

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

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# PHA Plans

5 Year Plan for Fiscal Years 2000 - 2004

Annual Plan for Fiscal Year 2000

**NOTE: THIS PHA PLANS TEMPLATE (HUD 50075) IS TO BE COMPLETED IN ACCORDANCE WITH  
INSTRUCTIONS LOCATED IN APPLICABLE PIH NOTICES**

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HUD 50075  
OMB Approval No: 2577-0226  
Expires: 03/31/2002

**PHA Plan  
Agency Identification**

**PHA Name:** Chattanooga Housing Authority

**PHA Number:** TN 004

**PHA Fiscal Year Beginning: (mm/yyyy)** 01/2000

**Public Access to Information**

**Information regarding any activities outlined in this plan can be obtained by contacting:  
(select all that apply)**

- Main administrative office of the PHA
- PHA development management offices
- PHA local offices

**Display Locations For PHA Plans and Supporting Documents**

The PHA Plans (including attachments) are available for public inspection at: (select all that apply)

- Main administrative office of the PHA
- PHA development management offices
- PHA local offices
- Main administrative office of the local government
- Main administrative office of the County government
- Main administrative office of the State government
- Public library
- PHA website
- Other (list below)

PHA Plan Supporting Documents are available for inspection at: (select all that apply)

- Main business office of the PHA
- PHA development management offices
- Other (list below)



**5-YEAR PLAN**  
**PHA FISCAL YEARS 2000 - 2004**

[24 CFR Part 903.5]

**A. 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. (select one of the choices below)

- The mission of the PHA is the same as that of the Department of Housing and Urban Development: To promote adequate and affordable housing, economic opportunity and a suitable living environment free from discrimination.
- The PHA's mission is: A community based organization committed to opening doors by providing quality, affordable housing and developing effective community partnerships for enhanced customer satisfaction.

**B. Goals**

The goals and objectives listed below are derived from HUD's strategic Goals and Objectives and those emphasized in recent legislation. PHAs may select any of these goals and objectives as their own, or identify other goals and/or objectives. Whether selecting the HUD-suggested objectives or their own, **PHAS ARE STRONGLY ENCOURAGED TO IDENTIFY QUANTIFIABLE MEASURES OF SUCCESS IN REACHING THEIR OBJECTIVES OVER THE COURSE OF THE 5 YEARS.** (Quantifiable measures would include targets such as: numbers of families served or PHAS scores achieved.) PHAs should identify these measures in the spaces to the right of or below the stated objectives.

**HUD Strategic Goal: Increase the availability of decent, safe, and affordable housing.**

- PHA Goal: Expand the supply of assisted housing  
Objectives:
  - Apply for additional rental vouchers: obtain at least 250 vouchers by 12/31/03
  - Reduce public housing vacancies:
  - Leverage private or other public funds to create additional housing opportunities:
  - Acquire or build units or developments
  - Other (list below)
- PHA Goal: Improve the quality of assisted housing  
Objectives:
  - Improve public housing management: (PHAS score)
  - Improve voucher management: (SEMAP score)
  - Increase customer satisfaction:

- Concentrate on efforts to improve specific management functions:  
(list; e.g., public housing finance; voucher unit inspections)
- Renovate or modernize public housing units: Modernize 500 units by 12/31/03
- Demolish or dispose of obsolete public housing: Demolish at least 300 units by 12/31/03
- Provide replacement public housing: Obtain at least 50 elderly and 100 scattered site family units by 12/31/03
- Provide replacement vouchers: Obtain at least 250 replacement vouchers by 12/31/03
- Other: (list below)

PHA Goal: Increase assisted housing choices

Objectives:

- Provide voucher mobility counseling:
- Conduct outreach efforts to potential voucher landlords
- Increase voucher payment standards
- Implement voucher homeownership program:
- Implement public housing or other homeownership programs:
- Implement public housing site-based waiting lists:
- Convert public housing to vouchers:
- Other: (list below)

**HUD Strategic Goal: Improve community quality of life and economic vitality**

PHA Goal: Provide an improved living environment

Objectives:

- Implement measures to deconcentrate poverty by bringing higher income public housing households into lower income developments: Provide rent incentives by 12/31/03.
- Implement measures to promote income mixing in public housing by assuring access for lower income families into higher income developments: Establish income targeting by 12/31/03.
- Implement public housing security improvements: Complete security lighting program at six major sites by 12/31/03.
- Designate developments or buildings for particular resident groups (elderly, persons with disabilities)
- Other: (list below)

**HUD Strategic Goal: Promote self-sufficiency and asset development of families and individuals**

- PHA Goal: Promote self-sufficiency and asset development of assisted households  
Objectives:
  - Increase the number and percentage of employed persons in assisted families: 25 % of agency employees will be residents or former residents by 12/31/03.
  - Provide or attract supportive services to improve assistance recipients' employability:
  - Provide or attract supportive services to increase independence for the elderly or families with disabilities.
  - Other: (list below)

**HUD Strategic Goal: Ensure Equal Opportunity in Housing for all Americans**

- PHA Goal: Ensure equal opportunity and affirmatively further fair housing  
Objectives:
  - Undertake affirmative measures to ensure access to assisted housing regardless of race, color, religion national origin, sex, familial status, and disability: Continue current policies.
  - Undertake affirmative measures to provide a suitable living environment for families living in assisted housing, regardless of race, color, religion national origin, sex, familial status, and disability: Continue current policies.
  - Undertake affirmative measures to ensure accessible housing to persons with all varieties of disabilities regardless of unit size required: Implement 50% of updated needs assessment by 12/31/03.
  - Other: (list below)

**Other PHA Goals and Objectives: (list below)**

**Annual PHA Plan**  
**PHA Fiscal Year 2000**

[24 CFR Part 903.7]

**i. Annual Plan Type:**

Select which type of Annual Plan the PHA will submit.

**Standard Plan**

**Streamlined Plan:**

- High Performing PHA**
- Small Agency (<250 Public Housing Units)**
- Administering Section 8 Only**

**Troubled Agency Plan**

**ii. Executive Summary of the Annual PHA Plan**

[24 CFR Part 903.7 9 (r)]

Provide a brief overview of the information in the Annual Plan, including highlights of major initiatives and discretionary policies the PHA has included in the Annual Plan.

The Housing Quality and Work Responsibilities Act of 1998 requires that public housing authorities submit an Agency Plan to the U. S. Department of Housing and Urban Development (HUD), prior to the beginning of their Fiscal Year 2000, which for the Chattanooga Housing Authority is January 1, 2000.

The Chattanooga Housing Authority Agency Plan contained herein, along with referenced documents on file at the Chattanooga Housing Authority Central Office, includes the submission requirements as outlined in the Interim Rule published in the February 18, 1999, Federal Register and PIH Notice 99-33, issued July 30, 1999.

The planning process began in late March 1999, with the preparation of an Interim Plan for Demolition/Disposition, which was approved by HUD on June 8, 1999. During that period, the City-Wide Residents' Association was designated as the Resident Advisory Board, which was subsequently restructured in July 1999, to include elderly and non-elderly public housing residents, the president of the City-Wide Residents' Association, a disabled Section 8 resident, a Section 8 landlord and a Chattanooga Housing Authority Commissioner. The Resident Advisory Board met with select housing authority management staff on July 22, 27 and 29, 1999, to review and refine a 'draft' Agency Plan, which was made available for public inspection on July 31, 1999, concurrent with the publication of the Notice of Public Hearing in the *Chattanooga Times and Free Press*. The notice was also published in the weekly *Chattanooga Courier*, a local, minority-owned newspaper. In addition, a reporter

from the *Times and Free Press* has been encouraged to attend all pertinent meetings and has reported regularly on the development of the Agency Plan. Draft copies of the Agency Plan were also distributed to selected public and private partners, site offices for resident review, the City-county public library and posted on the Chattanooga Housing Authority Internet site: [www.openingdoors.org](http://www.openingdoors.org). As the initial Agency Plan was being distributed, the CHA received HUD Notice 99-33 requiring electronic submission in a HUD prescribed format, essentially negating the thorough process that proceeded it. The CHA proposed to submit a minimal plan under the new format, but proceeded with the announced public hearing on the original plan. A second public hearing was held on October 18, 1999, at 5:30 p.m. at the CHA Central Office held to discuss the HUD template version. The CHA Board of Commissioners approved the plan on that date.

This Agency Plan should be regarded as a “work in progress” due to financial and regulatory unknowns beyond the control of the Chattanooga Housing Authority, a new and substantially revised Consolidated Plan scheduled for adoption by the City of Chattanooga in 2000, and increasingly tight housing markets. Accordingly, both the Five-Year Plan and the Annual Plan reflect, to a large extent, initiatives already approved by the board of commissioners and incorporated by reference, or by initiatives which are at an advanced stage of development.

Finally, by virtue of the Chattanooga Housing Authority’s designation as a high performer under the Public Housing Management Assessment Program, some seven factors in this plan are not required submissions. The CHA addressed each of those factors in the original plan; however the CHA, as a high performer, chose a minimal submission under the new format.

The Chattanooga Housing Authority has prepared this Agency Plan in compliance with Section 511 of the Quality Housing and Work Responsibility Act of 1998 and the ensuing HUD requirements.

### **iii. Annual Plan Table of Contents**

[24 CFR Part 903.79 (r)]

Provide a table of contents for the Annual Plan, including attachments, and a list of supporting documents available for public inspection.

#### **Table of Contents**

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#### **Annual Plan**

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- ii. Table of Contents
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  5. Operations and Management Policies
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  8. Demolition and Disposition
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  10. Conversions of Public Housing
  11. Homeownership
  12. Community Service Programs
  13. Crime and Safety
  14. Pets (Inactive for January 1 PHAs)
  15. Civil Rights Certifications (included with PHA Plan Certifications)
  16. Audit
  17. Asset Management
  18. Other Information

#### **Attachments**

Indicate which attachments are provided by selecting all that apply. Provide the attachment's name (A, B, etc.) in the space to the left of the name of the attachment. Note: If the attachment is provided as a **SEPARATE** file submission from the PHA Plans file, provide the file name in parentheses in the space to the right of the title.

#### Required Attachments:

- A **TN004a01** Admissions Policy for Deconcentration
- B **TN004b01** FY 2000 Capital Fund Program Annual Statement
- Most recent board-approved operating budget (Required Attachment for PHAs that are troubled or at risk of being designated troubled ONLY)

#### Optional Attachments:

- PHA Management Organizational Chart

- FY 2000 Capital Fund Program 5 Year Action Plan
- Public Housing Drug Elimination Program (PHDEP) Plan
- TN004c01** Comments of Resident Advisory Board or Boards (must be attached if not included in PHA Plan text)
- Other (List below, providing each attachment name)  
**TN004d01** Draft minutes of the October 18, 1999 Board of Commissioners meeting.

**Supporting Documents Available for Review**

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

<b>List of Supporting Documents Available for Review</b>		
<b>Applicable &amp; On Display</b>	<b>Supporting Document</b>	<b>Applicable Plan Component</b>
<b>X</b>	PHA Plan Certifications of Compliance with the PHA Plans and Related Regulations	5 Year and Annual Plans
<b>X</b>	State/Local Government Certification of Consistency with the Consolidated Plan	5 Year and Annual Plans
<b>X</b>	Fair Housing Documentation: Records reflecting that the PHA has examined its programs or proposed programs, identified any impediments to fair housing choice in those programs, addressed or is addressing those impediments in a reasonable fashion in view of the resources available, and worked or is working with local jurisdictions to implement any of the jurisdictions’ initiatives to affirmatively further fair housing that require the PHA’s involvement.	5 Year and Annual Plans
<b>X</b>	Consolidated Plan for the jurisdiction/s in which the PHA is located (which includes the Analysis of Impediments to Fair Housing Choice (AI)) and any additional backup data to support statement of housing needs in the jurisdiction	Annual Plan: Housing Needs
<b>X</b>	Most recent board-approved operating budget for the public housing program	Annual Plan: Financial Resources;
<b>X</b>	Public Housing Admissions and (Continued) Occupancy Policy (A&O), which includes the Tenant Selection and Assignment Plan [TSAP]	Annual Plan: Eligibility, Selection, and Admissions Policies
<b>X</b>	Section 8 Administrative Plan	Annual Plan: Eligibility, Selection, and Admissions Policies

<b>List of Supporting Documents Available for Review</b>		
<b>Applicable &amp; On Display</b>	<b>Supporting Document</b>	<b>Applicable Plan Component</b>
<b>X</b>	Public Housing Deconcentration and Income Mixing Documentation: 1. PHA board certifications of compliance with deconcentration requirements (section 16(a) of the US Housing Act of 1937, as implemented in the 2/18/99 <i>Quality Housing and Work Responsibility Act Initial Guidance; Notice</i> and any further HUD guidance) and 2. Documentation of the required deconcentration and income mixing analysis	Annual Plan: Eligibility, Selection, and Admissions Policies
<b>X</b>	Public housing rent determination policies, including the methodology for setting public housing flat rents <input checked="" type="checkbox"/> check here if included in the public housing A & O Policy	Annual Plan: Rent Determination
<b>X</b>	Schedule of flat rents offered at each public housing development <input checked="" type="checkbox"/> check here if included in the public housing A & O Policy	Annual Plan: Rent Determination
<b>X</b>	Section 8 rent determination (payment standard) policies <input checked="" type="checkbox"/> check here if included in Section 8 Administrative Plan	Annual Plan: Rent Determination
<b>X</b>	Public housing management and maintenance policy documents, including policies for the prevention or eradication of pest infestation (including cockroach infestation)	Annual Plan: Operations and Maintenance
<b>X</b>	Public housing grievance procedures <input checked="" type="checkbox"/> check here if included in the public housing A & O Policy	Annual Plan: Grievance Procedures
<b>X</b>	Section 8 informal review and hearing procedures <input checked="" type="checkbox"/> check here if included in Section 8 Administrative Plan	Annual Plan: Grievance Procedures
<b>X</b>	The HUD-approved Capital Fund/Comprehensive Grant Program Annual Statement (HUD 52837) for the active grant year	Annual Plan: Capital Needs
	Most recent CIAP Budget/Progress Report (HUD 52825) for any active CIAP grant	Annual Plan: Capital Needs
<b>X</b>	Most recent, approved 5 Year Action Plan for the Capital Fund/Comprehensive Grant Program, if not included as an attachment (provided at PHA option)	Annual Plan: Capital Needs
	Approved HOPE VI applications or, if more recent, approved or submitted HOPE VI Revitalization Plans or any other approved proposal for development of public housing	Annual Plan: Capital Needs
<b>X</b>	Approved or submitted applications for demolition and/or disposition of public housing	Annual Plan: Demolition and Disposition
<b>X</b>	Approved or submitted applications for designation of public housing (Designated Housing Plans)	Annual Plan: Designation of Public Housing

<b>List of Supporting Documents Available for Review</b>		
<b>Applicable &amp; On Display</b>	<b>Supporting Document</b>	<b>Applicable Plan Component</b>
	Approved or submitted assessments of reasonable revitalization of public housing and approved or submitted conversion plans prepared pursuant to section 202 of the 1996 HUD Appropriations Act	Annual Plan: Conversion of Public Housing
	Approved or submitted public housing homeownership programs/plans	Annual Plan: Homeownership
	Policies governing any Section 8 Homeownership program <input type="checkbox"/> check here if included in the Section 8 Administrative Plan	Annual Plan: Homeownership
	Any cooperative agreement between the PHA and the TANF agency	Annual Plan: Community Service & Self-Sufficiency
<b>X</b>	FSS Action Plan/s for public housing and/or Section 8	Annual Plan: Community Service & Self-Sufficiency
<b>X</b>	Most recent self-sufficiency (ED/SS, TOP or ROSS or other resident services grant) grant program reports	Annual Plan: Community Service & Self-Sufficiency
<b>X</b>	The most recent Public Housing Drug Elimination Program (PHDEP) semi-annual performance report for any open grant and most recently submitted PHDEP application (PHDEP Plan)	Annual Plan: Safety and Crime Prevention
<b>X</b>	The most recent fiscal year audit of the PHA conducted under section 5(h)(2) of the U.S. Housing Act of 1937 (42 U.S.C. 1437c(h)), the results of that audit and the PHA's response to any findings	Annual Plan: Annual Audit
	Troubled PHAs: MOA/Recovery Plan	Troubled PHAs
	Other supporting documents (optional) (list individually; use as many lines as necessary)	(specify as needed)

# 1. Statement of Housing Needs

[24 CFR Part 903.7 9 (a)]

## A. Housing Needs of Families in the Jurisdiction/s Served by the PHA

Based upon the information contained in the Consolidated Plan/s applicable to the jurisdiction, and/or other data available to the PHA, provide a statement of the housing needs in the jurisdiction by completing the following table. In the "Overall" Needs column, provide the estimated number of renter families that have housing needs. For the remaining characteristics, rate the impact of that factor on the housing needs for each family type, from 1 to 5, with 1 being "no impact" and 5 being "severe impact." Use N/A to indicate that no information is available upon which the PHA can make this assessment.

Housing Needs of Families in the Jurisdiction by Family Type							
Family Type	Overall	Afford-ability	Supply	Quality	Access-ibility	Size	Loca-tion
Income <= 30% of AMI	11,600	5	5	5	5	3	4
Income >30% but <=50% of AMI	7,500	4	4	4	4	2	3
Income >50% but <80% of AMI	10,700	4	4	4	4	2	3
Elderly	9,000	5	5	5	5	1	4
Families with Disabilities	1,000	5	5	5	5	5	5
White	14,200	4	4	4	4	2	4
African American	14,900	5	5	5	5	3	5
Hispanic	400	1	1	1	1	1	1
Asian	300	1	1	1	1	1	1

What sources of information did the PHA use to conduct this analysis? (Check all that apply; all materials must be made available for public inspection.)

- Consolidated Plan of the Jurisdiction/s  
Indicate year: 1995
- U.S. Census data: the Comprehensive Housing Affordability Strategy ("CHAS") dataset
- American Housing Survey data  
Indicate year:
- Other housing market study  
Indicate year:
- Other sources: (list and indicate year of information)

*Housing in Hamilton County: A Discussion of Housing Needs, Resources,  
and Policies Affecting Low Income and Special Needs Populations,  
Metropolitan Council, August 1999*

**B. Housing Needs of Families on the Public Housing and Section 8  
Tenant- Based Assistance Waiting Lists**

State the housing needs of the families on the PHA's waiting list/s. **Complete one table for each type of PHA-wide waiting list administered by the PHA.** PHAs may provide separate tables for site-based or sub-jurisdictional public housing waiting lists at their option.

<b>Housing Needs of Families on the Waiting List</b>			
Waiting list type: (select one)			
<input checked="" type="checkbox"/>	Section 8 tenant-based assistance		
<input 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/subjurisdiction:			
	# of families	% of total families	Annual Turnover
Waiting list total	1,393		
Extremely low income <=30% AMI	1,196	85.9%	
Very low income (>30% but <=50% AMI)	184	13.2%	
Low income (>50% but <80% AMI)	13	0.9%	
Families with children	Not Available		
Elderly families	37	2.7%	
Families with Disabilities	306	22.0%	
Race/White	374	26.8%	
Race/African Amer.	1,018	73.1%	
Race/Native Amer.	1	0.07%	
Race/Hispanic	0	0.0%	

**Housing Needs of Families on the Waiting List**

Is the waiting list closed (select one)?  No  Yes

If yes:

How long has it been closed (# of months)?

Does the PHA expect to reopen the list in the PHA Plan year?  No  Yes

Does the PHA permit specific categories of families onto the waiting list, even if generally closed?  No  Yes

### Housing Needs of Families on the Waiting List

Waiting list type: (select one)

- Section 8 tenant-based assistance  
 Public Housing  
 Combined Section 8 and Public Housing  
 Public Housing Site-Based or sub-jurisdictional waiting list (optional)

If used, identify which development/subjurisdiction:

	# of families	% of total families	Annual Turnover
Waiting list total	670		
Extremely low income <=30% AMI	590	88.1%	
Very low income (>30% but <=50% AMI)	77	11.5%	
Low income (>50% but <80% AMI)	3	0.4%	
Families with children	N/A		
Elderly families	9	1.3%	
Families with Disabilities	74	11.0%	
Race/White	117	17.5%	
Race/African Amer.	552	82.4%	
Race/Native Amer.	1	0.1%	
Race/Hispanic	0	0.0%	
Characteristics by Bedroom Size (Public Housing Only)			
0 BR	320	47.7%	
1 BR	105	15.7%	
2 BR	148	22.1%	
3 BR	90	13.4%	
4 BR	6	0.9%	
5+ BR	1	0.1%	

## Housing Needs of Families on the Waiting List

Is the waiting list closed (select one)?  No  Yes

If yes:

How long has it been closed (# of months)?

Does the PHA expect to reopen the list in the PHA Plan year?  No  Yes

Does the PHA permit specific categories of families onto the waiting list, even if generally closed?  No  Yes

### C. Strategy for Addressing Needs

Provide a brief description of the PHA's strategy for addressing the housing needs of families in the jurisdiction and on the waiting list **IN THE UPCOMING YEAR**, and the Agency's reasons for choosing this strategy.

#### (1) Strategies

**Need: Shortage of affordable housing for all eligible populations**

**Strategy 1. Maximize the number of affordable units available to the PHA within its current resources by:**

Select all that apply

- Employ effective maintenance and management policies to minimize the number of public housing units off-line
- Reduce turnover time for vacated public housing units
- Reduce time to renovate public housing units
- Seek replacement of public housing units lost to the inventory through mixed finance development
- Seek replacement of public housing units lost to the inventory through section 8 replacement housing resources
- Maintain or increase section 8 lease-up rates by establishing payment standards that will enable families to rent throughout the jurisdiction
- Undertake measures to ensure access to affordable housing among families assisted by the PHA, regardless of unit size required
- Maintain or increase section 8 lease-up rates by marketing the program to owners, particularly those outside of areas of minority and poverty concentration
- Maintain or increase section 8 lease-up rates by effectively screening Section 8 applicants to increase owner acceptance of program
- Participate in the Consolidated Plan development process to ensure coordination with broader community strategies
- Other (list below)

**Strategy 2: Increase the number of affordable housing units by:**

Select all that apply

- Apply for additional section 8 units should they become available
- Leverage affordable housing resources in the community through the creation of mixed - finance housing
- Pursue housing resources other than public housing or Section 8 tenant-based assistance.
- Other: (list below)

**Need: Specific Family Types: Families at or below 30% of median**

**Strategy 1: Target available assistance to families at or below 30 % of AMI**

Select all that apply

- Exceed HUD federal targeting requirements for families at or below 30% of AMI in public housing
- Exceed HUD federal targeting requirements for families at or below 30% of AMI in tenant-based section 8 assistance
- Employ admissions preferences aimed at families with economic hardships
- Adopt rent policies to support and encourage work
- Other: (list below)

**Need: Specific Family Types: Families at or below 50% of median**

**Strategy 1: Target available assistance to families at or below 50% of AMI**

Select all that apply

- Employ admissions preferences aimed at families who are working
- Adopt rent policies to support and encourage work
- Other: (list below)

**Need: Specific Family Types: The Elderly**

**Strategy 1: Target available assistance to the elderly:**

Select all that apply

- Seek designation of public housing for the elderly
- Apply for special-purpose vouchers targeted to the elderly, should they become available
- Other: (list below)

**Need: Specific Family Types: Families with Disabilities**

**Strategy 1: Target available assistance to Families with Disabilities:**

Select all that apply

- Seek designation of public housing for families with disabilities
- Carry out the modifications needed in public housing based on the section 504 Needs Assessment for Public Housing
- Apply for special-purpose vouchers targeted to families with disabilities, should they become available
- Affirmatively market to local non-profit agencies that assist families with disabilities
- Other: (list below)

**Need: Specific Family Types: Races or ethnicities with disproportionate housing needs**

**Strategy 1: Increase awareness of PHA resources among families of races and ethnicities with disproportionate needs:**

Select if applicable

- Affirmatively market to races/ethnicities shown to have disproportionate housing needs
- Other: (list below)

**Strategy 2: Conduct activities to affirmatively further fair housing**

Select all that apply

- Counsel section 8 tenants as to location of units outside of areas of poverty or minority concentration and assist them to locate those units
- Market the section 8 program to owners outside of areas of poverty /minority concentrations
- Other: (list below)

**Other Housing Needs & Strategies: (list needs and strategies below)**

**(2) Reasons for Selecting Strategies**

Of the factors listed below, select all that influenced the PHA's selection of the strategies it will pursue:

- Funding constraints
- Staffing constraints
- Limited availability of sites for assisted housing

- Extent to which particular housing needs are met by other organizations in the community
- Evidence of housing needs as demonstrated in the Consolidated Plan and other information available to the PHA
- Influence of the housing market on PHA programs
- Community priorities regarding housing assistance
- Results of consultation with local or state government
- Results of consultation with residents and the Resident Advisory Board
- Results of consultation with advocacy groups
- Other: (list below)

## **2. Statement of Financial Resources**

[24 CFR Part 903.79 (b)]

List the financial resources that are anticipated to be available to the PHA for the support of Federal public housing and tenant-based Section 8 assistance programs administered by the PHA during the Plan year. Note: the table assumes that Federal public housing or tenant based Section 8 assistance grant funds are expended on eligible purposes; therefore, uses of these funds need not be stated. For other funds, indicate the use for those funds as one of the following categories: public housing operations, public housing capital improvements, public housing safety/security, public housing supportive services, Section 8 tenant-based assistance, Section 8 supportive services or other.

<b>Financial Resources: Planned Sources and Uses</b>		
<b>Sources</b>	<b>Planned \$</b>	<b>Planned Uses</b>
<b>1. Federal Grants (FY 2000 grants)</b>		
a) Public Housing Operating Fund	\$7,376,675	
b) Public Housing Capital Fund	3,997,940	
c) HOPE VI Revitalization	0	
d) HOPE VI Demolition	0	
e) Annual Contributions for Section 8 Tenant-Based Assistance	5,047,796	
f) Public Housing Drug Elimination Program (including any Technical Assistance funds)	859,410	
g) Resident Opportunity and Self-Sufficiency Grants	241,370	
h) Community Development Block Grant	0	
i) HOME	0	
Other Federal Grants (list below)		
	0	

<b>Financial Resources: Planned Sources and Uses</b>		
<b>Sources</b>	<b>Planned \$</b>	<b>Planned Uses</b>
<b>2. Prior Year Federal Grants (unobligated funds only) (list below)</b>		
<b>3. Public Housing Dwelling Rental Income</b>	5,575,000	
<b>4. Other income (list below)</b>		
Interest	132,132	
<b>4. Non-federal sources (list below)</b>		
<b>Total resources</b>	\$23,230,323	

### **3. PHA Policies Governing Eligibility, Selection, and Admissions**

[24 CFR Part 903.7 9 (c)]

#### **A. Public Housing**

Exemptions: PHAs that do not administer public housing are not required to complete subcomponent 3A.

##### **(1) Eligibility**

a. When does the PHA verify eligibility for admission to public housing? (select all that apply)

- When families are within a certain number of being offered a unit: (state number)  
Near top of the list.
- When families are within a certain time of being offered a unit: (state time)
- Other: (describe)

b. Which non-income (screening) factors does the PHA use to establish eligibility for admission to public housing (select all that apply)?

- Criminal or Drug-related activity

- Rental history
- Housekeeping
- Other (describe)

- c.  Yes  No: Does the PHA request criminal records from local law enforcement agencies for screening purposes?
- d.  Yes  No: Does the PHA request criminal records from State law enforcement agencies for screening purposes?
- e.  Yes  No: Does the PHA access FBI criminal records from the FBI for screening purposes? (either directly or through an NCIC-authorized source)

**(2)Waiting List Organization**

a. Which methods does the PHA plan to use to organize its public housing waiting list (select all that apply)

- Community-wide list
- Sub-jurisdictional lists
- Site-based waiting lists
- Other (describe)

b. Where may interested persons apply for admission to public housing?

- PHA main administrative office
- PHA development site management office
- Other (list below)

c. If the PHA plans to operate one or more site-based waiting lists in the coming year, answer each of the following questions; if not, skip to subsection **(3) Assignment**

1. How many site-based waiting lists will the PHA operate in the coming year?

2.  Yes  No: Are any or all of the PHA's site-based waiting lists new for the upcoming year (that is, they are not part of a previously-HUD-approved site based waiting list plan)?  
If yes, how many lists?

3.  Yes  No: May families be on more than one list simultaneously  
If yes, how many lists?

4. Where can interested persons obtain more information about and sign up to be on the site-based waiting lists (select all that apply)?

- PHA main administrative office
- All PHA development management offices

- Management offices at developments with site-based waiting lists
- At the development to which they would like to apply
- Other (list below)

**(3) Assignment**

a. How many vacant unit choices are applicants ordinarily given before they fall to the bottom of or are removed from the waiting list? (select one)

- One
- Two
- Three or More

b.  Yes  No: Is this policy consistent across all waiting list types?

c. If answer to b is no, list variations for any other than the primary public housing waiting list/s for the PHA:

**(4) Admissions Preferences**

a. Income targeting:

Yes  No: Does the PHA plan to exceed the federal targeting requirements by targeting more than 40% of all new admissions to public housing to families at or below 30% of median area income?

b. Transfer policies:

In what circumstances will transfers take precedence over new admissions? (list below)

- Emergencies
- Overhoused (Severely)
- Underhoused (Severely)
- Medical justification
- Administrative reasons determined by the PHA (e.g., to permit modernization work)
- Resident choice: (state circumstances below)
- Other: (list below)

c. Preferences

1.  Yes  No: Has the PHA established preferences for admission to public housing (other than date and time of application)? (If "no" is selected, skip to subsection **(5) Occupancy**)

2. Which of the following admission preferences does the PHA plan to employ in the coming year? (select all that apply from either former Federal preferences or other preferences)

Former Federal preferences:

- Involuntary Displacement (Disaster, Government Action, Action of Housing Owner, Inaccessibility, Property Disposition)
- Victims of domestic violence
- Substandard housing
- Homelessness
- High rent burden (rent is > 50 percent of income)

Other preferences: (select below)

- Working families and those unable to work because of age or disability
- Veterans and veterans' families
- Residents who live and/or work in the jurisdiction
- Those enrolled currently in educational, training, or upward mobility programs
- Households that contribute to meeting income goals (broad range of incomes)
- Households that contribute to meeting income requirements (targeting)
- Those previously enrolled in educational, training, or upward mobility programs
- Victims of reprisals or hate crimes
- Other preference(s) (list below)

3. If the PHA will employ admissions preferences, please prioritize by placing a "1" in the space that represents your first priority, a "2" in the box representing your second priority, and so on. If you give equal weight to one or more of these choices (either through an absolute hierarchy or through a point system), place the same number next to each. That means you can use "1" more than once, "2" more than once, etc.

Date and Time

Former Federal preferences:

- 4 Involuntary Displacement (Disaster, Government Action, Action of Housing Owner, Inaccessibility, Property Disposition)
- 4 Victims of domestic violence
- Substandard housing
- Homelessness
- 6 High rent burden

Other preferences (select all that apply)

- 2 Working families and those unable to work because of age or disability
- Veterans and veterans' families
- Residents who live and/or work in the jurisdiction
- 2 Those enrolled currently in educational, training, or upward mobility programs
- 1 Households that contribute to meeting income goals (broad range of incomes)
- 1 Households that contribute to meeting income requirements (targeting)
- Those previously enrolled in educational, training, or upward mobility programs

- Victims of reprisals or hate crimes
- Other preference(s) (list below)

4. Relationship of preferences to income targeting requirements:

- The PHA applies preferences within income tiers
- Not applicable: the pool of applicant families ensures that the PHA will meet income targeting requirements

**(5) Occupancy**

a. What reference materials can applicants and residents use to obtain information about the rules of occupancy of public housing (select all that apply)

- The PHA-resident lease
- The PHA's Admissions and (Continued) Occupancy policy
- PHA briefing seminars or written materials
- Other source (list)

b. How often must residents notify the PHA of changes in family composition? (select all that apply)

- At an annual reexamination and lease renewal
- Any time family composition changes
- At family request for revision
- Other (list)

**(6) Deconcentration and Income Mixing**

a.  Yes  No: Did the PHA's analysis of its family (general occupancy) developments to determine concentrations of poverty indicate the need for measures to promote deconcentration of poverty or income mixing?

b.  Yes  No: Did the PHA adopt any changes to its **admissions policies** based on the results of the required analysis of the need to promote deconcentration of poverty or to assure income mixing?

c. If the answer to b was yes, what changes were adopted? (select all that apply)

- Adoption of site-based waiting lists  
If selected, list targeted developments below:
- Employing waiting list "skipping" to achieve deconcentration of poverty or income mixing goals at targeted developments

If selected, list targeted developments below:

- Employing new admission preferences at targeted developments  
If selected, list targeted developments below:

- Other (list policies and developments targeted below)  
Special earned income disregards for East Lake Courts (TN 4-2), Harriet Tubman Development (TN 4-3), Spencer J. McCallie Homes (TN 4-4, 6), Maurice Poss Homes (TN 4-5), Mary Walker Towers (TN 4-7, 11), Boynton Terrace (TN 4-10), Devel Apartments (TN 4-14N), and Gateway Towers (TN 4-21)

- d.  Yes  No: Did the PHA adopt any changes to **other** policies based on the results of the required analysis of the need for deconcentration of poverty and income mixing?

e. If the answer to d was yes, how would you describe these changes? (select all that apply)

- Additional affirmative marketing  
 Actions to improve the marketability of certain developments  
 Adoption or adjustment of ceiling rents for certain developments  
 Adoption of rent incentives to encourage deconcentration of poverty and income-mixing  
 Other (list below)

f. Based on the results of the required analysis, in which developments will the PHA make special efforts to attract or retain higher-income families? (select all that apply)

- Not applicable: results of analysis did not indicate a need for such efforts  
 List (any applicable) developments below:  
East Lake Courts (TN 4-2), Harriet Tubman Development (TN 4-3), Spencer J. McCallie Homes (TN 4-4, 6), Maurice Poss Homes (TN 4-5), Mary Walker Towers (TN 4-7, 11), Boynton Terrace (TN 4-10), Devel Apartments (TN 4-14N), and Gateway Towers (TN 4-21)

g. Based on the results of the required analysis, in which developments will the PHA make special efforts to assure access for lower-income families? (select all that apply)

- Not applicable: results of analysis did not indicate a need for such efforts  
 List (any applicable) developments below:  
College Hill Courts (TN 4-1), Mary Walker Towers (TN 4-7, 11), Emma Wheeler Homes (TN 4-8), Boynton Terrace (TN 4-10), Greenwood Terrace (TN 4-12), Missionary Heights (TN 4-13), Glenwood Heights (TN 4-14N), Edward Steiner (TN 4-16), Rev. Johnson (TN 4-18), Gurley Street (TN 4-19-1), Fairmont (TN 4-

19-2), Woodside (TN 4-19-3), Cromwell Hills (TN 4-21), Gateway Towers (TN 4-22)

## B. Section 8

Exemptions: PHAs that do not administer section 8 are not required to complete sub-component 3B. **Unless otherwise specified, all questions in this section apply only to the tenant-based section 8 assistance program (vouchers, and until completely merged into the voucher program, certificates).**

### (1) Eligibility

- a. What is the extent of screening conducted by the PHA? (select all that apply)
- Criminal or drug-related activity only to the extent required by law or regulation
  - Criminal and drug-related activity, more extensively than required by law or regulation
  - More general screening than criminal and drug-related activity (list factors below)
  - Other (list below)
- b.  Yes  No: Does the PHA request criminal records from local law enforcement agencies for screening purposes?
- c.  Yes  No: Does the PHA request criminal records from State law enforcement agencies for screening purposes?
- d.  Yes  No: Does the PHA access FBI criminal records from the FBI for screening purposes? (either directly or through an NCIC-authorized source)
- e. Indicate what kinds of information you share with prospective landlords? (select all that apply)
- Criminal or drug-related activity
  - Other (describe below)

### (2) Waiting List Organization

- a. With which of the following program waiting lists is the section 8 tenant-based assistance waiting list merged? (select all that apply)
- None
  - Federal public housing
  - Federal moderate rehabilitation
  - Federal project-based certificate program
  - Other federal or local program (list below)

b. Where may interested persons apply for admission to section 8 tenant-based assistance?  
(select all that apply)

- PHA main administrative office  
 Other (list below)

**(3) Search Time**

a.  Yes  No: Does the PHA give extensions on standard 60-day period to search for a unit?

If yes, state circumstances below:

- Disabled persons
- Three bedroom or larger

**(4) Admissions Preferences**

a. Income targeting

Yes  No: Does the PHA plan to exceed the federal targeting requirements by targeting more than 75% of all new admissions to the section 8 program to families at or below 30% of median area income?

b. Preferences

1.  Yes  No: Has the PHA established preferences for admission to section 8 tenant-based assistance? (other than date and time of application) (if no, skip to subcomponent **(5) Special purpose section 8 assistance programs**)

2. Which of the following admission preferences does the PHA plan to employ in the coming year? (select all that apply from either former Federal preferences or other preferences)

Former Federal preferences

- Involuntary Displacement (Disaster, Government Action, Action of Housing Owner, Inaccessibility, Property Disposition)  
 Victims of domestic violence  
 Substandard housing  
 Homelessness  
 High rent burden (rent is > 50 percent of income)

Other preferences (select all that apply)

- Working families and those unable to work because of age or disability

- Veterans and veterans' families
- Residents who live and/or work in your jurisdiction
- Those enrolled currently in educational, training, or upward mobility programs
- Households that contribute to meeting income goals (broad range of incomes)
- Households that contribute to meeting income requirements (targeting)
- Those previously enrolled in educational, training, or upward mobility programs
- Victims of reprisals or hate crimes
- Other preference(s) (list below)

3. If the PHA will employ admissions preferences, please prioritize by placing a "1" in the space that represents your first priority, a "2" in the box representing your second priority, and so on. If you give equal weight to one or more of these choices (either through an absolute hierarchy or through a point system), place the same number next to each. That means you can use "1" more than once, "2" more than once, etc.

1 Date and Time

Former Federal preferences

- 1 Involuntary Displacement (Disaster, Government Action, Action of Housing Owner, Inaccessibility, Property Disposition)
- 1 Victims of domestic violence
- Substandard housing
- Homelessness
- 4 High rent burden

Other preferences (select all that apply)

- 3  Working families and those unable to work because of age or disability
- Veterans and veterans' families
- Residents who live and/or work in your jurisdiction
- Those enrolled currently in educational, training, or upward mobility programs
- Households that contribute to meeting income goals (broad range of incomes)
- Households that contribute to meeting income requirements (targeting)
- Those previously enrolled in educational, training, or upward mobility programs
- Victims of reprisals or hate crimes
- Other preference(s) (list below)
- 2 Persons with disabilities

4. Among applicants on the waiting list with equal preference status, how are applicants selected? (select one)

- Date and time of application
- Drawing (lottery) or other random choice technique

5. If the PHA plans to employ preferences for “residents who live and/or work in the jurisdiction” (select one)

- This preference has previously been reviewed and approved by HUD  
 The PHA requests approval for this preference through this PHA Plan

6. Relationship of preferences to income targeting requirements: (select one)

- The PHA applies preferences within income tiers  
 Not applicable: the pool of applicant families ensures that the PHA will meet income targeting requirements

#### **(5) Special Purpose Section 8 Assistance Programs**

a. In which documents or other reference materials are the policies governing eligibility, selection, and admissions to any special-purpose section 8 program administered by the PHA contained? (select all that apply)

- The Section 8 Administrative Plan  
 Briefing sessions and written materials  
 Other (list below)

b. How does the PHA announce the availability of any special-purpose section 8 programs to the public?

- Through published notices  
 Other (list below)

### **4. PHA Rent Determination Policies**

[24 CFR Part 903.7 9 (d)]

#### **A. Public Housing**

Exemptions: PHAs that do not administer public housing are not required to complete sub-component 4A.

#### **(1) Income Based Rent Policies**

Describe the PHA’s income based rent setting policy/ies for public housing using, including discretionary (that is, not required by statute or regulation) income disregards and exclusions, in the appropriate spaces below.

a. Use of discretionary policies: (select one)

- The PHA will not employ any discretionary rent-setting policies for income based rent in public housing. Income-based rents are set at the higher of 30% of adjusted monthly income, 10% of unadjusted monthly income, the welfare rent, or minimum rent (less HUD mandatory deductions and exclusions). (If selected, skip to sub-component (2))

---or---

- The PHA employs discretionary policies for determining income based rent (If selected, continue to question b.)

b. Minimum Rent

1. What amount best reflects the PHA's minimum rent? (select one)

- \$0  
 \$1-\$25  
 \$26-\$50

2.  Yes  No: Has the PHA adopted any discretionary minimum rent hardship exemption policies?

3. If yes to question 2, list these policies below:

c. Rents set at less than 30% than adjusted income

1.  Yes  No: Does the PHA plan to charge rents at a fixed amount or percentage less than 30% of adjusted income?

2. If yes to above, list the amounts or percentages charged and the circumstances under which these will be used below:

d. Which of the discretionary (optional) deductions and/or exclusions policies does the PHA plan to employ (select all that apply)

- For the earned income of a previously unemployed household member  
 For increases in earned income  
 Fixed amount (other than general rent-setting policy)  
If yes, state amount/s and circumstances below:  
\$2,000.00  
 Fixed percentage (other than general rent-setting policy)  
If yes, state percentage/s and circumstances below:

- For household heads
- For other family members
- For transportation expenses
- For the non-reimbursed medical expenses of non-disabled or non-elderly families
- Other (describe below)

e. Ceiling rents

1. Do you have ceiling rents? (rents set at a level lower than 30% of adjusted income) (select one)

- Yes for all developments
- Yes but only for some developments
- No

2. For which kinds of developments are ceiling rents in place? (select all that apply)

- For all developments
- For all general occupancy developments (not elderly or disabled or elderly only)
- For specified general occupancy developments
- For certain parts of developments; e.g., the high-rise portion
- For certain size units; e.g., larger bedroom sizes
- Other (list below)

3. Select the space or spaces that best describe how you arrive at ceiling rents (select all that apply)

- Market comparability study
- Fair market rents (FMR)
- 95<sup>th</sup> percentile rents
- 75 percent of operating costs
- 100 percent of operating costs for general occupancy (family) developments
- Operating costs plus debt service
- The "rental value" of the unit
- Other (list below)

f. Rent re-determinations:

1. Between income reexaminations, how often must tenants report changes in income or family composition to the PHA such that the changes result in an adjustment to rent? (select all that apply)

- Never
- At family option
- Any time the family experiences an income increase
- Any time a family experiences an income increase above a threshold amount or percentage: (if selected, specify threshold)\_\_\_\_\_
- Other (list below)

g.  Yes  No: Does the PHA plan to implement individual savings accounts for residents (ISAs) as an alternative to the required 12 month disallowance of earned income and phasing in of rent increases in the next year?

**(2) Flat Rents**

1. In setting the market-based flat rents, what sources of information did the PHA use to establish comparability? (select all that apply.)

- The section 8 rent reasonableness study of comparable housing
- Survey of rents listed in local newspaper
- Survey of similar unassisted units in the neighborhood
- Other (list/describe below)

**B. Section 8 Tenant-Based Assistance**

Exemptions: PHAs that do not administer Section 8 tenant-based assistance are not required to complete sub-component 4B. **Unless otherwise specified, all questions in this section apply only to the tenant-based section 8 assistance program (vouchers, and until completely merged into the voucher program, certificates).**

**(1) Payment Standards**

Describe the voucher payment standards and policies.

a. What is the PHA's payment standard? (select the category that best describes your standard)

- At or above 90% but below 100% of FMR
- 100% of FMR
- Above 100% but at or below 110% of FMR

Above 110% of FMR (if HUD approved; describe circumstances below)

b. If the payment standard is lower than FMR, why has the PHA selected this standard?  
(select all that apply)

- FMRs are adequate to ensure success among assisted families in the PHA's segment of the FMR area
- The PHA has chosen to serve additional families by lowering the payment standard
- Reflects market or submarket
- Other (list below)

c. If the payment standard is higher than FMR, why has the PHA chosen this level? (select all that apply)

- FMRs are not adequate to ensure success among assisted families in the PHA's segment of the FMR area
- Reflects market or submarket
- To increase housing options for families
- Other (list below)

d. How often are payment standards reevaluated for adequacy? (select one)

- Annually
- Other (list below)

e. What factors will the PHA consider in its assessment of the adequacy of its payment standard? (select all that apply)

- Success rates of assisted families
- Rent burdens of assisted families
- Other (list below)

## **(2) Minimum Rent**

a. What amount best reflects the PHA's minimum rent? (select one)

- \$0
- \$1-\$25
- \$26-\$50

b.  Yes  No: Has the PHA adopted any discretionary minimum rent hardship exemption policies? (if yes, list below)

## **5. Operations and Management**

[24 CFR Part 903.7 9 (e)]

**NOT APPLICABLE**

Exemptions from Component 5: **High performing and small PHAs are not required to complete this section.** Section 8 only PHAs must complete parts A, B, and C(2)

### **A. PHA Management Structure**

Describe the PHA's management structure and organization.

(select one)

- An organization chart showing the PHA's management structure and organization is attached.

A brief description of the management structure and organization of the PHA follows:

**B. HUD Programs Under PHA Management**

List Federal programs administered by the PHA, number of families served at the beginning of the upcoming fiscal year, and expected turnover in each. (Use “NA” to indicate that the PHA does not operate any of the programs listed below.)

<b>Program Name</b>	<b>Units or Families Served at Year Beginning</b>	<b>Expected Turnover</b>
Public Housing		
Section 8 Vouchers		
Section 8 Certificates		
Section 8 Mod Rehab		
Special Purpose Section 8 Certificates/Vouchers (list individually)		
Public Housing Drug Elimination Program (PHDEP)		
Other Federal Programs(list individually)		

**C. Management and Maintenance Policies**

List the PHA’s public housing management and maintenance policy documents, manuals and handbooks that contain the Agency’s rules, standards, and policies that govern maintenance and management of public housing, including a description of any measures necessary for the prevention or eradication of pest infestation (which includes cockroach infestation) and the policies governing Section 8 management.

(1) Public Housing Maintenance and Management: (list below)

(2) Section 8 Management: (list below)

## **6. PHA Grievance Procedures**

[24 CFR Part 903.7 9 (f)]

**NOT APPLICABLE**

Exemptions from component 6: **High performing PHAs are not required to complete component 6.**  
Section 8-Only PHAs are exempt from sub-component 6A.

### **A. Public Housing**

1.  Yes  No: Has the PHA established any written grievance procedures in addition to federal requirements found at 24 CFR Part 966, Subpart B, for residents of public housing?

If yes, list additions to federal requirements below:

2. Which PHA office should residents or applicants to public housing contact to initiate the PHA grievance process? (select all that apply)
- PHA main administrative office
  - PHA development management offices
  - Other (list below)

### **B. Section 8 Tenant-Based Assistance**

1.  Yes  No: Has the PHA established informal review procedures for applicants to the Section 8 tenant-based assistance program and informal hearing procedures for families assisted by the Section 8 tenant-based assistance program in addition to federal requirements found at 24 CFR 982?

If yes, list additions to federal requirements below:

2. Which PHA office should applicants or assisted families contact to initiate the informal review and informal hearing processes? (select all that apply)
- PHA main administrative office
  - Other (list below)

## **7. Capital Improvement Needs**

[24 CFR Part 903.79 (g)]

Exemptions from Component 7: Section 8 only PHAs are not required to complete this component and may skip to Component 8.

### **A. Capital Fund Activities**

Exemptions from sub-component 7A: PHAs that will not participate in the Capital Fund Program may skip to component 7B. All other PHAs must complete 7A as instructed.

#### **(1) Capital Fund Program Annual Statement**

Using parts I, II, and III of the Annual Statement for the Capital Fund Program (CFP), identify capital activities the PHA is proposing for the upcoming year to ensure long-term physical and social viability of its public housing developments. This statement can be completed by using the CFP Annual Statement tables provided in the table library at the end of the PHA Plan template **OR**, at the PHA's option, by completing and attaching a properly updated HUD-52837.

Select one:

The Capital Fund Program Annual Statement is provided as an attachment to the PHA Plan at Attachment **TN004b01**

-or-

The Capital Fund Program Annual Statement is provided below: (if selected, copy the CFP Annual Statement from the Table Library and insert here)

#### **(2) Optional 5-Year Action Plan**

Agencies are encouraged to include a 5-Year Action Plan covering capital work items. This statement can be completed by using the 5 Year Action Plan table provided in the table library at the end of the PHA Plan template **OR** by completing and attaching a properly updated HUD-52834.

a.  Yes  No: Is the PHA providing an optional 5-Year Action Plan for the Capital Fund? (if no, skip to sub-component 7B)

b. If yes to question a, select one:

-or-

The Capital Fund Program 5-Year Action Plan is provided below: (if selected, copy the CFP optional 5 Year Action Plan from the Table Library and insert here)

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

Applicability of sub-component 7B: All PHAs administering public housing. Identify any approved HOPE VI and/or public housing development or replacement activities not described in the Capital Fund Program Annual Statement.

- Yes  No: a) Has the PHA received a HOPE VI revitalization grant? (if no, skip to question c; if yes, provide responses to question b for each grant, copying and completing as many times as necessary)
- b) Status of HOPE VI revitalization grant (complete one set of questions for each grant)

1. Development name:
2. Development (project) number:
3. Status of grant: (select the statement that best describes the current status)
  - Revitalization Plan under development
  - Revitalization Plan submitted, pending approval
  - Revitalization Plan approved
  - Activities pursuant to an approved Revitalization Plan underway

- Yes  No: c) Does the PHA plan to apply for a HOPE VI Revitalization grant in the Plan year?
- If yes, list development name/s below:  
Spencer J. McCallie Homes (TN 4-4, 6)

- Yes  No: d) Will the PHA be engaging in any mixed-finance development activities for public housing in the Plan year?
- If yes, list developments or activities below:

- Yes  No: e) Will the PHA be conducting any other public housing development or replacement activities not discussed in the Capital Fund Program Annual Statement?
- If yes, list developments or activities below:

## 8. Demolition and Disposition

[24 CFR Part 903.7 9 (h)]

Applicability of component 8: Section 8 only PHAs are not required to complete this section.

1.  Yes  No: Does the PHA plan to conduct any demolition or disposition activities (pursuant to section 18 of the U.S. Housing Act of 1937 (42 U.S.C. 1437p)) in the plan Fiscal Year? (If “No”, skip to component 9; if “yes”, complete one activity description for each development.)

### 2. Activity Description

- Yes  No: Has the PHA provided the activities description information in the **optional** Public Housing Asset Management Table? (If “yes”, skip to component 9. If “No”, complete the Activity Description table below.)

<b>Demolition/Disposition Activity Description</b>
1a. Development name: Spencer J. McCallie Homes 1b. Development (project) number: TN37P004004
2. Activity type: Demolition <input checked="" type="checkbox"/> Disposition <input type="checkbox"/>
3. Application status (select one) Approved <input checked="" type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application <input type="checkbox"/>
4. Date application approved, submitted, or planned for submission: (DD/MM/YY) <u>(26/07/99)</u>
5. Number of units affected: 69
6. Coverage of action (select one) <input checked="" type="checkbox"/> Part of the development <input type="checkbox"/> Total development
7. Timeline for activity: a. Actual or projected start date of activity: Oct. 20, 1999 b. Projected end date of activity: March 31, 2000

<b>Demolition/Disposition Activity Description</b>	
1a. Development name: Spencer J. McCallie Homes	
1b. Development (project) number: TN37P004004	
2. Activity type: Demolition <input checked="" type="checkbox"/> Disposition <input type="checkbox"/>	
3. Application status (select one) Approved <input type="checkbox"/> Submitted, pending approval <input checked="" type="checkbox"/> Planned application <input type="checkbox"/>	
4. Date application approved, submitted, or planned for submission:(DD/MM/YY) (01/09/99)	
5. Number of units affected: 24	
6. Coverage of action (select one) <input checked="" type="checkbox"/> Part of the development <input type="checkbox"/> Total development	
7. Timeline for activity: a. Actual or projected start date of activity: July 1, 2000 b. Projected end date of activity: December 31, 2000	

<b>Demolition/Disposition Activity Description</b>	
1a. Development name: Spencer J. McCallie Homes	
1b. Development (project) number: TN37P004004	
2. Activity type: Demolition <input checked="" type="checkbox"/> Disposition <input type="checkbox"/>	
3. Application status (select one) Approved <input type="checkbox"/> Submitted, pending approval <input checked="" type="checkbox"/> Planned application <input type="checkbox"/>	
4. Date application approved, submitted, or planned for submission:(DD/MM/YY) (01/09/99)	
5. Number of units affected: 69	
6. Coverage of action (select one) <input checked="" type="checkbox"/> Part of the development <input type="checkbox"/> Total development	
7. Timeline for activity: a. Actual or projected start date of activity: July 1, 2000 b. Projected end date of activity: December 31, 2000	

<b>Demolition/Disposition Activity Description</b>	
1a. Development name:	East Lake Courts
1b. Development (project) number:	TN37P004002
2. Activity type:	Demolition <input type="checkbox"/> Disposition <input checked="" type="checkbox"/>
3. Application status (select one)	Approved <input type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application <input checked="" type="checkbox"/>
4. Date application approved, submitted, or planned for submission:(DD/MM/YY)	<u>(01/10/99)</u>
5. Number of units affected:	0
6. Coverage of action (select one)	<input checked="" type="checkbox"/> Part of the development <input type="checkbox"/> Total development
7. Timeline for activity:	a. Actual or projected start date of activity: July 15, 2000 b. Projected end date of activity: February 29, 2000

<b>Demolition/Disposition Activity Description</b>	
1a. Development name:	Maurice Poss Homes
1b. Development (project) number:	TN37P004005
2. Activity type:	Demolition <input checked="" type="checkbox"/> Disposition <input type="checkbox"/>
3. Application status (select one)	Approved <input type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application <input checked="" type="checkbox"/>
4. Date application approved, submitted, or planned for submission:(DD/MM/YY)	<u>(01/04/00)</u>
5. Number of units affected:	8
6. Coverage of action (select one)	<input checked="" type="checkbox"/> Part of the development <input type="checkbox"/> Total development
7. Timeline for activity:	a. Actual or projected start date of activity: October 1, 2000 b. Projected end date of activity: December 31, 2000

<b>Demolition/Disposition Activity Description</b>	
1a. Development name:	Maurice Poss Homes
1b. Development (project) number:	TN37P004005
2. Activity type:	Demolition <input type="checkbox"/> Disposition <input checked="" type="checkbox"/>
3. Application status (select one)	Approved <input type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application <input checked="" type="checkbox"/>
4. Date application approved, submitted, or planned for submission:(DD/MM/YY)	<u>(01/10/00)</u>
5. Number of units affected:	8
6. Coverage of action (select one)	<input checked="" type="checkbox"/> Part of the development <input type="checkbox"/> Total development
7. Timeline for activity:	a. Actual or projected start date of activity: February 1, 2000 b. Projected end date of activity: February 29, 2000

<b>Demolition/Disposition Activity Description</b>	
1a. Development name:	Emma Wheeler Homes
1b. Development (project) number:	TN37P004008
2. Activity type:	Demolition <input type="checkbox"/> Disposition <input checked="" type="checkbox"/>
3. Application status (select one)	Approved <input type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application <input checked="" type="checkbox"/>
4. Date application approved, submitted, or planned for submission:(DD/MM/YY)	<u>(01/09/00)</u>
5. Number of units affected:	0
6. Coverage of action (select one)	<input checked="" type="checkbox"/> Part of the development <input type="checkbox"/> Total development
7. Timeline for activity:	a. Actual or projected start date of activity: December 1, 2000 b. Projected end date of activity: December 31, 2000

**9. Designation of Public Housing for Occupancy by Elderly Families or Families with Disabilities or Elderly Families and Families with Disabilities**

Exemptions from Component 9; Section 8 only PHAs are not required to complete this section.

1.  Yes  No: Has the PHA designated or applied for approval to designate or does the PHA plan to apply to designate any public housing for occupancy only by the elderly families or only by families with disabilities, or by elderly families and families with disabilities or will apply for designation for occupancy by only elderly families or only families with disabilities, or by elderly families and families with disabilities as provided by section 7 of the U.S. Housing Act of 1937 (42 U.S.C. 1437e) in the upcoming fiscal year? (If “No”, skip to component 10. If “yes”, complete one activity description for each development, unless the PHA is eligible to complete a streamlined submission; PHAs completing streamlined submissions may skip to component 10.)

2. Activity Description

Yes  No: Has the PHA provided all required activity description information for this component in the **optional** Public Housing Asset Management Table? If “yes”, skip to component 10. If “No”, complete the Activity Description table below.

<b>Designation of Public Housing Activity Description</b>	
1a. Development name:	Mary Walker Towers
1b. Development (project) number:	TN37004007
2. Designation type:	Occupancy by only the elderly <input checked="" type="checkbox"/> Occupancy by families with disabilities <input type="checkbox"/> Occupancy by only elderly families and families with disabilities <input type="checkbox"/>
3. Application status (select one)	Approved; included in the PHA’s Designation Plan <input checked="" type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application <input type="checkbox"/>
4. Date this designation approved, submitted, or planned for submission:	<u>19/05/97</u>
5. If approved, will this designation constitute a (select one)	<input type="checkbox"/> New Designation Plan <input type="checkbox"/> Revision of a previously-approved Designation Plan?
6. Number of units affected:	60
7. Coverage of action (select one)	<input type="checkbox"/> Part of the development <input checked="" type="checkbox"/> Total development



<b>Designation of Public Housing Activity Description</b>	
1a. Development name:	Boynton Terrace Apartments
1b. Development (project) number:	TN37004010
2. Designation type:	Occupancy by only the elderly <input checked="" type="checkbox"/> Occupancy by families with disabilities <input type="checkbox"/> Occupancy by only elderly families and families with disabilities <input type="checkbox"/>
3. Application status (select one)	Approved; included in the PHA's Designation Plan <input checked="" type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application <input type="checkbox"/>
4. Date this designation approved, submitted, or planned for submission:	<u>(19/05/97)</u>
5. If approved, will this designation constitute a (select one)	<input type="checkbox"/> New Designation Plan <input type="checkbox"/> Revision of a previously-approved Designation Plan?
7. Number of units affected:	250
7. Coverage of action (select one)	<input type="checkbox"/> Part of the development <input checked="" type="checkbox"/> Total development

<b>Designation of Public Housing Activity Description</b>	
1a. Development name:	Mary Walker Towers
1b. Development (project) number:	TN37004011
2. Designation type:	Occupancy by only the elderly <input checked="" type="checkbox"/> Occupancy by families with disabilities <input type="checkbox"/> Occupancy by only elderly families and families with disabilities <input type="checkbox"/>
3. Application status (select one)	Approved; included in the PHA's Designation Plan <input checked="" type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application <input type="checkbox"/>
4. Date this designation approved, submitted, or planned for submission:	<u>(19/05/97)</u>
5. If approved, will this designation constitute a (select one)	<input type="checkbox"/> New Designation Plan <input type="checkbox"/> Revision of a previously-approved Designation Plan?
8. Number of units affected:	100
7. Coverage of action (select one)	<input type="checkbox"/> Part of the development <input checked="" type="checkbox"/> Total development

<b>Designation of Public Housing Activity Description</b>	
1a. Development name:	Gateway Towers
1b. Development (project) number:	TN37004022
2. Designation type:	Occupancy by only the elderly <input checked="" type="checkbox"/> Occupancy by families with disabilities <input type="checkbox"/> Occupancy by only elderly families and families with disabilities <input type="checkbox"/>
3. Application status (select one)	Approved; included in the PHA's Designation Plan <input checked="" type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application <input type="checkbox"/>
4. Date this designation approved, submitted, or planned for submission:	(19/05/97)
5. If approved, will this designation constitute a (select one)	<input type="checkbox"/> New Designation Plan <input type="checkbox"/> Revision of a previously-approved Designation Plan?
9. Number of units affected:	200
7. Coverage of action (select one)	<input type="checkbox"/> Part of the development <input checked="" type="checkbox"/> Total development

## **10. Conversion of Public Housing to Tenant-Based Assistance**

[24 CFR Part 903.7 9 (j)]

Exemptions from Component 10; Section 8 only PHAs are not required to complete this section.

### **A. Assessments of Reasonable Revitalization Pursuant to section 202 of the HUD FY 1996 HUD Appropriations Act**

1.  Yes  No: Have any of the PHA's developments or portions of developments been identified by HUD or the PHA as covered under section 202 of the HUD FY 1996 HUD Appropriations Act? (If "No", skip to component 11; if "yes", complete one activity description for each identified development, unless eligible to complete a streamlined submission. PHAs completing streamlined submissions may skip to component 11.)

#### 2. Activity Description

Yes  No: Has the PHA provided all required activity description information for this component in the **optional** Public Housing Asset

Management Table? If “yes”, skip to component 11. If “No”, complete the Activity Description table below.

<b>Conversion of Public Housing Activity Description</b>
1a. Development name: 1b. Development (project) number:
2. What is the status of the required assessment? <input type="checkbox"/> Assessment underway <input type="checkbox"/> Assessment results submitted to HUD <input type="checkbox"/> Assessment results approved by HUD (if marked, proceed to next question) <input type="checkbox"/> Other (explain below)
3. <input type="checkbox"/> Yes <input type="checkbox"/> No: Is a Conversion Plan required? (If yes, go to block 4; if no, go to block 5.)
4. Status of Conversion Plan (select the statement that best describes the current status) <input type="checkbox"/> Conversion Plan in development <input type="checkbox"/> Conversion Plan submitted to HUD on: (DD/MM/YYYY) <input type="checkbox"/> Conversion Plan approved by HUD on: (DD/MM/YYYY) <input type="checkbox"/> Activities pursuant to HUD-approved Conversion Plan underway
5. Description of how requirements of Section 202 are being satisfied by means other than conversion (select one) <input type="checkbox"/> Units addressed in a pending or approved demolition application (date submitted or approved: <input type="checkbox"/> Units addressed in a pending or approved HOPE VI demolition application (date submitted or approved: ) <input type="checkbox"/> Units addressed in a pending or approved HOPE VI Revitalization Plan (date submitted or approved: ) <input type="checkbox"/> Requirements no longer applicable: vacancy rates are less than 10 percent <input type="checkbox"/> Requirements no longer applicable: site now has less than 300 units <input type="checkbox"/> Other: (describe below)

**B. Reserved for Conversions pursuant to Section 22 of the U.S. Housing Act of 1937**

**C. Reserved for Conversions pursuant to Section 33 of the U.S. Housing Act of 1937**

## **11. Homeownership Programs Administered by the PHA**

[24 CFR Part 903.7 9 (k)]

### **A. Public Housing**

Exemptions from Component 11A: Section 8 only PHAs are not required to complete 11A.

1.  Yes  No: Does the PHA administer any homeownership programs administered by the PHA under an approved section 5(h) homeownership program (42 U.S.C. 1437c(h)), or an approved HOPE I program (42 U.S.C. 1437aaa) or has the PHA applied or plan to apply to administer any homeownership programs under section 5(h), the HOPE I program, or section 32 of the U.S. Housing Act of 1937 (42 U.S.C. 1437z-4). (If “No”, skip to component 11B; if “yes”, complete one activity description for each applicable program/plan, unless eligible to complete a streamlined submission due to **small PHA** or **high performing PHA** status. PHAs completing streamlined submissions may skip to component 11B.)

2. Activity Description

- Yes  No: Has the PHA provided all required activity description information for this component in the **optional** Public Housing Asset Management Table? (If “yes”, skip to component 12. If “No”, complete the Activity Description table below.)

<b>Public Housing Homeownership Activity Description (Complete one for each development affected)</b>	
1a. Development name:	
1b. Development (project) number:	
2. Federal Program authority:	
<input type="checkbox"/> HOPE I <input type="checkbox"/> 5(h) <input type="checkbox"/> Turnkey III <input type="checkbox"/> Section 32 of the USHA of 1937 (effective 10/1/99)	
3. Application status: (select one)	
<input type="checkbox"/> Approved; included in the PHA’s Homeownership Plan/Program <input type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application	
4. Date Homeownership Plan/Program approved, submitted, or planned for submission: (DD/MM/YYYY)	

5. Number of units affected:
6. Coverage of action: (select one)
- Part of the development
- Total development

## B. Section 8 Tenant Based Assistance

1.  Yes  No: Does the PHA plan to administer a Section 8 Homeownership program pursuant to Section 8(y) of the U.S.H.A. of 1937, as implemented by 24 CFR part 982 ? (If “No”, skip to component 12; if “yes”, describe each program using the table below (copy and complete questions for each program identified), unless the PHA is eligible to complete a streamlined submission due to high performer status. **High performing PHAs** may skip to component 12.)

2. Program Description:

a. Size of Program

- Yes  No: Will the PHA limit the number of families participating in the section 8 homeownership option?

If the answer to the question above was yes, which statement best describes the number of participants? (select one)

- 25 or fewer participants
- 26 - 50 participants
- 51 to 100 participants
- more than 100 participants

b. PHA-established eligibility criteria

- Yes  No: Will the PHA’s program have eligibility criteria for participation in its Section 8 Homeownership Option program in addition to HUD criteria? If yes, list criteria below:

## **12. PHA Community Service and Self-sufficiency Programs**

[24 CFR Part 903.7 9 (l)]

**NOT APPLICABLE**

Exemptions from Component 12: **High performing** and small PHAs are not required to complete this component. Section 8-Only PHAs are not required to complete sub-component C.

**A. PHA Coordination with the Welfare (TANF) Agency**

1. Cooperative agreements:

- Yes  No: Has the PHA has entered into a cooperative agreement with the TANF Agency, to share information and/or target supportive services (as contemplated by section 12(d)(7) of the Housing Act of 1937)?

If yes, what was the date that agreement was signed? DD/MM/YY

2. Other coordination efforts between the PHA and TANF agency (select all that apply)

- Client referrals
- Information sharing regarding mutual clients (for rent determinations and otherwise)
- Coordinate the provision of specific social and self-sufficiency services and programs to eligible families
- Jointly administer programs
- Partner to administer a HUD Welfare-to-Work voucher program
- Joint administration of other demonstration program
- Other (describe)

**B. Services and programs offered to residents and participants**

**(1) General**

a. Self-Sufficiency Policies

Which, if any of the following discretionary policies will the PHA employ to enhance the economic and social self-sufficiency of assisted families in the following areas?

(select all that apply)

- Public housing rent determination policies
- Public housing admissions policies
- Section 8 admissions policies
- Preference in admission to section 8 for certain public housing families
- Preferences for families working or engaging in training or education programs for non-housing programs operated or coordinated by the PHA
- Preference/eligibility for public housing homeownership option participation
- Preference/eligibility for section 8 homeownership option participation
- Other policies (list below)

b. Economic and Social self-sufficiency programs

- Yes  No: Does the PHA coordinate, promote or provide any programs to enhance the economic and social self-sufficiency of

residents? (If “yes”, complete the following table; if “no” skip to sub-component 2, Family Self Sufficiency Programs. The position of the table may be altered to facilitate its use. )

<b>Services and Programs</b>				
Program Name & Description (including location, if appropriate)	Estimated Size	Allocation Method (waiting list/random selection/specific criteria/other)	Access (development office / PHA main office / other provider name)	Eligibility (public housing or section 8 participants or both)

**(2) Family Self Sufficiency program/s**

a. Participation Description

<b>Family Self Sufficiency (FSS) Participation</b>		
Program	Required Number of Participants (start of FY 2000 Estimate)	Actual Number of Participants (As of: DD/MM/YY)
Public Housing		
Section 8		

b.  Yes  No: If the PHA is not maintaining the minimum program size required by HUD, does the most recent FSS Action Plan address the steps the PHA plans to take to achieve at least the minimum program size? If no, list steps the PHA will take below:

**C. Welfare Benefit Reductions**

1. The PHA is complying with the statutory requirements of section 12(d) of the U.S. Housing Act of 1937 (relating to the treatment of income changes resulting from welfare program requirements) by: (select all that apply)

- Adopting appropriate changes to the PHA's public housing rent determination policies and train staff to carry out those policies
- Informing residents of new policy on admission and reexamination
- Actively notifying residents of new policy at times in addition to admission and reexamination.
- Establishing or pursuing a cooperative agreement with all appropriate TANF agencies regarding the exchange of information and coordination of services
- Establishing a protocol for exchange of information with all appropriate TANF agencies
- Other: (list below)

**D. Reserved for Community Service Requirement pursuant to section 12(c) of the U.S. Housing Act of 1937**

### **13. PHA Safety and Crime Prevention Measures**

[24 CFR Part 903.7 9 (m)]

Exemptions from Component 13: High performing and small PHAs not participating in PHDEP and Section 8 Only PHAs may skip to component 15. High Performing and small PHAs that are participating in PHDEP and are submitting a PHDEP Plan with this PHA Plan may skip to sub-component D.

#### **A. Need for measures to ensure the safety of public housing residents**

1. Describe the need for measures to ensure the safety of public housing residents (select all that apply)

- High incidence of violent and/or drug-related crime in some or all of the PHA's developments
- High incidence of violent and/or drug-related crime in the areas surrounding or adjacent to the PHA's developments
- Residents fearful for their safety and/or the safety of their children
- Observed lower-level crime, vandalism and/or graffiti
- People on waiting list unwilling to move into one or more developments due to perceived and/or actual levels of violent and/or drug-related crime (For two developments only)
- Other (describe below)

2. What information or data did the PHA used to determine the need for PHA actions to improve safety of residents (select all that apply).

- Safety and security survey of residents

- Analysis of crime statistics over time for crimes committed “in and around” public housing authority
- Analysis of cost trends over time for repair of vandalism and removal of graffiti
- Resident reports
- PHA employee reports
- Police reports
- Demonstrable, quantifiable success with previous or ongoing anticrime/anti drug programs
- Other (describe below)

3. Which developments are most affected? (list below)

College Hill Courts (TN 4-1), East Lake Courts (TN 4-2R), Harriet Tubman Development (TN 4-3, 9), Spencer J. McCallie Homes (TN 4-4,6), Maurice Poss Homes (TN 4-5), Mary Walker Towers (TN 4-7), Emma Wheeler Homes (TN 4-8), Boynton Terrace (TN 4-10), Gateway Towers (TN 4-22)

**B. Crime and Drug Prevention activities the PHA has undertaken or plans to undertake in the next PHA fiscal year**

1. List the crime prevention activities the PHA has undertaken or plans to undertake: (select all that apply)

- Contracting with outside and/or resident organizations for the provision of crime-and/or drug-prevention activities
- Crime Prevention Through Environmental Design
- Activities targeted to at-risk youth, adults, or seniors
- Volunteer Resident Patrol/Block Watchers Program
- Other (describe below)  
Contracting with outside organization for the provision of drug intervention activities.

2. Which developments are most affected? (list below)

College Hill Courts (TN 4-1), East Lake Courts (TN 4-2R), Harriet Tubman Development (TN 4-3, 9), Spencer J. McCallie Homes (TN 4-4,6), Maurice Poss Homes (TN 4-5), Mary Walker Towers (TN 4-7), Emma Wheeler Homes (TN 4-8), Boynton Terrace (TN 4-10), Gateway Towers (TN 4-22)

**C. Coordination between PHA and the police**

1. Describe the coordination between the PHA and the appropriate police precincts for carrying out crime prevention measures and activities: (select all that apply)

- Police involvement in development, implementation, and/or ongoing evaluation of drug-elimination plan

- Police provide crime data to housing authority staff for analysis and action
- Police have established a physical presence on housing authority property (e.g., community policing office, officer in residence)
- Police regularly testify in and otherwise support eviction cases
- Police regularly meet with the PHA management and residents
- Agreement between PHA and local law enforcement agency for provision of above-baseline law enforcement services
- Other activities (list below)

2. Which developments are most affected? (list below)

College Hill Courts (TN 4-1), East Lake Courts (TN 4-2R), Harriet Tubman Development (TN 4-3, 9), Spencer J. McCallie Homes (TN 4-4,6), Maurice Poss Homes (TN 4-5), Mary Walker Towers (TN 4-7), Emma Wheeler Homes (TN 4-8), Boynton Terrace (TN 4-10), Gateway Towers (TN 4-22)

**D. Additional information as required by PHDEP/PHDEP Plan**

PHAs eligible for FY 2000 PHDEP funds must provide a PHDEP Plan meeting specified requirements prior to receipt of PHDEP funds.

- Yes  No: Is the PHA eligible to participate in the PHDEP in the fiscal year covered by this PHA Plan?
- Yes  No: Has the PHA included the PHDEP Plan for FY 2000 in this PHA Plan?
- Yes  No: This PHDEP Plan is an Attachment. (Attachment Filename: \_

**14. RESERVED FOR PET POLICY**

[24 CFR Part 903.7 9 (n)]

**15. Civil Rights Certifications**

[24 CFR Part 903.7 9 (o)]

Civil rights certifications are included in the PHA Plan Certifications of Compliance with the PHA Plans and Related Regulations.

**16. Fiscal Audit**

[24 CFR Part 903.7 9 (p)]

- 1.  Yes  No: Is the PHA required to have an audit conducted under section 5(h)(2) of the U.S. Housing Act of 1937 (42 U.S.C. 1437c(h))? (If no, skip to component 17.)
- 2.  Yes  No: Was the most recent fiscal audit submitted to HUD?
- 3.  Yes  No: Were there any findings as the result of that audit?
- 4.  Yes  No: If there were any findings, do any remain unresolved? If yes, how many unresolved findings remain?\_\_\_\_\_

5.  Yes  No: Have responses to any unresolved findings been submitted to HUD?  
If not, when are they due (state below)?

## **17. PHA Asset Management**

[24 CFR Part 903.7 9 (q)]

**NOT APPLICABLE**

Exemptions from component 17: Section 8 Only PHAs are not required to complete this component.  
**High performing and small PHAs are not required to complete this component.**

1.  Yes  No: Is the PHA engaging in any activities that will contribute to the long-term asset management of its public housing stock , including how the Agency will plan for long-term operating, capital investment, rehabilitation, modernization, disposition, and other needs that have **not** been addressed elsewhere in this PHA Plan?
  
2. What types of asset management activities will the PHA undertake? (select all that apply)  
 Not applicable  
 Private management  
 Development-based accounting  
 Comprehensive stock assessment  
 Other: (list below)
  
3.  Yes  No: Has the PHA included descriptions of asset management activities in the **optional** Public Housing Asset Management Table?

## **18. Other Information**

[24 CFR Part 903.7 9 (r)]

### **A. Resident Advisory Board Recommendations**

1.  Yes  No: Did the PHA receive any comments on the PHA Plan from the Resident Advisory Board/s?
  
2. If yes, the comments are: (if comments were received, the PHA **MUST** select one)  
 Attached at Attachment (File name) TN004c01  
 Provided below:
  
3. In what manner did the PHA address those comments? (select all that apply)  
 Considered comments, but determined that no changes to the PHA Plan were necessary.

- The PHA changed portions of the PHA Plan in response to comments  
List changes below:
- Other: (list below)

**B. Description of Election process for Residents on the PHA Board**

1.  Yes  No: Does the PHA meet the exemption criteria provided section 2(b)(2) of the U.S. Housing Act of 1937? (If no, continue to question 2; if yes, skip to sub-component C.)
2.  Yes  No: Was the resident who serves on the PHA Board elected by the residents? (If yes, continue to question 3; if no, skip to sub-component C.)

3. Description of Resident Election Process

a. Nomination of candidates for place on the ballot: (select all that apply)

- Candidates were nominated by resident and assisted family organizations
- Candidates could be nominated by any adult recipient of PHA assistance
- Self-nomination: Candidates registered with the PHA and requested a place on ballot
- Other: (describe)

b. Eligible candidates: (select one)

- Any recipient of PHA assistance
- Any head of household receiving PHA assistance
- Any adult recipient of PHA assistance
- Any adult member of a resident or assisted family organization
- Other (list)

c. Eligible voters: (select all that apply)

- All adult recipients of PHA assistance (public housing and section 8 tenant-based assistance)
- Representatives of all PHA resident and assisted family organizations
- Other (list)

### **C. Statement of Consistency with the Consolidated Plan**

For each applicable Consolidated Plan, make the following statement (copy questions as many times as necessary).

1. Consolidated Plan jurisdiction: Chattanooga, Tennessee
  
2. The PHA has taken the following steps to ensure consistency of this PHA Plan with the Consolidated Plan for the jurisdiction: (select all that apply)
  - The PHA has based its statement of needs of families in the jurisdiction on the needs expressed in the Consolidated Plan/s.
  - The PHA has participated in any consultation process organized and offered by the Consolidated Plan agency in the development of the Consolidated Plan.
  - The PHA has consulted with the Consolidated Plan agency during the development of this PHA Plan.
  - Activities to be undertaken by the PHA in the coming year are consistent with the initiatives contained in the Consolidated Plan. (list below)
  
  - Other: (list below)

4. The Consolidated Plan of the jurisdiction supports the PHA Plan with the following actions and commitments: (describe below)

Please see letter from the Mayor of Chattanooga that is included in the mailed certifications package.

### **D. Other Information Required by HUD**

Use this section to provide any additional information requested by HUD.

## Attachments

Use this section to provide any additional attachments referenced in the Plans.

# PHA Plan Table Library

## Component 7 Capital Fund Program Annual Statement Parts I, II, and II

### Annual Statement

### Capital Fund Program (CFP) Part I: Summary

Capital Fund Grant Number TN004 FFY of Grant Approval: (01/2000)

Original Annual Statement

Line No.	Summary by Development Account	Total Estimated Cost
1	Total Non-CGP Funds	\$0
2	1406 Operations	\$1,199,383
3	1408 Management Improvements	\$1,069,224
4	1410 Administration	\$497,903
5	1411 Audit	\$10,000
6	1415 Liquidated Damages	\$0
7	1430 Fees and Costs	\$107,775
8	1440 Site Acquisition	\$350,000
9	1450 Site Improvement	\$77,884
10	1460 Dwelling Structures	\$1,694,219
11	1465.1 Dwelling Equipment-Nonexpendable	\$9,354
12	1470 Nondwelling Structures	\$510,000
13	1475 Nondwelling Equipment	\$12,000
14	1485 Demolition	\$420,174
15	1490 Replacement Reserve	\$0
16	1492 Moving to Work Demonstration	\$0
17	1495.1 Relocation Costs	\$39,000
18	1498 Mod Used for Development	\$0
19	1502 Contingency	\$0
20	<b>Amount of Annual Grant (Sum of lines 2-19)</b>	<b>\$5,996,916</b>
21	Amount of line 20 Related to LBP Activities	\$45,294
22	Amount of line 20 Related to Section 504 Compliance	\$44,800
23	Amount of line 20 Related to Security	\$371,000
24	Amount of line 20 Related to Energy Conservation Measures	\$0

**Annual Statement**

**Capital Fund Program (CFP) Part II: Supporting Table**

Development Number/Name HA-Wide Activities	General Description of Major Work Categories	Development Account Number	Total Estimated Cost
TN 4-4 McCallie Homes	Demolish structurally damaged buildings	1485	\$420,174
TN 4-7 Mary Walker Towers	Renovate bathrooms	1460	\$40,990
	Renovate kitchens	1460	\$18,820
	Install/replace interior doors & window accessories	1460	\$48,065
	Repair/install floors, ceilings, walls & trim	1460	\$63,470
	Install carpet	1460	\$15,000
	Paint interior	1460	\$61,165
	Pest control	1460	\$1,975
	Replace shelving & closet accessories	1460	\$9,010
	Replace/install electrical fittings, fixtures & wiring	1460	\$46,735
	Construct laundry room	1460	\$50,000
	Reconfigure efficiencies to 1 & 2 bdr apartments	1460	\$70,000
Install sprinkler system	1460	<u>\$63,600</u> <b>\$488,830</b>	
TN 4-8 Emma Wheeler	Repair roofs, add draft stops	1460	\$8,915
	Repair/waterproof/clean ext. walls	1460	\$10,697

**Table Library**

Development Number/Name HA-Wide Activities	General Description of Major Work Categories	Development Account Number	Total Estimated Cost
TN 4-8 Emma Wheeler (Continued)	Replace/repair ext. doors & windows	1460	\$16,470
	Renovate bathrooms	1460	\$50,737
	Renovate kitchens	1460	\$31,833
	Install/replace interior doors & window accessories	1460	\$17,984
	Abate asbestos	1460	\$8,405
	Repair/install floors, ceilings, walls & trim	1460	\$44,930
	Paint interior	1460	\$22,203
	Pest control	1460	\$1,303
	Replace shelving, closet accessories	1460	\$7,792
	Upgrade interior electrical service	1460	\$30,119
	Replace/install electrical fittings, fixtures and wiring	1460	\$40,877
	Lead-based paint abatement	1460	\$44,194
	Replace interior sewer/water lines, set plumbing fixtures	1460	\$52,651
	Replace sanitary sewer lines	1450	\$6,878
	Replace underground water lines	1450	\$1,783
	Replace clothesline poles and wire	1450	\$3,230
	Replace garbage cans	1450	\$547
Replace water heaters	1460	\$2,388	

**Table Library**

Development Number/Name HA-Wide Activities	General Description of Major Work Categories	Development Account Number	Total Estimated Cost
TN 4-8 Emma Wheeler (Continued)	Grading for storm drainage	1450	\$2,580
	Landscaping	1450	\$713
	Sidewalks	1450	\$7,153
	Replace ranges & refrigerators	1465	\$9,354
	Lead-based paint testing	1430	\$1,100
	Install lights in mail shelters	1450	\$7,000
	Convert to handicap accessibility	1460	\$44,800
			<b>\$476,636</b>
TN 4-22 Gateway Towers	Construct 12-res.extended care home	1460	\$500,000
	Protective barriers on stairwells	1460	\$7,500
	Renovate bathrooms	1460	\$13,663
	Renovate kitchens	1460	\$6,274
	Install/replace interior doors & window accessories	1460	\$5,000
	Repair/install floors, ceilings, walls, trim	1460	\$21,157
	Install carpet	1460	\$5,000
	Paint interior	1460	\$10,000
	Pest control	1460	\$658
	Replace shelving, closet accessories	1460	\$3,003
	Replace/install electrical fittings,	1460	\$15,579

**Table Library**

	fixtures and wiring		
Development Number/Name HA-Wide Activities	General Description of Major Work Categories	Development Account Number	Total Estimated Cost
TN 4-22 Gateway Towers (Continued)	Construct new elevator	1470	\$250,000
	Replace interior sewer/water lines, set plumbing fixtures	1460	\$1,257
	Reconfigure efficiencies to 1br apartments/public area	1460	<u>\$180,000</u>
			<b>\$1,019,091</b>
H A-Wide	Manager of Resident Services	1408	\$41,168
	Support Services Technician	1408	\$17,995
	FSS Case Worker	1408	\$25,662
	Elderly Services Specialist	1408	\$27,300
	Resident Employee Trainees	1408	\$368,744
	Manager of Development	1408	\$60,147
	Administrative Assistant	1408	\$26,208
	Maintain Marketing Program	1408	\$25,000
	Management Development/Training	1408	\$65,000
	Satellite Training Annual Fee	1408	\$6,000
	Provide Security in High Rises	1408	\$371,000
	Upgrade Computer Software	1408	\$5,000
	Maintenance Training Program	1408	<u>\$30,000</u>
			<b>\$1,069,224</b>

**Table Library**

	Manager of Modernization	1410	\$43,003
	Administrative Assistant	1410	\$30,685
Development Number/Name HA-Wide Activities	General Description of Major Work Categories	Development Account Number	Total Estimated Cost
H A-Wide (Continued)	Construction Specialist	1410	\$41,802
	Cost Control Specialist	1410	\$31,406
	Contract Specialist	1410	\$27,169
	Project Manager	1410	\$33,328
	Project Manager	1410	\$30,882
	Project Manager	1410	\$17,297
	Resident Relocation Clerk	1410	\$10,352
	Special Projects Engineer	1410	\$10,287
	Accountant	1410	\$11,999
	Employee Benefits	1410	<u>\$208,693</u> <b>\$496,903</b>
	Environmental Review	1410	<b>\$1,000</b>
	Audit	1411	<b>\$10,000</b>
	Update computer hardware	1475	<b>\$12,000</b>
	A/E Services	1430	<b>\$106,675</b>
	Landscaping	1450	<b>\$20,000</b>
	Relocation	1495	<b>\$39,000</b>
Exterior lighting	1450	<b>\$10,000</b>	

**Table Library**

	Repair/seal/stripe parking lots	1450	<b>\$18,000</b>
	Operations	1406	<b>\$1,199,383</b>
Development Number/Name HA-Wide Activities	General Description of Major Work Categories	Development Account Number	Total Estimated Cost
H A-Wide (Continued)	Renovate/expand Central Office	1470	<b>\$200,000</b>
	Acquisition of adjacent property	1440	<b>\$350,000</b>
	Construct additional office space	1470	<b>\$60,000</b>
	Total		<b>\$5,996,916</b>

**Annual Statement**

**Capital Fund Program (CFP) Part III: Implementation Schedule**

Development Number/Name HA-Wide Activities	All Funds Obligated (Quarter Ending Date)	All Funds Expended (Quarter Ending Date)
TN 4-4 McCallie	12-2001	12-2003
TN 4-7 Mary Walker	12-2001	12-2003
TN 4-8 Emma Wheeler	12-2001	12-2003
TN 4-22 Gateway Towers	12-2001	12-2003
<b>HA-Wide</b>		
Resident Services Manager	12-2000	12-2001
Support Services Technician	12-2000	12-2001
FSS Case Worker	12-2000	12-2001
Elderly Services Spec.	12-2000	12-2001
Res. Employee Trainees	12-2001	12-2001
Marketing Program	12-2001	12-2001
Manager of Development	12-2000	12-2001
Administrative Assistant	12-2000	12-2001
Mgmt. Develop/Training	12-2001	12-2003
Satellite Training Annual Fee	12-2001	12-2003
Security	12-2001	12-2003
Computer Software	12-2001	12-2003
Maintenance Training	12-2001	12-2003
Program		
Computer Hardware	12-2001	12-2003
Exterior Lighting	12-2001	12-2003
Acquisition of Property	12-2001	12-2003
Landscaping	12-2001	12-2003
Construct Office Space	12-2001	12-2003
Relocation	12-2001	12-2003
Parking Lots	12-2001	12-2003
Central Office	12-2001	12-2003
A/E Services	12-2001	12-2003

## Optional Table for 5-Year Action Plan for Capital Fund (Component 7)

Complete one table for each development in which work is planned in the next 5 PHA fiscal years. Complete a table for any PHA-wide physical or management improvements planned in the next 5 PHA fiscal year. Copy this table as many times as necessary. Note: PHAs need not include information from Year One of the 5-Year cycle, because this information is included in the Capital Fund Program Annual Statement.

Optional 5-Year Action Plan Tables				
Development Number	Development Name (or indicate PHA wide)	Number Vacant Units	% Vacancies in Development	
Description of Needed Physical Improvements or Management Improvements			Estimated Cost	Planned Start Date (HA Fiscal Year)
<b>Total estimated cost over next 5 years</b>				



## **DECONCENTRATION PLAN**

### **General:**

The United States Congress enacted the Quality Housing and Work Responsibility Act (QHWRA) on October 21, 1998. In accordance with this act, the Chattanooga Housing Authority (CHA) proposes an admissions policy designed to provide for the deconcentration of poverty and income mixing. This will be accomplished by bringing higher income residents into lower income public housing developments and bringing lower income residents into higher income public housing developments. The Admissions and Continued Occupancy Policy (ACOP) of the CHA will be modified to achieve this goal and will incorporate this plan by reference.

As shown in Exhibit A, CHA's developments are primarily occupied by African-Americans. Overall, the developments are occupied as follows: 5.4 percent Caucasian, 94.4 percent African-American, and 0.2 percent Hispanic. As per the Chattanooga/Hamilton County Regional Planning Commission study in 1993, CHA's market and the low income population in Chattanooga primarily consists of African-American families and individuals. Therefore, we would expect CHA's occupancy would reflect its market. We realize that all families self-select where they wish to live. While this is evident in both the public housing and Section 8 programs, the CHA will conduct affirmative marketing campaigns to attract more Caucasians, Hispanic, and other ethnic groups to CHA's housing. In addition, the CHA will maintain its centralized waiting lists to ensure compliance with all fair housing and civil rights laws.

### **Selection of Very Low Income Families:**

The new act also requires CHA to ensure that at least 40 percent of all families admitted into public housing have incomes that do not exceed 30 percent of the area median. At the present time, 98.3 percent of the public housing applicants have incomes at 30 percent or less of the median. Since the number of very-low income applicants is so high, the CHA does not feel it is necessary to have a special plan. However, the 40 percent requirement for all new public housing admissions will be monitored on a quarterly basis to ensure compliance.

### **Existing Conditions:**

As per Exhibit B, most of CHA's higher income families live in the scattered sites, and the lower income families live elsewhere. More specifically, the families with the higher incomes live in Judson, Cromwell, Gurley, Woodside, Steiner, Missionary, Greenwood, Rev. Johnson, Wheeler, College Hill and Fairmont. The lower income families live in Maurice Poss, East Lake, Tubman, Devel, and McCallie.

### **Deconcentration Plan:**

The existing conditions shown above present a considerable challenge to change housing patterns that have built-up over many years. The CHA will consider the introduction of the following incentives to help reverse these trends:

-2-

1. The Jobs-Plus national demonstration program at Harriet Tubman seeks to create mixed income communities. Jobs-Plus seeks to increase the incomes of existing residents by helping them to obtain and retain employment. If successful, this approach will result in a stable mixed-income community and a deconcentration of very low income families. This strategy of working with existing residents is totally compatible with HUD's objectives of income-mixing – even though it does not depend upon bringing higher-income residents into lower-income public housing developments or bringing lower income residents into higher income public housing developments.
2. An analysis of the data in Exhibit B suggests a strategy that targets the incentives on just the five lowest-income developments (one of which includes Harriet Tubman, the Jobs-Plus site). Families in these five lowest-income developments have an average income of \$5,068, as compared to residents at the other 14 sites of \$7,193. This approach will have several advantages:
  - a) CHA resources will be directed to the developments that are most in need of income mixing.
  - b) The CHA will have a chance to test the new incentives in a small number of locations prior to deciding on broader applicability.
  - c) The focus on the five lowest-income developments will mean that no significant changes will be introduced in the Jobs-Plus comparison sites (College Hill and Emma Wheeler), and this will preserve our ability to conduct the research that is now underway.
3. Once the current Comprehensive Grant Program planned repairs and improvements to the scattered sites are completed, the bulk of CHA's funds will be spent on the other family and elderly properties. The CHA will take measures to remodel the interiors, make the site improvements so that the housing is aesthetically pleasing, and improve the exterior lighting to enhance the perception of safety. Residents living in Harriet Tubman will not be displaced off-site while the CHA conducts any modernization projects during the Jobs-Plus research period (at least through mid 2002).
4. The CHA is proposing extra income disregards or permissive exclusions as permitted by the QHwRA. These will be in the following forms:

- a. Exclude travel expenses in the amount of \$25 per week for household members employed full-time.
- b. Exclude \$2,000 of all income earned by the family.

-3-

5. Incentives for new applicants will be provided through the working family preference in the new ACOP. The CHA will also use an income range preference to select applicants with higher incomes. These preferences will be applied consistently for all developments.
6. The CHA will also increase its affirmative marketing for higher income applicants. This marketing will be applied consistently for all developments.
7. Incentives for existing working residents will be provided through additional services in the five lowest-income developments only. These will include more recreational and educational opportunities. Both housing management and maintenance will consider a workable flex-time schedule to provide extended services until 7:00 p.m. on weekdays and until noon on Saturdays on certain sites.
8. Incentive transfers will be offered to families actively enrolled in a CHA recognized self-sufficiency program and working families. Most incentive transfers will be to newly modernized units built before 1972. No incentive transfers will be allowed into the units that were built after 1971. Due to the requirements of Jobs-Plus, no incentive transfers will be allowed into or out of Harriet Tubman, College Hill, or Emma Wheeler.
9. Finally, the most powerful incentive will be the utilization of the new rent structures required by the QHWRA. This will be an incentive to both new applicants and existing residents. The definitions of these rents are as follows:
  - a. **Minimum Rent:** The CHA must set a minimum monthly rent at “not more than \$50 per month. The law specifies that the minimum rent includes the utility allowance. Hardship exemptions may apply.
  - b. **Flat Rents:** The law requires the CHA to establish a flat rent for each public housing unit. The flat rent must be based on the value of the unit and designed so that it does not discourage families working towards economic self-sufficiency.  
A flat rent will be established for each site and unit type, but will not be charged if there is a lower ceiling rent applicable for the unit.

c. **Ceiling Rents:** The CHA has established ceiling rents for family housing at a reasonable rate but not less than 75 percent of the monthly cost to operate the housing. Units designated for elderly only may have rents set at 100 percent of the monthly cost to operate the units.

d. **Family Choice of Rent Amount:** Each year, each public housing family may choose to have their rent based on the formula method or a flat amount as established by the CHA. For families electing the flat rent, the CHA will be required to reexamine the family's income at least once every three years.

-4-

Due to Jobs-Plus requirements, the CHA will continue the practice of annual re-examinations of the family incomes at Harriet Tubman, College Hill, and Emma Wheeler.

The above definitions of rent were applied to the ceiling rent comparability study that was conducted in July 1998. The result was the rent structure as shown in Exhibit C. The new ceiling rents will be used to entice working families to move to the larger developments. The flat rents with no ceiling rents will entice the lower income to live in the smaller scattered sites. In addition, the CHA is proposing to abolish the existing two year limitation on ceiling rents.

**Conclusion:**

Over time, and for many reasons, lower income families have become concentrated in the CHA's larger, older developments. The CHA needs to provide mixed-income developments. This deconcentration plan and its incentives will begin to provide more socially and income balanced developments.

6/2/99

DECONCENTRATION PLAN  
REVISION NO. 1

The Board of Commissioners of the Chattanooga Housing Authority (CHA) adopted an income deconcentration plan on June 7, 1999. The focus of this deconcentration plan and the Quality Housing and Work Responsibility Act of 1998 were to provide income mixing in developments that were designed for general occupancy. The currently adopted deconcentration plan only allows certain earned income disregards for five-family oriented developments.

The CHA has noticed that many residents of the developments designated for the elderly wish to work. The CHA wishes to encourage the initiative of these residents. Therefore, the CHA is proposing extra income disregards or permissive income exclusions be granted to the residents of Mary Walker Towers, Boynton Terrace, and Gateway Towers as follows:

1. Exclude travel expenses in the amount of \$25 per week for household members employed full-time.
2. Exclude \$2,000 of all income earned by the family.

Adopted October 18, 1999

Annual Statement / Performance and Evaluation Report  
 Capital Fund Program (CFP) **Part I: Summary**

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

OMB Approval No. 2577-0157 (Exp. 7/31/98)

HA Name: <b>Chattanooga Housing Authority</b>	Capital Fund Grant Number: <b>TN 37P004</b>	FFY of Grant Approval: <b>2000</b>
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- Original Annual Statement   
  Reserve for Disasters/Emergencies   
  Revised Annual Statement/Revision Number   
  Performance and Evaluation Report for Program Year Ending  
 Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised (1)	Obligated	Expended
1	Total Non-CFP Funds	\$0	\$0	\$0	\$0
2	1406 Operations	\$1,199,383	\$0	\$0	\$0
3	1408 Management Improvements	\$1,069,224	\$0	\$0	\$0
4	1410 Administration	\$497,903	\$0	\$0	\$0
5	1411 Audit	\$10,000	\$0	\$0	\$0
6	1415 Liquidated Damages	\$0	\$0	\$0	\$0
7	1430 Fees and Costs	\$107,775	\$0	\$0	\$0
8	1440 Site Acquisition	\$350,000	\$0	\$0	\$0
9	1450 Site Improvement	\$77,884	\$0	\$0	\$0
10	1460 Dwelling Structures	\$1,694,219	\$0	\$0	\$0
11	1465.1 Dwelling Equipment - Nonexpendable	\$9,354	\$0	\$0	\$0
12	1470 Nondwelling Structures	\$510,000	\$0	\$0	\$0
13	1475 Nondwelling Equipment	\$12,000	\$0	\$0	\$0
14	1485 Demolition	\$420,174	\$0	\$0	\$0
15	1490 Replacement Reserve	\$0	\$0	\$0	\$0
16	1495.1 Relocation Costs	\$39,000	\$0	\$0	\$0
17	1498 Mod Used for Development	\$0	\$0	\$0	\$0
18	1502 Contingency (may not exceed 8% of line 19)	\$0	\$0	\$0	\$0
19	<b>Amount of Annual Grant (Sum of lines 2 - 18)</b>	<b>\$5,996,916</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
20	Amount of line 19 Related to LBP Activities	\$45,294	\$0	\$0	\$0
21	Amount of line 19 Related to Section 504 Compliance	\$44,800	\$0	\$0	\$0
22	Amount of line 19 Related to Security	\$371,000	\$0	\$0	\$0
23	Amount of line 19 Related to Energy Conservation Measures	\$0	\$0	\$0	\$0

Signature of Executive Director & Date:

**X**

Signature of Public Housing Director/Office of Native American Programs Administrator & Date:

**X**

(1) To be completed for the Performance and Evaluation Report or a Revised Annual Statement  
 (2) To be completed for the Performance and Evaluation Report

Annual Statement / Performance and Evaluation Report  
 Captial Fund Program (CFP) **Part II: Supporting Pages**

**U.S. Department of Housing  
 and Urban Development**

OMB Approval No. 2577-0157 (Exp. 7/31/98)

Office of Public and Indian Housing

**FFY 2000**

Development Number/Name HA-Wide Activities	General Description of Major Work Categories	Development Account Number	Quantity	Total Estimated Cost		Total Actual Cost		Status of Proposed Work (2)
				Original	Revised (1)	Funds Obligated (2)	Funds Expended (2)	
<b>TN 4-4</b> McCallie Homes	Demolish structurally damaged buildings	1485	12 bldg	<b>\$420,174</b>				
<b>TN 4-7</b> Mary Walker	Renovate bathrooms	1460	30 d.u.	\$40,990				
	Renovate kitchens	1460	30 d.u.	\$18,820				
	Install/replace interior doors & window accessories	1460	30 d.u.	\$48,065				
	Repair/install floors, ceilings, walls & trim	1460	30 d.u.	\$63,470				
	Install carpet	1460	30 d.u.	\$15,000				
	Paint interior	1460	30 d.u.	\$61,165				
	Pest control	1460	30 d.u.	\$1,975				
	Replace shelving & closet accessories	1460	30 d.u.	\$9,010				
	Replace/install electrical fittings, fixtures & wiring	1460	30 d.u.	\$46,735				
	Construct laundry room	1,460	7 hallways	\$50,000				
	Reconfigure efficiencies to 1 & 2 br apartments	1,460	14 d.u.	\$70,000				
	Install sprinkler system	1460	53 d.u.	<u>\$63,600</u>				
				<b>\$488,830</b>				

Signature of the Executive Director & Date

Signature of Public Housing Director/Office of Native American Programs Administrator & Date

**X**

**X**

Annual Statement / Performance and Evaluation Report  
 Captial Fund Program (CFP) **Part II: Supporting Pages**

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

OMB Approval No. 2577-0157 (Exp. 7/31/98)

**FFY 2000**

Development Number/Name HA-Wide Activities	General Description of Major Work Categories	Development Account Number	Quantity	Total Estimated Cost		Total Actual Cost		Status of Proposed Work (2)
				Original	Revised (1)	Funds Obligated (2)	Funds Expended (2)	
<b>TN 4-8</b> Emma Wheeler	Repair roofs, add draft stops	1460	7 bldgs	\$8,915				
	Repair/waterproof/clean ext. walls	1460	7 bldgs	\$10,697				
	Replace/repair ext. doors & windows	1460	14 d.u.	\$16,470				
	Renovate bathrooms	1460	14 d.u.	\$50,737				
	Renovate kitchens	1460	14 d.u.	\$31,833				
	Install/replace interior doors & window accessories	1460	14 d.u.	\$17,984				
	Abate asbestos	1460	14 d.u.	\$8,405				
	Repair/install floors, ceilings, walls & trim	1460	14 d.u.	\$44,930				
	Paint interior	1460	14 d.u.	\$22,203				
	Pest control	1460	14 d.u.	\$1,303				
	Replace shelving, closet accessories	1460	14 d.u.	\$7,792				
	Upgrade interior electrical service	1460	14 d.u.	\$30,119				
	Replace/install electrical fittings, fixtures and wiring	1460	14 d.u.	\$40,877				
Lead-based paint abatement	1460	14 d.u.	\$44,194					
Replace interior sewer/water lines, set plumbing fixtures	1460	14 d.u.	\$52,651					

<sup>1</sup> To be completed for the Performance and Evaluation Report or a Revised Annual Statement.

<sup>2</sup> To be completed for the Performance and Evaluation Report

Signature of the Executive Director and Date

Signature of Public Housing Director/Office of Native American Programs Administrator and Date

Annual Statement / Performance and Evaluation Report  
 Captial Fund Program (CFP) **Part II: Supporting Pages**

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

OMB Approval No. 2577-0157 (Exp. 7/31/98)

**FFY 2000**

Development Number/Name HA-Wide Activities	General Description of Major Work Catagories	Development Account Number	Quantity	Total Estimated Cost		Total Actual Cost		Status of Proposed Work (2)
				Original	Revised (1)	Funds Obligated (2)	Funds Expended (2)	

**X**

**X**

<sup>1</sup> To be completed for the Performance and Evaluation Report or a Revised Annual Statement.

<sup>2</sup> To be completed for the Performance and Evaluation Report

<b>TN 4-8</b> Emma Wheeler (Continued)	Replace sanitary sewer lines	1450	7 bldgs	\$6,878				
	Replace underground water lines	1450	7 bldgs	\$1,783				
	Replace clothesline poles and wire	1450	7 bldgs	\$3,230				
	Replace garbage cans	1450	7 bldgs	\$547				
	Replace water heaters	1460	14 d.u.	\$2,388				
	Grading for storm drainage	1450	7 bldgs	\$2,580				
	Landscaping	1450	7 bldgs	\$713				
	Sidewalks	1450	7 bldgs	\$7,153				
	Replace ranges & refrigerators	1465	14 d.u.	\$9,354				
	Lead-based paint testing	1430	14 d.u.	\$1,100				
	Install lights in mail shelters	1450	Site	\$7,000				
	Convert to handicap accessibility	1460	6 d.u.	<u>\$44,800</u>				
				<b>\$476,636</b>				
<b>TN 4-22</b> Gateway Towers	Construct 12-res.extended care home	1460	1 bldg	\$500,000				
	Protective barriers on stairwells	1460		\$7,500				
	Renovate bathrooms	1460	20 d.u.	\$13,663				
	Renovate kitchens	1460	20 d.u.	\$6,274				
	Install/replace interior doors & window accessories	1460	20 d.u.	\$5,000				

Annual Statement / Performance and Evaluation Report  
 Captial Fund Program (CFP) **Part II: Supporting Pages**

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

OMB Approval No. 2577-0157 (Exp. 7/31/98)

**FFY 2000**

Development Number/Name HA-Wide Activities	General Description of Major Work Categories	Development Account Number	Quantity	Total Estimated Cost		Total Actual Cost		Status of Proposed Work (2)
				Original	Revised (1)	Funds Obligated (2)	Funds Expended (2)	

Signature of the Executive Director and Date

Signature of Public Housing Director/Office of Native American Programs Administrator and Date

**X**

**X**

<sup>1</sup> To be completed for the Performance and Evaluation Report or a Revised Annual Statement.

<sup>2</sup> To be completed for the Performance and Evaluation Report

<b>TN 4-22</b> Gateway Towers (Continued)	Repair/install floors, ceilings, walls, trim	1460	20 d.u.	\$21,157				
	Install carpet	1460	20 d.u.	\$5,000				
	Paint interior	1460	20 d.u.	\$10,000				
	Pest control	1460	20 d.u.	\$658				
	Replace shelving, closet accessories	1460	20 d.u.	\$3,003				
	Construct new elevator	1470	1	\$250,000				
	Replace/install electrical fittings, fixtures and wiring	1460	20 d.u.	\$15,579				
	Replace interior sewer/water lines, set plumbing fixtures	1460	20 d.u.	\$1,257				
	Reconfigure efficiencies to 1br apartments/public area	1460	18 d.u.	<u>\$180,000</u> <b>\$1,019,091</b>				
<b>H A-Wide</b>	Manager of Resident Services	1408	1	\$41,168				
	Support Services Technician	1408	1	\$17,995				
	FSS Case Worker	1408	1	\$25,662				
	Elderly Services Specialist	1408	1	\$27,300				
	Resident Employee Trainees	1408	32	\$368,744				
	Manager of Development	1408	1	\$60,147				

Annual Statement / Performance and Evaluation Report  
 Captial Fund Program (CFP) **Part II: Supporting Pages**

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

OMB Approval No. 2577-0157 (Exp. 7/31/98)

**FFY 2000**

Development Number/Name HA-Wide Activities	General Description of Major Work Categories	Development Account Number	Quantity	Total Estimated Cost		Total Actual Cost		Status of Proposed Work (2)
				Original	Revised (1)	Funds Obligated (2)	Funds Expended (2)	
Signature of the Executive Director and Date				Signature of Public Housing Director/Office of Native American Programs Administrator and Date				
<b>X</b>				<b>X</b>				

<sup>1</sup> To be completed for the Performance and Evaluation Report or a Revised Annual Statement.

<sup>2</sup> To be completed for the Performance and Evaluation Report

**H A-Wide**  
 (Continued)

Administrative Assistant	1408	1	\$26,208			
Maintain Marketing Program	1408	1 yr	\$25,000			
Management Development/Training	1408		\$65,000			
Satelite Training Annual Fee	1408		\$6,000			
Provide Security in High Rises	1408		\$371,000			
Upgrade Computer Software	1408		\$5,000			
Maintenance Training Program	1408		<u>\$30,000</u>			
			<b>\$1,069,224</b>			
Manager of Modernization	1410		\$43,003			
Administrative Assistant	1410		\$30,685			
Construction Specialist	1410		\$41,802			
Cost Control Specialist	1410		\$31,406			
Contract Specialist	1410		\$27,169			
Project Manager	1410		\$33,328			
Project Manager	1410		\$30,882			
Project Manager	1410		\$17,297			

Annual Statement / Performance and Evaluation Report  
 Captial Fund Program (CFP) **Part II: Supporting Pages**

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

OMB Approval No. 2577-0157 (Exp. 7/31/98)

**FFY 2000**

Development Number/Name HA-Wide Activities	General Description of Major Work Catagories	Development Account Number	Quantity	Total Estimated Cost		Total Actual Cost		Status of Proposed Work (2)
				Original	Revised (1)	Funds Obligated (2)	Funds Expended (2)	
	Resident Relocation Clerk	1410		\$10,352				
	Special Projects Engineer	1410		\$10,287				

Signature of the Executive Director and Date

Signature of Public Housing Director/Office of Native American Programs Administrator and Date

**X**

**X**

<sup>1</sup> To be completed for the Performance and Evaluation Report or a Revised Annual Statement.

<sup>2</sup> To be completed for the Performance and Evaluation Report

Accountant	1410		\$11,999			
Employee Benefits	1410		\$208,693			
			<b>\$496,903</b>			
Environmental Review	1410		<b>\$1,000</b>			
Audit	1411		<b>\$10,000</b>			
Update computer hardware	1475		<b>\$12,000</b>			
A/E Services	1430		<b>\$106,675</b>			
Landscaping	1450		<b>\$20,000</b>			
Relocation	1495		<b>\$39,000</b>			
Exterior lighting	1450		<b>\$10,000</b>			
Repair/seal/stripe parking lots	1450	as needed	<b>\$18,000</b>			
Operations	1406		<b>\$1,199,383</b>			
Renovate/expand Central Office	1470		<b>\$200,000</b>			
Acquisition of adjacent property	1440		<b>\$350,000</b>			
Construct additional office space	1470		<b>\$60,000</b>			
<b>Total</b>			<b>\$5,996,916</b>			

Annual Statement / Performance and Evaluation Report  
 Captial Fund Program (CFP) **Part II: Supporting Pages**

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

OMB Approval No. 2577-0157 (Exp. 7/31/98)

**FFY 2000**

Development Number/Name HA-Wide Activities	General Description of Major Work Catagories	Development Account Number	Quantity	Total Estimated Cost		Total Actual Cost		Status of Proposed Work (2)
				Original	Revised (1)	Funds Obligated (2)	Funds Expended (2)	

Signature of the Executive Director and Date

Signature of Public Housing Director/Office of Native American Programs Administrator and Date

**X**

**X**

<sup>1</sup> To be completed for the Performance and Evaluation Report or a Revised Annual Statement.

<sup>2</sup> To be completed for the Performance and Evaluation Report

Annual Statement / Performance and Evaluation Report  
 Capital Fund Program (CFP) **Part III: Implementation Schedule**

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

OMB Approval No. 2577-0157 (Exp. 7/31/98)

Development Number/Name HA-Wide Activities	All Funds Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates <sup>2</sup>
	Original	Revised <sup>1</sup>	Actual <sup>2</sup>	Original	Revised <sup>1</sup>	Actual <sup>2</sup>	
<b>TN 4-4</b> McCallie Homes	12 - 2001			12 - 2003			
<b>TN 4-7</b> Mary Walker	12 - 2001			12 - 2003			
<b>TN 4-8</b> Emma Wheeler	12 - 2001			12 - 2003			
<b>TN 4-22</b> Gateway Tower	12 - 2001			12 - 2003			

Signature of Executive Director & Date:

Signature of Public Housing Director/Office of Native American Programs Administrator & Date:

**X**

**X**

<sup>1</sup> To be completed for the Performance and Evaluation Report or a Revised Annual Statement

<sup>2</sup> To be completed fir the Performance and Evaluation Report

Annual Statement / Performance and Evaluation Report  
 Capital Fund Program (CFP) **Part III: Implementation Schedule**

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

OMB Approval No. 2577-0157 (Exp. 7/31/98)

Development Number/Name HA-Wide Activities	All Funds Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates <sup>2</sup>
	Original	Revised <sup>1</sup>	Actual <sup>2</sup>	Original	Revised <sup>1</sup>	Actual <sup>2</sup>	
<b>HA-Wide</b>							
Resident Services Manager	12 - 2000			12 - 2001			
Support Services Technician	12 - 2000			12 - 2001			
FSS Case Worker	12 - 2000			12 - 2001			
Elderly services Specialist	12 - 2000			12 - 2001			
Res. Employee Trainees	12 - 2001			12 - 2001			
Marketing Program	12 - 2001			12 - 2001			
Manager of Development	12 - 2000			12 - 2001			
Administrative Assistant	12 - 2000			12 - 2001			
Mgmt. Develop/ Training	12 - 2001			12 - 2003			
Satellite Training Annual Fee	12 - 2001			12 - 2003			
Security	12 - 2001			12 - 2003			

Signature of Executive Director & Date:

Signature of Public Housing Director/Office of Native American Programs Administrator & Date:

**X**

**X**

<sup>1</sup> To be completed for the Performance and Evaluation Report or a Revised Annual Statement

<sup>2</sup> To be completed fir the Performance and Evaluation Report

Annual Statement / Performance and Evaluation Report  
 Capital Fund Program (CFP) **Part III: Implementation Schedule**

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

OMB Approval No. 2577-0157 (Exp. 7/31/98)

Development Number/Name HA-Wide Activities	All Funds Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates <sup>2</sup>
	Original	Revised <sup>1</sup>	Actual <sup>2</sup>	Original	Revised <sup>1</sup>	Actual <sup>2</sup>	
<b>HA-Wide</b>							
Computer Software	12 - 2001			12 - 2003			
Maintenance Training Program	12 - 2001			12 - 2003			
Computer Hardware	12 - 2001			12 - 2003			
Exterior Lighting	12 - 2001			12 - 2003			
Acquisition of Property	12 - 2001			12 - 2003			
Landscaping	12 - 2001			12 - 2003			
Construct Office Space	12 - 2001			12 - 2003			
Relocation	12 - 2001			12 - 2003			
Parking Lots	12 - 2001			12 - 2003			
Central Office	12 - 2001			12 - 2003			
A/E Services	12 - 2001			12 - 2003			

Signature of Executive Director & Date:

Signature of Public Housing Director/Office of Native American Programs Administrator & Date:

**X**

**X**

<sup>1</sup> To be completed for the Performance and Evaluation Report or a Revised Annual Statement

<sup>2</sup> To be completed fir the Performance and Evaluation Report

**Five-Year Action Plan  
Part I: Summary  
Capital Fund Program (CFP)**

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

OMB Approval No. 2577-0157 (Exp. 7/31/98)

HA Name:		Locality: (City/County & State)				<input checked="" type="checkbox"/> Original <input type="checkbox"/> Revision No.
<b>Chattanooga Housing Authority</b>		<b>Chattanooga TN</b>				
A. Development Number/Name	Work Stmt. for Year 1 FFY: 2000	Work Statement for Year 2 FFY: 2001	Work Statement For Year 3 FFY: 2002	Work Statement for Year 4 FFY: 2003	Work Statement for Year 5 FFY: 2004	
TN 4-1 College Hill Courts		\$276,900	\$347,900	\$110,000	\$300,000	
TN 4-3 Harriet Tubman	See	\$685,400	\$416,162	\$416,162	\$643,400	
TN 4-4 Spencer J. McCallie Homes	Annual	\$207,040	\$280,000	\$1,005,700	\$322,560	
TN 4-5 Maurice Poss Homes	Statement	\$839,650	\$476,650	\$441,650	\$35,000	
TN 4-7 Mary Walker Towers		\$150,000		\$1,204,400	\$834,400	
TN 4-8 Emma Wheeler Homes		\$1,411,814	\$850,907	\$668,907	\$668,907	
<b>B. Physical Improvements Subtotal</b>		<b>\$4,295,004</b>	<b>\$4,515,335</b>	<b>\$4,552,319</b>	<b>\$4,260,267</b>	
<b>C. Management Improvements</b>		<b>\$1,069,224</b>	<b>\$1,069,224</b>	<b>\$1,069,224</b>	<b>\$1,069,224</b>	
<b>D. HA-Wide Nondwelling Structures and Equipment</b>		<b>\$107,000</b>	<b>\$12,000</b>	<b>\$12,000</b>	<b>\$12,000</b>	
<b>E. Administration</b>		<b>\$497,903</b>	<b>\$497,903</b>	<b>\$497,903</b>	<b>\$497,903</b>	
<b>F. Other</b>		<b>\$456,519</b>	<b>\$331,188</b>	<b>\$294,204</b>	<b>\$586,256</b>	
<b>G. Operations</b>						
<b>H. Demolition</b>						
<b>I. Replacement Reserve</b>		<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	
<b>J. Mod Used for Development</b>						
<b>K. Total CGP Funds</b>		<b>\$6,425,650</b>	<b>\$6,425,650</b>	<b>\$6,425,650</b>	<b>\$6,425,650</b>	
<b>L. Total Non-CGP Funds</b>		<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	
<b>M. Grand Total</b>		<b>\$6,425,650</b>	<b>\$6,425,650</b>	<b>\$6,425,650</b>	<b>\$6,425,650</b>	
Signature of Executive Director & Date		Signature of Public Housing Director/Office of Native American Programs Administrator & Date				

**Five-Year Action Plan  
Part I: Summary (Continuation)  
Capital Fund Program (CFP)**

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

OMB Approval No. 2577-0157 (Exp. 7/31/98)

HA Name:		Locality: (City/County & State)				<input checked="" type="checkbox"/> Original <input type="checkbox"/> Revision No.
<b>Chattanooga Housing Authority</b>		<b>Chattanooga TN</b>				
A. Development Number/Name	Work Stmt. for Year 1 FFY: 2000	Work Statement for Year 2 FFY: 2001	Work Statement For Year 3 FFY: 2002	Work Statement for Year 4 FFY: 2003	Work Statement for Year 5 FFY: 2004	
TN 4-10 Boynton Terrace Apts.		\$260,000	\$1,708,716	\$600,000	\$1,000,000	
TN 4-12 Greenwood Terrace	See	\$54,200				
TN 4-16 Edward F. Steiner Apts.	Annual			\$37,500		
TN 4-19-3 Woodside Ave.	Statement			\$20,000		
TN 4-21 Cromwell Hills		310000				
TN 4-22 Gateway Towers		\$100,000	\$435,000	\$48,000	\$456,000	
Subtotal		\$724,200	\$2,143,716	\$705,500	\$1,456,000	

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Five-Year Action Plan  
 Part II: Supporting Pages  
**Physical Needs Work Statement(s)**  
 Capital Fund Program (CFP)

U.S. Department of  
 and Urban Development  
 OFFICE OF PUBLIC AND

Work Statement for Year 1 FFY:2000	Work Statement for Year 2 FFY: 2001		
	Development Number/Name/General Description of Major Work Categories	Quantity	Estimated Cost
See Annual Statement	<b>TN 4-3</b> <u>Harriet Tubman</u>		
	Repair roofs, add draft stops & porch soffit,fascia	4 bldgs	\$24,732
	Repair/waterproof/clean ext. walls	4 bldgs	\$4,036
	Replace/repair ext. doors & windows	4 bldgs	\$90,569
	Replace gutters, downspouts, splash blocks, attic access doors/vents	24 d.u.	\$10,125
	Renovate bathrooms	24 d.u.	\$27,421
	Renovate kitchens	24 d.u.	\$37,679
	Install/replace interior doors & window	24 d.u.	\$38,550

Five-Year Action Plan  
 Part II: Supporting Pages  
**Physical Needs Work Statement(s)**  
 Capital Fund Program (CFP)

U.S. Department of  
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 OFFICE OF PUBLIC AND

Work Statement for Year 1 FFY:2000	Work Statement for Year 2 FFY: 2001		
	Development Number/Name/General Description of Major Work Categories	Quantity	Estimated Cost
	accessories		
	Asbestos abatement	24 d.u.	\$12,019
	Repair floors, walls ceilings and trim	24 d.u.	\$60,556
	Paint interior	24 d.u.	\$38,318
	Pest control	24 d.u.	\$2,153
	Replace shelving & closet accessories	24 d.u.	\$16,469
	Upgrade interior electrical service	24 d.u.	\$7,890
	Replace/install electrical fittings, fixtures & wiring	24 d.u.	\$56,942

Five-Year Action Plan  
 Part II: Supporting Pages  
**Physical Needs Work Statement(s)**  
 Capital Fund Program (CFP)

U.S. Department of  
 and Urban Development  
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Work Statement for Year 1 FFY:2000	Work Statement for Year 2 FFY: 2001		
	Development Number/Name/General Description of Major Work Categories	Quantity	Estimated Cost
	Replace electric heaters	24 d.u.	\$8,075
	Lead-based paint abatement	24 d.u.	\$73,990
	Replace interior sewer/water lines and set plumbing fixtures	24 d.u.	\$55,735
	Replace sanitary sewer lines	24 d.u.	\$19,118
	Subtotal of Estimated Cost		

See	<b><u>TN 4-3 Harriet Tubman, Continued</u></b>		
	Replace clothesline poles & wire	24 d.u.	\$8,075
	Replace garbage cans	24 d.u.	\$1,115

Five-Year Action Plan  
 Part II: Supporting Pages  
**Physical Needs Work Statement(s)**  
 Capital Fund Program (CFP)

**U.S. Department of  
 and Urban Development**  
 OFFICE OF PUBLIC AND

Work Statement for Year 1 FFY:2000	Work Statement for Year 2 FFY: 2001		
	Development Number/Name/General Description of Major Work Categories	Quantity	Estimated Cost
<b>Annual Statement</b>	Replace water heaters	24 d.u.	\$4,180
	Landscaping	24 d.u.	\$4,180
	Sidewalks	4 bldgs	\$2,194
	Replace porch handrails	24 d.u.	\$3,701
	Install porch roofs	4 bldgs.	\$22,178
	Replace ranges and refrigerators	24 d.u.	\$13,400
	Convert to handicap accessibility	4 d.u.	\$22,000
	Renovate vacant units to HUD Mod	5 d.u.	\$20,000

Five-Year Action Plan  
 Part II: Supporting Pages  
**Physical Needs Work Statement(s)**  
 Capital Fund Program (CFP)

**U.S. Department of  
 and Urban Development**  
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Work Statement for Year 1 FFY:2000	Work Statement for Year 2 FFY: 2001		
	Development Number/Name/General Description of Major Work Categories	Quantity	Estimated Cost
	standards/codes - extraordinary maint.		

Five-Year Action Plan  
 Part II: Supporting Pages  
**Physical Needs Work Statement(s)**  
 Capital Fund Program (CFP)

U.S. Department of  
 and Urban Development  
 OFFICE OF PUBLIC AND

Work Statement for Year 1 FFY:2000	Work Statement for Year 2 FFY: 2001		
	Development Number/Name/General Description of Major Work Categories	Quantity	Estimated Cost
	Subtotal of Estimated Cost		\$685,400

See Annual Statement	<b><u>TN 4-5 Maurice Poss Homes</u></b>		
	Repair/waterproof/clean ext. walls	6 bldgs.	\$10,788
	Replace/repair ext. doors & windows	36 d.u.	\$16,616
	Renovate bathrooms	36 d.u.	\$51,166
	Renovate kitchens	36 d.u.	\$32,102

Five-Year Action Plan  
 Part II: Supporting Pages  
**Physical Needs Work Statement(s)**  
 Capital Fund Program (CFP)

U.S. Department of  
 and Urban Development  
 OFFICE OF PUBLIC AND

Work Statement for Year 1 FFY:2000	Work Statement for Year 2 FFY: 2001		
	Development Number/Name/General Description of Major Work Categories	Quantity	Estimated Cost
	Install/replace interior doors & window accessories	36 d.u.	\$18,137
	Abate asbestos	36 d.u.	\$8,476
	Repair/install floors, ceilings, walls & trim	36 d.u.	\$45,950
	Paint interior	36 d.u.	\$22,390
	Pest control	36 d.u.	\$1,314
	Replace shelving & closet accessories	36 d.u.	\$7,857
	Upgrade interior electrical service	36 d.u.	\$30,373
	Replace/install electrical fittings, fixtures and	36 d.u.	\$41,222

Five-Year Action Plan  
 Part II: Supporting Pages  
**Physical Needs Work Statement(s)**  
 Capital Fund Program (CFP)

U.S. Department of  
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 OFFICE OF PUBLIC AND

Work Statement for Year 1 FFY:2000	Work Statement for Year 2 FFY: 2001		
	Development Number/Name/General Description of Major Work Categories	Quantity	Estimated Cost
	wiring		
	Lead-based paint abatement	36 d.u.	\$45,676
	Replace interior sewer/water lines and set plumbing fixtures	36 d.u.	\$55,584
	Replace sanitary sewer lines	36 d.u.	\$6,935
	Replace clothesline poles and wire	36 d.u.	\$3,257
	Replace garbage cans	36 d.u.	\$551
	Subtotal of Estimated Cost		

Five-Year Action Plan  
 Part II: Supporting Pages  
**Physical Needs Work Statement(s)**  
 Capital Fund Program (CFP)

U.S. Department of  
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 OFFICE OF PUBLIC AND

Work Statement for Year 1 FFY:2000	Work Statement for Year 2 FFY: 2001		
	Development Number/Name/General Description of Major Work Categories	Quantity	Estimated Cost

See Annual Statement	<b><u>TN 4-5 Maurice Poss Homes</u></b>		
	Replace water heaters	36 d.u.	\$2,409
	Landscaping	36 d.u.	\$719
	Fencing	36 d.u.	\$4,168
	Sidewalks	695 sy	\$5,214
	Replace ranges & refrigerators	36 d.u.	\$12,250
	Install siding	12000 sf	\$9,000
	Install porch roofs	6 bldgs	\$9,500

Five-Year Action Plan  
 Part II: Supporting Pages  
**Physical Needs Work Statement(s)**  
 Capital Fund Program (CFP)

**U.S. Department of  
 and Urban Development**  
 OFFICE OF PUBLIC AND

Work Statement for Year 1 FFY:2000	Work Statement for Year 2 FFY: 2001		
	Development Number/Name/General Description of Major Work Categories	Quantity	Estimated Cost
	Convert to handicap accessibility	3 d.u.	\$14,000
	Replace exterior doors & screens	116 d.u.	\$384,000

Five-Year Action Plan  
**Part II: Supporting Pages**  
**Physical Needs Work Statement(s)**  
 Capital Fund Program (CFP)

**U.S. Department of  
 and Urban Development**  
 OFFICE OF PUBLIC AND

Work Statement for Year 1 FFY:2000	Work Statement for Year 2 FFY: 2001		
	Development Number/Name/General Description of Major Work Categories	Quantity	Estimated Cost
	Subtotal of Estimated Cost		\$839,650

<b>See</b>	<b><u>TN 4-8 Emma Wheeler Homes</u></b>		
	Repair roofs, add draft stops	22 bldgs	\$28,018
	Repair/waterproof/clean ext. walls	22 bldgs	\$33,620

Five-Year Action Plan  
**Part II: Supporting Pages**  
**Physical Needs Work Statement(s)**  
 Capital Fund Program (CFP)

**U.S. Department of  
 and Urban Development**  
 OFFICE OF PUBLIC AND

Work Statement for Year 1 FFY:2000	Work Statement for Year 2 FFY: 2001		
	Development Number/Name/General Description of Major Work Categories	Quantity	Estimated Cost
<b>Annual Statement</b>	Replace/repair ext. doors & windows	44 d.u.	\$51,784
	Renovate bathrooms	44 d.u.	\$159,460
	Renovate kitchens	44 d.u.	\$100,048
	Install/replace interior doors & window accessories	44 d.u.	\$56,522
	Abate asbestos	44 d.u.	\$26,416
	Repair/install floors, ceilings, walls & trim	44 d.u.	\$143,206
	Paint interior	44 d.u.	\$69,780

Five-Year Action Plan  
 Part II: Supporting Pages  
**Physical Needs Work Statement(s)**  
 Capital Fund Program (CFP)

U.S. Department of  
 and Urban Development  
 OFFICE OF PUBLIC AND

Work Statement for Year 1 FFY:2000	Work Statement for Year 2 FFY: 2001		
	Development Number/Name/General Description of Major Work Categories	Quantity	Estimated Cost
	Pest control	44 d.u.	\$4,094
	Replace shelving & closet accessories	44 d.u.	\$24,488
	Upgrade interior electrical service	44 d.u.	\$94,660
	Replace/install electrical fittings, fixtures and wiring	44 d.u.	\$128,470
	Lead-based paint abatement	44 d.u.	\$142,350
	Replace interior sewer/water lines and set plumbing fixtures	44 d.u.	\$165,474
	Replace sanitary sewer lines	44 d.u.	\$21,614

Five-Year Action Plan  
 Part II: Supporting Pages  
**Physical Needs Work Statement(s)**  
 Capital Fund Program (CFP)

U.S. Department of  
 and Urban Development  
 OFFICE OF PUBLIC AND

Work Statement for Year 1 FFY:2000	Work Statement for Year 2 FFY: 2001		
	Development Number/Name/General Description of Major Work Categories	Quantity	Estimated Cost
	Replace underground water lines	44 d.u.	\$5,604
	Replace clothesline poles and wire	44 d.u.	\$10,150
	Subtotal of Estimated Cost		

See Annual Statement	<b>TN 4-8 Emma Wheeler Homes (Continued)</b>		
	Replace garbage cans	44 d.u.	\$1,718
	Replace water heaters	44 d.u.	\$7,506
	Grading for storm drainage	22 bldgs	\$8,108
	Landscaping	22 bldgs	\$2,242
	Sidewalks	749 sy	\$22,482

Five-Year Action Plan  
**Part II: Supporting Pages**  
**Physical Needs Work Statement(s)**  
 Capital Fund Program (CFP)

**U.S. Department of  
 and Urban Development**  
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Work Statement for Year 1 FFY:2000	Work Statement for Year 2 FFY: 2001		
	Development Number/Name/General Description of Major Work Categories	Quantity	Estimated Cost
	Replace ranges & refrigerators	44 d.u.	\$30,000
	Install lights in mail shelters	Site	\$10,000
	Convert to handicap accessibility	9 d.u.	\$64,000

Five-Year Action Plan  
**Part II: Supporting Pages**  
**Physical Needs Work Statement(s)**  
 Capital Fund Program (CFP)

**U.S. Department of  
 and Urban Development**  
 OFFICE OF PUBLIC AND

Work Statement for Year 1 FFY:2000	Work Statement for Year 2 FFY: 2001		
	Development Number/Name/General Description of Major Work Categories	Quantity	Estimated Cost
	Subtotal of Estimated Cost		\$1,411,814

Five-Year Action Plan  
 Part II: Supporting Pages  
**Physical Needs Work Statement(s)**  
 Capital Fund Program (CFP)

U.S. Department of  
 and Urban Development  
 OFFICE OF PUBLIC AND

Work Statement for Year 1 FFY:2000	Work Statement for Year 2 FFY: 2001		
	Development Number/Name/General Description of Major Work Categories	Quantity	Estimated Cost

See Annual Statement	<b><u>TN 4-1 College Hill</u></b>		
	Convert to handicap access	7 d.u.	\$74,900
	Replace exterior doors	497 d.u.	\$200,000
	Sidewalks		<u>\$2,000</u>
			<b>\$276,900</b>
	<b><u>TN 4-4 McCallie Homes</u></b>		
	Renovate vacant units to HUD Mod standards/codes - extra.maint./demo	7 bldgs	<b>\$207,040</b>

Five-Year Action Plan  
 Part II: Supporting Pages  
**Physical Needs Work Statement(s)**  
 Capital Fund Program (CFP)

U.S. Department of  
 and Urban Development  
 OFFICE OF PUBLIC AND

Work Statement for Year 1 FFY:2000	Work Statement for Year 2 FFY: 2001		
	Development Number/Name/General Description of Major Work Categories	Quantity	Estimated Cost
	<u><b>TN 4-7 Mary Walker Towers</b></u>		
	Install sprinkler system	100 d.u.	<b>\$150,000</b>
	<u><b>TN 4-10 Boynton Terrace</b></u>		
	Landscaping	site	\$10,000
	Install sprinkler system	250 d.u.	<u>\$250,000</u> <b>\$260,000</b>

Five-Year Action Plan  
**Part II: Supporting Pages**  
**Physical Needs Work Statement(s)**  
 Capital Fund Program (CFP)

U.S. Department of  
 and Urban Development  
 OFFICE OF PUBLIC AND

Work Statement for Year 1 FFY:2000	Work Statement for Year 2 FFY: 2001		
	Development Number/Name/General Description of Major Work Categories	Quantity	Estimated Cost
	Subtotal of Estimated Cost		\$893,940

	<b><u>TN 4-12 Greenwood Terrace</u></b>		
	Convert to handicap accessibility	1 d.u.	\$10,000

Five-Year Action Plan  
 Part II: Supporting Pages  
**Physical Needs Work Statement(s)**  
 Capital Fund Program (CFP)

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

Work Statement for Year 1 FFY:2000	Work Statement for Year 2 FFY: 2001		
	Development Number/Name/General Description of Major Work Categories	Quantity	Estimated Cost
<b>See Annual Statement</b>	Renovate M/M building	1	\$10,000
	Install gutters	site	<u>\$34,200</u> <b>\$54,200</b>
	<b><u>TN 4-21</u></b> Cromwell Hills		
	Renovate M/M building interior	1	\$150,000
	Exterior lighting	site	\$100,000
	Install screen doors	200 d.u.	<u>\$60,000</u> <b>\$310,000</b>
	<b><u>TN 4-22</u></b> Gateway Towers		

Five-Year Action Plan  
 Part II: Supporting Pages  
**Physical Needs Work Statement(s)**  
 Capital Fund Program (CFP)

U.S. Department of  
 and Urban Development  
 OFFICE OF PUBLIC AND

Work Statement for Year 1 FFY:2000	Work Statement for Year 2 FFY: 2001		
	Development Number/Name/General Description of Major Work Categories	Quantity	Estimated Cost
	Install positive air ventilation system	bldg	<b>\$100,000</b>
	<b><u>HA-Wide</u></b>		
	Mod vehicles	3	\$60,000
	Test/replace GFI outlets	as needed	<u>\$35,000</u> <b>\$95,000</b>

Five-Year Action Plan  
**Part II: Supporting Pages**  
**Physical Needs Work Statement(s)**  
 Capital Fund Program (CFP)

**U.S. Department of  
 and Urban Development**  
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Work Statement for Year 1 FFY:2000	Work Statement for Year 2 FFY: 2001		
	Development Number/Name/General Description of Major Work Categories	Quantity	Estimated Cost
	Subtotal of Estimated Cost		\$559,200

Indian Housing

OMB Approval No. 2577-0157 (exp. 7/31/98)

Development

Indian Housing

Work Statement for Year 3

FFY: 2002

Development Number/Name/General Description of Major Work Categories	Quantity	Estimated Cost
<del>TN 4-3 Harriet Tubman</del>		
Repair roofs, add draft stops & porch soffit, fascia	3 bldgs	\$21,300
Repair/waterproof/clean ext. walls	3 bldgs	\$2,607
Replace/repair ext. doors & windows	3 bldgs	\$78,000
Replace gutters, downspouts, splash blocks, attic access doors/vents	18 d.u.	\$8,720
Renovate bathrooms	18 d.u.	\$21,647
Renovate kitchens	18 d.u.	\$21,634
Install/replace interior doors & window	18 d.u.	\$22,133

Indian Housing

OMB Approval No. 2577-0157 (exp. 7/31/98)

Development

Indian Housing

Work Statement for Year 3

FFY: 2002

Development Number/Name/General Description of Major Work Categories	Quantity	Estimated Cost
Accessories		
Asbestos abatement	18 d.u.	\$6,900
Repair floors, walls ceilings and trim	18 d.u.	\$40,809
Paint interior	18 d.u.	\$22,000
Pest control	18 d.u.	\$1,236
Replace shelving & closet accessories	18 d.u.	\$9,455
Upgrade interior electrical service	18 d.u.	\$4,530
Replace/install electrical fittings, fixtures & wiring	18 d.u.	\$33,243

Indian Housing

Development

Indian Housing

OMB Approval No. 2577-0157 (exp. 7/31/98)

Work Statement for Year 3

FFY: 2002

Development Number/Name/General Description of Major Work Categories	Quantity	Estimated Cost
<del>Replace electric heaters</del>	18 d.u.	\$5,216
Lead-based paint abatement	18 d.u.	\$28,414
Replace interior sewer/water lines and set plumbing fixtures	18 d.u.	\$36,000
Replace sanitary sewer lines	18 d.u.	\$12,349
Subtotal of Estimated Cost		

form HUD-52834 (1/95)

ref Handbook 7485.3

**TN 4-3** Harriet Tubman, Continued

Replace clothesline poles & wire

18 d.u.

\$5,216

Replace garbage cans

18 d.u.

\$720

it Housing

OMB Approval No. 2577-0157 (exp. 7/31/98)

ment

Indian Housing

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Work Statement for Year 3

FFY: 2002

Development Number/Name/General Description of Major Work Categories	Quantity	Estimated Cost
Replace water heaters	18 d.u.	\$2,700
Landscaping	18 d.u.	\$2,700
Sidewalks	3 bldgs	\$1,418
Replace porch handrails	18 d.u.	\$2,390
Install porch roofs	3 bldgs	\$14,325
Replace ranges and refrigerators	18 d.u.	\$10,500

Indian Housing

OMB Approval No. 2577-0157 (exp. 7/31/98)

Department

Indian Housing

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Work Statement for Year 3

FFY: 2002

Development Number/Name/General Description of Major Work Categories	Quantity	Estimated Cost

Indian Housing

Development

Indian Housing

OMB Approval No. 2577-0157 (exp. 7/31/98)

Work Statement for Year 3

FFY: 2002

Development Number/Name/General Description of Major Work Categories	Quantity	Estimated Cost
Subtotal of Estimated Cost		\$416,162

form HUD-52834 (1/95)

ref Handbook 7485.3

**TN 4-5 Maurice Poss Homes**

Repair/waterproof/clean ext. walls	6 bldgs.	\$10,788
Replace/repair ext. doors & windows	36 d.u.	\$16,616
Renovate bathrooms	36 d.u.	\$51,166
Renovate kitchens	36 d.u.	\$32,102

Indian Housing

OMB Approval No. 2577-0157 (exp. 7/31/98)

Development

Indian Housing

Work Statement for Year 3

FFY: 2002

Development Number/Name/General Description of	Quantity	Estimated Cost
Major Work Categories		
<del>Install/replace interior doors &amp; window accessories</del>	36 d.u.	<del>\$18,137</del>
Abate asbestos	36 d.u.	\$8,476
Repair/install floors, ceilings, walls & trim	36 d.u.	\$45,950
Paint interior	36 d.u.	\$22,390
Pest control	36 d.u.	\$1,314
Replace shelving & closet accessories	36 d.u.	\$7,857
Upgrade interior electrical service	36 d.u.	\$30,373
Replace/install electrical fittings, fixtures and	36 d.u.	\$41,222

Indian Housing

Development

Indian Housing

OMB Approval No. 2577-0157 (exp. 7/31/98)

Work Statement for Year 3

FFY: 2002

Development Number/Name/General Description of Major Work Categories	Quantity	Estimated Cost
wiring		
Lead-based paint abatement	36 d.u.	\$45,676
Replace interior sewer/water lines and set plumbing fixtures	36 d.u.	\$55,584
Replace sanitary sewer lines	36 d.u.	\$6,935
Replace clothesline poles and wire	36 d.u.	\$3,257
Replace garbage cans	36 d.u.	\$551
Subtotal of Estimated Cost		

Indian Housing

OMB Approval No. 2577-0157 (exp. 7/31/98)

Department

Indian Housing

Work Statement for Year 3

FFY: 2002

Development Number/Name/General Description of Major Work Categories	Quantity	Estimated Cost
<b><u>TN 4-5 Maurice Poss Homes</u></b>		ref Handbook 7485.3
Replace water heaters	36 d.u.	\$2,409
Landscaping	36 d.u.	\$719
Fencing	36 d.u.	\$4,168
Sidewalks	695 sy	\$5,214
Replace ranges & refrigerators	36 d.u.	\$12,250
Install siding	12000 sf	\$9,000
Install porch roofs	6 bldgs	\$9,500

Indian Housing

Development

Indian Housing

OMB Approval No. 2577-0157 (exp. 7/31/98)

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Work Statement for Year 3

FFY: 2002

Development Number/Name/General Description of Major Work Categories	Quantity	Estimated Cost
Roof community center	1 bldg	\$35,000

Indian Housing

Department

Indian Housing

OMB Approval No. 2577-0157 (exp. 7/31/98)

Work Statement for Year 3

FFY: 2002

Development Number/Name/General Description of Major Work Categories	Quantity	Estimated Cost
Subtotal of Estimated Cost		\$476,650

form HUD-52834 (1/95)

ref Handbook 7485.3

**TN 4-8 Emma Wheeler Homes**

Repair roofs, add draft stops

11 bldgs

\$14,009

Repair/waterproof/clean ext. walls

11 bldgs

\$16,810

IT HOUSING

OMB Approval No. 2577-0157 (exp. 7/31/98)

ment

Indian Housing

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Work Statement for Year 3

FFY: 2002

Development Number/Name/General Description of Major Work Categories	Quantity	Estimated Cost
Replace/repair ext. doors & windows	22 d.u.	\$25,892
Renovate bathrooms	22 d.u.	\$79,730
Renovate kitchens	22 d.u.	\$50,024
Install/replace interior doors & window accessories	22 d.u.	\$28,261
Abate asbestos	22 d.u.	\$13,208
Repair/install floors, ceilings, walls & trim	22 d.u.	\$71,603
Paint interior	22 d.u.	\$34,890

Indian Housing

OMB Approval No. 2577-0157 (exp. 7/31/98)

Development

Indian Housing

Work Statement for Year 3

FFY: 2002

Development Number/Name/General Description of Major Work Categories	Quantity	Estimated Cost
<del>Pest control</del>	22 d.u.	\$2,047
Replace shelving & closet accessories	22 d.u.	\$12,244
Upgrade interior electrical service	22 d.u.	\$47,330
Replace/install electrical fittings, fixtures and wiring	22 d.u.	\$64,235
Lead-based paint abatement	22 d.u.	\$71,175
Replace interior sewer/water lines and set plumbing fixtures	22 d.u.	\$82,737
Replace sanitary sewer lines	22 d.u.	\$10,807

IT HOUSING

OMB Approval No. 2577-0157 (exp. 7/31/98)

ment

Indian Housing

Work Statement for Year 3

FFY: 2002

Development Number/Name/General Description of Major Work Categories	Quantity	Estimated Cost
Replace underground water lines	22 d.u.	\$2,802
Replace clothesline poles and wire	22 d.u.	\$5,075
Subtotal of Estimated Cost		

form HUD-52834 (1/95)  
ref Handbook 7485.3

**TN 4-8 Emma Wheeler Homes (Continued)**

Replace garbage cans	22 d.u.	\$859
Replace water heaters	22 d.u.	\$3,753
Grading for storm drainage	11 bldgs	\$4,054
Landscaping	11 bldgs	\$1,121
Sidewalks	749 sy	\$11,241

Indian Housing

OMB Approval No. 2577-0157 (exp. 7/31/98)

Development

Indian Housing

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Work Statement for Year 3

FFY: 2002

Development Number/Name/General Description of Major Work Categories	Quantity	Estimated Cost
Replace ranges & refrigerators	22 d.u.	\$15,000
Install forced-air furnaces	40 d.u.	\$182,000

Indian Housing

Development

Indian Housing

OMB Approval No. 2577-0157 (exp. 7/31/98)

Work Statement for Year 3

FFY: 2002

Development Number/Name/General Description of Major Work Categories	Quantity	Estimated Cost
Subtotal of Estimated Cost		\$850,907

Indian Housing

OMB Approval No. 2577-0157 (exp. 7/31/98)

Development

Indian Housing

Work Statement for Year 3

FFY: 2002

Development Number/Name/General Description of Major Work Categories	Quantity	Estimated Cost
<b><u>TN 4-1 College Hill</u></b>		ref Handbook 7485.3
Replace screen doors	497 d.u.	<b>\$347,900</b>
<b><u>TN 4-4 McCallie Homes</u></b>		
Renovate vacant units to HUD Mod standards/codes - extra.maint./demo	9 bldgs	<b>\$280,000</b>
<b><u>TN 4-10 Boynton Terrace</u></b>		
Convert to handicap accessibility	20 d.u.	\$400,000

Indian Housing

OMB Approval No. 2577-0157 (exp. 7/31/98)

Development

Indian Housing

Work Statement for Year 3

FFY: 2002

Development Number/Name/General Description of Major Work Categories	Quantity	Estimated Cost
<del>Replace interior sewer/water lines and set plumbing fixtures</del>	50 d.u.	<del>\$800,000</del>
Renovate bathrooms	50 d.u.	\$68,312
Renovate kitchens	50 d.u.	\$31,370
Install/replace interior doors & window accessories	50 d.u.	\$80,108
Repair/install floors, ceilings, walls & trim	50 d.u.	\$105,782
Install carpet	50 d.u.	\$25,000
Paint interior	50 d.u.	\$101,938

Indian Housing

Development

Indian Housing

OMB Approval No. 2577-0157 (exp. 7/31/98)

Work Statement for Year 3

FFY: 2002

Development Number/Name/General Description of Major Work Categories	Quantity	Estimated Cost
<del>Pest control</del>	50 d.u.	\$3,290
Replace shelving & closet accessories	50 d.u.	\$15,020
Replace/install elec.fittings/fixtures/wiring	50 d.u.	<u>\$77,896</u>
		<b>\$1,708,716</b>
Subtotal of Estimated Cost		<b>\$2,336,616</b>

form HUD-52834 (1/95)

ref Handbook 7485.3

**TN 4-22 Gateway Towers**

Convert to handicap accessibility

20 d.u.

\$400,000

Indian Housing

OMB Approval No. 2577-0157 (exp. 7/31/98)

Department

Indian Housing

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Work Statement for Year 3

FFY: 2002

Development Number/Name/General Description of Major Work Categories	Quantity	Estimated Cost
<del>Backup emergency lighting</del>	48	<u>\$35,000</u>
		<b>\$435,000</b>

Indian Housing

Department

Indian Housing

OMB Approval No. 2577-0157 (exp. 7/31/98)

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Work Statement for Year 3

FFY: 2002

Development Number/Name/General Description of Major Work Categories	Quantity	Estimated Cost

Indian Housing

Department

Indian Housing

OMB Approval No. 2577-0157 (exp. 7/31/98)

Work Statement for Year 3

FFY: 2002

Development Number/Name/General Description of Major Work Categories	Quantity	Estimated Cost
Subtotal of Estimated Cost		\$435,000

form HUD-52834 (1/95)

ref Handbook 7485.3

# Five-Year Action Plan

## Part II: Supporting Pages

### Physical Needs Work Statement(s)

### Capital Fund Program (CFP)

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

Work Statement for Year 1 FFY:2000	Work Statement for Year 4 FFY: 2003		
	Development Number/Name/General Description of Major Work Categories	Quantity	Estimated Cost
See Annual Statement	<u>TN 4-3 Harriet Tubman</u>		
	Repair roofs, add draft stops & porch soffit,fascia	3 bldgs	\$21,300
	Repair/waterproof/clean ext. walls	3 bldgs	\$2,607
	Replace/repair ext. doors & windows	3 bldgs	\$78,000
	Replace gutters, downspouts, splash blocks, attic access doors/vents	18 d.u.	\$8,720
	Renovate bathrooms	18 d.u.	\$21,647
	Renovate kitchens	18 d.u.	\$21,634
	Install/replace interior doors & window	18 d.u.	\$22,133

# Five-Year Action Plan

## Part II: Supporting Pages

### Physical Needs Work Statement(s)

### Capital Fund Program (CFP)

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

Work Statement for Year 1 FFY:2000	Work Statement for Year 4 FFY: 2003		
	Development Number/Name/General Description of Major Work Categories	Quantity	Estimated Cost
	accessories		
	Asbestos abatement	18 d.u.	\$6,900
	Repair floors, walls ceilings and trim	18 d.u.	\$40,809
	Paint interior	18 d.u.	\$22,000
	Pest control	18 d.u.	\$1,236
	Replace shelving & closet accessories	18 d.u.	\$9,455
	Upgrade interior electrical service	18 d.u.	\$4,530
	Replace/install electrical fittings, fixtures & wiring	18 d.u.	\$33,243

# Five-Year Action Plan

## Part II: Supporting Pages

### Physical Needs Work Statement(s)

### Capital Fund Program (CFP)

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

Work Statement for Year 1 FFY:2000	Work Statement for Year 4 FFY: 2003		
	Development Number/Name/General Description of Major Work Categories	Quantity	Estimated Cost
	Replace electric heaters	18 d.u.	\$5,216
	Lead-based paint abatement	18 d.u.	\$28,414
	Replace interior sewer/water lines and set plumbing fixtures	18 d.u.	\$36,000
	Replace sanitary sewer lines	18 d.u.	\$12,349
	Subtotal of Estimated Cost		

See	<u><b>TN 4-3</b> Harriet Tubman, Continued</u>		
	Replace clothesline poles & wire	18 d.u.	\$5,216
	Replace garbage cans	18 d.u.	\$720

# Five-Year Action Plan

## Part II: Supporting Pages Physical Needs Work Statement(s) Capital Fund Program (CFP)

U.S. Department of Housing  
and Urban Development  
OFFICE OF PUBLIC AND INDIAN HOUSING

Work Statement for Year 1 FFY:2000	Work Statement for Year 4 FFY: 2003		
	Development Number/Name/General Description of Major Work Categories	Quantity	Estimated Cost
<b>Annual Statement</b>	Replace water heaters	18 d.u.	\$2,700
	Landscaping	18 d.u.	\$2,700
	Sidewalks	3 bldgs	\$1,418
	Replace porch handrails	18 d.u.	\$2,390
	Install porch roofs	3 bldgs	\$14,325
	Replace ranges and refrigerators	18 d.u.	\$10,500

# Five-Year Action Plan

## Part II: Supporting Pages

### Physical Needs Work Statement(s)

### Capital Fund Program (CFP)

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

Work Statement for Year 1 FFY:2000	Work Statement for Year 4 FFY: 2003		
	Development Number/Name/General Description of Major Work Categories	Quantity	Estimated Cost

# Five-Year Action Plan

## Part II: Supporting Pages

### Physical Needs Work Statement(s)

### Capital Fund Program (CFP)

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

Work Statement for Year 1 FFY:2000	Work Statement for Year 4 FFY: 2003		
	Development Number/Name/General Description of Major Work Categories	Quantity	Estimated Cost
	Subtotal of Estimated Cost		\$416,162

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See Annual Statement	<u>TN 4-5 Maurice Poss Homes</u>			
		Repair/waterproof/clean ext. walls	6 bldgs.	\$10,788
		Replace/repair ext. doors & windows	36 d.u.	\$16,616
		Renovate bathrooms	36 d.u.	\$51,166
		Renovate kitchens	36 d.u.	\$32,102

# Five-Year Action Plan

## Part II: Supporting Pages

### Physical Needs Work Statement(s)

### Capital Fund Program (CFP)

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

Work Statement for Year 1 FFY:2000	Work Statement for Year 4 FFY: 2003		
	Development Number/Name/General Description of Major Work Categories	Quantity	Estimated Cost
	Install/replace interior doors & window accessories	36 d.u.	\$18,137
	Abate asbestos	36 d.u.	\$8,476
	Repair/install floors, ceilings, walls & trim	36 d.u.	\$45,950
	Paint interior	36 d.u.	\$22,390
	Pest control	36 d.u.	\$1,314
	Replace shelving & closet accessories	36 d.u.	\$7,857
	Upgrade interior electrical service	36 d.u.	\$30,373
	Replace/install electrical fittings, fixtures and	36 d.u.	\$41,222

# Five-Year Action Plan

## Part II: Supporting Pages

### Physical Needs Work Statement(s)

### Capital Fund Program (CFP)

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

Work Statement for Year 1 FFY:2000	Work Statement for Year 4 FFY: 2003		
	Development Number/Name/General Description of Major Work Categories	Quantity	Estimated Cost
	wiring		
	Lead-based paint abatement	36 d.u.	\$45,676
	Replace interior sewer/water lines and set plumbing fixtures	36 d.u.	\$55,584
	Replace sanitary sewer lines	36 d.u.	\$6,935
	Replace clothesline poles and wire	36 d.u.	\$3,257
	Replace garbage cans	36 d.u.	\$551
Subtotal of Estimated Cost			

# Five-Year Action Plan

## Part II: Supporting Pages

### Physical Needs Work Statement(s)

### Capital Fund Program (CFP)

U.S. Department of Housing  
and Urban Development  
OFFICE OF PUBLIC AND INDIAN HOUSING

Work Statement for Year 1 FFY:2000	Work Statement for Year 4 FFY: 2003		
	Development Number/Name/General Description of Major Work Categories	Quantity	Estimated Cost

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See Annual Statement	<b><u>TN 4-5 Maurice Poss Homes</u></b>		
	Replace water heaters	36 d.u.	\$2,409
	Landscaping	36 d.u.	\$719
	Fencing	36 d.u.	\$4,168
	Sidewalks	695 sy	\$5,214
	Replace ranges & refrigerators	36 d.u.	\$12,250
	Install siding	12000 sf	\$9,000
	Install porch roofs	6 bldgs	\$9,500

# Five-Year Action Plan

## Part II: Supporting Pages

### Physical Needs Work Statement(s)

### Capital Fund Program (CFP)

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

Work Statement for Year 1 FFY:2000	Work Statement for Year 4 FFY: 2003		
	Development Number/Name/General Description of Major Work Categories	Quantity	Estimated Cost

# Five-Year Action Plan

## Part II: Supporting Pages

### Physical Needs Work Statement(s)

### Capital Fund Program (CFP)

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

Work Statement for Year 1 FFY:2000	Work Statement for Year 4 FFY: 2003		
	Development Number/Name/General Description of Major Work Categories	Quantity	Estimated Cost
	Subtotal of Estimated Cost		\$441,650

See	<b><u>TN 4-8 Emma Wheeler Homes</u></b>		
	Repair roofs, add draft stops	11 bldgs	\$14,009
	Repair/waterproof/clean ext. walls	11 bldgs	\$16,810

# Five-Year Action Plan

## Part II: Supporting Pages Physical Needs Work Statement(s) Capital Fund Program (CFP)

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

Work Statement for Year 1 FFY:2000	Work Statement for Year 4 FFY: 2003		
	Development Number/Name/General Description of Major Work Categories	Quantity	Estimated Cost
<b>Annual Statement</b>	Replace/repair ext. doors & windows	22 d.u.	\$25,892
	Renovate bathrooms	22 d.u.	\$79,730
	Renovate kitchens	22 d.u.	\$50,024
	Install/replace interior doors & window accessories	22 d.u.	\$28,261
	Abate asbestos	22 d.u.	\$13,208
	Repair/install floors, ceilings, walls & trim	22 d.u.	\$71,603
	Paint interior	22 d.u.	\$34,890

# Five-Year Action Plan

## Part II: Supporting Pages

### Physical Needs Work Statement(s)

### Capital Fund Program (CFP)

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

Work Statement for Year 1 FFY:2000	Work Statement for Year 4 FFY: 2003		
	Development Number/Name/General Description of Major Work Categories	Quantity	Estimated Cost
	Pest control	22 d.u.	\$2,047
	Replace shelving & closet accessories	22 d.u.	\$12,244
	Upgrade interior electrical service	22 d.u.	\$47,330
	Replace/install electrical fittings, fixtures and wiring	22 d.u.	\$64,235
	Lead-based paint abatement	22 d.u.	\$71,175
	Replace interior sewer/water lines and set plumbing fixtures	22 d.u.	\$82,737
	Replace sanitary sewer lines	22 d.u.	\$10,807

# Five-Year Action Plan

## Part II: Supporting Pages

### Physical Needs Work Statement(s)

### Capital Fund Program (CFP)

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

Work Statement for Year 1 FFY:2000	Work Statement for Year 4 FFY: 2003		
	Development Number/Name/General Description of Major Work Categories	Quantity	Estimated Cost
	Replace underground water lines	22 d.u.	\$2,802
	Replace clothesline poles and wire	22 d.u.	\$5,075
	Subtotal of Estimated Cost		

<u>TN 4-8 Emma Wheeler Homes (Continued)</u>			
	Replace water heaters	22 d.u.	\$3,753
	Grading for storm drainage	11 bldgs	\$4,054
	Landscaping	11 bldgs	\$1,121
	Sidewalks	749 sy	\$11,241

# Five-Year Action Plan

## Part II: Supporting Pages

### Physical Needs Work Statement(s)

### Capital Fund Program (CFP)

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

Work Statement for Year 1 FFY:2000	Work Statement for Year 4 FFY: 2003		
	Development Number/Name/General Description of Major Work Categories	Quantity	Estimated Cost
	Replace ranges & refrigerators	22 d.u.	\$15,000
	Replace garbage cans	22 d.u.	\$859

# Five-Year Action Plan

## Part II: Supporting Pages

### Physical Needs Work Statement(s)

### Capital Fund Program (CFP)

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

Work Statement for Year 1 FFY:2000	Work Statement for Year 4 FFY: 2003		
	Development Number/Name/General Description of Major Work Categories	Quantity	Estimated Cost
	Subtotal of Estimated Cost		\$668,907

# Five-Year Action Plan

## Part II: Supporting Pages

### Physical Needs Work Statement(s)

### Capital Fund Program (CFP)

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

Work Statement for Year 1 FFY:2000	Work Statement for Year 4 FFY: 2003		
	Development Number/Name/General Description of Major Work Categories	Quantity	Estimated Cost

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See Annual Statement	<b><u>TN 4-1 College Hill</u></b>		
	Rehab recreation center	1 bldg	\$75,000
	Install HVAC in M/M shop & office		<u>\$35,000</u>
			<b>\$110,000</b>
	<b><u>TN 4-4 McCallie Homes</u></b>		
	Renovate vacant units to HUD Mod standards/codes - extra.maint./demo	34 bldgs	<b>\$1,005,700</b>
	<b><u>TN 4-7 Mary Walker Towers</u></b>		
	Stairwell doors		\$4,400

# Five-Year Action Plan

## Part II: Supporting Pages

### Physical Needs Work Statement(s)

### Capital Fund Program (CFP)

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

Work Statement for Year 1 FFY:2000	Work Statement for Year 4 FFY: 2003		
	Development Number/Name/General Description of Major Work Categories	Quantity	Estimated Cost
	Renovate bathrooms	100 d.u.	\$136,620
	Renovate kitchens	100 d.u.	\$62,740
	Install/replace interior doors & window accessories	100 d.u.	\$160,220
	Repair/install floors, ceilings, walls & trim	100 d.u.	\$211,560
	Install carpet	100 d.u.	\$50,000
	Paint interior	100 d.u.	\$203,880
	Pest control	100 d.u.	\$6,580

# Five-Year Action Plan

## Part II: Supporting Pages

### Physical Needs Work Statement(s)

### Capital Fund Program (CFP)

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

Work Statement for Year 1 FFY:2000	Work Statement for Year 4 FFY: 2003		
	Development Number/Name/General Description of Major Work Categories	Quantity	Estimated Cost
	Replace shelving & closet accessories	100 d.u.	\$30,040
	Replace/install electrical fittings, fixtures and wiring	100 d.u.	\$155,790
	Replace interior sewer/water lines and set plumbing fixtures	100 d.u.	<u>\$182,570</u>
	Subtotal of Estimated Cost		<b>\$1,204,400</b>
		Subtotal of Estimated Cost	<b>\$2,320,100</b>

	<b><u>TN 4-10 Boynton Terrace</u></b>		
	Replace interior sewer/water lines and set plumbing fixtures	75 d.u.	<b>\$600,000</b>

# Five-Year Action Plan

## Part II: Supporting Pages Physical Needs Work Statement(s) Capital Fund Program (CFP)

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

Work Statement for Year 1 FFY:2000	Work Statement for Year 4 FFY: 2003		
	Development Number/Name/General Description of Major Work Categories	Quantity	Estimated Cost
See  Annual  Statement	<u><b>TN 4-16 Steiner Apartments</b></u>		
	Tile bathroom floors	50 d.u.	\$25,000
	Repair termite damage	6 bldgs	<u>\$12,500</u>
			<b>\$37,500</b>
	<u><b>TN 4-19-3 Woodside Avenue</b></u>		
	Install storm doors	24 d.u.	<b>\$20,000</b>
	<u><b>TN 4-22 Gateway Tower</b></u>		

# Five-Year Action Plan

## Part II: Supporting Pages

### Physical Needs Work Statement(s)

### Capital Fund Program (CFP)

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

Work Statement for Year 1 FFY:2000	Work Statement for Year 4 FFY: 2003		
	Development Number/Name/General Description of Major Work Categories	Quantity	Estimated Cost
	Install electronic door opener	1	\$1,000
	Parking lot lighting	5	\$25,000
	Covered benches	4	\$2,000
	Landscaping	5000sf	<u>\$20,000</u>
			<b>\$48,000</b>

# Five-Year Action Plan

## Part II: Supporting Pages

### Physical Needs Work Statement(s)

### Capital Fund Program (CFP)

U.S. Department of Housing and Urban Development  
 OFFICE OF PUBLIC AND INDIAN HOUSING

Work Statement for Year 1 FFY:2000	Work Statement for Year 4 FFY: 2003		
	Development Number/Name/General Description of Major Work Categories	Quantity	Estimated Cost
	Subtotal of Estimated Cost		\$705,500

Using  
ent  
housing

OMB Approval No. 2577-0157 (exp. 7/31/98)

Work Statement for Year 5

FFY: 2004

Development Number/Name/General Description of Major Work Categories	Quantity	Estimated Cost
<del>TN 4-3 Harriet Tubman</del>		
Repair roofs, add draft stops & porch soffit, fascia	4 bldgs	\$24,732
Repair/waterproof/clean ext. walls	4 bldgs	\$4,036
Replace/repair ext. doors & windows	4 bldgs	\$90,569
Replace gutters, downspouts, splash blocks, attic access doors/vents	24 d.u.	\$10,125
Renovate bathrooms	24 d.u.	\$27,421
Renovate kitchens	24 d.u.	\$37,679
Install/replace interior doors & window	24 d.u.	\$38,550

Using  
ent  
housing

OMB Approval No. 2577-0157 (exp. 7/31/98)

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Work Statement for Year 5

FFY: 2004

Development Number/Name/General Description of Major Work Categories	Quantity	Estimated Cost
accessories		
Asbestos abatement	24 d.u.	\$12,019
Repair floors, walls ceilings and trim	24 d.u.	\$60,556
Paint interior	24 d.u.	\$38,318
Pest control	24 d.u.	\$2,153
Replace shelving & closet accessories	24 d.u.	\$16,469
Upgrade interior electrical service	24 d.u.	\$7,890
Replace/install electrical fittings, fixtures & wiring	24 d.u.	\$56,942

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OMB Approval No. 2577-0157 (exp. 7/31/98)

Work Statement for Year 5

FFY: 2004

Development Number/Name/General Description of Major Work Categories	Quantity	Estimated Cost
<del>Replace electric heaters</del>	24 d.u.	\$8,075
Lead-based paint abatement	24 d.u.	\$73,990
Replace interior sewer/water lines and set plumbing fixtures	24 d.u.	\$55,735
Replace sanitary sewer lines	24 d.u.	\$19,118
Subtotal of Estimated Cost		

form HUD-52834 (1/95)

ref Handbook 7485.3

**TN 4-3** Harriet Tubman, Continued

Replace clothesline poles & wire

24 d.u.

\$8,075

Replace garbage cans

24 d.u.

\$1,115

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OMB Approval No. 2577-0157 (exp. 7/31/98)

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Work Statement for Year 5

FFY: 2004

Development Number/Name/General Description of Major Work Categories	Quantity	Estimated Cost
Replace water heaters	24 d.u.	\$4,180
Landscaping	24 d.u.	\$4,180
Sidewalks	4 bldgs	\$2,194
Replace porch handrails	24 d.u.	\$3,701
Install porch roofs	4 bldgs.	\$22,178
Replace ranges and refrigerators	24 d.u.	\$13,400

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Work Statement for Year 5  
FFY: 2004

Development Number/Name/General Description of Major Work Categories	Quantity	Estimated Cost

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OMB Approval No. 2577-0157 (exp. 7/31/98)

Work Statement for Year 5

FFY: 2004

Development Number/Name/General Description of Major Work Categories	Quantity	Estimated Cost
Subtotal of Estimated Cost		<b>\$643,400</b>

form HUD-52834 (1/95)  
ref Handbook 7485.3

**TN 4-5** Maurice Poss Homes

Construct mail room

**\$35,000**

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OMB Approval No. 2577-0157 (exp. 7/31/98)

Work Statement for Year 5  
FFY: 2004

Development Number/Name/General Description of Major Work Categories	Quantity	Estimated Cost

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OMB Approval No. 2577-0157 (exp. 7/31/98)

Work Statement for Year 5

FFY: 2004

Development Number/Name/General Description of Major Work Categories	Quantity	Estimated Cost
Subtotal of Estimated Cost		\$35,000

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OMB Approval No. 2577-0157 (exp. 7/31/98)

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Work Statement for Year 5

FFY: 2004

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Development Number/Name/General Description of Major Work Categories	Quantity	Estimated Cost
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ref Handbook 7485.3

**TN 4-5 Maurice Poss Homes**

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OMB Approval No. 2577-0157 (exp. 7/31/98)

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Work Statement for Year 5

FFY: 2004

Development Number/Name/General Description of Major Work Categories	Quantity	Estimated Cost

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OMB Approval No. 2577-0157 (exp. 7/31/98)

Work Statement for Year 5  
FFY: 2004

Development Number/Name/General Description of Major Work Categories	Quantity	Estimated Cost
Subtotal of Estimated Cost		

form HUD-52834 (1/95)  
ref Handbook 7485.3

**TN 4-8 Emma Wheeler Homes**

Repair roofs, add draft stops	11 bldgs	\$14,009
Repair/waterproof/clean ext. walls	11 bldgs	\$16,810

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OMB Approval No. 2577-0157 (exp. 7/31/98)

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Work Statement for Year 5

FFY: 2004

Development Number/Name/General Description of Major Work Categories	Quantity	Estimated Cost
Replace/repair ext. doors & windows	22 d.u.	\$25,892
Renovate bathrooms	22 d.u.	\$79,730
Renovate kitchens	22 d.u.	\$50,024
Install/replace interior doors & window accessories	22 d.u.	\$28,261
Abate asbestos	22 d.u.	\$13,208
Repair/install floors, ceilings, walls & trim	22 d.u.	\$71,603
Paint interior	22 d.u.	\$34,890

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OMB Approval No. 2577-0157 (exp. 7/31/98)

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Work Statement for Year 5

FFY: 2004

Development Number/Name/General Description of Major Work Categories	Quantity	Estimated Cost
<del>Pest control</del>	22 d.u.	<del>\$2,047</del>
Replace shelving & closet accessories	22 d.u.	\$12,244
Upgrade interior electrical service	22 d.u.	\$47,330
Replace/install electrical fittings, fixtures and wiring	22 d.u.	\$64,235
Lead-based paint abatement	22 d.u.	\$71,175
Replace interior sewer/water lines and set plumbing fixtures	22 d.u.	\$82,737
Replace sanitary sewer lines	22 d.u.	\$10,807

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OMB Approval No. 2577-0157 (exp. 7/31/98)

Work Statement for Year 5  
FFY: 2004

Development Number/Name/General Description of Major Work Categories	Quantity	Estimated Cost
Replace underground water lines	22 d.u.	\$2,802
Replace clothesline poles and wire	22 d.u.	\$5,075
Subtotal of Estimated Cost		

form HUD-52834 (1/95)  
ref Handbook 7485.3

**TN 4-8 Emma Wheeler Homes (Continued)**

Replace water heaters	22 d.u.	\$3,753
Grading for storm drainage	11 bldgs	\$4,054
Landscaping	11 bldgs	\$1,121
Sidewalks	749 sy	\$11,241

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OMB Approval No. 2577-0157 (exp. 7/31/98)

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Work Statement for Year 5

FFY: 2004

Development Number/Name/General Description of Major Work Categories	Quantity	Estimated Cost
<del>Replace ranges &amp; refrigerators</del>	22 d.u.	\$15,000
Replace garbage cans	22 d.u.	\$859

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Work Statement for Year 5

FFY: 2004

Development Number/Name/General Description of Major Work Categories	Quantity	Estimated Cost
Subtotal of Estimated Cost		\$668,907

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Work Statement for Year 5

FFY: 2004

Development Number/Name/General Description of Major Work Categories	Quantity	Estimated Cost
<b><u>TN 4-1 College Hill</u></b>		ref Handbook 7485.3
Replace electric heaters	497 d.u.	<b>\$300,000</b>
<b><u>TN 4-4 McCallie Homes</u></b>		
Renovate vacant units to HUD Mod standards/codes - extra.maint./demo	11 bldgs	<b>\$322,560</b>
<b><u>TN 4-7 Mary Walker Towers</u></b>		
Repair exterior walls	bldg	\$50,000

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OMB Approval No. 2577-0157 (exp. 7/31/98)

Work Statement for Year 5

FFY: 2004

Development Number/Name/General Description of Major Work Categories	Quantity	Estimated Cost
Convert to handicap accessibility	10 d.u.	\$200,000
Positive air ventilation system	bldg	\$130,000
Convert to handicap accessibility	10 d.u.	\$200,000
Stairwell doors	bldg	\$4,400
Install sprinkler system	bldg	\$100,000
Replace exterior wall/window sections	100 d.u.	<u>\$150,000</u>
<b><u>TN 4-10 Boynton Terrace</u></b>		<b>\$834,400</b>

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Work Statement for Year 5

FFY: 2004

Development Number/Name/General Description of Major Work Categories	Quantity	Estimated Cost
Replace interior sewer/water lines and set plumbing fixtures	125 d.u.	<b>\$1,000,000</b>

Subtotal of Estimated Cost

**\$2,156,960**

form **HUD-52834** (1/95)

ref Handbook 7485.3

**TN 4-22 Gateway Towers**

Renovate bathrooms

20 d.u.

**\$27,325**

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OMB Approval No. 2577-0157 (exp. 7/31/98)

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Work Statement for Year 5

FFY: 2004

Development Number/Name/General Description of Major Work Categories	Quantity	Estimated Cost
<del>Renovate kitchens</del>	20 d.u.	<del>\$12,548</del>
Install/replace interior doors & window accessories	20 d.u.	\$32,044
Repair/install floors, ceilings, walls & trim	20 d.u.	\$42,313
Install carpet	20 d.u.	\$10,000
Paint interior	20 d.u.	\$40,775
Pest control	20 d.u.	\$1,316
Replace shelving & closet accessories	20 d.u.	\$6,007
Replace/install electrical fittings, fixtures and	20 d.u.	\$31,158

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OMB Approval No. 2577-0157 (exp. 7/31/98)

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Work Statement for Year 5

FFY: 2004

Development Number/Name/General Description of Major Work Categories	Quantity	Estimated Cost
wiring		
Replace interior sewer/water lines and set plumbing fixtures	20 d.u.	\$36,514
Reconfigure efficiencies to 1br apartments/ public area	18 d.u.	\$216,000

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OMB Approval No. 2577-0157 (exp. 7/31/98)

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Work Statement for Year 5

FFY: 2004

Development Number/Name/General Description of Major Work Categories	Quantity	Estimated Cost
Subtotal of Estimated Cost		\$456,000

form HUD-52834 (1/95)

ref Handbook 7485.3

**Five-Year Action Plan**  
**Part III: Supporting Pages**  
**Management Needs Work Statement(s)**  
**Capital Fund Program (CFP)**

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

OMB Approval No. 2577-0157 (exp. 7/31/98)

Work Statement for Year 1 FFY:2000	Work Statement for Year 2 FFY: 2001			Work Statement for Year 3 FFY: 2002			
	Development Number/Name/General Description of Major Work Categories	Quantity	Estimated Cost	Development Number/Name/General Description of Major Work Categories	Quantity	Estimated Cost	
<b>See Annual Statement</b>	Manager of Resident Services	1	\$41,168	Manager of Resident Services	1	\$41,168	
	Support Services Technician	1	\$17,995	Support Services Technician	1	\$17,995	
	FSS Case Worker	1	\$25,662	FSS Case Worker	1	\$25,662	
	Elderly Services Specialist	1	\$27,300	Elderly Services Specialist	1	\$27,300	
	Resident Employee Trainees	32	\$368,744	Resident Employee Trainees	32	\$368,744	
	Manager of Development	1	\$60,147	Manager of Development	1	\$60,147	
	Administrative Assistant	1	\$26,208	Administrative Assistant	1	\$26,208	
	Maintain Marketing Program	1 yr.	\$25,000	Maintain Marketing Program	1 yr.	\$25,000	
	Management Development/Training	as needed	\$65,000	Management Development/Training	as needed	\$65,000	
	Satelite Training Annual Fee	N/A	\$6,000	Satelite Training Annual Fee	N/A	\$6,000	
	Provide Security in High Rises	3 sites	\$371,000	Provide Security in High Rises	3 sites	\$371,000	
	Upgrade Computer Software	as needed	\$5,000	Upgrade Computer Software	as needed	\$5,000	
	Maintenance Training Program	6 classes/yr 15 emp/class	\$30,000	Maintenance Training Program	6 classes/yr 15 emp/class	\$30,000	
Subtotal of Estimated Cost			\$1,069,224	Subtotal of Estimated Cost			\$1,069,224

**Five-Year Action Plan**  
**Part III: Supporting Pages**  
**Management Needs Work Statement(s)**  
**Capital Fund Program (CFP)**

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

OMB Approval No. 2577-0157 (exp. 7/31/98)

Work Statement for Year 1 FFY:2000	Work Statement for Year 4 FFY: 2003			Work Statement for Year 5 FFY: 2004			
	Development Number/Name/General Description of Major Work Catagories	Quantity	Estimated Cost	Development Number/Name/General Description of Major Work Catagories	Quantity	Estimated Cost	
<b>See Annual Statement</b>	Manager of Resident Services	1	\$41,168	Manager of Resident Services	1	\$41,168	
	Support Services Technician	1	\$17,995	Support Services Technician	1	\$17,995	
	FSS Case Worker	1	\$25,662	FSS Case Worker	1	\$25,662	
	Elderly Services Specialist	1	\$27,300	Elderly Services Specialist	1	\$27,300	
	Resident Employee Trainees	32	\$368,744	Resident Employee Trainees	32	\$368,744	
	Manager of Development	1	\$60,147	Manager of Development	1	\$60,147	
	Administrative Assistant	1	\$26,208	Administrative Assistant	1	\$26,208	
	Maintain Marketing Program	1 yr.	\$25,000	Maintain Marketing Program	1 yr.	\$25,000	
	Management Development/Training	as needed	\$65,000	Management Development/Training	as needed	\$65,000	
	Satelite Training Annual Fee	N/A	\$6,000	Satelite Training Annual Fee	N/A	\$6,000	
	Provide Security in High Rises	3 sites	\$371,000	Provide Security in High Rises	3 sites	\$371,000	
	Upgrade Computer Software	as needed	\$5,000	Upgrade Computer Software	as needed	\$5,000	
	Maintenance Training Program	6 classes/yr 15 emp/class	\$30,000	Maintenance Training Program	6 classes/yr 15 emp/class	\$30,000	
Subtotal of Estimated Cost			\$1,069,224	Subtotal of Estimated Cost			\$1,069,224

MINUTES OF MEETING OF  
CHATTANOOGA HOUSING AUTHORITY (CHA)  
RESIDENT ADVISORY BOARD FOR  
THE COMPREHENSIVE AGENCY PLAN  
July 22, 1999 – 2:00 p.m.

Present: Michael Kucharzak, CHA Executive Director  
Wayland McKinney, McKinney Properties (Section 8 landlord)  
Betty Robinson, Mary Walker Towers  
Sheila Jennings, College Hill Courts  
Ann Wadley, President Citywide Resident Association & CHA Commissioner  
Michael Pierce, Section 8 resident  
Bernie Miller, CHA Commissioner  
Bobby Hensley, CHA Chief Financial Officer  
Mark Rudisill, CHA Manager of Development  
H. L. Brantley, CHA Manager of Housing Operations  
Doug Wrinn, CHA Manager of Maintenance  
Gary Kelley, CHA Manager of Resident Services  
Andrew Lawrence, CHA Manager of Human Resources  
Emily McDonald, *Times-Free Press*  
LaVerne Neal, CHA Administrative Assistant

Mr. Kucharzak opened the meeting by introducing all those present. Members of the Resident Advisory Board were given copies of the proposed Agency Plan. He then briefly reviewed the history of CHA and its two-fold mission – to provide housing for low-income people and to serve as the redevelopment agency for the City of Chattanooga. He explained that these redevelopment activities included acquisition of property, relocation of residents and/or the business facility, and then turning the property over to the City or other entities for development. The Authority has not actually built any additional housing since the 70's and 80's and has fulfilled its appointed role in providing housing for low income families through public housing and Section 8, with all funding coming from HUD.

Continuing, Mr. Kucharzak stated this role is now changing. He explained that CHA presently has approximately 3700 units of public housing and 1400 Section 8 units. These units are 95% leased up and we presently have 1500 on the Section 8 waiting list. The Federal government now wants to transfer the responsibility for housing from the Federal level to the local level, so we are challenged to find or create additional housing at a time when HUD is reducing our level of funding. As CHA evolves into an agency fulfilling new and different roles, we need this committee to guide us in determining who we are to become. He explained that the Housing Authority was created under state law and is governed by a seven-member Board of Commissioners. Each board member is appointed by the Mayor for five-year terms and serves without compensation. He stated that this Resident Advisory Board will serve as advisors to the Board of Commissioners in developing a comprehensive five-year

agency plan to meet the requirements of the new Quality Housing and Work Responsibility Act of 1998.

Mr. Kucharzak then explained that CHA presently receives approximately \$5,000,000 annually from rents paid by residents. We then receive an operating subsidy from the Federal government (HUD) based on the number of units in service. In 1999, we were entitled to funding of \$8.1 million but received 7.5 percent less. Next year, we estimate we are entitled to \$8.3 million, but anticipate a reduction of between 20 and 30 percent. So we must look at creative ways of developing housing, through partnerships with the City, County, State, foundations, CNE, etc.

Mr. Kucharzak stated the need to have our new Agency Plan finalized and out for public comment by July 31. We will provide copies to our housing sites, and place copies in the Chattanooga Public Library. After a 45-day public comment period, this committee and the Board must address any suggestions and/or comments. The plan is due to HUD in September after the Board of Commissioners has approved it. So there's a lot of work to be done. He then advised that this group would meet again next Tuesday, July 27, at 9:00 a.m. and encouraged everyone to read through the plan and be prepared to discuss it at the next meeting.

Mark Rudisill then briefly reviewed the major sections of the plan. He explained that CHA developed a Strategic Plan in 1994 outlining various goals to be achieved. Most of these were accomplished and the plan served us well. However, it is now obsolete and we must come up with a new one. He then reviewed the new mission statement, pointing out the four important components – (1) community based; (2) opening doors-to housing and opportunity (3) community partnerships and (4) customer satisfaction. To accomplish the new mission, we outlined four major goals or areas to be addressed: (1) Social, (2) Partnerships, (3) Economic and (4) Marketability/Physical. Continuing, Mr. Rudisill explained that in developing the plan, CHA has relied heavily on information available to us at this point in time:

- (1) the City's census data and consolidated plan for providing housing throughout the City;
- (2) the size of our waiting list – it is twice what it was five years ago
- (3) occupancy rates – the supply of available housing is getting tighter in the market
- (4) an updated housing needs assessment prepared by the Metropolitan Council for Community Services, Inc.

The plan will also be impacted as we address density problems, the demolition of 569 units at McCallie Homes, and distressed, structurally damaged units at various other sites that are beyond repair.

Continuing, Mr. Rudisill stated that all of this adds up to an increased need for housing. We have 30,000-35,000 low-income families in Chattanooga, and probably 15,000 in the homeownership market who are paying more than they can afford. We have a shortage of 2-3 bedrooms, as well as 1-bedroom units, due in large part to the change in the law allowing singles to move into public housing. We will require some reconfiguration of our elderly high-rises as we address marketability and handicap accessibility. At the present time, we have an ample supply of elderly units, but the Metropolitan Council study says an aging population is coming and we need to increase the number of units available for the elderly. Then we have special needs – the homeless, mentally challenged, and those who need assisted living. We are looking at developing partnerships with people like Alexian Brothers to serve this need. We will look at applying for additional funding for more Section 8 units, more handicap units, individual home ownership, etc. We just turned over 5-1/2 acres on Southern Street to the City to develop affordable housing, possibly a rent-to-own situation.

Mr. McKinney asked what is going to happen if the economy takes a nose-dive. Mr. Kucharzak responded that if it does, CHA is recession proof. The more difficult times are, the more people need our services. Mr. McKinney stated that there is a lot of vacant land in Chattanooga that could be utilized as Section 8 or rent-to-own housing, but there are no incentives to encourage investors to develop it. In most cases, the prevailing rents in the area do not allow the builder to charge sufficient rent to make it worthwhile to build Section 8 housing. Also, he added, many times people want to stay in their present community, close to family, friends, and church and aren't really interested in moving to a new area. Mr. Kucharzak responded that unfortunately, HUD establishes the median rent and the reality of the local situation may or may not be at the median. He advised that Skip Miller, Manager of Section 8, will be back from vacation next week and can answer specific questions concerning how these rents are determined.

Mr. McKinney then asked who were the nonprofits that might be able to build the additional housing needed. Mr. Kucharzak replied that we don't have complete HUD guidelines yet, but as we develop this plan, the number of people involved will increase. Obviously, we will come up with a definition of need that is far greater than our present ability to provide, so we will seek partnerships with the City, CNE, the private sector, perhaps non-profit foundations, etc.

Mr. Kucharzak then asked for everyone to review the Agency Plan carefully and if they think we have missed some goals or strategies, point this out at the next meeting. He also advised that we hope to have the Metropolitan Council's study available for next week's meeting. Continuing, he stated he wanted the committee to become comfortable with the goals, needs, and financial resources and pointed out that we have not addressed the idea of City grants, bonds, etc. He explained that CHA does not get money directly from the City or the State. As part of the City's Community Development Block Grant (CDBG) last year, we received \$66,000 to be used in the Jobs Plus program, but that's all the money we received. Ms. Wadley commented that the Plan used the

term “empower” and she thought this should be changed to “assist” because we can’t really empower anyone to do anything.

Mr. McKinney asked what sort of relationship/interface we have with CNE. Mr. Kucharzak responded that CNE’s focus is on first time homeowners, while our focus is on renters. He added that although CNE personnel has been involved in various meetings held in connection with our HOPE VI grant application for McCallie Homes, we do not have a formal partnership with them at this time. He pointed out that HUD is encouraging us to effect mixed income communities, which means our role will be changing. Mr. McKinney observed that when you move people out of the City to the suburbs, you lose core services that are especially vital to low income individuals (schools, hospitals, public transit, etc.). Mr. Kucharzak agreed and added that in the past, CHA had done an excellent job of serving those in greatest need for housing, but the greater portion of those served today are young single women with children, so our demographics have changed over the years. HUD is now allowing us to take public housing and convert it to Section 8 housing.

Mr. McKinney observed that both CHA and CNE are doing great work, but it seems they are pulling in opposite directions. He suggested they should both be moving toward the same goal. Mr. Kucharzak replied that during the 45-day period of review of this Agency Plan, the committee may bring other people to the table to gather as much information as possible, and certainly CNE would be welcome. Commissioner Miller commented that even though we may welcome input from the greater community, including CNE, CHA’s mission should not mirror that of anyone else but must be unique to our new role and new goals. We need to decide what part of the market we need and then concentrate on that.

Mr. Kucharzak observed that last year when we were involved in the HOPE VI application, we had 650 rental units that we planned to demolish, but HUD wanted us to replace these with affordable housing for homeownership. Not everyone wants homeownership and if we demolish available rental housing, what do we provide in place of it? Mr. McKinney commented that dense housing is an experiment that failed. He said private builders need some tax breaks or incentives before they’ll make additional housing available.

There was no further discussion and copies of the State Housing Law were distributed to the committee. Everyone was again encouraged to review the proposed plan in depth and reminded of next Tuesday’s meeting at 9:00 a.m. in the CHA Central Office Board of Commissioners Room.

There being nothing further, the meeting was adjourned.

Minutes – Resident Advisory Board  
Comprehensive Agency Plan  
October 18, 1999  
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LaVerne Neal, Recorder

MINUTES OF MEETING OF  
CHATTANOOGA HOUSING AUTHORITY (CHA)  
RESIDENT ADVISORY BOARD FOR  
THE COMPREHENSIVE AGENCY PLAN  
July 27, 1999 – 9:00 a.m.

Present: Michael Kucharzak, CHA Executive Director  
Wayland McKinney, McKinney Properties (Section 8 landlord)  
Betty Robinson, Mary Walker Towers  
Sheila Jennings, College Hill Courts  
Bernie Miller, CHA Commissioner  
Bobby Hensley, CHA Chief Financial Officer  
Mark Rudisill, CHA Manager of Development  
H. L. Brantley, CHA Manager of Housing Operations  
Doug Wrinn, CHA Manager of Maintenance  
Felix Miller, CHA Manager of Section 8  
Al Coker, CHA Manager of Security  
John Paqué, CHA Manager of Modernization  
Gary Kelley, CHA Manager of Resident Services  
Andrew Lawrence, CHA Manager of Human Resources  
Emily McDonald, *Times-Free Press*  
LaVerne Neal, CHA Administrative Assistant

Commissioner Miller opened the meeting with comments on his review of the proposed Agency Plan. He stated that he had reviewed it in depth and felt that it was a well thought out plan and the objectives were most appropriate. He reminded that at the last meeting, Ms. Wadley voiced objection to the use of the word “enabled” in Goal 4. Mark Rudisill said this would be corrected in the revised plan. Commissioner Miller stated he agreed that a change in the name of the agency is warranted to correct the negative connotation of Chattanooga Housing Authority due to things that have happened in the past. As we go into the year 2000, we need a new name that will reflect our new goals and more clearly state to the community just what we are about.

Mr. Kucharzak commended the CHA staff on the fine job they did in establishing CHA’s new mission and goals and added that these clearly reflected the wishes of the Board. Renaming the agency will require some careful consideration and we are not the first to do so. Knoxville renamed themselves the Knoxville Community Development Corporation and Nashville selected the name Metropolitan Development & Housing Agency. Commissioner Miller suggested some sort of contest, involving the residents, to come up with a new name. Mr. Kucharzak agreed this would be a good idea and added

that we also need to rename many of our developments to better reflect their availability, affordability, and attractiveness.

Mr. McKinney said he had reviewed the proposed Agency Plan and felt it was a good one. He called attention to the portion dealing with rent determination and said he did not feel child support should be included as income, for even though court ordered, it is many times never actually received. He added that he has one Section 8 tenant who had to include this in her income, but never received the child support and it just seemed unfair to insist they include “potential” income that never materializes. Felix Miller says HUD’s regulations do not list child support as something to be excluded from income calculation and that the IRS does tax it as income, so we have no alternative but to include it. Mr. Kucharzak said that we could do some further investigation to be certain that the IRS taxes the income and see if there is anyway we could exclude it from income. Mr. Miller suggested that on a case-by-case basis when people apply for housing, perhaps we could make some adjustment and be more flexible if the individual is not actually receiving the money. Mr. Brantley said CHA's procedure is to get third party verification from the court that the money is being paid but said he would check into how we might be able to make exceptions. Mr. Kucharzak said this was a good point and we will look into this further to see if there is a better way to handle the issue.

Mr. Kucharzak then mentioned that one area of concern is that all goals must be quantifiable. The assessment made by the Metropolitan Council for Community Services recommends that we establish a committee similar to this one to look at the overall housing available in the Chattanooga area. The report also states that one of the greatest needs is to effect a tighter cooperative effort with other entities, such as CNE, CDC, etc. We have a Homeless Coalition, but no Housing Coalition. CHA must take the lead in getting others to work with us in a coalition for housing to address total housing needs for Chattanooga. Continuing, he stated that we must take advantage of various funding opportunities to provide additional units, but we need to target specific numbers, i.e., number of new elderly units, family units, assisted living, Section 8, etc. We also have to find a way to come up with incentives to make it worthwhile for those in the private sector to provide affordable housing, whether Section 8 or whatever. Mr. McKinney commented that all entities, whether public or private, have certain levels of funding and it would seem that if one runs out of money and another still has money, then they could work together to share responsibility and perhaps shift projects from one to the other to get it finished.

Mark Rudisill called attention to his statement at the last meeting that there were approximately 35,000 people in the Chattanooga area that are considered low income and in a position to need affordable housing. The Metropolitan Council report states that there are 25,000 in the County and 17,000 in the City who qualify for some combination of affordable housing. Mr. Kucharzak stated that at the moment, CHA has underutilized elderly housing stock, in spite of the fact that we have done considerable advertising. The efficiency units are hard to rent, as most people would rather just wait for the availability of a one-bedroom unit. He suggested that the Housing Operations monthly report on

occupancy be handed out at the next committee meeting to help everyone understand what units rent best. Continuing, he added that the Metropolitan Council suggests we do away with the efficiencies, deal with the absence of amenities, and renovate the facility to improve our share of the elderly market. Further, they strongly suggest we pay special attention to the aging population of the area and plan for it. Also, we need to consider that the

number of people needing assisted housing will be increasing. We don't have any of this now. This leaves the low-income elderly only one alternative – to go into a nursing home and let Medicaid pay for it. At our high-rises, we have additional land available where we could construct some assisted living facilities and meet this growing need.

Commissioner Miller advised that in a meeting with (state) Senator Fowler about a year ago, the senator was concerned about his mother who could not live alone. He was quite frustrated by just what Mr. Kucharzak has outlined. He began work on a bill that would allow the elderly to do whatever they needed with their TennCare funds and not just opt for the Hamilton County Nursing Home. He was working on a voucher or something that could be used in such situations to allow the person to fund assisted living elsewhere or perhaps senior day care. Mr. Kucharzak said this is what Alexian Brothers is doing – they have day care facilities that offer the elderly food, activities, bathing, laundry, etc. during the day, and then the people are returned to their homes in the evening. This is a benefit not only to the elderly person, but to the child who may be 60 years old and having to care for the elderly parent. This is a gap that CHA definitely needs to look at. Continuing, Mr. Kucharzak suggested that this committee needs to get to know everything possible about housing availability in Chattanooga. He shared the fact that he has a family member who is having to go to supportive living. If you need Meals-on-Wheels and your particular facility won't allow food to be brought in, then this is additional problem many elderly must face.

Commissioner Miller asked if we were positioned yet to partner with Alexian Brothers in meeting these type needs. Mark Rudisill responded that Alexian Brothers is a non-profit religious service company dealing primarily with Alzheimer's patients. However, they are committed to reaching those in greatest need and are looking at working with CHA in bringing services to our elderly developments and we will keep you posted on our progress in this area.

Mr. Kucharzak asked if anyone had questions about other sections of the Agency Plan. Ms. Robinson said she had questions concerning Senior Neighbors, page 29. Gary Kelley explained that this part of the plan deals with community services. We are required to list in the Plan those services we have available, and the services listed for Senior Neighbors are based on monthly activity reports received from them. Ms. Robinson said she questions that 300 residents participate on a monthly basis. She stated she used to work under that program and they have a sign-in program at Mary Walker Towers indicating no more than 15 residents participate in the Senior Neighbors nutrition program. Continuing,

she said Senior Neighbors is funded through United Way and also receives additional contributions privately. She expressed her objection that they receive funding based on an inflated number of participants.

Mr. Kucharzak explained that we have a contract with Senior Neighbors to provide services to our residents. They presently provide noon meals, recreation, and other activities. He stated some of the residents are concerned that the meals are not very attractive or appetizing. Also, Senior Neighbors staff at Boynton Terrace are there only during the normal work hours on

weekdays. There is no service on weekends or holidays and the center is locked up. We need to see how we can keep the facility open for the residents during these times. Commissioner Miller asked if there were other volunteer agencies that could cover the facility on weekends and holidays, since this is usually one of the most difficult periods for anyone living alone. Perhaps we could partner with churches or other agencies. Mr. Rudisill said volunteers would need some Red Cross type training in the event something happened that needed immediate medical attention. Ms. Robinson said that she has hospital training and at Mary Walker, the residents have taken over on weekends and holidays, and provide both meals and recreation with no donations requested. She said this had caused conflict with the Senior Neighbors Director, but she feels their request for donations for meals, or ice cream, or whatever should not be necessary since they are already funded through United Way. Mr. Kucharzak responded that the contract with Senior Neighbors has expired and that he has requested Ms. Robinson and Ms. Bonner work together to see what is available at other sites. The level and services vary and once we have some specifics, then we can address them. He reiterated that CHA owns the facilities and they are there for the residents. The change in architecture has facilitated better use by residents at Mary Walker, although the kitchen is still an area of concern and needs some rules worked out for use.

Commissioner Miller asked if Boynton Terrace had more services than Mary Walker Towers. Ms. Robinson said there wasn't much Senior Neighbors participation at Mary Walker, except for transportation to buy groceries, and since CHA has two Resident Initiatives vans, they don't really have to depend on Senior Neighbors to provide this service. She added that she had the names of a couple of people now (ministers, individuals) who were interested in coming in and developing programs on a volunteer basis, but we have a conflict with Senior Neighbors. Mr. Kucharzak said he would bring this up with Councilman Taylor and see what could be worked out.

Mr. Kucharzak suggested the committee return to the review of other areas of the Plan. He pointed out that we obviously have to have a five-year plan for physical needs, which has already been prepared by the Modernization Department and copies will be available at the next meeting. He then asked Mark Rudisill to review the demolition/disposition item. Mr. Rudisill advised that he reviewed this matter with

the McCallie Homes Resident Association last evening. He explained that CHA recently hired a construction engineer to look at the structural and environmental issues at McCallie Homes, especially cracks and settling. In February, based on their report, CHA filed an application to demolish eight buildings at McCallie. One of these had burned in September of 1998 and the other seven had serious structural problems. We have received HUD's verbal approval to go ahead with this demolition and are just waiting on the official letter of authorization. Continuing, Mr. Rudisill stated that in a recent meeting with site maintenance, new housing management, and resident council president, Mrs. Elizabeth Dixon, he was told of other buildings that needed demolition. So he came up with a list of the next nine worst buildings with the largest number of vacancies. Our engineer advised that he found 6-feet of fill, which was not good material and was improperly placed, so the buildings have done a lot

of settling over the years. There are only two buildings on this landfill that have not started to sink yet, so we are proposing another application for demolition. We only have a small number of families in these buildings, we are graded by HUD on our occupancy, so demolition makes sense in light of their structural damage.

Continuing, Mr. Rudisill advised that we have also looked at the three other buildings where we have the highest vacancies and intend to board these up so our maintenance efforts can be concentrated on occupied units. Overall, he confirmed that the McCallie Homes residents have faced the reality that the site has obsolete, structurally unsound facilities, that the development is way too dense and that something needs to be changed. Commissioner Miller asked how many more buildings will we take off line at McCallie and how this will affect our funding subsidy from HUD. Mr. Rudisill responded that we have 160 vacancies at McCallie now and we realize the Board is very sensitive to taking units off line. However, he added that the Board had approved an Interim Plan for proposed demolition of McCallie Homes. We are pursuing HOPE VI, but if we don't get it, then the demolition will still take place but it will take several years to accomplish. He then commented that the three buildings where we have the largest vacancies only allow visibility from one side. Once the demolition is complete, there will be a greater open space for the children to play, providing more visibility and a safer environment. Further, one of the greatest concerns of the residents when considering demolition was what would replace the units torn down. Once we have this open space available, we could probably put in a new building which would demonstrate our commitment to replacing the housing, and hopefully provide elderly housing and a Day Care Center. There are elderly at McCallie Homes who do not want to leave the area because of church affiliation, families, etc. and this could help meet their needs.

Mr. McKinney said it should be no problem putting a structure back on the site by providing adequate footings. They do it all the time in Florida on the shoreline of the beaches, so it could be done at McCallie. Mr. Rudisill said that only 50 families will be displaced by the first phase of demolition. About half opted for Section 8 and only two elderly residents remained at McCallie Homes. Mr. McKinney observed that it was his experience that when someone went from public housing to Section

8, they had to completely vacate public housing and pay any rents or fees due before they could get into Section 8. This leaves a gap where they are pretty much out on the street with nowhere to live. Mr. Rudisill said he did not believe this would apply in the case of residents displaced by demolition. Felix Miller, Manager of Section 8, said it is true that the public housing unit must be released and all debts paid before they can go into Section 8, and confirmed that this did apply to relocations. However, he stated that once the resident is ready to move, he can backdate the Section 8 contract and in essence, the resident is not really out on the street. Mr. McKinney said that sounded fine, but what happens if there's a snag or something goes wrong with the vacating process? He said from his experience as a landlord, it was usually the landlord who stuck his neck out and took the risk of renting to someone moving out of public housing, since their contract with Section 8 can't be executed until the resident has already relocated. Further, he added, professional managers who handle

such matters for the Section 8 landlord must look at this from a different aspect, and often have too many others wanting the unit to risk accepting someone from public housing and then not being able to execute a Section 8 contract. Mr. Rudisill said this was an area the new Community Builder would address. With relocating existing residents, we can pull up their files and look at the rents/fees due, then the Community Builder can assist in negotiating the payment or resolution of these, perhaps by helping arrange for some kind of funding to handle these expenses. We certainly don't want adverse publicity associated with these relocations and the Community Builder will be charged with the responsibility for making this a smooth transition.

Concluding, Mr. Rudisill said we hoped to get the second demolition application to HUD in August and it will take them three months to review the request. Then we have to give 90 days notice to the residents to vacate. This gives us time to work out the details for relocation. Also, he advised, CHA will pay the residents a relocation allowance of \$600.00 - \$700.00. In the past, many of them have applied for the money, then had friends move them, which gave them a little nest egg or money to pay any rents/fees due. Mr. McKinney said he could believe this, as he had personally moved people to Section 8, so the actual move doesn't sound like a problem.

Mr. Kucharzak asked Mr. Rudisill to share with the committee the situation at Poss Homes. Mr. Rudisill explained that we also asked the engineer to check out a couple of buildings at Poss Homes and found that they have problems comparable to those of McCallie Homes. Because Poss Homes was constructed over a landfill, the engineer suggested a more extensive study, which we plan to do. Meanwhile, the two buildings involved are pretty much vacated and we anticipate demolishing them as identified in the Interim Plan. Mr. Kucharzak advised that this additional engineering study would cost about \$25,000. It appears everyone is pretty comfortable about the demolition at McCallie Homes, so now we want to find out the same kind of information about Poss Homes. Commissioner Miller pointed out that these are additional units we are taking off line and out of CHA inventory and asked if there was additional housing available elsewhere to take care of these people. Mr. Rudisill responded that if

we do only a few units at a time, we can probably handle it. We don't want to get too narrowly focused, but we need to look at what we will do overall to replace the housing.

Mr. McKinney stated there is plenty of investment capital out there in the private sector, but the problem is our rent subsidy is too low to encourage investment in housing. We need to look at subsidy based on the location, age, quality, and amenities of the housing. He acknowledged that it was difficult to rewrite HUD rules, but this issue needed to be addressed if we are ever to get the private sector to invest in more housing. Mr. Kucharzak admitted that under the Section 8 program, most units are priced on size, regardless of where they are located or how nice they are.

He added that one of the things the new Housing Act allows us to do is that if housing demand is for a particular census tract that has higher value and a premier location, then the fair market rent does not apply to those units. However, residents are not allowed to pay more than 50% of their income for Section 8 housing. We could go out and do a market study of a particular area and perhaps raise the rent subsidy allowance. Mr. McKinney stated the present system is definitely

an impediment to investors and there were too many opportunities in the private sector for many of them to pursue this type investment. Mr. Miller commented that the comparable value also includes amenities. When evaluating a Section 8 property, points are given for those things to justify higher rent for the unit. Mr. Paqué added that it costs roughly \$50,000 for a new housing unit. This costs the builder \$500.00 a month, not including maintenance, so we are about \$200.00 apart from what it costs the private sector and what Section 8 allows for the highest rent.

Mr. Kucharzak asked if we could perhaps go out into the private sector and get housing built by non-profits. What do you think the feeling of the private sector would be toward constructing the building and then turning over management to a non-profit at a lower interest? Mr. McKinney responded that he couldn't make it work building Section 8 properties without financing them, so he doubted others could make it work if they had to finance it. Mr. Kucharzak then asked Mr. Miller if he would do some research of how many Section 8 units are presently at the maximum payment standard and how many are below standard and have this available for the committee.

Continuing, Mr. Kucharzak said some housing authorities go out for proposals from a developer to build units and then sign a letter of intent where the developer can arrange financing. Once the building is complete, the developer provides a certificate of occupancy and the authority buys the property. This way, the developer goes away with his money and the housing authority owns Section 8 properties. The only hitch is that the housing authority cannot steer residents to the Section 8 units and also receive subsidy from HUD for it. HUD would reduce their allowances for the property. Also, many builders don't want to be associated with public housing. We don't know how it might play out with a turnkey developer, but at least we're identifying some problems that we can begin to work on.

Commissioner Miller asked who handled the fill-in at Poss Homes when the Interstate was built. If it was the government, then they should have some responsibility in addressing these problems. Mr. Rudisill said it is his understanding that perhaps some of the area was a city dump and believed the housing authority's contractor probably filled it in. Ms. Robinson added that there were houses and churches and a creek there before Poss Homes was built. Mr. Rudisill agreed and said some of the Poss development was built over the creek. CHA bought the property and hired a contractor to fill it in and construct the site.

Mr. Kucharzak directed attention to other areas of the Plan that needed review and suggested we schedule another meeting on Thursday, July 29, at 9:00 a.m. He said he felt with one more meeting, the committee could probably complete their review. He added that we plan to publish the plan for public review on Saturday, July 31, then we will have to deal with the public comments.

There being nothing further business, the meeting was adjourned at 10:35 a.m.

LaVerne Neal, Recorder

MINUTES OF MEETING OF  
CHATTANOOGA HOUSING AUTHORITY (CHA)  
RESIDENT ADVISORY BOARD FOR  
THE COMPREHENSIVE AGENCY PLAN  
July 29, 1999 – 9:00 a.m.

Present: Michael Kucharzak, CHA Executive Director  
Wayland McKinney, McKinney Properties (Section 8 landlord)  
Michael Pierce, Section 8 Resident  
Sheila Jennings, College Hill Courts  
Bernie Miller, CHA Commissioner  
Bobby Hensley, CHA Chief Financial Officer  
Mark Rudisill, CHA Manager of Development  
H. L. Brantley, CHA Manager of Housing Operations  
Doug Wrinn, CHA Manager of Maintenance  
Felix Miller, CHA Manager of Section 8  
John Paqué, CHA Manager of Modernization  
Gary Kelley, CHA Manager of Resident Services  
Andrew Lawrence, CHA Manager of Human Resources  
LaVerne Neal, CHA Administrative Assistant

Mark Rudisill opened the meeting by advising that as soon as the comments from this meeting were incorporated, the draft Agency Plan would be distributed to the CHA Board of Commissioners, City and County officials, community partners, Resident Advisory Board, and to the sites for posting. State and federal legislators would be notified of the availability of copies upon request. The Plan will also be placed at the Chattanooga Public Library for viewing by the general public. After the 45-day review period, this committee will reconvene to address any comments, questions, or suggestions.

Commissioner Miller then directed action to the table of contents and suggested the committee review those items that had not yet been reviewed. Mr. Kucharzak explained that the Table of Contents lists everything that is to be included in the plan, but our high performer status allows us to overlook or exclude some of these. Further, he explained that the Executive Summary is just a summary of the process of developing the plan. He then asked Mark Rudisill to briefly review the goals as listed in the plan. Mr. Rudisill made comments as follows:

Goal 1 – Social

Important objectives are to provide at least 100 residents with training and employment;

contract with residents for various projects (litter pickup, etc.); and revise the cooperative agreement with the City to be sure housing developments are receiving the same level of services as the private sector.

### Goal 2 – Partnerships

We presently have requests for proposals on the street to develop property we have across from the Harriet Tubman Development, and, of course, we have the power of eminent domain. Mr. Kucharzak suggested Mr. Rudisill explain this concept. Mr. Rudisill explained that in redevelopment areas where you have a development plan, the Housing Authority has the power to acquire private property through negotiation or condemnation, if necessary, and then resell the property at a price that will encourage redevelopment. Areas we will concentrate include Alton Park, a six-block area in the Orchard Knob area near Tubman, Poss Homes, and behind the Mary Walker Towers property. Any of these properties can also be used for public development, such as parks, etc.

Another part of this goal is homeownership. Under the 5(h) program, we could acquire individual housing and sell it to the residents over a three to five year period. Commissioner Miller asked if we had found many residents who were interested in owning their own home. John Paqué advised that he had some resident trainees working for MOD who had mentioned it. It might not be a large percentage, but some are definitely interested. Commissioner Miller commented that if only a small number of people are interested in homeownership, we should not over-expose ourselves in this area. Mr. Paqué suggested we start out slowly in this area and then pick up the pace based on actual demand. Sheila Jennings advised that one of the goals of the Community Impact Foundation was to increase private homeownership. Mr. Rudisill stated there has been some discussion about taking one court at College Hill and converting it into condos, but this might be difficult to accomplish. One tool that can be used to measure interest is the Section 8 report listing the number of people moving from Section 8 to homeownerships each month. Also, the self-sufficiency staff under Gary Kelley has a program to help residents achieve this, and under HOPE VI, if we are lucky enough to get the grant, homeownership is a natural thing.

Continuing, Mr. Rudisill pointed out that the law does not allow Section 8 housing assistance payments to help with mortgage payments. He advised that the CHA Board reacted very favorably to CADAS and is setting aside ten percent of our inventory at special sites for services for residents in the CADAS program. CHA is also working with Alexian Brothers to provide assisted living.

Goal 3 – Economic

This involves mixed income housing – which is a deconcentration of low-income population. As we accumulate new Section 8 vouchers, our goal is to apply half of them in the heavily impacted areas of the City. We are doing a bit better in pursuing foundation funding and are seeing some changes, with College Hill being a good example. As for enterprise efforts, CHA currently has a small amount of non-federal funds but we hope to increase this fivefold. For instance, we are already providing coin-

operated laundry facilities at the high rises, and renting washers to residents at East Lake and Harriet Tubman. Ms. Jennings asked if this program would be expanded beyond these two sites. Mr. Brantley responded that we are only going to those sites where we have washer/dryer hookups. Ms. Jennings asked if College Hill residents were interested, could this be arranged there. Mr. Kucharzak said yes it could; however, CHA has only a small amount of discretionary money at this time, a portion of which is being used to fund the lottery for timely rent payment. If our cash flow increases, then we can expand the program to other sites.

As to tax exempt acquisitions, Mr. Rudisill explained that we could generate affordable housing either owned or provided by the housing authority. To enable more affordability for development, we could work out a lease or transfer the property to a developer for a nominal \$1.00/year lease, then he could develop the housing. Commissioner Miller asked if this would be different from the foundation cooperative effort. Mr. Rudisill responded that there are many ways to do creative things in this area and we would explore each of them. Mr. McKinney observed that the City spends a lot of money on demolition of properties. If we work with the City, they could target those to be demolished, CHA could use eminent domain to acquire the property, and the City could subsidize CHA in handling the demolition. If you gave the property to the developer, the property could go back on the tax rolls and everyone profits from the venture. Mr. Rudisill replied that we hoped the City would open more dialogue with us in this area, but usually they go to CNE first. Mr. Kucharzak pointed out that most governments could gift property to the developers but not to private individuals. CNE is private and we are government, so that should mean that the City would come to us first. He further advised that the City did come to us first on the Jaycee Tower property. This would enable CHA to negotiate with builders to develop the property and then qualify for the Section 8 program on homeownership. This could be a very important piece of our plan.

Continuing, Mr. Rudisill advised that CHA presently has some property that is a liability to us that could be of benefit to others. For instance, we have a flood line area at Poss Homes that the City needs for their sewer over flow project; we also have excess land at East Lake needed for storm water management by an adjacent property owner, so we will be disposing of those.

We're also looking at 40-50 acres of floodland at Emma Wheeler, that is somewhat of a liability to us from an environmental and maintenance standpoint that could be used by the City.

Commissioner Miller asked if there is any way as CHA broadens our operation that we could have a 501 entity within house. Mr. Kucharzak said yes, other authorities have done so. Some are involved in garbage service, carpentry shop operation, etc. If CHA

had a nonprofit corporation, then there are any number of things we could do. For instance, we could look at the Overlook Apartments, which could be used for elderly housing. Also, if you are a 501 corporation, then you are freed up from many of the federal regulations for housing authorities, which reduces our cost of doing things. Continuing, he added that we hope to have a separate board that could guide the authority in this area. The advantage of authorities doing things directly is the access to tax exempt money. Commissioner Miller stated he felt having a 501 (c) corporation would strengthen our position and we should have as many tools as possible at our disposal to meet the needs of the community.

Returning to the objectives, Mr. Rudisill advised that the Agency Plan includes an organization chart that includes a division to address the enterprise area of the plan. For instance, we could privatize maintenance and become a private enterprise.

Another part of this goal is energy conservation. CHA presently spends about \$5,000,000 annually for utilities. Doug Wrinn asked if we had to pay storm water as well as taxes on our utilities. Mr. Rudisill advised that we paid approximately \$25,000 in lieu of taxes which is basically calculated based on rent collection and actual utility expense. Also, HUD is part of our utility conservation program and we have entered into a contract for an in-depth utility analysis for recommendations to reduce this area of expense. Mr. Kucharzak pointed out that if you go outside of the housing authority and buy an apartment complex, as a housing authority you do not have to pay real estate taxes. In Pierce County (FL), we had 21,00 apartments that on which we paid no taxes, so we were able to hold the rent down.

#### Goal 4 – Marketability

Mr. Rudisill stated that in order to be competitive in the market, we need to look at more amenities at all our developments. Mr. Kucharzak stated that our elderly high rises have air conditioners, but the family sites do not. Mr. Wrinn pointed out that we do have central heating at the family sites, so air conditioning could be added but we would have to address the additional wiring needs to handle it. Mr. Kucharzak advised that a good place to start on upgrading amenities would be carpeting the high rises and perhaps carpet only the living room in

our family sites. This would not be a bad investment for us. Mr. McKinney said he didn't know if carpet is cheaper than vinyl tile, but that might be the way to go. Mr. Kucharzak said one thing that increases our cost is having to pay Davis Bacon wage rates plus one-third for benefits to our employees. If we could contract this work out without having to pay Davis-Bacon the same wages, we could bring our cost down considerably.

Mr. Rudisill stated that one area we would be addressing is the appearance of our properties. For instance, at Steiner Apartments, we will replace signage and do some landscaping to improve curb appeal. We want to try to avoid having our properties scream "public housing project." Someone mentioned that it would help curb appeal if we could do away with the outdoor clotheslines. Mr. Wrinn said that if we went to dryers everywhere, we would have to upgrade the electrical system in all units.

If we are successful in getting a HOPE VI grant, Mr. Rudisill added that we would have some opportunities for homeownership at McCallie Homes, Poss Homes, and scattered sites. The law would allow us to opt out of our public housing authority position on these developments and privatize them, so we would own them debt free and could use them for Section 8 type property.

Mr. Kucharzak suggested that perhaps we should add "consider privatizing" in the plan. Cromwell Hills looks like a private development already. If we asked HUD to let us remove this site from public housing to homeownership, they would do it. Then everyone who lives there would get Section 8 vouchers, but we don't know if we could get additional vouchers for new residents. If someone leaves Cromwell, they take their Section 8 status with them and the new resident would not have Section 8. Also, we would not be able to steer people to Cromwell and further, our subsidy would drop to three percent on a large number of units. This proposal is on the table and it might work, but if we do too much of this, then we lose substantial federal funding. Obviously, we don't want to get completely out of the business of providing affordable housing to the needy, but this proposal is under consideration in our long range plan.

Mark Rudisill then pointed out that another important objective of this goal is to change our name from Chattanooga Housing Authority to something that reflects a new image and our new goals. Then on the Comprehensive Grant Program, we have submitted a five-year plan to

HUD, which they should approve by the end of September and we should have no difficulty accomplishing at least 80 percent of the work listed.

Mr. Rudisill then called attention to the Annual Plan beginning on page 9, which includes a more extensive review of the structural damage at Tubman and Poss Homes. Also, the plan calls for a homeless coalition and partnership with CADAS, a redevelopment plan for the Alton Park/McCallie Homes neighborhood, and submission of a HOPE VI application for McCallie Homes. He advised that HUD has already given us verbal authorization to demolish 69 units at McCallie due to severe structural damage, and we have at least another 9 to 12 buildings with the same problems. If we demolish these, HUD will provide additional Section 8 vouchers to replace them, so the Board made the decision to go ahead and pursue this. Mr. Kucharzak commented that once the official written authorization is received, we can then apply for the additional Section 8 vouchers.

In summary, Mr. Kucharzak stated we have been challenged to look at the needs and write an action plan to meet that need. We will be providing an updated binder to this committee and others, along with a copy of the Metropolitan Housing Council's recommendations and the complete Agency Plan package. He added that he met with the City Council and Housing Commission and was pleased with their understanding of what we are trying to do. Councilwoman Mai Bell Hurley stated that the City must pay more attention to needs and encourage residents of the area to accept new housing. She shared that she recently visited the Tallahassee area and was impressed that the housing authority property didn't look like public housing. One of the things they have done is improve curb appeal and add a lot of security lighting, which is very important in the marketability package.

Concluding, Mr. Kucharzak added that our work now is to generate the final document and distribute it to our stakeholders. We will need this committee to return at least one more time to address any issues or concerns. Also, if you have comments, please feel free to get them to either Mark Rudisill or myself.

Mr. Rudisill reminded that the public hearing is scheduled for 5:30 p.m. on September 20 in the CHA Board room, and this committee will have to address changes in the plan based on whatever transpires in that meeting. We will then require a final review before presenting it to the CHA Board of Commissioners for approval. Generally, these type hearings are not well attended, but we must go through the process and will keep you posted on what develops.

There being nothing further, the meeting was adjourned at 10:20 a.m.

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LaVerne Neal, Recorder

**MEETING NOTES**

**RESIDENT ADVISORY BOARD**

DATE: Tuesday, September 14, 1999

TIME: 2:00 P.M. – 3:00 P.M.

PLACE: Chattanooga Housing Authority, Central Office Board Room  
505 West Martin Luther King Boulevard

PRESENT: Michael E. Kucharzak, CHA Executive Director  
H. L. Brantley, CHA  
Mark H. Rudisill, CHA  
Felix Miller, CHA  
John S. Paque, CHA  
Kristine Seaman, CHA  
Doug Wrinn, CHA  
Gary Kelley, CHA  
Bernard Miller, CHA Commissioner  
Michael Pierce, CHA resident  
Emily McDonald, *Chattanooga Times · Chattanooga Free Press*  
Judy S. Puckett, CHA (record meeting notes).

(An attendance sign-in sheet is attached hereto, and made a permanent part of, these meeting notes.)

*Note:* The convening of the meeting was delayed until 2:20 P.M., to accommodate any late arrivals.

**INTRODUCTION**

Mr. Kucharzak greeted those present and informed the advisory board that Ms. Robinson and CHA Commissioner Ann Wadley are both absent today due to illness.

**OVERVIEW**

Mr. Kucharzak referenced a September 3 memorandum to the Resident Advisory Board (RAB), whereby the housing authority transmitted copies of the new Chattanooga Housing Authority (CHA) Agency Plan. He remarked that the Plan was mailed to the RAB for review prior to today's meeting. There was a brief discussion concerning the volume of paperwork CHA has generated and mailed to the RAB. It was noted by two of those present, Mr. Pierce and Mr. Bernie Miller, that the CHA should consider cutting down the volume of documents sent. Both Mr. Pierce and Mr. Miller noted that they had received duplicates of some pages of the Agency Plan. Mr. Miller said he received two mailings of the same materials.

Mr. Kucharzak apologized for any duplication and advised the board that CHA's Agency Plan is the result of a new U. S. Department of Housing and Urban Development (HUD) requirement whereby all public housing authorities must submit such a plan. He noted that the plan has been posted on CHA's web site and is also available for public inspection at the authority's Central Office and the (downtown) public library. A public hearing will be held in conjunction with the October 18, 1999, CHA board meeting. He also mentioned that the goals and objectives in the document are not as comprehensive or ambitious as the plan CHA prepared in July. Mr. Kucharzak stated that the housing authority's strategy is to submit the minimum plan to HUD, while using the larger plan as a guide toward greater accomplishment. He inquired whether those present had received the detailed Capital and Drug Elimination plans that were to be mailed as a supplement to the plan.

At the request of Mr. Kucharzak, Mr. Rudisill briefly discussed CHA's general briefing to the City of Chattanooga's Community Development Office regarding the Agency Plan. He mentioned that HUD extended the deadline for submission to December 1, 1999. However, CHA has completed the basic (minimum) materials and has advised HUD that CHA previously submitted a much larger, more comprehensive plan. He noted that the original advertisement for the public hearing to be held on September 20 would still allow public comment by anyone who reviewed the first (larger) plan. However, the public hearing set for October 18 was scheduled to coincide with CHA's October board meeting. Mr. Rudisill stated that the RAB should attend if at all possible, and express any comments. He noted that no comments have been received by CHA to date via its Internet web site. Comments have been received in meetings with the Homeless Coalition and Chattanooga CARES.

#### ROUNDTABLE DISCUSSION

Mr. Pierce questioned what issues are current priorities.

Mr. Kucharzak noted that CHA and the Homeless Coalition recently met to review housing resources and statistical information. The Homeless Coalition recently completed a strategic plan and developed a new continuum of care that ranked as high priority focus, generally on transitional housing and permanent housing. Most of Chattanooga's shelters aren't equipped or staffed to handle transitional clients more than 2-4 weeks. He stated that an understanding has been reached between CHA and the

Homeless Coalition; and mentioned that mixed-income communities have pretty much dictated the preferences. The Homeless Coalition asked if CHA would establish a mechanism—30 days for certification, then sign a lease—giving some preference to those in training. CHA said “yes, of course, with board approval.” Mr. Kucharzak remarked that often there are very young women, living independently, with children, in a regulated housing situation.

Mr. Kucharzak stated that he would like to recommend a deconcentration plan that CHA put together, which includes financial incentives for the first \$2,000.00 earned by the client. He noted that five CHA sites were included in the plan, but the senior sites were not counted. However, the seniors seem to be CHA’s most ambitious residents and its best participants (e.g. “Greeters” program, community gardens, etc.), he said. Mr. Kucharzak recommended adding the three elderly highrises. “CHA is excited,” he added.

Mr. Brantley commented that CHA has recently added new policies, including facilities and ground rules, records, etc. for September 20 approval, and noted that the board’s management committee has it in review now.

Mr. Kucharzak stated that CHA will notify (30-day notice) the Citywide Residents’ Association and others to give any comments and recommendations they might have before such a plan for deconcentration is adopted.

Mr. Rudisill mentioned that the Year 2000 Capital Fund Annual Statement, Five-Year Plan and Drug Elimination Program have also been included, although it’s optional. Historically, CHA (in mid year) receives drug elimination funds and about \$6 million dollars via the Modernization budget late in each year.

In answer to a question concerning HUD funds obligated and expended, Mr. Kucharzak noted that CHA is not ever sure of how much will be received because of HUD “holdups,” possibly because the fiscal year budget wouldn’t be affected very much. For instance, CHA went from a deficit to a surplus of funds within one years’ time, he said. Public housing developments are very visible.

CHA is concerned now about Section 8 preferences and the Preference Eligibility Plan (remove preference for homeless) discussed with the Homeless Coalition. This will come before the CHA Board of Commissioners on September 20. Where we are now (for discussion) is new admissions to public housing who are at or below median income—those paying more than 50% of income for rent and utilities; 3 of every 10 must have incomes between 31-50% of median income. It’s skewed toward the very, very poor, he stated. Nearly every new admission to public housing is at or below 40 percent of median income. As for Section 8, seventy-five percent of all new admissions are at 30% of median income. Mr. Kucharzak emphasized that CHA is taking families who are coming in new (at 30% or less) and sending them out to negotiate a lease with a landlord. These are very low-income people who

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*first must find a landlord with a dwelling that meets CHA standards!* CHA can't approve a lease where a client is expected to spend 40% of their income (which includes lights and other utilities also)!" Section 8 landlords are scarce. Section 8 properties are scarce. There are no incentives for private owners to offer their properties as Section 8 housing.

Mr. Pierce asked how rent is calculated.

Mr. Felix Miller, Manager of CHA's Section 8 department, explained that rent is calculated based on size and type, i.e. single unit, family dwelling, duplex, etc. In addition, the other components, i.e. (utilities) cooking, heating, etc. is added to the total, making the client obligation 30-40% of their adjusted gross income.

Mr. Pierce and Mr. Bernie Miller questioned the formula for rent calculation and asked if the 30% of adjusted income is not adequate for the rent itself.

Mr. Kucharzak stated that the 30% would not usually cover all they need. These people are turned loose with lots of paperwork. There are 1,717 families on the Section 8 waiting list right now. Even if a client is certified, what if they can't find landlords to rent to them? CHA's public housing is now 96% leased up, based on funding available. In the past, HUD has recaptured our excess. There is a very real need for private landlords. However, there are no incentives for them to participate. Non-profits (agencies, churches, etc.) must help work with these low-income tenants to find housing. CHA just cannot do it alone! On September 20, the CHA board will be requested to approve a resolution to close the Section 8 waiting list when it reaches 2,000 in number.

Mr. Felix Miller remarked that those persons now on the Section 8 waiting list will be on it for four to five years, depending on the availability of approved landlords; but the waiting list grows day by day.

Mr. Kucharzak interjected that the waiting list may even be pushed to six years; but HUD says it must be brought down to one year. This will create deep ramifications to affordable housing, he said.

#### OTHER BUSINESS

There was a brief discussion as to whether the RAB should reconvene sometime before CHA's October board meeting. It was decided that another meeting would be called only if significant comments were received in advance of the public hearings.

Mr. Paqué briefly discussed the 2000 Capital Budget pages provided and explained the funding and budget process to Mr. Miller and Mr. Pierce. He noted that the figures include obligated and

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unobligated funds that must be used by year-end, or they will be gone. Mr. Paqué said that he or the Modernization department staff would be glad to answer any other questions, at any time.

### CONCLUSION

Mr. Kucharzak noted that the Section 8 Management Plan, and any changes, will go before the CHA Board of Commissioners at its regular meeting on September 20, 1999. This Action Plan will discuss special populations, special preference to the disabled, demolition, court orders, fire and hurricane, and other displacements, etc. He reminded everyone again to attend the public hearing on October 18, if at all possible, and apologized for not having a more complete board today.

Mr. Rudisill again remarked that the original public hearing was advertised for September 20, but is no longer valid; no written comments have been received to date anyway, he said.

There were no further questions or comments and the meeting was adjourned.

Respectfully submitted,

Judy S. Puckett  
Administrative Assistant, CHA

MINUTES OF MEETING OF  
CHATTANOOGA HOUSING AUTHORITY (CHA)  
RESIDENT ADVISORY BOARD FOR  
THE COMPREHENSIVE AGENCY PLAN  
October 18, 1999 – 5:00 p.m.

Present: Michael Kucharzak, CHA Executive Director  
Wayland McKinney, McKinney Properties (Section 8 landlord)  
Bernie Miller, CHA Commissioner  
Betty Robinson, Mary Walker Towers  
Ann Wadley, Harriet Tubman Development  
Mark Rudisill, CHA Manager of Development  
H. L. Brantley, CHA Manager of Housing Operations  
John Paqué, CHA Manager of Modernization  
Gary Kelley, CHA Manager of Resident Services  
LaVerne Neal, CHA Administrative Assistant

Mark Rudisill opened the meeting by confirming that everyone had received the status report mailed out on October 14, 1999. He then stated that additional comments had been received and pointed out the following:

- A letter was received from Cumberland Hall, who deals with the chronically ill. They will support any kind of special purpose housing CHA can provide and expressed their appreciation for the recognition we are giving to this area of need.
- The Westside Community Development Corporation expressed interest in doing some new housing development or rehab of a portion of College Hill as Westside housing. We have met with them and discussed the concept, but this probably isn't something that needs to be incorporated in this year's Agency Plan. WCDC is primarily interested in providing homeownership opportunities in the College Hill area. Also, the City will be undertaking some significant projects that will need to be incorporated into next year's update of the Agency Plan.
- We received a letter from the Boynton Terrace Residents Association stating that they do not want the homeless or anyone under the age of 50 assigned to the high-rises. Mr. Brantley confirmed that we have been excluding anyone under 50 since May 1997 when the "elderly only" designation was approved. He added that the elderly homeless would be handled in the same manner as all other elderly applicants.

- The 2000-year Capital Fund Program, which replaces the present Comprehensive Grant Program, is being included in the Agency Plan, as is our Public Housing Drug Elimination (PHDEP) grant. One significant adjustment in the Capital Fund/Comp Grant five-year plan is the demolition of Spencer J. McCallie Homes. By putting this

in the five-year plan, it provides us with the flexibility to address any emergency demolition that might be required.

Continuing, Mr. Rudisill stated that CHA feels pretty good about the reception the plan has received. We have made an effort to address the concerns of the Homeless Coalition, while protecting the interest of CHA. We have met many times with Juliette Thorton and others at the City's Economic Development office, and they have prepared a letter for the Mayor endorsing the Agency Plan and indicating the City's support.

He then reminded the committee that the public hearing for the plan will be held at 5:30 p.m. today, at the beginning of CHA's regular monthly Board Meeting. He suggested that if the Committee agrees, then Commissioner Miller, as Chairperson of the Resident Advisory Board, should make the motion to adopt the Agency Plan at this meeting.

Mr. Kucharzak pointed out that if the Agency Plan is approved and submitted to HUD, the CHA Board will meet once a year to update it. Any changes in the interim, such as the pet policy, the requirement of eight hours community service, new HUD requirements, etc. will require the Board to assemble and approve. Then there is a 30-day comment period before any changes could be adopted. Mr. Rudisill pointed out that we might also have to advertise and observe a 45-day public comment period on any changes before any public hearing.

In conclusion, Mr. Kucharzak reminded everyone that this is a work-in-progress and will never really be "done." The Plan is merely an outline for the direction CHA is to take in the next five years and will require updating as circumstances and regulations change.

There being nothing further, the meeting was adjourned at 5:25 p.m.

LaVerne Neal, Recorder