

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

Small PHA Plan Update
Annual Plan for Fiscal Year: **2003**

Niles Housing Commission
mi076v04

**NOTE: THIS PHA PLAN TEMPLATE (HUD 50075) IS TO BE COMPLETED IN
ACCORDANCE WITH INSTRUCTIONS LOCATED IN APPLICABLE PIH NOTICES**

PHA Plan Agency Identification

PHAName: **Niles Housing Commission**
PHANumber: MI076
PHAFiscalYearBeginning: **01/01/2003**
PHAPlanContactInformation:
Name: **Sharon E. Derrick, Executive Director**
Phone: **616 -683-2783**
TDD:
Email(if available): nileshousi@aol.com

Public Access to Information

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

- Main administrative office of the PHA
- PHA development management offices

Display Locations For PHA Plans and Supporting Documents

The PHA Plans (including attachments) are available for public inspection at:

- Main administrative office of the PHA
- PHA development management offices
- Main administrative office of the City of Niles Development Office
- Public library
- PHA website
- Other (list below)

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

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

PHA Programs Administered:

- Public Housing and Section 8 Section 8 Only Public Housing Only

**Annual PHA Plan
Fiscal Year 2003**
[24 CFR Part 903.7]

i. Table of Contents

Provide a table of contents for the Plan, including attachments, and a list of supporting documents available for public inspection. For Attachments, indicate which attachments are provided by selecting all that apply. Provide the attachment's name (A, B, etc.) in the space to the left of the name of the attachment. If the attachment is provided as a file submission from the PHA Plans file, provide the filename in parentheses in the space to the right of the title. **SEPARATE**

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- Other (List below, providing each attachment name)

ii. Executive Summary

[24 CFR Part 903.79(r)]

At PHA option, provide a brief overview of the information in the Annual Plan

The Niles Housing Commission has had a good year in 2002. We've had adequate grant funds to begin addressing the long neglected physical needs of our high rise and off-site homes. -

All 150 of the off-site homes have new roofs, and we plan to make improvements to the exteriors soon.

In the high rise, we were able to upgrade the Danfoss valves in our hot water heating system. This was expensive, very inconvenient to both tenants and staff, but necessary. Our elderly tenants noticed the improvement in the heating system immediately.

1. Summary of Policy or Program Changes for the Upcoming Year

In this section, briefly describe changes in policies or programs discussed in last year's PHA Plan that are not covered in other sections of this Update.

No substantial change in policies or programs.

2. Capital Improvement Needs Capital Improvement Needs

[24CF RPart 903.79(g)]

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

- A. Yes No: Is the PHA eligible to participate in the CFP in the fiscal year covered by this PHA Plan?
 - e. What is the amount of the PHA's estimated or actual (if known) Capital Fund Program grant for the upcoming year? Estimate **\$285,000**
 - f. Yes No: Does the PHA plan to participate in the Capital Fund Program in the upcoming year? If yes, complete the rest of Component 7. If no, skip to next component.
- B. Capital Fund Program Grant Submissions

(1) Capital Fund Program 5 -Year Action Plan

Capital Fund Program 5 -Year Action Plan is provided as **Attachment B**

(2) Capital Fund Program Annual Statement

Capital Fund Program Annual Statement is provided as **Attachment A**

3. Demolition and Disposition CFR Part 903.79(h)]

Applicability: Section 8 only PHAs are not required to complete this section.

- 1. Yes No:
- 2. Activity Description

Demolition/Disposition Activity Description (Not including Activities Associated with HOPE VI or Conversion Activities)	
1a. Development name: 1b. Development (project) number:	
2. Activity type: Demolition <input type="checkbox"/> Disposition <input type="checkbox"/>	
3. Application status (select one) Approved <input type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application <input type="checkbox"/>	
4. Date application approved, submitted, or planned for submission: <u>(DD/MM/YY)</u>	
5. Number of units affected: 6. Coverage of action (select one) <input type="checkbox"/> Part of the development <input type="checkbox"/> Total development	
7. Relocation resources (select all that apply) <input type="checkbox"/> Section 8 for _____ units <input type="checkbox"/> Public housing for _____ units <input type="checkbox"/> Preference for admission to other public housing or section 8 <input type="checkbox"/> Other housing for _____ units (describe below)	
8. Timeline for activity: a. Actual or projected start date of activity: b. Actual or projected start date of relocation activities: c. Projected end date of activity:	

4. Voucher Homeownership Program

[24CFR Part 903.79(k)]

A. Yes No: Does the PHA plan to administer a Section 8 Homeownership program pursuant to Section 8(y) of the U.S.H.A. of 1937, as implemented by 24CFR part 982? (If "No", skip to next component; if "yes", describe each program using the table below (copy and complete questions for each program identified.)

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

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

- Establishing a minimum home ownership down payment requirement of at least 3 percent and requiring that at least 1 percent of the down payment comes from the family's resources
- Requiring that financing for purchase of a home under its section 8 homeownership will be provided, insured or guaranteed by the state or Federal government; or comply with secondary mortgage market underwriting requirements; or comply with generally accepted private sector underwriting standards
- Demonstrating that it has or will acquire other relevant experience (list PHA experience, or any other organization to be involved and its experience, below):

5. Safety and Crime Prevention: PHDEP Plan

[24CFR Part 903.7(m)]

Exemptions Section 8 Only PHAs may skip to the next component PHAs eligible for PHDEP funds must provide a PHDEP Plan meeting specified requirements prior to receipt of PHDEP funds.

- A. Yes No: Is the PHA eligible to participate in the PHDEP in the fiscal year covered by this PHA Plan?
- B. What is the amount of the PHA's estimated or actual (if known) PHDEP grant for the upcoming year? \$ _____
- C. Yes No: Does the PHA plan to participate in the PHDEP in the upcoming year? If yes, answer question D. If no, skip to next component.
- D. Yes No: The PHDEP Plan is attached at Attachment _____

6. Voluntary Conversion Required Initial Assessments

[24CFR Part 972.200(b)]

Exemptions from Component 10; Section 8 only PHAs are not required to complete this section.

Voluntary Conversion of Developments from Public Housing Stock: Required Initial Assessments:

a. How many of the PHA's developments are subject to the Required Initial Assessments?

One: MI076 -02, consisting of 50 scattered site, single family homes.

e. How many of the PHA's developments are not subject to the Required initial Assessments based on exemptions, e.g., elderly and/or disabled developments, not general occupancy projects?

One: MI076 -01, consisting of 130 apartments.

f. How many Assessments were conducted for the PHA's covered developments?

One.

d. Identify PHA developments that may be appropriate for conversion based on the Required Initial Assessments:

MI076-02 50 units

e. If the PHA has not completed the Required Initial Assessments, describe the status of these assessments.

The Executive Director and the Board of Directors have discussed the inherent problems in the management of the off-site homes, and the high cost of maintaining them. Some of the homes are in poor locations or wet areas.

Both of four developments are sorely in need of upgrades which we are diligently working on.

B. Reserved for Conversions pursuant to Section 22 of the U.S. Housing Act of 1937

C. Reserved for Conversions pursuant to Section 33 of the U.S. Housing Act of 1937

7. Other Information

[24CFR Part 903.79@]

A. Resident Advisory Board (RAB) Recommendations and PHA Response

1. Yes **No** : Did the PHA receive any comments on the PHA Plan from the Resident Advisory Board/s?

Our Tenant Services staff person made a valiant effort to get the RAB up and running last year, providing encouragement, posters, reminders, clerical assistance and snacks. Over a period of 6 months the RAB attendance dwindled from approximately 30 down to 7 attendees. The RAB secretary was paranoid of anyone (especially the Housing Commission) learning what they talked about at the meetings that she refused to write up minutes! She said she didn't want anyone to know what they were doing! (Which was really, nothing!)

The RAB President and Treasurer resigned in protest, and at the next meeting the secretary stood up and declared herself the president, secretary, and treasurer! The next month, no one, not even she, came to the meeting. So we pulled the plug on the Resident Council.

The NHC Resident Council has not met for over a year and none of the tenants are interested in starting it up again.

2. *If yes, the comments are Attached at Attachment (Filename)*

3. In what manner did the PHA address those comments? (select all that apply)

The PHA changed portions of the PHA Plan in response to comments.

A list of these changes is included

Yes No: below

Yes No: at the end of the eRAB Comments in Attachment _____.

Considered comments, but determined that no changes to the PHA Plan were necessary. An explanation of the PHA's consideration is included at the end of the RAB Comments in Attachment _____.

Other: (list below)

B. Statement of Consistency with the Consolidated Plan

For each applicable Consolidated Plan, make the following statement (copy as many times as necessary).

1. Consolidated Plan jurisdiction: **State of Michigan**
2. The PHA has taken the following steps to ensure consistency of this PHA Plan with the Consolidated Plan for the jurisdiction: (select all that apply)

- The PHA has based its statement of needs of families in the jurisdiction on the needs expressed in the Consolidated Plan/s.
- The PHA has participated in any consultation process organized and offered by the Consolidated Plan agency in the development of the Consolidated Plan.
- The PHA has consulted with the Consolidated Plan agency during the development of this PHA Plan.
- Activities to be undertaken by the PHA in the coming year are consistent with specific initiatives contained in the Consolidated Plan. (list such initiatives below)
- Other: (list below)

3. PHA Requests for support from the Consolidated Plan Agency

Yes No : Does the PHA request financial or other support from the State or local government agency in order to meet the needs of its public housing residents or inventory? If yes, please list the 5 most important requests below:

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

None. (The City's last Consolidated plan was written in 1967.)

C. Criteria for Substantial Deviation and Significant Amendments

1. Amendment and Deviation Definitions

24CFR Part 903.7®

The PHAs are required to define and adopt their own standards of substantial deviation from the 5-year Plan and Significant Amendment to the Annual Plan. The definition of significant amendment is important because it defines when the PHA will subject a change to the policies or activities described in the Annual Plan to full public hearing and HUD review before implementation.

- A. Substantial Deviation from the 5-year Plan:** For purposes of this statutory requirement, the will be as follows: Policies 10% deviation; Activities 20% deviation, and Construction at 40% deviation from the Five Year Plan. Standard Deviation Policy observed by the Niles Housing Commission
- B. Significant Amendment to the Annual Plan:** Policies 10% deviation; Activities 20% deviation; and Construction 40%.

Attachment A

Supporting Documents Available for Review

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

List of Supporting Documents Available for Review		
X	Supporting Documents Available and on display	Related Plan Component

List of Supporting Documents Available for Review		
X	Supporting Documents Available and on display	Related Plan Component
X	PHA Plan Certifications of Compliance with the PHA Plans and Related Regulations	5 Year and Annual Plans
X	State/Local Government Certification of Consistency with the Consolidated Plan (not required for this update)	5 Year and Annual Plans
	Fair Housing Documentation Supporting Fair Housing Certifications: Records reflecting that the PHA has examined its programs or proposed programs, identified any impediments to fair housing choice in those programs, addressed or is addressing those impediments in a reasonable fashion in view of the resources available, and worked or is working with local jurisdiction to implement any of the jurisdictions' initiatives to affirmatively further fair housing that require the PHA's involvement.	5 Year and Annual Plans
	Housing Needs Statement of the Consolidated Plan for the jurisdiction/s in which the PHA is located and any additional backup data to support statement of housing needs in the jurisdiction	Annual Plan: Housing Needs
X	Most recent board -approved operating budget for the public housing program	Annual Plan: Financial Resources
X	Public Housing Admissions and (Continued) Occupancy Policy (ACOP), which includes the Tenant Selection and Assignment Plan [TSAP]	Annual Plan: Eligibility, Selection, and Admissions Policies
	Any policy governing occupancy of Police Officers in Public Housing <input type="checkbox"/> check here if included in the public housing A&O Policy	Annual Plan: Eligibility, Selection, and Admissions Policies
	Section 8 Administrative Plan	Annual Plan: Eligibility, Selection, Admissions, Policies

List of Supporting Documents Available for Review		
X	Supporting Documents Available and on display	Related Plan Component
X	Public housing rent determination policies, including the method for setting public housing flat rents X check here if included in the public housing A&O Policy	Annual Plan: Rent Determination
X	Schedule of flat rents offered at each public housing development X check here if included in the public housing A&O Policy	Annual Plan: Rent Determination
	Section 8 rent determination (payment standard) policies <input type="checkbox"/> check here if included in Section 8 Administrative Plan	Annual Plan: Rent Determination
	Public housing management and maintenance policy documents, including policies for the prevention or eradication of pest infestation (including cockroach infestation)	Annual Plan: Operations and Maintenance
X	Results of latest binding Public Housing Assessment System (PHAS) Assessment	Annual Plan: Management and Operations
	Follow-up Plan to Results of the PHAS Resident Satisfaction Survey (if necessary)	Annual Plan: Operations and Maintenance and Community Service & Self-Sufficiency
	Results of latest Section 8 Management Assessment System (SEMAP)	Annual Plan: Management and Operations
	Any required policies governing any Section 8 special housing types <input type="checkbox"/> check here if included in Section 8 Admin. Plan	Annual Plan: Operations and Maintenance
	Public housing grievance procedures <input type="checkbox"/> check here if included in the public housing A&O Policy	Annual Plan: Grievance Procedures
	Section 8 informal review and hearing procedures <input type="checkbox"/> check here if included in Section 8 Admin. Plan	Annual Plan: Grievance Procedures

List of Supporting Documents Available for Review		
X	Supporting Documents Available and on display	Related Plan Component
X	The HUD -approved Capital Fund/Comprehensive Grant Program Annual Statement (HUD 52837) for any active grant year	Annual Plan: Capital Needs
X	Most recent CIAP Budget/Progress Report (HUD 52825) for any active CIAP grants	Annual Plan: Capital Needs
	Approved HOPEVI applications or, if more recent, approved or submitted HOPEVI Revitalization Plans, or any other approved proposal for development of public housing	Annual Plan: Capital Needs
	Self-evaluation, Needs Assessment and Transition Plan required by regulations implementing §504 of the Rehabilitation Act and the Americans with Disabilities Act. See, PIH 99 -52 (HA).	Annual Plan: Capital Needs
	Approved or submitted applications for demolition and/or disposition of public housing	Annual Plan: Demolition and Disposition
	Approved or submitted applications for designation of public housing (Designated Housing Plans)	Annual Plan: Designation of Public Housing
	Approved or submitted assessments of reasonable revitalization of public housing and approved or submitted conversion plans prepared pursuant to section 202 of the 1996 HUD Appropriations Act, Section 22 of the US Housing Act of 1937, or Section 330 of the US Housing Act of 1937	Annual Plan: Conversion of Public Housing
	Approved or submitted public housing home ownership programs/plans	Annual Plan: Homeownership
	Policies governing any Section 8 Homeownership program (section _____ of the Section 8 Administrative Plan)	Annual Plan: Homeownership
	Cooperation agreement between the PHA and the TANF agency and between the PHA and local employment and training service agencies	Annual Plan: Community Service & Self-Sufficiency
	FSS Action Plan/s for public housing and/or Section 8	Annual Plan: Community Service & Self-Sufficiency

List of Supporting Documents Available for Review		
X	Supporting Documents Available and on display	Related Plan Component
	Section 3 documentation required by 24 CFR Part 135, Subpart E	Annual Plan: Community Service & Self-Sufficiency
	Most recent self-sufficiency (ED/SS, TOP or ROSS or other resident services grant) program reports	Annual Plan: Community Service & Self-Sufficiency
	The most recent Public Housing Drug Elimination Program (PHDEP) semi-annual performance report	Annual Plan: Safety and Crime Prevention
	PHDEP-related documentation: Baseline law enforcement services for public housing developments assisted under the PHDEP plan; Consortium agreement/s between the PHAs participating in the consortium and a copy of the payment agreement between the consortium and HUD (applicable only to PHAs participating in a consortium as specified under 24 CFR 761.15); Partnership agreements (indicating specific leveraged support) with agencies/organizations providing funding, services or other in-kind resources for PHDEP-funded activities; Coordination with other law enforcement efforts; Written agreement(s) with local law enforcement agencies (receiving any PHDEP funds); and All crime statistics and other relevant data (including Part I and specified Part II crimes) that establish need for the public housing sites assisted under the PHDEP Plan.	Annual Plan: Safety and Crime Prevention
X	Policy on Ownership of Pets in Public Housing Family Developments (as required by regulation at 24 CFR Part 960, Subpart G) <input type="checkbox"/> check here if included in the public housing A&O Policy	Pet Policy
X	The result of the most recent fiscal year audit of the PHA conducted under section 5(h)(2) of the U.S. Housing Act of 1937 (42 U.S.C. 1437c(h)), the result of that audit and the PHA's response to any findings	Annual Plan: Annual Audit
	Troubled PHAs: MOA/Recovery Plan	Troubled PHAs
	Other supporting documents (optional) (list individually; use as many lines as necessary)	(specify as needed)

List of Supporting Documents Available for Review		
X	Supporting Documents Available and on display	Related Plan Component

CAPITAL FUND PROGRAM TABLES START HERE

CFP2000

Annual Statement/Performance and Evaluation Report					
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part I: Summary					
PHA Name: Niles Housing Commission		Grant Type and Number Capital Fund Program Grant No: MI33P07650100 Replacement Housing Factor Grant No:		Federal FY of Grant: 2000	
<input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/Emergencies <input type="checkbox"/> Revised Annual Statement (revision no:) <input type="checkbox"/> Performance and Evaluation Report for Period Ending: <input type="checkbox"/> Final Performance and Evaluation Report					
Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total Non -CFP Funds				
2	1406 Operations	10,000	2,072.37	2,072.37	2,072.37
3	1408 Management Improvements				
4	1410 Administration				
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	30,000	31,295.91	31,295.91	31,295.91
8	1440 Site Acquisition				
9	1450 Site Improvement	-0-	1470.00	1470.00	1470.00
10	1460 Dwelling Structures	188,462	243,072.50	243,072.50	243,072.50
11	1465.1 Dwelling Equipment — Nonexpendable	51,500	2,051.22	2,051.22	2,051.22
12	1470 Non Dwelling Structures				

Annual Statement/Performance and Evaluation Report					
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part I: Summary					
PH Name: Niles Housing Commission		Grant Type and Number Capital Fund Program Grant No: MI33P07650100 Replacement Housing Factor Grant No:			Federal FY of Grant: 2000
<input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/Emergencies <input type="checkbox"/> Revised Annual Statement (revision no:) <input type="checkbox"/> Performance and Evaluation Report for Period Ending: <input type="checkbox"/> Final Performance and Evaluation Report					
Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
13	1475 Nondwelling Equipment				
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs				
18	1499 Development Activities				
19	1501 Collateralization or Debt Service				
20	1502 Contingency				
21	Amount of Annual Grant: (sum of lines 2-20)	279,962	279,962.00	279,962.00	279,962.00
22	Amount of line 21 Related to LBP Activities				
23	Amount of line 21 Related to Section 504 compliance				
24	Amount of line 21 Related to Security - Soft Costs				
25	Amount of Line 21 Related to Security - Hard Costs	15,000	10,259.00	10,259.00	10,259.00
26	Amount of line 21 Related to Energy Conservation Measures	115,000	-0-	-0-	-0-

Annual Statement/Performance and Evaluation Report								
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)								
Part II: Supporting Pages								
PHAName: Niles Housing Commission			Grant Type and Number Capital Fund Program Grant No.: MI33P07650100 Replacement Housing Factor Grant No:			Federal FY of Grant: 2000		
Development# Name/Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	\$ Obligated	\$ Expended	
HA-Wide	Operations	1406		10,000.00	2,072.37	2,072.37	2,072.37	Complete
HA-Wide	Project Management	1430		25,000.00	11,250.00	11,250	11,250	Complete
HA-Wide	Architect/Engineer	1430		5,000.00	4,084.01	4,084.01	4,084.01	Complete
HA-Wide	Engineering, HVAC Controls	1430		0.00	15,630.06	15,630.06	15,630.06	Complete
MI-76-01	Publishing	1430		0.00	331.84	331.84	331.84	Complete
MI-76-01		1450		0.00	1,470.00	1,470.00	1,470.00	Complete
MI-76-01	Ceiling grid & tile on first floor	1460		15,000.00	17,135.00	17,135.00	17,135.00	Complete
MI-76-01	Asbestos removal on main level	1460		3,000.00	0.00	0.00	0.00	Postponed
MI-76-02	Replace flooring on 1 st floor lobby	1460		12,000.00	0.00	0.00	0.00	Postponed
MI-76-02	Replace roofs, etc. on 10 homes	1460		158,462.00	0.00	0.00	0.00	Cancelled
MI-76-01	Replace roofs, on 38 homes	1460		0.00	132,062.67	132,062.67	132,062.67	Complete
MI-76-01	Upgrade to heating system	1460		0.00	77,799.00	77,799.00	77,799.00	Complete
MI-76-01	Upgrade lighting in common areas	1460		0.00	2,327.76	2,327.76	2,327.76	Complete
MI-76-01	HVAC make -up air controls	1465		10,000.00	1,560.07	1,560.07	1,560.07	Complete
MI-76-01	Replace fire tube enclosures in vestibules	1465		600.00	0.00	0.00	0.00	('99CIAP)
MI-76-01	Replace elevator disconnect	1465		900.00	0.00	0.00	0.00	('99CIAP)
MI-76-01	Install driveway for fire truck	1465		25,000.00	0.00	0.00	0.00	Postponed
MI-76-01	Install security camera in lobby	1465		15,000.00	10,259.00	10,259.00	10,259.00	Complete
MI-76-01	Office equipment	1475		0.00	2,051.22	2,051.22	2,051.22	Complete
MI-76-01	Revisions to Fire Alarm System	1475		0.00	1,929.00	1,929.00	1,929.00	Complete

Annual Statement/Performance and Evaluation Report Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part III: Implementation Schedule							
PHA Name : Niles Housing Commission			Grant Type and Number Capital Fund Program No: MI33P07650100 Replacement Housing Factor No:			Federal FY of Grant: 2000	
Development Number Name/HA-Wide Activities	All Funds Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates
	Original	Revised	Actual	Original	Revised	Actual	
HA-Wide	06/31/2002		06/31/2002			10/31/2002	
MI-76-01	09/30/2002		09/30/2002			10/31/2002	
MI-76-02	09/30/2002		09/30/2002			10/31/2002	

Annual Statement/Performance and Evaluation Report					
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part I: Summary					
PHAName: Niles Housing Commission		Grant Type and Number Capital Fund Program Grant No: MI33P07650101 Replacement Housing Factor Grant No:		Federal FY of Grant: 2001	
<input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/Emergencies X Revised Annual Statement (revision no: 1) <input type="checkbox"/> Performance and Evaluation Report for Period Ending: <input type="checkbox"/> Final Performance and Evaluation Report					
Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non -CFP Funds				
2	1406 Operations	6,310	25,000	0	0
3	1408 Management Improvements				
4	1410 Administration				
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	50,000	40,000	0	0
8	1440 Site Acquisition				
9	1450 Site Improvement				
10	1460 Dwelling Structures	88,200	219,510	0	0
11	1465.1 Dwelling Equipment — Nonexpendable	140,000	0	0	0
12	1470 Nondwelling Structures				
13	1475 Nondwelling Equipment				
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs				
18	1499 Development Activities				
19	1501 Collateralization or Debt Service				
20	1502 Contingency				
21	Amount of Annual Grant: (sum of lines 2-20)	284,510			
22	Amount of line 21 Related to LBP Activities				
23	Amount of line 21 Related to Section 504 compliance				
24	Amount of line 21 Related to Security — Soft Costs				

Annual Statement/Performance and Evaluation Report Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part I: Summary					
PHAName: Niles Housing Commission		Grant Type and Number Capital Fund Program Grant No: MI33P07650101 Replacement Housing Factor Grant No:		Federal FY of Grant: 2001	
<input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/Emergencies X <input checked="" type="checkbox"/> Revised Annual Statement (revision no: 1) <input type="checkbox"/> Performance and Evaluation Report for Period Ending: <input type="checkbox"/> Final Performance and Evaluation Report					
Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
25	Amount of Line 21 Related to Security – Hard Costs				
26	Amount of line 21 Related to Energy Conservation Measures	85,000	219,510		

Annual Statement/Performance and Evaluation Report Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part II: Supporting Pages								
PHA Name: Niles Housing Commission			Grant Type and Number Capital Fund Program Grant No : MI33P07650101 Replacement Housing Factor Grant No:			Federal FY of Grant: 2001		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
HA Wide	Operations	1406		6,310	25,000	6/20/03	0	3/31/03
HA Wide	Architect/North Entry & Spa ndrels	1430		15,000	15,000	6/20/03	0	6/30/03
HA Wide	Project Management	1430		25,000	25,000	6/20/03	0	3/30/03
HA Wide	Capital Needs Assessment	1430		10,000	0	6/20/03	0	6/30/03
MI-76-01	Replace windows in 6 lobbies	1460		55,000	0	6/20/03	0	9/30/03
MI-76-01	Wash & seal brick exterior of building	1460		55,000	0	6/20/03	0	9/30/03
MI-76-01	Replaces pandrels below windows	1460	1	30,000	0	6/20/03	0	9/30/03
MI-76-01	Revision to North Entry	1460	1	30,000	0	6/20/03	0	9/30/03
MI-76-01	Replaces siding, fascia, soffit and gutters on 10 offsite homes	1460		58,200	214,111.11	6/20/03	0	9/30/03
MI76-01	Revision to Heating System	1460		0	5,398.89	6/20/03	0	9/30/02

Annual Statement/Performance and Evaluation Report Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part III: Implementation Schedule							
PHA Name: Niles Housing Commission			Grant Type and Number Capital Fund Program No: MI33P07650100 Replacement Housing Factor No:			Federal FY of Grant: 2001	
Development Number Name/HA-Wide Activities	All Fund Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates
	Original	Revised	Actual	Original	Revised	Actual	
HA-wide	6/30/02	6/20/03					
MI-76-01	09/30/02	6/20/03					
MI-76-02	09/30/02	6/20/03					

Annual Statement/Performance and Evaluation Report						
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part I: Summary						
PHAName: Niles Housing Commission		Grant Type and Number Capital Fund Program Grant No: MI33PO7650102 Replacement Housing Factor Grant No:			Federal FY of Grant: 2002	
<input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/Emergencies X Revised Annual Statement (revision no: (1)) <input type="checkbox"/> Performance and Evaluation Report for Period Ending: <input type="checkbox"/> Final Performance and Evaluation Report						
Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost		
		Original	Revised	Obligated	Expended	
1	Total Non -CFP Funds					
2	1406 Operations	10,843	25,843	0	0	
3	1408 Management Improvements					
4	1410 Administration					
5	1411 Audit					
6	1415 Liquidated Damages					
7	1430 Fees and Costs	20,000	20,000	0	0	
8	1440 Site Acquisition					
9	1450 Site Improvement					
10	1460 Dwelling Structures	240,000	225,000	0	0	
11	1465.1 Dwelling Equipment — Nonexpendable					
12	1470 Non -dwelling Structures					
13	1475 Non -dwelling Equipment					
14	1485 Demolition					
15	1490 Replacement Reserve					
16	1492 Moving to Work Demonstration					
17	1495.1 Relocation Costs					
18	1499 Development Activities					
19	1501 Collateralization or Debt Service					
20	1502 Contingency					
21	Amount of Annual Grant: (sum of lines 2 -20)	270,843	270,843	0	0	
22	Amount of line 21 Related to LBP Activities					

Annual Statement/Performance and Evaluation Report					
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part I: Summary					
PHAName: Niles Housing Commission		Grant Type and Number Capital Fund Program Grant No: MI33PO7650102 Replacement Housing Factor Grant No:		Federal FY of Grant: 2002	
<input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/Emergencies <input checked="" type="checkbox"/> Revised Annual Statement (revision no: (1)) <input type="checkbox"/> Performance and Evaluation Report for Period Ending: <input type="checkbox"/> Final Performance and Evaluation Report					
Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
23	Amount of line 21 Related to Section 504 compliance				
24	Amount of line 21 Related to Security – Soft Costs				
25	Amount of Line 21 Related to Security – Hard Costs				
26	Amount of line 21 Related to Energy Conservation Measures	225,000	225,000		

Annual Statement/Performance and Evaluation Report Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part III: Implementation Schedule							
PHA Name: Niles Housing Commission			Grant Type and Number Capital Fund Program No: MI33P07650102 Replacement Housing Factor No:			Federal FY of Grant: 2002	
Development Number Name/HA-Wide Activities	All Fund Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates
	Original	Revised	Actual	Original	Revised	Actual	
Operations	12/31/02	05/30/04		5/30/06			
Fees and Costs	12/31/02	05/30/04		5/30/06			
MI76 -01	12/31/02	05/30/04		5/30/06			
MI76 -02	12/31/02	05/30/04		5/30/06			

Annual Statement/Performance and Evaluation Report						
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part I: Summary						
PHAName: Niles Housing Commission		Grant Type and Number Capital Fund Program Grant No: MI33PO7650103 Replacement Housing Factor Grant No:			Federal FY of Grant: 2003	
<input checked="" type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/Emergencies <input type="checkbox"/> Revised Annual Statement (revision no:) <input type="checkbox"/> Performance and Evaluation Report for Period Ending: <input type="checkbox"/> Final Performance and Evaluation Report						
Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost		
		Original	Revised	Obligated	Expended	
1	Total Non - CFP Funds					
2	1406 Operations	25,000	0	0	0	
3	1408 Management Improvements					
4	1410 Administration					
5	1411 Audit					
6	1415 Liquidated Damages					
7	1430 Fees and Costs	42,000	0	0	0	
8	1440 Site Acquisition					
9	1450 Site Improvement	25,000	0	0	0	
10	1460 Dwelling Structures	193,000	0	0	0	
11	1465.1 Dwelling Equipment — Nonexpendable					
12	1470 Nondwelling Structures					
13	1475 Nondwelling Equipment					
14	1485 Demolition					
15	1490 Replacement Reserve					
16	1492 Moving to Work Demonstration					
17	1495.1 Relocation Costs					
18	1499 Development Activities					
19	1501 Collateralization or Debt Service					
20	1502 Contingency					
21	Amount of Annual Grant: (sum of lines 2 – 20)	285,000				
22	Amount of line 21 Related to LBP Activities					

Annual Statement/Performance and Evaluation Report Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part I: Summary					
PHAName: Niles Housing Commission		Grant Type and Number Capital Fund Program Grant No: MI33PO7650103 Replacement Housing Factor Grant No:		Federal FY of Grant: 2003	
<input checked="" type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/Emergencies <input type="checkbox"/> Revised Annual Statement (revision no:) <input type="checkbox"/> Performance and Evaluation Report for Period Ending: <input type="checkbox"/> Final Performance and Evaluation Report					
Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
23	Amount of line 21 Related to Section 504 compliance				
24	Amount of line 21 Related to Security – Soft Costs				
25	Amount of Line 21 Related to Security – Hard Costs	25,000			
26	Amount of line 21 Related to Energy Conservation Measures	55,000			

Annual Statement/Performance and Evaluation Report Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part II: Supporting Pages								
PHAName: Niles Housing Commission			Grant Type and Number Capital Fund Program Grant No: MI33PO7650103 Replacement Housing Factor Grant No:			Federal FY of Grant: 2003		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
HA-Wide	Operations	1406		\$20,000	0	0	0	
HA-Wide	Architect	1430		\$17,000	0	0	0	
HA-Wide	Project Management	1430		\$25,000	0	0	0	
MI76 -01	Install thermopanes in 6 lobbies	1460		\$55,000	0	0	0	
MI76 -01	Wash & Seal Brick exterior	1460		\$55,000	0	0	0	
MI76 -01	Replace Spandrels	1460		\$30,000	0	0	0	
MI76 -01	Fire Drive	1450		\$25,000	0	0	0	
MI76 -01	Revision to North Entry	1460		\$45,000	0	0	0	
MI76 -01	Asbestos Removal	1460		\$4,000	0	0	0	
MI76 -01	Replace Flooring	1460		\$4,000	0	0	0	

Annual Statement/Performance and Evaluation Report Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part III: Implementation Schedule							
PHA Name: Niles Housing Commission			Grant Type and Number Capital Fund Program No: MI33PO7650103 Replacement Housing Factor No:			Federal FY of Grant: 2003	
Development Number Name/HA-Wide Activities	All Fund Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates
	Original	Revised	Actual	Original	Revised	Actual	
Operations	12/31/02	6/30/05		12/31/03	12/31/07		
Fees and Costs	12/31/02	6/30/05		12/31/03	12/31/07		
MI76 -01	12/31/02	6/30/05		12/31/03	12/31/07		
MI76 -02	12/31/02	6/30/05		12/31/03	12/31/07		

Attachment C

Capital Fund Program Five - Year Action Plan

Part I: Summary

PHAName Niles Housing Comm.		Original 5 - Year Plan Revision No: 1			
Development Number/Name/HA-Wide	Year 1 2003	Work Statement for Year 2 FFY Grant: 2004 PHAFY: 2004	Work Statement for Year 3 FFY Grant: 2005 PHAFY: 2005	Work Statement for Year 4 FFY Grant: 2006 PHAFY: 2006	Work Statement for Year 5 FFY Grant: 2007 PHAFY: 2007
	Annual Statement				
HA-Wide		\$280,000	\$150,000	\$280,000	\$255,000
MI-76-01			\$130,000		
MI-76-02					\$25,000
CFP Funds Listed for 5-year planning		280,000	280,000	280,000	280,000
Replacement Housing Factor Funds					

Attachment D

Resident Member on the PHA Governing Board

1. Yes No: Does the PHA governing board include at least one member who is directly assisted by the PHA this year? (if no, skip to #2)

A. Name of resident member(s) on the governing board: **Patricia Klemm**

B. How was the resident board member selected: (select one)?

Elected

Appointed

C. The term of appointment is **1/01/99** through **12/31/03**

2. A. If the PHA governing board does not have at least one member who is directly assisted by the PHA, why not?

the PHA is located in a State that requires the members of a governing board to be salaried and serve on a full-time basis

the PHA has less than 300 public housing units, has provided reasonable notice to the resident advisory board of the opportunity to serve on the governing board, and has not been notified by any resident of their interest to participate in the Board.

Other (explain):

B. Date of next term expiration of a governing board member: **12/31/02**

C. Name and title of appointing official(s) for governing board (indicate appointing official for the next position): **Terry E. Eull, City Administrator**

Attachment E

Membership of the Resident Advisory Board or Boards

List members of the Resident Advisory Board or Board

Wanda Seekell, President & Secretary
Pauline Richmond, Vice President
Ruth Gouldman, Treasurer

Attachment F

NILE HOUSING COMMISSION

**Minutes of the Public Hearing on the
One Year and Five Year Comprehensive Agency Plan**

October 17, 2002

The meeting convened at 4:10 p.m. on Thursday, October 17, 2002 in the Niles Housing Commission dining room. The Executive Director convened the meeting.

Residents present: Shimm Little, Pauline Richmond, Barbara Wagoner, Martha Wilson, Ruth Gouldman, Clyde Proctor, Naomi Smith, Marian Anderson, Shirley Randall, Thelma Heimel, Agnes Cossey, Mary Chung, Leonard Dalenberg, Evelyn Davis, Willadean Mervine, Alice Christian, and Pearl Arobin.

Patricia Klemm, resident Commissioner was not present.

The issue presented for public comment was the Annual and Five Year Comprehensive Plan including the budget for capital improvements.

Several tenants commented that the new washing machine in the laundry room does a great job.

Pearl Arobin wanted to know if the floor tiles would remain on the floor of her apartment if the carpet is removed. She stated that it is a moot point, since she is not authorized to remove the carpeting.

Thelma Heimel likes the security cameras and wishes that we would install even more of them. Her comment was met with a resounding "NO" from the rest of the attendees. They like the sense of security from the existing cameras, but think that what we have is enough.

Leonard Dalenberg (Bud) asked if there is a way to let guests in by intercom from the tenants' apartments. He responded that he can let them in by telephone right now, and we don't anticipate making any changes.

There was a general request made that the telephone number of the guard station be posted on the bulletin boards in the 7 lobbies.

Parking – they wish there was more of it. I told them we do, too, but the cost of purchasing the few empty lots that are available is prohibitive at \$25,000 for enough land to support 6 to 7 parking spaces, plus the cost of excavation, engineering, paving and landscaping.

Thelma Heimel complimented maintenance in that they work so quickly over the lunch hour. I informed Ms. Heimel that the maintenance staff is not supposed to be working for cash during their lunch hour, and that must be the reason they finish so quickly.

Mary Chung responded to Thelma that everyone does not get the quick response that Thelma mentioned. Mary stated that her stove still does not work, even after she made numerous work order requests since she moved into the apartment.

Sharon E. Derrick, Exec. Director