

## Standard PHA Plan PHA Certifications of Compliance

**PASSED**  
U.S. Department of Housing and Urban Development  
Office of Public and Indian Housing

### PHA Certifications of Compliance with the PHA Plans and Related Regulations: Board Resolution to Accompany the *Standard Annual, Standard 5-Year/Annual, and Streamlined 5-Year/Annual PHA Plans*

*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 standard Annual, standard 5-Year/Annual or  streamlined 5-Year/Annual PHA Plan for the PHA fiscal year beginning 10/1/07, 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 Board or Boards in developing the Plan, and considered the recommendations of the Board or Boards (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 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, identify any impediments to fair housing choice within those programs, address 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 maintain records reflecting these analyses and actions.
7. For PHA Plan that includes a policy for site based waiting lists:
  - The PHA regularly submits required data to HUD's MTCS in an accurate, complete and timely manner (as specified in PIH Notice 99-2);
  - 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 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 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 has submitted with the Plan a certification with regard to a drug free workplace required by 24 CFR Part 24, Subpart F.
12. The PHA has submitted with the Plan a certification with regard to compliance with restrictions on lobbying required by 24 CFR Part 87, together with disclosure forms if required by this Part, and with restrictions on payments to influence Federal Transactions, in accordance with the Byrd Amendment and implementing regulations at 49 CFR Part 24.

13. 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.
14. The PHA will take appropriate affirmative action to award contracts to minority and women's business enterprises under 24 CFR 5.105( a).
15. The PHA will provide HUD or the responsible entity any documentation that the Department needs to carry out its review under the National Environmental Policy Act and other related authorities in accordance with 24 CFR Part 58.
16. 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.
17. The PHA will keep records in accordance with 24 CFR 85.20 and facilitate an effective audit to determine compliance with program requirements.
18. The PHA will comply with the Lead-Based Paint Poisoning Prevention Act and 24 CFR Part 35.
19. 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) and 24 CFR Part 85 (Administrative Requirements for Grants and Cooperative Agreements to State, Local and Federally Recognized Indian Tribal Governments.).
20. 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.
21. 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.

Housing And Community  
Services Agency of Lane Co.

OR006

PHA Name

PHA Number/HA Code

Standard PHA Plan for Fiscal Year: 20\_\_

Standard Five-Year PHA Plan for Fiscal Years 20\_\_ - 20\_\_, including Annual Plan for FY 20\_\_

Streamlined Five-Year PHA Plan for Fiscal Years 20<sub>05</sub> - 20<sub>09</sub>, including Annual Plan for FY 20<sub>08</sub>

I hereby certify that all the information stated herein, as well as any information provided in the accompaniment 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  Faye Stewart	Title  Chairperson HACSA Board of Commissioners
Signature  X <i>Faye Stewart</i>	Date  July 11, 2007

APPROVED AS TO FORM  
Date 7/2/07  
*Faye Stewart*  
OFFICE OF LEGAL COUNSEL

# **Housing And Community Services Agency (HACSA) of Lane County**

**5 Year Plan for Fiscal Years 2005 - 2009  
Annual Plan for Federal Fiscal Year 2007  
Annual Plan for Agency Fiscal Year 2008**

**177 Day Island Road  
Eugene, OR 97401**

**Contact: Dorothy Cummings  
(541) 682-2514  
email: [dcummings@hacsa.us](mailto:dcummings@hacsa.us)**

**Written comments due June 26, 2007  
Public Hearing June 26, 2007 at 9:30 A.M.  
In The Conference Room @ HACSA  
300 West Fairview Drive  
Springfield, OR 97477**

**If you are in need of a reasonable accommodation, in regard to this meeting, please contact Jerri Hopewell at (541) 682-2523 at least 24 hours prior to the meeting time.**

## **EXECUTIVE SUMMARY**

May 10, 2007

The Agency is required by Section 511 of the Quality Housing and Work Responsibility Act of 1998 (and ensuing HUD requirements) to submit a 5-Year and Annual Plan to HUD. Last year the Agency submitted its new 5-Year Plan covering the period October of 2005 through September of 2009. This year, because of the Agency's high performer status, the Agency is only required to submit a streamlined Annual Plan for the fiscal year beginning October 1, 2007.

As in previous years, the focus of the Plan is to identify the programs and services provided under the Public Housing and Section 8 Tenant Based Assistance Programs and to allow public access and comment on those programs and services. The Work Responsibility Act requires that housing authorities work with their Public Housing Resident Advisory Boards (RAB) on the planning and development of the Plan. In order to meet this requirement, the Agency began meeting with the RAB at the beginning of the year.

This booklet contains the following components, which are all part of the streamlined submission.

Section 1	Streamlined Template
Section 2	Capital Fund New Annual Statement (Grant Year 2007)
Section 3	Capital Fund Five-Year Action Plan (Grant Years 07-11)
Section 4	Capital Fund Annual Statement FY 2005 Grant
Section 5	Capital Fund Annual Statement FY 2006 Grant
Section 6	Resident Board Members
Section 7	RAB Representatives

While the Agency is using HUD's Streamlined Annual PHA Plan template, we are still required to update the Supporting Documentation as needed. The Supporting Documentation is available for inspection at both the Day Island and Fairview administration offices, through the RAB, and by contacting the resident commissioners who each have a notebook containing all supporting documents.

This year's changes to the Plan include the following:

### Section 8 Administrative Policy –

- Added new federal requirements regarding Admission, Tenancy, and Termination of Assistance for victims of Domestic Violence in accordance with the Violence Against Women Act (VAWA).
- Families living in Agency owned housing who come to the top of the waiting list will be notified in writing that they have 90 days from the date

of the pre top of the waiting list letter to utilize their Section 8 application or it will be cancelled. Previous policy allowed 6 months.

- Added the newest federal guidance relating to Students of Institutions of Higher Education eligibility requirements.
- Added 10 more voucher slots for victims of domestic violence.
- Relaxed the number of persons per bedroom policy. The new policy allows for one bedroom for head of household and/or spouse or spousal equivalent, and for all other household members, the allocation will be based on two persons per bedroom, without regards to gender or age.
- Clarifying language added (Chapter 6): new job income not counted unless the person has been on the job 30 days and/or received 2 paychecks.
- Clarifying language added (Chapter 7): gifts must be recurring for at least 2 months prior to initial intake to be counted.
- Clarifying language added (Chapter 10): the water heater must also have a discharge pipe for relief valve which is the same diameter **or larger than** the water intake pipe.....
- Clarifying language added (Chapter 17): clarified that denial of assistance will not include debts where there has been more than 10 years of **inactivity** (unless the debt is owed to a HACSA owned property).
- Expanded definition of portability to Chapter 20 on Homeownership. The new section is applicable to families who want to 'port' (move) to our area and are currently participating in a Section 8 homeownership program in their community.

#### Statement of Policy (Public and Assisted Housing) –

- Changed 'bedroom size' to 'number of sleeping areas' in Occupancy Standards.
- Removed separate definitions for 'service/assistance animals' and 'companion animals' in Pet Policy & Rules, and Reasonable Accommodation Policy. Changed to one definition: 'assistance animals.' Updated to make it clear that HACSA's standard procedure for making a Request for Reasonable Accommodation is followed for all animal requests.
- Added language to Reasonable Accommodation Transfers to clarify that HACSA is responsible for all reasonable costs associated with transferring a resident with a disability to a mobility impaired/wheelchair accessible unit. Also clarified that the transferring resident is responsible for expenses associated with damages and/or cleaning costs assessed on the old unit and differences in utility costs or increased security deposit associated with new unit.
- Updated language in Transfer of Residents. Previous language stated that a non disabled resident being asked to move from a unit with special features for a person with disabilities was responsible for all costs associated with the move. Changed the language to reflect the practice

that has been in place since 1993; HACSA is responsible for all costs associated with the move.

- Updated deposit information at Firwood (an Agency owned non Public Housing property). Changed from \$200 deposit + \$75 non refundable fee to \$250 refundable deposit + \$100 non refundable cleaning fee for one bedroom units and \$300 refundable deposit + \$100 non refundable cleaning fee for two bedroom units.
- Updated Firwood income limits to require that residents moving from one unit to another (typically, from one to two bedroom) must re-qualify their income at or below the low income limit.
- Updated income limits at Abbie Lane (a Section 8 New Construction property) to allow up to low income (80% of median) families. Previously limits set at very low income.
- Updated income limits at Fourteen Pines and Village Oaks (project based Section 8/236 properties) to allow certification of existing 236 residents to project based Section 8 who meet low income limit guidelines, and are also 'rent burdened.'
- Clerical updates (page numbers, etc), minor terminology updates, and clarification of federal requirements or references (no policy changes).
- Removed the language that said HACSA 'may elect to forego' an interim rent increase. Income increase of \$200 or more must be reported and we will process an interim rent increase.
- Expanded Pet Policy to allow two Category II animals (not a dog or cat) for households who have one Category I animal (dog or cat).
- Added Appendix J: Violence Against Women Act (VAWA). Federal requirement.
- Added Appendix K: Section 8 Student Rule. Federal requirement.
- Added Appendix L: Welfare Benefit Reductions. Federal requirement. Previously mentioned in the SOP, but not sufficiently explained. Added appendix to include a more complete explanation.

#### Capital Fund –

- Added new year (2011) to the 5-Year Plan. Because of increased costs in construction, the 5-Year Plan has been adjusted to reflect those increases which have caused many projects to be moved to a later year than originally planned or extended over multiple years.
- Added Year End (March 31, 2007) Performance & Evaluation Reports for fiscal years 2005 and 2006.

#### Other Changes & Updates –

- Updated Resident Advisory Board members.
- Updated Certification of Consistency with Consolidated Plan.
- Updated Deconcentration statistics.
- Updated Public Housing Utility Allowances.
- Updated Maintenance Plan.
- Added Financial Statements for fiscal year ended September 30, 2006.

- Updated ROSS Grant reports.
- Updated Added PHAS/SEMAP information.
- Added Section 3 Report (new requirement).

Our Section 8 funding appears to be stable for this year and next year, and we are currently serving families who applied for the program in August of 2004. We anticipate reopening the Section 8 waiting list some time in 2008. Prior to opening the list, the Agency will give public notice using a multi media approach.

In Public Housing we have spent this past year gearing up and getting ready to convert public housing to a project based/asset management model of doing business as required by HUD. This change requires that the Agency look at our public housing properties as individual asset properties rather than looking at all of the properties as a whole. It requires that each property have its own budget and financial statements. It also requires that we look at the services provided to each property and determine that the way those services are delivered are in the best interest of the property.

As part of this change, our public housing projects were regrouped into Asset Management Properties (AMPs). We have gone from 15 public housing project to 6 AMPs and a Cost Center (administration). HUD has not yet finalized all of the requirements for the asset management model, but we anticipate that in the near future all of our reporting will be by AMP instead of Public Housing as a whole. Our Capital Fund reports, PHAS scoring, REAC scoring, and financial reporting will all be broken down by AMPs. This year's Agency Plan still shows Public Housing as a whole, but in the coming years we anticipate that all of the information contained in the Plan will be broken down by AMP.

Our successful conversion to asset management will have a direct financial impact on our public housing subsidy. Under the new rules, our Agency, along with most PHA's in Oregon, are considered 'decliners' meaning that under the new formula we will receive a deduction in subsidy. Our Agency stands to lose approximately \$400,000 in subsidy over the next five years. However, if we can meet the conversion requirements this first year, we can stop our loss at 5% which is \$20,000. If not, the loss will continue to increase each year up to the full reduction of \$400,000 at the fifth year.

Housing authorities of our size are finding HUD's requirements to be a major challenge to successfully converting to an asset management model. HUD has outlined a very prescribed way of making this conversion. Industry advocates, such as, National Association of Housing and Redevelopment Officials (NAHRO) and Public Housing Authorities Directors Association (PHADA) have been working with HUD and Congress seeking compromise and clarification on many of these new requirements. There has been so much confusion and lack of clear direction that the original submission date of our 'stop-loss' package which was

October 1, 2006 was moved to April 15, 2007, and on April 12<sup>th</sup> that date was again changed to October 15, 2007.

The publication of this booklet begins the 45 day comment period required by the regulations. At the end of this comment period, the Agency will hold a public hearing to accept final questions and comments on the Plan. Following the public hearing, the Agency will submit the Plan to the HACSA Board of Commissioners for approval followed by electronic submission to HUD no later than July 18, 2007.

**STREAMLINED  
ANNUAL PLAN  
FY 2007**

**PHA Plans**  
**Streamlined Annual**  
**Version**

**U.S. Department of Housing and  
Urban Development**  
**Office of Public and Indian  
Housing**

OMB No. 2577-0226  
(exp. 08/31/2009)

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This information collection is authorized by Section 511 of the Quality Housing and Work Responsibility Act, which added a new section 5A to the U.S. Housing Act of 1937 that introduced 5-year and annual PHA Plans. The full PHA plan provides a ready source for interested parties to locate basic PHA policies, rules, and requirements concerning the PHA's operations, programs, and services, and informs HUD, families served by the PHA, and members of the public of the PHA's mission and strategies for serving the needs of low-income and very low-income families. This form allows eligible PHAs to make a streamlined annual Plan submission to HUD consistent with HUD's efforts to provide regulatory relief for certain types of PHAs. Public reporting burden for this information collection is estimated to average 11.7 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. HUD may not collect this information and respondents are not required to complete this form, unless it displays a currently valid OMB Control Number.

**Privacy Act Notice.** The United States Department of Housing and Urban Development, Federal Housing Administration, is authorized to solicit the information requested in this form by virtue of Title 12, U.S. Code, Section 1701 et seq., and regulations promulgated thereunder at Title 12, Code of Federal Regulations. Information in PHA plans is publicly available.

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**Streamlined Annual PHA Plan**  
**for Fiscal Year: 2007**  
**PHA Name: Housing And Community**  
**Services Agency of Lane County**

**NOTE:** This PHA Plan template (HUD-50075-SA) is to be completed in accordance with instructions contained in previous Notices PIH 99-33 (HA), 99-51 (HA), 2000-22 (HA), 2000-36 (HA), 2000-43 (HA), 2001-4 (HA), 2001-26 (HA), 2003-7 (HA), and any related notices HUD may subsequently issue.

**Streamlined Annual PHA Plan**  
**Fiscal Year 2008**  
[24 CFR Part 903.12(c)]

**Table of Contents**  
[24 CFR 903.7(r)]

Provide a table of contents for the Plan, including applicable additional requirements, and a list of supporting documents available for public inspection.

<b>A. PHA PLAN COMPONENTS</b>	<b>Page #</b>
<input type="checkbox"/> 1. Site-Based Waiting List Policies	(N/A)
<b>903.7(b)(2) Policies on Eligibility, Selection, and Admissions</b>	
<input checked="" type="checkbox"/> 2. Capital Improvement Needs	Page 5
<b>903.7(g) Statement of Capital Improvements Needed</b>	
<input checked="" type="checkbox"/> 3. Section 8(y) Homeownership	Page 6
<b>903.7(k)(1)(i) Statement of Homeownership Programs</b>	
<input type="checkbox"/> 4. Project-Based Voucher Programs	(N/A)
<input type="checkbox"/> 5. PHA Statement of Consistency with Consolidated Plan. Complete only if PHA has changed any policies, programs, or plan components from its last Annual Plan.	(N/A)
<input checked="" type="checkbox"/> 6. Supporting Documents Available for Review	Page 9
<input checked="" type="checkbox"/> 7. Capital Fund Program and Capital Fund Program Replacement Housing Factor, Annual Statement/Performance and Evaluation Report	Attachments A, C & D
<input checked="" type="checkbox"/> 8. Capital Fund Program 5-Year Action Plan	Attachment B
<input checked="" type="checkbox"/> 9. Resident Membership of the PHA Governing Board	Attachment E
<input checked="" type="checkbox"/> 10. RAB Representatives	Attachment F

**B. SEPARATE HARD COPY SUBMISSIONS TO LOCAL HUD FIELD OFFICE**

**Form HUD-50076, PHA Certifications of Compliance with the PHA Plans and Related Regulations: Board Resolution to Accompany the Streamlined Annual Plan** identifying policies or programs the PHA has revised since submission of its last Annual Plan, and including Civil Rights certifications and assurances the changed policies were presented to the Resident Advisory Board for review and comment, approved by the PHA governing board, and made available for review and inspection at the PHA's principal office;

**For PHAs Applying for Formula Capital Fund Program (CFP) Grants:**

**Form HUD-50070, Certification for a Drug-Free Workplace; (canceled)**

**Form HUD-50071, Certification of Payments to Influence Federal Transactions; (printed)** and

**Form SF-LLL & SF-LLLa, Disclosure of Lobbying Activities. (not applicable)**

2.  Yes  No: Are any or all of the PHA's site-based waiting lists new for the upcoming year (that is, they are not part of a previously-HUD-approved site based waiting list plan)?  
If yes, how many lists?
3.  Yes  No: May families be on more than one list simultaneously?  
If yes, how many lists?
4. Where can interested persons obtain more information about and sign up to be on the site-based waiting lists (select all that apply)?
- PHA main administrative office
  - All PHA development management offices
  - Management offices at developments with site-based waiting lists
  - At the development to which they would like to apply
  - Other (list below)

## **2. Capital Improvement Needs**

[24 CFR Part 903.12 (c), 903.7 (g)]

Exemptions: Section 8 only PHAs are not required to complete this component.

### **A. Capital Fund Program**

1.  Yes  No Does the PHA plan to participate in the Capital Fund Program in the upcoming year? If yes, complete items 7 and 8 of this template (Capital Fund Program tables). If no, skip to B.
2.  Yes  No: Does the PHA propose to use any portion of its CFP funds to repay debt incurred to finance capital improvements? If so, the PHA must identify in its annual and 5-year capital plans the development(s) where such improvements will be made and show both how the proceeds of the financing will be used and the amount of the annual payments required to service the debt. (Note that separate HUD approval is required for such financing activities.).

### **B. HOPE VI and Public Housing Development and Replacement Activities (Non-Capital Fund)**

Applicability: All PHAs administering public housing. Identify any approved HOPE VI and/or public housing development or replacement activities not described in the Capital Fund Program Annual Statement.

1.  Yes  No: Has the PHA received a HOPE VI revitalization grant? (if no, skip to #3; if yes, provide responses to the items on the chart located on the next page, copying and completing as many times as necessary).
2. Status of HOPE VI revitalization grant(s):

- Yes  No: Will the PHA's program have eligibility criteria for participation in its Section 8 Homeownership Option program in addition to HUD criteria?  
If yes, list criteria: -The family must have completed a one year initial lease term in the Section 8 Housing Choice Voucher program.  
-The family must be a participant in, or graduate of, the Family Self-Sufficiency program, the Threshold program offered by NEDCO or St Vincent de Paul, other homeownership preparatory program, or demonstrate that the family is 'mortgage ready.'  
-The family has not committed any violation of Family Obligations in the Section 8 Housing Choice Voucher program in the past year.  
-The family must have had no family-caused violations of HUD's Housing Quality Standards within the last year.  
-The family has not committed any serious or repeated violations of a HA assisted lease in the past year.

c. What actions will the PHA undertake to implement the program this year (list)? **Program Ongoing**

3. Capacity of the PHA to Administer a Section 8 Homeownership Program:

The PHA has demonstrated its capacity to administer the program by (select all that apply):

- Establishing a minimum homeowner downpayment requirement of at least 3 percent of purchase price and requiring that at least 1 percent of the purchase price comes from the family's resources.
- Requiring that financing for purchase of a home under its Section 8 homeownership will be provided, insured or guaranteed by the state or Federal government; comply with secondary mortgage market underwriting requirements; or comply with generally accepted private sector underwriting standards.
- Partnering with a qualified agency or agencies to administer the program (list name(s) and years of experience below):
- Demonstrating that it has other relevant experience (list experience below): **Staff experience with both the tenant based Voucher and Homeownership programs.**

#### 4. Use of the Project-Based Voucher Program

##### **Intent to Use Project-Based Assistance**

Yes  No: Does the PHA plan to "project-base" any tenant-based Section 8 vouchers in the coming year? If the answer is "no," go to the next component. If yes, answer the following questions.

1.  Yes  No: Are there circumstances indicating that the project basing of the units, rather than tenant-basing of the same amount of assistance is an appropriate option? If yes, check which circumstances apply:

low utilization rate for vouchers due to lack of suitable rental units

## 6. Supporting Documents Available for Review for Streamlined Annual PHA Plans

PHAs are to indicate which documents are available for public review by placing a mark in the "Applicable & On Display" column in the appropriate rows. All listed documents must be on display if applicable to the program activities conducted by the PHA.

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Related Plan Component
X	<i>PHA Certifications of Compliance with the PHA Plans and Related Regulations and Board Resolution to Accompany the Standard Annual, Standard Five-Year, and Streamlined Five-Year/Annual Plans;</i>	5 Year and Annual Plans
X	<i>PHA Certifications of Compliance with the PHA Plans and Related Regulations and Board Resolution to Accompany the Streamlined Annual Plan</i>	Streamlined Annual Plans
X	<i>Certification by State or Local Official of PHA Plan Consistency with Consolidated Plan.</i>	5 Year and standard Annual Plans
X	Fair Housing Documentation Supporting Fair Housing Certifications: Records reflecting that the PHA has examined its programs or proposed programs, identified any impediments to fair housing choice in those programs, addressed or is addressing those impediments in a reasonable fashion in view of the resources available, and worked or is working with local jurisdictions to implement any of the jurisdictions' initiatives to affirmatively further fair housing that require the PHA's involvement.	5 Year and Annual Plans
X	Housing Needs Statement of the Consolidated Plan for the jurisdiction(s) in which the PHA is located and any additional backup data to support statement of housing needs for families on the PHA's public housing and Section 8 tenant-based waiting lists.	Annual Plan: Housing Needs
X	Most recent board-approved operating budget for the public housing program	Annual Plan: Financial Resources
X	Public Housing Admissions and (Continued) Occupancy Policy (A&O/ACOP), which includes the Tenant Selection and Assignment Plan [TSAP] and the Site-Based Waiting List Procedure.	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Deconcentration Income Analysis	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Any policy governing occupancy of Police Officers and Over-Income Tenants in Public Housing. <input type="checkbox"/> Check here if included in the public housing A&O Policy.	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Section 8 Administrative Plan	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Public housing rent determination policies, including the method for setting public housing flat rents. <input type="checkbox"/> Check here if included in the public housing A & O Policy.	Annual Plan: Rent Determination
X	Schedule of flat rents offered at each public housing development. <input type="checkbox"/> Check here if included in the public housing A & O Policy.	Annual Plan: Rent Determination
X	Section 8 rent determination (payment standard) policies (if included in plan, not necessary as a supporting document) and written analysis of Section 8 payment standard policies. <input type="checkbox"/> Check here if included in Section 8 Administrative Plan.	Annual Plan: Rent Determination
X	Public housing management and maintenance policy documents, including policies for the prevention or eradication of pest infestation (including cockroach infestation).	Annual Plan: Operations and Maintenance
X	Results of latest Public Housing Assessment System (PHAS) Assessment (or other applicable assessment).	Annual Plan: Management and Operations
N/A	Follow-up Plan to Results of the PHAS Resident Satisfaction Survey (if necessary)	Annual Plan: Operations and Maintenance and Community Service & Self-

# CAPITAL FUND PROGRAM

“New” Annual Statement for FY 2007

Annual Statement / Performance and Evaluation Report									
Capital Fund Program and Capital Fund Program Replacement Housing Factor ( CFP/CFPHF) Part I : Summary									
PHA Name: Housing and Community Services Agency of Lane Co.					Grant Type and Number Capital Fund Program Grant No. OR16P006 501 07 Replacement Housing Factor Grant No.				
					2007				
<input checked="" type="checkbox"/> <b>Original Annual Statement</b> Reserve for Disasters/Emergencies <input type="checkbox"/> Revised Annual Statement ( Revision no: ) <input type="checkbox"/> Performance and Evaluation Report for Period Ending <input type="checkbox"/> Final Performance and Evaluation Report									
Line No	Summary of Development Account	Total Estimated Cost			Total Actual Cost				
		Original	Revised	Obligated	Expended				
1	Total Non-CFP Funds								
2	1406 Operations	226,462.10							
3	1408 Management Improvements	500.00							
4	1410 Administration & Staff A/E	204,374.80							
5	1411 Audit	2,000.00							
6	1415 Liquidated Damages								
7	1430 Fees and Costs	4,000.00							
8	1440 Site Acquisition								
9	1450 Site Improvement	291,000.00							
10	1460 Dwelling Structures								
11	1465.1 Dwelling Equipment - Nonexpendable								
12	1470 Nondwelling Structures	350,000.00							
13	1475 Nondwelling Equipment	37,500.00							
14	1485 Demolition								
15	1490 Replacement Reserve								
16	1492 Moving to Work Demonstration								
17	1495.1 Relocation	500.00							
18	1499 Development Activities								
19	1501 Collateralization or Debt Services								
20	1502 Contingency	27,411.10							
21	<b>Amount of Annual Grant ( Sum of lines 2-20)</b>	<b>1,143,748.00</b>							
22	Amount of line 21 Related to LBP Activities	0							
23	Amount of line 21 Related to Section 504 compliance	5,000.00							
24	Amount of line 21 Related to Security - Soft Costs	0							
25	Amount of Line 21 Related to Security - Hard Costs	0							
26	Amount of Line 21 Related to Energy Conservation	5,000.00							

**Annual Statement / Performance and Evaluation Report**  
**Capital Fund Program and Capital Fund Program Replacement Housing Factor ( CFP/CFPRHF)**  
**PART II: Supporting Pages**

PHA NAME: HACSA of Lane County Housing & Community Services Agency of Lane County		Grant Type and Number Capital Fund Program Grant No. OR16P006 501 07 Replacement Housing Factor Grant No.		Federal FY of Grant: <b>2007</b>		
Dev. No	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost Original	Total Actual Cost Obligated	Status of Work
Operations Transfer	Funds transferred to Public Housing Operating Budget ( 19.8%)	1406		226,462.10		
Administration of Grant and Work	Training of Modernization/Grant Staff	1408		500.00		
	Grant Administration	1410		114,374.80		
	Staff Architect ( not part of 10%)	1410		90,000.00		
	<b>TOTAL 1410 EXPENSES</b>			<b>204,374.80</b>		
Audit Fees	Expenses for auditing Capital Fund grant records by outside accounting firm.	1411		2,000.00		
Sundries	Misc. costs for support of grant work	1430		4,000.00		
Relocation	Relocation Expenses related to the work	1495		500.00		
Contingency	Contingency Fund ( 2.4%)	1502		27,411.10		
	<b>TOTAL OTHER EXPENSES</b>			<b>465,248.00</b>		
	<b>TOTAL GRANT</b>			<b>1,143,748</b>		

# CAPITAL FUND PROGRAM

Five-Year Action Plan  
FY 2007 - 2011

## Capital Fund Program Five-Year Action Plan Part I: Summary

PHA NAME: HACSA of Lane County Housing & Community Services Agency of Lane County					
Development Name	Year 1	Work Statement for Year 2 FFY GRANT: <b>2008</b> PHA FY:	Work Statement for Year 3 FFY GRANT: <b>2009</b> PHA FY:	Work Statement for Year 4 FFY GRANT: <b>2010</b> PHA FY:	Work Statement for Year 5 FFY GRANT: <b>2011</b> PHA FY:
OR6-01 Laurelwood Homes		\$136,500.00			\$609,500.00
OR6-02 McKenzie Village		\$145,500.00	\$19,300.00	\$37,000.00	\$65,000.00
OR6-04 Parkview Terrace			\$101,700.00	\$138,000.00	\$0.00
OR6-05 Lindeborg Place			\$90,000.00	\$100,000.00	
OR6-06 Cresview Villa			\$123,500.00	\$107,000.00	
OR6-07 Riverview Terrace		\$379,500.00			
Various Scattered Sites			\$332,000.00	\$188,000.00	\$0.00
OR6-24 Maple Wood Meadows				\$66,000.00	
Relocation		\$13,000.00	\$12,000.00	\$15,000.00	\$6,000.00
Contingency		\$30,611.10	\$10,411.10	\$28,661.10	\$25,911.10
Transfer		\$226,462.10	\$226,462.10	\$226,462.10	\$226,462.10
Admin/AE		\$204,374.80	\$204,374.80	\$204,374.80	\$204,374.80
Audit Fees		\$2,000.00	\$2,000.00	\$2,000.00	\$2,000.00
Other Expenses		\$5,800.00	\$22,000.00	\$31,250.00	\$4,500.00
CFP Funds Listed for 5 year Planning		\$1,143,748.00	\$1,143,748.00	\$1,143,748.00	\$1,143,748.00
Replacement Housing Factor Funds					



# CAPITAL FUND PROGRAM

Annual Statement for FY 2005

Annual Statement / Performance and Evaluation Report

Capital Fund Program and Capital Fund Program Replacement Housing Factor ( CFP/CFPHF) Part I : Summary

PHA Name:  
Housing and Community Services Agency of Lane Co.

Grant Type and Number  
Capital Fund Program Grant No. OR16P006 501 05  
Replacement Housing Factor Grant No.

Federal FY of Grant  
**FY 05**

Original Annual Statement Reserve for Disasters/Emergencies  Revised Annual Statement ( Revision no: TWO )  
 Performance and Evaluation Report for Period Ending 3/31/07  Final Performance and Evaluation Report

Line No	Summary of Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total Non-CFP Funds	256,013.80	256,013.80	256,013.80	256,013.80
2	1406 Operations	33,250.00	19,760.66	19,760.66	19,760.66
3	1408 Management Improvements	210,299.90	214,842.19	214,842.19	211,568.80
4	1410 Administration+ Staff A/E Fees	2,000.00	1,000.00	1,000.00	1,000.00
5	1411 Audit				
6	1415 Liquidated Damages	4,250.00	4,260.05	3,877.10	3,836.45
7	1430 Fees and Costs				
8	1440 Site Acquisition				
9	1450 Site Improvement	128,500.00	172,949.12	166,760.10	149,352.30
10	1460 Dwelling Structures	616,500.00	594,107.77	544,583.17	538,907.77
11	1465.1 Dwelling Equipment - Nonexpendable	11,800.00	6,340.12	4,340.12	4,340.12
12	1470 Nondwelling Structures				
13	1475 Nondwelling Equipment	17,400.00	17,709.04	17,709.04	17,709.04
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation	8,500.00	6,016.25	6,016.25	6,016.25
18	1499 Development Activities				
19	1501 Collateralization or Debt Services				
20	1502 Contingency	4,485.30	-		
21	<b>Amount of Annual Grant ( Sum of lines 2-20)</b>	<b>1,292,999.00</b>	<b>1,292,999.00</b>	<b>1,234,902.43</b>	<b>1,208,505.19</b>
22	Amount of line 21 Related to LBP Activities				
23	Amount of line 21 Related to Section 504 compliance				
24	Amount of line 21 Related to Security - Soft Costs				
25	Amount of Line 21 Related to Security - Hard Costs				
26	Amount of Line 21 Related to Energy Conservation				

**Annual Statement / Performance and Evaluation Report**  
**Capital Fund Program and Capital Fund Program Replacement Housing Factor ( CFP/CFPRHF)**  
**PART II: Supporting Pages**

PHA NAME: HOUSING & COMMUNITY SERVICES AGENCY OF LANE COUNTY		Grant Type and Number Capital Fund Program Grant No. OR16P006 501 05 Replacement Housing Factor Grant No.			Federal FY of Grant: <b>FY 05</b>	
Dev. No	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost Original	Total Actual Cost Obligated	Status of Work
OR6-02 McKenzie Village - Continued	OTHER SITE IMPROVEMENTS: Deferred Maintenance  Tree Removal and Trimming: Work to trim or remove trees, replanting as required, in this densely treed development. The large and aging trees drop limbs, overhang and threaten buildings and parked cars, roots continue to infiltrate the water/sewer pipe drains, and raise sidewalks creating tripping hazards. Safety and Sanitary concerns.	1450	Project: 172 units	70,000.00	85,220.44	123 trees removed
	Water/Sewer Drain Line Replacements: (Phase 1) Initiation of on-going work to replace lines from building to street; original concrete pipe has been infiltrated by tree roots, opened or destroyed by trees and other forces	1450	5 units	10,000.00	2,100.00	Balance of work funded in FY06 Cap Fund
	Replacement of Sidewalks at Street and to Units: (Phase 1) Initiation of on-going funded sidewalk work: Aging 40+year old sidewalks have been cracked or raised by trees requiring replacement for safe use and to eliminate tripping hazards.	1450		5,000.00	-	Moved to FY06 Cap Fund
<b>TOTAL 6-02 WORK</b>				<b>122,000.00</b>	<b>87,320.44</b>	

**Annual Statement / Performance and Evaluation Report**  
**Capital Fund Program and Capital Fund Program Replacement Housing Factor ( CFP/CFPRHF)**  
**PART II: Supporting Pages**

PHA NAME: HOUSING & COMMUNITY SERVICES AGENCY OF LANE COUNTY		Grant Type and Number Capital Fund Program Grant No. OR16P006 501 05 Replacement Housing Factor Grant No.		Federal FY of Grant: <b>FY 05</b>		
Dev. No	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost Original Revised	Total Actual Cost Obligated Expended	Status of Work
MANAGEMENT IMPROVEMENTS	Training: Modernization Staff, including Architect, training as required.	1408		2,500.00 106.82	106.82 106.82	Expended
	Software: Computer Software for new Computer purchase ( see 1475)	1408		750.00 0.00	- -	Not needed
	Energy Auditor: To create Public Housing Energy Audit Records, for up to one year, Agency will dedicate one half-time position of a Staff Auditor in the Weatherization Dept.to document PH unit conditions and energy source, and to recommend energy conservation measures. Records will establish reference basis for future energy related conservation improvements	1408		30,000.00 19,653.84	19,653.84 19,653.84	Complete
	<b>TOTAL 1408</b>			<b>33,250.00</b>	<b>19,760.66</b>	<b>19,760.66</b>
EQUIPMENT IMPROVEMENTS	Equipment Purchases; Production Copier: for preparing Modernization bid packages, for resident correspondence by Resident Services; and for document storage by scanning to computerized storage system. 1 Computer and 2 printers; update existing computer and printer; and add a new color printer for producing prints for documentation of inspections for the files and court proceedings.	1475		17,400.00 17,709.04	17,709.04 17,709.04	Complete
	<b>TOTAL 1475</b>			<b>17,400.00</b>	<b>17,709.04</b>	<b>17,709.04</b>

**Annual Statement / Performance and Evaluation Report**  
**Capital Fund Program and Capital Fund Program Replacement Housing Factor ( CFP/CFPRHF)**  
**PART III: Implementation Schedule**

Development No /Name / HA Wide Activities	All Funds Obligated ( Quarter Ending Date)		All Fund Expended (Quarter Ending Date)		Reason for Revised Target Dates
	ORIGINAL	REVISED	ORIGINAL	REVISED	
OR6-01 Laurelwood Homes, Florence	8/17/2007		8/17/2009		Note: Work at Laurelwood Phase 8 & 9.complete
OR6-02 McKenzie Village, Springfield, OR	8/17/2007	3/31/2007	8/17/2009		
OR6-05 Lindeborg Place, Junction City	8/17/2007	9/30/2006	8/17/2009	12/31/2006	Note: Final Payment in April 2007
OR6-06 Cresview Villa, Creswell, OR	8/17/2007		8/17/2009		
Management Improvements	8/17/2007	9/30/2006	8/17/2009	12/31/2006	Note: Work to be completed by July 2007

PHA NAME:  
HOUSING & COMMUNITY SERVICES  
AGENCY OF LANE COUNTY

Grant Type and Number  
Capital Fund Program Grant No. OR16P006 501 5  
Replacement Housing Factor Grant No.

Federal FY of Grant:  
**FY 05**

# CAPITAL FUND PROGRAM

Annual Statement for FY 2006

Annual Statement / Performance and Evaluation Report									
Capital Fund Program and Capital Fund Program Replacement Housing Factor ( CFP/CFPHF) Part I : Summary									
PHA Name: Housing and Community Services Agency of Lane Co.			Grant Type and Number Capital Fund Program Grant No. OR16P006 501 06 Replacement Housing Factor Grant No.			Federal FY of Grant 2006			
<input type="checkbox"/> <b>Original Annual Statement</b> Reserve for Disasters/Emergencies <input checked="" type="checkbox"/> Revised Annual Statement ( Revision no: ONE ) <input checked="" type="checkbox"/> Performance and Evaluation Report for Period Ending 3/31/07 <input type="checkbox"/> Final Performance and Evaluation Report									
Line No	Summary of Development Account	Total Estimated Cost			Total Actual Cost				
		Original	Revised	Obligated	Expended				
1	Total Non-CFP Funds	226,462.10	226,462.10	226,462.10	226,462.10				
2	1406 Operations	16,000.00	500.00	-	-				
3	1408 Management Improvements	195,374.80	196,374.80	96,243.29	24,446.67				
4	1410 Administration ( and A/E Staff)	1,600.00	1,600.00	-	-				
5	1411 Audit	-	-	-	-				
6	1415 Liquidated Damages	4,000.00	8,950.00	5,477.74	5,127.80				
7	1430 Fees and Costs	-	-	-	-				
8	1440 Site Acquisition	190,500.00	200,050.00	71,362.23	42,524.85				
9	1450 Site Improvement	472,700.00	482,700.00	117,600.61	85,259.99				
10	1460 Dwelling Structures	7,000.00	7,000.00	2,838.29	2,332.33				
11	1465.1 Dwelling Equipment - Nonexpendable	-	-	-	-				
12	1470 Nondwelling Structures	9,100.00	9,100.00	5,024.50	5,024.50				
13	1475 Nondwelling Equipment	-	-	-	-				
14	1485 Demolition	-	-	-	-				
15	1490 Replacement Reserve	-	-	-	-				
16	1492 Moving to Work Demonstration	-	-	-	-				
17	1495.1 Relocation	5,800.00	5,800.00	1,185.09	1,185.09				
18	1499 Development Activities	-	-	-	-				
19	1501 Collateralization or Debt Services	-	-	-	-				
20	1502 Contingency	15,211.10	5,211.10	-	-				
21	<b>Amount of Annual Grant ( Sum of lines 2-20)</b>	<b>1,143,748.00</b>	<b>1,143,748.00</b>	<b>526,193.85</b>	<b>392,363.33</b>				
22	Amount of line 21 Related to LBP Activities								
23	Amount of line 21 Related to Section 504 Compliance								
24	Amount of line 21 Related to Security - Soft Costs								
25	Amount of Line 21 Related to Security - Hard Costs								
26	Amount of Line 21 Related to Energy Conservation	52,000.00							

**Annual Statement / Performance and Evaluation Report**  
**Capital Fund Program and Capital Fund Program Replacement Housing Factor ( CFP/CFPRHF)**  
**PART II: Supporting Pages**

PHA NAME: Housing & Community Services Agency ( HACSA ) of Lane County		Grant Type and Number Capital Fund Program Grant No. OR16P006 501 06 Replacement Housing Factor Grant No.		Federal FY of Grant: <b>2006</b>		
Dev. No	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost Original Revised	Total Actual Cost Obligated Expended	Status of Work
OR6-06	Site Improvements: Remove large trees causing damage and large sidewalk tripping hazards; replant as required; Replace damaged sidewalks	1450		50,000.00 50,000.00	942.41 942.41	Planned for Summer 07
	From FY05 Cap Fund - shared cost: 504 Remodel of one unit. Additional funding required to complete the work	1460	1	- 10,000.00	-	Bids received in April 07
<b>Total Cresview Villa</b>				<b>50,000.00 60,000.00</b>	<b>942.41 942.41</b>	
<b>TOTAL DEVELOPMENT IMPROVEMENTS</b>				<b>670,200.00</b>	<b>191,801.13</b>	<b>130,117.17</b>
MANAGEMENT IMPROVEMENTS	Equipment Purchases: Network File Server upgrade, for capacity to maintain scanned records (Improved Document Management) ( scanner/copier purchased with FY05 Cap Funds)	1475		To be funded in 5% award balance		
	Telephone System switching hardware Upgrade at Springfield office; upgrade required by LCOG to be compatible with reconfigured system.	1475		6,800.00	5,024.50	Operational
	Quality digital cameras for Housing and Maintenance staff use, recording damage to units and other documentation.	1475		1,000.00	-	
	Fax Machine; to replace existing aged machine, for quality communication.	1475		1,300.00	-	
<b>Total Equipment Purchases</b>				<b>9,100.00</b>	<b>5,024.50</b>	<b>5,024.50</b>
MANAGEMENT IMPROVEMENTS	Energy Audits: Contract with Professional company for energy efficiency review of high-rise residential buildings (work not within scope of Agency Energy Department)	1430		12,000.00	4,950.00	4,950.00
	Software: Telephone System upgrade (see equipment purchase requirement which requires improved software also)	1408		2,500.00	-	Included with new equipment
	Training: as required by Modernization Staff	1408		500.00	-	
<b>Total Management Improvements/soft costs</b>				<b>15,000.00</b>	<b>4,950.00</b>	<b>4,950.00</b>



**RESIDENT BOARD  
MEMBERS**

PASSED

IN THE BOARD OF COUNTY COMMISSIONERS  
OF LANE COUNTY, OREGON

ORDER NO.

04-1-14-1

)In the Matter of Appointing a  
)Resident Commissioner to the  
)HACSA Board of Commissioners

WHEREAS, the HACSA By-Laws require the appointment of two resident commissioners;  
and

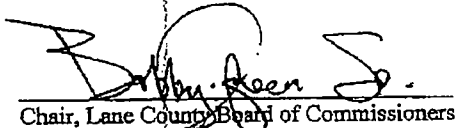
WHEREAS, the term of one resident commissioner is expiring; and

WHEREAS, a direct solicitation was made to all public housing residents, and applications

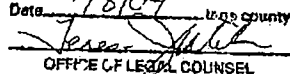
WHEREAS, the Board recommends that the following resident commissioner be appointed  
to the HACSA Board of Commissioners

NOW THEREFORE, IT IS HEREBY ORDERED that HUGH MASSENGILL  
be appointed to the HACSA Board for a term of four years with that term expiring in January of  
2008.

DATED this 14th day of January, 2004.

  
Chair, Lane County Board of Commissioners

In the Matter of Appointing a Resident Commissioner to the HACSA Board of Commissioners

APPROVED AS TO FORM  
Date 1/8/04 Lane County  
  
OFFICE OF LEGAL COUNSEL

IN THE BOARD OF COUNTY COMMISSIONERS  
OF LANE COUNTY, OREGON

ORDER NO.

06-1-11-1

)In the Matter of Appointing a  
)Resident Commissioner to the  
)HACSA Board of Commissioners

WHEREAS, the HACSA By-Laws require the appointment of two resident commissioners;  
and

WHEREAS, the term of one resident commissioner is expiring; and

WHEREAS, a direct solicitation was made to all public housing and assisted housing  
residents, and applications were reviewed; and

WHEREAS, the Board recommends that the following resident commissioner be appointed  
to the HACSA Board of Commissioners

NOW THEREFORE, IT IS HEREBY ORDERED that Barbara Moorehouse  
be appointed to the HACSA Board for a term of four years with that term expiring in January of  
2010.

DATED this 11th day of January, 2006.

  
Chair, Lane County Board of Commissioners

In the Matter of Appointing a Resident Commissioner to the HACSA Board of Commissioners

**RAB  
REPRESENTATIVES**

<b>Complex</b>	<b>Representative</b>	<b>Alternate Representative</b>
<b>Laurelwood Homes</b>	-Vacant-	-Vacant-
<b>McKenzie Village</b>	Nan Balich	-Vacant-
<b>Lindeborg Place</b>	Dorothy Plympton	Amy Feinberg
<b>Cresview Villa</b>	Nikki Egan	Linda Jackson
<b>Riverview Terrace</b>	Ray Dean	Michelle Thurston 925 W Main #204
<b>Pengra Court</b>	-Vacant-	-Vacant-
<b>Maple Wood Meadows</b>	-Vacant-	-Vacant-
<b>Scattered Sites</b>	-Vacant-	-Vacant-
<b>Parkview Terrace</b>	Susan Mills	-Vacant-
<b>Veneta and Veneta Scattered Sites</b>	-Vacant-	-Vacant--Vacant-
<b>Village Oaks</b>	Suzanne Birnkrant	-Vacant-
<b>Abbie Lane Courts</b>	Bonnie Bennett	Charlene Seaton
<b>Fourteen Pines</b>	Allison Smith	-Vacant-
<b>TAG Treasurers</b>	Nan Balich	Suzanne Birnkrant
<b>Resident Commissioners</b>	Hugh Massengill	Barbara Moorehouse

Updated Jan 2007

The TAG does not meet in February, July, August, and November.