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| Annual PHA Plan <i>(Standard PHAs and Troubled PHAs)</i> | 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, 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 | <p> PHA Name: <u>Town of Chapel Hill</u> PHA Code: <u>NC046</u> PHA Type: <input type="checkbox"/> Standard PHA <input checked="" type="checkbox"/> Troubled PHA PHA Plan for Fiscal Year Beginning: (MM/YYYY): <u>07/2022</u> PHA Inventory (Based on Annual Contributions Contract (ACC) units at time of FY beginning, above) Number of Public Housing (PH) Units <u>336</u> Number of Housing Choice Vouchers (HCVs) _____ Total Combined Units/Vouchers <u>336</u> PHA Plan Submission Type: <input checked="" type="checkbox"/> Annual Submission <input type="checkbox"/> Revised Annual Submission </p> <p> 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. </p> <p> <input type="checkbox"/> PHA Consortia: (Check box if submitting a Joint PHA Plan and complete table below) </p> <table border="1" style="width: 100%; border-collapse: collapse; margin-top: 10px;"> <thead> <tr> <th rowspan="2" style="width: 25%;">Participating PHAs</th> <th rowspan="2" style="width: 10%;">PHA Code</th> <th rowspan="2" style="width: 25%;">Program(s) in the Consortia</th> <th rowspan="2" style="width: 20%;">Program(s) not in the Consortia</th> <th colspan="2" style="width: 20%;">No. of Units in Each Program</th> </tr> <tr> <th style="width: 10%;">PH</th> <th style="width: 10%;">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: | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
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| B. | Plan Elements |
| B.1 | <p>Revision of Existing PHA Plan Elements.</p> <p>(a) Have the following PHA Plan elements been revised by the PHA?</p> <p>Y N</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Statement of Housing Needs and Strategy for Addressing Housing Needs</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Deconcentration and Other Policies that Govern Eligibility, Selection, and Admissions.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Financial Resources.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Rent Determination.</p> <p><input checked="" type="checkbox"/> <input type="checkbox"/> Operation and Management.</p> <p><input checked="" type="checkbox"/> <input type="checkbox"/> Grievance Procedures.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Homeownership Programs.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Community Service and Self-Sufficiency Programs.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Safety and Crime Prevention.</p> <p><input checked="" type="checkbox"/> <input type="checkbox"/> Pet Policy.</p> <p><input checked="" type="checkbox"/> <input type="checkbox"/> Asset Management.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Substantial Deviation.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Significant Amendment/Modification</p> <p>(b) If the PHA answered yes for any element, describe the revisions for each revised element(s):</p> <p>Please see attached Significant Amendment #1 Exhibit A.</p> <p>Also, The Chapel Hill Public Housing updated its Grievance Policy, Pet Policy and Assistance Animal Policy is now called Service and Emotional Support Animal Policy</p> <p>(c) The PHA must submit its Deconcentration Policy for Field Office review.</p> |
| B.2 | <p>New Activities.</p> <p>(a) Does the PHA intend to undertake any new activities related to the following in the PHA’s current Fiscal Year?</p> <p>Y N</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Hope VI or Choice Neighborhoods.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Mixed Finance Modernization or Development.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Demolition and/or Disposition.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Designated Housing for Elderly and/or Disabled Families.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Conversion of Public Housing to Tenant-Based Assistance.</p> <p><input checked="" type="checkbox"/> <input type="checkbox"/> Conversion of Public Housing to Project-Based Rental Assistance or Project-Based Vouchers under RAD.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Occupancy by Over-Income Families.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Occupancy by Police Officers.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Non-Smoking Policies.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Project-Based Vouchers.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Units with Approved Vacancies for Modernization.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Other Capital Grant Programs (i.e., Capital Fund Community Facilities Grants or Emergency Safety and Security Grants).</p> <p>(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.</p> <p>The Chapel Hill Public Housing has agreed to work with Community Housing Programs of Richmond, VA to redevelop the Trinity Court site.</p> <p>Please see attached the Significant Amendment #1 Exhibit A.</p> |

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| <p>B.3</p> | <p>Progress Report.</p> <p>Provide a description of the PHA’s progress in meeting its Mission and Goals described in the PHA 5-Year and Annual Plan.</p> <p>The Chapel Hill Public Housing Department is working with its Regional HUD Office in Greensboro to have Trinity Court removed from its portfolio as it is vacant and has been since 2018, in an effort to achieve high performer status. Work closely with Housing Officer I to ensure a sufficient pool of applicants and stress the importance of Quality Control inspections are carried out by the Maintenance Supervisor and staff on unit turnaround. CHPH will continue to focus on rent collection, recertifications and vacancy reduction in order to improve REAC scores.</p> |
| <p>B.4</p> | <p>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.</p> <p>The Town of Chapel Hill Housing Dept.’s current 5-Year Action Plan was submitted in 2020 and approved by HUD on November 2, 2020.</p> |
| <p>B.5</p> | <p>Most Recent Fiscal Year Audit.</p> <p>(a) Were there any findings in the most recent FY Audit?</p> <p>Y N <input type="checkbox"/> <input checked="" type="checkbox"/></p> <p>(b) If yes, please describe:</p> |
| <p>C. Other Document and/or Certification Requirements.</p> | |
| <p>C.1</p> | <p>Resident Advisory Board (RAB) Comments.</p> <p>(a) Did the RAB(s) have comments to the PHA Plan?</p> <p>Y N <input checked="" type="checkbox"/> <input type="checkbox"/></p> <p>(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.</p> |
| <p>C.2</p> | <p>Certification by State or Local Officials.</p> <p>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.</p> |
| <p>C.3</p> | <p>Civil Rights Certification/ Certification Listing Policies and Programs that the PHA has Revised since Submission of its Last Annual Plan.</p> <p>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.</p> |
| <p>C.4</p> | <p>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.</p> <p>(a) Did the public challenge any elements of the Plan?</p> <p>Y N <input type="checkbox"/> <input checked="" type="checkbox"/></p> <p>If yes, include Challenged Elements.</p> |
| <p>C.5</p> | <p>Troubled PHA.</p> <p>(a) Does the PHA have any current Memorandum of Agreement, Performance Improvement Plan, or Recovery Plan in place?</p> <p>Y N N/A <input checked="" type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/></p> <p>(b) If yes, please describe:</p> <p>The approved Recovery Agreement and Action Plan entails HUD training for Council/Board members, Executive Director, staff and Finance Dept., establish controls that reveal when liabilities exceed assets, prioritize capital funding and correction of deficiencies in timely manner, maintain an occupancy rate of 90% or higher and reduce unit turnaround days to 20 days or less, reduce TAR and A/P ratios, expend Capital Fund grants in a timely manner and Executive Director and Housing Director have access to eLOCCS.</p> |

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| <p>D.</p> | <p>Affirmatively Furthering Fair Housing (AFFH).</p> | | | | | | | | | | | | |
| <p>D.1</p> | <p>Affirmatively Furthering Fair Housing (AFFH).</p> <p>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.</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 15%; padding: 5px;">Fair Housing Goal:</td> <td style="padding: 5px;"><u><i>Describe fair housing strategies and actions to achieve the goal</i></u></td> </tr> <tr> <td colspan="2" style="height: 150px;"></td> </tr> </table> <table border="1" style="width: 100%; border-collapse: collapse; margin-top: 10px;"> <tr> <td style="width: 15%; padding: 5px;">Fair Housing Goal:</td> <td style="padding: 5px;"><u><i>Describe fair housing strategies and actions to achieve the goal</i></u></td> </tr> <tr> <td colspan="2" style="height: 150px;"></td> </tr> </table> <table border="1" style="width: 100%; border-collapse: collapse; margin-top: 10px;"> <tr> <td style="width: 15%; padding: 5px;">Fair Housing Goal:</td> <td style="padding: 5px;"><u><i>Describe fair housing strategies and actions to achieve the goal</i></u></td> </tr> <tr> <td colspan="2" style="height: 150px;"></td> </tr> </table> | Fair Housing Goal: | <u><i>Describe fair housing strategies and actions to achieve the goal</i></u> | | | Fair Housing Goal: | <u><i>Describe fair housing strategies and actions to achieve the goal</i></u> | | | Fair Housing Goal: | <u><i>Describe fair housing strategies and actions to achieve the goal</i></u> | | |
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Housing Needs of Families on the Public Housing Waiting Lists

| Housing Needs of Families on the Waiting List | | | |
|---|---------------|---------------------|-----------------|
| Waiting list type: (select one) | | | |
| <input type="checkbox"/> Section 8 tenant-based assistance | | | |
| <input checked="" type="checkbox"/> Public Housing | | | |
| <input type="checkbox"/> Combined Section 8 and Public Housing | | | |
| <input type="checkbox"/> Public Housing Site-Based or sub-jurisdictional waiting list (optional) | | | |
| If used, identify which development/sub-jurisdiction: | | | |
| | # of families | % of total families | Annual Turnover |
| Waiting list total | 269 | | 36 |
| Extremely low income <=30% AMI | 232 | 86 | |
| Very low income (>30% but <=50% AMI) | 27 | 10 | |
| Low income (>50% but <80% AMI) | 9 | 4 | |
| Families with children | 107 | 40 | |
| Elderly families | 50 | 18 | |
| Families with Disabilities | 56 | 21 | |
| Single member not disabled | 56 | 21 | |
| Caucasian | 49 | 18 | |
| African/American | 179 | 67 | |
| Indian/Native American | 0 | 0 | |
| Asian | 29 | 10 | |
| Other | 12 | 5 | |
| Characteristics by Bedroom Size (Public Housing Only) | | % of total families | |
| 1BR | 154 | 57 | |
| 2 BR | 60 | 22 | |
| 3 BR | 36 | 14 | |
| 4 BR | 16 | 6 | |
| 5 BR | 3 | 1 | |
| 5+ BR | 0 | 0 | |
| The Public Housing Waiting list consists of a total of 269 families. Twenty-two percent (22%) of families are in need of a two-bedroom apartment, and fifty-seven percent (57%) of families are in need of a one-bedroom. We continue to coordinate with other subsidized housing programs to assist these families due to our limited number of one and two-bedroom apartments. Orange County and the Town of Chapel Hill continue to attempt to encourage the development and rehabilitation of other assisted affordable housing for their low and moderate-income citizens. | | | |

Strategies for Addressing Housing Needs

In order to comply with the Deconcentration Plan related to poverty levels and income- mixing requirements of the Quality Housing and Work Responsibility Act of 1998, the Town of Chapel Hill Housing Department continues to maintain a tenant body in each neighborhood composed of families with a broad range of incomes and rent-paying ability. The Department continues to employ admissions preferences for working, veterans, Orange County residents, elderly and disabled families.

The Town of Chapel Hill Department of Housing continues to focus on the rehabilitation and modernization of its public housing units. By increasing the marketability of these units, we can lower the vacancy rate and help raise the Public Housing Assessment System (PHAS) score.

Strategies

To address the identified housing needs, the Town of Chapel Hill will continue to implement the following strategies:

To address the housing need related to the shortage of affordable housing for all eligible populations the Town of Chapel Hill PHA will maximize the number of affordable units available to the Town of Chapel Hill within its current resources by:

- employing effective maintenance and management policies to minimize the number of public housing units off-line;
- pursue measures to restore and rebuild Trinity Court under the RAD provisions with the assistance of the Community Housing Partners Development team and the use of LIHTC 9% grant;
- reducing turnover time for vacated public housing units;
- undertaking measures to ensure access to affordable housing among families assisted by the PHA, regardless of unit size required; and participating in the Consolidated Plan development process to ensure coordination with broader community strategies.

To address the housing needs of families at or below 30% of area median income (AMI), the PHA will target available assistance to families at or below 30% of AMI by continuing to exceed HUD federal targeting requirements for families at or below 30% of AMI in public housing.

To address the housing needs of families at or below 50% of area median income (AMI), the PHA will continue to employ admissions preferences aimed at families who are working.

To address the housing needs of the elderly population the Town of Chapel Hill will continue to employ admissions preferences aimed at families who are elderly and to target available assistance to the elderly by marketing to elderly through agency resources and community agencies.

To address the housing needs of the families with disabilities the Town of Chapel Hill will continue to employ admissions preferences aimed at families who are disabled and continue to target available assistance to families with disabilities by carrying out the modifications needed in public housing based on the section 504 Needs Assessment for Public Housing.

To address the housing needs of the families representing races or ethnicities with disproportionate housing needs, the Town of Chapel Hill will continue to increase awareness of PHA resources among families of races and ethnicities with disproportionate needs by affirmatively marketing to

racess/ethnicities shown to have disproportionate housing needs and conducting activities to affirmatively further fair housing.

Reasons for Selecting Strategies

The following factors influenced the Town of Chapel Hill’s selection of the strategies it will pursue:

- Funding constraints
- Staffing constraints
- Limited availability of sites for assisted housing
- Evidence of housing needs as demonstrated in the Consolidated Plan and other information available to the Town of Chapel Hill
- Results of consultation with local or state government
- Results of consultation with residents and the Resident Advisory Board
- Results of reports from contracted engineering and architectural consultants

RESIDENT ADVISORY BOARD RECOMMENDATIONS

The Resident Advisory Board held a Zoom meeting on Wednesday, March 23, 2022 at 3:30 p.m. The Housing Staff who attended the meeting include Faith Brodie and Angela Gerald. The Resident Advisory Board includes the following residents:

Resident Members

Virginia Scott, Chairperson
Joyce Poole
Nikkima Santos
Sherry Bone
Avon Lassiter
Anthony Robbins

Neighborhood

S. Estes Drive
Pritchard Park
Colony Woods West
Craig/Gomains
Lindsay Street
Craig/Gomains

Three (3) members of the board were in attendance at this meeting.

After introductions, the Housing staff explained that the purpose of the meeting was to gather recommendations and feedback concerning the PHA Annual Plan, Capital Fund Program and Five-Year Plan and any other housing matters and activities. The staff received the following recommendations:

1. Residents would like to see cameras installed in the dumpster areas in all sites.
2. Residents would like to see toilets/plumbing upgrades in all sites.
3. Residents would like to see asphalt repair done in all sites.

All recommendations received at the meeting will be considered by Department of Housing; and determined that no changes to the PHA Plan were necessary. In addition to the recommendations the Housing staff answered questions about other Housing-related activities during the meeting.

PHA CHALLENGED ELEMENTS

The Chapel Hill Public Housing held a review period from February 28, 2022 to April 13, 2022 to allow residents of public housing and the public an opportunity to review and make comments on the Annual PHA Plan for FY 2022. Also, the Chapel Hill Public Housing held a public hearing on Thursday, March 24, 2022 at its administrative office to receive comments on the PHA Plan, Capital Fund Program and Five-Year Plan. There were no elements in the PHA Plan, Capital Fund Program and Five-Year Plan that were challenged.

2022 ANNUAL PLAN MISSION - GOALS AND OBJECTIVES

Mission

The Chapel Hill Public Housing Agency’s mission is to create strong, sustainable, inclusive communities and quality affordable homes for all. An element of that mission is to provide decent, safe, and affordable rental housing to Chapel Hill’s 296 public housing families. This mission includes providing programs and services to help public housing families improve basic life skills and achieve economic independence.

The Housing Department shall not deny any family the opportunity of applying for housing based on age, race, color, sex, creed, sexual preference, familial status, handicap, disability, national origin, or religion.

Goals and Objectives-

Goal -1 Recertify residents’ eligibility for public housing tenancy in accordance with all HUD eligibility criteria.

Performance Measure: Resident’s eligibility for public housing tenancy will be recertified every 12 months. Failure to do so is a lease violation.

Goal -2 Co-ordinate opportunities for public housing residents to move towards economic independence.

Performance Measure: Work with all Contractors to coordinate training and review certification of Section 3 compliance contractors.

Performance Measure: Secure services of a Resident Services Coordinator to work full time on developing Section 3 Program.

Goal -3 Complete preventative maintenance and safety inspections and repairs in all 296 Public Housing apartments on a regular cycle.

Performance Measure: Work orders and after-hour call logs will be reviewed to identify response time. Repairs to ensure the safety of the residents will be made during the routine work schedule.

Performance Measure: Maintenance Analyst and Administrative Coordinator will review work orders to spot trends and anomalies in reporting.

Goal -5 Prepare vacant apartments for occupancy.

Performance Measure: Vacant apartments will be prepared for occupancy within 15 days or less.

Goal – 6 Prepare financials for RAD Conversion.

Performance Measure: Worked with Development Team from Community Housing Partners Team to submit Financials in accordance with HUD RAD requirements.

Goal – 7 Review staff capacity and work to fill vacancies with skillsets needed to meet the needs of residents, applicants, and Town of Chapel Hill.

Performance Measure: Post vacancy notices for Housing Officer II, Maintenance Mechanic, and Resident Services Coordinator with emphasis on customer service, property management, and multi-family housing voucher experience.

Goal – 8 Develop a closer alignment with the Town of Chapel Hill’s Affordable Housing Team.

Performance Measure: The Chapel Hill Housing Agency is the largest affordable Housing provider in the Town, providing almost 300 affordable apartments serving extremely low-income.