

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

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

Hohenwald Housing Authority

Hohenwald, Tennessee

W. Hurshell Clay

Executive Director

**PHA Plan
Agency Identification**

PHAName: Hohenwald Housing Authority

PHANumber: TN059

PHAFiscalYearBeginning: 10/2003

PHA Plan Contact Information:

Name: Mr. W. Hurshell, Executive Director

Phone: (931) 796 -3642

TTY: (931) 796 -3642

Email (if available): hohhse@usit.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
 [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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<input checked="" type="checkbox"/> Attachment A: Supporting Documents Available for Review	
<input checked="" type="checkbox"/> Attachment __: Capital Fund Program Annual Statement*	
<input checked="" type="checkbox"/> Attachment __: Capital Fund Program 5 Year Action Plan*	
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<input checked="" type="checkbox"/> Other (List below, providing each attachment name)	
Attachment ttn059a01: Resident Survey Follow-Up Plan	
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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.

1. The revised Admissions and Continued Occupancy Policy (ACOP) and Lease have been implemented to comply with the deconcentration and income mix requirements; thereby, encouraging higher income families in the developments. Although the Housing Authority has provided incentives for higher income families, based on the projections of extremely low income and very low income families in Lewis County, the emphasis will continue to house families in these income levels.
2. The Housing Authority is meeting the income targeting mix requirement of the Regulations and Law for its developments.
3. The Housing Authority has established implemented income-based ceiling rents and Flat Rents. Residents are now given a choice of income-based or flat rent.
4. The Housing Authority will continue to be involved in activities to provide greater economic self-sufficiency through the State of Tennessee "Families First" welfare to work reform.
5. The Housing Authority has a Resident on the Board of Commissioners that provides for resident participation. The Resident will continue to be appointed by the Mayor. The Resident Board member is not elected. In addition, the Housing Authority has established a Resident Advisory Board that has been involved in the development of the Agency Plans.
6. The Housing Authority is providing decent, safe, and sanitary housing through the effective and efficient utilization of operating funds. The Housing Authority will continue utilization of a pest control contractor to reduce and eliminate pests, including cockroaches.
7. The Housing Authority does not have a HUD funded Drug Elimination Grant. However, the Housing Authority has a partnership with the local law enforcement agency to implement crime prevention activities that promote crime prevention through a partnership with the local law enforcement agency.
8. The Resident Advisory Board consists of nine members. They represent the five sites of the development and the Section 8 program.

2. Capital Improvement Needs

[24 CFR 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? \$219,415.

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 tn059a008.

(2) Capital Fund Program Annual Statement

The Capital Fund Program Annual Statement is provided as Attachment tn059a007.

3.D 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.)

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 to next component; if "yes", describe each program using the tab le below (copy and complete questions for each program identified.)

5. Safety and Crime Prevention: PHDEP Plan N/A

[24CFR Part 903.7(m)]

Exemptions Section 8 Only PHAs may skip to the next component PHA 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 PHA PHA Plan is attached at Attachment _____

6. Other Information

[24CFR Part 903.79(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 (Filename)

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
 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 end of the RAB Comments in Attachment _____.
- Other: (list below)

B.S. Statement of Consistency with the Consolidated Plan

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

1. Consolidated Plan jurisdiction: **State of Tennessee**

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 need 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)
- Preserve existing affordable housing stock.
 - Promote economic self-sufficiency/welfare to work.
 - Promote crime prevention, security and safety.
 - Insure equal housing and employment opportunities.
 - Provide housing for special needs persons.
 - Promote and conserve energy resources.

Other:(listbelow)

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) Not Applicable

B. Criteria for Substantial Deviation and Significant Amendments:

Substantial Deviation and Significant Amendments were addressed in the 2000 Agency Plan.

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: None

B. Significant Amendment or Modification to the Annual Plan: None

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
	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
X	Any policy governing occupancy of Police Officers in Public Housing <input checked="" 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 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 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

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Related Plan Component
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 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
	The HUD -approved Capital Fund/Comprehensive Grant Program Annual Statement (HUD 52837) for any active grant year	Annual Plan: Capital Needs
	Most recent CIAP Budget/Progress Report (HUD 52825) for any active CIAP grants	Annual Plan: Capital Needs
	Approved HOPE VI applications or, if more recent, approved or submitted HOPE VI Revitalization Plans, or any other approved proposal for development of public housing	Annual Plan: Capital Needs
	Self-evaluation, Needs Assessment and Transition Plan required by regulations implementing §504 of the Rehabilitation Act and the Americans with Disabilities Act. See, 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 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

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Related Plan Component
	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 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)

**HOHENWALDHOUSINGAUTHORITY'S
RESIDENTSERVICESAND SATISFACTION
FOLLOW-UPPLAN**

October1,2002 -2003 –Attachmenttn059a01

InFiscalYear2002,theHUDRealEstateAssessmentCenter(REAC) conductedaResidentServicesandSatisfactionSurveyoftheresidentsof theHohenwaldHousingAuthority.Asar esultoftheSurveyofthe residents,allscoresreceivedbytheHohenwaldHousingAuthoritywere above75%;therefore,aresponseisnotrequiredfromtheHousing Authority.

(2003)

Attachmenttn059a02

Resident Member/BoardofCommissioners

ThefollowingresidentwasappointedtotheBoardofCommissionersofthe
HohenwaldHousingAuthoritybytheMayorofHohenwald,Tennessee:

LindaMitchell

Term:10/30/99to10/30/2004

(2003)

Required Attachment tn059a03: 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.)

P.J.Riley
Judy Edwards
Billy Brewer
Harlon Rowden

Jeanne Davis
Shannon Seagroves
Debra Riley
Sandra Hatton
J.G.Sims

(2003)

Attachment n059a04

Hohenwald Housing Authority

Mission and Goal Progress:

The PHA has responded to the Resident Services and Satisfaction Survey (attachment n059a01).

Efforts to improve management functions are included in the amendments to the ACOP and Lease.

All capital funds have been obligated and expended in accordance with the FY2002 Agency Plan. Extraordinary maintenance activities have been undertaken with operating budget funds.

Security improvements continue with the police department. The ACOP permits police officers to reside in the developments.

Increasing the number and percentage of employed persons in the developments is being accomplished by a preference for working families included in the revised ACOP.

Based on the PHA's rental register the goal to ensure equal opportunity in Housing for all Americans are being met. The Housing Authority's racial composition of white to minorities exceeds the racial composition in Lewis County

HOHENWALDtn059a05Conversion

**PHA Agency Plan
Required Attachment (Component 10(B))**

Component 10(B) Voluntary Conversion Initial Assessments

- a. How many of the PHA's developments are subject to the Required Initial Assessments? **3**
- 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)? **None**
- c. How many Assessments were conducted for the PHA's covered development? **3**
- d. Identify PHA developments that may be appropriate for conversion based on the Required Initial Assessments: **None**

Development Name	Number of Units

- e. If the PHA has not completed the Required Initial Assessments, describe the status of these assessments: Completed

HOHENWALDHOUSINGAUTHORITY

Attachmenttn059a006

Component3,(6)DeconcentrationandIncomeMixing

- a. **Yes** **No:** DoesthePHAhaveanygeneraloccupancy(family)publichousing developmentscoveredbythedeconcentrationrule?Ifno,this sectioniscomplete.Ifyes,continuetothenextquestion.
- b. **Yes** **No:** Doanyofthesecovereddevelopmentshaveaverageincomes aboveorbelow85%to115%oftheaverageincomesofall such developments?Ifno,thissectioniscomplete.

Ifyes,listthesedevelopmentsasfollows:

DeconcentrationPolicyforCoveredDevelopments			
DevelopmentName :	Number ofUnits	Explanation(ifany)[seestep4at §903.2(c)(1)(iv)]	Deconcentrationpolicy(if noexplanation)[seestep5 at §903.2(c)(1)(v)]
TN059-001	36		Increasenumberof low-incometenants
TN059-003	40		Increasenumberof high-incometenants

CAPITAL FUND PROGRAM TABLES

Attachment: tn059a07

Annual Statement/Performance and Evaluation Report Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part I: Summary						
PHAName: HOHENWALDHOUSI NGAUTHORITY		Grant Type and Number Capital Fund Program Grant No: TN43P05950103 Replacement Housing Factor Grant No:			Federal FY of Grant: 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		
		Original	Revised	Obligated	Expended	
1	Total non -CFP Funds					
2	1406 Operations	\$219,415				
3	1408 Management Improvements					
4	1410 Administration					
5	1411 Audit					
6	1415 Liquidated Damages					
7	1430 Fees and Costs					
8	1440 Site Acquisition					
9	1450 Site Improvement					
10	1460 Dwelling Structures					
11	1465.1 Dwelling Equipment — Nonexpendable					
12	1470 Nondwelling Structures					
13	1475 Nondwelling Equipment					
14	1485 Demolition					
15	1490 Replacement Reserve					
16	1492 Moving to Work Demonstration					
17	1495.1 Relocation Costs					

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

PHAName: HOHENWALDHOUSI	NGAUTHORITY NGAUTHORITY	GrantTypeandNumber CapitalFundProgramGrantNo: TN43P05950103 ReplacementHousingFactorGrantNo:	FederalFYof Grant: 2003
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Original Annual Statement Reserve for Disasters/Emergencies Revised Annual Statement (revision no:)
 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
18	1499 Development Activities				
19	1501 Collateralization or Debt Service				
20	1502 Contingency				
21	Amount of Annual Grant: (sum of lines 2 – 20)	\$219,415			
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				

Attachment:tn059a08

**CapitalFundProgramFive -YearActionPlan
PartI:Summary**

PHAName HohenwaldHousingAuthority		<input checked="" type="checkbox"/> Original5 -YearPlan <input type="checkbox"/> RevisionNo:			
Development Number/Name/HA- Wide	Year1	WorkStatementforYear2 FFYGrant:2004 PHAFY:2004	WorkStatementforYear3 FFYGrant:2005 PHAFY:2005	WorkStatementforYear4 FFYGrant:2006 PHAFY:2006	WorkStatementforYear5 FFYGrant:2007 PHAFY:2007
	Annual Statement				
PHA-Wide		\$45,000	\$29,500	\$119,415	\$29,415
TN059-01		\$88,500	\$98,000	\$0	\$90,000
TN059-02		\$20,000	\$10,000	\$0	\$100,000
TN059-03		\$85,000	\$60,000	\$100,000	\$0
CFPFundsListedfor 5-yearplanning		\$238,500	\$197,500	\$219,415	\$219,415
ReplacementHousing FactorFunds					

CapitalFundProgramFive -YearActionPlan
PartII:SupportingPages —WorkActivities

Activitiesfor Year1	ActivitiesforYear: __2__ FFYGrant:2004 PHAFY:2004			ActivitiesforYear: __3__ FFYGrant:2005 PHAFY:2005		
	Development Name/Number	MajorWorkCategories	EstimatedCost	Development Name/Number	MajorWorkCategories	EstimatedC ost
See						
Annual	PHA-Wide	UpdateAgencyPlan	\$3,500	PHA-Wide	UpdateAgencyPlan	\$3,500
Statement	PHA-Wide	Range/Refrigerator(10)	\$6,000	PHA-Wide	Range/Refrigerators(10)	\$6,000
	PHA-Wide	UtilityAllowanceStudy	\$1,500	PHA-Wide	PlaygroundEquipmen t	\$20,000
	PHA-Wide	Mower	\$10,000		Sub-Total	\$29,500
	PHA-Wide	MaintenanceVehicle	\$24,000			
		Sub-Total	\$45,000	TN059-01	InstallCentralA/C(36)	\$80,000
					GasMeters(36)	\$18,000
	TN059-01	LateralSewerLines& Manholes	\$28,500			
		Ext.Stor ageBldgs(40)	\$60,000			
				TN059-02	InteriorPainting(10)	\$10,000
	TN059-02	InteriorPainting(20)	\$20,000			
	TN059-03	WaterHeaters(40)	\$12,000	TN059-03	Ext.StorageBldgs(40)	\$60,000
		BathCeramicTile (20Cedar)	\$20,000			
		Flooring/ShoeMold (10Cedar)	\$7,000			
		Interior&ExteriorLights (20Law&20Cedar)	\$32,000			
		WaterCheckmeters(40)	\$14,000			
		TotalCFPEstimatedCost	\$238,500			\$197,500

