

U.S.DepartmentofHousingandUrbanDevelopment
OfficeofPublicandIndianHousing

SmallPHAPlanUpdate
AnnualPlanforFiscalYear: 2003

**NOTE:THISPHAPLANSTEMPLATE(HUD -50075SmallPHA)ISTOBECOMLETE DIN
ACCORDANCEWITHINSTRUCTIONSLOCATEDINAPPLICABLEPIHNOTICES**

**PHA Plan
Agency Identification**

PHAName: Williamsburg Redevelopment & Housing Authority

PHANumber: VA026

PHAFiscalYearBeginning:(mm/yyyy) 10/2003

PHA Plan Contact Information:

Name: James R. Gurganus

Phone: 757-220-3477

TDD:

Email(if available): wrhaed@widomaker.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 20 03

[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

The Williamsburg Redevelopment and Housing Authority (WRHA) has prepared this agency plan in compliance with Section 511 of the Quality Housing Act of 1998 and ensuring HUD requirements. The following statements guide the activities of the WRHA.

Value Statement : WRHA will promote opportunities that revitalize communities and enhance the quality of life.

Mission Statement : The mission of the WRHA is to create affordable housing, viable neighborhoods and opportunities that enhance the quality of life for all citizens of Williamsburg.

Our Annual Plan is based on the premise that we accomplish the goal and objectives that relate to our housing programs, which will be working toward the achievement of our mission.

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.

There are no program changes planned for the upcoming year.

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? \$200,000

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 C

(2) Capital Fund Program Annual Statement

The Capital Fund Program Annual Statement is provided as Attachment B

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.)

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 of 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 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

[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 PHDEP 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) _____ va026a01
- 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 end of the RAB Comments in Attachment va026a01.
- Other: (list below)

B. Statement of Consistency with the Consolidated Plan

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

1. Consolidated Plan jurisdiction: (provide name here)

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)

1. Insure safe, decent and sanitary housing.
2. Voice the local community needs.

C. Criteria for Substantial Deviation and Significant Amendments

1. Amendment and Deviation Definitions

24CFR 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

A. Substantial Deviation from the 5 -year Plan:

Substantial Deviation from the 5 -year Plan will only occur in cases involving unforeseen, catastrophic, or natural disasters affecting the health and safety of four residents and the restoration of four units resulting from such disasters and/or unforeseen structural failures.

B. Significant Amendment or Modification to the Annual Plan:

A significant amendment or modification to the Annual Plan will involve an addition of a work activity required as a result of an unforeseen, catastrophic, or natural disaster affecting the health and safety of four residents.

In addition, said amendment or modifications shall include significant emergency repairs and/or modification to structural and mechanical components of the buildings and grounds in order to maintain the units in a safe, decent and sanitary condition.

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 Certification 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 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
X	Schedule of flat rents offered 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
	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
	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
	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

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 home ownership 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 Plans 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
	<p>PHDEP-related documentation:</p> <ul style="list-style-type: none"> · Baseline law enforcement services for public housing developments assisted under the PHDEP plan; · Consortium agreement/s between the PHA participating in the consortium and a copy of the payment agreement between the consortium and HUD (applicable only to PHA 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	<p>Policy on Ownership of Pets in Public Housing Family Developments (as required by regulation at 24 CFR Part 960, Subpart G)</p> <p><input type="checkbox"/> check here if included in the public housing A&O Policy</p>	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

List of Supporting Documents Available for Review

Applicable & On Display	Supporting Document	Related Plan Component
	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**

PHAName: Williamsburg Redevelopment and Housing Authority	Grant Type and Number Capital Fund Program: VA36P02650103 Capital Fund Program Replacement Housing Factor Grant No:	Federal FY of 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
1	Total non -CFP Funds				
2	1406 Operations	20,000			
3	1408 Management Improvements				
4	1410 Administration				
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	20,000			
8	1440 Site Acquisition				
9	1450 Site Improvement	120,000			
10	1460 Dwelling Structures	40,000			
11	1465.1 Dwelling Equipment — Nonexpendable				
12	1470 Non dwelling Structures				
13	1475 Non dwelling Equipment				
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs				
18	1498 Mod Used for Development				
19	1502 Contingency				
20	Amount of Annual Grant: (sum of lines 2 - 19)	200,000			
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				
PHAName: Williamsburg Redevelopment and Housing Authority		Grant Type and Number Capital Fund Program: VA36P02650103 Capital Fund Program 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
24	Amount of line 20 Related to Energy Conservation Measures			

Capital Fund Program 5 - Year Action Plan

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

CFP5 - Year Action Plan		
<input type="checkbox"/> Original statement <input type="checkbox"/> Revised statement		
Development Number	Development Name (or indicate PHA wide)	
VA026	Williamsburg Redevelopment and Housing Authority	
Description of Needed Physical Improvements or Management Improvements	Estimated Cost	Planned Start Date (HA Fiscal Year)
Drainage/Landscape Improvements –Mimosa	20,000	2004
Drainage/Landscape Improvements –Dunning	10,000	2004
Drainage/Landscape Improvements –New Hope	80,000	2004
A&E Drainage/Landscape	10,000	2004
Replace Thermostats	7,000	2004
Upgrade Elevator –Blayton Building	20,000	2004
Playground Equipment	13,000	2004
A&E Install Water Meters	6,000	2004
Install Water Meters	14,000	2004
Operations	20,000	2004
Install Water Meters	24,000	2005
Exterior Lighting	70,000	2005
Interior Lighting –Blayton Building	18,000	2005
Vertical Sliding Window Replacement	68,000	2005
Operations	20,000	2005
Vertical Sliding Window Replacement	180,000	2006
Operations	20,000	2006
Vertical Sliding Window Replacement	22,000	2007
Replace Kitchen Cabinets	158,000	2007
Operations	20,000	2007
Replace Kitchen Cabinets	112,000	2008
Playground Equipment	68,000	2008
Operations	20,000	2008
Totalestimate dcostovernext5years	1,000,000	

Required Attachment D : Resident Member on the PHA Governing Board

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

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

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

Elected

Appointed

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

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 fulltime 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: 02/2004

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

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.)

Douglas Williams
613 Scotland Street #204
Williamsburg, VA 23185

Yvonne Holmes
613 Scotland Street #109
Williamsburg, VA 23185

Lois Lemon
250 New Hope Road
Williamsburg, VA 23185

Shawanda Crocker
353 Dunning Street
Williamsburg, VA 23185

Tina Brown
349 Dunning Street
Williamsburg, VA 23185

Rosemary Thomas
161 Mimosas Drive
Williamsburg, VA 23185

Cynthia Douglas
149 Mimosas Drive
Williamsburg, VA 23185

MINUTES OF RESIDENT ADVISORY BOARD

MAY 30, 2003

The meeting of the WRHA Resident Advisory Board was called to order at 9:30 a.m. on May 30, 2003.

Present were Resident Advisory Board Members, Douglas Williams, Yvonne Holmes, Lois Lemon, Shawanda Crocker, and Rosemary Thomas. Also present were Housing Manager, Benjamin Timmons and Finance Officer, Lori Stubbs.

A brief overview of the proposed "Small PHA Plan Update Annual Plan for Fiscal Year 2003" was presented to the Board by Benjamin Timmons and Lori Stubbs. Upon the completion of the presentation, there were no direct comments in opposition to the PHA Plan or the current 5-Year Plan work activities by the Advisory Board members. Board members commented on the 2003 Annual Plan and were pleased with the continuation of painting and caulking of the exterior siding, and the installation of gutters on the remaining buildings, in order to prevent leaking and erosion. They were also pleased with the prior and current years' landscaping and drainage work. Not only had the drainage and erosion problems been corrected in these areas, but there has also been a vast improvement to the appearance of the sites. They placed importance on the continuance of this work activity.

Future years' CFP work activities were discussed and all agreed to the necessity and order of performance of each activity. There was a discussion on the installation of playground equipment and Mr. Timmons explained the safety requirements governing the installation and the options available. While Board Members would like to have more funding available sooner for the installation of playground equipment at all sites, they agreed that the capital improvement work items scheduled were priority. They commented on the need for more exterior lighting to be scheduled in 2005. The addition of exterior lighting would hinder any loitering in dark areas and improve safety. Board members were also pleased with the anticipated replacement of the vertical sliding windows scheduled for the year 2005. They reiterated last year's concern relative to the current windows being hard to open, with one stationary window making exiting difficult in the case of an emergency.

Further discussion was held in which the Advisory Board members inquired about resident incentives for grounds maintenance, the deterrent of trash dumping over the fences, the need for more children's activities, the possibility of student incentives for excellence in academics, performing arts or sports (i.e. certificate of award, cash and/or gift presented by the PHA Board), requests for additional police patrols after working hours and on weekends, painting of parking lot lines, and additional security for the Blayton Building.

Resident Board members accepted the "Small PHA Plan Update Annual Plan for Fiscal Year 2003" as presented.

RESPONSE BY AUTHORITY STAFF TO ADVISORY BOARD COMMENTS:

As a result of the discussions and recommendations by the Resident Advisory Board, there were no changes made to the "Small PHAP Plan Update Annual Plan for Fiscal Year 2003". The Authority and the Resident Advisory Board members will work toward developing a neighborhood cleanup program to involve the residents of each site with the Authority providing refreshments. The Authority will review and discuss the idea of providing children's activities as suggested by the Resident Advisory Board. The Resident Advisory Board's student incentive program proposal will be presented to the PHA Board upon receipt. The Authority will meet with the Community Relations Officer of the Williamsburg Police Department in order to request additional police patrol presence in the communities. The Authority will work towards including the striping of the parking lots into future budgets.

**2000 CAPITAL FUND PROGRAM 5 - YEAR ACTION PLAN PROGRESS
REPORT**

The Authority is in the third year of its PHA Five Year CFP Plan. As of April 30, 2003, the Authority has completed all of the replacement of deteriorated exterior siding, the painting of exterior siding and trim at the Blayton Building, including the installation of gutters and downspouts, and the landscape and drainage improvements at Mimosa Drive are near completion. The 2002 CFP is progressing as planned and will be fully obligated and expended by the fiscal year end of 09/30/03.

In addition, the Authority has continued to comply with the "Missions and Goals" as described in the approved Five Year CFP, for the fiscal year beginning 2000. To date, there have not been any amendments or changes to the plan.

VOLUNTARY CONVERSION INITIAL ASSESSMENTS

- a. How many of the PHA's developments are subject to Required Initial Assessments? 1
- b. How many of the PHA's developments are not subject to the Required Initial Assessments based on exemptions? 0
- c. How many Assessments were conducted for the PHA's covered developments? 1
- d. Identify PHA developments that may be appropriate for conversion based on the Required Initial Assessments: 0

The Williamsburg Redevelopment and Housing Authority in Williamsburg, VA, reviewed the development's operation as public housing; considered the implications of converting the public housing to tenant-based assistance; and concluded that the conversion of the development would be inappropriate because the removal of the development would not meet the necessary conditions for voluntary conversion described below:

1. Conversion would be more expensive than continuing to operate the development as public housing. As the buildings require substantial capital fund investments that would not be available, conversion would be financially prohibitive.
2. Conversion would not benefit the residents of the public housing development to be converted and the community. Due to the current age of the buildings, the physical deterioration and the lack of amenities and other conveniences comparable to the immediate area, units would be less desirable than neighboring units, therefore resulting in a high vacancy rate in converted units. Accessibility for families with disabilities is limited and funds for unit upgrades would not be available for applicants. Currently 44% of our 104 units are designated for elderly and disabled.
3. Conversion would adversely affect the availability of affordable housing in the community. Without the Williamsburg Redevelopment and Housing Authority, the availability of housing for very low and low income would be nonexistent within the City of Williamsburg.