

Annual PHA Plan
(Standard PHAs and Troubled PHAs)

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

OMB No. 2577-0226
Expires: 03/31/2024

Purpose. The 5-Year and Annual PHA Plans provide a ready source for interested parties to locate basic PHA policies, rules, and requirements concerning the PHA's operations, programs, and services, including changes to these policies, and informs HUD, families served by the PHA, and members of the public of the PHA's mission, goals and objectives for serving the needs of low- income, very low- income, and extremely low- income families.

Applicability. The Form HUD-50075-ST is to be completed annually by **STANDARD PHAs** or **TROUBLED PHAs**. PHAs that meet the definition of a High Performer PHA, Small PHA, HCV-Only PHA or Qualified PHA do not need to submit this form.

Definitions.

- (1) **High-Performer PHA** – A PHA that owns or manages more than 550 combined public housing units and housing choice vouchers, and was designated as a high performer on both the most recent Public Housing Assessment System (PHAS) and Section Eight Management Assessment Program (SEMAP) assessments if administering both programs, or PHAS if only administering public housing.
- (2) **Small PHA** - A PHA that is not designated as PHAS or SEMAP troubled, that owns or manages less than 250 public housing units and any number of vouchers where the total combined units exceed 550.
- (3) **Housing Choice Voucher (HCV) Only PHA** - A PHA that administers more than 550 HCVs, was not designated as troubled in its most recent SEMAP assessment and does not own or manage public housing.
- (4) **Standard PHA** - A PHA that owns or manages 250 or more public housing units and any number of vouchers where the total combined units exceed 550, and that was designated as a standard performer in the most recent PHAS or SEMAP assessments.
- (5) **Troubled PHA** - A PHA that achieves an overall PHAS or SEMAP score of less than 60 percent.
- (6) **Qualified PHA** - A PHA with 550 or fewer public housing dwelling units and/or housing choice vouchers combined and is not PHAS or SEMAP troubled.

A. PHA Information.

A.1 PHA Name: Highland Park Housing Commission PHA Code: M1105
 PHA Type: Standard PHA Troubled PHA
 PHA Plan for Fiscal Year Beginning: (MM/YYYY): 10/1/2024
 PHA Inventory (Based on Annual Contributions Contract (ACC) units at time of FY beginning, above)
 Number of Public Housing (PH) Units 198 Number of Housing Choice Vouchers (HCVs) 0 Total Combined Units/Vouchers 0
 PHA Plan Submission Type: Annual Submission Revised Annual Submission

Availability of Information. PHAs must have the elements listed below readily available to the public. A PHA must identify the specific location(s) where the proposed PHA Plan, PHA Plan Elements, and all information relevant to the public hearing and proposed PHA Plan are available for inspection by the public. At a minimum, PHAs must post PHA Plans, including updates, at each Asset Management Project (AMP) and main office or central office of the PHA. PHAs are strongly encouraged to post complete PHA Plans on their official website. PHAs are also encouraged to provide each resident council a copy of their PHA Plans. This plan is posted at the offices of HPHC in the Downes Manor building at 13725 John R. Street during normal business hours. This plan will also be posted on the City of Highland Park website: <https://highlandparkmi.gov>.

PHA Consortia: (Check box if submitting a Joint PHA Plan and complete table below)

Participating PHAs	PHA Code	Program(s) in the Consortia	Program(s) not in the Consortia	No. of Units in Each Program	
				PH	HCV
Lead PHA:					

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B. Plan Elements

B
.1 **Revision of Existing PHA Plan Elements.**

(a) Have the following PHA Plan elements been revised by the PHA?

- | | | |
|--------------------------|-------------------------------------|--|
| Y | N | |
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | Statement of Housing Needs and Strategy for Addressing Housing Needs |
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | Deconcentration and Other Policies that Govern Eligibility, Selection, and Admissions. |
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | Financial Resources. |
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | Rent Determination. |
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | Operation and Management. |
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | Grievance Procedures. |
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | Homeownership Programs. |
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | Community Service and Self-Sufficiency Programs. |
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | Safety and Crime Prevention. |
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | Pet Policy. |
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | Asset Management. |
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | Substantial Deviation. |
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | Significant Amendment/Modification |

Per Resolution H2021.06.16c Affirmation and Recertification of the Definition of a Significant Amendment; Substantial deviations or significant amendments or modifications are defined as discretionary changes in the plans or policies of the HPHC, that fundamentally change the mission, goals, objectives or plans of the agency, and require formal approval of the Board of Commissioners.

2023 Formation of an HPHC Non-Profit: The HPHC established a non-profit affiliate, the purpose of which may include activities such as own, acquire, finance, refinance, maintain, improve, operate, develop, construct, rehabilitate, manage, lease, provide supportive services to affordable housing for low income seniors and families, and if appropriate or desirable, sell or otherwise dispose of such housing. The board of the non-profit will consist of the members of the HPHC advisory committee or board, with appointments based on service on the HPHC advisory committee or board. Officers will initially consist of Co-Recovery Administrators and HPHC's ED.

*The purpose or purposes for which the corporation is formed are:
The corporation is formed in accordance with the Michigan Nonprofit Corporations Act and is organized exclusively for charitable purposes in accordance with Section 501(c)(3) of the Internal Revenue Code, or any corresponding section of any future federal tax code. In accordance with such charitable purposes, the corporation may own, acquire, finance, refinance, maintain, improve, operate, develop, construct, rehabilitate, manage, lease, provide supportive services to affordable housing for low income seniors and families, and if appropriate or desirable, sell or otherwise dispose of such housing. Subject to the Nonprofit Corporations Act, and Section 501(c)(3), the corporation may engage in any and all manner of business in furtherance of such charitable purposes.*

(b) If the PHA answered yes for any element, describe the revisions for each revised element(s):

(c) The PHA must submit its Deconcentration Policy for Field Office review.

B.2 New Activities.

(a) Does the PHA intend to undertake any new activities related to the following in the PHA's current Fiscal Year?

- | | | |
|-------------------------------------|-------------------------------------|--|
| Y | N | |
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | Hope VI or Choice Neighborhoods. |
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | Mixed Finance Modernization or Development. |
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | Demolition and/or Disposition. |
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | Designated Housing for Elderly and/or Disabled Families. |
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | Conversion of Public Housing to Tenant-Based Assistance. |
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | Conversion of Public Housing to Project-Based Rental Assistance or Project-Based Vouchers under RAD. |
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | Occupancy by Over-Income Families. |
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | Occupancy by Police Officers. |
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | Non-Smoking Policies. |
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | Project-Based Vouchers. |
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | Units with Approved Vacancies for Modernization. |
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | Other Capital Grant Programs (i.e., Capital Fund Community Facilities Grants or Emergency Safety and Security Grants). |

(b) If any of these activities are planned for the current Fiscal Year, describe the activities. For new demolition activities, describe any public housing development or portion thereof, owned by the PHA for which the PHA has applied or will apply for demolition and/or disposition approval under section 18 of the 1937 Act under the separate demolition/disposition approval process. If using Project-Based Vouchers (PBVs), provide the projected number of project-based units and general locations, and describe how project basing would be consistent with the PHA Plan.

The following activities began in 2023 and will continue throughout 2024. At the time of this plan, HPHC is preparing the submission of a HUD Streamline Voluntary Conversion (see below) application. It is anticipated that at 9/1/2024, the SVC will be in place. The 2023 activity remained on the plan for clarification of activities.

Mixed Finance Modernization or Development – 2023/2024

- **Mixed Finance Modernization:** HPHC is pursuing HUD's Streamlined Voluntary Conversion ("SVC") Program fitting the definition of Mixed Finance Modernization. Please see attached detailed repositioning plan in Exhibit A to include the following general directives: Up to 160 units and eight buildings repositioned through HUD's Streamlined Voluntary Conversion Program to allow outside financing through Low Income Housing Tax Credits and MSHDA bond financing. This repositioning will generate over \$12MM for rehab to include upgrades to all buildings' exteriors and interiors. Residents will be offered more rental assistance options to include HUD Project-Based Vouchers or Tenant Protection Vouchers, administered by MSHDA. Residents will still essentially pay 30% of the adjusted annual income towards rent. HPHC's non-profit will serve as a co-managing member with MHT Housing, Inc., a Michigan non-profit. The following units may or may not be included in this SVC repositioning.
 1. 13725 John R Street (5-Story Downes Manor building): 100 Units: 101, 102, 104, 105, 106, 108, 110, 201-212, 214, 215, 217-225, 301-312, 314,315, 317-325, 401-412, 414, 415, 417-425, 501-512, 514, 515, 517-725.
 2. 257 Tuxedo (3-Story Walk-Up): 16 Units: 101-104, 201-206, 301-306.
 3. 12810 Trumbull (3-Story Walk-Up): 17 Units: 101-104, 106, 201-206, 301-306.
 4. 260 West Grand (3-Story Walk-Up): 6 Units: 101, 102, 201, 202, 301, 302.
 5. E. Grand Townhomes: 9 Units: 37, 39, 41, 43, 45, 47, 49, 51, 53
 6. Hamilton Townhomes: 4 Units: 13552, 13554, 13556, 13558
 7. 2nd Avenue Townhomes: 4 Units: 13095, 13907, 13090, 13911
 8. 3rd Avenue Townhomes: 4 Units: 13904, 13906, 13968, 13910
- Application of not less than 38 units to include 36 single family homes and two duplexes for HUD's Demo/Dispo application. Initially, all parcels/units will be offered for sale. Those units not sold may be transferred to a land bank or demolished leaving vacant lots. The Faircloth authority will be preserved for future development. The few remaining residents will be provided tenant protection vouchers or encouraged to pursue other housing options. Twelve of these units have been contracted and funded for demolition with the vacant lots eventually being offered for sale under the demo/dispo application. The following units may or may not be included in the demo/dispo application:
 1. Single Family Homes: 119, 154 & 174 E. Buena Vista, 393 Louise, 126 & 166 Colorado, 111 Cortland, 234 Richton, 91 Florence, 346 Highland, 169 Grove, 93 Ford, 215 California, 134 Colorado, 233 Colorado, 58 Grove, 87 Grove, 186 Massachusetts, 198 Pasadena, 139 E Buena Vista, 305 Cortland, 169 Connecticut, 109 W. Grand, 191 W. Grand, 201 W. Grand, 319 Highland, 312 Moss, 182 Pasadena, 231 Pasadena, 242 Richton, 82 Sturtevant, 197 Winona, 52 Tuxedo and 94 Ford
 2. Duplexes: 169 Pasadena, 171 Pasadena, 93 Cortland, 95 Cortland
- It is anticipated that the disposition and demolition of the units identified may extend beyond 9/1/2024. The HPHC will remain in control of the assets until removed from inventory. Any proceeds will be applied to the cost to carry the assets and dispose of the asset. Revenue is to be applied toward new affordable housing opportunities in conjunction with the development partners and non-profit.
- HPHC and the non-profit will share the same board, appointed by the City of Highland Park's mayor and retain certain levels of ownership in all facets of the repositioning.

Demolition and/or Disposition – 2023- 2024

As part of portfolio repositioning, the PHA will pursue further demolition and disposition activities within the portfolio, beyond those already approved by HUD. The PHA is going pursue Demo/Dispo with respect to the scattered site repositioning. Initial plan remains to demolish 12 vacant single family homes approved by HUD in 2016. The balance of units will be potentially dispose/sold or demolished. As part of the demo/dispo process, all parcels and buildings will be offered for sale as-is for fair market value. Those units not sold may be offered to the local land bank. If parcels with buildings don't sell, they will be demolished.

Conversion of Public Housing to Tenant-Based Assistance

As part of HPHC's pursuit of repositioning through RAD or Streamlined Voluntary Conversion ("SVC"), transition from Section 9 subsidies to Section 8 Tenant-Based Assistance is scheduled, affording residents a viable and flexible rental assistance platform.

Conversion of Public Housing to Project-Based Assistance under SVC in fourth quarter 2024

Through the SVC (noted above), the Public Housing subsidy structure will be converted to Project-Based Vouchers under an initial 20 year Housing Assistance Payment Contract. This activity is expected to be in place as of 9/1/2024

Capital Grant Programs

HPHC will not pursue any additional Capital Grant Money in 2024. The capital funds available through 2023 will be spent on approved activity, all allocated capital funds will be spent on the remaining a backlog of deferred maintenance, safety/security concerns, and unmet physical needs. The

	balance of Capital funds will be used to support expenses associated with managing (demo/dispo) the vacant Single Family Homes and Duplexes until removed from inventory.
B.3	<p>Progress Report.</p> <p>Provide a description of the PHA's progress in meeting its Mission and Goals described in the PHA 5-Year and Annual Plan.</p> <p>The 5YP for FYE 9/2022 has been adopted and missions and goals similar to the ones outlined herein are being pursued. Notable progress has been made in HPHC being awarded \$7.8 MM in Emergency and Receivership grants as well as making available - \$1MM in allocated capital funds from 2020-2023.</p> <p>Performance: HPHC addressed capital improvements throughout the portfolio (identified in the 5 YCAP and in the specific grant approvals) erasing the backlog of deferred capital items.</p> <p>HUD has taken possession of the PHA and made strides towards improving transparency, compliance, and sustainability at the PHA.</p> <p>Development: A property management agreement with Continental Management is expected to be renewed, which includes provisions to provide training opportunities to on-site administrative and maintenance staff. The results of the management presence has been improved occupancy, reduced TAR, managed work-orders and improved internal controls.</p>
B.4	<p>Capital Improvements. Include a reference here to the most recent HUD-approved 5-Year Action Plan in EPIC and the date that it was approved.</p> <p>Please see attached and revised 5YCAP, approved April 19, 2023.</p>
B.5	<p>Most Recent Fiscal Year Audit.</p> <p>(a) Were there any findings in the most recent FY Audit?</p> <p>Y N <input checked="" type="checkbox"/> <input type="checkbox"/></p> <p>(b) If yes, please describe: The audit is for the period ending 9/30/22, two findings were identified. 10 Non-compliance with file information and internal controls</p>
C.	Other Document and/or Certification Requirements.
C.1	<p>Resident Advisory Board (RAB) Comments.</p> <p>(a) Did the RAB(s) have comments to the PHA Plan?</p> <p>Y N <input checked="" type="checkbox"/> <input type="checkbox"/></p> <p>(b) If yes, comments must be submitted by the PHA as an attachment to the PHA Plan. PHAs must also include a narrative describing their analysis of the RAB recommendations and the decisions made on these recommendations. HPHC met with the RAB to review revisions to the 2023 Plan and discuss the proposes 2024 Plan.</p>
C.2	<p>Certification by State or Local Officials.</p> <p><u>Form HUD-50077-SL</u>, <i>Certification by State or Local Officials of PHA Plans Consistency with the Consolidated Plan</i>, must be submitted by the PHA as an electronic attachment to the PHA Plan.</p>
C.3	<p>Civil Rights Certification/ Certification Listing Policies and Programs that the PHA has Revised since Submission of its Last Annual Plan.</p> <p><u>Form HUD-50077-ST-HCV-HP</u>, <i>PHA Certifications of Compliance with PHA Plan, Civil Rights, and Related Laws and Regulations Including PHA Plan Elements that Have Changed</i>, must be submitted by the PHA as an electronic attachment to the PHA Plan.</p>

C.4	<p>Challenged Elements. If any element of the PHA Plan is challenged, a PHA must include such information as an attachment with a description of any challenges to Plan elements, the source of the challenge, and the PHA's response to the public</p> <p>(a) Did the public challenge any elements of the Plan?</p> <p>Y N <input type="checkbox"/> <input checked="" type="checkbox"/></p> <p>If yes, include Challenged Elements.</p>				
C.5	<p>Troubled PHA.</p> <p>(a) Does the PHA have any current Memorandum of Agreement, Performance Improvement Plan, or Recovery Plan in place?</p> <p>Y N N/A <input checked="" type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/></p> <p>(b) If yes, please describe:</p> <p>The PHA has a comprehensive Recovery Agreement in place, executed December 2018. Breach of the terms of this agreement led to a declaration of substantial default by HUD on 4/29/21, with HUD taking possession on 5/10/21. Co-Recovery Administrators are currently working to close out the Recovery Agreement and otherwise improve the status of the PHA.</p>				
D.	<p>Affirmatively Furthering Fair Housing (AFFH).</p>				
D.1	<p>Affirmatively Furthering Fair Housing (AFFH).</p> <p>Provide a statement of the PHA's strategies and actions to achieve fair housing goals outlined in an accepted Assessment of Fair Housing (AFH) consistent with 24 CFR § 5.154(d)(5). Use the chart provided below. (PHAs should add as many goals as necessary to overcome fair housing issues and contributing factors.) Until such time as the PHA is required to submit an AFH, the PHA is not obligated to complete this chart. The PHA will fulfill, nevertheless, the requirements at 24 CFR § 903.7(o) enacted prior to August 17, 2015. See Instructions for further detail on completing this item.</p> <table border="1" data-bbox="183 1377 1471 1825"> <tr> <td data-bbox="183 1377 1471 1422">Fair Housing Goal:</td> </tr> <tr> <td data-bbox="183 1422 1471 1467"><i>Describe fair housing strategies and actions to achieve the goal</i></td> </tr> <tr> <td data-bbox="183 1467 1471 1825"> <p>HPHC will follow the Fair Housing Strategies and practices recommended by the Fair Housing Center of Metropolitan Detroit. The HPHC is committed to affirmatively furthering fair housing. This includes participating in education with residents and staff.</p> </td> </tr> </table> <table border="1" data-bbox="183 1848 1471 1892"> <tr> <td data-bbox="183 1848 1471 1892">Fair Housing Goal:</td> </tr> </table>	Fair Housing Goal:	<i>Describe fair housing strategies and actions to achieve the goal</i>	<p>HPHC will follow the Fair Housing Strategies and practices recommended by the Fair Housing Center of Metropolitan Detroit. The HPHC is committed to affirmatively furthering fair housing. This includes participating in education with residents and staff.</p>	Fair Housing Goal:
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Describe fair housing strategies and actions to achieve the goal

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Instructions for Preparation of Form HUD-50075-ST Annual PHA Plan for Standard and Troubled PHAs

A. PHA Information. All PHAs must complete this section. (24 CFR §903.4)

A.1 Include the full **PHA Name, PHA Code, PHA Type, PHA Fiscal Year Beginning (MM/YYYY), PHA Inventory, Number of Public Housing Units and or Housing Choice Vouchers (HCVs), PHA Plan Submission Type, and the Availability of Information**, specific location(s) of all information relevant to the public hearing and proposed PHA Plan. (24 CFR §903.23(4)(e))

PHA Consortia: Check box if submitting a Joint PHA Plan and complete the table. (24 CFR §943.128(a))

B. Plan Elements. All PHAs must complete this section.

B.1 Revision of Existing PHA Plan Elements. PHAs must:

Identify specifically which plan elements listed below that have been revised by the PHA. To specify which elements have been revised, mark the "yes" box. If an element has not been revised, mark "no." (24 CFR §903.7)

Statement of Housing Needs and Strategy for Addressing Housing Needs. Provide a statement addressing the housing needs of low-income, very low-income and extremely low-income families and a brief description of the PHA's strategy for addressing the housing needs of families who reside in the jurisdiction served by the PHA and other families who are on the public housing and Section 8 tenant-based assistance waiting lists. The statement must identify the housing needs of (i) families with incomes below 30 percent of area median income (extremely low-income); (ii) elderly families (iii) households with individuals with disabilities, and households of various races and ethnic groups residing in the jurisdiction or on the public housing and Section 8 tenant-based assistance waiting lists based on information provided by the applicable Consolidated Plan, information provided by HUD, and other generally available data. The statement of housing needs shall be based on information provided by the applicable Consolidated Plan, information provided by HUD, and generally available data. The identification of housing needs must address issues of affordability, supply, quality, accessibility, size of units, and location. Once the PHA has submitted an Assessment of Fair Housing (AFH), which includes an assessment of disproportionate housing needs in accordance with 24 CFR §5.154(d)(2)(iv), information on households with individuals with disabilities and households of various races and ethnic groups residing in the jurisdiction or on the waiting lists no longer needs to be included in the Statement of Housing Needs and Strategy for Addressing Housing Needs. (24 CFR §903.7(a)).

The identification of housing needs must address issues of affordability, supply, quality, accessibility, size of units, and location. (24 CFR §903.7(a)(2)(i)) Provide a description of the ways in which the PHA intends, to the maximum extent practicable, to address those housing needs in the upcoming year and the PHA's reasons for choosing its strategy. (24 CFR §903.7(a)(2)(ii))

Deconcentration and Other Policies that Govern Eligibility, Selection, and Admissions. PHAs must submit a Deconcentration Policy for Field Office review. For additional guidance on what a PHA must do to deconcentrate poverty in its development and comply with fair housing requirements, see 24 CFR 903.2. (24 CFR §903.23(b)) Describe the PHA's admissions policy for deconcentration of poverty and income mixing of lower-income families in public housing. The Deconcentration Policy must describe the PHA's policy for bringing higher income tenants into lower income developments and lower income tenants into higher income developments. The deconcentration requirements apply to general occupancy and family public housing developments. Refer to 24 CFR §903.2(b)(2) for developments not subject to deconcentration of poverty and income mixing requirements. (24 CFR §903.7(b)) Describe the PHA's procedures for maintain waiting lists for admission to public housing and address any site-based waiting lists. (24 CFR §903.7(b)). A statement of the PHA's policies that govern resident or tenant eligibility, selection and admission including admission preferences for both public housing and HCV. (24 CFR §903.7(b)) Describe the unit assignment policies for public housing. (24 CFR §903.7(b))

Financial Resources. A statement of financial resources, including a listing by general categories, of the PHA's anticipated resources, such as PHA operating, capital and other anticipated Federal resources available to the PHA, as well as tenant rents and other income available to support public housing or tenant-based assistance. The statement also should include the non-Federal sources of funds supporting each Federal program, and state the planned use for the resources. (24 CFR §903.7(c))

Rent Determination. A statement of the policies of the PHA governing rents charged for public housing and HCV dwelling units, including applicable public housing flat rents, minimum rents, voucher family rent contributions, and payment standard policies. (24 CFR §903.7(d))

Operation and Management. A statement of the rules, standards, and policies of the PHA governing maintenance and management of housing owned, assisted, or operated by the public housing agency (which shall include measures necessary for the prevention or eradication of pest infestation, including cockroaches), and management of the PHA and programs of the PHA. (24 CFR §903.7(e))

Grievance Procedures. A description of the grievance and informal hearing and review procedures that the PHA makes available to its residents and applicants. (24 CFR §903.7(f))

Homeownership Programs. A description of any Section 5h, Section 32, Section 8y, or HOPE I public housing or Housing Choice Voucher (HCV) homeownership programs (including project number and unit count) administered by the agency or for which the PHA has applied or will apply for approval. (24 CFR §903.7(k))

Community Service and Self Sufficiency Programs. Describe how the PHA will comply with the requirements of (24 CFR §903.7(l)). Provide a description of: 1) Any programs relating to services and amenities provided or offered to assisted families; and 2) Any policies or programs of the PHA for the enhancement of the economic and social self-sufficiency of assisted families, including programs subject to Section 3 of the Housing and Urban Development Act of 1968 (24 CFR Part 135) and FSS. (24 CFR §903.7(l))

Safety and Crime Prevention (VAWA). Describe the PHA's plan for safety and crime prevention to ensure the safety of the public housing residents. The statement must provide development-by-development or jurisdiction wide-basis: (i) A description of the need for measures to ensure the safety of public housing residents; (ii) A description of any crime prevention activities conducted or to be conducted by the PHA; and (iii) A description of the coordination between the PHA and the appropriate police precincts for carrying out crime prevention measures and activities. (24 CFR §903.7(m)) A description of: 1) Any activities, services, or programs provided or offered by an agency, either directly or in partnership with other service providers, to child or adult victims of domestic violence, dating violence, sexual assault, or stalking; 2) Any activities, services, or programs provided or offered by a PHA that helps child and adult victims of domestic violence, dating violence, sexual assault, or stalking, to obtain or maintain housing; and 3) Any activities, services, or programs provided or offered by a public housing agency to prevent domestic violence, dating violence, sexual assault, and stalking, or to enhance victim safety in assisted families. (24 CFR §903.7(m)(5))

Pet Policy. Describe the PHA's policies and requirements pertaining to the ownership of pets in public housing. (24 CFR §903.7(n))

Asset Management. State how the agency will carry out its asset management functions with respect to the public housing inventory of the agency, including how the agency will plan for the long-term operating, capital investment, rehabilitation, modernization, disposition, and other needs for such inventory. (24 CFR §903.7(q))

Substantial Deviation. PHA must provide its criteria for determining a "substantial deviation" to its 5-Year Plan. (24 CFR §903.7(r)(2)(ii))

Significant Amendment/Modification. PHA must provide its criteria for determining a "Significant Amendment or Modification" to its 5-Year and Annual Plan. For modifications resulting from the Rental Assistance Demonstration (RAD) program, refer to the 'Sample PHA Plan Amendment' found in Notice PIH-2012-32 REV-3, successor RAD Implementation Notices, or other RAD Notices.

If any boxes are marked "yes", describe the revision(s) to those element(s) in the space provided.

PHAs must submit a Deconcentration Policy for Field Office review. For additional guidance on what a PHA must do to deconcentrate poverty in its development and comply with fair housing requirements, see 24 CFR 903.2. (24 CFR §903.23(b))

B.2 New Activities. If the PHA intends to undertake any new activities related to these elements in the current Fiscal Year, mark "yes" for those elements, and describe the activities to be undertaken in the space provided. If the PHA does not plan to undertake these activities, mark "no."

HOPE VI or Choice Neighborhoods. 1) A description of any housing (including project number (if known) and unit count) for which the PHA will apply for HOPE VI or Choice Neighborhoods; and 2) A timetable for the submission of applications or proposals. The application and approval process for Hope VI or Choice Neighborhoods is a separate process. See guidance on HUD's website at:

https://www.hud.gov/program_offices/public_indian_housing/programs/ph/hope6. (Notice PIH 2011-47)

Mixed Finance Modernization or Development. 1) A description of any housing (including project number (if known) and unit count) for which the PHA will apply for Mixed Finance Modernization or Development; and 2) A timetable for the submission of applications or proposals. The application and approval process for Mixed Finance Modernization or Development is a separate process. See guidance on HUD's website at: https://www.hud.gov/program_offices/public_indian_housing/programs/ph/hope6/mfph#4

Demolition and/or Disposition. With respect to public housing only, describe any public housing development(s), or portion of a public housing development projects, owned by the PHA and subject to ACCs (including project number and unit numbers [or addresses]), and the number of affected units along with their sizes and accessibility features) for which the PHA will apply or is currently pending for demolition or disposition approval under section 18 of the 1937 Act (42 U.S.C. 1437p); and (2) A timetable for the demolition or disposition. This statement must be submitted to the extent that approved and/or pending demolition and/or disposition has changed as described in the PHA's last Annual and/or 5-Year PHA Plan submission. The application and approval process for demolition and/or disposition is a separate process. Approval of the PHA Plan does not constitute approval of these activities. See guidance on HUD's website at: http://www.hud.gov/offices/pih/centers/sac/demo_dispo/index.cfm. (24 CFR §903.7(h))

Designated Housing for Elderly and Disabled Families. Describe any public housing projects owned, assisted or operated by the PHA (or portions thereof), in the upcoming fiscal year, that the PHA has continually operated as, has designated, or will apply for designation for occupancy by elderly and/or disabled families only. Include the following information: 1) development name and number; 2) designation type; 3) application status; 4) date the designation was approved, submitted, or planned for submission; 5) the number of units affected and; 6) expiration date of the designation of any HUD approved plan. Note: The application and approval process for such designations is separate from the PHA Plan process, and PHA Plan approval does not constitute HUD approval of any designation. (24 CFR §903.7(i)(C))

Conversion of Public Housing under the Voluntary or Mandatory Conversion programs. Describe any public housing building(s) (including project number and unit count) owned by the PHA that the PHA is required to convert or plans to voluntarily convert to tenant-based assistance; 2) An analysis of the projects or buildings required to be converted; and 3) A statement of the amount of assistance received to be used for rental assistance or other housing assistance in connection with such conversion. See guidance on HUD's website at: <http://www.hud.gov/offices/pih/centers/sac/conversion.cfm>. (24 CFR §903.7(ii))

Conversion of Public Housing under the Rental Assistance Demonstration (RAD) program. Describe any public housing building(s) (including project number and unit count) owned by the PHA that the PHA plans to voluntarily convert to Project-Based Rental Assistance or Project-Based Vouchers under RAD. See additional guidance on HUD's website at: [Notice PIH 2012-32 REV-3, successor RAD Implementation Notices, and other RAD notices](#).

Occupancy by Over-Income Families. A PHA that owns or operates fewer than two hundred fifty (250) public housing units, may lease a unit in a public housing development to an over-income family (a family whose annual income exceeds the limit for a low income family at the time of initial occupancy), if all the following conditions are satisfied: (1) There are no eligible low income families on the PHA waiting list or applying for public housing assistance when the unit is leased to an over-income family; (2) The PHA has publicized availability of the unit for rental to eligible low income families, including publishing public notice of such availability in a newspaper of general circulation in the jurisdiction at least thirty days before offering the unit to an over-income family; (3) The over-income family rents the unit on a month-to-month basis for a rent that is not less than the PHA's cost to operate the unit; (4) The lease to the over-income family provides that the family agrees to vacate the unit when needed for rental to an eligible family; and (5) The PHA gives the over-income family at least thirty days notice to vacate the unit when the unit is needed for rental to an eligible family. The PHA may incorporate information on occupancy by over-income families into its PHA Plan statement of deconcentration and other policies that govern eligibility, selection, and admissions. See additional guidance on HUD's website at: [Notice PIH 2011-7. \(24 CFR 960.503\)](#) (24 CFR 903.7(b))

Occupancy by Police Officers. The PHA may allow police officers who would not otherwise be eligible for occupancy in public housing, to reside in a public housing dwelling unit. The PHA must include the number and location of the units to be occupied by police officers, and the terms and conditions of their tenancies; and a statement that such occupancy is needed to increase security for public housing residents. A "police officer" means a person determined by the PHA to be, during the period of residence of that person in public housing, employed on a full-time basis as a duly licensed professional police officer by a Federal, State or local government or by any agency of these governments. An officer of an accredited police force of a housing agency may qualify. The PHA may incorporate information on occupancy by police officers into its PHA Plan statement of deconcentration and other policies that govern eligibility, selection, and admissions. See additional guidance on HUD's website at: [Notice PIH 2011-7 \(24 CFR 960.505\)](#) (24 CFR 903.7(b))

Non-Smoking Policies. The PHA may implement non-smoking policies in its public housing program and incorporate this into its PHA Plan statement of operation and management and the rules and standards that will apply to its projects. See additional guidance on HUD's website at: [Notice PIH 2009-21 and Notice PIH-2017-03. \(24 CFR §903.7\(e\)\)](#)

Project-Based Vouchers. Describe any plans to use Housing Choice Vouchers (HCVs) for new project-based vouchers, which must comply with PBV goals, civil rights requirements, Housing Quality Standards (HQS) and deconcentration standards, as stated in 983.57(b)(1) and set forth in the PHA Plan statement of deconcentration and other policies that govern eligibility, selection, and admissions. If using project-based vouchers, provide the projected number of project-based units and general locations, and describe how project-basing would be consistent with the PHA Plan (24 CFR §903.7(b)).

Units with Approved Vacancies for Modernization. The PHA must include a statement related to units with approved vacancies that are undergoing modernization in accordance with [24 CFR §990.145\(a\)\(1\)](#).

Other Capital Grant Programs (i.e., Capital Fund Community Facilities Grants or Emergency Safety and Security Grants).

For all activities that the PHA plans to undertake in the current Fiscal Year, provide a description of the activity in the space provided.

B.3 Progress Report. For all Annual Plans following submission of the first Annual Plan, a PHA must include a brief statement of the PHA's progress in meeting the mission and goals described in the 5-Year PHA Plan. (24 CFR §903.7(r)(1))

B.4 Capital Improvements. PHAs that receive funding from the Capital Fund Program (CFP) must complete this section (24 CFR §903.7(g)). To comply with this requirement, the PHA must reference the most recent HUD approved Capital Fund 5 Year Action Plan in EPIC and the date that it was approved. PHAs can reference the form by including the following language in the Capital Improvement section of the appropriate Annual or Streamlined PHA Plan Template: "See Capital Fund 5 Year Action Plan in EPIC approved by HUD on XX/XX/XXXX."

B.5 Most Recent Fiscal Year Audit. If the results of the most recent fiscal year audit for the PHA included any findings, mark “yes” and describe those findings in the space provided. (24 CFR §903.7(p))

C. Other Document and/or Certification Requirements.

C.1 Resident Advisory Board (RAB) comments. If the RAB had comments on the annual plan, mark “yes,” submit the comments as an attachment to the Plan and describe the analysis of the comments and the PHA’s decision made on these recommendations. (24 CFR §903.13(c), 24 CFR §903.19)

C.2 Certification by State or Local Officials. Form HUD-50077-SL, *Certification by State or Local Officials of PHA Plans Consistency with the Consolidated Plan*, must be submitted by the PHA as an electronic attachment to the PHA Plan. (24 CFR §903.15). Note: A PHA may request to change its fiscal year to better coordinate its planning with planning done under the Consolidated Plan process by State or local officials as applicable.

C.3 Civil Rights Certification/ Certification Listing Policies and Programs that the PHA has Revised since Submission of its Last Annual Plan. Provide a certification that the following plan elements have been revised, provided to the RAB for comment before implementation, approved by the PHA board, and made available for review and inspection by the public. This requirement is satisfied by completing and submitting form HUD-50077 ST-HCV-HP, *PHA Certifications of Compliance with PHA Plan, Civil Rights, and Related Laws and Regulations Including PHA Plan Elements that Have Changed*. Form HUD-50077-ST-HCV-HP, *PHA Certifications of Compliance with PHA Plan, Civil Rights, and Related Laws and Regulations Including PHA Plan Elements that Have Changed* must be submitted by the PHA as an electronic attachment to the PHA Plan. This includes all certifications relating to Civil Rights and related regulations. A PHA will be considered in compliance with the certification requirement to affirmatively further fair housing if the PHA fulfills the requirements of §§ 903.7(o)(1) and 903.15(d) and: (i) examines its programs or proposed programs; (ii) identifies any fair housing issues and contributing factors within those programs, in accordance with 24 CFR 5.154 or 24 CFR 5.160(a)(3) as applicable; (iii) specifies actions and strategies designed to address contributing factors, related fair housing issues, and goals in the applicable Assessment of Fair Housing consistent with 24 CFR 5.154 in a reasonable manner in view of the resources available; (iv) works with jurisdictions to implement any of the jurisdiction’s initiatives to affirmatively further fair housing that require the PHA’s involvement; (v) operates programs in a manner consistent with any applicable consolidated plan under 24 CFR part 91, and with any order or agreement, to comply with the authorities specified in paragraph (o)(1) of this section; (vi) complies with any contribution or consultation requirement with respect to any applicable AFH, in accordance with 24 CFR 5.150 through 5.180; (vii) maintains records reflecting these analyses, actions, and the results of these actions; and (viii) takes steps acceptable to HUD to remedy known fair housing or civil rights violations. impediments to fair housing choice within those programs; addresses those impediments in a reasonable fashion in view of the resources available; works with the local jurisdiction to implement any of the jurisdiction’s initiatives to affirmatively further fair housing; and assures that the annual plan is consistent with any applicable Consolidated Plan for its jurisdiction. (24 CFR §903.7(o)).

C.4 Challenged Elements. If any element of the Annual PHA Plan or 5-Year PHA Plan is challenged, a PHA must include such information as an attachment to the Annual PHA Plan or 5-Year PHA Plan with a description of any challenges to Plan elements, the source of the challenge, and the PHA’s response to the public.

C.5 Troubled PHA. If the PHA is designated troubled, and has a current MOA, improvement plan, or recovery plan in place, mark “yes,” and describe that plan. Include dates in the description and most recent revisions of these documents as attachments. If the PHA is troubled, but does not have any of these items, mark “no.” If the PHA is not troubled, mark “N/A.” (24 CFR §903.9)

D. Affirmatively Furthering Fair Housing (AFFH).

D.1 Affirmatively Furthering Fair Housing. The PHA will use the answer blocks in item D.1 to provide a statement of its strategies and actions to implement each fair housing goal outlined in its accepted Assessment of Fair Housing (AFH) consistent with 24 CFR § 5.154(d)(5) that states, in relevant part: “To implement goals and priorities in an AFH, strategies and actions shall be included in program participants’ ... PHA Plans (including any plans incorporated therein) ... Strategies and actions must affirmatively further fair housing” Use the chart provided to specify each fair housing goal from the PHA’s AFH for which the PHA is the responsible program participant – whether the AFH was prepared solely by the PHA, jointly with one or more other PHAs, or in collaboration with a state or local jurisdiction – and specify the fair housing strategies and actions to be implemented by the PHA during the period covered by this PHA Plan. If there are more than three fair housing goals, add answer blocks as necessary.

Until such time as the PHA is required to submit an AFH, the PHA will not have to complete section D., nevertheless, the PHA will address its obligation to affirmatively further fair housing in part by fulfilling the requirements at 24 CFR 903.7(o)(3) enacted prior to August 17, 2015, which means that it examines its own programs or proposed programs; identifies any impediments to fair housing choice within those programs; addresses those impediments in a reasonable fashion in view of the resources available; works with local jurisdictions to implement any of the jurisdiction’s initiatives to affirmatively further fair housing that require the PHA’s involvement; and maintain records reflecting these analyses and actions. Furthermore, under Section 5A(d)(15) of the U.S. Housing Act of 1937, as amended, a PHA must submit a civil rights certification with its Annual PHA Plan, which is described at 24 CFR 903.7(o)(1) except for qualified PHAs who submit the Form HUD-50077-CR as a standalone document.

This information collection is authorized by Section 511 of the Quality Housing and Work Responsibility Act, which added a new section 5A to the U.S. Housing Act of 1937, as amended, which introduced the 5-Year and Annual PHA Plan.

Public reporting burden for this information collection is estimated to average 7.52 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. HUD may not collect this information, and respondents are not required to complete this form, unless it displays a currently valid OMB Control Number.

Privacy Act Notice. The United States Department of Housing and Urban Development is authorized to solicit the information requested in this form by virtue of Title 12, U.S. Code, Section 1701 et seq., and regulations promulgated thereunder at Title 12, Code of Federal Regulations. Responses to the collection of information are required to obtain a benefit or to retain a benefit. The information requested does not lend itself to confidentiality.



Capital Fund Program - Five-Year Action Plan

Status: Approved Approval Date: 04/19/2023 Approved By: LAKE, RATICO

Part I: Summary						
PHA Name : Highland Park Housing Commission		Locality (City/County & State) <input type="checkbox"/> Original 5-Year Plan <input checked="" type="checkbox"/> Revised 5-Year Plan (Revision No:)				
PHA Number: MI105						
A.	Development Number and Name	Work Statement for Year 1 2020	Work Statement for Year 2 2021	Work Statement for Year 3 2022	Work Statement for Year 4 2023	Work Statement for Year 5 2024
	DOWNES MANOR (MI105000001)	\$310,017.00	\$1,833,053.00	\$5,244,006.00	\$400,583.00	\$316,217.00

Capital Fund Program - Five-Year Action Plan

Part II: Supporting Pages - Physical Needs Work Statements (s)					
Work Statement for Year 1 2020					
Identifier	Development Number/Name	General Description of Major Work Categories	Quantity	Estimated Cost	
	DOWNES MANOR (MI105000001)			\$310,017.00	
ID0013	Elevator Modernization(Non-Dwelling Construction - Mechanical (1480)-Elevator)	Total refurbishment		\$9,527.07	
ID0014	Roof Replacement- DM(Non-Dwelling Exterior (1480)-Roofs)	Full roof replacement at DM.		\$140,000.00	
ID0015	Demo of 4 Single Family Homes(Dwelling Unit - Demolition (1480))	Demo of 4 Single Family Homes 233 Colorado 58 Colorado 58 Grove 139 Buena vista		\$80,000.00	
ID0016	Misc. Single Fam Repair (Dwelling Unit-Interior (1480)-Flooring (non routine),Dwelling Unit-Interior (1480)-Other,Dwelling Unit-Interior (1480)-Tubs and Showers)	Misc. Single Fam Repair 13911 Second Drywall repair, Shower kit replacement, floor repair.		\$2,985.68	
ID0069	Transfer to Operations(Operations (1406))	Transfer to Operations		\$77,504.25	
	Subtotal of Estimated Cost			\$310,017.00	

Capital Fund Program - Five-Year Action Plan

Part II: Supporting Pages - Physical Needs Work Statements (\$)				
Work Statement for Year 2		2021		
Identifier	Development Number/Name	General Description of Major Work Categories	Quantity	Estimated Cost
ID0001	DOWNES MANOR (MIL105000001) administration(Administration (1410)-Salaries)	salaries		\$1,833,053.00
ID0017	Demo 4 Single Family Homes(Dwelling Unit - Demolition (1480))	93 Courland		\$40,000.00
ID0018	New Roof/DM(Dwelling Unit-Exterior (1480)-Roofs)	Replace Roof on Downes Manor Building		\$70,000.00
ID0019	Scattered Site - Appliances Kitchen Cabinets(Dwelling Unit-interior (1480)-Appliances,Dwelling Unit-interior (1480)-Kitchen Cabinets)	Replace/repair appliances and kitchen cabinets in scattered sites.		\$57,838.25
ID0020	Foundation Repair Scattered Sites(Dwelling Unit-Exterior (1480)-Foundations)	Repair foundation @ Scattered Sites. 257 Tux 169,171,182,181 Pasadena 187 Mass. E. Grand		\$50,017.00
ID0021	Transfer to Operations(Operations (1406))	Transfer funds to Operations		\$80,951.75

Capital Fund Program - Five-Year Action Plan

Part II: Supporting Pages - Physical Needs Work Statements (s)				
Work Statement for Year		2021		
Identifier	Development Number/Name	General Description of Major Work Categories	Quantity	Estimated Cost
ID0022	E-Permits, Tuck Point Study, Air Quality and A and E (Housing Related Hazards (1480)-Evaluation/Risk Assessment-Mold,Dwelling Unit-Exterior (1480)-Tuck-Pointing)	Permits, Tuck Point Study-DM, Air Quality-DM and A and E-entire AMP		\$250,000.00
ID0023	E-Demo of 12 Single Family Homes(Dwelling Unit - Demolition (1480))	003,005,008,013,021,022,024,025, 027,030,039,040		\$276,847.00
ID0024	E-Emergency Signage Scattered Sites(Dwelling Unit-Site Work (1480)-Signage)	257 Tux 260 W. Grand 12810 Trumbull Exterior Signage for emergency vehicles.		\$1,000.00
ID0025	E-DM parking lot repair hazard(Dwelling Unit-Site Work (1480)-Parking)	Repair hazardous areas in parking lot		\$1,000.00
ID0026	E-DM New Generator and Electric Switch(Non-Dwelling Construction - Mechanical (1480)-Generator)	Replace generator and transfer switch-DM		\$1,000.00
ID0027	E-Scattered Site Sewer Line & Storm Drain Repair(Dwelling Unit-Site Work (1480)-Sewer Lines - Mains,Dwelling Unit-Site Work (1480)-Storm Drainage)	37-53 E Grand, 169-171 Pasa, 93-95 Cortland, 13552-13558 Hamilton, 13905-13911 Second Ave, 13904-13910 Third Ave		\$33,640.00
ID0028	E-Appliances & Kitchen Repair(Dwelling Unit-Interior (1480)-Appliances,Dwelling Unit-Interior (1480)-Kitchen Cabinets)	TBD		\$1,000.00

Capital Fund Program - Five-Year Action Plan

Part II: Supporting Pages - Physical Needs Work Statements (s)					
Work Statement for Year		2	2021		
Identifier	Development Number/Name	General Description of Major Work Categories		Quantity	Estimated Cost
ID0029	E-Scattered Site Repair Subfloor, VCT, Chimney, siding, roof, porch repair, trip hazards, carpet(Dwelling Unit-Exterior (1480)-Balconies-Porches-Railings-etc.Dwelling Unit-Exterior (1480)-Other.Dwelling Unit-Exterior (1480)-Roofs,Dwelling Unit-Exterior (1480)-Siding,Dwelling Unit-Interior (1480)-Flooring (non routine))	Multiple Sites			\$1,000.00
ID0030	E-DM-Fire stairwell railings and Exterior Balcony Railings (Dwelling Unit-Exterior (1480)-Stairwells - Fire Escapes,Dwelling Unit-Exterior (1480)-Balconies-Porches-Railings-etc)	Bring stairwell railings into compliance. Replace 31 balcony railings.			\$172,800.00
ID0031	E-DM & Scattered Sites-Safety & Security Measures (Dwelling Unit-Site Work (1480)-Fencing,Dwelling Unit-Site Work (1480)-Lighting,Dwelling Unit-Site Work (1480)-Parking)	TBD			\$162,555.00
ID0032	DM-Partial Roof Repair(Dwelling Unit-Exterior (1480)-Roofs)	DM Partial Roof Repair			\$296,100.00
ID0033	DM-Make Up Air Handler(Dwelling Unit-Interior (1480)-Mechanical)	Repair Make up Air Handler			\$25,229.00
ID0034	DM-Facade/tuckpointing repair(Dwelling Unit-Exterior (1480)-Tuck-Pointing)	Repair façade and tuckpointing @ DM.			\$36,675.00
ID0035	Contingency/Shortfall Grant(Contract Administration (1480)-Contingency)	Contingency/Shortfall Grant			\$250,400.00

Capital Fund Program - Five-Year Action Plan

Part II: Supporting Pages - Physical Needs Work Statements (s)					
Work Statement for Year		2	2021		
Identifier	Development Number/Name	General Description of Major Work Categories		Quantity	Estimated Cost
	Subtotal of Estimated Cost				\$1,833,053.00

Capital Fund Program - Five-Year Action Plan

Part II: Supporting Pages - Physical Needs Work Statements (s)					
Work Statement for Year		3	2022		
Identifier	Development Number/Name	General Description of Major Work Categories	Quantity	Estimated Cost	
ID0079	DOWNES MANOR (M1105000001) R-Kitchen appliances Scattered(Dwelling Unit-Interior (1480)-Appliances)	Replace kitchen appliances, scattered sites		\$5,244,006.00	
ID0080	R-Scattered Drywall/trim/frame/paint(Dwelling Unit-Interior (1480)-Interior Painting (non routine),Dwelling Unit-Interior (1480)-Interior Doors)	Scattered Drywall/trim/frame/paint		\$1,000.00	
ID0081	R-Gutters/Downspouts Scattered(Dwelling Unit-Exterior (1480)-Gutters - Downspouts)	Gutters/Downspouts repairs scattered sites		\$1,000.00	
ID0082	R- Carpet Replacement(Dwelling Unit-Interior (1480)-Flooring (non routine))	Carpet Replacement		\$181,196.00	
ID0083	R-DM Fencing Repair(Dwelling Unit-Exterior (1480)-Balconies-Porches-Railings-etc)	DM fencing repair		\$100,000.00	
ID0084	R-Exterior Tuckpointing DM(Dwelling Unit-Exterior (1480)-Siding)	Exterior tuckpointing Downes Manor		\$200,000.00	

Capital Fund Program - Five-Year Action Plan

Part II: Supporting Pages - Physical Needs Work Statements (s)				
Work Statement for Year		2022		
3	Development Number/Name	General Description of Major Work Categories	Quantity	Estimated Cost
ID0085	R-Elevator Cab Replacement/Modernization(Dwelling Unit-Interior (1480)-Mechanical)	R-Elevator Cab Replacement/Modernization		\$290,473.00
ID0086	R-Elevator Modernization - Other Related Work(Dwelling Unit-Interior (1480)-Electrical,Dwelling Unit-Interior (1480)-Mechanical,Dwelling Unit-Interior (1480)-Plumbing)	Elevator Modernization - Other Related Work: Fire panel, electric and plumbing		\$113,145.00
ID0087	R - Picnic Bench Replacement(Dwelling Unit-Site Work (1480)-Playground Areas - Equipment)	Picnic Bench Replacement at Downes		\$5,000.00
ID0088	R-Bathroom Vanity Replacement(Dwelling Unit-Interior (1480)-Bathroom Counters and Sinks)	Bathroom vanity replacement		\$100,000.00
ID0089	R-Tub Surrounds,diverter, faucet, flow flow shower heads(Dwelling Unit-Interior (1480)-Tubs and Showers)	Tub Surrounds, diverter, faucet, flow flow shower heads		\$300,000.00
ID0090	R-DM sliding glass doors(Dwelling Unit-Exterior (1480)-Exterior Doors)	DM sliding glass doors		\$200,000.00
ID0091	R-DM Community Room/Office Windows(Dwelling Unit-Exterior (1480)-Windows)	DM Community Room/Office Windows		\$25,000.00

Capital Fund Program - Five-Year Action Plan

Part II: Supporting Pages - Physical Needs Work Statements (s)				
Work Statement for Year		3	2022	
Identifier	Development Number/Name	General Description of Major Work Categories	Quantity	Estimated Cost
ID0092	R-Residential windows(Dwelling Unit-Exterior (1480)-Windows)	residential windows at scattered and DM		\$249,865.00
ID0093	R-Interior lighting(Dwelling Unit-Interior (1480)-Electrical,Dwelling Unit-Interior (1480)-Other)	Interior lighting at Downes		\$440,000.00
ID0094	R-Site Lighting - DM(Dwelling Unit-Exterior (1480)-Exterior Lighting)	Parking lot lighting, DM		\$150,000.00
ID0095	R-Site Security System at DM(Dwelling Unit-Interior (1480)-Other)	Site Security System at DM		\$300,445.00
ID0096	R-Surveillance DM(Dwelling Unit-Site Work (1480)-Other)	Cameras at Downes		\$160,000.00
ID0097	R-Scattered Sidewalk, stoop/driveway masonry(Dwelling Unit-Site Work (1480)-Asphalt - Concrete - Paving, Dwelling Unit-Site Work (1480)-Curb and Gutter,Dwelling Unit-Site Work (1480)-Pedestrian paving)	Scattered Sidewalk, stoop/driveway masonry		\$224,000.00
ID0098	R-Scattered Site Roof Replacement(Dwelling Unit-Exterior (1480)-Roofs)	Scattered Site Roof Replacement		\$83,931.00

Capital Fund Program - Five-Year Action Plan

Part II: Supporting Pages - Physical Needs Work Statements (s)				
Work Statement for Year		3	2022	
Identifier	Development Number/Name	General Description of Major Work Categories	Quantity	Estimated Cost
ID0010	Copy of administration/Administration (1410)-Salaries	salaries		\$25,000.00
ID0036	Transfer to Operations(Operations (1406))	Transfer funds to Operations		\$99,285.50
ID0038	Repositioning Thru Rad. SVC or Section 18(RAD (1503))	Repositioning Thru Rad. SVC or Section 18		\$165,000.00
ID0039	DM/AC for Make-Up air unit(Dwelling Unit-Interior (1480)-Mechanical)	DM/AC for Make-Up air unit		\$41,639.50
ID0040	DM Appliances, Cabinets(Dwelling Unit-Interior (1480)-Appliances,Dwelling Unit-Interior (1480)-Kitchen Cabinets)	Replace Appliances and Cabinets @ DM		\$25,017.00
ID0041	DM- Trash Compactor and 2 Bins(Dwelling Unit-Site Work (1480)-Dumpsters and Enclosures)	Replace Trash Compactor and purchase 2 new Bins @ DM		\$35,000.00
ID0042	Scattered Site Ceiling Finishes(Dwelling Unit-Interior (1480)-Interior Painting (non routine))	37-53 E. Grand		\$6,200.00

Capital Fund Program - Five-Year Action Plan

Part II: Supporting Pages - Physical Needs Work Statements (s)				
Work Statement for Year		2022		
Identifier	Development Number/Name	General Description of Major Work Categories	Quantity	Estimated Cost
ID0071	E-Repair/Replace Sewer/Drains-Scattered(Dwelling Unit-Site Work (1480)-Sewer Lines - Mains,Dwelling Unit-Site Work (1480)-Storm Drainage,Dwelling Unit-Site Work (1480)-Water Lines/Mains)	Repair/replace/scope drains for problem buildings		\$150,000.00
ID0072	E-Repair/Replace Make Up Air Handler - DM(Dwelling Unit-Interior (1480)-Mechanical)	Current air handler for common areas at Downes does not work. No A/C component to this BLI		\$154,132.00
ID0073	E-Replace Trash Compactor(Dwelling Unit-Interior (1480)-Mechanical)	Replace trash compactor		\$44,111.00
ID0074	Replace Roof on DM(Dwelling Unit-Exterior (1480)-Roofs)	partial funding to replace roof on Downes Manor building		\$67,900.00
ID0075	E-Repair Tuckpoint DM(Dwelling Unit-Exterior (1480)-Exterior Paint and Caulking,Dwelling Unit-Exterior (1480)-Siding)	Exterior of Downes Manor leaks. BLI to tuckpoint		\$300,000.00
ID0076	E-Demo HUD Approved Single Family Units(Dwelling Unit - Demolition (1480))	Demo HUD Approved Single Family Units. Partial funding		\$407,866.00
ID0077	E-Replace Balcony Railings on DM Building.(Dwelling Unit-Exterior (1480)-Balconies-Porches-Railings-etc)	Replace Balcony Railings on DM Building		\$172,800.00

Capital Fund Program - Five-Year Action Plan

Part II: Supporting Pages - Physical Needs Work Statements (\$)				
Work Statement for Year		3	2022	
Identifier	Development Number/Name	General Description of Major Work Categories	Quantity	Estimated Cost
ID0078	E-Replace Fire Exit Stair Railings(Dwelling Unit-Interior (1480)-Other)	Railing horizontal bars exceed 4" - Add railing to meet code.		\$175,000.00
	Subtotal of Estimated Cost			\$5,244,006.00

Capital Fund Program - Five-Year Action Plan

Part II: Supporting Pages - Physical Needs Work Statements (s)				
Work Statement for Year		4	2023	
Identifier	Development Number/Name	General Description of Major Work Categories	Quantity	Estimated Cost
ID0011	DOWNES MANOR (MH105000001) Copy of administration(Administration (1410)-Salaries)	salaries		\$400,583.00
ID0039	Transfer to Operations(Operations (1406))	Transfer to operations		\$100,145.75
ID0060	DM Elevator Cab Finishes(Non-Dwelling Construction - Mechanical (1480)-Elevator)	DM Elevator Cab Finishes		\$9,220.25
ID0061	New Roof Tuxedo Building(Dwelling Unit-Exterior (1480)-Roofs)	New Roof Tuxedo Building		\$50,000.00
ID0062	New Roof Trumbull Building(Dwelling Unit-Exterior (1480)-Roofs)	DM Elevator Cab Finishes		\$50,000.00
ID0063	New Roof East Grand Building(Dwelling Unit-Exterior (1480)-Roofs)	New Roof East Grand Building		\$27,000.00

Capital Fund Program - Five-Year Action Plan

Part II: Supporting Pages - Physical Needs Work Statements (s)				
Work Statement for Year		4	2023	
Identifier	Development Number/Name	General Description of Major Work Categories	Quantity	Estimated Cost
ID0064	New Roof West Grand Building(Dwelling Unit-Exterior (1480)-Roofs)	New Roof West Grand Building		\$18,000.00
ID0065	New Roof West Grand Building(Dwelling Unit-Exterior (1480)-Roofs)	New Roof West Grand Building		\$18,000.00
ID0066	New Roof 2nd Building(Dwelling Unit-Exterior (1480)-Roofs)	New Roof 2nd Building		\$12,000.00
ID0067	Duplexes - Exterior Walls Per PNA(Dwelling Unit-Exterior (1480)-Exterior Paint and Caulking,Dwelling Unit-Exterior (1480)-Siding,Dwelling Unit-Exterior (1480)-Tuck-Pointing)	Duplexes - Exterior Walls Per PNA		\$69,200.00
ID0068	Single Family Exterior Envelop Repairs(Dwelling Unit-Exterior (1480)-Exterior Paint and Caulking,Dwelling Unit-Exterior (1480)-Siding,Dwelling Unit-Exterior (1480)-Soffits,Dwelling Unit-Exterior (1480)-Tuck-Pointing)	Single Family Exterior Envelop Repairs		\$22,017.00
	Subtotal of Estimated Cost			\$400,583.00

Capital Fund Program - Five-Year Action Plan

Part II: Supporting Pages - Physical Needs Work Statements (s)					
Work Statement for Year		5	2024		
Identifier	Development Number/Name	General Description of Major Work Categories		Quantity	Estimated Cost
	DOWNES MANOR (M1105000001)				\$316,217.00
ID0012	Copy of administration(Administration (1410)-Salaries)	salaries			\$25,000.00
ID0043	Transfer to Operations(Operations (1406))	Transfer to operations			\$25,000.00
ID0044	Duplexes - Exterior Wall Repair(Dwelling Unit-Exterior (1480)-Siding)	Duplexes - Exterior Wall Repair. See HUD PNA. Exterior walls are dirty with graffiti.			\$31,300.00
ID0045	Duplexes Piping & Valve Repairs(Dwelling Unit-Site Work (1480)-Sewer Lines - Mains,Dwelling Unit-Site Work (1480)-Storm Drainage)	Piping & Valve Repairs per PNA. Storm and sanitary sewer collection system prone to glogging.			\$43,000.00
ID0046	Duplex-Parking Lot Repairs(Dwelling Unit-Site Work (1480)-Parking)	Duplex-Parking Lot Repairs, per PNA. Damage of concrete paving requires replacement.			\$20,000.00
ID0047	Duplex Ceiling Repair(Dwelling Unit-Interior (1480)-Other)	Duplex ceiling repair per PNA.			\$35,000.00

Capital Fund Program - Five-Year Action Plan

Part II: Supporting Pages - Physical Needs Work Statements (s)				
Work Statement for Year		5	2024	
Identifier	Development Number/Name	General Description of Major Work Categories	Quantity	Estimated Cost
ID0048	Duplex Flooring(Dwelling Unit-Interior (1480)-Flooring (non routine))	Duplex flooring per PNA. VCT needs repair/replace		\$38,900.00
ID0049	Single Family Roof Repair(Dwelling Unit-Exterior (1480)-Roofs)	Single Family Roof Repair per PNA		\$33,017.00
ID0050	DM - Lawn Irrigation(Dwelling Unit-Site Work (1480)-Landscape)	DM - Lawn Irrigation		\$4,500.00
ID0051	DM-Mold Mitigation(Housing Related Hazards (1480)-Hazard Controls-Mold)	Mold mitigation in DM		\$20,000.00
ID0052	Trumbull-Sidewalk Repair(Dwelling Unit-Site Work (1480)-Pedestrian paving)	Trumbull-Sidewalk Repair		\$3,600.00
ID0053	Walk-Up's -Roadway Repairs(Dwelling Unit-Site Work (1480)-Parking)	Striping totally faded and needs all new restriping		\$7,800.00
ID0054	Walk-Up's Fencing Repair(Dwelling Unit-Site Work (1480)-Fencing)	Per PNA: The chain link site fencing has isolated portions of the fencing that are damaged or deteriorated. The affected portions of the fence and gates must be replaced.		\$1,800.00

Capital Fund Program - Five-Year Action Plan

Part II: Supporting Pages - Physical Needs Work Statements (s)					
Work Statement for Year		5	2024		
Identifier	Development Number/Name	General Description of Major Work Categories	Quantity	Estimated Cost	
ID0055	Walk-Up Landscaping(Dwelling Unit-Site Work (1480)-Landscape)	walk up landscaping		\$4,000.00	
ID0056	DM Landscaping(Dwelling Unit-Site Work (1480)-Landscape)	DM Landscaping		\$4,000.00	
ID0057	Duplex and Single Family Interior Wall Failure(Dwelling Unit-Interior (1480)-Interior Painting (non routine))	Duplex and Single Family Interior Wall Failure. Drywall/painting repairs		\$8,800.00	
ID0058	Single Family/Duplex Interior Doors(Dwelling Unit-Interior (1480)-Interior Doors)	Single Family/Duplex Interior Doors		\$10,500.00	
	Subtotal of Estimated Cost			\$316,217.00	

