

PHA Plans
Streamlined Annual
Version

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

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(exp. 05/31/2006)

This information collection is authorized by Section 511 of the Quality Housing and Work Responsibility Act, which added a new section 5A to the U.S. Housing Act of 1937 that introduced 5-year and annual PHA Plans. The full PHA plan provides a ready source for interested parties to locate basic PHA policies, rules, and requirements concerning the PHA's operations, programs, and services, and informs HUD, families served by the PHA, and members of the public of the PHA's mission and strategies for serving the needs of low-income and very low-income families. This form allows eligible PHAs to make a streamlined annual Plan submission to HUD consistent with HUD's efforts to provide regulatory relief for certain types of PHAs. Public reporting burden for this information collection is estimated to average 11.7 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. HUD may not collect this information and respondents are not required to complete this form, unless it displays a currently valid OMB Control Number.

Privacy Act Notice. The United States Department of Housing and Urban Development, Federal Housing Administration, is authorized to solicit the information requested in this form by virtue of Title 12, U.S. Code, Section 1701 et seq., and regulations promulgated there under at Title 12, Code of Federal Regulations. Information in PHA plans is publicly available.

Streamlined Annual PHA Plan
for Fiscal Year: 2005_____
PHA Name: HOUSING AUTHORITY OF
CITY OF RATON

NOTE: This PHA Plan template (HUD-50075-SA) is to be completed in accordance with instructions contained in previous Notices PIH 99-33 (HA), 99-51 (HA), 2000-22 (HA), 2000-36 (HA), 2000-43 (HA), 2001-4 (HA), 2001-26 (HA), 2003-7 (HA), and any related notices HUD may subsequently issue.

Streamlined Annual PHA Plan Agency Identification

PHA Name: HOUSING AUTHORITY OF CITY OF RATON
PHA Number: NM 008

PHA Fiscal Year Beginning: (07/2005)

PHA Programs Administered:

Public Housing and Section 8
 Section 8 Only
 Public Housing Only
 Number of public housing units:
 Number of S8 units:
 Number of public housing units:
 Number of S8 units:

PHA Consortia: (check box if submitting a joint PHA Plan and complete table)

Participating PHAs	PHA Code	Program(s) Included in the Consortium	Programs Not in the Consortium	# of Units Each Program
Participating PHA 1:				
Participating PHA 2:				
Participating PHA 3:				

PHA Plan Contact Information:

Name: Rita L. Flores Phone: 505-445-8021
TDD: Email (): shell@bacavalley.com

Public Access to Information

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

PHA's main administrative office
 PHA's development management offices
 309 Parsons – Raton, N.M.

Display Locations For PHA Plans and Supporting Documents

The PHA Plan revised policies or program changes (including attachments) are available for public review and inspection.
 Yes
 No.

If yes, select all that apply:

Main administrative office of the PHA 309 Parsons – Raton, N.M.
 PHA development management offices
 Main administrative office of the local, county or State government
 Public library
 PHA website
 Other (list below)

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

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

Streamlined Annual PHA Plan
Fiscal Year 2005
[24 CFR Part 903.12(c)]

Table of Contents
[24 CFR 903.7(r)]

Provide a table of contents for the Plan, including applicable additional requirements, and a list of supporting documents available for public inspection.

A.	PHA PLAN COMPONENTS	PAGE
<input type="checkbox"/>	1. Site-Based Waiting List Policies	4
	903.7(b)(2) Policies on Eligibility, Selection, and Admissions	
<input checked="" type="checkbox"/>	2. Capital Improvement Needs	5
	903.7(g) Statement of Capital Improvements Needed	
<input type="checkbox"/>	3. Section 8(y) Homeownership	6
	903.7(k)(1)(i) Statement of Homeownership Programs	
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<input type="checkbox"/>	5. PHA Statement of Consistency with Consolidated Plan. Complete only if PHA has changed any policies, programs, or plan components from its last Annual Plan.	7
<input type="checkbox"/>	6. Supporting Documents Available for Review	8
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X	9. Additional Information	
	a. Comments of Resident Advisory Board – Attachment F	
	b. Plan of Action Housing Law Enforcement Officers – Attachment G	
	c. Unit removed from Rent Roll – Attachment H	
	d. Resident Membership on the PHA Governing Board – Attachment I	

B. SEPARATE HARD COPY SUBMISSIONS TO LOCAL HUD FIELD OFFICE

Form HUD-50076, *PHA Certifications of Compliance with the PHA Plans and Related Regulations: Board Resolution to Accompany the Streamlined Annual Plan* identifying policies or programs the PHA has revised since submission of its last Annual Plan, and including Civil Rights certifications and assurances the changed policies were presented to the Resident Advisory Board for review and comment, approved by the PHA governing board, and made available for review and inspection at the PHA’s principal office;

For PHAs Applying for Formula Capital Fund Program (CFP) Grants:

Form HUD-50070, *Certification for a Drug-Free Workplace*:

Form HUD-50071, *Certification of Payments to Influence Federal Transactions*; and

Form SF-LLL & SF-LLL a, *Disclosure of Lobbying Activities*.

1. Site-Based Waiting Lists (Eligibility, Selection, Admissions Policies) N/A

[24 CFR Part 903.12(c), 903.7(b)(2)]

Exemptions: Section 8 only PHAs are not required to complete this component.

A. Site-Based Waiting Lists-Previous Year

1. Has the PHA operated one or more site-based waiting lists in the previous year? If yes, complete the following table; if not skip to B.

Site-Based Waiting Lists				
Development Information: (Name, number, location)	Date Initiated	Initial mix of Racial, Ethnic or Disability Demographics	Current mix of Racial, Ethnic or Disability Demographics since Initiation of SBWL	Percent change between initial and current mix of Racial, Ethnic, or Disability demographics

2. What is the number of site based waiting list developments to which families may apply at one time?
3. How many unit offers may an applicant turn down before being removed from the site-based waiting list?
4. Yes No: Is the PHA the subject of any pending fair housing complaint by HUD or any court order or settlement agreement? If yes, describe the order, agreement or complaint and describe how use of a site-based waiting list will not violate or be inconsistent with the order, agreement or complaint below:

B. Site-Based Waiting Lists – Coming Year

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 next component.

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)

2. Capital Improvement Needs

[24 CFR Part 903.12 (c), 903.7 (g)]

Exemptions: Section 8 only PHAs are not required to complete this component.

A. Capital Fund Program

1. Yes No Does the PHA plan to participate in the Capital Fund Program in the upcoming year? If yes, complete items 7 and 8 of this template (Capital Fund Program tables). If no, skip to B.
2. Yes No: Does the PHA propose to use any portion of its CFP funds to repay debt incurred to finance capital improvements? If so, the PHA must identify in its annual and 5-year capital plans the development(s) where such improvements will be made and show both how the proceeds of the financing will be used and the amount of the annual payments required to service the debt. (Note that separate HUD approval is required for such financing activities.).

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

Applicability: 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.

1. Yes No: Has the PHA received a HOPE VI revitalization grant? (if no, skip to #3; if yes, provide responses to the items on the chart located on the next page, copying and completing as many times as necessary).
2. Status of HOPE VI revitalization grant(s):

HOPE VI Revitalization Grant Status	
a. Development Name:	
b. Development Number:	
c. Status of Grant:	<input type="checkbox"/> Revitalization Plan under development <input type="checkbox"/> Revitalization Plan submitted, pending approval <input type="checkbox"/> Revitalization Plan approved <input type="checkbox"/> Activities pursuant to an approved Revitalization Plan underway

3. Yes No: Does the PHA expect to apply for a HOPE VI Revitalization grant in the Plan year?
 If yes, list development name(s) below:

4. Yes No: 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:

5. Yes No: 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:

3. Section 8 Tenant Based Assistance--Section 8(y) Homeownership Program

N/A

(if applicable) [24 CFR Part 903.12(c), 903.7(k)(1)(i)]

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 the next component; if “yes”, complete each program description below (copy and complete questions for each program identified.)

2. 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, what is the maximum number of participants this fiscal year?

b. 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:

c. What actions will the PHA undertake to implement the program this year (list)?

3. Capacity of the PHA to Administer a Section 8 Homeownership Program:

The PHA has demonstrated its capacity to administer the program by (select all that apply):

- Establishing a minimum homeowner downpayment requirement of at least 3 percent of purchase price and requiring that at least 1 percent of the purchase price comes from the family's resources.
- Requiring that financing for purchase of a home under its Section 8 homeownership will be provided, insured or guaranteed by the state or Federal government; comply with secondary mortgage market underwriting requirements; or comply with generally accepted private sector underwriting standards.
- Partnering with a qualified agency or agencies to administer the program (list name(s) and years of experience below):
- Demonstrating that it has other relevant experience (list experience below):

4. Use of the Project-Based Voucher Program N/A

Intent to Use Project-Based Assistance

Yes No: Does the PHA plan to "project-base" any tenant-based Section 8 vouchers in the coming year? If the answer is "no," go to the next component. If yes, answer the following questions.

1. Yes No: Are there circumstances indicating that the project basing of the units, rather than tenant-basing of the same amount of assistance is an appropriate option? If yes, check which circumstances apply:

- low utilization rate for vouchers due to lack of suitable rental units
- access to neighborhoods outside of high poverty areas
- other (describe below):

2. Indicate the number of units and general location of units (e.g. eligible census tracts or smaller areas within eligible census tracts):

5. PHA Statement of Consistency with the Consolidated Plan

[24 CFR Part 903.15]

For each applicable Consolidated Plan, make the following statement (copy questions as many times as necessary) only if the PHA has provided a certification listing program or policy changes from its last Annual Plan submission.

1. Consolidated Plan jurisdiction: (Colfax County)

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 on its waiting lists 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. All Capital Improvements
- Other: (list below)

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

- Identifies Housing needs by market analysis
- Identifies Homeless Population
- Identifies community and economic development needs and established long-term Strategies for meeting priority needs of the community
- Identifies resources that can be tapped into

6. Supporting Documents Available for Review for Streamlined Annual PHA Plans

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

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Related Plan Component
X	<i>PHA Certifications of Compliance with the PHA Plans and Related Regulations and Board Resolution to Accompany the Standard Annual, Standard Five-Year, and Streamlined Five-Year/Annual Plans;</i>	5 Year and Annual Plans
X	<i>PHA Certifications of Compliance with the PHA Plans and Related Regulations and Board Resolution to Accompany the Streamlined Annual Plan</i>	Streamlined Annual Plans
X	<i>Certification by State or Local Official of PHA Plan Consistency with Consolidated Plan.</i>	5 Year and standard Annual Plans
X	Fair Housing Documentation Supporting Fair Housing Certifications: Records reflecting that the PHA has examined its programs or proposed programs, identified any impediments to fair housing choice in those programs, addressed or is addressing those impediments in a reasonable fashion in view of the	5 Year and Annual Plans

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Related Plan Component
	resources available, and worked or is working with local jurisdictions to implement any of the jurisdictions' initiatives to affirmatively further fair housing that require the PHA's involvement.	
X	Housing Needs Statement of the Consolidated Plan for the jurisdiction(s) in which the PHA is located and any additional backup data to support statement of housing needs for families on the PHA's public housing and Section 8 tenant-based waiting lists.	Annual Plan: Housing Needs
X	Most recent board-approved operating budget for the public housing program	Annual Plan: Financial Resources
X	Public Housing Admissions and (Continued) Occupancy Policy (A&O/ACOP), which includes the Tenant Selection and Assignment Plan [TSAP] and the Site-Based Waiting List Procedure.	Annual Plan: Eligibility, Selection, and Admissions Policies
N/A	Deconcentration Income Analysis	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Any policy governing occupancy of Police Officers and Over-Income Tenants in Public Housing. <input type="checkbox"/> Check here if included in the public housing A&O Policy.	Annual Plan: Eligibility, Selection, and Admissions Policies
N/A	Section 8 Administrative Plan	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Public housing rent determination policies, including the method for setting public housing flat rents. <input type="checkbox"/> Check here if included in the public housing A & O Policy.	Annual Plan: Rent Determination
X	Schedule of flat rents offered at each public housing development. <input type="checkbox"/> Check here if included in the public housing A & O Policy.	Annual Plan: Rent Determination
N/A	Section 8 rent determination (payment standard) policies (if included in plan, not necessary as a supporting document) and written analysis of Section 8 payment standard policies. <input type="checkbox"/> Check here if included in Section 8 Administrative Plan.	Annual Plan: Rent Determination
X	Public housing management and maintenance policy documents, including policies for the prevention or eradication of pest infestation (including cockroach infestation).	Annual Plan: Operations and Maintenance
X	Results of latest Public Housing Assessment System (PHAS) Assessment (or other applicable assessment).	Annual Plan: Management and Operations
N/A	Follow-up Plan to Results of the PHAS Resident Satisfaction Survey (if necessary)	Annual Plan: Operations and Maintenance and Community Service & Self-Sufficiency
N/A	Results of latest Section 8 Management Assessment System (SEMAP)	Annual Plan: Management and Operations
N/A	Any policies governing any Section 8 special housing types <input type="checkbox"/> Check here if included in Section 8 Administrative Plan	Annual Plan: Operations and Maintenance
X	Public housing grievance procedures <input type="checkbox"/> Check here if included in the public housing A & O Policy	Annual Plan: Grievance Procedures
N/A	Section 8 informal review and hearing procedures. <input type="checkbox"/> Check here if included in Section 8 Administrative Plan.	Annual Plan: Grievance Procedures
X	The Capital Fund/Comprehensive Grant Program Annual Statement /Performance and Evaluation Report for any active grant year.	Annual Plan: Capital Needs
N/A	Most recent CIAP Budget/Progress Report (HUD 52825) for any active CIAP grants.	Annual Plan: Capital Needs
N/A	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
N/A	Self-evaluation, Needs Assessment and Transition Plan required by regulations implementing Section 504 of the Rehabilitation Act and the Americans with Disabilities Act. See PIH Notice 99-52 (HA).	Annual Plan: Capital Needs

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Related Plan Component
N/A	Approved or submitted applications for demolition and/or disposition of public housing.	Annual Plan: Demolition and Disposition
N/A	Approved or submitted applications for designation of public housing (Designated Housing Plans).	Annual Plan: Designation of Public Housing
N/A	Approved or submitted assessments of reasonable revitalization of public housing and approved or submitted conversion plans prepared pursuant to section 202 of the 1996 HUD Appropriations Act, Section 22 of the US Housing Act of 1937, or Section 33 of the US Housing Act of 1937.	Annual Plan: Conversion of Public Housing
N/A	Documentation for required Initial Assessment and any additional information required by HUD for Voluntary Conversion.	Annual Plan: Voluntary Conversion of Public Housing
N/C	Approved or submitted public housing homeownership programs/plans.	Annual Plan: Homeownership
N/A	Policies governing any Section 8 Homeownership program (Section _____ of the Section 8 Administrative Plan)	Annual Plan: Homeownership
X	Public Housing Community Service Policy/Programs <input type="checkbox"/> Check here if included in Public Housing A & O Policy	Annual Plan: Community Service & Self-Sufficiency
X	Cooperative agreement between the PHA and the TANF agency and between the PHA and local employment and training service agencies.	Annual Plan: Community Service & Self-Sufficiency
X	FSS Action Plan(s) for public housing and/or Section 8.	Annual Plan: Community Service & Self-Sufficiency
N/A	Section 3 documentation required by 24 CFR Part 135, Subpart E for public housing.	Annual Plan: Community Service & Self-Sufficiency
N/A	Most recent self-sufficiency (ED/SS, TOP or ROSS or other resident services grant) grant program reports for public housing.	Annual Plan: Community Service & Self-Sufficiency
X	Policy on Ownership of Pets in Public Housing Family Developments (as required by regulation at 24 CFR Part 960, Subpart G). <input type="checkbox"/> Check here if included in the public housing A & O Policy.	Annual Plan: Pet Policy
X	The results of the most recent fiscal year audit of the PHA conducted under the Single Audit Act as implemented by OMB Circular A-133, the results of that audit and the PHA's response to any findings.	Annual Plan: Annual Audit
N/A	Other supporting documents (optional) (list individually; use as many lines as necessary)	(specify as needed)
N/A	Consortium agreement(s) and for Consortium Joint PHA Plans <u>Only</u> : Certification that consortium agreement is in compliance with 24 CFR Part 943 pursuant to an opinion of counsel on file and available for inspection.	Joint Annual PHA Plan for Consortia: Agency Identification and Annual Management and Operations

Annual Statement/Performance and Evaluation Report					
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part I: Summary					
PHA Name: Housing Authority of City of Raton			Grant Type and Number Capital Fund Program Grant No: NM02P00850102 Replacement Housing Factor Grant No:		Federal FY of Grant: 2002
<input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/ Emergencies <input type="checkbox"/> Revised Annual Statement (revision no:)					
<input checked="" type="checkbox"/> Performance and Evaluation Report for Period Ending: 12/31/04 <input type="checkbox"/> Final Performance and Evaluation Report					
Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations	50,000.00		50,000.00	9,600.00
3	1408 Management Improvements				
4	1410 Administration				
5	1411 Audit	3,000.00		3,000.00	1,000.00
6	1415 Liquidated Damages				
7	1430 Fees and Costs	25,000.00		25,000.00	25,000.00
8	1440 Site Acquisition				
9	1450 Site Improvement				
10	1460 Dwelling Structures	256,768.00		256,768.00	201,097.53
11	1465.1 Dwelling Equipment—Nonexpendable				
12	1470 Nondwelling Structures				
13	1475 Nondwelling Equipment	10,000.00		10,000.00	10,000.00
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs				
18	1499 Development Activities				
19	1501 Collaterization or Debt Service				
20	1502 Contingency				
21	Amount of Annual Grant: (sum of lines 2 – 20)	344,768.00		344,768.00	246,697.53
22	Amount of line 21 Related to LBP Activities				
23	Amount of line 21 Related to Section 504 compliance				
24	Amount of line 21 Related to Security – Soft Costs				
25	Amount of Line 21 Related to Security – Hard Costs				

Annual Statement/Performance and Evaluation Report					
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part I: Summary					
PHA Name: Housing Authority of City of Raton			Grant Type and Number Capital Fund Program Grant No: NM02P00850102 Replacement Housing Factor Grant No:		Federal FY of Grant: 2002
<input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/ Emergencies <input type="checkbox"/> Revised Annual Statement (revision no:) <input checked="" type="checkbox"/> Performance and Evaluation Report for Period Ending: 12/31/04 <input type="checkbox"/> Final Performance and Evaluation Report					
Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
26	Amount of line 21 Related to Energy Conservation Measures				

PHA Name: Housing Authority of City Of Raton		Grant Type and Number Capital Fund Program Grant No: NM02P00850102 Replacement Housing Factor Grant No:			Federal FY of Grant: 2002			
Development Number Name/HA- Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
HA-Wide	Operations	1460		50,000.00		50,000.00	9,600.00	
HA-Wide	Audit	1411		3,000.00		3,000.00	1,000.00	
HA-Wide	Architect Eng.	1430		25,000.00		25,000.00	25,000.00	
	For Work as Follows	1460		256,768.00		256,768.00	201,097.53	
HA-Wide	Repair & Replace Faucet Cartridges 156 Units							
HA-Wide	Repair & Replace Exterior Locks 156 Units							
HA-Wide	Replace Counter Tops & Vent Hoods NM008001-Site B- 31 Units NM008001-Site C-9 Units NM008001-Site W-43 Units							
HA-Wide	Purchase Snow Removal Equip., Lawn Equip., and Tools	1475		10,000.00		10,000.00	10,000.00	

PHA Name: Housing Authority of City Of Raton		Grant Type and Number Capital Fund Program Grant No: NM02P00850102 Replacement Housing Factor Grant No:			Federal FY of Grant: 2002			
Development Number Name/HA- Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	

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

PHA Name: Housing Authority of City of Raton		Grant Type and Number Capital Fund Program No: NM02P00850102 Replacement Housing Factor No:					Federal FY of Grant: 2002
Development Number Name/HA-Wide Activities	All Fund Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates
	Original	Revised	Actual	Original	Revised	Actual	
NM008-001	12/31/04			12/31/05			
NM008-002	12/31/04			12/31/05			
NM008-003	12/31/04			12/31/05			

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

PHA Name: Housing Authority of City of Raton	Grant Type and Number Capital Fund Program Grant No: NM02P00850103 Replacement Housing Factor Grant No:	Federal FY of Grant: 2003
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Original Annual Statement
 Reserve for Disasters/ Emergencies
 Revised Annual Statement (revision no:)
 Performance and Evaluation Report for Period Ending: 12/31/04
 Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations	20,000.00		20,000.00	.00
3	1408 Management Improvements				
4	1410 Administration				
5	1411 Audit	3,000.00		3,000.00	00
6	1415 Liquidated Damages				
7	1430 Fees and Costs	14,671.00		14,671.00	14,671.00
8	1440 Site Acquisition				
9	1450 Site Improvement				
10	1460 Dwelling Structures	141,000.00		141,000.00	7,136.40
11	1465.1 Dwelling Equipment—Nonexpendable				
12	1470 Nondwelling Structures	100,000.00		100,000.00	4,559.39
13	1475 Nondwelling Equipment	5,000.00		5,000.00	2,870.42
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs				
18	1499 Development Activities				
19	1501 Collateralization or Debt Service				
20	1502 Contingency				
21	Amount of Annual Grant: (sum of lines 2 – 20)	283,671.00		283,671.00	29,237.21
22	Amount of line 21 Related to LBP Activities				
23	Amount of line 21 Related to Section 504 compliance				
24	Amount of line 21 Related to Security – Soft Costs				
25	Amount of Line 21 Related to Security – Hard Costs				

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

PHA Name: Housing Authority of City of Raton	Grant Type and Number Capital Fund Program Grant No: NM02P00850103 Replacement Housing Factor Grant No:	Federal FY of Grant: 2003
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Original Annual Statement
 Reserve for Disasters/ Emergencies
 Revised Annual Statement (revision no:)
 Performance and Evaluation Report for Period Ending: 12/31/04
 Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
26	Amount of line 21 Related to Energy Conservation Measures				

PHA Name: Housing Authority of the City of Raton		Grant Type and Number Capital Fund Program Grant No: NM02P00850103 Housing Factor Grant No:			Federal FY of Grant: 2003			
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
HA-Wide	Operations	1406		20,000.00		20,000.00	.00	
HA-Wide	Audit	1411		3,000.00		3,000.00	.00	
HA-Wide	Architect Eng.	1430		14,671.00		14,671.00	14,671.00	
	For Work as Follows	1460		141,000.00		141,000.00	7,136.40	
HA-Wide	Repair & Replace Int. Door Locks –156 Units							
NM008001,003	Replace Tub Enc. NM008001-Site A1-10 Units NM008001-Site B – 31 Units NM008001-Site C-9 Units NM008113-Site R –2 Units NM008,003-Site W-47 Units							
	FSS Resident Council Off.	1470		100,000.00		100,000.00	4,559.39	
HA-Wide	Purchase Snow Removal Equip., Lawn Equip., & Tools	1475		5,000.00		5,000.00	2,870.42	

PHA Name: Housing Authority of the City of Raton		Grant Type and Number Capital Fund Program Grant No: NM02P00850103 Housing Factor Grant No:			Federal FY of Grant: 2003			
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	

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

PHA Name: Housing Authority of City of Raton		Grant Type and Number Capital Fund Program No: NM02P00850103 Replacement Housing Factor No:					Federal FY of Grant: 2003
Development Number Name/HA-Wide Activities	All Fund Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates
	Original	Revised	Actual	Original	Revised	Actual	
NM008-001	12/31/05			12/31/06			
NM008-002	12/31/05			12/31/06			
NM008-003	12/31/05			12/31/06			

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

PHA Name: Housing Authority of City of Raton	Grant Type and Number Capital Fund Program Grant No: NM02P008502 03 Replacement Housing Factor Grant No:	Federal FY of Grant: 2003
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Original Annual Statement
 Reserve for Disasters/ Emergencies
 Revised Annual Statement (revision no:)
 Performance and Evaluation Report for Period Ending: 12/31/04
 Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations				
3	1408 Management Improvements				
4	1410 Administration				
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	10,329.00		10,329.00	3,154.87
8	1440 Site Acquisition				
9	1450 Site Improvement				
10	1460 Dwelling Structures	3,206.00		3,206.00	.00
11	1465.1 Dwelling Equipment—Nonexpendable				
12	1470 Nondwelling Structures				
13	1475 Nondwelling Equipment	43,000.00		43,000.00	4,717.00
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs				
18	1499 Development Activities				
19	1501 Collaterization or Debt Service				
20	1502 Contingency				
21	Amount of Annual Grant: (sum of lines 2 – 20)	56,535.00		56,535.00	7,871.87
22	Amount of line 21 Related to LBP Activities				
23	Amount of line 21 Related to Section 504 compliance				
24	Amount of line 21 Related to Security – Soft Costs				
25	Amount of Line 21 Related to Security – Hard Costs				
26	Amount of line 21 Related to Energy Conservation Measures				

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

PHA Name:			Grant Type and Number Capital Fund Program No: Replacement Housing Factor No:				Federal FY of Grant:
Development Number Name/HA-Wide Activities	All Fund Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates
	Original	Revised	Actual	Original	Revised	Actual	
NM008-001	12/31/05			12/31/06			
NM008-002	12/31/05			12/31/06			
NM008-003	12/31/05			12/31/06			

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

PHA Name: Housing Authority of City of Raton	Grant Type and Number Capital Fund Program Grant No: NM02P00850104 Replacement Housing Factor Grant No:	Federal FY of Grant: 2004
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Original Annual Statement Reserve for Disasters/ Emergencies Revised Annual Statement (revision no:)
 Performance and Evaluation Report for Period Ending: 12/31/04 Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations	20,000.00	20,000.00	.00	.00
3	1408 Management Improvements				
4	1410 Administration				
5	1411 Audit	3,000.00	3,000.00	.00	.00
6	1415 Liquidated Damages				
7	1430 Fees and Costs	25,000.00	25,000.00	.00	.00
8	1440 Site Acquisition				
9	1450 Site Improvement				
10	1460 Dwelling Structures	87,500.00	125,223.00	.00	.00
11	1465.1 Dwelling Equipment—Nonexpendable				
12	1470 Nondwelling Structures	100,000.00	100,000.00	.00	.00
13	1475 Nondwelling Equipment	48,171.00	40,000.00	.00	.00
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs				
18	1499 Development Activities				
19	1501 Collaterization or Debt Service				
20	1502 Contingency				
21	Amount of Annual Grant: (sum of lines 2 – 20)	283,671.00	313,223.00	.00	.00
22	Amount of line 21 Related to LBP Activities				
23	Amount of line 21 Related to Section 504 compliance				
24	Amount of line 21 Related to Security – Soft Costs				
25	Amount of Line 21 Related to Security – Hard Costs				
26	Amount of line 21 Related to Energy Conservation Measures				

PHA Name: Housing Authority of City Of Raton		Grant Type and Number Capital Fund Program Grant No: NM02P00850104 Replacement Housing Factor Grant No:			Federal FY of Grant: 2004			
Development Number Name/HA- Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
HA-Wide	Operations	1406		20,000.00	20,000.00	.00	.00	
HA-Wide	Audit	1411		3,000.00	3,000.00	.00	.00	
HA-Wide	Architect Eng.	1430		25,000.00	25,000.00	.00	.00	
	For Work as Follows	1460		87,500.00	125,223.00	.00	.00	
NM008003	Pro-Panel Roofs 1 Bldg. – Site U 9 Bldgs. – Site R 1 Bldg. – Site W							
NM008,001,002, 003	Replace Toilets & Flanges all sites 149 Units							
NM008003	Sound Barrier Interior Walls – 18 Bldgs. Site W							
	Build FSS Bldg.	1470		100,000.00	100,000.00	.00	.00	
HA-Wide	Purchase Snow Removal Equip., Lawn Equip., & Tools Purchase (1) Pickup	1475		48,171.00	40,000.00	.00	.00	

PHA Name: Housing Authority of City Of Raton		Grant Type and Number Capital Fund Program Grant No: NM02P00850104 Replacement Housing Factor Grant No:			Federal FY of Grant: 2004			
Development Number Name/HA- Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	

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

PHA Name:		Grant Type and Number Capital Fund Program No: Replacement Housing Factor No:					Federal FY of Grant:
Development Number Name/HA-Wide Activities	All Fund Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates
	Original	Revised	Actual	Original	Revised	Actual	
NM008-001	12/31/06			12/31/07			
NM008-002	12/31/06			12/31/07			
NM008-003	12/31/06			12/31/07			

Annual Statement/Performance and Evaluation Report					
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part I: Summary					
PHA Name: Housing Authority of City of Raton			Grant Type and Number Capital Fund Program Grant No: NM02P00850105 Replacement Housing Factor Grant No:		Federal FY of Grant: 2005
<input checked="" type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/ Emergencies <input type="checkbox"/> Revised Annual Statement (revision no:)					
<input type="checkbox"/> Performance and Evaluation Report for Period Ending:			<input type="checkbox"/> Final Performance and Evaluation Report		
Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations	20,000.00			
3	1408 Management Improvements				
4	1410 Administration				
5	1411 Audit	3,000.00			
6	1415 Liquidated Damages				
7	1430 Fees and Costs	24,000.00			
8	1440 Site Acquisition				
9	1450 Site Improvement				
10	1460 Dwelling Structures	246,000.00			
11	1465.1 Dwelling Equipment—Nonexpendable				
12	1470 Nondwelling Structures				
13	1475 Nondwelling Equipment	20,223.00			
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs				
18	1499 Development Activities				
19	1501 Collaterization or Debt Service				
20	1502 Contingency				
21	Amount of Annual Grant: (sum of lines 2 – 20)	313,223.00			
22	Amount of line 21 Related to LBP Activities				
23	Amount of line 21 Related to Section 504 compliance				
24	Amount of line 21 Related to Security – Soft Costs				
25	Amount of Line 21 Related to Security – Hard Costs				
26	Amount of line 21 Related to Energy Conservation				

Annual Statement/Performance and Evaluation Report Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part I: Summary						
PHA Name: Housing Authority of City of Raton		Grant Type and Number Capital Fund Program Grant No: NM02P00850105 Replacement Housing Factor Grant No:			Federal FY of Grant: 2005	
<input checked="" type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/ Emergencies <input type="checkbox"/> Revised Annual Statement (revision no:) <input type="checkbox"/> Performance and Evaluation Report for Period Ending: Final Performance and Evaluation Report						
Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost		
		Original	Revised	Obligated	Expended	
	Measures					

PHA Name: Housing Authority of City Of Raton		Grant Type and Number Capital Fund Program Grant No: NM02P00850105 Replacement Housing Factor Grant No:			Federal FY of Grant: 2005			
Development Number Name/HA- Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
HA-Wide	Operations	1406		20,000.00				
HA-Wide	Audit	1411		3,000.00				
HA-Wide	Architect Eng.	1430		24,000.00				
	For Work as Follows	1460		246,000.00				
HA-Wide	Install Dryer Plugs							
NM008,001,002, 003	Install Carpet 68 -Units							
NM008,001,002, 003	Install Grab Bars							
NM008-002	Seal Coat Parking Site G							
NM008-002	Replace Windows							
HA-Wide	Purchase Snow Removal Equip., Lawn Equip., Tools and Computer Equip.	1475		20,223.00				

PHA Name: Housing Authority of City Of Raton		Grant Type and Number Capital Fund Program Grant No: NM02P00850105 Replacement Housing Factor Grant No:			Federal FY of Grant: 2005			
Development Number Name/HA- Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	

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

PHA Name:		Grant Type and Number Capital Fund Program No: Replacement Housing Factor No:					Federal FY of Grant:	
Development Number Name/HA-Wide Activities	All Fund Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates	
	Original	Revised	Actual	Original	Revised	Actual		
NM008-001	12/31/07			12/31/08				
NM008-002	12/31/07			12/31/08				
NM008-002	12/31/07			12/31/08				

Capital Fund Program Five-Year Action Plan

Part I: Summary

PHA Name Housing Authority Of City of Raton		<input type="checkbox"/> Original 5-Year Plan <input type="checkbox"/> Revision No:			
Development Number/Name/ HA-Wide	Year 1	Work Statement for Year 2 FFY Grant: 2006 PHA FY: 2006	Work Statement for Year 3 FFY Grant: 2007 PHA FY: 2007	Work Statement for Year 4 FFY Grant: 2008 PHA FY: 2008	Work Statement for Year 5 FFY Grant: 2009 PHA FY: 2009
	Annual Statement				
NM008-001		53,200.00	74,200.00	35,200.00	72,000.00
NM008-002		10,000.00	31,300.00	46,400.00	30,000.00
NM008-003		39,000.00	14,400.00	64,800.00	92,000.00
HA-Wide		80,000.00	55,000.00	30,000.00	
CFP Funds Listed for 5-year planning		182,200.00	174,900.00	176,400.00	194,000.00
Replacement Housing Factor Funds					

Capital Fund Program Five-Year Action Plan

Part II: Supporting Pages—Work Activities

Activities for Year 1	Activities for Year : <u>2006</u> FFY Grant: 2006 PHA FY: 2006			Activities for Year: <u>2007</u> FFY Grant: 2007 PHA FY: 2007		
	Development Name/Number	Major Work Categories	Estimated Cost	Development Name/Number	Major Work Categories	Estimated Cost
See	<i>NM008001 Site A-1</i>	<i>Pro-Panel (6) Bldgs.</i>	35,000.00	<i>HA-Wide Select Units</i>	<i>Replace 96 Furnaces</i>	80,000.00
Annual	HA-Wide	<i>Dormer Select Bldgs.</i>	50,000.00	HA-Wide Select Units	<i>Replace Hot Water Heater Flex Lines</i>	5,000.00
Statement	<i>HA-Wide</i>	Replace Hot Water Heaters 96 Units	67,200.00	<i>HA-Wide Select Units</i>	<i>Replace Ranges and Refrigerators</i>	55,000.00
	HA-Wide Select Units	Replace Ranges and Refrigerators	30,000.00	NM008-002-003 Sites A-2,U-4 Bldg.	Pro-Panel Roofs	34,900.00
Total CFP Estimated Cost			\$182,200.00			\$ 174,900.00

Capital Fund Program Five-Year Action Plan
Part II: Supporting Pages—Work Activities

Activities for Year : <u>2008</u> FFY Grant: 2008 PHA FY: 2008			Activities for Year: <u>2009</u> FFY Grant: 2009 PHA FY: 2009		
Development Name/Number	Major Work Categories	Estimated Cost	Development Name/Number	Major Work Categories	Estimated Cost
<i>NM008,001,003</i> Sites B,C&W-72 Units	<i>Sound Barrier</i>	50,400.00	<i>NM008,001 Site A-I,</i>	<i>Remodel Office</i>	20,000.00
HA-Wide	<i>Outside receptacles</i> Replace Hose Bibbs	30,000.00	NM008,001 Site B,C – 40 Units	<i>Storage Bldg.</i>	52,000.00
<i>NM008,002,003</i> Sites A-2,G,R,U – 49 units	Replace Wall Heaters	71,000.00	<i>NM008,002</i> Site G	<i>Laundry Bldg.</i>	30,000.00
NM008,001,003	Playground Equip.	25,000.00	NM008,001 Site B – 9 Units	Replace Windows	92,000.00
Total CFP Estimated Cost		\$ 176,400.00			\$ 194,000.00

Required Attachment F: Comments of Resident Advisory Board and Explanation of PHA Response:

We had only one resident attend the Resident Advisory Board Meeting. We discussed the work that was done on the last contract, which was installing new windows in one of our elderly sites, installing air conditioning in all elderly sites and installing all new interior and exterior locks in all units, and counter tops in the family units. We are now getting ready to start a new contract and will install some more new windows in two of our elderly sites, will be installing new water saver toilets in all units, and will also be pro-paneling all roofs. We also discussed what the PHA has planned for the next five years. Our resident was very pleased with the work that we have done, she was very happy with the new windows and the air conditioning in her unit. The only suggestion for the future was that she would like to have carpeting in her unit. We explained to her that we have carpeting planned for all elderly units in our 2005 Capital Fund.

Attachment G: Plan of Action - Housing Law Enforcement Officers

Units to Place Officers and Rent to be charged:

NM008-003 – Site R Unit #108 – 108 Adams – 2 Bedroom – Rent \$137.50

Waiver Period – 7/1/2002 – 6/30/2005

NM008-003 – Site W Unit #115 – 210 Joe DiLisio – 4 Bedroom – Rent \$192.50

Waiver Period – 7/1/2002 – 6/30/2005

Utilities and Maintenance of the Unit:

The Housing Authority will provide utilities (lights, water and gas) for an amount not to exceed the HA's adopted utility allowances. Housing Authority Maintenance Personnel will provide maintenance of the Units.

The above provisions are included due to the difficulty of attracting Police Officers to reside in the Units. Housing two (2) Law Enforcement Officers at the two sites identified will not result in a significant reduction of units available for eligible families and will not result in a significant loss of income the HA.

Existing Physical and Social Conditions of Development:

Physical: Existing Physical Conditions at both sites are good with on-going improvement constantly underway which are funded by the Capital Fund Program. Additional fencing has been installed to increase security for the Residents.

Social: Some social conditions have been noted at the Sites that the Law Enforcement Officers will be placed. In reviewing incident reports, the following is noted:

- 1) Domestic Violence
- 2) Security Issues
- 3) Un-supervised Children
- 4) Under-Age children involving alcohol consumption
- 5) Disturbance of Peace
- 6) Criminal Damage to property

Plan of Action to Address Identified Issues:

Visibility of Law Enforcement Officers alone will serve as a great deterrent to criminal activity and increase security. Officers will be readily available for immediate response to activity occurring in their respective area. Officers will be asked to train residents on ways to improve security in their home and create awareness of illegal drug use, sales, and telephone solicitation. Officers will issue citations for unlicensed vehicles and vehicles parked in illegal parking spaces. Officers will be asked to refer, when necessary to the following Agencies:

- 1) Children Youth and Family Department
- 2) Alternatives to Violence
- 3) Alcoholics Anonymous (Adults) and Service for Youth Organizations (SOY) for Youth

This Plan of Action is intended to be directed toward and for the benefit of the Residents of the Housing Authority. The Housing Authority would support efforts of the Officers to establish a Neighborhood Watch and encourages participation in the School DARE Programs.

Attachment H: Units Removed from Rent Roll for the purpose of Self-Sufficiency and Anti-Drug Programs

This is to certify that the following units removed from the Rent Roll continue to be used for the purpose approved:

NM008-003 – Unit #133, 128 Toller Drive removed from the Rent Roll and continues to be used for the purpose of economic self-sufficiency and anti-drug programs.

PURPOSE OF THE UNIT FOR WHICH IT WAS APPROVED:

- (a) Space to be used for resident training facility, resident council activities, resident council meetings, including child care
- (b) The unit utilized by local law enforcement officials in training of police officer on anti-drug programs and the Resident Council utilizes the Unit or Drug Free Programs and for office space.
- (c) Space to be used for Colfax County Transportation whose primary purpose is to conduct transportation service in and around Raton for WTW, TANF and low income Residents. Will be transported to and from work, their childr4n to child-Care centers and eventually residents will be transported to Educational institutions in this region.

Attachment I: Notice to Residents on serving on the Board

CERTIFICATION ON NOTICE TO RESIDENT ADVISORY BOARD
AND ALL RESIDENTS OF THE RATON HOUSING AUTHORITY
IN REGARD TO RESIDENT SERVING ON
BOARD OF COMMISSIONERS

This is to certify that the Housing Authority has complied with Federal Register/Vol.64, No. 203/Thursday, October 21, 1999, and the Final Rule in regard to “Small PHA”:

Specifically the PHA must (a) have less than 300 public housing units; (b) provide reasonable notice to the Resident Advisory Board of the opportunity for residents to serve on the governing board; (c) not be notified of the intention of any resident to participate on the governing board within a reasonable time; (d) repeat notification to the Resident Advisory Board at least once every year.

CERTIFICATION:

- (a) The Housing Authority has 156 units; (b) on January 3, 2005, did repeat notification to the Resident’s and Resident Advisory Board, and gave them until February 3, 2005, to express interest on serving on the Board; (c) The Housing Authority was not notified of the intention of any resident willing to participate on the governing board; (d) The Housing Authority will repeat the notification to the Resident’s and Resident Advisory Board again on January 1, 2006.

Certified to this on the 7th day of February 2005

Rita Flores, Executive Director