

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

Small PHA Plan Update
Annual Plan for Fiscal Year: 2001

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

**PHA Plan
Agency Identification**

PHAName: Housing Authority of The City of Espanola

PHANumber: NM010

PHA Fiscal Year Beginning:(mm/yyyy) 07/2001

PHA Plan Contact Information:

Name: Leroy Salazar

Phone: 505 - 753-3897

TDD:

Email (if available): espctyhsg@espanola.com

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

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

Main business office of the PHA

PHA Programs Administered :

Public Housing and Section 8

Annual PHA Plan
Fiscal Year 20 01
 [24CFR Part 903.7]

i. Table of Contents

Provide a table of contents for the Plan, including attachments, and a list of supporting documents available for public inspection. For 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. If the attachment is provided as a **SEPARATE** file submission from the PHA Plans file, provide the filename in parentheses in the space to the right of the title.

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ii. Executive Summary

[24CFR Part 903.79(r)]

At PHA option, provide a brief overview of the information in the Annual Plan

1. Summary of Policy or Program Changes for the Upcoming Year

In this section, briefly describe changes in policies or programs discussed in last year's PHA Plan that are not covered in other sections of this Update.

The City of Espanola Housing Authority has made the required changes to Implement the Community Service requirements as follows:

The City of Espanola Housing Authority will implement to the residents HUD's requirement of mandatory "Community Service" on a monthly basis during its Residential Council meeting sessions. The Housing Authority will discuss who is required to comply and define those whom maybe "exempt individuals" according to the Federal Register 24 CFR final rule date March 29, 2000.

The City of Espanola Housing Authority will administer the community services requirements through the Low Rent Program along with the ongoing Program of Family Self-Sufficiency. The Housing Authority will also establish a Cooperative Agreement in conjunction with the New Mexico Human Services Department and New Mexico Income Support Division who is already working with the Rio Arriba Welfare to Works Program. Through these entities the residents will be monitored and the upkeep of those in compliance and non-compliance shall be noted for renewal of annual lease.

Changes and Revisions for New Pet Policy Ownership

General Purpose

- To establish reasonable rules to govern the keeping of common household pets in federally assisted rental housing by all residents.
- To enforce regulations necessary to insure the goal of providing decent, safe and sanitary housing for residents
- To issue regulations necessary to protect and preserve the physical condition and environment of the neighborhood.

Statement of Policy

Residents of the City of Espanola Housing Authority may own and keep pets in their dwelling units as per regulations specified in 24 CFR part 960 "Final Rule". All "common household pets" (except pets that are trained to provide assistance, support, or service to persons with disabilities and are needed as a reasonable accommodation to such individuals) must be inspected and given approval from the Housing Authority. All pets are subject to the reasonable requirements of the Housing Authority and must abide by the Federal Regulations. (attachment)

Deconcentration of Poverty Policy

The purpose of this Deconcentration of Poverty Policy is to provide for income-mixing by bringing higher income tenants into lower income neighborhoods and lower tenants into higher income neighborhoods. (attachment)

2. Capital Improvement Needs

[24 CFR Part 903.79(g)]

Exemptions: Section 8 only PHAs are not required to complete this component.

A. Yes No: Is the PHA eligible to participate in the CFP in the fiscal year covered by this PHA Plan?

B. What is the amount of the PHA's estimated or actual (if known) Capital Fund Program grant for the upcoming year? \$ 415,730

C. Yes No Does the PHA plant to participate in the Capital Fund Program in the upcoming year? If yes, complete the rest of Component 7. If no, skip to next component.

D. Capital Fund Program Grant Submissions

(1) Capital Fund Program 5 -Year Action Plan

The Capital Fund Program 5 -Year Action Plan is provided as Attachment C

(2) Capital Fund Program Annual Statement

The Capital Fund Program Annual Statement is provided as Attachment B

3.D Demolition and Disposition

[24CFR Part 903.79(h)]

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

1. Yes No: Does the PHA plant 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 next component; if "yes", complete one activity description for each development.)

2. Activity Description

Demolition/Disposition Activity Description (Not including Activities Associated with HOPE VI or Conversion Activities)	
1a. Development name:	
1b. Development (project) number:	
2. Activity type: Demolition <input type="checkbox"/> Disposition <input type="checkbox"/>	
3. Application status (select one) Approved <input 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)	
5. Number of units affected:	
6. Coverage of action (select one) <input type="checkbox"/> Part of the development <input type="checkbox"/> Total development	
7. Relocation resources (select all that apply) <input type="checkbox"/> Section 8 for units <input type="checkbox"/> Public housing for units <input type="checkbox"/> Preference for a mission to other public housing or section 8	

<input type="checkbox"/> Other housing for _____ units (describe below)
8. Timeline for activity: a. Actual or projected start date of activity: b. Actual or projected start date of relocation activities: c. Projected end date of activity:

4. Voucher Homeownership Program

[24CFR Part 903.79(k)]

A. 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 24CFR part 982? (If “No”, skip to next component; if “yes”, describe each program using the table below (copy and complete questions for each program identified.)

B. Capacity of the PHA to Administer a Section 8 Homeownership Program

The PHA has demonstrated its capacity to administer the program by (select all that apply):

- Establishing a minimum homeowner down payment requirement of at least 3 percent and requiring that at least 1 percent of the down payment comes from the family’s resources
- Requiring that financing for purchase of a home under its section 8 homeownership will be provided, insured or guaranteed by the state or Federal government; comply with secondary mortgage market underwriting requirements; or comply with generally accepted private sector underwriting standards
- Demonstrating that it has or will acquire other relevant experience (list PHA experience, or any other organization to be involved and its experience, below):

5. Safety and Crime Prevention: PHDEP Plan

[24CFR Part 903.7(m)]

Exemptions Section 8 Only PHAs may skip to the next component PHA eligible for PHDEP funds must provide a PHDEP Plan meeting specified requirements prior to receipt of PHDEP funds.

A. Yes No: Is the PHA eligible to participate in the PHDEP in the fiscal year covered by this PHA Plan?

B. What is the amount of the PHA’s estimated or actual (if known) PHDEP grant for the upcoming year? \$ _____ 0 _____

C. Yes No Does the PHA plan to participate in the PHDEP in the upcoming year? If yes, answer question D. If no, skip to next component.

D. Yes No: The PHDEP Plan is attached at Attachment _____

6. Other Information

[24CFR Part 903.79(r)]

A. Resident Advisory Board (RAB) Recommendations and PHA Response

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 attached at Attachment G.
3. In what manner did the PHA address those comments? (select all that apply)
 - The PHA changed portions of the PHA Plan in response to comments. A list of these changes is included:
 - Yes No: below
 - Yes No: at the end of the RAB Comments in Attachment _____.
 - Considered comments, but determined that no changes to the PHA Plan were necessary. An explanation of the PHA's consideration is included at the end of the RAB Comments in Attachment G.
 - Other: (list below)

B. 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: (State of NM, Region II, Rio Arriba County)
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 specific initiatives contained in the Consolidated Plan. (list such initiatives below)
 - Other: (list below)
3. PHA Requests for support from the Consolidated Plan Agency
 - Yes No: Does the PHA request financial or other support from the State or local government agency in order to meet the needs of its public housing

residents or inventory? If yes, please list the 5 most important requests below:

- 4. The Consolidated Plan of the jurisdiction supports the PHA Plan with the following actions and commitments: (describe below)
Not Applicable

C. Criteria for Substantial Deviation and Significant Amendments

1. Amendment and Deviation Definitions

24 CFR Part 903.7(r)

PHAs are required to define and adopt their own standards of substantial deviation from the 5-year Plan and Significant Amendment to the Annual Plan. The definition of significant amendment is important because it defines when the PHA will subject a change to the policies or activities described in the Annual Plan to full public hearing and HUD review before implementation.

A. Substantial Deviation from the 5-year Plan:

The Housing Authority of The City of Espanola has identified specific areas and events that would require a substantial deviation from the 5-year Plan. Such deviation would be subject to a full public hearing and HUD review before implementation. The specific areas and events are as follows:

- 1. The identification of health and safety deficiencies not covered in the plan.
- 2. Federal, State, and local law additions or modifications impacting on the plan.
- 3. Governing Board modifications to the plan.

B. Significant Amendment or Modification to the Annual Plan:

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The City of Espanola Housing Authority will implement to the residents HUD's requirement of mandatory "Community Service" on a monthly basis during its Residential Council meeting sessions. The Housing Authority will discuss who is required to comply and define those who may be "exempt individuals" according to the Federal Register 24 CFR final rule date March 29, 2000.

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Deconcentration of Poverty Policy

The purpose of this Deconcentration of Poverty Policy is to provide for income -mixing by bringing higher income tenants into lower income neighborhoods and low income tenants into higher income neighborhoods. (attachment)

**Annual Statement/Performance and Evaluation Report Attachment D
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part 1: Summary**

PHAName: Housing Authority of The City of Espanola	Grant Type and Number Capital Fund Program: NM02P010501-00 Capital Fund Program Replacement Housing Factor Grant No:	Federal FY of Grant: 2000
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Original Annual Statement
 Reserve for Disasters/Emergencies
 Revised Annual Statement (revision no:)
 Performance and Evaluation Report for Period Ending: 12/00
 Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total Non -CFP Funds				
2	1406 Operations	40,764		40,764	40,764
3	1408 Management Improvements				
4	1410 Administration	1,000			
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs				
8	1440 Site Acquisition				
9	1450 Site Improvement				
10	1460 Dwelling Structures	354,000			
11	1465.1 Dwelling Equipment — Nonexpendable	6,879			
12	1470 Nondwelling Structures	5,000			
13	1475 Nondwelling Equipment				
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs				
18	1498 Mod Used for Development				
19	1502 Contingency				
20	Amount of Annual Grant: (sum of lines 2 - 19)	407,643		40,764	40,764
21	Amount of line 20 Related to LBP Activities				
22	Amount of line 20 Related to Section 504 Compliance				
23	Amount of line 20 Related to Security				

Annual Statement/Performance and Evaluation Report Attachment D
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part 1: Summary

PHAName: Housing Authority of The City of Espanola	Grant Type and Number Capital Fund Program: NM02P010501-00 Capital Fund Program Replacement Housing Factor Grant No:	Federal FY of Grant: 2000
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Original Annual Statement
 Reserve for Disasters/Emergencies
 Revised Annual Statement (revision no:)
 Performance and Evaluation Report for Period Ending: 12/00
 Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
24	Amount of line 20 Related to Energy Conservation Measures	234,000			

Annual Statement/Performance and Evaluation Report
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)
Part II: Supporting Pages

PHAName: Housing Authority of The City of Espanola		Grant Type and Number Capital Fund Program#: NM02P010501-00 Capital Fund Program Replacement Housing Factor#:			Federal FY of Grant: 2000			
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Proposed Work
				Original	Revised	Funds Obligated	Funds Expended	
HA-WIDE	Operations Reserve	1406	1	40,764		40,764	40,764	Complete
HA-WIDE	Advertising	1410	1	1,000				Open
NM-02-1	Double Pane Windows	1460	100	75,000				Open
NM-02-2	Double Pane Windows	1460	212	159,000				Open
NM-02-1	Kitchen Cabinets	1460	25	75,000				RFP
NM-02-2	Kitchen Cabinets	1460	15	45,000				RFP
NM-02-1	Stoves	1465.1	20	6,879				Open
HA-WIDE	Lawnmowers	1475	5	5,000				Open

**Annual Statement/Performance and Evaluation Report Attachment B
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part 1: Summary**

PHAName: Housing Authority of The City of Espanola	Grant Type and Number Capital Fund Program: NM02P010501-01 Capital Fund Program Replacement Housing Factor Grant No:	Federal FY of Grant: 2001
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Original Annual Statement
 Reserve for Disasters/Emergencies
 Revised Annual Statement (revision no:)
 Performance and Evaluation Report for Period Ending:
 Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non -CFP Funds				
2	1406 Operations	41,530			
3	1408 Management Improvements				
4	1410 Administration				
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	9,300			
8	1440 Site Acquisition				
9	1450 Site Improvement				
10	1460 Dwelling Structures	364,900			
11	1465.1 Dwelling Equipment — Nonexpendable				
12	1470 Nondwelling Structures				
13	1475 Nondwelling Equipment				
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs				
18	1498 Mod Used for Development				
19	1502 Contingency				
20	Amount of Annual Grant: (sum of lines 2 - 19)	415,730			
21	Amount of line 20 Related to LBP Activities				
22	Amount of line 20 Related to Section 504 Compliance				
23	Amount of line 20 Related to Security				

**Annual Statement/Performance and Evaluation Report Attachment B
 Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part 1: Summary**

PHAName: Housing Authority of The City of Espanola	Grant Type and Number Capital Fund Program: NM02P010501-01 Capital Fund Program Replacement Housing Factor Grant No:	Federal FY of Grant: 2001
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Original Annual Statement
 Reserve for Disasters/Emergencies
 Revised Annual Statement (revision no:)
 Performance and Evaluation Report for Period Ending:
 Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
24	Amount of line 20 Related to Energy Conservation Measures	374,200			

Attachment C

Capital Fund Program 5 - Year Action Plan

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.

CFP5 - Year Action Plan		
<input type="checkbox"/> Original statement <input checked="" type="checkbox"/> Revised statement		
Development Number	Development Name (or indicate PHA wide)	
NM010	PHA Wide	
Description of Needed Physical Improvements or Management Improvements	Estimated Cost	Planned Start Date (HA Fiscal Year)
Replace Windows With double Pane (100 Units)	300,000	07/01/2002
Replace Storage Doors (178 Units)	53,400	07/01/2002
Replace Refrigerators (100 units)	75,000	07/01/2002
Replace Exterior Electrical Boxes (178 Units)	100,000	07/01/2003
Replace Water Heaters (150 Units)	45,000	07/01/2003
Replace Screen Doors Front & Rear (178 Units)	106,800	07/01/2003
Replace Maintenance Trucks (2 Units)	50,000	07/01/2003
Replace Sidewalks and Driveways (50 Units)	75,000	07/01/2003
Replace Refrigerators (78 Units)	58,500	07/01/2003
Stucco Exterior of Houses (153 Units)	382,500	07/01/2004
Operations Reserve	42,500	07/01/2004
Replace Maintenance Trucks (2 Units)	50,000	07/01/2005
Replace Fencing (50 Units)	50,000	07/01/2005
Install Tub enclosures (178 Units)	89,000	07/01/2005
Totalestimatedcostovertnext5years		

Capital Fund Program 5 - Year Action Plan

Complete one table for each development in which work is planned in the next 5 PHA fiscal years. Complete a table for any PHA development 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.

CFP5 -Year Action Plan ñ CONTINUED		
<input type="checkbox"/> Original statement <input checked="" type="checkbox"/> Revised statement		
Development Number	Development Name (or indicate PHA wide)	
NM010	PHA WIDE	
Description of Needed Physical Improvements or Management Improvements	Estimated Cost	Planned Start Date (HA Fiscal Year)
Replace Toilets (178 Units)	89,000	07/01/2005
Replace Bathroom Sinks and Plumbing (150 Units)	45,000	07/01/2005
Replace Kitchen Sinks and Plumbing (100 Units)	50,000	07/01/2005
Replace Stoves (150 Units)	60,000	07/01/2005
Totalestimatedcostovertnext5years	1,721,700	

Attachment A
Supporting Documents Available for Review

PHAs are to 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.

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Related Plan Component
X	PHA Plan Certification of Compliance with the PHA Plans and Related Regulations	5 Year and Annual Plans
	State/Local Government Certification of Consistency with the Consolidated Plan (not required for this update)	5 Year and Annual Plans
X	Fair Housing Documentation Supporting Fair Housing Certifications: 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 jurisdiction to implement any of the jurisdictions’ initiatives to affirmatively further fair housing that require the PHA’s involvement.	5 Year and Annual Plans
X	Housing Needs Statement of the Consolidated Plan for the jurisdiction/s in which the PHA is located and any additional backup data to support statement of housing needs in the jurisdiction	Annual Plan: Housing Needs
X	Most recent board -approved operating budget for the public housing program	Annual Plan: Financial Resources
X	Public Housing Admissions and (Continued) Occupancy Policy (A&O/ACOP), which includes the Tenant Selection and Assignment Plan [TSAP]	Annual Plan: Eligibility, Selection, and Admissions Policies
	Any policy governing occupancy of Police Officer s in Public Housing <input type="checkbox"/> check here if included in the public housing A&O Policy	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Section 8 Administrative Plan	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Public housing rent determination policies, including the method 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
X	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

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Related Plan Component
X	Section 8 rent determination (payment standard) policies <input checked="" type="checkbox"/> check here if included in Section 8 Administrative Plan	Annual Plan: Rent Determination
X	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
X	Results of latest binding Public Housing Assessment System (PHAS) Assessment	Annual Plan: Management and Operations
	Follow-up Plan to Results of the PHAS Resident Satisfaction Survey (if necessary) Not required for this period	Annual Plan: Operations and Maintenance and Community Service & Self-Sufficiency
X	Results of latest Section 8 Management Assessment System (SEMAP)	Annual Plan: Management and Operations
X	Any required policies governing any Section 8 special housing types <input checked="" type="checkbox"/> check here if included in Section 8 Administrative Plan	Annual Plan: Operations and Maintenance
X	Public housing grievance procedures <input checked="" type="checkbox"/> check here if included in the public housing A&O Policy	Annual Plan: Grievance Procedures
X	Section 8 informal review and hearing procedures <input checked="" type="checkbox"/> check here if included in Section 8 Administrative Plan	Annual Plan: Grievance Procedures
X	The HUD -approved Capital Fund/Comprehensive Grant Program Annual Statement (HUD 52837) for any active grant year	Annual Plan: Capital Needs
X	Most recent CIAP Budget/Progress Report (HUD 52825) for any active CIAP grants	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
X	Self-evaluation, Needs Assessment and Transition Plan required by regulations implementing §504 of the Rehabilitation Act and the Americans with Disabilities Act. See, PIH99 -52(HA).	Annual Plan: Capital Needs
	Approved or submitted applications for demolition and/or disposition of public housing	Annual Plan: Demolition and Disposition
	Approved or submitted applications for designation of public housing (Designated Housing Plans)	Annual Plan: Designation of Public Housing
	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, Section 22 of the US Housing Act of 1937, or Section 33 of the US Housing Act of 1937	Annual Plan: Conversion of Public Housing
	Approved or submitted public housing homeownership programs/plans	Annual Plan: Homeownership

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Related Plan Component
	Policies governing any Section 8 Homeownership program (section __ of the Section 8 Administrative Plan)	Annual Plan: Homeownership
	Cooperation agreement between the PHA and the TANF agency and between the PHA and local employment and training service agencies	Annual Plan: Community Service & Self-Sufficiency
X	FSS Action Plan/s for public housing and/or Section 8	Annual Plan: Community Service & Self-Sufficiency
X	Section 3 documentation required by 24 CFR Part 135, Subpart E	Annual Plan: Community Service & Self-Sufficiency
X	Most recent self-sufficiency (ED/SS, TOP or ROSS or other resident services grant) grant program reports	Annual Plan: Community Service & Self-Sufficiency
	The most recent Public Housing Drug Elimination Program (PHDEP) semi-annual performance report	Annual Plan: Safety and Crime Prevention
	PHDEP-related documentation: <ul style="list-style-type: none"> · Baseline law enforcement services for public housing developments assisted under the PHDEP plan; · Consortium agreement/s between the PHAs participating in the consortium and a copy of the payment agreement between the consortium and HUD (applicable only to PHAs participating in a consortium as specified under 24 CFR 761.15); · Partnership agreements (indicating specific leveraged support) with agencies/organizations providing funding, services or other in-kind resources for PHDEP-funded activities; · Coordination with other law enforcement efforts; · Written agreement(s) with local law enforcement agencies (receiving any PHDEP funds); and · All crime statistics and other relevant data (including Part I and specified Part II crimes) that establish need for the public housing sites assisted under the PHDEP Plan. 	Annual Plan: Safety and Crime Prevention
X	Policy on Ownership of Pets in Public Housing Family Developments (as required by regulation at 24 CFR Part 960, Subpart G) <input checked="" type="checkbox"/> check here if included in the public housing A&O Policy	Pet Policy
X	The result of 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 result 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)

Required Attachment_E__:Resident Member on the PHA Governing Board

1. Yes No: Does the PHA governing board include at least one member who is directly assisted by the PHA this year? (if no, skip to #2)

A. Name of resident member(s) on the governing board:
Not Applicable

B. How was the resident board member selected: (select one)?
 Elected
 Appointed

C. The term of appointment is (include the date term expires):

2. A. If the PHA governing board does not have at least one member who is directly assisted by the PHA, why not?

- the PHA is located in a State that requires the members of a governing board to be salaried and serve on a full-time basis
- the PHA has less than 300 public housing units, has provided reasonable notice to the resident advisory board of the opportunity to serve on the governing board, and has not been notified by any resident of their interest to participate in the Board.
- Other (explain):

B. Date of next term expiration of a governing board member: March 7, 2006

C. Name and title of appointing official(s) for governing board (indicate appointing official for the next position):

Mayor, Richard Lucero

The Governing Board for this PHA is the Espanola City Council. Officials of this council are all elected members and thus there is no appointing official.

Required Attachment __F____: Membership of the Resident Advisory Board or Boards

List members of the Resident Advisory Board or Boards: (If the list would be unreasonably long, list organizations represented or otherwise provide a description sufficient to identify how members are chosen.)

Gina Sanchez, Low Rent Program Participant
Audrey Borrego, Section 8 Program Participant

AttachmentG

COMMENTSOFRÉSIDENTADVISORYBOARD

TheResidentAdvisoryBoardreviewedtheHousingAuthority’sAnnualPlanandFive YearPlanandacceptedtheplanaspresented.Nomodificationsorexceptionstotheplan werenoted.

PHÁÍSCONSIDERATIO NÁNDRESPONSETOCOMMENTSOFRÉSIDENT ADVISORYBOARD

The Espanola Housing Authority has noted that the Resident Advisory Board accepted the Annual Plan and Five Year Plan as presented with no modifications or exceptions. TheEspanolaHousingAuthoritywillproceedwiththeexecutionoftheAnnualandFive YearPlansasoriginallyprepared.

City of Espanola Housing Authority
Pet Policy Ownership Rules
ATTACHMENT H

GENERAL PURPOSE

- ❑ To establish reasonable rules to govern the keeping of common household pets in federally assisted rental housing by all residents.
- ❑ To enforce regulations necessary to ensure the goal of providing decent, safe, and sanitary housing for residents.
- ❑ To issue regulations necessary to protect and preserve the physical condition and environment of the neighborhood.

STATEMENT OF POLICY

Residents of the City of Espanola Housing Authority may own and keep pets in their dwelling unit as per regulations specified in 24 CFR part 960 "Final Rule". All "common household pets" (**except** pets that are trained to provide assistance, support, or service to persons with disabilities and are needed as a reasonable accommodation to such individuals) must be inspected and given approval from the Housing Authority. All pets are subject to the reasonable requirements of the Housing Authority and must abide by the following as permitted by the Federal Regulations.

REGULATIONS AND LIMITATIONS ARE AS FOLLOWS:

1. Common household pets authorized by this policy are dogs and cats. Other pets such as; birds, fish, and those trained to provide assistance for persons with disabilities are not subject to Housing Approval being that these animals are self-contained.
2. The following breeds of dog will not be allowed because of their dangerous and vicious nature:
 - a. Rottweiler or mix
 - b. Pit Bull or mix
 - c. Chow or mix
3. The number of pets per household will be limited to two (2). All pets must be registered with the office, and the Head of Household must sign and fill out a Pet Registration Record Form.
4. Dogs/cats shall be limited to small breeds where total weight shall not exceed twenty-five (25) pounds and total height shall not exceed twenty-four (24) inches. Seeing-eyedogs and Hearing-aid dogs are excluded from height and weight requirements.
5. All dogs/cats shall be neutered or spayed and verified in writing by a certified Veterinarian. Pet owners will be required to present a certificate of health from their veterinarian verifying annual vaccines have been administered. This is to be submitted to the Housing Authority Annually.

6. A Pet Deposit of \$100.00 shall be made to the Housing Authority. Such deposit is not refundable, and shall be used to help cover the cost of damage to the unit resulting from occupancy of the pet. If such repairs are necessary, cost of repairs in excess of the original deposit will be reimbursed to the Housing Authority, and an additional \$100.00 deposit will be required.
7. Pets (dogs) shall be quartered in the backyard only and shall be kept on a leash at all times. A doghouse must be provided and will be restricted to the backyard of the Unit.
8. Pets will be allowed to run only on the owners' yard and the owners shall clean up after pets daily.
9. Local City Ordinance concerning pets shall be complied with at all times.
10. Pets shall be removed from the premises when their conduct or condition constitutes a nuisance or a threat to the health and safety of other occupants of the Authority as determined by Management.
11. Pet sitting will not be allowed.
12. Dishes or containers for food and water will be located within the doghouse area. Food and/or table scraps will not be deposited on the porch or front yard.
13. Pet Owners will be held responsible and liable for any bodily harm to residents or guests on Housing Authority Property and/or destruction of personal property belonging to others caused by the actions of their pets.
14. Housing Authority personnel will conduct periodic inspections of property for compliance of pet policy. The Housing Authority reserves the right to remove or require the removal of any pet at any time for reasons of neglect or abuse, damage or infestation of the pet and for disturbing or threatening any other person.
15. All complaints received against pets will be investigated and documented. Management may require the pet owner to remove the pet. Failure to do so may be grounds for eviction.
16. Failure to abide by the rules of the Pet Policy may result in termination of the lease or eviction. The Housing Authority Grievance Policy shall be applicable to all individual grievances or disputes arising out of violations or alleged violations of this pet policy.

PETREGISTRATION
ANDRECORDFORM

TenantName: _____

UnitAddress: _____

Type of Dog: _____ Initial Pet

Deposit Paid: \$ _____

Height: _____ Weight: _____

Neutered/Spayed: YES DATE _____

NO explanation _____

Damages to Unit: _____

Additional Pet Deposit required \$ _____ paid _____

Date/Receipt#

Damages to Unit; _____

Additional Pet Deposit required \$ _____ paid _____

Date/Receipt#

ATTACH VETERINARIAN CERTIFICATION

CITY OF ESPANOLA HOUSING AUTHORITY

Amendments to Admissions and Continued Occupancy Policy

DECONCENTRATION OF POVERTY POLICY ATTACHMENT I

Section 511 of the Quality Housing and Work Responsibility Act of 1998 (QHWRA) requires the PHA to provide for deconcentration of poverty.

The purpose of this Deconcentration of Poverty Policy is to provide for income-mixing by bringing higher income tenants into lower income neighborhoods and lower income tenants into higher income neighborhoods.

This PHA will reserve not less than 40% of its Public Housing Admissions of new families whose income is at or below 30% of the area median income.

Other admissions must be at or below 80% of the area median income.

To the extent permitted between Public Housing and Section 8, Tenant-based Program targeting requirement, to the extent the PHA exceeds the income targets in the tenant-based program by up to ten percent of that program's size, the PHA may admit that many fewer than 40% (but not less than 30%) of new public housing admissions at or below 30% of the area median.

This policy will allow the PHA to skip applicants on the Community Wide Waiting List to fulfill the income targeting requirement.

CITY OF ESPANOLA HOUSING AUTHORITY

Amendments to Admissions and Continued Occupancy Policy

DECONCENTRATION OF POVERTY POLICY

WHEREAS, Section 511 of the Quality Housing and Work Responsibility Act of 1998 (QHWRA) requires the PHA to provide for deconcentration of poverty.

WHEREAS, The purpose of this Deconcentration of Poverty Policy is to provide for income -mixing by bringing higher income tenants into lower income neighborhoods and lower income tenants into higher income neighborhoods.

WHEREAS, This PHA will reserve not less than 40% of its Public Housing Admissions of new families whose income is at or below 30% of the area median income. Other admissions must be at or below 80% of the area median income.

WHEREAS, To the extent permitted between Public Housing and Section 8, Tenant-based Program targeting requirement, to the extent the PHA exceed the income targets in the tenant-based program by up to ten percent of that program's size, the PHA may admit that many fewer than 40% (but not less than 30%) of new public housing admissions at or below 30% of the area median.

WHEREAS, This policy will allow the PHA to skip applicants on the Community Wide Waiting List to fulfill the income targeting requirement.

NOW, THEREFORE, BE IT RESOLVED, that the Governing body of the City of Espanola, New Mexico hereby approves the Deconcentration of Poverty Policy as presented and the amendment to the Admissions and Continued Occupancy Policy reflect this change.

PASSED, APPROVED AND ADOPTED this _____ day of July, 2000.

Richard L. Lucero, Mayor

Attest:

Renee Archuleta, City Clerk

Implementation of Public Housing Resident Community Service
Requirement
ATTACHMENT J

The City of Espanola Housing Authority will implement to the residents HUD's requirement of mandatory "Community Service" on a monthly basis during its Residential Council meeting sessions. The Housing Authority will discuss who is required to comply and define those who may be "exempt individuals" according to the Federal Register 24 CFR part 960.605 final rule dated March 29, 2000.

The City of Espanola Housing Authority will administer the community services requirements through the Low Rent Program along with the ongoing Program of Family Self-Sufficiency. The City of Espanola will also establish a Cooperative Agreement in conjunction with the New Mexico Human Services Department and New Mexico Income Support Division who is already working with the Rio Arriba Welfare to Works Program. Through these entities the residents will be monitored and the upkeep of those in compliance and non-compliance shall be noted for renewal of annual lease.