

# Lancaster City Housing Authority



## ANNUAL REPORT



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# 2003

Annual Report

10/01/2002 thru  
09/30/2003

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# 2003 the board

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It was my privilege to serve my first term as Chair of the Board of Directors of the Lancaster City Housing Authority in 2003. I have been an active community volunteer for many years. I can say honestly that serving with the Lancaster City Housing Authority ranks among my most rewarding board service experiences.



I have spent my professional lifetime as a business owner. Large, federal social and human service programs concern me as a member of the private sector. So it has been particularly reassuring to me to find that the Public Housing and Housing Choice Voucher Programs are run so professionally and efficiently here in the City of Lancaster. Executive Director Bob Schellhamer and his fine staff truly are excellent stewards of the scarce tax dollars with which they are entrusted. And I must add that I believe this is true of most of the Public Housing Authorities across the country.

My personal "Thanks" goes to the many local partners with whom the Lancaster City Housing Authority works throughout the year. This highly effective combining of talent and effort serves to raise the quality...and quantity...of services that are delivered to the neediest families and individuals here in the City.

**David Schwanger**

chair



**James Wagner**

vice chair



**Donald Lawson**

secretary



**Tamara Powell**

treasurer



**Ilyasha Michael**

member

the board

# 2003 perspective

Annual Report  
10/01/2002 - 09/30/2003

You may remember that last year I went on about my perpetual state of amazement. Well...I remain in my bug-eyed, mouth agape, can't-believe-it state. I do, however, find myself less amazed by the impressive effort from my staff and the dedication and caring from our Board. I would only be amazed if they were anything other than spectacular.



Robert C. Schellhamer  
Executive Director

But I do remain in my head-scratching, heavy-sigh mode because of the relentless barrage of challenges thrown our way by Congress and HUD. The list of challenges in FY2003 included, to name a few:

- budgetary cutbacks;
- fund recapture;
- program elimination;
- stepped up oversight/monitoring; and,
- malfunctioning electronic systems.

And as to regulations...the flow continued. I find they are often overly complex, voluminous, and ever-changing. And then sometimes they're...well...missing.

This past year, countless staff hours were diverted away from delivering our core programs to deserving clients, and were spent instead meeting HUD's administrative and regulatory demands. Also, many hours were wasted chasing down endless problems with HUD's PIC system--the electronic system with which we submit the required tome of client data.

We accept the challenges and are committed to rise to them. They come with the industry. They always have. Through it all, I choose instead to focus on the blessings that are my staff, my Board, our caring program partners, our talented design professionals and construction contractors, and our loyal professional partners.

I'd love to say there are better times ahead, but we already know there are dark, threatening clouds on the horizon. There are changes coming that may challenge the very existence of the Public Housing and Housing Choice Voucher Programs. The question will not be whether the Lancaster City Housing Authority will survive these challenges, but will those who rely on us for their housing needs survive?

We'll see.

on perspective

# 2003 public housing

Annual Report  
10/01/2002 - 09/30/2003

**P**hysical improvements continue throughout the public housing developments with many positive comments from residents and neighbors.

The community service and self sufficiency-requirement was reinstated effective October 1, 2003. This requirement stipulates that all public housing residents who are over 18 years of age must complete eight hours of community service each month. Residents who are elderly, disabled, working or currently in a training program are exempt from this requirement.

The community service can include any type of volunteer work at an area agency or personal growth programs, such as obtaining a GED or attending computer training. Because of this requirement, several residents have become employed, and at least one resident has joined the military.

**Resident activities** –The Community Action Program continues to sponsor a Food Demonstration/Nutrition Program every month for adult public housing residents and once a week for children.

Faith Tabernacle Church of God in Christ offers a tutoring program at Franklin Terrace every Thursday. *(See more about this on our Resident Initiatives page.)*

**Staff highlights** – Late this summer, Housing Administration Assistant Susan Gerber received her Public Housing Management Certification while Housing Administrators, Beth Detz and Wendy O'Donnell received their Senior Public Housing Manager Certification.

**Resident highlights** – At least two more residents moved out of public housing and purchased their own homes.

## About one of our first residents, Jeanette Bond:

Jeanette Bond, age 94, has been living in our high rise at Farnum Street East since the building opened in 1977. She was born in Massachusetts and moved to Lancaster approximately one year prior to moving into her apartment here.

She loves her apartment which is on the third floor, and she is still amazed how quickly work items are repaired. She says it's like "magic."

She comments that one of the biggest changes she has noticed is the difference in the grounds. When she first moved in there were no flowers and just a few small trees. Now she claims the grounds are "gorgeous."

After her children were grown, she worked until age 68 at various jobs. Those jobs included working on a farm taking care of animals, being a live-in aide for elderly people, and various office jobs. Her biggest hobby is reading.

public housing

# 2003 public housing

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One of the highlights of her life was about four years ago when she went on her first motorcycle ride. She enjoyed it so much she continued to ride...once for 100 miles in one day!

When asked what advice she would give to people, she said "exercise and keep moving." She has never had a driver's license, and has walked all her life. She still walks around the building even with her walker.



**Jeannette Bond...**

a smiley, senior citizen

and...

a fun-loving motorcycle momma!

public housing

# 97%

Our FY2003 Public Housing Assessment System (PHAS) score!

# hcvp/section 8 2003

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**D**ue to funding cuts from the Federal government, our Section 8 rental assistance had to be cut and allowed us to serve just 880 families this year. Our previous commitment permitted us to help 920 families in Lancaster City. This was not good news for those on our waiting list. Our hope is that as current clients become more self-sufficient and leave the program, we will once again be able to issue new vouchers.



Anne Marie  
Theurer  
Program Coordinator

Because we did not receive funding, the Family Unification Program in which we partnered with Lancaster County Children and Youth Agency, ended in November, 2002. The purpose of this program was to help keep families together during times of crises; to offer counseling and parenting skills.

Our Section 8 Program continues to administer the Project Based, Shelter Plus Care, and Family Self-Sufficiency Programs. The Family Self-Sufficiency Program had 45 participating families working on goals ranging from gaining employment and securing a GED to repairing credit ratings, increasing savings, and securing homeownership.

Activity was at a high level this year with the implementation of our new computer software many personnel changes. Mick Capp, our Housing Inspector since November, 1986, retired in May. Our many clients and personnel wish him well as he continues to improve his golf scores.

Our greatest challenge is to keep abreast of ever changing HUD requirements and deliver accurate information and service to our clients. We are very proud of our staff members who continually rise to the occasion and meet this test.

section 8

# 81%

Our FY2003  
Section 8  
Management  
Assessment Program  
(SEMAP) score!

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## Family Self Sufficiency...

As a follow up to last year's annual report regarding the Section 8 Homeownership Voucher Option, the Family Self-Sufficiency program continues to add new families. We currently serve 47 Lancaster City Section 8 voucher holders. 21 of these are new (voucher recipient) families. Case managers assist individuals with setting goals, and provide the resources needed for removing barriers that may prevent them from achieving economic independence. The program also assists individuals in becoming homeowners.

Since the inception of the Homeownership Voucher Option, three additional orientations have been held. The results are as follows:

- ⇒ 18 families are currently working towards homeownership through this Voucher option;
- ⇒ 13 families have had homeownership assessments which outlined individual plans addressing employment, credit repair and savings (the key things needed to become homebuyers);
- ⇒ 4 families are enrolled in the Family Savings Account program, saving for their down payments; and,
- ⇒ 5 families are working through Consumer Credit Counseling Services to repair credit problems.

In addition, 22 of the 47 individuals enrolled in Family Self-Sufficiency have established escrow accounts as a result of increasing their earned income through employment (thus increasing their portion of rent paid to the landlord.) Of the 47, 32 individuals found employment or increased their income in the last year.

section 8

# 2003 technology

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10/01/2002 - 09/30/2003

This was a really big year for change in technology at LCHA. After 17 years with our original housing software and computer updates, we decided it was time to investigate the software market and see what new programs might be available to us and review any new features they might offer.



Bill Steele  
Systems Coordinator

Early in the year we began our search. A request for proposals was developed using guidelines from four different sources. After advertising our need, we sent 12 companies our requirements, most electronically, and received five proposals to convert our existing programs into a newer system. The successful bidder was HAB, Inc. from LaCrosse, Wisconsin. They promised complete conversion and implementation in four months from contract signing.

To prepare for the conversion to our new software, we purchased 10 new computers for our staff and a power edge 1600SC server to accommodate the new program. The need was for newer, faster equipment.

In early March, information was sent via internet from our old software to HAB for conversion. Three software trainers were due to arrive from Wisconsin on March 17<sup>th</sup>. It was then the adventure began in earnest and continued non-stop for two weeks, with several staff training sessions taking place simultaneously in different locations in our main offices.

It was also during training that we accomplished the interface to Accuprint, a software program we use to

print signatures, micro numbers and formatting in the printing of payroll, accounts payable and Section 8 checks. It is also used for printing of public housing monthly rent statements, all using magnetic toner for the banking micro numbers.

When our trainers left on March 28, 2003, the LCHA had converted most of its data and were running live on almost all computer modules.

As a checkup and to enhance our understanding of the new HAB software, a return visit from one of the trainers was scheduled to answer any questions that might have surfaced during the first weeks of use.

Our thanks go to the fine people at HAB for their support and concern during this hectic time. We especially appreciate the efforts of our trainers, Ann Miller, Judy Ruppel and Linda Lum.

We continue to advance our technical ability with the upgrade of our existing hardware. We have added a large capacity laser printer and duplex document scanner to our inventory as well as two laptops to facilitate working off site.

technology

# 2003 residents

Annual Report  
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This was a transitional year for the Resident Initiatives Department. Due to HUD Federal funding cuts, the agency was required to terminate its very successful *Living Clean* Program on October 30, 2002.



Carol Moad  
Resident Initiatives  
Coordinator

As funds from the government dwindled, we sought to develop new partnerships with other agencies to help continue to provide valuable, unique resident services. One of the partnerships we were fortunate to begin is with the Millersville University Nursing Program. With it, registered nurses who are furthering their education at MU visit a select group of "at risk" residents on a weekly basis to perform blood pressure and blood sugar screenings. Under the supervision of Drs. Virginia Palmer and Barbara Zimmerman, the program has expanded to include health educational seminars and yearly health assessments at the MU nursing clinic. During the past year, the nurses have provided blood pressure screenings and annual stroke screenings to 150 residents and staff members. We are presently renovating the clinic located at the Farnum Street East hi-rise to provide a more private setting for future expanded nursing services.

Another partnership we have formed is with Pastor Gerald Simmons and church volunteers from the Faith Tabernacle Transformation, Inc. These dedicated people have challenged themselves to provide a community service to the Franklin Terrace family development. The team reopened the computer learning center located on the second floor of the Community Building. They

provide after-school homework help and tutoring every Thursday from 3:30-6:30 p.m.

The PA Nutrition Education Program through the Community Action Plan of Lancaster County provides monthly nutritional classes and seminars at all LCHA sites.

And finally, Shirley Pritts, Old Country Buffet's community representative, visits our sites with cheer, balloons and cookies throughout the year to bolster our spirits.

We are most thankful to our new partners who are providing our residents so much at no cost to the agency in these turbulent economic times.

residents

# 2003 policing

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**F**iscal year 2003 continued the successful relationship between the Lancaster City Housing Authority and the Lancaster City Bureau of Police.

In addition to regular law enforcement service and patrol duties, the Lancaster City Bureau of Police performs numerous supplemental, contracted duties for LCHA. These include: additional patrol of the four main developments; investigation of criminal activity/nuisance crimes; staffing a community policing office at Church Street Towers; generation and analysis of a monthly and yearly report of police responses to LCHA properties; analysis of properties/incidents that appear on the monthly "Top Ten" list from Lancaster City Bureau of Police. Our Community Police Officers strive to develop relationships with numerous social service agencies for the support of the residents; they provide safety and security presentations to LCHA and peripheral agencies. They offer assistance with some eviction proceedings and perform many additional duties requested by LCHA for the betterment of the LCHA residents and peripheral community.

In addition, our Police officer performs criminal history and background checks on incoming clients; when asked, he fingerprints clients and checks problem properties to assist with fraud investigations. Police officers respond to fire and ambulance dispatches to assist those agencies in their duties.

Here is a brief summary of the Police Responses to Lancaster City Housing Authority and Peripheral Areas: There were a total of 936 total responses to LCHA and periphery. Of those, 457 responses were to LCHA properties. FY 2003, there were no arrests/responses made for drug sales or drug related activity. There were

no homicides at LCHA FY 2003. The vast majority of police responses are in the miscellaneous category.

### **Special Note...**

During FY 2003, Officer James Smith was our Community Police Officer. We are proud to report he was promoted to Sergeant in October, 2003. With the promotion came his reassignment to patrol division. We thank him for his efforts on our behalf, and wish him well in his new duties.

We consider ourselves especially fortunate to be able to welcome back Officer Pete Schmidt as Sgt. Smith's replacement. Officer Pete had been assigned to us previously. He was, and remains, a favorite with our residents. His familiarity with the LCHA has permitted him to step in to his duties here without interruption of service.



**Officer  
Pete Schmidt**

policing

# 2003 modernization

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**T**hough our funding under HUD's FY2003 Capital Fund Program was reduced significantly from what we had received in previous years, we were still able to continue work we had begun on all of our six public housing developments. Successful bids were received from four very capable contractors:

- Dorgan & Zuck, Inc., general contractor (\$767,000)
- Electroventions Electrical Contractors - electrical contract (\$57,900)
- E. H. Gochnauer & Sons - plumbing contract (\$35,520)
- Dommel Plumbing and Heating - mechanical contract (\$88,500)

We moved to South Lime Street at our Susquehanna Court development to replace siding and install new porches, pillars and railings to match those townhouses on South Duke Street which were refurbished last year. We hope to continue this work and finish those few remaining buildings in the near future.

We replaced storm doors and bathroom flooring on 26 units in Franklin Terrace. We continued to do concrete replacement and grading throughout the development.

Thirty-three of our 96 Scattered Sites were targeted to receive various upgrades including installation of new vinyl clad windows, brick repointing, porch and roof replacement and sidewalk repairs.

Three floors of apartments, a total of 61, received kitchen upgrades at Farnum Street East, one of two nine-story high rise developments for elderly and disabled persons. The hallways on two floors received durable new Fritztile flooring. The Community Room kitchen was completely modernized with new cabinets and

flooring. The parking lot here was repaved and landscaped.

Ten new high-efficiency, gas-fired boilers were installed and 18 furnaces were replaced at various addresses. There were 12 washing machine hook-ups installed at Susquehanna Court. This work, which is not visible, is very important to the well-being and comfort of our residents.

As always, we sincerely thank all the contractors and our architect, Hammel Associates - Architects, for the fine work and effort they provide. We especially want to note the extra effort on our behalf by Rob Meisl, of Hammel Associates, Mark Lambdin and Stan Primeau of Dorgan & Zuck, Scott Pittman of Electroventions, Ken Dommel of Dommel Plumbing and Heating, and Ken Gochnauer of E.H. Gochnauer & Sons.

modernization

# 2003 modernization

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surveillance cameras  
at Farnum Street East  
and the central offices



a new retaining wall at  
Franklin Terrace

a repaved parking lot at Farnum Street East



hi-efficiency gas  
boilers replaced at  
Susquehanna Court  
and Franklin Terrace



modernization



# 2003 financial

Annual Report  
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Over time, significant changes in the Authority's net assets are an indicator of whether its financial health is improving or deteriorating. To fully assess the financial health of any Authority the reader must also consider other non-financial factors such as changes in family composition, fluctuations in the local economy, HUD-mandated program administrative changes, and the physical condition of the Authorities capital assets.

## Financial Highlights

- The assets of the Authority exceeded its liabilities as of September 30, 2003 by \$15,013,270 (net assets).
- The Authority's cash balance, net of cash overdrafts, as of September 30, 2003 was \$789,094 representing a decrease of \$635,084 from the prior year. This was due to an under funding of the Section 8 program. There is a HUD receivable which will make up this amount.
- The Authority had \$1,226,054 in Tenant Revenue, \$6,945,477 in HUD PHA Operating Grants, \$1,197,330 of HUD Capital Grants, and \$11,906 in Unrestricted-Investment Income for the year ended September 30, 2003.

## Analysis of Entity Wide Expenses

**Total Expenses** increased by \$596,779 for the year ended 2003 as compared to the year ended 2002.

**Tenant Service** expenditures decreased by \$201,634 as compared to the year ended 2002. The decrease is due to the cancellation of the Drug Elimination Program by HUD.

**Utilities** expenditures increased by \$36,665 as compared to the year ended 2002. The increase resulted from higher rates being charged to the Authority.

**Housing Assistance Payments** increased by \$457,278. These payments increased as a result of leasing up more units and increases in rents charged by landlords.

## Analysis of Entity Wide Net Assets

**Total Assets** for the year ended 2002 and for the year ended 2003 were \$16,322,446, and \$15,548,121, respectively. This represents a net decrease of \$774,325 over the prior year.

**Cash** decreased by \$635,084 from the prior year due to a shortfall in Section 8 funding. The Authority anticipates this money to be received in 2004.

**Other Current Assets** increased by \$279,840 from the prior year due to an increase in accounts receivable due from HUD. This increase resulted from more active management of the Section 8 Program in leasing units.

**Capital Assets** decreased by \$429,345 from the prior year net of depreciation. Capital Assets

financial

# 2003 financial

increased by \$1,140,740 before depreciation due to aggressive use of the Capital Fund Program.

**Current Liabilities** decreased from \$729,015 for the year ended 2002 as compared to \$354,963 for the year ended 2003. This was a reduction of \$374,052. This reduction reflects the Authority's success with timelier bill paying, monitoring section 8 subsidies, and the write-off of liabilities that no longer exist.

**Non-Current Liabilities** decreased by \$52,717.

### Analysis of Entity Wide Revenues

The Authority administers the following programs; and the revenues generated from these programs for the year ended 2003 were as follows:

Low Income Public Housing	\$2,553,724
Section 8 Rental Voucher	5,180,070
Capital Fund Program	1,377,558
Drug Elimination Program	19,754
ROSS	40,300
Section 8 New Construction and Substantial Rehabilitation	304,427
Business Activities	2,093
Shelter Plus Care	44,480
<b>Total Revenues</b>	<b>\$9,522,406</b>

Total revenues for the years ended 2003 and 2002 were \$9,522,406 and \$9,172,361, respectively.

### Future Events

The Authority adopted a Low Income Public Housing operating budget for the year ended September 30, 2004. This budget reflects total revenues of \$2,460,681, which is composed of Rental Income in the amount of \$1,246,427, Interest on Investments of \$46,536, Other Income of \$82,367 and HUD contributions in the amount of \$1,085,351. In addition, the 2004 budget reflects total expenses of \$2,265,482. This amount is composed of: Administrative Expenses totaling \$609,355, Tenant Service Expenses totaling \$38,962, Utility Expenses totaling \$458,136, Maintenance Expenses totaling \$678,945, Protective Service Expenses totaling \$5,960 and other General Expenses totaling \$474,124.

financial

# 2003 financial

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## COMBINED BALANCE SHEET

Assets	Public Housing	Section 8
Cash - unrestricted	413,037	241,656
Cash - other restricted	120,301	24,364
Accounts Receivable	474,095	466,575
Inventory	72,005	0
Prepaid Costs	112,355	0
Other	484,187	205,455
Land, Structures, Equipment	13,463,162	160,571
<b>Total Assets</b>	<b>15,139,142</b>	<b>1,098,621</b>
Liabilities & Surplus		
Accounts Payable	186,133	25,883
Accrued Liabilities	113,046	
Deferred Liabilities	306,318	413,225
Noncurrent liabilities	179,888	
Total Liabilities	785,385	439,108
Surplus	14,353,757	659,513
<b>Total Liabilities &amp; Surplus</b>	<b>15,139,142</b>	<b>1,098,621</b>



Lori Haines  
Accountant

## COMBINED STATEMENT OF INCOME & EXPENSES

Operating Receipts	Public Housing	Vouchers	SubRehab	S+C
Dwelling Rental-Tenants	1,214,048			
Tenant Revenue - Other	12,006			
HUD Grants	2,624,386			
Housing Assistance Payments		5,169,514	304,427	44,480
Interest Income	6,156	5,750		
Other Income	136,833	4,806		
<b>Total Operating Receipts</b>	<b>3,993,429</b>	<b>5,180,070</b>	<b>304,427</b>	<b>44,480</b>
Operating Expenses				
Administration	923,008	526,995	21,904	3,371
Tenant Services	225,235			
Utilities	513,714	1,841	133	
Ordinary Maintenance Operations	943,916	10,219	363	
Housing Assistance Payments		4,478,299	282,523	41,109
Nonroutine Maintenance	0			
General Expense	268,868	1,718	72	
Depreciation Expense	1,620,668	6,006		
<b>Total Operating Expenses</b>	<b>4,495,409</b>	<b>5,025,078</b>	<b>304,995</b>	<b>44,480</b>
Prior Year Adjustment		0	0	
Net Operating Income/ (Loss)	(501,980)	154,992	(568)	0
 <b>Beginning of year Surplus</b>	 <b>14,199,493</b>	 <b>501,016</b>	 <b>4,073</b>	 <b>0</b>
Prior period adjustments	656,244			
 <b>End of year Surplus</b>	 <b>14,353,757</b>	 <b>656,008</b>	 <b>3,505</b>	 <b>0</b>

# 2003 cbi

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This has been a year of growth and development potential for Community Basics, Inc. The County's first permanent housing for homeless mentally ill persons was opened in cooperation with the Lodge, Inc. of Pennsylvania. Funding for the rehabilitation of an unused factory building in Lititz, PA was approved. New Holland Apartments continues to have 100% occupancy, and a number of traditional projects have moved closer to construction start. Plans for the 300-unit "Peninsula" project in Sunnyside have been drafted and await approval.



Ken Smith  
Executive Director

**The Lincoln House** — This 8-room apartment project for homeless mentally ill was completed and officially opened in March 2003. This project is addressing the most pressing social need in the county, while improving the ambiance of its Lincoln Highway East neighborhood. A similar project containing fifteen units is in planning for Manheim Township.

**Three Center Square** — Final approvals for this project were obtained during the year. The Redevelopment Authority agreed to construct a parking lot near the site in order to provide additional parking for the project. East Donegal Township will own the lot and lease twelve spaces to Three Center Square. CBI formed a limited partnership and will purchase the property and start construction in 2004.

**Walnut Street Apartments** — This is an 18-unit joint venture with the CAP Housing Corporation, an affiliate of the Community Action Program of Lancaster (CAP). It envisions the rehabilitation of a vacant factory building in a residential section of Lititz Borough. Funding approvals were received from the Lancaster Housing Opportunity Partnership, the Redevelopment Authority of the County of Lancaster and the Pennsylvania



## Walnut Street Apartments Lititz, Pa.



# 2003 c b i

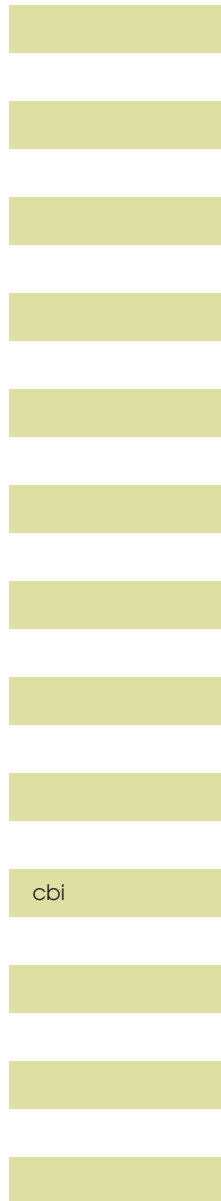
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Housing Finance Agency (PHFA). It is anticipated that all planning and zoning approvals will be obtained and construction will begin on this project next year.

**Waverly Court Apartments** — CBI expanded its boundaries by joining with a subsidiary of the York Housing Authority to cooperatively develop a housing project between York and Lancaster. A site was optioned and plans have been made for a 46-unit new family housing project in Springettsbury Township, York County. The Planning Commission of York County approved a \$920,000 loan for the project and an application for funding will be submitted to the PHFA. It is anticipated that this 6.2 million dollar project will begin construction late in 2004.

**As for other programs,** CBI along with the Community Action Program of Lancaster (CAP) are continuing their cooperative effort to develop new projects in Lancaster County. A project in Manheim Township, close to employment opportunities in Lancaster City, is on the horizon. CBI controls property in Lancaster City and New Holland Borough, and is planning bond financed moderate-income housing in those locations.

CBI will be expanding staff in the coming months to fulfill its mission to provide housing opportunities for those in need.



c b i

# 2003 the team

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## LCHA STAFF (as of 09/2003)

Jose Baez, Custodian  
Alvin Blakely, Maintenance Supervisor  
Jeanne Brehaut, Administrative Assistant  
Ben Burgos, Maintenance Worker I  
Denny Cassel, Maintenance Supervisor  
Pedro Castro, Custodian  
Perry Clay, Housing Administrator  
Robert Cruz, Maintenance Worker I  
Beth Detz, Housing Administrator  
Ron Dietrich, Maintenance Worker II  
Kathie Dissinger, Assistant Housing Administrator  
Al Drakeford, Maintenance Worker I  
Bryan Dunn, Section 8 Program Specialist  
George Felber, Building Construction Inspector  
Robert Fink, Van Driver  
Tonya Franks, Tenant Selection Aide  
Susan Gerber, Housing Administration Assistant  
Lori Haines, Accountant  
Amy Kendall, Section 8 Asst. Program Coordinator  
Don McGaw, Maintenance Worker I  
Michelle Marshall, Housing Administration Assistant  
Carol Moad, Resident Initiatives Coordinator

Kenneth Mohler, Accounting Assistant  
Barbara Morgan, Section 8 Program Specialist  
Price Morris, Purchasing Agent  
Suzanne Noel, Receptionist  
Margie Negron, Housing Administration Assistant  
Eileen Obrochta, Administrative Assistant  
Wendy O'Donnell, Housing Administrator  
Eva Oropesa, Receptionist  
Yamelyn Ortiz, Housing Administration Assistant  
Jay Ortiz, Maintenance Worker II  
Rick Patterson, Maintenance Supervisor  
Bob Peregrin, Public Housing Service Coordinator  
Ismael Rivera, Jr., Maintenance Worker I  
Ismael Rivera, Sr., Van Driver  
Luis Rivera, Custodian  
Robert Schellhamer, Executive Director  
William Steele, Systems Coordinator  
Ty Stewart, Maintenance Worker I  
Ray Sullivan, Section 8 Housing Inspector  
Anne Marie Theurer, Section 8 Program Coordinator  
Juan Torres, Jr., Maintenance Worker I  
Marie Witkonis, Section 8 Program Specialist



# 2003 ftheo, etc.

Annual Report  
10/01/2002 - 09/30/2003

## POLICY OF NONDISCRIMINATION



The Lancaster City Housing Authority is an equal opportunity employer and provides equal opportunity housing. We do not discriminate against any person because of race, color, age, religion, sex, national origin or familial status. We also do not discriminate on the basis of disability in the admission or access to or treatment or employment in our federally-assisted programs or activities. Executive Director Robert C. Schellhamer has been designated to coordinate compliance with the nondiscrimination requirements contained in the various applicable Federal and State regulations. Mr. Schellhamer may be contacted at the by calling 717-397-2835 x3035 (TDD 717-397-7081), or by e-mail at [rschellhamer@lcha.ws](mailto:rschellhamer@lcha.ws), or by mail at 325 Church St., Lancaster, PA 17602-4201.

## SOLICITORS

Barley, Snyder, Senft & Cohen, LLC  
Michael W. Davis, Esquire

## FEE ACCOUNTANT

HJ Financial  
Scott Pontz

## AUDITORS

Trout, Ebersole & Groff, LLP  
Tony Rathsam, CPA



LANCASTER CITY HOUSING AUTHORITY