

# **PHA Plans**

## **Streamlined Annual Version**

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

OMB No. 2577-0226  
(exp. 08/31/2009)

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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 thereunder at Title 12, Code of Federal Regulations. Information in PHA plans is publicly available.

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# **Streamlined Annual PHA Plan**

## **for Fiscal Year: 2007**

### **PHA Name: Housing Authority of St. Louis Park**

**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 St. Louis Park **PH Number:** MN144

**PHA Fiscal Year Beginning:** (mm/yyyy) 04/2007

**PHA Programs Administered:**

**Public Housing and Section 8**     **Section 8 Only**     **Public Housing Only**  
Number of public housing units: 159    Number of S8 units:    Number of public housing units:  
Number of S8 units: 265

**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: Michele Schnitker    Phone: 952-924-2571  
TDD: 952-924-2668    Email (if available): mschnitker@stlouispark.org

**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

**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  
 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 2007**  
[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**

- 1. Site-Based Waiting List Policies  
**903.7(b)(2) Policies on Eligibility, Selection, and Admissions**
- 2. Capital Improvement Needs  
**903.7(g) Statement of Capital Improvements Needed**
- 3. Section 8(y) Homeownership  
**903.7(k)(1)(i) Statement of Homeownership Programs**
- 4. Project-Based Voucher Programs
- 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.
- 6. Supporting Documents Available for Review
- 7. Capital Fund Program and Capital Fund Program Replacement Housing Factor, Annual Statement/Performance and Evaluation Report
- 8. Capital Fund Program 5-Year Action Plan

**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)**

[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)**

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):

<b>HOPE VI Revitalization Grant Status</b>	
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:

**Louisiana Court: The HA will continue to hold the ACC and oversee the administration of 12 Metropolitan Housing Opportunity program units located at Louisiana Court. The development is owned and managed by Project for Pride in Living.**

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**  
(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**

**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):

# of units	Development	Census Tract #
7	Vail Place	1225
18	Excelsior & Grand	229.01
20	Wayside House	221.02

**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: (provide name here)

**Hennepin County, MN**

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. (list below)
- Other: (list below)

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

**Suburban Hennepin County has several goals including:**

- **Increase the number of opportunities for individuals and families to access safe, appropriate, and affordable housing.**
- **Improve the stability of neighborhoods by encouraging integration by race, income group, and household type.**
- **Promote neighborhood redevelopment and revitalization by encouraging economic development and redevelopment and eliminating slum and blight.**
- **Improve delivery of services to populations in need.**
- **Provide adequate resources to address the needs of homeless families and individuals.**
- **Encourage and support greater public awareness of current housing and community development needs in suburban Hennepin County.**

**The County has reviewed and certified past Agency Plans to ensure that the Plan is consistent with the County's Consolidated Plan.**

**Current draft has been submitted for the County's review.**

## **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.

<b>List of Supporting Documents Available for Review</b>		
<b>Applicable &amp; On Display</b>	<b>Supporting Document</b>	<b>Related Plan Component</b>
	<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 resources available, and worked or is working with local jurisdictions to implement any of the jurisdictions’ initiatives to affirmatively further fair housing that require the PHA’s involvement.	5 Year and Annual Plans
X	Housing Needs Statement of the Consolidated Plan for the jurisdiction(s) in which the PHA is located and any additional backup data to support statement of housing needs 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
X	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 checked="" type="checkbox"/> Check here if included in the public housing A&O Policy.	Annual Plan: Eligibility, Selection, and Admissions Policies
X	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 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 (if included in plan, not necessary as a supporting document) and written analysis of Section 8 payment standard policies. <input checked="" type="checkbox"/> Check here if included in Section 8 Administrative Plan.	Annual Plan: Rent Determination

<b>List of Supporting Documents Available for Review</b>		
<b>Applicable &amp; On Display</b>	<b>Supporting Document</b>	<b>Related Plan Component</b>
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
X	Results of latest Section 8 Management Assessment System (SEMAP)	Annual Plan: Management and Operations
X	Any policies governing any Section 8 special housing types <input checked="" type="checkbox"/> Check here if included in Section 8 Administrative Plan	Annual Plan: Operations and Maintenance
X	Public housing grievance procedures <input checked="" type="checkbox"/> Check here if included in the public housing A & O Policy	Annual Plan: Grievance Procedures
X	Section 8 informal review and hearing procedures. <input checked="" 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
X	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
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/A	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 checked="" type="checkbox"/> Check here if included in Public Housing A & O Policy	Annual Plan: Community Service & Self-Sufficiency
N/A	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
X	Section 3 documentation required by 24 CFR Part 135, Subpart E for public housing.	Annual Plan: Community Service & Self-Sufficiency
X	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 checked="" type="checkbox"/> Check here if included in the public housing A & O Policy.	Annual Plan: Pet Policy
	The results of the most recent fiscal year audit of the PHA conducted under the	Annual Plan: Annual Audit

PHA Name:  
HA Code:

Streamlined Annual Plan for Fiscal Year 20\_\_

<b>List of Supporting Documents Available for Review</b>		
<b>Applicable &amp; On Display</b>	<b>Supporting Document</b>	<b>Related Plan Component</b>
X	Single Audit Act as implemented by OMB Circular A-133, the results of that audit and the PHA's response to any findings.	
	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

## 7. Capital Fund Program Annual Statement/Performance and Evaluation Report and Replacement Housing Factor

<b>Annual Statement/Performance and Evaluation Report Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part I: Summary</b>					
<b>PHA Name:</b> Housing Authority of St. Louis Park		<b>Grant Type and Number</b> Capital Fund Program Grant No: MN46P14450107 Replacement Housing Factor Grant No:			<b>Federal FY of Grant:</b> 2007
<input checked="" type="checkbox"/> <b>Original Annual Statement</b> <input type="checkbox"/> <b>Reserve for Disasters/ Emergencies</b> <input type="checkbox"/> <b>Revised Annual Statement (revision no:    )</b> <input type="checkbox"/> <b>Performance and Evaluation Report for Period Ending:</b> <input type="checkbox"/> <b>Final Performance and Evaluation Report</b>					
Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations	15,000			
3	1408 Management Improvements				
4	1410 Administration				
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	18,000			
8	1440 Site Acquisition				
9	1450 Site Improvement	55,000			
10	1460 Dwelling Structures	109,000			
11	1465.1 Dwelling Equipment—Nonexpendable				
12	1470 Nondwelling Structures				
13	1475 Nondwelling Equipment				
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs				
18	1499 Development Activities				
19	1501 Collateralization or Debt Service				
20	1502 Contingency				
21	Amount of Annual Grant: (sum of lines 2 – 20)	197,000			
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				

**7. Capital Fund Program Annual Statement/Performance and Evaluation Report and Replacement Housing Factor**

<b>Annual Statement/Performance and Evaluation Report                      Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)                      Part II: Supporting Pages</b>								
PHA Name: Housing Authority of St. Louis Park			<b>Grant Type and Number</b> Capital Fund Program Grant No: MN46P14450107 Replacement Housing Factor Grant No:			Federal FY of Grant: 2007		
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	
			Lump Sum					
MN144001	Replace roof, siding, and garage	1460	Lump Sum	15, 000				
MN144001	Driveway / Sidewalk replacement and landscaping	1450	Lump Sum	8, 000				
MN144002	Replace roof, windows and patio doors	1460	Lump Sum	27, 600				
MN144002	Driveway / Sidewalk replacement and landscaping	1450	Lump Sum	25, 000				
MN144004	Replace roof, and garages	1460	Lump Sum	13, 000				
MN144004	Driveway / Sidewalk replacement and landscaping	1450	Lump Sum	12, 000				
MN144005	Replace roof, siding, and garage	1460	Lump Sum	53, 400				
MN144005	Driveway / Sidewalk replacement and landscaping	1450	Lump Sum	10, 000				
HA Wide	Operations (Extraordinary turnover maintenance)	1406	Lump Sum	7, 500				
HA Wide	Public Housing Operations/Non-routine maintenance	1406	Lump Sum	7, 500				
HA Wide	Hire A/E to design work for this grant	1430	Lump Sum	18, 000				

**7. Capital Fund Program Annual Statement/Performance and Evaluation Report and Replacement Housing Factor**

<b>Annual Statement/Performance and Evaluation Report                      Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)                      Part III: Implementation Schedule</b>							
PHA Name: Housing Authority of St. Louis Park		Grant Type and Number Capital Fund Program No: MN46P14450107 Replacement Housing Factor No:				Federal FY of Grant: 2007	
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	
MN144001	06/30/09			06/30/11			
MN144002	06/30/09			06/30/11			
MN144005	06/30/09			06/30/11			
MN144004	06/30/09			06/30/11			
HA Wide	06/30/09			06/30/11			

**7. Capital Fund Program Annual Statement/Performance and Evaluation Report and Replacement Housing Factor**

<b>Capital Fund Program Five-Year Action Plan</b>					
<b>Part I: Summary</b>					
PHA Name Housing Authority of St. Louis Park					<input checked="" type="checkbox"/> <b>Original 5-Year Plan</b> <input type="checkbox"/> <b>Revision No:</b>
Development Number/Name/HA-Wide	Year 1	Work Statement for Year 2 FFY Grant: 2008 PHA FY: 2008	Work Statement for Year 3 FFY Grant: 2009 PHA FY: 2009	Work Statement for Year 4 FFY Grant: 2010 PHA FY: 2010	Work Statement for Year 5 FFY Grant: 2011 PHA FY: 2011
	Annual Statement				
MN144-001		\$26,000	\$20,000	\$30,000	\$20,000
MN144-002		\$60,000	\$120,000	\$55,000	\$60,000
MN144-004		\$36,000	\$20,000	\$40,000	\$40,000
MN144-005		\$25,000	\$20,000	\$45,000	\$40,000
MN144-007		\$5,000		\$5,000	\$5,000
HA WIDE		\$48,000	\$20,000	\$25,000	\$35,000
CFP Funds Listed for 5-year planning		\$200, 000	\$200, 000	\$200, 000	\$200, 000
Replacement Housing Factor Funds					

## 7. Capital Fund Program Annual Statement/Performance and Evaluation Report and Replacement

### Housing Factor

#### **Capital Fund Program Five-Year Action Plan**

#### **Part II: Supporting Pages—Work Activities**

Activities for Year 1	Activities for Year : <u>2008</u> FFY Grant: <u>2008</u> PHA FY: <u>2008</u>			Activities for Year: <u>2009</u> FFY Grant: <u>2009</u> PHA FY: <u>2009</u>		
	<b>Development Name/Number</b>	<b>Major Work Categories</b>	<b>Estimated Cost</b>	<b>Development Name/Number</b>	<b>Major Work Categories</b>	<b>Estimated Cost</b>
<b>See</b>	MN144-001	Replace siding, roof, cabinets, plumbing fixtures, flooring, drive/walkways, decks, landscaping, mechanical, windows	\$26, 000	MN144-001	Replace siding, roof, cabinets, plumbing fixtures, flooring, drive/walkways, decks, landscaping, mechanical, windows	\$20, 000
<b>Annual</b>	MN144-002	Replace siding, roof, cabinets, plumbing fixtures, flooring, drive/walkways, decks, landscaping, mechanical, windows	\$60, 000	MN144-002	Replace siding, roof, cabinets, plumbing fixtures, flooring, drive/walkways, decks, landscaping, mechanical, windows	\$120, 000
<b>Statement</b>	MN144-004	Replace siding, roof, cabinets, plumbing fixtures, flooring, drive/walkways, decks, landscaping, mechanical, windows	\$36, 000	MN144-004	Replace siding, roof, cabinets, plumbing fixtures, flooring, drive/walkways, decks, landscaping, mechanical, windows	\$20, 000
	MN144-005	Replace siding, roof, cabinets plumbing fixtures , flooring, decks, driveways, landscaping, mechanical, windows	\$25, 000	MN144-005	Replace siding, roof, cabinets plumbing fixtures , flooring, decks, driveways, landscaping, mechanical, windows	\$20, 000
	MN144-007	Replace siding, roof, cabinets plumbing fixtures , flooring, decks, driveways, landscaping, mechanical, windows	\$5, 000	MN144-007	Replace siding, roof, cabinets plumbing fixtures , flooring, decks, driveways, landscaping, mechanical, windows	
	HA WIDE	Replace siding, roof, cabinets plumbing fixtures , flooring, decks, driveways, landscaping, mechanical, windows	\$48, 000	HA WIDE	Replace siding, roof, cabinets plumbing fixtures , flooring, decks, driveways, landscaping, mechanical, windows	\$20, 000
<b>Total CFP Estimated Cost</b>			<b>\$200, 000</b>			<b>\$200, 000</b>

**7. Capital Fund Program Annual Statement/Performance and Evaluation Report and Replacement Housing Factor**

<b>Capital Fund Program Five-Year Action Plan</b>					
<b>Part II: Supporting Pages—Work Activities</b>					
Activities for Year : <u>2010</u> FFY Grant: <u>2010</u> PHA FY: <u>2010</u>			Activities for Year: <u>2011</u> FFY Grant: <u>2011</u> PHA FY: <u>2011</u>		
<b>Development Name/Number</b>	<b>Major Work Categories</b>	<b>Estimated Cost</b>	<b>Development Name/Number</b>	<b>Major Work Categories</b>	<b>Estimated Cost</b>
MN144-001	Replace siding, roof, cabinets, plumbing fixtures, flooring, drive/walkways, decks, landscaping, mechanical, windows	\$30, 000	MN144-001	Replace siding, roof, cabinets, plumbing fixtures, flooring, drive/walkways, decks, landscaping, mechanical, windows	\$20, 000
MN144-002	Replace siding, roof, cabinets, plumbing fixtures, flooring, drive/walkways, decks, landscaping, mechanical, windows	\$55, 000	MN144-002	Replace siding, roof, cabinets, plumbing fixtures, flooring, drive/walkways, decks, landscaping, mechanical, windows	\$60, 000
MN144-004	Replace siding, roof, cabinets, plumbing fixtures, flooring, drive/walkways, decks, landscaping, mechanical, windows	\$40, 000	MN144-004	Replace siding, roof, cabinets, plumbing fixtures, flooring, drive/walkways, decks, landscaping, mechanical, windows	\$40, 000
MN144-005	Replace siding, roof, cabinets, plumbing fixtures, flooring, drive/walkways, decks, landscaping, mechanical, windows	\$45, 000	MN144-005	Replace siding, roof, cabinets, plumbing fixtures, flooring, drive/walkways, decks, landscaping, mechanical, windows	\$40, 000
MN144-007	Replace siding, roof, cabinets, plumbing fixtures, flooring, drive/walkways, decks, landscaping, mechanical, windows	\$5, 000	MN144-007	Replace siding, roof, cabinets, plumbing fixtures, flooring, drive/walkways, decks, landscaping, mechanical, windows	\$5, 000
HA WIDE	Replace siding, roof, cabinets, plumbing fixtures, flooring, drive/walkways, decks, landscaping, mechanical, windows	\$25, 000	HA WIDE	Replace siding, roof, cabinets, plumbing fixtures, flooring, drive/walkways, decks, landscaping, mechanical, windows	\$35, 000
Total CFP Estimated Cost		\$200, 000			\$200, 000

**12. Capital Fund program and Capital Fund Program Replacement Housing Factor Annual Statement/Performances and Evaluation**

**7. Capital Fund Program Annual Statement/Performance and Evaluation Report and Replacement Housing Factor**

<b>Annual Statement/Performance and Evaluation Report</b>					
<b>Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part I: Summary</b>					
<b>PHA Name:</b> Housing Authority of St. Louis Park		<b>Grant Type and Number</b> Capital Fund Program Grant No: MN46P14450106 Replacement Housing Factor Grant No:			<b>Federal FY of Grant: 2006</b>
<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: 12/31/06 <input type="checkbox"/> Final Performance and Evaluation Report					
Lin e	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations	\$23,000		0	0
3	1408 Management Improvements				
4	1410 Administration				
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	\$22,000		0	0
8	1440 Site Acquisition				
9	1450 Site Improvement				
10	1460 Dwelling Structures	\$149,945		0	0
11	1465.1 Dwelling Equipment— Nonexpendable				
12	1470 Nondwelling Structures				
13	1475 Nondwelling Equipment				
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs				
18	1499 Development Activities				
19	1501 Collectivization or Debt Service				
20	1502 Contingency				
21	Amount of Annual Grant: (sum of lines 2 –	\$194,945		0	0

**7. Capital Fund Program Annual Statement/Performance and Evaluation Report and Replacement Housing Factor**

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 St. Louis Park		Grant Type and Number Capital Fund Program Grant No: MN46P14450106 Replacement Housing Factor Grant No:			Federal FY of Grant: 2006
<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: 12/31/06 <input type="checkbox"/> Final Performance and Evaluation Report					
Line	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
	20)				
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				

**7. Capital Fund Program Annual Statement/Performance and Evaluation Report and Replacement Housing Factor**

Annual Statement/Performance and Evaluation Report Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part II: Supporting Pages									
PHA Name: Housing Authority of St. Louis Park			Grant Type and Number Capital Fund Program Grant No: MN46P14450106 Replacement Housing Factor Grant No:				Federal FY of Grant: 2006		
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		
MN144-002	Replace Hamilton House Roof	14 60	1	129,045		0	0		
MN144001	Replace Plumbing Fixtures	14 60	4	2,400		0	0		
MN144004	Replace Plumbing Fixtures	14 60	7	6,500		0	0		
MN144005	Replace Plumbing Fixtures	14 60	15	12,000		0	0		
HA Wide	Operating Budget	14 06	Lump Sum	23,000		0	0		
HA Wide	Hire A/E to design work for this grant	14 30	Lump Sum	22,000		0	0		

**7. Capital Fund Program Annual Statement/Performance and Evaluation Report and Replacement Housing Factor**

Annual Statement/Performance and Evaluation Report Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part II: Supporting Pages								
PHA Name: Housing Authority of St. Louis Park		Grant Type and Number Capital Fund Program Grant No: MN46P14450106 Replacement Housing Factor Grant No:				Federal FY of Grant: 2006		
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	

## 8. Capital Fund Program Five-Year Action Plan

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 St. Louis Park		Grant Type and Number Capital Fund Program No: MN46P14450106 Replacement Housing Factor No:				Federal FY of Grant: 2006	
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	
MN144001	07/17/08			07/17/10			
MN144002	07/17/08			07/17/10			
MN144005	07/17/08			07/17/10			
MN144004	07/17/08			07/17/10			
HA Wide	07/17/08			07/17/10			

## 8. Capital Fund Program Five-Year Action Plan

Attachment B

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

PHA Name: St. Louis Park	Grant Type and Number Capital Fund Program: MN46P14450105 Capital Fund Program Replacement Housing Factor Grant No:	Federal FY of Grant:  2005
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Original Annual Statement
  Reserve for Disasters/ Emergencies
  Revised Annual Statement  
 Performance and Evaluation Report for Period Ending 12/31/06
  Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Revision 1	Revision 2	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations	50,528.08	47,601	20,264.40	20,264.40
3	1408 Management Improvements				
4	1410 Administration				
5	1411 Audit				
6	1415 liquidated Damages				
7	1430 Fees and Costs	21,328.92	24,256	24,256	21,328.92
8	1440 Site Acquisition				
9	1450 Site Improvement	13,995.00	13,995	13,995	14,450
10	1460 Dwelling Structures	135,919.00	135,919	135,919	135,464
11	1465.1 Dwelling Equipment— Nonexpendable				
12	1470 Nondwelling Structures				
13	1475 Nondwelling Equipment				
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				

## 8. Capital Fund Program Five-Year Action Plan

### Annual Statement/Performance and Evaluation Report

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

PHA Name: St. Louis Park	Grant Type and Number Capital Fund Program: MN46P14450105 Capital Fund Program Replacement Housing Factor Grant No:	Federal FY of Grant:  2005
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Original Annual Statement
  Reserve for Disasters/ Emergencies
  Revised Annual Statement

Performance and Evaluation Report for Period Ending 12/31/06
  Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
17	1495.1 Relocation Costs				
18	1498 Mod Used for Development				
19	1502 Contingency				
20	Amount of Annual Grant: (sum of lines 2-19)	221,771	221,771	194,434.40	191,507.32
21	Amount of line 20 Related to LBP Activities				
22	Amount of line 20 Related to Section 504 Compliance				
23	Amount of line 20 Related to Security				
24	Amount of line 20 Related to Energy Conservation Measures				

## 8. Capital Fund Program Five-Year Action Plan

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

PHA Name: St. Louis Park		Grant Type and Number Capital Fund Program #: MN46P14450105 Capital Fund Program Replacement Housing Factor #:				Federal FY of Grant: <b>2005</b>		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Proposed Work
				Revision #1	Revised #2	Funds Obligated	Funds Expended	
MN144001	Replace roof, siding, millwork, complete basement repair, & flooring	1460	Lump Sum	39,298	39298	39298	25298	
MN144001	Driveway replacement	1450		0	0			
MN144002	Replace Deck Stairs & Flooring	1460		0	0			
MN144002	Boiler work	1460	Lump Sum	7,740	7,740	7740	7740	
MN144002	Replace stairs and driveways	1450		10,690	10,690	10690	0	
MN144004	Replace roofs, complete basement repair, replace boiler, replace millwork	1460	Lump Sum	29,687	29,687	29687	18094	
MN144004	Entry Door Replacement	1460	1	620	620	620	0	
MN144004	Driveway Replacement	1450		0	0			
MN144005	Replace roofs, sidings, kitchen cabinets, & complete basement repair	1460	Lump Sum	58,574	58,574	58574	40000	
MN144005	Sidewalk and Driveway replacement	1450	Lump Sum	3,305	3,305	3305	0	

**8. Capital Fund Program Five-Year Action Plan**

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

PHA Name: St. Louis Park		Grant Type and Number Capital Fund Program #: MN46P14450105 Capital Fund Program Replacement Housing Factor #:				Federal FY of Grant: <b>2005</b>		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Proposed Work
				Revision #1	Revised #2	Funds Obligated	Funds Expended	
HA Wide	Replace plumbing fixtures	1460		0	0			
HA Wide	Operations (Extraordinary turnover maintenance)	1406	Lump Sum	0	0			
HA Wide	Public Housing Operations/Non-routine maintenance	1406	Lump Sum	50, 528.08	47,601	20264.40	20264.40	
HA-Wide	Hire A/E To Design Work	1430	Lump Sum	21, 328.92	24, 256	24, 256	21,328.92	

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

PHA Name: St. Louis Park	Grant Type and Number Capital Fund Program #: MN46P14450105 Capital Fund Program Replacement Housing Factor #:	Federal FY of Grant: 2005
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**8. Capital Fund Program Five-Year Action Plan**

Development Number Name/HA-Wide Activities	All Fund Obligated (Quart Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates
	Rev #1	Revised	Actual	Rev #1	Revised	Actual	
MN144-001	8/17/07	8/17/07		8/17/09	8/17/09		
MN144-002	8/17/07	8/17/07		8/17/09	8/17/07		
MN144-004	8/17/07	8/17/07		8/17/09	8/17/07		
MN144-005	8/17/07	8/17/07		8/17/09	8/17/07		
HA Wide	8/17/07	8/17/07		8/17/09	8/17/07		

## **8. Capital Fund Program Five-Year Action Plan**

### **Resident Advisory Board 2006-2007**

Estelle Brooks  
2400 Nevada Ave. #331  
St. Louis Park, MN 55426 Phone: 952-546-1326

Nancy Holst  
2400 Nevada Ave. #129  
St. Louis Park, MN 55426 Phone: 952-593-9599

Geraldine Russell  
2400 Nevada Ave. #227  
St. Louis Park, Mn 55426

Paulette Ward  
2400 Nevada Ave. #128  
St. Louis Park, MN 55426

Pamela Shneider  
2400 Nevada Ave. #219  
St. Louis Park, MN 55426

Mary Lou Van Stee  
2400 Nevada Ave. #102  
St. Louis Park, MN 55426

Victoria Goma Flomo  
2400 Nevada Ave. #221

### **Resident Advisory Member Comments:**

## **8. Capital Fund Program Five-Year Action Plan**

### **Agency Plan 2007**

- **Minimum Rent:** Some concern was expressed regarding the possible financial hardship that the implementation of a minimum would create, but most of the attendees thought that establishing a minimum rent was a good idea. Residents discussed the belief that residents should pay something towards their housing costs and that it is the exception, and usually short in duration, for someone not to have any income. All of the members also felt that the HUD required waivers for certain hardship situations would cover any residents that legitimately did not have any income and would not be able to pay the minimum rent. Residents asked if there was a limit on the number of residents that could be housed at zero income/rent.

- **Convenience Transfers:** Staff explained that the charge for convenience transfers would be raised to \$250 and limited to one transfer during a tenant's residency in the building. Convenience transfers are defined as when a resident requests to move to another unit within the building and no hardship reason has been identified. The increase is necessary to cover a portion of staff costs. Because of the increase cost and work in "turning" multiple units that results from convenience transfers can cause, the HA is trying to cover cost and increase the significance of a resident's decision to move.

Resident's noted that sometimes a move is warranted to address a specific need or resolve a problem. Staff informed the Advisory Board that residents would not be charged a fee if the reason for the move was a management approved "hardship".

Members of the resident advisory Board expressed support in maintaining the ability to move and understood the need for increasing the charge.

- **Late Rent Policies - Fee and Date:** Staff discussed concerns with the high number of residents who continue to pay their rent late each month. Staff discussed possible efforts to deter residents from paying late, including increasing the late fee, implementing a chronic late rent policy and moving the late rent date from the tenth to earlier in the month.

Members of the resident advisory Board were not in favor of moving the "late" date up. Concerns with when they receive their checks from Social Security and the uncertainty of mail delivery service were cited as reasons to retain the current date of the 10<sup>th</sup>.

Members offered a mixed reaction to increasing the late fee. One of the members volunteered that because of when they receive their SS check, they pay their rent late most months. She stated that if she would have to continue paying her rent late, paying the late fee, until she can get a month ahead.

Implementation of a graduated late fee was discussed, the later you pay, the higher the late fee. The majority of the members supported this idea.

Concerned was expressed regarding the implementation of the chronic late policy, i.e., a lease would be terminated following three late rents within one calendar year. Residents were concerned that "good" residents could end up being evicted.

## **8. Capital Fund Program Five-Year Action Plan**

It was suggested that residents that pay late, but that pay before the end of the month avoiding the need to file an unlawful detainer, could be treated with some latitude.

- Miscellaneous:

Resident asked about having a manager in the building in the evening. Staff discussed staffing levels for the building and the role of the manager and the on-call caretakers.

- After reviewing the Plan, board members did not have any suggestions for changes. Wouldn't change anything and supported the proposed changes to the waiting list preferences.
- Staff was asked the policy for maintaining your residency if you had to go in to a nursing home. The policy regarding being away from your unit was also asked. Management staff explained the current policies.
- Residents expressed some concerns regarding the level of lighting in the parking lot. Staff will follow-up to determine if the lights aren't coming on early enough and/or if there is a need to install additional lighting.
- There was an inquiry as to whether the HA would ever implement automatic deposit.

### New Housing Authority Board member:

Commissioner Trinicia Hill  
6707 Eliot View Road  
St. Louis Park, MN 55426

Appointed:

Term Expires: 06/30/07

\*The resident Commissioner was appointed to the Housing Authority Board by the Mayor and confirmed by the City Council. The Board member is a Public Housing participant.