

HOUSING COMMISSION MEETING

CITY OF DAVENPORT, IOWA

Monday, June 23, 2025; 3:30 PM

City Hall | 226 West 4th Street | Council Chambers

- I. Call to Order
- II. Secretary's Report
 - 1. April Financial Report
 - 2. May Financial Report
 - 3. April Utilization Report
 - 4. May Utilization Report
 - 5. April Meeting Minutes
- III. Communications
- IV. Old Business
- V. New Business
 - 1. Davenport Housing Authority 2025-2029 - Five Year Plan
 - 2. Resolution to Approve 2025-2029 Five Year Plan
- VI. Other Business
- VII. Open Forum for Comment
- VIII. Adjourn
 - 1. Next Board Meeting - Month DD, 20YY

City of Davenport

Department: Community & Economic Development

Contact Info: |

Action / Date

6/23/2025

Subject:

April Financial Report

Recommendation:

Background:

Attachments:

1. April Financial Workbook- June House Comm Meeting

Housing Choice Voucher

* The financial data that is reported are preliminary numbers and are subject to change when adjustments are necessary

<u>Employee Salary/Benefits</u>	BUDGET	April	YTD	Balance	Expenditure
Full Time Salaries	\$ 313,855.00	\$ 28,241.16	\$ 254,018.21	\$ 59,836.79	
Overtime Pay					
Retirement FICA	\$ 24,010.00	\$ 2,181.37	\$ 19,569.06		
Retirement-IPERS	\$ 29,628.00	\$ 2,665.94	\$ 23,856.11		
Employee Insurance	\$ 114,682.00	\$ 11,442.09	\$ 95,593.82		
Deferred Comp	\$ 6,985.00	\$ 644.42	\$ 5,417.72		
Retirement Health Savings	\$ 3,139.00	\$ 282.40	\$ 2,526.98		
Total	\$ 492,299.00		\$ 400,981.90		81%
Travel					
<u>Office Supplies and Services</u>	\$ 17,000.00	\$ 1,139.86	\$ 11,438.12	\$ 5,561.88	67%
<u>Telephone</u>	\$ 3,649.00	\$ 320.08	\$ 3,391.48	\$ 257.52	93%
<u>Membership and Publications</u>	\$ 300.00	\$ -	\$ 239.00	\$ 61.00	80%
<u>Professional Services (Sec8)</u>	\$ 2,500.00	\$ -	\$ 3,511.43	\$ (1,011.43)	140%
<u>Liability Insurance</u>	\$ 8,335.00	\$ -	\$ 8,335.00	\$ -	100%
<u>Rental Assist/Utility Reimburse</u>	\$ 4,280,000.00	\$ 402,829.00	\$ 4,438,895.71	\$ (158,895.71)	104%
<u>Project Expense</u>	\$ 15,000.00	\$ 1,044.56	\$ 9,728.62	\$ 5,271.38	65%
<u>Other supplies</u>	\$ 30,000.00	\$ -	\$ 30,000.00	\$ -	100%
<u>Property Insurance</u>	\$ 2,571.00	\$ -	\$ 2,571.00	\$ -	100%
<u>Data Processing</u>	\$ 32,300.00	\$ 2,691.66	\$ 26,916.60	\$ 5,383.40	83%
<u>Workmans Compensation</u>	\$ 204.00	\$ -	\$ 204.00	\$ -	100%
<u>Indirect Cost Allocation</u>	\$ 75,973.00	\$ 6,331.08	\$ 63,310.80	\$ 12,662.20	83%
Totals:	\$ 4,960,131.00	\$ 459,813.62	\$ 4,999,523.66		101%

City of Davenport

Department: Community & Economic Development

Contact Info: |

Action / Date

6/23/2025

Subject:

May Financial Report

Recommendation:

Background:

Attachments:

1. May Financial Workbook- June House Comm Meeting

Housing Choice Voucher

* The financial data that is reported are preliminary numbers and are subject to change when adjustments are necessary

<u>Employee Salary/Benefits</u>	BUDGET	May	YTD	Balance	Expenditure
Full Time Salaries	\$ 313,855.00	\$ 39,387.97	\$ 293,406.18	\$ 20,448.82	
Overtime Pay		\$ 442.36	\$ 442.36		
Retirement FICA	\$ 24,010.00	\$ 3,081.10	\$ 22,650.16		
Retirement-IPERS	\$ 29,628.00	\$ 3,547.52	\$ 27,403.63		
Employee Insurance	\$ 114,682.00	\$ 9,706.03	\$ 105,299.85		
Deferred Comp	\$ 6,985.00	\$ 830.49	\$ 6,248.21		
Retirement Health Savings	\$ 3,139.00	\$ 375.80	\$ 2,902.78		
Total	\$ 492,299.00		\$ 458,353.17		93%
Travel					
<u>Office Supplies and Services</u>	\$ 17,000.00	\$ 1,562.25	\$ 13,000.37	\$ 3,999.63	76%
<u>Telephone</u>	\$ 3,649.00	\$ 475.28	\$ 3,866.76	\$ (217.76)	106%
<u>Membership and Publications</u>	\$ 300.00	\$ -	\$ 239.00	\$ 61.00	80%
<u>Professional Services (Sec8)</u>	\$ 2,500.00	\$ -	\$ 3,511.43	\$ (1,011.43)	140%
<u>Liability Insurance</u>	\$ 8,335.00	\$ -	\$ 8,335.00	\$ -	100%
<u>Rental Assist/Utility Reimburse</u>	\$ 4,280,000.00	\$ 399,846.00	\$ 4,838,741.71	\$ (558,741.71)	113%
<u>Project Expense</u>	\$ 15,000.00	\$ 853.80	\$ 10,582.42	\$ 4,417.58	71%
<u>Other supplies</u>	\$ 30,000.00	\$ -	\$ 30,000.00	\$ -	100%
<u>Property Insurance</u>	\$ 2,571.00	\$ -	\$ 2,571.00	\$ -	100%
<u>Data Processing</u>	\$ 32,300.00	\$ 2,691.66	\$ 29,608.26	\$ 2,691.74	92%
<u>Workmans Compensation</u>	\$ 204.00	\$ -	\$ 204.00	\$ -	100%
<u>Indirect Cost Allocation</u>	\$ 75,973.00	\$ 6,331.08	\$ 69,641.88	\$ 6,331.12	92%
Totals:	\$ 4,960,131.00	\$ 469,131.34	\$ 5,468,655.00		110%

City of Davenport

Department: Community & Economic Development

Contact Info: |

Action / Date

6/23/2025

Subject:

April Utilization Report

Recommendation:

Background:

Attachments:

1. occupancy & utilization report for Apr- June HC meeting

UTILIZATION REPORT FOR APRIL 2025

Vouchers								
	0	1	2	3	4	5	6	Total
<i>Previous Month</i>	4	255	254	140	28	1	1	683
Current	5	250	253	141	29	1	1	680
Funds available	\$ 405,011							
Funds spent	\$ 402,829							
% of Funds Used	99.5%							

City of Davenport

Department: Community & Economic Development
Contact Info: |

Action / Date
6/23/2025

Subject:
May Utilization Report

Recommendation:

Background:

Attachments:

1. occupancy & utilization report for May- June HC meeting

UTILIZATION REPORT FOR MAY 2025

Vouchers								
	0	1	2	3	4	5	6	Total
<i>Previous Month</i>	5	250	253	141	29	1	1	680
Current	4	248	248	137	29	1	1	668
Funds available	\$ 405,011							
Funds spent	\$ 399,846							
% of Funds Used	98.7%							

City of Davenport

Department: Community & Economic Development

Contact Info: |

Action / Date

6/23/2025

Subject:

April Meeting Minutes

Recommendation:

Background:

Attachments:

1. April meeting minutes - June Commission meeting

DAVENPORT HOUSING COMMISSION
Regular Meeting

City Hall Council Chambers,
226 W. 4th St.

Monday, April 14th, 2025 at 4:00 PM

MEETING AGENDA

Members present: Miller, Stahler, Wissing, Roberts
Staff present: Dunn

I. Call to Order-

The April meeting of the Davenport Housing Commission was called to order at 4:02pm

II. Secretary's Report

1. March Meeting Minutes APPROVED

Stahler made a motion to accept; Miller seconded the motion

2. March Financial Report APPROVED

Roberts made a motion to approve; Stahler seconded the motion

3. March Utilization Report APPROVED

Miller made a motion to approve; Stahler seconded the motion

III. Communication

IV. Old Business

V. New Business APPROVED

1. Resolution to Approve 2025 Annual Plan

Roberts made a motion to approve; Miller seconded the motion

2. Revision to Administrative Plan: Tenant Grievance Policy TABLED

VI. Other Business

TBD – Conflict of Interest training for Housing Commissioners

VII. Open Forum for Comment

VIII. Meeting Adjourned – 4:43 pm APPROVED

Roberts made a motion to adjourn; Stahler seconded the motion

~~Next meeting scheduled Monday, June 16th, 2025 at 4:00 pm~~

UPDATE- meeting moved to Monday, June 23, 2025 at 3:30 pm

City of Davenport

Department: Community & Economic Development
Contact Info: |

Action / Date
6/23/2025

Subject:
Davenport Housing Authority 2025-2029 - Five Year Plan

Recommendation:

Background:

Attachments:

1. 5 Year Plan - 2025-2029

5-Year PHA Plan (for All PHAs)	U.S. Department of Housing and Urban Development Office of Public and Indian Housing	OMB No. 2577-0226 Expires: 03/31/2024
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Purpose. The 5-Year and Annual PHA Plans provide 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, goals and objectives for serving the needs of low- income, very low- income, and extremely low- income families

Applicability. The **Form HUD-50075-5Y** is to be completed once every 5 PHA fiscal years by all PHAs.

A.	PHA Information.																																
A.1	PHA Name: <u> Davenport Housing Commission </u> PHA Code: <u> IA045 </u> PHA Plan for Fiscal Year Beginning: (MM/YYYY): 07/2025 The Five-Year Period of the Plan (i.e. 2019-2023): 2025-2029 PHA Plan Submission Type: ☒ 5-Year Plan Submission ☐ Revised 5-Year Plan Submission Availability of Information. In addition to the items listed in this form, PHAs must have the elements listed below readily available to the public. A PHA must identify the specific location(s) where the proposed PHA Plan, PHA Plan Elements, and all information relevant to the public hearing and proposed PHA Plan are available for inspection by the public. Additionally, the PHA must provide information on how the public may reasonably obtain additional information on the PHA policies contained in the standard Annual Plan, but excluded from their streamlined submissions. At a minimum, PHAs must post PHA Plans, including updates, at each Asset Management Project (AMP) and main office or central office of the PHA. PHAs are strongly encouraged to post complete PHA Plans on their official websites. PHAs are also encouraged to provide each resident council a copy of their PHA Plans. A 45 day comment period for the draft of the 2025-2029 Five Year Plan commenced on Friday, May 9, 2025 and will conclude on Monday, June 23, 2025. A Housing Commission meeting will be held on Monday, June 23, 2025 to receive public comment for the draft of the 2025-2029 Five Year Plan. The 2025-2029 Five Year Plan is also made available at www.davenportiowa.com/hcv ☐ PHA Consortia: (Check box if submitting a Joint PHA Plan and complete table below.) <table border="1"> <thead> <tr> <th rowspan="2">Participating PHAs</th> <th rowspan="2">PHA Code</th> <th rowspan="2">Program(s) in the Consortia</th> <th rowspan="2">Program(s) not in the Consortia</th> <th colspan="2">No. of Units in Each Program</th> </tr> <tr> <th>PH</th> <th>HCV</th> </tr> </thead> <tbody> <tr> <td>Lead PHA:</td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> </tbody> </table>	Participating PHAs	PHA Code	Program(s) in the Consortia	Program(s) not in the Consortia	No. of Units in Each Program		PH	HCV	Lead PHA:																							
Participating PHAs	PHA Code					Program(s) in the Consortia	Program(s) not in the Consortia	No. of Units in Each Program																									
		PH	HCV																														
Lead PHA:																																	

B.	Plan Elements. Required for <u>all</u> PHAs completing this form.					
B.1	Mission. 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 Davenport Housing Commission's mission is to provide residents with safe, affordable and sanitary housing and cultivate community partnerships that inspire an empower residents to obtain self-sufficiency.					
B.2	Goals and Objectives. Identify the PHA's quantifiable goals and objectives that will enable the PHA to serve the needs of low-income, very low-income, and extremely low-income families for the next five years. Affordable Housing - Continue to grow and expand the Housing Choice Voucher program - Increase utilization rate to lease the maximum amount of units allowable by HUD - Enhance collaborations with community partners and stakeholders - Improve SEMAP scores by addressing areas of improvement and streamlining processes to promote efficiency Customer Service - Assess and improve the quality of service provided to participants in the HCV program - Improve collaboration with community partners, landlords and other stakeholders - Improve tenant opportunities for self-sufficiency, by endorsing resources that empower and promote self-sufficiency - Continue to reduce barriers and accessibility to services provided by the HCV program					
B.3	Progress Report. Include a report on the progress the PHA has made in meeting the goals and objectives described in the previous 5-Year Plan. In 2020, the Davenport Housing Commission's primary goals were to expand the supply and affordability of rental unit for low income households and utilize CARES funding as an incentive to add more landlords to the HCV program. In 2025, the HCV program has had 77 landlords added to the program, and increased the payment standard from 2022-2024 to 120% of FMR in order to assist households in finding affordable housing in areas that have not historically been housed by HCV recipients.					
B.4	Violence Against Women Act (VAWA) Goals. Provide a statement of the PHA's goals, activities, objectives, policies, or programs that will enable the PHA to serve the needs of child and adult victims of domestic violence, dating violence, sexual assault, or stalking. The Davenport Housing Commission will comply with the Violence Against Women Act (Survivors of Domestic Violence) , and any other federal, state, or local law that provides greater protections for victims of domestic violence, dating violence, sexual assault or stalking. The Davenport Housing Commission has adopted policies including, the Emergency Transfer Move Plan, VAWA Policy and Standard Operating Procedures to follow upon a participant claim; VAWA Notice of Occupancy Rights under the Violence Against Women Act and other participant rights in the Davenport Housing Commission's Administrative Plan					
C.	Other Document and/or Certification Requirements.					
C.1	Significant Amendment or Modification. Provide a statement on the criteria used for determining a significant amendment or modification to the 5-Year Plan. The Davenport Housing Commission has determined that the following circumstances constitute a significant amendment/modification to the agency's PHA plan: - Changes made to the Administrative policies for waitlist preferences, admission policies (i.e background checks), subsidy standards (ie bedrooms per household) - Reduction from 120% to 110% payment standard based on current fair market rents					

C.2	Resident Advisory Board (RAB) Comments. (a) Did the RAB(s) have comments to the 5-Year PHA Plan? Y N ☐ ☒ (b) If yes, comments must be submitted by the PHA as an attachment to the 5-Year PHA Plan. PHAs must also include a narrative describing their analysis of the RAB recommendations and the decisions made on these recommendations.
C.3	Certification by State or Local Officials. Form HUD-50077-SL, <i>Certification by State or Local Officials of PHA Plans Consistency with the Consolidated Plan</i>, must be submitted by the PHA as an electronic attachment to the PHA Plan.
C.4	Required Submission for HUD FO Review. (a) Did the public challenge any elements of the Plan? Y N ☐ ☒ (b) If yes, include Challenged Elements.
D.	Affirmatively Furthering Fair Housing (AFFH).

D.1

Affirmatively Furthering Fair Housing. (Non-qualified PHAs are only required to complete this section on the Annual PHA Plan. All qualified PHAs must complete this section.)

Provide a statement of the PHA's strategies and actions to achieve fair housing goals outlined in an accepted Assessment of Fair Housing (AFH) consistent with 24 CFR § 5.154(d)(5). Use the chart provided below. (PHAs should add as many goals as necessary to overcome fair housing issues and contributing factors.) Until such time as the PHA is required to submit an AFH, the PHA is not obligated to complete this chart. The PHA will fulfill, nevertheless, the requirements at 24 CFR § 903.7(o) enacted prior to August 17, 2015. See Instructions for further detail on completing this item.

Fair Housing Goal:

Describe fair housing strategies and actions to achieve the goal

The PHA is not obligated to complete this chart.

Fair Housing Goal:

Describe fair housing strategies and actions to achieve the goal

The PHA is not obligated to complete this chart.

Fair Housing Goal:

Describe fair housing strategies and actions to achieve the goal

The PHA is not obligated to complete this chart.

Instructions for Preparation of Form HUD-50075-5Y - 5-Year PHA Plan for All PHAs

A. PHA Information. All PHAs must complete this section. (24 CFR § 903.4)

- A.1** Include the full **PHA Name**, **PHA Code**, **PHA Fiscal Year Beginning** (MM/YYYY), **Five-Year Period** that the Plan covers, i.e. 2019-2023, **PHA Plan Submission Type**, and the **Availability of Information**, specific location(s) of all information relevant to the hearing and proposed PHA Plan.

PHA Consortia: Check box if submitting a Joint PHA Plan and complete the table.

B. Plan Elements.

- B.1 Mission.** 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. ([24 CFR § 903.6\(a\)\(1\)](#))
- B.2 Goals and Objectives.** Identify the PHA's quantifiable goals and objectives that will enable the PHA to serve the needs of low- income, very low- income, and extremely low- income families for the next five years. ([24 CFR § 903.6\(b\)\(1\)](#))
- B.3 Progress Report.** Include a report on the progress the PHA has made in meeting the goals and objectives described in the previous 5- Year Plan. ([24 CFR § 903.6\(b\)\(2\)](#))
- B.4 Violence Against Women Act (VAWA) Goals.** Provide a statement of the PHA's goals, activities objectives, policies, or programs that will enable the PHA to serve the needs of child and adult victims of domestic violence, dating violence, sexual assault, or stalking. ([24 CFR § 903.6\(a\)\(3\)](#)).

C. Other Document and/or Certification Requirements.

- C.1 Significant Amendment or Modification.** Provide a statement on the criteria used for determining a significant amendment or modification to the 5-Year Plan. For modifications resulting from the Rental Assistance Demonstration (RAD) program, refer to the 'Sample PHA Plan Amendment' found in Notice PIH-2012-32, REV 2.

C.2 Resident Advisory Board (RAB) comments.

- (a) Did the public or RAB have comments?
- (b) If yes, submit comments as an attachment to the Plan and describe the analysis of the comments and the PHA's decision made on these recommendations. ([24 CFR § 903.17\(b\)](#), [24 CFR § 903.19](#))

C.3 Certification by State or Local Officials.

[Form HUD-50077-SL](#), *Certification by State or Local Officials of PHA Plans Consistency with the Consolidated Plan*, must be submitted by the PHA as an electronic attachment to the PHA Plan.

C.4 Required Submission for HUD FO Review.

Challenged Elements.

- (a) Did the public challenge any elements of the Plan?
- (b) If yes, include such information as an attachment to the Annual PHA Plan or 5-Year PHA Plan with a description of any challenges to Plan elements, the source of the challenge, and the PHA's response to the public.

D. Affirmatively Furthering Fair Housing.

(Non-qualified PHAs are only required to complete this section on the Annual PHA Plan. All qualified PHAs must complete this section.)

D.1 Affirmatively Furthering Fair Housing. The PHA will use the answer blocks in item D.1 to provide a statement of its strategies and actions to implement each fair housing goal outlined in its accepted Assessment of Fair Housing (AFH) consistent with 24 CFR § 5.154(d)(5) that states, in relevant part: "To implement goals and priorities in an AFH, strategies and actions shall be included in program participants' ... PHA Plans (including any plans incorporated therein) Strategies and actions must affirmatively further fair housing" Use the chart provided to specify each fair housing goal from the PHA's AFH for which the PHA is the responsible program participant – whether the AFH was prepared solely by the PHA, jointly with one or more other PHAs, or in collaboration with a state or local jurisdiction – and specify the fair housing strategies and actions to be implemented by the PHA during the period covered by this PHA Plan. If there are more than three fair housing goals, add answer blocks as necessary.

Until such time as the PHA is required to submit an AFH, the PHA will not have to complete section D.; nevertheless, the PHA will address its obligation to affirmatively further fair housing in part by fulfilling the requirements at 24 CFR 903.7(o)(3) enacted prior to August 17, 2015, which means that it examines its own programs or proposed programs; identifies any impediments to fair housing choice within those programs; addresses those impediments in a reasonable fashion in view of the resources available; works 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. Furthermore, under Section 5A(d)(15) of the U.S. Housing Act of 1937, as amended, a PHA must submit a civil rights certification with its Annual PHA Plan, which is described at 24 CFR 903.7(o)(1) except for qualified PHAs who submit the Form HUD-50077-CR as a standalone document.

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, as amended, which introduced the 5-Year PHA Plan. The 5-Year PHA Plan provides the PHA's mission, goals and objectives for serving the needs of low- income, very low- income, and extremely low- income families and the progress made in meeting the goals and objectives described in the previous 5-Year Plan.

Public reporting burden for this information collection is estimated to average 1.64 hours per year per response or 8.2 hours per response every five years, 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 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. Responses to the collection of information are required to obtain a benefit or to retain a benefit. The information requested does not lend itself to confidentiality.

City of Davenport

Department: Community & Economic Development
Contact Info: |

Action / Date
6/23/2025

Subject:
Resolution to Approve 2025-2029 Five Year Plan

Recommendation:

Background:

Attachments:

1. Five Year Plan- Assessment



Davenport Housing Authority

2025-2029

5-YEAR PHA PLAN

BACKGROUND

The Five Year Plan has two elements, an Annual Plan and a Five Year Plan.

The "Quality Housing Work Responsibility Act of 1998" (QHWRA) contains a provision whereby a Housing Agency must submit an Annual Plan. The Department of Housing and Urban Development (HUD) published the Annual Plan final rule on October 21, 1998. The rule was effective on November 22, 1999.

The Annual Plan submission process is a continuing planning process. The Davenport Housing Authority must submit an Annual Plan every year, and must submit a Five Year Plan every five years. Program participants and the public have a 45-day opportunity for input before each submission to HUD.

As part of the Davenport Housing Authorities efforts for outreach, the Housing Authority provided access to the Five Year Plan and Annual Plan on its website at: www.davenportiowa.com/hcv and available Monday- Friday, 8 am – 5 pm at City Hall.

PURSUANT TO HUD REGULATIONS

- a. Section 903.13, (c) states: "The PHA must consider the recommendations of the Resident Advisory Board or Boards in preparing the final Five-Year and Annual Plan. In submitting the final plan to HUD for approval, the PHA must include a copy of the recommendations made by the Board or Boards and a description of the manner in which the PHA addressed these recommendations."
- b. Section 903.17 sets forth the public notification requirements: The Board of Commissioners "must conduct a public hearing to discuss the PHA plan...and invite public comment on the plan(s). The hearing must be conducted at a location that is convenient to the residents served by the PHA". The regulations also states that no later than 45 days before the public hearing is to take place, the PHA must:
 - i. Make the proposed plan(s) and all information relevant to the public hearing to be conducted available for inspection by the public at the principal office of the PHA during normal business hours; and
 - ii. Publish a notice informing the public that the information is available for review and inspection, and that a public hearing will take place on the plan, and the date, time, and location of the hearing.

FIVE YEAR PLAN AND ANNUAL PLAN PUBLIC PROCESS

The Davenport Housing Authority has made the Annual Plan submission and its approval process a public process. The PHA proved to go beyond the HUD requirements.

The following highlights how the Davenport Housing Authority complied with regulations:

1. On May 8, 2025, the Davenport Housing Authority published notice on the HCV website that the Draft Plans were available for review online at www.davenportiowa.com/hcv and in person at City Hall, 226 West 4th Street, Davenport, Iowa.
 - a. Copies of Draft Plans were made available at the HCV office
 - b. Copies of Draft Plans were provided to all Housing Commissioners prior to approval of resolution.
2. Conducted a Public Hearing on the Annual Plan Draft
 - a. The PHA Housing Commissioners conducted a Public Hearing regarding the Draft Plans on June 23, 2025. The Public Hearing was not adjourned until everyone present who wished to make comments had the opportunity to speak.
3. The Davenport Housing considered all comments from the Public Hearing and the Housing Commission , in drafting the Final Annual Plan and Five Year Plan.

COMMENTS ON THE PHA DRAFT ANNUAL PLAN

During the 45-day Annual Plan comment period, the PHA welcomed oral and written comments on the Plan Draft

- Written comments on the Plan Draft were to be received at the PHA's HCV office.
- Oral comments on the Draft Plans were recorded during Housing Commission meeting held June 23, 2025.

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B.	Plan Elements. Required for <u>all</u> PHAs completing this form.
B.1	Mission. 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 Davenport Housing Commission mission is to provide residents with safe, affordable and sanitary housing, and cultivate community partnerships that inspire residents to obtain self-sufficiency.
B.2	Goals and Objectives. Identify the PHA's quantifiable goals and objectives that will enable the PHA to serve the needs of low-income, very low-income, and extremely low-income families for the next five years. Affordable Housing - Continue to grow the Project Base Voucher Program. - Increase leasing rate to lease the maximum units authorized by HUD. - Enhance collaboration with community, regional and national partners. - Continue efforts to leverage relationships with landlords to create housing opportunities. - Continue to maintain and improve the SEMAP scores by addressing any areas of weakness and implementing new procedures to improve specific SEMAP indicators/scores. Exceptional Customer Service - Enhance customer service to residents, partners and other customers. - Educate staff on new regulations and enforce current regulations. - Continue to assess and improve the management of the voucher program.
B.3	Progress Report. Include a report on the progress the PHA has made in meeting the goals and objectives described in the previous 5-Year Plan. In 2020, the Davenport Housing Commission's primary goals were to expand the supply and affordability of rental unit for low income households and utilize CARES funding as an incentive to increase landlord participation in the HCV program. In 2025, the HCV program added 77 landlords (between 2020-2025) and increased the payment standard from 2022-2024 to 120% of the fair market for rent, in order to assist households in finding affordable housing in areas that have not historically been occupied by HCV participants. Please see attachment for updated goals and progress.

B.4	Violence Against Women Act (VAWA) Goals. Provide a statement of the PHA's goals, activities objectives, policies, or programs that will enable the PHA to serve the needs of child and adult victims of domestic violence, dating violence, sexual assault, or stalking. The Davenport Housing Commission will comply with the Violence Against Women Act (Victims of Domestic Violence) and any other federal, state or local law that provides greater protection for victims of domestic violence, dating violence, sexual assault or stalking. The Davenport Housing Commission will continue its efforts to support and assist children and adult victims of domestic violence, dating violence, sexual assault, and stalking and will continue to establish collaborative programs with domestic violence service providers. The Davenport Housing Commission has adopted policies including, the Emergency Transfer Move Plan; VAWA Policy and Standard Operating Procedures to follow upon a participant claim; VAWA Notice of Occupancy Rights under the Violence Against Women Act and participant rights in the Davenport Housing Commission's Administrative Plan.
C. Other Document and/or Certification Requirements.	
C.1	Significant Amendment or Modification. Provide a statement on the criteria used for determining a significant amendment or modification to the 5-Year Plan. The Housing Authority determined that the following circumstances will constitute as a significant amendment/modification to this agency's PHA plan: - Changes made to the admissions policies (i.e., background checks), prioritization of waiting list applicants, subsidy standards (i.e. bedroom size based on genders and ages of children under 18 in household) - Reduction from 120% to 110% payment standard based on current fair market rents.
C.2	Resident Advisory Board (RAB) Comments. (a) Did the RAB(s) have comments to the 5-Year PHA Plan? NOT APPLICABLE Y N ☐ ☐ (b) If yes, comments must be submitted by the PHA as an attachment to the 5-Year PHA Plan. PHAs must also include a narrative describing their analysis of the RAB recommendations and the decisions made on these recommendations.
C.3	Certification by State or Local Officials. Form HUD-50077-SL, <i>Certification by State or Local Officials of PHA Plans Consistency with the Consolidated Plan</i>, must be submitted by the PHA as an electronic attachment to the PHA Plan.

C.4	Required Submission for HUD FO Review. (a) Did the public challenge any elements of the Plan? Y ☐ N ☒ (b) If yes, include Challenged Elements.
D.	Affirmatively Furthering Fair Housing (AFFH).

D.1

Affirmatively Furthering Fair Housing. (Non-qualified PHAs are only required to complete this section on the Annual PHA Plan. All qualified PHAs must complete this section.)

Provide a statement of the PHA's strategies and actions to achieve fair housing goals outlined in an accepted Assessment of Fair Housing (AFH) consistent with 24 CFR § 5.154(d)(5). Use the chart provided below. (PHAs should add as many goals as necessary to overcome fair housing issues and contributing factors.) Until such time as the PHA is required to submit an AFH, the PHA is not obligated to complete this chart. The PHA will fulfill, nevertheless, the requirements at 24 CFR § 903.7(o) enacted prior to August 17, 2015. See Instructions for further detail on completing this item.

Fair Housing Goal:

Describe fair housing strategies and actions to achieve the goal

The PHA is not obligated to complete this chart.

Fair Housing Goal:

Describe fair housing strategies and actions to achieve the goal

The PHA is not obligated to complete this chart.

Fair Housing Goal:

Describe fair housing strategies and actions to achieve the goal

The PHA is not obligated to complete this chart.

2025-2029 – Goals and Progress

GOAL	PROGRESS
1. Maintain a utilization rate of 98% to 100% and/or expend the total budget authority to lease the maximum units authorized by HUD.	The City of Davenport HCV program continues to increase its leasing efforts and is at 98.7 % of the current budget authority.
2. Continue to strengthen the HCV program's financial position by controlling expenditures and periodically assessing staffing and business needs and implementing changes as necessary	The HCV program continues to monitor expenditures and has implemented changes to the budget and expenses as necessary.
3. Utilize resources effectively resulting in improved and more efficient delivery of services to clients.	The HCV program continues to monitor the utilization of its resources and plans to upgrade the current housing software system to enhance accessibility for clients and landlords
4. Work to ensure the de-concentration of low-income families in high- poverty areas by encouraging them and assisting them in moving to low- poverty areas and census tracts. The PHA will outreach to owners of units located outside areas of poverty or minority concentration.	The HCV program provides families with a map (that includes census tracts) at the time of admission to encourage them to move out of low-poverty areas. New families have moved to some of the outside poverty areas due to the HCV program efforts to solicit new landlords.
5. Continue to maintain and improve our SEMAP scores by addressing any areas where improvement is needed and implementing new procedures to improve specific SEMAP indicators/scores.	The Housing Programs Manager reviews SEMAP scores annually and implements new procedures accordingly. The most recent SEMAP score (CY2024) = 135%

2025-2029 – Goals and Progress

GOAL	PROGRESS
6. Educate staff on new HUD policies and enforce current regulations that affect the family's participation in the program. It is our goal to: A. Implement new standards for inspections B. Reduce any errors in calculating the housing assistance that could result in overpayment of rent C. Reduce fraudulent activity by clients	The HCV program conducts staff meetings and trainings to inform staff of new regulations or procedures to reduce any errors in rental calculation that can result in the overpayment of rent. Effective October 1, 2025, the HCV program will migrate from the HQS (Housing Quality Standards) model for inspections to NSPIRE. All Housing Coordinators have been NSPIRE certified,
7. Continue efforts to leverage community partnerships to create affordable housing opportunities for Special Program Vouchers.	The HCV is currently working to create additional housing opportunities for HUD VASH and FYI programs by increasing the payment standard up to 120%.
8. The HCV Program will ensure access to assisted housing regardless of race, color, religion, national origin, sex, familial status, and disability.	The HCV program ensures access regardless of race, color, religion, national origin, sex, familial status, and disability, the program will continue to enforce equal access to housing services provided, to all individuals and families.

Annual PHA Plan (Standard PHAs and Troubled PHAs)

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

OMB No. 2577-0226
Expires: 03/31/2024

Purpose. The 5-Year and Annual PHA Plans provide a ready source for interested parties to locate basic PHA policies, rules, and requirements concerning the PHA's operations, programs, and services, including changes to these policies, and informs HUD, families served by the PHA, and members of the public of the PHA's mission, goals and objectives for serving the needs of low- income, very low- income, and extremely low- income families.

Applicability. The Form HUD-50075-ST is to be completed annually by **STANDARD PHAs or TROUBLED PHAs**. PHAs that meet the definition of a High Performer PHA, Small PHA, HCV-Only PHA or Qualified PHA do not need to submit this form.

Definitions.

- (1) **High-Performer PHA** – A PHA that owns or manages more than 550 combined public housing units and housing choice vouchers, and was designated as a high performer on both the most recent Public Housing Assessment System (PHAS) and Section Eight Management Assessment Program (SEMAP) assessments if administering both programs, or PHAS if only administering public housing.
- (2) **Small PHA** - A PHA that is not designated as PHAS or SEMAP troubled, that owns or manages less than 250 public housing units and any number of vouchers where the total combined units exceed 550.
- (3) **Housing Choice Voucher (HCV) Only PHA** - A PHA that administers more than 550 HCVs, was not designated as troubled in its most recent SEMAP assessment and does not own or manage public housing.
- (4) **Standard PHA** - A PHA that owns or manages 250 or more public housing units and any number of vouchers where the total combined units exceed 550, and that was designated as a standard performer in the most recent PHAS or SEMAP assessments.
- (5) **Troubled PHA** - A PHA that achieves an overall PHAS or SEMAP score of less than 60 percent.
- (6) **Qualified PHA** - A PHA with 550 or fewer public housing dwelling units and/or housing choice vouchers combined and is not PHAS or SEMAP troubled.

A.	PHA Information.																																
A.1	PHA Name: <u>Housing Authority of the City of Baldwin Park</u> PHA Code: <u>CA120</u> PHA Type: ☒ Standard PHA ☐ Troubled PHA PHA Plan for Fiscal Year Beginning: (MM/YYYY): <u>07/01/2025</u> PHA Inventory (Based on Annual Contributions Contract (ACC) units at time of FY beginning, above) Number of Public Housing (PH) Units <u>12</u> Number of Housing Choice Vouchers (HCVs) <u>913</u> Total Combined Units/Vouchers <u>925</u> PHA Plan Submission Type: ☒ Annual Submission ☐ Revised Annual Submission Availability of Information. PHAs must have the elements listed below readily available to the public. A PHA must identify the specific location(s) where the proposed PHA Plan, PHA Plan Elements, and all information relevant to the public hearing and proposed PHA Plan are available for inspection by the public. At a minimum, PHAs must post PHA Plans, including updates, at each Asset Management Project (AMP) and main office or central office of the PHA. PHAs are strongly encouraged to post complete PHA Plans on their official website. PHAs are also encouraged to provide each resident council a copy of their PHA Plans. ☐ PHA Consortia: (Check box if submitting a Joint PHA Plan and complete table below) <table><thead><tr><th rowspan="2">Participating PHAs</th><th rowspan="2">PHA Code</th><th rowspan="2">Program(s) in the Consortia</th><th rowspan="2">Program(s) not in the Consortia</th><th colspan="2">No. of Units in Each Program</th></tr><tr><th>PH</th><th>HCV</th></tr></thead><tbody><tr><td>Lead PHA:</td><td></td><td></td><td></td><td></td><td></td></tr><tr><td></td><td></td><td></td><td></td><td></td><td></td></tr><tr><td></td><td></td><td></td><td></td><td></td><td></td></tr><tr><td></td><td></td><td></td><td></td><td></td><td></td></tr></tbody></table>	Participating PHAs	PHA Code	Program(s) in the Consortia	Program(s) not in the Consortia	No. of Units in Each Program		PH	HCV	Lead PHA:																							
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		PH	HCV																														
Lead PHA:																																	

B.	Plan Elements
B.1	Revision of Existing PHA Plan Elements. (a) Have the following PHA Plan elements been revised by the PHA? Y N ☐ ☒ Statement of Housing Needs and Strategy for Addressing Housing Needs ☐ ☒ Deconcentration and Other Policies that Govern Eligibility, Selection, and Admissions. ☐ ☒ Financial Resources. ☐ ☒ Rent Determination. ☐ ☒ Operation and Management. ☐ ☒ Grievance Procedures. ☐ ☒ Homeownership Programs. ☐ ☒ Community Service and Self-Sufficiency Programs. ☐ ☒ Safety and Crime Prevention. ☐ ☒ Pet Policy. ☐ ☒ Asset Management. ☐ ☒ Substantial Deviation. ☐ ☒ Significant Amendment/Modification (b) If the PHA answered yes for any element, describe the revisions for each revised element(s): (c) The PHA must submit its Deconcentration Policy for Field Office review.
B.2	New Activities. (a) Does the PHA intend to undertake any new activities related to the following in the PHA's current Fiscal Year? Y N ☐ ☒ Hope VI or Choice Neighborhoods. ☐ ☒ Mixed Finance Modernization or Development. ☐ ☒ Demolition and/or Disposition. ☐ ☒ Designated Housing for Elderly and/or Disabled Families. ☐ ☒ Conversion of Public Housing to Tenant-Based Assistance. ☐ ☒ Conversion of Public Housing to Project-Based Rental Assistance or Project-Based Vouchers under RAD. ☐ ☒ Occupancy by Over-Income Families. ☐ ☒ Occupancy by Police Officers. ☐ ☒ Non-Smoking Policies. ☐ ☒ Project-Based Vouchers. ☒ ☐ Units with Approved Vacancies for Modernization. ☐ ☒ Other Capital Grant Programs (i.e., Capital Fund Community Facilities Grants or Emergency Safety and Security Grants). (b) If any of these activities are planned for the current Fiscal Year, describe the activities. For new demolition activities, describe any public housing development or portion thereof, owned by the PHA for which the PHA has applied or will apply for demolition and/or disposition approval under section 18 of the 1937 Act under the separate demolition/disposition approval process. If using Project-Based Vouchers (PBVs), provide the projected number of project-based units and general locations, and describe how project basing would be consistent with the PHA Plan. Public Housing units at 14317 E. Morgan St., is undergoing modernization to ensure decent, safe, and sanitary housing is provided to the residents.
B.3	Progress Report. Provide a description of the PHA's progress in meeting its Mission and Goals described in the PHA 5-Year and Annual Plan. This is the first Annual Plan of the 2025-2029 PHA 5-Year Plan. Progress reports is included in 2025-2029 PHA 5-Year Plan. Please see Attachment B.3

B.4	Capital Improvements. Include a reference here to the most recent HUD-approved 5-Year Action Plan in EPIC and the date that it was approved. See Attachment B.4: Capital Fund 5 Year Action Plan in EPIC approved by HUD on 03/03/2022.
B.5	Most Recent Fiscal Year Audit. (a) Were there any findings in the most recent FY Audit? Y N ☐ ☒ (b) If yes, please describe:
C.	Other Document and/or Certification Requirements.
C.1	Resident Advisory Board (RAB) Comments. (a) Did the RAB(s) have comments to the PHA Plan? Y N ☐ ☒ (b) If yes, comments must be submitted by the PHA as an attachment to the PHA Plan. PHAs must also include a narrative describing their analysis of the RAB recommendations and the decisions made on these recommendations.
C.2	Certification by State or Local Officials. Form HUD 50077-SL, <i>Certification by State or Local Officials of PHA Plans Consistency with the Consolidated Plan</i>, must be submitted by the PHA as an electronic attachment to the PHA Plan.
C.3	Civil Rights Certification/ Certification Listing Policies and Programs that the PHA has Revised since Submission of its Last Annual Plan. Form HUD-50077-ST-HCV-HP, <i>PHA Certifications of Compliance with PHA Plan, Civil Rights, and Related Laws and Regulations Including PHA Plan Elements that Have Changed</i>, must be submitted by the PHA as an electronic attachment to the PHA Plan.
C.4	Challenged Elements. If any element of the PHA Plan is challenged, a PHA must include such information as an attachment with a description of any challenges to Plan elements, the source of the challenge, and the PHA's response to the public. (a) Did the public challenge any elements of the Plan? Y N ☐ ☒ If yes, include Challenged Elements.
C.5	Troubled PHA. (a) Does the PHA have any current Memorandum of Agreement, Performance Improvement Plan, or Recovery Plan in place? Y N N/A ☐ ☐ ☒ (b) If yes, please describe:

D.	Affirmatively Furthering Fair Housing (AFFH).
D.1	Affirmatively Furthering Fair Housing (AFFH). Provide a statement of the PHA's strategies and actions to achieve fair housing goals outlined in an accepted Assessment of Fair Housing (AFH) consistent with 24 CFR § 5.154(d)(5). Use the chart provided below. (PHAs should add as many goals as necessary to overcome fair housing issues and contributing factors.) Until such time as the PHA is required to submit an AFH, the PHA is not obligated to complete this chart. The PHA will fulfill, nevertheless, the requirements at 24 CFR § 903.7(o) enacted prior to August 17, 2015. See Instructions for further detail on completing this item.
	Fair Housing Goal:
	<u>Describe fair housing strategies and actions to achieve the goal</u> The PHA is not obligated to complete this chart.
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Resolution 2025-06-02

Resolution Supporting the 2025-2029 Five Year Plan

WHEREAS, the Department of Housing and Urban Development requires that the Housing Choice Voucher office submit a Five Year Plan for each 5th year; and

WHEREAS, the 2025-2029 Five Year Plan has been available for public opinion for 45 days; and

WHEREAS, the Davenport Housing Commission provides oversight for the administrative actions of the HCV office;

WHEREAS, the Housing Commission has had the opportunity to review the Five Year Plan and concurs with the information provided;

WHEREAS, a Resolution by the Davenport Housing Commission is required for approval before the Five Year Plan is submitted to HUD

NOW, THEREFORE, BE IT RESOLVED that the Davenport Housing Commission supports the approval of the 2025-2029 Five Year Plan

Adopted this 23rd day of June, 2025.

Matt Wissing, Chairperson
Davenport Housing Commission