

RESOLUTION NO. 706

**A RESOLUTION APPROVING THE ADMINISTRATIVE
PLAN FOR THE TERRELL HOUSING AGENCY**

WHEREAS, the purpose of the Administrative Plan is to establish policies for carrying out the Housing Choice Voucher Program in a manner consistent with HUD regulations and local goals and objectives contained in the Agency Plan.

WHEREAS, the Terrell Housing Agency is responsible for complying with all changes in HUD regulations pertaining to the program.

WHEREAS, the Terrell Housing Agency will revise the Administrative Plan as needed to comply with changes in HUD regulations.

BE IT RESOLVED, that the City Council of the City of Terrell, Texas, (acting as the Board of Commissioners for the Section 8 Housing Choice Voucher Program), hereby approves the attached summary of changes to the existing Administrative Plan.

Approved this the 4TH day of October, 2011.

Hal Richards, Mayor

Attest:

John Rounsavall, City Secretary

**SUMMARY OF RECOMMENDED CHANGES TO
TERRELL HOUSING AGENCY
ADMINISTRATIVE PLAN
UPDATED OCTOBER 4, 2011**

1. Revise local preference definition for Domestic Violence to add Genesis Domestic Violence Counseling Center as an approved local domestic violence counseling agency. And extend time from 60 days to 120 days from date of incident to apply for preference (4-11)
2. Modify portability procedures per recent HUD Fort Worth portability meeting. All adult family members transferring from other jurisdictions will now be required to undergo criminal background checks before being approved. (10-14)
3. Revise timeframe used to deny or terminate assistance due to drug-related criminal activity or violent criminal activity from three (3) years to five (5) years. Per Nan McKay Admin Plan revision service, 5 years is now the safe harbor. (3-22)(12-4)
4. Children under age 6 no longer exempt from requirement to disclose social security number. (3-14) (12-3).
5. Must immediately terminate program assistance for deceased single member households, no longer can give 30 day written notice. (12-4)
6. Change in HUD's Verification Hierarchy and procedures to determine annual income projection.
 - a) Requirement to use HUD's EIV system for annual income projection and income discrepancies,
 - b) Can now accept written 3rd party verifications from applicant/tenant),
 - c) Requirement to verify social security numbers through identity match program with SSA records. (7-2)