

MINUTES OF A REGULAR MEETING OF THE  
 COMMISSIONERS OF THE  
 CITY OF ROANOKE REDEVELOPMENT AND HOUSING AUTHORITY

The Commissioners of the City of Roanoke Redevelopment and Housing Authority met for a regular session on Monday, May 22, 2017, in the offices of the City of Roanoke Redevelopment and Housing Authority, 2624 Salem Turnpike, NW, in the City of Roanoke, Virginia.

**I. CALL TO ORDER – ROLL CALL**

Chair Karnes called the meeting to order at 3:00 p.m. and declared that a quorum was present.

PRESENT: Commissioners Anguiano, Burruss, Butler, Karnes, Smith, Witten

Commissioner Garner arrived at 3:03 p.m.

ABSENT: None

OFFICER PRESENT: Mrs. Glenda Edwards Goh, Secretary-Treasurer

ALSO PRESENT: Jackie Austin, VP of Finance/CFO; Kathy Beveridge, Compliance and Quality Assurance Manager; Sarah Bridgman, Jobs-Plus Case Manager; David Bustamante, VP of Housing; Stephanie Cooperstein, Section 3 Employment Coordinator; Betsy Crow, VP of HR and Administration; Michelle Dykstra, Roanoke City Council Liaison Alternate (via phone); Jessica Farmer, HCV Manager; Frederick Gusler, Director of Redevelopment and Revitalization; Crystal Hall, Community Support Services Director; Mark Loftis, Legal Counsel; Taylor Pokrant, Family Self-Sufficiency Coordinator; Joel Shank, VP of Operations; Yvonne Thomas, Jobs-Plus Program Manager; Sylvia Williams, Jobs-Plus Case Manager; Melissa Wills, Executive Assistant

Chair Karnes welcomed everyone to today's meeting.

**PUBLIC HEARING**

To receive comments on the proposed 2017 Annual Plan update to the 2015-2019 Agency Plan.

Mrs. Goh stated that the Annual Plan update has been available to the public during the 45-day comment period as required by the United States Department of Housing and Urban Development (HUD) at each of the Public Housing sites, the RRHA Central Office lobby, the City Manager's office, and on the website. No comments were received during the 45-day period.

She explained that there would be one revision to the draft that was distributed to the Board to insert RRHA's plan to pursue the Moving to Work (MTW) designation when that opportunity is offered by HUD so that the plan will not have to be amended later when the opportunity becomes available.

Chair Karnes asked if there were any community members or other stakeholders wishing to make comments. There were none.

Chair Karnes asked if any Commissioners had any questions or comments. There were none.

There being no further discussion the Public Hearing ended at 3:01 p.m.

**PUBLIC HEARING**

To receive comments on the proposed 2017 Capital Fund Program Five-Year Action Plan.

Mrs. Goh stated the 2017 Capital Fund Program Five-Year Action Plan was

distributed at the same time as the Annual Plan update and has been available for public comment for a 45-day period at the same sites as the Annual Plan update as required by HUD regulations. This is the five-year plan for capital improvements for Public Housing sites. RRHA did not receive any comments.

Chair Karnes asked if there were any community members or other stakeholders wishing to make comments. There were none.

Chair Karnes asked if any Commissioners had any questions or comments. There were none.

There being no further discussion the Public Hearing ended at 3:02 p.m.

## **II. REPORTS**

### **1. Financial Report**

Chair Karnes stated that Mrs. Austin provided a Financial Narrative along with a Financial Report.

Chair Karnes asked if there were any comments or questions. There were none.

### **2. Executive Director's Report**

Chair Karnes asked for the Executive Director's report.

Mrs. Goh stated that the President's budget for FY 2018 is due to be released tomorrow. She stated that she has not heard anything that leads her to believe that the numbers for HUD have changed from the time that the leaked documents were published a couple of months ago, so Mrs. Goh anticipates that substantial funding cuts will be included in the proposal for programs RRHA administers. She explained that RRHA is in the process of developing budgets, reflecting expected funding

reductions. She explained that the good news, as she outlined in her written report, is that the funding for this fiscal year which ends on September 30, 2017, is flat, which is about as good as could be expected, particularly since funding was not known until nearly two-thirds of the way through the fiscal year. She said that it is helpful to not find out about reductions that far into the fiscal year.

Mrs. Goh invited the Board to the book distribution event taking place on Friday, June 23, from 10:00 a.m. until noon, which she had mentioned during last month's meeting. The largest event will take place at Lansdowne Park and Vice Chair Burruss has agreed to be present and give some remarks on behalf of the Board, along with the City of Roanoke Mayor who will give his remarks as well. She went on to explain that there will be book distribution events at all of the Public Housing sites occurring simultaneously with the larger event and, if any of the Commissioners are interested in volunteering their time to distribute books, Ms. Hall would be more than happy to have them help. The intention of the event is to get books into the hands of as many children residing in public housing as possible. Mrs. Goh encouraged Commissioners to attend either the media event at Lansdowne or help with the book distribution events at the other sites if their schedules allow.

Chair Karnes asked if there were any other comments or questions. There were none.

### 3. Staff Reports

Ms. Hall stated that she couldn't believe a year had already passed since she had last updated the Board on the Jobs-Plus program. She reminded the Board that during her report a year ago, she had mentioned that the focus of the Jobs-Plus

program in year one was enrollment and employment, trying to get people signed up for the program and also trying to get jobs for people so that they could stay the length of the program and be able to pay their rent without being evicted. She said that those survival jobs were at the top of the list as far as priorities for the program. She explained that year two began with a forty-eight percent employment rate at Lansdowne overall and a sixty percent employment rate within the Jobs-Plus program which means that both employment rates increased significantly in the first year.

She went on to say that last quarter's employment rate was fifty-five percent and has declined slightly to fifty-two percent due to a few people either moving or losing jobs. She said that slight growth in the employment percentage overall in the program allowed staff to focus on training and education for year two.

Ms. Hall said that the Jobs-Plus staff is trying to get the word out regarding the General Education Development (GED) programs that are available and also other training programs in the Roanoke Valley at places like Goodwill Industries. They have focused on training by expanding the training options. Ms. Hall explained that Virginia Western Community College (VWCC) has been the training provider of choice for many years; however, there have been some challenges because, if a person in the Jobs-Plus program becomes interested in a certain training, but that training is only offered when a new semester starts, the person may lose interest or have a job and be unable to attend by the time they are able to begin the training. Because of this, staff has been trying to find training that is user friendly and meets the needs of the residents. She explained that Goodwill Industries was able to help with that by doing some research and developing a training program called Med Certs which is an online

training that is offered in the Jobs-Plus computer lab at Goodwill's Workforce Connection Center (WCC) on Melrose Avenue. There are Information Technology (IT) and medical trainings like coding and billing, along with several other options, that are available which are more flexible and, therefore, better able to meet the needs of the residents. She said that one person in particular has enrolled in the IT training and is doing great in the program. She also said that Goodwill has a staff person at the Workforce Connection Center to assist.

Ms. Hall mentioned that RRHA has partnered with Arnold R. Burton Technology Center in Roanoke County to work out some vocational tech classes such as building maintenance and automotive tech classes. The Jobs-Plus staff has worked hard to provide more opportunities to better meet the needs of the residents, which is one of the core principles of Jobs-Plus, to mold the program to fit the needs of people rather than people having to fit the program. This has been a challenge at times when it comes to training because of schedules and the fact that training centers cannot always adjust to accommodate the residents' needs.

Ms. Hall stated that another accomplishment of the Jobs-Plus program this past year was the first participant who earned a General Education Diploma (GED) and continued on to complete training as a Certified Nursing Assistant (CNA).

Referring to a report that Ms. Hall distributed to the Board, she spoke about the minimum data that Jobs-Plus is required to report to the U.S. Department of Housing and Urban Development (HUD) regarding goals for the four years. She indicated on the report in red where the program is currently in relation to the goals. There are still approximately the same number of work-able residents compared to the beginning of

the grant. The employment rate has increased from 37 percent to 52.6 percent with the average yearly earnings of work-able adults rising from \$5,415 to \$6,972. Ms. Hall reported that the turnover rate of the Lansdowne Park development has decreased slightly from 54 families to 43, which is a positive thing. She also referred to the target numbers that HUD has set for each of the four years and where Jobs-Plus is in relation to each of the six goals. In every instance, the numbers are ahead of the HUD target numbers, with RRHA's Jobs-Plus program already meeting the four-year target for two of the goals.

Ms. Hall then referred the Board to a second report that she distributed which comes from a HUD-created website that shows not only data for RRHA, but how RRHA's program compares with other Public Housing Jobs-Plus programs that were a part of the first cohort of grantees. RRHA shows slow and steady, continued growth in the program, attributable in large part to the tremendous efforts of the Jobs-Plus staff.

Ms. Hall told the Board that the Ambassadors, who are also an integral part of the Jobs-Plus program, have made 1,730 contacts to 401 individuals since the beginning of the program, which is a very impressive average of 4.3 contacts per person. She also said that \$59,390 worth of resident-earned income was disregarded last quarter for 87 families. That amount has increased every quarter consistently and, as of March 31, \$186,055 of earned income has been disregarded for 104 unduplicated families.

Responding to a question from Vice Chair Burruss regarding the number of Jobs-Plus staff, Ms. Hall indicated that there are four full-time staff members and three

Ambassadors to the program, with one of those preparing to go to training. Ms. Hall also confirmed for Vice Chair Burruss that the Jobs-Plus program is currently in the second year as the program officially started with HUD in October 2015. She explained that RRHA began work with the program as soon as the grant was received in April 2015, so it could be viewed as having just finished year two.

Commissioner Garner, referring to the chart that shows the share of current work-able residents who have been assessed, inquired about what the impediment to assessing a higher percentage of people was, considering that RRHA was at the average level compared to the others. Ms. Hall indicated that she was unsure how HUD determined the flat line as the program is voluntary and the staff must get residents to come into the office to be able to assess them. She said that something appeared to be incorrect with that chart. Commissioner Garner noted the increase that the PHAs in Houston and Charlotte appeared to have during the July through September quarter and asked Ms. Hall if she had any indication as to why this might take place. Ms. Hall responded that it could be that they were getting their program set up and then had some type of kickoff that would cause a large spike in numbers; however, it was nearly impossible to tell why without asking them directly. In response to a question by Commissioner Garner as to whether RRHA staff is satisfied with the results of the program, understanding the difficulty of getting people to respond to a voluntary program. Ms. Hall confirmed that they staff is satisfied and, with the average of ten new participants per quarter, RRHA's program should easily reach the goals.

Ms. Hall confirmed for Commissioner Anguiano that, according to the tracking of numbers, the program is where it needs to be. Commissioner Anguiano asked if



there had been any lessons learned over the past two years and if they had discovered anything that needs to be addressed. Ms. Hall responded that, as mentioned earlier, one of the lessons learned is that programs need to be created around the residents and their needs and lives rather than requiring residents to fit into any particular mold. It requires being as flexible as possible and bringing in partners to help with this as the Jobs-Plus staff has done. She told the Board that HUD has noted that RRHA has excellent community involvement with its program.

Chair Karnes asked if there were any other staff reports, comments or questions. There were none.

#### 4. Committee Reports

Commissioner Karnes reported that the Personnel Committee had met earlier to discuss changes to the grievance procedure. This will be brought before the Board at the next meeting.

Chair Karnes asked if there were any other Committee reports. There were none.

#### 5. Commissioner Comments

Chair Karnes asked if there were any Commissioner comments. There were none.

#### 6. City Council Liaison Comments or Discussion

Chair Karnes asked if there were any City Council Liaison comments or discussion.

Council Member Dykstra reported that she spoke with Council Member Garland prior to today's meeting to see if there was anything he wanted to pass on to

the Board. He asked that she pass along that he was encouraged and grateful for the work that RRHA is doing but, at this time, there was not anything additional from City Council that he wanted to convey to the Board.

7. Residents or other community members to address the Board

Chair Karnes asked if there were any residents or community members who would like to address the Board. There were none.

### III. **CONSENT AGENDA**

C-1 Minutes of the Regular Meeting of the Board of Commissioners held Monday, April 24, 2017.

RECOMMENDED ACTION: Dispense with the reading thereof and approve as recorded.

C-2 Monthly Operations Report for the month of April 2017.

RECOMMENDED ACTION: File as submitted

Commissioner Smith introduced a motion to approve the Consent Agenda. The motion was seconded by Commissioner Garner and upon roll call the following vote was recorded:

AYES: Commissioners Anguiano, Burruss, Butler, Garner, Karnes, Smith and Witten

NAYS: None

Chair Karnes thereupon declared said motion carried as introduced.

### IV. **REGULAR AGENDA**

1. **Resolution No. 3918**

Mrs. Austin introduced Resolution No. 3918, requesting the Board to accept the Audited Financial Statements for the year ending September 30, 2016, and

associated reports provided by Jump, Perry and Company, LLC. She stated that Mr. Don Jump was present at the April meeting and presented the Board with a draft version of the report and that it was a clean audit with no findings.

Commissioner Garner reminded the Board that RRHA is a low risk auditee, and the fact that RRHA has been several years with clean audits and no management findings is extraordinary and a great reflection on the finance staff and overall management of RRHA. Mrs. Goh confirmed for the Board that this was the ninth consecutive year of clean audits with no findings. Chair Karnes stated that he would like to echo the comments and congratulated Mrs. Austin and her staff on the hard work that they do throughout the year.

Chair Karnes asked if there were any other comments or questions. There were none.

Commissioner Garner introduced Resolution No. 3918 and moved its adoption as introduced:

**RESOLUTION OF THE CITY OF ROANOKE REDEVELOPMENT AND HOUSING AUTHORITY ACCEPTING THE AUDITED FINANCIAL STATEMENTS FOR THE YEAR ENDED SEPTEMBER 30, 2016 AND ASSOCIATED REPORTS PROVIDED BY JUMP, PERRY AND COMPANY, LLP**

WHEREAS, The City of Roanoke Redevelopment and Housing Authority has received documents from Jump, Perry and Company, LLP entitled ROANOKE REDEVELOPMENT AND HOUSING AUTHORITY FINANCIAL STATEMENTS, FOR THE YEAR ENDED SEPTEMBER 30, 2016 (with Independent Auditor's Report thereon); and

WHEREAS, Jump, Perry and Company, LLP auditors provided a presentation of the reports to the City of Roanoke Redevelopment and Housing Authority Board of Commissioners at the April 24, 2017 meeting; and

WHEREAS, the City of Roanoke Redevelopment and Housing Authority Board of Commissioners having reviewed these reports has determined that they include the

necessary components of an independent audit of the Agency's financial statements for the year ended September 30, 2016.

NOW, THEREFORE, BE IT RESOLVED by the Commissioners of the City of Roanoke Redevelopment and Housing Authority that the Jump, Perry and Company, LLP report identified above is hereby accepted.

The motion was seconded by Commissioner Smith and upon roll call the following vote was recorded:

AYES: Commissioners Anguiano, Burruss, Butler, Garner, Karnes, Smith and Witten

NAYS: None

Chair Karnes thereupon declared said motion carried and Resolution No. 3918 adopted as introduced.

2. Resolution No. 3919

Mr. Bustamante introduced Resolution No. 3919, requesting the Board to approve a revised Administrative Plan for the Section 8 Housing Choice Voucher (HCV) Program. He stated that most of the revisions included in this yearly update were due to HUD's streamlining and policies related to the Violence Against Women Act (VAWA). Several of the changes are based on RRHA's experience of working with tenants and opportunities identified for improvements.

He explained that one example of this is changes to the repayment agreement procedures which were discovered to be too lenient during reviews related to the current funding shortfall. The new procedures provide the individual the opportunity to repay the money, but on a stricter timeline than before with a cap of \$5,000 and, if the person is late on a repayment agreement, RRHA will pursue termination of assistance.

Mr. Bustamante stated that another change to the Admin Plan is that no additions to the household will be approved except in the case of marriage, adoption or birth. The previous policy had no restrictions on who could be added to the household which created the added financial burden of screening and increasing the voucher size. Along with this, the change was made that if a person leaves the household, they cannot be added back to the lease at a later time.

He explained that two changes were made to the Admin Plan after the draft copy was distributed with the Board materials. Since a main goal of RRHA is to go paperless, paper checks will no longer be issued and a system of direct deposit will be required for landlords. Mr. Bustamante stated that RRHA has been very lenient with landlords in the past; however, now a process has been established to transition to this system. He said this also applies to those who receive Utility Allowances on a Utility Allowance Program (UAP) card.

Commissioner Garner inquired about the percentage of people who receive a paper check as he said it was surprising that people would prefer that method. Mrs. Farmer confirmed that out of 1,038 landlords, she is issuing 70 checks per month.

Responding to a question from Commissioner Garner regarding the process of adding someone to a voucher, Mr. Bustamante explained that, in the past, if a tenant wanted to add someone to the voucher, they would set up an appointment with their Housing Choice Voucher Specialist to come in and determine eligibility of the person to be added and, if the person passed, since there was no policy in place, the person could be added regardless of who they were. He also confirmed the addition of the person not only increases the voucher size, it also gives the added person the same

rights as anyone else residing in the household to both the lease and the voucher. The only individuals who do not have those rights relative to both the Section 8 and Public Housing programs would be live-in aides.

Commissioner Anguiano inquired about parents who are not married and how that situation would be handled. Mr. Bustamante responded that it would be determined on a case by case basis. Mrs. Goh added that policy relates to after a voucher has been issued, and a person is requested to be added. If parents are living together when the voucher is issued, that is a different situation than when a household gets more members added, which results in the voucher becoming higher cost. She explained that, particularly, when RRHA is faced with funding issues, it makes it harder to control the cost per voucher. Commissioner Garner, referring to his earlier questions, stated that this was what he was trying to understand, that adding a person to a household gives them not only the same rights but increases the expenditure of the voucher. Mrs. Goh confirmed that the family is eligible for a larger size voucher when a person is added.

Vice Chair Burruss, using an example of a husband, wife and child where the sister wants to move into the household, asked if that family would then be eligible for a three bedroom unit instead of a 2 bedroom. She also asked that, if the family was eligible for a larger unit, would they bypass those who were on the waiting list. Mr. Bustamante confirmed that both of these were true and stated that this was a good point, that the person adding someone to their household would actually bypass everyone on the waiting list. Vice Chair Burruss stated that she felt like this was challenging to administer.

Chair Karnes asked if there were any other comments or questions. There were none.

Commissioner Garner introduced Resolution No. 3919 and moved its adoption as introduced:

**RESOLUTION OF THE CITY OF ROANOKE REDEVELOPMENT AND HOUSING AUTHORITY TO APPROVE A REVISED ADMINISTRATIVE PLAN FOR THE SECTION 8 HOUSING CHOICE VOUCHER PROGRAM**

WHEREAS, the City of Roanoke Redevelopment and Housing Authority's (RRHA) Board of Commissioners and staff are committed to providing safe and affordable housing to eligible individuals and families, including persons with disabilities; and

WHEREAS, the United States Department of Housing and Urban Development (HUD) has authorized Public Housing Agencies (PHA) to administer a Housing Choice Voucher (HCV) program, through the use of the PHA's Administrative Plan; and

WHEREAS, the Administrative Plan must state the PHA's policies on matters for which the PHA has discretion to establish local policies; and

WHEREAS, a PHA is required to revise its Administrative Plan as necessary to remain in compliance with the Department of Housing and Urban Development (HUD) regulations as set forth in 24 CFR 5, 8, 35, 92, 882, 887, 888, 903, 908, 982, 983, 984 and 985; and

WHEREAS, the current Administrative Plan for the RRHA Section 8 HCV Program was last revised and approved by the Board of Commissioners by Resolution No. 3887 on June 27, 2016; and

WHEREAS, RRHA staff has reviewed the Administrative Plan and made revisions to reflect changes in regulations and RRHA operations.

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of the City of Roanoke Redevelopment and Housing Authority that:

1. The Revised Administrative Plan for the RRHA Section 8 Housing Choice Voucher Program, in substantially the form circulated to the Board, is approved.
2. The Executive Director be and hereby is authorized and directed to make minor procedural changes as necessary between annual updates.

The motion was seconded by Commissioner Witten and upon roll call the

following vote was recorded:

AYES: Commissioners Anguiano, Burruss, Butler, Garner, Karnes, Smith and Witten

NAYS: None

Chair Karnes thereupon declared said motion carried and Resolution No. 3919 adopted as introduced.

3. Resolution No. 3920

Mr. Shank introduced Resolution No. 3920, requesting the Board to approve the 2017 Capital Fund Program (CFP) Five-Year Action Plan and budget. He explained that each year a budget is developed with plans for the Capital Fund Program on a rolling 5-year basis. He explained further that the items are determined through various means such as input received from residents during the community meetings, physical needs assessments, and internal assessments. Mr. Shank referred Commissioners to the plan in their Board materials and noted that the items highlighted in yellow were adjustments that had been made after the draft was distributed. The 5-year plan was developed based on funding estimates for future years and is then adjusted as actual amounts become known each year. He referred to Mrs. Goh's statement earlier regarding Capital Fund remaining close to level funding for this year; however, HUD has not notified agencies of actual funding amounts, so a statement was added to the resolution to reflect the fact that this is an estimated budget and a revision will be submitted to HUD once those final numbers are known.

Chair Karnes asked if there were any other comments or questions. There were none.



Commissioner Butler introduced Resolution No. 3920 and moved its adoption as introduced:

RESOLUTION OF THE CITY OF ROANOKE REDEVELOPMENT  
AND HOUSING AUTHORITY APPROVING THE 2017 CAPITAL  
FUND PROGRAM FIVE-YEAR ACTION PLAN AND BUDGET

WHEREAS, the City of Roanoke Redevelopment and Housing Authority (RRHA) receives Capital Funds from the U.S. Department of Housing and Urban Development (HUD); and

WHEREAS, pursuant to 24 CFR 905.300, RRHA is required to develop and submit to HUD a 5-Year Action Plan and budget reflecting capital improvements planned for RRHA's Public Housing developments; and

WHEREAS, HUD allows public housing authorities to adopt either a fixed or rolling 5-Year Action Plan, and RRHA has adopted a rolling plan; and

WHEREAS, the Plan is designed to provide a framework for local accountability and an easily identifiable source by which public housing residents and other members of the public may review RRHA's plan for capital improvements to Public Housing; and

WHEREAS, RRHA staff have consulted with the Joint Resident Council, Inc. and all active resident councils and have conducted community meetings at all public housing sites and with participants and landlords in Section 8 programs to gather input, which has been considered in development of the 2017 Capital Fund Program 5-Year Action Plan; and

WHEREAS, RRHA Commissioners were provided with copies of the draft 2017 Capital Fund Program 5-Year Action Plan; and

WHEREAS, RRHA gave 45 days public notice and made the 2017 Capital Fund Program 5-Year Action Plan available for public review at RRHA administrative offices, public housing site management offices, and on the RRHA website; and

WHEREAS, the RRHA Board of Commissioners held a public hearing to receive public comments on the proposed Plan on May 22, 2017; and

WHEREAS, the RRHA 2017 Capital Fund Program 5-Year Action Plan meets the current regulatory and statutory requirements; and

WHEREAS, RRHA is required to submit the 2017 Capital Fund Program 5-Year Action Plan to HUD following approval by the RRHA Board of Commissioners.

NOW, THEREFORE, BE IT RESOLVED by the Commissioners of the City of

Roanoke Redevelopment and Housing Authority that:

1. The attached RRHA 2017 Capital Fund Program 5-Year Action Plan is hereby approved for submission to the U.S. Department of Housing and Urban Development; and
2. The Executive Director or designee is authorized to submit a budget revision for Year 1, reflecting projects included in the approved 5-Year Action Plan, to HUD upon notification of the final amount awarded for the Capital Fund Program for 2017.

The motion was seconded by Vice Chair Burruss and upon roll call the following vote was recorded:

AYES: Commissioners Anguiano, Burruss, Butler, Garner, Karnes, Smith and Witten

NAYS: None

Chair Karnes thereupon declared said motion carried and Resolution No. 3920 adopted as introduced.

4. Resolution No. 3921

Mr. Bustamante introduced Resolution No. 3921, requesting the Board to authorize the execution of a modification to a contract with SDI for surveillance camera system maintenance and repair. He explained that the contract expires April 17, 2018, which will be the completion of the fifth year and, the total amount for the upcoming year is \$72,738.58, which raises the final total to \$809,564.84.

Council Member Dykstra ended the call and left the meeting at 3:36 p.m.

Commissioner Garner inquired whether this is a routine modification and whether it pertained to the additional \$11,000 that was listed in the variance of the expenditures listed in the financial report. Mrs. Austin explained that the \$11,000 amount listed was for repairs to the surveillance cameras.

Responding to a question from Commissioner Garner regarding being satisfied with the surveillance system, Mr. Bustamante explained that for the first time since RRHA began working with this company, cameras are operational except for typical malfunctions that occur at times. After a comment from Commissioner Garner that it was a large amount of money, Mr. Bustamante stated that the reason for this is because the original purchase of the cameras was done using stimulus money with an attached requirement for purchasing items made in America, which drove up initial costs. Mr. Bustamante said that the cameras were not of good quality and many of them were not working when RRHA contracted with the current company. He went on to explain that this contract modification includes preventative maintenance with an additional \$37,000 built in for unexpected repairs identified during preventative maintenance work.

Mrs. Goh added that this is the final routine increase that will lead to the end of the five year contract; however, should some major catastrophic event happen that would cause the replacement of a large amount of cameras, this would not cover that cost. This is only for routine maintenance, repairs and replacement and, barring an unanticipated disaster that would destroy a significant amount of cameras, this would be the last year of the contract.

Commissioner Garner inquired whether, at the end of this contract year, would the process begin for a request for proposals to secure a new contract cycle.

Mr. Bustamante confirmed that it would. When asked by Commissioner Garner if the majority of the cameras purchased with stimulus money had already been replaced, Mr. Bustamante explained that there are still a few cameras left, but not many.

Mrs. Goh stated that the reason the contract amount is so large is because, early in the contract period, an assessment was performed and it was determined that a large number of cameras needed to be replaced.

Mr. Bustamante added that recently there was a situation at Melrose Towers where someone was setting fires in the stairwells so the decision was made to add surveillance cameras; however, because of funding, they were only installed on the odd numbered floors. He explained that because of the addition of the cameras, the fires ceased happening indicating that the cameras are a deterrent to crime. He went on to say that when they are working properly, they are a great help.

Chair Karnes asked if there were any other comments or questions. There were none.

Commissioner Smith introduced Resolution No. 3921 and moved its adoption as introduced:

RESOLUTION OF THE CITY OF ROANOKE REDEVELOPMENT AND HOUSING AUTHORITY AUTHORIZING EXECUTION OF A MODIFICATION TO A CONTRACT FOR SURVEILLANCE CAMERA SYSTEM MAINTENANCE AND REPAIR

WHEREAS, the Department of Housing and Urban Development (HUD) procurement regulations allow the City of Roanoke Redevelopment and Housing Authority (RRHA) to join intergovernmental cooperative agreements; and

WHEREAS, RRHA joined the Virginia Polytechnic Institute and State University (Virginia Tech) and SDI (formerly Orion) contract by agreement on November 5, 2013 with a term ending date of April 17, 2014; and

WHEREAS, Virginia Tech and SDI have agreed to 4 extensions of the contract term, resulting in a current contract term ending date of April 17, 2018; and

WHEREAS, the Virginia Tech and SDI contract fully satisfies HUD's 5 intergovernmental cooperative agreement requirements; and

WHEREAS, RRHA joined the Virginia Tech and SDI contract through an

intergovernmental cooperative agreement and executed a contract with SDI in the not-to-exceed amount of \$94,200 for maintenance and repair, and directed SDI to perform a thorough assessment of RRHA's video surveillance systems, for which the cost was \$18,680.40; and

WHEREAS, based on the completed assessment, the RRHA Board of Commissioners approved a contract modification in the amount of \$400,000, by Resolution No. 3791 on May 19, 2014, for the completion of significant repair work and maintenance services for RRHA's video surveillance systems, resulting in a not-to-exceed contract amount of \$494,200; and

WHEREAS, based on SDI's determination that 41 cameras were nonfunctioning and beyond repair, the RRHA Board of Commissioners, by Resolution No. 3835 on March 23, 2015, approved a contract modification of \$120,448.64 for camera replacement, bringing the not-to-exceed amount for the contract to \$614,648.64; and

WHEREAS, the RRHA Board of Commissioners, by Resolution No. 3851 on July 27, 2015, approved a contract modification of \$40,109.51 for required maintenance, support and replacement of 7 cameras, bringing the not-to-exceed amount for the contract to \$654,758.15; and

WHEREAS, the RRHA Board of Commissioners, by Resolution No. 3889 on June 27, 2016, approved a contract modification of \$64,382.06 for required maintenance, support and repairs, bringing the not-to-exceed amount of the contract to \$719,140.21; and

WHEREAS, RRHA required installing 11 cameras in the stairwells at Melrose Towers for \$17,686.05, bringing the not-to-exceed amount of the contract to \$736,826.26; and

WHEREAS, RRHA requires maintenance and support to maintain all RRHA camera systems, for which SDI has provided a quote in the amount of \$37,738.58 through April 17, 2018, based on the rates in the contract between Virginia Tech and SDI; and

WHEREAS, RRHA anticipates repairs to maintain all RRHA camera systems in the amount of \$35,000 through April 17, 2018, with this cost being calculated from repair expense history and based on rates in the contract between Virginia Tech and SDI; and

WHEREAS, the Virginia Tech and SDI agreement requires additional modification of the not-to-exceed amount of \$72,738.58 to authorize funding for necessary camera repairs, maintenance, and support through April 17, 2018; and

WHEREAS, RRHA has sufficient Public Housing Operating funds to obligate for this contract modification.

NOW, THEREFORE, BE IT RESOLVED by the Commissioners of the City of Roanoke Redevelopment and Housing Authority that the Executive Director is authorized to execute a modification, to be funded by Public Housing Operating Funds, to the contract between RRHA and SDI, increasing the not to exceed amount from \$736,826.26 to \$809,564.84, a net increase of \$72,738.58, with all other terms remaining unchanged.

The motion was seconded by Commissioner Garner and upon roll call the following vote was recorded:

AYES: Commissioners Anguiano, Burruss, Butler, Garner, Karnes, Smith and Witten

NAYS: None

Chair Karnes thereupon declared said motion carried and Resolution No. 3921 adopted as introduced.

## **V. ADJOURNMENT**

There being no further business to come before the Board, Commissioner Garner moved that the meeting be adjourned.

The motion was seconded by Commissioner Smith and upon roll call the following vote was recorded:

AYES: Commissioners Anguiano, Burruss, Butler, Garner, Karnes, Smith and Witten

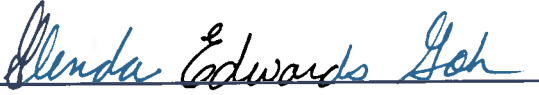
NAYS: None

Chair Karnes declared the meeting adjourned at 3:43 p.m.



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Daniel Karnes, Chair



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Glenda Edwards Goh, Secretary-Treasurer



### Jobs Plus Program- Roanoke, VA

Basic Program Information as of the date of the grant agreement (AKA Baseline). (Programs may use the end of the prior month or quarter if that data is more accessible.)

<b>Number of work-able adults:</b>	288	285
<b>Employment rate of work-able adults</b>	37%	52.6%
<b>Average yearly earnings of work-able adults</b>	\$5415	\$6972
<b>Annual Turnover rate of the development, on average</b>	54 (18%)	2016- 43 (14%)
<b>Number of Occupiable units in the development</b>	300	
Living wage in your area (for family of 3 (1 adults and 2 children) from <a href="http://livingwage.mit.edu/">http://livingwage.mit.edu/</a> )	\$25.91	

### Numeric Goals

Goal	Minimum goal required by HUD by end of Year 4	Target for end of Year 1	Target for end of Year 2	Target for end of Year 3	Target for end of Year 4
<b>1. # of Individuals Enrolled in JPEID</b>	80% of the lower of: (a) the number of work-able adults in the development; or (b) 600	100	160	200	235 257 (90%)
<b>2. # of Individuals Assessed</b>	65% of the lower of: (a) the number of work-able adults in the development; or (b) 600	60	150	180 184 (65%)	200
<b>3. # of Individuals Provided with one or more Post-Assessment Services</b>	60% of the lower of: (a) the number of work-able adults in the development; or (b) 600	60	125	150	175 178 (62%)



<p><b>4. Employment rate of work-able adults</b> (number of work-able adults in the development that are employed as of the date of your grant agreement (April 2, 2015), divided by the number of work-able adults in the development) (seniors and disabled should be removed from denominator, but may be included in numerator)</p>	<p>110% of baseline employment rate (example: baseline is 200, 110% of 200 is 220)</p>	<p>5% increase 125 individuals or 42% employment</p>	<p>15% increase 150 individuals or 52% employment <b>150 (52%)</b></p>	<p>20% increase <b>165</b> individuals or 57% employment</p>	<p>25% increase <b>180</b> individuals or 62% employment</p>
<p><b>5. Average yearly earnings of work-able adults</b></p>	<p>115% of baseline average earnings (example: baseline is \$8,000 115% of \$8,000 is <b>\$9,200</b>)</p>	<p>10% increase \$5956</p>	<p>15% increase \$6227</p>	<p>25% increase \$6769 <b>\$6972</b></p>	<p>40% increase \$7581</p>
<p><b>6. Share of assessed residents continuously employed for at least 180 days</b></p>	<p>25%</p>	<p>10</p>	<p>25</p>	<p>50 <b>55 (19%)</b></p>	<p>75</p>

This page shows data for the Roanoke (VA) Housing Authority for the period April 1, 2015 through December 31, 2016

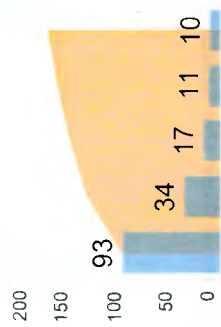
Cohort 1  
Grantee to View  
Roanoke (VA) Housing Authority

# Enrollment

Cohort 1

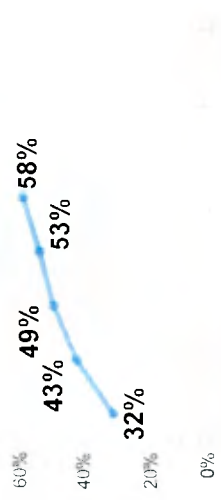
NOTE: these data are based on grantee self-reports and have not been independently verified.

Number of Residents Who Have Completed an Assessment



The Roanoke (VA) Housing Authority has assessed **163** work-able residents

Share of Work-able Residents Who Have Been Assessed



The Roanoke (VA) Housing Authority has assessed **58%** of work-able residents

# Employment

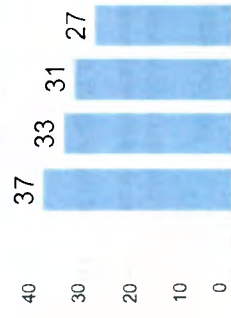
The Roanoke (VA) Housing Authority has placed **30** individuals into full-time employment.

Beginning New Full-time Employment



**27** Jobs Plus participants who were employed when entering the program had retained their employment as of the Oct-Dec, 2016 period.

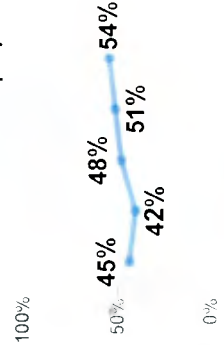
Previously Employed



Beginning New Part-time Employment



Percent of work-able residents who are employed



During the Oct-Dec, 2016 period, the Roanoke (VA) Housing Authority reported that **54%** of work-able adults were employed.

# This page shows data vs. goals for the Roanoke (VA) Housing Authority for the period April 1, 2015 through December 31, 2016

Cohort  
Cohort 1

Grantee to view  
Roanoke (VA) Housing Authority

\*These data are based on grantee self-reports and have not been independently verified.

\*\*For sites with more than 600 work-able residents, the percent of work-able residents is calculated using 600 as the denominator.

## Cumulative Number of Individuals Receiving a Post-Assessment Service

Annual Goals



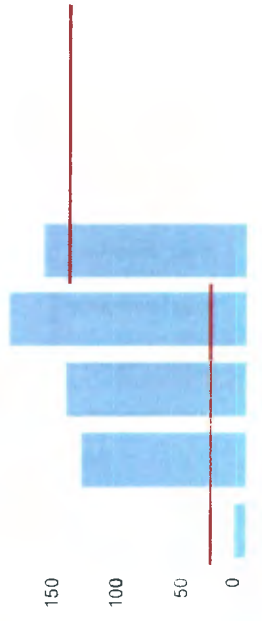
To date, 160 individuals have received a post-assessment service. A total of 98% of assessed individuals have received a post-assessment service.

## Cumulative Number of Individuals Assessed



To date, the PHA has assessed 163 individuals. 58% of current work-able residents in the development have been assessed.

## Cumulative Number of Individuals Enrolled in JPEID



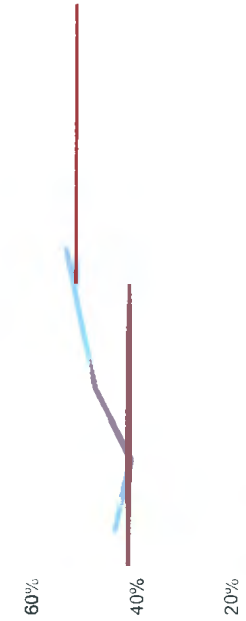
To date, 158 individuals have enrolled in JPEID. This is 57% of work-able residents.

## Cumulative Number of Households with Earnings Disregarded due to JPEID



To date, 85 households have had earnings disregarded due to the JPEID. This is 58% of all households enrolled in the JPEID.

## Employment Rate of Work-able Residents



During the latest period, the PHA reported that 54% of work-able residents were employed.

## Number of Assessed Residents Continuously Employed for At Least 180 days



During the last period, the PHA reported that 31 previously placed individuals had been employed for 180 days or longer. This represents 19% of assessed residents.

April-Dec 2015  
Jan-Mar 2016  
April-June 2016  
July-Sept 2016  
Oct-Dec 2016  
Jan-Mar 2017  
April-June 2017  
July-Sept 2017

April-Dec 2015  
Jan-Mar 2016  
April-June 2016  
July-Sept 2016  
Oct-Dec 2016  
Jan-Mar 2017  
April-June 2017  
July-Sept 2017

Choose Indicator to View  
Share of current work-able residents who have been assessed

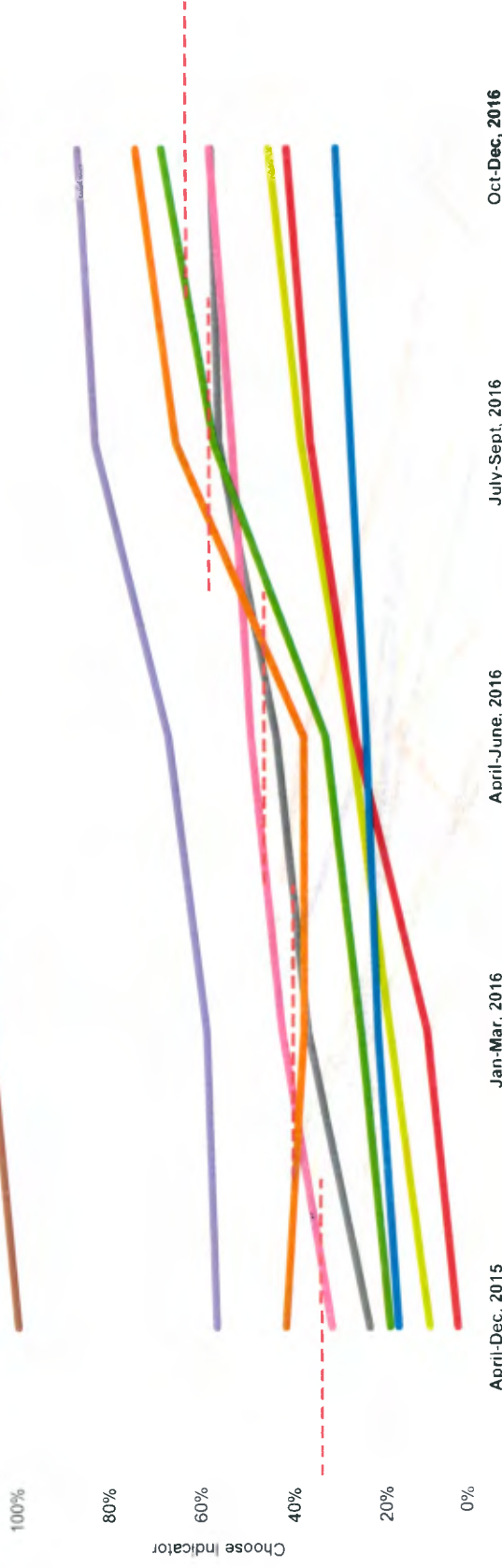
Labels  
Hide Label  
Cohort  
Cohort 1

Average lines (shaded below) 

Org Name  
Boston Housing Authority  
Charlotte Housing Authority  
Chicago Housing Authority  
Cuyahoga Metropolitan Housin..  
Houston Housing Authority  
Memphis Housing Authority  
Roanoke (VA) Housing Authori..  
St. Louis Housing Authority  
Syracuse (NY) Housing Authori..

NOTE: these data are based on grantee self-reports  
and have not been independently verified.

Share of current work-able residents who have been assessed



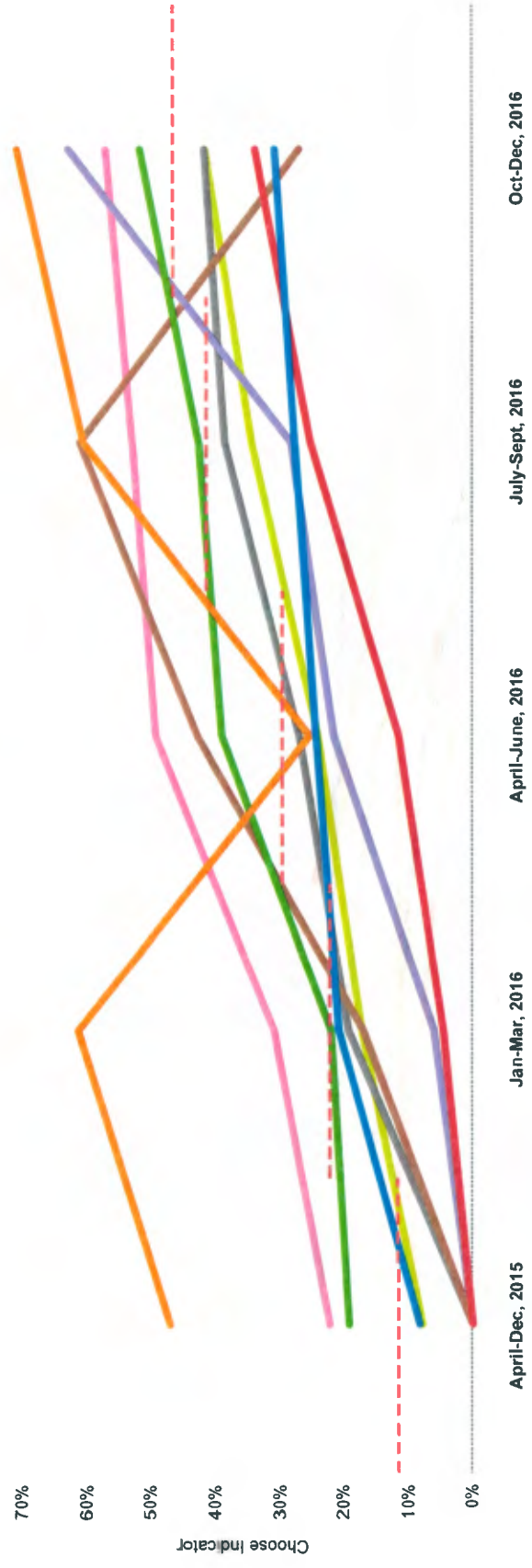
**Choose Indicator to View**  
 Share of current work-able residents who have received a post-assessment service (approx)

**Labels**  
 Hide Label  
 Cohort  
 Cohort 1

- Org Name**
- Boston Housing Authority
  - Charlotte Housing Authority
  - Chicago Housing Authority
  - Cuyahoga Metropolitan Housin..
  - Houston Housing Authority
  - Memphis Housing Authority
  - Roanoke (VA) Housing Authori..
  - St. Louis Housing Authority
  - Syracuse (NY) Housing Authori..

Average lines (shaded below) - - - - -

**Share of current work-able residents who have received a post-assessment service (approx)**  
 NOTE: these data are based on grantee self-reports and have not been independently verified.



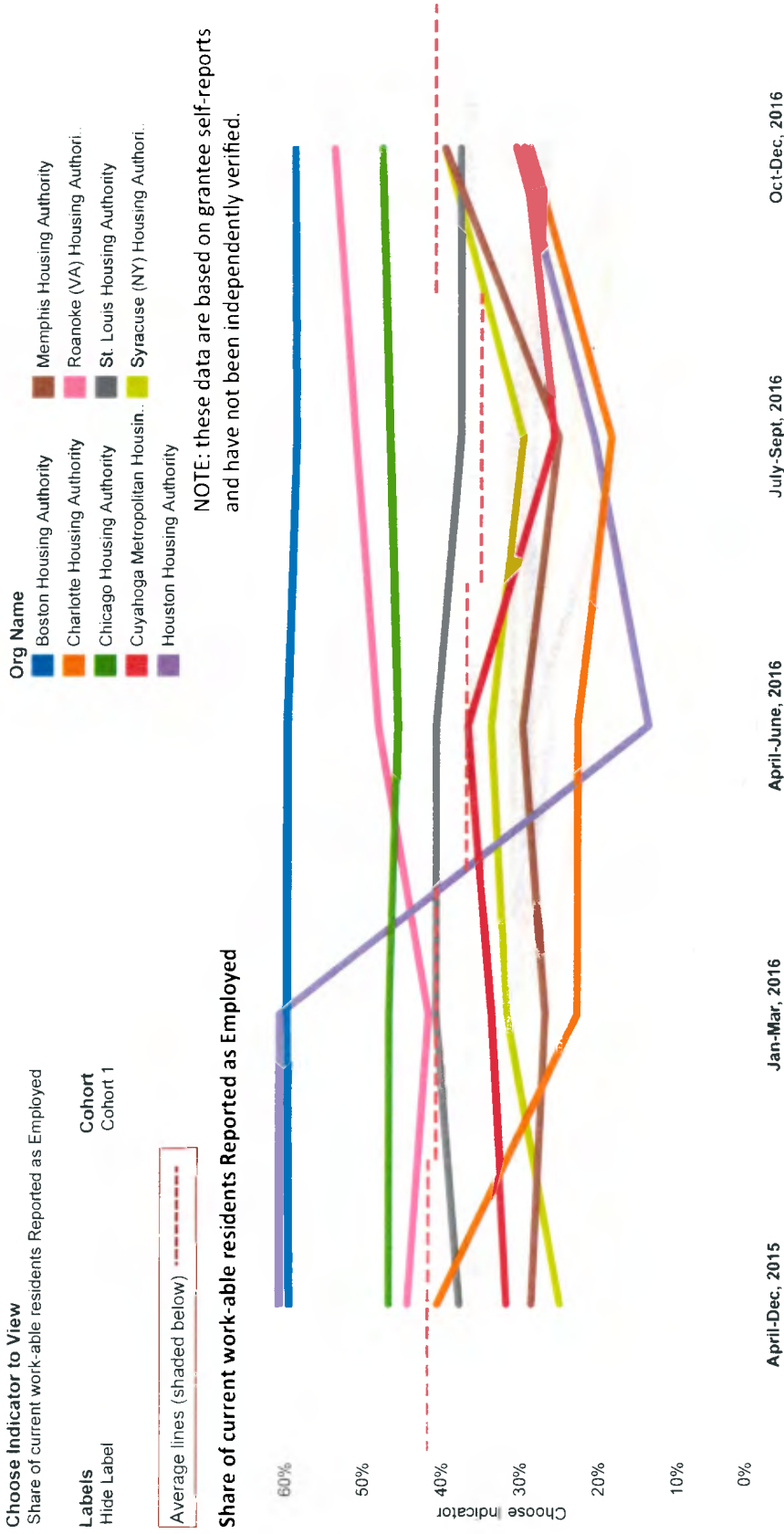
\*This chart compares the number of individuals who have enrolled in the JPEID to date with the number of work-able residents currently in the development. Since some previously enrolled individuals may no longer be residing in the development, the percentages shown may be higher than they would have been if the numerator focused only on current residents.  
 \*\*For sites with more than 600 work-able residents, the percent of work-able residents is calculated using 600 as the denominator.

**Choose Indicator to View**  
 Share of current work-able residents Reported as Employed

**Labels**  
 Hide Label

**Cohort**  
 Cohort 1

Average lines (shaded below)



**Choose Indicator to View**  
 Share of current assessed residents placed into a job and employed for 180 days or longer

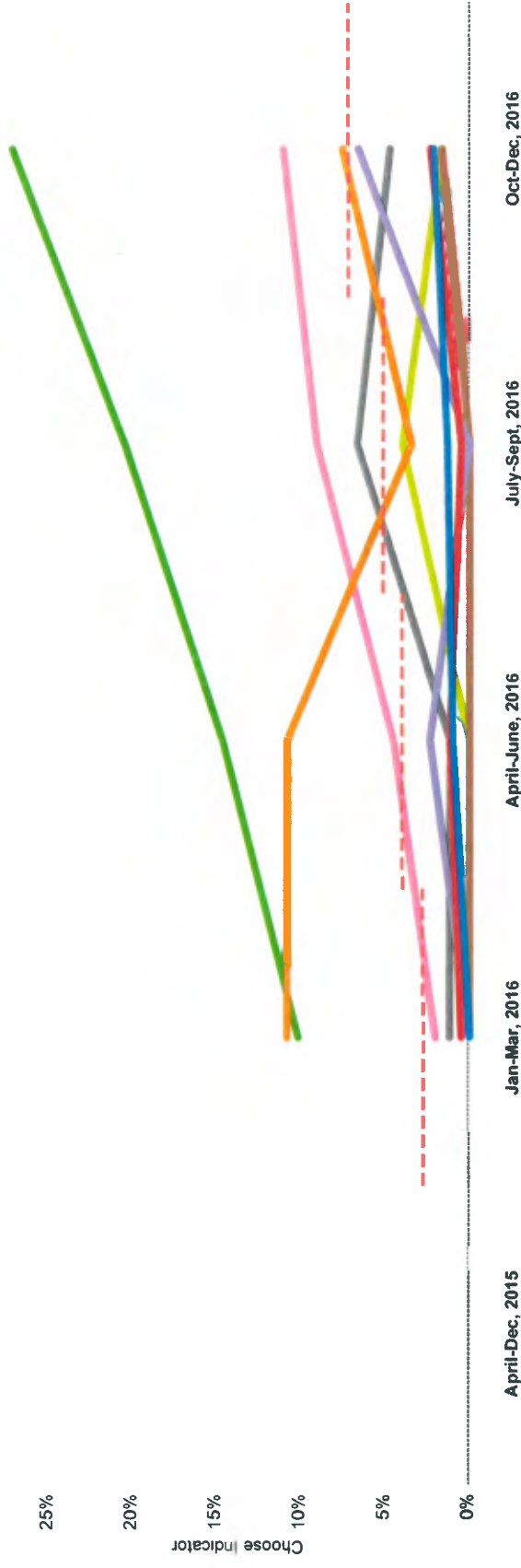
**Labels**  
 Hide Label  
 Cohort  
 Cohort 1

Average lines (shaded below) -----

- Org Name**
- Boston Housing Authority
  - Charlotte Housing Authority
  - Chicago Housing Authority
  - Cuyahoga Metropolitan Housin..
  - Houston Housing Authority
  - Memphis Housing Authority
  - Roanoke (VA) Housing Authori..
  - St. Louis Housing Authority
  - Syracuse (NY) Housing Authori..

**NOTE:** these data are based on grantee self-reports and have not been independently verified.

**Share of current assessed residents placed into a job and employed for 180 days or longer**



## Proposed Administrative Plan Revisions 05/22/2017

Proposed revisions to the RRHA Administrative plan are summarized below. Note that the summary only includes substantive revisions. Updated regulatory references are not listed. Corrections to spelling or grammar and formatting changes are not listed. All revisions are highlighted in the separate redlined document provided to Commissioners for review.

Revised Chapter	Summary of Proposed Administrative Plan Revisions
<b>Chapter 1 Overview of the Program and Plan</b>	Clarified the process for establishing and revising voucher payment standards in 1-III.B.
<b>Chapter 3 Eligibility</b>	<p>In 3-I.J, changed the number of days that a guest can remain in assisted living unit from no longer than 14 to no longer than 7 consecutive days with a total of 14 instead of 90 cumulative calendar days during a 12-month period, to address issues that have arisen due to guests overstaying in assisted units. Written approval from RRHA is required if a guest will remain longer than 14 days. Added procedure for requesting policy exception.</p> <p>In 3-I.L, added that it is the responsibility of the family to notify RRHA if a family member will be absent from the unit. To address issues with repeated removal and return of household members, particularly relative to domestic violence situations, revised policy to state that RRHA will generally not approve the return of an adult family member that has been permanently removed from the family composition with the possible exception of medical hardship.</p> <p>Clarified policy in 3-II-A. regarding applicable definition of continuously assisted family.</p> <p>Clarified and added definitions in 3-II.E. Revised definitions of Independent Student and added Vulnerable Youth.</p> <p>Removed prior termination of assistance by any PHA for any family member as a reason for denial of assistance in 3-III.C.</p> <p>Updated Violence Against Women Act (VAWA) requirements addressed in notice of denial in 3-III-G.</p>
<b>Chapter 4 Applications, Waiting List and Tenant Selection</b>	<p>Added statements throughout the chapter to clarify the procedure if a due date falls on a weekend or holiday.</p> <p>Changed time of response from 30 to 15 calendar days in 4-II.F. in Purging the Waiting List. Revised wording to indicate that families removed from the waiting list for not responding to a purge letter will be automatically reinstated if they request reinstatement within 90 days of the date of the purge letter.</p> <p>Updated policy in 4-III.C. to reflect selection from waiting list for applicants who do not qualify for preference to be completed by random lottery.</p> <p>Updated policy in 4-III.D. to state that families who are removed from the waiting list due to their notification letter being returned with no forwarding address will be reinstated if they contact RRHA within 30 days of the notice.</p> <p>In 4-III.F., changed from 10 business days to 10 calendar days for RRHA to send written notification of ineligibility determination.</p>
<b>Chapter 5 Briefings and Voucher Issuance</b>	<p>Added an explanation in 5-I.B of the advantages of moving to an area that does not have a high concentration of low-income families to be included in the briefing packet.</p> <p>Revised section 5-I.C. Changed requirement for family to notify RRHA of changes from 10 business days to 10 calendar days and added procedure if due date falls on a weekend or holiday. Added requirement that all information provided by the family must be true and correct. Added statement to policy noting that documentation must be provided showing that the person a family is requesting to add to the family</p>



	<p>composition does not and has not lived with them in the subsidized unit. Added to the list of participant family's obligations requirements regarding documentation addressing how a family meets its financial obligations if declared income is insufficient and collection of child support.</p>
<p><b>Chapter 6 Income and Subsidy Determinations</b></p>	<p>Added policy in 6-I.B. regarding inclusion of income for absent family members serving in the military. Added policy regarding absence due to incarceration, including removal from the household and rescreening requirement if the family member intends to return after incarceration.</p> <p>Revised policy in 6-I.K for clarification regarding requirements for families who do not have court-awarded alimony and child support to seek such support and provide documentation. Added policy requirement that contributions that enable a family to meet regular financial obligations must be counted as income.</p> <p>Revised policy section 6-III.C. to state that, when RRHA reduces payment standards that would result in lower assistance payments, RRHA will not reduce payments as long as the HAP contract remains in effect.</p>
<p><b>Chapter 7 Verification</b></p>	<p>Revised policy in 7-II.D to clarify that documentation will be required to verify separation or divorce when necessary to support eligibility or preference.</p> <p>Updated policy in 7-II.E. to clarify applicability to individuals meeting the definitions of independent student and vulnerable youth.</p> <p>Revised policy in 7-III.D. to clarify documentation required for verification that an absent parent is incarcerated or resides in a foreign country.</p> <p>Added statement in 7-III.I. regarding requirement for quarterly reexamination for families who pay \$0 rent or receive a utility reimbursement check.</p> <p>Added vulnerable youth to 7-III.K. regarding exclusion of parental income from income eligibility determination.</p>
<p><b>Chapter 8 Housing Quality Standards and Rent Reasonableness Determinations</b></p>	<p>Expanded list of life-threatening conditions relative to inspections in 8-I.C.</p> <p>Added time requirement in 8-I.E. for RRHA to complete a risk assessment of a dwelling unit in which a child under age 6 has been identified as having an elevated blood lead level.</p> <p>Moved requirement that unit must pass HQS inspection on or before the effective date of the HAP contract from 8-II.A. to policy statement in 8-II.B. Added statement to policy in 8-II.B. that RRHA will not rely on alternative inspections.</p> <p>Changed percentage of decrease in Fair Market Rents required to trigger a determination of rent reasonableness from 5 to 10 percent in 8-III.B.</p>
<p><b>Chapter 10 Moving With Continued Assistance and Portability</b></p>	<p>Added statement regarding adoption of an emergency transfer plan in 10-I.A.</p> <p>Revised policy in 10-I.B. for clarification regarding denial of moves to higher cost units or areas due to insufficient funding.</p> <p>Added clarification to policy in 10-II.B. regarding information RRHA will provide to participant families wishing to move under portability. Revised description and policy regarding initial billing procedures and deadline. Revised policy to clarify voucher expiration in portability situations. Added clarification regarding RRHA payments to receiving PHAs and process for voucher absorption.</p> <p>Added language in 10-II.C. to clarify that an informal hearing is not required when a voucher has expired without the family leasing a unit. Added clarification regarding timing of voucher issuance and expiration when RRHA is the receiving PHA. Added information regarding billing processes. Added timeframe for submitting HUD form relative to Annual Reexamination. Revised information regarding procedure for submitting HUD form when RRHA absorbs a family.</p>

<p><b>Chapter 11 Reexaminations</b></p>	<p>Changed timeframe in 11-I.D. from 10 business days to 10 calendar days. Added policy statements regarding adding a family member who has previously been removed and additions to family composition.</p> <p>Added <i>vulnerable youth</i> to policy in 11-I.E. regarding ongoing eligibility determination. 5)</p> <p>Revised policy statement in 11-II.B. regarding number of days a guest is allowed in the unit, consistent with revision in Chapter 3. Added policy statements regarding adding adult family members previously removed from vouchers and approval for additions to family composition. Added information regarding family responsibility to notify RRHA if family member no longer lives in the unit.</p> <p>Revised 11-II.B. to clarify RRHA's procedures when a decrease in payment standards would result in decreased assistance payments, consistent with Chapter 6.</p>
<p><b>Chapter 12 Termination of Assistance and Tenancy</b></p>	<p>Revised policy in 12-I.E. for clarification by listing additional reasons RRHA will terminate assistance.</p>
<p><b>Chapter 13 Owners</b></p>	<p>Revised policy in 13-I.D. to add statement that no payments will be sent to a P.O. box.</p>
<p><b>Chapter 15 Special Housing Types</b></p>	<p>In 15-IV.B, revised wording for clarification regarding how utility allowance is calculated for shared housing and added an example in table format.</p> <p>Revised explanation of payment standards for manufactured homes in 15-VI.C. Added information regarding handling of utility allowance that exceeds monthly rent. Revised description of how space rent is calculated. Added section regarding amortization costs for monthly payments when a family is purchasing a manufactured home.</p> <p>Revised 15-VI.A. to include explanation that RRHA may not offer down payment assistance until and unless funding is allocated by Congress. Removed references to down payment assistance.</p>
<p><b>Chapter 16 Program Administration</b></p>	<p>In 16-III.B., added denial of assistance based on an unfavorable history that may be the result of domestic violence, dating violence, sexual assault, or stalking to the list of reasons for denial that are subject to informal review.</p> <p>Revised language in 16-III.C to add a specific timeframe of 20 minutes for family to appear for scheduled hearing.</p> <p>Revised 16-III.D. to state that RRHA will provide competent interpretation services free of charge, upon request by family.</p> <p>Revised policy in 16-IV.B. to update definition of repayment agreement. Revised language for clarification regarding procedures for handling repayment agreements.</p> <p>Added language for clarification under Lease-up indicator in 16-V.C.</p> <p>Modified policy in 16-IX.C. to provide clarification and add new exhibits regarding HCV participants' rights under VAWA. Added policy statement regarding VAWA information RRHA will provide to owners. Added 30 calendar day requirement to policy regarding conflicting documentation.</p> <p>Revised Exhibit 16-1 to Sample Notice of Occupancy Rights Under the Violence Against Women Act, Form HUD-5380.</p> <p>Added Exhibit 16-2: Certification of Domestic Violence, Dating Violence, Sexual Assault, or Stalking and Alternate Documentation Form HUD-5382.</p> <p>Added Exhibit 16-3: Emergency Transfer Plan for Victims of Domestic Violence, Dating Violence, Sexual Assault, or Stalking - Housing Choice Voucher Program</p> <p>Added Exhibit 16-4: Emergency Transfer Request for Certain Victims of Domestic Violence, Dating Violence, Sexual Assault, or Stalking HUD-5383 (p. 16-48 and 16-49)</p> <p>Changed number of Exhibit 16-5 from previous number of 16-2 due to additional</p>

	exhibits.
<p><b>Chapter 17 Project-Based Vouchers</b></p>	<p>Added section and policy in 17-I.A. outlining conditions under which RRHA may project-base an additional 10 percent of its units above the 20 percent Project-Based Voucher (PBV) program limit. Added section titled describing units that do not count toward the 20 percent limitation.</p> <p>Added section and policy in 17-II.B. stating that RRHA will not attach PBVs to projects in which RRHA has an ownership interest or control and spends a prescribed amount on rehabilitation or construction.</p> <p>Modified exceptions to 25 percent per project cap in 17-II.F. as allowed by the Housing Opportunity Through Modernization Act of 2016 (HOTMA). Modified policy to align with new legal requirements. Added section regarding projects not subject to a project cap and policy stating that RRHA does not have any units subject to the cap exception.</p> <p>Added policy in 17-III.D. stating that RRHA will not enter into a HAP contract until all units fully comply with HQS.</p> <p>Added statement in 17-V.B. referencing RRHA policy not to enter a HAP contract for units that fail HQS. Maximum term of HAP contract changed from 10 to 20 years for initial term and 15 to 20 years for subsequent terms. Added a statement noting that in times of insufficient funding, HUD requires RRHA first take all cost-saving measures prior to failing to make payments under existing PBV HAP contracts. Added a paragraph describing what families are entitled to upon termination or expiration of a PBV contract.</p> <p>Added section in 17-V.C. describing process for adding PBV units in projects that already have a HAP contract. Revised policy to state that RRHA will not add contract units to an existing HAP contract.</p> <p>Revised information and policy in 17-VI.D. regarding selection preferences for PBV units.</p> <p>Removed section in 17-VII.B. regarding non-compliance with supportive services requirement as this is addressed in 17-VII.D..</p> <p>Revised section 17-VII.D. to provide clarification regarding exceptions to the occupancy cap. Added section addressing failure to comply with supportive services requirements and revised policy relative to the 25 percent per project cap exception.</p> <p>Added section and policy in 17-VII.B. describing allowable use of Small Area Fair Market Rents (SAFMRs) and stating that RRHA will not apply SAFMRs to its PBV program. Changed amount of change in Fair Market Rents to trigger rent reasonableness determination from five to ten percent.</p>
<p><b>Chapter 18 Project-Based Vouchers (PBV) Under the Rental Assistance Demonstration (RAD) Program</b></p>	<p>Added entire chapter addressing Project-Based vouchers under the Rental Assistance Demonstration (RAD) program.</p>

The Administrative Plan for the Section 8 Housing Choice Voucher Program, Attachment #2 to Resolution No. 3919 is not included in the Minutes Book for the May 22, 2017, meeting due to the size of the attachment.

The Administrative Plan for the Section 8 Housing Choice Voucher Program is retained in the Official Executive Office Board Meeting Files.

Annual Statement/Performance and Evaluation Report  
 Capital Fund Program, Capital Fund Program Replacement Housing Factor and  
 Capital Fund Financing Program

U.S. Department of Housing and Urban Development  
 Office of Public and Indian Housing  
 OMB No. 2577-0226  
 Expires 06/30/2017

Part I: Summary		Grant Type and Number		FFY of Grant: 2017	
PHA Name: City of Roanoke Redevelopment and Housing Authority		Capital Fund Program Grant No: VA36P01150117		FFY of Grant Approval:	
Date of CFFP:		Replacement Housing Factor Grant No:			
Type of Grant		Reserve for Disasters/Emergencies		Revised Annual Statement (revision no: )	
<input checked="" type="checkbox"/> Original Annual Statement <input type="checkbox"/> Performance and Evaluation Report for Period Ending:		<input type="checkbox"/> Reserve for Disasters/Emergencies <input type="checkbox"/> Performance and Evaluation Report for Period Ending:		<input type="checkbox"/> Revised Annual Statement (revision no: ) <input type="checkbox"/> Final Performance and Evaluation Report	
Summary by Development Account		Total Estimated Cost		Total Actual Cost <sup>1</sup>	
Line		Original	Revised <sup>2</sup>	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations (may not exceed 20% of line 21) <sup>3</sup>	0.00	0.00		
3	1408 Management Improvements	20,000.00			
4	1410 Administration (may not exceed 10% of line 21)	175,000.00			
5	1411 Audit	2,500.00			
6	1415 Liquidated Damages				
7	1430 Fees and Costs	250,000.00			
8	1440 Site Acquisition	45,000.00			
9	1450 Site Improvement	155,000.00			
10	1460 Dwelling Structures	607,819.32			
11	1465.1 Dwelling Equipment—Nonexpendable	127,500.00			
12	1470 Non-dwelling Structures	77,000.00			
13	1475 Non-dwelling Equipment	0.00			
14	1485 Demolition				
15	1492 Moving to Work Demonstration				
16	1495.1 Relocation Costs				
17	1499 Development Activities <sup>4</sup>	100,000.00			

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

Annual Statement/Performance and Evaluation Report  
 Capital Fund Program, Capital Fund Program Replacement Housing Factor and  
 Capital Fund Financing Program

U.S. Department of Housing and Urban Development  
 Office of Public and Indian Housing  
 OMB No. 2577-0226

Expires 06/30/2017

Part I: Summary		FFY of Grant: 2017	
PHA Name:	Grant Type and Number	FFY of Grant Approval:	
City of Roanoke Redevelopment and Housing Authority	Capital Fund Program Grant No: VA36P01150117 Replacement Housing Factor Grant No: Date of CFFP:		
Type of Grant			
<input type="checkbox"/> Original Annual Statement		<input checked="" type="checkbox"/> Revised Annual Statement (revision no: 1)	
<input type="checkbox"/> Performance and Evaluation Report for Period Ending:		<input type="checkbox"/> Final Performance and Evaluation Report	
Summary by Development Account		Total Actual Cost <sup>1</sup>	
Line	Original	Obligated	Expended
18a	1501 Collateralization or Debt Service paid by the PHA		
18ba	9000 Collateralization or Debt Service paid Via System of Direct Payment	190,180.68	
19	1502 Contingency (may not exceed 8% of line 20)		
20	Amount of Annual Grant:: (sum of lines 2 - 19)	1,750,000.00	
21	Amount of line 20 Related to LBP Activities		
22	Amount of line 20 Related to Section 504 Activities	108,500.00	
23	Amount of line 20 Related to Security - Soft Costs		
24	Amount of line 20 Related to Security - Hard Costs	20,000.00	
25	Amount of line 20 Related to Energy Conservation Measures	652,819.32	
<b>Signature of Executive Director</b>		<b>Signature of Public Housing Director</b>	
<b>Date</b>		<b>Date</b>	

<sup>1</sup> To be completed for the Performance and Evaluation Report.

<sup>2</sup> To be completed for the Performance and Evaluation Report or a Revised Annual Statement.

<sup>3</sup> PHAs with under 250 units in management may use 100% of CFP Grants for operations.

<sup>4</sup> RHF funds shall be included here.

Part II: Supporting Pages									
PHA Name: City of Roanoke Redevelopment and Housing Authority			Grant Type and Number Capital Fund Program Grant No: VA36P01150117 CFFP (Yes/ No): Replacement Housing Factor Grant No:				Federal FFY of Grant: 2017		
Development Number Name/PHA-Wide Activities	General Description of Major Work Categories	Development Account No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work	
				Original	Revised <sup>1</sup>	Funds Obligated <sup>2</sup>	Funds Expended <sup>2</sup>		
AMP 201 Lansdowne	Operations	1406		0.00					
AMP 202 Lincoln	Operations	1406		0.00					
AMP 206 Melrose	Operations	1406		0.00					
AMP 207 Jamestown	Operations	1406		0.00					
AMP 208 Morningside	Operations	1406		0.00					
AMP 210 Indian Rock Village/Scattered Sites	Operations	1406		0.00					
AMP 215 Transitional and Homeownership	Operations	1406		0.00					
AMP 259 Hunt Manor and Bluestone Park	Operations	1406		0.00					
AMP 201 Lansdowne	Resident Training	1408		500.00					
AMP 202 Lincoln	Resident Training	1408		500.00					
AMP 206 Melrose	Resident Training	1408		750.00					
AMP 207 Jamestown	Resident Training	1408		500.00					
AMP 208 Morningside	Resident Training	1408		750.00					
AMP 210 Indian Village/Scattered Sites	Resident Training	1408		750.00					
AMP 215 Transitional and Homeownership	Resident Training	1408		250.00					

<sup>1</sup> To be completed for the Performance and Evaluation Report or a Revised Annual Statement.

<sup>2</sup> To be completed for the Performance and Evaluation Report.

Part II: Supporting Pages									
PHA Name: City of Roanoke Redevelopment and Housing Authority			Grant Type and Number Capital Fund Program Grant No: VA36P01150117 CFFP (Yes/No): Replacement Housing Factor Grant No:			Federal FFY of Grant: 2017			
Development Number Name/PHA-Wide Activities	General Description of Major Work Categories	Development Account No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work	
				Original	Revised <sup>1</sup>	Funds Obligated <sup>2</sup>	Funds Expended <sup>2</sup>		
AMP 259 Hunt and Bluestone	Resident Training	1408		1,000.00					
AMP 201 Lansdowne	Staff Training	1408		2,000.00					
AMP 202 Lincoln	Staff Training	1408		2,000.00					
AMP 206 Melrose	Staff Training	1408		2,000.00					
AMP 207 Jamestown	Staff Training	1408		2,000.00					
AMP 208 Morningside	Staff Training	1408		2,000.00					
AMP 210 Indian Rock Village/Scattered Sites	Staff Training	1408		2,250.00					
AMP 215 Transitional and Homeownership	Staff Training	1408		500.00					
AMP 259 Hunt Manor and Bluestone Park	Staff Training	1408		2,250.00					
AMP 201 Lansdowne	Management Fee	1410		41,176.47					
AMP 202 Lincoln	Management Fee	1410		22,647.06					
AMP 206 Melrose	Management Fee	1410		29,098.04					
AMP 207 Jamestown	Management Fee	1410		20,588.24					
AMP 208 Morningside	Management Fee	1410		14,411.76					

<sup>1</sup> To be completed for the Performance and Evaluation Report or a Revised Annual Statement.

<sup>2</sup> To be completed for the Performance and Evaluation Report.



Part II: Supporting Pages									
PHA Name: City of Roanoke Redevelopment and Housing Authority			Grant Type and Number Capital Fund Program Grant No: VA36P01150117 CFFP (Yes/ No): Replacement Housing Factor Grant No:				Federal FFY of Grant: 2017		
Development Number Name/PHA-Wide Activities	General Description of Major Work Categories	Development Account No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work	
				Original	Revised <sup>1</sup>	Funds Obligated <sup>2</sup>	Funds Expended <sup>2</sup>		
AMP 210 Indian Village/Scattered Sites	Management Fee	1410		20,313.73					
AMP 215 Transitional and Homeownership	Management Fee	1410		3,156.86					
AMP 259 Hunt Manor and Bluestone Park	Management Fee	1410		23,607.84					
AMP 201 Lansdowne	Audit	1411		588.24					
AMP 202 Lincoln	Audit	1411		323.53					
AMP 206 Melrose	Audit	1411		415.68					
AMP 207 Jamestown	Audit	1411		294.12					
AMP 208 Morningside	Audit	1411		205.88					
AMP 210 Indian Village/Scattered Sites	Audit	1411		290.20					
AMP 215 Transitional and Homeownership	Audit	1411		45.10					
AMP 259 Hunt Manor and Bluestone Park	Audit	1411		337.25					

<sup>1</sup> To be completed for the Performance and Evaluation Report or a Revised Annual Statement.

<sup>2</sup> To be completed for the Performance and Evaluation Report.

Part II: Supporting Pages										
PHA Name: City of Roanoke Redevelopment and Housing Authority			Grant Type and Number Capital Fund Program Grant No: VA36P01150117 CFPP (Yes/No): Replacement Housing Factor Grant No:			Federal FFY of Grant: 2017				
Development Number Name/PHA-Wide Activities	General Description of Major Work Categories	Development Account No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work		
				Original	Revised <sup>1</sup>	Funds Obligated <sup>2</sup>	Funds Expended <sup>2</sup>			
AMP 201 Lansdowne	In-house inspection costs	1430		2,500.00						
AMP 202 Lincoln	In-house inspection costs	1430		2,000.00						
AMP 206 Melrose	In-house inspection costs	1430		2,500.00						
AMP 207 Jamestown	In-house inspection costs	1430		2,500.00						
AMP 208 Morningside	In-house inspection costs	1430		2,000.00						
AMP 210 Indian Village/Scattered Sites	In-house inspection costs	1430		3,500.00						
AMP 215 Transitional and Homeownership	In-house inspection costs	1430		500.00						
AMP 259 Hunt Manor and Bluestone Park	In-house inspection costs	1430		3,500.00						
AMP 201 Lansdowne	Open-Ended A/E	1430		25,000.00						
AMP 202 Lincoln	Open-Ended A/E	1430		10,000.00						
AMP 206 Melrose	Open-Ended A/E	1430		30,000.00						
AMP 207 Jamestown	Open-Ended A/E	1430		10,000.00						
AMP 208 Morningside	Open-Ended A/E	1430		20,000.00						
AMP 210 Indian Village/Scattered Sites	Open-Ended A/E	1430		20,000.00						
AMP 215 Transitional and Homeownership	Open-Ended A/E	1430		5,000.00						

<sup>1</sup> To be completed for the Performance and Evaluation Report or a Revised Annual Statement.

<sup>2</sup> To be completed for the Performance and Evaluation Report.

<b>Part II: Supporting Pages</b>		<b>Federal FFY of Grant: 2017</b>						
PHA Name: City of Roanoke Redevelopment and Housing Authority		Grant Type and Number Capital Fund Program Grant No: VA36P01150117 CFPP (Yes/ No): Replacement Housing Factor Grant No:						
Development Number Name/PHA- Wide Activities	General Description of Major Work Categories	Development Account No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised <sup>1</sup>	Funds Obligated <sup>2</sup>	Funds Expended <sup>2</sup>	
AMP 259 Hunt Manor and Bluestone Park	Open-Ended A/E	1430		15,000.00				
AMP 201 Lansdowne	Environmental Consultant	1430		500.00				
AMP 202 Lincoln	Environmental Consultant	1430		500.00				
AMP 206 Melrose	Environmental Consultant	1430		2,000.00				
AMP 207 Jamestown	Environmental Consultant	1430		500.00				
AMP 208 Morningside	Environmental Consultant	1430		1,000.00				
AMP 210 Indian Village/Scattered Sites	Environmental Consultant	1430		500.00				
AMP 215 Transitional and Homeownership	Environmental Consultant	1430		500.00				
AMP 259 Hunt Manor and Bluestone Park	Environmental Consultant	1430		500.00				
AMP 201 Lansdowne	Physical Needs Assessment and Energy Audit	1430		21,176.46				
AMP 202 Lincoln	Physical Needs Assessment and Energy Audit	1430		11,647.06				
AMP 206 Melrose	Physical Needs Assessment and Energy Audit	1430		14,964.71				
AMP 207 Jamestown	Physical Needs Assessment and Energy Audit	1430		10,588.24				
AMP 208 Morningside	Physical Needs Assessment and Energy Audit	1430		7,411.76				

<sup>1</sup> To be completed for the Performance and Evaluation Report or a Revised Annual Statement.

<sup>2</sup> To be completed for the Performance and Evaluation Report.

<b>Part II: Supporting Pages</b>		<b>Federal FFY of Grant: 2017</b>					
PHA Name: City of Roanoke Redevelopment and Housing Authority		Grant Type and Number Capital Fund Program Grant No: VA36P01150117 CFPP (Yes/ No): Replacement Housing Factor Grant No:					
Development Number Name/PHA-Wide Activities	General Description of Major Work Categories	Development Account No.	Quantity	Total Estimated Cost	Total Actual Cost	Status of Work	
				Original	Revised <sup>1</sup>	Funds Obligated <sup>2</sup>	Funds Expended <sup>2</sup>
AMP 210 Indian Village/Scattered Sites	Physical Needs Assessment and Energy Audit	1430		10,447.06			
AMP 215 Transitional and Homeownership	Physical Needs Assessment and Energy Audit	1430		1,623.53			
AMP 259 Hunt Manor and Bluestone Park	Physical Needs Assessment and Energy Audit	1430		12,141.18			
AMP 201 Lansdowne	Acquisition	1440		21,000.00			
AMP 201 Lansdowne	Appraisals	1440		1,500.00			
AMP 210 Indian Village/Scattered Sites	Acquisition	1440		21,000.00			
AMP 210 Indian Village/Scattered Sites	Appraisals	1440		1,500.00			
AMP 201 Lansdowne	Site accessibility (sidewalks, steps, handrails, parking areas, Section 504)	1450	250 SF	5,000.00			
AMP 201 Lansdowne	Playground accessibility (Section 504)	1450		15,000.00			
AMP 201 Lansdowne	Security (surveillance cameras, site lighting, fencing)	1450		0.00			
AMP 201 Lansdowne	Retaining wall repairs	1450		0.00			
AMP 202 Lincoln	Site accessibility (sidewalks, steps, handrails, parking areas, Section 504)	1450	200 SF	4,000.00			
AMP 202 Lincoln	Security (surveillance cameras, site lighting, fencing)	1450		0.00			
AMP 206 Melrose	Site accessibility (sidewalks, steps, handrails, parking areas, Section 504)	1450	100 SF	2,000.00			

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<sup>2</sup> To be completed for the Performance and Evaluation Report.

Part II: Supporting Pages										
PHA Name: City of Roanoke Redevelopment and Housing Authority			Grant Type and Number Capital Fund Program Grant No: VA36P01150117 CFPP (Yes/ No): Replacement Housing Factor Grant No:				Federal FFY of Grant: 2017			
Development Number Name/PHA-Wide Activities	General Description of Major Work Categories	Development Account No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work		
				Original	Revised <sup>1</sup>	Funds Obligated <sup>2</sup>	Funds Expended <sup>2</sup>			
AMP 206 Melrose	Site Security (surveillance cameras, site lighting, fencing)	1450		0.00						
AMP 207 Jamestown	Site accessibility (sidewalks, steps, handrails, parking areas, Section 504)	1450	1000 SF	15,000.00						
AMP 207 Jamestown	Site Security (surveillance cameras, site lighting, fencing)	1450		0.00						
AMP 207 Jamestown	Upgrade electrical infrastructure	1450		0.00						
AMP 208 Morningside	Site accessibility (sidewalks, steps, handrails, parking areas, Section 504)	1450	100 SF	8,000.00						
AMP 208 Morningside	Site Security (surveillance cameras, site lighting, fencing)	1450		0.00						
AMP 210 Indian Village/Scattered Sites	Site accessibility (sidewalks, steps, handrails, parking areas, Section 504)	1450	100 SF	2,000.00						
AMP 210 Indian Village/Scattered Sites	Site Security (surveillance cameras, site lighting, fencing)	1450		10,000.00						
AMP 210 Indian Village/Scattered Sites	Upgrade gas utility infrastructure (Indian)	1450	80 units	40,000.00						
AMP 215 Transitional and Homeownership	Site accessibility (sidewalks, steps, handrails, Section 504)	1450	100 SF	2,000.00						
AMP 215 Transitional and Homeownership	Site Security (surveillance cameras, site lighting)	1450		0.00						

<sup>1</sup> To be completed for the Performance and Evaluation Report or a Revised Annual Statement.

<sup>2</sup> To be completed for the Performance and Evaluation Report.

Part II: Supporting Pages														
PHA Name: City of Roanoke Redevelopment and Housing Authority					Grant Type and Number Capital Fund Program Grant No: VA36P01150117 CFFP (Yes/ No): Replacement Housing Factor Grant No:					Federal FFY of Grant: 2017				
Development Number Name/PHA-Wide Activities	General Description of Major Work Categories	Development Account No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work						
				Original	Revised <sup>1</sup>	Funds Obligated <sup>2</sup>	Funds Expended <sup>2</sup>							
AMP 259 Hunt Manor and Bluestone Park	Upgrade electrical infrastructure (Hunt Manor)	1450		0.00										
AMP 259 Hunt Manor and Bluestone Park	Site accessibility (sidewalks, steps, handrails, parking areas, Section 504)	1450	100 SF	2,000.00										
AMP 259 Hunt Manor and Bluestone Park	Site Security (surveillance cameras, site lighting, fencing)	1450		10,000.00										
AMP 259 Hunt Manor and Bluestone Park	Upgrade gas utility infrastructure (Hunt Manor)	1450	96 units	40,000.00										
AMP 201 Lansdowne	Section 504 Building Accessibility	1460	5 units	10,000.00										
AMP 201 Lansdowne	Environmental Hazards – Mold Remediation	1460		0.00										
AMP 202 Lincoln	Section 504 Building Accessibility	1460	10 units	60,000.00										
AMP 202 Lincoln	Environmental Hazards – Mold Remediation	1460		0.00										
AMP 202 Lincoln	HVAC Upgrades (ECM)	1460	86 units	467,819.32										
AMP 206 Melrose	Replace deadbolts/locks (security)	1460		0.00										
AMP 206 Melrose	Section 504 Building Accessibility	1460		0.00										
AMP 206 Melrose	Environmental Hazards - Asbestos Abatement/Mold Remediation	1460	4 units	6,000.00										
AMP 206 Melrose	Floor Installation/Interior	1460	4 units	20,000.00										
AMP 207 Jamestown	Section 504 Building Accessibility	1460		0.00										
AMP 207 Jamestown	Environmental Hazards - Mold Remediation	1460		0.00										

<sup>1</sup> To be completed for the Performance and Evaluation Report or a Revised Annual Statement.

<sup>2</sup> To be completed for the Performance and Evaluation Report.

Part II: Supporting Pages										
PHA Name: City of Roanoke Redevelopment and Housing Authority					Federal FFY of Grant: 2017					
Grant Type and Number Capital Fund Program Grant No: VA36P01150117 CFFP (Yes/ No): Replacement Housing Factor Grant No:			Development Account No.		Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
Development Number Name/PHA-Wide Activities	General Description of Major Work Categories					Original	Revised <sup>1</sup>	Funds Obligated <sup>2</sup>	Funds Expended <sup>2</sup>	
AMP 207 Jamestown	Section 504 Building Accessibility		1460			0.00				
AMP 208 Morningside	Section 504 Building Accessibility		1460			0.00				
AMP 208 Morningside	Environmental Hazards - Asbestos Abatement/Mold Remediation		1460	1 unit		1,000.00				
AMP 208 Morningside	Floor Installation/Interior		1460	1 unit		4,000.00				
AMP 210 Indian Village/Scattered Sites	Environmental Hazards - Asbestos Abatement/Mold Remediation		1460	1 unit		3,000.00				
AMP 210 Indian Village/Scattered Sites	Floor Installation/Interior		1460	1 unit		15,000.00				
AMP 259 Hunt and Bluestone	Environmental Hazards - Asbestos Abatement/Mold Remediation		1460	1 unit		2,500.00				
AMP 259 Hunt and Bluestone	Floor Installation/Interior		1460	1 unit		15,000.00				
AMP 259 Hunt and Bluestone	Section 504 Building Accessibility		1460	1 unit		3,500.00				
AMP 207 Jamestown	Replace appliances (ECM – refrigerators)		1465	150 units		82,500.00				

<sup>1</sup> To be completed for the Performance and Evaluation Report or a Revised Annual Statement.

<sup>2</sup> To be completed for the Performance and Evaluation Report.

<b>Part II: Supporting Pages</b>		<b>Federal FFY of Grant: 2017</b>						
PHA Name: City of Roanoke Redevelopment and Housing Authority		Grant Type and Number Capital Fund Program Grant No: VA36P01150117 CFPP (Yes/ No): Replacement Housing Factor Grant No:						
Development Number Name/PHA- Wide Activities	General Description of Major Work Categories	Development Account No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised <sup>1</sup>	Funds Obligated <sup>2</sup>	Funds Expended <sup>2</sup>	
AMP 210 Indian Rock Village/Scattered Sites	Replace refrigerators (Indian) (ECM)	1465	82 units	45,000.00				
AMP 201 Lansdowne	Section 504 Common Area Accessibility	1470		0.00				
AMP 201 Lansdowne	Asbestos Abatement – Common Areas	1470		2,000.00				
AMP 202 Lincoln	Roof Replacement – Maintenance Shop	1470		25,000.00				
AMP 202 Lincoln	Section 504 Common Area Accessibility	1470		0.00				
AMP 202 Lincoln	HVAC Upgrades – Lincoln Admin. Building (ECM)	1470		30,000.00				
AMP 206 Melrose	Section 504 Common Area Accessibility	1470		0.00				
AMP 207 Jamestown	Section 504 Common Area Accessibility	1470		0.00				
AMP 208 Morningside	Section 504 Common Area Accessibility	1470		0.00				
AMP 210 Indian Rock Village/Scattered Sites	Section 504 Common Area Accessibility	1470		20,000.00				
AMP 201 Lansdowne	Development Activities	1499		100,000.00				
AMP 210 Indian Rock Village/Scattered Sites	Collateralization or Debt Service Paid Via System of Direct Payment	9000		190,180.68				

<sup>1</sup> To be completed for the Performance and Evaluation Report or a Revised Annual Statement.

<sup>2</sup> To be completed for the Performance and Evaluation Report.



Part III: Implementation Schedule for Capital Fund Program						
PHA Name: City of Roanoke Redevelopment and Housing Authority						
Development Number Name/PHA-Wide Activities	All Fund Obligated (Quarter Ending Date)		Actual Obligation End Date	All Funds Expended (Quarter Ending Date)		Reasons for Revised Target Dates <sup>1</sup>
	Original Obligation End Date	Original End Date		Original Expenditure End Date	Actual Expenditure End Date	
AMP 201 Lansdowne	XX/XX/2019	XX/XX/2021				
AMP 202 Lincoln	XX/XX/2019	XX/XX/2021				
AMP 206 Melrose	XX/XX/2019	XX/XX/2021				
AMP 207 Jamestown	XX/XX/2019	XX/XX/2021				
AMP 208 Morningside	XX/XX/2019	XX/XX/2021				
AMP 210 Indian Village/Scattered Sites	XX/XX/2019	XX/XX/2021				
AMP 215 Transitional and Homeownership	XX/XX/2019	XX/XX/2021				
AMP 259 Hunt and Bluestone	XX/XX/2019	XX/XX/2021				

<sup>1</sup> Obligation and expenditure end dated can only be revised with HUD approval pursuant to Section 9j of the U.S. Housing Act of 1937, as amended.

**Capital Fund Program—Five-Year Action Plan**

U.S. Department of Housing and Urban Development  
Office of Public and Indian Housing  
OMB No. 2577-0226  
Expires 08/30/2011

<b>Part I: Summary</b>						
PHA Name/Number VA011 City of Roanoke Redevelopment and Housing Authority		Locality (City/County & State) City of Roanoke, Virginia			Original 5-Year Plan X	Revision No:
A.	Development Number and Name	Work Statement for Year 1 FFY 2017	Work Statement for Year 2 FFY 2018	Work Statement for Year 3 FFY 2019	Work Statement for Year 4 FFY 2020	Work Statement for Year 5 FFY 2021
B.	Physical Improvements Subtotal		\$862,000.28	\$1,187,500.00	\$1,337,500.00	\$1,337,500.00
C.	Management Improvements		\$20,000.00	\$20,000.00	\$20,000.00	\$20,000.00
D.	PHA-Wide Non-dwelling Structures and Equipment					
E.	Administration		\$175,000.00	\$175,000.00	\$175,000.00	\$175,000.00
F.	Other		\$253,000.00	\$217,500.00	\$217,500.00	\$217,500.00
G.	Operations					
H.	Demolition		\$150,000.00	\$150,000.00		
I.	Development		\$100,000.00			
J.	Capital Fund Financing – Debt Service		\$189,999.72			
K.	Total CFP Funds		\$1,750,000.00	\$1,750,000.00	\$1,750,000.00	\$1,750,000.00
L.	Total Non-CFP Funds					
M.	Grand Total		\$1,750,000.00	\$1,750,000.00	\$1,750,000.00	\$1,750,000.00

Capital Fund Program—Five-Year Action Plan

**Part I: Summary (Continuation)**

PHA Name/Number Development Number and Name	Locality (City/county & State)	City of Roanoke, Virginia			Original 5-Year Plan X	Revision No:
		Work Statement for Year 1 FFY <u>2017</u>	Work Statement for Year 2 FFY 2018	Work Statement for Year 3 FFY 2019		
		Annual Statement				

**Capital Fund Program—Five-Year Action Plan**

Work Statement for Year 1 FFY <u>2017</u>	Work Statement for Year: <u>2</u> FFY <u>2018</u>		Work Statement for Year: <u>3</u> FFY <u>2019</u>			
	Development Number/Name General Description of Major Work Categories	Quantity	Estimated Cost	Development Number/Name General Description of Major Work Categories	Quantity	Estimated Cost
See	AMP 201 Lansdowne – Site Accessibility (sidewalks, exterior steps, parking areas, Section 504 modifications)	200 SF	4,000.00	AMP 201 Lansdowne – Site Accessibility (sidewalks, exterior steps, parking areas, Section 504 modifications)		0.00
Annual	AMP 201 Lansdowne – Security (surveillance cameras, site lighting, fencing)		0.00	AMP 201 Lansdowne – Security (surveillance cameras, site lighting, fencing)		20,000.00
Statement	AMP 201 Lansdowne – Demolition	2 buildings	150,000.00	AMP 201 Lansdowne – Demolition	2 buildings	150,000.00
	AMP 201 Lansdowne – Section 504 and Building Accessibility		0.00	AMP 201 Lansdowne – Section 504 and Building Accessibility		0.00
	AMP 201 Lansdowne – Building Security (surveillance cameras, door access system, doors)		50,000.00	AMP 201 Lansdowne – Environmental Hazards (Asbestos , Mold)		2,000.00
	AMP 202 Lincoln – Site Accessibility (sidewalks, exterior steps, parking areas, Section 504 modifications)	500 SF	7,500.00	AMP 202 Lincoln – Site Accessibility (sidewalks, exterior steps, parking areas, Section 504 modifications)	500 SF	7,500.00
	AMP 202 Lincoln – Section 504 and Building Accessibility		0.00	AMP 202 Lincoln – Building Security (surveillance cameras, door access system, doors)		10,000.00
	AMP 202 Lincoln – Security (surveillance cameras, site lighting, fencing)		0.00	AMP 202 Lincoln – Security (surveillance cameras, site lighting, fencing)		2,000.00
	AMP 206 Melrose – Security (surveillance cameras, site lighting, fencing)		0.00	AMP 202 Lincoln – Section 504 and Building Accessibility		0.00
	AMP 206 Melrose – Ranges	212 units	100,000.00	AMP 206 Melrose – Environmental Hazards	3 units	15,000.00
	AMP 206 Melrose – Floors/Interior	4 units	20,000.00	AMP 206 Melrose – Floors/Interior	3 units	30,000.00
	<b>Subtotal of Estimated Cost</b>		<b>\$331,500.00</b>	<b>Subtotal of Estimated Cost</b>		<b>\$236,500.00</b>

**Capital Fund Program—Five-Year Action Plan**

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

Work Statement for Year 1 FFY <u>2017</u>	Work Statement for Year 2 FFY 2018		Work Statement for Year 3 FFY 2019		Estimated Cost	Quantity	Estimated Cost
	Development Number/Name General Description of Major Work Categories	Quantity	Development Number/Name General Description of Major Work Categories	Quantity			
See	AMP 206 Melrose - Environmental Hazards (Asbestos , Mold)	4 units	AMP 206 Melrose – Section 504 and Building Accessibility		8,000.00		0.00
Annual	AMP 206 Melrose – Electrical Upgrades - units		AMP 206 Melrose – Building Security (surveillance cameras, door access system, doors)		0.00		10,000.00
Statement	AMP 206 Melrose – Roof Replacement – 212 units		AMP 206 Melrose – Refrigerators (ECM)	212	380,000.28		110,000.00
	AMP 207 Jamestown – Site Accessibility (sidewalks, exterior steps, parking areas, Section 504 modifications)	200 SF	AMP 206 Melrose – Electrical Upgrades - units		4,000.00		0.00
	AMP 207 Jamestown – Section 504 and Building Accessibility		AMP 206 Melrose – Closet Doors		0.00		0.00
	AMP 208 Morningside – Site Accessibility (sidewalks, exterior steps, parking areas, Section 504 modifications)	200 SF	AMP 208 Melrose – Site Accessibility (sidewalks, exterior steps, parking areas, Section 504 modifications)	200 SF	4,000.00		4,000.00
	AMP 208 Morningside – Environmental Hazards (Asbestos , Mold)	2 units	AMP 206 Melrose – Replace Windows (ECM)	455	4,000.00		648,500.00
	AMP 208 Morningside – Security (surveillance cameras, site lighting, fencing)		AMP 206 Melrose – Security (surveillance cameras, door access system, doors)		0.00		10,000.00
	AMP 208 Morningside Manor – Section 504 and Building Accessibility	1 unit	AMP 207 Jamestown – Site Accessibility (sidewalks, exterior steps, parking areas, Section 504 modifications)	200 SF	65,000.00		4,000.00
	AMP 208 Morningside – Floors/Interior Renovations	1 unit	AMP 207 Jamestown – Security (surveillance cameras, door access system, doors)		2,000.00		10,000.00
	AMP 210 Indian /Scattered Sites - Site Accessibility (sidewalks, exterior steps, parking areas, Section 504 modifications)	200 SF	AMP 208 Morningside – Site Accessibility (sidewalks, exterior steps, parking areas, Section 504 modifications)	100 SF	4,000.00		2,000.00
	AMP 210 Indian/Scattered Sites – Security (surveillance cameras, site lighting, fencing)		AMP 208 Morningside – Environmental Hazards (Asbestos , Mold)	2 units	0.00		2,000.00
	<b>Subtotal of Estimated Cost</b>		<b>Subtotal of Estimated Cost</b>		<b>\$471,000.28</b>		<b>\$800,500.00</b>

**Capital Fund Program—Five-Year Action Plan**

Work Statement for Year 1 FFY 2017	Work Statement for Year 2 FFY 2018			Work Statement for Year 3 FFY 2019		
	Development Number/Name General Description of Major Work Categories	Quantity	Estimated Cost	Development Number/Name General Description of Major Work Categories	Quantity	Estimated Cost
See	AMP 210 Indian/Scattered Sites – Environmental Hazards (Asbestos , Mold)	2 units	5,000.00	AMP 208 Morningside – Building Security (surveillance cameras, door access system, doors)		10,000.00
Annual	AMP 210 Indian/Scattered Sites – Floors/Interior Renovations	2 units	24,000.00	AMP 208 Morningside – Kitchen Renovations – Phase 1		0.00
Statement	AMP 210 Indian/Scattered Sites - Section 504 and Building Accessibility		0.00	AMP 208 Morningside – Floors/Interior	2 units	8,000.00
	AMP 215 Transitional/Homeownership – Site Accessibility (sidewalks, exterior steps, parking areas, Section 504 modifications)		0.00	AMP 208 Morningside – Section 504 and Building Accessibility		0.00
	AMP 215 Transitional/Homeownership – Section 504 and Building Accessibility	1 unit	4,000.00	AMP 210 Indian/Scattered Sites – Environmental Hazards (Asbestos , Mold)	1 unit	2,000.00
	AMP 259 Hunt Manor/Bluestone - Environmental Hazards (Asbestos , Mold)	2 units	5,000.00	AMP 210 Indian /Scattered Sites - Site Accessibility	1,000 SF	7,500.00
	AMP 259 Hunt Manor/Bluestone – Floors/Interior Renovations	2 units	25,000.00	AMP 210 Indian/Scattered Sites – Building Security (surveillance cameras, door access		10,000.00
	AMP 259 Hunt Manor/Bluestone – Section 504 and Building Accessibility		0.00	AMP 210 Indian/ Scattered Sites – Entrance Doors (Scattered Sites) (ECM)	47 units	47,000.00
	AMP 259 Hunt Manor/ Bluestone - Hunt – Electrical Infrastructure - Phase 2	96 units	25,000.00	AMP 210 Indian/Scattered Sites – Upgrades Electrical Infrastructure - Indian		0.00
	AMP 259 Hunt Manor/Bluestone – Security (surveillance cameras, site lighting, fencing)		0.00	AMP 210 Indian/Scattered Sites – Floors/Interior Renovations	1 units	12,000.00
	AMP 259 Hunt Manor/Bluestone - Site Accessibility (sidewalks, exterior steps, parking areas, Section 504 modifications)		46,500.00	AMP 210 Indian/Scattered Sites – Scattered Sites – Refrigerators (ECM)	53 units	30,000.00
	<b>Subtotal of Estimated Cost</b>		<b>\$134,500.00</b>	<b>Subtotal of Estimated Cost</b>		<b>\$141,500.00</b>

**Capital Fund Program—Five-Year Action Plan**

**U.S. Department of Housing and Urban Development  
Office of Public and Indian Housing  
OMB No. 2577-0226  
Expires 4/30/2011**

AMP 259 Hunt Manor/ Bluestone – Bluestone – Gas Utility Infrastructure	72 units	75,000.00	AMP 210 Indian/Scattered Sites – Scattered Sites - Ranges	53 units	30,000.00
			AMP 215 Transitional/Homeownership – Site Accessibility (sidewalks, exterior steps, parking areas, Section 504 modifications)		0.00
			AMP 259 Refrigerators (ECM) – Hunt	96	52,000.00
			AMP 259 Hunt Manor/ Bluestone - Hunt – Electrical Infrastructure - Phase 2	20 units	40,000.00
			AMP 259 Hunt Manor/Bluestone - Site Accessibility	200 SF	4,000.00
			AMP 259 Hunt Manor/Bluestone – Security (surveillance cameras, site lighting, fencing)		0.00
			AMP 259 Hunt Manor/Bluestone - Environmental Hazards (Asbestos, Mold)	1 unit	2,000.00
			AMP 259 Hunt Manor/Bluestone – Floors/Interior Renovations	1 unit	15,000.00
			AMP 259 Hunt Manor/Bluestone - Building Security (surveillance cameras, door access system, doors)		20,000.00
<b>Subtotal of Estimated Cost</b>		<b>\$75,000.00</b>	<b>Subtotal of Estimated Cost</b>		<b>\$159,000.00</b>

**Capital Fund Program—Five-Year Action Plan**

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

Work Statement for Year 1 FFY 2017	Work Statement for Year 4			Work Statement for Year 5		
	Development Number/Name General Description of Major Work Categories	Quantity	Estimated Cost	Development Number/Name General Description of Major Work Categories	Quantity	Estimated Cost
See	AMP 201 Lansdowne – Site Accessibility (sidewalks, exterior steps, parking areas, Section 504 modifications)		0.00	AMP 201 Lansdowne – Site Accessibility (sidewalks, exterior steps, parking areas, Section 504 modifications)		0.00
Annual	AMP 201 Lansdowne – Demolition		0.00	AMP 201 Lansdowne – Demolition		0.00
Statement	AMP 201 Lansdowne – Appliances - Refrigerators (ECM)	280	160,000.00	AMP 201 Lansdowne – Ranges	280	145,000.00
	AMP 201 Lansdowne – Environmental Hazards (Asbestos, Mold)		0.00	AMP 201 Lansdowne – Security (surveillance cameras, site lighting, fencing)		0.00
	AMP 201 Lansdowne – Security (surveillance cameras, site lighting, fencing)		0.00	AMP 201 Lansdowne – Gas Utility Infrastructure		0.00
	AMP 202 Lincoln – Environmental Hazards (Asbestos, Mold)		0.00	AMP 202 Lincoln – Environmental Hazards (Asbestos, Mold)		0.00
	AMP 202 Lincoln – Site Accessibility (sidewalks, exterior steps, parking areas, Section 504 modifications) (accessible clotheslines for Sec. 504 units)	3,000 SF	45,000.00	AMP 202 Lincoln – Site Accessibility (sidewalks, exterior steps, parking areas, Section 504 modifications)	1,000 SF	20,000.00
	AMP 202 Lincoln – Security (surveillance cameras, site lighting, fencing)		0.00	AMP 202 Lincoln – Security (surveillance cameras, site lighting, fencing)		0.00
	AMP 202 Lincoln – Bathroom Exhaust Fans (ECM)	165 Units	50,000.00	AMP 202 Lincoln – Section 504 and Building Accessibility		0.00
	AMP 206 Melrose – Security (surveillance cameras, site lighting, fencing)		0.00	AMP 206 Melrose – Floors/Interior Renovations	2 units	20,000.00
	AMP 206 Melrose – Section 504 and Building Accessibility		0.00	AMP 206 Melrose – Environmental Hazards (Asbestos, Mold)	2 units	4,000.00
	<b>Subtotal of Estimated Cost</b>		<b>\$255,000.00</b>	<b>Subtotal of Estimated Cost</b>		<b>189,000.00</b>



**Capital Fund Program—Five-Year Action Plan**

OMB No. 2577-0226  
Expires 4/30/2001

Work Statement for Year 1 FFY <u>2017</u>	Work Statement for Year 4 FFY 2020		Estimated Cost	Work Statement for Year: 5 FFY 2021		Estimated Cost
	Development Number/Name General Description of Major Work Categories	Quantity		Development Number/Name General Description of Major Work Categories	Quantity	
	Development Number/Name General Description of Major Work Categories	Quantity		Development Number/Name General Description of Major Work Categories	Quantity	
See	AMP 206 Melrose – HVAC Upgrades- roof top units (ECM)		0.00	AMP 206 Melrose – Electrical Upgrades - Units		0.00
Annual	AMP 206 Melrose – Electrical Upgrades - Units		0.00	AMP 206 Melrose – Replace Closet Doors		0.00
Statement	AMP 206 Melrose - Environmental Hazards (Asbestos, Mold)	4 units	8,000.00	AMP 206 Melrose – Section 504 and Building Accessibility		0.00
	AMP 206 Melrose – Floors/Interior Renovations	4 units	63,500.00	AMP 206 Melrose – HVAC Upgrades- roof top units (ECM)		370,000.00
	AMP 207 Jamestown – Security (surveillance cameras, site lighting, fencing)		0.00	AMP 206 Melrose – Bathroom Renovations		0.00
	AMP 207 Jamestown - Ranges	150	80,000.00	AMP 206 Melrose – HVAC Upgrades - Units		0.00
	AMP 207 Jamestown – Electrical Upgrade - Infrastructure		0.00	AMP 207 Jamestown – Electrical Upgrade - Infrastructure		0.00
	AMP 207 Jamestown – Site Accessibility (sidewalks, exterior steps, parking areas, Section 504 modifications)		0.00	AMP 207 Jamestown – Electrical Upgrades - Units		0.00
	AMP 207 Jamestown – Environmental Hazards (Asbestos, Mold)		0.00	AMP 207 Jamestown – Site Accessibility (sidewalks, exterior steps, parking areas, Section 504 modifications)		0.00
	AMP 208 Morningside – Section 504 and Building Accessibility	2 unit	120,000.00	AMP 207 Jamestown – Environmental Hazards (Asbestos, Mold)		0.00
	AMP 208 Morningside – Environmental Hazards (Asbestos, Mold)	4 units	8,000.00	AMP 207 Jamestown – Bathroom Renovations		0.00
	AMP 208 Morningside – Site Accessibility (sidewalks, exterior steps, parking areas, Section 504 modifications)	200 SF	4,000.00	AMP 208 Morningside – Environmental Hazards (Asbestos, Mold)	2 units	4,000.00
	AMP 208 Morningside – Floors/Interior Renovations (Cabinets, Electrical Devices, Doors)	2 units	30,000.00	AMP 208 Morningside – Replace Chiller (ECM)	105 units	0.00
	<b>Subtotal of Estimated Cost</b>		<b>\$313,500.00</b>	<b>Subtotal of Estimated Cost</b>		<b>\$389,500.00</b>

**Capital Fund Program—Five-Year Action Plan**

Work Statement for Year 1 FFY <u>2017</u>	Work Statement for Year 4				Work Statement for Year 5			
	FFY 2020				FFY 2021			
	Development Number/Name General Description of Major Work Categories	Quantity	Estimated Cost		Development Number/Name General Description of Major Work Categories	Quantity	Estimated Cost	
	AMP 208 Morningside – Kitchen Renovations – Phase 1	50 units	325,000.00		AMP 208 Morningside – Replace Elevators	105 units	0.00	
	AMP 210 Indian/Scattered Sites – Asbestos Abatement	2 units	4,000.00		AMP 208 Morningside – Kitchen Renovations – Phase 2	50 units	325,000.00	
See	AMP 210 Indian/Scattered Sites – Site (sidewalks, exterior steps, parking areas, Section 504 modifications)Accessibility		0.00		AMP 210 Indian/Scattered Sites – Environmental Hazards (Asbestos, Mold)	2 units	4,000.00	
Annual	AMP 210 Indian/Scattered Sites - Section 504 and Building Accessibility		0.00		AMP 210 Indian/Scattered Sites – Site (sidewalks, exterior steps, parking areas, Section 504 modifications)Accessibility		0.00	
Statement	AMP 210 Indian/Scattered Sites – Floors	2 units	25,000.00		AMP 210 Indian/Scattered Sites - Section 504 and Building Accessibility		0.00	
	AMP 210 Indian/Scattered Sites – Indian HVAC Upgrades (ECM)		0.00		AMP 210 Indian/Scattered Sites – Floors/Interior Renovations	2 units	30,000.00	
	AMP 210 Indian/Scattered Sites – Indian Electrical Upgrades – Units		0.00		AMP 210 Indian/Scattered Sites – Indian HVAC Upgrades (ECM)		0.00	
	AMP 210 Indian/Scattered Sites – Upgrades Electrical Infrastructure - Indian		0.00		AMP 210 Indian/Scattered Sites – Indian Electrical Upgrades – Units		0.00	
	AMP 210 Indian/Scattered Sites – Security (surveillance cameras, site lighting, fencing)		0.00		AMP 210 Indian/Scattered Sites – Upgrades Electrical Infrastructure - Indian		0.00	
	AMP 215 Transitional/Homeownership – Site Accessibility (sidewalks, exterior steps, parking areas, Section 504 modifications)		0.00		AMP 210 Indian/Scattered Sites – Site Lighting Upgrades		0.00	
	AMP 215 Transitional/Homeownership - Security		0.00		AMP 215 Transitional/Homeownership – Site Accessibility (sidewalks, exterior steps, parking areas, Section 504 modifications)		0.00	
	AMP 259 Hunt Manor/Bluestone – Security (surveillance cameras, site lighting, fencing)		0.00		AMP 215 Transitional/Homeownership – Security (surveillance cameras, site lighting, fencing)		0.00	

**Capital Fund Program—Five-Year Action Plan**

U.S. Department of Housing and Urban Development  
Office of Public and Indian Housing  
OMB No. 2577-0226  
Expires 4/30/2001

	Subtotal of Estimated Cost	\$354,000.00
	Subtotal of Estimated Cost	\$359,000.00

Work Statement for Year 1 FFY 2017	Work Statement for Year 4 FFY 2020			Work Statement for Year 5 FFY 2021		
	Development Number/Name General Description of Major Work Categories	Quantity	Estimated Cost	Development Number/Name General Description of Major Work Categories	Quantity	Estimated Cost
	AMP 259 Hunt Manor/Bluestone - Site Accessibility (sidewalks, exterior steps, parking areas, Section 504 modifications)	200 SF	4,000.00	AMP 259 Hunt Manor/Bluestone – Security (surveillance cameras, site lighting, fencing)		0.00
	AMP 259 Hunt Manor/Bluestone - Environmental Hazards (Asbestos, Mold)	3 units	6,000.00	AMP 259 Hunt Manor/Bluestone - Site Accessibility (sidewalks, exterior steps, parking areas, Section 504 modifications)	200 SF	4,000.00
See	AMP 259 Hunt Manor/Bluestone – Floors/Interior Renovations	3 units	45,000.00	AMP 259 Hunt Manor/Bluestone - Environmental Hazards (Asbestos , Mold)	2 units	6,000.00
Annual	AMP 259 Hunt Manor/Bluestone - Bathroom Renovations – Hunt (ECM) – Phase 1	48 units	360,000.00	AMP 259 Hunt Manor/Bluestone – Floors/Interior Renovations	2 units	30,000.00
Statement	AMP 259 Electrical Upgrades – Units – Hunt – Phase 1		0.00	AMP 259 Hunt Manor/Bluestone - Bathroom Renovations – Hunt (ECM) – Phase 2	48 units	360,000.00
	AMP 259 Hunt Manor/Bluestone – HVAC Upgrades – Hunt (ECM)		0.00	AMP 259 Electrical Upgrades – Units – Hunt – Phase 1		0.00
	AMP 259 Hunt Manor/Bluestone – HVAC Upgrades – Bluestone (ECM)		0.00	AMP 259 Hunt Manor/Bluestone – HVAC Upgrades – Hunt (ECM)		0.00
	AMP 259 Hunt Manor/Bluestone – Kitchen Renovations – Hunt – Phase 1		0.00	AMP 259 Hunt Manor/Bluestone – HVAC Upgrades – Bluestone (ECM)		0.00
			0.00	AMP 259 Hunt Manor/Bluestone – Window Replacement – Bluestone (ECM)		0.00
				AMP 259 Hunt Manor/Bluestone – Replace Entrance Doors – Bluestone (ECM)		0.00
				AMP 259 Hunt Manor/Bluestone - Bathroom Renovations – Bluestone (ECM) – Phase 1		0.00
	Subtotal of Estimated Cost		415,000.00	Subtotal of Estimated Cost		\$400,000.00

Capital Fund Program—Five-Year Action Plan

**Part III: Supporting Pages – Management Needs Work Statement(s)**

Work Statement for Year I FFY 2017	Work Statement for Year 2 FFY 2018		Work Statement for Year 3 FFY 2019	
	Development Number/Name General Description of Major Work Categories	Estimated Cost	Development Number/Name General Description of Major Work Categories	Estimated Cost
See Annual Statement	AMP201 Lansdowne – resident training AMP202 Lincoln – resident training AMP206 Melrose – resident training AMP207 Jamestown – resident training AMP208 Morningside - resident training AMP210 Indian/Scattered Sites - resident training AMP215 Transitional/Homeownership – resident training AMP259 Hunt Manor/Bluestone - resident training	500.00 500.00 500.00 500.00 500.00 500.00 500.00 500.00	AMP201 Lansdowne – resident training AMP202 Lincoln – resident training AMP206 Melrose – resident training AMP207 Jamestown – resident training AMP208 Morningside - resident training AMP210 Indian/Scattered Sites - resident training AMP215 Transitional/Homeownership – resident training AMP259 Hunt Manor/Bluestone - resident training	500.00 500.00 500.00 500.00 500.00 500.00 500.00 500.00
	AMP201 Lansdowne – staff training AMP202 Lincoln – staff training AMP206 Melrose– staff training AMP207 Jamestown– staff training AMP208 Morningside– staff training AMP210 Indian/Scattered Sites – staff training AMP215 Transitional/Homeownership – staff training AMP259 Hunt Manor/Bluestone – staff training	2,000.00 2,000.00 2,000.00 2,000.00 2,000.00 2,000.00 2,000.00 2,000.00		2,000.00 2,000.00 2,000.00 2,000.00 2,000.00 2,000.00 2,000.00 2,000.00
	Subtotal of Estimated Cost	\$20,000.00	Subtotal of Estimated Cost	\$20,000.00

