)(Y/N)? Open = any program that does not have a pre-audit end date or that received a pre-audit end date during the fiscal year being assessed.	<input type="text" value="yes"/>
Component 1:	Unexpended Funds Over Three Federal Fiscal Years (FFYs) Old	
CF10050	Total funds authorized over 3 FFYs old that do not have a pre-audit end date or that received a pre-audit end date during the fiscal year being assessed.	\$ <input type="text" value="0.00"/>
CF10100	Total funds expended over 3 FFYs old that do not have a pre-audit end date or that received a pre-audit end date during the fiscal year being assessed.	\$ <input type="text" value="0.00"/>
CF10200	Unexpended funds to be recaptured (enter dollar amt).	\$ <input type="text" value="0.00"/>
CF10300	Unexpended funds approved by HUD over 3 FFYs old (enter dollar amt).	\$ <input type="text" value="0.00"/>
CF10400	Unexpended funds with time extensions due to reasons outside of PHA control (enter dollar amt).	\$ <input type="text" value="0.00"/>
CF10500	Adjusted total unexpended funds.	\$ <input type="text" value="0.00"/>
Component 2:	Timeliness of Fund Obligation	
CF11100	Total funds authorized for grants over 2 FFYs old.	\$ <input type="text" value="0.00"/>
CF11200	Total funds obligated over 2 FFYs old.	\$ <input type="text" value="0.00"/>
CF11300	Unobligated funds approved by HUD over 2 FFYs old (enter dollar amt).	\$ <input type="text" value="0.00"/>
CF11400	Unobligated funds with time extensions due to reasons outside of PHA control (enter dollar amt).	\$ <input type="text" value="0.00"/>
CF11500	Adjusted total unobligated funds.	\$ <input type="text" value="0.00"/>
Component 3:	Adequacy of Contract Administration	
CF11700	The date of last HUD/Army Corps of Engineers on-site inspection and/or audit related to contract administration (include A133 audit).	<input type="text" value="07/26/2000"/> <small>(mm/dd/yyyy)</small>
CF11800	The number of findings related to contract administration.	<input type="text" value="2"/>

CF11900	The number of findings related to contract administration that have been corrected by the PHA.	<input type="text" value="2"/>
CF12000	The number of findings related to contract administration that the PHA is in the process of correcting.	<input type="text" value="0"/>
<b>Component 4: Quality of the Physical Work</b>		
CF12200	Date of last HUD/Army Corps of Engineers on-site inspection and/or audit related to quality of the physical work.	<input type="text" value="07/26/2000"/> (mm/dd/yyyy)
CF12300	The number of findings related to the quality of the physical work.	<input type="text" value="0"/>
CF12400	The number of findings related to the quality of the physical work that have been corrected by the PHA.	<input type="text" value="0"/>
CF12500	The number of findings related to the quality of the physical work that the PHA is in the process of correcting.	<input type="text" value="0"/>
<b>Component 5: Budget Controls</b>		
CF12700	Total amount of Capital Funds expended during the PHA fiscal year being assessed.	\$ <input type="text" value="225,754.20"/>
CF12800	The amount of Capital Funds expended on approved work items not subject to budget revisions during the PHA fiscal year being assessed.	\$ <input type="text" value="176,077.19"/>
CF12900	The amount of Capital Funds expended under budget revisions with prior HUD approval during the PHA fiscal year being assessed.	\$ <input type="text" value="0.00"/>
CF13000	The amount of Capital Funds expended under budget revisions not requiring prior HUD approval during the PHA fiscal year being assessed.	\$ <input type="text" value="49,677.01"/>

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### Sub-Indicator 3: Work Orders

PHA Code : IA049      FYE : 06/30      Fiscal Year : 2003  
 PHA Name : MUSCATINE HOUSING ADVISORY AGENCY  
 Submission Type : Submission

ELEMENT	DESCRIPTION	AMOUNT
<b>Component 1:</b>	<b>Emergency Work Orders</b>	
W10000	Total number of emergency work orders.	41
W10100	Total number of emergency work orders completed / abated within 24 hours.	41
W10200	Percentage of emergency work orders completed / abated within 24 hours.	100.00 %
<b>Component 2:</b>	<b>Non-Emergency Work Orders</b>	
W10500	Total number of non-emergency work orders.	501
W10600	Total number of calendar days it took to complete non-emergency work orders.	670
W10700	Average number of days PHA has reduced the time it takes to complete non-emergency work orders over the past three years.	
W10800	Average completion days.	1.34

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### Sub-Indicator 4: Annual Inspection of Dwelling Units and Systems

PHA Code : IA049      FYE : 06/30      Fiscal Year : 2003  
 PHA Name : MUSCATINE HOUSING ADVISORY AGENCY  
 Submission Type : Submission

ELEMENT	DESCRIPTION	AMOUNT
<b>Component 1:</b>	<b>Annual Inspection of Dwelling Units</b>	
A10000	The total number of ACC units.	151
A10100	The sum of units exempted where the PHA made two documented attempts to inspect and is enforcing the lease.	0
A10200	Vacant units exempted for Capital Fund.	10
A10300	Vacant units exempted for other reasons.	0
A10400	Total number of units inspected using the Uniform Physical Condition Standards (UPCS).	141
A10550	Total number of units inspected that did not require repairs.	79
A10600	The number of units where necessary repairs were completed to comply with UPCS either during the inspection, issued work orders for the repairs, or referred the deficiency to the current year's or next year's Capital Fund program.	62
A10700	Adjusted units available.	141
A10800	Percent of units inspected by PHA.	100.00 %
<b>Component 2:</b>	<b>Annual Inspection of Systems Including Common Areas and Non-Dwelling Space</b>	
A11100	Total number of projects.	3
A11200	Total number of projects exempted from the inspection of systems.	0
A11300	The total number of projects where all systems were inspected in accordance with the UPCS.	3
A11400	Total number of buildings.	13
A11500	Total number of buildings exempted from the inspection of systems.	0
A11600	Total number of buildings where all systems were inspected in accordance with the UPCS.	13
A11700	The number of buildings and projects where necessary repairs were completed to comply with UPCS either during the inspection,	13

issued work orders for the repairs, or referred the deficiency to the current year's or next year's Capital Fund program.

A11800	Percentage of projects inspected.	100.00	%
A11900	Percentage of buildings inspected.	100.00	%

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### Sub-Indicator 5: Security

PHA Code :      IA049                      FYE : 06/30                      Fiscal Year : 2003  
 PHA Name :      MUSCATINE HOUSING ADVISORY AGENCY  
 Submission Type :      Submission

#### Component 1: Tracking and Reporting Crime-Related Problems

S10000	The date that the Board adopted current policies to track crime and crime-related problems.	<input style="width: 90%;" type="text" value="10/30/2000"/> <small>(mm/dd/yyyy)</small>
S10100	The date that the PHA implemented the current procedures to track crime and crime-related problems.	<input style="width: 90%;" type="text" value="02/24/2003"/> <small>(mm/dd/yyyy)</small>
S10200	The date that the PHA implemented a current cooperative system for tracking and reporting crime to local police authorities.	<input style="width: 90%;" type="text" value="02/24/2003"/> <small>(mm/dd/yyyy)</small>
S10300	The number of crimes that the PHA can document it reported to local police authorities.	<input style="width: 90%;" type="text" value="0"/>
S10400	Percentage of developments where PHA can document it tracks crime and crime-related problems.	<input style="width: 90%;" type="text" value="100.00"/> %

#### Component 2: Screening of Applicants

S10500	The date the Board adopted current screening policies that reflect the One-Strike criteria.	<input style="width: 90%;" type="text" value="10/30/2000"/> <small>(mm/dd/yyyy)</small>
S10600	The date the PHA implemented current screening procedures that reflect the One-Strike criteria.	<input style="width: 90%;" type="text" value="10/30/2000"/> <small>(mm/dd/yyyy)</small>
S10700	PHA can document that current screening procedures result in successfully denying admission to applicants who meet the One-Strike criteria (enter Yes or No).	<input style="width: 90%;" type="text" value="yes"/>
S10800	The total number of applicants denied who met the One-Strike criteria.	<input style="width: 90%;" type="text" value="2"/>

#### Component 3: Lease Enforcement

S10900	The date the Board adopted current eviction procedures that reflect the One-Strike criteria.	<input style="width: 90%;" type="text" value="10/30/2000"/> <small>(mm/dd/yyyy)</small>
S11000	The date the PHA implemented current eviction procedures that reflect the One-Strike criteria.	<input style="width: 90%;" type="text" value="10/30/2000"/> <small>(mm/dd/yyyy)</small>
S11100	PHA can document that eviction procedures result in appropriately evicting residents who meet the One-Strike criteria (enter Yes or No).	<input style="width: 90%;" type="text" value="yes"/>
		<input style="width: 90%;" type="text" value="2"/>



S11200	The total number of evictions as a result of the One-Strike criteria.	2
Component 4:	Drug Prevention and/or Crime Reduction Program Goals	
S11350	The number of HUD-funded drug prevention and/or crime reduction programs.	0
S11450	The number of non HUD-funded drug prevention and/or crime reduction programs that the PHA requests to be assessed.	0
S11550	The number of documented program goals that are related to drug-prevention and/or crime reduction.	0
S11600	The number of goals the PHA can document it met under the implementation plans(s) for any and all of these programs.	0
S11700	Percentage of goals that the PHA can document it met under the implementation plans(s) for any and all of these programs.	0.00 %

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**Sub-Indicator 6: Economic Self-Sufficiency**

PHA Code : IA049      FYE : 06/30      Fiscal Year : 2003  
PHA Name : MUSCATINE HOUSING ADVISORY AGENCY  
Submission Type : Submission

ELEMENT	DESCRIPTION	AMOUNT
E10000	The number of HUD-funded economic self-sufficiency programs.	<input type="text" value="0"/>
E10100	The number of non HUD-funded economic self-sufficiency programs that the PHA requests to be assessed.	<input type="text" value="0"/>
E10200	The number of documented program goals that are related to economic self-sufficiency.	<input type="text" value="0"/>
E10300	The number of goals the PHA can document it met under the implementation plan(s) for any and all of these programs.	<input type="text" value="0"/>
E10400	Percentage of goals that the PHA can document it met under the implementation plan(s) for any and all of these programs.	<input type="text" value="0.00"/> %

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