

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

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Small PHA Plan Update  
Annual Plan for Fiscal Year: 2001

**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:** Housing Authority of the City of Anacortes

**PHA Number:** WA01002

**PHA Fiscal Year Beginning:** 04/2001

**PHA Plan Contact Information:**

Name: Theresa McCallum

Phone: 360.293.7831

TDD: 360.293.8998

Email (if available): aha@fidalgo.net

**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

**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:**

X Public Housing and Section 8       Section 8 Only       Public Housing Only

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Small PHA Plan Update

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

**Annual PHA Plan  
Fiscal Year 2001**  
[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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**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.

There have not been any changes in policies since last year's PHA Plan. During the implementation of the Plan, AHA developed and rewrote existing policies to correspond with new requirements and regulations.

**2. Capital Improvement Needs**

[24 CFR Part 903.7 9 (g)]

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

A. X 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? \$ 220,866

C. X 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 yes

**(2) Capital Fund Program Annual Statement**

The Capital Fund Program Annual Statement is provided as Attachment yes

**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 X 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.)

2. Activity Description

<b>Demolition/Disposition Activity Description (Not including Activities Associated with HOPE VI or Conversion Activities)</b>
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 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? \$ \_\_\_\_\_
- 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 F Comments
- 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 \_\_\_\_\_.
  - X Considered comments, but determined that no changes to the PHA Plan were necessary. An explanation of the PHA's consideration is included at the at the end of the RAB Comments in Attachment F Comments.
  - 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:  
Washington State

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.

X 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 X 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 Washington State 1995 Consolidated Plan lists the following actions and commitments that are directly related to our Plan:

“Assist existing shelter and service programs to maintain at least their current level of service.”

“Work with DSHS and local service providers to adequately assess supportive housing needs of special needs populations and develop strategies for meeting the needs identified.:

“Encourage local government participation in and funding of local low-income housing providers.”

“Provide assistance to local governments to identify and use a variety of funding options for housing programs.”

**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 will list all deviations to Policies and Capitol Fund Plans that are inconsistent with any Policies or Tables that were submitted in the previous year. The deviations are listed below.

1. Changes in Capitol Funds for 2001 to include renovation of Community Center Kitchen area, including replacement of equipment.
2. Renovation of maintenance storage area to include additional shop area.

**A. Significant Amendment or Modification to the Annual Plan:**

The Housing Authority will list all deviations to Policies and Capitol Fund Plans that are in consistent with any Policies or Table that were submitted in the previous year. There were no deviations to list as part of the Annual 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
	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
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
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

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Related Plan Component
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)	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 X check here if included in the public housing A & O Policy	Annual Plan: Grievance Procedures
X	Section 8 informal review and hearing procedures X 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
	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
X	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 (PHEDEP) semi-annual performance report	Annual Plan: Safety and Crime Prevention

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Related Plan Component
	PHDEP-related documentation: <ul style="list-style-type: none"> <li>· Baseline law enforcement services for public housing developments assisted under the PHDEP plan;</li> <li>· 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);</li> <li>· Partnership agreements (indicating specific leveraged support) with agencies/organizations providing funding, services or other in-kind resources for PHDEP-funded activities;</li> <li>· Coordination with other law enforcement efforts;</li> <li>· Written agreement(s) with local law enforcement agencies (receiving any PHDEP funds); and</li> <li>· 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.</li> </ul>	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 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)



Annual Statement/Performance and Evaluation Report					
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part 1: Summary					
PHA Name: Housing Authority of the City of Anacortes		Grant Type and Number Capital Fund Program:WA19PO1050101 Capital Fund Program Replacement Housing Factor Grant No:		Federal FY of Grant: 2001	
<input checked="" type="checkbox"/> Original Annual Statement <input type="checkbox"/> Performance and Evaluation Report for Period Ending: <input type="checkbox"/> Reserve for Disasters/ Emergencies <input type="checkbox"/> Revised Annual Statement (revision no: ) <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				
3	1408 Management Improvements	2,000			
4	1410 Administration	11,043			
5	1411 Audit				
6	1415 liquidated Damages				
7	1430 Fees and Costs	500			
8	1440 Site Acquisition				
9	1450 Site Improvement	25,000			
10	1460 Dwelling Structures	157,323			
11	1465.1 Dwelling Equipment—Nonexpendable	2,000			
12	1470 Nondwelling Structures	18,000			
13	1475 Nondwelling Equipment	2,000			
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs	1,000			
18	1498 Mod Used for Development				
19	1502 Contingency				
20	Amount of Annual Grant: (sum of lines 2-19)	220,866			
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					
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part 1: Summary					
PHA Name: Housing Authority of the City of Anacortes		Grant Type and Number Capital Fund Program:WA19PO1050101 Capital Fund Program Replacement Housing Factor Grant No:		Federal FY of Grant: 2001	
<input checked="" type="checkbox"/> Original Annual Statement <input type="checkbox"/> Performance and Evaluation Report for Period Ending: <input type="checkbox"/> Reserve for Disasters/ Emergencies <input type="checkbox"/> Revised Annual Statement (revision no: ) <input type="checkbox"/> 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				

<b>Annual Statement/Performance and Evaluation Report</b> <b>Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)</b> <b>Part II: Supporting Pages</b>								
PHA Name: Housing Authority of the City of Anacortes		<b>Grant Type and Number</b> Capital Fund Program #: WA19PO1050101 Capital Fund Program Replacement Housing Factor #:			<b>Federal FY of Grant:</b> 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 Proposed Work
				Original	Revised	Funds Obligated	Funds Expended	
10-3	Fees and Costs Advertising	1430		500				
10-3	Site Improvement Replace waterlines @ Site I	1450		25,000				
10-3	Dwelling Structure Continue renovation of units 30+ yrs old	1460	4 units	157,323				
10-3	Dwelling Equipment Energy Efficient Refrigerators	1475	4	2,000				
10-2	Non Dwelling Structure Renovate Community Center Kitchen	1470		20,000				
10-2	Non Dwelling Equipment Replace fan hood and dishwasher with commercial grade equipment	1475		2,000				
HA-WIDE	Management Improvements Training in Capital Fund Program, PHAS	1408		2,000				
HA-WIDE	Administration Wages & Benefits for Mod. Coord. And ED	1410		11,043				
HA-WIDE	Relocation Cost Relocate 4 families during renovation	1495.1	4	1,000				





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.

<b>CFP 5-Year Action Plan</b>		
<input checked="" type="checkbox"/> <b>Original statement</b>		<input type="checkbox"/> <b>Revised statement</b>
<b>Development Number</b>	<b>Development Name (or indicate PHA wide)</b>	
<b>WA010</b>	<b>10-3</b>	
<b>Description of Needed Physical Improvements or Management Improvements</b>	<b>Estimated Cost</b>	<b>Planned Start Date (HA Fiscal Year)</b>
<b>Unit Renovation to include plumbing, wiring and site work (four units) Site II</b>	<b>160,000</b>	<b>2002</b>
<b>Site work to include sidewalks, play area, retaining walls and railing Site II</b>	<b>60,866</b>	<b>2002</b>
<b>Non D/S and site work to include storage sheds and water lines Site I</b>	<b>110,866</b>	<b>2003</b>
<b>Unit Renovation to include plumbing, wiring and site work (four units) Site I</b>	<b>220,866</b>	<b>2004</b>
<b>Continuation of Renovation Work (four units) Site I</b>	<b>220,866</b>	<b>2005</b>
<b>Continuation of Renovation Work (four units) Site I</b>	<b>220,866</b>	<b>2006</b>
<b>WA010</b>	<b>10-2</b>	
<b>Site work to continue around office and senior building</b>	<b>40,000</b>	<b>2003</b>
<b>Renovate maintenance storage area to include additional shop area</b>	<b>70,000</b>	<b>2003</b>
<b>Total estimated cost over next 5 years</b>		

**Required Attachment D: Resident Member on the PHA Governing Board**

1. X 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: Kelli McBride (April 2000 to September 2000) moved out of Public Housing, Replacement Joann Newman (September 2000 to March 2001)
- B. How was the resident board member selected: (select one)?  
 Elected  
X Appointed
- C. The term of appointment is:  
April 1<sup>st</sup> to March 31<sup>st</sup> (AHA Fiscal Year)
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 31, 2001
- C. Name and title of appointing official(s) for governing board (indicate appointing official for the next position):  
Dean Maxwell, Mayor, City of Anacortes, WA

**Required Attachment E: 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.)

For the Original PHA Plan Submission (2000), the Anacortes Housing Authority sent out notices, and set up a meeting for any interested tenants to participate in the development and implementation of a PHA Plan, the meeting was held during a regularly scheduled Senior Meeting. Several tenants from our Senior Building volunteered to help with the Plan. We had also announced that AHA was seeking interested tenants to become a Board Member. Seven tenants volunteered to serve on committee for PHA Plan:

Bob Tetzloff

Joann Newman

Bonnie Daniels

Ed Swartz

Elinor Herbert

Winnie Guthrie

Kelli McBride

Two tenants submitted letters of interest for position of Board Member

Joann Newman

Kelli McBride

For the PHA Plan Update (2001), again AHA sent out notices requesting tenants become involved, by sending suggestions and comments about Capitol Fund Spending, PHA Plan, and letters of interest to serve as a Housing Authority Board Member. The only interest received was that of wish lists for property improvements (which are included in Attachment F) and one tenant submitted a letter of interest to serve as a Housing Authority Board Member.

Joann Newman

The majority of family heads and spouses at AHA are working, and apparently do not wish to get involved in the AHA business. Those individuals that volunteered last year to serve on the committee showed no interest this year (several are no longer tenants).

**Attachment F : Comments on PHA Update and Capitol Funds**

**Capitol Funds**

**Site I**

**Dwelling Structure**

Doors painted\*

Power washing the building\*

Dishwashers

**Site Improvement**

Reseed lawn area\*

Outside Storage Units\*

**Site III (renovated units)**

**Dwelling Structure**

Dishwashers

Carpeting

More drawers in bathroom

**Site Improvement**

Garden areas/flowers/trees

Covered bike rack

Covered bus stop

Benches\*

Parking area Repainted\*

Wider patios with privacy screens

Covered parking

**Harbor House**

**Dwelling Structure**

Kitchen Cabinets refinished

Hallway doors refinished

New stoves

**AHA Response to Capitol Fund Requests:**

Those items with a (\*) are already in AHA's Five year plan in the continuation of renovation. Dishwashers are not in the plan. A Bike rack will be installed at each Site during renovation. And we encourage tenants to plant flowers around their units. Our Site renovation included garden areas around each patio area.

A determination was made that refinishing kitchen cabinets and hallway doors is not in plans at present. Also all stoves located in the senior building are inspected annually and kept in a satisfactory working condition.

**Attachment G : Community Service Requirements**

**The Anacortes Housing Authority passed through Resolution the Implementation of Community Service Requirements before the implementation of the initial PHA Plan:**

In order to be eligible for continued occupancy, each adult family member must either contribute eight hours per month of community service (not including political activities) within the community in which the public housing development is located, or participated in an economic self-sufficiency program unless they are exempt from this requirement. Exempt tenants are age 62 or older, tenants who are blind or disabled, tenants who are the primary care giver for someone who is blind or disabled, tenants already engaged in work activity, and family members who are exempt under Part A Title IV of the Social Security Act or under any other State welfare program or receiving assistance under a State program.

The Housing Authority on a quarterly basis identifies all adult family members who are not exempt from the requirement. A letter of the requirement notifies those tenants and categories for exemption are listed. The notice will provide the opportunity for family members to claim and explain an exempt status. The Housing Authority verifies such claims.

The Housing Authority coordinates with social service agencies, schools, and Human Resource offices to identify a list of volunteer community service positions.

For those that are non-exempt, the Housing Authority provides the list of known service positions, a time sheet with instructions. Each tenant eligible for this requirement is reviewed on a quarterly basis for compliance with the requirement. If they have not fulfilled the requirement, they are notified of the delinquency. If an agreement can not be reached within 30 days of the families next annual lease date, the lease will not be renewed and the family will be t

The Housing Authority coordinates with social service agencies, schools, and Human Resource offices to identify a list of volunteer community service positions.

For those that are non-exempt, the Housing Authority provides the list of known service positions, a time sheet with instructions. Each tenant eligible for this requirement is reviewed on a quarterly basis for compliance with the requirement. If they have not fulfilled the requirement, they are notified of the delinquency. If an agreement cannot be reached within 30 days of the families next annual lease date, the lease will not be renewed and the family will be terminated.

Currently the Housing Authority has eight adult family members whom are non-exempt and in compliance with regulations. There are eleven family members that meet the exempt criteria.

**Attachment H : Statement of Progress in meeting 5-yr Plan Mission and Goals**

Anacortes Housing Authority stated as it's goal to "increase the availability of decent, safe, and affordable housing. Over the last year, AHA has completed an 18 unit renovation project (including two ADA units), installed porch lighting at each first floor unit of the Senior/Disabled complex, implemented a Mainstream Voucher Program in San Juan County (has never had a Housing Authority, therefore no Public Housing or Section 8), and is currently looking at the possibilities of purchasing a 46 unit complex that has 23 of its units assisted through Section 8. Through a cooperative effort with Skagit Housing Solutions, AHA has successful applied for and is in the process of finalizing funding for a part time Resident Service Coordinator for the Senior Complex.