

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

Elk County Housing Authority
Johnsonburg, Pennsylvania

Small PHA Plan Update
Annual Plan for Fiscal Year: 2002

Ms. Kathleen Laughner
Executive Director

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

PHA Plan Agency Identification

PHA Name: Elk County Housing Authority

PHA Number: PA54

PHA Fiscal Year Beginning: (mm/yyyy) 10/2001

PHA Plan Contact Information:

Name: Ms. Kathy Laughner, Executive Director

Phone: 814-965-2532

TDD:

Email: elk@penn.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
 ➤ Elk County Housing Authority
 PO Box 100
 Water Street Extension
 Johnsonburg, PA 15845

PHA development management 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
- Main administrative office of the local, county or 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)

PHA Programs Administered:

Public Housing and Section 8 Section 8 Only Public Housing Only

Annual PHA Plan

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

Fiscal Year 2002

[24 CFR 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 file name in parentheses in the space to the right of the title.

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<input checked="" type="checkbox"/> Attachment F: Capital Fund Program Annual Statement	
<input checked="" type="checkbox"/> Attachment G: Capital Fund Program 5 Year Action Plan	
<input type="checkbox"/> Other (List below, providing each attachment name)	

ii. Executive Summary

[24 CFR Part 903.7 9 (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.

- As indicated in the 2001 Annual Plan the Housing Authority has adopted a flat rent schedule effective January 1, 2001. This new schedule, with rents that are lower than the previous ceiling rent schedule, will give tenants an additional choice in determining rents. The new rent structure is:

Efficiency	\$285
1 Bedroom	\$300
2 Bedroom	\$350
3 Bedroom	\$400

- As of May 1, 2001 the Housing Authority has approximately \$65,000 in unused Section 8 funds. Although the Executive Director believes this to be a temporary lull in the interest for Section 8 assistance the Authority does not anticipate applying for additional Section 8 Rental Assistance during the 2002 Plan Year.

- Due to a reduction in income resulting from increased vacancies, and unanticipated increases in utility costs (approx. 25%), contract costs including elevator, electrical and plumbing etc. (approx. 15%) and other operation costs it is necessary to reprogram \$28,560 from the 2002 Capital Fund to the Operations Account. This change is reflected in the Attached Performance and Evaluation Report.

2. Capital Improvement Needs

[24 CFR Part 903.7 9 (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? \$291,321.
- C. Yes No Does the PHA plan 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 G

(2) Capital Fund Program Annual Statement

The Capital Fund Program Annual Statement is provided as Attachment F

3. Demolition and Disposition

[24 CFR Part 903.7 9 (h)]

Applicability: 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 next component ; if “yes”, complete one activity description for each development.)

- Although the Elk County Housing Authority has no specific plans for disposing or demolishing of any public housing units, the Authority is reserving its option to demolish units under the de minimus exception for demolition provided by the QHWRA.

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: <u>(DD/MM/YY)</u>
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 admission 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

[24 CFR Part 903.7 9 (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 24 CFR 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 downpayment requirement of at least 3 percent and requiring that at least 1 percent of the downpayment 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

[24 CFR Part 903.7 (m)]

Exemptions Section 8 Only PHAs may skip to the next component PHAs 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

[24 CFR Part 903.7 9 (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 (File name)
 - The comments were general comments concerning the operation of the PHA and related to ongoing maintenance items. A copy of the minutes of the meeting with the RAB is included as attachment D.
- 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 or
 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 D.
 - 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: (provide name here)
 - Commonwealth of Pennsylvania
- 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)
 - The Elk County Housing Authority will strive to increase the number of

employed persons living in assisted housing. Since the Authority has less than a ten-person universe in this category the PHA will attempt to provide employment opportunities to all non-exempt residents. In addition we will attempt to attract supportive services for these tenants through regular meetings with the Elk County Investment Board, the Northern Tier Community Action Agency and the Elk County Board of Assistance.

- With the opening of the health care suite in the Dickinson Apartments in Ridgway, the Elk County Housing Authority is helping meet a major health care initiative in the Commonwealth's Consolidated Plan.
- Through the implementation of the Authority's Capital Fund Improvements Program and continued maintenance efforts the overall livability and quality of life of assisted housing residents will be positively impacted.

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)

The Commonwealth's Consolidated Plan provides policy direction in the following areas. Consistency has been established by adherence to these specified activities.

- Homeownership initiatives, especially those aimed at promoting the economic self-sufficiency of public housing residents.
- Provide supportive services to improved the living environment.

C. Criteria for Substantial Deviation and Significant Amendments

These definitions represent a change from the 2001 Plan.

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 5-Year Plan is subject to continuous adjustment and change. However, all changes must be incorporated in the subsequent Plan and are subject to review by the Resident Advisory Board and the Public Hearing.

B. Significant Amendment or Modification to the Annual Plan:

- Changes to rent or organization of the waiting list.
- Any change in the Capital Fund Program Annual Statement, including the increase or decrease of any line item, that effects an expenditure more or less than 15% of the total Annual Budget.
- Change in use of replacement reserve funds under the Capital Fund in an amount more than 25%.
- Any change with regard to demolition, disposition, designation, homeownership programs or conversion activities.

Note: Any changes permitted under specific program instructions will not be considered a Substantial Deviation or a Significant Amendment to the respective Plan.

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 Certifications 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 jurisdictions 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 Officers 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
	Public housing rent determination policies, including the method for setting public housing flat rents <input 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 type="checkbox"/> check here if included in the public housing A & O Policy	Annual Plan: Rent Determination
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

List of Supporting Documents Available for Review

Applicable & On Display	Supporting Document	Related Plan Component
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
X	Follow-up Plan to Results of the PHAS Resident Satisfaction Survey (if necessary)	Annual Plan: Operations and Maintenance and Community Service & Self-Sufficiency
	Results of latest Section 8 Management Assessment System (SEMAP)	Annual Plan: Management and Operations
	Any required policies governing any Section 8 special housing types <input type="checkbox"/> check here if included in Section 8 Administrative Plan	Annual Plan: Operations and Maintenance
X	Public housing grievance procedures <input 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, PIH 99-52 (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
	FSS Action Plan/s for public housing and/or Section 8	Annual Plan: Community Service & Self-Sufficiency
	Section 3 documentation required by 24 CFR Part 135, Subpart E	Annual Plan: Community Service & Self-Sufficiency
	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 type="checkbox"/> check here if included in the public housing A & O Policy	Pet Policy
X	The results 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 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)

Required Attachment B: 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:

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.
- In May of each year the Executive Director meets with the Resident Advisory Board and advises them, of the availability of the opportunity to serve on the Housing Authority Board. Following this meeting the Director also posts a Notice on the bulletin board at each development advising residents of the opportunity to serve. To date no public housing resident has volunteered to serve.
- Other (explain):

B. Date of next term expiration of a governing board member: July 2001

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

- Ms. Christine Gavazzi, Chairperson, Elk County Board of County Commissioners

Required Attachment C: 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

Mary Placier
Delores Ott
Edith Wittman
Eleanor Curci
Virginia Hartland
Nancie DeCecchis
Rita Imbodsens
Tammy Parks
Tom Steis
Brenda Gragg
Jim McCarren
David Smith

Attachment D: Comments of Resident Advisory Board or Boards & Explanation of PHA Response

Minutes Resident Board Meeting Elk County Housing Authority

On Friday June 1, 2001 at 1:00 PM Mrs. Kathy Laughner, Executive Director and Mr. Steve Fedorchick, Project Manager of the Elk County Housing Authority held a meeting with members of the Elk County Housing Authority Resident Advisory Board to discuss the 2002 PHA Plan. In attendance were the following members of the Resident Advisory Board or their designees: Sherry Steis, Nancie DeCecchis, Tammy Parks, Ruth Tyger, Brenda Gragg, Connie Akers, Paul and Sandy Hale, Kermit Shelander and Lester Nussbaum.

A copy of the 2002 Small PHA Plan Update had been sent to each member of the RAB in early May, and a copy of the Plan have been on public display for over 30 days.

Following a brief overview of the items contained in the 2002 Elk County Small PHA Plan Update, Mrs. Laughner opened the meeting to discussion.

The resident comments related totally to the capital improvement items contained in the 2002 Capital Fund Program Tables. Discussion took place concerning the improvements scheduled in 2002 and those identified in the Capital Fund 5-Year Action Plan. Residents were please that the PHA was identifying improvements to be made over a 5-year period. Specific comments were made on the following improvements:

- Central air conditioning. (Ridgway Hi-rise in PHA FY 2005). Residents believed this a very necessary improvement and will be a significant asset to the building and healthful to the residents. The Executive Director noted that the PHA Plan process requires planning/scheduling over a 5-year period and through this planning process HUD will provide the funds necessary the complete the improvements.
- Replacement of stoves and refrigerators. (Scheduled for Johnsonburg Family and Mid-rise units and Ridgway Hi-rise in PHA FYs 2003 and 2004). Comments were made that stoves although operational are very old and must were original equipment. Similar comments on the refrigerators. These replacements are needed. Request was made to purchase self-cleaning ovens. Mrs. Laughner commented that costs would determine the types of stoves to be purchased. If reasonable and within budget self-cleaning would be considered. The Executive Director will further discuss this matter with the residents when time to bid the items arrives.
- Patio gate replacement. (Johnsonburg Family units PHA FY 2003). At the time of construction patio gates, shorter than the patio surrounds were installed. This has created a problem for parents when children climb over the gates. The request was made that the new gates are as tall as the patio surrounds. The Executive Director agreed and indicated that taller gates were needed.

- Sidewalks, repair and replacement. (Ongoing program at all developments). Residents were pleased that all sidewalks needing to be replaced or repaired will be taken care of in the near future. Especially bad problems are being address later this summer. Mrs. Laughner commented that bids had been let and work in Johnsonburg will begin shortly.
- Large patio replacement in front of Ridgway Hi-rise. Residents were please that the extension of patio area had been completed. Removal of overgrown shrubs and placement of picnic tables has made it possible to sit and socialize on the patio. Mrs. Laughner commented that additional improvements are planned.

The Resident Advisory Board and a number of the residents of the Johnsonburg Family units had identified the improvement of an existing playground as a high priority. Toward that end these residents have taken on this project as one in which they are in control of design and funding. They have established an informational web site and began to solicited funding in their own name. This PHA fully supports this self-initiated activity and has committed to install new fencing around the improved playground. The RAB has not requested the PHA to provide any funding for this activity.

PHA Response:

The Resident Advisory Board Members were generally pleased with the Plan and the planning process. The comments were supportive of the decisions and directions that the PHA Board and staff have proposed. Based upon the comments made at the meeting no change to the 2002 PHA Plan Update is necessary. No written comments were received.

Attachment E: Progress in Meeting 5-Year Plan and Significant Accomplishments During the 2001 Annual Plan year.

- In May 2001 the Housing Authority, with the cooperation of a local hospital opened a health care suite on the first floor of Dickinson Apartments, Ridgway (PA54-1). This facility will serve the residents of the Ridgway complex and improve the quality of life those individuals.
- The Housing Authority's Community Service program was successfully implemented. 3 persons were identified as being required to perform Community Service. With assistance from the Authority these residents have begun their 8 hour community service requirement.
- The Housing Authority has assumed responsibility for the management of a 17 unit Section 202 development in Kersey, PA. known as Fox Run. 5 of the units are currently occupied. This development, supported by the Authority through the Section 8 program, will serve to increase the number of assisted housing choices available to Elk County residents.
- Similarly, the 22 unit Section 202 development in Weedville, also managed by the Housing Authority, is providing additional needed housing opportunities. Only 1 vacant unit remains in this Section 8 supported development.
- The Housing Authority will continue to decrease the vacant number of public housing units. Of the 176 public housing units 18 are currently vacant. The Authority is striving to decrease the number of vacancies to 0.
- Cooperation between the TANF agency and the Authority has been positively effected by the recent relocation of the State Welfare Office to space adjacent to the Authority's Ridgway Office. In addition, due to this close proximity, the Authority has begun a new informational "flyer" campaign aimed at advising State Welfare Program participants of the availability of low rent housing in the jurisdiction.
- In a continuing commitment to increase assisted housing choices and increase outreach efforts to potential Section 8 voucher landlords the Executive Director of the Authority meets twice a year with the Elk County Landlord's Association.
- Following close scrutiny and analysis the Housing Authority has decided not to pursue a Hope VI grant to convert units in Ridgway -Dickinson Apartments. With occupancy relatively high in this elderly complex (only 2 vacancies) the concept of converting from efficiencies to 1-bedroom units will not be pursued at this time.
- The Housing Authority's latest Public Housing Assessment System (PHAS) Score given by HUD is 89. (a perfect score is 100)

Pages 18 and 30 **are NOT** missing. The PHA Plan template was unable to be altered/corrected to provide correct page numbers.

Attachment F

CAPITAL FUND PROGRAM TABLES START HERE

Annual Statement/Performance and Evaluation Report						
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part I: Summary						
PHA Name: Elk County Housing Authority		Grant Type and Number Capital Fund Program Grant No: PA28P0540100 Replacement Housing Factor Grant No:			Federal FY of Grant: 2000	
<input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/ Emergencies <input checked="" type="checkbox"/> Revised Annual Statement (revision no: 1) <input checked="" type="checkbox"/> Performance and Evaluation Report for Period Ending: 03/01 <input type="checkbox"/> 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	0	28,560	0	0	
3	1408 Management Improvements					
4	1410 Administration					
5	1411 Audit					
6	1415 Liquidated Damages					
7	1430 Fees and Costs	15,800	15,780	0	0	
8	1440 Site Acquisition					
9	1450 Site Improvement	23,000	48,000	0	0	
10	1460 Dwelling Structures	220,300	177,000	0	0	
11	1465.1 Dwelling Equipment—Nonexpendable					
12	1470 Nondwelling Structures					
13	1475 Nondwelling Equipment					
14	1485 Demolition					
15	1490 Replacement Reserve					

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

PHA Name: Elk County Housing Authority	Grant Type and Number Capital Fund Program Grant No: PA28P0540100 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: 1)
 Performance and Evaluation Report for Period Ending: 03/01 Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs				
18	1499 Development Activities				
19	1501 Collateralization or Debt Service				
20	1502 Contingency	26,495	16,255	0	0
21	Amount of Annual Grant: (sum of lines 2 – 20)	285,595	285,595	0	0
22	Amount of line 21 Related to LBP Activities				
23	Amount of line 21 Related to Section 504 compliance				
24	Amount of line 21 Related to Security – Soft Costs				
25	Amount of Line 21 Related to Security – Hard Costs				
26	Amount of line 21 Related to Energy Conservation Measures				

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

PHA Name: Elk County Housing Authority		Grant Type and Number Capital Fund Program Grant No: PA28P0540100 Replacement Housing Factor Grant No:				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 Work
				Original	Revised	Funds Obligated	Funds Expended	
Ridgway Hi-Rise PA054-1	Patch and reseal parking lot	1460	1	3,000	0	0	0	1999 CIAP program expense
	Replace hot water heating units in stairways	1460	2	10,000	10,000	0	0	Pending on target
	Repair existing hand railings in stairways	1460	16	2,000	2,000	0	0	Pending on target
	Repaint/paint stairways	1460	2	5,000	5,000	0	0	Pending on target
	Install automatic door openers on front door	1460	1	6,000	0	0	0	Completed as part of prior CIAP
	New aluminum handicap service	1460	1	1,300	0	0	0	Completed as part of prior CIAP

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

PHA Name: Elk County Housing Authority		Grant Type and Number Capital Fund Program Grant No: PA28P0540100 Replacement Housing Factor Grant No:				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 Work
				Original	Revised	Funds Obligated	Funds Expended	
Johnsonburg Family Units PA054-2	Security boundary fence for family mid-rise	1450	1	21,000	21,000	0	0	In bidding process
	Replace deteriorating concrete sidewalk and back fill	1450	All	22,000	22,000	0	0	Pending On target
	Replace fence along existing concrete steps	1450	All	5,000	5,000	0	0	Pending On target
	Replace bathroom floors - 27 units	1460	27	55,000	55,000	0	0	In bidding process
	Provide mechanical ventilation in all apartment bathrooms - roof fans	1460	15	15,000	15,000	0	0	In bidding process
	Replace interior light fixtures in living rooms - all apartments	1460	40	10,000	10,000	0	0	In bidding process
	Install bathtub liners - all apartments	1460	40	30,000	30,000	0	0	In bidding process

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

PHA Name: Elk County Housing Authority		Grant Type and Number Capital Fund Program Grant No: PA28P0540100 Replacement Housing Factor Grant No:				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 Work
				Original	Revised	Funds Obligated	Funds Expended	
Johnsonburg Mid-Rise PA054-2	Replace main entrance door	1460	1	6,000	0	0	0	Completed as part of prior CIAP
	Install new bathtub liners in all apartment	1460	36	30,000	30,000	0	0	On target
	Refinish all doors leading to public area corridors	1460		20,000	20,000	0	0	On target
PHA-Wide Activities	A&E fees	1430		15,780	15,780	0	0	
	Operations	1406		0	28,560	0	0	
	Contingency	1502		26,495	16,255	0	0	

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

PHA Name: Elk County Housing Authority	Grant Type and Number Capital Fund Program Grant No: PA28P0540101 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	50,792			
3	1408 Management Improvements				
4	1410 Administration				
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	16,023			
8	1440 Site Acquisition				
9	1450 Site Improvement	64,000			
10	1460 Dwelling Structures	133,500			
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	1499 Development Activities				
19	1501 Collateralization or Debt Service				
20	1502 Contingency	27,006			
21	Amount of Annual Grant: (sum of lines 2 – 20)	291,321			

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

PHA Name: Elk County Housing Authority	Grant Type and Number Capital Fund Program Grant No: PA28P0540101 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
22	Amount of line 21 Related to LBP Activities				
23	Amount of line 21 Related to Section 504 compliance				
24	Amount of line 21 Related to Security – Soft Costs				
25	Amount of Line 21 Related to Security – Hard Costs				
26	Amount of line 21 Related to Energy Conservation Measures				

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

PHA Name: Elk County Housing Authority		Grant Type and Number Capital Fund Program Grant No: PA28P0540101 Replacement Housing Factor Grant No:				Federal FY of Grant: 2001		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
Ridgway Hi-rise PA054-1	New plaster finish on walls in public areas	1460		40,000				
Johnsonburg Family PA054-2	Replace unit connectors in all laundry and boiler rooms	1460		5,000				
	Replace all 220 circuits for dryers in all laundry rooms	1460	10	3,000				
	Replace all gypsum board at stairways in all apartments	1460	40 units	30,000				
	Replace all exterior lights fixtures at all apartment entrances	1460	40 units	8,000				
	Regrade /spread top soil for installation of a play field at north end of property	1450		60,000				

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

PHA Name: Elk County Housing Authority		Grant Type and Number Capital Fund Program Grant No: PA28P0540101 Replacement Housing Factor Grant No:				Federal FY of Grant: 2001		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
Johnsonburg Family PA054-2	Replace vinyl tile flooring on second floor - all apartments	1460	20 units	47,500				
Johnsonburg Mid-Rise PA054-2	Replace deteriorated concrete sidewalks	1450		2,000				
	Replace fence between garage and buildings	1450		2,000				
PHA-Wide Activities	A&E fees	1430		16,023				
	Operations	1406		50,792				
	Contingency	1502		27,006				

Annual Statement/Performance and Evaluation Report
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)
Part III: Implementation Schedule

PHA Name: Elk County Housing Authority		Grant Type and Number Capital Fund Program No: PA28P0540101 Replacement Housing Factor No:					Federal FY of Grant: 2001	
Development Number Name/HA-Wide Activities	All Fund Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates	
	Original	Revised	Actual	Original	Revised	Actual		
Ridgway Hi-Rise PA054-1	9/30/03			9/30/04				
Johnsonburg Mid-Rise PA054-1	9/30/03			9/30/04				
Johnsonburg Family PA054-2	9/30/03			9/30/04				

Attachment G
Capital Fund Program Five-Year Action Plan
Part I: Summary

PHA Name: Elk County Housing Authority		<input checked="" type="checkbox"/> Original 5-Year Plan <input type="checkbox"/> Revision No:			
Development Number/Name/HA-Wide	Year 1	Work Statement for Year 2 FFY Grant:2002 PHA FY:2003	Work Statement for Year 3 FFY Grant:2003 PHA FY:2004	Work Statement for Year 4 FFY Grant:2004 PHA FY:2005	Work Statement for Year 5 FFY Grant:2005 PHA FY:2006
Ridgway Hi-Rise <i>PA054-1</i>	Annual Statement	67,000	98,000	120,000	61,000
Johnsonburg Mid-Rise PA054-2		114,800	45,000	40,000	45,000
Johnsonburg Family PA054-2		52,000	36,000	32,000	160,000
PHA-Wide Activities		60,000	110,000	100,000	26,500
CFP Funds Listed for 5-year planning		293,800	289,000	292,000	292,500
Replacement Housing Factor Funds					

Capital Fund Program Five-Year Action Plan

Part II: Supporting Pages—Work Activities -Page 1

Activities for Year 1	Activities for Year : <u>2</u> FFY Grant:2002 PHA FY:2003			Activities for Year: <u>3</u> FFY Grant:2003 PHA FY:2004		
	Development Name/Number	Major Work Categories	Estimated Cost	Development Name/Number	Major Work Categories	Estimated Cost
See	<i>Ridgway Hi-Rise</i> PA054-1	<i>Handrails, bumper guards, corner guards</i>	60,000	<i>Ridgway Hi-Rise</i> PA054-1	<i>Patio renovation and furniture</i>	5,000
Annual						
Statement	<i>Johnsonburg Family</i> PA054-2	Replace patio gates	15,000		<i>Restroom for tenant space</i>	3,000
		Remove/ regrade patio wood curbing	20,000		Replace gas ranges	50,000
		Replace wooden stair treads	3,000		Replace refrigerators	40,000
		Regrade new topsoil	8,000			
		Interior lighting	6,000	<i>Johnsonburg Family</i> PA054-2	Replace gas ranges	20,000
		Replace gas ranges	20,000		Replace refrigerators	16,000
			continued			continued

Capital Fund Program Five-Year Action Plan

Part II: Supporting Pages—Work Activities- Page 2

Activities for Year 1	Activities for Year : <u>2</u> FFY Grant:2002 PHA FY:2003			Activities for Year: <u>3</u> FFY Grant:2003 PHA FY:2004		
	Development Name/Number	Major Work Categories	Estimated Cost	Development Name/Number	Major Work Categories	Estimated Cost
See	Johnsonburg Mid-Rise PA054-2	<i>Install air conditioning</i>	60,000	Johnsonburg Mid-Rise	<i>Replace gas ranges</i>	25,000
Annual						
Statement		Replace existing door	800		<i>Replace refrigerators</i>	20,000
		Replace gas ranges	45,000	PHA-Wide Activities	A&E fees, Operating and Contingency	110,000
	PHA-Wide Activities	Replace Computer system. A&E fees, Operations and contingency	56,000			
		Total CFP Estimated Cost	\$293,800			\$289,000

Capital Fund Program Five-Year Action Plan

Part II: Supporting Pages—Work Activities-Page 3

Activities for Year 1	Activities for Year : <u>4</u> FFY Grant:2004 PHA FY:2005			Activities for Year: <u>5</u> FFY Grant:2005 PHA FY:2006		
	Development Name/Number	Major Work Categories	Estimated Cost	Development Name/Number	Major Work Categories	Estimated Cost
See	Ridgway Hi-Rise PA054-1	<i>Install central air conditioning</i>	120,000	Ridgway Hi-Rise PA054-1	<i>Paint 10 units</i>	6,000
Annual						
Statement					<i>Replace carpet in common area</i>	35,000
	Johnsonburg Family PA054-2	Replace exterior door and door hardware	32,000		Paint common area walls and doors	20,000
	Johnsonburg Mid-Rise PA054-2	Plaster wall	40,000	Johnsonburg Family PA054-2	Replace patio surrounds	40,000
					Refinish wall -40 units	60,000
					Replace patio concrete floors	60,000
				Johnsonburg Mid-Rise PA054-2	Replace closet doors	15,000
			continued			continued

Capital Fund Program Five-Year Action Plan

Part II: Supporting Pages—Work Activities-Page 4

Activities for Year 1	Activities for Year : <u>4</u> FFY Grant:2004 PHA FY:2005			Activities for Year: <u>5</u> FFY Grant:2005 PHA FY:2006		
	Development Name/Number	Major Work Categories	Estimated Cost	Development Name/Number	Major Work Categories	Estimated Cost
See	PHA-Wide Activities	<i>Office furniture, Office machines, A&E fees, Operation and Contingency</i>	100,000	Johnsonburg Mid-Rise PA054-2	<i>Replace carpet in common area</i>	15,000
Annual						
Statement					<i>Paint wall and doors in all common areas</i>	15,000
				PHA-Wide Activities	Operations, Contingency and A&E fees	26,500
		Total CFP Estimated Cost	\$292,000			\$292,500

