



2020 Five-Year and Annual Public Housing Agency (PHA) Plan
Housing Authority of the City of Bloomington

*Plan approved by Board of Commissioners **September 24, 2019**, Resolution 1416*

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1. Introduction and Summary

The PHA Plan is a comprehensive guide to public housing agency (PHA) policies, programs, operations, and strategies for meeting local housing needs and goals. There are two parts to the PHA Plan: the 5-Year Plan, which each PHA submits to HUD once every 5th PHA fiscal year, and the Annual Plan, which is submitted to HUD every year.

The Housing Authority adopted its last 5-year plan on October 15, 2014 (Resolution 1334), which covers the 5-year period ending December 31, 2019. Thus, the 2020 Annual PHA Plan will also include the required elements and serve as a new 5-year Plan.

2. Form HUD-50075-ST (Annual PHA Plan Template)

This form is the summary document that provides key information about the annual PHA Plan submittal. Information provided in this 2020 Annual PHA Plan will be entered onto HUD-50057-ST and submitted to HUD.

3. Form HUD-50075-5Y (Five-Year PHA Plan Template)

This form is the summary document providing key information about the Five-Year PHA Plan submittal. Information provided in this document will be entered onto HUD-50075-5Y and submitted to HUD.

4. Five-Year Plan Elements

a. MISSION

Providing quality affordable housing and self-sufficiency opportunities to low- and moderate-income citizens of McLean County

These are the values that guide the actions and inform the decisions of the Housing Authority:

Compassion	Cooperation/Teamwork	Integrity
Empathy	Collaboration/Partnership	Transparency
Positivity	Stewardship	Leadership
Adaptability/Versatility	Accountability	Commitment/Diligence

b. GOALS & OBJECTIVES

Goal 1: Help our residents and clients by connecting them with a range of education, employment, health, and social resources.

Objective 1.1: Educate the public about our public housing and Section 8 programs and how they can partner to help our residents and clients.

Objective 1.2: Continue to support and enhance enrichment opportunities for public housing residents (e.g. Family Self-Sufficiency (FSS), Resident Opportunities for Self-Sufficiency (ROSS), CDBG-funded job training, holiday gift baskets distribution, gardening and other recreation opportunities, etc.)

Objective 1.2: Evaluate the benefits and costs of establishing a separate not-for-profit organization that could assist public housing residents and provide training to residents.

Goal 2: Operate the Housing Choice Voucher (HCV) Program as efficiently as possible to provide the most possible benefit to the community.

Objective 2.1: Consider options for managing HCV waiting list in ways that will reduce the length of time applicants are on the waiting list.

Objective 2.2: Educate the public and landlords about the benefits of the HCV program.

Objective 2.3: Review and revise HCV policies and procedures to most efficiently provide the best possible service to clients and landlords.

Objective 2.4: Evaluate staff duties and realign as needed to maximize efficiency.

Goal 3: Carefully plan for the most efficient use of Housing Authority buildings and sites.

Objective 3.1: Conduct a formal assessment of the physical needs of the public housing portfolio and use the assessment for prioritization and planning of capital improvements.

Objective 3.2: Evaluate the options for the best long-term use of the Lawrence Irvin Neighborhood Center, which is expected to be vacated by the Boys & Girls club in the future.

Objective 3.3: Consider options for improving administrative office space to provide a better experience for clients and employees.

Goal 4: Advocate for and participate in efforts to expand affordable housing options in the community.

Objective 4.1: Proactively seek development partnerships to create new opportunities for affordable housing using tools such as project-based vouchers.

Objective 4.2: Evaluate need to revive or form new not-for-profit organization for affordable housing development.

Objective 4.3: Collaborate with community partners to study and advocate for affordable housing.

Goal 5: Invest in staff training, employee development, and management tools to improve agency operations, foster innovation, and expand staff leadership capacity.

Objective 5.1: Evaluate key agency processes (e.g. interim rent reviews, public housing move-outs, etc.) to identify opportunities for streamlining and clarification.

Objective 5.2: Prepare staff training and development plan for each position.

Objective 5.3: Continue to develop staff and board expertise in the financial elements of federal housing programs for better long-term fiscal planning within the agency.

Goal 6: Use technology to improve client service, be more efficient, and promote Housing Authority programs.

Objective 6.1: Upgrade agency information technology tools, including web and mobile capabilities.

Objective 6.2: Make better use of outside technology expertise and study other agencies as a model for using technology to advance the agency mission.

c. PROGRESS REPORT

Listed below are the goals and objectives from the 2015 Five-Year Plan (in italics) and a report on the progress achieved by the agency since those goals and objectives were established.

- 1 *BHA will strive to attain and retain High Performer status under PHAS and SEMAP.*
 - 1.1 *BHA will seek to regain its High Performer status within the PHAS program pending successful completion of Actions 2.2, 2.3, 4.4 and 4.5.*
 - 1.2 *BHA will annually retain its SEMAP High Performer status.*

PROGRESS REPORT: The agency continues to monitor its program performance under PHAS and SEMAP and identify operational changes that will retain/improve PHAS and SEMAP scores (e.g. occupancy and AR score snapshots in monthly AMP report). Changes in the physical inspection element of PHAS (i.e. higher standards) has made High Performer status under PHAS even more challenging, but recent REAC inspection score increases indicate progress.

- 2 *BHA will increase the amount of affordable housing by being innovative and adaptable.*

- 2.1 *BHA will retain and enhance an efficient and effective approach to asset management. Staff will annually present an Asset Management Project plan to the Board of Commissioners.*
- 2.2 *Assess feasibility of gaining funds to address Wood Hill Tower situation.*
- 2.3 *Positively resolve the Wood Hill Tower issue.*
- 2.4 *Increase the number of housing choice vouchers by partnering with another housing provider.*

PROGRESS REPORT: The Housing Authority has made significant progress in the last five years in improving the vacancy rate at Wood Hill Towers-North. This has been achieved through the merger of 24 efficiency units into 12 renovated one-bedroom units (8 more to be merged in summer of 2019). In 2018 the Housing Authority was awarded 13 Mainstream Vouchers with assistance of several social services agencies. Aside from the 5-year and annual plans required for the Capital Fund Grant program, formal Asset Management Project plan have not been developed.

- 3 *BHA will develop and implement a comprehensive community relations plan in order to enhance the perception of BHA and its properties.*
 - 3.1 *BHA will develop and implement a comprehensive community relations plan which will include, but not be limited to:*
 - *Increasing landlord acceptance of housing vouchers via 1-on-1 interaction with landlords*
 - *Involvement by Commissioners, Executive Director, and staff in outreach plan*
 - *Ongoing tracking of actions and progress, both large and small.*

PROGRESS REPORT: Although a formal community relations plan was not developed, key agency staff has increased efforts to engage with community groups and key stakeholders. Staff has been instrumental in coordinated housing planning efforts led by McLean County Regional Planning Commission. Additional information has been added to the agency website to improve public understanding of the Housing Authority's programs.

- 4 *BHA will enhance its physical assets and human resources.*
 - 4.1 *A staff succession plan will be created.*
 - 4.2 *A staff training plan will be created and implemented.*
 - 4.3 *Create and implement a Board development plan. [dialogue w/ local officials, consultant help on orientation & training plan]*
 - 4.4 *Identify the best use of the daycare building.*
 - 4.5 *Develop a long-range plan to address deferred maintenance and needed capital improvements.*
 - 4.6 *Develop a direct deposit program to pay rent to landlord, disburse funds to a debit card for participants who cannot obtain or do not want a traditional bank account, and to pay employees and vendors through direct deposit.*

PROGRESS REPORT: Direct deposits for HCV landlords and employee pay have been established. A long-range capital improvement plan has not been created, but these needs are evaluated on a rolling basis as part of the five-year and annual capital fund planning process. The best use of

the daycare site (greenspace) was identified and the building has been demolished. A formal Board development plan has not been created, but the executive director now has ongoing dialog with the appointing official (mayor) regarding the board composition. Staff training and succession plans have not been created, however these are frequent topics at monthly staff leadership meetings.

- 5 *BHA will update its resident self-sufficiency plan.*
- 5.1 *BHA will update its resident self-sufficiency plan.*

PROGRESS REPORT: The Housing Authority continues to diligently improve both its Family Self Sufficiency (FSS) program and the Resident Opportunities for Self Sufficiency (ROSS) program. The plan has not been recently updated, but line staff and management both monitor the performance of the program. Frontline staff who lead these programs receive ongoing training, consult with local partner agencies, and network with peer housing authorities to ensure the program is continually fine-tuned to help participants achieve success.

d. VAWA GOALS

By adopting Resolution 1382 in 2017, the Housing Authority updated its Violence Against Women Act (VAWA) Policy in compliance with HUD’s final rule (81 FR 80724) implementing the 2013 reauthorization of VAWA. At that same time, the Housing Authority also adopted an Emergency Transfer Plan for Victims of Domestic Violence, Dating Violence, Sexual Assault, or Stalking (Resolution 1383). These policies enable the Housing Authority to serve the needs of victims of domestic violence, dating violence, sexual assault, and stalking.

The Housing Authority also establishes these goals to better serve and protect victims of domestic violence, dating violence, sexual assault, and stalking:

- Provide training on a regular basis to Housing Authority staff that will improve their understanding of the needs of victims of domestic violence, dating violence, sexual assault, and stalking. This will include reviewing the resources available in the community in order to allow staff to make referrals for services.
- Make housing program participants more aware of the services available to prevent domestic violence, dating violence, sexual assault, and stalking.
- Periodically review Housing Authority policies and procedures related to domestic violence, dating violence, sexual assault, and stalking to ensure they function in a way that best serves victims.

e. SIGNIFICANT AMENDMENT OR MODIFICATION

A PHA, after submitting its 5-Year Plan or Annual Plan to HUD, may amend or modify any PHA policy, rule, regulation or other aspect of the plan. If the amendment or modification is a “significant amendment or modification”, as defined in 24 CFR 903.7(r)(2), the PHA

(1) May not adopt the amendment or modification until the PHA has duly called a meeting of its board of directors (or similar governing body) and the meeting, at which the amendment or modification is adopted, is open to the public; and

(2) May not implement the amendment or modification, until notification of the amendment or modification is provided to HUD and approved by HUD in accordance with HUD's plan review procedures, as provided in 24 CFR 903.23.

A significant amendment or modification to a plan submitted to HUD is subject to the requirements of 24 CFR 903.13, 903.15, and 903.17.

The Housing Authority's definitions of "Significant Amendment" and "Substantial Deviation" is attached below for reference; no revisions to the policy are proposed.

Definition of Substantial Deviation and Significant Amendment

Substantial deviation to the 5-Year Plan or Significant Amendment or modification to the Annual plan are any additional changes that would affect the Housing Authority of the City of Bloomington's mission, goals, objectives, and policies as stated in the Plan. The plan, however, will be modified and re-submitted to HUD should a substantial deviation from program goals and objectives occur. The Housing Authority defines *substantial deviation* as:

- A mandate from local government officials, specifically the governing board of the Housing Authority, to modify, revise, or delete the long-range goals and objectives of the program.
- A change in federal law takes effect and, in the opinion of the Housing Authority, it creates substantial obligations or administrative burdens beyond the programs under administration, excluding changes made necessary due to insufficient revenue, funding or appropriations, funding reallocations resulting from modifications made to the annual or five-year capital plan or due to the terms of a judicial decree.

A *Significant Amendment or Modification* to the Annual Plan and five-year Plans is defined as:

- Changes of a significant nature to the rent or admissions policies, or the organization of the waiting list not required by federal regulatory requirements as to effect a change in the Section 8 Administrative Plan or the Public Housing Admissions and Continued Occupancy Policy (ACOP).
- Proposed demolition, disposition, homeownership, Capital Fund Financing, development, mixed finance proposal, or conversion activities will be considered significant amendments to the CFP 5-Year Action Plan.
- Addition of non-emergency work items not included in the current CFP Annual Statement or CFP 5-Year Action Plan that exceeds \$100,000.

The exceptions to this Policy rule are as follows:

- Changes under the above definitions that are required due to HUD regulations, federal statutes, state or local laws/ordinances, or as a result of a declared national or local emergency will not be considered substantial deviation or significant amendment/modification.
- Changes under the above definitions which are funded by any source other than federal funds will not require Plan amendment or modification.
- Discretionary or administrative amendments consistent with the Housing Authority's stated overall mission and objectives will not be considered substantial deviations or modifications.

f. RAB COMMENTS

A meeting of the Resident Advisory Board was convened on Thursday, September 5, 2019 at 4:00 P.M. at the Housing Authority's administrative office.

A selection of public housing residents from various sites and AMP's and a number of Section 8 voucher holders were invited to participate in the meeting. A total of 18 program participants were invited to participate and three residents attended the meeting. They are listed below:

- Howard Crist (Wood Hill Towers-North resident)
- Joe Baker (Wood Hill Towers-South resident)
- Chelsie Crittendon (Section 8 Housing Choice Voucher participant)

At the meeting, the Executive Director presented the draft 5-Year and Annual Plan, including all proposed changes to the Public Housing Admission and Occupancy Policy (ACOP). In addition to reviewing each individual change to the ACOP, a special emphasis was given to proposed capital improvements outlined in the proposed Capital Fund Program 5-Year Action Plan, and the proposed agency goals and objectives.

Although the Resident Advisory Board did not adopt formal comments on the plan, there was discussion about the proposed changes to agency goals and objectives. Participants asked questions about major projects and the timing of projects proposed in the Capital Fund Program 5-Year Action Plan. There was also discussion of the proposed change to the ACOP related to "Factors in Denial of Admission" and "Minimum Heating Standards". In general, the Resident Advisory Board expressed support for the ACOP revisions and plan components as presented.

g. CERTIFICATION BY STATE OR LOCAL OFFICIALS

Form HUD 50077-SL, Certification by State or Local Officials of PHA Plans Consistency with the Consolidated Plan, will be submitted by the PHA as an electronic attachment to the PHA Plan.

5. Annual Plan Elements

a. PUBLIC HOUSING ADMISSION AND OCCUPANCY POLICY (ACOP)

The Housing Authority has adopted a Public Housing Admission and Occupancy Policy (ACOP), which is a key document used by Housing Authority staff to administer the public housing program consistently and fairly. In many cases, the ACOP simply restates federal regulations. However, the Housing Authority has discretion in many areas to go beyond the scope of these regulations. The ACOP is a document intended for reference and use by residents and the general public in order to better understand the basis for Housing Authority decisions related to the public housing program.

The ACOP can only be amended by the Board of Commissioners (except when amendments are required by federal regulations). Housing Authority staff reviews the ACOP at least annually to consider revisions that would be in the best interest of the public housing program. The following revisions were proposed by staff and approved by the Board of Commissioners (Resolution 1415 on September 24, 2019) and take effect January 1, 2020:

Page	Section	Summary of Change
1-2	I.C Non-Discrimination	Insert more comprehensive list of prohibited actions, include updated references to disparate treatment of protected classes and sexual harassment.
11	II.D Other Criteria for Admission and Continued Occupancy	Reflect current tenant screening practice by referring to screening of tenant's last five years instead of seven years (minimum landlord history requested).
14	II.E Factors in Denial of Admission	Add new sub-section clarifying that BHA may, on a case-by-case basis, decide not to deny admission to public housing applicants upon consideration of specific factors, including participation in drug/alcohol rehab, social services, counselling, likelihood of favorable conduct in the future, etc.
16	III.C Determination of Eligibility	Clarify that applicants will be provided copy of criminal records and be given opportunity to contest criminal records used as basis to deny application.
30	V.G Minimum Heating Standards	Add language required by HUD specifying minimum heating standards in public housing units (68 degrees, with exceptions when temperature drops to extreme cold).
35	VI.D.6(d) Special (Interim) Reexamination	Clarification about calculation of annual income when Social Security overpays an individual, resulting in withholding or deduction from benefit amount until repayment is complete.
38	VI.G.5 Over-Income Families	Addition of specific "over-income" figures, based on 120 percent of most recent area median income (AMI).
App. B	Income Limits	Slight decrease in income limits for admission to public housing as a result of 3.6% decrease in median family

		income for Bloomington area, as reported by HUD for FY 2019.
App. E	Utility Allowances	Under Energy Performance Contract, Johnson Controls analyzes electric usage and billing in units, which results in an annual adjustment to utility allowances. For 2020, utility allowances will decrease by amounts ranging from \$2 to \$7, depending on unit size.
App. F	Schedule of Charges	Various charges increased to account for increased cost of materials and labor.
App. G	Grievance Procedure	Remove references to “hearing panel” and simplify process for selection of a hearing officer to preside over formal grievance hearings.
App. H	Flat Rents	Increase flat rent for one-bedroom units due to a slight increase in the Fair Market Rent (FMR) for FY 2020
App. I	Benefits that Qualify for Income Exclusion	Exclude distributions from an ABL account
App. J	Verification	Replace entire Appendix J (formerly labelled “Income Verification”) with more comprehensive “Verification” model policy provided by Nan McKay Associates. Includes guidelines for verifying family information, income, and deductions.

b. SECTION 8 HOUSING CHOICE VOUCHER ADMINISTRATIVE PLAN

The Housing Authority has adopted an Administrative Plan for the Housing Choice Voucher Program, which is a frequently referred to as just the “Administrative Plan” or “Admin Plan”. This document is used by Housing Authority staff to administer the housing choice voucher program consistently and fairly. In many cases, the Administrative Plan simply restates federal regulations. However, the Housing Authority has discretion in many areas to go beyond the scope of these regulations. The Administrative Plan is a document intended for reference and use by participants and the general public in order to better understand the basis for Housing Authority decisions related to the housing choice voucher program.

The Administrative Plan can only be amended by the Board of Commissioners (except when amendments are required by federal regulations). Housing Authority staff reviews the Administrative Plan at least annually to consider revisions that would be in the best interest of the housing choice voucher program. Revisions to the Administrative Plan were adopted by Resolution 1403 on November 27, 2019 (Chapter 17 related to Project-Based Vouchers) and Resolution 1410 on March 26, 2019 (Chapter 4 related to Applications, Waiting List and Tenant Selection and Chapter 16 related to Program Administration). Revisions to the Administrative Plan are not proposed at this time.

c. STATEMENT OF HOUSING NEEDS AND STRATEGY FOR ADDRESSING HOUSING NEEDS

This section describes the housing needs of the low-income, very low-income, and extremely-low income families, elderly families, families with disabilities, and households of various races

and ethnic groups who reside in the Housing Authority's jurisdiction, and other families who are on the public housing and Section 8 tenant-based assistance waiting lists.

The housing need assessment discussed is organized into three components. These include (1) families with incomes below 30 percent of area median, (2) elderly families, and (3) households of various races and ethnic groups residing in the City of Bloomington or on the waiting list.

Extremely Low-Income

Households with incomes under 30 percent of the area median income as reported by HUD are classified as extremely low income. The median family income for the Bloomington-Normal metro area for FY 2019 is \$88,300. An extremely low-income household of four individuals would have less than \$26,500 in income.

According to the U.S. Census Bureau (2012-2016 American Community Survey (ACS) 5-Year Estimates), there were 6,438 households in Bloomington with annual income less than \$25,000 (20.3% of all households). A close approximation of extremely low income is the federal poverty level. The ACS reports that 8.7% of all families residing in the City of Bloomington had income in the past 12 months that was below the poverty level. The poverty rate for households with related children under 5 was higher at 10.3%, and for all households with children under 18 years, the portion below the poverty line was 13.1%. These rates have increased slightly from previous versions of the ACS 5-year estimates.

The latest ACS tables also indicate that 4,809 renter-occupied households paid gross rents that were 30% or more of their household income. This number of rent-burdened households has grown by 12.6% over the last two years (i.e., 539 more households in Bloomington are considered rent-burdened).

Taken together, these figures demonstrate the growing demand for affordable housing in Bloomington. Given that poverty rates for households with children is higher than the general population, the need for affordable housing for families with children is especially important.

Elderly Households

According to the 2012-2016 ACS 5-Year Estimates, there are 8,818 individuals in Bloomington aged 65 years and older, which represents 11.2% of the population. As of the 2010 Census, there were 1,401 renter-occupied housing units in Bloomington occupied by persons 65 and over. This represents 11.9% of all renter-occupied households. The proportion of elderly households in Bloomington that are below the poverty level is 8.5%. This is lower than the overall poverty rate of 12.9%. For elderly households below the poverty line (\$15,060 for a one-person household or \$20,290 for two-person household), housing costs will be a major expense, likely to consume more than 30% of income.

Race/Ethnic Groups

The burden of poverty and housing problems fall disproportionately on minority households, particularly on African American and Hispanic/Latino households. According to the 2012-2016 ACS 5-Year Estimates, 32.4% of African American families and 9.7% of Hispanic/Latino

households in Bloomington were below the poverty level, whereas just 6.5% of white families had income below the poverty line. This indicates that the need for affordable housing is most acutely felt by African American households, followed by Hispanic/Latino households.

Strategy for Addressing Housing Needs

The Housing Authority of the City of Bloomington has adopted a five-year plan that addresses the housing needs of families of the public housing and Housing Choice Voucher programs and on the waiting list for the next five years.

The target populations the Housing Authority of the City of Bloomington has identified as a priority for addressing affordable housing are the extremely low-income and low-income households in Bloomington, Illinois.

The Housing Authority will continue to apply and receive Capital Fund Grants to preserve and modernize the existing public housing units.

The Housing Authority will increase the availability of affordable housing units by leveraging affordable housing resources through the creation of mixed finance housing.

The Housing Authority will affirmatively market to races/ethnicities shown to have disproportionate housing needs. The Housing Authority will utilize data to increase awareness of the Housing Authority resources as indicated by families on the Public Housing Waiting List to assess the needs and plan accordingly.

The Housing Authority will apply for special purpose grants targeted at providing self-sufficiency assistance to residents of public housing and HCV participants that support and encourage work.

d. DECONCENTRATION AND OTHER POLICIES THAT GOVERN ELIGIBILITY, SELECTION, AND ADMISSIONS

The Housing Authority's Deconcentration Policy is provided below for reference; no revisions to the existing policy are proposed. Other policies governing eligibility, selection, and admissions to the *public housing program* are found in the ACOP. Note that a series of revisions to the ACOP are proposed as part of the Annual PHA Plan adoption process. These proposed revisions include three changes to Chapter II, Eligibility for the Public Housing Program. The full list of changes to the ACOP are listed above in Section 5.A of this document.

Policies governing eligibility, selection, and admission to the Section 8 Housing Choice Voucher program are found in the Housing Choice Voucher Administrative Plan.

DECONCENTRATION POLICY STATEMENT

PUBLIC HOUSING:

In an ongoing effort for The Housing Authority to meet or exceed the laws and regulations regarding its public housing programs, the following Deconcentration Policy has been developed in order to comply with the Quality Housing and Work Responsibility Act of 1998, Section 513.

INCOME MIX TARGETING: To meet the requirements of the Act, and subsequent HUD regulations, at least 40 percent of families admitted to public housing by the Housing Authority must have incomes that do not exceed 30% of the area median. If 40% or more of the housing authority units are occupied by families whose incomes do not exceed 30% of the area median income, this requirement shall be considered as being met.

PROHIBITION OF CONCENTRATION OF LOW-INCOME FAMILIES: The housing authority may not, in meeting this income mix targeting, concentrate very low-income families, or other families with relatively low incomes, in public housing units in certain developments. The Housing Authority will review the income and occupancy characteristics of the housing site to ensure that a low-income concentration does not occur.

DECONCENTRATION: The Housing Authority shall make every effort to deconcentrate families of certain income characteristics within the PHA complexes. To achieve this, the Housing Authority may offer incentives for eligible families having higher incomes to occupy dwelling units in projects predominantly occupied by eligible families having lower incomes. The determination of the higher incomes will be the same as listed on the point preference sheet for applicants who get broad range of income points.

The Housing Authority will continue to track the income mix within each AMP as an effort to avoid a concentration of higher or lower income families in any one development. It will vary annually based on a determination of the average income of all current public housing residents.

e. FINANCIAL RESOURCES

STATEMENT OF FINANCIAL RESOURCES

The projected financial resources of the Housing Authority of the City of Bloomington during the plan year (FY 2020) are:

Program	Source	Use of Funds	Amount
Low-rent Housing	Operating Subsidy	Normal Operations	\$ 2,005,167
Low-rent Housing	Rents & Misc Charges	Normal Operations	\$ 1,625,187
Low-rent Housing	Non-rental Income	Normal Operations	\$ 113,820
Low-rent Housing	Capital Fund Program	Capital Improvements	\$ 1,318,728
Low-rent Housing	Congregate Housing Services Program (CHSP)	Congregate Living	\$ 162,092
Low-rent Housing	ROSS Program	Family Self Sufficiency	\$ 75,000

Housing Assistance	Section 8 Existing	Section 8 Vouchers	\$ 2,315,854
Housing Assistance	Section 8 Existing	Section 8 Admin	\$ 247,121
Housing Assistance	SRO Project Based	SRO Vouchers	\$ 41,770
Housing Assistance	ROSS Program	Family Self Sufficiency	\$ 49,700
Housing Assistance	Mainstream	Vouchers	\$ 46,000
Housing Assistance	Mainstream	Administration	\$ 3,510
		TOTAL	\$ 8,003,949

f. RENT DETERMINATION

The Rent Determination Policy is attached below for reference; no revisions to the policy are proposed.

Rent Determination Policy

The monthly Total Tenant Payment (TTP) amount for a family shall be an amount, based on the total family income, as verified by the Housing Authority that does not exceed the greatest of the following amounts:

1. 30% of Monthly Adjusted Income (after adjustments);
2. 10% of Monthly Income (before adjustments);
3. Flat rent is reviewed annually and set at no less than 80% of the Fair Market Rent. Existing flat rental payment will not exceed 35% to comply with the statutory changes contained within Public Law 113-76, Fiscal Year 2014 Appropriation Act.
4. Minimum TTP (Total Tenant Payment) of \$50.

g. OPERATION AND MANAGEMENT

OPERATION AND MANAGEMENT POLICIES

The primary business of the Housing Authority of the City of Bloomington (HACB) is the ownership and management of residential communities and provider of rental assistance to a variety of special users that have in common an inability to compete successfully for shelter in the open market. To ensure the successful performance of that business, the HACB has the following policies that govern our operations:

- Public Housing Admissions and Continued Occupancy Policy (ACOP)
- Section 8 Administrative Plan
- Asset Management Plan
- Capitalization Policy

- Carbon Monoxide Alarm Detector Act Statement
- Carbon Monoxide Detectors Policy
- Contagious Disease Policy
- Community Service and Self Sufficiency Policy
- Deconcentration Policy
- Employee Handbook
- Ethics Policy
- Grievance Procedures
- Facilities Use Policy
- Family Self Sufficiency Policy
- Resident Fire Protection Policy
- Freedom of Information Policy
- Disposition Policy
- Drug Free Policy
- Harassment Policy
- Investment Policy
- Internal Control Policy
- Lobby and Balcony Policies (Wood Hill Towers)
- Maintenance Policy
- Needle and Syringe Disposal Policy
- Oxygen Fire Safety Policy
- Pest Control Policy
- Pet Policies
- Personnel Policy
- Policy on Animals Necessary as a Reasonable Accommodation
- Poor Housekeeping Policy
- Procurement Policy
- Reasonable Accommodation Policy
- Rent Determination Policy
- Rent Collection Policy
- Travel Policy
- Trespass and Ban Policy
- Upfront Income Verification (UIV) System Security Policy
- Violence Against Women Act (VAWA) Plan
- Satellite TV Policy

Copies of these policies can be found at our Administrative Office, located at 104 E. Wood Street

The HACB operates the following programs:

PROGRAM	BRIEF DESCRIPTION
Public Housing	611 leasable units of public housing.
Section 8	458 vouchers.
Capital Fund	Renovate or modernize public housing units.
Elderly Services	Activities of daily living needs of elderly and disabled adults.

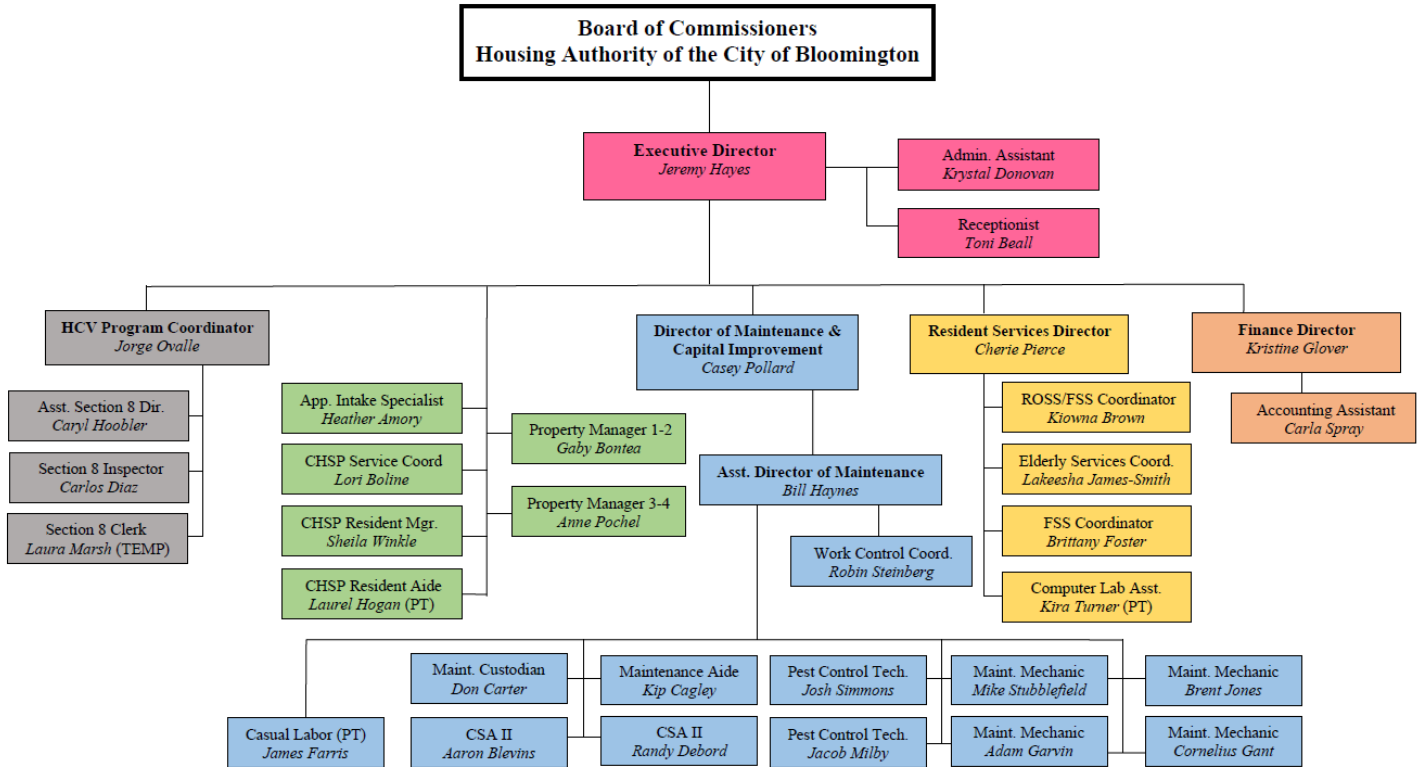
The HACB has 611 public housing units in the following locations.

DEVELOPMENT NAME	NUMBER OF UNITS
Sunnyside Court	100
Holton Homes	64
Evergreen Place	36
John P. Kane Homes	30
Wood Hill South Towers	140
Wood Hill Family	50
Wood Hill North Towers	141
Irvin Apartments	26
Nierstheimer Apartments	16
McGraw Apartments	8

The HACB operates a tenant-based program under the Housing Choice Voucher program. We are authorized to issue up to 458 vouchers. Due to federal funding limitations, HACB is only able to assist approximately 385 households through the program. On average 50 vouchers are surrendered each year and new families are assisted under this program.

The Housing Authority Board of Commissioners consists of a 5-member board appointed by the Mayor of Bloomington. One seat on the Board is required to be a resident commissioner.

Finally, a generalized organizational chart of the HACB is included below.



h. GRIEVANCE PROCEDURES

Grievance procedures related to the public housing program are provided in Appendix G of the ACOP. Grievance procedures related to the housing choice voucher program are provided in Chapter 16, Part III of the Administrative Plan. The following change is proposed to become effective with the adoption of revisions to take effect January 1, 2020: Remove references to “hearing panel” and simplify selection of a hearing officer to preside over formal grievance hearings.

i. HOMEOWNERSHIP PROGRAMS

See Chapter 15, Part VII of the Housing Choice Voucher Administrative Plan. No revisions to the policy are proposed.

j. COMMUNITY SERVICE AND SELF-SUFFICIENCY PROGRAMS

See Appendix M of the ACOP. No changes to this section of the ACOP are proposed.

k. SAFETY AND CRIME PREVENTION

The Safety and Crime Prevention Statement is attached below for reference; no revisions to the policy are proposed.

Safety and Crime Prevention Statement

The Housing Authority of the City of Bloomington has established this Safety and Crime Prevention Plan which incorporate the following requirements:

- A. Safety measures are reviewed on a jurisdiction-wide basis to ensure the safety of the residents living in public housing owned and operated by the Bloomington Housing Authority.
- B. The Bloomington Housing Authority Safety and Crime Prevention Plan describe measures to ensure the safety of public housing residents and for crime prevention measure. This Plan describes activities in effect, planned, or contemplated by the Bloomington Housing Authority. This plan further describes the coordination undertaken between the Housing Authority and the Bloomington Police Department for carrying out the objectives of this Plan.

The Housing Authority has a Bloomington Police Officer to assist as a liaison for the police department and the agency. He meets with staff twice a month to discuss police reports and issues pertaining to incidents in public housing sites and HCV units.

The Bloomington Police Department patrol and monitor all public housing sites regularly. The Housing Authority also has a Trespassing Policy that gives the police an additional tool to keep unauthorized individuals off of public housing properties. Individuals arrested on public housing properties are banned from visiting on public housing properties.

The Ban List is updated monthly and shared with the police department. The Police Department is able to access the list and make appropriate arrest of those who return and are located on Housing property after they are banned.

The Housing Authority does have a quantifiable drug/crime data available from the Bloomington Police Department, which is provided on a quarterly basis.

I. PET POLICY

See chapters VIII and IX of the ACOP. No revisions to these policies are proposed.

m. ASSET MANAGEMENT

Asset Management Plan

Authority Profile

The Bloomington Housing Authority (BHA) was organized in 1947. Located in Bloomington, Illinois, BHA is a body of local government with a portfolio of 611 apartments spread throughout 4 asset management projects (AMP's). BHA also administers up to 458 vouchers under the Housing Choice Voucher (HCV) program. A five-member board of commissioners appointed by

the Mayor governs the authority. The Board is currently made up of four community leaders and one resident.

Staffed with 31 full-time employees, the Authority has a ratio of one employee to every 20 apartments (1:20). This ratio is an equal balance between administrative and maintenance staff. Based on a review of the organizational chart, BHA is well staffed with long-term employees in critical roles.

The BHA has centralized certain management functions as a front-line cost and decentralized maintenance operation. Front-line allocations consist of providing resident services, work order processing, and applicant intake. Recertifications and interim adjustments are handled at the property level by the Property Managers of each asset management property (AMP).

The Assessment

The elderly housing at Wood Hill Towers consists of 281 apartments in two multi-story high-rises. The high-rises have, for more than two decades, experienced a vacancy rate of twenty percent (20%) due to a high proportion of the units being obsolete efficiency apartments (one-bedroom units have an occupancy rate of 95% or higher). This has been the Housing Authority's only significant occupancy challenge.

Beginning in 2017, the Housing Authority began a phased program of merging and renovating efficiency units in the North Tower. As of fall 2018, this program is nearly half complete. A significant improvement in the occupancy rate (at or approaching 90%) is expected by 2020.

Long-term, the Housing Authority continues to explore ways to update and upgrade housing units at all its sites, including the largest (and oldest) family housing sites at Sunnyside Court and Holton Homes. The Housing Authority is also exploring opportunities in partnering in the development of mixed-finance development that would expand the community's options for affordable housing.

Site Based Management Services

The Housing Authority will continue to support the site-based asset management model. The core of the asset management plan is the decentralization of the management and leasing functions of the authority. Creating site offices will provide personal customer service and the opportunity to interact with residents will increase. Through the closer relationship between resident and management, issues can be better identified, assistance offered more expediently and the possibility of loss rent reduced. With respect to the public housing inventory, the Housing Authority will continue to pursue long term planning to address maintenance, rehabilitation, redevelopment and capital management. The asset management activities the Housing Authority has undertaken include site-based accounting, inventory control and comprehensive stock assessment.

- | |
|---------------------------------------|
| n. SUBSTANTIAL DEVIATION |
| o. SIGNIFICANT AMENDMENT/MODIFICATION |

The Housing Authority's definitions of "Significant Amendment" and "Substantial Deviation" is attached below for reference; no revisions to the policy are proposed.

Definition of Substantial Deviation and Significant Amendment

Substantial deviation to the 5-Year Plan or Significant Amendment or modification to the Annual plan are any additional changes that would affect the Housing Authority of the City of Bloomington's mission, goals, objectives, and policies as stated in the Plan. The plan, however, will be modified and re-submitted to HUD should a substantial deviation from program goals and objectives occur. The Housing Authority defines substantial deviations as:

- A mandate from local government officials, specifically the governing board of the Housing Authority, to modify, revise, or delete the long-range goals and objectives of the program.
- A change in federal law takes effect and, in the opinion of the Housing Authority, it creates substantial obligations or administrative burdens beyond the programs under administration, excluding changes made necessary due to insufficient revenue, funding or appropriations, funding reallocations resulting from modifications made to the annual or five-year capital plan or due to the terms of a judicial decree.

A Significant Amendment or Modification to the Annual Plan and five-year Plans is defined as:

- Changes of a significant nature to the rent or admissions policies, or the organization of the waiting list not required by federal regulatory requirements as to effect a change in the Section 8 Administrative Plan or the Public Housing Admissions and Continued Occupancy Policy (ACOP).
- Proposed demolition, disposition, homeownership, Capital Fund Financing, development, mixed finance proposal, or conversion activities will be considered significant amendments to the CFP 5-Year Action Plan.
- Addition of non-emergency work items not included in the current CFP Annual Statement or CFP 5-Year Action Plan that exceeds \$100,000.

The exception to this Policy rule are as follows:

- Changes under the above definitions that are required due to HUD regulations, federal statutes, state or local laws/ordinances, or as a result of a declared national or local emergency will not be considered substantial deviation or significant amendment/modification.
- Changes under the above definitions which are funded by any source other than federal funds will not require Plan amendment or modification.
- Discretionary or administrative amendments consistent with the Housing Authority's stated overall mission and objectives will not be considered substantial deviations or modifications.

6. New activities proposed to be undertaken

a. Mixed Finance Modernization or Development

The Housing Authority has entered into a Joint Venture Agreement with the developer of a 56-unit multi-family development on Four Seasons Road in Bloomington. The project will benefit from Low Income Housing Tax Credits (LIHTC's) and will have 17 project-based vouchers provided by the Housing Authority. The project is still in the planning phase with construction planned to begin the first quarter of 2020.

This project will fulfill a longstanding goal of the Housing Authority to promote and facilitate the development of new affordable housing stock in the community.

b. Occupancy by Police Officers

An officer has not resided at a BHA housing site since 2014, but the Housing Authority would welcome a resident officer at any time. The Housing Authority will continue to reach out to the Bloomington Police Department to seek a sworn police officer to reside in public housing. Such a program encourages resident engagement and cooperation with law enforcement and deters criminal activity.

c. Demolition and/or Disposition

The Housing Authority demolished a non-residential structure (former childcare facility at 415 N. Stillwell) adjacent to the Holton Homes public housing site in August 2019. The Housing Authority has no additional plans for demolition or disposition at this time.

d. Project Based Vouchers

The Housing Authority intends to participate in an Agreement to enter into a Housing Assistance Payments (AHAP) Contract for up to 17 project-based vouchers with the developer of a new affordable 56-unit multi-family development in Bloomington. The terms of the project and the provision of project-based vouchers are dictated by a joint venture agreement with the developers. The project is still in the planning phase with construction planned to begin the first quarter of 2020.

The Housing Authority has the authorization under its Administrative Plan to issue additional requests for proposals for the use of project-based vouchers in the coming year, depending on specific affordable housing development needs or opportunities that may arise.

e. Units with Approved Vacancies for Modernization

At present, 12 efficiency units in Wood Hill Tower-North are approved as Vacant for Modernization. Eight of these twelve are scheduled to be merged/renovated beginning in the fall of 2019. These units are listed below:

UNIT	PROPOSED DISPOSITION
710 North Tower	To be merged with 709
709 North Tower	New one-bedroom unit to be completed/occupied in Mar. 2020
708 North Tower	To be merged with 707
707 North Tower	New one-bedroom unit to be completed/occupied in Mar. 2020
610 North Tower	To be merged with 609
609 North Tower	New one-bedroom unit to be completed/occupied in Mar. 2020
608 North Tower	To be merged with 607
607 North Tower	New one-bedroom unit to be completed/occupied in Mar. 2020
510 North Tower	To remain on MOD for next phase of renovation
509 North Tower	To remain on MOD for next phase of renovation
508 North Tower	To remain on MOD for next phase of renovation
507 North Tower	To remain on MOD for next phase of renovation

In 2020 the Housing Authority intends to request HUD approval of Vacancy for Modernization status for four additional efficiency units on 4th floors to facilitate continuation of the unit merger/renovation project in Wood Hill Towers-North.

7. Civil rights certification

A civil rights certification (Form HUD-50077, PHA Certifications of Compliance with the PHA Plans and Related Regulations) will be prepared and submitted in the form required by HUD as part of the Housing Authority's 2020 Annual Plan.

8. Most recent fiscal year audit

The final independent audit report for 2018 will be attached to and made part of this Annual PHA Plan.

9. Progress report

See section 4.C of this document for a report on the agency's progress in achieving goals established under the 2015 5-Year Plan. A new set of goals and objectives have been established as part of the 2020 5-Year Plan.

The Housing Authority's short-term plans, statements, budgets, and policies are all oriented toward achieving the agency's goals and objectives. Taken as a whole, they outline a comprehensive approach to providing high-quality housing to eligible participants in a cost-effective manner that also promotes self-sufficiency.

10. Resident Advisory Board comments

See section 4.F of this document for a summary of the Resident Advisory Board's comments on the 2020 Five-Year and Annual Plan.

11. Certification of Consistency with Consolidated Plan

The City of Bloomington prepares and adopts a Consolidated Plan in conformance with federal regulations. Housing Authority staff participates in the process of developing that plan and the annual reports related to the Consolidated Plan. The Housing Authority's participation in the Consolidated Plan development process ensures that our Annual PHA will be consistent with the broad community development goals included therein.

The standard certification of compliance (Form HUD 50077-SL, Certification by State or Local Officials of PHA Plans Consistency with the Consolidated Plan) will be submitted as an electronic attachment to the PHA Plan submitted to HUD.

12. Statement of capital improvements

The FY 2019 plan of capital improvements and a generalized five-year plan will be attached hereto and made part of this 2020 Annual PHA Plan. These documents were presented and reviewed at the 9/5/2019 Resident Advisory Board meeting, the 9/12/2019 public hearing, and at the 9/24/2019 Board of Commissioners meeting.

Part II: Supporting Pages - Physical Needs Work Statements

Work Statement for Year 1 2019

Identifier	Development Number/Name	General Description of Major Work Categories	Quantity	Estimated Cost
	AMP 1: Sunnyside, Evergreen, & Holton Homes			\$288,728
	Sunnyside: Exterior Improvements	Slab repairs, patio repairs, doors, replace porch lighting, gutters, railings, roofs, siding replacemen, soffits, windows & other		\$135,728
	Sunnyside: Interior Improvements	Replace some doors, cabinets, appliances, flooring, painting, lighting, tubs & surrounds		\$10,000
	Sunnyside: Site work	Parking lot repairs, fencing, painting, landscaping, lighting, signage, sidewalk repair & other		\$5,000
	Evergreen: Exterior Improvements	Slab repairs, patio repairs, doors, lighting, gutters, railings, roofs, soffits, windows & other		\$60,000
	Evergreen: Interior Improvements	Replace some doors, cabinets, flooring, painting, tubs & surrounds		\$10,000
	Evergreen: Site work	Asphalt hole filling, fencing, painting, landscaping, signage & other		\$5,000
	Holton Homes: Exterior Improvements	Slab repairs, patio repairs, doors, lighting, gutters, railings, roofs, soffits, windows & other		\$33,000
	Holton Homes: Interior Improvements	Replace some doors, cabinets, flooring, painting, tubs & surrounds		\$10,000
	Holton Homes: Site work	Parking lot repairs, fencing, painting, landscaping, lighting, signage, sidewalk repair & other		\$5,000
	AMP 1 - Equipment	concrete grinder, table saw, miter saw & hand tools		\$5,000
	AMP 1 - Architecture & engineering	Architect & engineering fees		\$10,000
	AMP 2: John Kane Homes, Nierstheimer, McGraw, Irvin Apartments			\$115,000
	John Kane Homes: Exterior Improvements	Slab repairs, patio repairs, doors, lighting, gutters, railings, roofs, soffits, windows & other		\$5,000

Part II: Supporting Pages - Physical Needs Work Statements**Work Statement for Year 1 2019**

Identifier	Development Number/Name	General Description of Major Work Categories	Quantity	Estimated Cost
	John Kane Homes: Interior Improvements	Replace some doors, cabinets, H-vac, flooring, painting, lighting, tubs & surrounds		\$15,000
	John Kane Homes: Site work	Parking lot repairs, fencing, painting, landscaping, lighting, signage, & other		\$5,000
	Nierstheimer: Exterior Improvements	Slab repairs, patio repairs, doors, lighting, gutters, railings, roofs, soffits, windows & other		\$5,000
	Nierstheimer: Interior Improvements	Replace some doors, cabinets, H-vac, flooring, painting, lighting, tubs & surrounds		\$15,000
	Nierstheimer: Site work	Parking lot repairs, fencing, painting, landscaping, lighting, signage, & other		\$5,000
	McGraw: Exterior Improvements	Slab repairs, patio repairs, doors, lighting, gutters, railings, roofs, soffits, windows & other		\$5,000
	McGraw: Interior Improvements	Replace some doors, cabinets, H-vac, flooring, painting, lighting, tubs & surrounds		\$15,000
	McGraw: Site work	Parking lot repairs, fencing, painting, landscaping, lighting, signage, & other		\$5,000
	Irvin: Exterior Improvements	Slab repairs, patio repairs, doors, lighting, gutters, railings, roofs, soffits, windows & other		\$5,000
	Irvin: Interior Improvements	Replace some doors, cabinets, H-vac, flooring, painting, lighting, tubs & surrounds		\$15,000
	Irvin: Site work	Parking lot repairs, fencing, painting, landscaping, lighting, signage, & other		\$5,000
	AMP 2 - Equipment	concrete grinder, table saw, miter saw & hand tools		\$5,000
	AMP 2 - Architecture & engineering	Architect & engineering fees		\$10,000
	AMP 3: Wood Hill Family Apartments and Wood Hill Towers-South			\$280,000

Part II: Supporting Pages - Physical Needs Work Statements**Work Statement for Year 1 2019**

Identifier	Development Number/Name	General Description of Major Work Categories	Quantity	Estimated Cost
	WHT South: Exterior Improvements	Slab repairs, patio repairs, doors, lighting, gutters, railings, roofs, soffits, windows & other		\$20,000
	WHT South: Interior Improvements	Replace some doors, cabinets, common area renovations, flooring, painting, lighting, tubs & surrounds		\$100,000
	WHT South: Site work	Parking lot repairs, fencing, painting, landscaping, lighting, signage & other		\$5,000
	Wood Hill Family: Exterior Improvements	Slab repairs, patio repairs, doors, lighting, gutters, railings, roofs, siding replacement, soffits, windows & other. Construct new 20' x 24' garage for lawn and snow removal equipment.		\$100,000
	Wood Hill Family: Interior Improvements	Replace some doors, cabinets, flooring, painting, lighting, tubs & surrounds		\$20,000
	Wood Hill Family: Site work	Parking lot repairs, fencing, painting, landscaping, lighting, signage & other		\$20,000
	AMP 3 - Equipment	concrete grinder, table saw, miter saw & hand tools		\$5,000
	AMP 3 - Architecture & engineering	Architect & engineering fees		\$10,000
	AMP 4: Wood Hill Towers-North			\$525,000
	WHT North: Exterior Improvements	Slab repairs, patio repairs, doors, lighting, gutters, railings, roofs, soffits, windows & other		\$10,000
	WHT North: Interior Improvements	Replace some doors, cabinets, flooring, painting, lighting, tubs & surrounds. Merge 8 efficiency units on the 5th and 4th floors into 4 large renovated one-bedroom units. Continued asbestos abatement.		\$475,000
	WHT North: Site work	Asphalt hole filling, fencing, painting, landscaping, lighting, signage & other		\$5,000
	AMP 4 - Equipment	concrete grinder, table saw, miter saw & hand tools		\$5,000

Part II: Supporting Pages - Physical Needs Work Statements

Work Statement for Year 1 2019

Identifier	Development Number/Name	General Description of Major Work Categories	Quantity	Estimated Cost
	AMP 4 - Architecture & engineering	Architect & engineering fees		\$30,000
	Authority-Wide Improvements			\$110,000
	AMP 1 Staff Training: Management Improvement	Training workshops for maintenance staff. Drywall repair, painting, landscaping, etc.		\$5,000
	AMP 2 Staff Training: Management Improvement	Painting, pressure washing, drywall, carpentry & other. Drywall repair, painting, landscaping, etc.		\$5,000
	AMP 3 Staff Training: Management Improvement	Training workshops for maintenance staff. Drywall repair, painting, landscaping, etc.		\$5,000
	AMP 4 Staff Training: Management Improvement	Training workshops for staff. Drywall repair, painting, landscaping, etc.		\$5,000
	Administration: Salary, benefits, etc.	Payroll, cell & benefits, work truck		\$90,000

Part II: Supporting Pages - Physical Needs Work Statements**Work Statement for Year 2 2020**

Identifier	Development Number/Name	General Description of Major Work Categories	Quantity	Estimated Cost
	AMP 1: Sunnyside, Evergreen, & Holton Homes			\$243,000
	Sunnyside: Exterior Improvements	Slab repairs, patio repairs, doors, lighting, gutters, railings, roofs, soffits, windows & other		\$8,000
	Sunnyside: Interior Improvements	Replace some doors, cabinets, flooring, painting, lighting, tubs & surrounds		\$75,000
	Sunnyside: Site work	Asphalt hole filling, fencing, painting, landscaping, lighting, signage & other		\$2,500
	Evergreen: Exterior Improvements	Slab repairs, patio repairs, doors, lighting, gutters, railings, roofs, soffits, windows & other		\$2,500
	Evergreen: Interior Improvements	Replace some doors, cabinets, flooring, painting, tubs & surrounds		\$65,000
	Evergreen: Site work	Asphalt hole filling, fencing, painting, landscaping, signage & other		\$2,500
	Holton Homes: Exterior Improvements	Slab repairs, patio repairs, doors, lighting, gutters, railings, roofs, soffits, windows & other		\$2,500
	Holton Homes: Interior Improvements	Replace some doors, cabinets, flooring, painting, tubs & surrounds		\$75,000
	Holton Homes: Site work	Asphalt hole filling, fencing, painting, landscaping, lighting, signage & other		\$2,500
	AMP 1 - Staff Training	Painting, pressure washing, drywall, carpentry & other		\$2,500
	AMP 1 - Equipment	concrete grinder, table saw, miter saw & hand tools		\$2,500
	AMP 1 - Architecture & engineering	Architect & engineering fees		\$2,500
	AMP 2: John Kane Homes, Nierstheimer, McGraw, Irvin Apartments			\$162,000

Part II: Supporting Pages - Physical Needs Work Statements**Work Statement for Year 2 2020**

Identifier	Development Number/Name	General Description of Major Work Categories	Quantity	Estimated Cost
	John Kane Homes: Exterior Improvements	Slab repairs, patio repairs, doors, lighting, gutters, railings, roofs, soffits, ADA compliance, windows & other		\$10,000
	John Kane Homes: Interior Improvements	Replace some doors, cabinets, flooring, painting, lighting, ADA compliance, tubs & surrounds		\$10,000
	John Kane Homes: Site work	Asphalt hole filling, fencing, painting, landscaping, lighting, signage & other		\$10,000
	Nierstheimer: Exterior Improvements	Slab repairs, patio repairs, doors, lighting, gutters, railings, roofs, soffits, windows & other		\$2,000
	Nierstheimer: Interior Improvements	Replace some doors, cabinets, flooring, painting, lighting, tubs & surrounds		\$40,000
	Nierstheimer: Site work	Asphalt hole filling, fencing, painting, landscaping, lighting, signage & other		\$2,000
	McGraw: Exterior Improvements	Slab repairs, patio repairs, doors, lighting, gutters, railings, roofs, soffits, windows & other		\$2,000
	McGraw: Interior Improvements	Replace some doors, cabinets, flooring, painting, lighting, tubs & surrounds		\$20,000
	McGraw: Site work	Asphalt hole filling, fencing, painting, landscaping, lighting, signage & other		\$2,000
	Irvin: Exterior Improvements	Slab repairs, patio repairs, doors, lighting, gutters, railings, roofs, soffits, windows & other		\$2,000
	Irvin: Interior Improvements	Replace some doors, cabinets, flooring, painting, lighting, tubs & surrounds		\$40,000
	Irvin: Site work	Asphalt hole filling, fencing, painting, landscaping, lighting, signage & other		\$2,000
	AMP 2 - Staff Training	Painting, pressure washing, drywall, carpentry & other		\$5,000
	AMP 2 - Equipment	Concrete grinder, table saw, miter saw & hand tools		\$5,000

Part II: Supporting Pages - Physical Needs Work Statements**Work Statement for Year 2 2020**

Identifier	Development Number/Name	General Description of Major Work Categories	Quantity	Estimated Cost
	AMP 2 - Architecture & engineering	Architect & engineering fees		\$5,000
	AMP 3 - Staff Training	Painting, pressure washing, drywall, carpentry & other		\$5,000
	AMP 3: Wood Hill Family Apartments and Wood Hill Towers-South			\$310,000
	WHT South: Exterior Improvements	Slab repairs, patio repairs, doors, lighting, gutters, railings, roofs, soffits, windows & other		\$50,000
	WHT South: Interior Improvements	Replace some doors, cabinets, flooring, painting, lighting, tubs & surrounds		\$50,000
	WHT South: Site work	Asphalt hole filling, fencing, painting, landscaping, lighting, signage & other		\$50,000
	Wood Hill Family: Exterior Improvements	Slab repairs, patio repairs, doors, lighting, gutters, railings, roofs, soffits, windows & other		\$50,000
	Wood Hill Family: Interior Improvements	Replace some doors, cabinets, flooring, painting, lighting, tubs & surrounds		\$50,000
	Wood Hill Family: Site work	Asphalt hole filling, fencing, painting, landscaping, lighting, signage & other		\$50,000
	AMP 3 - Equipment	Concrete grinder, table saw, miter saw & hand tools		\$5,000
	AMP 3 - Architecture & engineering	Architect & engineering fees		\$5,000
	AMP 4: Wood Hill Towers-North			\$475,000
	WHT North: Exterior Improvements	Slab repairs, patio repairs, doors, lighting, gutters, railings, roofs, soffits, windows & other		\$10,000
	WHT North: Interior Improvements	Replace some doors, cabinets, flooring, painting, lighting, tubs & surrounds. Replace both elevator cabs and mechanical equipment.		\$430,000

Part II: Supporting Pages - Physical Needs Work Statements

Work Statement for Year 2 2020

Identifier	Development Number/Name	General Description of Major Work Categories	Quantity	Estimated Cost
	WHT North: Site work	Asphalt hole filling, fencing, painting, landscaping, lighting, signage & other		\$20,000
	AMP 4 - Staff Training	Painting, pressure washing, drywall, carpentry & other		\$5,000
	AMP 4 - Equipment	concrete grinder, table saw, miter saw & hand tools		\$5,000
	AMP 4 - Architecture & engineering	Architect & engineering fees		\$5,000
	Authority-Wide Improvements			\$110,000
	AMP 1 Staff Training: Management Improvement	Training workshops for maintenance staff. Drywall repair, painting, landscaping, etc.		\$5,000
	AMP 2 Staff Training: Management Improvement	Painting, pressure washing, drywall, carpentry & other. Drywall repair, painting, landscaping, etc.		\$5,000
	AMP 3 Staff Training: Management Improvement	Training workshops for maintenance staff. Drywall repair, painting, landscaping, etc.		\$5,000
	AMP 4 Staff Training: Management Improvement	Training workshops for staff. Drywall repair, painting, landscaping, etc.		\$5,000
	Administration: Salary, benefits, etc.	Payroll, cell & benefits, work truck		\$90,000

Part II: Supporting Pages - Physical Needs Work Statements**Work Statement for Year 3 2021**

Identifier	Development Number/Name	General Description of Major Work Categories	Quantity	Estimated Cost
	AMP 1: Sunnyside, Evergreen, & Holton Homes			\$260,000
	Sunnyside: Exterior Improvements	Slab repairs, patio repairs, doors, lighting, gutters, railings, roofs, soffits, windows & other		\$15,000
	Sunnyside: Interior Improvements	Replace some doors, cabinets, flooring, painting, lighting, tubs & surrounds		\$75,000
	Sunnyside: Site work	Asphalt hole filling, fencing, painting, landscaping, lighting, signage & other		\$2,500
	Evergreen: Exterior Improvements	Slab repairs, patio repairs, doors, lighting, gutters, railings, roofs, soffits, windows & other		\$2,500
	Evergreen: Interior Improvements	Replace some doors, cabinets, flooring, painting, tubs & surrounds		\$75,000
	Evergreen: Site work	Asphalt hole filling, fencing, painting, landscaping, signage & other		\$2,500
	Holton Homes: Exterior Improvements	Slab repairs, patio repairs, doors, lighting, gutters, railings, roofs, soffits, windows & other		\$2,500
	Holton Homes: Interior Improvements	Replace some doors, cabinets, flooring, painting, tubs & surrounds		\$75,000
	Holton Homes: Site work	Asphalt hole filling, fencing, painting, landscaping, lighting, signage & other		\$2,500
	AMP 1 - Staff Training	Painting, pressure washing, drywall, carpentry & other		\$2,500
	AMP 1 - Equipment	Concrete grinder, table saw, miter saw & hand tools		\$2,500
	AMP 1 - Architecture & engineering	Architect & engineering fees		\$2,500
	AMP 2: John Kane Homes, Nierstheimer, McGraw, Irvin Apartments			\$135,000

Part II: Supporting Pages - Physical Needs Work Statements**Work Statement for Year 3 2021**

Identifier	Development Number/Name	General Description of Major Work Categories	Quantity	Estimated Cost
	John Kane Homes: Exterior Improvements	Slab repairs, patio repairs, doors, lighting, gutters, railings, roofs, soffits, ADA compliance, windows & other		\$10,000
	John Kane Homes: Interior Improvements	Replace some doors, cabinets, flooring, painting, lighting, ADA compliance, tubs & surrounds		\$10,000
	John Kane Homes: Site work	Asphalt hole filling, fencing, painting, landscaping, lighting, signage & other		\$10,000
	Nierstheimer: Exterior Improvements	Slab repairs, patio repairs, doors, lighting, gutters, railings, roofs, soffits, windows & other		\$10,000
	Nierstheimer: Interior Improvements	Replace some doors, cabinets, flooring, painting, lighting, tubs & surrounds		\$10,000
	Nierstheimer: Site work	Asphalt hole filling, fencing, painting, landscaping, lighting, signage & other		\$10,000
	McGraw: Exterior Improvements	Slab repairs, patio repairs, doors, lighting, gutters, railings, roofs, soffits, windows & other		\$10,000
	McGraw: Interior Improvements	Replace some doors, cabinets, flooring, painting, lighting, tubs & surrounds		\$10,000
	McGraw: Site work	Asphalt hole filling, fencing, painting, landscaping, lighting, signage & other		\$10,000
	Irvin: Exterior Improvements	Slab repairs, patio repairs, doors, lighting, gutters, railings, roofs, soffits, windows & other		\$10,000
	Irvin: Interior Improvements	Replace some doors, cabinets, flooring, painting, lighting, tubs & surrounds		\$10,000
	Irvin: Site work	Asphalt hole filling, fencing, painting, landscaping, lighting, signage & other		\$10,000
	AMP 2 - Staff Training	Painting, pressure washing, drywall, carpentry & other		\$5,000
	AMP 2 - Equipment	Concrete grinder, table saw, miter saw & hand tools		\$5,000

Part II: Supporting Pages - Physical Needs Work Statements**Work Statement for Year 3 2021**

Identifier	Development Number/Name	General Description of Major Work Categories	Quantity	Estimated Cost
	AMP 2 - Architecture & engineering	Architect & engineering fees		\$5,000
	AMP 3: Wood Hill Family Apartments and Wood Hill Towers-South			\$690,000
	WHT South: Exterior Improvements	Slab repairs, patio repairs, doors, lighting, gutters, railings, roofs, soffits, windows & other		\$50,000
	WHT South: Interior Improvements	Replace some doors, cabinets, flooring, painting, lighting, tubs & surrounds. Replace both elevator cabs and mechanical equipment.		\$430,000
	WHT South: Site work	Asphalt hole filling, fencing, painting, landscaping, lighting, signage & other		\$50,000
	Wood Hill Family: Exterior Improvements	Slab repairs, patio repairs, doors, lighting, gutters, railings, roofs, soffits, windows & other		\$50,000
	Wood Hill Family: Interior Improvements	Replace some doors, cabinets, flooring, painting, lighting, tubs & surrounds		\$50,000
	Wood Hill Family: Site work	Asphalt hole filling, fencing, painting, landscaping, lighting, signage & other		\$50,000
	AMP 3 - Equipment	Concrete grinder, table saw, miter saw & hand tools		\$5,000
	AMP 3 - Architecture & engineering	Architect & engineering fees		\$5,000
	AMP 4: Wood Hill Towers-North			\$105,000
	WHT North: Exterior Improvements	Slab repairs, patio repairs, doors, lighting, gutters, railings, roofs, soffits, windows & other		\$25,000
	WHT North: Interior Improvements	Replace some doors, cabinets, flooring, painting, lighting, tubs & surrounds.		\$50,000
	WHT North: Site work	Asphalt hole filling, fencing, painting, landscaping, lighting, signage & other		\$20,000

Part II: Supporting Pages - Physical Needs Work Statements

Work Statement for Year 3 2021

Identifier	Development Number/Name	General Description of Major Work Categories	Quantity	Estimated Cost
	AMP 4 - Equipment	concrete grinder, table saw, miter saw & hand tools		\$5,000
	AMP 4 - Architecture & engineering	Architect & engineering fees		\$5,000
	Authority-Wide Improvements			\$110,000
	AMP 1 Staff Training: Management Improvement	Training workshops for maintenance staff. Drywall repair, painting, landscaping, etc.		\$5,000
	AMP 2 Staff Training: Management Improvement	Painting, pressure washing, drywall, carpentry & other. Drywall repair, painting, landscaping, etc.		\$5,000
	AMP 3 Staff Training: Management Improvement	Training workshops for maintenance staff. Drywall repair, painting, landscaping, etc.		\$5,000
	AMP 4 Staff Training: Management Improvement	Training workshops for staff. Drywall repair, painting, landscaping, etc.		\$5,000
	Administration: Salary, benefits, etc.	Payroll, cell & benefits, work truck		\$90,000

Part II: Supporting Pages - Physical Needs Work Statements**Work Statement for Year 4 2022**

Identifier	Development Number/Name	General Description of Major Work Categories	Quantity	Estimated Cost
	AMP 1: Sunnyside, Evergreen, & Holton Homes			\$255,000
	Sunnyside: Exterior Improvements	Slab repairs, patio repairs, doors, lighting, gutters, railings, roofs, soffits, windows & other		\$10,000
	Sunnyside: Interior Improvements	Replace some doors, cabinets, flooring, painting, lighting, tubs & surrounds		\$75,000
	Sunnyside: Site work	Asphalt hole filling, fencing, painting, landscaping, lighting, signage & other		\$2,500
	Evergreen: Exterior Improvements	Slab repairs, patio repairs, doors, lighting, gutters, railings, roofs, soffits, windows & other		\$2,500
	Evergreen: Interior Improvements	Replace some doors, cabinets, flooring, painting, tubs & surrounds		\$75,000
	Evergreen: Site work	Asphalt hole filling, fencing, painting, landscaping, signage & other		\$2,500
	Holton Homes: Exterior Improvements	Slab repairs, patio repairs, doors, lighting, gutters, railings, roofs, soffits, windows & other		\$2,500
	Holton Homes: Interior Improvements	Replace some doors, cabinets, flooring, painting, tubs & surrounds		\$75,000
	Holton Homes: Site work	Asphalt hole filling, fencing, painting, landscaping, lighting, signage & other		\$2,500
	AMP 1 - Staff Training	Painting, pressure washing, drywall, carpentry & other		\$2,500
	AMP 1 - Equipment	Concrete grinder, table saw, miter saw & hand tools		\$2,500
	AMP 1 - Architecture & engineering	Architect & engineering fees		\$2,500
	AMP 2: John Kane Homes, Nierstheimer, McGraw, Irvin Apartments			\$135,000

Part II: Supporting Pages - Physical Needs Work Statements**Work Statement for Year 4 2022**

Identifier	Development Number/Name	General Description of Major Work Categories	Quantity	Estimated Cost
	John Kane Homes: Exterior Improvements	Slab repairs, patio repairs, doors, lighting, gutters, railings, roofs, soffits, ADA compliance, windows & other		\$10,000
	John Kane Homes: Interior Improvements	Replace some doors, cabinets, flooring, painting, lighting, ADA compliance, tubs & surrounds		\$10,000
	John Kane Homes: Site work	Asphalt hole filling, fencing, painting, landscaping, lighting, signage & other		\$10,000
	Nierstheimer: Exterior Improvements	Slab repairs, patio repairs, doors, lighting, gutters, railings, roofs, soffits, windows & other		\$10,000
	Nierstheimer: Interior Improvements	Replace some doors, cabinets, flooring, painting, lighting, tubs & surrounds		\$10,000
	Nierstheimer: Site work	Asphalt hole filling, fencing, painting, landscaping, lighting, signage & other		\$10,000
	McGraw: Exterior Improvements	Slab repairs, patio repairs, doors, lighting, gutters, railings, roofs, soffits, windows & other		\$10,000
	McGraw: Interior Improvements	Replace some doors, cabinets, flooring, painting, lighting, tubs & surrounds		\$10,000
	McGraw: Site work	Asphalt hole filling, fencing, painting, landscaping, lighting, signage & other		\$10,000
	Irvin: Exterior Improvements	Slab repairs, patio repairs, doors, lighting, gutters, railings, roofs, soffits, windows & other		\$10,000
	Irvin: Interior Improvements	Replace some doors, cabinets, flooring, painting, lighting, tubs & surrounds		\$10,000
	Irvin: Site work	Asphalt hole filling, fencing, painting, landscaping, lighting, signage & other		\$10,000
	AMP 2 - Staff Training	Painting, pressure washing, drywall, carpentry & other		\$5,000
	AMP 2 - Equipment	Concrete grinder, table saw, miter saw & hand tools		\$5,000

Part II: Supporting Pages - Physical Needs Work Statements

Work Statement for Year 4 2022

Identifier	Development Number/Name	General Description of Major Work Categories	Quantity	Estimated Cost
	AMP 2 - Architecture & engineering	Architect & engineering fees		\$5,000
	AMP 3: Wood Hill Family Apartments and Wood Hill Towers-South			\$280,000
	WHT South: Exterior Improvements	Slab repairs, patio repairs, doors, lighting, gutters, railings, roofs, soffits, windows & other		\$50,000
	WHT South: Interior Improvements	Replace some doors, cabinets, flooring, painting, lighting, tubs & surrounds		\$50,000
	WHT South: Site work	Asphalt hole filling, fencing, painting, landscaping, lighting, signage & other		\$20,000
	Wood Hill Family: Exterior Improvements	Slab repairs, patio repairs, doors, lighting, gutters, railings, roofs, soffits, windows & other		\$50,000
	Wood Hill Family: Interior Improvements	Replace some doors, cabinets, flooring, painting, lighting, tubs & surrounds		\$50,000
	Wood Hill Family: Site work	Asphalt hole filling, fencing, painting, landscaping, lighting, signage & other		\$50,000
	AMP 3 - Equipment	Concrete grinder, table saw, miter saw & hand tools		\$5,000
	AMP 3 - Architecture & engineering	Architect & engineering fees		\$5,000
	AMP 4: Wood Hill Towers-North			\$520,000
	WHT North: Exterior Improvements	Slab repairs, patio repairs, doors, lighting, gutters, railings, roofs, soffits, windows & other		\$25,000
	WHT North: Interior Improvements	Replace some doors, cabinets, flooring, painting, lighting, tubs & surrounds. Merge 8 efficiency units on the 3rd and 2nd floors into 4 large renovated one-bedroom units. Continued asbestos abatement.		\$475,000

Part II: Supporting Pages - Physical Needs Work Statements

Work Statement for Year 4 2022

Identifier	Development Number/Name	General Description of Major Work Categories	Quantity	Estimated Cost
	WHT North: Site work	Asphalt hole filling, fencing, painting, landscaping, lighting, signage & other		\$5,000
	AMP 4 - Staff Training	Painting, pressure washing, drywall, carpentry & other		\$5,000
	AMP 4 - Equipment	concrete grinder, table saw, miter saw & hand tools		\$5,000
	AMP 4 - Architecture & engineering	Architect & engineering fees		\$5,000
	Authority-Wide Improvements			\$110,000
	AMP 1 Staff Training: Management Improvement	Training workshops for maintenance staff. Drywall repair, painting, landscaping, etc.		\$5,000
	AMP 2 Staff Training: Management Improvement	Painting, pressure washing, drywall, carpentry & other. Drywall repair, painting, landscaping, etc.		\$5,000
	AMP 3 Staff Training: Management Improvement	Training workshops for maintenance staff. Drywall repair, painting, landscaping, etc.		\$5,000
	AMP 4 Staff Training: Management Improvement	Training workshops for staff. Drywall repair, painting, landscaping, etc.		\$5,000
	Administration: Salary, benefits, etc.	Payroll, cell & benefits, work truck		\$90,000

Part II: Supporting Pages - Physical Needs Work Statements**Work Statement for Year 5 2023**

Identifier	Development Number/Name	General Description of Major Work Categories	Quantity	Estimated Cost
	AMP 1: Sunnyside, Evergreen, & Holton Homes			\$282,500
	Sunnyside: Exterior Improvements	Slab repairs, patio repairs, doors, lighting, gutters, railings, roofs, soffits, windows & other		\$35,500
	Sunnyside: Interior Improvements	Replace some doors, cabinets, flooring, painting, lighting, tubs & surrounds		\$62,000
	Sunnyside: Site work	Asphalt hole filling, fencing, painting, landscaping, lighting, signage & other		\$10,000
	Evergreen: Exterior Improvements	Slab repairs, patio repairs, doors, lighting, gutters, railings, roofs, soffits, windows & other		\$2,500
	Evergreen: Interior Improvements	Replace some doors, cabinets, flooring, painting, tubs & surrounds		\$75,000
	Evergreen: Site work	Asphalt hole filling, fencing, painting, landscaping, signage & other		\$2,500
	Holton Homes: Exterior Improvements	Slab repairs, patio repairs, doors, lighting, gutters, railings, roofs, soffits, windows & other		\$2,500
	Holton Homes: Interior Improvements	Replace some doors, cabinets, flooring, painting, tubs & surrounds		\$75,000
	Holton Homes: Site work	Asphalt hole filling, fencing, painting, landscaping, lighting, signage & other		\$10,000
	AMP 1 - Staff Training	Painting, pressure washing, drywall, carpentry & other		\$2,500
	AMP 1 - Equipment	Concrete grinder, table saw, miter saw & hand tools		\$2,500
	AMP 1 - Architecture & engineering	Architect & engineering fees		\$2,500
	AMP 2: John Kane Homes, Nierstheimer, McGraw, Irvin Apartments			\$160,000

Part II: Supporting Pages - Physical Needs Work Statements**Work Statement for Year 5 2023**

Identifier	Development Number/Name	General Description of Major Work Categories	Quantity	Estimated Cost
	John Kane Homes: Exterior Improvements	Slab repairs, patio repairs, doors, lighting, gutters, railings, roofs, soffits, ADA compliance, windows & other		\$10,000
	John Kane Homes: Interior Improvements	Replace some doors, cabinets, flooring, painting, lighting, ADA compliance, tubs & surrounds		\$10,000
	John Kane Homes: Site work	Asphalt hole filling, fencing, painting, landscaping, lighting, signage & other		\$10,000
	Nierstheimer: Exterior Improvements	Slab repairs, patio repairs, doors, lighting, gutters, railings, roofs, soffits, windows & other		\$20,000
	Nierstheimer: Interior Improvements	Replace some doors, cabinets, flooring, painting, lighting, tubs & surrounds		\$10,000
	Nierstheimer: Site work	Asphalt hole filling, fencing, painting, landscaping, lighting, signage & other		\$10,000
	McGraw: Exterior Improvements	Slab repairs, patio repairs, doors, lighting, gutters, railings, roofs, soffits, windows & other		\$15,000
	McGraw: Interior Improvements	Replace some doors, cabinets, flooring, painting, lighting, tubs & surrounds		\$10,000
	McGraw: Site work	Asphalt hole filling, fencing, painting, landscaping, lighting, signage & other		\$10,000
	Irvin: Exterior Improvements	Slab repairs, patio repairs, doors, lighting, gutters, railings, roofs, soffits, windows & other		\$20,000
	Irvin: Interior Improvements	Replace some doors, cabinets, flooring, painting, lighting, tubs & surrounds		\$10,000
	Irvin: Site work	Asphalt hole filling, fencing, painting, landscaping, lighting, signage & other		\$10,000
	AMP 2 - Staff Training	Painting, pressure washing, drywall, carpentry & other		\$5,000
	AMP 2 - Equipment	Concrete grinder, table saw, miter saw & hand tools		\$5,000

Part II: Supporting Pages - Physical Needs Work Statements**Work Statement for Year 5 2023**

Identifier	Development Number/Name	General Description of Major Work Categories	Quantity	Estimated Cost
	AMP 2 - Architecture & engineering	Architect & engineering fees		\$5,000
	AMP 3: Wood Hill Family Apartments and Wood Hill Towers-South			\$335,000
	WHT South: Exterior Improvements	Slab repairs, patio repairs, doors, lighting, gutters, railings, roofs, soffits, windows & other		\$75,000
	WHT South: Interior Improvements	Replace some doors, cabinets, flooring, painting, lighting, tubs & surrounds		\$50,000
	WHT South: Site work	Asphalt hole filling, fencing, painting, landscaping, lighting, signage & other		\$50,000
	Wood Hill Family: Exterior Improvements	Slab repairs, patio repairs, doors, lighting, gutters, railings, roofs, soffits, windows & other		\$50,000
	Wood Hill Family: Interior Improvements	Replace some doors, cabinets, flooring, painting, lighting, tubs & surrounds		\$50,000
	Wood Hill Family: Site work	Asphalt hole filling, fencing, painting, landscaping, lighting, signage & other		\$50,000
	AMP 3 - Equipment	Concrete grinder, table saw, miter saw & hand tools		\$5,000
	AMP 3 - Architecture & engineering	Architect & engineering fees		\$5,000
	AMP 4: Wood Hill Towers-North			\$412,500
	WHT North: Exterior Improvements	Slab repairs, patio repairs, doors, lighting, gutters, railings, roofs, soffits, windows & other		\$25,000
	WHT North: Interior Improvements	Replace some doors, cabinets, flooring, painting, lighting, tubs & surrounds.		\$352,500
	WHT North: Site work	Asphalt hole filling, fencing, painting, landscaping, lighting, signage & other		\$20,000
	AMP 4 - Staff Training	Painting, pressure washing, drywall, carpentry & other		\$5,000

Part II: Supporting Pages - Physical Needs Work Statements

Work Statement for Year 5 2023

Identifier	Development Number/Name	General Description of Major Work Categories	Quantity	Estimated Cost
	AMP 4 - Equipment	concrete grinder, table saw, miter saw & hand tools		\$5,000
	AMP 4 - Architecture & engineering	Architect & engineering fees		\$5,000
	Authority-Wide Improvements			\$110,000
	AMP 1 Staff Training: Management Improvement	Training workshops for maintenance staff. Drywall repair, painting, landscaping, etc.		\$5,000
	AMP 2 Staff Training: Management Improvement	Painting, pressure washing, drywall, carpentry & other. Drywall repair, painting, landscaping, etc.		\$5,000
	AMP 3 Staff Training: Management Improvement	Training workshops for maintenance staff. Drywall repair, painting, landscaping, etc.		\$5,000
	AMP 4 Staff Training: Management Improvement	Training workshops for staff. Drywall repair, painting, landscaping, etc.		\$5,000
	Administration: Salary, benefits, etc.	Payroll, cell & benefits, work truck		\$90,000

Part III: Supporting Pages - Management Needs Work Statements	
Work Statement for Year 1	2019
Development Number/Name General Description of Major Work Categories	Estimated Cost
Housing Authority Wide	
AMP 1 Staff Training: Management Improvement	\$5,000
AMP 2 Staff Training: Management Improvement	\$5,000
AMP 3 Staff Training: Management Improvement	\$5,000
AMP 4 Staff Training: Management Improvement	\$5,000
Administration: Salary, benefits, etc.	\$120,000
Operations: Computer upgrades	\$30,000
Subtotal of Estimated Cost	\$170,000

Part III: Supporting Pages - Management Needs Work Statements	
Work Statement for Year 2	2020
Development Number/Name General Description of Major Work Categories	Estimated Cost
Housing Authority Wide	
Administration: Salary, benefits, etc.	\$90,000
AMP 3 Staff Training: Management Improvement	\$10,000
Subtotal of Estimated Cost	\$100,000

Part III: Supporting Pages - Management Needs Work Statements	
Work Statement for Year 3	2021
Development Number/Name General Description of Major Work Categories	Estimated Cost
Housing Authority Wide	
AMP 4 Staff Training: Management Improvement	\$5,000
Administration: Salary, benefits, etc.	\$90,000
AMP 3 Staff Training: Management Improvement	\$5,000
Subtotal of Estimated Cost	\$100,000

Part III: Supporting Pages - Management Needs Work Statements	
Work Statement for Year 5	2023
Development Number/Name General Description of Major Work Categories	Estimated Cost
Housing Authority Wide	
Administration: Salary, benefits, etc.	\$90,000
AMP 3 Staff Training: Management Improvement	\$5,000
Subtotal of Estimated Cost	\$95,000