

PHA 5-Year and Annual Plan	U.S. Department of Housing and Urban Development Office of Public and Indian Housing	OMB No. 2577-0226 Expires 4/30/2011
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1.0	PHA Information PHA Name: <u>Village of Oak Park Housing Authority</u> PHA Code: <u>IL103</u> PHA Type: <input type="checkbox"/> Small <input checked="" type="checkbox"/> High Performing <input type="checkbox"/> Standard <input checked="" type="checkbox"/> HCV (Section 8) PHA Fiscal Year Beginning: (MM/YYYY): <u>01/2012</u>												
2.0	Inventory (based on ACC units at time of FY beginning in 1.0 above) Number of PH units: <u>198</u> Number of HCV units: <u>477</u>												
3.0	Submission Type <input type="checkbox"/> 5-Year and Annual Plan <input checked="" type="checkbox"/> Annual Plan Only <input type="checkbox"/> 5-Year Plan Only												
4.0	PHA Consortia <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:													
5.0	5-Year Plan. Complete items 5.1 and 5.2 only at 5-Year Plan update.												
5.1	Mission. State the PHA's Mission for serving the needs of low-income, very low-income, and extremely low income families in the PHA's jurisdiction for the next five years:												
5.2	Goals and Objectives. 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:

The Oak Park Housing Authority will revise their ACOP, Admissions and Continued Occupancy Policy, to include the recently approved Designated Housing Plan for Mills Park Tower (low rent public housing). The Policy will be revised and presented to the PHA Board for approval.

- (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.

The Oak Park Housing Authority will make copies of the 5-Year and Annual PHA Plan available at the main administrative offices located at 21 South Blvd., Oak Park, Illinois, 60302, at Mills Park Tower, 1025 Pleasant Place, Oak Park, Illinois 60302 and on the Oak Park Housing Authority Web Site (oakparkha.org).

PHA Plan Elements

1. Eligibility, Selection and Admissions Policies, including De-concentration and Wait List Procedures

The PHA's policies that govern resident or tenant eligibility, selection, and admissions including preferences are contained in the Admissions and Continued Occupancy Policy for Mills Park Tower (low rent Public Housing) and in the Administrative Plan for the Housing Choice Voucher Program. These Plans also address procedures for maintaining public housing and site based waiting lists. Included are current waiting lists for the Housing Choice Voucher Program and Mills Park Tower (Low Rent Senior and Disabled Housing).

The OPHA is currently revising the ACOP for public housing to reflect the recently HUD approved Designated Housing Plan for Elderly and Disabled Families. Once the revisions are complete and a Board resolution approving the revisions is complete a copy of the revised ACOP will be submitted to the local field office.

2. Financial Resources: See Attachment **IL103a01**—Planned Sources and Uses

3. Rent Determination. No Revisions A statement of policies of the PHA governing rents charged for public housing and HCV dwelling units

4. Operation and Management – No Revisions. The OPHA's HCV program and Public Housing Program are both high performers under the SEMAP and PHAS systems respectively. Customer satisfaction continues to be a priority. The OPHA conducts move-in, move-out, and annual inspections electronically with hand held computers that interface with current software programs to generate work orders and address maintenance issues in the residents' apartments. Tenant handbooks are presented to all tenants moving into the property explaining procedures and responsibilities. Public housing building inspections are conducted regularly and preventative maintenance is performed on machinery, plumbing and emergency equipment. All equipment required to be inspected by State and Local Authorities are inspected and Certificates of Inspections are posted. Pest control inspections are conducted quarterly by a licensed accredited pest control company. If any infestation is cited, it is treated and revisited until remedied.

5. Grievance Procedures – No Revisions. The OPHA responds promptly to grievances or complaints from residents or applicants.

6. Designated Housing for Elderly and Disabled Families. The Oak Park Housing Authority submitted to HUD a Designated Housing Plan for Mills Park Tower, IL 103 (Low Rent Public Housing, 198, 1-bedroom units, asking for 188 units to be designated as elderly and 10 units for non-elderly disabled.

7. Community Service and Self Sufficiency- No Revisions. Mills Park Tower (low rent public housing), residents have services and programs available to them through community partners. Oak Park Senior Services offers transportation, "Meals on Wheels" (a delivered meal program for those not ambulatory), and a nutritional lunch program for those who want a social setting to interact. They also do counseling and have an arts and crafts program for seniors.

Mills Park Tower has developed and maintained computer labs to allow residents to seek necessary information for health, government programs and entitlements. Residents are able to stay in touch and communicate through e-mail with friends and family members.

8. Safety and Crime Prevention – No Revisions The OPHA's public housing (Mills Park Tower) is for seniors and persons with disabilities, therefore a fragile population, and safety is a priority. A police sub-station is maintained in the building for use by the local beat officers. In cooperation with the Oak Park Police Department safety talks are held regularly. The building has 16 camera monitored security system that is digitally recorded and has the capability of being viewed on site or at the local police department. The Oak Park Fire Department also holds Fire Safety talks on a regular basis as do many other partner agencies in the community.

Carbon Monoxide Detector Policy – "No Change" In compliance with the Illinois Public Act 094-0741, effective January 1, 2007, the Oak Park Housing Authority has insured landlords participating in the Housing Choice Voucher Program installed carbon monoxide detectors in all dwelling units within 15 feet of every room used for sleeping purposes. It is the responsibility of the owner of the structure to supply and install all required alarms. It is the responsibility of the tenant to test and provide general maintenance for the alarms within the tenants dwelling unit

6.0

The OPHA has also ensured that all public housing, (low rent), dwelling units have at least one approved carbon monoxide detector within 15 feet of every sleeping room. These carbon monoxide detectors are hard wired and maintained by management.

9. Pets – No Revisions. The OPHA allows pets in Mills Park Tower (low rent public housing). Tenants are permitted to maintain one pet in their dwelling unit. Pets are restricted to smaller domesticated animals as follows: dog, cat, caged bird, fish, rabbit, or turtle. Reptiles other than turtles are not considered pets.

6.0	<p>10. Civil Rights Certification. The OPHA has examined its programs and proposed programs and has found no impediments to fair housing choice. The OPHA's annual plan is consistent with the Village of Oak Park's Consolidated Plan.</p> <p>11. Fiscal Year Audit. The OPHA is required to conduct an audit. The most recent audit completed is 2010. There were three findings as a result of the audit. Management has responded to the findings. The Audit and findings were submitted to the local HUD field office.</p> <p>12. Asset Management – No Revisions. The Oak Park Housing Authority has one AMP Number, IL103000001, (Mills Park Tower) under public housing. This property is a 198, unit high-rise. All inventory, materials, and labor is related to that site. The OPHA applies for operating subsidy grants, capital improvements, rehabilitation, and modernization for that public housing property.</p> <p>13. Violence Against Women Act (VAWA)</p> <p>The Oak Park Housing Authority (OPHA) in compliance with the Violence Against Women Act will protect tenants and family members who are victims of domestic violence, dating violence, or stalking from being evicted or terminated from housing assistance based on acts of such violence against them. The OPHA and all owners participating in the Section 8HCV Program will comply with this law. The OPHA is required to notify tenants of their rights under this law and to notify owners of the requirements. A notice to tenants is included in the Resident Handbook for Mills Park Tower provided to them at move-in.</p> <p>The law provides that criminal activity directly relating to domestic violence, dating violence or stalking engaged in by a member of a tenant's household or any guest or other person under the tenant's control shall not be cause for termination of assistance to the victim or threatened victim of that abuse.</p> <p>In responding to incidents of violence that may affect a tenant's participation in the program, the OPHA may request in writing 14 days of the request, that individuals complete, sign and submit HUD-5066 Certification of Domestic Violence, Dating Violence or Stalking Form. The OPHA will assist the tenant or family member find counseling with partner agencies within the community.</p> <p>If the individual does not provide the HUD Certification form or information that may be used in lieu of the certification by the 14th business day, none of the protections of the ACT will apply.</p> <p>The OPHA has regularly scheduled talks given by the Oak Park Senior Services and Age Options (Oak Park community agencies).</p>
7.0	<p>Hope VI, Mixed Finance Modernization or Development, Demolition and/or Disposition, Conversion of Public Housing, Homeownership Programs, and Project-based Vouchers. <i>Include statements related to these programs as applicable.</i></p> <p>The OPHA administers five Homeownership Vouchers under project IL103. The OPHA has established guidelines for the Homeownership Program and those guidelines are found in the Administrative Plan under chapter 11.</p>
8.0	<p>Capital Improvements. Please complete Parts 8.1 through 8.3, as applicable.</p> <p>The OPHA is applying for capital funds with respect to this 5-Year and Annual Plan.</p>
8.1	<p>Capital Fund Program Annual Statement/Performance and Evaluation Report. 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> <p>The Oak Park Housing Authority has open the following capital fun grants for Mills Park Tower as well as the request for 2012 Capital Fund Program</p> <p>Capital Fund Program Annual Statement for 2012 as part of the Annual plan – see attachment IL103b01 Capital Fund Performance and Evaluation Report 2011 – see attachment IL 103c01 Capital Fund Performance and Evaluation Report 2010 – see attachment IL103d01 Capital Fund Performance and Evaluation Report 2009 – see attachment IL103e01</p>
8.2	<p>Capital Fund Program Five-Year Action Plan. 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> <p>The Oak Park Housing Authority has included the HUD form 50075.2, 5-year action plan for 2012-2016.</p> <p>Capital Fund 5 year action plan – see attachment IL103f01</p>

8.3	<p>Capital Fund Financing Program (CFFP). <input type="checkbox"/> 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> <p>N/A</p>
9.0	<p>Housing Needs. 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>Strategy for Addressing Housing Needs. Provide a brief description of the PHA's strategy for addressing the housing needs of families in the jurisdiction and on the waiting list in the upcoming year. Note: Small, Section 8 only, and High Performing PHAs complete only for Annual Plan submission with the 5-Year Plan.</p>
10.0	<p>Additional Information. 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>
11.0	<p>Required Submission for HUD Field Office Review. 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. Note: 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> <p>All required certifications and disclosures (a-e) will be electronically submitted to local field office.</p> <p>Item (f) Resident Advisory Board (RAB) discussion and comments –Housing Choice Voucher Program. See attachment -G</p> <p>Resident Advisory Board (RAB) discussion and comments – Mills Park Tower (low rent public housing) See attachment- H</p> <p>Item (g) Challenged Elements- On September 23, 2011 a public hearing was held at the Oak Park Village Hall to hear comments on the Public Housing Agency 2012 Annual Plan. There were no challenged elements.</p> <p>Item (h) HUD form 50075.1 is included as attachment –B</p> <p>Item (i) HUD form 50075.2 is included as attachment - F</p>

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
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.

ATTACHMENT A

IL103a01

Section 6(2)

FINANCIAL RESOURCES

PLANNED SOURCES AND USES

**FINANCIAL RESOURCES
PLANNED SOURCES AND USES**

SOURCES	PLANNED \$	PLANNED USES
1. Federal Dollars (FY 2011)		
a. Public Housing Operating Fund	\$435,054	Operations
b. Public Housing Capital Fund	\$312,882	Dwelling Structure Improvements
c. Annual Contributions/Section 8 Tenant Based Assistance	\$4,349,691	
2. Prior Year Federal Grants (unobligated funds only)		
IL06P103-501-11	\$180,135	Dwelling Structure Improvements
3. Public Housing Dwelling Rental Income	\$527,000	Tenant Rents
4. Other income (Non Federal)		
Laundry Income	\$12,500	
Roof top Antenna Lease	\$6,000	
TOTAL RESOURCES	\$5,823,262	

ATTACHMENT B

IL103b01

CAPITAL FUND PROGRAM

ORIGINAL ANNUAL STATEMENT

HUD FORM 50075.1

YEAR 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
 OMB No. 2577-0226
 Expires 4/30/2011

Part I: Summary

PHA Name: Oak Park Housing Authority	Grant Type and Number Capital Fund Program Grant No: IL06P10350112 Replacement Housing Factor Grant No: Date of CFFP:	FFY of Grant: 2012 FFY of Grant Approval:
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Line	Type of Grant <input checked="" type="checkbox"/> Original Annual Statement <input type="checkbox"/> Performance and Evaluation Report for Period Ending:	Reserve for Disasters/Emergencies <input type="checkbox"/>	Summary by Development Account	Original	Revised Annual Statement (revision no:) Final Performance and Evaluation Report		Total Actual Cost ¹
					Total Estimated Cost	Revised ²	
1			Total non-CFP Funds				
2			1406 Operations (may not exceed 20% of line 21) ³				
3			1408 Management Improvements				
4			1410 Administration (may not exceed 10% of line 21)	\$15,000			
5			1411 Audit	\$2,500			
6			1415 Liquidated Damages				
7			1430 Fees and Costs	\$5,000			
8			1440 Site Acquisition				
9			1450 Site Improvement				
10			1460 Dwelling Structures	\$177,500			
11			1465.1 Dwelling Equipment—Nonexpendable				
12			1470 Non-dwelling Structures				
13			1475 Non-dwelling Equipment				
14			1485 Demolition				
15			1492 Moving to Work Demonstration				
16			1495.1 Relocation Costs				
17			1499 Development Activities ⁴				

¹ To be completed for the Performance and Evaluation Report.
² To be completed for the Performance and Evaluation Report or a Revised Annual Statement.
³ PHAs with under 250 units in management may use 100% of CFP Grants for operations.
⁴ RHF funds shall be included here.

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
 OMB No. 2577-0226
 Expires 4/30/2011

Part I: Summary

PHA Name:	Grant Type and Number Capital Fund Program Grant No: Replacement Housing Factor Grant No: Date of CFFP:	FFY of Grant: FFY of Grant Approval:
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Type of Grant

Original Annual Statement

Reserve for Disasters/Emergencies

Revised Annual Statement (revision no:)

Performance and Evaluation Report for Period Ending:

Final Performance and Evaluation Report

Line	Summary by Development Account	Original	Total Estimated Cost	Revised ²	Obligated	Total Actual Cost ¹	Expended
18a	1501 Collateralization or Debt Service paid by the PHA						
18ba	9000 Collateralization or Debt Service paid Via System of Direct Payment						
19	1502 Contingency (may not exceed 8% of line 20)						
20	Amount of Annual Grant: (sum of lines 2 - 19)		\$200,000				
21	Amount of line 20 Related to LBP Activities						
22	Amount of line 20 Related to Section 504 Activities		\$60,000				
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 Measures		\$117,500				
Signature of Executive Director		Date		Signature of Public Housing Director		Date	
<i>Shane A. [Signature]</i>		10/14/11					

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⁴ RHF funds shall be included here.

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
 OMB No. 2577-0226
 Expires 4/30/2011

Part II: Supporting Pages

PHA Name: Oka Park Housing Authority		Grant Type and Number Capital Fund Program Grant No: IL06P10350112 CFFP (Yes/No): Replacement Housing Factor Grant No:		Federal FFY of Grant: 2012	
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Development Number Name/PHA-Wide Activities	General Description of Major Work Categories	Development Account No.	Quantity	Total Estimated Cost	Total Actual Cost	Status of Work	
				Original	Revised ¹	Funds Obligated ²	Funds Expended ²
IL103000001 Mills Park Tower	Administration - Executive Director to oversee contract administration	1410		\$1,000			
IL103000001 Mills Park Tower	Administration - Mod Coordinator - Employee to monitor contract and construction activities	1410		\$12,000			
IL103000001 Mills Park Tower	Administration - Finance Director - to prepare accounting reports and related CFP reports	1410		\$2,000			
IL103000001 Mills Park Tower	Audit	1411		\$2,500			
IL103000001 Mills Park Tower	Fees and Costs - Prepare documents for RFP and scope of work	1430		\$5,000			
IL103000001 Mills Park Tower	Dwelling Structure- Remodel 2- Apartments to meet UFAS (uniform Accessibility Standards)	1460		\$60,000			
IL103000001 Mills Park Tower	Dwelling Structure- Replace common ground floor windows with Low-E-Glass and thermo breaks for energy efficiency and replace north first floor entrance with new insulated framing, Low-E-glass and security hardware	1460		\$117,500			

ATTACHMENT C

IL103c01

CAPITAL FUND PROGRAM
PERFORMANCE AND EVALUATION REPORT

HUD FORM 50075.1

YEAR - 2011

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
 OMB No. 2577-0226
 Expires 4/30/2011

Part I: Summary		FFY of Grant: 2011	
PHA Name: Oak Park Housing Authority	Grant Type and Number Capital Fund Program Grant No: IL06P30150111 Replacement Housing Factor Grant No: Date of CFP:	FFY of Grant Approval: OMB No. 2577-0226 Expires 4/30/2011	

Line	Type of Grant	Performance and Evaluation Report for Period Ending: 09/30/2011	Total Estimated Cost		Total Actual Cost ¹	
			Original	Revised ²	Obligated	Expended
18a	1501 Collateralization or Debt Service paid by the PHA					
18ba	9000 Collateralization or Debt Service paid Via System of Direct Payment					
19	1502 Contingency (may not exceed 8% of line 20)					
20	Amount of Annual Grant: (sum of lines 2 - 19)		\$223,000	\$180,135	0	0
21	Amount of line 20 Related to LBP Activities					
22	Amount of line 20 Related to Section 504 Activities		\$60,000	0		
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 Measures					
Signature of Executive Director						
Date			10/14/11			
Signature of Public Housing Director						
Date						

¹ To be completed for the Performance and Evaluation Report
² To be completed for the Performance and Evaluation Report or a Revised Annual Statement.
³ PHAs with under 250 units in management may use 100% of CFP Grants for operations.
⁴ RHF funds shall be included here.

ATTACHMENT D

IL103d01

CAPITAL FUND PROGRAM
PERFORMANCE AND EVALUATION REPORT

HUD FORM 50075.1

YEAR - 2010

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
 OMB No. 2577-0226
 Expires 4/30/2011

Part I: Summary		PHA Name: Oak Park Housing Authority		Grant Type and Number Capital Fund Program Grant No: J106P10350110 Replacement Housing Factor Grant No: Date of CFFP:		FFY of Grant: 2010 FFY of Grant Approval:	
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Line	Type of Grant <input type="checkbox"/> Original Annual Statement <input checked="" type="checkbox"/> Performance and Evaluation Report for Period Ending: <u>9/30/2011</u>	Reserve for Disasters/Emergencies <input type="checkbox"/>	Revised Annual Statement (revision no:2) <input type="checkbox"/> Final Performance and Evaluation Report	Total Estimated Cost		Total Actual Cost ¹	
				Original	Revised ²	Obligated	Expended
1	Total non-CFP Funds						
2	1406 Operations (may not exceed 20% of line 21) ³		\$8,000	0	0	0	
3	1408 Management Improvements						
4	1410 Administration (may not exceed 10% of line 21)		\$17,000	\$17,000	0	0	
5	1411 Audit		\$2,500	\$2,500	0	0	
6	1415 Liquidated Damages						
7	1430 Fees and Costs		\$5,000	0	0	0	
8	1440 Site Acquisition						
9	1450 Site Improvement						
10	1460 Dwelling Structures		\$174,301	\$197,301	0	0	
11	1465.1 Dwelling Equipment—Nonexpendable						
12	1470 Non-dwelling Structures						
13	1475 Non-dwelling Equipment						
14	1485 Demolition						
15	1492 Moving to Work Demonstration						
16	1495.1 Relocation Costs						
17	1499 Development Activities ⁴						

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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
 OMB No. 2577-0226
 Expires 4/30/2011

Part I: Summary		FFY of Grant: 2010	
PHA Name: Oka Park Housing Authority	Grant Type and Number Capital Fund Program Grant No: IL06P10350110 Replacement Housing Factor Grant No: Date of CFP:	FFY of Grant Approval:	

Line	Summary by Development Account	Total Estimated Cost		Total Actual Cost ¹	
		Original	Revised ²	Obligated	Expended
18a	1501 Collateralization or Debt Service paid by the PHA				
18ba	9000 Collateralization or Debt Service paid Via System of Direct Payment				
19	1502 Contingency (may not exceed 8% of line 20)	\$10,000	0		0
20	Amount of Annual Grant:: (sum of lines 2 - 19)	\$216,801	\$216,801		0
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 Measures				
Signature of Executive Director		Date		Signature of Public Housing Director	
<i>Sharon D. De</i>		10/14/11			

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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
 OMB No. 2577-0226
 Expires 4/30/2011

Part II: Supporting Pages

PHA Name: Oak Park Housing Authority

Grant Type and Number
 Capital Fund Program Grant No: IL06P10350110
 CFFP (Yes/No):
 Replacement Housing Factor Grant No:

Federal FFY of Grant: 2010

Development Number Name/PHA-Wide Activities	General Description of Major Work Categories	Development Account No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised ¹	Funds Obligated ²	Funds Expended ²	
IL103000001	Operations	1406		\$8,000	0	0	0	
IL103000001	Administration - Mod Coordinator - Employee to monitor contracts and construction activities	1410		\$13,000	\$13,000	0	0	
IL103000001	Administration - Executive Director to oversee contract administration	1410		\$2,000	\$2,000	0	0	
IL103000001	Administration - Finance Director - accounting and reports related to CFP activities	1410		\$2,000	\$2,000	0	0	
IL103000001	Fees and Costs	1430		\$5,000	0	0	0	
IL103000001	Audit Costs	1411		\$2,500	\$2,500	0	0	
IL103000001	Dwelling Structure - Structural repairs to façade - sealants and concrete panel repairs	1460			\$197,301	0	0	
IL103000001	Dwelling Structure - Replace common windows to low E glass and insulated framing.	1460		\$114,301	0	0	0	
IL103000001	Dwelling Structure - Rehang 2-1bedroom units to meet UFAS requirements	1460		\$60,000	0	0	0	

ATTACHMENT E

IL103e01

CAPITAL FUND PROGRAM
PERFORMANCE AND EVALUATION REPORT

HUD FORM 50075.1

YEAR - 2009

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
 OMB No. 2577-0226
 Expires 4/30/2011

Part I: Summary		PHA Name: Oak Park Housing Authority		Grant Type and Number Capital Fund Program Grant No: IL06P10350109 Replacement Housing Factor Grant No: Date of CFP:		FFY of Grant: 2009 FFY of Grant Approval:	
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Line	Type of Grant <input type="checkbox"/> Original Annual Statement <input checked="" type="checkbox"/> Performance and Evaluation Report for Period Ending: 9/30/2011	Reserve for Disasters/Emergencies <input type="checkbox"/>	Revised Annual Statement (revision no:2) <input type="checkbox"/> Final Performance and Evaluation Report	Total Estimated Cost		Total Actual Cost ¹	
				Original	Revised ²	Obligated	Expended
1	Total non-CFP Funds						
2	1406 Operations (may not exceed 20% of line 21) ³		0		0		0
3	1408 Management Improvements						
4	1410 Administration (may not exceed 10% of line 21)						
5	1411 Audit						
6	1415 Liquidated Damages						
7	1430 Fees and Costs						
8	1440 Site Acquisition						
9	1450 Site Improvement						
10	1460 Dwelling Structures						
11	1465.1 Dwelling Equipment—None expendable						
12	1470 Non-dwelling Structures						
13	1475 Non-dwelling Equipment						
14	1485 Demolition						
15	1492 Moving to Work Demonstration						
16	1495.1 Relocation Costs						
17	1499 Development Activities ⁴						

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² To be completed for the Performance and Evaluation Report or a Revised Annual Statement.
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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
 OMB No. 2577-0226
 Expires 4/30/2011

Part I: Summary		PHA Name: Oak Park Housing Authority		Grant Type and Number Capital Fund Program Grant No: IL06P10350109 Replacement Housing Factor Grant No: Date of CFP:	FFY of Grant: 2009 FFY of Grant Approval:
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Type of Grant
 Original Annual Statement
 Reserve for Disasters/Emergencies
 Revised Annual Statement (revision no:)
 Final Performance and Evaluation Report

Performance and Evaluation Report for Period Ending: 9/30/2011

Line	Summary by Development Account	Total Estimated Cost	Revised ²	Obligated	Total Actual Cost ¹	Expended
18a	1501 Collateralization or Debt Service paid by the PHA					
18ba	9000 Collateralization or Debt Service paid Via System of Direct Payment					
19	1502 Contingency (may not exceed 8% of line 20)					
20	Amount of Annual Grant:: (sum of lines 2 - 19)	\$218,851	\$218,851	\$218,851	\$122,769.75	
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 Measures					
Signature of Executive Director <i>Sharnel A. O.</i>		Date 9/12/2011	Signature of Public Housing Director		Date	

¹ To be completed for the Performance and Evaluation Report.
² To be completed for the Performance and Evaluation Report or a Revised Annual Statement.
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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
 OMB No. 2577-0226
 Expires 4/30/2011

Part II: Supporting Pages

PHA Name: Oak Park Housing Authority	Grant Type and Number Capital Fund Program Grant No: IL06P10350109 CFEP (Yes/No): no Replacement Housing Factor Grant No:	Federal FFY of Grant: 2009
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Development Number Name/PHA-Wide Activities	General Description of Major Work Categories	Development Account No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised ¹	Funds Obligated ²	Funds Expended ²	
IL103000001	Operations	1406		\$10,000	0	0	0	
IL103000001	Administration- Executive Director to oversee operations	1410		\$2,000	\$2,000	\$2,000	\$1,000	
IL103000001	Administration- Finance Director to prepare reports & supervise payroll	1410		\$3,000	\$3,000	\$3,000	\$1,500	
IL103000001	Mod Coordinator - Employee to oversee construction and provide reports	1410		\$11,000	\$11,000	\$11,000	\$5,000	
IL103000001	Audit	1411		\$2,000	\$2,000	\$2,000	\$2,000	
IL103000001	Fees and Costs- Architect to prepare plans, soicit Bids, Inspect work, and conduct payouts	1430		\$8,000	\$4,779.75	\$4,779.75	\$4,779.75	
IL103000001	Dwelling Structure- Modernize apartment kitchens (cabinets, countertops, sinks, fixtures, etc. Moderniz I unit to meet UFAS requirements, seal and repair facade.	1460		\$182,851	\$196,071.25	\$196,071.25	\$108,490	

ATTACHMENT F

IL103f01

CAPITAL FUND PROGRAM

5-YEAR ACTION PLAN

HUD FORM 50075.2

YEARS 2012-2016

Capital Fund Program—Five-Year Action Plan

U.S. Department of Housing and Urban Development
 Office of Public and Indian Housing
 Expires 4/30/20011

Part I: Summary

PHA Name/Number	Development Number and Name	Work Statement for Year 1 FFY ___ 2012	Locality (City/County & State)			<input type="checkbox"/> Original 5-Year Plan <input type="checkbox"/> Revision No:	
			Work Statement for Year 2 FFY ___ 2013	Work Statement for Year 3 FFY ___ 2014	Work Statement for Year 4 FFY ___ 2015	Work Statement for Year 5 FFY 2016	
B.	Physical Improvements Subtotal	\$200,000	\$200,000	\$215,000	\$228,000	\$248,000	
C.	Management Improvements	0	0	0	0	0	
D.	PHA-Wide Non-dwelling Structures and Equipment	0	0	0	0	0	
E.	Administration	\$15,000	\$15,000	\$15,000	\$17,000	\$17,000	
F.	Other						
G.	Operations	0	0	0	0	0	
H.	Demolition	0	0	0	0	0	
I.	Development	0	0	0	0	0	
J.	Capital Fund Financing – Debt Service			0	0	0	
K.	Total CFP Funds	\$215,000	\$215,000	\$230,000	\$245,000	\$265,000	
L.	Total Non-CFP Funds		0	0	0	0	
M.	Grand Total		\$215,000	\$230,000	\$245,000	\$265,000	

Part II: Supporting Pages – Physical Needs Work Statement(s)

Work Statement for Year 1 FFY _____	Work Statement for Year: <u>3</u>			Work Statement for Year: <u>4</u>		
	Development Number/Name General Description of Major Work Categories	Quantity FFY <u>2015</u>	Estimated Cost	Development Number/Name General Description of Major Work Categories	Quantity FFY <u>2016</u>	Estimated Cost
See	IL103000001 Mills Park Tower – Renovate two 1-bedroom apartments to meet UFAS requirements		\$70,000	IL103000001 Mills Park Tower – Renovate two 1-bdroom apartments to meet UFAS requirements		\$70,000
See	IL103000001 Mills Park Tower – Renovate 50 bathrooms with new fixtures, shower stall and floors		\$158,000	IL103000001 Mills Park Tower – Modernize laundry room. Replace counter tops, fixtures ceiling, floor, dryer vent and supply lines, and new machines where needed.		\$35,000
				IL103000001 Mills Park Tower – Remove and replace front and rear entrance doors with new wider sliding doors		\$85,000
				IL103000001 Mills Park Tower – continue with apartment bathroom renovations -20 units		\$58,000

ATTACHMENT G

IL103g01

RESIDENT ADVISORY BOARD

MEETING - 2011

OAK PARK HOUSING AUTHORITY

HOUSING CHOICE VOUCHER PROGRAM

Resident Advisory Board Meeting 2011

Oak Park Housing Authority (OPHA)
Housing Choice Voucher Section 8 Program (HCVP)
Resident Advisory Board Meeting (approximately 23 HCVP participants attended the meeting)
Held on Wednesday, August 24, 2011 at 1:30 p.m.

1) Introduction of Staff (Ken Southward)

- Ed Solan: Executive Director
- Ken Southward: Director of the Housing Choice Voucher Programs
- Stacia Doctor: Case Manager / Systems Coordinator

Ken Southward thanked everyone for attending the meeting and informed them that they were selected to be members of the OPHA's Resident Advisory Board because they have consistently attended these meetings in the past or they have never had an opportunity to attend one of these meetings.

2) What's New

Implementations made since our last meeting

- a) Request for Email Address is on Personal Declaration. The OPHA is collecting email addresses from its program participants and may begin to communicate to its clients through email.
- b) Direct Deposit of the owner's monthly HAP. Approximately 97% of the owners who participate in the HCVP have their monthly HAP directly deposited into a financial institute. Direct Deposit is required (mandatory) for owners who enter into new HAP Contracts with the OPHA.

3) OPHA's Change in Office Hours

The OPHA has designated every Thursday to accomplish important tasks and assignments required to administer the HCVP. Therefore the OPHA HCVP's staff will no longer see walk-ins or answer or return phone calls on Thursdays.

4) EIV (Enterprise Income Verification) – Debt Owed to Public Housing Agencies and Terminations

Ken Southward explained the new **Debt Owed to Public Housing Agencies and Terminations** form and informed the clients that this form is now in the Re-Certification Packet. Mr. Southward encouraged the program participants to review the form.

5) Suggestions for 2012 Annual Plan

No comments or suggestions were given for the 2012 Annual Plan.

7) Question/ Answers - All questions were asked by Housing Choice Voucher Program participants and answered by Ken Southward

Mr. F. Hudson

Q. If we sign the debts owed form now do we need to sign it again at our annual recertification?

A. You are not required to sign the debts owed form now, it was only provided at this time for information purposes. However, if you want to sign it now, you can but one will also be part of your re-certification package.

Ms. M. Henderson

Q. What if the inspectors miss an item during his/her inspection?

A. It's important that the tenant be present during the inspection to point out any known problems. If that's not possible you can call the office for a possible re-inspection.

Ms. J. Brown

Q. Can your voucher be used to rent a house?

A. Yes. The rent needs to be reasonable as well as affordable for the family.

8) Closing Remarks (Ken Southward)

Mr. Southward thanked the program participant for attending the meeting.

ATTACHMENT H

IL103h01

RESIDENT ADVISORY BOARD

MEETING - 2011

OAK PARK HOUSING AUTHORITY

PUBLIC HOUSING

MILLS PARK TOWER

Resident Advisory Board Meeting
Oak Park Housing Authority
Public Housing
Mills Park Tower

DATE: August 10, 2011

TIME: 1:30 PM

STAFF IN ATTENDANCE:

Jim King: Director of Senior & Disabled Housing

Melissa Winn: Project Manager

Barbara McGuire: Assistant Coordinator of Elderly/Disabled Housing

Larry Joyce: Maintenance

RESIDENT ADVISORY BOARD

The Resident Advisory Board at Mills Park Tower consists of all the residents of the Project. The current population of Mills Park Tower is 196. The number of residents in attendance was 73.

INTRODUCTION OF THE ANNUAL PLAN

Speaker: Jim King

The Annual Plan, as required by HUD, is to inform and discuss with the residents the policies, programs and strategies for meeting our goals over the next five years. We explained the past several years of progress in modernization projects with the capital fund awards received from the HUD approved 5-Year and Annual Plans. Mills Park Tower has been able to replace deteriorating plumbing risers in the building, completely replace both elevators, related controls, all common hallway windows on 19 stories with low energy thermo pane glass, and the modernization of 17 floors of common hallways with brighter and energy efficient lighting and new carpeting. New art work has also been added to all floors. It was also explained to the residents that after phase 3 of Kitchen Modernization Program, we have now completed the modernization of 188 apartment kitchens. The funds used to complete the new kitchen modernizations were awarded from HUD's 2005, 2006, 2007, 2008, and part of 2009 Capital Fund Awards and the 2009 American Recovery Act Stimulus Grant. All of the residents were very satisfied with building improvements.

Also discussed was a recent structural study performed to determine why the building has water penetration in several areas of the 19 story building.

TENANT DISCUSSION

After discussing the progress with the Capital Fund Program, the goals of the program were explained. It was discussed that the construction and modernization of 8 accessible units to be completed to meet UFAS (Uniform Federal Accessibility Standards) will be put on hold until the building façade repairs are made to prevent the water penetration that we have been experiencing.

Other modernization items and building needs discussed with residents were;

- Community laundry room
- New electric baseboard heaters for apartments and common areas. (energy efficient).
- Replace first floor common windows for energy efficiency (Low-E glass)
- New stoves, replace old and warn stoves with “energy star” equipment.
- Replace Front and rear entrances with retracting doors rather than swing doors. This will allow for easier access and egress.
- Apartment bathroom remodeling. The bathrooms are 35 years old and most have not been remodeled.
- Building water heater replacement.

It was mentioned that some of these items may be delayed or rescheduled to deal with the findings and recommendations of the engineering company as it relates to the structural study results.

The following are some comments and suggestions from the residents who attended the Resident Advisory Board Meeting.

1. Residents would like to see bathrooms remodeled complete with vanities. There is insufficient storage in the bathroom area.
2. Additional seating is needed on the west side of building by entrance and also on the east side.
3. A tenant suggested purchasing a couple room dividers for the common living room to separate the tv area from the community space.

4. Many residents would like to see new closet bi-fold doors.
5. A tenant suggested a locking fence gate on the north east side of the building for security. Many Neighborhood residents use this as a pass through to the park on the north side.

Overall, the residents are very pleased with the ongoing capital improvements being made to their home. The meeting lasted approximately 2.5 hours and ended on a very positive note. The residents were thanked for their patience in all the improvement projects undertaken by Mills Park Tower. There have been some inconveniences in dealing with modernization projects and most of the residents have been very understanding.