

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

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*Small PHA Plan Update for the  
Housing Authority of the City of Chanute  
Annual Plan for Fiscal Year: 2003*

**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 Chanute*

**PHA Number:** *KS062*

**PHA Fiscal Year Beginning:** (mm/yyyy) *01/2003*

### PHA Plan Contact Information:

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### 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:

- Public Housing and Section 8       Section 8 Only       Public Housing Only

**Annual PHA Plan  
Fiscal Year 2003**

[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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**Attachments**

- Attachment A : Supporting Documents Available for Review
- Attachment B\_: Capital Fund Program Annual Statement **ks062b01**
- Attachment C\_: Capital Fund Program 5- Year Action Plan **ks062c01**
- Attachment \_\_: Capital Fund Program Replacement Housing Factor Annual Statement
- Attachment \_: Public Housing Drug Elimination Program (PHDEP) Plan
- Attachment D\_: Resident Membership on PHA Board or Governing Body **ks062d01**
- Attachment E\_: Membership of Resident Advisory Board or Boards **ks062e01**
- Attachment \_\_: Comments of Resident Advisory Board or Boards & Explanation of PHA Response (must be attached if not included in PHA Plan text)
- Other (List below, providing each attachment name)
  - Organizational Chart ks062f01*
  - Pet Ownership Policy (family) ks062g01*
  - Pet Ownership Policy (elderly/disabled) ks062h01*
  - Progress Statement ks062i01*
  - Deconcentration and Income Mixing Requirement ks062j01*

*Voluntary Conversion Initial Assessment ks062k01*  
*Corrective Action Plan ks062l01*  
*2001 Performance and Evaluation Report (revised) ks062m01*  
*2002 Performance and Evaluation Report ks062n01*

## **ii. Executive Summary**

[24 CFR Part 903.7 9 (r)]

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

*The Housing Authority of the City of Chanute, Kansas has prepared this Annual PHA Plan in compliance with Section 511 of the Quality Housing and Work Responsibility Act of 1998 and the ensuing HUD requirements.*

*The purpose of the Annual Plan is to provide a framework for local accountability and an easily identifiable source by which public housing residents, participants in the tenant-based assistance program and other members of the public may locate basic PHA policies, rules and requirements related to the operations, programs and services of the agency.*

*The Mission Statement and the Goals and Objectives were based on information contained in our jurisdiction's Consolidated Plan and will assure that our residents will receive the best customer service.*

*Excellent customer service and fulfillment of the Mission Statement and Goals and Objectives is ensured by implementation of a series of policies that are on display with this Plan. The Admissions and Occupancy Policy and Section 8 Administrative Plan are the two primary policies on display. These important documents cover the public housing tenant selection and assignment plan, outreach services, PHA's responsibility to Section 8 owners/landlords, grievance procedures, etc.*

*The most important challenges to be met by the Housing Authority of the City of Chanute during FY 2003*

*include:*

- *Reduce drug and alcohol abuse through the operations and/or Capital Fund Program as funds permit;;*
- *Preserve and improve the public housing stock through the Capital Funds activities;*
- *Increase the supply of assisted and affordable housing;*
- *Increase homeownership opportunities;*
- *Involve the public housing residents and the Section 8 participants through the Annual Plan Resident Advisory Board;*
- *Train staff and commissioners to fully understand and take advantage of opportunities in the new law and regulations to better serve our residents and the community; and*
- *Identify, develop and leverage services to enable low-income families to become self-sufficient.*

*In closing, this Annual PHA Plan exemplifies the commitment of the Housing Authority of the City of Chanute to meet the housing needs of the full range of low-income residents. The Housing Authority of the City of Chanute, in partnership with agencies from all levels of government, the business community, non-profit community groups, and residents will use this plan as a road map to reach the “higher quality of life” destination for the City of Chanute and Neosho County.*

## **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.

### **Annual Plan**

#### **Component 5: Operations and Management Policies**

*Adopted the following policies:*

- *Capitalization*
- *Investments*
- *Petty Cash*
- *Collection Loss*
- *Credit Card Use*
- *LOCCS*
- *Procurement*

#### **Component 9: Designation of Housing**

*The HUD 811 application was submitted and was not funded. The Designation Plan expired on July 2002.*

#### **Component 12: Pet Policy**

*Removed following statements from the Pet Policies (family; elderly/disabled):*

*The pet owner must also carry renter's liability or other form of liability insurance which covers household pets. Such insurance shall be in force at all times, with proof of same provided at each recertification or at such other times as the PHA may request.*

#### ***Pet Policy – Elderl/Disabled – made following changes:***

- *#1 - Limited pets to cat, dog, bird Guinea pig and fish in aquarium. Reptiles of any kind, with the exception of small turtles or lizards in a terrarium, as well as mice and rats are prohibited.*
- *#31 - Non-emergency work order sill only be completed if resident is home with the pet, **the pet has been caged**, or the pet has been removed from the unit.*
- *#32 - The PHA will not be responsible for any pet which gets out of a unit when maintenance employees enter for the purpose of making repairs. The family is responsible for removing the pet when maintenance is scheduled or assuring that a responsible family member is present to control the pet or have the pet caged.*
- *#28 - Included a Pet Violation Procedure*
- *Added a blank line on the signature page to list "Pet Sticker #"*

#### ***Pet Policy – Family – made following changes:***

- *#1 - Limited pets to cat, dog, bird Guinea pig and fish in aquarium. Reptiles of any kind, with the exception of small turtles in a terrarium, as well as mice and rats are*

- prohibited.*
- #25 - *Corrected non-refundable pet fee to read \$100.00 and last sentence changed to read ‘The refundable deposit may be paid out over a six (6) month period with equal payments made monthly until paid in full.*
  - #26 – *Deleted “plus any accrued interest” out of first paragraph. Deleted the second paragraph regarding interest bearing account. (State of Kansas does not have this requirement)*
  - #31 – *Pet Violation Procedures moved to be item 31*
  - *On Pet Rule Violation Meeting changed ‘a’ to ‘b’; changed ‘b’ Notice for Pet Removal to ‘c’ and ‘c’ Notice of Pet Rule Violation to ‘d’.*
  - #32 - *Non-emergency work order sill only be completed if resident is home with the pet, **the pet has been caged**, or the pet has been removed from the unit.*
  - #34 – *Added to end of last sentence ‘**or have the pet caged.***
  - *Added a blank line on the signature page to list “Pet Sticker #”*

### **Component 17: Asset Management**

*Adopted the following policies:*

- *Capitalization*
- *Investments*
- *Petty Cash*
- *Collection Loss*
- *Credit Card Use*
- *LOCCS*
- *Procurement*

## **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? \$ 207,600

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 *ks062c01*

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

The Capital Fund Program Annual Statement is provided as Attachment *ks062b01*

*2001 Performance and Evaluation Report(revised) ks062m01*

*2002 Performance and Evaluation Report ks062n01*

### 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 N/A

<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: <u>(DD/MM/YY)</u>	
5. Number of units affected:	
6. Coverage of action (select one)	
<input type="checkbox"/> Part of the development	
<input type="checkbox"/> Total development	
7. Relocation resources (select all that apply)	
<input type="checkbox"/> Section 8 for     units	
<input type="checkbox"/> Public housing for     units	
<input type="checkbox"/> Preference for admission to other public housing or section 8	
<input type="checkbox"/> Other housing for     units (describe below)	
8. Timeline for activity:	
a. Actual or projected start date of activity:	
b. Actual or projected start date of relocation activities:	
c. Projected end date of activity:	

#### **4. Voucher Homeownership Program**

[24 CFR Part 903.7 9 (k)]

- A.  Yes  No: Does the PHA plan to administer a Section 8 Homeownership program pursuant to Section 8(y) of the U.S.H.A. of 1937, as implemented by 24 CFR part 982 ? (If “No”, skip to next component; if “yes”, describe each program using the table below (copy and complete questions for each program identified.)

#### **B. Capacity of the PHA to Administer a Section 8 Homeownership Program – n/a**

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

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

**5. Safety and Crime Prevention: PHDEP Plan** *No longer required*

[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 (File name) *n/a*

3. In what manner did the PHA address those comments? (select all that apply) *n/a*

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: (provide name here) *State of Kansas*

2. The PHA has taken the following steps to ensure consistency of this PHA Plan with the Consolidated Plan for the jurisdiction: (select all that apply)

The PHA has based its statement of needs of families in the jurisdiction on the needs expressed in the Consolidated Plan/s.

The PHA has participated in any consultation process organized and offered by the Consolidated Plan agency in the development of the Consolidated Plan.

The PHA has consulted with the Consolidated Plan agency during the development of this PHA Plan.

Activities to be undertaken by the PHA in the coming year are consistent with specific initiatives contained in the Consolidated Plan. (list such initiatives below)

Other: (list below)

3. PHA Requests for support from the Consolidated Plan Agency

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

4. The Consolidated Plan of the jurisdiction supports the PHA Plan with the following actions and commitments: (describe below)
- *Commitment to support rental assistance for the low-income households in the rental of moderately priced unit;*
  - *Supports more Rental Vouchers;*
  - *Supports direct assistance to tenants to become homeowners;*
  - *Provides support for unit replacement rehabilitation and construction;*
  - *Enables the formation of partnerships;*
  - *Highlights problems of minorities; and*
  - *Supports programs to assist people with disabilities.*

### **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:**

- *Any change to the Mission Statement;*
- *50% deletion from or addition to the goals and objectives as a whole; and*
- *50% or more decrease in the quantifiable measurement of any individual goal and objective.*

#### **B. Significant Amendment or Modification to the Annual Plan:**

- *Any increase or decrease over 50% in the funds projected in the Financial Resource Statement and/or the Capital Fund Program Annual Statement;*
- *Any change in a policy or procedure that requires a regulatory 30-day posting;*
- *Any submission to HUD that requires a separate notification to residents, such as HOPE VI, Public Housing Conversion, Demolition/Disposition, Designated Housing or Homeownership programs; and*
- *Any change inconsistent with the local, approved Consolidated 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.

<b>List of Supporting Documents Available for Review</b>		
<b>Applicable &amp; On Display</b>	<b>Supporting Document</b>	<b>Related Plan Component</b>
X	PHA Plan Certifications of Compliance with the PHA Plans and Related Regulations	5 Year and Annual Plans
N/A	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
N/A	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

<b>List of Supporting Documents Available for Review</b>		
<b>Applicable &amp; On Display</b>	<b>Supporting Document</b>	<b>Related Plan Component</b>
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
N/A	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 <input checked="" type="checkbox"/> check here if included in Section 8 Administrative Plan	Annual Plan: Operations and Maintenance
X	Public housing grievance procedures <input checked="" type="checkbox"/> check here if included in the public housing A & O Policy	Annual Plan: Grievance Procedures
X	Section 8 informal review and hearing procedures <input checked="" type="checkbox"/> check here if included in Section 8 Administrative Plan	Annual Plan: Grievance Procedures
X	The HUD-approved Capital Fund/Comprehensive Grant Program Annual Statement (HUD 52837) for any active grant year	Annual Plan: Capital Needs
X	Most recent CIAP Budget/Progress Report (HUD 52825) for any active CIAP grants	Annual Plan: Capital Needs
N/A	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
N/A	Approved or submitted applications for demolition and/or disposition of public housing	Annual Plan: Demolition and Disposition
N/A	Approved or submitted applications for designation of public housing (Designated Housing Plans)	Annual Plan: Designation of Public Housing
N/A	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

<b>List of Supporting Documents Available for Review</b>		
<b>Applicable &amp; On Display</b>	<b>Supporting Document</b>	<b>Related Plan Component</b>
N/A	Approved or submitted public housing homeownership programs/plans	Annual Plan: Homeownership
N/A	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
X	FSS Action Plan/s for public housing and/or Section 8	Annual Plan: Community Service & Self-Sufficiency
N/A	Section 3 documentation required by 24 CFR Part 135, Subpart E	Annual Plan: Community Service & Self-Sufficiency
N/A	Most recent self-sufficiency (ED/SS, TOP or ROSS or other resident services grant) grant program reports	Annual Plan: Community Service & Self-Sufficiency
X	The most recent Public Housing Drug Elimination Program (PHEDEP) semi-annual performance report	Annual Plan: Safety and Crime Prevention
X	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
N/A	Troubled PHAs: MOA/Recovery Plan	Troubled PHAs
N/A	Other supporting documents (optional) (list individually; use as many lines as necessary)	(specify as needed)



<b>Annual Statement/Performance and Evaluation Report</b> <b>Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part 1: Summary</b>					
<b>PHA Name:</b>  <i>See attachment KS062b01</i>		<b>Grant Type and Number</b> Capital Fund Program: Capital Fund Program Replacement Housing Factor Grant No:			<b>Federal FY of Grant:</b>
<input 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				
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—Non-expendable				
12	1470 Non-dwelling Structures				
13	1475 Non-dwelling 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				

Annual Statement/Performance and Evaluation Report						
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part 1: Summary						
PHA Name:  <i>See attachment KS062b01</i>		Grant Type and Number Capital Fund Program: Capital Fund Program Replacement Housing Factor Grant No:			Federal FY of Grant:	
<input type="checkbox"/> Original Annual Statement		<input type="checkbox"/> Reserve for Disasters/ Emergencies			<input type="checkbox"/> Revised Annual Statement (revision no: )	
<input type="checkbox"/> Performance and Evaluation Report for Period Ending:		<input type="checkbox"/> Final Performance and Evaluation Report				
Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost		
23	Amount of line 20 Related to Security					
24	Amount of line 20 Related to Energy Conservation Measures					





### Capital Fund Program 5-Year Action Plan

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

CFP 5-Year Action Plan		
<input type="checkbox"/> Original statement <input type="checkbox"/> Revised statement		
Development Number	Development Name (or indicate PHA wide)	
Description of Needed Physical Improvements or Management Improvements	Estimated Cost	Planned Start Date (HA Fiscal Year)
<b>Total estimated cost over next 5 years</b>		

## PHA Public Housing Drug Elimination Program Plan

*No longer required*

**Note: THIS PHDEP Plan template (HUD 50075-PHDEP Plan) is to be completed in accordance with Instructions located in applicable PIH Notices.**

**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**

In the space below, provide a brief overview of the PHDEP Plan, including highlights of major initiatives or activities undertaken. It may include a description of the expected outcomes. The summary must not be more than five (5) sentences long

**E. Target Areas**

Complete the following table by indicating each PHDEP Target Area (development or site where activities will be conducted), the total number of units in each PHDEP Target Area, and the total number of individuals expected to participate in PHDEP sponsored activities in each Target Area. Unit count information should be consistent with that available in PIC.

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**

Indicate the duration (number of months funds will be required) of the PHDEP Program proposed under this Plan (place an “x” to indicate the length of program by # of months. For “Other”, identify the # of months).

12 Months \_\_\_\_\_ 18 Months \_\_\_\_\_ 24 Months \_\_\_\_\_

**G. PHDEP Program History**

Indicate each FY that funding has been received under the PHDEP Program (place an “x” by each applicable Year) and provide amount of funding received. If previously funded programs have not been closed out at the time of this submission, indicate the fund balance and anticipated completion date. The Fund Balances should reflect the balance as of Date of Submission of the PHDEP Plan. The Grant Term End Date should include any HUD-approved extensions or waivers. For grant extensions received, place “GE” in column or “W” for waivers.

Fiscal Year of Funding	PHDEP Funding Received	Grant #	Fund Balance as of Date of this Submission	Grant Extensions or Waivers	Grant Start Date	Grant Term End Date
FY 1995						
FY 1996						
FY 1997						
FY1998						
FY 1999						

**Section 2: PHDEP Plan Goals and Budget**

**A. PHDEP Plan Summary**

In the space below, summarize the PHDEP strategy to address the needs of the target population/target area(s). Your summary should briefly identify: the broad goals and objectives, the role of plan partners, and your system or process for monitoring and evaluating PHDEP-funded activities. This summary should not exceed 5-10 sentences.

**B. PHDEP Budget Summary**

Enter the total amount of PHDEP funding allocated to each line item.

<b>FFY _____ PHDEP Budget Summary</b>	
<b>Original statement</b>	
<b>Revised statement dated:</b>	
<b>Budget Line Item</b>	<b>Total Funding</b>
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	
<b>TOTAL PHDEP FUNDING</b>	

**C. PHDEP Plan Goals and Activities**

In the tables below, provide information on the PHDEP strategy summarized above by budget line item. Each goal and objective should be numbered sequentially for each budget line item (where applicable). Use as many rows as necessary to list proposed activities (additional rows may be inserted in the tables). PHAs are not required to provide information in shaded boxes. Information provided must be concise—not to exceed two sentences in any column. Tables for line items in which the PHA has no planned goals or activities may be deleted.

<b>9110 – Reimbursement of Law Enforcement</b>					<b>Total PHDEP Funding: \$</b>		
Goal(s)							
Objectives							
Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date	PHEDE P Funding	Other Funding (Amount/ Source)	Performance Indicators
1.							
2.							
3.							

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

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

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

<b>9130 – Employment of Investigators</b>					<b>Total PHDEP Funding: \$</b>		
Goal(s)							
Objectives							

Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date	PHEDEP Funding	Other Funding (Amount /Source)	Performance Indicators
1.							
2.							
3.							

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

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

<b>9160 - Drug Prevention</b>					<b>Total PHDEP Funding: \$</b>		
Goal(s)							
Objectives							
Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date	PHDEP Funding	Other Funding (Amount /Source)	Performance Indicators
1.							
2.							
3.							

<b>9170 - Drug Intervention</b>					<b>Total PHDEP Funding: \$</b>		
Goal(s)							
Objectives							
Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date	PHDEP Funding	Other Funding (Amount /Source)	Performance Indicators
1.							
2.							
3.							

<b>9180 - Drug Treatment</b>					<b>Total PHDEP Funding: \$</b>		
Goal(s)							
Objectives							
Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date	PHDEP Funding	Other Funding (Amount /Source)	Performance Indicators
1.							

2.							
3.							

<b>9190 - Other Program Costs</b>					<b>Total PHDEP Funds: \$</b>		
Goal(s)							
Objectives							
Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date	PHDEP Funding	Other Funding (Amount /Source)	Performance Indicators
1.							
2.							
3.							





**CAPITAL FUND PROGRAM TABLES START HERE**

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

PHA Name: <p align="center"><b>Housing Authority of the City of Chanute</b></p>	Grant Type and Number: Capital Fund Program No: <span style="float: right;"><b>KS16PO6250103</b></span> Replacement Housing Factor Grant No:	Federal FY of Grant: <p align="center"><b>2003</b></p>
------------------------------------------------------------------------------------	----------------------------------------------------------------------------------------------------------------------------------------------------	-----------------------------------------------------------

Original Annual Statement   
  Reserved for Disasters/Emergencies   
  Revised Annual Statement/Revision Number \_\_\_\_\_  
 Performance and Evaluation Report for Program Year Ending \_\_\_\_\_   
  Final Performance and Evaluation Report for Program Year Ending \_\_\_\_\_

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total Non-Capital Funds				
2	1406 Operating Expenses	10,000.00			
3	1408 Management Improvements	17,000.00			
4	1410 Administration				
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	8,000.00			
8	1440 Site Acquisition				
9	1450 Site Improvement				
10	1460 Dwelling Structures	127,100.00			
11	1465.1 Dwelling Equipment-Nonexpendable	2,500.00			
12	1470 Nondwelling Structures	40,000.00			
13	1475 Nondwelling Equipment	3,000.00			
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs				
18	1499 Development Activities				
19	1501 Collateralization or Debt Service				
20	1502 Contingency				
21	Amount of Annual Grant (sums of lines 2-20)	<b>\$207,600.00</b>			
22	Amount of line 21 Related to LBP Activities				
23	Amount of Line 21 Related to Section 504 Compliance				
24	Amount of Line 21 Related to Security - Soft Costs				
25	Amount of Line 21 Related to Security - Hard Costs				
26	Amount of Line 21 Related to Energy Conservation Measures				

xis/Nelrod











## ***Housing Authority of the City of Chanute***

### **Required Attachment ks062d01: 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: *n/a*

B. How was the resident board member selected: (select one)? *n/a*

- Elected  
 Appointed

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

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

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

B. Date of next term expiration of a governing board member: ***April 2003***

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

***City of Chanute Commissioners - John Stewart, Mayor***

## **HOUSING AUTHORITY OF THE CITY OF CHANUTE**

### **Required Attachment ks062e01: 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.)

*John DeWitt*

*Cecilia Asher*

*Vincent Whitmore*

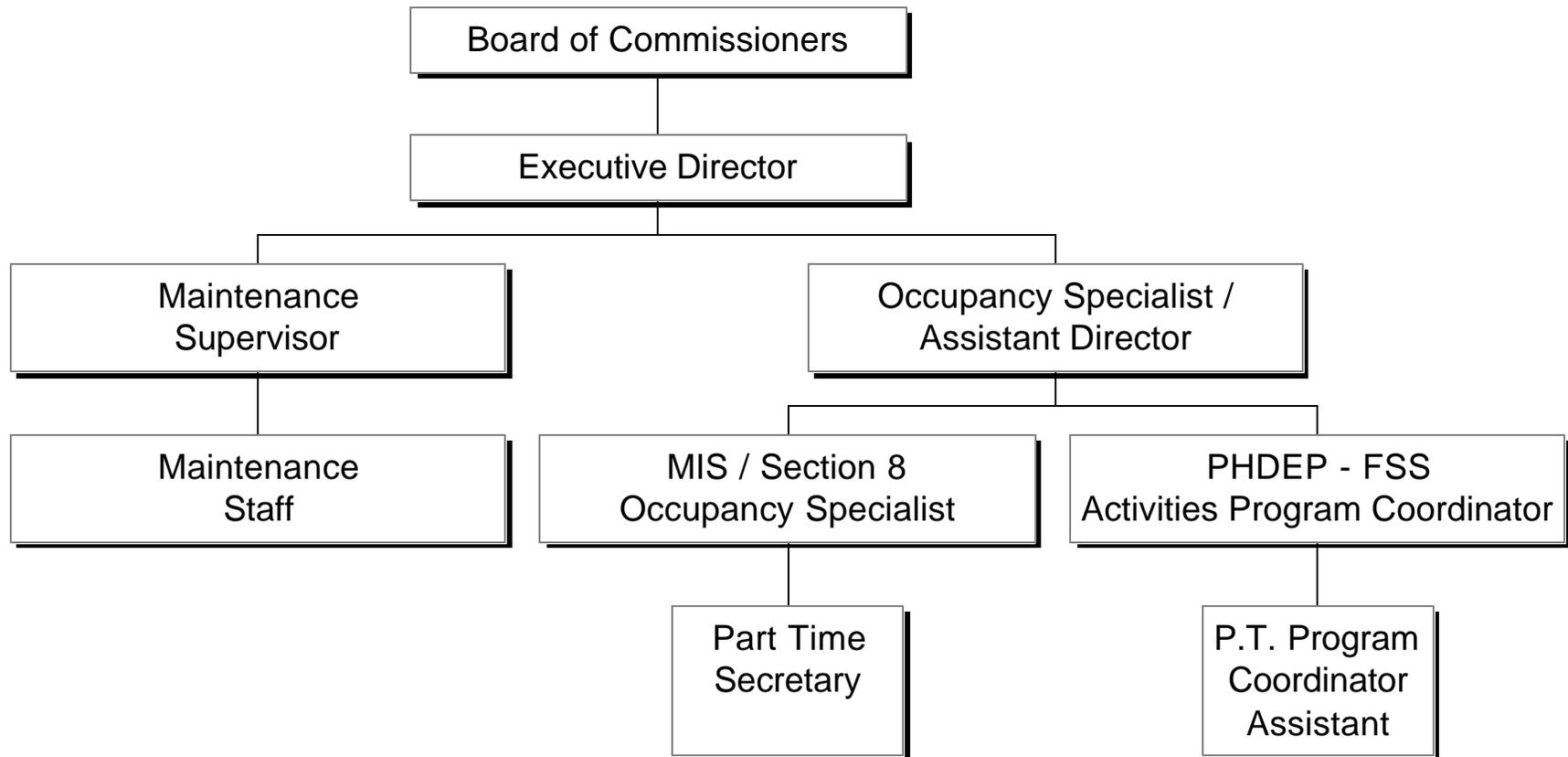
*Michelle Niekrasz*

*Debbie Dansby*

*Nancy McErdree*

# Housing Authority of the City of Chanute Organizational Chart

*Attachment: ks062f01*



*Attachment ks062g01*

**PET OWNERSHIP  
(FAMILY)  
FOR  
THE HOUSING AUTHORITY OF THE CITY OF  
CHANUTE, KANSAS**

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## **PET OWNERSHIP**

### **OVERVIEW**

Section 526 of the Quality Housing and Work Responsibility Act of 1998 added a new Section 31 (“Pet Ownership in Public Housing”) to the United States Housing Act of 1937. Section 31 establishes pet ownership requirements for residents of public housing other than Federally assisted rental housing for the elderly or persons with disabilities. In brief, this section states that: A resident of a dwelling unit in public housing may own one (1) or more common household pets or have such pets present in the dwelling unit. Allowance of pets is subject to reasonable requirements of the PHA. A proposed rule to implement Section 31 was published in the June 23, 1999, Federal Register. On July 10, 2000, a final rule incorporating comments received, was published in the Federal Register. This policy reflects the final rule requirements.

The Housing Authority of the City of Chanutte (hereinafter referred to as PHA) notifies eligible new residents of their right to own pets subject to the PHA’s rules and provides them copies of the PHA’s Pet Ownership Rules. To obtain permission, pet owners must agree to abide by those Rules.

In consulting with residents currently living in the PHA’s developments, the PHA will develop appropriate pet ownership rules, include those rules in their Agency Plan and notify all such residents that:

- A. all residents are permitted to own and keep common domesticated household pets, such as a cat, dog, bird, and fish, in their dwelling units, in accordance with PHA pet ownership rules;
- B. the non-refundable nominal pet fee of \$100.00 will be charged and is intended to cover the reasonable operating costs to the development directly attributable to a pet or pets in the unit (i.e., fumigation of a unit). The refundable pet deposit of \$50.00 will be assessed and is intended to cover additional costs not otherwise covered which are directly attributable to the pet’s presence (i.e., damages to the unit, yard (i.e., fumigation of a unit, etc). The refundable deposit may be paid out over a six (6) month period with equal payments made monthly until paid-in-full;
- C. animals that are used to assist the handicapped are excluded from the size, weight and type requirements pertaining to ownership of service animals. Also the security deposits may be waived as a reasonable accommodation. However, they will be required to assure that proper licensing, inoculations, leash restraints, feces removal, etc. in accordance with State or local law are observed;
- D. residents may request a copy of the PHA’s pet ownership rules or proposed amendments to the rules at any time; and,

- E. if the dwelling lease of a resident prohibits pet ownership, the resident may request that the lease be amended to permit pet ownership, in accordance with the PHA's pet ownership rules shown below.
- F. Section 31 does not alter, in any way, the regulations applicable to Federally assisted housing for the elderly and persons with disabilities found at Section 227 of the Housing and Urban-Rural Recovery Act of 1983 and located in 24 CFR part 5, subpart C.
- G. New Section 960.705 of 24 CFR clarifies that the regulations added in Section 31 do not apply to service animals that assist persons with disabilities. This exclusion applies to both service animals that reside in public housing and service animals that visit PHA developments. Nothing in this rule limits or impairs the rights of persons with disabilities, authorizes PHAs to limit or impair the rights of persons with disabilities, or affects any authority PHAs may have to regulate service animals that assist persons with disabilities.**

## HOUSING AUTHORITY OF THE CITY OF CHANUTE

### Pet Ownership Rules for Families

1. Common household pet means a domesticated cat, dog, bird, gerbil, hamster, Guinea pig and fish in aquariums. Reptiles of any kind, with the exception of small turtles in a terrarium, as well as mice and rats are prohibited. These definitions do not include any wild animal, bird of prey, dangerous fish or snakes, spiders or other insects, or any farm animals.
2. Each household shall have only one pet (except fish or birds). The limit for birds is two (2).
3. The pet owner shall have only a small cat or a dog. The animal's weight shall not exceed 20 pounds. The animal's height shall not exceed 15 inches. Such limitations do not apply to a service animal used to assist a handicapped or disabled resident.
4. Pet owners shall license their pets (if required by state or local law) yearly with the City of Chanute, Kansas or as required. The pet owner must show the PHA proof of rabies and distemper booster inoculations and licensing annually.
5. No pet owner shall keep a pet in violation of State or local health or humane laws or ordinances. Any failure of these pet ownership rules to contain other applicable State or local laws or ordinances does not relieve the pet owner of the responsibility for complying with such requirements.
6. The pet owner shall have his or her cat or dog spayed or neutered and shall pay the cost thereof. A veterinarian shall verify that the spaying or neutering has been accomplished.
7. All cats shall be declawed. Proof of compliance shall be furnished to management.
8. The pet owner shall house the pet inside the pet owner's dwelling unit. The pet owner shall keep a cat or a dog on a leash and shall control the animal when it is taken out of the dwelling unit for any purpose. The owner of a bird(s) shall confine them to a cage at all times. No pet owner shall allow his or her pet to be unleashed or loose outside the pet owner's dwelling unit.
9. No pet shall be permitted in any common area except as necessary to directly enter and exit the building. This restriction is not applicable to service animals.
10. No pet (other than birds or fish) shall be permitted to remain in an apartment overnight while the resident is away.
11. Management shall furnish to the household a pet sticker if the pet is a dog or cat which

must be displayed on the front entrance door of the unit.

12. Resident shall provide the PHA a color photograph of the pet(s).
13. All dogs and cats shall wear a collar at all times. Attached to the collar shall be an ID tag listing the pet owner's name and address.
14. Any resident having a dog or cat shall obtain some type of "scooper" to clean up after the pet outdoors. The resident is responsible for placing all waste in sealed plastic bags and disposing of such material in a trash container.
15. Resident is required to take whatever action necessary to insure that their pet does not bring any fleas or ticks into the building. This may include, but is not limited to, the use of flea collars and flea power. The resident is responsible for the cost of flea/tick extermination.
16. No resident shall keep, raise, train, breed or maintain any pet of any kind at any location, either inside or outside the dwelling unit, for any commercial purpose.
17. No pet owner shall keep a vicious or intimidating pet on the premises. If the pet owner declines, delays or refuses to remove such a pet from the premises, the PHA shall do so, in order to safeguard the health and welfare of other residents.
18. No pet owner shall permit his or her pet to disturb, interfere or diminish the peaceful enjoyment of the pet owner's neighbors or other residents. The terms "disturb, interfere or diminish" shall include but not be limited to barking, howling, biting, scratching, chirping and other activities of a disturbing nature. If the pet owner declines, delays or refuses to remove the pet from the premises, the PHA shall do so.
19. The owner of a cat shall feed the animal at least once per day; provide a litter box inside the dwelling unit; clean the litter box at least every two (2) days; and take the animal to a veterinarian at least once per year. The pet owner shall not permit refuse from the litter box to accumulate or to become unsanitary or unsightly, and shall dispose of such droppings by placing them in a plastic tie sack in a designated trash container outside the building where the pet owner lives.
20. The owner of a dog shall feed the animal at least once per day; take the animal for a walk at least twice per day; remove the animals droppings at least twice per day; and take the animal to a veterinarian at least once per year. The pet owner shall not permit dog droppings to accumulate or to become unsanitary or unsightly, and shall dispose of such droppings by placing them in a plastic tie sack in a designated trash container outside the building where the pet owner lives.
21. The pet owner shall take the precautions and measures necessary to eliminate pet odors

within and around the dwelling unit, and shall maintain the dwelling unit in a sanitary condition at all times, as determined by the PHA.

22. The pet owner shall keep the pet, dwelling unit, and surrounding areas free of fleas, ticks and/or other vermin.
23. No pet owner shall alter the dwelling unit or the surrounding premises to create a space, hole, container or enclosure for any pet.
24. Resident agrees that the PHA shall have the right to remove any pet should the pet become vicious, display symptoms of severe illness or demonstrate other behavior that constitutes an immediate threat to the health or safety of the tenancy as a whole. If the PHA requests that the resident remove the pet from the premises and resident refuses to do so, or if the PHA is unable to contact the resident to make the request, the PHA may take such actions as deemed necessary, e.g. placing the pet in a facility that will provide the pet with care and shelter at the expense of the pet owner for a period not to exceed thirty (30) days. PHA staff shall enter a dwelling unit where a pet has been left untended for twenty-four (24) hours, remove the pet and transfer it to the proper local authorities, subject to any provisions of State or local law or ordinances in this regard. The PHA shall accept no responsibility for the pet under such circumstances.
25. Each pet owner shall pay a non-refundable pet fee of \$100.00 and a refundable pet deposit of \$50.00. A refundable deposit of \$25.00 will be charged for aquariums. The refundable deposit may be paid out over a six (6) month period with equal payments made monthly until paid-in-full. There is no pet deposit for birds, gerbils, hamsters, guinea pigs or turtles. The pet fee/deposit is not part of the rent payable by the pet owner, and is in addition to any other financial obligation generally imposed on residents of the development where the pet owner lives. The PHA shall use the non-refundable pet fee only to pay reasonable expenses directly attributable to the presence of the pet in the development, including, but not limited to the cost of repairs and replacements to, and the fumigation of, the pet owner's dwelling unit. The refundable deposit will be used, if appropriate, to correct damages caused by the presence of the pet.
26. The PHA will refund the unused portion to the resident within thirty (30) days after the pet owner moves from the dwelling unit or no longer owns or keeps a pet in the dwelling unit.
27. All residents are prohibited from feeding, housing or caring for stray animals or birds. Such action shall constitute having a pet without permission of the PHA .
28. Each pet owner shall identify an alternate custodian for his or her pet. If the pet owner is ill or absent from the dwelling unit and unable to care for his or her pet, the alternate custodian shall assume responsibility for the care and keeping of the pet, including, if necessary, the removal of the pet from PHA premises.

29. Should any pet housed in the PHA's facilities give birth to a litter, the residents shall remove from the premises all of said pets except one as soon as the baby's are able to survive on their own (a maximum of six (6) weeks).

30. Pet Violation Procedures: Resident agrees to comply with the following:

a. If notice is given by management to the resident that maintenance personnel will be entering the unit for the servicing of equipment or other maintenance work, the resident shall be present with the pet or have the pet removed from the unit. This does not apply to caged animals.

b. Pet Rule Violation Meeting: If the pet owner makes a request, within five (5) days of the notice of pet rule violation, for a meeting to discuss the alleged violation, the PHA will establish a mutually agreeable time and place for the meeting within fifteen (15) days from the effective date of service of the notice of pet rule violation. At the pet rule violation meeting, the pet owner and PHA shall discuss any alleged pet rule violation and attempt to correct it. The PHA, may as a result of the meeting, give the pet owner additional time to correct the violation.

c. Notice for Pet Removal: If the PHA determines that the pet owner has failed to correct the pet rule violation within the time permitted by Paragraph b. of this section (including any additional time permitted by the PHA), or if the parties are unable to resolve the problem, the PHA may serve a notice to the pet owner requiring the pet owner to remove the pet. The notice will be in writing and will:

(1) Contain a brief statement of the factual basis for the determination and the pet rule or rules that has been violated.

(2) State that the pet owner must remove the pet within ten (10) days of the effective date of the notice of pet removal (or the meeting, if notice is served at the meeting).

(3) State that failure to remove the pet may result in initiation of the procedures to have the pet removed or terminate the pet owner's lease or both.

The procedure does not apply in cases where the pet in question presents an immediate threat to the health, safe, of others or if the pet is being treated in an inhumane manner. In such cases paragraph 24 shall apply.

d. Notice of Pet Rule Violation: If the PHA determines on the basis of objective facts, supported by written statements, that a pet owner has violated a rule governing the keeping of pets, the PHA will serve a notice to the owner of pet rule

violation. The notice of pet rule violation will be in writing and will:

- (1) Contain a brief statement of the factual basis for the determination and the pet rule or rules alleged to be violated.
  - (2) State that the pet owner has ten (10) days from the effective date of service of the notice to correct the violation (including in appropriate circumstances, removal of the pet) or to make a written request for a meeting to discuss the violation.
  - (3) State that the pet owner is entitled to be accompanied by another person of his or her choice at the meeting.
  - (4) State that the pet owner's failure to correct the violation, to request a meeting, or to appear at a requested meeting may result in initiation of procedures to have the pet removed and/or terminate the pet owner's lease or both.)
31. The resident shall control the pet while maintenance personnel are in the unit performing requested maintenance.
  33. Non-emergency work orders will only be completed if the resident is home with the pet, the pet has been caged or the pet has been removed from the unit.
  34. The PHA will not be responsible for any pet which gets out of a unit when maintenance employees enter for the purpose of making repairs. The family is responsible for removing the pet when maintenance is scheduled or assuring that a responsible family member is present to control the pet, or have the pet caged.
  35. No resident shall keep another individual's pet at any time.
  36. The PHA will have removed from the premises, any animal(s) not registered as a pet with the management office.
  37. If a resident, including a pet owner, breaches any of the rules set forth above, the PHA may revoke the pet permit and evict the resident or pet owner.



*Attachment ks062h01*

**PET OWNERSHIP  
(ELDERLY/DISABLED RESIDENTS)  
FOR  
THE HOUSING AUTHORITY OF THE CITY OF  
CHANUTE, KANSAS**

## **PET OWNERSHIP**

Housing Authority residents who are elderly and/or handicapped/disabled are permitted to own and keep pets in their dwelling units. The Housing Authority of the City of Chanute (herein referred to as PHA) will notify eligible new and current residents of that right and provides them copies of the PHA's Pet Ownership Rules. To obtain permission, pet owners must agree to abide by those Rules.

In consulting with residents currently living in the PHA's developments for the elderly or handicapped, the PHA will notify all such residents that:

- A. elderly or disabled residents are permitted to own and keep common domesticated household pets, such as a cat, dog, bird, and fish, in their dwelling units, in accordance with PHA pet ownership rules;
- B. animals that are used to assist the disabled are excluded from the size, weight, and type requirements pertaining to ownership of service animals. The security deposit for service animals may be waived as a reasonable accommodation; however, they will be required to assure that proper licensing, inoculations, leash restraints, feces removal, etc. in accordance with State or local law are observed.
- C. residents may request a copy of the PHA's pet ownership rules or proposed amendments to the rules at any time; and,
- D. if the dwelling lease of an elderly or disabled resident prohibits pet ownership, the resident may request that the lease be amended to permit pet ownership, in accordance with the PHA's pet ownership rules shown below.

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HOUSING AUTHORITY OF THE CITY OF CHANUTE

Pet Ownership Rules for Elderly/Disabled Residents

1. Common household pet means a domesticated cat, dog, bird, gerbil, hamster, Guinea pig and fish in aquariums. Reptiles of any kind, with the exception of small turtles in a terrarium, as well as mice and rats are prohibited. These definitions do not include any wild animal, bird of prey, dangerous fish or snakes, spiders or other insects, or any farm animals.
2. Each household shall have only one pet (except fish or birds). The limit for birds is two (2).
3. The pet owner shall have only a small cat or a dog. The animal's weight shall not exceed *20 pounds*. The animal's height shall not exceed *fifteen inches*. Such limitations do not apply to a *service animal* used to assist a handicapped or disabled resident.
4. Pet owners shall license their pets (if required by state or local law) yearly with the City of Chanute, Kansas. The pet owner must show the PHA proof of rabies and distemper booster inoculations and licensing annually. The pet owner must also carry renter's liability or other form of liability insurance which covers household pets. Such insurance shall be in force at all times, with proof of same provided at each recertification or at such other times as the PHA may request.
5. No pet owner shall keep a pet in violation of State or local health or humane laws or ordinances. Any failure of these pet ownership rules to contain other applicable State or local laws or ordinances does not relieve the pet owner of the responsibility for complying with such requirements.
6. The pet owner shall have his or her cat or dog spayed or neutered and shall pay the cost thereof. A veterinarian shall verify that the spaying or neutering has been accomplished. If the animal is less than six (6) months old, resident must agree to have the appropriate procedures performed when the animal reaches the age of six (6) months. Exceptions to this requirement shall be granted only upon certification from a veterinarian that permanent harm may result from this procedure due to the pet's age or illness.
7. All cats shall be declawed. Proof of compliance shall be furnished to management.
8. The pet owner shall house the pet inside the pet owner's dwelling unit. The pet owner shall keep a cat or a dog on a leash and shall control the animal when it is taken out of the dwelling unit for any purpose. The owner of a bird(s) shall confine them to a cage at all times. No pet owner shall allow his or her pet to be unleashed or loose outside the pet owner's dwelling unit.

9. No pet shall be permitted in any common area except as necessary to directly enter and exit the building. This restriction is not applicable to service animals.
10. No pet (other than birds or fish) shall be permitted to remain in an apartment overnight while the resident is away.
11. Management shall furnish to the household a pet sticker if the pet is a dog or cat which must be displayed on the front entrance door of the unit.
12. Resident shall provide the PHA a color photograph of the pet(s).
13. All dogs and cats shall wear a collar at all times. Attached to the collar shall be an ID tag listing the pet owner's name and address.
14. Any resident having a dog or cat shall obtain some type of "scooper" to clean up after the pet outdoors. The resident is responsible for placing all waste in sealed plastic bags and disposing of such material in a trash container.
15. Resident is required to take whatever action necessary to insure that their pet does not bring any fleas or ticks into the building. This may include, but is not limited to, the use of flea collars and flea power. The resident is responsible for the cost of flea/tick extermination.
16. No resident shall keep, raise, train, breed or maintain any pet of any kind at any location, either inside or outside the dwelling unit, for any commercial purpose.
17. No pet owner shall keep a vicious or intimidating pet on the premises (i.e. pit bulls or any other vicious or intimidating breeds). Any animal identified in local or State law or ordinance as dangerous or vicious will be prohibited. If the pet owner declines, delays or refuses to remove the pet from the premises, the PHA shall do so, in order to safeguard the health and welfare of other residents.
18. No pet owner shall permit his or her pet to disturb, interfere or diminish the peaceful enjoyment of the pet owner's neighbors or other residents. The terms "disturb, interfere or diminish" shall include but not be limited to barking, howling, biting, scratching, chirping and other activities of a disturbing nature. If the pet owner declines, delays or refuses to remove the pet from the premises, the PHA shall do so.
19. The owner of a cat shall feed the animal at least once per day; provide a litter box inside the dwelling unit; clean the litter box at least every two (2) days; and take the animal to a veterinarian at least once per year. The pet owner shall not permit refuse from the litter box to accumulate or to become unsanitary or unsightly, and shall dispose of such droppings by placing them in a plastic tie sack in a designated trash container outside the

building where the pet owner lives.

20. The owner of a dog shall feed the animal at least once per day; take the animal for a walk at least twice per day; remove the animals droppings at least twice per day; and take the animal to a veterinarian at least once per year. The pet owner shall not permit dog droppings to accumulate or to become unsanitary or unsightly, and shall dispose of such droppings by placing them in a plastic tie sack in a designated trash container outside the building where the pet owner lives.
21. The pet owner shall take the precautions and measures necessary to eliminate pet odors within and around the dwelling unit, and shall maintain the dwelling unit in a sanitary condition at all times, as determined by the PHA.
22. The pet owner shall keep the pet, dwelling unit, and surrounding areas free of fleas, ticks and/or other vermin.
23. No pet owner shall alter the dwelling unit or the surrounding premises to create a space, hole, container or enclosure for any pet.
24. Resident agrees that the PHA shall have the right to remove any pet should the pet become vicious, display symptoms of severe illness or demonstrate other behavior that constitutes an immediate threat to the health or safety of the tenancy as a whole. If the PHA requests that the resident remove the pet from the premises and resident refuses to do so, or if the PHA is unable to contact the resident to make the request, the PHA may take such actions as deemed necessary, e.g. placing the pet in a facility that will provide the pet with care and shelter at the expense of the pet owner for a period not to exceed thirty (30) days. PHA staff shall enter a dwelling unit where a pet has been left untended for twenty-four (24) hours, remove the pet and transfer it to the proper local authorities, subject to any provisions of State or local law or ordinances in this regard. The PHA shall accept no responsibility for the pet under such circumstances.
25. Each pet owner shall pay a refundable pet deposit of \$100.00. The refundable deposit may be paid out over a six (6) month period with equal payments made monthly until paid-in-full. These deposits are waived for a disabled resident with a *service animal* as a reasonable accommodation. There is a \$25 refundable pet deposit for fish, birds, gerbils, hamsters, guinea pigs or turtles. The pet deposit is not part of the rent payable by the pet owner, and is in addition to any other financial obligation generally imposed on residents of the development where the pet owner lives. The PHA shall use the pet deposit only to pay reasonable expenses directly attributable to the presence of the pet in the development, including, but not limited to the cost of repairs and replacements to, and the fumigation of, the pet owner's dwelling unit. The PHA shall refund the unused portion of the refundable pet deposit to the pet owner within thirty (30) days after the pet owner

moves from the dwelling unit or no longer owns or keeps a pet in the dwelling unit.

26. All residents, including the elderly, handicapped and disabled, are prohibited from feeding, housing or caring for stray animals or birds. Such action shall constitute having a pet without permission of the PHA.
27. Each pet owner shall identify an alternate custodian for his or her pet. If the pet owner is ill or absent from the dwelling unit and unable to care for his or her pet, the alternate custodian shall assume responsibility for the care and keeping of the pet, including, if necessary, the removal of the pet from PHA premises.
28. Should any pet housed in the Authority's facilities give birth to a litter, the residents shall remove from the premises all of said pets except one as soon as the baby's are able to survive on their own (a maximum of six (6) weeks).
29. Pet Violation Procedures: Resident agrees to comply with the following:
  - q. If notice is given by management to the resident that maintenance personnel will be entering the unit for the servicing of equipment or other maintenance work, the resident shall be present with the pet or have the pet removed from the unit. This does not apply to caged animals.
  - b. Pet Rule Violation Meeting: If the pet owner makes a request, within five (5) days of the notice of pet rule violation, for a meeting to discuss the alleged violation, the PHA will establish a mutually agreeable time and place for the meeting within fifteen (15) days from the effective date of service of the notice of pet rule violation. At the pet rule violation meeting, the pet owner and PHA shall discuss any alleged pet rule violation and attempt to correct it. The PHA, may as a result of the meeting, give the pet owner additional time to correct the violation.
  - c. Notice for Pet Removal: If the PHA determines that the pet owner has failed to correct the pet rule violation within the time permitted by Paragraph b. of this section (including any additional time permitted by the PHA), or if the parties are unable to resolve the problem, the PHA may serve a notice to the pet owner requiring the pet owner to remove the pet. The notice will be in writing and will:
    - (1) Contain a brief statement of the factual basis for the determination and the pet rule or rules that has been violated.
    - (2) State that the pet owner must remove the pet within ten (10) days of the effective date of the notice of pet removal (or the meeting, if notice is served at the meeting).
    - (3) State that failure to remove the pet may result in initiation of the

procedures to have the pet removed or terminate the pet owner's lease or both.

The procedure does not apply in cases where the pet in question presents an immediate threat to the health, safe, of others or if the pet is being treated in an inhumane manner. In such cases paragraph 24 shall apply.

- d. Notice of Pet Rule Violation: If the PHA determines on the basis of objective facts, supported by written statements, that a pet owner has violated a rule governing the keeping of pets, the PHA will serve a notice to the owner of pet rule violation. The notice of pet rule violation will be in writing and will:
- (1) Contain a brief statement of the factual basis for the determination and the pet rule or rules alleged to be violated.
  - (2) State that the pet owner has ten (10) days from the effective date of service of the notice to correct the violation (including in appropriate circumstances, removal of the pet) or to make a written request for a meeting to discuss the violation.
  - (3) State that the pet owner is entitled to be accompanied by another person of his or her choice at the meeting.
  - (4) State that the pet owner's failure to correct the violation, to request a meeting, or to appear at a requested meeting may result in initiation of procedures to have the pet removed and/or terminate the pet owner's lease or both.)
30. The resident shall control the pet while maintenance personnel are in the unit performing requested maintenance.
31. Non-emergency work orders will only be completed if the resident is home with the pet, the pet has been caged or the pet has been removed from the unit.
32. The PHA will not be responsible for any pet which gets out of a unit when maintenance employees enter for the purpose of making repairs. The family is responsible for removing the pet when maintenance is scheduled or assuring that a responsible family member is present to control the pet, or have the pet caged.
33. No resident shall keep another individual's pet at any time.
34. The PHA will have removed from the premises, any animal(s) not registered as a pet with the management office.

35. If a resident, including a pet owner, breaches any of the rules set forth above, the PHA may revoke the pet permit and evict the resident or pet owner.



Housing Authority of the City of Chanute  
PHA Plan Update for FYB 2003

Statement of Progress

*Attachment: ks062i1*

The Housing Authority of the City of Chanute has been successful in achieving its mission and goals in the year 2002. Goals are either completed or on target for completion by the end of the year.

Concerning modernization, the PHA has replaced 5 washers and 5 dryers in Osage Village and purchased ranges.

Concerning self-sufficiency and crime and safety, the PHA continued its efforts to reduce crime in the communities through a closer working relationship with the Local Police Department. Residents have continued to assist by calling and reporting any crime activity. The PHA has developed a new position – Family Self-Sufficiency Coordinator.

The PHA has provided residents with over 3200 hours of service through busing youth to local youth center for after school and summer activities.

Concerning improving the quality of life, PHA has organized more activities for elderly and has established closer working relationships with other local agencies collaborate with agencies to connect residents with services to promote self-sufficiency. Improvements include applied for and received a grant for use on activities that involve interaction by youth with the elderly.

To ensure compliance with the Public Housing Reform Act of 1998, every policy was reviewed and updated as needed. Most significant was the update to the Admissions and Occupancy Policy and the Section 8 Administrative Plan. The PHA provided for a Salary Study and update of Position Descriptions.

Concerning ensuring equal opportunity outreach efforts have been made by making renewed partnerships with community groups and medical facilities.

HOUSING AUTHORITY OF THE CITY OF CHANUTE

Attachment: ks062j01

**Component 3, (6) Deconcentration and Income Mixing**

a.  Yes  No: Does the PHA have any general occupancy (family) public housing developments covered by the deconcentration rule? If no, this section is complete. If yes, continue to the next question.

b.  Yes  No: Do any of these covered developments have average incomes below 85% or higher than 115% of the average incomes of all such developments? If no, this section is complete.

If yes, list these developments as follows:

Deconcentration Policy for Covered Developments			
Development Name:	Number of Units	Explanation (if any) [see step 4 at §903.2(c)(1)(iv)]	Deconcentration policy (if no explanation) [see step 5 at §903.2(c)(1)(v)]

# HOUSING AUTHORITY OF THE CITY OF CHANUTE

Attachment: ks062k01

## Agency Plan Component 10 (B) Voluntary Conversion Initial Assessments

A. How many of the PHA's developments are subject to the Required Initial Assessments?

- One public housing development is subject to the required initial assessment.

KS062001	Scattered Sites	42 units
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B. How many of the PHA's developments are not subject to the Required Initial Assessments based on exemptions (e.g., elderly and/or disabled developments not general occupancy projects)?

- Three developments are exempt.

Osage Village	49 units	elderly designation plan approved
Ronda Lane Apartments	32 units	mixed occupancy
Ronda Lane Addition	15 units	mixed occupancy

C. How many Assessments were conducted for the PHA's covered developments?

- One assessment was conducted.

D. Identify PHA developments that may be appropriate for conversion based on the Required Initial Assessments:

- The PHA has determined that conversion is not appropriate for any developments at this time.

E. If the PHA has not completed the Required Initial Assessment, describe the status of these assessments.

N/A

**Housing Authority of the City of Chanute**  
**Corrective Action Plan (CAP)**  
**For FYE 12/31/1999**  
**Attachment KS062101**

**Current Ratio** - The current ratio as of April 30, 2001 is 2.8, meeting the minimum requirement for total points for this indicator. The following corrections will be made to reflect this ratio:

- Security deposit interest will be changed to an asset as the Housing Authority no longer pays security deposit interest. It is currently being carried as a liability.
- A/P – IOP Expenses Payable will be written off as this is a liability that reflects back to the new construction project in 1995 that has never been written off by our auditors.

**Corrective Action** - The above entries will be made by our accounting firm by 9/30/01.

Balance sheets as of April 30, 2001 for both Low rent and Section 8 programs are attached.

**Number of Months Expendable Fund Balance** – The Housing Authority has not carried high reserves as we have kept our properties in good condition and utilized our reserves for this purpose. We were not prepared for the new rating system and this indicator. It was necessary for us to change out our computer system in FYE 1999 as we had outgrown our old system and needed to update to meet HUD's requirement for online reporting. This lowered our reserves considerably. Our current ratio, as of 4/30/01, is 2.12 an improvement over FYE 1999.

**Corrective Action** – A reduction in part-time office personnel has been made effective 6/1/01 to lower expenses. A revision of FY 12/31/01 budget will be made by 9/30/01 for any additional cuts that can be made to increase this ratio. The only item carried as extra-ordinary maintenance in our budget is street assessments that have been set for a 10-year pay out. All other improvements are handled with Capital Funds.

**Tenant Receivable Outstanding** – Our ratio of rents charged per rents collected as of April 30, 2001 is 3.2. The Housing Authority has a written policy that accounts will be written off after exceeding 120 days.

**Corrective Action** - The Housing Authority will continue to write off accounts as per the policy and will see that write-off's are made at year end to reflect the best possible score. A copy of the policy is attached as well as the Rental Register showing rental collections to charges as of 4//30/01. It is anticipated that this ratio will be maintained or improved upon by 12/31/01.

**Housing Authority of the City of Chanute**  
**Corrective Action Plan (CAP)**  
**FYE 1999**  
**Page 2**

**Occupancy Loss** – The Housing Authority has experienced a high vacancy rate at our High Rise (50 Units). It currently is 14% with seven (7) vacant units. The elderly residents do not accept the younger disabled/handicapped individuals that are being placed there and we are not getting applications from elderly individuals. We have in place an approved designation plan to designate the High Rise as elderly only. In order to place this plan in action, there is a need to have constructed 16 units in the City, for disabled/handicapped individuals. The Housing Authority has been working with other agencies in the City and an application for HUD 811 funds for the construction of a project was submitted on May 25, 2001. If that application is approved and the units are constructed, we believe this will greatly increase our application base and improve greatly on our vacancy rate. This project will not materialize until probably fall to winter of 2002 if funded.

Our Ronda Lane Apartments (32 Units) currently has a 1% vacancy rate and our Ronda Lane Addition currently has a 2% vacancy rate.

Our family units currently have a 4.8% vacancy rate. We have had a reduction in the number of families applying. The reason for this reduction, we now are doing criminal background checks! We have made an effort to reach a base of applicants by putting out flyers, newspaper ads and making agency contacts.

Twenty-eight percent (28%) of all applicants have been denied due to criminal background checks.

**Corrective Action** – New housing units will be constructed, working with other local agencies to acquire a HUD 811 project grant and the High Rise will be designated as elderly only which we believe will increase the occupancy of the building. We will continue to make the community aware of vacancies through the utilization of flyers, TV ads, and contact with local agencies. It is not believed that we can meet the 97% occupancy goal but we anticipate a 95% occupancy rate as of 12/31/01.

A copy of the log of our outreach efforts is attached as well as the log of denials due to NCIC checks for the FYE 2000.

**Net Income or Loss Divided by expendable fund balance** – Our budget for the current FYE 2001 reflects a loss at year-end.

**Corrective Action** – A budget revision will be made by 9/30/01 for FYE 2001 and expenses will be decreased however possible. A reduction in the hours of part-time office personnel has been made effective June 1, 2001.

**Housing Authority of the City of Chanute**  
**Corrective Action Plan (CAP)**  
**FYE 1999**  
**Page 3**

**Expense Management/Utility Consumption** – The Housing Authority continues to monitor the utility usage of its High Rise since all utilities are paid by the Authority and several energy saving measures have been made to control utility usage.

**Corrective Action** – None required but we will continue to monitor the utility usage for control.

A copy of the utility monitoring at our High Rise and the cost saving measures that were taken are attached.

**CAPITAL FUND PROGRAM TABLES START HERE**

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

PHA Name: <p align="center"><b>Housing Authority of the City of Chanute</b></p>	Grant Type and Number: Capital Fund Program No: <span style="float:right"><b>KS16PO6250101</b></span> Replacement Housing Factor Grant No:	Federal FY of Grant: <p align="center"><b>2001</b></p>
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Original Annual Statement    
  Reserved for Disasters/Emergencies    
  Revised Annual Statement/Revision Number   1    
 Performance and Evaluation Report for Program Year Ending **6/30/02**    
  Final Performance and Evaluation Report for Program Year Ending \_\_\_\_\_

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total Non-Capital Funds				
2	1406 Operating Expenses	11,557.00	20,945.00	20,945.00	11,557.00
3	1408 Management Improvements	7,500.00	8,971.00	5,413.00	5,611.00
4	1410 Administration				
5	1411 Audit	2,000.00	0.00	0.00	0.00
6	1415 Liquidated Damages				
7	1430 Fees and Costs				
8	1440 Site Acquisition				
9	1450 Site Improvement	19,000.00	16,270.00	10,773.00	2,620.00
10	1460 Dwelling Structures	80,000.00	120,016.00	120,016.00	39,377.00
11	1465.1 Dwelling Equipment-Nonexpendable	2,500.00	2,133.00	1,083.00	1,083.00
12	1470 Nondwelling Structures	40,000.00	0.00	0.00	0.00
13	1475 Nondwelling Equipment	46,889.00	41,111.00	34,811.00	34,811.00
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs				
18	1499 Development Activities				
19	1501 Collateralization or Debt Service				
20	1502 Contingency				
21	Amount of Annual Grant (sums of lines 2-20)	<b>\$209,446.00</b>	<b>\$209,446.00</b>	<b>\$193,041.00</b>	<b>\$95,059.00</b>
22	Amount of line 21 Related to LBP Activities				
23	Amount of Line 21 Related to Section 504 Compliance				
24	Amount of Line 21 Related to Security - Soft Costs				
25	Amount of Line 21 Related to Security - Hard Costs				
26	Amount of Line 21 Related to Energy Conservation Measures				

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

PHA Name: <b>Housing Authority of the City of Chanute</b>		Grant Type and Number: Capital Fund Program No: <b>KS16PO6250101</b> Replacement Housing Factor Grant No:						Federal FY of Grant: <b>2001</b>
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
HA Wide	Allocation to Operations	1406		11,557.00	20,945.00	20,945.00	11,557.00	<b>55% Completed</b>
	Computer Consultation, Software & Conversion	1408		1,000.00	2,471.00	371.00	232.00	<b>9% Completed</b>
	Update Agency Plan & Policies	1408		5,000.00	5,000.00	4,202.00	4,959.00	<b>99% Completed</b>
	Employee Training	1408		1,500.00	1,500.00	840.00	420.00	<b>28% Completed</b>
	Audit	1411		2,000.00	0.00	0.00	0.00	<b>NA</b>
	Purchase Maint & Staff Vehicles	1475	2	18,000.00	17,475.00	17,475.00	17,475.00	<b>100% Completed</b>
	Computer Hardware Upgrades	1475		2,500.00	7,500.00	1,200.00	1,200.00	<b>16% Completed</b>
	Office Chairs	1475	5	1,088.00	1,135.00	1,135.00	1,135.00	<b>100% Completed</b>
	Replace Copier	1475		15,000.00	8,000.00	8,000.00	8,000.00	<b>100% Completed</b>
	Phone System, Furniture, Satellite	1475		7,500.00	4,200.00	4,200.00	4,200.00	<b>100% Completed</b>
	Wet/Dry Vacuums	1475	2	2,801.00	2,801.00	2,801.00	2,801.00	<b>100% Completed</b>
KS062-001	Correct Drives, S. Washington & Concrete Repair, Osage Village	1450		18,000.00	15,147.00	9,650.00	1,497.00	<b>10% Completed</b>
	Replace Chiller, Osage Village	1460		0.00	75,580.00	75,580.00	0.00	<b>0% Completed</b>
	Replace Roof, Osage Village	1460		70,000.00	35,488.00	35,488.00	35,488.00	<b>100% Completed</b>
	Replace Electrical Panel, Osage Village	1460		0.00	1,175.00	1,175.00	0.00	<b>0% Completed</b>
	Replace Refrigerators/Ranges	1465	3 ea.	2,500.00	2,133.00	1,083.00	1,083.00	<b>51% Completed</b>
	<b>Subtotal</b>			<b>\$158,446.00</b>	<b>\$200,550.00</b>	<b>\$184,145.00</b>	<b>\$90,047.00</b>	<b>45% Completed</b>





## CAPITAL FUND PROGRAM TABLES START HERE

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

PHA Name: <b>Housing Authority of the City of Chanute</b>	Grant Type and Number: Capital Fund Program No: <b>KS16PO6250102</b> Replacement Housing Factor Grant No:	Federal FY of Grant: <b>2002</b>
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Original Annual Statement   
  Reserved for Disasters/Emergencies   
  Revised Annual Statement/Revision Number \_\_\_\_\_  
 Performance and Evaluation Report for Program Year Ending 6/30/02   
  Final Performance and Evaluation Report for Program Year Ending \_\_\_\_\_

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total Non-Capital Funds				
2	1406 Operating Expenses	10,000.00		10,000.00	0.00
3	1408 Management Improvements	19,500.00		12,000.00	7,000.00
4	1410 Administration	5,000.00		0.00	0.00
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	8,000.00		4,822.00	4,822.00
8	1440 Site Acquisition				
9	1450 Site Improvement	10,000.00		0.00	0.00
10	1460 Dwelling Structures	136,537.00		0.00	0.00
11	1465.1 Dwelling Equipment-Nonexpendable	9,600.00		5,050.00	0.00
12	1470 Nondwelling Structures				
13	1475 Nondwelling Equipment				
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs				
18	1499 Development Activities				
19	1501 Collateralization or Debt Service				
20	1502 Contingency				
21	Amount of Annual Grant (sums of lines 2-20)	<b>\$198,637.00</b>		<b>\$31,872.00</b>	<b>\$11,822.00</b>
22	Amount of line 21 Related to LBP Activities				
23	Amount of Line 21 Related to Section 504 Compliance	29,500.00		<b>0.00</b>	<b>0.00</b>
24	Amount of Line 21 Related to Security - Soft Costs				
25	Amount of Line 21 Related to Security - Hard Costs				
26	Amount of Line 21 Related to Energy Conservation Measures				

26  
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**Annual Statement/Performance and Evaluation Report and Evaluation Report**  
**Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)**

**Part II: Supporting Pages**

PHA Name: <b>Housing Authority of the City of Chanute</b>		Grant Type and Number: Capital Fund Program No: <b>KS16PO6250102</b> Replacement Housing Factor Grant No:					Federal FY of Grant: <b>2002</b>	
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
<b>KS 62-1</b>	Handicap Accessibility	1460		29,500.00		0.00	0.00	<b>0% Complete</b>
	Replace Siding	1460	32	85,000.00		0.00	0.00	<b>0% Complete</b>
	Replace Breaker Panels	1460	42	9,024.00		0.00	0.00	<b>0% Complete</b>
	Replace Washer/Dryers H.R.	1465	5 ea	6,000.00		5,050.00	0.00	<b>0% Complete</b>
	<b>Subtotal</b>			<b>129,524.00</b>		<b>5,050.00</b>	<b>0.00</b>	<b>0% Complete</b>
<b>KS 62-2</b>	Asphalt Drive	1450		10,000.00		0.00	0.00	<b>0% Complete</b>
	Storm Doors	1460	32	8,800.00		0.00	0.00	<b>0% Complete</b>
	<b>Subtotal</b>			<b>18,800.00</b>		<b>0.00</b>	<b>0.00</b>	<b>0% Complete</b>
<b>KS 62-4</b>	Storm Doors	1460	15	4,213.00		0.00	0.00	<b>0% Complete</b>
	<b>Subtotal</b>			<b>4,213.00</b>		<b>0.00</b>	<b>0.00</b>	<b>0% Complete</b>
<b>HA - Wide</b>	Allocation to Operations	1406		10,000.00		10,000.00	0.00	<b>0% Complete</b>
	Lease Office	1408		12,000.00		12,000.00	7,000.00	<b>58% Complete</b>
	Upgrade Computer Server & Terminal	1408		7,500.00		0.00	0.00	<b>0% Complete</b>
	Update Annual Plan	1410		5,000.00		0.00	0.00	<b>0% Complete</b>
	Audit	1411		0.00		0.00	0.00	<b>NA</b>
	Consulting Fee	1430		8,000.00		4,822.00	4,822.00	<b>60% Complete</b>
	Refrigerators/Ranges	1465		3,600.00		0.00	0.00	<b>0% Complete</b>
	<b>Subtotal</b>			<b>46,100.00</b>		<b>26,822.00</b>	<b>11,822.00</b>	<b>26% Complete</b>
	<b>TOTAL</b>			<b>\$198,637.00</b>		<b>\$31,872.00</b>	<b>\$11,822.00</b>	<b>6% Complete</b>

