

**PHA Plans**  
**Streamlined Annual**  
**Version 1**

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

OMB No. 2577-0226  
(exp. 05/31/2006)

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This information collection is authorized by Section 511 of the Quality Housing and Work Responsibility Act, which added a new section 5A to the U.S. Housing Act of 1937 that introduced 5-year and annual PHA Plans. The full PHA plan provides a ready source for interested parties to locate basic PHA policies, rules, and requirements concerning the PHA's operations, programs, and services, and informs HUD, families served by the PHA, and members of the public of the PHA's mission and strategies for serving the needs of low-income and very low-income families. This form allows eligible PHAs to make a streamlined annual Plan submission to HUD consistent with HUD's efforts to provide regulatory relief for certain types of PHAs. Public reporting burden for this information collection is estimated to average 11.7 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. HUD may not collect this information and respondents are not required to complete this form, unless it displays a currently valid OMB Control Number.

**Privacy Act Notice.** The United States Department of Housing and Urban Development, Federal Housing Administration, is authorized to solicit the information requested in this form by virtue of Title 12, U.S. Code, Section 1701 et seq., and regulations promulgated thereunder at Title 12, Code of Federal Regulations. Information in PHA plans is publicly available.

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**Streamlined Annual PHA Plan**  
**for Fiscal Year: 2006**

**PHA Name: Washington County HRA**

**NOTE: This PHA Plan template (HUD-50075-SA) is to be completed in accordance with instructions contained in previous Notices PIH 99-33 (HA), 99-51 (HA), 2000-22 (HA), 2000-36 (HA), 2000-43 (HA), 2001-4 (HA), 2001-26 (HA), 2003-7 (HA), and any related notices HUD may subsequently issue.**

### Streamlined Annual PHA Plan Agency Identification

**PHA Name:** Washington County HRA      **PHA Number:** MN212

**PHA Fiscal Year Beginning** 01/2006

**PHA Programs Administered:**

**Public Housing and Section 8**       **Section 8 Only**       **Public Housing Only**  
Number of public housing units:      65      Number of S8 units:      Number of public housing units:  
Number of S8 units:      90

**PHA Consortia: (check box if submitting a joint PHA Plan and complete table)**

| Participating PHAs   | PHA Code | Program(s) Included in the Consortium | Programs Not in the Consortium | # of Units Each Program |
|----------------------|----------|---------------------------------------|--------------------------------|-------------------------|
| Participating PHA 1: |          |                                       |                                |                         |
| Participating PHA 2: |          |                                       |                                |                         |
| Participating PHA 3: |          |                                       |                                |                         |

**PHA Plan Contact Information:**

Name: Barbara Dacy, Executive Director      Phone: 651-458-6556  
TDD:      Email (if available): bdacy@wchra.com

**Public Access to Information**

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

PHA's main administrative office       PHA's development management offices

**Display Locations For PHA Plans and Supporting Documents**

The PHA Plan revised policies or program changes (including attachments) are available for public review and inspection.       Yes       No.

If yes, select all that apply:

Main administrative office of the PHA  
 PHA development management offices  
 Main administrative office of the local, county or State government  
 Public library       PHA website       Other (list below)

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

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

**Streamlined Annual PHA Plan**  
**Fiscal Year 20**  
[24 CFR Part 903.12(c)]

**Table of Contents**  
[24 CFR 903.7(r)]

Provide a table of contents for the Plan, including applicable additional requirements, and a list of supporting documents available for public inspection.

**A. PHA PLAN COMPONENTS**

- 1. Site-Based Waiting List Policies  
**903.7(b)(2) Policies on Eligibility, Selection, and Admissions**
- 2. Capital Improvement Needs  
**903.7(g) Statement of Capital Improvements Needed**
- 3. Section 8(y) Homeownership  
**903.7(k)(1)(i) Statement of Homeownership Programs**
- 4. Project-Based Voucher Programs
- 5. PHA Statement of Consistency with Consolidated Plan. Complete only if PHA has changed any policies, programs, or plan components from its last Annual Plan.
- 6. Supporting Documents Available for Review
- 7. Capital Fund Program and Capital Fund Program Replacement Housing Factor, Annual Statement/Performance and Evaluation Report
- 8. Capital Fund Program 5-Year Action Plan

**B. SEPARATE HARD COPY SUBMISSIONS TO LOCAL HUD FIELD OFFICE**

**Form HUD-50076, PHA Certifications of Compliance with the PHA Plans and Related Regulations: Board Resolution to Accompany the Streamlined Annual Plan** identifying policies or programs the PHA has revised since submission of its last Annual Plan, and including Civil Rights certifications and assurances the changed policies were presented to the Resident Advisory Board for review and comment, approved by the PHA governing board, and made available for review and inspection at the PHA's principal office;

For PHAs Applying for Formula Capital Fund Program (CFP) Grants:

**Form HUD-50070, Certification for a Drug-Free Workplace;**

**Form HUD-50071, Certification of Payments to Influence Federal Transactions; and**

**Form SF-LLL & SF-LLLa, Disclosure of Lobbying Activities.**

**1. Site-Based Waiting Lists (Eligibility, Selection, Admissions Policies)**

[24 CFR Part 903.12(c), 903.7(b)(2)]

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

**A. Site-Based Waiting Lists-Previous Year**

1. Has the PHA operated one or more site-based waiting lists in the previous year? If yes, complete the following table; if not skip to B.

| Site-Based Waiting Lists                             |                |  |   |  |
|--|----------------|--|---|--|
| Development Information:<br>(Name, number, location) | Date Initiated | Initial mix of Racial, Ethnic or Disability Demographics | Current mix of Racial, Ethnic or Disability Demographics since Initiation of SBWL | Percent change between initial and current mix of Racial, Ethnic, or Disability demographics |
|  |                |  |   |  |
|  |                |  |   |  |
|  |                |  |   |  |
|  |                |  |   |  |

2. What is the number of site based waiting list developments to which families may apply at one time?
3. How many unit offers may an applicant turn down before being removed from the site-based waiting list?
4.  Yes  No: Is the PHA the subject of any pending fair housing complaint by HUD or any court order or settlement agreement? If yes, describe the order, agreement or complaint and describe how use of a site-based waiting list will not violate or be inconsistent with the order, agreement or complaint below:

**B. Site-Based Waiting Lists – Coming Year**

If the PHA plans to operate one or more site-based waiting lists in the coming year, answer each of the following questions; if not, skip to next component.

1. How many site-based waiting lists will the PHA operate in the coming year?
2.  Yes  No: Are any or all of the PHA’s site-based waiting lists new for the upcoming year (that is, they are not part of a previously-HUD-approved site based waiting list plan)?  
If yes, how many lists?

3.  Yes  No: May families be on more than one list simultaneously  
If yes, how many lists?
4. Where can interested persons obtain more information about and sign up to be on the site-based waiting lists (select all that apply)?
- PHA main administrative office
  - All PHA development management offices
  - Management offices at developments with site-based waiting lists
  - At the development to which they would like to apply
  - Other (list below)

## **2. Capital Improvement Needs**

[24 CFR Part 903.12 (c), 903.7 (g)]

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

### **A. Capital Fund Program**

1.  Yes  No Does the PHA plan to participate in the Capital Fund Program in the upcoming year? If yes, complete items 7 and 8 of this template (Capital Fund Program tables). If no, skip to B.
2.  Yes  No: Does the PHA propose to use any portion of its CFP funds to repay debt incurred to finance capital improvements? If so, the PHA must identify in its annual and 5-year capital plans the development(s) where such improvements will be made and show both how the proceeds of the financing will be used and the amount of the annual payments required to service the debt. (Note that separate HUD approval is required for such financing activities.).

### **B. HOPE VI and Public Housing Development and Replacement Activities (Non-Capital Fund)**

Applicability: All PHAs administering public housing. Identify any approved HOPE VI and/or public housing development or replacement activities not described in the Capital Fund Program Annual Statement.

1.  Yes  No: Has the PHA received a HOPE VI revitalization grant? (if no, skip to #3; if yes, provide responses to the items on the chart located on the next page, copying and completing as many times as necessary).
2. Status of HOPE VI revitalization grant(s):

| <b>HOPE VI Revitalization Grant Status</b> |   |
|--|---|
| a. Development Name:                       |   |
| b. Development Number:                     |   |
| c. Status of Grant:                        |   |
| <input type="checkbox"/>                   | Revitalization Plan under development                           |
| <input type="checkbox"/>                   | Revitalization Plan submitted, pending approval                 |
| <input type="checkbox"/>                   | Revitalization Plan approved                                    |
| <input type="checkbox"/>                   | Activities pursuant to an approved Revitalization Plan underway |

3.  Yes  No: Does the PHA expect to apply for a HOPE VI Revitalization grant in the Plan year?  
If yes, list development name(s) below:
4.  Yes  No: Will the PHA be engaging in any mixed-finance development activities for public housing in the Plan year? If yes, list developments or activities below:
5.  Yes  No: Will the PHA be conducting any other public housing development or replacement activities not discussed in the Capital Fund Program Annual Statement? If yes, list developments or activities below:

**3. Section 8 Tenant Based Assistance--Section 8(y) Homeownership Program**  
(if applicable) [24 CFR Part 903.12(c), 903.7(k)(1)(i)]

1.  Yes  No: Does the PHA plan to administer a Section 8 Homeownership program pursuant to Section 8(y) of the U.S.H.A. of 1937, as implemented by 24 CFR part 982 ? (If "No", skip to the next component; if "yes", complete each program description below (copy and complete questions for each program identified.)
- *The Washington County Housing and Redevelopment Authority (the "Authority") administers a multi-faceted homeownership program aimed at promoting home buying opportunities in Washington County. Persons who become active in accessing and pursuing the Program's training and financial assistance components are referred to as participants (the "Participants"). The Program includes several components including Home Stretch (home buying workshops), the Minnesota Cities Participation Program (first time homebuyer, low interest mortgage financing), coordination with the Family Self Sufficiency Program, mortgage bond financing issued by the Authority, and working with non-profit or other private entities that support home ownership, like the Two Rivers Community Land Trust.*

## 2. Program Description:

### a. Size of Program

Yes  No: Will the PHA limit the number of families participating in the Section 8 homeownership option?

If the answer to the question above was yes, what is the maximum number of participants this fiscal year?

### b. PHA-established eligibility criteria

Yes  No: Will the PHA's program have eligibility criteria for participation in its Section 8 Homeownership Option program in addition to HUD criteria? If yes, list criteria:

c. What actions will the PHA undertake to implement the program this year (list)?

## 3. Capacity of the PHA to Administer a Section 8 Homeownership Program:

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

- Establishing a minimum homeowner downpayment requirement of at least 3 percent of purchase price and requiring that at least 1 percent of the purchase price comes from the family's resources.
- Requiring that financing for purchase of a home under its Section 8 homeownership will be provided, insured or guaranteed by the state or Federal government; comply with secondary mortgage market underwriting requirements; or comply with generally accepted private sector underwriting standards.
- Partnering with a qualified agency or agencies to administer the program (list name(s) and years of experience below):
- Demonstrating that it has other relevant experience (list experience below):

## **4. Use of the Project-Based Voucher Program**

### **Intent to Use Project-Based Assistance**

Yes  No: Does the PHA plan to "project-base" any tenant-based Section 8 vouchers in the coming year? If the answer is "no," go to the next component. If yes, answer the following questions.

1.  Yes  No: Are there circumstances indicating that the project basing of the units, rather than tenant-basing of the same amount of assistance is an appropriate option? If yes, check which circumstances apply:

- low utilization rate for vouchers due to lack of suitable rental units
- access to neighborhoods outside of high poverty areas
- other (describe below:)

2. Indicate the number of units and general location of units (e.g. eligible census tracts or smaller areas within eligible census tracts):

## **5. PHA Statement of Consistency with the Consolidated Plan**

[24 CFR Part 903.15]

For each applicable Consolidated Plan, make the following statement (copy questions as many times as necessary) only if the PHA has provided a certification listing program or policy changes from its last Annual Plan submission.

1. Consolidated Plan jurisdiction: *Washington County, Minnesota*
2. The PHA has taken the following steps to ensure consistency of this PHA Plan with the Consolidated Plan for the jurisdiction: (select all that apply)
  - The PHA has based its statement of needs of families on its waiting lists on the needs expressed in the Consolidated Plan/s.
  - The PHA has participated in any consultation process organized and offered by the Consolidated Plan agency in the development of the Consolidated Plan.
  - The PHA has consulted with the Consolidated Plan agency during the development of this PHA Plan.
  - Activities to be undertaken by the PHA in the coming year are consistent with the initiatives contained in the Consolidated Plan. (list below)

*The WCHRA will initiate amendments to its Admission and Continued Occupancy Policy to modify procedures regarding the following aspects of the Section 8 and Metropolitan Housing Opportunities Program (Public Housing):*

1. *In order to improve turn around time of vacant units, two unit choices will be offered to applicants versus three unit choices.*
  2. *In order to serve as many low income households as possible and to improve fiscal operations of both the MHOP/Public Housing and Section 8 programs, a minimum rent of \$25/month will be implemented in 2006 and \$50/month in 2007. In addition, policies for waivers of this requirement will also be evaluated including temporary hardship or long term hardships.*
- Other: (list below)

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



## **6. Supporting Documents Available for Review for Streamlined Annual PHA Plans**

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

| <b>List of Supporting Documents Available for Review</b> |   |  |
|--|---|--|
| <b>Applicable &amp; On Display</b>                       | <b>Supporting Document</b>  | <b>Related Plan Component</b>                                |
| X  | <i>PHA Certifications of Compliance with the PHA Plans and Related Regulations and Board Resolution to Accompany the Standard Annual, Standard Five-Year, and Streamlined Five-Year/Annual Plans;</i>   | 5 Year and Annual Plans                                      |
| X  | <i>PHA Certifications of Compliance with the PHA Plans and Related Regulations and Board Resolution to Accompany the Streamlined Annual Plan</i>  | Streamlined Annual Plans                                     |
| X  | <i>Certification by State or Local Official of PHA Plan Consistency with Consolidated Plan.</i>   | 5 Year and standard Annual Plans                             |
| X  | Fair Housing Documentation Supporting Fair Housing Certifications: Records reflecting that the PHA has examined its programs or proposed programs, identified any impediments to fair housing choice in those programs, addressed or is addressing those impediments in a reasonable fashion in view of the resources available, and worked or is working with local jurisdictions to implement any of the jurisdictions’ initiatives to affirmatively further fair housing that require the PHA’s involvement. | 5 Year and Annual Plans                                      |
| X  | Housing Needs Statement of the Consolidated Plan for the jurisdiction(s) in which the PHA is located and any additional backup data to support statement of housing needs for families on the PHA’s public housing and Section 8 tenant-based waiting lists.  | Annual Plan: Housing Needs                                   |
| X  | Most recent board-approved operating budget for the public housing program  | Annual Plan: Financial Resources                             |
| X  | Public Housing Admissions and (Continued) Occupancy Policy (A&O/ACOP), which includes the Tenant Selection and Assignment Plan [TSAP] and the Site-Based Waiting List Procedure.  | Annual Plan: Eligibility, Selection, and Admissions Policies |
| X  | Deconcentration Income Analysis   | Annual Plan: Eligibility, Selection, and Admissions Policies |
| NA   | Any policy governing occupancy of Police Officers and Over-Income Tenants in Public Housing. <input type="checkbox"/> Check here if included in the public housing A&O Policy.  | Annual Plan: Eligibility, Selection, and Admissions Policies |
| X  | Section 8 Administrative Plan   | Annual Plan: Eligibility, Selection, and Admissions Policies |
| X  | Public housing rent determination policies, including the method for setting public housing flat rents.   | Annual Plan: Rent Determination                              |

| <b>List of Supporting Documents Available for Review</b> |   |  |
|--|---|--|
| <b>Applicable &amp; On Display</b>                       | <b>Supporting Document</b>  | <b>Related Plan Component</b>  |
|  | <input checked="" type="checkbox"/> Check here if included in the public housing A & O Policy.  |  |
| X  | Schedule of flat rents offered at each public housing development.<br><input type="checkbox"/> Check here if included in the public housing A & O Policy.   | Annual Plan: Rent Determination  |
| X  | Section 8 rent determination (payment standard) policies (if included in plan, not necessary as a supporting document) and written analysis of Section 8 payment standard policies. <input type="checkbox"/> Check here if included in Section 8 Administrative Plan.                   | Annual Plan: Rent Determination  |
| X  | Public housing management and maintenance policy documents, including policies for the prevention or eradication of pest infestation (including cockroach infestation).   | Annual Plan: Operations and Maintenance  |
| X  | Results of latest Public Housing Assessment System (PHAS) Assessment (or other applicable assessment).  | Annual Plan: Management and Operations   |
| X  | Follow-up Plan to Results of the PHAS Resident Satisfaction Survey (if necessary)   | Annual Plan: Operations and Maintenance and Community Service & Self-Sufficiency |
| X  | Results of latest Section 8 Management Assessment System (SEMAP)  | Annual Plan: Management and Operations   |
| X  | Any policies governing any Section 8 special housing types<br>X Check here if included in Section 8 Administrative Plan   | Annual Plan: Operations and Maintenance  |
| X  | Public housing grievance procedures<br><input checked="" type="checkbox"/> Check here if included in the public housing A & O Policy  | Annual Plan: Grievance Procedures  |
| X  | Section 8 informal review and hearing procedures.<br><input checked="" type="checkbox"/> Check here if included in Section 8 Administrative Plan.   | Annual Plan: Grievance Procedures  |
| X  | The Capital Fund/Comprehensive Grant Program Annual Statement /Performance and Evaluation Report for any active grant year.   | Annual Plan: Capital Needs   |
| NA   | Most recent CIAP Budget/Progress Report (HUD 52825) for any active CIAP grants.   | Annual Plan: Capital Needs   |
| NA   | Approved HOPE VI applications or, if more recent, approved or submitted HOPE VI Revitalization Plans, or any other approved proposal for development of public housing.   | Annual Plan: Capital Needs   |
| X  | Self-evaluation, Needs Assessment and Transition Plan required by regulations implementing Section 504 of the Rehabilitation Act and the Americans with Disabilities Act. See PIH Notice 99-52 (HA).  | Annual Plan: Capital Needs   |
| NA   | Approved or submitted applications for demolition and/or disposition of public housing.   | Annual Plan: Demolition and Disposition  |
| X  | Approved or submitted applications for designation of public housing (Designated Housing Plans).  | Annual Plan: Designation of Public Housing                                       |
| NA   | Approved or submitted assessments of reasonable revitalization of public housing and approved or submitted conversion plans prepared pursuant to section 202 of the 1996 HUD Appropriations Act, Section 22 of the US Housing Act of 1937, or Section 33 of the US Housing Act of 1937. | Annual Plan: Conversion of Public Housing  |
| X  | Documentation for required Initial Assessment and any additional information required by HUD for Voluntary Conversion.  | Annual Plan: Voluntary Conversion of Public Housing                              |
| IN PROGRESS  | Approved or submitted public housing homeownership programs/plans.  | Annual Plan: Homeownership   |
| X  | Policies governing any Section 8 Homeownership program (Section _____ of the Section 8 Administrative Plan)   | Annual Plan: Homeownership   |
| X  | Public Housing Community Service Policy/Programs<br><input checked="" type="checkbox"/> Check here if included in Public Housing A & O Policy   | Annual Plan: Community Service & Self-Sufficiency                                |
| X  | Cooperative agreement between the PHA and the TANF agency and between the PHA and local employment and training service agencies.   | Annual Plan: Community Service & Self-Sufficiency                                |
| X  | FSS Action Plan(s) for public housing and/or Section 8.   | Annual Plan: Community Service & Self-Sufficiency                                |
| X  | Section 3 documentation required by 24 CFR Part 135, Subpart E for public housing.  | Annual Plan: Community Service & Self-Sufficiency                                |

| List of Supporting Documents Available for Review |   |   |
|---|---|---|
| Applicable & On Display                           | Supporting Document   | Related Plan Component  |
| X   | Most recent self-sufficiency (ED/SS, TOP or ROSS or other resident services grant) grant program reports for public housing.  | Annual Plan: Community Service & Self-Sufficiency   |
| X   | Policy on Ownership of Pets in Public Housing Family Developments (as required by regulation at 24 CFR Part 960, Subpart G).<br><input checked="" type="checkbox"/> Check here if included in the public housing A & O Policy.    | Annual Plan: Pet Policy   |
| X   | The results of the most recent fiscal year audit of the PHA conducted under the Single Audit Act as implemented by OMB Circular A-133, the results of that audit and the PHA's response to any findings.                          | Annual Plan: Annual Audit   |
|   | Other supporting documents (optional)<br>(list individually; use as many lines as necessary)  | (specify as needed)   |
|   | Consortium agreement(s) and for Consortium Joint PHA Plans <u>Only</u> :<br>Certification that consortium agreement is in compliance with 24 CFR Part 943 pursuant to an opinion of counsel on file and available for inspection. | Joint Annual PHA Plan for Consortia: Agency Identification and Annual Management and Operations |

## OTHER INFORMATION:

### (1) Resident Advisory Board Recommendations

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

If yes, provide the comments below: The Resident Advisory Board met on September 1, 2005 and had the following comments on the Annual Plan and the proposed changes to the ACOP:

A new resident is looking at housing in our program would be shown two units opposed to three units. A decision on as to accept the unit would need to be made within one day versus five days. The Resident Advisory Board approved the recommendation, with an additional comment: if more than one unit is vacant, an applicant should have the option to view all vacant units prior to accepting a unit.

The Resident Advisory Board understands the budget implications and reason to consider this change, but had a difficult time making a recommendation to support this change. The Resident Advisory Board would like the Board of Commissioners to take in consideration the following comments and recommendations.

1. Do not want to charge anyone who can not afford it. If income is \$0 isn't that already a hardship
2. Do not charge back pay on residents who request a hardship and later are deemed not to have a hardship?
3. Keep rent and incentive to work as separate programs. If someone is at \$0 income have a caseworker work with them to develop a plan to get back to work.
4. Consider a minimum rent of \$25 rather than \$50.
5. Determine minimum rent by family size. Example: 1-2 persons \$50 and 3 or more person \$50

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

- Considered comments, but determined that no changes to the PHA Plan were necessary.
- The PHA changed portions of the PHA Plan in response to comments  
List changes below:
- Other: (list below)

At its September 20, 2005 meeting, the HRA Board of Commissioners considered the comments of the RAB and directed staff to prepare the amendments to the ACOP and Section 8 Administrative Plan to implement the change in the number of units to be shown to a prospective tenant and also to implement a \$25 minimum rent for fiscal year 2006 and a \$50 minimum rent for fiscal year 2007.

In response to the RAB Board comments about the number of units to be shown to a prospective renter, the option of showing all available units is not possible in order to comply with HUD guidelines on turnaround times. The goal is to turnaround the unit within 15 days. Showing more than two units increases that turn around time by at east 1 to 5 days depending on applicant's availability. Another factor in the number of units shown is the number of units actually available, depending on bedroom size, the needs of the family, and occupancy levels.

The Board determined that a minimum rent policy would help to improve the financial operation of the Section 8 and public housing/MHOP programs, maximize the use of shrinking federal funds, and help promote self-sufficiency among the residents. Further, it could help in prevent program abuse.

- The hardship provisions are established to address situations where families cannot provide the minimum rent, and if justified, hardships can be granted. The family has to provide adequate and appropriate documentation as to why the rent cannot be paid.
- If the hardship cannot be justified, the HRA cannot waive the minimum rent. The hardship application review process can occur within a reasonable time frame that would prevent a substantial amount of rent having to be repaid.
- The HRA has provided the Family Self Sufficiency Program as an incentive program. The Resident Resource Coordinator and County Workforce Center are available to assist tenants at any time with employment assistance.
- The HRA will complete a phased in approach to the minimum rent with \$25 effective for 2006 and \$50 for 2007.
- A rental rate based on family size could be interpreted as discriminatory; a flat rate is preferable.
- HUD mandates that the maximum minimum rent amount is \$75.
- Most HRA's in the state implement a rate no higher than \$50.

## **(2) Resident Membership on PHA Governing Board**

The governing board of each PHA is required to have at least one member who is directly assisted by the PHA, unless the PHA meets certain exemption criteria. Regulations governing the resident board member are found at 24 CFR Part 964, Subpart E.

a. Does the PHA governing board include at least one member who is directly assisted by the PHA this year?

Yes  No:

If yes, complete the following:

Name of Resident Member of the PHA Governing Board: Jocylne Thompson

Method of Selection:

Appointment

**The term of appointment is (include the date term expires):** The term is three years; the term expires 12/31/2007.

Election by Residents (if checked, complete next section--Description of Resident Election Process)

**Description of Resident Election Process**

Nomination of candidates for place on the ballot: (select all that apply)

- Candidates were nominated by resident and assisted family organizations  
 Candidates could be nominated by any adult recipient of PHA assistance  
 Self-nomination: Candidates registered with the PHA and requested a place on ballot  
 Other: (describe)

Eligible candidates: (select one)

- Any recipient of PHA assistance  
 Any head of household receiving PHA assistance  
 Any adult recipient of PHA assistance  
 Any adult member of a resident or assisted family organization  
 Other (list)

Eligible voters: (select all that apply)

- All adult recipients of PHA assistance (public housing and section 8 tenant-based assistance)  
 Representatives of all PHA resident and assisted family organizations  
 Other (list)

b. 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):

Date of next term expiration of a governing board member: *12/31/07*

Name and title of appointing official(s) for governing board (indicate appointing official for the next available position):

*The Washington County Board of Commissioners will collectively appoint the Resident Commissioner on the Authority's Board. As of October 2005 they are Chair, Myra Peterson, Commissioner Richard Stafford, Commissioner Dennis Hegberg, Commissioner Bill Pulkrabek, and Commissioner Gary Kriesel.*

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

| <b>Annual Statement/Performance and Evaluation Report<br/>Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part I: Summary</b>  |   |   |         |                   |                                 |
|--|---|---|---------|-------------------|---------------------------------|
| PHA Name:  |   | Grant Type and Number<br>Capital Fund Program Grant No: MN46P21250106<br>Replacement Housing Factor Grant No: |         |                   | Federal FY<br>of Grant:<br>2006 |
| <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                                     | 126,000   |         |                   |                                 |
| 3  | 1408 Management Improvements                        |   |         |                   |                                 |
| 4  | 1410 Administration                                 |   |         |                   |                                 |
| 5  | 1411 Audit  |   |         |                   |                                 |
| 6  | 1415 Liquidated Damages                             |   |         |                   |                                 |
| 7  | 1430 Fees and Costs                                 |   |         |                   |                                 |
| 8  | 1440 Site Acquisition                               |   |         |                   |                                 |
| 9  | 1450 Site Improvement                               |   |         |                   |                                 |
| 10   | 1460 Dwelling Structures                            |   |         |                   |                                 |
| 11   | 1465.1 Dwelling Equipment—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 Collaterization or Debt Service                |   |         |                   |                                 |
| 20   | 1502 Contingency                                    |   |         |                   |                                 |
| 21   | Amount of Annual Grant: (sum of lines 2 – 20)       | 126,000   |         |                   |                                 |
| 22   | Amount of line 21 Related to LBP Activities         |   |         |                   |                                 |
| 23   | Amount of line 21 Related to Section 504 compliance |   |         |                   |                                 |
| 24   | Amount of line 21 Related to Security – Soft Costs  |   |         |                   |                                 |
| 25   | Amount of Line 21 Related to Security – Hard Costs  |   |         |                   |                                 |
| 26   | Amount of line 21 Related to Energy Conservation    |   |         |                   |                                 |

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

|   |                                |   |         |                   |                              |
|---|--------------------------------|---|---------|-------------------|------------------------------|
| <b>Annual Statement/Performance and Evaluation Report<br/>Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part I: Summary</b>   |                                |   |         |                   |                              |
| PHA Name:   |                                | Grant Type and Number<br>Capital Fund Program Grant No: MN46P21250106<br>Replacement Housing Factor Grant No: |         |                   | Federal FY of Grant:<br>2006 |
| <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:<br><input type="checkbox"/> Final Performance and Evaluation Report |                                |   |         |                   |                              |
| Line No.  | Summary by Development Account | Total Estimated Cost  |         | Total Actual Cost |                              |
|   |                                | Original  | Revised | Obligated         | Expended                     |
|   | Measures                       |   |         |                   |                              |

|   |  |               |   |                      |         |                      |                |                |
|---|--|---------------|---|----------------------|---------|----------------------|----------------|----------------|
| <b>Annual Statement/Performance and Evaluation Report<br/>Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)<br/>Part II: Supporting Pages</b> |  |               |   |                      |         |                      |                |                |
| PHA Name:   |  |               | Grant Type and Number<br>Capital Fund Program Grant No:<br>Replacement Housing Factor Grant No: |                      |         | Federal FY of Grant: |                |                |
| Development Number<br>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                                   | 140<br>6      |   | 126,000              |         |                      |                |                |
|   |  |               |   |                      |         |                      |                |                |
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**7. Capital Fund Program Annual Statement/Performance and Evaluation Report and Replacement Housing Factor**

| <b>Annual Statement/Performance and Evaluation Report</b><br><b>Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)</b><br><b>Part II: Supporting Pages</b> |  |   |          |                      |                      |                   |                |                |
|---|--|---|----------|----------------------|----------------------|-------------------|----------------|----------------|
| PHA Name:   |  | Grant Type and Number<br>Capital Fund Program Grant No:<br>Replacement Housing Factor Grant No: |          |                      | Federal FY of Grant: |                   |                |                |
| Development Number<br>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 |                |
|   |  |   |          |                      |                      |                   |                |                |
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| <b>Annual Statement/Performance and Evaluation Report</b><br><b>Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)</b><br><b>Part III: Implementation Schedule</b> |   |                      |
|---|---|----------------------|
| PHA Name:   | Grant Type and Number   | Federal FY of Grant: |
| Washington County<br>HRA  | Capital Fund Program No: MN46P2120106<br>Replacement Housing Factor No: | 2006                 |

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

| Development Number<br>Name/HA-Wide<br>Activities | All Fund Obligated<br>(Quarter Ending Date) |         |        | All Funds Expended<br>(Quarter Ending Date) |         |        | Reasons for Revised Target Dates |
|--|---|---------|--------|---|---------|--------|----------------------------------|
|  | Original                                    | Revised | Actual | Original                                    | Revised | Actual |                                  |
| HA WIDE  | 06/30/07                                    |         |        | 06/30/09                                    |         |        |                                  |
|  |   |         |        |   |         |        |                                  |
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## 8. Capital Fund Program Five-Year Action Plan

| <b>Capital Fund Program Five-Year Action Plan</b> |                  |  |  |  |  |
|---|------------------|--|--|--|--|
| <b>Part I: Summary</b>                            |                  |  |  |  |  |
| PHA Name  |                  |  |  | <input type="checkbox"/> <b>Original 5-Year Plan</b><br><input type="checkbox"/> <b>Revision No:</b> |  |
| Development Number/Name/HA-Wide                   | Year 1           | Work Statement for Year 2<br><br>FFY Grant: 2007<br>PHA FY: 2007 | Work Statement for Year 3<br><br>FFY Grant: 2008<br>PHA FY: 2008 | Work Statement for Year 4<br><br>FFY Grant: 2009<br>PHA FY: 2009                                     | Work Statement for Year 5<br><br>FFY Grant: 2010<br>PHA FY: 2010 |
|   | Annual Statement |  |  |  |  |
| HA WIDE   |                  | 126,000  | 126,000  | 126,000  | 126,000  |
|   |                  |  |  |  |  |
|   |                  |  |  |  |  |
|   |                  |  |  |  |  |
|   |                  |  |  |  |  |
|   |                  |  |  |  |  |
|   |                  |  |  |  |  |
| CFP Funds Listed for 5-year planning              |                  | 126,000  | 126,000  | 126,000  | 126,000  |
|   |                  |  |  |  |  |
| Replacement Housing Factor Funds                  |                  |  |  |  |  |

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

| <b>Capital Fund Program Five-Year Action Plan</b> |  |                              |                       |  |                              |                       |
|---|--|------------------------------|-----------------------|--|------------------------------|-----------------------|
| <b>Part II: Supporting Pages—Work Activities</b>  |  |                              |                       |  |                              |                       |
| Activities for Year 1                             | Activities for Year :2007<br>FFY Grant: 2007<br>PHA FY: 2007 |                              |                       | Activities for Year: 2008<br>FFY Grant: 2008<br>PHA FY: 2008 |                              |                       |
|   | <b>Development Name/Number</b>                               | <b>Major Work Categories</b> | <b>Estimated Cost</b> | <b>Development Name/Number</b>                               | <b>Major Work Categories</b> | <b>Estimated Cost</b> |
| <b>See</b>  |  |                              |                       |  |                              |                       |
| <b>Annual Statement</b>                           | HA WIDE  | <i>Operations</i>            | 126,000               | HA WIDE  | <i>Operations</i>            | 126,000               |
|   |  |                              |                       |  |                              |                       |
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|   |  |                              |                       |  |                              |                       |
|   |  |                              |                       |  |                              |                       |
| <b>Total CFP Estimated Cost</b>                   |  |                              | \$126,000             |  |                              | \$126,000             |

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

| Activities for Year :2009<br>FFY Grant: 2009<br>PHA FY: 2009 |                       |                | Activities for Year: 2010<br>FFY Grant: 2010<br>PHA FY: 2010 |                       |                |
|--|-----------------------|----------------|--|-----------------------|----------------|
| Development Name/Number                                      | Major Work Categories | Estimated Cost | Development Name/Number                                      | Major Work Categories | Estimated Cost |
| HA WIDE  | <i>Operations</i>     | 126,000        | HA WIDE  | <i>Operations</i>     | 126,000        |
|  |                       |                |  |                       |                |
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|  |                       |                |  |                       |                |
| Total CFP Estimated Cost                                     |                       | \$             |  |                       | \$             |