

**WCHA 2001 Annual Plan
Agency Identification**

PHA Name: Walsh County Housing Authority

PHA Number: ND049

PHA Fiscal Year Beginning: (mm/yyyy) 01-01-02

PHA Plan Contact Information:

Name: Shelley Popiel, Executive Director

Phone: 701-352-3260

TDD:

Email (if available): wcha@polarcomm.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
PHA development management offices

Display Locations For PHA Plans and Supporting Documents

- 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)
- 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

WCHA Annual Plan
Fiscal Year 2002
[24 CFR Part 903.7]

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ii. Executive Summary

[24 CFR Part 903.7 9 (r)]

With the assistance of the Board of Commissioners, our participants and the administrative staff of the Housing Authority, we have assembled the Housing Authority of Walsh County's Annual Plan. The Plan addresses all of the statutory components as required by the Department of Housing and Urban Development (HUD). In keeping with its mission, the Housing Authority will work towards full utilizing all funds available to the Authority so as to maximize the results in an environment of limited funding. This Plan was assembled using the most current information available from MTCS (Multifamily Tenant Characteristics System), PIC (Public and Indian Housing Information Center), the U.S. Census Bureau, CHAS (Comprehensive Housing Affordability Strategy), and North Dakota's Consolidated Plan for Walsh County and does not reflect any changes of availability of funding by HUD.

This Plan required that we take a detailed look at the Housing Authority and determine where we are, where we want to be and how we are going to get there. The results of this Authority-wide analysis were not surprising, as we have addressed many of the components in the past.

Two conclusions can be drawn from the results of the analysis. First, there is an immediate need for safe, affordable elderly and handicap accessible housing units in Walsh county. Secondly, Walsh County Housing Authority will develop and maintain a networking system throughout the County to assist tenants in identifying services available to meet their needs and provide crime-free and safe housing.

Walsh County Housing will continue to strive to meet the housing needs of county residents by use of the local preferences. A definition of local preferences is as follows:

Elderly, disabled applicants are first priority
Families are second priority
Singles are third priority

Walsh County Housing Authority's Annual and Five Year Plan are consistent with the North Dakota Consolidated Plan.

Lastly, the Housing Authority of Walsh County will continue to do what we do best; providing safe, affordable housing to low-income residents through the provision of financial assistance programs, supportive services, and effective management.

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

No changes.

2. Capital Improvement Needs **Not Applicable**

[24 CFR Part 903.7 9 (g)]

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? \$ _____

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

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

(2) Capital Fund Program Annual Statement

The Capital Fund Program Annual Statement is provided as Attachment

3. Demolition and Disposition Not Applicable

[24 CFR Part 903.7 9 (h)]

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.)

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 Disposition
3. Application status (select one) Approved Submitted, pending approval Planned application
4. Date application approved, submitted, or planned for submission: (DD/MM/YY)
5. Number of units affected: 6. Coverage of action (select one) Part of the development Total development
7. Relocation resources (select all that apply) Section 8 for units Public housing for units Preference for admission to other public housing or section 8

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.)

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 Not Applicable

[24 CFR Part 903.7 (m)]

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)]

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)
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 at the end of the RAB Comments in Attachment ____.

Other: (list below)

B. Statement of Consistency with the Consolidated Plan

1. Consolidated Plan jurisdiction: Consolidated Plan for North Dakota Fiscal Years 2000-2005 Region IV

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 Plans.

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)

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)

Walsh County Housing Authority will continue to strive to assist low income families with rental assistance in our jurisdiction.

Amendment and Deviation Definitions

24 CFR Part 903.7(r)

A. Substantial Deviation from the 5-year Plan:

_____None.

B. Significant Amendment or Modification to the Annual Plan:

None.

Attachment A
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
		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
		Annual Plan: Eligibility, Selection, and Admissions Policies
		Annual Plan: Eligibility, Selection, and Admissions Policies
		Annual Plan: Eligibility, Selection, and Admissions Policies
		Annual Plan: Rent Determination
		Annual Plan: Rent Determination
	<u>X</u> check here if included in Section 8 Administrative Plan	Annual Plan: Rent Determination
		Annual Plan: Operations and Maintenance
		Annual Plan: Management and Operations
		Annual Plan: Operations and Maintenance and

		Community Service & Self-Sufficiency
		Annual Plan: Management and Operations
		Annual Plan: Operations and Maintenance
	check here if included in the public housing A & O Policy	Annual Plan: Grievance Procedures
	<u>X</u> check here if included in Section 8 Administrative Plan	Annual Plan: Grievance Procedures
	The HUD-approved Capital Fund/Comprehensive Grant Program Annual Statement (HUD 52837) for any active grant year	Annual Plan: Capital Needs
	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
	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
		Annual Plan: Designation of Public Housing
		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
X	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
		Annual Plan: Community Service & Self-Sufficiency
		Annual Plan: Community Service & Self-Sufficiency
		Annual Plan: Safety and Crime Prevention
	PHDEP-related documentation: <ul style="list-style-type: none"> • Baseline law enforcement services for public housing 	Annual Plan: Safety and Crime Prevention

	developments assisted under the PHDEP plan; <ul style="list-style-type: none"> • 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. 	
		Pet Policy
		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)

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Table Library (Not Applicable)

Annual Statement/Performance and Evaluation Report Capital Fund Program and Capital Fund Program Replacement Housing Factors NOT Not Applicable			
PHA Name:		Grant Type and Number	
		Capital Fund Program: Capital Fund Program: Replacement Housing Factors	
Original Annual Statement		Reserve for Disasters/ Emergencies	
Performance and Evaluation Report for Period Ending:		Final Performance Report	
Line No.	Summary by Development Account	Total Estimated Cost	
		Original	Revised
1	Total non-CFP Funds		
2	1406 Operations		
3	1408 Management Improvements		
4	1410 Administration		
5	1411 Audit		
6	1415 liquidated Damages		
7	1430 Fees and Costs		
8	1440 Site Acquisition		
9	1450 Site Improvement		
10	1460 Dwelling Structures		

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)		
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		
24	Amount of line 20 Related to Energy Conservation Measures		

Total estimated cost over next 5 years		

PHA Public Housing Drug Elimination Program Plan Not Applicable

Section 1: General Information/History

A. Amount of PHDEP Grant \$ _____

B. Eligibility type (Indicate with an "x") N1 _____ N2 _____
R _____

C. FFY in which funding is requested _____

D. Executive Summary of Annual PHDEP Plan

E. Target Areas

PHDEP Target Areas (Name of development(s) or site)	Total # of Units within the PHDEP Target Area(s)	Total Population to be Served within the PHDEP Target Area(s)

F. Duration of Program

12 Months _____ 18 Months _____ 24 Months _____

G. PHDEP Program History

Fiscal Year of Funding	PHDEP Funding Received	Grant #	Fund Balance as of Date of this Submission	Grant Extensions or Waivers	Grant Start Date
FY 1995					
FY 1996					
FY 1997					
FY 1998					
FY 1999					

Section 2: PHDEP Plan Goals and Budget

A. PHDEP Plan Summary

B. PHDEP Budget Summary

FFY _____ PHDEP Budget Summary	
Original statement	
Revised statement dated:	
Budget Line Item	Total Funding
9110 – Reimbursement of Law Enforcement	
9115 - Special Initiative	
9116 - Gun Buyback TA Match	
9120 - Security Personnel	
9130 - Employment of Investigators	
9140 - Voluntary Tenant Patrol	
9150 - Physical Improvements	
9160 - Drug Prevention	
9170 - Drug Intervention	
9180 - Drug Treatment	
9190 - Other Program Costs	
TOTAL PHDEP FUNDING	

PHDEP Plan Goals and Activities

9110 – Reimbursement of Law Enforcement						Total PHDEP Funding
Goal(s)						
Objectives						
Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date	PHEDEP Funding	Other Funding (Amount/Source)
1.						
2.						
3.						

9115 - Special Initiative						Total PHDEP Funding
Goal(s)						
Objectives						
Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date	PHEDEP Funding	Other Funding (Amount/Source)
1.						
2.						
3.						

9116 - Gun Buyback TA Match						Total PHDEP Funding: \$	
Goal(s)							
Objectives							
Proposed Activities	# of Person Served	Target Population	Start Date	Expected Complete Date	PHEDEP Funding	Other Funding (Amount /Source)	
1.							
2.							
3.							

9120 - Security Personnel						Total PHDEP Funding: \$	
Goal(s)							
Objectives							
Proposed Activities	# of Person Served	Target Population	Start Date	Expected Complete Date	PHEDEP Funding	Other Funding (Amount /Source)	
1.							
2.							
3.							

9130 – Employment of Investigators						Total PHDEP Funding: \$	
Goal(s)							
Objectives							
Proposed Activities	# of Person Served	Target Population	Start Date	Expected Complete Date	PHEDEP Funding	Other Funding (Amount /Source)	
1.							
2.							
3.							

9140 – Voluntary Tenant Patrol						Total PHDEP Funding: \$	
Goal(s)							
Objectives							
Proposed Activities	# of Person Served	Target Population	Start Date	Expected Complete Date	PHEDEP Funding	Other Funding (Amount /Source)	
1.							
2.							
3.							

9150 - Physical Improvements						Total PHDEP Funding: \$	
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Goal(s)						
Objectives						
Proposed Activities	# of Person Served	Target Population	Start Date	Expected Complete Date	PHEDEP Funding	Other Funding (Amount / Source)
1.						
2.						
3.						

9160 - Drug Prevention	Total PHDEP Funding:
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Goal(s)						
Objectives						
Proposed Activities	# of Person Served	Target Population	Start Date	Expected Complete Date	PHEDEP Funding	Other Funding (Amount / Source)
1.						
2.						
3.						

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9170 - Drug Intervention	Total PHDEP Funding:
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Goal(s)						
Objectives						
Proposed Activities	# of Person Served	Target Population	Start Date	Expected Complete Date	PHEDEP Funding	Other Funding (Amount / Source)
1.						
2.						
3.						

9180 - Drug Treatment	Total PHDEP Funding:
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Goal(s)						
Objectives						
Proposed Activities	# of Person Served	Target Population	Start Date	Expected Complete Date	PHEDEP Funding	Other Funding (Amount / Source)
1.						
2.						
3.						

9190 - Other Program Costs	Total PHDEP Funds: \$
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Goal(s)						
Objectives						
Proposed Activities	# of Person Served	Target Population	Start Date	Expected Complete Date	PHEDEP Funding	Other Funding (Amount / Source)

	Served	Population	Date	Date	Funding	(Amount / %)
1.						
2.						
3.						

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)

Name of resident member(s) on the governing board: Elizabeth DeSautel

How was the resident board member selected: (select one)?

- Elected (by approval of Walsh County Commissioners)
 Appointed

C. The term of appointment is (include the date term expires): 2003 (3 year term)

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):

Bennie Langerud, Chairman	Term Expires 2004
LeRoy Pederson, Vice Chairman	Term Expires 2002
Dan Stenvold	Term Expires 2003
Lila Mielke	Term Expires 2003

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 are chosen.)

Resident Advisory Board Members

Elizabeth DeSautel
Kathleen Kroulik
Alyce Schanilec

Walsh County Housing Authority Board Members

1. Elizabeth (Betty) DeSautel Term: 1990-1995;1995-2000; 2000-2003
600 E. 9th St. #26
Grafton, ND 58237
701-352-0739

2. Bennie Langerud, Chairman Term: 1996-2001; 2001-2004
2027 Myrtle Ave.
PO Box 123
Hoople, ND 58243
701-894-6120

3. Lila Mielke Term: October 1999-2003
1021 McHugh Ave.
Grafton, ND 58237
701-352-0547
701-360-3587

4. LeRoy Pederson, Vice Chairman Term: 1972-1977;1977-1982;1982-1987;
190 2nd St. 1987-1992;1992-1997;1997-2002
PO Box 194
Edinburg, ND 58227
701-993-8571

5. Dan Stenvold Term: 1988-1993;1993-1998;1998-2003
125 Code Ave. N.
Park River, ND 58270
701-284-6426

Effective June, 2001

**Attachment D:
Comments of Resident Advisory Board or Boards
Sent With Hard Copy to HUD**

**Attachment E:
Public Hearing Minutes and Attendance
Sent with Hard Copy to HUD**

**Attachment F:
Board Resolution
Sent with Hard Copy to HUD**

Attachment G: Annual Plan 2002 Update

MISSION STATEMENT:

The Housing Authority of Walsh County strives to provide safe and affordable housing to low-income persons in Walsh County in an environment without discrimination, create opportunities for residents' self-sufficiency and economic independence.

GOALS:

- 1. Fully utilize all Section 8 Contributions available to the Public Housing Authority.**

OBJECTIVE:

- A. Monitor Housing Assistance Payments (HAP) monthly to ensure that all anticipated Annual Contributions Contract (ACC) are utilized.

2001 UPDATE

- A. Walsh County Housing will receive \$286,189 from HUD for 2001 (ACC). The Executive Director will continue to monitor the HAP amounts each month to utilize the ACC monthly amount from HUD to its full extent.

- 1. Attend educational sessions on the Section 8 Rental Assistance Program.**

OBJECTIVES:

- A. The Executive Director will attend 90% of the NAHRO (National Association of Housing and Redevelopment Officials) Roundtables held quarterly.
- B. The Executive Director will attend at least I workshop on management of the Section 8 Rental Assistance Program.

2001 UPDATE:

- a) The Executive Director attended the following NAHRO Roundtables in 2001: January 17-18 (2001 Housing Conference in Mandan); May 16 for 100% attendance. The next NAHRO Roundtable is scheduled for October 15 in Mandan (Housing Coalition Conference).
- b) The Executive Director attended the following workshops:
 - 1) Satellite Broadcast of 50058 Form in Fargo on June 25.
 - 2) Will be attending "Interviewing Techniques and Fraud Control" workshop in Minneapolis on September 17-18.
 - 3) Fair Housing Workshop in Devils Lake, ND on September 19, 2001.

- 3. Network with county-wide agencies to keep abreast of services available to low-income persons.**

OBJECTIVES:

- a) The Executive Director will attend 90% of the Networking Committee meetings

that are held the 3rd Wednesday of each month except June and July.

- b) The Executive Director will establish a filing system which would contain information on services and people to contact county-wide regarding child care assistance, paying for deposits, homeownership, parenting classes, etc.

Attachment G: Annual Plan 2002 Update Continued

2001UPDATE:

- a) The Executive Director attended the following Network Meetings:
 - Jan. 17 - Attended NAHRO Roundtable.
 - Feb. 21 - Attended.
 - March 21 - Attended.
 - April 18 - Attended.
 - May 16 - Attended NAHRO Roundtable.
 - June 20 - No Meeting.
 - July 18 - No Meeting.
 - Aug. 15 - No Meeting.
 - Sept. 19 - Attended.
 - Oct. 17 - Attended NAHRO Roundtable at Affordable Housing Convention in Bismaarck, ND.
 - Nov. 21 -
 - Dec. 26 -
- b) Developed a binder of names and contact people and updated the rolodex to include current phone numbers and contact people.

4. Develop and support safe and crime-free housing.

OBJECTIVES:

- a) Work with landlords and residents for their support and input.
- b) Develop a partnership with local law enforcement agencies to promote safe, crime-free housing.
- c) Amend Administrative Plan to allow for screening of applicants for drug and criminal activity.

2001 UPDATE:

- a) The Executive Director developed a quarterly newsletter which will sent to landlords to update them on current policies and changes from HUD. A Resident Advisory Board has been created to inform participants of changes which would affect them.
- b) An agreement has been reached for Walsh County Housing to receive criminal background checks on all applicants and participants. A form was developed which is used to request the criminal background information.
- c) The Administrative Plan will be updated in October 2001 to reflect the June 25th HUD final rule on Screening and Eviction for Drug Abuse and Other Criminal Activity.

The Housing Authority of Walsh County will carry out activities and items listed in this Plan in compliance with all applicable civil rights requirements and that the Housing Authority will affirmatively further fair housing.

**Attachment H:
Organizational Chart
Sent with Hard Copy to HUD**

**Attachment I:
Housing Needs
Sent with Hard Copy to HUD**

**Attachment J:
Civil Rights Certification
Sent with Hard Copy to HUD**

**Attachment K:
Certification for a Drug-Free Workplace
Sent with Hard Copy to HUD**

**Attachment L:
Certification of Payment to Influence Federal Transactions
Sent with Hard Copy to HUD**

**Attachment M:
Disclosure of Lobbying Activities
Sent with Hard Copy to HUD**

WALSH COUNTY HOUSING AUTHORITY

PHONE: 701-352-3260

GRAFTON, ND 58237

600 E. 9TH ST.

FAX: 701-352-9634

PUBLIC HEARING

7:15 P.M., AUGUST 6, 2001

AGENDA

1. Reading of last meeting's minutes.
2. Review of Housing Choice Voucher Program.
3. Review of Agency Plan.
4. Role of Resident Advisory Board Members.
5. 2001 Progress Report.
6. Housing Needs.
7. Open Forum.

WALSH COUNTY HOUSING AUTHORITY

PHONE: 701-352-3260

GRAFTON, ND 58237

600 E. 9TH ST.

PUBLIC HEARING MEETING

MINUTES

MONDAY, AUGUST 6, 2001

Attendance: Betty DeSautel, Lila Mielke, Dan Stenvold, LeRoy Pederson, Bennie Langerud, Kathleen Kroulik

There were no comments at the Public Hearing.

Shelley Popiel, Executive Director
Date

WALSH COUNTY HOUSING AUTHORITY

PHONE: 701-352-3260

GRAFTON, ND 58237

600 E. 9TH ST.

July 05, 2001

To Participants in the Section 8 Rental Assistance Program at Walsh County Housing:

Many changes have occurred in the Section 8 Rental Assistance Program that you are currently a participant. The Quality Housing and Work Responsibility Act of 1998 (QHWRA), the Department of Housing and Urban Development (HUD) mandated each public housing agency (PHA) develop an Agency Plan. Through these plan, a PHA will advise HUD, its residents and members of the public of the PHA's mission for serving the needs of low-income and very low-income families, and the PHA's strategy for addressing these needs.

The plan was developed and submitted to HUD last year with the assistance of a Resident Advisory Board. Also a Public Hearing was held for any public input. The Agency Plan is available in the Walsh County Housing Authority office.

This year an annual plan needs to be written and sent to HUD summarizing how we met our goals this past year. To assist Walsh County Housing Authority staff and Board in the development of the annual plan, a Resident Advisory Board meeting is scheduled for **Thursday, July 26, 2001 at 1:00 p.m. at the meeting room at Parkview Manors.**

The purpose of the Resident Advisory Board is to assist Walsh County Housing and make recommendations regarding the development of the Annual Plan. If you are interested in becoming a member of the Resident Advisory Board, please contact me at 352-3260 or return the bottom sheet to me as soon as possible.

Also, as part of Section 511 of the QHWRA, the Board of Directors of Walsh County Housing must conduct a public hearing to discuss the Annual Plan and to invite public comment regarding the plan. The public hearing is scheduled for **August 6, 2001 at 7:15 p.m. at Parkview Manors.** You are welcome to attend the public hearing.

Thank you for your time in this matter.

Sincerely,

Shelley Popiel
Executive Director
Walsh County Housing Authority

_____ Yes, I am interested in being a member of the Resident Advisory Board.

Signature

Telephone Number

Date

WALSH COUNTY HOUSING AUTHORITY

PHONE: 701-352-3260

GRAFTON, ND 58237

600 E. 9TH ST.

FAX: 701-352-9634

RESIDENT ADVISORY BOARD

1:00 P.M., JULY 26, 2001

AGENDA

1. Reading of last meeting's minutes.
2. Review of Housing Choice Voucher Program
(Handout).
3. Review of Agency Plan.
4. Role of Resident Advisory Board Members
(Handout).
5. 2001 Progress Report (Handout).
6. Housing Needs (Handout).
7. Open Forum.

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GRAFTON, ND 58237

RESIDENT ADVISORY BOARD MEETING

MINUTES

THURSDAY, JULY 26, 2001 AT 1:00 P.M.

Attendance: Kathleen Kroulik, Elizabeth DeSautel, Alyce Schanilec

There were no comments at the Resident Advisory Board meeting.

Shelley Popiel, Executive Director
Date

WALSH COUNTY HOUSING AUTHORITY

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WALSH COUNTY HOUSING AUTHORITY BOARD MEMBERS

1. Elizabeth (Betty) DeSautel Term: 1990-1995;1995-2000; 2000-2003
600 E. 9th St. #26
Grafton, ND 58237
701-352-0739
2. Bennie Langerud, Chairman Term: 1996-2001; 2001-2004
2027 Myrtle Ave.
PO Box 123
Hoople, ND 58243
701-894-6120
3. Lila Mielke Term: October 1999-2003
1021 McHugh Ave.
Grafton, ND 58237
701-352-0547
701-360-3587
4. LeRoy Pederson, Vice Chairman Term: 1972-1977;1977-1982;1982-1987;
190 2nd St. 1987-1992;1992-1997;1997-2002
PO Box 194
Edinburg, ND 58227
701-993-8571
5. Dan Stenvold Term: 1988-1993;1993-1998;1998-2003
125 Code Ave. N.
Park River, ND 58270
701-284-6426

Effective June, 2001

WALSH COUNTY HOUSING AUTHORITY

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GRAFTON, ND 58237

600 E. 9TH ST.

HOUSING NEEDS

Upon reviewing the data available through MTCS (Multifamily Tenant Characteristics Systems), PIC (Public and Indian Housing Information Center), the U.S. Census Bureau, CHAS (Comprehensive Housing Affordability Strategy), and North Dakota's Consolidated Plan for Walsh County, Walsh County Housing will continue to strive to meet the housing needs of county residents by use of the local preferences. A definition of local preferences is as follows:

Elderly, disabled applicants are first priority
Families are second priority
Singles are third priority

If there are no elderly or disabled applicants, then the next name on the family waiting list will be offered a voucher. If there are no elderly, disabled, or family applicants, then the next name on the one person household waiting list will be offered a voucher. When an elderly or disabled application is received, they automatically go to the top of the waiting list over families and singles.

When a family applies for housing assistance, they will be offered a voucher before a single household.

When the waiting list gets very low, articles will be run in the Walsh County Record informing the public of the Section 8 Rental Assistance Program. A radio ad with KXPO Radio Station will also be run.

WALSH COUNTY HOUSING AUTHORITY

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96 PARTICIPANTS

AS OF AUGUST 1, 2001

Familial Status:

Families		37	39%
Elderly	27	28%	
Disabled		23	24%
Single		9	9%

Bedroom Size:

1 Bedroom		41	43%
2 Bedrooms		35	36%
3 Bedrooms		18	19%
4 Bedrooms		2	2%

Race:

White		93	97%
Native American		3	3%

Ethnicity:

Non Hispanic		90	97%
Hispanic		6	3%

City:

Adams	1	1%	
Edinburg		1	1%
Forest River		1	1%
Grafton		75	77%
Hoople	5	6%	
Minto		1	1%
Park River		12	13%

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ANNUAL PLAN FY 2002

MISSION STATEMENT:

The Housing Authority of Walsh County strives to provide safe and affordable housing to low-income persons in Walsh County in an environment without discrimination, create opportunities for residents' self-sufficiency and economic independence.

GOALS:

1. Fully utilize all Section 8 Contributions available to the Public Housing Authority.

OBJECTIVE:

- a) Monitor Housing Assistance Payments (HAP) monthly to ensure that all anticipated Annual Contributions Contract (ACC) are utilized.

2001 UPDATE

- a) Walsh County Housing will receive \$286,189 from HUD for 2001 (ACC). The Executive Director will continue to monitor the HAP amounts each month to utilize the ACC monthly amount from HUD to its full extent.

1. Attend educational sessions on the Section 8 Rental Assistance Program.

OBJECTIVES:

- a) The Executive Director will attend 90% of the NAHRO (National Association of Housing and Redevelopment Officials) Roundtables held quarterly.
- b) The Executive Director will attend at least 1 workshop on management of the Section 8 Rental Assistance Program.

2001 UPDATE:

- a) The Executive Director attended the following NAHRO Roundtables in 2001: January 17-18 (2001 Housing Conference in Mandan); May 16 for 100% attendance. The next NAHRO Roundtable is scheduled for October 15 in Mandan (Housing Coalition Conference).
- b) The Executive Director attended the following workshops:
 - 1) Satellite Broadcast of 50058 Form in Fargo on June 25.
 - 2) Will be attending "Interviewing Techniques and Fraud Control" workshop in Minneapolis on September 17-18.

3. Network with county-wide agencies to keep abreast of services available to low-income persons.

OBJECTIVES:

- a) The Executive Director will attend 90% of the Networking Committee meetings that are held the 3rd Wednesday of each month except June and July.
- b) The Executive Director will establish a filing system which would contain information on services and people to contact county-wide regarding child care assistance, paying for deposits, homeownership, parenting classes, etc.

2001UPDATE:

- a) The Executive Director attended the following Network Meetings:
 - Jan. 17 - Attended NAHRO Roundtable.
 - Feb. 21 - Attended.
 - March 21 - Attended.
 - April 18 - Attended.
 - May 16 - Attended NAHRO Roundtable.
 - June 20 - No Meeting.
 - July 18 - No Meeting.
 - Aug. 15 -
 - Sept. 19 -
 - Oct. 17 -
 - Nov. 21 -
 - Dec. 26 -
- b) Developed a binder of names and contact people and updated the rolodex to include current phone numbers and contact people.

4. Develop and support safe and crime-free housing.

OBJECTIVES:

- a) Work with landlords and residents for their support and input.
- b) Develop a partnership with local law enforcement agencies to promote safe, crime-free housing.
- c) Amend Administrative Plan to allow for screening of applicants for drug and criminal activity.

2001 UPDATE:

- a) The Executive Director developed a quarterly newsletter which will be sent to landlords to update them on current policies and changes from HUD. A Resident Advisory Board has been created to inform participants of changes which would affect them.
- b) An agreement has been reached for Walsh County Housing to receive criminal background checks on all applicants and participants. A form was developed which is used to request the criminal background information.
- c) The Administrative Plan will be updated in October 2001 to reflect the June 25th HUD final rule on Screening and Eviction for Drug Abuse and Other Criminal Activity.

The Housing Authority of Walsh County will carry out activities and items listed in this Plan in compliance with all applicable civil rights requirements and that the Housing Authority will affirmatively further fair housing.