

AGENDA  
FY 2021 - ANNUAL CAPITAL FUND REPORT  
AT  
RESIDENT MEETINGS  
JANUARY 21, 2021

Introduction:

Debra Miller - Modernization Coordinator for the Capital Fund Program

- I. The Modernization Coordinator attends the 2021 January RAB and Resident meetings is to:
  - A. Present the Annual Capital Fund Report which includes a list of construction projects completed in 2020.
  - B. Present a list of construction projects planned for 2021 and to.
  - C. Receive suggestions and/or comments from residents and the RAB Board (Resident Advisory Board).
  
- II. Annual Capital Fund Program grants (CFP) increased over the past three (3) years; however, the amount continues to be less than the amount needed to complete all the construction projects listed in the HHA 20-Year Physical Needs Assessment (PNA). Capital Fund Grant awards for the past three years (3 years) are as follows:
  - A. FY2018 - \$2,306,615 + \$26,537 Bonus = \$2,333,152
  - B. FY2019 - \$2,410,230 + \$13,284 Bonus = \$2,423,514
  - C. FY2020 - \$2,579,718 + \$18,743 Bonus = \$2,598,461

Due to HHA having “High Performer” status, CFP grants generally include an additional amount of approximately \$60,000. As noted above, HHA also received Bonus funding in 2018, 2019 and 2020.

It should be noted; the entire Capital Fund grant amount is not budgeted strictly for construction projects.

HUD allows certain **percentages** of the grant amount to be used for *Soft Costs*, such as: 1) funding for Resident Service programs which includes the newsletters, 2) computer software, 3) staff training, 4) architectural, engineering services and other consulting fees and costs, and 5) administration costs to monitor, obligate the grant per HUD procurement guidelines, expend the grants and complete HUD reporting requirements.

Although HUD allows for percentages for *Soft Costs*, unobligated portions are released by management for construction budget line items, or “Bricks and Sticks”.

### III. Capital Fund construction projects include:

- A. Projects for general upgrades at HHA properties, Gateway Crossing, C. W. Brooks Mid-Rise, and CFP participation in the new McCleary Hill Development-Phase 1 and Phase 2.

- B. Construction Projects which were identified in the 2013 Physical Needs Assessment (PNA) and Energy Audit. (The Physical Needs Assessment is a 20-Year Plan for replacing or upgrading amenities and/or building components in each community) [i.e., replacing roofs, furnace replacements, boiler, and heating upgrades, upgrading bathrooms, upgrading kitchens and miscellaneous site improvements (concrete, asphalt paving, trees, etc.)].
  - C. Installing upgrades in units and/or community spaces for energy efficiency, if identified and recommended by an Energy Consultant, providing funding is available.
- IV. Resident suggestions and comments should be for construction projects the residents would like the Housing Authority to consider. Construction projects could be those which update and/or extend the useful life of dwelling units, community buildings, multi-purpose spaces and site improvements at any of the HHA properties, Gateway Crossing or C.W. Brooks Mid-Rise (1,180 public housing dwelling units). The goal of the Housing Authority is to keep the properties affordable and in good, safe, livable conditions.

Residents may make suggestions from the floor or they may use the suggestion forms included in the January Newsletters.

**Residents are asked to return the forms to Resident Services or the Maintenance Office by Friday, February 26, 2021.**

Resident Services and Maintenance will forward the suggestions to the Modernization (Mod) Coordinator. The Mod Coordinator

compiles a “Summary” of the suggestions and comments along with an HHA response to each suggestion or comment.

V. CFP Annual Report via Web Postings or Publications:

A. List of Capital Fund Projects completed for each respective community in 2020 and construction projects planned in 2021.

B. Resident Suggestion/Comment Forms

Note: Resident Services (Dianne Rudisill, Deena Holder, or other Resident Service staff) provides the Modernization Coordinator with a copy of the Resident Meeting Sign-In sheets or other form documenting attendees via Zoom Meetings.

VI. Modernization Coordinator reviews the CFP Annual Report with Residents

VII. The floor is open for Resident Suggestions and/or Comments.

**AMP 1 – PARKSIDE HOMES, DOUGLASS COURT AND  
SCATTERED SITES (MD6-009 AND MD6-010)  
RESIDENT MEETING  
JANUARY 21, 2021**

**CAPITAL FUND - PROJECTS COMPLETED IN 2020**

- TREE PRUNING, REMOVAL AND NEW TREES
- NEW SHRUBS, MULCH AND SIGNAGE REHAB AT ENTERANCES OF PARKSIDE AND DOUGLASS COURT
- REPLACEMENT APPLIANCES AS NEEDED
- SECTION 504 INSTALLATIONS AS NEEDED
- CONTINUATION OF VINYL TILE REPLACEMENT AT MOVEOUT – DOUGLASS COURT AND PARKSIDE WOOD FLOOR REFINISHING AT MOVEOUT AS NEEDED
- ARCHITECT AND ENGINEERING SERVICES AS REQUIRED
- STAFF TRAINING AS REQUESTED
- NEWSLETTERS, PUBLISHED BY RESIDENT SERVICES
- PROVIDE FUNDING TO RESIDENT SERVICES TO SUPPORT BOYS & GIRLS CLUB, HOMEWORK CLUB, SUMMER YOUTH CAMPS AND OTHER RESIDENT CLASSES/TRAINING PROGRAMS
- MISC. UPGRADES TO UNITS COMPLETED BY HHA MECHANICS

**AMP 1 – PARKSIDE HOMES, DOUGLASS COURT AND  
SCATTERED SITES (MD6-009 AND MD6-010)**

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**CAPITAL FUND - PROJECTS PLANNED FOR 2021**

- MISC. SITE IMPROVEMENTS, INCLUDING TREE PRUNING, REMOVAL AND NEW TREES AS NEEDED, ASPHALT SEALING AND STRIPPING, AS NEEDED, CONCRETE GRINDING, PATCHING, CAULKING, NEW SECTIONS OF CONCRETE AND MISCELLANEOUS SITE IMPROVEMENTS
- INVESTIGATION AND EVALUATION OF FURNACES AT PARKSIDE HOMES AND DOUGLASS COURT, REPLACEMENT FURNACES AS NEEDED
- NEW ROOFS AT SCATTERED SITES (6-009 AND 6-010,)
- KITCHEN UPGRADES AT SCATTERED SITES (6-009 AND 6-010)
- INVESTIGATE SIDING UPGRADES AT SCATTERED SITES (6-009 AND 6-010)
- APPLIANCES AND SECTION 504, AS NEEDED
- CONTINUATION OF VINYL TILE REPLACEMENT AT MOVEOUT – DOUGLASS COURT AND WOOD FLOOR REFINISHING AT PARKSIDE AT MOVE OUT, IF NEEDED
- NEWSLETTERS, PUBLISHED BY RESIDENT SERVICES
- STAFF TRAINING AS REQUESTED
- ARCHITECT AND ENGINEERING SERVICES AS REQUIRED
- FUNDING FOR RESIDENT SERVICES TO SUPPORT BOYS & GIRLS CLUB, HOMEWORK CLUB, SUMMER YOUTH CAMPS AND OTHER RESIDENT CLASSES/TRAINING PROGRAMS
- MISC. UPGRADES AT UNITS COMPLETED BY HHA MECHANICS

**AMP 1 - FREDERICK MANOR**  
**RESIDENT ZOOM MEETING SCHEDULED**  
**JANUARY 21, 2021**

**CAPITAL FUND - PROJECTS COMPLETED IN 2020**

- TREE TRIMMING, TREE REMOVAL AND NEW TREES
- LED LIGHTING UPGRADES AT FREDERICK MANOR GYM
- VINYL FLOOR TILE AT MOVEOUT, AS NEEDED
- REPLACEMENT APPLIANCES AS NEEDED
- SECTION 504 INSTALLATIONS AS REQUIRED
- ARCHITECT AND ENGINEERING SERVICES AS REQUIRED
- STAFF TRAINING AS NEEDED
- NEWSLETTERS, PUBLISHED BY RESIDENT SERVICES
- FUNDING FOR RESIDENT SERVICE PROGRAMS TO SUPPORT BOYS & GIRLS CLUB, HOMEWORK CLUB, SUMMER YOUTH CAMPS AND OTHER RESIDENT CLASSES/TRAINING PROGRAMS
- MISC. UPGRADES COMPLETED BY HHA MECHANICS AT MOVEOUT OR AS NEEDED

**CAPITAL FUND - PROPOSED PROJECTS FOR 2021**

- MISC. SITE IMPROVEMENTS, TREE PRUNING AND REMOVAL, NEW TREES AT SOME LOCATIONS, ASPHALT WORK AS NEEDED, AND MISC. CONCRETE WORK AS NEEDED
- REPLACEMENT FURNACES, AS NEEDED
- APPLIANCES AND SECTION 504 AS NEEDED
- ARCHITECT AND ENGINEERING SERVICES AS REQUIRED
- STAFF TRAINING, AS NEEDED
- VINYL TILE REPLACEMENT AT MOVEOUT, AS NEEDED
- NEWSLETTERS, PUBLISHED BY RESIDENT SERVICES
- FUNDING FOR RESIDENT SERVICES TO SUPPORT BOYS & GIRLS CLUB, HOMEWORK CLUB, SUMMER YOUTH CAMPS AND OTHER RESIDENT TRAINING CLASSES/PROGRAMS



**AMP 3 - NOLAND VILLAGE  
RESIDENT MEETING SCHEDULED FOR  
JANUARY 21, 2021**

**CAPITAL FUND - PROJECTS COMPLETED IN 2020**

- TREE PRUNING, REMOVAL AS NEEDED
- CFP 518 CONTRIBUTION TO MCCLEARY HILL – RAD PHASE 1
- PAINTED FURNACE ROOMS
- REPLACEMENT APPLIANCES AS NEEDED
- SECTION 504 INSTALLATIONS AS REQUIRED
- LBP TESTING IF REQUIRED
- ARCHITECT AND ENGINEERING SERVICES AS REQUIRED
- STAFF TRAINING AS REQUESTED
- NEWSLETTERS, PUBLISHED BY RESIDENT SERVICES
- FUNDING FOR RESIDENT SERVICES TO SUPPORT BOYS & GIRLS CLUB, HOMEWORK CLUB, SUMMER YOUTH CAMPS AND OTHER RESIDENT CLASSES/TRAINING PROGRAMS
- MINOR UPGRADES IN UNITS AT MOVEOUT, COMPLETED BY HHA MODSQUAD AND/OR HHA MECHANICS.

**CAPITAL FUND - PROPOSED PROJECTS FOR 2021**

- CFP 519 CONTRIBUTION TO MCCLEARY HILL - RAD PHASE 2
- MISC SITE IMPROVEMENTS INCLUDING CONCRETE GRINDING, CAULKING AT COMMUNITY BUILDING, EXTERIOR PAINTING, CAGED FENCES AND SHEDS, ASPHALT PAVING AS NEEDED, TREE PRUNING & REMOVAL, AS NEEDED
- LBP TESTING IF REQUIRED
- APPLIANCES AND SECTION 504 UPGRADES AS REQUIRED
- ROOF REPLACEMENT (PARTIAL), IF REQUIRED
- GAS METER REPLACEMENT, IF REQUIRED
- ARCHITECT AND ENGINEERING SERVICES AS REQUIRED
- STAFF TRAINING AS REQUESTED
- NEWSLETTERS, PUBLISHED BY RESIDENT SERVICES
- FUNDING FOR RESIDENT SERVICES TO SUPPORT BOYS & GIRLS CLUB, HOMEWORK CLUB, SUMMER YOUTH CAMPS AND OTHER RESIDENT CLASSES/TRAINING PROGRAMS
- MINOR UPGRADES IN UNITS AT MOVEOUT, COMPLETED BY HHA MODSQUAD AND/OR HHA MECHANICS.
- CFP 520 INCLUDES SEVERAL CONSTRUCTION PROJECTS AT NOLAND VILLAGE. THESE CONSTRUCTION PROJECTS MAY BE FUNGED TO ANOTHER CFP YEAR SHOULD HHA NOT BE ABLE TO DEMO THE COURTS WHERE RESIDENTS MOVED TO MCCLEARY HILL, PHASE I AND PHASE II.

