

City of South St. Paul
Housing and Redevelopment Authority Agenda
Special Meeting
125 3rd Ave. N., South St. Paul

Monday, June 28, 2021

1. CALL TO ORDER:

2. ROLL CALL:

3. AGENDA:

*A. Approval of Agenda
Action – Motion to Approve
Action – Motion to Approve as Amended*

4. PUBLIC HEARINGS:

A. Approval of 2021 Agency Plan and Revised 5-Year Capital Fund Plan-Resolution No. 2021-3341

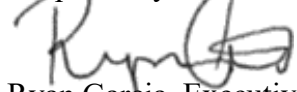
5. CONSENT AGENDA:

All items listed on the Consent Agenda are items which are considered routine by the Economic Development Authority and will be approved by one motion. There will be no separate discussion of these items unless a Commissioner or citizen so requests, in which event the item will be removed from the consent agenda and considered at the end of the Consent Agenda.

A. Approval of Minutes – Special Meeting – May 17, 2021

6. ADJOURNMENT:

Respectfully Submitted,



Ryan Garcia, Executive Director

HOUSING AND REDEVELOPMENT AUTHORITY
OF THE CITY OF SOUTH ST. PAUL

BOARD OF COMMISSIONERS
MINUTES
SPECIAL MEETING
May 17, 2021

The Special Meeting of the Housing and Redevelopment Authority of the City of South St. Paul was held on May 17, 2021 in the South St. Paul City Council Chambers. Chairperson Seaberg called the meeting to order at 6:45 P.M.

The following Commissioners were present: Pam Bakken, Todd Podgorski, Jimmy Francis, Lori Hansen, Sharon Dewey, Joe Kaliszewski and Chair Tom Seaberg.

No Commissioners were absent.

Staff was represented by: Tiffany Greene, Housing Programs Administrator and Peter Mikhail, City Attorney.

APPROVAL OF AGENDA

It was moved by Commissioner Kaliszewski and seconded by Commissioner Hansen to approve the agenda as presented. Motion carried.

CONSENT AGENDA

It was moved by Commissioner Bakken and seconded by Commissioner Francis to approve the Consent Agenda as follows:

A. Approval of Minutes – Special Meeting – April 19, 2021

Motion carried 6 ayes / 0 Nays

GENERAL BUSINESS

It was moved by Commissioner Hansen and seconded by Commissioner Francis to approve the Consent Agenda as follows:

A. Approval of Bid and Award Contract for Interior Painting Project at the John Carroll Highrise

Ms. Greene presented an overview of the previously discussed painting project to be undertaken for the atrium and common areas at the John Carroll Building, 300 Grand Avenue West. The project was published for bids, and as required by law, the bids were publicly opened and tabulated. The lowest bid (including one alternate) was Sunrise Painting and Wallcovering. After completing an interview and

HRA Special Meeting Minutes

May 17, 2021

Page 2 of 2

conducting all references checks, staff is recommending the contract for the Interior Painting Project at John Carroll be awarded to Sunrise Painting and Wallcovering. Commissioner Dewey asked if the HUD required Suspension and Debarment check would be ran before the contract was awarded to Sunrise. Ms. Greene stated that the Suspension and Debarment check would be completed prior to the contract being executed.

It was moved by Commissioner Kaliszewski and seconded by Commissioner Podgorski to approve Resolution 2021 – 3340.

Motion carried 6 ayes / 0 Nays

ADJOURNMENT

There being no further business to come before the Board it was moved by Commissioner Hansen and seconded by Commissioner Bakken to adjourn. Chairperson Seaberg declared the meeting adjourned at 6:52 PM.

Respectfully submitted,

Joe Kaliszewski, Secretary

Tom Seaberg, Chairperson

Dated: _____

B.	Annual Plan Elements
B.1	<p>Revision of PHA Plan Elements.</p> <p>(a) Have the following PHA Plan elements been revised by the PHA since its last Annual PHA Plan submission?</p> <p>Y N</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Statement of Housing Needs and Strategy for Addressing Housing Needs.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Deconcentration and Other Policies that Govern Eligibility, Selection, and Admissions.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Financial Resources.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Rent Determination.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Homeownership Programs.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Safety and Crime Prevention.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Pet Policy.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Substantial Deviation.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Significant Amendment/Modification</p> <p>(b) The PHA must submit its Deconcentration Policy for Field Office Review.</p> <p>(c) If the PHA answered yes for any element, describe the revisions for each element below:</p>
B.2	<p>New Activities.</p> <p>(a) Does the PHA intend to undertake any new activities related to the following in the PHA's current Fiscal Year?</p> <p>Y N</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Hope VI or Choice Neighborhoods.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Mixed Finance Modernization or Development.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Demolition and/or Disposition.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Conversion of Public Housing to Tenant Based Assistance.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Conversion of Public Housing to Project-Based Assistance under RAD.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Project Based Vouchers.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Units with Approved Vacancies for Modernization.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Other Capital Grant Programs (i.e., Capital Fund Community Facilities Grants or Emergency Safety and Security Grants).</p> <p>(b) If any of these activities are planned for the current Fiscal Year, describe the activities. For new demolition activities, describe any public housing development or portion thereof, owned by the PHA for which the PHA has applied or will apply for demolition and/or disposition approval under section 18 of the 1937 Act under the separate demolition/disposition approval process. If using Project-Based Vouchers (PBVs), provide the projected number of project based units and general locations, and describe how project basing would be consistent with the PHA Plan.</p>
B.3	<p>Progress Report.</p> <p>Provide a description of the PHA's progress in meeting its Mission and Goals described in the PHA 5-Year Plan.</p> <ol style="list-style-type: none"> 1. Earned a "high performer" rating for the previous reporting years. 2. Maintained an average occupancy rating at 98% or above. 3. Transitioned to Nath Companies on March 1, 2020. 4. Continued to follow 5-Year Capital Fund Action Plan: replaced all laundry machines and pay stations; replaced laundry room floors in both buildings. Repaved parking lots and curbs. Replaced all sprinkler heads in units and common areas. 5. Met with residents and resident service coordinators to discuss the formation of a Resident Advisory Board; will have the beginning steps in place by January 2021.

B.4.	<p>Most Recent Fiscal Year Audit.</p> <p>(a) Were there any findings in the most recent FY Audit?</p> <p>Y N <input checked="" type="checkbox"/> <input type="checkbox"/></p> <p>(b) If yes, please describe: Internal Control Over Compliance with Federal Procurement, Suspension, and Debarment Requirements. Procurement policy now in place.</p>
Other Document and/or Certification Requirements.	
C.1	<p>Certification Listing Policies and Programs that the PHA has Revised since Submission of its Last Annual Plan</p> <p>Form 50077-ST-HCV-HP, <i>Certification of Compliance with PHA Plans and Related Regulations</i>, must be submitted by the PHA as an electronic attachment to the PHA Plan.</p>
C.2	<p>Civil Rights Certification.</p> <p>Form 50077-ST-HCV-HP, <i>Certification of Compliance with PHA Plans and Related Regulations</i>, must be submitted by the PHA as an electronic attachment to the PHA Plan.</p>
C.3	<p>Resident Advisory Board (RAB) Comments.</p> <p>(a) Did the RAB(s) provide comments to the PHA Plan?</p> <p>Y N <input checked="" type="checkbox"/> <input type="checkbox"/></p> <p>If yes, comments must be submitted by the PHA as an attachment to the PHA Plan. PHAs must also include a narrative describing their analysis of the RAB recommendations and the decisions made on these recommendations.</p>
C.4	<p>Certification by State or Local Officials.</p> <p>Form HUD 50077-SL, <i>Certification by State or Local Officials of PHA Plans Consistency with the Consolidated Plan</i>, must be submitted by the PHA as an electronic attachment to the PHA Plan.</p>
D Statement of Capital Improvements. Required in all years for all PHAs completing this form that administer public housing and receive funding from the Capital Fund Program (CFP).	
D.1	<p>Capital Improvements. Include a reference here to the most recent HUD-approved 5-Year Action Plan (HUD-50075.2) and the date that it was approved by HUD.</p> <p>5-Year Action Plan (2017-2021) approved by HUD on 8.21.18.</p>

Instructions for Preparation of Form HUD-50075-HP Annual Plan for High Performing PHAs

A. PHA Information. All PHAs must complete this section.

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

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

B. Annual Plan.

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

Identify specifically which plan elements listed below that have been revised by the PHA. To specify which elements have been revised, mark the “yes” box. If an element has not been revised, mark “no.”

Statement of Housing Needs and Strategy for Addressing Housing Needs. Provide a statement addressing the housing needs of low-income, very low-income and extremely low-income families and a brief description of the PHA’s strategy for addressing the housing needs of families who reside in the jurisdiction served by the PHA. The statement must identify the housing needs of (i) families with incomes below 30 percent of area median income (extremely low-income), (ii) elderly families and families with disabilities, and (iii) households of various races and ethnic groups residing in the jurisdiction or on the waiting list based on information provided by the applicable Consolidated Plan, information provided by HUD, and other generally available data. The identification of housing needs must address issues of affordability, supply, quality, accessibility, size of units, and location. For years in which the PHA’s 5-Year PHA Plan is also due, this information must be included only to the extent it pertains to the housing needs of families that are on the PHA’s public housing and Section 8 tenant-based assistance waiting lists. [24 CFR §903.7\(a\)\(1\)](#) and 24 CFR §903.12(b). Provide a description of the PHA’s strategy for addressing the housing needs of families in the jurisdiction and on the waiting list in the upcoming year. For years in which the PHA’s 5-Year PHA Plan is also due, this information must be included only to the extent it pertains to the housing needs of families that are on the PHA’s public housing and Section 8 tenant-based assistance waiting lists. [24 CFR §903.7\(a\)\(2\)\(ii\)](#) and 24 CFR §903.12(b).

Deconcentration and Other Policies that Govern Eligibility, Selection and Admissions. Describe the PHA’s admissions policy for deconcentration of poverty and income mixing of lower-income families in public housing. The Deconcentration Policy must describe the PHA’s policy for bringing higher income tenants into lower income developments and lower income tenants into higher income developments. The deconcentration requirements apply to general occupancy and family public housing developments. Refer to 24 CFR §903.2(b)(2) for developments not subject to deconcentration of poverty and income mixing requirements. [24 CFR §903.7\(b\)](#) Describe the PHA’s procedures for maintaining waiting lists for admission to public housing and address any site-based waiting lists. [24 CFR §903.7\(b\)](#) A statement of the PHA’s policies that govern resident or tenant eligibility, selection and admission including admission preferences for both public housing and HCV. ([24 CFR §903.7\(b\)](#)) Describe the unit assignment policies for public housing. [24 CFR §903.7\(b\)](#)

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

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

Homeownership Programs. A description of any homeownership programs (including project number and unit count) administered by the agency or for which the PHA has applied or will apply for approval. For years in which the PHA’s 5-Year PHA Plan is also due, this information must be included only to the extent that the PHA participates in homeownership programs under section 8(y) of the 1937 Act. ([24 CFR §903.7\(k\)](#) and 24 CFR §903.12(b).

Safety and Crime Prevention (VAWA). A description of: **1)** Any activities, services, or programs provided or offered by an agency, either directly or in partnership with other service providers, to child or adult victims of domestic violence, dating violence, sexual assault, or stalking; **2)** Any activities, services, or programs provided or offered by a PHA that helps child and adult victims of domestic violence, dating violence, sexual assault, or stalking, to obtain or maintain housing; and **3)** Any activities, services, or programs provided or offered by a public housing agency to prevent domestic violence, dating violence, sexual assault, and stalking, or to enhance victim safety in assisted families. ([24 CFR §903.7\(m\)\(5\)](#))

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

Substantial Deviation. PHA must provide its criteria for determining a “substantial deviation” to its 5-Year Plan. ([24 CFR §903.7\(r\)\(2\)\(i\)](#))

Significant Amendment/Modification. PHA must provide its criteria for determining a “Significant Amendment or Modification” to its 5-Year and Annual Plan. Should the PHA fail to define ‘significant amendment/modification’, HUD will consider the following to be ‘significant amendments or modifications’: a) changes to rent or admissions policies or organization of the waiting list; b) additions of non-emergency public housing CFP work items (items not included in the current CFP Annual Statement or CFP 5-Year Action Plan); or c) any change with regard to demolition or disposition, designation, homeownership programs or conversion activities. See guidance on HUD’s website at: [Notice PIH 1999-51](#). ([24 CFR §903.7\(r\)\(2\)\(ii\)](#))

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

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

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

Hope VI. 1) A description of any housing (including project name, number (if known) and unit count) for which the PHA will apply for HOPE VI; and 2) A timetable for the submission of applications or proposals. The application and approval process for Hope VI is a separate process. See guidance on HUD’s website at: <http://www.hud.gov/offices/pih/programs/ph/hope6/index.cfm>. (Notice PIH 2010-30)

Mixed Finance Modernization or Development. 1) A description of any housing (including name, project number (if known) and unit count) for which the PHA will apply for Mixed Finance Modernization or Development; and 2) A timetable for the submission of applications or proposals. The application and approval process for Mixed Finance Modernization or Development is a separate process. See guidance on HUD’s website at: <http://www.hud.gov/offices/pih/programs/ph/hope6/index.cfm>. (Notice PIH 2010-30)

Demolition and/or Disposition. Describe any public housing projects owned by the PHA and subject to ACCs (including name, project number and unit numbers [or addresses]), and the number of affected units along with their sizes and accessibility features) for which the PHA will apply or is currently pending for demolition or disposition; and (2) A timetable for the demolition or disposition. This statement must be submitted to the extent that approved and/or pending demolition and/or disposition has changed. The application and approval process for demolition and/or disposition is a separate process. See guidance on HUD’s website at: http://www.hud.gov/offices/pih/centers/sac/demo_dispo/index.cfm. (24 CFR §903.7(h))

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

Project-Based Vouchers. Describe any plans to use HCVs for new project-based vouchers. (24 CFR §983.57(b)(1)) If using project-based vouchers, provide the projected number of project-based units and general locations, and describe how project-basing would be consistent with the PHA Plan.

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

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

B.4 Most Recent Fiscal Year Audit. If the results of the most recent fiscal year audit for the PHA included any findings, mark “yes” and describe those findings in the space provided. (24 CFR §903.7(p))

C. Other Document and/or Certification Requirements

C.1 Certification Listing Policies and Programs that the PHA has Revised since Submission of its Last Annual Plan. Provide a certification that the following plan elements have been revised, provided to the RAB for comment before implementation, approved by the PHA board, and made available for review and inspection by the public. This requirement is satisfied by completing and submitting form HUD-50077 SM-HP.

C.2 Civil Rights Certification. Form HUD-50077 SM-HP, *PHA Certifications of Compliance with the PHA Plans and Related Regulation*, must be submitted by the PHA as an electronic attachment to the PHA Plan. This includes all certifications relating to Civil Rights and related regulations. A PHA will be considered in compliance with the AFFH Certification if: it can document that it examines its programs and proposed programs to identify any impediments to fair housing choice within those programs; addresses those impediments in a reasonable fashion in view of the resources available; works with the local jurisdiction to implement any of the jurisdiction’s initiatives to affirmatively further fair housing; and assures that the annual plan is consistent with any applicable Consolidated Plan for its jurisdiction. (24 CFR §903.7(o))

C.3 Resident Advisory Board (RAB) comments. If the RAB provided comments to the annual plan, mark “yes,” submit the comments as an attachment to the Plan and describe the analysis of the comments and the PHA’s decision made on these recommendations. (24 CFR §903.13(c), 24 CFR §903.19)

C.4 Certification by State or Local Officials. Form HUD-50077-SL, *Certification by State or Local Officials of PHA Plans Consistency with the Consolidated Plan*, must be submitted by the PHA as an electronic attachment to the PHA Plan. (24 CFR §903.15)

D. Statement of Capital Improvements.

PHAs that receive funding from the Capital Fund Program (CFP) must complete this section. (24 CFR 903.7 (g))

D.1 Capital Improvements. In order to comply with this requirement, the PHA must reference the most recent HUD approved Capital Fund 5 Year Action Plan. PHAs can reference the form by including the following language in Section C. 8.0 of the PHA Plan Template: “See HUD Form 50075.2 approved by HUD on XX/XX/XXXX.”

This information collection is authorized by Section 511 of the Quality Housing and Work Responsibility Act, which added a new section 5A to the U.S. Housing Act of 1937, as amended, which introduced the 5-Year and Annual PHA Plan. The 5-Year and Annual PHA Plans provide a ready source for interested parties to locate basic PHA policies, rules, and requirements concerning the PHA’s operations, programs, and services, and informs HUD, families served by the PHA, and members of the public of the PHA’s mission, goals and objectives for serving the needs of low- income, very low- income, and extremely low- income families.

Public reporting burden for this information collection is estimated to average 16.64 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. HUD may not collect this information, and respondents are not required to complete this form, unless it displays a currently valid OMB Control Number.

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

Capital Fund Program - Five-Year Action Plan

Status: Approved

Approval Date: 05/18/2021

Approved By: CLAUSEN, LUCIA M.

Part I: Summary						
PHA Name : HRA OF THE CITY OF SOUTH ST PAUL, MINNESOTA PHA Number: MN010		Locality (City/County & State) <input type="checkbox"/> Original 5-Year Plan <input checked="" type="checkbox"/> Revised 5-Year Plan (Revision No:)				
A.	Development Number and Name	Work Statement for Year 1 2017	Work Statement for Year 2 2018	Work Statement for Year 3 2019	Work Statement for Year 4 2020	Work Statement for Year 5 2021
	NAN MCKAY (MN010000001)	\$8,975.00	\$188,760.00			
	JOHN CARROLL (MN010000002)	\$256,525.00	\$244,211.00	\$439,950.00	\$440,167.00	\$440,167.00
	AUTHORITY-WIDE	\$113,150.00	\$195,341.00	\$188,362.00	\$188,145.00	\$188,145.00

Part II: Supporting Pages - Physical Needs Work Statements (s)				
Work Statement for Year				
1		2017		
Identifier	Development Number/Name	General Description of Major Work Categories	Quantity	Estimated Cost
	NAN MCKAY (MN010000001)			\$8,975.00
ID0002	Common Area Furniture(Dwelling Unit-Interior (1480)-Other)	Replace common area furniture-16 chairs, 2 sofas, 3 tables		\$8,975.00
	JOHN CARROLL (MN010000002)			\$256,525.00
ID0030	Elevator(Dwelling Unit-Interior (1480)-Mechanical)	Elevator modernization. Disturbances to the surrounding interior walls will be handled in the industry approved manner to mitigate any asbestos containing materials (ACM) and protect the building residents from friable ACM. The AMP is designated elderly and is not subject to the lead-based paint regulations.		\$47,728.00
ID0038	Fire Sprinkler Heads(Dwelling Unit-Interior (1480)-Other)	Replace unit fire sprinkler heads. Mitigate asbestos if needed.		\$1,100.00
ID0079	Fire Sprinkler Heads Fees & Costs(Dwelling Unit-Interior (1480)-Other)	Architectural/engineering consulting related to replacement of unit sprinkler heads (10% of estimated project cost.) Mitigate asbestos if needed.		\$30,636.00
ID0082	Elevator Fees & Costs(Dwelling Unit-Interior (1480)-Mechanical)	Architectural/engineering consulting related to modernization of elevators (12.74% of estimated project cost.) Mitigate asbestos if needed.		\$36,171.00

Part II: Supporting Pages - Physical Needs Work Statements (s)				
Work Statement for Year		2018		
Identifier	Development Number/Name	General Description of Major Work Categories	Quantity	Estimated Cost
	JOHN CARROLL (MN010000002)			\$244,211.00
ID0001	Painting(Dwelling Unit-Interior (1480)-Interior Painting (non routine))	Paint common area & hallways. The AMP is designated elderly and is not subject to the lead-based paint regulations.		\$107,760.00
ID0065	Painting Fees & Costs(Dwelling Unit-Interior (1480)-Interior Painting (non routine))	Architectural consulting related to painting of common area & hallways (12.74% of estimated project cost.)		\$7,465.00
ID0095	Parking Lot-Bituminous(Non-Dwelling Site Work (1480)-Asphalt - Concrete - Paving)	Replace bituminous parking lot		\$51,115.00
ID0096	Fire Sprinkler Heads(Dwelling Unit-Interior (1480)-Other)	Replace unit fire sprinkler heads. Mitigate asbestos if needed.		\$72,249.00
ID0097	Fire Sprinkler Heads Fees & Costs(Dwelling Unit-Interior (1480)-Other)	Architectural/engineering consulting related to replacement of unit sprinkler heads (10% of estimated project cost.) Mitigate asbestos if needed.		\$5,622.00
	NAN MCKAY (MN010000001)			\$188,760.00

Part II: Supporting Pages - Physical Needs Work Statements (s)				
Work Statement for Year				
2		2018		
Identifier	Development Number/Name	General Description of Major Work Categories	Quantity	Estimated Cost
ID0014	Fire Sprinkler Heads(Dwelling Unit-Interior (1480)-Other)	Replace unit fire sprinkler heads. Mitigate asbestos if needed.		\$64,273.00
ID0078	Fire Sprinkler Heads Fees & Costs(Dwelling Unit-Interior (1480)-Other)	Architectural/engineering consulting related to replacement of unit sprinkler heads (10% of estimated project cost.) Mitigate asbestos if needed.		\$5,622.00
ID0094	Parking Lot-Bituminous(Non-Dwelling Site Work (1480)-Asphalt - Concrete - Paving)	Replace bituminous parking lot		\$118,865.00
	AUTHORITY-WIDE (NAWASD)			\$195,341.00
ID0054	Operations(Operations (1406))	The Physical Needs Assessment (PNA) dated 10/29/2014 is an all inclusive document of the capital improvements needs of the properties. All of the PNA work items are covered in the 5 year Action Plan with the exception of the improvements previously constructed. These funds will be used for operation eligible uses (for example: HVAC, roof repair, insurance, utilities, snow removal/lawn care) per PIH Notice 2016-22 Appendix A. Mitigate asbestos if needed.		\$132,510.00
ID0059	Administration(Administration (1410)-Other)	Administration is calculated at 10% of total grant. The Physical Needs Assessment (PNA) dated 10/29/2014 is an all inclusive document of the capital improvements needs of the properties. All of the PNA work items are covered in the 5 year Action Plan with the exception of the improvements previously constructed.		\$62,831.00

Part II: Supporting Pages - Physical Needs Work Statements (s)				
Work Statement for Year				
3		2019		
Identifier	Development Number/Name	General Description of Major Work Categories	Quantity	Estimated Cost
	JOHN CARROLL (MN010000002)			\$439,950.00
ID0003	Roof Installation(Dwelling Unit-Exterior (1480)-Roofs)	Roof replacement. Disturbances will be handled in the industry approved manner to mitigate any asbestos containing materials (ACM) and protect the building residents from friable ACM. The AMP is designated elderly and is not subject to the lead-based paint regulations.		\$150,000.00
ID0066	Roof Installation Fees & Costs(Dwelling Unit-Exterior (1480)-Roofs)	Architectural/engineering consulting related to roof replacement (10% of estimated project cost.) Mitigate asbestos if needed.		\$15,000.00
ID0098	Painting(Dwelling Unit-Interior (1480)-Interior Painting (non routine))	Paint common area & hallways. The AMP is designated elderly and is not subject to the lead-based paint regulations.		\$249,950.00
ID0099	Painting Fees & Costs(Dwelling Unit-Interior (1480)-Interior Painting (non routine))	Architectural consulting related to painting of common area & hallways (10% of estimated project cost.)		\$25,000.00
	AUTHORITY-WIDE (NAWASD)			\$188,362.00
ID0055	Operations(Operations (1406))	The Physical Needs Assessment (PNA) dated 10/29/2014 is an all inclusive document of the capital improvements needs of the properties. All of the PNA work items are covered in the 5 year Action Plan with the exception of the improvements previously constructed. These funds will be used for operation eligible uses (for example: HVAC, roof repair, insurance, utilities, snow removal/lawn care) per PIH Notice 2016-22 Appendix A. Mitigate asbestos if needed.		\$125,512.00

Part II: Supporting Pages - Physical Needs Work Statements (s)				
Work Statement for Year				
4	2020			
Identifier	Development Number/Name	General Description of Major Work Categories	Quantity	Estimated Cost
	AUTHORITY-WIDE (NAWASD)			\$188,145.00
ID0056	Operations(Operations (1406))	The Physical Needs Assessment (PNA) dated 10/29/2014 is an all inclusive document of the capital improvements needs of the properties. All of the PNA work items are covered in the 5 year Action Plan with the exception of the improvements previously constructed. These funds will be used for operation eligible uses (for example: HVAC, roof repair, insurance, utilities, snow removal/lawn care) per PIH Notice 2016-22 Appendix A. Mitigate asbestos if needed.		\$125,264.00
ID0061	Administration(Administration (1410)-Other)	Administration is calculated at 10% of total grant. The Physical Needs Assessment (PNA) dated 10/29/2014 is an all inclusive document of the capital improvements needs of the properties. All of the PNA work items are covered in the 5 year Action Plan with the exception of the improvements previously constructed.		\$62,881.00
	JOHN CARROLL (MN010000002)			\$440,167.00
ID0108	Roof Installation(Dwelling Unit-Exterior (1480)-Roofs)	Roof replacement. Disturbances will be handled in the industry approved manner to mitigate any asbestos containing materials (ACM) and protect the building residents from friable ACM. The AMP is designated elderly and is not subject to the lead-based paint regulations. Extra cost associated with the removal and replacement of multiple cellular towers.		\$200,000.00
ID0109	Roof Installation Fees & costs(Dwelling Unit-Exterior (1480)-Roofs)	Architectural/engineering consulting related to roof replacement (10% of estimated project cost.) Mitigate asbestos as needed.		\$20,000.00

Part II: Supporting Pages - Physical Needs Work Statements (s)				
Work Statement for Year 5		2021		
Identifier	Development Number/Name	General Description of Major Work Categories	Quantity	Estimated Cost
	AUTHORITY-WIDE (NAWASD)			\$188,145.00
ID0057	Operations(Operations (1406))	The Physical Needs Assessment (PNA) dated 10/29/2014 is an all inclusive document of the capital improvements needs of the properties. All of the PNA work items are covered in the 5 year Action Plan with the exception of the improvements previously constructed. These funds will be used for operation eligible uses (for example: HVAC, roof repair, insurance, utilities, snow removal/lawn care) per PIH Notice 2016-22 Appendix A. Mitigate asbestos if needed.		\$125,264.00
ID0062	Administration(Administration (1410)-Other)	Administration is calculated at 10% of total grant. The Physical Needs Assessment (PNA) dated 10/29/2014 is an all inclusive document of the capital improvements needs of the properties. All of the PNA work items are covered in the 5 year Action Plan with the exception of the improvements previously constructed.		\$62,881.00
	JOHN CARROLL (MN010000002)			\$440,167.00
ID0107	Install Anchor Points on Roof (Non-Dwelling Exterior (1480)-Roofs)	Install anchor points on roof for cleaning and repair access. Mitigate asbestos as needed.		\$20,000.00
ID0111	Plumbing Replacement(Non-Dwelling Interior (1480)-Plumbing)	Upgrade/replace all outdated plumbing, access panels, toilets, shower heads, kitchen and bathroom faucets in all units and common areas. Mitigate asbestos as needed.		\$380,167.00

Part III: Supporting Pages - Management Needs Work Statements (s)	
Work Statement for Year 1	2017
Development Number/Name General Description of Major Work Categories	Estimated Cost
Housing Authority Wide	
Operations(Operations (1406))	\$75,350.00
Administration(Administration (1410)-Other)	\$37,800.00
Subtotal of Estimated Cost	\$113,150.00

Part III: Supporting Pages - Management Needs Work Statements (s)	
Work Statement for Year 2	2018
Development Number/Name General Description of Major Work Categories	Estimated Cost
Housing Authority Wide	
Operations(Operations (1406))	\$132,510.00
Administration(Administration (1410)-Other)	\$62,831.00
Subtotal of Estimated Cost	\$195,341.00

Part III: Supporting Pages - Management Needs Work Statements (s)	
Work Statement for Year 3	2019
Development Number/Name General Description of Major Work Categories	Estimated Cost
Housing Authority Wide	
Operations(Operations (1406))	\$125,512.00
Administration(Administration (1410)-Other)	\$62,850.00
Subtotal of Estimated Cost	\$188,362.00

Part III: Supporting Pages - Management Needs Work Statements (s)	
Work Statement for Year 4	2020
Development Number/Name General Description of Major Work Categories	Estimated Cost
Housing Authority Wide	
Operations(Operations (1406))	\$125,264.00
Administration(Administration (1410)-Other)	\$62,881.00
Subtotal of Estimated Cost	\$188,145.00

Part III: Supporting Pages - Management Needs Work Statements (s)	
Work Statement for Year 5	2021
Development Number/Name General Description of Major Work Categories	Estimated Cost
Housing Authority Wide	
Operations(Operations (1406))	\$125,264.00
Administration(Administration (1410)-Other)	\$62,881.00
Subtotal of Estimated Cost	\$188,145.00

Housing and Redevelopment Authority (HRA)
of the City of South St. Paul

RESOLUTION NO. 2021-3341

APPROVING ANNUAL AGENCY PLAN AND REVISED CAPITAL FUND PLAN FOR
THE PUBLIC HOUSING PROGRAM

WHEREAS, pursuant to Title VI of the Civil Rights Act of 1964, the Fair Housing Act, section 504 of the Rehabilitation Act of 1973, and Title II of the Americans with Disabilities Act of 1990, requires each Public Housing Agency to prepare and update its annual plan; and

WHEREAS, the Housing and Redevelopment Authority of the City of South St. Paul Board of Commissioners must review and approve the Annual Public Housing Agency Plan and the revised Capital Fund Plan as prepared; and

WHEREAS, the HRA made the proposed Plan and all information relevant to the public hearing available for public inspection at least 45 days before the hearing, published a notice that a hearing would be held on June 24, 2021 and conducted a hearing to discuss the Plan and invited public comment; and

WHEREAS, the HRA's Board of Commissioners have considered all public comment on the plan.

NOW, THEREFORE, BE IT RESOLVED by the Housing and Redevelopment Authority of the City of South St. Paul, Minnesota, that this Annual Public Housing Agency Plan and revised Capital Fund Activities Plan are approved.

Adopted this 28th day of June 2021.

Chair

Secretary