

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

Small PHA Plan Update
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: Solomon Housing Authority

PHA Number: KS152

PHA Fiscal Year Beginning: (01/2003)

PHA Plan Contact Information:

Name: Diane Miller

Phone: (785) 655-9422

TDD:

Email (if available): solhous@informatics.net

Public Access to Information

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

- Main administrative office of the PHA
- PHA development management offices

Display Locations For PHA Plans and Supporting Documents

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

- Main administrative office of the PHA
- PHA development management offices
- Main administrative office of the local, county or State government
- Public library
- PHA website
- Other (list below)

PHA Plan Supporting Documents are available for inspection at: (select all that apply)

- Main business office of the PHA
- PHA development management offices
- Other (list below)

PHA Programs Administered:

- 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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<input type="checkbox"/> Other (List below, providing each attachment name)	

ii. Executive Summary

[24 CFR Part 903.7 9 (r)]

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

The City of Solomon Housing Authority has established an excellent track record. Our customers' express satisfaction and encouragement on an on-going basis. The Annual Plan demonstrates efforts to make the "best" better. The Housing Authority will continue to provide optimal services and modernization projects possible with available funding. The Authority will remain open to suggestions and address needs expressed by the tenants and the Resident Advisory Board. The City of Solomon Housing Authority will continue to provide affordable, safe, and decent housing while ensuring equal opportunity to all.

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.

None

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? \$28,000

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 1

(2) Capital Fund Program Annual Statement

The Capital Fund Program Annual Statement is provided as Attachment 2

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:

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 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

[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 (RAB Comments) 5
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 _5_.
 - 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: (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)

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:

Where the City of Solomon Housing Authority has attempted in good faith to operate under an approved 5-year Plan and to otherwise meet the objectives of Title VI of the Civil Rights Act of 1964, is confronted with extra-ordinary circumstances causing undue hardship in carrying out the Pan, it may apply for, and the Secretary of HUD may grant, exceptions to the provisions of the 5-year Plan in accordance with the regulations of the Department of Housing and Urban Development, Title 24, C.F.R. subtitle A, Part 1/ in order to adjust such provisions to the circumstances involved in a manner to effectuate and insure compliance with said Title VI and the efficiency and economy requirements of the United States Housing Act of 1937.

B. Significant Amendment or Modification to the Annual Plan:

The local Authority will from time to time review and determine the adequacy of the 5-year Plan to accomplish the purposes of the Civil Rights Act of 1964 and HUD regulations and requirements pursuant thereto. If it becomes necessary to substantially deviate from the 5-year Plan, the local Authority may apply for approval by HUD of such different plan with a statement of the supporting reasons and evidence within 30 days after issuance of amended requirements at which time a full public hearing will be conducted. A significant amendment or modification to the PHA Plan may be submitted to HUD for review up to the day before the PHA Plan submission due date for the next PHA Plan. The review period for significant amendments to the PHA Plan is up to 75 days. Implementation of such deviations from the 5-year Plan will only be initiated after approval of the significant amendment by HUD

Attachment A
Supporting Documents Available for Review

PHAs are to indicate which documents are available for public review by placing a mark in the “Applicable & On Display” column in the appropriate rows. All listed documents must be on display if applicable to the program activities conducted by the PHA.

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Related Plan Component
X	PHA Plan Certifications of Compliance with the PHA Plans and Related Regulations	5 Year and Annual Plans
X	State/Local Government Certification of Consistency with the Consolidated Plan (not required for this update)	5 Year and Annual Plans
X	Fair Housing Documentation Supporting Fair Housing Certifications: Records reflecting that the PHA has examined its programs or proposed programs, identified any impediments to fair housing choice in those programs, addressed or is addressing those impediments in a reasonable fashion in view of the resources available, and worked or is working with local jurisdictions to implement any of the jurisdictions’ initiatives to affirmatively further fair housing that require the PHA’s involvement.	5 Year and Annual Plans
X	Housing Needs Statement of the Consolidated Plan for the jurisdiction/s in which the PHA is located and any additional backup data to support statement of housing needs in the jurisdiction	Annual Plan: Housing Needs
X	Most recent board-approved operating budget for the public housing program	Annual Plan: Financial Resources
X	Public Housing Admissions and (Continued) Occupancy Policy (A&O/ACOP), which includes the Tenant Selection and Assignment Plan [TSAP]	Annual Plan: Eligibility, Selection, and Admissions Policies
	Any policy governing occupancy of Police Officers in Public Housing <input type="checkbox"/> check here if included in the public housing A&O Policy	Annual Plan: Eligibility, Selection, and Admissions Policies
	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

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Related Plan Component
	Schedule of flat rents offered at each public housing development <input type="checkbox"/> check here if included in the public housing A & O Policy	Annual Plan: Rent Determination
	Section 8 rent determination (payment standard) policies <input type="checkbox"/> check here if included in Section 8 Administrative Plan	Annual Plan: Rent Determination
X	Public housing management and maintenance policy documents, including policies for the prevention or eradication of pest infestation (including cockroach infestation)	Annual Plan: Operations and Maintenance
X	Results of latest binding Public Housing Assessment System (PHAS) Assessment	Annual Plan: Management and Operations
X	Follow-up Plan to Results of the PHAS Resident Satisfaction Survey (if necessary)	Annual Plan: Operations and Maintenance and Community Service & Self-Sufficiency
	Results of latest Section 8 Management Assessment System (SEMAP)	Annual Plan: Management and Operations
	Any required policies governing any Section 8 special housing types <input type="checkbox"/> check here if included in Section 8 Administrative Plan	Annual Plan: Operations and Maintenance
X	Public housing grievance procedures <input checked="" type="checkbox"/> check here if included in the public housing A & O Policy	Annual Plan: Grievance Procedures
	Section 8 informal review and hearing procedures <input type="checkbox"/> check here if included in Section 8 Administrative Plan	Annual Plan: Grievance Procedures
X	The HUD-approved Capital Fund/Comprehensive Grant Program Annual Statement (HUD 52837) for any active grant year	Annual Plan: Capital Needs
X	Most recent CIAP Budget/Progress Report (HUD 52825) for any active CIAP grants	Annual Plan: Capital Needs
	Approved HOPE VI applications or, if more recent, approved or submitted HOPE VI Revitalization Plans, or any other approved proposal for development of public housing	Annual Plan: Capital Needs
	Self-evaluation, Needs Assessment and Transition Plan required by regulations implementing §504 of the Rehabilitation Act and the Americans with Disabilities Act. See, PIH 99-52 (HA).	Annual Plan: Capital Needs
	Approved or submitted applications for demolition and/or disposition of public housing	Annual Plan: Demolition and Disposition
	Approved or submitted applications for designation of public housing (Designated Housing Plans)	Annual Plan: Designation of Public Housing

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Related Plan Component
	Approved or submitted assessments of reasonable revitalization of public housing and approved or submitted conversion plans prepared pursuant to section 202 of the 1996 HUD Appropriations Act, Section 22 of the US Housing Act of 1937, or Section 33 of the US Housing Act of 1937	Annual Plan: Conversion of Public Housing
	Approved or submitted public housing homeownership programs/plans	Annual Plan: Homeownership
	Policies governing any Section 8 Homeownership program (section _____ of the Section 8 Administrative Plan)	Annual Plan: Homeownership
	Cooperation agreement between the PHA and the TANF agency and between the PHA and local employment and training service agencies	Annual Plan: Community Service & Self-Sufficiency
	FSS Action Plan/s for public housing and/or Section 8	Annual Plan: Community Service & Self-Sufficiency
	Section 3 documentation required by 24 CFR Part 135, Subpart E	Annual Plan: Community Service & Self-Sufficiency
	Most recent self-sufficiency (ED/SS, TOP or ROSS or other resident services grant) grant program reports	Annual Plan: Community Service & Self-Sufficiency
	The most recent Public Housing Drug Elimination Program (PHDEP) semi-annual performance report	Annual Plan: Safety and Crime Prevention
	PHDEP-related documentation: <ul style="list-style-type: none"> · Baseline law enforcement services for public housing developments assisted under the PHDEP plan; · Consortium agreement/s between the PHAs participating in the consortium and a copy of the payment agreement between the consortium and HUD (applicable only to PHAs participating in a consortium as specified under 24 CFR 761.15); · Partnership agreements (indicating specific leveraged support) with agencies/organizations providing funding, services or other in-kind resources for PHDEP-funded activities; · Coordination with other law enforcement efforts; · Written agreement(s) with local law enforcement agencies (receiving any PHDEP funds); and · All crime statistics and other relevant data (including Part I and specified Part II crimes) that establish need for the public housing sites assisted under the PHDEP Plan. 	Annual Plan: Safety and Crime Prevention
X	Policy on Ownership of Pets in Public Housing Family Developments (as required by regulation at 24 CFR Part 960, Subpart G) <input checked="" type="checkbox"/> check here if included in the public housing A & O Policy	Pet Policy

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Related Plan Component
X	The results of the most recent fiscal year audit of the PHA conducted under section 5(h)(2) of the U.S. Housing Act of 1937 (42 U. S.C. 1437c(h)), the results of that audit and the PHA's response to any findings	Annual Plan: Annual Audit
	Troubled PHAs: MOA/Recovery Plan	Troubled PHAs
	Other supporting documents (optional) (list individually; use as many lines as necessary)	(specify as needed)

Annual Statement/Performance and Evaluation Report					
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part 1: Summary					
PHA Name: Solomon Housing Authority		Grant Type and Number Capital Fund Program: KS16P15250103 Capital Fund Program Replacement Housing Factor Grant No:		Federal FY of Grant: 01/2003	
<input checked="" type="checkbox"/> Original Annual Statement <input type="checkbox"/> Performance and Evaluation Report for Period Ending: <input type="checkbox"/> Reserve for Disasters/ Emergencies <input type="checkbox"/> Revised Annual Statement (revision no:) <input type="checkbox"/> Final Performance and Evaluation Report					
Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations	2,800			
3	1408 Management Improvements	500			
4	1410 Administration	0			
5	1411 Audit	0			
6	1415 liquidated Damages	0			
7	1430 Fees and Costs	0			
8	1440 Site Acquisition	0			
9	1450 Site Improvement	2,000			
10	1460 Dwelling Structures	13,700			
11	1465.1 Dwelling Equipment—Nonexpendable	1,500			
12	1470 Nondwelling Structures	2,000			
13	1475 Nondwelling Equipment	2,000			
14	1485 Demolition	0			
15	1490 Replacement Reserve	3,500			
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)	28,000			
21	Amount of line 20 Related to LBP Activities				
22	Amount of line 20 Related to Section 504 Compliance				
23	Amount of line 20 Related to Security				

Annual Statement/Performance and Evaluation Report				
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part 1: Summary				
PHA Name: Solomon Housing Authority		Grant Type and Number Capital Fund Program: KS16P15250103 Capital Fund Program Replacement Housing Factor Grant No:		Federal FY of Grant: 01/2003
<input checked="" 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
24	Amount of line 20 Related to Energy Conservation Measures	12,700		

Annual Statement/Performance and Evaluation Report Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part II: Supporting Pages								
PHA Name: Solomon Housing Authority			Grant Type and Number Capital Fund Program #: KS16P15250103 Capital Fund Program Replacement Housing Factor #:			Federal FY of Grant: 01/2003		
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	
KS152002	General Operations	1406		2,800				On-going
Heritage Manor	Site Improvement – Well for Watering	1450		2,000				Not Started
	Furnace/AC replacement as needed	1460		12,700				On-going
	Shower Replacement Continued	1460		1,000				On-going
	Range Replacement Continued	1465		1,500				On-going
	Modernization – Community Bldg.	1470		2,000				Not Started
	Push Mower/Printer Replacement	1475		2,000				Not Started
	(3) Showers/(1) Range after 2004	1490		3,500				Not Started

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 checked="" type="checkbox"/> Original statement <input type="checkbox"/> Revised statement		
Development Number	Development Name (or indicate PHA wide)	
KS16P15250103	Heritage Manor	
Description of Needed Physical Improvements or Management Improvements	Estimated Cost	Planned Start Date (HA Fiscal Year)
Replace sections of walks that are hazards	5,000	1999
Finish conversion of (1) of the 2-bedroom units to an accessible unit	5,000	2000
Replace tubs with shower units as needed	20,000	1999
Replace furnaces and air conditioners as needed	42,500	2000
Remodel apartments as they become vacant	14,000	1999
Replace ranges as needed	8,000	2000
Repair sprinkler system; install well for watering	4,000	2001
Undertake comprehensive management training	5,000	2001
Replace Mowers	6,000	2002
Total estimated cost over next 5 years	109,500	

Required Attachment __3__: Resident Member on the PHA Governing Board

1. Yes No: Does the PHA governing board include at least one member who is directly assisted by the PHA this year? (if no, skip to #2)

A. Name of resident member(s) on the governing board:

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

- Elected
- Appointed

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

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

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

B. Date of next term expiration of a governing board member: 1/5/2003

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

Required Attachment ___4___: 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.)

Irene Hannan, Chairperson
Rachel Willis, Recording Secretary
Judy Boyer
Billy Bogart
Florence (Elaine) Hood

**Required Attachment ___5___: Resident Advisory Board (RAB)
Comments and PHA Response**

Section I

The Resident Advisory Board of the Solomon Housing Authority discussed proposed capital improvements at the September 9, 2002 meeting.

Specific request put forth by the residents not included in the 5-year plan was the addition of a well for watering the grounds to improve the complex.

Other capital improvements addressed in the 5-year plan met with the approval of the RAB as progressing.

Section II

In response to the RAB Comments, the Solomon Housing Authority will consider the addition of a well for watering. This will enable management to better maintain the grounds and improve the residents' perception of "appearance" of the project.

Attachment A

Supporting Documents Available for Review

PHAs are to indicate which documents are available for public review by placing a mark in the “Applicable & On Display” column in the appropriate rows. All listed documents must be on display if applicable to the program activities conducted by the PHA.

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Related Plan Component
X	PHA Plan Certifications of Compliance with the PHA Plans and Related Regulations	5 Year and Annual Plans
X	State/Local Government Certification of Consistency with the Consolidated Plan (not required for this update)	5 Year and Annual Plans
X	Fair Housing Documentation Supporting Fair Housing Certifications: Records reflecting that the PHA has examined its programs or proposed programs, identified any impediments to fair housing choice in those programs, addressed or is addressing those impediments in a reasonable fashion in view of the resources available, and worked or is working with local jurisdictions to implement any of the jurisdictions’ initiatives to affirmatively further fair housing that require the PHA’s involvement.	5 Year and Annual Plans
X	Housing Needs Statement of the Consolidated Plan for the jurisdiction/s in which the PHA is located and any additional backup data to support statement of housing needs in the jurisdiction	Annual Plan: Housing Needs
X	Most recent board-approved operating budget for the public housing program	Annual Plan: Financial Resources
X	Public Housing Admissions and (Continued) Occupancy Policy (A&O/ACOP), which includes the Tenant Selection and Assignment Plan [TSAP]	Annual Plan: Eligibility, Selection, and Admissions Policies
	Any policy governing occupancy of Police Officers in Public Housing <input type="checkbox"/> check here if included in the public housing A&O Policy	Annual Plan: Eligibility, Selection, and Admissions Policies
	Section 8 Administrative Plan	Annual Plan: Eligibility, Selection, and Admissions Policies

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Related Plan Component
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
	Schedule of flat rents offered at each public housing development <input type="checkbox"/> check here if included in the public housing A & O Policy	Annual Plan: Rent Determination
	Section 8 rent determination (payment standard) policies <input type="checkbox"/> check here if included in Section 8 Administrative Plan	Annual Plan: Rent Determination
X	Public housing management and maintenance policy documents, including policies for the prevention or eradication of pest infestation (including cockroach infestation)	Annual Plan: Operations and Maintenance
X	Results of latest binding Public Housing Assessment System (PHAS) Assessment	Annual Plan: Management and Operations
X	Follow-up Plan to Results of the PHAS Resident Satisfaction Survey (if necessary)	Annual Plan: Operations and Maintenance and Community Service & Self-Sufficiency
	Results of latest Section 8 Management Assessment System (SEMAP)	Annual Plan: Management and Operations
	Any required policies governing any Section 8 special housing types <input type="checkbox"/> check here if included in Section 8 Administrative Plan	Annual Plan: Operations and Maintenance
X	Public housing grievance procedures <input checked="" type="checkbox"/> check here if included in the public housing A & O Policy	Annual Plan: Grievance Procedures
	Section 8 informal review and hearing procedures <input type="checkbox"/> check here if included in Section 8 Administrative Plan	Annual Plan: Grievance Procedures
X	The HUD-approved Capital Fund/Comprehensive Grant Program Annual Statement (HUD 52837) for any active grant year	Annual Plan: Capital Needs
X	Most recent CIAP Budget/Progress Report (HUD 52825) for any active CIAP grants	Annual Plan: Capital Needs
	Approved HOPE VI applications or, if more recent, approved or submitted HOPE VI Revitalization Plans, or any other approved proposal for development of public housing	Annual Plan: Capital Needs

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Related Plan Component
	Self-evaluation, Needs Assessment and Transition Plan required by regulations implementing §504 of the Rehabilitation Act and the Americans with Disabilities Act. See, PIH 99-52 (HA).	Annual Plan: Capital Needs
	Approved or submitted applications for demolition and/or disposition of public housing	Annual Plan: Demolition and Disposition
	Approved or submitted applications for designation of public housing (Designated Housing Plans)	Annual Plan: Designation of Public Housing
	Approved or submitted assessments of reasonable revitalization of public housing and approved or submitted conversion plans prepared pursuant to section 202 of the 1996 HUD Appropriations Act, Section 22 of the US Housing Act of 1937, or Section 33 of the US Housing Act of 1937	Annual Plan: Conversion of Public Housing
	Approved or submitted public housing homeownership programs/plans	Annual Plan: Homeownership
	Policies governing any Section 8 Homeownership program (section _____ of the Section 8 Administrative Plan)	Annual Plan: Homeownership
	Cooperation agreement between the PHA and the TANF agency and between the PHA and local employment and training service agencies	Annual Plan: Community Service & Self-Sufficiency
	FSS Action Plan/s for public housing and/or Section 8	Annual Plan: Community Service & Self-Sufficiency
	Section 3 documentation required by 24 CFR Part 135, Subpart E	Annual Plan: Community Service & Self-Sufficiency
	Most recent self-sufficiency (ED/SS, TOP or ROSS or other resident services grant) grant program reports	Annual Plan: Community Service & Self-Sufficiency
	The most recent Public Housing Drug Elimination Program (PHEDEP) semi-annual performance report	Annual Plan: Safety and Crime Prevention

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Related Plan Component
	PHDEP-related documentation: <ul style="list-style-type: none"> · Baseline law enforcement services for public housing developments assisted under the PHDEP plan; · Consortium agreement/s between the PHAs participating in the consortium and a copy of the payment agreement between the consortium and HUD (applicable only to PHAs participating in a consortium as specified under 24 CFR 761.15); · Partnership agreements (indicating specific leveraged support) with agencies/organizations providing funding, services or other in-kind resources for PHDEP-funded activities; · Coordination with other law enforcement efforts; · Written agreement(s) with local law enforcement agencies (receiving any PHDEP funds); and · All crime statistics and other relevant data (including Part I and specified Part II crimes) that establish need for the public housing sites assisted under the PHDEP Plan. 	Annual Plan: Safety and Crime Prevention
X	Policy on Ownership of Pets in Public Housing Family Developments (as required by regulation at 24 CFR Part 960, Subpart G) <input checked="" type="checkbox"/> check here if included in the public housing A & O Policy	Pet Policy
X	The results of the most recent fiscal year audit of the PHA conducted under section 5(h)(2) of the U.S. Housing Act of 1937 (42 U. S.C. 1437c(h)), the results of that audit and the PHA's response to any findings	Annual Plan: Annual Audit
	Troubled PHAs: MOA/Recovery Plan	Troubled PHAs
	Other supporting documents (optional) (list individually; use as many lines as necessary)	(specify as needed)

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

PHA Name: Solomon Housing Authority	Grant Type and Number Capital Fund Program: KS16P15250103 Capital Fund Program Replacement Housing Factor Grant No:	Federal FY of Grant: 01/2003
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Original Annual Statement (revision no:) Reserve for Disasters/ Emergencies Revised Annual Statement
 Performance and Evaluation Report for Period Ending: Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations	2,800			
3	1408 Management Improvements	500			
4	1410 Administration	0			
5	1411 Audit	0			
6	1415 liquidated Damages	0			
7	1430 Fees and Costs	0			
8	1440 Site Acquisition	0			
9	1450 Site Improvement	0			
10	1460 Dwelling Structures	18,700			
11	1465.1 Dwelling Equipment— Nonexpendable	2,000			
12	1470 Nondwelling Structures	2,000			
13	1475 Nondwelling Equipment	2,000			
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				

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

PHA Name: Solomon Housing Authority	Grant Type and Number Capital Fund Program: KS16P15250103 Capital Fund Program Replacement Housing Factor Grant No:	Federal FY of Grant: 01/2003
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Original Annual Statement (revision no:) Reserve for Disasters/ Emergencies Revised Annual Statement
 Performance and Evaluation Report for Period Ending: Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
17	1495.1 Relocation Costs				
18	1498 Mod Used for Development				
19	1502 Contingency				
20	Amount of Annual Grant: (sum of lines 2-19)		28,000		
21	Amount of line 20 Related to LBP Activities		0		
22	Amount of line 20 Related to Section 504 Compliance		0		
23	Amount of line 20 Related to Security		0		
24	Amount of line 20 Related to Energy Conservation Measures		14,700		

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

PHA Name: Solomon Housing Authority		Grant Type and Number Capital Fund Program #: KS16P15250103 Capital Fund Program Replacement Housing Factor #:			Federal FY of Grant: 01/2003			
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	
KS152002	General operations	1406		2,800				On-going
Heritage Manor	Furnace/AC replacement as needed	1460		14,700				On-going
	Shower replacement continued	1460		4,000				On-going
	Range replacement continued	1465		2,000				On-going
	Modernization – Community Bldg.	1470		2,000				Not started
	Push Mower Replacement	1475		2,000				Not started

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 checked="" type="checkbox"/> Original statement <input type="checkbox"/> Revised statement		
Development Number	Development Name (or indicate PHA wide)	
KS16P15250103	Heritage Manor	
Description of Needed Physical Improvements or Management Improvements	Estimated Cost	Planned Start (HA Fiscal Year)
Replace sections of walks that are hazards	5,000	1999
Finish conversion of (1) of the 2-bedroom units to an accessible unit	5,000	2000
Replace tubs with shower units as needed	20,000	1999
Replace furnaces and air conditioners as needed	42,500	2000
Remodel apartments as they become vacant	14,000	1999
Replace ranges as needed	8,000	2000
Repair sprinkler system; install well for watering	4,000	2001
Undertake comprehensive management training	5,000	2001
Replace Mowers	6,000	2002
Total estimated cost over next 5 years	/*109,500	

Required Attachment 1: Capital Fund Program Annual Statement

Items included in the 5-Year Action Plan for Capital Fund have begun to be addressed as follows:

- Replace Roof Flashings. This item was accomplished in 2001 by the maintenance staff at the Housing Authority after consulting with a local architect.
- Replace Sections of Walks that are Hazards. This item was addressed in 1999 and there will be more work authorized in 2002. The staff is in the process of evaluating needs and will be seeking bids in the near future.
- Finish Conversion of one of the 2 Bedroom Units to an Accessible Unit. This item has not been addressed because neither of the units has been vacant since the plan was put in place.
- Replace Tubs with Shower Units as needed. This item is 55% complete and remaining replacements will be addressed towards the end of the 5-year period. Money for three (3) units will be set aside in account 1490 (Replacement Reserve) because current residents have expressed a desire to keep their tubs.
- Replace Furnaces and Air Conditioners as needed. This item is 50% complete and will continue to be addressed. The Housing Authority is replacing those units that are malfunctioning first. A plan has been established to replace (7) units each year. This will bring the project to completion in 2003. This project has taken priority over the tub/shower project.
- Remodel Apartments as they become Vacant. This item is 90% complete and the Housing Authority is accelerating the program by modernizing occupied units rather than just vacated units because of a low turnover ratio.
- Replace Ranges. This item is 75% complete. Plans have been established to complete the final 25% in 2003 if funding permits.
- In addition, site improvements will be a priority to improve the tenants' perception of "improved appearance" of the project.

Required Attachment 2: Capital Fund Program 5-Year Action Plan

Solomon Housing Authority's PHA Goal to **"Increase Customer Satisfaction"** is to be accomplished through improved REAC and RASS scores. The 2001 PHAS Management Assessment Score was 30 out of a possible 30 giving this housing authority a "High Performer" designation. Solomon Housing Authority scored high in the following sub-indicators: (1) Vacant Unit Turnaround Time, (3) Work Orders, (4) Annual Inspection of Dwelling Units and Systems, and (5) Security. The 2000 PHAS Resident Score was 9.7 out of a possible 10. The areas that were .1 below the maximum score of 1.0 included: communication, safety, and appearance.

We are currently trying to establish better communication with the residents through an active Resident Advisory Board (RAB), resident participation activities, and a monthly newsletter. Unfortunately, we can never get 100% attendance at activities; so a few residents are always going to indicate a tendency toward poor communication because they choose not to be involved.

Safety issues are being addressed as quickly as possible after being brought to the attention of the staff at the Housing Authority. Maintenance is working to correct any defects in a timely manner. Seminars are also being conducted to educate the tenants on safety issues. A training session was held within the last year on proper use of a fire extinguisher and another on disaster evacuation procedures.

The appearance of the housing complex has also been improved over the last year. Maintenance continues to initiate clean-up projects and residents are also participating by planting flowers and maintaining designated "resident responsibility" areas. The sprinkler system has been repaired so the lawn is easier to maintain.

The PHA Goal to **"Renovate or Modernize Public Housing Units"** is an ongoing process. To date, 18 of the 20 units have been modernized and 1 additional unit is scheduled for completion during the 4th Quarter of 2002. The Housing Authority has stepped up the modernization activities, working on occupied units as well as those that are vacated.

The PHA Goal to **"Provide an Improved Living Environment"** through deconcentration, promoting income mixing, and implementing security improvements is also an ongoing process. Solomon Housing Authority only has (1) development so our efforts are focused on mixing all income levels in this development. Security improvements have included new locks on all apartments, changing locks between tenants, and working with the County Law Enforcement Agency to ensure vigilance when patrolling the City.

The PHA Goal to **"Promote Self-Sufficiency and Asset Development of Assisted Households"** through providing or attracting supportive services to increase independence for the elderly or families with disabilities, is being accomplished in cooperation with the Task Force on Aging and Home Health agencies.

The PHA Goal to **"Ensure Equal Opportunity and Affirmatively Further Fair Housing"** through affirmative measures to ensure non-discrimination in accessing assisted housing, providing a suitable living environment and ensuring accessible housing for the disabled regardless of unit size required is being put into practice on an every-day basis. All residents and applicants are treated equally.

**Required Attachment 3:
Resident Member on the PHA Governing Board**

1. Yes No: Does the PHA governing board include at least one member who is directly assisted by the PHA this year? (if no, skip to #2)

A. Name of resident member(s) on the governing board:

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

Elected

Appointed

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

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

the PHA is located in a State that requires the members of a governing board to be salaried and serve on a full time basis

the PHA has less than 300 public housing units, has provided reasonable notice to the resident advisory board of the opportunity to serve on the governing board, and has not been notified by any resident of their interest to participate in the Board.

Other (explain):

B. Date of next term expiration of a governing board member: January, 2003

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

**Required Attachment 4:
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.)

Irene Hannan, Chairman
Rachel Willis, Recording Secretary
Judy Boyer
Billy Bogart
Florence (Elaine) Hood

Required Attachment 5: Resident Advisory Board (RAB) Comments and PHA Response

Section I

The Resident Advisory Board of The Solomon Housing Authority discussed proposed capital improvements at the September 9, 2002 meeting.

Specific request put forth by the residents not included in the 5-year plan was the addition of a well for watering the grounds to improve the complex.

The Range Replacement program included in the 5-year plan was discussed. The RAB is satisfied with the progress that has been made to date and the schedule for completion of the project.

Other capital improvements addressed in the 5-year plan met with the approval of the RAB as progressing.

Safety issues have been addressed and seminars conducted to educate residents on proper fire extinguisher use and disaster evacuation procedures. These seminars will be held on an annual basis. Additional programs will be held as needed.

Section II

In response to prior year RAB Comments, the Solomon Housing Authority developed a program of range replacement that will extend over a three-year period. This is on target for completion in 2003.

The RAB's desire for better grounds up-keep has been addressed with the repair of the existing sprinkler system. The addition of a well will be taken under advisement. This improvement will depend on available funding.

Solomon Housing Authority has made safety a priority and will take every opportunity to ensure the project is a safe place to live. Any safety issue brought to the Housing Authority's attention will be acted upon in a timely manner. Resident safety is a priority.