

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

HOUSING AUTHORITY OF THE CITY OF TACOMA

5 Year Plan for Fiscal Years 2000 - 2004
Annual Plan for Fiscal Year 2003

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

PHA Plan Agency Identification

PHA Name: HOUSING AUTHORITY OF THE CITY OF TACOMA

PHA Number: WA005

PHA Fiscal Year Beginning: (mm/yyyy) JULY 2003

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
- PHA local 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
- PHA local offices
- Main administrative office of the local government
- Main administrative office of the County government
- Main administrative office of the State government
- Public library
- PHA website
- Other (list below) **RESIDENT ADVISORY BOARD**

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

- Main business office of the PHA
- PHA development management offices
- Other

5-YEAR PLAN
PHA FISCAL YEARS 2000 - 2004
[24 CFR Part 903.5]

A. Mission

State the PHA's mission for serving the needs of low-income, very low income, and extremely low-income families in the PHA's jurisdiction. (select one of the choices below)

- The mission of the PHA is the same as that of the Department of Housing and Urban Development: To promote adequate and affordable housing, economic opportunity and a suitable living environment free from discrimination.
- The PHA's mission is: (state mission here)

B. Goals

The goals and objectives listed below are derived from HUD's strategic Goals and Objectives and those emphasized in recent legislation. PHAs may select any of these goals and objectives as their own, or identify other goals and/or objectives. Whether selecting the HUD-suggested objectives or their own, **PHAS ARE STRONGLY ENCOURAGED TO IDENTIFY QUANTIFIABLE MEASURES OF SUCCESS IN REACHING THEIR OBJECTIVES OVER THE COURSE OF THE 5 YEARS.** (Quantifiable measures would include targets such as: numbers of families served or PHAS scores achieved.) PHAs should identify these measures in the spaces to the right of or below the stated objectives.

HUD Strategic Goal: Increase the availability of decent, safe, and affordable housing.

- PHA Goal: Expand the supply of assisted housing
Objectives:
- Apply for additional rental vouchers:
 - Reduce public housing vacancies:
 - Leverage private or other public funds to create additional housing opportunities:
 - Acquire or build units or developments
 - Other (list below)
- 1. Purchase or otherwise maintain Section 8 Project-based developments**
 - 2. Use of Project-Base Section 8 vouchers to preserve or expand the supply of affordable housing.**
- PHA Goal: Improve the quality of assisted housing
Objectives:
- Improve public housing management: (PHAS score)
 - Improve voucher management: (SEMAP score)
 - Increase customer satisfaction:

- Concentrate on efforts to improve specific management functions:
(list; e.g., public housing finance; voucher unit inspections)
 - Renovate or modernize public housing units:
 - Demolish or dispose of obsolete public housing:
 - Provide replacement public housing:
 - Provide replacement vouchers:
 - Other: (list below)
- PHA Goal: Increase assisted housing choices
- Objectives:
- Provide voucher mobility counseling:
 - Conduct outreach efforts to potential voucher landlords
 - Increase voucher payment standards
 - Implement voucher homeownership program:
 - Implement public housing or other homeownership programs:
 - Implement public housing site-based waiting lists:
 - Convert public housing to vouchers:
 - Other: (list below)

HUD Strategic Goal: Improve community quality of life and economic vitality

- PHA Goal: Provide an improved living environment
- Objectives:
- Implement measures to deconcentrate poverty by bringing higher income public housing households into lower income developments:
 - Implement measures to promote income mixing in public housing by assuring access for lower income families into higher income developments:
 - Implement public housing security improvements:
 - Designate developments or buildings for particular resident groups (elderly, persons with disabilities)
 - Other: (list below)

HUD Strategic Goal: Promote self-sufficiency and asset development of families and individuals

- PHA Goal: Promote self-sufficiency and asset development of assisted households
- Objectives:
- Increase the number and percentage of employed persons in assisted families:
 - Provide or attract supportive services to improve assistance recipients' employability:
 - Provide or attract supportive services to increase independence for the elderly or families with disabilities.
 - Other: (list below)

HUD Strategic Goal: Ensure Equal Opportunity in Housing for all Americans

- PHA Goal: Ensure equal opportunity and affirmatively further fair housing
Objectives:
 - Undertake affirmative measures to ensure access to assisted housing regardless of race, color, religion national origin, sex, familial status, and disability:
 - Undertake affirmative measures to provide a suitable living environment for families living in assisted housing, regardless of race, color, religion national origin, sex, familial status, and disability:
 - Undertake affirmative measures to ensure accessible housing to persons with all varieties of disabilities regardless of unit size required:
 - Other: (list below)

Other PHA Goals and Objectives: (list below)

Annual PHA Plan
PHA Fiscal Year 2003

[24 CFR Part 903.7]

i. Annual Plan Type:

Select which type of Annual Plan the PHA will submit.

Standard Plan

Streamlined Plan:

- High Performing PHA**
 Small Agency (<250 Public Housing Units)
 Administering Section 8 Only

Troubled Agency Plan

ii. Executive Summary of the Annual PHA Plan

[24 CFR Part 903.7 9 (r)]

Provide a brief overview of the information in the Annual Plan, including highlights of major initiatives and discretionary policies the PHA has included in the Annual Plan.

This Annual Plan has been developed in collaboration with Tacoma Housing Authority (THA) residents and staff, City of Tacoma staff and service agency representatives. This Annual Plan has been prepared in compliance with Section 511 of the Quality Housing and Work Responsibility Act of 1998 and the ensuing HUD requirements. We have also adopted a mission statement to guide the activities of the Tacoma Housing Authority which is to promote adequate and affordable housing, economic opportunity and a suitable living environment free from discrimination.

Tacoma Housing Authority's goals and objectives remain the same as those discussed in this 5-year plan.

The Annual Plan sets forth a comprehensive guide to Tacoma Housing Authority policies, programs, operations and strategies in meeting local housing needs and goals. The Plan describes the mission of the agency, long-range goals and objectives for achieving its mission and the approach to managing programs and providing services for the upcoming year.

The plan, statements, budget summary, and policies set forth in the Annual Plan all lead towards the accomplishment of our goals and objectives and are consistent with the Consolidated Plan. Here are just a few highlights of our Annual Plan:

- **Additional rules for new housing that THA will be building or buying. Different funding sources anticipated being used may impose additional rules on who can live in this housing and how to manage the housing. THA will need to put those rules in its Annual Plan.**

- **The redevelopment of Hillside Terrace and Salishan under HOPE VI grants. Hillside construction will begin soon and although Salishan work will not happen in the next year, it is not too early to mention it in the Plan.**
- **A Project-based Section 8 program**

This 2003 Annual Plan proposes several changes such as developing public and private partnerships. THA’s proposed Capital Improvements are itemized and proposed demolition and disposition activities are described. We are committed to making every possible effort in achieving no net loss of units while recognizing that some demolition may be necessary.

THA does not propose designating any of its housing for “elderly only” or “disabled only” families.

The Housing Authority will implement a Volunteer Community Service Program at our Salishan HOPE VI site pursuant to current regulations. The Program, as designed by HUD would require certain adult residents to volunteer community service eight (8) hours each month or participate in an economic self sufficiency program. THA recognizes administration of the Program will be burdensome to THA without any financial consideration from HUD.

In an effort to support working families, the Housing Authority phases in rent increases over a two year period for certain eligible families. THA also has set its minimum rents at \$0 for both its Public Housing and Section 8 programs.

iii. Annual Plan Table of Contents

[24 CFR Part 903.7 9 (r)]

Provide a table of contents for the Annual Plan, including attachments, and a list of supporting documents available for public inspection.

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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. Note: If the attachment is provided as a **SEPARATE** file submission from the PHA Plans file, provide the file name in parentheses in the space to the right of the title.

Required Attachments:

- A. Admissions Policy for Deconcentration (wa005a01)
- B. FY 2003 Capital Fund Program Annual Statement 2003 (wa005b01)
 - P&E Statement 2002 (wa005c01)
 - P&E Statement 2001(wa005d01)
 - P&E Statement 2000 (wa005e01)
- Most recent board-approved operating budget (Required Attachment for PHAs that are troubled or at risk of being designated troubled ONLY)

Optional Attachments:

- PHA Management Organizational Chart
- FY 2003 Capital Fund Program 5 Year Action Plan (WA005f01)
- C. Public Housing Drug Elimination Program (PHDEP) Plan
- D. Comments of Resident Advisory Board or Boards (must be attached if not Included in PHA Plan text) (WA005g01)
- Other (List below, providing each attachment name)
 - Pet Policy (WA005h01)
 - REAC Resident Survey Response (WA005i01)

Supporting Documents Available for Review

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	Applicable Plan Component
X	PHA Plan Certifications of Compliance with the PHA Plans and Related Regulations	5 Year and Annual Plans
X	State/Local Government Certification of Consistency with the Consolidated Plan	5 Year and Annual Plans
X	Fair Housing Documentation: 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	5 Year and Annual Plans

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Applicable Plan Component
	the PHA's involvement.	
X	Consolidated Plan for the jurisdiction/s in which the PHA is located (which includes the Analysis of Impediments to Fair Housing Choice (AI)) 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 (ACOP) with proposed revisions, which includes the Tenant Selection and Assignment Plan [TSAP]	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Section 8 Administrative Plan with proposed revisions	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Section 42 Lease Addendum	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Public Housing Deconcentration and Income Mixing Documentation: 1. PHA board certifications of compliance with deconcentration requirements (section 16(a) of the US Housing Act of 1937, as implemented in the 2/18/99 <i>Quality Housing and Work Responsibility Act Initial Guidance; Notice</i> and any further HUD guidance) and 2. Documentation of the required deconcentration and income mixing analysis 3. Exemption per 903.2(b)(2)(v).	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Public housing rent determination policies, including the methodology for setting public housing flat rents <input checked="" type="checkbox"/> check here if included in the public housing A & O Policy	Annual Plan: Rent Determination
X	Schedule of flat rents offered at each public housing development <input checked="" type="checkbox"/> check here if included in the public housing A & O Policy	Annual Plan: Rent Determination
X	Section 8 rent determination (payment standard) policies <input checked="" type="checkbox"/> check here if included in Section 8 Administrative Plan	Annual Plan: Rent Determination
	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	Public housing grievance procedures <input type="checkbox"/> check here if included in the public housing A & O Policy	Annual Plan: Grievance Procedures
X	Section 8 informal review and hearing procedures <input checked="" type="checkbox"/> check here if included in Section 8	Annual Plan: Grievance Procedures

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Applicable Plan Component
	Administrative Plan	
X	The HUD-approved Capital Fund/Comprehensive Grant Program Annual Statement (HUD 52837) for the active grant year	Annual Plan: Capital Needs
	Most recent CIAP Budget/Progress Report (HUD 52825) for any active CIAP grant	Annual Plan: Capital Needs
X	Most recent, approved 5 Year Action Plan for the Capital Fund/Comprehensive Grant Program, if not included as an attachment (provided at PHA option)	Annual Plan: Capital Needs
X	Approved HOPE VI applications or, if more recent, approved or submitted HOPE VI Revitalization Plans or any other approved proposal for development of public housing	Annual Plan: Capital Needs
X	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	Annual Plan: Conversion of Public Housing
X	Approved or submitted public housing homeownership programs/plans	Annual Plan: Homeownership
X	Policies governing any Section 8 Homeownership program <input checked="" type="checkbox"/> check here if included in the Section 8 Administrative Plan	Annual Plan: Homeownership
X	Any cooperative agreement between the PHA and the TANF agency	Annual Plan: Community Service & Self-Sufficiency
X	FSS Action Plan/s for public housing and/or Section 8	Annual Plan: Community Service & Self-Sufficiency
X	Most recent self-sufficiency (ED/SS, TOP or ROSS or other resident services grant) grant program reports	Annual Plan: Community Service & Self-Sufficiency
X	The most recent Public Housing Drug Elimination Program (PHDEP) semi-annual performance report for any open grant and most recently submitted PHDEP application (PHDEP Plan)	Annual Plan: Safety and Crime Prevention
X	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)

1. Statement of Housing Needs

[24 CFR Part 903.7 9 (a)]

A. Housing Needs of Families in the Jurisdiction/s Served by the PHA

Based upon the information contained in the Consolidated Plan/s applicable to the jurisdiction, and/or other data available to the PHA, provide a statement of the housing needs in the jurisdiction by completing the

following table. In the “Overall” Needs column, provide the estimated number of renter families that have housing needs. For the remaining characteristics, rate the impact of that factor on the housing needs for each family type, from 1 to 5, with 1 being “no impact” and 5 being “severe impact.” Use N/A to indicate that no information is available upon which the PHA can make this assessment.

Housing Needs of Families in the Jurisdiction							
By Family Type							
Family Type	Overall	Afford-ability	Supply	Quality	Access-ibility	Size	Loca-tion
Income <= 30% of AMI	8,137	5	5	5	5	5	5
Income >30% but <=50% of AMI	5,913	5	4	5	5	5	5
Income >50% but <80% of AMI	6,379	3	2	4	3	3	4
Elderly	4,646	4	4	4+	4	3+	3
Families with Disabilities	N/A	5	3	4	5	4	5
Race/Ethnicity White households	77%	5	5	4	5	4	5
Race/Ethnicity Black households	11%	5	4	4	5	4	5
Race/Ethnicity Asian households	7%	4	3	5	5	5	5
Race/Ethnicity –Native American households	2%	5	4	4	5	4	5

What sources of information did the PHA use to conduct this analysis? (Check all that apply; all materials must be made available for public inspection.)

- Consolidated Plan of the Jurisdiction/s
Indicate year: **2000 - 2005**
- U.S. Census data: the Comprehensive Housing Affordability Strategy (“CHAS”) dataset
- American Housing Survey data
Indicate year:
- Other housing market study
Indicate year:
- Other sources: (list and indicate year of information)

B. Housing Needs of Families on the Public Housing and Section 8 Tenant- Based Assistance Waiting Lists

State the housing needs of the families on the PHA’s waiting list/s. **Complete one table for each type of PHA-wide waiting list administered by the PHA.** PHAs may provide separate tables for site-based or sub-jurisdictional public housing waiting lists at their option.

Housing Needs of Families on the Waiting List
--

Housing Needs of Families on the Waiting List			
Waiting list type: (select one) (as of 12/31/2002)			
<input type="checkbox"/>	Section 8 tenant-based assistance		
<input checked="" type="checkbox"/>	Public Housing		
<input type="checkbox"/>	Combined Section 8 and Public Housing		
<input type="checkbox"/>	Public Housing Site-Based or sub-jurisdictional waiting list (optional)		
If used, identify which development/subjurisdiction:			
	# of families	% of total families	Annual Turnover
Waiting list total	1556	100%	90%
Extremely low income <=30% AMI	1265	81.3%	N/A
Very low income (>30% but <=50% AMI)	153	9.8%	N/A
Low income (>50% but <80% AMI)	17	1.1%	N/A
Families with children	445	28.6%	N/A
Elderly families	150	9.6%	N/A
Families with Disabilities	430	27.6%	N/A
Race/ethnicity-White	890	57.2%	N/A
Race/ethnicity-Black	438	28.1%	N/A
Race/ethnicity-Asian	168	10.8%	N/A
Race/ethnicity-N.Amer.	40	2.6%	N/A
Race/ethnicity-Pac. Isl.	16	1.0%	N/A
Characteristics by Bedroom Size (Public Housing Only)			
0BR	105	7.7%	
1BR	443	32.3%	
2 BR	370	27%	
3 BR	378	27.6%	
4 BR	64	4.6%	
5 BR	8	.5%	
5+ BR	0		
Is the waiting list closed (select one)? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes			
If yes:			
How long has it been closed (# of months)?			
Does the PHA expect to reopen the list in the PHA Plan year? N/A			
Does the PHA permit specific categories of families onto the waiting list, even if generally closed? <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes			

Housing Needs of Families on the Waiting List
--

Housing Needs of Families on the Waiting List			
Waiting list type: (select one) (as of 12/31/2002)			
<input checked="" type="checkbox"/>	Section 8 tenant-based assistance		
<input type="checkbox"/>	Public Housing		
<input type="checkbox"/>	Combined Section 8 and Public Housing		
<input type="checkbox"/>	Public Housing Site-Based or sub-jurisdictional waiting list (optional)		
If used, identify which development/subjurisdiction:			
	# of families	% of total families	Annual Turnover
Waiting list total	1876	100%	12%
Extremely low income <=30% AMI	1379	73.5%	N/A
Very low income (>30% but <=50% AMI)	338	18%	N/A
Low income (>50% but <80% AMI)	61	3.25%	N/A
Families with children	824	44%	N/A
Elderly families	110	5.9%	N/A
Families with Disabilities	454	24%	N/A
Race/ethnicity-White	1073	57%	N/A
Race/ethnicity-Black	668	35%	N/A
Race/ethnicity-Asian	105	5.6%	N/A
Race/ethnicity-N.Amer.	50	2.6%	N/A
Race/ethnicity-Other	19	1.0%	N/A
Characteristics by Bedroom Size (Public Housing Only)			
1 BR			
2 BR			
3 BR			
4 BR			
5 BR			
5+ BR			
Is the waiting list closed (select one)? <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes			
If yes:			
How long has it been closed (# of months)? 13 Month			
Does the PHA expect to reopen the list in the PHA Plan year? No			
Does the PHA permit specific categories of families onto the waiting list, even if generally closed? <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes			

C. Strategy for Addressing Needs

Provide a brief description of the PHA's strategy for addressing the housing needs of families in the jurisdiction and on the waiting list **IN THE UPCOMING YEAR**, and the Agency's reasons for choosing this strategy.

The agency is using diversity in its approach to addressing housing needs of the community and specifically on its waiting list. Extensive effort has been initiated to assure the best possible use of its Section 8 tenant based program, including plans to project base up to 20% of its inventory, primarily to non-profits providing housing and related services within the community. The HOPE VI program will allow for a net increase of affordable housing. A No Net Loss Agreement has been entered into with residents of the Hillside Terrace Development where some demolition and disposition is occurring. A Committee has been formed to help mitigate impacts from Section 8 Project base Opt-Outs. The Committee is comprised of City of Tacoma, HUD, THA, Low-Income Housing Coalition, etc.

(1) Strategies

Need: Shortage of affordable housing for all eligible populations

Strategy 1. Maximize the number of affordable units available to the PHA within its current resources by:

Select all that apply

- Employ effective maintenance and management policies to minimize the number of public housing units off-line
- Reduce turnover time for vacated public housing units
- Reduce time to renovate public housing units
- Seek replacement of public housing units lost to the inventory through mixed finance development
- Seek replacement of public housing units lost to the inventory through section 8 replacement housing resources
- Maintain or increase section 8 lease-up rates by establishing payment standards that will enable families to rent throughout the jurisdiction
- Undertake measures to ensure access to affordable housing among families assisted by the PHA, regardless of unit size required
- Maintain or increase section 8 lease-up rates by marketing the program to owners, particularly those outside of areas of minority and poverty concentration
- Maintain or increase section 8 lease-up rates by effectively screening Section 8 applicants to increase owner acceptance of program
- Participate in the Consolidated Plan development process to ensure coordination with broader community strategies
- Other (list below)

Strategy 2: Increase the number of affordable housing units by:

Select all that apply

- Apply for additional section 8 units should they become available
- Leverage affordable housing resources in the community through the creation of mixed - finance housing

- Pursue housing resources other than public housing or Section 8 tenant-based assistance.
- Other: (list below)

Need: Specific Family Types: Families at or below 30% of median

Strategy 1: Target available assistance to families at or below 30 % of AMI

Select all that apply

- Exceed HUD federal targeting requirements for families at or below 30% of AMI in public housing
- Exceed HUD federal targeting requirements for families at or below 30% of AMI in tenant-based section 8 assistance
- Employ admissions preferences aimed at families with economic hardships
- Adopt rent policies to support and encourage work
- Other: (list below)

Need: Specific Family Types: Families at or below 50% of median

Strategy 1: Target available assistance to families at or below 50% of AMI

Select all that apply

- Employ admissions preferences aimed at families who are working
- Adopt rent policies to support and encourage work
- Other: (list below)
 - **Admissions Preference for 100% of public housing units**

Need: Specific Family Types: The Elderly

Strategy 1: Target available assistance to the elderly:

Select all that apply

- Seek designation of public housing for the elderly
- Apply for special-purpose vouchers targeted to the elderly, should they become available
- Other: (list below)

Need: Specific Family Types: Families with Disabilities

Strategy 1: Target available assistance to Families with Disabilities:

Select all that apply

- Seek designation of public housing for families with disabilities
- Carry out the modifications needed in public housing based on the section 504 Needs Assessment for Public Housing
- Apply for special-purpose vouchers targeted to families with disabilities, should they become available

- Affirmatively market to local non-profit agencies that assist families with disabilities
- Other: (list below)

Need: Specific Family Types: Races or ethnicities with disproportionate housing needs

Strategy 1: Increase awareness of PHA resources among families of races and ethnicities with disproportionate needs:

Select if applicable

- Affirmatively market to races/ethnicities shown to have disproportionate housing needs
- Other: (list below)

Strategy 2: Conduct activities to affirmatively further fair housing

Select all that apply

- Counsel section 8 tenants as to location of units outside of areas of poverty or minority concentration and assist them to locate those units
- Market the section 8 program to owners outside of areas of poverty /minority concentrations
- Other: (list below)

Operate five miles outside of City limits of Tacoma

Other Housing Needs & Strategies: (list needs and strategies below)

(2) Reasons for Selecting Strategies

Of the factors listed below, select all that influenced the PHA's selection of the strategies it will pursue:

- Funding constraints
- Staffing constraints
- Limited availability of sites for assisted housing
- Extent to which particular housing needs are met by other organizations in the community
- Evidence of housing needs as demonstrated in the Consolidated Plan and other information available to the PHA
- Influence of the housing market on PHA programs
- Community priorities regarding housing assistance
- Results of consultation with local or state government
- Results of consultation with residents and the Resident Advisory Board
- Results of consultation with advocacy groups
- Other: (list below)

2. Statement of Financial Resources

[24 CFR Part 903.7 9 (b)]

List the financial resources that are anticipated to be available to the PHA for the support of Federal public housing and tenant-based Section 8 assistance programs administered by the PHA during the Plan year.

Note: the table assumes that Federal public housing or tenant based Section 8 assistance grant funds are expended on eligible purposes; therefore, uses of these funds need not be stated. For other funds, indicate the use for those funds as one of the following categories: public housing operations, public housing capital improvements, public housing safety/security, public housing supportive services, Section 8 tenant-based assistance, Section 8 supportive services or other.

Financial Resources: Planned Sources and Uses		
Sources	Planned \$	Planned Uses
1. Federal Grants (FY 2003 grants)		
• Public Housing Operating Fund	2,749,433	
• Public Housing Capital Fund		
CFP 103 (2003)	4,326,794	
CFP 103R (2003)	93,043	
c) HOPE VI Revitalization	33,563,968	
d)HOPE VI Demolition		
1996 Hillside	102,184	
1999 Salishan	523,072	
e)Annual Contributions for Section 8 Tenant-Based Assistance	17,860,265	
f)Public Housing Drug Elimination Program (including any Technical Assistance funds)	363,000	
g)Resident Opportunity and Self-Sufficiency Grants	999,000	
h)Community Development Block Grant	176,050	PH Cap. Improve.
• HOME	250,000	AH Cap. Improve.
Other Federal Grants (list below)		
2. Prior Year Federal Grants (unobligated funds only) (list below)		
CFP 101 (2001)	1,350,927	PH Cap.Improve.
CFP 101R (2001)	93,043	PH Cap.Improve.
CFP 102 (2002)	3,230,425	PH Cap.Improve.
CFP 102R (2002)	63,348	PH Cap.Improve.
HOME 2002	175,228	AH Cap.Improve.
3. Public Housing Dwelling Rental Income	3,756,864	Operations
4. Other income (list below)	292,410	Operations
5. Non-federal sources (list below)		

Financial Resources: Planned Sources and Uses		
Sources	Planned \$	Planned Uses
WA State Housing Trust Fund	500,000	Mixed-Finance Cap.Imp.
WA State Bond Cap	2,250,000	Mixed-Finance Cap.Imp.
Private Equity from Tax Credits	3,261,154	Mixed-Finance Cap.Imp..
Total resources		

3. PHA Policies Governing Eligibility, Selection, and Admissions

[24 CFR Part 903.7 9 (c)]

A. Public Housing

Exemptions: PHAs that do not administer public housing are not required to complete subcomponent 3A.

(1) Eligibility

a. When does the PHA verify eligibility for admission to public housing? (select all that apply)

- When families are within a certain number of being offered a unit: (state number)
- When families are within a certain time of being offered a unit: (state time)
3 months
- Other: (describe)

b. Which non-income (screening) factors does the PHA use to establish eligibility for admission to public housing (select all that apply)?

- Criminal or Drug-related activity
- Rental history
- Housekeeping
- Other (describe) **Credit History**

c. Yes No: Does the PHA request criminal records from local law enforcement agencies for screening purposes?

d. Yes No: Does the PHA request criminal records from State law enforcement agencies for screening purposes?

e. Yes No: Does the PHA access FBI criminal records from the FBI for screening purposes? (either directly or through an NCIC-authorized source)

(2)Waiting List Organization

a. Which methods does the PHA plan to use to organize its public housing waiting list (select all that apply)

- Community-wide list
- Sub-jurisdictional lists

- Site-based waiting lists
- Other (describe)

b. Where may interested persons apply for admission to public housing?

- PHA main administrative office
- PHA development site management office
- Other (list below) Website with submission by mail

c. If the PHA plans to operate one or more site-based waiting lists in the coming year, answer each of the following questions; if not, skip to subsection **(3) Assignment**

1. How many site-based waiting lists will the PHA operate in the coming year?

2. Yes No: Are any or all of the PHA's site-based waiting lists new for the upcoming year (that is, they are not part of a previously-HUD-approved site based waiting list plan)?
If yes, how many lists?

3. Yes No: May families be on more than one list simultaneously?
If yes, how many lists?

4. Where can interested persons obtain more information about and sign up to be on the site-based waiting lists (select all that apply)?

- PHA main administrative office
- All PHA development management offices
- Management offices at developments with site-based waiting lists
- At the development to which they would like to apply
- Other (list below)

(3) Assignment

a. How many vacant unit choices are applicants ordinarily given before they fall to the bottom of or are removed from the waiting list? (select one)

- One
- Two
- Three or More

b. Yes No: Is this policy consistent across all waiting list types?

c. If answer to b is no, list variations for any other than the primary public housing waiting list/s for the PHA:

(4) Admissions Preferences

a. Income targeting:

- Yes No: Does the PHA plan to exceed the federal targeting requirements by targeting more than 40% of all new admissions to public housing to families at or below 30% of median area income?

b. Transfer policies:

In what circumstances will transfers take precedence over new admissions? (list below)

- Emergencies
 Overhoused
 Underhoused
 Medical justification
 Administrative reasons determined by the PHA (e.g., to permit modernization work)
 Resident choice: (state circumstances below)
 Other: (list below)
Displacement due to THA's modernization and revitalization activities including HOPE VI

c. Preferences

1. Yes No: Has the PHA established preferences for admission to public housing (other than date and time of application)? (If "no" is selected, skip to subsection **(5) Occupancy**)

2. Which of the following admission preferences does the PHA plan to employ in the coming year? (select all that apply from either former Federal preferences or other preferences)

Former Federal preferences:

- Involuntary Displacement (Disaster, Government Action) ~~Action of Housing Owner, Inaccessibility, Property Disposition~~
 Victims of domestic violence
 Substandard housing
 Homelessness
 High rent burden (rent is > 50 percent of income)

Other preferences: (select below)

- Working families and those unable to work because of age or disability
 Veterans and veterans' families
 Residents who live and/or work in the jurisdiction
 Those enrolled currently in educational, training, or upward mobility programs
 Households that contribute to meeting income goals (broad range of incomes)
 Households that contribute to meeting income requirements (targeting)
 Those previously enrolled in educational, training, or upward mobility programs
 Victims of reprisals or hate crimes
 Other preference(s) (list below)

Fire Victims

Witness Relocation

3. If the PHA will employ admissions preferences, please prioritize by placing a “1” in the space that represents your first priority, a “2” in the box representing your second priority, and so on. If you give equal weight to one or more of these choices (either through an absolute hierarchy or through a point system), place the same number next to each. That means you can use “1” more than once, “2” more than once, etc.

2 Date and Time

Former Federal preferences:

- 1 Involuntary Displacement (Disaster, Government Action) ~~Action of Housing Owner, Inaccessibility, Property Disposition~~
- 1 Victims of domestic violence
- Substandard housing
- Homelessness
- High rent burden

Other preferences (select all that apply)

- Working families and those unable to work because of age or disability
- Veterans and veterans’ families
- Residents who live and/or work in the jurisdiction
- Those enrolled currently in educational, training, or upward mobility programs
- Households that contribute to meeting income goals (broad range of incomes)
- Households that contribute to meeting income requirements (targeting)
- Those previously enrolled in educational, training, or upward mobility programs
- Victims of reprisals or hate crimes
- Other preference(s) (list below)

Fire Victims

Witness Relocation

Families with income between 50% and 80% AMI

4. Relationship of preferences to income targeting requirements:

- The PHA applies preferences within income tiers
- Not applicable: the pool of applicant families ensures that the PHA will meet income targeting requirements

Note: The Tacoma Housing Authority will select families based on the following preferences within each bedroom size category:

A. First Preference Category:

1. **Households whose incomes are below 50% of the area median income will receive preference over higher income applicants.**

B. Second Preference Category:

- 1. Applicants at least 62 years of age or disabled for one-bedroom units.**
- 2. Nearly elderly applicants (50 plus) for one-bedroom units.**
- 3. Other persons eligible for one-bedroom units.**
- 4. Displaced applicants: Individuals or families displaced by government action or whose dwelling has been extensively damaged or destroyed as a result of a fire or disaster declared or otherwise formally recognized pursuant to Federal Disaster Relief Laws. Victims of domestic violence, hate crimes, witness relocation.**
- 5. Applicants with an adult family member enrolled in an employment training program, currently working 20 hours a week or more, or attending school on a full or part time basis. This preference is also extended equally to all elderly families and all families whose head or spouse is receiving income based on their inability to work.**
- 6. All other eligible applicants.**

C. Third Preference Category:

- 1. Applicants whose incomes are between 50% and 80% of area median.**

Based on the above preferences, applicants at and below 50% of median income will be selected for housing in the order set forth in the second preference category. Applicants in the third preference category will be selected for housing when no applicants are available in the second preference category.

Based on the above preferences, all families in preference A will be offered housing before any families in preference B, and preference B families will be offered housing before any families in preference C.

Notwithstanding the preferences described above, to be eligible for admission to Mixed Finance Projects that were financed in part with equity raised from the sale of Low Income Housing Tax Credits, and were available for occupancy after June 1, 2003, the family's annual income must be within the low-income limit set by HUD and the Washington State Housing Finance Commission. This means the family income cannot exceed 60 percent of the median income for the area.

Applicants eligible for housing at any of the Authority's Mixed Finance Projects shall be further subject to the income restrictions and preferences established in the governing Regulatory and Operating Agreement. In the event that any of the provisions of the Admissions and Continued Occupancy

Policy conflict with provisions in any applicable Regulatory and Operating Agreement for a Mixed-Finance Project, the Regulatory and Operating Agreement shall govern, to the extent consistent with applicable laws and regulations.

Moreover, in the re-occupancy of the Mixed-Finance units at the 2300 block of Hillside Terrace, preference shall be given to those applicants who are former residents displaced from Hillside Terrace 2300 Block as a result of its redevelopment and as contemplated by Section 2.2 of that certain No Net Loss Agreement by and between THA and certain residents, dated May 27, 1999. The date and time of application will be noted and utilized to determine the sequence within the above prescribed preferences.

Notwithstanding any of the above preferences, THA will give preference to people displaced by THA's modernization and revitalization activity of its own housing, including its HOPE VI activity.

(5) Occupancy

a. What reference materials can applicants and residents use to obtain information about the rules of occupancy of public housing (select all that apply)

- The PHA-resident lease
- The PHA's Admissions and (Continued) Occupancy policy
- PHA briefing seminars or written materials
- Other source (list)

The PHA Application Packet

b. How often must residents notify the PHA of changes in family composition? (select all that apply)

- At an annual reexamination and lease renewal
- Any time family composition changes
- At family request for revision
- Other (list)

(6) Deconcentration and Income Mixing

a. Yes No: Did the PHA's analysis of its family (general occupancy) developments to determine concentrations of poverty indicate the need for measures to promote deconcentration of poverty or income mixing?

b. Yes No: Did the PHA adopt any changes to its **admissions policies** based on the results of the required analysis of the need to promote deconcentration of poverty or to assure income mixing?

c. If the answer to b was yes, what changes were adopted? (select all that apply)

- Adoption of site-based waiting lists
- If selected, list targeted developments below:

Employing waiting list “skipping” to achieve deconcentration of poverty or income mixing goals at targeted developments
If selected, list targeted developments below:

Employing new admission preferences at targeted developments
If selected, list targeted developments below:

Other (list policies and developments targeted below)

d. Yes No: Did the PHA adopt any changes to **other** policies based on the results of the required analysis of the need for deconcentration of poverty and income mixing?

e. If the answer to d was yes, how would you describe these changes? (select all that apply)

- Additional affirmative marketing
- Actions to improve the marketability of certain developments
- Adoption or adjustment of ceiling rents for certain developments
- Adoption of rent incentives to encourage deconcentration of poverty and income-mixing
- Other (list below)

f. Based on the results of the required analysis, in which developments will the PHA make special efforts to attract or retain higher-income families? (select all that apply)

- Not applicable: results of analysis did not indicate a need for such efforts
- List (any applicable) developments below:

All public housing developments are occupied by extremely low income families

g. Based on the results of the required analysis, in which developments will the PHA make special efforts to assure access for lower-income families? (select all that apply)

- Not applicable: results of analysis did not indicate a need for such efforts
- List (any applicable) developments below:

B. Section 8

Exemptions: PHAs that do not administer section 8 are not required to complete sub-component 3B.

Unless otherwise specified, all questions in this section apply only to the tenant-based section 8 assistance program (vouchers, and until completely merged into the voucher program, certificates).

(1) Eligibility

a. What is the extent of screening conducted by the PHA? (select all that apply)

- Criminal or drug-related activity only to the extent required by law or regulation

- Criminal and drug-related activity, more extensively than required by law or regulation
- More general screening than criminal and drug-related activity (list factors below)
- Other (list below)

b. Yes No: Does the PHA request criminal records from local law enforcement agencies for screening purposes?

c. Yes No: Does the PHA request criminal records from State law enforcement agencies for screening purposes?

d. Yes No: Does the PHA access FBI criminal records from the FBI for screening purposes? (either directly or through an NCIC-authorized source)

e. Indicate what kinds of information you share with prospective landlords? (select all that apply)

- Criminal or drug-related activity
- Other (describe below)

Landlord History

(2) Waiting List Organization

a. With which of the following program waiting lists is the section 8 tenant-based assistance waiting list merged? (select all that apply)

- None
- Federal public housing
- Federal moderate rehabilitation
- Federal project-based certificate program
- Other federal or local program (list below)

b. Where may interested persons apply for admission to section 8 tenant-based assistance? (select all that apply)

- PHA main administrative office
- Other (list below)

Site offices (if the waiting list is open)

(3) Search Time

a. Yes No: Does the PHA give extensions on standard 60-day period to search for a unit?

If yes, state circumstances below:

Verified difficulty identifying dwelling unit or inability to conduct search effectively

(4) Admissions Preferences

a. Income targeting

- Yes No: Does the PHA plan to exceed the federal targeting requirements by targeting more than 75% of all new admissions to the section 8 program to families at or below 30% of median area income?

b. Preferences

1. Yes No: Has the PHA established preferences for admission to section 8 tenant-based assistance? (other than date and time of application) (if no, skip to subcomponent **(5) Special purpose Section 8 assistance programs**)
2. Which of the following admission preferences does the PHA plan to employ in the coming year? (select all that apply from either former Federal preferences or other preferences)

Former Federal preferences

- Involuntary Displacement (Disaster, Government Action, ~~Action of Housing Owner, Inaccessibility, Property Disposition~~)
- Victims of domestic violence
- Substandard housing
- Homelessness
- High rent burden (rent is > 50 percent of income)

Other preferences (select all that apply)

- Working families and those unable to work because of age or disability
- Veterans and veterans' families
- Residents who live and/or work in your jurisdiction
- Those enrolled currently in educational, training, or upward mobility programs
- Households that contribute to meeting income goals (broad range of incomes)
- Households that contribute to meeting income requirements (targeting)
- Those previously enrolled in educational, training, or upward mobility programs
- Victims of reprisals or hate crimes
- Other preference(s) (list below)
- Notwithstanding any of the above preferences, THA will give a preference to people displaced by THA's modernization and revitalization activities of its own housing, including HOPE VI activity.

**Fire Victims
Witness Relocation**

Project-Base

3. If the PHA will employ admissions preferences, please prioritize by placing a “1” in the space that represents your first priority, a “2” in the box representing your second priority, and so on. If you give equal weight to one or more of these choices (either through an absolute hierarchy or through a point system), place the same number next to each. That means you can use “1” more than once, “2” more than once, etc.

___ Date and Time

Former Federal preferences

- 1 Involuntary Displacement (Disaster, Government Action, ~~Action of Housing Owner, Inaccessibility, Property Disposition~~)
- 1 Victims of domestic violence
- Substandard housing
- Homelessness
- High rent burden

Other preferences (select all that apply)

- Working families and those unable to work because of age or disability
- Veterans and veterans’ families
- Residents who live and/or work in your jurisdiction
- Those enrolled currently in educational, training, or upward mobility programs
- Households that contribute to meeting income goals (broad range of incomes)
- Households that contribute to meeting income requirements (targeting)
- Those previously enrolled in educational, training, or upward mobility programs
- Victims of reprisals or hate crimes
- Other preference(s) (list below)

Fire Victims

Witness Relocation

Project-Base

4. Among applicants on the waiting list with equal preference status, how are applicants selected? (select one)

- Date and time of application
- Drawing (lottery) or other random choice technique

5. If the PHA plans to employ preferences for “residents who live and/or work in the jurisdiction” (select one)

- This preference has previously been reviewed and approved by HUD
- The PHA requests approval for this preference through this PHA Plan

6. Relationship of preferences to income targeting requirements: (select one)

- The PHA applies preferences within income tiers

- Not applicable: the pool of applicant families ensures that the PHA will meet income targeting requirements

Note: Tacoma Housing Authority will select families based on the following Income Targeting:

- **Not less than 85% of new households receiving a Section 8 Voucher must have incomes at or below 30% of the area median income (A.M.I.) (extremely low income).**
- **Not more than 15% will be targeted toward incomes between 31% and 50% of A.M.I.**

For example, out of every 20 new vouchers granted, THA will assign 17 (85%) to households with incomes at or below 30% of A.M.I. and 3 (15%) to households with incomes between 31% and 50% of A.M.I.

Additional Preferences:

THA will give preference to persons based on the criteria above and upon the following factors in the following order:

- 1. For one-bedroom units – Applicants at least 62 years of age or disabled;**
- 2. For one-bedroom units – Nearly elderly applicants (50 plus);**
- 3. For one-bedroom units – other persons eligible for one-bedroom units;**
- 4. Project-based units – vouchers are attached to the unit and stay with project**
- 5. Displaced applicants: Individuals or families displaced by government action or whose dwelling has been extensively damaged or destroyed as a result of fire or disaster, declared or otherwise formally recognized pursuant to federal disaster relief laws; victims of domestic violence, hate crimes or in need of witness relocation;**
- 6. Chronological date of application.**

Notwithstanding any of the above preferences, THA will give a preference to people displaced by THA's modernization and revitalization activities of its own housing, including its HOPE VI activity.

THA will set-aside 124 Housing Choice vouchers to house persons from programs established to meet the housing needs of families/individuals participating in targeted special needs programs such as Homeless Programs, Chronically Mentally Ill, , Housing Options Program, etc. in accordance with each operational plan.

(5) Special Purpose Section 8 Assistance Programs

a. In which documents or other reference materials are the policies governing eligibility, selection, and admissions to any special-purpose section 8 program administered by the PHA contained? (select all that apply)

- The Section 8 Administrative Plan
- Briefing sessions and written materials
- Other (list below)

b. How does the PHA announce the availability of any special-purpose section 8 programs to the public?

- Through published notices
- Other (list below)

4. PHA Rent Determination Policies

[24 CFR Part 903.7 9 (d)]

A. Public Housing

Exemptions: PHAs that do not administer public housing are not required to complete sub-component 4A.

(1) Income Based Rent Policies

Describe the PHA's income based rent setting policy/ies for public housing using, including discretionary (that is, not required by statute or regulation) income disregards and exclusions, in the appropriate spaces below.

a. Use of discretionary policies: (select one)

- The PHA will not employ any discretionary rent-setting policies for income based rent in public housing. Income-based rents are set at the higher of 30% of adjusted monthly income, 10% of unadjusted monthly income, the welfare rent, or minimum rent (less HUD mandatory deductions and exclusions). (If selected, skip to sub-component (2))

---or---

- The PHA employs discretionary policies for determining income based rent (If selected, continue to question b.)

b. Minimum Rent

1. What amount best reflects the PHA's minimum rent? (select one)

- \$0
- \$1-\$25
- \$26-\$50

2. Yes No: Has the PHA adopted any discretionary minimum rent hardship exemption policies?

3. If yes to question 2, list these policies below:

c. Rents set at less than 30% than adjusted income

1. Yes No: Does the PHA plan to charge rents at a fixed amount or percentage less than 30% of adjusted income?

2. If yes to above, list the amounts or percentages charged and the circumstances under which these will be used below:

d. Which of the discretionary (optional) deductions and/or exclusions policies does the PHA plan to employ (select all that apply)

- For the earned income of a previously unemployed household member
- For increases in earned income
- Fixed amount (other than general rent-setting policy)
If yes, state amount/s and circumstances below:
- Fixed percentage (other than general rent-setting policy)
If yes, state percentage/s and circumstances below:
- For household heads
- For other family members
- For transportation expenses
- For the non-reimbursed medical expenses of non-disabled or non-elderly families
- Other (describe below)

For Social Security Contributions

e. Ceiling rents

1. Do you have ceiling rents? (rents set at a level lower than 30% of adjusted income) (select one)

- Yes for all developments
- Yes but only for some developments
- No

2. For which kinds of developments are ceiling rents in place? (select all that apply)

- For all developments
- For all general occupancy developments (not elderly or disabled or elderly only)
- For specified general occupancy developments
- For certain parts of developments; e.g., the high-rise portion
- For certain size units; e.g., larger bedroom sizes
- Other (list below)

3. Select the space or spaces that best describe how you arrive at ceiling rents (select all that apply)

- Market comparability study
- Fair market rents (FMR)
- 95th percentile rents
- 75 percent of operating costs
- 100 percent of operating costs for general occupancy (family) developments
- Operating costs plus debt service
- The "rental value" of the unit
- Other (list below)

f. Rent re-determinations:

1. Between income reexaminations, how often must tenants report changes in income or family composition to the PHA such that the changes result in an adjustment to rent? (select all that apply)

- Never
- At family option
- Any time the family experiences an income increase
- Any time a family experiences an income increase above a threshold amount or percentage: (if selected, specify threshold)_____
- Other (list below)
FSS applicants whose most recent re-examination exceeds 120 days

g. Yes No: Does the PHA plan to implement individual savings accounts for residents (ISAs) as an alternative to the required 12 month disallowance of earned income and phasing in of rent increases in the next year?

(2) Flat Rents

1. In setting the market-based flat rents, what sources of information did the PHA use to establish comparability? (select all that apply.)

- The section 8 rent reasonableness study of comparable housing
- Survey of rents listed in local newspaper
- Survey of similar unassisted units in the neighborhood
- Other (list/describe below)

B. Section 8 Tenant-Based Assistance

Exemptions: PHAs that do not administer Section 8 tenant-based assistance are not required to complete sub-component 4B. **Unless otherwise specified, all questions in this section apply only to the tenant-based section 8 assistance program (vouchers, and until completely merged into the voucher program, certificates).**

(1) Payment Standards

Describe the voucher payment standards and policies.

a. What is the PHA's payment standard? (select the category that best describes your standard)

- At or above 90% but below 100% of FMR
- 100% of FMR
- Above 100% but at or below 110% of FMR
- Above 110% of FMR (if HUD approved; describe circumstances below)

b. If the payment standard is lower than FMR, why has the PHA selected this standard?
(select all that apply)

- FMRs are adequate to ensure success among assisted families in the PHA's segment of the FMR area
- The PHA has chosen to serve additional families by lowering the payment standard
- Reflects market or submarket
- Other (list below)

c. If the payment standard is higher than FMR, why has the PHA chosen this level?
(select all that apply)

- FMRs are not adequate to ensure success among assisted families in the PHA's segment of the FMR area
- Reflects market or submarket
- To increase housing options for families
- Other (list below)

d. How often are payment standards reevaluated for adequacy? (select one)

- Annually
- Other (list below)

e. What factors will the PHA consider in its assessment of the adequacy of its payment standard? (select all that apply)

- Success rates of assisted families
- Rent burdens of assisted families
- Other (list below)

Utility increase

(2) Minimum Rent

a. What amount best reflects the PHA's minimum rent? (select one)

- \$0
- \$1-\$25
- \$26-\$50

b. Yes No: Has the PHA adopted any discretionary minimum rent hardship exemption policies? (if yes, list below)

5. Operations and Management

[24 CFR Part 903.7 9 (e)]

Exemptions from Component 5: High performing and small PHAs are not required to complete this section. Section 8 only PHAs must complete parts A, B, and C(2)

A. PHA Management Structure

Describe the PHA's management structure and organization.

(select one)

- An organization chart showing the PHA's management structure and organization is attached.
- A brief description of the management structure and organization of the PHA follows:

2003 Annual Plan-Management

The operations of THA are overseen by a Board of Commissioners and by administrative staff. The Board consists of five (5) citizens of Tacoma appointed by statute. Consistent with QHWRRA, one (1) commissioner is a resident of Salishan (THA's largest family development).

The Executive Director reports to the Board, and reporting to him are directors of the departments described below:

Property Management - Public Housing functions are geographically separated into three areas, each supported by property management, leasing and occupancy personnel, maintenance, and inspection services. Senior sites are locally assisted by resident keyholders/managers. Work orders are centralized.

Affordable Housing - Section 8 functions are supported by a manager who oversees leasing and occupancy, inspection services, and receptionists.

Finance - Financial support is in-house, including purchasing and inventory control. Our computer and technology support personnel report to this department.

Legal - The Legal Department is responsible for identifying THA's need for legal services and fulfilling them, either with direct service or with the use of outside counsel.

Development - The department coordinates and inspects all modernization, revitalization, property acquisition and development activity.

Resident Services - All programs associated with resident supportive services are administered through this department. Many positions are grant-funded.

B. HUD Programs Under PHA Management

List Federal programs administered by the PHA, number of families served at the beginning of the upcoming fiscal year, and expected turnover in each. (Use "NA" to indicate that the PHA does not operate any of the programs listed below.)

Program Name	Units or Families Served at Year Beginning	Expected Turnover
Public Housing	1480	20%
Section 8 Vouchers	3284	24%
Section 8 Certificates	0	0
Section 8 Mod Rehab	84	30%
Special Purpose Section 8 Certificates/Vouchers (list individually) HOME Certificates	124	50%
Homeless Vouchers		40% %
Public Housing Drug Elimination Program (PHDEP)	1480	20%
Other Federal Programs(list individually)		
1999 ROSS RSDM-Family	236	20%
ROSS RSDM-Elderly	349	20%
2001 ROSS RSDM-Family	120	20%

C. Management and Maintenance Policies

List the PHA's public housing management and maintenance policy documents, manuals and handbooks that contain the Agency's rules, standards, and policies that govern maintenance and management of public housing, including a description of any measures necessary for the prevention or eradication of pest infestation (which includes cockroach infestation) and the policies governing Section 8 management.

- (1) Public Housing Maintenance and Management: (list below)
 - Admissions and Continued Occupancy Policy**
 - Maintenance Policy**
 - Pet Policy**
 - Grievance Procedure**
- (2) Section 8 Management: (list below)
 - Administrative Plan**

6. PHA Grievance Procedures

[24 CFR Part 903.7 9 (f)]

Exemptions from component 6: High performing PHAs are not required to complete component 6. Section 8-Only PHAs are exempt from sub-component 6A.

A. Public Housing

1. Yes No: Has the PHA established any written grievance procedures in addition to federal requirements found at 24 CFR Part 966, Subpart B, for residents of public housing?

If yes, list additions to federal requirements below:

2. Which PHA office should residents or applicants to public housing contact to initiate the PHA grievance process? (select all that apply)

- PHA main administrative office
 PHA development management offices
 Other (list below)

B. Section 8 Tenant-Based Assistance

1. Yes No: Has the PHA established informal review procedures for applicants to the Section 8 tenant-based assistance program and informal hearing procedures for families assisted by the Section 8 tenant-based assistance program in addition to federal requirements found at 24 CFR 982?

If yes, list additions to federal requirements below:

2. Which PHA office should applicants or assisted families contact to initiate the informal review and informal hearing processes? (select all that apply)

- PHA main administrative office
 Other (list below)

7. Capital Improvement Needs

[24 CFR Part 903.7 9 (g)]

Exemptions from Component 7: Section 8 only PHAs are not required to complete this component and may skip to Component 8.

A. Capital Fund Activities

Exemptions from sub-component 7A: PHAs that will not participate in the Capital Fund Program may skip to component 7B. All other PHAs must complete 7A as instructed.

(1) Capital Fund Program Annual Statement

Using parts I, II, and III of the Annual Statement for the Capital Fund Program (CFP), identify capital activities the PHA is proposing for the upcoming year to ensure long-term physical and social viability of its public housing developments. This statement can be completed by using the CFP Annual Statement tables provided in the table library at the end of the PHA Plan template **OR**, at the PHA's option, by completing and attaching a properly updated HUD-52837.

Select one:

The Capital Fund Program Annual Statement is provided as an attachment to the PHA Plan at Attachment WA05b01.

-or-

The Capital Fund Program Annual Statement is provided below: (if selected, copy the CFP Annual Statement from the Table Library and insert here)

(2) Optional 5-Year Action Plan

Agencies are encouraged to include a 5-Year Action Plan covering capital work items. This statement can be completed by using the 5 Year Action Plan table provided in the table library at the end of the PHA Plan template **OR** by completing and attaching a properly updated HUD-52834.

a. Yes No: Is the PHA providing an optional 5-Year Action Plan for the Capital Fund? (if no, skip to sub-component 7B)

b. If yes to question a, select one:

The Capital Fund Program 5-Year Action Plan is provided as an attachment to the PHA Plan at Attachment (state name WA005b01)

-or-

The Capital Fund Program 5-Year Action Plan is provided below: (if selected, copy the CFP optional 5 Year Action Plan from the Table Library and insert here)

B. HOPE VI and Public Housing Development and Replacement Activities (Non-Capital Fund)

Applicability of sub-component 7B: All PHAs administering public housing. Identify any approved HOPE VI and/or public housing development or replacement activities not described in the Capital Fund Program Annual Statement.

Yes No: a) Has the PHA received a HOPE VI revitalization grant? (if no, skip to question c; if yes, provide responses to question b for each grant, copying and completing as many times as necessary)
b) Status of HOPE VI revitalization grant (complete one set of questions for each grant)

1. Development name: Salishan

2. Development (project) number: WA19URD005100

3. Status of grant: (select the statement that best describes the current status)

- Revitalization Plan under development
- Revitalization Plan submitted, pending approval
- Revitalization Plan approved
- Activities pursuant to an approved Revitalization Plan underway

- Yes No: c) Does the PHA plan to apply for a HOPE VI Revitalization grant in the Plan year?
If yes, list development name/s below:

Hillside Terrace Development

- Yes No: d) Will the PHA be engaging in any mixed-finance development activities for public housing in the Plan year?
If yes, list developments or activities below:

**Hillside Terrace Development
Salishan Housing Development
Scattered Sites**

- Yes No: e) Will the PHA be conducting any other public housing development or replacement activities not discussed in the Capital Fund Program Annual Statement?
If yes, list developments or activities below:

It is THA’s policy to make full use of all available ACC operating subsidies up to the maximum permitted by federal law. That maximum is at least 1,524. THA presently has 1,440 active ACC units. That number may change further during THA’s planned HOPE VI revitalization. THA reserves any number of unused ACC operating subsidies for its future use.

8. Demolition and Disposition

[24 CFR Part 903.7 9 (h)]

Applicability of component 8: 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 component 9; if “yes”, complete one activity description for each development.)

2. Activity Description

- Yes No: Has the PHA provided the activities description information in the **optional** Public Housing Asset Management Table? (If “yes”, skip to component 9. If “No”, complete the Activity Description table below.)

Demolition/Disposition Activity Description
1a. Development name: Hillside Terrace 2300 Block
1b. Development (project) number: WA19P005018
2. Activity type: Demolition <input checked="" type="checkbox"/>

Disposition <input type="checkbox"/>
3. Application status (select one) Approved <input checked="" type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application <input type="checkbox"/>
4. Date application approved, submitted, or planned for submission: (2/6/97)
5. Number of units affected: 37
6. Coverage of action (select one) <input checked="" type="checkbox"/> Part of the development <input type="checkbox"/> Total development
7. Timeline for activity: a. Actual or projected start date of activity: 10/1/99 b. Projected end date of activity: 12/31/ 2002

2. Activity Description

Yes No: Has the PHA provided the activities description information in the **optional** Public Housing Asset Management Table? (If “yes”, skip to component 9. If “No”, complete the Activity Description table below.)

Demolition/Disposition Activity Description
1a. Development name: Salishan
1b. Development (project) number: WA19URD005D99 and WA19P005003
2. Activity type: Demolition <input checked="" type="checkbox"/> Disposition <input type="checkbox"/>
3. Application status (select one) Approved <input checked="" type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application <input type="checkbox"/>
4. Date application approved, submitted, or planned for submission: (9/10/96)
5. Number of units affected: 88
6. Coverage of action (select one) <input checked="" type="checkbox"/> Part of the development <input type="checkbox"/> Total development
7. Timeline for activity: a. Actual or projected start date of activity: 10/1/99 b. Projected end date of activity: 12/31/2004

2. Activity Description

Yes No: Has the PHA provided the activities description information in the **optional** Public Housing Asset Management Table? (If “yes”, skip

to component 9. If “No”, complete the Activity Description table below.)

Demolition/Disposition Activity Description	
1a. Development name: Hillside Terrace (1500 Block)	
1b. Development (project) number: WA19P005018	
2. Activity type: Demolition <input type="checkbox"/> Disposition <input checked="" type="checkbox"/>	
3. Application status (select one) Approved <input type="checkbox"/> Submitted, pending approval <input checked="" type="checkbox"/> Planned application <input type="checkbox"/>	
4. Date application approved, submitted, or planned for submission: (01/24/02)	
5. Number of units affected: 16	
6. Coverage of action (select one) <input checked="" type="checkbox"/> Part of the development <input type="checkbox"/> Total development	
7. Timeline for activity: a. Actual or projected start date of activity: 04/24/02 b. Projected end date of activity: 12/31/2003	

2. Activity Description

Yes No: Has the PHA provided the activities description information in the **optional** Public Housing Asset Management Table? (If “yes”, skip to component 9. If “No”, complete the Activity Description table below.)

Demolition/Disposition Activity Description	
1a. Development name: Hillside Terrace (2300 Block)	
1b. Development (project) number: WA19P005018	
2. Activity type: Demolition <input type="checkbox"/> Disposition <input checked="" type="checkbox"/>	
3. Application status (select one) Approved <input checked="" type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application <input type="checkbox"/>	
4. Date application approved, submitted, or planned for submission: (11/01/2002	
5. Number of units affected: 21	
6. Coverage of action (select one) <input checked="" type="checkbox"/> Part of the development <input type="checkbox"/> Total development	
7. Timeline for activity: a. Actual or projected start date of activity 12/30/2002 b. Projected end date of activity: 03/01/2004	

2. Activity Description

Yes No: Has the PHA provided the activities description information in the **optional** Public Housing Asset Management Table? (If “yes”, skip to component 9. If “No”, complete the Activity Description table below.)

Demolition/Disposition Activity Description	
1a. Development name:	Hillside Terrace (2300 Block)
1b. Development (project) number:	WA19P005018
2. Activity type:	Demolition <input type="checkbox"/> Disposition <input checked="" type="checkbox"/>
3. Application status (select one)	Approved <input checked="" type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application <input type="checkbox"/>
4. Date application approved, submitted, or planned for submission:	11/01/2002
5. Number of units affected:	25
6. Coverage of action (select one)	<input checked="" type="checkbox"/> Part of the development <input type="checkbox"/> Total development
7. Timeline for activity:	a. Actual or projected start date of activity: 03/01/2003 b. Projected end date of activity: 07/01/2004

2. Activity Description

Yes No: Has the PHA provided the activities description information in the **optional** Public Housing Asset Management Table? (If “yes”, skip to component 9. If “No”, complete the Activity Description table below.)

Demolition/Disposition Activity Description	
1a. Development name:	Scattered Sites
1b. Development (project) number:	
2. Activity type:	Demolition <input type="checkbox"/> Disposition <input checked="" type="checkbox"/>
3. Application status (select one)	Approved <input type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application <input checked="" type="checkbox"/>
4. Date application approved, submitted, or planned for submission:	12/01/2003
5. Number of units affected:	34
6. Coverage of action (select one)	

<input type="checkbox"/> Part of the development <input checked="" type="checkbox"/> Total development
7. Timeline for activity: a. Actual or projected start date of activity: 09/01/2004 b. Projected end date of activity: 09/01/2006

8. Designation of Public Housing for Occupancy by Elderly Families or Families with Disabilities or Elderly Families and Families with Disabilities

[24 CFR Part 903.7 9 (i)]

Exemptions from Component 9; Section 8 only PHAs are not required to complete this section.

1. Yes No: Has the PHA designated or applied for approval to designate or does the PHA plan to apply to designate any public housing for occupancy only by the elderly families or only by families with disabilities, or by elderly families and families with disabilities or will apply for designation for occupancy by only elderly families or only families with disabilities, or by elderly families and families with disabilities as provided by section 7 of the U.S. Housing Act of 1937 (42 U.S.C. 1437e) in the upcoming fiscal year? (If “No”, skip to component 10. If “yes”, complete one activity description for each development, unless the PHA is eligible to complete a streamlined submission; PHAs completing streamlined submissions may skip to component 10.)

2. Activity Description

Yes No: Has the PHA provided all required activity description information for this component in the **optional** Public Housing Asset Management Table? If “yes”, skip to component 10. If “No”, complete the Activity Description table below.

Designation of Public Housing Activity Description
1a. Development name: 1b. Development (project) number:
2. Designation type: Occupancy by only the elderly <input type="checkbox"/> Occupancy by families with disabilities <input type="checkbox"/> Occupancy by only elderly families and families with disabilities <input type="checkbox"/>
3. Application status (select one) Approved; included in the PHA’s Designation Plan <input type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application <input type="checkbox"/>
4. Date this designation approved, submitted, or planned for submission: <u>(DD/MM/YY)</u>
5. If approved, will this designation constitute a (select one) <input type="checkbox"/> New Designation Plan <input type="checkbox"/> Revision of a previously-approved Designation Plan?
6. Number of units affected:
7. Coverage of action (select one)

- | |
|--|
| <input type="checkbox"/> Part of the development
<input type="checkbox"/> Total development |
|--|

10. Conversion of Public Housing to Tenant-Based Assistance

[24 CFR Part 903.7 9 (j)]

Exemptions from Component 10; Section 8 only PHAs are not required to complete this section.

A. Assessments of Reasonable Revitalization Pursuant to section 202 of the HUD FY 1996 HUD Appropriations Act

1. Yes No: Have any of the PHA's developments or portions of developments been identified by HUD or the PHA as covered under section 202 of the HUD FY 1996 HUD Appropriations Act? (If "No", skip to component 11; if "yes", complete one activity description for each identified development, unless eligible to complete a streamlined submission. PHAs completing streamlined submissions may skip to component 11.)

2. Activity Description

Yes No: Has the PHA provided all required activity description information for this component in the **optional** Public Housing Asset Management Table? If "yes", skip to component 11. If "No", complete the Activity Description table below.

Conversion of Public Housing Activity Description
1a. Development name: 1b. Development (project) number:
2. What is the status of the required assessment? <input type="checkbox"/> Assessment underway <input type="checkbox"/> Assessment results submitted to HUD <input type="checkbox"/> Assessment results approved by HUD (if marked, proceed to next question) <input type="checkbox"/> Other (explain below)
3. <input type="checkbox"/> Yes <input type="checkbox"/> No: Is a Conversion Plan required? (If yes, go to block 4; if no, go to block 5.)
4. Status of Conversion Plan (select the statement that best describes the current status) <input type="checkbox"/> Conversion Plan in development <input type="checkbox"/> Conversion Plan submitted to HUD on: (DD/MM/YYYY) <input type="checkbox"/> Conversion Plan approved by HUD on: (DD/MM/YYYY) <input type="checkbox"/> Activities pursuant to HUD-approved Conversion Plan underway
5. Description of how requirements of Section 202 are being satisfied by means other than conversion (select one) <input type="checkbox"/> Units addressed in a pending or approved demolition application (date

submitted or approved:

Units addressed in a pending or approved HOPE VI demolition application
(date submitted or approved:)

Units addressed in a pending or approved HOPE VI Revitalization Plan
(date submitted or approved:)

Requirements no longer applicable: vacancy rates are less than 10 percent

Requirements no longer applicable: site now has less than 300 units

Other: (describe below)

B. Reserved for Conversions pursuant to Section 22 of the U.S. Housing Act of 1937

C. Reserved for Conversions pursuant to Section 33 of the U.S. Housing Act of 1937

11. Homeownership Programs Administered by the PHA

[24 CFR Part 903.7 9 (k)]

A. Public Housing

Exemptions from Component 11A: Section 8 only PHAs are not required to complete 11A.

1. Yes No: Does the PHA administer any homeownership programs administered by the PHA under an approved section 5(h) homeownership program (42 U.S.C. 1437c(h)), or an approved HOPE I program (42 U.S.C. 1437aaa) or has the PHA applied or plan to apply to administer any homeownership programs under section 5(h), the HOPE I program, or section 32 of the U.S. Housing Act of 1937 (42 U.S.C. 1437z-4). (If “No”, skip to component 11B; if “yes”, complete one activity description for each applicable program/plan, unless eligible to complete a streamlined submission due to **small PHA** or **high performing PHA** status. PHAs completing streamlined submissions may skip to component 11B.)

2. Activity Description

Yes No: Has the PHA provided all required activity description information for this component in the **optional** Public Housing Asset Management Table? (If “yes”, skip to component 12. If “No”, complete the Activity Description table below.)

Public Housing Homeownership Activity Description (Complete one for each development affected)
1a. Development name:
1b. Development (project) number:
2. Federal Program authority:

<input type="checkbox"/> HOPE I <input type="checkbox"/> 5(h) <input type="checkbox"/> Turnkey III <input type="checkbox"/> Section 32 of the USHA of 1937 (effective 10/1/99)
3. Application status: (select one) <input type="checkbox"/> Approved; included in the PHA's Homeownership Plan/Program <input type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application
4. Date Homeownership Plan/Program approved, submitted, or planned for submission: (DD/MM/YYYY)
5. Number of units affected: 6. Coverage of action: (select one) <input type="checkbox"/> Part of the development <input type="checkbox"/> Total development

B. Section 8 Tenant Based Assistance

1. 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 component 12; if "yes", describe each program using the table below (copy and complete questions for each program identified), unless the PHA is eligible to complete a streamlined submission due to high performer status. **High performing PHAs** may skip to component 12.)

1. Program Description:

a. Size of Program

- Yes No: Will the PHA limit the number of families participating in the section 8 homeownership option?

If the answer to the question above was yes, which statement best describes the number of participants? (select one)

- 25 or fewer participants
 26 - 50 participants
 51 to 100 participants
 more than 100 participants

2. PHA-established eligibility criteria

- Yes No: Will the PHA's program have eligibility criteria for participation in its Section 8 Homeownership Option program in addition to HUD criteria?

If yes, list criteria below

12. PHA Community Service and Self-sufficiency Programs

[24 CFR Part 903.7 9 (1)]

Exemptions from Component 12: High performing and small PHAs are not required to complete this component. Section 8-Only PHAs are not required to complete sub-component C.

A. PHA Coordination with the Welfare (TANF) Agency

1. Cooperative agreements:

- Yes No: Has the PHA entered into a cooperative agreement with the TANF Agency, to share information and/or target supportive services (as contemplated by section 12(d)(7) of the Housing Act of 1937)?

If yes, what was the date that agreement was signed? DD/MM/YY

2. Other coordination efforts between the PHA and TANF agency (select all that apply)

- Client referrals
- Information sharing regarding mutual clients (for rent determinations and otherwise)
- Coordinate the provision of specific social and self-sufficiency services and programs to eligible families
- Jointly administer programs
- Partner to administer a HUD Welfare-to-Work voucher program
- Joint administration of other demonstration program
- Other (describe)

B. Services and programs offered to residents and participants

(1) General

a. Self-Sufficiency Policies

Which, if any of the following discretionary policies will the PHA employ to enhance the economic and social self-sufficiency of assisted families in the following areas? (select all that apply)

- Public housing rent determination policies
- Public housing admissions policies
- Section 8 admissions policies
- Preference in admission to section 8 for certain public housing families
- Preferences for families working or engaging in training or education programs for non-housing programs operated or coordinated by the PHA
- Preference/eligibility for public housing homeownership option participation
- Preference/eligibility for section 8 homeownership option participation

Other policies (list below)

b. Economic and Social self-sufficiency programs

Yes No: Does the PHA coordinate, promote or provide any programs to enhance the economic and social self-sufficiency of residents? (If “yes”, complete the following table; if “no” skip to sub-component 2, Family Self Sufficiency Programs. The position of the table may be altered to facilitate its use.)

Services and Programs				
Program Name & Description (including location, if appropriate)	Estimated Size	Allocation Method (waiting list/random selection/specific criteria/other)	Access (development office / PHA main office / other provider name)	Eligibility (public housing or section 8 participants or both)
1999 ROSS RSDM	236	Specific criteria	Family Investment Center	Public Housing
Resident Employment Pool	195	Other	Family Investment Center	Public Housing
2001 ROSS RSDM	120	Specific criteria	Family Investment Center	Public Housing

(2) Family Self Sufficiency program/s

a. Participation Description

Family Self Sufficiency (FSS) Participation		
Program	Required Number of Participants (start of FY 2000 Estimate)	Actual Number of Participants (As of: DD/MM/YY)
Public Housing	0	109 (10/1/01)
Section 8	35	67 (10/1/01)

b. Yes No: If the PHA is not maintaining the minimum program size required by HUD, does the most recent FSS Action Plan address the steps the PHA plans to take to achieve at least the minimum program size?
If no, list steps the PHA will take below:

C. Welfare Benefit Reductions

1. The PHA is complying with the statutory requirements of section 12(d) of the U.S. Housing Act of 1937 (relating to the treatment of income changes resulting from welfare program requirements) by: (select all that apply)

- Adopting appropriate changes to the PHA's public housing rent determination policies and train staff to carry out those policies
- Informing residents of new policy on admission and reexamination
- Actively notifying residents of new policy at times in addition to admission and reexamination.
- Establishing or pursuing a cooperative agreement with all appropriate TANF agencies regarding the exchange of information and coordination of services
- Establishing a protocol for exchange of information with all appropriate TANF agencies
- Other: (list below)

D. Reserved for Community Service Requirement pursuant to section 12(c) of the U.S. Housing Act of 1937

Tacoma Housing Authority is complying with the Community Service Requirement pursuant to section 12(c) of the U.S. Housing Act of 1937, as amended. The Community Service Requirement is included in the resident responsibilities portion of THA's new lease. The Resident Advisory Board and THA's annual plan team are developing the details of the plan for implementation. These requirements will ONLY apply to the Salishan HOPE VI Revitalization Development.

At a minimum, the plan will include the following:

- 1) THA's policy for administration of the community service and economic self-sufficiency requirements for public housing residents.**
- 2) The process for determining which family members are subject to or exempt from the service requirement, and the process for determining any changes to exempt or non-exempt status of family members.**
- 3) THA's plan for providing a written description of the service requirement, and of the process for claiming status as an exempt person and for THA verification of such status.**
- 4) The process for reviewing family compliance with service requirements.**
- 5) Procedures for retaining reasonable documentation of service requirement performance or exemption in participant files.**

13. PHA Safety and Crime Prevention Measures

[24 CFR Part 903.7 9 (m)]

Exemptions from Component 13: High performing and small PHAs not participating in PHDEP and Section 8 Only PHAs may skip to component 15. High Performing and small PHAs that are participating in PHDEP and are submitting a PHDEP Plan with this PHA Plan may skip to sub-component D.

A. Need for measures to ensure the safety of public housing residents

1. Describe the need for measures to ensure the safety of public housing residents (select all that apply)

- High incidence of violent and/or drug-related crime in some or all of the PHA's developments
- High incidence of violent and/or drug-related crime in the areas surrounding or adjacent to the PHA's developments
- Residents fearful for their safety and/or the safety of their children
- Observed lower-level crime, vandalism and/or graffiti
- People on waiting list unwilling to move into one or more developments due to perceived and/or actual levels of violent and/or drug-related crime
- Other (describe below)

2. What information or data did the PHA used to determine the need for PHA actions to improve safety of residents (select all that apply).

- Safety and security survey of residents
- Analysis of crime statistics over time for crimes committed "in and around" public housing authority
- Analysis of cost trends over time for repair of vandalism and removal of graffiti
- Resident reports
- PHA employee reports
- Police reports
- Demonstrable, quantifiable success with previous or ongoing anticrime/anti drug programs
- Other (describe below)

Private Security

2. Which developments are most affected? (list below)

Senior Apartments

B. Crime and Drug Prevention activities the PHA has undertaken or plans to undertake in the next PHA fiscal year

1. List the crime prevention activities the PHA has undertaken or plans to undertake: (select all that apply)

- Contracting with outside and/or resident organizations for the provision of crime- and/or drug-prevention activities
- Crime Prevention Through Environmental Design
- Activities targeted to at-risk youth, adults, or seniors
- Volunteer Resident Patrol/Block Watchers Program
- Other (describe below)

Weed and Seed Program

Maintenance Crew Uniforms

Keyless entry at Senior Buildings

Perimeter lighting at Senior Buildings were needed

2. Which developments are most affected? (list below)

**Salishan
Hillside Terrace**

**Bergerson Terrace
Senior Apartments**

C. Coordination between PHA and the police

1. Describe the coordination between the PHA and the appropriate police precincts for carrying out crime prevention measures and activities: (select all that apply)

- Police involvement in development, implementation, and/or ongoing evaluation of drug-elimination plan
- Police provide crime data to housing authority staff for analysis and action
- Police have established a physical presence on housing authority property (e.g., community policing office, officer in residence)
- Police regularly testify in and otherwise support eviction cases
- Police regularly meet with the PHA management and residents
- Agreement between PHA and local law enforcement agency for provision of above-baseline law enforcement services
- Other activities (list below)

2. Which developments are most affected? (list below)

D. Additional information as required by PHDEP/PHDEP Plan

PHAs eligible for FY 2000 PHDEP funds must provide a PHDEP Plan meeting specified requirements prior to receipt of PHDEP funds.

- Yes No: Is the PHA eligible to participate in the PHDEP in the fiscal year covered by this PHA Plan?
- Yes No: Has the PHA included the PHDEP Plan for FY 2002 in this PHA Plan?
- Yes No: This PHDEP Plan is an Attachment.

14. RESERVED FOR PET POLICY

[24 CFR Part 903.7 9 (n)]

SEE ATTACHMENT

15. Civil Rights Certifications

[24 CFR Part 903.7 9 (o)]

Civil rights certifications are included in the PHA Plan Certifications of Compliance with the PHA Plans and Related Regulations.

16. Fiscal Audit

[24 CFR Part 903.7 9 (p)]

1. Yes No: Is the PHA required to have an audit conducted under section 5(h)(2) of the U.S. Housing Act of 1937 (42 U.S.C. 1437c(h))?
(If no, skip to component 17.)
2. Yes No: Was the most recent fiscal audit submitted to HUD?
3. Yes No: Were there any findings as the result of that audit?
4. Yes No: If there were any findings, do any remain unresolved?
If yes, how many unresolved findings remain? _____
5. Yes No: Have responses to any unresolved findings been submitted to HUD?
If not, when are they due (state below)?

17. PHA Asset Management

[24 CFR Part 903.7 9 (q)]

Exemptions from component 17: Section 8 Only PHAs are not required to complete this component. High performing and small PHAs are not required to complete this component.

1. Yes No: Is the PHA engaging in any activities that will contribute to the long-term asset management of its public housing stock, including how the Agency will plan for long-term operating, capital investment, rehabilitation, modernization, disposition, and other needs that have **not** been addressed elsewhere in this PHA Plan?
2. What types of asset management activities will the PHA undertake? (select all that apply)
 Not applicable
 Private management
 Development-based accounting
 Comprehensive stock assessment
 Other: (list below)

Hire Asset Manager

3. Yes No: Has the PHA included descriptions of asset management activities in the **optional** Public Housing Asset Management Table?

18. Other Information

A. Resident Advisory Board Recommendations

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: (if comments were received, the PHA **MUST** select one)
 Attached at Attachment (File name) **WA005d01**
 Provided below:
3. In what manner did the PHA address those comments? (select all that apply)
 Considered comments, but determined that no changes to the PHA Plan were necessary.
 The PHA changed portions of the PHA Plan in response to comments
List changes below:
 Other: (list below)

B. Description of Election process for Residents on the PHA Board

1. Yes No: Does the PHA meet the exemption criteria provided section 2(b)(2) of the U.S. Housing Act of 1937? (If no, continue to question 2; if yes, skip to sub-component C.)
2. Yes No: Was the resident who serves on the PHA Board elected by the residents? (If yes, continue to question 3; if no, skip to sub-component C.)

Note: Tacoma Housing Authority has had a Resident Commissioner since 1989. The Commissioner is appointed by the Mayor.

3. Description of Resident Election Process

- a. Nomination of candidates for place on the ballot: (select all that apply)
 Candidates were nominated by resident and assisted family organizations
 Candidates could be nominated by any adult recipient of PHA assistance
 Self-nomination: Candidates registered with the PHA and requested a place on ballot
 Other: (describe)
- b. Eligible candidates: (select one)
 Any recipient of PHA assistance
 Any head of household receiving PHA assistance

- Any adult recipient of PHA assistance
- Any adult member of a resident or assisted family organization
- Other (list)

c. Eligible voters: (select all that apply)

- All adult recipients of PHA assistance (public housing and section 8 tenant-based assistance)
- Representatives of all PHA resident and assisted family organizations
- Other (list)

C. 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: (City of Tacoma, Washington)
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 the initiatives contained in the Consolidated Plan. (list below)
- Other: (list below)

3. The Consolidated Plan of the jurisdiction supports the PHA Plan with the following actions and commitments: (describe below)

D. Other Information Required by HUD

Use this section to provide any additional information requested by HUD.

Criteria for Significant Amendment or Modification of the Agency Plan (24 CFR§903.7(r)(ii):

Tacoma Housing Authority will consider the following changes to its 5-Year Plan and Annual Plan to be “significant” for purposes of triggering the requirements of 24 CFR§903.21, including the requirement for reconvening the Resident Advisory Board to review the changes:

- Any change required by amendment in federal statutes, regulations or HUD notices that, in the opinion of THA, has either substantial programmatic or financial effects on the programs that its administers, or creates substantial obligations or

administrative burdens beyond the programs under administration at the start of the Plan Year; or,

- Any change that THA's Board determines to be significant; or,
- Any change that alters:
 - the eligibility criteria for public housing or Section 8 Vouchers;
 - the criteria that determines the order of preference for public housing and Section 8 Vouchers;
 - how much recipients will have to pay in rent or other fees while receiving public housing or Section 8 Vouchers;
 - any plans for demolition of any housing owned or managed by THA
 - any actions included in the Plan for which HUD requires a 30 day resident comment period.
- Any changes covering topics covered by the Plan for which HUD gave notice to applicants, tenants and program participants.

Attachments

Use this section to provide any additional attachments referenced in the Plans.

HOUSING AUTHORITY OF THE CITY OF TACOMA
DECONCENTRATION POLICY

It is the policy of the Housing Authority of the City of Tacoma to provide for deconcentration of poverty and encourage income mixing by bringing higher income families into lower income developments and lower income families into higher income developments. Toward this end, we will skip families on the waiting list to reach other families with a lower or higher income. We will accomplish this in a uniform and non-discriminating manner.

The Housing Authority will affirmatively market its housing to all eligible income groups. Lower income residents will not be steered toward lower income developments and higher income people will not be steered to higher income developments.

Prior to the beginning of each fiscal year, we will analyze the income levels of families residing in each of the developments, the income levels of census tracts in which the developments are located, and the income levels of the families on the waiting list. Based on this analysis, we will determine the level of marketing strategies and deconcentration incentives to implement.

Annual Statement/Performance and Evaluation Report

wa005b01

Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part 1: Summary

PHA Name:
Tacoma Housing Authority

Grant type and Number
Capital Fund Program Grant No: **WA19P00550103**
Replacement Housing Factor Grant No:

Federal FY of Grant:
2003

Original Annual Statement
 Reserve for Disasters/Emergencies
 P&E Report for the Program Year Ending _____

Revised Annual Statement (revision no:)
 Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimated cost		Total Actual Cost	
		Orginal	Revised	Obligated	Expended
1	Total non-CGP Funds			0.00	0.00
2	1406 Operations (May not exceed 20% of line 19)	0.00		0.00	0.00
3	1408 Management Improvements Soft Costs	224,072.00		0.00	0.00
	Mmanagement Improvements - Hard Costs				
4	1410 Administration	345,284.00		0.00	0.00
5	1411 Audit	5,000.00		0.00	0.00
6	1415 Liquidated Damages	0.00		0.00	0.00
7	1430 Fees and Costs	327,778.00		0.00	0.00
8	1440 Site Acquisition	.00		0.00	0.00
9	1450 Site Improvements	125,000.00		0.00	0.00
10	1460 Dwelling Structures	2,805,175.00		0.00	0.00
11	1465.1 Dwelling Equipment - Non Expendable	52,000.00		0.00	0.00
12	1470 Nondwelling Structures	236,479.00		0.00	0.00
13	1475 Nondwelling Equipment	107,000.00		0.00	0.00
14	1485 Demolition			0.00	0.00
15	1490 Replacement Reserve	0.00		0.00	0.00
16	1492 Moving to work Demonstration				
17	1495.1 Relocation Costs	69,300.00		0.00	0.00
18	1499 Development Activities	0.00		0.00	0.00
19	1502 Contingency	0.00		0.00	0.00
20	Amount of Actual Grant (sum of lines 2 -19)	4,297,088.00	0.00	0.00	0.00
	Amount of line 20 Related to LBP Activities				
	Amount of line 20 Related to Section 504 Compliance				
	Amount of line 20 Related to Security - Soft Costs	90,000.00	0.00	0.00	0.00
	Amount of line 20 Related to Security - Hard Costs				
	Amount of line 20 Related to Energy Conservation Measures	80,000.00			
	Collateralization Expenses or Debt Service				

Annual Statement/Performance and Evaluation Report

Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part 1: Summary

Part II: Supporting Pages

PHA Name: Tacoma Housing Authority		Grant type and Number Capital Fund Program Grant No: WA19P00550103 Replacement Housing Factor Grant No:						Federal FY of Grant 2003	
Development Number/PHA-Wide Activities	General Description of Major Work Categories	Development Account Number	Quantity	Total Estimated Cost		Total Actual Costs		Status of Work	
				Original	Revised	Funds Obligated	Funds Expended		
PHA-WIDE	OPERATIONS		1406		0				
PHA-WIDE	MANAGEMENT IMPROVEMENTS		1408		224,072				
	1. Provide Staff Training & Education for Modernization Staff		5		7,500				
	2. Security patrol of residents PHA Wide				90,000				
	3. Establishment and Implementation of an Economic Development Program PHA-wide				51,272				
	4. Coordination of Family Support Services at Dixon Village, Bergerson, Hillside				40,300				
	6. Training for resident Council Officers				10,000				
	7. Computer software - PHA-wide - CFP portion only				25,000				
PHA-WIDE	ADMINISTRATIVE COSTS		1410		345,284				
	1. Technical and Non-technical Salaries		1410.2		252,326				
	EXECUTIVE DIRECTOR @ 6%			1	6,684				
	EXECUTIVE DIRECTOR ASSIST @ 6%			1	2,754				
	PROP MANAGEMENT DIRECTOR @ 10%			1	7,100				
	DIRECTOR OF Mod & Econ Dev @ 40%			1	37,442				
	MODERNIZATION MANAGER @ 40%			1	27,045				
	MODERNIZATION COORDINATOR @ 80%			1	46,533				
	MODERNIZATION ASSISTANT @ 80%			1	44,694				
	STAFF ATTORNEY @ 16%			1	13,382				
	FINANCE MANAGER @ 5%			1	2,563				
	FINANCE DIRECTOR @ 10%			1	7,459				
	ACCOUNTING SPECIALIST @ 25%			1	11,969				
	ACCOUNTING SPECIALIST @ 5%			1	2,394				
	GRANT ACCOUNTANT @ 33%			1	15,863				
	PURCHASING MANAGER @ 22%			1	11,962				
	PURCHASING CLERK @ 12%			1	3,835				
	MIS SPECIALIST @ 15%			1	7,575				
	HUMAN RESOURCE ADMINI @ 6%			1	3,072				
	2. Employee Benefits (30% of salaries)		1410.9	17	75,758				
	3. Publication of CGP Materials		1410.14		7,000				

Annual Statement/Performance and Evaluation Report

Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part 1: Summary

Part II: Supporting Pages

PHA Name: Tacoma Housing Authority		Grant type and Number Capital Fund Program Grant No: WA19P00550103 Replacement Housing Factor Grant No:						Federal FY of Grant 2003	
Development Number/PHA-Wide Activities	General Description of Major Work Categories	Development Account Number	Quantity	Total Estimated Cost		Total Actual Costs		Status of Work	
				Original	Revised	Funds Obligated	Funds Expended		
	4. Sundry Expenses (Advertising)	1410.19		500					
	5. Legal	1410.4		5,000					
	6. Fuel for Mod Vehicles/Copier maintenance			4,700					
PHA-WIDE	AUDIT	1411		5,000					
PHA-WIDE	FEES AND COSTS	1430		327,778					
	1. A/E fees for Salishan	1430.1		200,642					
	3. Consulting fees	1430.2		50,000					
	4. Fees & Permits for non-residential	1430.6		1,000					
	5. Inspection Cost	1430.7		66,136					
	6. Sundry Expenses (Reproduction)	1430.19		10,000					
	NON-DWELLING EQUIPMENT	1475		107,000					
WA19P005008	Common-area furniture for M Street			5,000					
	Telephone Upgrades PHA wide			50,000					
	Bergerson Terrace Maint. Furnishing			17,000					
	Technology upgrades PHA Wide			30,000					
	Technology upgrades for Mod Staff		1	5,000					
PHA-WIDE	RELOCATION COSTS	1495		69,300					
WA19P005006	911 North K Street	1460		12,000					
	Security upgrades	1460		12,000					
WA19P005009	3201 South Fawcett	1460		12,000					
	Security upgrades	1460		12,000					
WA19P005010	602 South Wright St	1460		12,000					
	Security upgrades	1460		12,000					
WA19P005012	5425 South Lawrece	1460		12,000					
	Security upgrades	1460		12,000					
WA19P005013	401 North G	1460		12,000					
	Security upgrades	1460		12,000					

Annual Statement/Performance and Evaluation Report

Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part 1: Summary

Part II: Supporting Pages

PHA Name: Tacoma Housing Authority		Grant type and Number Capital Fund Program Grant No: WA19P00550103 Replacement Housing Factor Grant No:						Federal FY of Grant 2003	
Development Number/PHA-Wide Activities	General Description of Major Work Categories	Development Account Number	Quantity	Total Estimated Cost		Total Actual Costs		Status of Work	
				Original	Revised	Funds Obligated	Funds Expended		
WA19P00518	Hillside Terrace				140,000				
	Interior Renovations								
	Reconfigure units	1460			88,000				
	Stoves and Refrigerators	1465			52,000			From CFG 01 -2001	
WA19P005020	Bergerson Terrace								
	Interior work for mold control	1460			100,000				
WA19P005008	1202 South M Street				2,757,175				
	- DWELLING STRUCT	1460	46		2,557,175				
	Interior Revitalization				2,557,175				
	a. New heating system, stair handrails, closet doors, window coverings								
	b. Insulate walls, upgrade bathrooms								
	c. Replace kitchen cabinets, countertops, sinks, faucets								
	d. Repaint interiors, new floor coverings								
	New Roof, common area HVAC								
	Site work	1450			125,000				
	Parking lots, site utilities, site lighting/security, asbestos abatement, landscaping, irrigation system				125,000				
WA19P005008	M Street								
	Section 8 - \$75,000 - roof repair	1460			75,000				
	NON-DWELLING STRUCTURES	1470			236,479				
WA19P005003	Remodel Salishan Admin/Fic to support HOPEVI CSS operations	1470			236,479				
PHA-WIDE	CONTINGENCY	1502			0				

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

PHA Name: Tacoma Housing Authority		Grant type and Number Capital Fund Program Grant No: WA19P00550103 Replacement Housing Factor Grant No:					Federal FY of Grant 2003
Development Number/Name HA-Wide Activities	All Funds Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates
	Original	Revised	Actual	Original	Revised	Actual	
THA-Wide Management Improvements	9/31/05			9/30/2006			
WA19P005003 Salishan	9/31/05			9/30/2006			
WA19P005008 M Street/Admin	9/31/05			9/30/2006			
WA19P005018 Hillside Terrace	9/31/05			9/30/2006			
WA19P05020 Bergerson	9/31/05			9/30/2006			
WA19P005006 911 N K Street	9/31/05			9/30/2006			
WA19P005009 3201 South Fawcett	9/31/05			9/30/2006			
WA19P005010 602 South Wright	9/31/05			9/30/2006			
WA19P005012 5425 S. Lawrence	9/31/05			9/30/2006			
WA19P005013 401 North G	9/31/05			9/30/2006			

SUPPLEMENTAL INFORMATION TO 2003 ANNUAL STATEMENT

TACOMA HOUSING AUTHORITY

SOURCE OF NON-CGP FUNDS

AMOUNT

Section 8 Reimbursement to CGP for Admin. Bldg.

75,000.00 M Street

Annual Statement/Performance and Evaluation Report

wa005c01

Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part 1: Summary

PHA Name:

Grant type and Number

Federal FY of Grant:

Tacoma Housing Authority

Capital Fund Program Grant No: **WA19P00550102**

2002

Replacement Housing Factor Grant No:

Original Annual Statement Reserve for Disasters/Emergencies

Revised Annual Statement (revision no: 1)

P&E Report for the Program Year Ending 12/31/02

Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimated cost		Total Actual Cost	
		Orginal	Revised	Obligated	Expended
1	Total non-CGP Funds	75,000.00	75,000.00	0.00	0.00
2	1406 Operations (May not exceed 20% of line 19)	200,000.00	0.00	0.00	0.00
3	1408 Management Improvements Soft Costs	249,500.00	224,500.00	0.00	0.00
	Mmanagement Improvements - Hard Costs				
4	1410 Administration	313,027.00	322,691.00	0.00	0.00
5	1411 Audit	5,000.00	5,000.00	0.00	0.00
6	1415 Liquidated Damages	0.00	0.00	0.00	0.00
7	1430 Fees and Costs	395,665.00	477,322.00	0.00	0.00
8	1440 Site Acquisition	.00	0.00	0.00	0.00
9	1450 Site Improvements	125,000.00	125,000.00	0.00	0.00
10	1460 Dwelling Structures	1,717,933.00	1,931,612.00	565,650.00	0.00
11	1465.1 Dwelling Equipment - Non Expendable	0.00	0.00	0.00	0.00
12	1470 Nondwelling Structures	50,000.00	0.00	0.00	0.00
13	1475 Nondwelling Equipment	105,000.00	75,000.00	0.00	0.00
14	1485 Demolition			0.00	0.00
15	1490 Replacement Reserve	0.00	0.00	0.00	0.00
16	1492 Moving to work Demonstration				
17	1495.1 Relocation Costs	69,300.00	69,300.00	0.00	0.00
18	1499 Development Activities	0.00	0.00	0.00	0.00
19	1502 Contingency	0.00	0.00	0.00	0.00
20	Amount of Actual Grant (sum of lines 2 -19)	3,230,425.00	3,230,425.00	565,650.00	0.00
	Amount of line 20 Related to LBP Activities				
	Amount of line 20 Related to Section 504 Compliance				
	Amount of line 20 Related to Security - Soft Costs	90,000.00	0.00	0.00	0.00
	Amount of line 20 Related to Security - Hard Costs				
	Amount of line 20 Related to Energy Conservation Measures	80,000.00			
	Collateralization Expenses or Debt Service				

Annual Statement/Performance and Evaluation Report

Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part 1: Summary

Part II: Supporting Pages

PHA Name: Tacoma Housing Authority		Grant type and Number Capital Fund Program Grant No: WA19P00550102 Replacement Housing Factor Grant No:						Federal FY of Grant 2002	
Development Number/PHA-Wide Activities	General Description of Major Work Categories	Development Account Number	Quantity	Total Estimated Cost		Total Actual Costs		Status of Work	
				Original	Revised	Funds Obligated	Funds Expended		
PHA-WIDE	OPERATIONS		1406		200,000	0			
PHA-WIDE	MANAGEMENT IMPROVEMENTS		1408		249,500	224,500			
	1. Provide Staff Training & Education for Modernization Staff		5	7,500	7,500				
	2. Security patrol of residents PHA Wide			90,000	90,000				
	3. Establishment and Implementation of an Economic Development Program PHA-wide			119,000	119,000				
	5. Purchase Records Management System			0	0				
	6. Training for resident Council Officers			8,000	8,000				
	7. Computer software - PHA-wide - CFP portion only			25,000	0				
PHA-WIDE	ADMINISTRATIVE COSTS		1410		313,027	322,691			
	1. Technical and Non-technical Salaries		1410.2		225,289	225,916			
	EXECUTIVE DIRECTOR @ 6%			1	6,920	6,719			
	EXECUTIVE SECRETARY @ 6%			1	4,212	2,727			
	STAFF ATTORNEY @ 16%			1	5,018	12,992			
	PROP MANAGEMENT DIRECTOR @ 10%			1	7,316	7,103			
	DIRECTOR OF Mod & Econ Dev @ 40%			1	41,128	35,493			
	MODERNIZATION MANAGER @ 40%			1	42,682	25,501			
	MODERNIZATION COORDINATOR @ 80%			1	28,430	44,162			
	MODERNIZATION CLERK @ 80%			1	41,235	43,392			
	FINANCE DIRECTOR @ 10%			1	7,524	7,035			
	ACCOUNTING SPECIALIST @ 25%			1	10,677	11,289			
	ACCOUNTING SPECIALIST @ 5%			1	2,326	2,258			
	PURCHASING CLERK @ 12%			1	3,074	3,582			
	MIS SPECIALIST @ 3%			1	7,359	1,429			
	GRANT ACCOUNTANT @ 33%					15,263			
	FINANCE COODINATOR @ 5%			1	2,985	2,489			
	PURCHASING MANAGER @ 3%			1	11,418	1,584			
	HUMAN RESOURCE ADMINI @ 6%			1	2,985	2,898			
	2. Employee Benefits		1410.9	16	51,038	67,775			
	3. Publication of CGP Materials		1410.14		7,000	4,300			
	4. Sundry Expenses (Advertising)		1410.19		10,000	10,000			

Annual Statement/Performance and Evaluation Report

Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part 1: Summary

Part II: Supporting Pages

PHA Name: Tacoma Housing Authority		Grant type and Number Capital Fund Program Grant No: WA19P00550102 Replacement Housing Factor Grant No:						Federal FY of Grant 2002	
Development Number/PHA-Wide Activities	General Description of Major Work Categories	Development Account Number	Quantity	Total Estimated Cost		Total Actual Costs		Status of Work	
				Original	Revised	Funds Obligated	Funds Expended		
	5. Legal	1410.4		15,000	10,000				
	6. Fuel for Mod Vehicles/Copier maintenance			4,700	4,700				
PHA-WIDE	AUDIT	1411		5,000	5,000				
PHA-WIDE	FEES AND COSTS	1430		395,665	477,322				
	1. A/E fees for Salishan	1430.1		150,000	370,963				
	2. A/E Fees for M Street			129,642	0			work moved to 101 2001CFP	
	3. Consulting fees	1430.2		50,000	40,336				
	4. Fees & Permits for non-residential	1430.6		1,000	1,000				
	5. Inspection Cost	1430.7		55,023	55,023				
	6. Sundry Expenses (Reproduction)	1430.19		10,000	10,000				
	NON-DWELLING EQUIPMENT	1475		105,000	75,000				
WA19P005008	Common-area furniture for M Street			5,000	5,000				
	Telephone Upgrades PHA wide			50,000	50,000				
	Technology upgrades PHA Wide			30,000	0			Moved to future CFG TBD	
	Copy machine for Revite staff			15,000	15,000				
	Technology upgrades for Mod Staff		1	5,000	5,000				
PHA-WIDE	RELOCATION COSTS	1495		69,300	69,300				
WA19P00518	Hillside Terrace	1460		200,000	565,650	565,650	0		
	Interior Renovations								
	Reconfigure units			200,000	565,650	565,650.00	0.00		
WA19P005008	1202 South M Street			1,717,933	1,565,962				
	- DWELLING STRUCT	1460	46	1,517,933	1,365,962				
	Interior Revitalization	1460		1,517,933	1,365,962				
	a. New heating system, stair handrails, closet doors, window coverings								
	b. Insulate walls, upgrade bathrooms								
	c. Replace kitchen cabinets, countertops, sinks, faucets								
	d. Repaint interiors, new floor coverings								
	New Roof, common area HVAC								
	Site work	1450		125,000	125,000				

Annual Statement/Performance and Evaluation Report

Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part 1: Summary

Part II: Supporting Pages

PHA Name: Tacoma Housing Authority		Grant type and Number Capital Fund Program Grant No: WA19P00550102 Replacement Housing Factor Grant No:						Federal FY of Grant 2002	
Development Number/PHA-Wide Activities	General Description of Major Work Categories	Development Account Number	Quantity	Total Estimated Cost		Total Actual Costs		Status of Work	
				Original	Revised	Funds Obligated	Funds Expended		
	Parking lots, site utilities, site lighting/security, asbestos abatement, landscaping, irrigation system	1450		125,000	125,000				
WA19P005008	M Street								
	<i>Section 8 - \$75,000 - roof repair</i>	1460		<i>75,000</i>	<i>75,000</i>				
	NON-DWELLING STRUCTURES	1470		50,000	0			Moved to future TBD	
WA19P005008	902 S.L. Street Admin. Bldg Windows for East and North side of bldg	1470		50,000	0				
WA19P005003	Remodel Salishan Admin/Fic to support HOPEVI CSS operations	1470		0	0			Moved to CFP 2003 103	
PHA-WIDE	CONTINGENCY	1502		0	0				

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SUPPLEMENTAL INFORMATION TO 2002 ANNUAL STATEMENT

TACOMA HOUSING AUTHORITY

SOURCE OF NON-CGP FUNDS

AMOUNT

Section 8 Reimbursement to CGP for Admin. Bldg.

75,000.00 M Street

Annual Statement/Performance and Evaluation Report **wa005d01**

Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part 1: Summary

PHA Name: Tacoma Housing Authority	Grant type and Numer Capital Fund Program Grant No: WA19P00550101 Replacement Housing Factor Grant No:	FFY of Grant Approval 2001
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Original Annual Statement Reserve for Disasters/Eme Revised Annual Statement (revision no:2)

Performance&Evaluation Report-Program 12/31/02 Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total Non-CGP Funds				
2	1406 Operations (May not exceed 20% of line 19)	432,679.00	432,679.00	200,000.00	200,000.00
3	1408 Management Improvements - Soft Costs	296,911.00	246,111.00	95,197.85	56,126.60
	Management Improvements - Hard Costs				
4	1410 Administration	326,713.00	310,988.00	302,678.27	129,998.97
5	1411 Audit	5,000.00	5,000.00	0.00	0.00
6	1415 Liquidated Damages	0.00		0.00	0.00
7	1430 Fees and Costs	413,727.00	656,875.00	435,512.60	265,735.77
8	1440 Site Acquisition	0.00	0.00	0.00	0.00
9	1450 Site Improvements	534,074.00	552,500.00	552,500.00	0.00
10	1460 Dwelling Structures	2,190,984.00	1,994,802.00	1,862,552.00	31,758.50
11	1465.1 Dwelling Equipment - Non Expendable	52,000.00	0.00	0.00	0.00
12	1470 Nondwelling Structures	0.00	28,722.00	28,722.00	0.00
13	1475 Nondwelling Equipment	25,000.00	54,411.00	46,443.68	36,329.49
14	1485 Demolition	0.00	0.00	0.00	0.00
15	1490 Replacement Reserve	0.00	0.00	0.00	0.00
16	1495.1 Relocation Costs	20,000.00	15,000.00	14,401.73	70.00
17	1499 Development Activities	0.00	0.00	0.00	0.00
18	1502 Contingency (may not exceed 8% of line 19)	0.00	0.00	0.00	0.00
	Amount of Annual Grant (sum of lines 2 -18)	4,297,088.00	4,297,088.00	3,538,008.13	720,019.33
	Amount of line 19 Related to LBP Activities				
	Amount of line 19 Related to Section 504 Compliance				
	Amount of line 19 Related to Security-Soft costs	90,000.00	90,000.00		
	Amount of line 19 Related to Security-Hard costs				
	Amount of line 19 Related to Energy Conservation Measures				
	Collateralization Expenses or Debt Service				

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

PHA Name:		Grant type and Number					Federal FY of Grant		
Tacoma Housing Authority		Capital Fund Program Grant No: WA19P00550101					2001		
		Replacement Housing Factor Grant No:							
Development Number/PHA-Wide Activities	General Description of Major Work Categories	Development Account Number	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work	
				Original	Revised	Funds Obligated	Funds Expended		
PHA-WIDE	OPERATIONS	1406		432,679	432,679	200,000	200,000		
PHA-WIDE	MANAGEMENT IMPROVEMENTS	1408		296,911	246,111	95,197.85	56,126.60		
	1. Provide Staff Training & Education for Modernization Support		8	30,000	15,000	3,199.85	2,498.31		
	2. Security patrol of residents PHA Wide			90,000	90,000	90,000.00	53,628.29		
	3. Establishment and Implementation of an Economic Development Program PHA-wide			116,111	116,111				
	4. Coordination of Family Support Services at			0	0			Staff position w/above	
	5. Purchase Records Management System			10,000	0			Moved to future TBD	
	6. Training for resident Council Officers			8,000	0			Moved to future TBD	
	7. Computer software - PHA-wide - CFP portion			25,000	25,000	1,998.00			
	8. Update PHA Master Facility Plan			17,800	0			From mgmt needs ass.	
PHA-WIDE	ADMINISTRATIVE COSTS	1410		326,713	310,988	302,678	129,999		
	1. Technical and Non-technical Salaries	1410.2		218,341	218,341	218,341.00	103,167.00		
	EXECUTIVE DIRECTOR @ 6%		1	6,719	6,719				
	PROP MANAGEMENT DIRECTOR @ 10%		1	7,103	7,103				
	DIRECTOR OF MOD & DEV @ 45%		1	39,930	39,930				
	MODERNIZATION MANAGER @ 65%		1	41,439	41,439				
	MODERNIZATION COORDINATOR @ 50%		1	27,602	27,602				
	MODERNIZATION CLERK @ 95%		1	40,034	40,034				
	FINANCE DIRECTOR @ 10%		1	7,305	7,305				
	ACCOUNTING SPECIALIST @ 20%		1	10,386	10,386				
	ACCOUNTING SPECIALIST @ 5%		1	2,258	2,258				
	PURCHASING CLERK @ 10%		1	2,985	2,985				
	MIS SPECIALIST @ 15%		1	7,145	7,145				
	HUMAN RESOURCE ADMINISTRATOR @6%		1	2,898	2,898				
	ATTORNEY @6%		1	4,872	4,872				
	EXECUTIVE SECRETARY @9%		1	4,090	4,090				
	FINANCE COORDINATOR @5%		1	2,489	2,489				
	PURCHASING AGENT @21%		1	11,086	11,086				
	2. Employee Benefits (22% of salaries)	1410.9	12	49,552	49,552	49,552.00	16,052.80		
	3. Publication of CGP Materials	1410.14		100	100				
	4. Sundry Expenses (Advertising)	1410.19		22,000	7,000	4,182.85	2,530.17		

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

PHA Name:		Grant type and Number				Federal FY of Grant			
Tacoma Housing Authority		Capital Fund Program Grant No: WA19P00550101				2001			
		Replacement Housing Factor Grant No:							
Development Number/PHA-Wide Activities	General Description of Major Work Categories	Development Account Number	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work	
				Original	Revised	Funds Obligated	Funds Expended		
	5. Legal	1410.4		25,000	25,000	21,600.00	7,974.50		
	6. Fuel/INS for Mod Vehicles			3,000	2,275	282.42	274.50		
	7. Copier maintenance			8720	8720	8,720.00	0.00		
PHA-WIDE	AUDIT	1411		5,000	5,000	0.00	0.00		
PHA-WIDE	FEES AND COSTS	1430		413,727	656,875	435,513	265,736		
	1. A/E fees for Salishan	1430.1		84,515	140,460	0.00	0.00		
	1. A/E fees for Hillside Terrace			39,327	39,327	1,602.00	1,602.00		
	2. A/E fees for Bergerson Terrace			0	18,282	18,282.10	11,635.20	work in 708	
	4. Consulting fees	1430.2		80,000	183,153	171,868.89	146,477.20		
	5. Fees & Permits for non-residential	1430.6		26,000	64,958	64,958.00	44,424.00		
	6. Inspection Cost	1430.7		48,085	58,085	48,085.00	23,637.25		
	7. Sundry Expenses (Reproduction)	1430.19		5,000	0	0.00	0.00		
	8. A&E Fees M Street			130,800	152,610	130,716.61	37,960.12	From 102	
PHA-WIDE	NON-DWELLING EQUIPMENT	1475		25,000	44,957	37,532	36,329		
	15. Common-area furniture for Bergerson			0	0			Moved to future grant	
	3. Tools and Equipment for Mod Staff		9	20,000	19,670	14,321.00	13,741.29		
	4. Computer Equipment for PHA wide			0	23,131	23,131.20	22,588.20	From 1999	
	16. Technology upgrades for Mod Staff		1	5,000	2,156	80.00			
PHA-WIDE	RELOCATION COSTS	1495		20,000	15,000	14,401.73	70.00		
WA19P005020	BERGERSON TERRACE			84,900	84,900	84,900.00	84,900.00		
	Site work	1450			20,808	20,808.00	0.00	From 709	
	Non Dwelling Equip - Misc	1475		0	9,289	8,746.00	0.00	From 709	
	<i>Section 8 - \$75,000 - site work</i>	1450		75,000	75,000	75,000	75,000		
	<i>RSDM 2001 Community room acoustics</i>	1470		9,900	9,900	9,900	9,900		
WA19P00518	HILLSIDE TERRACE			2,777,058	2,526,659	2,394,409	31,759		
	- DWELLING STRUCT	1460	27 units	2,190,984	1,994,802	1,862,552	31,759		
	2. Interior Revitalization			2,190,984	1,994,802	1,862,552.00	31,758.50		

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

PHA Name:		Grant type and Number					Federal FY of Grant		
Tacoma Housing Authority		Capital Fund Program Grant No: WA19P00550101					2001		
		Replacement Housing Factor Grant No:							
Development Number/PHA-Wide Activities	General Description of Major Work Categories	Development Account Number	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work	
				Original	Revised	Funds Obligated	Funds Expended		
	a. Replace heaters, stair handrails, closet doors, window coverings								
	b. Insulate walls, lower ceilings, upgrade								
	c. Replace kitchen cabinets, countertops, sinks,								
	d. Repaint interiors, new floor coverings								
	e. Reconfigure units								
	Site work	1450		534,074	531,692	531,692	0		
	Sidewalks, parking lots, site utilities, site lighting/security, playground, asbestos abatement, landscaping, fencing		33 units	534,074	531,692	531,692	0		
	Dwelling Equipment	1465		52,000	0	0	0		
	Stoves and Refrigerators		52 units	52,000	0	0	0	Moved to 103-2003	
	Non Dwelling Equipment								
	Refer for comm room	1475		0	165	165	0	From 708 -1999	
WA19P005008	ADMINISTRATION BUILDING 902 S "L"	1470		0	28,722	28,722	0	From 708- 1999 (retainage)	
	Upgrades			0	28,722	28,722	0		
PHA-WIDE	CONTINGENCY	1502		0					

SUPPLEMENTAL INFORMATION TO 2001 ANNUAL STATEMENT

TACOMA HOUSING AUTHORITY

SOURCE OF NON-CGP FUNDS

AMOUNT

Section 8 Reimbursement to CGP for Admin. Bldg.

75,000.00 Bergerson Terrace

RSDM Grant 2001

9,900.00 Bergerson Terrace

Annual Statement/Performance and Evaluation Report

wa005e01

Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part 1: Summary

PHA Name: Tacoma Housing Authority		Grant type and Numer Capital Fund Program Grant No: WA19P005501-00 Replacement Housing Factor Grant No:	FFY Grant Approval 2000
<input type="checkbox"/> Original Annual Statement	<input type="checkbox"/> Reserve for Disasters/Emergencies	Revised Annual Statement (revision no:4)	
<input checked="" type="checkbox"/> P&E Report for the Program Year Ending <u>12/31/2002</u>			

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Orginal	Revised	Obligated	Expended
1	Total non-CGP Funds	75,000.00	75,000.00	75,000.00	75,000.00
2	1406 Operations (May not exceed 20% of line 19)	865,358.00	865,358.00	865,358.00	865,358.00
3	1408 Management Improvements Soft Costs	398,641.33	285,225.11	285,225.11	239,192.61
	Management Improvements Hard Costs				
4	1410 Administration	402,526.15	402,556.53	402,556.53	381,403.19
5	1411 Audit	5,000.00	5,000.00	5,000.00	0.00
7	1430 Fees and Costs	284,068.18	651,802.74	651,802.74	459,799.00
8	1440 Site Acquisition	0.00	0.00	0.00	0.00
9	1450 Site Improvements	624,120.04	817,278.20	817,278.20	623,761.18
10	1460 Dwelling Structures	1,275,009.86	930,238.11	930,238.11	426,990.65
11	1465.1 Dwelling Equipment - Non Expendable	21,000.00	0.00	0.00	0.00
12	1470 Nondwelling Structures	171,245.44	237,313.33	237,313.33	234,545.92
13	1475 Nondwelling Equipment	29,825.00	91,586.22	91,586.22	91,181.22
14	1485 Demolition	0.00	0.00	0.00	0.00
15	1490 Replacement Reserve	0.00	1,698.93	1,698.93	1,698.93
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs	50,000.00	38,736.83	38,736.83	28,068.56
18	1499 Development Activities	200,000.00	0.00	0.00	0.00
19	1502 Contingency	0.00	0.00	0.00	0.00
#	Amount of Actual Grant (sum of lines 2 -18)	4,326,794.00	4,326,794.00	4,326,794.00	3,351,999.26
#	Amount of line 19 Related to LBP Activities				
#	Amount of line 19 Related to Section 504 Compliance				
#	Amount of line 19 Related to Security	90,000.00	90,000.00	90,000.00	82,636.21
#	Amount of line 19 Related to Energy Conservation Measures				

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

PHA Name: Tacoma Housing Authority						Federal FY of Grant 2000		
Development Number/PHA-Wide Activities	General Description of Major Wrok Categories	Dev Account Number	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
PHA-WIDE	OPERATIONS	1406		865,358.00	865,358.00	865,358.00	865,358.00	
PHA-WIDE	MANAGEMENT IMPROVEMENTS	1408		398,641.33	285,225.11	285,225.11	239,192.61	
	1. Provide Staff Training & Education for		5	16,160.43	18,566.49	18,566.49	13,066.49	
	2. Security of Residents PHA Wide			90,000.00	90,000.00	90,000.00	90,000.00	
	3. Establishment and Implementation of an Economic Development Program PHA-wide			173,806.00	157,685.05	157,685.05	117,152.55	
	4. Family Support Services at Dixon Village,			40,700.00	18,973.57	18,973.57	18,973.57	
	5. Purchase Records Management System			10,000.00	0.00	0.00	0.00	Moved to CFP 101
	6. Computer software - PHA-wide - CFP portion			27,974.90	0.00	0.00	0.00	Moved to CFP 101
	7. Records Management Assess & Implem			16,500.00	0.00	0.00	0.00	Moved to CFP 101
	8. Upgrade Preventative Management Plan			17,000.00	0.00	0.00	0.00	Moved to CFP 101
	9. Data Base Software Track Revit units			1,500.00	0.00	0.00	0.00	Moved to CFP 101
	10. Computer Software Modernization Staff			5,000.00	0.00	0.00	0.00	Moved to CFP 101
PHA-WIDE	ADMINISTRATIVE COSTS	1410		402,526.15	402,556.53	402,556.53	381,403.19	
	1. Technical and Non-technical Salaries	1410.2		242,997.00	262,107.95	262,107.95	262,107.95	
	EXECUTIVE DIRECTOR @ 10%		1	9,490.00	9,490.00			
	PROP MANAGEMENT DIRECTOR @ 10%		1	7,342.00	7,342.00			
	DIRECTOR OF Mod & Econ dev @ 100%		1	65,000.00	75,000.00			
	MODERNIZATION MANAGER @ 100%		1	52,946.00	62,056.95			
	MODERNIZATION COORDINATOR @ 100%		1	50,279.00	50,279.00			
	MODERNIZATION CLERK MA-IV @ 100%		1	37,115.00	37,115.00			
	FINANCE DIRECTOR @ 10%		1	5,484.00	5,484.00			
	FINANCE COORDINATOR @ 25%		1	10,000.00	10,000.00			
	MIS SPECIALIST MA-IV @ 15%		1	5,341.00	5,341.00			
	2. Employee Benefits (27% of salaries)	1410.9		97,199.00	71,754.04	71,754.04	71,754.04	
	3. Publication of CGP Materials	1410.14		3,648.17	67.50	67.50	67.50	
	4. Sundry Expenses (Advertising)	1410.19		33,330.15	48,443.71	48,443.71	27,453.37	
	5. Legal	1410.4		15,000.00	14,730.50	14,730.50	14,730.50	
	6. Fuel for Mod Vehicles			3,500.00	250.00	250.00	87.00	
	7. Copier Manintenance			6,851.83	5,202.83	5,202.83	5,202.83	Moved from CGP 1999 (708)

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

PHA Name: Tacoma Housing Authority							Federal FY of Grant 2000	
Development Number/PHA-Wide Activities	General Description of Major Wrok Categories	Dev Account Number	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
PHA-WIDE	AUDIT	1411		5,000.00	5,000.00	5,000.00	0.00	
PHA-WIDE	FEES AND COSTS	1430		284,068.18	651,802.74	651,802.74	459,799.00	
	1. A/E fees for Salishan and Hillside Terrace	1430.1		106,825.18	112,727.26	112,727.26	112,727.26	
	2. A/E fees for Bergerson Terrace	1430.1		5,000.00	2,540.00	2,540.00	2,540.00	Moved to CGP 1999 (708)
	4. Consulting fees	1430.2		50,000.00	325,693.12	325,693.12	133,848.62	
	5. Fees & Permits for non-residential	1430.6		11,000.00	15,677.12	15,677.12	15,677.12	
	6. Inspection Cost	1430.7		88,377.00	74,579.86	74,579.86	74,579.86	
	7. Sundry Expenses (Reproduction)	1430.19		10,000.00	6,714.20	6,714.20	6,554.96	
	8 A/E Admin Bldg 902 South L	1430.1		5,820.00	0.00	0.00	0.00	
	9 A/E Fees for M Street	1430.2		7,046.00	113,871.18	113,871.18	113,871.18	
PHA-WIDE	NON-DWELLING EQUIPMENT	1475		5,000.00	46,558.85	46,558.85	46,153.85	
	Tools and Equipment for Force Account Crew			0.00	0.00	0.00	0.00	
	Computer Equip/tech upgrades. for Mod Staff		1	5,000.00	9,396.34	9,396.34	8,991.34	
	Office furniture for comp staff				369.58	369.58	369.58	Partial from 708 1999
	Telephone system upgrade				36,792.93	36,792.93	36,792.93	Partial from 102 2002
PHA-WIDE	RELOCATION COSTS	1495		50,000.00	38,736.83	38,736.83	28,068.56	
WA19P005009	FAWCETT SENIOR APTS	1450		3,344.00	3,344.00	3,344.00	3,344.00	
WA19P005020	BERGERSON TERRACE	1450		620,776.04	620,417.18	620,417.18	620,417.18	
	Site Improvements							
	Water proof foundation walls, regrade site, erosion control, renovate playground, site lighting, security			620,776.04	620,417.18	620,417.18	620,417.18	
	Bergerson Terrace Foundation							
	<i>Section 8 \$75,000</i>		21 units	75,000.00	75,000.00	75,000.00	75,000.00	
	DWELLING STRUCTURES	1460		3,862.08	3,931.59	3,931.59	3,862.08	
	Porch Lights		77 units	3,862.08	3,931.59	3,931.59	3,862.08	
	Dry Rot Repair and Replacement		44 units	0.00	0.00	0.00	0.00	Moved to 707 1998
	Dryer Vent Replacement		36 units	0.00	0.00	0.00	0.00	Moved to 707 1998

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

PHA Name: Tacoma Housing Authority							Federal FY of Grant 2000	
Development Number/PHA-Wide Activities	General Description of Major Wrok Categories	Dev Account Number	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
	NON DWELLING STRUCTURE	1470		171,245.44	149,453.65	149,453.65	146,978.65	
	Siding & Windows in Community Rm			0.00	0.00	0.00	0.00	work moved to 1999 (709)
	Maint Bldg & Property Mgmt Office			171,245.44	149,453.65	149,453.65	146,978.65	
	Non Dwelling Equipment Garbage compactor	1475		0.00	24,900.00	24,900.00	24,900.00	needs assessment
WA19P005014	6th AVENUE MODERNIZATION			329,171.12	303,982.35	303,982.35	303,982.35	
	Site Improvements	1450		0.00	0.00	0.00	0.00	Moved to 707 1998
	1. Install additional site lighting			0.00	0.00	0.00	0.00	
	2. Install perimeter fencing							
	3. Install site subdrainage							
	4. Upgrade parking lot							
	5. Re-landscape							
	6. Replace exterior sanitary sewer							
	7. Install H/C ramp at common room door							
WA19P005014	6th Avenue Modernizaiton							
	Dwelling Structures	1460	10 units	283,346.12	283,854.98	283,854.98	283,854.98	
	Comprehensive interor Modernization			283,346.12	283,854.98	283,854.98	283,854.98	Portion work moved to 1999 (708)
	a. Upgrade common area restrooms							
	b. Upgrade stairwells, c. upgrade boiler							
	d. Upgrade elevator/add elevator							
	e. Install fire sprikler system, f. Upgrade fire alarm							
	g. Install emergency generator							
	h. Renovate laundry room							
	i. Replace hall carpet							
	j. Upgrade apartment entry doors							
	k. Replace lights, switches, electrical outlets and phone jacks							
	l. Replace kitchen counter tops, sinks and faucets							
	m. Repaint apart. Interiors and replace kitchen cabinets and interior doors							

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

PHA Name: Tacoma Housing Authority							Federal FY of Grant 2000	
Development Number/PHA-Wide Activities	General Description of Major Wrok Categories	Dev Account Number	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
	n. Replace range hoods.							
	o. Replace bathroom, faucets, shower valves							
	p. Replace window coverings							
	q. Replace floor coverings							
	r. Replace roofing							
	s. Renovate office area/add resident mgr office							
	t. Install corridor handrails							
	u. Renovate community rooms, corridors, lobby							
	v. Renovate ramps (ADA Approved)							
	w. Create 2nd laundry on 3rd floor							
	x. Repair window framing							
	y. Install storage shelves at common areas							
	z. Install garbage disposals							
	aa. Renovate HVAC (office)							
	ab. Upgrade Ventilation system							
	ae. Replace toilets, faucets and shower lever handles							
	DWELLING EQUIPMENT	1465		21,000.00	0.00	0.00	0.00	
	Replace stoves and refrigerators.		21 units	21,000.00	0.00	0.00	0.00	Moved to 1475
	NON DWELLING EQUIPMENT	1475		24,825.00	20,127.37	20,127.37	20,127.37	
	Washers/Dryers 6th Ave Sr Bldg			19,825.00	19,825.00	19,825.00	19,825.00	Needs assessment
	Common-area furniture for 6th Ave Sr Bldg			5,000.00	302.37	302.37	302.37	moved to CFP101
WA19P05007	Salishan Emergency Roofing Project	1460		268,628.01	157,022.51	157,022.51	137,259.83	
WA19P00518	HILLSIDE TERRACE			716,819.89	676,932.29	676,932.29	0.00	
	- DWELLING STRUCT	1460	27 units	716,819.89	483,415.27	483,415.27	0.00	
	Interior Revitilization			716,819.89	483,415.27	483,415.27	0.00	
	1. Replace heaters, stair handrails, closet doors,							
	2. Insulate walls, lower ceilings, upgrade							
	3. Replace kitchen cabinets, countertops, sinks,							
	4. Repaint interiors, new floor coveings							
	5. Reconfigure units							

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

PHA Name: Tacoma Housing Authority						Federal FY of Grant 2000		
Development Number/PHA-Wide Activities	General Description of Major Wrok Categories	Dev Account Number	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
		1450		0.00	193,517.02	193,517.02		
WA19P005003	SALISHAN - SALISHAN - NON-DWELLING STRUCTURES	1470		0.00	0.00	0.00	0.00	Moved to future CGP
	Maintenance Facility-							
	A. Remodel to accommodate site based Prop. Mgmt							
	1. Add windows, floor covering							
	2. Add bathroom, conference room							
	3. Add walls for managers offices							
	Demolition	1485		0.00	1,698.93	1,698.93	1,698.93	Mopved from 708
	SALISHAN/SCATTERED SITES	1460		1,663.76	1,663.76	1,663.76	1,663.76	
	3812 East R St-piping/ductwork/crawl space							
WA19P005008	1202 South M Street	1460		350.00	350.00	350.00	350.00	
	Repair wall damage							
	902 South L Admin Bldg	1460		340.00	0.00	0.00	0.00	moved to 1470
	Data lines for computers							
	Interior Remodel/HVAC upgrade	1470		0.00	87,859.68	87,859.68	87,567.27	From CGP 1999 (708)
WA19P005018	HILLSIDE TERRACE NON-DWELLING STRUCTURES	1470		0.00	0.00	0.00	0.00	Work moved to CGP 1998 (707)
	A. Remodel non dwelling structure to accommodate site based Prop. Mgmt				0.00	0.00	0.00	
	MOD FUNDS USED FOR DEVELOPMENT	1499		200,000.00	0.00	0.00	0.00	
WA19P005027	Add 4 dwelling units at 2302 6th Ave			0.00	0.00	0.00	0.00	Moved work to CGP 1999 (708)
	Hillside Terrace - acquire additional property			200,000.00	0.00	0.00	0.00	Moved to future grant

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

PHA Name: Tacoma Housing Authority						Federal FY of Grant 2000		
Development Number/PHA-Wide Activities	General Description of Major Wrok Categories	Dev Account Number	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
PHA-WIDE	CONTINGENCY	1502		0.00	0.00	0.00	0.00	

SUPPLEMENTAL INFORMATION TO 2000 ANNUAL STATEMENT

TACOMA HOUSING AUTHORITY

SOURCE OF NON-CGP FUNDS

AMOUNT

Section 8 Reimbursement to CGP for Admin. Bldg.

75,000.00 Bergerson Terrace 1450

Five-Year Action Plan

Part 1: Summary

Capital Fund Program

U. S. Department of Housing

and Urban Development

Office of Public and Indian Housing

OMB Approval No. 2577-0157(Exp.7/31/98)

wa005f01

Housing Authority of the City of Tacoma | TACOMA - PIERCE - WASHINGTON | Original Revision No: ____

A. Development Number/Name	Work Stmt. for Year 1 FFY: 2003	Work Statement for Year 2 FFY: 2004	Work Statement for Year 3 FFY: 2005	Work Statement for Year 4 FFY: 2006	Work Statement for Year 5 FFY: 2007
WA19P005003/SALISHAN WA19P005004/SALISHAN WA19P005005/SALISHAN WA19P005007/SALISHAN WA19P005026/SALISHAN WA19P005006/911 N K STREET WA19P005014/2306 SIXTH AVE WA19P005009/3201 S FAWCETT WA19P005008/1202 S "M" STREET WA19P005018/HILLSIDE TERRACE WA19P005020/BERGERSON TERRACE WA19P005022/SCATTERED SITES WA19P005024/SCATTERED SITES WA19P005025/SCATTERED SITES	See Annual Statement	\$0			
B. Physical Improvements Subtotal		\$0	\$0	\$0	\$0
C. Management Improvements		\$0	\$0	\$0	\$0
D. HA-Wide Nondwelling Structures and Equipment					\$0
E. Administration		\$117,866	\$16,800	\$16,800	\$16,800
F. Other					
a. 1430 Fees and Cost		\$0	\$0	\$0	\$0
b. 1495.1 Relocation Cost		\$0	\$0	\$0	\$0
c. 1502 Contingency		\$0	\$0	\$0	\$0
d. Audit		\$5,000	\$5,000	\$5,000	\$5,000
G. Operations		\$344,707	\$344,707	\$344,707	\$344,707
H. Demolition					
I. Replacement Reserve					
J. Development Activities		\$2,826,914	\$3,930,581	\$3,930,581	\$3,930,581
K. Total CGP Funds		\$3,294,487	\$4,297,088	\$4,297,088	\$4,297,088
L. Total Non-CGP Funds		\$46,798,003	\$46,798,003	\$46,498,003	\$46,498,003
M. Grand Total		\$50,092,490	\$51,095,091	\$50,795,091	\$50,795,091

Signature of Executive Director and Date:
X

Signature of Public Housing Director/Office of Native American Programs Administrator and Date:
X

Five-Year Action Plan

Part II: Supporting Pages

Physical Needs Work Statement(s)

Capital Fund Program (CFP)

U. S. Department of Housing

and Urban Development

Office of Public and Indian Housing

OMB Approval No. 2577-0157(Exp.7/31/98)

Work Statement for Year 1	Work Statement for Year 2 2004			Work Statement for Year 3 2005		
	Development Number/General Description of Major Work Categories	Quantity	Estimated Cost	Development Number/General Description of Major Work Categories	Quantity	Estimated Cost
See Annual Statement	WA 5-3; 5-4; 5-5; 5-7; 5-26, Salishan: Mod Funds Used for Development	43 units	\$2,826,914	WA 5-3; 5-4; 5-5; 5-7; 5-26, Salishan: Mod Funds Used for Development	58 units	\$3,930,581
	Subtotal of Estimated Cost		\$2,826,914	Subtotal of Estimated Cost		\$3,930,581

Five-Year Action Plan

**Part II: Supporting Pages
Physical Needs Work Statement(s)
Comprehensive Grant Program(CGP)**

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

OMB Approval No. 2577-0157(Exp.7/31/98)

Work Statement for Year 1	Work Statement for Year 4 2006			Work Statement for Year 5 2007			
	Development Number/General Description of Major Work Categories	Quantity	Estimated Cost	Development Number/General Description of Major Work Categories	Quantity	Estimated Cost	
See Annual Statement	WA 5-3; 5-4; 5-5; 5-7; 5-26, Salishan: Mod Funds Used for Development	58 units	\$3,930,581	WA 5-3; 5-4; 5-5; 5-7; 5-26, Salishan: Mod Funds Used for Development	58 units	\$3,930,581	
	Subtotal of Estimated Cost			\$3,930,581	Subtotal of Estimated Cost		

Five-Year Action Plan

Part III: Supporting Pages

Management Needs Work Statement(s)

Comprehensive Grant Program(CGP)

U. S. Department of Housing

and Urban Development

Office of Public and Indian Housing

Work Statement for Year 1	Work Statement for Year 2 2004		Work Statement for Year 3 2005				
	Development Number/General Description of Major Work Categories	Quantity	Estimated Cost	Development Number/General Description of Major Work Categories	Quantity	Estimated Cost	
<u>Management Improvements</u>			<u>\$0</u>	<u>Management Improvements</u>		<u>\$0</u>	
<u>Nondwelling Structures & Equipment</u>			<u>\$0</u>	<u>Nondwelling Structures & Equipment</u>		<u>\$0</u>	
<u>Administration</u>			<u>\$117,866</u>	<u>Administration</u>		<u>\$16,800</u>	
1. TECHNICAL & NON-TECHNICAL WAGES			\$84,190	1. TECHNICAL & NON-TECHNICAL WAGES		\$12,000	
2. BENEFITS (1410.9)			\$33,676	2. BENEFITS (1410.9)		\$4,800	
<u>Other</u>			<u>\$5,000</u>	<u>Other</u>		<u>\$5,000</u>	
F. a. Audit			\$5,000	F. a. Audit		\$5,000	
<u>G. Operations</u>			<u>\$344,707</u>	<u>G. Operations</u>		<u>\$344,707</u>	
6. Contingency (1502)			\$0	6. Contingency (1502)		\$0	
7. REPRODUCTION			\$0	7. REPRODUCTION		\$0	
Subtotal of Estimated Cost			\$467,573	Subtotal of Estimated Cost			\$366,507

Five-Year Action Plan

Part III: Supporting Pages

Management Needs Work Statement(s)

Comprehensive Grant Program(CGP)

U. S. Department of Housing

and Urban Development

Office of Public and Indian Housing

Work Statement for Year 1	Work Statement for Year 4 2006			Work Statement for Year 5 2007		
	Development Number/General Description of Major Work Categories	Quantity	Estimated Cost	Development Number/General Description of Major Work Categories	Quantity	Estimated Cost
	<u>Management Improvements</u>		<u>\$0</u>	<u>Management Improvements</u>		<u>\$0</u>
	<u>Nondwelling Structures & Equipment</u>			<u>Nondwelling Structures & Equipment</u>		<u>\$0</u>
	<u>Administration</u>		<u>\$16,800</u>	<u>Administration</u>		<u>\$16,800</u>
	1. TECHNICAL & NON-TECHNICAL WAGES		\$12,000	1. TECHNICAL & NON-TECHNICAL WAGES		\$12,000
	2. BENEFITS (1410.9)		\$4,800	2. BENEFITS (1410.9)		\$4,800
	<u>Other</u>		<u>\$5,000</u>	<u>Other</u>		<u>\$5,000</u>
	F. a. Audit		\$5,000	F. a. Audit		\$5,000
	<u>G. Operations</u>		<u>\$344,707</u>	<u>G. Operations</u>		<u>\$344,707</u>
	6. Contingency (1502)		\$0	6. Contingency (1502)		\$0
	7. REPRODUCTION		\$0	7. REPRODUCTION		\$0
	Subtotal of Estimated Cost		\$366,507	Subtotal of Estimated Cost		\$366,507

Wa005g01

March 25, 2003

Tacoma Housing Authority
Mr. Peter Ansara, Executive Director
902 S. L Street
Tacoma, WA 98405

Dear Mr. Ansara:

This letter is written in response to the Housing Authority's Annual Plan FY 2003 that will be submitted to HUD on April 15, 2003. My concern is the absence of a public housing management and maintenance policy on page four of the list of supporting documents available for review. It is also my understanding as a former Resident Advisory board member, there is no pending discussion or plans to implement a maintenance policy.

Tacoma Housing Authority's mission statement states in the annual plan that its mission is to promote adequate and affordable housing, economic opportunity and a suitable living environment free from discrimination.

It is my belief that the absence of a management and maintenance policy is a violation of THA's mission. The absence of a maintenance policy does not allow for a cost effective and efficient method to maintain the management of property namely Salishan public housing. This absence of a plan may have contributed to the dilapidated condition that exists today within Salishan. It is inconceivable for a large housing development such as Salishan to not have a plan to address maintenance issues; a private corporation would be labeled a "slum landlord."

It should be understood that because of the dilapidated condition that exists within Salishan, there are problems and the residents have to bear the consequences. The T street gulch and surrounding woodland has contributed to an over abundance of rates. How are pests such as rodents and vermin handled? What will happen when construction (HOPE VI development) begins and there is a displacement of these creatures?

Now that Salishan is implementing an HOPE VI redevelopment project, this concern should receive serious attention. The absence of maintenance and management plan concerning upkeep and maintenance of the proposed modern constructed public housing development would be a costly mistake. How will those proposed units be maintained in a manner that is cost efficient and timely?

Thank you for cooperation and patience in this manner.

Sincerely,
Martina O'Neil
4218 E. Homestead Avenue

Response to Ms. O'Neil

Ms. Martina O'Neil
4218 E. Homestead Ave
Tacoma, WA 98404

Dear Ms. O'Neil:

Thank you for your letter of March 25, 2003, addressing the concerns of management and maintenance of the Salishan public housing development and perceived absence of such plans.

Tacoma Housing Authority recently hired Mr. Louis P. Cooper Jr. as the Director of Property Management and one of his primary tasks is to develop, with his management team, a preventive maintenance plan for all of Tacoma Housing Authority's properties. We understand your concern over the Salishan project and have in the past met all standards set forth in the Public Housing Assessment System through annual inspections by the Department of Housing and Urban Development.

We have taken a number of steps to keep "distressed housing" at Salishan in a safe, affordable and sanitary condition for the public, given the age of these existing units, and we are proud of that track record to date. Your concern about the lack of a management and maintenance plan for the "New Salishan HOPE VI Project" would not be part of this year's annual planning process.

As the HOPE VI project is scheduled to begin demolition and new construction in approximately 18 months, THA will begin to develop a management and maintenance plan at that time and the plan will be included in our annual plan at that time.

I want to thank you for your time and continued support of THA and our mission. If you have additional concerns please do not hesitate to contact Mr. Cooper or myself.

Sincerely,

Peter J. Ansara
Executive Director

Tacoma Housing Annual Plan Meeting Notes From Residents 3/18/03

Cambodian Group, 1 resident present

1. **Question:** Do Residents have to find their own housing when they are asked to relocate?

Response: Rebecca & Chhay informed that the Relocation Specialist would give more detail about Section 8 and temporary relocation.

2. Resident would like to have annual plan translated as he thinks more residents would be interested in reviewing the plan, and this would help families understand more about THA & housing policies.
- If no translation of entire documents is possible, then make summary of correction available in different languages.
 - Writing and translations are important to prevent false information being spread among resident population, which is a common problem.
 - Have written materials available before meeting, so residents can be more prepared for meeting.
3. Issues of safety on Q Street, cars are driving too fast. Is there anyway that signs can be posted, and a round- about added?

English Group, 7 persons present, all members of Resident Council Advisory Board

- Safety Issues are a concern i.e., lighting and garbage.

Michael Mirra explained that congress has ended the Drug Elimination Grant. The current grant ends in October 2003. Michael expressed that this is a very serious issue and that THA will be looking for other funds to direct toward safety. Michael also expressed that we have a close relationship with the Tacoma Police Department, and that everyone is trying hard to follow through with evictions, problem tenants, etc. to curtail unpleasant behavior that contributes to the unsafe environment of all residents.

- Suggestions for Security:
 - More lighting
 - Security Cameras
 - More involvement from THA in public meetings to be aware of whats happening in community

Concerns regarding a house at Hillside were discussed as resident do not feel that the Police are doing enough. It is believed that because nothing is being done, residents of Hillside are participating in drug activities. It was suggested that a Michael Mirra told the residents to make sure that Mr. Cooper was aware of the situation.

Another concern for residents of Hillside Terrace is the problems that they are having with garbage. It is their belief that people who do not live at Hillside are driving into their neighborhood and dumping trash in and around the trash bins. The residents would like to have a safety security gate installed, as they believe this will dissolve the problem. Michael Mirra asked how many residents would favor such a gate, and was told that the majority of residents would welcome it.

Construction and Demolition

- **Hillside Terrace:** Construction going on in two phases. 1 year from summer it should be complete. Kailin Ardora expressed her concerns that the materials being used for construction cheap. Michael Mirra informed her to express her concerns to Tess Colby.
- **Salishan:** We are tearing down 800 units. Construction is to start the summer of 2004. Relocation will start much sooner. We will build 1200 to 1400 new units, depending on how much money we raise. The goal is to build as many as possible with the money that we get. Michael Mirra explained the way in which THA gets the additional money for the Salishan Project:
 - Sell of Bonds
 - Tax Credits
 - State of Washington
 - Public Works Fund
 - City Community Development Block Grant
 - Federal Government Funds
 - Selling of New Homes at Salishan
- Some people do not want to move out of Salishan, but they must do so.
- We will not help pay for Security Deposits however, THA is looking at issuing promissory notes. With promissory notes in lieu of security deposits, if owners have claims, it will be against THA instead of the client.
- What happens if a Hillside Terrace resident moves into Salishan, then they must relocate when Salishan is torn down? Michael Mirra explained that this would be an unusual and highly unlikely situation, however the relocation specialist will work hard to accommodate the resident if this occurred.

Who will have 1st preference?

The onsite people have 1st preference....these people are made to move but want to come back. The regular waiting list will have 2nd preference

What about the pet policy?

The new annual plan does not address any changes with regards to the pet policy.

Residents present were divided as some think the pet deposit is too much, while others think it is not enough. Concerns about the pet policy were expressed in the manner that if the pet deposit is increased, then people will be more willing to take care of their animals. Michael Mirra explained that prior to making changing to the pet policy in the Annual Plan, residents would be invited because it is too sensitive of a topic to make any changes without the voices of the residents.

Budget Disclosure:

The Annual Plan does not give a lot of detail. Kailin Ardora would like to be able to see more details. Michael Mirra expressed to her that she can request to view the budget from Tina Hansen in regards to her specific interest about the construction at Hillside Terrace.



wa005h01

HOUSING AUTHORITY OF THE CITY OF TACOMA PET POLICY AND AGREEMENT

1. This agreement authorizes _____, residing at _____, to maintain not more than one (1) pet described below, provided all conditions of this agreement are kept and the pet is maintained responsibly and in accordance with applicable state and local public health animal control and animal anti-cruelty laws and regulations.

Pet Type _____ Sex _____
Neutered (date) _____ Breed _____
Weight _____ Color _____ Age _____
Name _____

(Color photo of pet must be attached)

Tenant agrees to keep no pet other than the one authorized by this agreement. When full grown the pet may not exceed 20 pounds at senior and other apartment style complexes and 40 pounds at Salishan, Dixon Village and Scattered Sites. Large dogs such as Pit Bulls, German Shepherds, Dobermans, Rottweilers, Great Danes, Chows, Dalmatians, or any other large breed of dog which will traditionally exceed 40 pounds when full grown are not allowed.

2. Execution of this agreement acknowledges receipt of a non-refundable fee of \$150.00 to cover reasonable operating costs to the development relating to the presence of a pet.

A Non-Refundable Fee will be charged for:

Dog	\$150.00
Cat	\$150.00
Caged Bird(s)	\$150.00 (birds of prey are not accepted) (Cages may not be attached to ceilings or walls)
Caged Guinea Pigs	\$ 75.00
Caged Hamster	\$ 75.00
(Dangerous or poisonous fish or lizards or exotic pets are not permitted)	

3. Dog or cat shall remain inside a tenant's unit unless attended on a leash not longer than six (6) feet. The pet shall be appropriately and effectively restrained and under the control of a responsible individual while on the common areas of the development.

Tenant must pick up and dispose of all animal waste in sealed plastic bags and place the bag in the garbage containers.

In the case of cats and other pets using litter boxes, the pet owner must change the litter no

less than once a week. Litter must be disposed of in plastic bags and must be placed in the garbage container.

4. The Housing Authority may enter a unit to transfer any animal to the proper authority that is left unattended for 24 hours. The Housing Authority accepts no responsibility for pets so removed.
5. The Housing Authority has the right to conduct an inspection of the tenant's unit for compliance with this Agreement once every three months for the first year.
6. At the time of annual re-examination, tenants shall provide written proof of:
 - a. current license from city or county;
 - b. a certificate signed by a licensed veterinarian or state or local authority empowered to inoculate animals (or designated agent of such an authority), stating the pet has received all inoculations required by applicable state and local law;
 - c. pet being neutered/spayed if no evidence exists in tenant file.
7. The pet must be registered with the Authority each year at the time of the tenant's annual re-examination.
8. The pet shall not be allowed to interfere with the peaceful enjoyment of other residents or neighbors by barking, howling, biting, scratching or other such activities.
9. The resident shall comply with all municipal, city, or county codes regarding pet ownership.
10. Other:
 - a. Pet must wear an ID collar at all times
 - b. Resident may not alter patio or yard area
 - c. Residents must provide the Housing Authority with two (2) emergency contact numbers if required for care of pet
 - d. Resident must provide the Housing Authority with the name and address and telephone number of the pet's veterinarian
 - e. Resident must not feed strays. Strays will be considered keeping a pet without permission.
 - f. More than two written neighbor complaints regarding two incidents in a six month period shall result in the removal of the pet
 - g. Pet may not be kept outdoors.
 - h. Resident must own a vacuum cleaner and clean up pet residue (odor, hair, seeds, feathers, water) daily.
 - i. The Tacoma Housing Authority shall not be held responsible for illnesses caused to animal due to routine extermination procedures.

Failure by the resident to adhere to the terms of this Agreement or any pet whose conduct or condition is duly determined by the Housing Authority to constitute a nuisance or a threat to the health and safety of the other occupants or of other persons in the community shall result in a tenant being responsible for permanently removing the pet from the Housing Authority's premises.

Wa005i01

30 January 2003

Ms. Elizabeth A. Hanson, Acting Director
U.S. Department of Housing and Urban Development
1280 Maryland Avenue, SW, Suite 800
Washington, D.C. 20024-2135

Dear Ms. Hanson,

This letter serves as the Tacoma Housing Authority's response to our annual plan in reference to the most recent Public Housing Agency survey.

Three areas were identified for needed improvement for the next fiscal year are:

- ③ Safety
- ③ Communication
- ③ Housing Development Appearance

Our Plan for fiscal year is as follows:

Safety: We are currently gathering specific information on all our facilities that have been identified through the survey with safety concerns. We are working to compile the exact scope of work needed to install Keyless Entry systems and upgrade exterior security lighting in our facilities as identified in the survey. We are also working with the local Police department to conduct safety meetings at each facility. Our goal is to complete these activities by the end of fiscal year 2003.

Communication: We are working with staff and resident councils to insure that we communicate regularly with our resident population in their native languages. The major languages spoken by our residents are Russian, Cambodian, Vietnamese, Russian, Spanish and English. We are working to increase management and line staff visibility in our facilities and our visible attendance more often at resident meetings. We are working to consistently keep residents abreast of any and all changes that impact them and we are doing the same with our Hope VI project as well, through newsletters and regular resident meetings. This will be an on going process throughout fiscal year 2003 and beyond.

Housing Development Appearance: We will continue to work with residents, staff and local communities to keep our properties at the highest level of appearance.

We are also initiating a recycling plan for many (eventually all) of our facilities, and providing additional training for our staff in landscape and grounds maintenance. This will be completed by end of Fiscal year 2003.

(continued)

The Salishan development, where the most dissatisfaction with development appearance was expressed, was established in 1943 as low cost war-worker and military housing and has been in constant use for over sixty years. While previous years efforts have sought to enhance the "curb appeal" of the development we realize these housing units are well past their prime and are now the focus of our HOPE VI revitalization effort. Beginning in the next twelve to eighteen months, all of the original housing units (except those of historical significance slated for restoration) will be razed and replaced, which will significantly raise the bar for the development's appearance.

If you have any additional questions or concerns, please contact Mr. Louis Cooper, Director of Property Management at 253-207-4474 or myself at 253-207-4420.

Sincerely,

Peter J. Ansara
Executive Director