

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

Small PHA Plan Update
Annual Plan for Fiscal Year: 2002

Small PHA Plan Update

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

**PHA Plan
Agency Identification**

PHA Name: Housing Authority of The City of Espanola

PHA Number: NM010

PHA Fiscal Year Beginning: 07-2002

PHA Plan Contact Information:

Name: Leroy Salazar

Phone: 505 753-3897

TDD:

Email (if available): espctyhsg@espanola.com

Public Access to Information

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

Main administrative office of the PHA

Display Locations For PHA Plans and Supporting Documents

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

- Main administrative office of the PHA
- PHA 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
Fiscal Year 2002**

[24 CFR Part 903.7]

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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.

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? \$ 477,243 _____

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 C

(2) Capital Fund Program Annual Statement

The Capital Fund Program Annual Statement is provided as Attachment B

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.)

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:

Deconcentration and Income Mixing (Attachment J)

- a. Yes No: Did the PHA's analysis of its family (general occupancy) developments to determine concentrations of poverty indicate the need for measures to promote deconcentration of poverty or income mixing?
- b. Yes No: Did the PHA adopt any changes to its **admissions policies** based on the results of the required analysis of the need to promote deconcentration of poverty or to assure income mixing?
- c. If the answer to b was yes, what changes were adopted? (select all that apply)
 Adoption of site-based waiting lists

If selected, list targeted developments below:

- Employing waiting list “skipping” to achieve deconcentration of poverty or income mixing goals at targeted developments

If selected, list targeted developments below:

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

- Other (list policies and developments targeted below)

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

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

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

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

- Not applicable: results of analysis did not indicate a need for such efforts
 List (any applicable) developments below:

NM010-002

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

- Not applicable: results of analysis did not indicate a need for such efforts
 List (any applicable) developments below:

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

- 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

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

1. Consolidated Plan jurisdiction: (State of New Mexico, Region II, Rio Arriba County)
2. The PHA has taken the following steps to ensure consistency of this PHA Plan with the Consolidated Plan for the jurisdiction: (select all that apply)

- The PHA has based its statement of needs of families in the jurisdiction on the needs expressed in the Consolidated Plan/s.
- The PHA has participated in any consultation process organized and offered by the Consolidated Plan agency in the development of the Consolidated Plan.
- The PHA has consulted with the Consolidated Plan agency during the development of this PHA Plan.
- Activities to be undertaken by the PHA in the coming year are consistent with specific initiatives contained in the Consolidated Plan. (list such initiatives below)
- Other: (list below)

3. PHA Requests for support from the Consolidated Plan Agency

Yes No: Does the PHA request financial or other support from the State or local government agency in order to meet the needs of its public housing residents or inventory? If yes, please list the 5 most important requests below:

4. The Consolidated Plan of the jurisdiction supports the PHA Plan with the following actions and commitments: (not applicable)

C. Criteria for Substantial Deviation and Significant Amendments

1. Amendment and Deviation Definitions

A. Substantial Deviation from the 5-year Plan: The PHA considers substantial deviation to be any modification in excess of 25% of the total grant amount.

B. Significant Amendment or Modification to the Annual Plan:

- Changes to rent or admissions policies or organization of the waiting list;
- Additions of non-emergency work items (items not included in the current Annual Statement or 5-year action plan) or change in use of replacement reserve funds under the Capital Fund;
- Additions of new activities not included in the current PHDEP Plan;
- And any change with regard to demolition or disposition, designation, homeownership programs or conversion activities.

Attachment A
Supporting Documents Available for Review

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 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 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 check here if included in the public housing A & O Policy	Annual Plan: Rent Determination
X	Section 8 rent determination (payment standard) policies check here if included in Section 8 Administrative Plan	Annual Plan: Rent Determination
X	Public housing management and maintenance policy documents, including policies for the prevention or eradication of pest infestation (including cockroach infestation)	Annual Plan: Operations and Maintenance
X	Results of latest binding Public Housing Assessment System (PHAS) Assessment	Annual Plan: Management and Operations
	Follow-up Plan to Results of the PHAS Resident Satisfaction Survey (if necessary)	Annual Plan: Operations and Maintenance and Community Service & Self-Sufficiency
X	Results of latest Section 8 Management Assessment System (SEMAP)	Annual Plan: Management and Operations
X	Any required policies governing any Section 8 special housing types check here if included in Section 8 Administrative Plan	Annual Plan: Operations and Maintenance
X	Public housing grievance procedures check here if included in the public housing A & O Policy	Annual Plan: Grievance Procedures
X	Section 8 informal review and hearing procedures 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	Annual Plan: Capital Needs

	required by regulations implementing §504 of the Rehabilitation Act and the Americans with Disabilities Act. See, PIH 99-52 (HA).	
	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
X	FSS Action Plan/s for public housing and/or Section 8	Annual Plan: Community Service & Self-Sufficiency
X	Section 3 documentation required by 24 CFR Part 135, Subpart E	Annual Plan: Community Service & Self-Sufficiency
X	Most recent self-sufficiency (ED/SS, TOP or ROSS or other resident services grant) grant program reports	Annual Plan: Community Service & Self-Sufficiency
	The most recent Public Housing Drug Elimination Program (PHDEP) semi-annual performance report	Annual Plan: Safety and Crime Prevention
	PHDEP-related documentation: <ul style="list-style-type: none"> · Baseline law enforcement services for public housing developments assisted under the PHDEP plan; · Consortium agreement/s between the PHAs 	Annual Plan: Safety and Crime Prevention

	<p>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);</p> <ul style="list-style-type: none"> · 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. 	
X	<p>Policy on Ownership of Pets in Public Housing Family Developments (as required by regulation at 24 CFR Part 960, Subpart G)</p> <p>check here if included in the public housing A & O Policy</p>	Pet Policy
X	<p>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</p>	Annual Plan: Annual Audit
	<p>Troubled PHAs: MOA/Recovery Plan</p>	Troubled PHAs
	<p>Other supporting documents (optional) (list individually; use as many lines as necessary)</p>	(specify as needed)

Attachment C
5-Year Action Plan for Capital Fund (Component 7)

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

Optional 5-Year Action Plan Tables			
Development Number	Development Name (or indicate PHA wide)	Number Vacant Units	% Vacancies in Development
NM010	PHA Wide	2	0%
Description of Needed Physical Improvements or Management Improvements		Estimated Cost	Planned Start Date (HA Fiscal Year)
Replace Exterior Electrical Boxes (178 Units)		100,000	07/01/2003
Replace Water Heaters (178 Units)		55,000	07/01/2003
Replace Screen Doors Front & Rear (178 Units)		110,000	07/01/2003
Replace Maintenance Trucks (2 Units)		50,000	07/01/2003
Replace Storage Doors (178 Units)		55,000	07/01/2003
Replace Refrigerators (78 Units)		58,500	07/01/2003
Replace Stoves (178 Units)		75,000	07/01/2004
Replace Sidewalks and Driveways (50 Units)		75,000	07/01/2004
Replace VCT Flooring (100 Units)		200,000	07/01/2004
Operations Reserve		42,500	07/01/2004
Replace Maintenance Trucks (2 Units)		50,000	07/01/2005
Replace Fencing (50 Units)		50,000	07/01/2005
Install Tub Enclosures (178 units)		90,000	07/01/2005
Replace Toilets (178 units)		90,000	07/01/2005
Replace Bathroom Sinks and Plumbing (178 units)		50,000	07/01/2005
Replace Kitchen Sinks and Plumbing (100 units)		50,000	07/01/2005
Stucco Exterior of Houses (153 units)		385,000	07/01/2006
Total estimated cost over next 5 years		1,586,000	

Required Attachment D : 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): 12-02

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: 12/02

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

Mayor, Richard Lucero

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

Required Attachment 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.)

Gina Sanchez, Low Rent Program Participant

Audrey Borrego, Section 8 Program Participant

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

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

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

PHA Name: Housing Authority of The City of Espanola		Grant Type and Number Capital Fund Program #: NM02P010501-00 Capital Fund Program Replacement Housing Factor #:					Federal FY of Grant: 2000
Development Number Name/HA-Wide Activities	All Fund Obligated (Quart Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates
	Original	Revised	Actual	Original	Revised	Actual	
HA-WIDE	12/31/2000	01/04/2001	3/31/2001		01/04/2001		To Reflect Actual Drawdown
HA-WIDE	03/31/2001		6/30/2001	03/31/2002			RFP Preparation and Bid
NM-02-1	06/30/2001		9/30/2001	06/30/2002			RFP Preparation and Bid
NM-02-2	06/30/2001		9/30/2001	06/30/2002			RFP Preparation and Bid
NM-02-1	06/30/2001		9/30/2001	03/31/2002		04/30/2002	Coordination with CIAP 99 Late Approval @ Field Office
NM-02-2	06/30/2001		9/30/2001	03/31/2002		02/30/2002	Coordination with CIAP 99 Late Approval @ Field Office
NM-02-1	06/30/2001		9/30/2001	06/30/2002			RFP Preparation and Bid
HA-WIDE	03/31/2001		6/30/2001	06/30/2002			RFP Preparation and Bid

Attachment G

COMMENTS OF RESIDENT ADVISORY BOARD

The Resident Advisory Board reviewed the Housing Authority's Annual Plan and Five Year Plan and accepted the plan as presented. No modifications or exceptions to the plan were noted.

**PHA'S CONSIDERATION AND RESPONSE TO COMMENTS OF RESIDENT
ADVISORY BOARD**

The Espanola Housing Authority has noted that the Resident Advisory Board accepted the Annual Plan and Five Year Plan as presented with no modifications or exceptions. The Espanola Housing Authority will proceed with the execution of the Annual and Five Year Plans as originally prepared.

ATTACHMENT H RASS Follow-up Plan

MAINTENANCE & REPAIR

- The City of Espanola Housing Authority holds Residential Council meetings on a monthly. Residents are then informed of changes, new projects, and concerns that the Housing Authority has. At this time we also encourage residents to express their concerns, suggestions, questions and comments so that the Housing Authority may address the issues.

- Residents are informed of the steps to take in requesting a work order. They are as follows:
 1. Request ALL work orders at the Housing Office.
 2. Be specific when requesting services
 3. Accurate information must be given to the Housing staff, (unit number, location and head of household)
 4. The Housing Authority will document date and time of request
 5. Housing Authority staff will ensure each resident based on the urgency of what is needed, maintenance will be informed
 6. All Housing staff will be informed on what a work order is and how to address the work order. (an Emergency work orders is a condition that poses an immediate threat to life, health, safety or property, or fire safety.)
 7. Maintenance will enter the home analyze the problem and fix it in a professional manner.
 8. If at the time of services maintenance is unable to complete the repairs, continuous communication will be kept with the resident until the work order has been completed.

- Work orders are kept on a numerical system so that they are easy to keep track of. At the time a work order is completed it is then turned in, to be logged in and all work order numbers are accounted for. This method is also for keeping track of outstanding work orders. If one is outstanding it is then researched until it has been found and the Housing knows the work has been completed.
- Maintenance staff are adequately trained and experienced.

COMMUNICATION

- The City of Espanola Housing Authority holds Residential Council meetings on a monthly. Residents are then informed of changes, new projects, and concerns that the Housing Authority has. At this time we also encourage residents to express their concerns, suggestions, questions and comments so that the Housing Authority may address the issues.
- Residents are and will continue to be informed of any changes the Housing Authority may have.
- Members of the Resident Council have created a Suggestion Box, which is located at the Housing Authority for anyone who would like to submit any information.
- At every encounter with a resident of housing the PHA staff will effectively and politely communicate with residents and demonstrate the appropriate manner of interaction.
- The PHA has Policies & Procedures available for public view at all times displayed at the Housing Authority.

SAFETY

- The City of Espanola Housing Authority holds Residential Council meetings on a monthly. Residents are then informed of changes, new projects, and concerns that the Housing Authority has. At this time we also encourage residents to express their concerns, suggestions, questions and comments so that the Housing Authority may address the issues.
- The PHA is consistently communicating with the local police department. The City Officers drive through each site on a regular basis, which by doing so helps keep vandalism and the crime rate down.
- The Officers are given on a monthly basis a copy of the unit assignment list so that they are aware of who resides at each unit and who the head of household is. This also informs the Officers of the vacant units.
- The PHA receives on a daily basis police reports of incidents that occur anywhere on the housing premises. This report is reviewed and action is taken accordingly.
- The PHA has a screening process prior to housing assistance where every adult in the household must provided a RAP report from the local law enforcement agency. At this time those individuals who do not meet the legal criteria will not be offered assistance.
- The PHA monitors all streetlights to ensure safety at night for all residents.
- The PHA is currently in the process of new window installations. This will be funded through the PHA's CFP 2001.

NEIGHBORHOOD APPEARANCE

- The City of Espanola Housing Authority holds Residential Council meetings on a monthly. Residents are then informed of changes, new projects, and concerns that the Housing Authority has. At this time we also encourage residents to express their concerns, suggestions, questions and comments so that the Housing Authority may address the issues.
- The PHA maintenance staff goes through every development on a weekly basis to maintain the grounds in a safe, clean, and neat order.
- The PHA will increase the lease up time for vacant units once the unit is ready for occupancy.
- The PHA has a contract with TERMINIX who provides extermination services to the PHA on a monthly basis.
- The PHA does random inspections as well as annual inspections throughout the three different site locations to ensure neighborhood safety for residents.
- Maintenance will eliminate any graffiti written on housing premises within a 24 notice from report.
- The Resident Council will establish an award for recognition on the best kept yard. This household will also be recognized on the quarterly newsletter established through the FSS Program.

Annual Statement/Performance and Evaluation Report

Attachment I

Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)

Part III: Implementation Schedule

PHA Name: Housing Authority of The City of Espanola		Grant Type and Number Capital Fund Program #: NM02P010501-01 Capital Fund Program Replacement Housing Factor #:					Federal FY of Grant: 2001	
Development Number Name/HA-Wide Activities	All Fund Obligated (Quart Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates	
	Original	Revised	Actual	Original	Revised	Actual		
HA-WIDE	03/31/2002			06/31/2002				
NM-02-1	06/30/2002			12/31/2002				
NM-02-2	06/30/2002			12/31/2002				
NM-02-5	06/30/2002			12/31/2002				
HA-WIDE	09/30/2002			12/31/2002				

Housing Authority of The City of Espanola
 Public Housing Agency Plan 2002
 Deconcentration of Poverty and Income Mixing in Public Housing

Bedroom Size	Adjustment Factor	Development 1 Bedroom Distribution	Unit Weighted Average	Development 2 Bedroom Distribution	Unit Weighted Average	Development 5 Bedroom Distribution
0	0.70	22	15.40	0	0.00	0
1	0.85	20	17.00	14	11.90	0
2	1.00	20	20.00	12	12.00	10
3	1.25	26	32.50	19	23.75	13
4	1.40	12	16.80	5	7.00	2
5	1.61	0	0.00	3	4.83	0
6+	1.82	0	0.00	0	0.00	0
Total		100	101.70	53	59.48	25
Bedroom Adjustment Factor			1.017		1.122	

Development Number	Total Tenant Income	Units Occupied	Average Income	Bedroom Adjustment Factor	Adjusted Average Income
1	788,858.00	95	8304	1.017	8165
2	306,838.00	48	6392	1.122	5696
5	218,153.00	24	9090	1.162	7822
Total PHA Wide	1,313,849.00	167	7867	1.069	7362

Unit Weighted Average	All Projects Bedroom Distribution	Unit Weighted Average
0.00	22	15.40
0.00	34	28.90
10.00	42	42.00
16.25	58	72.50
2.80	19	26.60
0.00	3	4.83
0.00	0	0.00
29.05	178.00	190.23
1.162		1.069

Established

Income

Range

110.91% Inside Range

77.38% Outside Range

106.26% Inside Range

# OF UNITS	PROJECT NM010001	BEDROOM SIZE	ANNUAL INCOME PER HOUSEHOLD
1	137-A	0	1,904.00
2	137-B	0	8,148.00
3	138-A	0	6,600.00
4	138-B	0	VACANT
5	140-A	0	6,540.00
6	140-B	0	6,600.00
7	141-A	0	6,656.00
8	141-B	0	6,612.00
9	142-A	0	2,600.00
10	142-B	0	1,807.00
11	143-A	0	8,304.00
12	143-B	0	6,780.00
13	144-A	0	6,372.00
14	144-B	0	6,180.00
15	145-A	0	10,274.00
16	145-B	0	9,612.00
17	146-A	0	6,612.00
18	146-B	0	6,780.00
19	148-A	0	5,248.00
20	148-B	0	6,372.00
21	149-A	0	VACANT
22	149-B	0	8,928.00
			\$ 128,929.00

1	101-A	1	8,172.00
2	101-B	1	4,668.00
3	108-A	1	3,720.00
4	108-B	1	3,720.00
5	118-A	1	6,372.00
6	118-B	1	2,772.00
7	120-A	1	6,372.00
8	120-B	1	4,668.00
9	122-A	1	6,600.00
10	122-B	1	6,144.00
11	133-A	1	6,144.00
12	133-B	1	3,000.00
13	136-A	1	6,804.00
14	136B	1	6,360.00
15	139-A	1	6,000.00
16	139-B	1	6,372.00
17	147-A	1	6,360.00
18	147-B	1	6,360.00
19	150-A	1	6,384.00
20	150-B	1	6,228.00
			\$ 113,220.00

1	103-A	2	13,730.00
2	103-B	2	10,712.00
3	106-A	2	9,132.00
4	106-B	2	11,544.00
5	111-A	2	5,200.00
6	11-B	2	2,772.00
7	117-A	2	6,372.00
8	117-B	2	3,960.00
9	119-A	2	23,962.00
10	119-B	2	4,668.00
11	121-A	2	10,712.00
12	121-B	2	-
13	124-A	2	12,780.00
14	124-B	2	6,600.00
15	128-A	2	4,716.00
16	128-B	2	12,720.00
17	130-A	2	12,480.00
18	130-B	2	11,920.00
19	134-A	2	13,008.00
20	134-B	2	20,800.00
			<hr/>
			\$ 197,788.00

1	102-A	3	5,628.00
2	102-B	3	15,226.00
3	104-A	3	12,726.00
4	104-B	3	6,576.00
5	107-A	3	14,602.00
6	107-B	3	VACANT
7	110-A	3	4,668.00
8	110-B	3	6,372.00
9	112-A	3	-
10	112-B	3	2,400.00
11	113-A	3	4,128.00
12	113-B	3	4,668.00
13	115-A	3	3,720.00
14	115-B	3	1,800.00
15	116-A	3	17,276.00
16	116-B	3	4,992.00
17	123-A	3	6,576.00
18	123-B	3	12,090.00
19	125-A	3	14,560.00
20	125-B	3	3,900.00
21	127-A	3	9,132.00
22	127-B	3	6,567.00
23	131-A	3	12,844.00
24	131-B	3	7,728.00
25	135-A	3	VACANT
26	135-B	3	VACANT
			<hr/>
			\$ 178,179.00

1	105-A	4	16,640.00
2	105-B	4	11,988.00
3	109-A	4	12,480.00
4	109-B	4	8,600.00
5	114-A	4	19,266.00
6	114-B	4	10,320.00
7	126-A	4	11,220.00
8	126-B	4	10,488.00
9	129-A	4	6,695.00
10	129-B	4	21,923.00
11	132-A	4	23,442.00
12	132-B	4	17,680.00
			<u>\$ 170,742.00</u>

95 MINUS VACANTS \$ 788,858.00 TOTAL INCOME PER DEVELOPMENT

AVERAGE DEVELOPMENT INCOME \$ 8,303.77

# OF UNITS	PROJECT NM010002	BEDROOM SIZE	ANNUAL INCOME PER HOUSEHOLD
1	151-A	1	2,724.00
2	151-B	1	2,400.00
3	152-A	1	5,983.00
4	152-B	1	9,300.00
5	153-A	1	9,300.00
6	153-B	1	4,162.00
7	154-A	1	6,816.00
8	154-B	1	9,036.00
9	155-A	1	7,944.00
10	155-B	1	7,860.00
11	166-B	1	6,600.00
12	170-A	1	6,144.00
13	170-B	1	VACANT
14	174-A	1	6,372.00
			\$ 84,641.00

1	162-A	2	6,600.00
2	162-B	2	6,780.00
3	165-A	2	-
4	165-B	2	8,372.00
5	166-A	2	6,360.00
6	174-B	2	6,360.00
7	177-A	2	4,212.00
8	177-B	2	4,176.00
9	184-A	2	6,612.00
10	184-B	2	4,920.00
11	189-A	2	6,360.00
12	189-B	2	9,552.00
			\$ 70,304.00

1	156-	3	4,668.00
2	157-	3	6,612.00
3	159-	3	9,792.00
4	161-	3	VACANT
5	164-	3	14,580.00
6	168-	3	9,384.00
7	169-	3	VACANT
8	172-	3	VACANT
9	173-	3	2,160.00
10	176-	3	1,944.00
11	179-	3	6,360.00
12	181-	3	5,964.00
13	182-	3	12,180.00
14	183-	3	19,760.00
15	185-	3	3,312.00
16	186-	3	-

17	187-	3	8,460.00
18	190-	3	10,068.00
19	191-	3	VACANT
			\$ 115,244.00

1	158-	4	16,640.00
2	163-	4	10,092.00
3	167-	4	14,694.00
4	180-	4	9,614.00
5	188-	4	15,906.00
			\$ 66,946.00

1	160-	5	18,928.00
2	175-	5	16,324.00
3	178-	5	19,092.00
			\$ 54,344.00

48 MINUS VACANTS \$ 306,838.00 TOTAL INCOME PER DEVELOPMENT

AVERAGE DEVELOPMENT INCOME \$ 6,392.46

# OF UNITS	PROJECT NM010005	BEDROOM SIZE	ANNUAL INCOME PER HOUSEHOLD
1	209-	2	5,628.00
2	210-	2	VACANT
3	192-	2	7,968.00
4	194-	2	4,668.00
5	193-	2	16,016.00
6	195-	2	9,360.00
7	196-	2	7,231.00
8	198-	2	4,212.00
9	199-	2	3,720.00
10	201-	2	3,720.00
			\$ 62,523.00

1	204-	3	12,960.00
2	205-	3	10,000.00
3	206-	3	13,780.00
4	207-	3	14,560.00
5	208-	3	6,360.00
6	211-	3	8,340.00
7	212-	3	2,700.00
8	213-	3	14,760.00
9	214-	3	6,600.00
10	215-	3	-
11	216-	3	2,400.00
12	197-	3	17,805.00
13	200-	3	2,400.00
			\$ 112,665.00

1	202-	4	36,353.00
2	203-	4	6,612.00
			\$ 42,965.00

24 MINUS VACANTS \$ 218,153.00 TOTAL INCOME PER DEVELOPMENT

AVERAGE DEVELOPMENT INCOME \$ 9,089.71

***City of Espanola Housing Authority
Voluntary Conversion of Development from Public Housing to Tenant
Based Assistance***

Required Initial Assessments

Certification

The City of Espanola Housing Authority has reviewed each of its development's operations as public housing and considered the implications of converting public housing to tenant-based assistance. The City of Espanola Housing certifies that, based on its review, conversion from public housing to tenant-based assistance is appropriate because the conversion will not be more expensive than continuing to operate as public housing.

Leroy Salazar
Executive Director

Date