

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

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## **Small PHA Plan Update Annual Plan for Fiscal Year: 2003**

**NOTE: THIS PHA PLAN TEMPLATE (HUD 50075) IS TO BE COMPLETED IN  
ACCORDANCE WITH INSTRUCTIONS LOCATED IN APPLICABLE PIH NOTICES**

**PHA Plan  
Agency Identification**

**PHAName:** BangorHousingCommission

**PHANumber:** MI181

**PHAFiscalYearBeginning:(mm/yyyy)** 10/2003

**PHA Plan Contact Information:**

Name: David L. Markel

Phone: 269 -427-5535

TDD: 800 -649-3777

Email (if available): dmarkel@i2k.com

**Public Access to Information**

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

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

**Display Locations For PHA Plans and Supporting Documents**

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  
[24CFR 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 filename in parentheses in the space to the right of the title.

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**ii. Executive Summary**

[24CFR Part 903.79(r)]

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

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

In this section, briefly describe changes in policies or programs discussed in last year's PHA Plan that are not covered in other sections of this Update.

The Authority is on schedule with its Plan. It has updated and implemented its policies in compliance with the Quality Housing and Work Responsibility Act of 1998 and has added another year to the five year Capital Fund Plan, FY 2007. Additionally the Authority has determined it is in compliance with HUD's deconcentration guidelines (the Housing Commission has only 44 units) and has concluded that conversion of its public housing development to resident-based assistance is inappropriate at this time.

### **2. Capital Improvement Needs**

[24CFR Part 903.79(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? \$ 69,245

C.  Yes  No Does the PHA plan to participate in the Capital Fund Program in the upcoming year? If yes, complete the rest of Component 7. If no, skip to next component.

D. Capital Fund Program Grant Submissions

#### **(1) Capital Fund Program 5 -Year Action Plan**

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

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

The Capital Fund Program Annual Statement is provided as Attachment B

### **3. Demolition and Disposition**

[24CFR Part 903.79(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

<b>Demolition/Disposition Activity Description</b> (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**

[24CFR Part 903.79(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 24CFR part 982? (If "No", skip 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.SafetyandCrimePrevention:PHDEPPlan**

[24CFRPart903.7(m)]

ExemptionsSection8OnlyPHAsmaykiptothenextcomponentPHAseligibleforPHDEPfundsmustprovideaPHDEPPlan meetingspecifiedrequirementspriortor receiptofPHDEPfunds.

A.  Yes  No: IsthePHAeligibletoparticipateinthePHDEPinthefiscalyearcoveredbythisPHA Plan?

B. WhatistheamountofthePHA'sestimatedoractual(ifknown)PHDEPgrantfortheupcomi ngyear? \$ \_\_\_\_\_

C.  Yes  No DoesthePHAplantoparticipateinthePHDEPintheupcomingyear?Ifyes,answer questionD.Ifno,skiptonextcomponent.

D.  Yes  No: ThePHDEPPlanisattachedatAttachment\_\_\_\_\_

**6.OtherInformation**

[24CFRPart903.79(r)]

**A. ResidentAdvisoryBoard(RAB)RecommendationsandPHAResponse**

1.  Yes  No: DidthePHAreceiveanycommentsonthePH APlanfromtheResidentAdvisoryBoard/s?

2. Ifyes,thecommentsareAttachedatAttachment(Filename)

3. InwhatmannerdidthePHAaddressthosecomments?(selectallthatapply)

ThePHAchangedportionsofthe PHAPlaninresponsetocomments Alistofthesechangesisincluded

Yes  No: belowor

Yes  No: attheendoftheRABCommentsinAttachment\_\_\_\_\_.

Consideredcomments ,butdeterminedthatnochangestothePHAPlanwerenecessary.An explanationofthePHA'sconsiderationisincludedattheendoftheRABCommentsin Attachment\_\_\_\_\_.

Other:(listbelow)TheAuthoritydevelopedtheDraftFY2003 Planincloseconcertwiththe RABthereforetheRABcommentswereconsideredandincorporatedineverystepofthe process.ThroughouttheyeartheAuthoritymeetwiththeRABtodiscusscurrentandupcoming FYPlans,policies,proceduresandAuthority activities.

## 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 Michigan

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)
  - Preserve existing housing stock

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)

- Provide technical assistance upon request

## 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:

#### GOALS

- Additions or deletions of Strategic Goals

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

**PROGRAMS**

- Any change with regard to demolition or disposition, designation of housing, homeownership programs or conversion activities

**CAPITAL BUDGET**

- Additions of non-emergency work items in excess of \$5,000 (items not included in the current Annual Statement or Five Year Action Plan) or change in use of replacement reserve funds in excess of \$5,000.

**POLICIES**

- Change to rent or admissions policies or organization of the waiting list

**An exception to the above definition will be made for any of the above that are adopted to reflect changes in HUD regulatory requirements since such changes are not considered significant amendments 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.

<b>List of Supporting Documents Available for Review</b>		
<b>Applicable &amp; On Display</b>	<b>Supporting Document</b>	<b>Related Plan Component</b>
<b>X</b>	PHA Plan Certifications of Compliance with the PHA Plans and Related Regulations	5 Year and Annual Plans
	State/Local Government Certification of Consistency with the Consolidated Plan (not required for this update)	5 Year and Annual Plans
<b>X</b>	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
<b>X</b>	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
<b>X</b>	Most recent board -approved operating budget for the public housing program	Annual Plan: Financial Resources
<b>X</b>	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

**List of Supporting Documents Available for Review**

<b>Applicable &amp; On Display</b>	<b>Supporting Document</b>	<b>Related Plan Component</b>
	Section 8 Administrative Plan	Annual Plan: Eligibility, Selection, and Admissions Policies
<b>X</b>	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
<b>X</b>	Schedule of flat rents offered each public housing development <input checked="" 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
<b>X</b>	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
<b>X</b>	Results of latest binding Public Housing Assessment System (PHAS) Assessment	Annual Plan: Management and Operations
	Follow-up Plan to Results of the PHAS Resident Satisfaction Survey (if necessary)	Annual Plan: Operations and Maintenance and Community Service & Self-Sufficiency
	Results of latest Section 8 Management Assessment System (SEMAP)	Annual Plan: Management and Operations
	Any required policies governing any Section 8 special housing types <input type="checkbox"/> check here if included in Section 8 Administrative Plan	Annual Plan: Operations and Maintenance
<b>X</b>	Public housing grievance procedures <input checked="" type="checkbox"/> check here if included in the public housing A&O Policy	Annual Plan: Grievance Procedures

<b>List of Supporting Documents Available for Review</b>		
<b>Applicable &amp; On Display</b>	<b>Supporting Document</b>	<b>Related Plan Component</b>
	Section 8 informal review and hearing procedures <input type="checkbox"/> check here if included in Section 8 Administrative Plan	Annual Plan: Grievance Procedures
<b>X</b>	The HUD -approved Capital Fund/Comprehensive Grant Program Annual Statement (HUD 52837) for any active grant year	Annual Plan: Capital Needs
	Most recent CIAP Budget/Progress Report (HUD 52825) for any active CIAP grants	Annual Plan: Capital Needs
	Approved HOPEVI applications or, if more recent, approved or submitted HOPEVI revitalization Plans, or any other approved proposal for development of public housing	Annual Plan: Capital Needs
<b>X</b>	Self-evaluation, Needs Assessment and Transition Plan required by regulations implementing § 504 of the Rehabilitation Act and the Americans with Disabilities Act. See, PIH99 -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 home ownership programs/plans	Annual Plan: Homeownership
	Policies governing any Section 8 Homeownership program (section _____ of the Section 8 Administrative Plan)	Annual Plan: Homeownership
<b>X</b>	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

<b>List of Supporting Documents Available for Review</b>		
<b>Applicable &amp; On Display</b>	<b>Supporting Document</b>	<b>Related Plan Component</b>
	FSS Action Plan/s for public housing and/or Section 8	Annual Plan: Community Service & Self-Sufficiency
<b>X</b>	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
	<p>PHDEP-related documentation:</p> <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

<b>List of Supporting Documents Available for Review</b>		
<b>Applicable &amp; On Display</b>	<b>Supporting Document</b>	<b>Related Plan Component</b>
<b>X</b>	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
<b>X</b>	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					
<b>PHAName:</b> Bangor Housing Commission		<b>Grant Type and Number</b> Capital Fund Program: MI33P18150103 Capital Fund Program Replacement Housing Factor Grant No:			<b>Federal FY of Grant:</b> 2003
<input checked="" type="checkbox"/> Original Annual Statement (revision no: )		<input type="checkbox"/> Reserve for Disasters/Emergencies		<input type="checkbox"/> Revised Annual Statement	
<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	
		Original	Revised	Obligated	Expended
1	Total Non -CFP Funds				
2	1406 Operations	\$15,000			
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	\$25,000			
10	1460 Dwelling Structures	\$29,245			
11	1465.1 Dwelling Equipment — Nonexpendable				
12	1470 Non dwelling Structures				
13	1475 Non dwelling Equipment				
14	1485 Demolition				
15	1490 Replacement Reserve				

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

<b>PHAName:</b> Bangor Housing Commission	<b>Grant Type and Number</b> Capital Fund Program: MI33P18150103 Capital Fund Program Replacement Housing Factor Grant No:	<b>Federal FY of Grant:</b> 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	
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)	\$69,245			
21	Amount of line 20 Related to LBP Activities				
22	Amount of line 20 Related to Section 504 Compliance				
23	Amount of line 20 Related to Security				
24	Amount of line 20 Related to Energy Conservation Measures				

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

PHAName: Bangor Housing Commission		<b>Grant Type and Number</b> Capital Fund Program#: MI33P18150103 Capital Fund Program Replacement Housing Factor #:			<b>Federal FY of Grant:</b> 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	
HA-Wide	Operations	1406		\$15,000				
MI181-01	Repairs sidewalks, landscaping	1450		\$25,000				
MI181-01	Replace windows and doors	1460		\$29,245				

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

PHA Name: Bangor Housing Commission	<b>Grant Type and Number</b> Capital Fund Program #: MI33P18150103 Capital Fund Program Replacement Housing Factor #:	<b>Federal FY of Grant:</b> 3
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Development Number Name/HA-Wide Activities	All Fund Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates
	Original	Revised	Actual	Original	Revised	Actual	
HA -Wide	9/2005			9/2006			
MI181-01	9/2005			9/2006			

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**CapitalFundProgram5 -YearActionPlan**

<b>Optional5 -YearActionPlanTables</b>				
<b>Development Number</b>	<b>DevelopmentName (orindicatePHAwide)</b>	<b>Number Vacant Units</b>	<b>%Vacancies inDevelopment</b>	
	<b>HA-Wide</b>	<b>1</b>	<b>2.2%</b>	
<b>DescriptionofNeededPhysicalImprovements orManagement Improvements</b>			<b>Estimated Cost</b>	<b>PlannedStart Date (HAFiscalYear)</b>
<b>1406OperationsforFY2004\$10,000</b> <b>1406OperationsforFY2005\$10,000</b> <b>1406OperationsforFY2006\$10,000</b> <b>1406OperationsforFY2007\$10,000</b>			<b>\$40,000</b>	
<b>Totales timatedcostovernext5years</b>			<b>\$40,000</b>	

<b>Optional5 -YearActionPlanTables</b>				
<b>Development Number</b>	<b>DevelopmentName (orindicatePHAwide)</b>	<b>Number Vacant Units</b>	<b>%Vacancies inDevelopment</b>	
<b>MI181-01</b>		<b>1</b>	<b>2.6%</b>	
<b>DescriptionofNeededPhysicalImprovementsor Management Improvements</b>			<b>Estimated Cost</b>	<b>PlannedStart Date (HAFiscalYear)</b>
<b>Replacewindowsanddoors</b> <b>Replacewindowsanddoors</b> <b>Landscapingandplaygroundequipment</b>			<b>\$59,245</b> <b>\$59,245</b> <b>\$29,622</b>	<b>FY2004</b> <b>FY2005</b> <b>FY2006</b>
<b>Totalestimatedcostovernext5years</b>			<b>\$148,112</b>	

<b>Optional 5 - Year Action Plan Tables</b>				
<b>Development Number</b>	<b>Development Name (or indicate PHA wide)</b>	<b>Number Vacant Units</b>	<b>% Vacancies in Development</b>	
Mi181-02		0	0	
<b>Description of Needed Physical Improvements or Management Improvements</b>			<b>Estimated Cost</b>	<b>Planned Start Date (HA Fiscal Year)</b>
Landscaping and playground equipment			\$29,623	FY2006
Replace roofs, siding and cabinets			\$59,245	FY2007
<b>Totalestimatedcostovernext5years</b>			<b>\$88,868</b>	

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

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

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

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

- Elected  
 Appointed

C. The term of appointment is (include the date term expires): Term is for five years and expires June 2004

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: June 2004

C. Name and title of appointing official(s) for governing board (indicate appointing official for the next position): City Manager Larry Neilsen and Ban gor City Council

**Required Attachment \_\_\_E\_\_\_: Membership of the Resident Advisory Board or Boards**

List members of the Resident Advisory Board or Boards: (If the list would be unreasonably long, list organizations represented or otherwise provide a description sufficient to identify how members are chosen.)

Emma DeWitt  
220 Alexander Avenue  
Apartment A  
Bangor, MI 49013

Darlene Cain  
820 Second Street  
Apartment 112  
Bangor, MI 49013

Virginia Petrone  
820 Second Street  
Apartment 310  
Bangor, MI 49013

# Attachment F

**Bangor Housing Commission**  
820 Second Street  
Bangor, MI 49013  
Phone 269-427-5535 FAX 269-427-8876

## **CERTIFICATION OF DECONCENTRATION AND INCOME MIXING**

**July 11, 2003**

The Bangor Housing Commission hereby certifies that it has less than 100 public housing units therefore the requirement to perform deconcentration and income mixing analysis does not apply.

---

David L. Markel, Executive Director

Date

## Attachment F

### (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 above or below 85% to 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)]

**Analysis:**

Not required since the Housing Commission has less than 100 public housing units

## Attachment F

### BANGOR HOUSING COMMISSION

### DECONCENTRATION POLICY

#### **PUBLIC HOUSING:**

In an ongoing effort for the Housing Commission to meet or exceed the laws and regulations regarding its public housing programs, the following Deconcentration Policy has been developed in order to comply with the Quality Housing and Work Responsibility Act of 1998, Section 513.

**INCOME MIX TARGETING:** To meet the requirements of the Act and subsequent HUD regulations, at least 40 percent of families admitted to public housing by the Housing Commission must have incomes that do not exceed 30% of the area median. If 40% or more of the Housing Commission families occupy units whose incomes do not exceed 30% of the area median income, this requirement shall be considered as being met.

**PROHIBITION OF CONCENTRATION OF LOW-INCOME FAMILIES:** The Housing Commission will not, in meeting this income mix target, concentrate very low-income families, or other families with relatively low incomes, in public housing units in certain developments or certain buildings. The Housing Commission will review the income and occupancy characteristics of the housing developments and the buildings of each development to ensure that a low-income concentration does not occur.

**DECONCENTRATION:** The Housing Commission will make every effort to deconcentrate families of certain income characteristics within the Commission development. To achieve this, the Housing Commission will offer incentives for eligible families having higher incomes to occupy dwelling units in developments predominantly occupied by eligible families having lower incomes, and provide for occupancy of eligible families having lower incomes in development predominantly occupied by eligible families having higher incomes. Incentives by the Housing Commission allow for the eligible family to have the sole discretion in determining whether to accept the incentive and the Housing Commission will not take any adverse action toward any eligible family for choosing not to accept these incentives. The skipping of a family on the waiting list to reach another family to implement this Deconcentration Policy shall not be considered an adverse action. As such, the Housing Commission will continue to accept application and place the individual on a waiting list. Selection will be made based on a combination of the local preferences and an income target mix.

## Attachment F

The Housing Commission will track the income mix within each development as an effort to avoid a concentration of higher or lower income families in any one building or development.

Monitoring will be conducted to confirm that at least forty (40) percent of all leased units will be within thirty (30) percent of median income.

Efforts through marketing and outreach shall be made to increase the number of families with incomes greater than thirty (30) percent of median income in the developments noted above in order to avoid concentrations of very low -income families in the developments as per the requirements of the QHWR Act of 1998.

**ATTACHMENTG**

**Bangor Housing Commission  
820 Second Street  
Bangor, MI 49013  
Phone 269-427-5535 FAX 269-427-8876**

**CERTIFICATION  
OF  
VOLUNTARY CONVERSION OF PUBLIC HOUSING DEVELOPMENTS**

**July 11, 2003**

The Bangor Housing Commission hereby certifies that it has:

- Reviewed the following development's operation as public housing:
  - MI181-01 (14 family units)
  - MI181-02 (6 family units)
- Considered the implications of converting the above public housing developments to tenant based assistance; and
- Concluded that conversion of the above developments will be inappropriate because removal of the developments will not meet the necessary conditions for voluntary conversions since:
  - 1) Converting to tenant based assistance will cost more to operate the developments than as public housing. The residents and community overwhelmingly prefers the current public housing over tenant based assistance (Section 8);
  - 2) Residents and the community will benefit more by keeping the developments as public housing rather than converting to tenant based assistance; and
  - 3) Converting to tenant based assistance will adversely affect the availability of affordable housing in the City of Bangor, MI.

\_\_\_\_\_  
David L. Markel, Executive Director

\_\_\_\_\_  
Date

**ATTACHMENT G**

**Component 10(B) Voluntary Conversion Initial Assessments**

- a. How many of the PHA's developments are subject to the Required Initial Assessments? **Two developments**
  
- 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)? **24 elderly units in MI 181 -01**
  
- c. How many Assessments were conducted for the PHA's covered developments? **Two**
  
- d. Identify PHA developments that may be appropriate for conversion based on the Required Initial Assessments: **None**

<b>Development Name</b>	<b>Number of Units</b>

- d. If the PHA has not completed the Required Initial Assessments, describe the status of these assessments: **The assessment is complete**

**ATTACHMENTH**

<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>PHAName:</b> Bangor Housing Commission		<b>Grant Type and Number</b> Capital Fund Program: MI33P18150101 Capital Fund Program Replacement Housing Factor Grant No:			<b>Federal FY of Grant:</b> 2001	
<input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/Emergencies <input type="checkbox"/> Revised Annual Statement (revision no:      ) <input checked="" 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		
		Original	Revised	Obligated	Expended	
1	Total Non - CFP Funds					
2	1406 Operations	\$10,000	\$10,000	\$10,000	\$10,000	
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		\$5,000	\$5,000	0	
10	1460 Dwelling Structures	\$64,372	\$59,372	\$59,372	\$35,244	
11	1465.1 Dwelling Equipment—Nonexpendable					
12	1470 Nondwelling Structures					
13	1475 Nondwelling Equipment					
14	1485 Demolition					
15	1490 Replacement Reserve					
16	1492 Moving to Work Demonstration					
17	1495.1 Relocation Costs					
18	1498 Mod Used for Development					
19	1502 Contingency					
20	Amount of Annual Grant: (sum of lines 2 - 19)	\$74,372	\$74,372	\$74,372	\$45,244	

**ATTACHMENTH**

<b>AnnualStatement/PerformanceandEvaluationReport</b>						
<b>CapitalFundProgramandCapitalFundProgramReplacementHousingFactor(CFP/CFPRHF)Part1:Summary</b>						
<b>PHAName:</b> BangorHousingCommission		<b>GrantTypeandNumber</b> CapitalFundProgram: MI33P18150101 CapitalFundProgram ReplacementHousingFactorGrantNo:			<b>FederalFYofGrant:</b> 2001	
<input type="checkbox"/> <b>OriginalAnnualStatement</b>		<input type="checkbox"/> <b>ReserveforDisasters/Emergencies</b>		<input type="checkbox"/> <b>RevisedAnnualStatement(revisionno: )</b>		
<input checked="" type="checkbox"/> <b>PerformanceandEvaluationReportforPeriodEnding:</b>		<input type="checkbox"/> <b>FinalPerformanceandEvaluationReport</b>				
<b>Line No.</b>	<b>SummarybyDevelopmentAccount</b>	<b>TotalEstimatedCost</b>		<b>TotalActualCost</b>		
21	Amountofline20RelatedtoLBPActivities					
22	Amountofline20RelatedtoSection504Compliance					
23	Amountofline20RelatedtoSecurity					
24	Amountofline20RelatedtoEnergyConservation Measures					

**ATTACHMENTH**

<b>Annual Statement/Performance and Evaluation Report</b> <b>Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)</b> <b>Part II: Supporting Pages</b>								
PHA Name: Bangor Housing Commission		Grant Type and Number Capital Fund Program#: MI33P18150101 Capital Fund Program Replacement Housing Factor#:				Federal FY of Grant: 2001		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Proposed Work
				Original	Revised	Funds Obligated	Funds Expended	
HA-Wide	Operations	1406		\$10,000	\$10,000	\$10,000	\$10,000	Complete
MI181-01	Replace windows and cabinets	1460		\$64,372	\$24,128	\$24,128	0	In-Progress
MI181-01	Upgrade Elevator	1460			\$35,244	\$35,244	\$35,244	Complete
MI181-01	Repairs i de walks, landscaping	1450			\$5,000	\$5,000	0	In-Progress







**ATTACHMENT I**

<b>Annual Statement/Performance and Evaluation Report</b> <b>Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)</b> <b>Part II: Supporting Pages</b>								
PHA Name: Bangor Housing Commission			Grant Type and Number Capital Fund Program#: MI33P18150102  Capital Fund Program Replacement Housing Factor#:			Federal FY of Grant: 2002		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Proposed Work
				Original	Revised	Funds Obligated	Funds Expended	
HA-Wide	Operations	1406		\$10,000	\$15,000	\$15,000	\$15,000	Complete
MI181-01	Replace windows and cabinets	1460		\$59,245	\$42,245	\$42,245	0	In Progress
MI181-01	Repairs sidewalks, landscaping	1450			\$5,000	\$5,000	0	In Progress
HA-Wide	A/E Fees	1430			\$7,000	\$7,000	0	In Progress

