

<b>PHA 5-Year and Annual Plan</b>	<b>U.S. Department of Housing and Urban Development Office of Public and Indian Housing</b>	<b>OMB No. 2577-0226 Expires 4/30/2011</b>
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<b>1.0</b>	<b>PHA Information</b> PHA Name: <u>Housing Authority of the City of Everett</u> PHA Code: <u>WA 006</u> PHA Type: <input type="checkbox"/> Small <input checked="" type="checkbox"/> High Performing <input type="checkbox"/> Standard <input type="checkbox"/> HCV (Section 8) PHA Fiscal Year Beginning: (MM/YYYY): <u>07/2009</u>												
<b>2.0</b>	<b>Inventory</b> (based on ACC units at time of FY beginning in 1.0 above) Number of PH units: <u>623</u> Number of HCV units: <u>2373</u>												
<b>3.0</b>	<b>Submission Type</b> <input type="checkbox"/> 5-Year and Annual Plan <input checked="" type="checkbox"/> Annual Plan Only <input type="checkbox"/> 5-Year Plan Only												
<b>4.0</b>	<b>PHA Consortia</b> <input type="checkbox"/> PHA Consortia: (Check box if submitting a joint Plan and complete table below.)												
	Participating PHAs	PHA Code	Program(s) Included in the Consortia	Programs Not in the Consortia	No. of Units in Each Program <table border="1"> <thead> <tr> <th>PH</th> <th>HCV</th> </tr> </thead> <tbody> <tr> <td>PHA 1:</td> <td></td> </tr> <tr> <td>PHA 2:</td> <td></td> </tr> <tr> <td>PHA 3:</td> <td></td> </tr> </tbody> </table>	PH	HCV	PHA 1:		PHA 2:		PHA 3:	
PH	HCV												
PHA 1:													
PHA 2:													
PHA 3:													
<b>5.0</b>	<b>5-Year Plan.</b> Complete items 5.1 and 5.2 only at 5-Year Plan update.												
<b>5.1</b>	<b>Mission.</b> State the PHA's Mission for serving the needs of low-income, very low-income, and extremely low income families in the PHA's jurisdiction for the next five years:												
<b>5.2</b>	<b>Goals and Objectives.</b> Identify the PHA's quantifiable goals and objectives that will enable the PHA to serve the needs of low-income and very low-income, and extremely low-income families for the next five years. Include a report on the progress the PHA has made in meeting the goals and objectives described in the previous 5-Year Plan.												

**PHA Plan Update**

(a) Identify all PHA Plan elements that have been revised by the PHA since its last Annual Plan submission:

1. Eligibility, Selection & Admissions Policies

- Revised Section 8 HCV program eligibility requirements for college students under the age of 24. (Admin Plan 10.2 (G) (1) (2)) No changes were made to eligibility standards for the Public Housing program. (Admissions & Occupancy Policy 8.0)
- Capped number of Section 8 HCV Working Families set-aside program vouchers at 25, to reflect current community needs. (Admin Plan 11.3 (C) (6))
- In order to comply with HUD’s Final Rule requiring PHAs to verify citizenship or legal immigrant status for all program participants, applicants and assisted families for both the Public Housing and Section 8 programs will be required to provide valid Social Security cards for all household members, regardless of age. This new policy is mandated to be in effect prior to the 2009 Annual Plan year, and both program’s policy manuals will be amended to reflect this change.
- General policies for the selection of families from both the Section 8 HCV and Public Housing programs wait lists, including admissions preferences can be found in the *Section 8 Administrative Plan* and the *Public Housing Admissions and Occupancy Policy*. Both documents are available for review as exhibits to the 2009 Annual Plan.

2. Financial Resources

- Estimated total financial resources for administration of programs and Public Housing Capital expenditures for Annual Plan year 2009 is \$22,228,685. This is approximately \$1.1 million less than the amount projected as part of last year’s Annual Plan, and is based upon anticipated HUD operating subsidies at current levels. The Non-Federal sources category represents funding from Snohomish County and the North Sound Mental Health Administration for the agency’s HOPE Options program, which aids seniors facing eviction and other housing crises due to mental health issues. The breakdown of total financial resources by program is as follows:

Public Housing Operating Fund	\$ 1,978,462
Public Housing Capital Fund	\$ 946, 223
Annual Contribution for Section 8 Tenant-Based Assistance	\$17,600,000
Resident Opportunity and Self-Sufficiency Grants	\$ 144,000
Public Housing Dwelling Rental Income	\$ 1,395,000
Local Government Grants	\$ 165,000

6.0

3. Rent Determination

- A revised Public Housing flat rent schedule effective April 1, 2009 is included as an exhibit to the Plan. All other rent determination policies have not changed and can be found in the *Section 8 Admin Plan* and the *Public Housing Admissions and Occupancy Policy*.

4. Operation and Management

- Recent upgrades to the housing management software system (ECS) have been implemented to automate the Public Housing unit inspection process. This synchs with the Maintenance Department’s work order system, providing computer generated notifications to staff and residents of unit inspections and results. Ongoing efforts to refine it for maximum operational effectiveness will take place over the course of the 2009 Plan year.
- Plans are being developed for a more proactive cyclical painting schedule of occupied Public Housing dwelling units.
- Individual units at the Grandview Homes Public Housing site will continue to undergo modernization.
- Curbside recycling program was implemented at Grandview Homes in 2008. Plans to analyze expanding recycling efforts at other sites will continue over the course of the 2009 Plan year.
- Maintenance teams assigned to individual Public Housing sites (AMPs) continue to respond to maintenance calls and perform inspections with an eye towards improved efficiency and heightened customer service.
- The Public Housing Maintenance Plan is scheduled for revision as part of the 5-Year Plan effective July 1, 2010. No changes to this document, which is included as an exhibit, will be made in the current Plan year.

5. Grievance Procedures

- In accordance with the existing Public Housing Grievance Procedures, new appointments have been made for the pool of available Hearing Officers and Hearing Panel Members. (Resolution No. 1179)
- Adopted free-standing Section 504/ADA Grievance Procedure as a means to resolve complaints by housing program participants related to alleged violations of Federal disability-related regulations. (Resolution No. 1181) A copy is included as an exhibit to the 2009 Annual Plan.

6. Designated Housing for Elderly and Disabled Families

- No new public housing projects or portions of existing projects will be designated for sole occupancy by elderly and disabled families during the 2009 Annual Plan year.

7. Community Service and Self-Sufficiency

- An application will be submitted to HUD for the Neighborhood Networks grant during the 2009 Plan year. This will fund youth after school programs and adult employment and computer literacy programs for Public Housing residents.
- Expanded participation in the Individual Development Accounts program in partnership with the United Way to include Public Housing families. (Resolution 1182)

8. Safety and Crime Prevention

- Crime statistics in North Everett, where the majority of the agency's Public Housing residents are housed, have been shown to be proportionate to other communities within the area of Everett Housing Authority's jurisdiction. The following strategies will be employed over the course of the 2009 Annual Plan year to promote safety and crime prevention at all Public Housing sites:
  - i. Keep streets, parking lots, and the areas surrounding sites remain well lighted. Efforts are underway to work with the City of Everett to continue upgrades to street lighting in the Grandview Homes neighborhood.
  - ii. Keep vegetation around buildings well trimmed to prevent concealed areas in the vicinity of Public Housing
  - iii. Remain in close contact with police officers and special units that provide law enforcement in our Public Housing communities
  - iv. Continue to follow up with notification cards that are provided when police have responded to an incident at a Public Housing site

9. Pets

- No changes to the existing pet policy are planned for the 2009 Annual Plan year. The Public Housing Family Developments Pet Policy is an exhibit to the *Public Housing Admissions and Occupancy Policy*.

10. Civil Rights Certification

- Since the last Annual Plan submission, HUD's Office of Fair Housing and Equal Opportunity reviewed Everett Housing Authority's compliance with federal 504/disability law and federal civil rights law. Some disabled accessibility issues were identified at Public Housing sites -- i.e., access to trash chutes and mailboxes. Corrective action is either in progress or has been completed. At the recommendation of the review team, a free-standing Section 504/ADA Grievance Procedure was adopted to address alleged violations of Federal disability-related regulations. No findings were issued related to lack of compliance with federal civil rights law.
- Everett Housing Authority has reviewed the "Analysis of Impediments to Fair Housing Choice" study, contained in the City's Consolidated Plan, and taken the following steps to affirmatively further Fair Housing in the administration of its housing programs.
  - i. Expand the number of 4-BR units in its Public Housing inventory to serve the needs of larger families. This includes the ongoing conversion of contiguous two bedroom units in the Baker Heights neighborhood to four bedroom units, as well as the potential development of the Jade Park site, which calls for a number of 4-bedroom units in concept sketch.
  - ii. Bearing in mind the *Analysis of Impediments* study was performed almost five years ago, it is not clear that Native American, Asian, and Hispanic households are currently underrepresented on the Public Housing wait list relative to their proportion of the population. Everett Housing Authority will review the marketing of its services and available programs to these demographic groups, or any others that are identified, when the Analysis of Impediments study is reissued concurrent with the next Five Year planning cycle.
  - iii. Everett Housing Authority's website was updated to include links to Fair Housing resources, including the portion of the HUD website devoted to housing discrimination issues, as well as the Washington State Human Rights Commission. The federal Fair Housing logo was also incorporated into the agency's website.

11. Fiscal Year Audit

- The Washington State Auditor's Office issued results for the audit for the Fiscal Year ending June 30, 2007 on March 10, 2008. No instances of non-compliance or other matters required to be reported under Government Auditing Standards were found. The audit report is available for review as an exhibit to the 2009 Annual Plan.

12. Asset Management

- Everett Housing Authority provided an outline of the approach for the disposition of the Baker Heights neighborhood, to HUD's central office. Projected activity is subject to market conditions, but the process of resident relocation is currently anticipated to begin in 2010, with disposition activity commencing by the end of 2012. The following related activity is planned for the 2009 Plan year:
  - i. Complete negotiations for sale of the Ball Field at Wiggums Hollow to the City of Everett to increase capital reserves available for purchase of replacement Public Housing units.
  - ii. Commence sale of 15 Scattered Site Public Housing units per above.
  - iii. Refinancing for Broadway Plaza utilizing tax credit financing in order to increase Everett Housing Authority's available cash reserves.
  - iv. Continue to explore feasibility of development of Jade Park site with architectural design team. The current design concept calls for 30-40 units of Public Housing, the bulk of which would be 3-BR and 4-BR units.
  - v. Create up to four 4-BR units by merging adjacent 2-BR units into single units in the Baker Heights neighborhood.
  - vi. Expand three 3-BR Scattered Site units into 6-BR units.

	<p>13. <u>Violence Against Women Act (VAWA)</u></p> <ul style="list-style-type: none"> <li>▪ Everett Housing Authority remains attentive to the needs of applicants, program participants, and their respective family members who are victimized by all forms of domestic violence, including stalking and dating violence. Both the Public Housing and the Section 8 HCV programs have enacted policies that protect the rights of both applicants and participants affected by domestic violence. When it can be shown that criminal activity or lease violations are related to domestic violence perpetrated against victims and their families, such individuals will not be disqualified for admission or have their assistance terminated. Everett Housing Authority refers victims to appropriate legal and social services, which include but are not limited to: the police department, the court system – for restraining orders, Northwest Justice Project (legal aid for low income persons), Domestic Violence Services of Snohomish County, Pathways for Women. Project-based Section 8 vouchers are available to house victims of domestic violence in partnership with Domestic Violence Services of Snohomish County. That organization has asked Everett Housing Authority to be a partner in its efforts to convert the Oswald Center, a former military site in North Everett designated for redevelopment by the Department of Defense, into a shelter for victims of domestic violence.</li> </ul> <p>(b) Identify the specific location(s) where the public may obtain copies of the 5-Year and Annual PHA Plan. For a complete list of PHA Plan elements, see Section 6.0 of the instructions.</p> <ul style="list-style-type: none"> <li>▪ Everett Housing Authority’s main office at 3107 Colby Avenue, Everett, WA</li> <li>▪ Bakerview Resident Council office at 2605 15th Street, Everett, WA</li> <li>▪ Baker Heights (AMP # WA 006 000100 P)/Bakerview (AMP # WA 006 000300 P) Housing Coordinator’s office at 1401 Poplar, Everett, WA</li> <li>▪ Grandview Homes (AMP # WA 006 000200 P) Community Center at 718 Linden, Everett, WA</li> <li>▪ Pineview Apartments (AMP # WA 006 000400 P) Community Center at 220 E 98<sup>th</sup> Street SW, Everett, WA</li> </ul>
7.0	<p><b>Hope VI, Mixed Finance Modernization or Development, Demolition and/or Disposition, Conversion of Public Housing, Homeownership Programs, and Project-based Vouchers.</b> Disposition of the Ballfield at Wiggums Hollow, adjacent to the Baker Heights neighborhood, is expected to be completed in CY 2009. Strategic planning for the redevelopment of the Baker Heights neighborhood will take place over the course of Annual Plan Year 2009. It is not clear at this time when the relocation of some residents will begin, as current market conditions make the purchase of replacement housing challenging; however, some residents may be offered Section 8 Vouchers beginning in CY 2010. The sale of some Scattered Site units will commence over the course of Annual Plan Year 2009.</p>
8.0	<p><b>Capital Improvements.</b> Please complete Parts 8.1 through 8.3, as applicable.</p>
8.1	<p><b>Capital Fund Program Annual Statement/Performance and Evaluation Report.</b> As part of the PHA 5-Year and Annual Plan, annually complete and submit the <i>Capital Fund Program Annual Statement/Performance and Evaluation Report</i>, form HUD-50075.1, for each current and open CFP grant and CFFP financing.</p>
8.2	<p><b>Capital Fund Program Five-Year Action Plan.</b> As part of the submission of the Annual Plan, PHAs must complete and submit the <i>Capital Fund Program Five-Year Action Plan</i>, form HUD-50075.2, and subsequent annual updates (on a rolling basis, e.g., drop current year, and add latest year for a five year period). Large capital items must be included in the Five-Year Action Plan.</p>
8.3	<p><b>Capital Fund Financing Program (CFFP).</b> Check if the PHA proposes to use any portion of its Capital Fund Program (CFP)/Replacement Housing Factor (RHF) to repay debt incurred to finance capital improvements.</p>
9.0	<p><b>Housing Needs.</b> Based on information provided by the applicable Consolidated Plan, information provided by HUD, and other generally available data, make a reasonable effort to identify the housing needs of the low-income, very low-income, and extremely low-income families who reside in the jurisdiction served by the PHA, including elderly families, families with disabilities, and households of various races and ethnic groups, and other families who are on the public housing and Section 8 tenant-based assistance waiting lists. The identification of housing needs must address issues of affordability, supply, quality, accessibility, size of units, and location.</p>
9.1	<p><b>Strategy for Addressing Housing Needs.</b> Provide a brief description of the PHA’s strategy for addressing the housing needs of families in the jurisdiction and on the waiting list in the upcoming year. <b>Note: Small, Section 8 only, and High Performing PHAs complete only for Annual Plan submission with the 5-Year Plan.</b></p>

<b>10.0</b>	<p><b>Additional Information.</b> Describe the following, as well as any additional information HUD has requested.</p> <p>(a) Progress in Meeting Mission and Goals. Provide a brief statement of the PHA’s progress in meeting the mission and goals described in the 5-Year Plan.</p> <p>(b) Significant Amendment and Substantial Deviation/Modification. Provide the PHA’s definition of “significant amendment” and “substantial deviation/modification”</p>
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<b>11.0</b>	<p><b>Required Submission for HUD Field Office Review.</b> In addition to the PHA Plan template (HUD-50075), PHAs must submit the following documents. Items (a) through (g) may be submitted with signature by mail or electronically with scanned signatures, but electronic submission is encouraged. Items (h) through (i) must be attached electronically with the PHA Plan. <b>Note:</b> Faxed copies of these documents will not be accepted by the Field Office.</p> <p>(a) Form HUD-50077, <i>PHA Certifications of Compliance with the PHA Plans and Related Regulations</i> (which includes all certifications relating to Civil Rights)</p> <p>(b) Form HUD-50070, <i>Certification for a Drug-Free Workplace</i> (PHAs receiving CFP grants only)</p> <p>(c) Form HUD-50071, <i>Certification of Payments to Influence Federal Transactions</i> (PHAs receiving CFP grants only)</p> <p>(d) Form SF-LLL, <i>Disclosure of Lobbying Activities</i> (PHAs receiving CFP grants only)</p> <p>(e) Form SF-LLL-A, <i>Disclosure of Lobbying Activities Continuation Sheet</i> (PHAs receiving CFP grants only)</p> <p>(f) Resident Advisory Board (RAB) comments. Comments received from the RAB must be submitted by the PHA as an attachment to the PHA Plan. PHAs must also include a narrative describing their analysis of the recommendations and the decisions made on these recommendations.</p> <p>(g) Challenged Elements</p> <p>(h) Form HUD-50075.1, <i>Capital Fund Program Annual Statement/Performance and Evaluation Report</i> (PHAs receiving CFP grants only)</p> <p>(i) Form HUD-50075.2, <i>Capital Fund Program Five-Year Action Plan</i> (PHAs receiving CFP grants only)</p>
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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, as amended, which introduced 5-Year and Annual PHA Plans. The 5-Year and Annual PHA plans provide 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 is to be used by all PHA types for submission of the 5-Year and Annual Plans to HUD. Public reporting burden for this information collection is estimated to average 12.68 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 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. Responses to the collection of information are required to obtain a benefit or to retain a benefit. The information requested does not lend itself to confidentiality

## **Instructions form HUD-50075**

**Applicability.** This form is to be used by all Public Housing Agencies (PHAs) with Fiscal Year beginning April 1, 2008 for the submission of their 5-Year and Annual Plan in accordance with 24 CFR Part 903. The previous version may be used only through April 30, 2008.

### **1.0 PHA Information**

Include the full PHA name, PHA code, PHA type, and PHA Fiscal Year Beginning (MM/YYYY).

### **2.0 Inventory**

Under each program, enter the number of Annual Contributions Contract (ACC) Public Housing (PH) and Section 8 units (HCV).

### **3.0 Submission Type**

Indicate whether this submission is for an Annual and Five Year Plan, Annual Plan only, or 5-Year Plan only.

### **4.0 PHA Consortia**

Check box if submitting a Joint PHA Plan and complete the table.

### **5.0 Five-Year Plan**

Identify the PHA's Mission, Goals and/or Objectives (24 CFR 903.6). Complete only at 5-Year update.

**5.1 Mission.** A statement of the mission of the public housing agency for serving the needs of low-income, very low-income, and extremely low-income families in the jurisdiction of the PHA during the years covered under the plan.

**5.2 Goals and Objectives.** Identify quantifiable goals and objectives that will enable the PHA to serve the needs of low income, very low-income, and extremely low-income families.

**6.0 PHA Plan Update.** In addition to the items captured in the Plan template, PHAs must have the elements listed below readily available to the public. Additionally, a PHA must:

- (a) Identify specifically which plan elements have been revised since the PHA's prior plan submission.
- (b) Identify where the 5-Year and Annual Plan may be obtained by the public. At a minimum, PHAs must post PHA Plans, including updates, at each Asset Management Project (AMP) and main office or central office of the PHA. PHAs are strongly encouraged to post complete PHA Plans on its official website. PHAs are also encouraged to provide each resident council a copy of its 5-Year and Annual Plan.

#### **PHA Plan Elements.** (24 CFR 903.7)

1. **Eligibility, Selection and Admissions Policies, including Deconcentration and Wait List Procedures.** Describe the PHA's policies that govern resident or tenant eligibility, selection and admission including admission preferences for both public housing and HCV and unit assignment policies for public housing; and procedures for maintaining waiting lists for admission to public housing and address any site-based waiting lists.

2. **Financial Resources.** A statement of financial resources, including a listing by general categories, of the PHA's anticipated resources, such as PHA Operating, Capital and other anticipated Federal resources available to the PHA, as well as tenant rents and other income available to support public housing or tenant-based assistance. The statement also should include the non-Federal sources of funds supporting each Federal program, and state the planned use for the resources.
3. **Rent Determination.** A statement of the policies of the PHA governing rents charged for public housing and HCV dwelling units.
4. **Operation and Management.** A statement of the rules, standards, and policies of the PHA governing maintenance management of housing owned, assisted, or operated by the public housing agency (which shall include measures necessary for the prevention or eradication of pest infestation, including cockroaches), and management of the PHA and programs of the PHA.
5. **Grievance Procedures.** A description of the grievance and informal hearing and review procedures that the PHA makes available to its residents and applicants.
6. **Designated Housing for Elderly and Disabled Families.** With respect to public housing projects owned, assisted, or operated by the PHA, describe any projects (or portions thereof), in the upcoming fiscal year, that the PHA has designated or will apply for designation for occupancy by elderly and disabled families. The description shall include the following information: **1)** development name and number; **2)** designation type; **3)** application status; **4)** date the designation was approved, submitted, or planned for submission, and; **5)** the number of units affected.
7. **Community Service and Self-Sufficiency.** A description of: **(1)** Any programs relating to services and amenities provided or offered to assisted families; **(2)** Any policies or programs of the PHA for the enhancement of the economic and social self-sufficiency of assisted families, including programs under Section 3 and FSS; **(3)** How the PHA will comply with the requirements of community service and treatment of income changes resulting from welfare program requirements. **(Note: applies to only public housing).**
8. **Safety and Crime Prevention.** For public housing only, describe the PHA's plan for safety and crime prevention to ensure the safety of the public housing residents. The statement must include: (i) A description of the need for measures to ensure the safety of public housing residents; (ii) A description of any crime prevention activities conducted or to be conducted by the PHA; and (iii) A description of the coordination between the PHA and the appropriate police precincts for carrying out crime prevention measures and activities.

9. **Pets.** A statement describing the PHAs policies and requirements pertaining to the ownership of pets in public housing.
10. **Civil Rights Certification.** A PHA will be considered in compliance with the Civil Rights and AFFH Certification if: it can document that it examines its programs and proposed programs to identify any impediments to fair housing choice within those programs; addresses those impediments in a reasonable fashion in view of the resources available; works with the local jurisdiction to implement any of the jurisdiction's initiatives to affirmatively further fair housing; and assures that the annual plan is consistent with any applicable Consolidated Plan for its jurisdiction.
11. **Fiscal Year Audit.** The results of the most recent fiscal year audit for the PHA.
12. **Asset Management.** A statement of how the agency will carry out its asset management functions with respect to the public housing inventory of the agency, including how the agency will plan for the long-term operating, capital investment, rehabilitation, modernization, disposition, and other needs for such inventory.
13. **Violence Against Women Act (VAWA).** A description of: 1) Any activities, services, or programs provided or offered by an agency, either directly or in partnership with other service providers, to child or adult victims of domestic violence, dating violence, sexual assault, or stalking; 2) Any activities, services, or programs provided or offered by a PHA that helps child and adult victims of domestic violence, dating violence, sexual assault, or stalking, to obtain or maintain housing; and 3) Any activities, services, or programs provided or offered by a public housing agency to prevent domestic violence, dating violence, sexual assault, and stalking, or to enhance victim safety in assisted families.

**7.0 Hope VI, Mixed Finance Modernization or Development, Demolition and/or Disposition, Conversion of Public Housing, Homeownership Programs, and Project-based Vouchers**

- (a) **Hope VI or Mixed Finance Modernization or Development.** 1) A description of any housing (including project number (if known) and unit count) for which the PHA will apply for HOPE VI or Mixed Finance Modernization or Development; and 2) A timetable for the submission of applications or proposals. The application and approval process for Hope VI, Mixed Finance Modernization or Development, is a separate process. See guidance on HUD's website at: <http://www.hud.gov/offices/pih/programs/ph/hope6/index.cfm>
- (b) **Demolition and/or Disposition.** With respect to public housing projects owned by the PHA and subject to ACCs under the Act: (1) A description of any housing (including project number and unit numbers [or addresses]), and the number of affected units along with their sizes and accessibility features) for which the PHA will apply or is currently pending for demolition or disposition; and (2) A timetable for the demolition or disposition. The application and approval process for demolition and/or disposition is a separate process. See guidance on HUD's website at: [http://www.hud.gov/offices/pih/centers/sac/demo\\_dispo/index.cfm](http://www.hud.gov/offices/pih/centers/sac/demo_dispo/index.cfm)  
**Note:** This statement must be submitted to the extent that approved and/or pending demolition and/or disposition has changed.
- (c) **Conversion of Public Housing.** With respect to public housing owned by a PHA: 1) A description of any building or buildings (including project number and unit count) that the PHA is required to convert to tenant-based assistance or

that the public housing agency plans to voluntarily convert; 2) An analysis of the projects or buildings required to be converted; and 3) A statement of the amount of assistance received under this chapter to be used for rental assistance or other housing assistance in connection with such conversion. See guidance on HUD's website at: <http://www.hud.gov/offices/pih/centers/sac/conversion.cfm>

- (d) **Homeownership.** A description of any homeownership (including project number and unit count) administered by the agency or for which the PHA has applied or will apply for approval.
- (e) **Project-based Vouchers.** If the PHA wishes to use the project-based voucher program, a statement of the projected number of project-based units and general locations and how project basing would be consistent with its PHA Plan.

**8.0 Capital Improvements.** This section provides information on a PHA's Capital Fund Program. With respect to public housing projects owned, assisted, or operated by the public housing agency, a plan describing the capital improvements necessary to ensure long-term physical and social viability of the projects must be completed along with the required forms. Items identified in 8.1 through 8.3, must be signed where directed and transmitted electronically along with the PHA's Annual Plan submission.

**8.1 Capital Fund Program Annual Statement/Performance and Evaluation Report.** PHAs must complete the *Capital Fund Program Annual Statement/Performance and Evaluation Report* (form HUD-50075.1), for each Capital Fund Program (CFP) to be undertaken with the current year's CFP funds or with CFFP proceeds. Additionally, the form shall be used for the following purposes:

- (a) To submit the initial budget for a new grant or CFFP;
- (b) To report on the Performance and Evaluation Report progress on any open grants previously funded or CFFP; and
- (c) To record a budget revision on a previously approved open grant or CFFP, e.g., additions or deletions of work items, modification of budgeted amounts that have been undertaken since the submission of the last Annual Plan. The Capital Fund Program Annual Statement/Performance and Evaluation Report must be submitted annually.

Additionally, PHAs shall complete the Performance and Evaluation Report section (see footnote 2) of the *Capital Fund Program Annual Statement/Performance and Evaluation* (form HUD-50075.1), at the following times:

1. At the end of the program year; until the program is completed or all funds are expended;
2. When revisions to the Annual Statement are made, which do not require prior HUD approval, (e.g., expenditures for emergency work, revisions resulting from the PHAs application of fungibility); and
3. Upon completion or termination of the activities funded in a specific capital fund program year.

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

PHAs must submit the *Capital Fund Program Five-Year Action Plan* (form HUD-50075.2) for the entire PHA portfolio for the first year of participation in the CFP and annual update thereafter to eliminate the previous year and to add a new fifth year (rolling basis) so that the form always covers the present five-year period beginning with the current year.

**8.3 Capital Fund Financing Program (CFFP).** Separate, written HUD approval is required if the PHA proposes to pledge any

portion of its CFP/RHF funds to repay debt incurred to finance capital improvements. The PHA must identify in its Annual and 5-year capital plans the amount of the annual payments required to service the debt. The PHA must also submit an annual statement detailing the use of the CFFP proceeds. See guidance on HUD's website at:

<http://www.hud.gov/offices/pih/programs/ph/capfund/cffp.cfm>

**9.0 Housing Needs.** Provide a statement of the housing needs of families residing in the jurisdiction served by the PHA and the means by which the PHA intends, to the maximum extent practicable, to address those needs. **(Note: Standard and Troubled PHAs complete annually; Small and High Performers complete only for Annual Plan submitted with the 5-Year Plan).**

**9.1 Strategy for Addressing Housing Needs.** Provide a description of the PHA's strategy for addressing the housing needs of families in the jurisdiction and on the waiting list in the upcoming year. **(Note: Standard and Troubled PHAs complete annually; Small and High Performers complete only for Annual Plan submitted with the 5-Year Plan).**

**10.0 Additional Information.** Describe the following, as well as any additional information requested by HUD:

- (a) **Progress in Meeting Mission and Goals.** PHAs must include (i) a statement of the PHAs progress in meeting the mission and goals described in the 5-Year Plan; (ii) the basic criteria the PHA will use for determining a significant amendment from its 5-year Plan; and a significant amendment or modification to its 5-Year Plan and Annual Plan. **(Note: Standard and Troubled PHAs complete annually; Small and High Performers complete only for Annual Plan submitted with the 5-Year Plan).**
- (b) **Significant Amendment and Substantial Deviation/Modification.** PHA must provide the definition of "significant amendment" and "substantial deviation/modification". **(Note: Standard and Troubled PHAs complete annually; Small and High Performers complete only for Annual Plan submitted with the 5-Year Plan.)**

- (c) PHAs must include or reference any applicable memorandum of agreement with HUD or any plan to improve performance. **(Note: Standard and Troubled PHAs complete annually).**

**11.0 Required Submission for HUD Field Office Review.** In order to be a complete package, PHAs must submit items (a) through (g), with signature by mail or electronically with scanned signatures. Items (h) and (i) shall be submitted electronically as an attachment to the PHA Plan.

- (a) Form HUD-50077, *PHA Certifications of Compliance with the PHA Plans and Related Regulations*
- (b) Form HUD-50070, *Certification for a Drug-Free Workplace (PHAs receiving CFP grants only)*
- (c) Form HUD-50071, *Certification of Payments to Influence Federal Transactions (PHAs receiving CFP grants only)*
- (d) Form SF-LLL, *Disclosure of Lobbying Activities (PHAs receiving CFP grants only)*
- (e) Form SF-LLL-A, *Disclosure of Lobbying Activities Continuation Sheet (PHAs receiving CFP grants only)*
- (f) Resident Advisory Board (RAB) comments.
- (g) Challenged Elements. Include any element(s) of the PHA Plan that is challenged.
- (h) Form HUD-50075.1, *Capital Fund Program Annual Statement/Performance and Evaluation Report (Must be attached electronically for PHAs receiving CFP grants only)*. See instructions in 8.1.
- (i) Form HUD-50075.2, *Capital Fund Program Five-Year Action Plan (Must be attached electronically for PHAs receiving CFP grants only)*. See instructions in 8.2.

Annual Statement / Performance and Evaluation Report  
 Capital Fund Program, Capital Fund Program Replacement Housing Factor and  
 Capital Fund Financing Program

U. S. Department of Housing and Urban Development  
 Office of Public and Indian Housing  
 PHB No. 2577-0226  
 Expires 4-30-2011

**Part 1: Summary**

Grant Type and Number: WA19P006501-2009

Replacement Housing Factor Grant No: \_\_\_\_\_

FFY of Grant 2009

PHA Name:

Date of CFFP: \_\_\_\_\_

Housing Authority of the City of Everett

FFY of Grant Approval 2009

Original Annual Statement

Reserve for Disaster/Emergencies

Revised Annual Statement/Revision

Final Performance and Evaluation Report

Performance and Evaluation Report for Program Year Ending--

**Line No. Summary by Development Account**

Total Estimated Cost		Total Actual Cost (2)	
Original	Revised (1)	Obligated	Expended

1 Total Non-CGP Funds

2 1406 Operations (may not exceed 10% of 21)

3 1408 Management Improvements \$ 3,500.00 \$ - \$ - \$ -

4 1410 Administration (may not exceed 10% of line 21) \$ 94,623.30 \$ - \$ - \$ -

5 1411 Audit

6 1415 Liquidated Damages

7 1430 Fees and Costs

8 1440 Site Acquisition

9 1450 Site Improvement \$ 40,000.00 \$ - \$ - \$ -

10 1460 Dwelling Structures \$ 754,000.00 \$ - \$ - \$ -

11 1465.1 Dwelling Equipment-Nonexpendable \$ 7,000.00 \$ - \$ - \$ -

12 1470 Non-dwelling Structures

13 1475 Non-dwelling Equipment \$ 40,000.00 \$ - \$ - \$ -

14 1485 Demolition

15 1492 Moving to Work Demonstration

16 1495.1 Relocation Cost \$ 2,500.00 \$ - \$ - \$ -

17 1499 Development Activities (4)

18a 1501 Collateralization or Debt Service paid by the PHA

18b 9000 Collateralization or Debt Service paid Via System of Direct Payment

19 1502 Contingency (may not exceed 8% of 20) \$ 4,609.70

**20 Amount of Annual Grant (Sum of lines 2-19) \$ 946,233.00 \$ - \$ - \$ -**

Signature of Executive Director/PAID Date

Signature of Public Housing Director

Date

Development Recap all funds budgeted for each are

101 Baker Heights \$ 2,500.00 \$ - \$ - \$ -

102 Grandview \$ 367,000.00 \$ - \$ - \$ -

103 Baker view \$ 306,000.00 \$ - \$ - \$ -

104 Pineview \$ 78,000.00 \$ - \$ - \$ -

105 Scattered Sites \$ 50,000.00 \$ - \$ - \$ -

COCC Central Office Cost Center \$ 40,000.00 \$ - \$ - \$ -

Management Improvements \$ 3,500.00 \$ - \$ - \$ -

Management Fee \$ 94,623.30 \$ - \$ - \$ -

Contingency \$ 4,609.70 \$ - \$ - \$ -

Fund Total \$ 946,233.00 \$ - \$ - \$ -

Summary of Development Account	Development Number/Name General	Description of Major Work Categories	Original Estimated Cost	Revised Cost	Obligated Amount	Expended Amounts	
For all developments, will be allocated between the projects for each sites individual cost	1408	development preventive maintenance program	500.00				
	1408	management study; disaster planning & training and disaster recovery	500.00				
	1408	facility maintenance training for maintenance staff	500.00				
	1408	asset management assessment of existing property	500.00				
	1408	ccs software & windows upgrade	500.00				
	1408	related training for capital fund modernization and or maintenance related	500.00				
	1408	software & training	500.00				
	<b>MANAGEMENT IMPROVEMENTS</b>			<b>1408</b>	<b>3,500.00</b>	-	-
	M/F	1410	Management Fee	94,623.30			
	<b>MANAGEMENT FEE</b>			<b>1410</b>	<b>94,623.30</b>	-	-
WA006 000 200 P	1450	exterior lighting	15,000.00				
<b>GRANDVIEW</b>			<b>15,000.00</b>	-	-	-	
WA006 000 300 P	1450	new parking areas, parking striping, paved walks & surfaces, steps and ramps	15,000.00				
<b>BAKERVIEW</b>			<b>15,000.00</b>	-	-	-	
WA006 000 400 P	1450	landscaping and/or creek beautification; fencing, playgrounds, basketball courts; fixed furniture	5,000.00				
WA006 000 400 P	1450	new parking areas, parking striping, paved walks & surfaces, steps and ramps	5,000.00				
<b>PINEVIEW</b>			<b>10,000.00</b>	-	-	-	
<b>SITE IMPROVEMENTS</b>			<b>1450</b>	<b>40,000.00</b>	-	-	
WA006 000 200 P	1460	Replace small and large windows	20,000.00				
WA006 000 200 P	1460	Replacement of furnaces	5,000.00				
WA006 000 200 P	1460	Major interior renovation	320,000.00				
<b>GRANDVIEW</b>			<b>345,000.00</b>	-	-	-	
WA006 000 300 P	1460	Elevator Upgrades	250,000.00				
WA006 000 300 P	1460	Vent stack cleaning					
WA006 000 300 P	1460	8 story building-14 stacks	6,000.00				

Summary of Development Account	Development Number/Name General Description of Major Work Categories	Original Estimated Cost	Revised Cost	Obligated Amount	Expended Amounts
WA006 000 300 P	1460 Upgrades to existing roof exhaust system	12	10,000.00		
WA006 000 300 P	1460 Upgrade of system for smoke/fire detectors/nurse call systems, intercom systems <b>BAKERVIEW</b>	Phased	25,000.00	-	-
WA006 000 400 P	1460 Replacement of roof shingles on units that were not reroofed a few years ago (222 and 220)	2	8,000.00		
WA006 000 400 P	1460 Replacement of gutters and downspouts	All	10,000.00		
WA006 000 400 P	1460 Replacement of decks and rails	as needed	30,000.00		
WA006 000 400 P	1460 Attic Ventilation <b>PINEVIEW</b>	all	20,000.00	-	-
WA006 000 500 P	1460 Interior Renovation <b>SCATTERED SITES</b>	Phased	50,000.00	-	-
<b>DWELLING SCTRUCTURES</b>		<b>1460</b>	<b>754,000.00</b>	-	-
WA006 000 200 P	1465 appliances <b>GRANDVIEW</b>	12	5,000.00	-	-
WA006 000 500 P	1465 Appliances <b>SCATTERED SITES</b>	Phased	2,000.00	-	-
<b>DWELLING EQUIPMENT-NON EXPENDABLE</b>		<b>1465</b>	<b>7,000.00</b>	-	-
<b>NON DWELLING EQUIPMENT</b>		<b>1475</b>	<b>40,000.00</b>	-	-
WA006 000 100 P	1495 Relocation <b>BAKER HEIGHTS</b>	as needed	500.00	-	-
WA006 000 200 P	1495 Relocation <b>GRANDVIEW</b>	as needed	2,000.00	-	-
<b>RELOCATION</b>		<b>1495</b>	<b>2,500.00</b>	-	-
<b>CONTINGENCY</b>	1502 Contingency		4,609.70	-	-
<b>GRANT TOTAL</b>	<b>GRANT TOTAL</b>	<b>Total</b>	<b>946,233.00</b>	-	-

Summary of Development Account	Development Number/Name General Description of Major Work Categories		Original Estimated Cost	Revised Cost	Obligated Amount	Expended Amounts
WA006 000 100 P	Baker Heights		-			
WA006 000 200 P	Grandview					
WA006 000 300 P	Baker view					
WA006 000 400 P	Pineview					
WA006 000 500 P	Scattered Sites					
<p>Interior Renovation of units to include abatement and installation of new flooring, upgrade to exhaust fans for ranges if possible, upgrade of all electrical fixtures, new kitchen and bath cabinets and countertops, new sinks, toilets showers, shower doors/curtains, studio room privacy ; interior doors; baseboard heater replacement; lighting upgradesm carbon monoxide detectors, dishwasher-optional; fire extinguishers; firewalls/draftsops in attics and storage areas; entry fiberglass doors; smore and fire detectors; thermostats; and modernization related to energy efficiency improvements</p>						

Annual Statement/Performance and Evaluation Report						
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)						
Part 3: Implementation Schedule						
Dev #/Activities	All Fund Obligated Quarter Ending Date			All Funds Expended (Quarter Ending Date)		Reasons for Revised Target Dates
	Original	Revised	Actual	Original	Revised	Actual
101: Baker Heights	30-Jun-11			30-Jun-13		
102: Grandview	30-Jun-11			30-Jun-13		
103: Bakerview	30-Jun-11			30-Jun-13		
104: Pineview	30-Jun-11			30-Jun-13		
105: Scattered Sites	30-Jun-11			30-Jun-13		
Operations	30-Jun-11			30-Jun-13		
Management Improvements	30-Jun-11			30-Jun-13		
Administration	30-Jun-11			30-Jun-13		
A&E Services	30-Jun-11			30-Jun-13		
Non Dwelling Structures & Equipment	30-Jun-11			30-Jun-13		

Annual Statement / Performance and Evaluation Report  
 Capital Fund Program, Capital Fund Program Replacement Housing Factor and  
 Capital Fund Financing Program

U. S. Department of Housing and Urban Development  
 Office of Public and Indian Housing  
 PMB No. 2577-0226  
 Expires 4-30-2011

Part 1: Summary

Grant Type and Number: WA19P006501-2008  
 Replacement Housing Factor Grant No: \_\_\_\_\_  
 PHA Name: \_\_\_\_\_ Date of CFFP: \_\_\_\_\_  
 FFY of Grant 2008  
 FFY of Grant Approval 2008

Housing Authority of the City of Everett  
 Original Annual Statement  Reserve for Disaster/Emergencies  Revised Annual Statement/Revision  
 Final Performance and Evaluation Report

Line No.	Summary by Development Account	Performance and Evaluation Report for Program Year Ending 12-31-08		Total Actual Cost (2)	Expended
		Original	Revised (1)		
1	Total Non-CGP Funds				
2	1406 Operations (may not exceed 10% of 19)				
3	1408 Management Improvements (may not exceed 20% of 19)	\$ 26,500.00	\$ -	\$ -	\$ -
4	1410 Administration (may not exceed 10% of 19)	\$ 94,623.30	\$ -	\$ 94,623.30	\$ 94,623.30
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	\$ 7,000.00	\$ -	\$ -	\$ -
8	1440 Site Acquisition				
9	1450 Site Improvement	\$ 70,000.00	\$ -	\$ -	\$ -
10	1460 Dwelling Structures	\$ 489,109.70	\$ -	\$ -	\$ -
11	1465.1 Dwelling Equipment-Nonexpendable	\$ 8,000.00	\$ -	\$ -	\$ -
12	1470 Non-dwelling Structures	\$ 95,000.00	\$ -	\$ -	\$ -
13	1475 Non-dwelling Equipment	\$ 121,000.00	\$ -	\$ -	\$ -
14	1485 Demolition				
15	1492 Moving to Work Demonstration				
16	1495.1 Relocation Cost	\$ 30,000.00	\$ -	\$ -	\$ -
17	1499 Development Activities (4)				
18a	1501 Collateralization or Debt Service paid by the PHA				
18b	9000 Collateralization or Debt Service paid Via System of Direct Payment				
19	1502 Contingency (may not exceed 8% of 20)	\$ 5,000.00	\$ -	\$ -	\$ -
20	Amount of Annual Grant (Sum of lines 2-19)	\$ 946,233.00	\$ -	\$ 94,623.30	\$ 94,623.30
21	Amount of line 20 Related to LBP Activities	\$ -	\$ -	\$ -	\$ -
22	Amount of line 20 Related to Section 504 Activities	\$ -	\$ -	\$ -	\$ -
23	Amount of line 20 Related to Security-Soft Costs	\$ -	\$ -	\$ -	\$ -
24	Amount of line 20 Related to Security-Hard Costs	\$ -	\$ -	\$ -	\$ -
24	Amount of line 20 Related to Energy Conservation	\$ -	\$ -	\$ -	\$ -

Signature of Executive Director and Date  
 5/23/2009

Signature of Public Housing Director and Date

Dev #	Major Acct #	General Description fo Major Work Categories	Original Estimated Cost	Revised Cost	Obligated Amount	Expended Amounts	Status of Work
Mi	1408-010011	ecs software & windows upgrade, phone line costs for dial in capability and increase internet capability	25,500.00	-	-	-	ecs software & windows upgrade, phone line costs for dial in capability and increase internet capability
Mi	1408-010021	Training Costs: Resident training for move to work; staff training for public housing rules and regulations	1,000.00	-	-	-	Training Costs: Resident training for move to work; staff training for public housing rules and regulations
Adm	1410-010082	Management Fee 10% of Budget	26,500.00	-	-	-	-
			94,623.30	-	94,623.30	94,623.30	Staff Salaries
F & C	1430-010022	A&E Fees needed for all public housing developments and for any administration office for staff use. To include any plan review fees needed and advertising costs associated with each program, will be allocated to appropriate development at time of use.	7,000.00	-	-	-	A&E Fees needed for all public housing developments and for any administration office for staff use. To include any plan review fees needed and advertising costs associated with each program, will be allocated to appropriate development at time of use.
WA006 000 500 P	450-010029	SS: Replacement of decks and rails PV: Landscaping and/or creek beautification; fencing, playgrounds, basketball courts; fixed furniture, parking stripes, paved walks and surfaces, steps and ramps, new parking spaces	1430	-	-	-	SS: Replacement of decks and rails PV: Landscaping and/or creek beautification; fencing, playgrounds, basketball courts; fixed furniture, parking stripes, paved walks and surfaces, steps and ramps, new parking spaces
WA006 000 500 P	450-010030	SS: Landscaping and/or creek beautification; fencing, playgrounds, basketball courts; fixed furniture	35,000.00	-	-	-	SS: Landscaping and/or creek beautification; fencing, playgrounds, basketball courts; fixed furniture
WA006 000 400 P	450-010033	Drainage--downspout replacement/upgrades	15,000.00	-	-	-	Drainage--downspout replacement/upgrades
WA006 000 200 P	460-010046	GV: Replace small and large windows	5,000.00	-	-	-	GV: Replace small and large windows
WA006 000 300 P	460-010046	BV: Replace large (elevator) front windows	1450	-	-	-	BV: Replace large (elevator) front windows
WA006 000 500 P	460-010049	SS: Construction storage sheds off units	75,000.00	-	-	-	SS: Construction storage sheds off units
			5,000.00	-	-	-	SS: Construction storage sheds off units

Dev #	Major Acct #	General Description for Major Work Categories	Original Estimated Cost	Revised Cost	Obligated Amount	Expended Amounts	Status of Work
WA006 000 200 P	460-010050-	GV: Interior renovation of needed units to include but not limited to the following: insulation, asbestos abatement, flooring, painting, hot water tank, heating, windows, doors electrical and plumbing upgrades	295,000.00	-	-	-	GV: Interior renovation of needed units to include but not limited to the following: insulation, asbestos abatement, flooring, painting, hot water tank, heating, windows, doors electrical and plumbing upgrades
WA006 000 400 P	460-010050-	PV: Interior renovation of needed units to include but not limited to the following: insulation, asbestos abatement, flooring, painting, hot water tank, heating, windows, doors electrical and plumbing upgrades	5,000.00	-	-	-	PV: Interior renovation of needed units to include but not limited to the following: insulation, asbestos abatement, flooring, painting, hot water tank, heating, windows, doors electrical and plumbing upgrades
WA006 000 500 P	460-010050-	SS: Interior renovation of needed units to include but not limited to the following: insulation, asbestos abatement, flooring, painting, hot water tank, heating, windows, doors electrical and plumbing upgrades	30,000.00	-	-	-	SS: Interior renovation of needed units to include but not limited to the following: insulation, asbestos abatement, flooring, painting, hot water tank, heating, windows, doors electrical and plumbing upgrades
WA006 000 500 P	460-010053-	SS: Dead bolt lock upgrade	8,800.00	-	-	-	SS: Dead bolt lock upgrade
WA006 000 500 P	460-010054-	SS: Replacement of wood /vinyl or aluminum siding, or painting	45,309.70	-	-	-	SS: Replacement of wood /vinyl or aluminum siding, or painting
WA006 000 200 P	460-010059-	GV: Replacement of furnaces	5,000.00	-	-	-	GV: Replacement of furnaces
WA006 000 200 P	1465-010063	Appliance replacement for GV and SS: will be allocated to proper development at time of purchase	8,000.00	-	-	-	Appliance replacement for GV and SS: will be allocated to proper development at time of purchase
NDS	1470-010067	Resign of office space in Baker Community Center for Housing Coordinator Staff	95,000.00	-	-	-	Resign for additional space needed for housing coordinator and staff for leasing needs and client privacy needs.
NDS/E	1475-010073	PC Upgrades/replacements: printers, copiers: replace/upgrade current server at any adminoffice, purchase and install emote locations hardware	36,000.00	-	-	-	PC Upgrades/replacements: printers, copiers: replace/upgrade current server at any adminoffice, purchase and install emote locations hardware
NDS/E	1475-010077	Maintenance Equipment Replacement	5,000.00	-	-	-	Maintenance Equipment Replacement
NDS/E	1475-010078	Maintenance Truck Replacement	80,000.00	-	-	-	Maintenance Truck Replacement

Dev #	Major Acct #	General Description for Major Work Categories	Original Estimated Cost	Revised Cost	Obligated Amount	Expended Amounts	Status of Work
			1475	-	-	-	-
Rel	1495-010080	Relocation Costs (6-1) (6-2) (6-3)	30,000.00	-	-	-	Relocation Costs (6-1) (6-2) (6-3)
			1495	-	-	-	-
Cont	1502-010081	Contingency	5,000.00	-	-	-	Contingency
			1502	-	-	-	-
		Grand Total	946,233.00	-	94,623.30	94,623.30	-

**Annual Statement/Performance and Evaluation Report**

**Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)**

**Part 3: Implementation Schedule**

Dev #/Activities	All Fund Obligated Quarter Ending Date			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates
	Original	Revised	Actual	Original	Revised	Actual	
WA006 000 100 P	Baker Heights	June 30, 2010		June 30, 2012			
WA006 000 200 P	Grandview	June 30, 2010		June 30, 2012			
WA006 000 300 P	Bakerview	June 30, 2010		June 30, 2012			
WA006 000 400 P	Pineview	June 30, 2010		June 30, 2012			
WA006 000 500 P	Scattered Sites	June 30, 2010		June 30, 2012			
	Management Improvements	June 30, 2010		June 30, 2012			
	Administration	June 30, 2010		June 30, 2012			
	A&E Services	June 30, 2010		June 30, 2012			
	Non Dwelling Structures & Equipment	June 30, 2010		June 30, 2012			

Annual Statement / Performance and Evaluation Report  
 Capital Fund Program, Capital Fund Program Replacement Housing Factor and  
 Capital Fund Financing Program  
 U. S. Department of Housing and Urban Development  
 Office of Public and Indian Housing  
 PWB No. 2577-0226  
 Expires 4-30-2011

Part 1: Summary  
 Grant Type and Number: WA19P006501-2007  
 Replacement Housing Factor Grant No: \_\_\_\_\_  
 PHA Name: \_\_\_\_\_  
 Date of CFFP: \_\_\_\_\_  
 FFY of Grant 2007  
 FFY of Grant Approval 2007

Housing Authority of the City of Everett  
 Original Annual Statement  Reserve for Disaster/Emergencies  Revised Annual Statement/Revision  
 Final Performance and Evaluation Report  Performance and Evaluation Report for Program Year Ending 12-31-08

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost (2)	Expended
		Original	Revised (1)		
1	Total Non-CGP Funds				
2	1406 Operations (may not exceed 10% of 19)	\$ 85,133.00	\$ -	\$ -	\$ -
3	1408 Management Improvements (ay not exceed 20% of 19)	\$ 168,488.30	\$ 56,000.00	\$ 1,302.47	\$ 1,302.47
4	1410 Administration (may not exceed 10% of 19)	\$ 88,133.00	\$ 88,341.80	\$ 88,341.40	\$ 88,341.80
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	\$ 11,000.00	\$ 141,000.00	\$ 130,000.00	\$ 47,257.23
8	1440 Site Acquisition				
9	1450 Site Improvement	\$ 7,000.00	\$ 7,000.00	\$ -	\$ -
10	1460 Dwelling Structures	\$ 385,078.40	\$ 452,490.90	\$ 35,096.28	\$ 30,986.75
11	1465.1 Dwelling Equipment-Nonexpendable	\$ 12,000.00	\$ 12,000.00	\$ -	\$ -
12	1470 Non-dwelling Structures	\$ 65,588.00	\$ 65,588.00	\$ -	\$ -
13	1475 Non-dwelling Equipment	\$ 48,997.30	\$ 48,997.30	\$ 597.89	\$ 597.89
14	1485 Demolition				
15	1492 Moving to Work Demonstration				
16	1495.1 Relocation Cost	\$ 2,000.00	\$ 2,000.00	\$ 768.25	\$ 768.25
17	1499 Development Activities (4)				
18a	1501 Collateralization or Debt service paid by the PHA				
18b	9000 Collateralization or Debt Service paid Via System of Direct Payment				
19	1502 Contingency (may not exceed 8% of 20)	\$ 10,000.00	\$ 10,000.00	\$ -	\$ -
20	Amount of Annual Grant (Sum of lines 2-19)	\$ 883,418.00	\$ 883,418.00	\$ 256,106.29	\$ 169,254.39
21	Amount of line 20 Related to LBP Activities	\$ -	\$ -	\$ -	\$ -
22	Amount of line 20 Related to Section 504 Activities	\$ -	\$ -	\$ -	\$ -
23	Amount of line 20 Related to Security-Soft Costs	\$ -	\$ -	\$ -	\$ -
24	Amount of line 20 Related to Security-Hard Costs	\$ -	\$ -	\$ -	\$ -
24	Amount of line 20 Related to Energy Conservation	\$ -	\$ -	\$ -	\$ -
Signature of Executive Director and Date		Signature of Public Housing Director and Date			



Dev #	Major Acct #	Sub-Acct Number	General Description to Major Work Categories	Original Estimated Cost as of 12-31-07 (no changes)	Revised Cost	Obligated Amount	Expended Amounts	Status of Work
NDS/E	1450	10030-001	Admin Building: Landscaping Paved Walks and Surfaces	1,000.00	1,000.00	-	-	Admin Building: Landscaping Paved Walks and Surfaces
WA006 000 400 P	1450	10031-004	Walks & Surfaces/parking/Steps & ramps & ADA Compliance	1,000.00	1,000.00	-	-	Walks & Surfaces/parking/Steps & ramps & ADA Compliance
WA006 000 300 P	1450	10033-003	Upgrade sanitary lines and/or water distribution	500.00	500.00	-	-	Upgrade sanitary lines and/or water distribution
WA006 000 400 P	1450	10034-004	Upgrade sanitary and/or creek beautification: fencing, playgrounds, basketball courts; fixed	1,000.00	1,000.00	-	-	Upgrade sanitary and/or creek beautification: fencing, playgrounds, basketball courts;
WA006 000 500 P	1460	10042-005	Install ceiling insulation	2,000.00	2,000.00	-	-	Install ceiling insulation
WA006 000 200 P	1460	10046-002	Replace small and large windows	20,000.00	20,000.00	-	-	Replace small and large windows
WA006 000 500 P	1460	10049-005	Construction storage sheds off units	5,000.00	5,000.00	-	-	Construction storage sheds off units
WA006 000 200 P	1460	10050-002	Grandview: major interior renovation	248,578.40	248,578.40	31,077.77	26,968.23	major interior renovation-continuous
WA006 000 400 P	1460	10050-004	Pineview: major interior renovation	5,000.00	5,000.00	-	-	Interior renovation of needed units to include but not limited to the following: insulation, asbestos abatement, flooring, painting, hot water tank, heating, windows, doors electrical and plumbing upgrades
WA006 000 500 P	1460	10050-005	Scattered Sites: major interior renovation	20,000.00	20,000.00	4,018.51	4,018.52	Interior renovation of needed units to include but not limited to the following: insulation, asbestos abatement, flooring, painting, hot water tank, heating, windows, doors electrical and plumbing upgrades
WA006 000 300 P	1460	10052-003	Upgrades to existing fire alarm panel and smoke detector upgrades	-	67,412.50	-	-	A&E services to replace the aging fire alarm panel in 2006 budget. Review and determination of actual project is still be determined, must meet with the Fire Chief for certain work determinations.
WA006 000 400 P	1460	10052-004	Upgrade smoke/fire detectors	2,500.00	2,500.00	-	-	Upgrade smoke/fire detectors
WA006 000 300 P	1460	10053-003	Installation of doors and frames, deadbolts, wood doors, door bells	500.00	500.00	-	-	Installation of doors and frames, deadbolts, wood doors, door bells
WA006 000 400 P	1460	10054-004	Installation of wood /vinyl or aluminum siding; painting, reconfigure front entry	20,000.00	20,000.00	-	-	Installation of wood /vinyl or aluminum siding; painting, reconfigure front entry
WA006 000 500 P	1460	10054-005	Replacement of wood /vinyl or aluminum siding; painting	20,000.00	20,000.00	-	-	Replacement of wood /vinyl or aluminum siding; painting
WA006 000 300 P	1460	10055-003	Exterior Building Lights- Mounted Light Installation	500.00	500.00	-	-	Exterior Building Lights- Mounted Light Installation
WA006 000 200 P	1460	10059-002	Replacement of furnaces	1,000.00	1,000.00	-	-	Replacement of furnaces
WA006 000 300 P	1460	10061-003	Elevator Upgrades	35,000.00	35,000.00	-	-	Elevator Upgrades-Project in review of which upgrades need to be completed for this budget and for future work items.
WA006 000 400 P	1460	10062-004	Dead bolt lock upgrade	5,000.00	5,000.00	-	-	Dead bolt lock upgrade

Dev #	Major Acct #	Sub-Acct Number	General Description for Major Work Categories	Original Estimated Cost as of 12-31-07 (no changes)	Revised Cost	Obligated Amount	Expended Amounts	Status of Work
			DWELLING STRUCTURES	385,078.40	452,490.90	35,096.28	30,986.75	
WA006 000 200 P	1465	010063-002	ranges and refrigerators	10,000.00	10,000.00	-	-	ranges and refrigerators
WA006 000 500 P	1465	10063-005	Appliances	2,000.00	2,000.00	-	-	Appliances
			DWELLING EQUIPMENT	12,000.00	12,000.00	-	-	
WA006 000 300 P	1470	10043-003	Roof replacement and redesign of community Center roof-to eliminate leaks, (new hall/offices/additions/remodel - floors, ceiling, walls, appliances	15,000.00	15,000.00	-	-	Roof replacement and redesign of community Center roof-to eliminate leaks, (new hall/offices/additions/remodel - floors, ceiling, walls, appliances
WA006 000 300 P	1470	10065-003	Upgrade resident recreation rooms, beauty shop, north lounge, furniture replacement & other rooms for resident use, library;ADA Compliance	4,500.00	4,500.00	-	-	Upgrade resident recreation rooms, beauty shop, north lounge, furniture replacement & other rooms for resident use, library;ADA Compliance
6000	1470	010067	ANY Admin Bldg Redesign work;replace flooring & redesign office space Maint.;Other offices redesign;floors,doors,walls,ceiling,appliances	46,088.00	46,088.00	-	-	ANY Admin Bldg Redesign work;replace flooring & redesign office space Maint.;Other offices redesign;floors,doors,walls,ceiling,appliances
			NON DWELLING STRUCTURES	65,588.00	65,588.00	-	-	
NDS/E	1475	010070	Maintenance Equipment Replacement	1,000.00	1,000.00	-	-	Maintenance Equipment Replacement
WA006 000 400 P	1475	10071-004	Installation of Fire Extinguishers on outside of units	1,000.00	1,000.00	-	-	Installation of Fire Extinguishers on outside of units
NDS/E	1475	010078	Maintenance Truck Replacement	17,997.30	17,997.30	-	-	Maintenance Truck Replacement
NDS/E	1475	010072	Telephone system needs (also internet) telephone system replacement or upgrades; modems, remote hardware cell phones/system, phone line costs for dial in capability.	3,000.00	3,000.00	597.89	597.89	Telephone system needs (also internet) telephone system replacement or upgrades; modems, remote hardware cell phones/system, phone line costs for dial in capability.
NDS/E	1475	010073	PC Upgrades/replacements; printers, copiers	1,000.00	1,000.00	-	-	PC Upgrades/replacements; printers, copiers
NDS/E	1475	010077	replace/upgrade current server @ admin office and outlying offices	25,000.00	25,000.00	-	-	replace/upgrade current server @ admin office and outlying offices
			NON DWELLING EQUIPMENT	48,997.30	48,997.30	597.89	597.89	
WA006 000 200 P	1495	010080	Relocation Costs (6-2)	2,000.00	2,000.00	768.25	768.25	Relocation Costs (6-2)
			RELOCATION COSTS	2,000.00	2,000.00	768.25	768.25	
Cont	1502	010081	Contingency	10,000.00	10,000.00	-	-	Contingency
			CONTINGENCY	10,000.00	10,000.00	-	-	
			GRANT TOTAL	883,418.00	883,418.00	256,106.29	169,254.39	

**Annual Statement/Performance and Evaluation Report**

**Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFPP/CFPRHF)**

**Part 3: Implementation Schedule**

Dev #/Activities	All Funds Obligated Quarter Ending Date			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates
	Original	Revised	Actual	Original	Revised	Actual	
WA006 000 100 P Baker Heights	June 30, 2010			June 30, 2012			
WA006 000 200 P Grandview	June 30, 2010			June 30, 2012			
WA006 000 300 P Bakerview	June 30, 2010			June 30, 2012			
WA006 000 400 P Pineview	June 30, 2010			June 30, 2012			
WA006 000 500 P Scattered Sites	June 30, 2010			June 30, 2012			
Operations	June 30, 2010			June 30, 2012			
Management Improvements	June 30, 2010			June 30, 2012			
Administration	June 30, 2010			June 30, 2012			
A&E Services	June 30, 2010			June 30, 2012			
Non Dwelling Structures & Equipment	June 30, 2010			June 30, 2012			

**Annual Statement / Performance and Evaluation Report**  
**Capital Fund Program, Capital Fund Program Replacement Housing Factor and**  
**Capital Fund Financing Program**

**U. S. Department of Housing and Urban Development**  
**Office of Public and Indian Housing**  
**PMB No. 2577-0226**  
**Expires 4-30-2011**

Everett Housing Authority  
 WA19P006501-2006  
 (EHA's "507")

**Part 1: Summary**

PHA Name: \_\_\_\_\_ Grant Type and Number: WA19P006501-2006  
 Replacement Housing Factor Grant No: \_\_\_\_\_  
 Housing Authority of the City of Everett Date of CFFP: \_\_\_\_\_  
 FFY of Grant 2006  
 FFY of Grant Approval 2006

Original Annual Statement  Reserve for Disaster/Emergencies  Revised Annual Statement/Revision:  
 Final Performance and Evaluation Report

Line No.	Summary by Development Account	Performance and Evaluation Report for Program Year Ending 12-31-08			
		Total Estimated Cost Original	Revised (1)	Total Actual Cost (2) Obligated	Expended
1	Total Non-CGP Funds				
2	1406 Operations (may not exceed 10% of 19)	92,335.80	36,000.00	36,000.00	-
3	1408 Management Improvements (ay not exceed 20% of 19)	169,393.90	131,555.05	131,555.05	24,942.86
4	1410 Administration (may not exceed 10% of 19)	92,335.80	92,335.80	92,335.80	40,088.18
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs		4,810.00	4,810.00	4,810.00
8	1440 Site Acquisition				
9	1450 Site Improvement	12,000.00	7,475.82	7,475.82	7,475.82
10	1460 Dwelling Structures	453,075.70	494,972.55	494,972.55	455,083.01
11	1465.1 Dwelling Equipment-Nonexpendable	10,000.00	5,072.00	5,072.00	5,072.00
12	1470 Non-dwelling Structures	51,216.80	86,536.10	86,536.10	86,536.10
13	1475 Non-dwelling Equipment	32,000.00	63,917.60	63,917.60	25,075.21
14	1485 Demolition				
15	1492 Moving to Work Demonstration				
16	1495.1 Relocation Cost	1,000.00	683.08	683.08	683.08
17	1499 Development Activities (4)				
18a	1501 Collateralization or Debt Service paid by the PHA				
18b	9000 Collateralization or Debt Service paid Via System of Direct Payment				
19	1502 Contingency (may not exceed 8% of 20)	10,000.00	-	-	-
20	Amount of Annual Grant (Sum of lines 2-19)	923,358.00	923,358.00	923,358.00	649,766.26
21	Amount of line 20 Related to LBP Activities	-	-	-	-
22	Amount of line 20 Related to Section 504 Activities	-	-	-	-
23	Amount of line 20 Related to Security-Soft Costs	-	-	-	-
24	Amount of line 20 Related to Security-Hard Costs	-	-	-	-
25	Amount of line 20 Related to Energy Conservation	-	-	-	-
Signature of Executive Director and Date		Signature of Public Housing Director and Date			

Dev #	Major Acct #	General Description fo Major Work Categories	Original Estimated Cost As of 12-31-07	Revised Cost	Obligated Amount	Expended Amounts	Status of Work
Op	140600-010001	Clerk Salaries-Staff Position to facilitate purchasing for the agency and will be prorated between departments	40,000.00	-	-	-	Clerk Salaries-Staff Position to facilitate purchasing for the agency and will be prorated between departments; moved funds to 1408 and added to the other procurement position.
Op	140600-010002	human resource consultant	24,000.00	36,000.00	36,000.00	-	Consultant hired for human resources need
Op	140600-010007	Clerk Benefits-Staff Position to facilitate purchasing for the agency and will be prorated between departments	28,335.80	-	-	-	Clerk Benefits-Staff Position to facilitate purchasing for the agency and will be prorated between departments; moved funds to 1408 and added to the other procurement position.
		<b>1406</b>	<b>92,335.80</b>	<b>36,000.00</b>	<b>36,000.00</b>	-	
M.I.	140800-010003	related training for capital funds	2,000.00	3,039.01	3,039.01	3,039.01	Funds needed for staff training for new rules and regulations in the use of capital funding grants
M.I.	140800-010005	technical information systems coordinator Salary	55,000.00	30,000.00	30,000.00	-	to keep the agency current in changing computer technologies
M.I.	140800-010008	technical information systems coordinator benefits	22,488.30	20,000.00	20,000.00	\$ -	to keep the agency current in changing computer technologies
M.I.	140800-010011	resident training (move to work, job related)	500.00	-	-	-	resident training (move to work, job related)
	140800-010012	ecs software & windows upgrade (Inspection Software)	-	13,678.85	13,678.85	13,678.85	Funds needed to upgrade the ECS software and windows upgrades as needed, originally set up under 010021 should have been 010012. To complete the purchase of the inspection software
M.I.	140800-010013	procurement coordinate salaries-Staff position to facilitate purchasing and contracting for the agency and will be prorated between departments	25,000.00	31,000.00	31,000.00	-	procurement coordinate salaries-Staff position (s) to facilitate purchasing and contracting for the agency and will be prorated between departments
M.I.	140800-010014	procurement coordinate benefits-Staff position to facilitate purchasing and contracting for the agency and will be prorated between departments	15,000.00	25,612.19	25,612.19	-	procurement coordinate benefits-Staff position (s) to facilitate purchasing and contracting for the agency and will be prorated between departments
M.I.	140800-010020	energy audit	24,405.60	8,225.00	8,225.00	8,225.00	Funds need to completed the HUD required 5 year increments for public housing energy audit. EHA completed process and has Sept 2007 Audit Review.
M.I.	140800-010021	ecs software & windows upgrade	25,000.00	-	-	-	
		<b>1408</b>	<b>169,393.90</b>	<b>131,555.05</b>	<b>131,555.05</b>	<b>24,942.86</b>	
Adm	141010-010015	Staff Salaries	65,000.00	65,000.00	65,000.00	31,068.37	Administrative salaries for staffing positions to implement the capital fund grants
Adm	141019-010018	Advertising Costs	133.00	-	-	-	
Adm	141010-010019	Staff Benefits	27,202.80	27,335.80	27,335.80	9,019.81	Administrative benefits for staffing positions to implement the capital fund grants

Dev #	Major Acct #	General Description for Major Work Categories	Original Estimated Cost As of 12-31-07	Revised Cost	Obligated Amount	Expended Amounts	Status of Work
WA006 000 300 P	143010-010022-003	BV Alarm Panel Replacement- Engineering Services	92,335.80	92,335.80	92,335.80	40,088.18	To desigsn alarm panel in 8 story highrise to replace aged and falling system
WA006 000 500 P	143010-010022-005	SS Home Inspection for pending sale	-	4,810.00	4,810.00	4,810.00	SS Home Inspection for pending sale
WA006 000 400 P	145000-010029-004	Replacement of decks and rails	5,000.00	7,475.82	7,475.82	7,475.82	Replaced support beams on decks as needed to replace old and rotten beams. Will be scheduling the replacement of some decks during better weather conditions.
WA006 000 500 P	145000-010029-005	Replacement of decks with rails	5,000.00				
WA006 000 100 P	145000-010030-001	Upgrade ballfield	2,000.00				
WA006 000 200 P	146000-010046-002	Replace small and large windows	20,000.00	3,114.08	3,114.08	3,114.08	Replace small and large windows
WA006 000 500 P	146000-010047-005	Upgrade garage (s) and/or fiberglass doors	5,000.00	4,741.00	4,741.00	4,741.00	Upgrade garage (s) and/or fiberglass doors
WA006 000 200 P	146000-010049-002	Construction of storage areas off of units	1,000.00				
WA006 000 500 P	146000-010049-005	Construction storage sheds off units	5,000.00				
WA006 000 200 P	146000-010050-002	major interior renovation	295,000.00	401,465.56	401,465.56	401,465.56	major interior renovation
WA006 000 400 P	146000-010050-004	Interior Renovation: Abatement Replacement of resilient flooring, insulation, wall & ceiling construction, weatherization	10,000.00				Interior Renovation: Abatement Replacement of resilient flooring, insulation, wall & ceiling construction, weatherization
WA006 000 500 P	146000-010050-005	Replacement of kitchen floor and bath floor	5,400.00				Replacement of kitchen floor and bath floor
WA006 000 300 P	146000-010052-003	Upgrade of alarm system for smoke/fire detectors/nurse call systems	43,074.40	18,498.01	18,498.01	15,749.03	Upgrade of alarm system for smoke/fire detectors/nurse call systems
WA006 000 300 P	146000-010053-003	Security Card Access System with Camera Monitoring	5,000.00	3,030.00	3,030.00	3,030.00	Security Card Access System with Camera Monitoring
WA006 000 400 P	146000-010054-005	Installation of wood /vinyl or aluminum siding; painting, reconfigure front entry door	25,000.00	37,140.56	37,140.56	-	Installation of wood /vinyl or aluminum siding; painting, reconfigure front entry door

Dev #	Major Acct #	General Description fo Major Work Categories	Original Estimated Cost As of 12-31-07	Revised Cost	Obligated Amount	Expended Amounts	Status of Work
WA006 000 400 P	146000-010055-004	building mounted site lights	5,000.00	-	-	-	building mounted site lights
WA006 000 200 P	146000-010059-002	Replacement of furnaces	28,601.30	7,402.50	7,402.50	7,402.50	Replacement of furnaces
WA006 000 200 P	146000-010062-002	Dead bolt lock upgrade	5,000.00	2,643.00	2,643.00	2,643.00	Dead bolt lock upgrade
WA006 000 300 P	146000-010064-003	Mailbox System Replacement	-	16,937.84	16,937.84	16,937.84	Replace mailbox system at Bakerview-HUD approval by email on July 10, 2008
WA006 000 200 P	146510-010063-002	ranges and refrigerators	10,000.00	5,072.00	5,072.00	5,072.00	ranges and refrigerators
N.D.	147000-010067-001	Admin and/or maintenanceadministration Buildings: Staff breakroom redesign, carpet replacement, resilient flooring, doors, wall and ceiling construction & surfaces, appliance replacement: Ergonomically correct conference room chairs and tables in all admi nistrative building: ALL FUNDS IN ONE LINE ITEM	51,216.80	86,536.10	86,536.10	86,536.10	ADA Compliance - Any administrative building: ALL FUNDS IN ONE LINE ITEM
N.D.	1470	Admin Buildings: Boilers, boiler room piping, abate ladding; HVAC System Electrical Panel, fuses, circuit breakers: Electrical wiring and other devices for administrative buildings					Admin Buildings: Boilers, boiler room ladding; HVAC System
N.D.	1470	Other Rooms (Kitchen) (conference)Storage rooms, for administrative purposes					Other Rooms (Kitchen) (conference)Storage rooms, for administrative purposes
N.D.	1470	Smoke & Fire Detectors-in any administrative building					Smoke & Fire Detectors-in any administrative building
N.D.	1470	Underground Electrical Distribution- Administrative offices					Underground Electrical Distribution-Administrative offices
N.D.	147510-010006	Record Storage	51,216.80	86,536.10	86,536.10	86,536.10	Record Storage
N.D.	147510-010073	PC Upgrades/replacements; printers, copiers	5,000.00	9,023.59	9,023.59	6,023.59	PC Upgrades/replacements; printers, copiers

Dev #	Major Acct #	General Description fo Major Work Categories	Original Estimated Cost As of 12-31-07	Revised Cost	Obligated Amount	Expended Amounts	Status of Work
WA006 000 200 P	147510-010074	Remodel of rec center for office area for rental officer on site	5,000.00				Remodel of rec center for office area for rental officer on site
N.D.	147510-010077	replace/upgrade current server @ admin office and outlying offices	1,000.00				replace/upgrade current server @ admin office and outlying offices
N.D.	147510-010078	Maintenance Truck Replacement	20,000.00	53,104.00	53,104.00	17,511.00	Maintenance Truck Replacement
			<b>1475</b>			<b>25,075.21</b>	
WA006 000 200 P	149510-010080	Relocation Costs (6-2)	1,000.00	683.08	683.08	683.08	Relocation Costs (6-2)
			<b>1495</b>			<b>683.08</b>	
Cont	150200-010081	Contingency	10,000.00	-	-	-	Contingency
			<b>10,000.00</b>				
			<b>923,358.00</b>	<b>923,358.00</b>	<b>923,358.00</b>	<b>649,766.26</b>	

Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)		All Fund Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates
Part 3: Implementation Schedule	Dev #/Activities	Original	Revised	Actual	Original	Revised	Actual	
		WA006 000 100 P	Baker Heights	June 30, 2008			June 30, 2010	
WA006 000 200 P	Grandview	June 30, 2008			June 30, 2010			
WA006 000 300 P	Bakerview	June 30, 2008			June 30, 2010			
WA006 000 400 P	Pineview	June 30, 2008			June 30, 2010			
WA006 000 500 P	Scattered Sites	June 30, 2008			June 30, 2010			
	Operations	June 30, 2008			June 30, 2010			
	Management Improvements	June 30, 2008			June 30, 2010			
	Administration	June 30, 2008			June 30, 2010			
	A&E Services	June 30, 2008			June 30, 2010			
	Non Dwelling Structures & Equipment	June 30, 2008			June 30, 2010			

**Annual Statement / Performance and Evaluation Report  
 Capital Fund Program, Capital Fund Program Replacement Housing Factor and  
 Capital Fund Financing Program**

Everett Housing Authority  
 WA19P006501-2005  
 (EHA's 506)  
**U. S. Department of Housing and Urban Development  
 Office of Public and Indian Housing  
 PMB No. 2577-0226  
 Expires 4-30-2011**

**Part 1: Summary**

PHA Name: \_\_\_\_\_ Grant Type and Number: WA19P006501-2005  
 Replacement Housing Factor Grant No.: \_\_\_\_\_  
 Housing Authority of the City of Everett Date of CFFP: \_\_\_\_\_  
 FFY of Grant 2005 \_\_\_\_\_  
 FFY of Grant Approval 2005 \_\_\_\_\_

Original Annual Statement     Reserve for Disaster/Emergencies     Revised Annual Statement/Revision

Final Performance and Evaluation Report     Performance and Evaluation Report for Program Year Ending 12-31-08

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost (2)	
		Original	Revised (1)	Obligated	Expended
1	Total Non-CGP Funds				
2	1406 Operations (may not exceed 10% of 20)	\$ 94,251.00	\$ 56,400.00	\$ 56,400.00	\$ 51,850.00
3	1408 Management Improvements	\$ 92,488.30	\$ 66,876.11	\$ 66,876.11	\$ 44,686.93
4	1410 Administration (may not exceed 10% of line 20)	\$ 94,251.00	\$ 93,751.00	\$ 93,751.00	\$ 93,751.00
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	\$ 1,000.00	\$ -	\$ -	\$ -
8	1440 Site Acquisition				
9	1450 Site Improvement	\$ 52,000.00	\$ 6,581.89	\$ 6,581.89	\$ 6,581.89
10	1460 Dwelling Structures	\$ 456,519.70	\$ 648,728.14	\$ 648,728.14	\$ 648,728.14
11	1465.1 Dwelling Equipment-Nonexpendable	\$ 10,000.00	\$ 5,616.00	\$ 5,616.00	\$ 5,616.00
12	1470 Non-dwelling Structures	\$ 51,000.00	\$ 36,861.81	\$ 33,317.66	\$ 36,861.81
13	1475 Non-dwelling Equipment	\$ 78,000.00	\$ 27,695.05	\$ 27,695.05	\$ 27,695.05
14	1485 Demolition				
15	1492 Moving to Work Demonstration				
16	1495.1 Relocation Cost	\$ 3,000.00	\$ -	\$ -	\$ -
17	1499 Development Activities (4)				
18a	1501 Collateralization or Debt Service paid by the PHA				
18b	9000 Collateralization or Debt Service paid Via System of Direct Payment				
19	1502 Contingency (may not exceed 8% of 20)	\$ 10,000.00	\$ -	\$ -	\$ -
20	Amount of Annual Grant (Sum of lines 2-19)	\$ 942,510.00	\$ 942,510.00	\$ 938,965.85	\$ 915,770.82
21	Amount of line 20 Related to LBP Activities	\$ -	\$ -	\$ -	\$ -
22	Amount of line 20 Related to Section 504 Activities	\$ -	\$ -	\$ -	\$ -
23	Amount of line 20 Related to Security - Soft Costs	\$ -	\$ -	\$ -	\$ -
24	Amount of line 20 Related to Security - Hard Costs	\$ -	\$ -	\$ -	\$ -
25	Amount of line 20 Related to Energy Conservation	\$ -	\$ -	\$ -	\$ -
Signature of Executive Director and Date		Signature of Public Housing Director and Date			

Part II: Supporting Pages

PHA Name:		Grant Type and Number:		CFPP (Yes/No)		Federal FTY of Grant	
Housing Authority of the City of Everett		Capital Fund Program Grant No. WA19P006501-2005 Replacement Housing Factor Grant No. _____				2005	
Development	Major Account #	Development Number/Name General Description of Major Work Categories	AS of 12-31-07 Revised Cost of Original Amount	Revised Cost Adjustment	Obligated Amount	Expended Amounts	Status of Work
Operations	140600-010001-000	Development-General Clerk Salaries Purchasing Activities Salaries	44,363.00	27,143.26	27,143.26	27,143.26	Salary for Development - General Clerk position in the Facilities Department, time is allocated according to actual work done. July 25, 2005 reduced funds to cover reduction in CFPP funding. Title change for work being completed to the Purchasing Coordinator and the Inventory Control Clerk
Operations	140600-010002-000	human resource consultant	21,400.00	21,400.00	21,400.00	16,850.00	Hiring of human resource consultant and cost prorated out
Operations	140600-010007-000	Development-General Clerk Benefits Purchasing Activities Benefits	26,209.44	7,856.74	7,856.74	7,856.74	Benefits for Development-General Clerk position in the Facilities Department, time is allocated according to actual work done Title change for work being completed to the Purchasing Coordinator and the Inventory Control Clerk
		<b>OPERATIONS</b>	<b>91,972.44</b>	<b>56,400.00</b>	<b>56,400.00</b>	<b>51,850.00</b>	
MI	140800-010005-000	technical information systems coordinator Salary	30,000.00	24,387.81	24,387.81	17,968.73	Salary prorated for the technical information systems coordinator
MI	140800-010008-000	technical information systems coordinator Benefits	12,488.30	12,488.30	12,488.30	4,903.11	Benefits prorated for technical information systems coordinator benefits
MI	140800-010013-000	procurement salaries activities	25,000.00	20,000.00	20,000.00	15,764.70	Salaries: Moved work item forward from 2006 budget, reconfigured procurement department duties, any procurement for public housing will be allocated according to actual work done
MI	140800-010014-000	procurement activities benefits	10,000.00	10,000.00	10,000.00	6,050.39	Benefits: Moved work item forward from 2006 budget, reconfigured procurement department duties, any procurement for public housing will be allocated according to actual work done.
		<b>MANAGEMENT IMPROVEMENTS</b>	<b>77,488.30</b>	<b>66,876.11</b>	<b>66,876.11</b>	<b>44,686.93</b>	
Administration	141010-010015-000	Staff Salaries	70,700.00	72,601.23	72,601.23	72,601.23	Salary prorated for the administrative staff for the capital fund projects
Administration	141090-010019-000	Staff Benefits <b>ADMINISTRATION</b>	23,051.00	21,149.77	21,149.77	21,149.77	Benefits prorated for the administrative staff for the capital fund projects. July 25, 2005 reduced funds to cover reduction in CFPP funding.
			<b>93,751.00</b>	<b>93,751.00</b>	<b>93,751.00</b>	<b>93,751.00</b>	

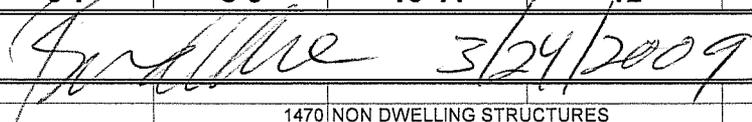
Part II: Supporting Pages

PHA Name:		Grant Type and Number:		Capital Fund Program Grant No. WA19P006501-2005		CFPP (Yes/No)		Federal FFY of Grant		
Housing Authority of the City of Everett		Replacement Housing Factor Grant No. _____		AS of 12-31-'07 Revised Cost of Original Amount		Revised Cost Adjustment		Obligated Amount	Expended Amounts	Status of Work
Development	Major Account #	Development Number/Name	General Description of Major Work Categories	Original Amount	Revised Cost Adjustment	Obligated Amount	Expended Amounts			
WA006 000 100 P	145000-010030-001		Upgrade ballfield Construction of fencing for private yards & enclosures; Upgrade playground areas; Upgrade basketball courts	6,331.62	6,331.62	6,331.62	6,331.62			Working with the City of Everett that has an adjacent park to EHA's ballfield in the Baker Heights Development. Install a walking path. City of Everett Parks department engineer to outline area. Merged three projects into one lineitem: Construction of fencing for private yards & enclosures; upgrade playground areas and upgrade basketball courts
WA006 000 400 P	145000-010034-004		<b>SITE IMPROVEMENT</b>	250.27	250.27	250.27	250.27			
WA006 000 200 P	146000-010046-002		Replace small and large windows	20,000.00	19,529.74	19,529.74	19,529.74			Replacement of windows as the interior renovation of units are happening in vacated units.
WA006 000 200 P	146000-010050-002		major interior renovation	547,925.68	594,089.78	594,089.78	594,089.78			Complete interior renovation
WA006 000 500 P	146000-010050-005		Install ceiling insulation; replacement of kitchen floors	27,315.76	27,786.02	27,786.02	27,786.02			Merged two work items into one line item. Install ceiling insulation and replacement of kitchen floors,
WA006 000 200 P	146000-010059-002		Replacement of furnaces	7,000.00	7,000.00	7,000.00	7,000.00			Replacement of aged furnaces as needed during the interior renovation
WA006 000 200 P	146510-010063-002		<b>DWELLING STRUCTURES</b> ranges and refrigerators	5,616.00	5,616.00	5,616.00	5,616.00			Replacement of appliances during the interior renovation.
			<b>DWELLING EQUIPMENT</b> Any Administrative Office Redesign: Replace flooring; office spaces, kitchen, conference room,s doors, wall and ceiling construction and surfaces and appliance replacement. Changed name to reflect any admin bldg from 2006 5 year plan	36,841.28	36,861.81	33,317.66	36,861.81			Merged all work items together for the Maintenance Shop: Replace flooring; redesign of office spaces, kitchen and conference room; resilient flooring, doors, wial and ceiling construction and surfaces, appliance replacement
			<b>NON DWELLING STRUCTURES</b> Communications: Telephone system replacement or upgrades; modems for dial in work from home or emergency; purchase and install remote locations hardware	26,455.57	26,455.57	26,455.57	26,455.57			Merged three work items into one line item: Telephone system replacement or upgrades; modems for dial in work from home or emergency; purchase and install remote locations hardware
			<b>PC Upgrades/ replacements</b>	705.48	705.48	705.48	705.48			PC Upgrades/ replacements

Part II: Supporting Pages

PHA Name:		Grant Type and Number:	CFPP (Yes/No)	Federal FTY of Grant			
Housing Authority of the City of Everett		Capital Fund Program Grant No. WA19P006501-2005 Replacement Housing Factor Grant No. _____		2005			
Development	Major Account #	Development Number/Name General Description of Major Work Categories	AS of 12-31-07 Revised Cost of Original Amount	Revised Cost Adjustment	Obligated Amount	Expended Amounts	Status of Work
Non Dwelling/Structures	147510-010078-000	Maintenance Truck Replacement	534.00	534.00	534.00	534.00	Maintenance Truck Replacement
		<b>NON DWELLING EQUIPMENT</b>	<b>27,695.05</b>	<b>27,695.05</b>	<b>27,695.05</b>	<b>27,695.05</b>	
		<b>GRANT TOTAL</b>	<b>942,510.00</b>	<b>942,510.00</b>	<b>938,965.85</b>	<b>915,770.82</b>	

Annual Statement/Performance and Evaluation Report									
Capital Fund Program and Capital									
Part 3: Implementation Schedule									
Dev #/Activities		All Fund Obligated Quarter Ending Date			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates	
		Original	Revised	Actual	Original	Revised	Actual		
WA006 000 100 P	Baker Heights	30-Jun-07	30-Jun-07		30-Jun-09				
WA006 000 200 P	Grandview	30-Jun-07	30-Jun-07		30-Jun-09				
WA006 000 300 P	Bakerview	30-Jun-07	30-Jun-07		30-Jun-09				
WA006 000 400 P	Pineview	30-Jun-07	30-Jun-07		30-Jun-09				
WA006 000 500 P	Scattered Sites	30-Jun-07	30-Jun-07		30-Jun-09				
	Operations	30-Jun-07	30-Jun-07		30-Jun-09				
	Management Improvements	30-Jun-07	30-Jun-07		30-Jun-09				
	Administration	30-Jun-07	30-Jun-07		30-Jun-09				
	A&E Services	30-Jun-07	30-Jun-07		30-Jun-09				
	Non Dwelling Structures & Equipment	30-Jun-07	30-Jun-07		30-Jun-09				

CAPITAL FUND PROGRAM FIVE YEAR ACTION PLAN						WA19P006501-09		
PART 1: SUMMARY						EHA GENERAL LEDGER FUND NUMBER 509		
HOUSING AUTHORITY OF THE CITY OF EVERETT						<input checked="" type="checkbox"/> ORIGINAL 5-YEAR PLAN <input type="checkbox"/> Revision No.		
Year 2 2010	WA006 000 100 P BAKER HEIGHTS	WA006 000 200 P GRANDVIEW	WA006 000 300 P BAKERVIEW	WA006 000 400 P PINEVIEW	WA006 000 500 P SCATTERED SITES	CENTRAL COST CENTER	GRANT TOTAL	Year 2 2010
1408	0.00	0.00	0.00	0.00	0.00		0.00	1408
1410	18,924.66	18,924.66	18,924.66	18,924.66	18,924.66		94,623.30	1410
1430	10,000.00	0.00	0.00	0.00	0.00	0.00	10,000.00	1430
1450	0.00	0.00	0.00	0.00	25,000.00	0.00	25,000.00	1450
1460	0.00	411,077.00	93,532.70	127,000.00	80,000.00		711,609.70	1460
1465	0.00	8,000.00	0.00	0.00	2,000.00		10,000.00	1465
1470	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1470
1475	25,000.00	25,000.00	0.00	5,000.00	0.00	0.00	55,000.00	1475
1495	2,000.00	2,000.00	2,000.00	2,000.00	2,000.00		10,000.00	1495
1501	0.00						0.00	1501
1502	5,000.00	5,000.00	5,000.00	5,000.00	5,000.00	5,000.00	30,000.00	1502
	60,924.66	470,001.66	119,457.36	157,924.66	132,924.66	5,000.00	946,233.00	
Year 3 2011	WA006 000 100 P BAKER HEIGHTS	WA006 000 200 P GRANDVIEW	WA006 000 300 P BAKERVIEW	WA006 000 400 P PINEVIEW	WA006 000 500 P SCATTERED SITES	CENTRAL COST CENTER	GRANT TOTAL	Year 3 2011
1408	0.00	0.00	0.00	0.00	0.00		0.00	1408
1410	18,924.66	18,924.66	18,924.66	18,924.66	18,924.66		94,623.30	1410
1430	10,000.00	0.00	0.00	0.00	0.00	0.00	10,000.00	1430
1450	0.00	0.00	0.00	0.00	20,000.00	0.00	20,000.00	1450
1460	0.00	376,000.00	2,500.00	60,000.00	7,739.80		446,239.80	1460
1465	0.00	8,000.00	0.00	0.00	1,500.00		9,500.00	1465
1470	0.00	500.00	0.00	500.00	500.00	0.00	1,500.00	1470
1475	500.00	500.00	0.00	21,500.00	23,000.00	0.00	45,500.00	1475
1495	2,000.00	2,000.00	2,000.00	2,000.00	2,000.00		10,000.00	1495
1501	283,869.90						283,869.90	1501
1502	5,000.00	5,000.00	5,000.00	5,000.00	5,000.00	5,000.00	25,000.00	1502
	320,294.56	410,924.66	28,424.66	107,924.66	78,664.46	5,000.00	946,233.00	
Year 4 2012	WA006 000 100 P BAKER HEIGHTS	WA006 000 200 P GRANDVIEW	WA006 000 300 P BAKERVIEW	WA006 000 400 P PINEVIEW	WA006 000 500 P SCATTERED SITES	CENTRAL COST CENTER	GRANT TOTAL	Year 4 2012
1408	0.00	0.00	0.00	0.00	0.00		0.00	1408
1410	18,924.66	18,924.66	18,924.66	18,924.66	18,924.66		94,623.30	1410
1430	10,000.00	500.00	500.00	500.00	1,000.00	0.00	12,500.00	1430
1450	0.00	0.00	1,500.00	0.00	0.00	0.00	1,500.00	1450
1460	0.00	370,000.00	26,239.80	106,500.00	500.00		503,239.80	1460
1465	0.00	8,000.00	0.00	0.00	2,000.00		10,000.00	1465
1470	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1470
1475	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1475
1495	2,000.00	2,000.00	2,000.00	2,000.00	2,500.00		10,500.00	1495
1501	283,869.90						283,869.90	1501
1502	5,000.00	5,000.00	5,000.00	5,000.00	5,000.00	5,000.00	30,000.00	1502
	319,794.56	404,424.66	54,164.46	132,924.66	29,924.66	5,000.00	946,233.00	
Year 5 2013	WA006 000 100 P BAKER HEIGHTS	WA006 000 200 P GRANDVIEW	WA006 000 300 P BAKERVIEW	WA006 000 400 P PINEVIEW	WA006 000 500 P SCATTERED SITES	CENTRAL COST CENTER	GRANT TOTAL	Year 5 2013
1408	1,300.00	1,300.00	1,300.00	1,300.00	1,300.00		6,500.00	1408
1410	18,924.66	18,924.66	18,924.66	18,924.66	18,924.66		94,623.30	1410
1430	10,000.00	0.00	0.00	0.00	0.00	2,000.00	10,000.00	1430
1450	3,500.00	15,000.00	2,939.80	12,000.00	300.00	4,000.00	33,739.80	1450
1460	5,500.00	87,500.00	49,000.00	101,000.00	500.00		243,500.00	1460
1465	100.00	0.00	500.00	1,000.00	2,000.00		3,600.00	1465
1470	1,000.00	150,000.00	1,500.00	1,000.00	0.00	12,000.00	153,500.00	1470
1475	28,000.00	30,000.00	5,900.00	7,000.00	7,000.00	4,000.00	77,900.00	1475
1495	2,000.00	2,000.00	2,000.00	2,000.00	2,000.00		10,000.00	1495
1501	283,869.90						283,869.90	1501
1502	5,000.00	5,000.00	5,000.00	5,000.00	5,000.00	5,000.00	25,000.00	1502
	359,194.56	309,724.66	87,064.46	149,224.66	37,024.66	27,000.00	942,233.00	
<b>Pages</b>	<b>2-3</b>	<b>4-5</b>	<b>6-7</b>	<b>8-9</b>	<b>10-11</b>	<b>12</b>		
SIGNATURE OF EXECUTIVE DIRECTOR AND DATE  3/24/2009								
1408	MANAGEMENT IMPROVEMENTS			1470	NON DWELLING STRUCTURES			
1410	MANAGEMENT FEE			1475	NON DWELLING STRUCTURES-EQUIPMENT			
1430	FEES AND COSTS			1495	RELOCATIONS COSTS			
1450	SITE IMPROVEMENTS			1501	COLLATERIZATION			
1460	DWELLING STRUCTURES			1502	CONTINGENCY			
1465	DWELLING STRUCTURES-EXPENDABLE							

Acct #	Development Number/Name General Description of Major Work Categories	Work Statement Year 2-2010		Work Statement Year 3-2011		Work Statement Year 4-2012		Work Statement Year 5-2013	
		Quantity	Estimated Cost						
1408	asset management assessment of existing property							Prelim	100.00
1408	ccs software & windows upgrade							Prelim	100.00
1408	development preventive maintenance program							Prelim	100.00
1408	disaster planning & training							Prelim	100.00
1408	energy audit							Prelim	100.00
1408	facility maintenance training for maintenance staff							Prelim	100.00
1408	increase internet capability							Prelim	100.00
1408	mgmt study (includes disaster recovery)							Prelim	100.00
1408	modernization and or maintenance related software & training							Prelim	100.00
1408	phone line costs for dial in capability							Prelim	100.00
1408	preparation of a low income home ownership plan							Prelim	100.00
1408	related training for capital fund							Prelim	100.00
1408	resident training (move to work, job related)							Prelim	100.00
	<b>1408</b>		-		-		-		<b>1,300.00</b>
1410	Management Fee	2	18,924.66	2	18,924.66	2	18,924.66	2	18,924.66
	<b>1410</b>		<b>18,924.66</b>		<b>18,924.66</b>		<b>18,924.66</b>		<b>18,924.66</b>
1430	A&E for Baker Heights Projects and Feasibility Study	Phased	10,000.00	Phased	10,000.00	Phased	10,000.00	Phased	10,000.00
	<b>1430</b>		<b>10,000.00</b>	-	<b>10,000.00</b>		<b>10,000.00</b>		<b>10,000.00</b>
1450	Install common area basketball courts							prelim	500.00
1450	Install furniture (fixed) in common areas of development							prelim	500.00
1450	Install of common area mail box facilities							prelim	500.00
1450	Replacement of Clothes Lines							prelim	500.00
1450	Upgrade ada compliance-exterior							prelim	500.00
1450	Upgrade ballfield							prelim	500.00
1450	Upgrade existing playground areas & install fixed furniture; landscaping needed areas for security reasons and tree removal							prelim	500.00
	<b>1450</b>		<b>0.00</b>		<b>0.00</b>		<b>0.00</b>		<b>3,500.00</b>
1460	Construct firewalls/draftwalls in attics and storage areas							prelim	500.00
1460	dead bolt lock upgrades							prelim	500.00
1460	Floor Structural							prelim	500.00
1460	Install carbon monoxide detectors							prelim	500.00
1460	Replacement and/or upgrade of hot water heaters							prelim	500.00
1460	Replacement asphalt or fiberglass shingles							prelim	500.00
1460	Replacement of Gutters and downspouts and overhangs							prelim	500.00
1460	Replacement of kitchen floor							prelim	500.00
1460	Replacement of resilient flooring							prelim	500.00
1460	Upgrade bath and/or kitchens							prelim	500.00
1460	Upgrade of smoke/fire detectors							prelim	500.00
	<b>1460</b>		<b>0.00</b>		<b>0.00</b>		<b>0.00</b>		<b>5,500.00</b>
1465	ranges and refrigerators							Prelim	100.00
	<b>1465</b>		<b>0.00</b>		<b>0.00</b>		<b>0.00</b>		<b>100.00</b>

Acct #	Development Number/Name General Description of Major Work Categories	Work Statement Year 2-2010		Work Statement Year 3-2011		Work Statement Year 4-2012		Work Statement Year 5-2013	
		Quantity	Estimated Cost	Quantity	Estimated Cost	Quantity	Estimated Cost	Quantity	Estimated Cost
1470	ADA Compliance							Upgrades	500.00
1470	Community Center, offices/additions/remodel for tenant and admin use							prelim	500.00
	<b>1470</b>		<b>0.00</b>		<b>0.00</b>		<b>0.00</b>		<b>1,000.00</b>
1475	Maintenance Equipment Replacement							1	1,000.00
1475	Maintenance Truck Replacement							1	20,000.00
1475	Record Storage							Upgrades	2,000.00
1475	Remodel of rec center for office area for rental officer/maintenance on site-equipment			Upgrades	500.00				
1475	Replace/upgrade current server @ admin office and outlying offices							prelim	2,000.00
1475	Roof replacement and redesign of cBaker Community Center roof-to eliminate leaks	1	25,000.00						
1475	Telephone replacement or upgrades							Upgrades	2,000.00
1475	Upgrades to Radio/Cell Phone System							Upgrades	1,000.00
	<b>1475</b>		<b>25,000.00</b>		<b>500.00</b>		<b>0.00</b>		<b>28,000.00</b>
1495	Relocation Costs	as needed	2,000.00	as needed	2,000.00	as needed	2,000.00	as needed	2,000.00
	<b>1495</b>		<b>2,000.00</b>		<b>2,000.00</b>		<b>2,000.00</b>		<b>2,000.00</b>
1501	Collateralization or Debt Service paid by PHA		-		283,869.90		283,869.90		283,869.90
	<b>1501</b>		-		<b>283,869.90</b>		<b>283,869.90</b>		<b>283,869.90</b>
1502	Contingency		5,000.00		5,000.00		5,000.00		5,000.00
	<b>1502</b>		<b>5,000.00</b>		<b>5,000.00</b>		<b>5,000.00</b>		<b>5,000.00</b>
<b>Baker Heights</b>	<b>WA006 000 100 P</b>		<b>60,924.66</b>		<b>320,294.56</b>		<b>319,794.56</b>		<b>359,194.56</b>

Acct #	Development Number/Name General Description of Major Work Categories	Work Statement Year 2-2010		Work Statement Year 3-2011		Work Statement Year 4-2012		Work Statement Year 5-2013	
		Quantity	Estimated Cost						
1408	asset management assessment of existing property							Prelim	100.00
1408	ccs software & windows upgrade							Prelim	100.00
1408	development preventive maintenance program							Prelim	100.00
1408	disaster planning & training							Prelim	100.00
1408	energy audit							Prelim	100.00
1408	facility maintenance training for maintenance staff							Prelim	100.00
1408	increase internet capability							Prelim	100.00
1408	mgmt study (includes disaster recovery)							Prelim	100.00
1408	modernization and or maintenance related software & training							Prelim	100.00
1408	phone line costs for dial in capability							Prelim	100.00
1408	preparation of a low income home ownership plan							Prelim	100.00
1408	related training for capital fund							Prelim	100.00
1408	resident training (move to work, job related)							Prelim	100.00
	<b>1408</b>		-		-		-		<b>1,300.00</b>
1410	Management Fee	2	18,924.66	2	18,924.66	2	18,924.66	2	18,924.66
	<b>1410</b>		<b>18,924.66</b>		<b>18,924.66</b>		<b>18,924.66</b>		<b>18,924.66</b>
1430	A&E for Grandview Projects						500.00		
	<b>1430</b>		<b>0.00</b>		<b>0.00</b>		<b>500.00</b>		<b>0.00</b>
1450	Clothes Line Replacement							prelim	1,000.00
1450	Drainage							prelim	1,000.00
1450	Install basketball courts							prelim	1,000.00
1450	Install common area mail box facilities							prelim	1,000.00
1450	Install furniture (fixed)							prelim	1,000.00
1450	landscaping/tree removal							prelim	1,000.00
1450	new parking areas, driveway striping, driveways							prelim	1,000.00
1450	pole mounted exterior lighting							prelim	1,000.00
1450	remove and abate underground oil tanks AFTER consultant has reseated the best way to environmentally abate.							prelim	1,000.00
1450	repalce or upgrade fencing highway department ; sidewalk upgrades; chainlink individual fencing							prelim	1,000.00
1450	sanitary lines; /work necessary to transfer to city							prelim	1,000.00
1450	Upgrade ada compliance-exterior							prelim	1,000.00
1450	Upgrade playground area							prelim	1,000.00
1450	Upgrade underground electrical distribution							prelim	1,000.00
1450	water lines; /work necessary to transfer to city							prelim	1,000.00
	<b>1450</b>		<b>0.00</b>		<b>0.00</b>		<b>0.00</b>		<b>15,000.00</b>
1460	bedroom window emergency egress compliance							prelim	1,000.00
1460	Construction of storage areas off of units							Phased	1,000.00
1460	Install Gutters and downspouts							prelim	500.00
1460	Dead bolt lock upgrade	phased	36,077.00						
1460	Installation of wood /vinyl or aluminum siding							prelim	5,000.00
1460	major interior renovation	12	295,000.00	12	295,000.00	12	295,000.00		

Acct #	Development Number/Name General Description of Major Work Categories	Work Statement Year 2-2010		Work Statement Year 3-2011		Work Statement Year 4-2012		Work Statement Year 5-2013	
		Quantity	Estimated Cost						
1460	Remove or replace chimneys			prelim	1,000.00				
1460	Replace small and large windows	phased	75,000.00	phased	75,000.00	phased	75,000.00	phased	75,000.00
1460	Replacement of furnaces	Phased	5,000.00	Phased	5,000.00			Phased	5,000.00
		<b>1460</b>	<b>411,077.00</b>		<b>376,000.00</b>		<b>370,000.00</b>		<b>87,500.00</b>
1465	ranges and refrigerators	12	8,000.00	12	8,000.00	12	8,000.00		
		<b>1465</b>	<b>8,000.00</b>		<b>8,000.00</b>		<b>8,000.00</b>		<b>0.00</b>
1470	ADA Compliance -- Any administrative building; to include elevator or chair lift at the main admin bldg			Upgrades	500.00				
1470	Rec Center: Asbestos abatement, new flooring and complete renovation and additional space added to house all programs							1	150,000.00
		<b>1470</b>	<b>0.00</b>		<b>500.00</b>		<b>0.00</b>		<b>150,000.00</b>
1475	Maintenance Equipment Replacement	Phased	5,000.00						
1475	Maintenance Truck Replacement	1	20,000.00					1	20,000.00
1475	Rec Center: Range & Range Hood							1	1,000.00
1475	Rec Center: Dishwasher							1	1,000.00
1475	Rec Center: Refrigerator							1	1,000.00
1475	Record Storage							1	2,000.00
1475	Remodel of rec center for office area for rental officer/maintenance on site-equipment			Upgrades	500.00				
1475	Replace/upgrade current server @ admin office and outlying offices							prelim	2,000.00
1475	Telephone replacement or upgrades							Upgrades	2,000.00
1475	Upgrades to Radio/Cell Phone System							Upgrades	1,000.00
1475	Computer Hardware and Printer Upgrades							Upgrades	1,000.00
		<b>1475</b>	<b>25,000.00</b>		<b>500.00</b>		<b>0.00</b>		<b>30,000.00</b>
1495	Relocation Costs All Sites	as needed	2,000.00						
		<b>1495</b>	<b>2,000.00</b>		<b>2,000.00</b>		<b>2,000.00</b>		<b>2,000.00</b>
1502	Contingency		5,000.00		5,000.00		5,000.00		5,000.00
		<b>1502</b>	<b>5,000.00</b>		<b>5,000.00</b>		<b>5,000.00</b>		<b>5,000.00</b>
<b>Grandview</b>	<b>WA006 000 200 P</b>		<b>470,001.66</b>		<b>410,924.66</b>		<b>404,424.66</b>		<b>309,724.66</b>

Acct #	Development Number/Name General Description of Major Work Categories	Work Statement Year 2-2010		Work Statement Year 3-2011		Work Statement Year 4-2012		Work Statement Year 5-2013	
		Quantity	Estimated Cost						
1408	asset management assessment of existing property							Prelim	100.00
1408	ccs software & windows upgrade							Prelim	100.00
1408	development preventive maintenance program							Prelim	100.00
1408	disaster planning & training							Prelim	100.00
1408	energy audit							Prelim	100.00
1408	facility maintenance training for maintenance staff							Prelim	100.00
1408	increase internet capability							Prelim	100.00
1408	mgmt study (includes disaster recovery)							Prelim	100.00
1408	modernization and or maintenance related software & training							Prelim	100.00
1408	phone line costs for dial in capability							Prelim	100.00
1408	preparation of a low income home ownership plan							Prelim	100.00
1408	related training for capital fund							Prelim	100.00
1408	resident training (move to work, job related)							Prelim	100.00
	<b>1408</b>		<b>-</b>		<b>-</b>		<b>-</b>		<b>1,300.00</b>
1410	Management Fee	2	18,924.66	2	18,924.66	2	18,924.66	2	18,924.66
	<b>1410</b>		<b>18,924.66</b>		<b>18,924.66</b>		<b>18,924.66</b>		<b>18,924.66</b>
1430	A&E for Bakerview Projects (& Maint Shop)						500.00		
	<b>1430</b>		<b>0.00</b>		<b>0.00</b>		<b>500.00</b>		<b>0.00</b>
1450	landscaping & irrigation system					prelim	500.00	phased	2,939.80
1450	Upgrade parking areas, install fencing and pole mounted lights					prelim	500.00		
1450	Upgrade sanitary lines and/or water distribution					prelim	500.00		
	<b>1450</b>		<b>0.00</b>		<b>0.00</b>		<b>1,500.00</b>		<b>2,939.80</b>
1460	ADA Compliance Upgrades					prelim	500.00		
1460	Elevator Upgrades	Phased	91,532.70			phased	10,000.00		
1460	Installation of building mounted site lights and interior lobby and stairwell lighting upgrades							prelim	500.00
1460	Installation of doors and frames, deadbolts, wood doors, door bells							prelim	500.00
1460	Interior Renovation					prelim	14,239.80	phased	45,500.00
1460	Replacement of glass entry doors with electronic openers							Prelim	500.00
1460	Replacement of large unit windows and elevator lobby windows							Prelim	500.00
1460	Roof Replacement or Upgrades							prelim	500.00
1460	Upgrade existing vestibules					phased	500.00		
1460	Upgrade exterior stairs with railings, doors, locks							prelim	500.00
1460	Upgrade of system for smoke/fire detectors/nurse call systems; Intercom systems					prelim	500.00		
1460	Upgrade resident recreation rooms, beauty shop, north lounge, furniture replacement, library and laundry facilities					prelim	500.00		
1460	Upgrades to Security Card Access System with Camera Monitoring with door security software	upgrades	2,000.00	Upgrades	2,500.00				
1460	vent stack cleaning								
1460	8 story building-14 stacks							Prelim	500.00
	<b>1460</b>		<b>93,532.70</b>		<b>2,500.00</b>		<b>26,239.80</b>		<b>49,000.00</b>
1465	ranges and refrigerators							Prelim	500.00
	<b>1465</b>		<b>0.00</b>		<b>0.00</b>		<b>0.00</b>		<b>500.00</b>
1470	ADA Compliance							Upgrades	500.00

Acct #	Development Number/Name General Description of Major Work Categories	Work Statement Year 2-2010		Work Statement Year 3-2011		Work Statement Year 4-2012		Work Statement Year 5-2013	
		Quantity	Estimated Cost	Quantity	Estimated Cost	Quantity	Estimated Cost	Quantity	Estimated Cost
1470	Other Rooms (Kitchen) (conference) Storage rooms, for administrative purposes or tenant use, laundry area, library, computer lab							Prelim	500.00
1470	Redesign of Administration space used by the authority for ever changing staffing needs							Upgrades	500.00
	<b>1470</b>		<b>0.00</b>		<b>0.00</b>		<b>0.00</b>		<b>1,500.00</b>
1475	Maintenance Equipment Replacement	Phased	1,000.00						
1475	Maintenance Truck Replacement	1	20,000.00						
1475	Record Storage							Upgrades	1,000.00
1475	Remodel of rec center for office area for rental officer/maintenance on site-equipment			Upgrades	500.00				
1475	Replace/upgrade current server @ admin office and outlying offices							prelim	1,900.00
1475	Telephone replacement or upgrades							Upgrades	2,000.00
1475	Upgrades to Radio/Cell Phone System							Upgrades	1,000.00
	<b>1475</b>						<b>0.00</b>		<b>5,900.00</b>
1495	Relocation Costs All Sites	as needed	2,000.00	as needed	2,000.00	as needed	2,000.00	as needed	2,000.00
	<b>1495</b>		<b>2,000.00</b>		<b>2,000.00</b>		<b>2,000.00</b>		<b>2,000.00</b>
1502	Contingency		5,000.00		5,000.00		5,000.00		5,000.00
	<b>1502</b>		<b>5,000.00</b>		<b>5,000.00</b>		<b>5,000.00</b>		<b>5,000.00</b>
<b>Bakerview</b>	<b>WA006 000 300 P</b>		<b>119,457.36</b>	<b>0.00</b>	<b>28,424.66</b>	<b>0.00</b>	<b>54,164.46</b>	<b>0.00</b>	<b>87,064.46</b>

Acct #	Development Number/Name General Description of Major Work Categories	Work Statement Year 2-2010		Work Statement Year 3-2011		Work Statement Year 4-2012		Work Statement Year 5-2013	
		Quantity	Estimated Cost	Quantity	Estimated Cost	Quantity	Estimated Cost	Quantity	Estimated Cost
1408	asset management assessment of existing property							Prelim	100.00
1408	ccs software & windows upgrade							Prelim	100.00
1408	development preventive maintenance program							Prelim	100.00
1408	disaster planning & training							Prelim	100.00
1408	energy audit							Prelim	100.00
1408	facility maintenance training for maintenance staff							Prelim	100.00
1408	increase internet capability							Prelim	100.00
1408	mgmt study (includes disaster recovery)							Prelim	100.00
1408	modernization and or maintenance related software & training							Prelim	100.00
1408	phone line costs for dial in capability							Prelim	100.00
1408	preparation of a low income home ownership plan							Prelim	100.00
1408	related training for capital fund							Prelim	100.00
1408	resident training (move to work, job related)							Prelim	100.00
	<b>1408</b>		-		-		-		<b>1,300.00</b>
1410	Management Fee	2	18,924.66	2	18,924.66	2	18,924.66	2	18,924.66
	<b>1410</b>		<b>18,924.66</b>		<b>18,924.66</b>		<b>18,924.66</b>		<b>18,924.66</b>
1430	A&E for Pineview Projects						500.00		
	<b>1430</b>		<b>0.00</b>		<b>0.00</b>		<b>500.00</b>		<b>0.00</b>
1450	Drainage - downspout replacement/upgrades landscaping and/or creek beautification; fencing, playgrounds, basketball courts; fixed furniture							Upgrades	5,000.00
1450	new parking areas, parking striping, paved walks & surfaces, steps and ramps							Upgrades	5,000.00
1450								Upgrades	2,000.00
	<b>1450</b>		<b>0.00</b>		<b>0.00</b>		<b>0.00</b>		<b>12,000.00</b>
1460	building mounted site lights			Upgrades	10,000.00				
1460	Dead bolt lock upgrade	34	27,000.00						
1460	Installation of wood /vinyl or aluminum siding; painting, reconfigure front entry door	Phased	50,000.00	Phased	50,000.00	Phased	51,000.00	Phased	50,000.00
1460	Interior renovation	Phased	50,000.00			phased	50,000.00	phased	50,000.00
1460	Replacement of decks and rails					As needed	5,000.00		
1460	Replacement of gutters and downspouts							prelim	500.00
1460	Replacement of roof shingles on units that were not reroofed a few years ago 222 and 220)	1						Prelim	500.00
1460	Upgrade smoke/fire detectors-fire extinguishers					Phased	500.00		
	<b>1460</b>		<b>127,000.00</b>		<b>60,000.00</b>		<b>106,500.00</b>		<b>101,000.00</b>
1465	ranges and refrigerators							prelim	1,000.00
	<b>1465</b>		<b>0.00</b>		<b>0.00</b>		<b>0.00</b>		<b>1,000.00</b>
1470	ADA Compliance – Any administrative building; to include elevator or chair lift at the main admin bldg			Upgrades	500.00				
1470	Other Rooms (Kitchen) (conference) Storage rooms, for administrative purposes or tenant use							Prelim	500.00
1470	Redesign of any Administration space used by the authority for ever changing staffing needs							Upgrades	500.00
	<b>1470</b>		<b>0.00</b>		<b>500.00</b>		<b>0.00</b>		<b>1,000.00</b>
1475	Maintenance Equipment Replacement		5,000.00	Phased	1,000.00				
1475	Maintenance Truck Replacement				20,000.00				
1475	Record Storage							Upgrades	2,000.00

Acct #	Development Number/Name General Description of Major Work Categories	Work Statement Year 2-2010		Work Statement Year 3-2011		Work Statement Year 4-2012		Work Statement Year 5-2013	
		Quantity	Estimated Cost						
1475	Remodel of rec center for office area for rental officer/maintenance on site-equipment			Upgrades	500.00				
1475	Replace/upgrade current server @ admin office and outlying offices							prelim	2,000.00
1475	Telephone replacement or upgrades							Upgrades	2,000.00
1475	Upgrades to Radio/Cell Phone System							Upgrades	1,000.00
	Computer Hardware and Printer Upgrades							Upgrades	1,000.00
		1475	5,000.00		21,500.00		0.00		7,000.00
1495	Relocation Costs All Sites	as needed	2,000.00						
		1495	2,000.00		2,000.00		2,000.00		2,000.00
1502	Contingency		5,000.00		5,000.00		5,000.00		5,000.00
		1502	5,000.00		5,000.00		5,000.00		5,000.00
Pineview	WA006 000 400 P		157,924.66		107,924.66		132,924.66		149,224.66
	Interior Renovation of units to include abatement and installation of new flooring, upgrade to exhaust fans for ranges if possible, upgrade of all electrical fixtures, new kitchen and bath cabinets and countertops, new sinks, toilets showers, shower doors/curtains, studio room privacy ; interior doors; baseboard heater replacement; lighting upgradesm carbon monoxide detectors, dishwasher-optional; fire extinguishers; firewalls/draftsopts in attics and storage areas; entry fiberglass doors; smore and fire detectors; thermostats; and modernization related to energy efficiency improvements								

Acct #	Development Number/Name General Description of Major Work Categories	Work Statement Year 2-2010		Work Statement Year 3-2011		Work Statement Year 4-2012		Work Statement Year 5-2013	
		Quantity	Estimated Cost						
1408	asset management assessment of existing property							Prelim	100.00
1408	ccs software & windows upgrade							Prelim	100.00
1408	development preventive maintenance program							Prelim	100.00
1408	disaster planning & training							Prelim	100.00
1408	energy audit							Prelim	100.00
1408	facility maintenance training for maintenance staff							Prelim	100.00
1408	increase internet capability							Prelim	100.00
1408	mgmt study (includes disaster recovery)							Prelim	100.00
1408	modernization and or maintenance related software & training							Prelim	100.00
1408	phone line costs for dial in capability							Prelim	100.00
1408	preparation of a low income home ownership plan							Prelim	100.00
1408	related training for capital fund							Prelim	100.00
1408	resident training (move to work, job related)							Prelim	100.00
		1408	0.00		0.00		0.00		1,300.00
1410	Management Fee	2	18,924.66	2	18,924.66	2	18,924.66	2	18,924.66
		1410	18,924.66		18,924.66		18,924.66		18,924.66
1430	A&E for SS (ALL) Projects					prelim	500.00		
1430	consultant for review and possible sell of 1 or more scattered site units					prelim	500.00		
		1430	0.00		0.00		1,000.00		0.00
1450	Construction of fencing for private yards & enclosures							Prelim	100.00
1450	fencing							Prelim	100.00
1450	landscaping							Prelim	100.00
1450	landscaping/fencing, private yards and enclosures	phased	25,000.00	Upgrades	10,000.00				
1450	Upgrade ada compliance-exterior			Upgrades	10,000.00				
		1450	25,000.00		20,000.00		0.00		300.00
1460	Construction storage sheds off units			Phased	500.00				
1460	dead bolt lock upgrade					Phased	500.00		
1460	Interior renovation	Phased	40,000.00	Phased	7,239.80				
1460	Replacement of asphalt or fiberglass shingles, gutters & downspouts	Phased	10,000.00						
1460	Replacement of decks with rails	Phased	10,000.00						
1460	Replacement of wood /vinyl or aluminum siding; painting	phased	20,000.00						
1460	Upgrade garage (s) and/or fiberglass doors							Upgrades	500.00
		1460	80,000.00		7,739.80		500.00		500.00
1465	Appliances	Phased	2,000.00	Phased	1,500.00	Phased	2,000.00	Phased	2,000.00
		1465	2,000.00		1,500.00		2,000.00		2,000.00
1470	ADA Compliance			Upgrades	500.00				
		1470	0.00		500.00		0.00		0.00
1475	Installation of outside Fire Extinguishers/and smoke detectors and carbon monoxide detectors			Upgrades	1,500.00				
1475	Maintenance Equipment Replacement			1	1,000.00				
1475	Maintenance Truck Replacement			1	20,000.00				

Acct #	Development Number/Name General Description of Major Work Categories	Work Statement Year 2-2010		Work Statement Year 3-2011		Work Statement Year 4-2012		Work Statement Year 5-2013	
		Quantity	Estimated Cost	Quantity	Estimated Cost	Quantity	Estimated Cost	Quantity	Estimated Cost
1475	Record Storage							Upgrades	2,000.00
1475	Remodel of rec center for office area for rental officer/maintenance on site-equipment			Upgrades	500.00				
1475	Replace/upgrade current server @ admin office and outlying offices							prelim	2,000.00
1475	Telephone replacement or upgrades							Upgrades	2,000.00
1475	Upgrades to Radio/Cell Phone System							Upgrades	1,000.00
1475	Computer Hardware and Printer Upgrades							Upgrades	1,000.00
		1475	0.00		23,000.00		0.00		7,000.00
1495	Relocation Costs All Sites	as needed	2,000.00	as needed	2,000.00	as needed	2,000.00	as needed	2,000.00
	Explore option for selling 1 or more of the scattered sites units (see 1430 for funded work item)					Phased	500.00		
		1495	2,000.00		2,000.00		2,500.00		2,000.00
1502	Contingency		5,000.00		5,000.00		5,000.00		5,000.00
		1502	5,000.00		5,000.00		5,000.00		5,000.00
<b>Scattered Sites</b>	<b>WA006 000 500 P</b>		<b>132,924.66</b>		<b>78,664.46</b>		<b>29,924.66</b>		<b>37,024.66</b>
	Interior Renovation of units to include abatement and installation of new flooring, upgrade to exhaust fans for ranges if possible, upgrade of all electrical fixtures, new kitchen and bath cabinets and countertops, new sinks, toilets showers, shower doors/curtains, studio room privacy ; interior doors; baseboard heater replacement; lighting upgradesm carbon monoxide detectors, dischwasher-optional; fire extinguishers; firewalls/draftsopts in attics and storage areas; entry fiberglass doors; smore and fire detectors; thermostats; and modernization related to energy efficiency improvements								

Acct #	Development Number/Name General Description of Major Work Categories	Work Statement Year 2-2010		Work Statement Year 3-2011		Work Statement Year 4-2012		Work Statement Year 5-2013	
		Quantity	Estimated Cost						
1430	A&E for Admin Building							Prelim	2,000.00
			0.00		0.00		0.00		2,000.00
1450	Admin Building: Landscaping; Paved Walks and Surfaces							Upgrades	2,000.00
1450	Drainage; sanitary lines, sanitary distribution in any admin building							Upgrades	2,000.00
			0.00		0.00		0.00		4,000.00
1470	ADA Compliance -- (to include elevator or chair lift Admin and/or maintenance administration building; Staff breakroom redesign, carpet replacement, resilient flooring, doors, wall and ceiling construction & surfaces, appliance replacement; Ergonomically correct conference room chairs and tables in all administrative offices							Upgrades	2,000.00
1470	Admin Building: Boilers, boiler room piping, abate ladding; HVAC System Replacement							Upgrades	2,000.00
1470	Electrical Panel, fuses, circuit breakers; Electrical wiring and other devices; underground							Upgrades	2,000.00
1470	Garage Seismic/Ventilation/Fire Suppression; smoke and fire detectors							Upgrades	2,000.00
1470	Other Rooms (Kitchen) (conference) Storage rooms, for administrative purposes							Prelim	2,000.00
			0.00		0.00		0.00		12,000.00
1475	Telephone replacement or upgrades							Upgrades	2,000.00
1475	Upgrades of radio/cell system							Upgrades	2,000.00
			0.00		0.00		0.00		4,000.00
1502	Contingency		5,000.00		5,000.00		5,000.00		5,000.00
			5,000.00		5,000.00		5,000.00		5,000.00
CENTRAL COST CENTER			5,000.00	5,000.00	5,000.00	5,000.00	27,000.00		

February 12, 2009

Bud Alkire  
Executive Director  
Everett Housing Authority  
P.O. Box 1547  
Everett, WA 98206

Dear Mr. Alkire,

For the past nine years, the RAB has been the standing advisory committee representing participants of the EHA's Public Housing and Section 8 Housing Choice Voucher programs. We take pride in our effort to make constructive suggestions to the Housing Authority regarding its policies, procedures, and programs, and we enjoy working in partnership with agency staff to deliver quality housing assistance to its clients.

The Annual Plan process provides a valuable opportunity for us to review the EHA's policies and services and to make suggestions from the tenant's point of view. Though we have regular contact with staff members at the RAB meetings, this is our opportunity to formally present our ideas to the Executive Director and the Board of Commissioners.

Although our meetings have provided a forum for tenants to speak with each other and the EHA staff, we hope to reach a wider resident audience and receive additional advice that we can pass on to the agency.

The RAB has written this letter to share with management our observations regarding the impact and effectiveness of the Housing Authority's business policies and practices. The following comments come after many hours of discussion and hard work. We welcome your response, and we hope that our mutual dialogue continues to be both informative and supportive as the EHA pursues its mission to provide quality services.

Sincerely,



Sylvia May  
Chair  
Resident Advisory Board

RAB Members:

Developments

Warren Hemminger	Pineview
Sylvia May	Baker Heights
Gabriele Bartholomew	Grandview
Peggy Dayton	Bakerview
Karen Mooney	Bakerview
Jay Cole	Section 8 HCV Program/Chair – Board of Commissioners
Wanda Smith-Jeter	Section 8 HCV Program

EHA RAB Staff Liaisons

Ellen Michaud – Director of Housing Management, EHA  
Chris Neblett – Hearing Officer/Administrative Coordinator, EHA

**RAB Areas of Interest and Suggestions for 2009-10**

Over the past few years, the RAB has made a number of suggestions regarding the EHA's practices that have resulted in significant, positive changes.

We would also like to note that while the RAB and the EHA have taken continual strides working together to improve the lives of our residents, many issues remain unresolved. We look forward to continued dialogue with the EHA to offer support, guidance and constructive criticism of its activities.

The issues of interest for the coming year are outlined below:

Resident Participation and the RAB

The RAB is committed to increasing the level of resident participation in our meetings in the coming year. Both management and residents stand to gain by including more program participants in the advisory process. This will strengthen lines of communication between the EHA and its residents and tap into diverse perspectives that make up the resident body as a whole. Greater resident participation in the RAB will increase our ability to pass along related issues and concerns to management, ensuring the continued success and longevity of the RAB. Including information about the RAB and its meetings on the agency website could serve as an effective means of advertising to attract new members. The informational kiosk at the main Colby office also holds potential for recruitment efforts.

The RAB recognizes that a need exists to recruit members from the following underrepresented sources: Grandview, Baker Heights, and Scattered Sites, as well as the Section 8 HCV program. The lack of attendance at RAB meetings by Section 8 HCV program participants over the past few years continues to be a major concern, although the return of Commissioner Jay Cole to the RAB is a real asset. Efforts by EHA staff to recruit Section 8 participants at moving briefings and during the annual re-certification process have not proven successful so far, but we encourage staff to continue this effort. Similar attempts should be made to attract new members from residents of Public Housing as part of that annual recertification process. When RAB members recognize and refer individuals who may be interested in participating, it is hoped that staff will follow up by contacting those individuals and encouraging them to attend a RAB meeting. We also believe that awareness of the RAB and its purpose needs to be increased among Housing Authority staff. Attendance at meetings by Housing Coordinators from time to time would facilitate this awareness.

### Smoking Policy

This year the RAB has continued its discussion in regard to smoking within our Public Housing units. The RAB is pleased with the EHA's efforts to designate certain unit groupings or floors as non-smoking, and we support the continuation of these efforts. While this is undoubtedly a positive accomplishment, the RAB hopes that the EHA will continue to respect the rights of existing residents who choose to continue to smoke in the privacy of their own units. The RAB encourages the Housing Authority to be attentive to complaints from residents whose homes are infiltrated by smoke contamination from adjacent units where smokers reside, or from outdoor smokers who are smoking too close to the home of their non-smoking neighbors.

### Baker Heights Redevelopment Plan

The RAB thanks Executive Director Bud Alkire for attending a couple of meetings over the past year to update our members on plans for redevelopment of the Baker Heights site. The RAB hopes that he will continue to keep us aware of the disposition process and acquisition activity as things progress.

### Community-building Activities

The RAB understands that a lack of staff and a need to focus on other priorities makes it unlikely that the Housing Authority will be able to hold a large community-wide event for the foreseeable future. Last year's informational "meet and greet" event involving residents and EHA staff at the Baker Community Center was a success. We advocate for another event of this type to be held in the coming year. It is our hope that representatives from outside service agencies could also attend this "resource fair" to answer questions and distribute written materials to the tenants.

The RAB would also like to voice strong support for existing service programs and for the development of new ones. We applaud the successes of the S.O.S. Program and the Neighborhood Networks program, both supported by ROSS grant funding. We are disappointed that the grant now only allows for one AmeriCorps volunteer per site to serve the needs of Public Housing youth and hope that this will change in the future.

The RAB believes that the efforts of the Service Coordinators make a substantive difference in the quality of life for everyone they serve, especially senior and disabled residents. It was a pleasure to have the Bakerview Apartments Service Coordinator, Charles Kai Kai, attend one of our meetings and talk to us about the way he serves resident needs. It is hoped that residents of other Public Housing sites can be made aware of his availability to residents besides those who live in the building where his office is located. As more residents make use of his services, perhaps more staff will be provided.

### Serving Vulnerable Populations

The RAB hopes that the EHA will continue to give special thought and consideration to the most vulnerable members of the community, such as low-income victims of domestic violence and the elderly mentally ill facing homelessness. Given the length of time all applicants must wait for housing, we do not believe special preferences on general program wait lists are a fair solution; however, we hope that management will continue to work with partnering agencies to develop set-aside project-based vouchers within the Section 8 HCV program to assist additional vulnerable populations. The partnership with Domestic Violence Services of Snohomish County and the Hope Options program are prime examples that should be emulated for other groups in crises should funding become available.

The RAB encourages the EHA to remain attentive to the needs of both applicants and residents who lack English proficiency. As the immigrant and refugee client base increases each year, the EHA will undoubtedly encounter ethnic groups who have not been represented before, or whose population has significantly increased. It is hoped that the appropriate steps are taken to ensure that these groups are given the tools needed to access services, and that those who become program participants are recognized as contributing to the diversity of the EHA's resident base.

#### Newsletter

The RAB encourages the EHA to continue to publish and distribute an annual newsletter to its clients. We request that the release date for the newsletter be delayed until April or May in order to include the RAB's annual comment letter and the EHA's response as inserts, providing a chance for Public Housing residents and Section 8 voucher participants to gain familiarity with the agency's Annual Plan and the RAB's contribution to it. In last year's comment letter, the RAB requested that the newsletter be distributed to Section 8 participants. Management's response indicated that another funding source would need to be found in order to do so, as production and distribution costs were paid out of Resident Participation Funds, a source designated solely for Public Housing. We wish to point out that production costs could be reduced dramatically by using a less professional format. Mailing costs could be significantly lowered if the Housing Authority were to use volunteers to distribute it, as well as making it available at client annual review appointments.

#### Family Self-Sufficiency Program

The RAB is excited at the recent announcement that Public Housing residents are now eligible to participate in the United Way's Individual Development Account (IDA) program, administered by the EHA's Family Self-Sufficiency program staff. This will provide selected families with the opportunity to gain self-sufficiency as they utilize the program to achieve professional, educational, or homeownership goals. We request management to actively promote this program to get qualified Public Housing families involved in an expeditious manner.

#### Utilize Technology

The RAB has been made aware that problems with access and privacy in the computer labs at Bakerview Apartments experienced by Public Housing residents who do not live there have abated in the past year. We would like to thank management for the part it played in resolving the situation after it was brought to the EHA's attention in last year's comment letter. As expressed in other years, it is hoped that any future grant funding can be used to expand the computer resources available to Public Housing residents.

The RAB urges management to update and improve the agency's website as soon as possible. The Internet is a primary mode of communication, making it essential that the EHA uses this medium to convey updated information about the agency, its programs, and activities. The EHA website is an outreach tool to potential applicants and partnering agencies as well. As we have stated over the past two years, we believe the agency should include the Public Housing Admissions and Occupancy Policy and the Section 8 Administrative Plan on the website.

#### Maintenance

In the past year, the RAB has noted improvement in customer service skills on the part of individual members of the Maintenance Department staff. We want to thank management

for the role it has played in making resident satisfaction a priority. The RAB is aware that some residents continue to report experiencing difficulty when attempting to convey details of problems to Maintenance Department staff with limited English proficiency.

The RAB continues to have some concerns regarding the unit inspection process as it applies to the Public Housing program. Many residents continue to find themselves subject to several unit inspections each year. Notices are not clear as to the time of day that the inspection will take place, and the inspectors are sometimes vague when relaying inspection results to tenants. In cases where the inspection occurs when the tenant is not present, documentation is left to show that it took place – which is appreciated; however, it may also be unclear as to items that will require remedy. When the exact corrective action that will need to be taken is divulged, residents sometimes report that no follow up action is ever taken.

The RAB is unclear as to whether any progress has been made in establishing a Customer Service “Do It Yourself” counter at the Maintenance Department. We continue to advocate for this resource.

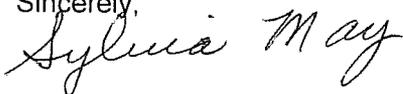
The quality of life for residents of Bakerview Apartments continues to be compromised by the frequent malfunctioning of one or both elevators. We want to stress that the situation has not improved since this was brought to the attention of management in last year’s comment letter. This constitutes a real burden for residents who rely upon wheelchairs and walkers for mobility, and we believe a solution needs to be implemented as quickly as possible. Problems with the fire alarm system at Bakerview appear to have lessened slightly over the past year; it is reported that false alarms involving the general alarm now occur one time a week on average, and three to four times a week for the smaller alarms. We encourage management to continue to work on the problem. The RAB understands that the installation of additional machines is not a viable solution to the shortage of laundry facilities at Bakerview, but we encourage the EHA to follow through with plans to purchase larger-capacity machines in order to provide for resident needs in this area.

#### Recycling

The RAB is excited that the curbside recycling program at Grandview Homes has been in operation for almost a year; however, a need for improvement in the management of the recycling programs exists, both there and at Pineview Apartments. Reported problems include improper disposal of non-recyclable items in the bins, as well as improper sorting of recyclables. We request that the EHA take care to educate new residents in the specifics of the recycling program and to hold refresher classes for all residents from time to time. The use of interpreters and translation of written procedures should be employed for those who lack English proficiency.

As a society, we are becoming more aware of how important it is to take care of the environment. The RAB continues to encourage the EHA to explore additional ways to foster sustainable living practices, such as use of environmentally friendly products and green building methods in new developments to ensure the future of our planet.

Sincerely,



Sylvia May  
Chair

Resident Advisory Board

**HOUSING AUTHORITY OF THE CITY OF EVERETT**  
***RESPONSE TO COMMENTS BY THE***  
***RESIDENT ADVISORY BOARD***  
**MARCH, 2009**

This response addresses the written comments made by the Resident Advisory Board in its letter to the Executive Director dated February 12, 2009. The letter was presented with other elements of the agency's Annual Plan at a public hearing conducted by the Board of Commissioners on February 23, 2009. This response addresses points in the order in which they appeared in the RAB's comment letter.

The Housing Authority (EHA) appreciates the hard work and diligence of the Resident Advisory Board (RAB). The RAB has reviewed the agency's Annual Plan over the past few months, as well as various aspects of EHA operations over the course of the last year. EHA believes this effort makes us a better organization, and this allows us to serve our clients in a more effective and compassionate way.

We recognize that the expressed needs and desires of the RAB are not always in line with the Housing Authority's priorities, due in large part to budgetary restrictions and regulatory requirements. We believe EHA has historically given careful consideration to suggestions from the resident advisory groups, particularly those of the RAB. Our management practices center on resident safety and welfare, and we value our mutual commitment with residents to uphold those values in EHA's communities.

**Increased RAB Participation:** EHA agrees that the RAB needs expanded resident participation in order to maximize its potential as an advisory body. Tenants from underrepresented or non-represented sites and programs need to be encouraged to attend meetings, with the hope that they will gain a voice in the advisory process. Management will continue to try to recruit new RAB members, including additional outreach efforts and follow-up with individuals who express an interest in the RAB.

Within budget constraints, we plan to have more Housing Authority personnel occasionally attend RAB meetings in the coming year. We will work towards having a webpage dedicated to the RAB on the agency website. We also hope to advertise RAB on the informational kiosk at the Colby office in the near future.

**Smoking:** The Housing Authority will continue to ensure Public Housing sites comply with the state law which prohibits smoking within a certain distance of entryways. We also will continue to develop strategies to increase the number of available smoke-free housing units. Incremental steps have been taken toward this goal, with more to follow in the years to come. This will include designating more no-smoking floors at Bakerview Apartments, while "grandfathering" existing smokers. The extension of the smoking ban

to specific buildings at Grandview Homes and Baker Heights Public Housing units is also planned for the future.

**Baker Heights Redevelopment Plan:** EHA will continue to keep the RAB informed of the status of this project, including the purchase of replacement housing and progress in the eventual disposition of the site.

**Community-building Activities:** An informational event for residents, like the one that took place at the Baker Community Center in 2007, is planned for the coming year. EHA will attempt to include representatives from other services agencies. Management is pleased that residents make use of the agency's Service Coordinators and shares the RAB's opinion that more staff dedicated exclusively to service coordination for residents would be a real asset. Unfortunately, budgetary restrictions make it highly unlikely that we can do this in the foreseeable future.

EHA believes the RAB will share its enthusiasm over two community-building events scheduled for this year. "Comcast Cares Day," will take place on April 25. This will be a community improvement project in partnership with the Comcast corporation. Residents will have an opportunity to identify landscaping and other minor improvement projects at individual sites and units, and volunteers will help with the work. A "We Value Kids" celebration has been planned for August 21 at Wiggums Hollow Park. This event will be a chance for families and youth of our Public Housing communities to have fun playing games and other activities with staff.

**Serving Vulnerable Populations:** EHA is committed to providing housing assistance to each eligible applicant. Unfortunately, the number of applicants far exceeds the available supply of Public Housing units and Section 8 Vouchers. As a result, waiting lists are used to select families as housing becomes available, and this does not include a special preference for anyone who is classified as disabled. On the other hand, persons classified as having a disability account for over forty percent of the total residents living at EHA owned housing units. Of the 2,396 active Section 8 Voucher clients, 1,182 are disabled. A limited number of public housing applicants qualify for the preference given to those who have been displaced as a result of governmental action or natural disaster, or those with military veteran status.

Housing is a single component in the matrix of needs faced by the community's most vulnerable populations. EHA partners with both public and non-profit service agencies to provide housing combined with other supportive services via the project-based Section 8 voucher program. Project-based units in EHA's housing inventory include Broadway Plaza West, where residents receive services from Sunrise Services and a Services Coordinator employed by this agency; some units at Rucker Apartments for tenants living with HIV/AIDS; and units specified for disabled persons at Bridge Creek. The Project-based unit inventory also includes sites owned by other agencies, with services targeted at specific populations.

The Section 8 Voucher program also designates some tenant-based vouchers for specific populations, such as the 200 allotted for the Young Disabled Voucher “set-aside” program. This offers stable housing opportunities to members of the community whose age prevents them from residing in project based “elderly only” buildings. EHA is encouraged by the RAB’s continued support for programming that meets the needs of special populations and looks forward to its continued suggestions in this area.

**Newsletter:** EHA agrees that participants in its various housing programs would enjoy and benefit from an annual newsletter, but we also recognize that the diversity of housing programs and clientele makes a single publication impractical. Items of interest to Public Housing residents, such as planned site renovations and the curbside recycling program, do not apply to Section 8 voucher holders, who have entirely different needs. We also agree that a professionally produced newsletter is not a necessary or a wise expenditure.

In order to provide information that is useful and informative to their particular program, EHA plans to publish and distribute a separate one page newsletter annually as follows: a Section 8 newsletter, one for Public Housing and other HUD subsidized multifamily programs, and a newsletter targeted at its senior/disabled communities. We agree that costs could be reduced by alternate means of distribution other than mailing, but we are unaware of any such means that will result in all clients receiving the material in a timely manner.

**Self Sufficiency Programs:** The decision by United Way to expand its Individual Development Account program to Public Housing residents was welcomed by EHA. Unfortunately, the United Way recently informed us that this plan had fallen through due to the current economic crisis. We are hopeful that sometime in the future this opportunity, or something similar to it, will become available again.

**Utilize Technology:** HUD’s most recent Notice of Funding Available (NoFA) did not include any available grant money for the Neighborhood Networks program. Historically, this has been the source of funds used to expand the computer labs at Public Housing sites. EHA will apply for this grant if it is available again. We appreciate the RAB’s observation that the website should contain more information of interest to residents. Information about our affordable housing properties – including floorplans, pictures, and vacancies – was recently posted on the website. This should be useful for Section 8 program participants considering using their vouchers at those sites. Planned additions to the website include Public Housing property photos and other information specific to those sites, as well as both the Section 8 Administrative Plan and the Public Housing Admissions and Occupancy Policy.

**Maintenance:** We appreciate that the RAB has noticed improvement in customer service skills on the part of individual Maintenance Department members over the past year. Management continues to be committed to superior service and attentiveness to the maintenance needs of our tenants. The joint management maintenance teams assigned to each development have played a major role in helping us to achieve these goals.

EHA realizes that tenants of Public Housing are subject to more unit inspections over the course of a year than in the past. It is unlikely that this situation will change. However, we understand the concern for improved communication and follow-up about the inspections, and are committed to addressing this concern.

EHA also acknowledges tenants' concerns about the elevators at Bakerview Apartments. However, while any interference with the operation of either elevator is frustrating, the actual incidence of problems is significantly less than popular opinion would indicate. Nevertheless, EHA is budgeting for the total overhaul of both elevators during 2009.

EHA shares RAB's concern regarding the prevalence with which the general fire alarm at Bakerview Apartments is sounded. The system is outdated and is scheduled for replacement in 2009.

The RAB's comment on the laundry facilities at Bakerview is a continuing tenant concern since the building opened. Plans are currently being developed to move the laundry room off the 9<sup>th</sup> floor and into the existing thrift store area. This will permit additional machines and improved drainage. Management will discuss the idea of a "Do It Yourself" counter at the Facilities Office with maintenance staff. The first step will be to determine what items should be displayed and made available to tenants who drop in for maintenance supplies.

**Recycling:** EHA is pleased that the implementation of a recycling program at Grandview has been successful. We now have some form of recycling at all EHA developments, with the exception of Baker Heights. There may be limited opportunities for expanding recycling. We attempt to educate residents about the recycling program when they first move in; however, the move-in orientation takes over 2 ½ hours and involves over 100 pages of documents. We are confident that most tenants retain relatively little of this information. We have no ability to provide significant follow-up education or actual monitoring of recycling practices. If our budgetary situation improves, we will attempt to address this. All recycling materials are available in appropriate languages.

# Certification for a Drug-Free Workplace

U.S. Department of Housing and Urban Development

Applicant Name

Housing Authority of the City of Everett

Program/Activity Receiving Federal Grant Funding

Federally assisted housing and related employment programs

Acting on behalf of the above named Applicant as its Authorized Official, I make the following certifications and agreements to the Department of Housing and Urban Development (HUD) regarding the sites listed below:

I certify that the above named Applicant will or will continue to provide a drug-free workplace by:

a. Publishing a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the Applicant's workplace and specifying the actions that will be taken against employees for violation of such prohibition.

b. Establishing an on-going drug-free awareness program to inform employees ---

- (1) The dangers of drug abuse in the workplace;
- (2) The Applicant's policy of maintaining a drug-free workplace;
- (3) Any available drug counseling, rehabilitation, and employee assistance programs; and
- (4) The penalties that may be imposed upon employees for drug abuse violations occurring in the workplace.

c. Making it a requirement that each employee to be engaged in the performance of the grant be given a copy of the statement required by paragraph a.;

d. Notifying the employee in the statement required by paragraph a. that, as a condition of employment under the grant, the employee will ---

- (1) Abide by the terms of the statement; and
- (2) Notify the employer in writing of his or her conviction for a violation of a criminal drug statute occurring in the workplace no later than five calendar days after such conviction;

e. Notifying the agency in writing, within ten calendar days after receiving notice under subparagraph d.(2) from an employee or otherwise receiving actual notice of such conviction. Employers of convicted employees must provide notice, including position title, to every grant officer or other designee on whose grant activity the convicted employee was working, unless the Federal agency has designated a central point for the receipt of such notices. Notice shall include the identification number(s) of each affected grant;

f. Taking one of the following actions, within 30 calendar days of receiving notice under subparagraph d.(2), with respect to any employee who is so convicted ---

- (1) Taking appropriate personnel action against such an employee, up to and including termination, consistent with the requirements of the Rehabilitation Act of 1973, as amended; or
- (2) Requiring such employee to participate satisfactorily in a drug abuse assistance or rehabilitation program approved for such purposes by a Federal, State, or local health, law enforcement, or other appropriate agency;

g. Making a good faith effort to continue to maintain a drug-free workplace through implementation of paragraphs a. thru f.

**2. Sites for Work Performance.** The Applicant shall list (on separate pages) the site(s) for the performance of work done in connection with the HUD funding of the program/activity shown above: Place of Performance shall include the street address, city, county, State, and zip code. Identify each sheet with the Applicant name and address and the program/activity receiving grant funding.)

Check here  if there are workplaces on file that are not identified on the attached sheets.

I hereby certify that all the information stated herein, as well as any information provided in the accompaniment herewith, is true and accurate.

**Warning:** HUD will prosecute false claims and statements. Conviction may result in criminal and/or civil penalties. (18 U.S.C. 1001, 1010, 1012; 31 U.S.C. 3729, 3802)

Name of Authorized Official	Title
<i>[Signature]</i>	EXECUTIVE DIRECTOR
Signature	Date
<i>[Signature]</i>	3/31/2009

X

Housing Authority of the City of Everett Housing Authority  
Annual Plan and Capital Fund for Fiscal Year Beginning July 1, 2009

**Sites of Work**

1. 3107 Colby Ave. Everett, WA 98201, Snohomish County
2. 2605 15<sup>th</sup> St. Everett, WA 98201, Snohomish County
3. 2715 15<sup>th</sup> St. Everett, WA 98201, Snohomish County
4. 718 Linden St. Everett, WA 98201, Snohomish County
5. 220 98<sup>th</sup> Place SE -- Unit E Everett, WA 98208, Snohomish County

# Certification of Payments to Influence Federal Transactions

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

Applicant Name

Housing Authority of the City of Everett

Program/Activity Receiving Federal Grant Funding

Federally assisted housing and related employment programs

The undersigned certifies, to the best of his or her knowledge and belief, that:

(1) No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of an agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.

(2) If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of an agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, Disclosure Form to Report Lobbying, in accordance with its instructions.

(3) The undersigned shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by Section 1352, Title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

I hereby certify that all the information stated herein, as well as any information provided in the accompaniment herewith, is true and accurate.

**Warning:** HUD will prosecute false claims and statements. Conviction may result in criminal and/or civil penalties.  
(18 U.S.C. 1001, 1010, 1012; 31 U.S.C. 3729, 3802)

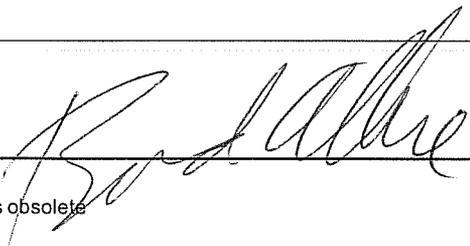
Name of Authorized Official

Bud Alkire

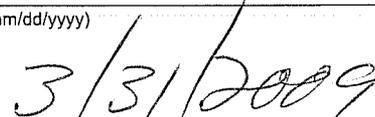
Title

Executive Director

Signature



Date (mm/dd/yyyy)



**PHA Certifications of Compliance with the PHA Plans and Related Regulations:  
Board Resolution to Accompany the PHA 5-Year and Annual PHA Plan**

*Acting on behalf of the Board of Commissioners of the Public Housing Agency (PHA) listed below, as its Chairman or other authorized PHA official if there is no Board of Commissioners, I approve the submission of the \_\_\_ 5-Year and/or  Annual PHA Plan for the PHA fiscal year beginning July 1, 2009, hereinafter referred to as "the Plan", of which this document is a part and make the following certifications and agreements with the Department of Housing and Urban Development (HUD) in connection with the submission of the Plan and implementation thereof:*

1. The Plan is consistent with the applicable comprehensive housing affordability strategy (or any plan incorporating such strategy) for the jurisdiction in which the PHA is located.
2. The Plan contains a certification by the appropriate State or local officials that the Plan is consistent with the applicable Consolidated Plan, which includes a certification that requires the preparation of an Analysis of Impediments to Fair Housing Choice, for the PHA's jurisdiction and a description of the manner in which the PHA Plan is consistent with the applicable Consolidated Plan.
3. The PHA certifies that there has been no change, significant or otherwise, to the Capital Fund Program (and Capital Fund Program/Replacement Housing Factor) Annual Statement(s), since submission of its last approved Annual Plan. The Capital Fund Program Annual Statement/Annual Statement/Performance and Evaluation Report must be submitted annually even if there is no change.
4. The PHA has established a Resident Advisory Board or Boards, the membership of which represents the residents assisted by the PHA, consulted with this Board or Boards in developing the Plan, and considered the recommendations of the Board or Boards (24 CFR 903.13). The PHA has included in the Plan submission a copy of the recommendations made by the Resident Advisory Board or Boards and a description of the manner in which the Plan addresses these recommendations.
5. The PHA made the proposed Plan and all information relevant to the public hearing available for public inspection at least 45 days before the hearing, published a notice that a hearing would be held and conducted a hearing to discuss the Plan and invited public comment.
6. The PHA certifies that it will carry out the Plan in conformity with Title VI of the Civil Rights Act of 1964, the Fair Housing Act, section 504 of the Rehabilitation Act of 1973, and title II of the Americans with Disabilities Act of 1990.
7. The PHA will affirmatively further fair housing by examining their programs or proposed programs, identify any impediments to fair housing choice within those programs, address those impediments in a reasonable fashion in view of the resources available and work with local jurisdictions to implement any of the jurisdiction's initiatives to affirmatively further fair housing that require the PHA's involvement and maintain records reflecting these analyses and actions.
8. For PHA Plan that includes a policy for site based waiting lists:
  - The PHA regularly submits required data to HUD's 50058 PIC/IMS Module in an accurate, complete and timely manner (as specified in PIH Notice 2006-24);
  - The system of site-based waiting lists provides for full disclosure to each applicant in the selection of the development in which to reside, including basic information about available sites; and an estimate of the period of time the applicant would likely have to wait to be admitted to units of different sizes and types at each site;
  - Adoption of site-based waiting list would not violate any court order or settlement agreement or be inconsistent with a pending complaint brought by HUD;
  - The PHA shall take reasonable measures to assure that such waiting list is consistent with affirmatively furthering fair housing;
  - The PHA provides for review of its site-based waiting list policy to determine if it is consistent with civil rights laws and certifications, as specified in 24 CFR part 903.7(c)(1).
9. The PHA will comply with the prohibitions against discrimination on the basis of age pursuant to the Age Discrimination Act of 1975.
10. The PHA will comply with the Architectural Barriers Act of 1968 and 24 CFR Part 41, Policies and Procedures for the Enforcement of Standards and Requirements for Accessibility by the Physically Handicapped.
11. The PHA will comply with the requirements of section 3 of the Housing and Urban Development Act of 1968, Employment Opportunities for Low-or Very-Low Income Persons, and with its implementing regulation at 24 CFR Part 135.
12. The PHA will comply with acquisition and relocation requirements of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 and implementing regulations at 49 CFR Part 24 as applicable.

13. The PHA will take appropriate affirmative action to award contracts to minority and women's business enterprises under 24 CFR 5.105(a).
14. The PHA will provide the responsible entity or HUD any documentation that the responsible entity or HUD needs to carry out its review under the National Environmental Policy Act and other related authorities in accordance with 24 CFR Part 58 or Part 50, respectively.
15. With respect to public housing the PHA will comply with Davis-Bacon or HUD determined wage rate requirements under Section 12 of the United States Housing Act of 1937 and the Contract Work Hours and Safety Standards Act.
16. The PHA will keep records in accordance with 24 CFR 85.20 and facilitate an effective audit to determine compliance with program requirements.
17. The PHA will comply with the Lead-Based Paint Poisoning Prevention Act, the Residential Lead-Based Paint Hazard Reduction Act of 1992, and 24 CFR Part 35.
18. The PHA will comply with the policies, guidelines, and requirements of OMB Circular No. A-87 (Cost Principles for State, Local and Indian Tribal Governments), 2 CFR Part 225, and 24 CFR Part 85 (Administrative Requirements for Grants and Cooperative Agreements to State, Local and Federally Recognized Indian Tribal Governments).
19. The PHA will undertake only activities and programs covered by the Plan in a manner consistent with its Plan and will utilize covered grant funds only for activities that are approvable under the regulations and included in its Plan.
20. All attachments to the Plan have been and will continue to be available at all times and all locations that the PHA Plan is available for public inspection. All required supporting documents have been made available for public inspection along with the Plan and additional requirements at the primary business office of the PHA and at all other times and locations identified by the PHA in its PHA Plan and will continue to be made available at least at the primary business office of the PHA.
21. The PHA provides assurance as part of this certification that:
  - (i) The Resident Advisory Board had an opportunity to review and comment on the changes to the policies and programs before implementation by the PHA;
  - (ii) The changes were duly approved by the PHA Board of Directors (or similar governing body); and
  - (iii) The revised policies and programs are available for review and inspection, at the principal office of the PHA during normal business hours.
22. The PHA certifies that it is in compliance with all applicable Federal statutory and regulatory requirements.

Housing Authority of the City of Everett

WA 006

PHA Name

PHA Number/HA Code

       5-Year PHA Plan for Fiscal Years 20       - 20      

Annual PHA Plan for Fiscal Years 2009 - 2010

I hereby certify that all the information stated herein, as well as any information provided in the accompaniment herewith, is true and accurate. **Warning:** HUD will prosecute false claims and statements. Conviction may result in criminal and/or civil penalties. (18 U.S.C. 1001, 1010, 1012; 31 U.S.C. 3729, 3802)

Name of Authorized Official  Jay Cole	Title  Chair, Board of Commissioners, H.A. of the City of Everett
Signature 	Date  3-23-2009

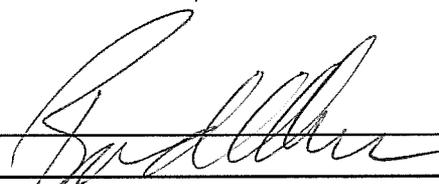
# DISCLOSURE OF LOBBYING ACTIVITIES

Approved by OMB

Complete this form to disclose lobbying activities pursuant to 31 U.S.C. 1352

0348-0046

(See reverse for public burden disclosure.)

<b>1. Type of Federal Action:</b> <input checked="checked" type="checkbox"/> a. contract <input type="checkbox"/> b. grant <input type="checkbox"/> c. cooperative agreement <input type="checkbox"/> d. loan <input type="checkbox"/> e. loan guarantee <input type="checkbox"/> f. loan insurance	<b>2. Status of Federal Action:</b> <input checked="checked" type="checkbox"/> a. bid/offer/application <input type="checkbox"/> b. initial award <input type="checkbox"/> c. post-award	<b>3. Report Type:</b> <input checked="checked" type="checkbox"/> a. initial filing <input type="checkbox"/> b. material change <b>For Material Change Only:</b> year _____ quarter _____ date of last report _____
<b>4. Name and Address of Reporting Entity:</b> <input checked="checked" type="checkbox"/> Prime <input type="checkbox"/> Subawardee Tier _____, if known: HOUSING AUTHORITY OF THE CITY OF EVERETT PO Box 1547 EVERETT, WA 98206 Congressional District, if known: <sup>4c</sup> 2	<b>5. If Reporting Entity in No. 4 is a Subawardee, Enter Name and Address of Prime:</b>  Congressional District, if known:	
<b>6. Federal Department/Agency:</b> HUD	<b>7. Federal Program Name/Description:</b> CAPITAL FUND CFDA Number, if applicable: 14.872	
<b>8. Federal Action Number, if known:</b>	<b>9. Award Amount, if known:</b> \$ 946,223.00	
<b>10. a. Name and Address of Lobbying Registrant</b> (if individual, last name, first name, MI): NONE	<b>b. Individuals Performing Services</b> (including address if different from No. 10a) (last name, first name, MI): 	
<b>11.</b> Information requested through this form is authorized by title 31 U.S.C. section 1352. This disclosure of lobbying activities is a material representation of fact upon which reliance was placed by the tier above when this transaction was made or entered into. This disclosure is required pursuant to 31 U.S.C. 1352. This information will be available for public inspection. Any person who fails to file the required disclosure shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.	Signature:  Print Name: Bud Alkire Title: Executive Director Telephone No.: (425) 303-1102      Date: 3/31/2009	
<b>Federal Use Only:</b>		Authorized for Local Reproduction Standard Form LLL (Rev. 7-97)