

08/15/2025

## **NOTICE OF PUBLIC HEARING & PUBLIC COMMENT**

A Public Hearing regarding the Housing Authority of the City of La Crosse's, 5-Year PHA Plan 2026-2030, PHA 2026 Annual Plan, and the Five-Year 2026-2030 Capital Fund Program Plan is scheduled for Wednesday, October 8, 2025 at 1:00 p.m. at Ping Manor, 1311 Badger Street, La Crosse, WI 54601.

The Public Hearing will be held for the following purpose:

Provide an opportunity for residents of the City of La Crosse, including LHA Residents and Non-Residents, to express their comments regarding LHA's proposed 5-Year PHA Plan 2026-2030, PHA 2026 Annual Plan, and the Five-Year 2026-2030 Capital Fund Program Plan.

Commencing August 15, 2025, draft copies will be available at the Housing Authority website [www.lacrossehousing.org](http://www.lacrossehousing.org), as well as at the Administrative Office, located at 1307 Badger Street, La Crosse, WI 54601. Office hours are from 9:00 a.m. to Noon and 12:30 to 3:00 p.m. Monday through Friday. Written comments will be considered until October 1, 2025 at 8:00 a.m. CST.

The Housing Authority of the City of La Crosse will not discriminate on the basis of race, color, national origin, religion, sex, disability, familial status, age, sexual orientation, gender identity, or marital status. Equal Housing Opportunity.

Email: [info@lacrossehousing.org](mailto:info@lacrossehousing.org)

<b>Streamlined Annual PHA Plan</b> <i>(High Performer PHAs)</i>	<b>U.S. Department of Housing and Urban Development Office of Public and Indian Housing</b>	<b>OMB No. 2577-0226</b>
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**Purpose.** The 5-Year and Annual PHA Plans provide a ready source for interested parties to locate basic PHA policies, rules, and requirements concerning the PHA's operations, programs, and services, including changes to these policies, and informs HUD, families served by the PHA, and members of the public of the PHA's mission, goals and objectives for serving the needs of low- income, very low- income, and extremely low- income families

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

**Definitions.**

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

A.	PHA Information.
A.1	<p> <b>PHA Name:</b> Housing Authority of the City of La Crosse      <b>PHA Code:</b> WI006  <b>PHA Type:</b> <input checked="" type="checkbox"/> High Performer  <b>PHA Plan for Fiscal Year Beginning:</b> (MM/YYYY): 01/2026  <b>PHA Inventory</b> (Based on Annual Contributions Contract (ACC) units at time of FY beginning, above)  <b>Number of Public Housing (PH) Units</b> 593      <b>Number of Housing Choice Vouchers (HCVs)</b> 199  <b>Total Combined</b> 792  <b>PHA Plan Submission Type:</b> <input checked="" type="checkbox"/> Annual Submission      <input type="checkbox"/> Revised Annual Submission </p> <p>Public Housing Units:</p> <ul style="list-style-type: none"> <li>○ 75 Units - Stoffel Court, 333 S. 7<sup>th</sup> Street, La Crosse, WI 54601</li> <li>○ 73 Units – Stokke Tower, 421 S. 6<sup>th</sup> Street, La Crosse, WI 54601</li> <li>○ 82 Units – Sauber Manor, 1025 Liberty St., La Crosse, WI 54603</li> <li>○ 75 Units – Becker Plaza, 415 S. 7<sup>th</sup> Street, La Crosse, WI 54601</li> <li>○ 78 Units – Solberg Heights, 215 S. 6<sup>th</sup> Street, La Crosse, WI 54601</li> <li>○ 84 Units – Schuh Homes Development, Winneshiek Rd, Wood St., Redbird Ct., John Flynn Drive, La Crosse, WI 54601</li> <li>○ 56 Units – Mullen Homes Development, Winneshiek Rd &amp; St. James Street, La Crosse, WI 54601</li> <li>○ 40 Units – Huber Homes Development, Gladys St. &amp; Huber Ct., La Crosse, WI 54601</li> <li>○ 30 Units – Grover Estates Development, Taylor St. &amp; Hamilton St., La Crosse, WI 54603</li> </ul> <p>Section 8 Housing Choice Vouchers:</p> <ul style="list-style-type: none"> <li>○ 144 - Tenant Based Vouchers</li> <li>○ 40 - Mainstream Vouchers</li> <li>○ 2 - Tenant Based VASH Voucher</li> <li>○ 13 - VASH Project Based Vouchers – Garden Terrace, 809 Kane Street, La Crosse, WI 54603</li> </ul> <p>Section 8 New Construction Units: 173 Total</p> <ul style="list-style-type: none"> <li>○ 112 Units – Forest Park, 1230 Badger Street, La Crosse, WI 54601</li> <li>○ 61 Units – Ping Manor, 1311 Badger Street, La Crosse, WI 54601</li> </ul> <p>Reduced Fair Market Rent Units: 6 Total</p> <ul style="list-style-type: none"> <li>○ 4 Units – Alberts House I, Division Street, La Crosse, WI 54601</li> <li>○ 2 Units – Alberts House II, Division Street, La Crosse, WI 54601</li> </ul>

**Availability of Information.** In addition to the items listed in this form, PHAs must have the elements listed below readily available to the public. A PHA must identify the specific location(s) where the proposed PHA Plan, PHA Plan Elements, and all information relevant to the public hearing and proposed PHA Plan are available for inspection by the public. Additionally, the PHA must provide information on how the public may reasonably obtain additional information of the PHA policies contained in the standard Annual Plan but excluded from their streamlined submissions. At a minimum, PHAs must post PHA Plans, including updates, at each Asset Management Project (AMP) and main office or central office of the PHA. PHAs are strongly encouraged to post complete PHA Plans on their official website. PHAs are also encouraged to provide each resident council a copy of their PHA Plans.

A 45-Day public comment period for the draft PHA 5 Year Plan for FY 2026-2030, PHA 2026 Annual Plan and the Five-Year 2026-2030 Capital Fund Program Plan will commence on August 15, 2025 and conclude on October 1, 2025 @ 8:00 a.m. CST. The public hearing is scheduled for Wednesday, October 8, 2025 at 1:00pm CST at Ping Manor, 1311 Badger Street, La Crosse, WI 54601.

The Public Hearing will provide an opportunity for residents of the City of La Crosse, including LHA Residents and Non-Residents, to express their comments regarding LHA's proposed PHA 5 Year Plan for FY 2026-2030, PHA 2026 Annual Plan and the Five-Year 2026-2030 Capital Fund Program Plan.

Draft copies are available for review at the Housing Authority website [www.lacrossehousing.org](http://www.lacrossehousing.org), as well as at the Administrative Office, located at 1307 Badger Street, La Crosse, WI 54601. Office hours are from 9:00 a.m. to Noon and 12:30 to 3:00 p.m. Monday through Friday. Written comments will be considered until October 1, 2025 at 8:00 a.m. CST.

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

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

## B. Plan Elements

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

(a) Have the following PHA Plan elements been revised by the PHA since its last **Annual PHA Plan** submission?

Y N

- ☐ ☒ Statement of Housing Needs and Strategy for Addressing Housing Needs.
- ☒ ☐ Deconcentration and Other Policies that Govern Eligibility, Selection, and Admissions.
- ☐ ☒ Financial Resources.
- ☐ ☒ Rent Determination.
- ☐ ☒ Homeownership Programs.
- ☐ ☒ Safety and Crime Prevention.
- ☐ ☒ Pet Policy.
- ☐ ☒ Substantial Deviation.
- ☐ ☒ Significant Amendment/Modification

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

The Housing Authority of the City of La Crosse (LHA) has updated the following policies:

Admissions & Continued Occupancy Plan, Voucher Administrative Plan, and Forest Park & Ping Manor Tenant Selection Plans. Areas of revision include: tenant selection and assignment of preference sections. See attachment 2.

Incorporated Resolution 2279, Parking Policy – See attachment 3.

Revised Resolution 2203, No Smoking Policy – See attachment 4.

	<p>Statement of Housing Needs and Strategy for Addressing Housing Needs:          It shall be noted that no revisions referencing housing needs or strategy are proposed in this plan. This is for informational purposes only.          Data from City of La Crosse Consolidated Plan 2020-2024 and 2021-2022 Annual Consolidated Plan          The following Housing needs were identified in both data and in public engagement:</p> <ul style="list-style-type: none"> <li>• The poor quality of housing available in the city.</li> <li>• The lack of affordable rental housing, especially for extremely low-income families (2873 of these households are paying more than 50% of their income in rent).</li> <li>• A large homeless population, particularly people with mental and physical health challenges, alcohol/drug dependency issues.</li> <li>• Prevent and help end homelessness in La Crosse.</li> <li>• The declining number of families living in the City of La Crosse, due to overall demographic changes and the increasing number of households living outside the city.</li> </ul> <p>Strategy for Addressing Housing Needs:          The La Crosse Housing Authority plans to maximize the number of affordable units available to the PHA within its current resources by a variety of means:</p> <ul style="list-style-type: none"> <li>• Employ effective maintenance and management policies to minimize the number of public housing units off-line.</li> <li>• Reduce turnover time for vacated public housing units, reduce time to renovate public housing units.</li> <li>• Seek replacement of public housing units available within fair cloth limit.</li> <li>• Maintain or increase Section 8 lease-up rates by establishing payment standards that will enable families to rent throughout the jurisdiction.</li> <li>• Continue measures to ensure access to affordable housing among families assisted by the PHA, regardless of unit size required.</li> <li>• Participate in the Consolidated Plan development process to ensure coordination with broader community strategies.</li> <li>• Support the "Pathways Home" plan as well as the "Great Eight" action pathways to functional zero as listed in the plan.</li> </ul> <p>We are consistent with the City's consolidation plan as well as the Analysis of Impediments to Fair Housing, which outline priorities. We intend to remain consistent with a variety of specific housing objectives as listed below:</p> <ul style="list-style-type: none"> <li>• Support residents with low income to achieve greater stability and self-reliance by providing safe, affordable, and quality housing. Including links to community service.</li> <li>• Promote homeownership for first-time homebuyers.</li> <li>• Support affordable rental housing in collaboration with the La Crosse County Housing Authority.</li> <li>• Support the City's Renovation Programs.</li> <li>• Support the County and City's goal to end homelessness in La Crosse.</li> </ul> <p>The La Crosse Housing Authority (LHA) relies on a number of resources to identify the greatest needs for assisted housing. These sources include the City of La Crosse Consolidated Plan, Impediments to Fair Housing Report, as well as the LHA vacancy and wait list data.</p> <p>Safety and Crime Prevention:</p> <p>LHA continues to monitor the safety and security of all its properties by providing some of the following measures.</p> <ul style="list-style-type: none"> <li>• January 2025 LHA has started the implementation of building access controls systems. These systems restrict entry to authorized individuals, reducing the risk of theft, vandalism, and data breaches. They also improve operational efficiency by automating access management and providing detailed audit trails.</li> <li>• Provide security services that patrol all LHA property seven days a week including patrol records.</li> <li>• Installed full building camera systems in all seven of its high-rise buildings.</li> <li>• Installed camera systems in family developments at five locations. Places such as Huber Rec Center, Schuh/Mullen Boys and Girls Club, Margaret Annett HeadStart Center, development entrances, and maintenance shops.</li> <li>• Partner with the La Crosse Police and their Neighborhood Resource Officers (NRO). Officers visit and patrol our developments daily as well as meet with staff on an as needed basis. The NRO's focus their efforts on development concerns within their assigned neighborhoods. They are the front line of the community policing and enforcement efforts, working with the Housing Authority to address the needs of the specific neighborhoods and the greater La Crosse community.</li> <li>• Partner with the La Crosse Fire Department as well as an investigator from the City's Community Resource Unit, which works to help in mental health crisis situations.</li> </ul> <p>(c) The PHA must submit its Deconcentration Policy for Field Office Review. See attachment 1.</p>
<p><b>B.2</b></p>	<p><b>New Activities.</b></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 Rental Assistance or Project-Based Vouchers under RAD.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Project Based Vouchers.</p> <p><input checked="" type="checkbox"/> <input 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> <ul style="list-style-type: none"> <li>○ LHA had a study conducted on the possibility of converting some of the existing family development two-bedroom single story units into fully accessible one-bedroom units. Work of this caliber will require coordination with HUD to receive approval to take units off-line to complete the work. The current family development portfolio consists of the following: (30) one-bedroom units, (102) two-bedroom units, (52) three-bedroom units, (22) four-bedroom units, and (4) five-bedroom units. LHA family development one-bedroom waiting list indicates a high demand.</li> <li>○ Partnering for Solutions. Work with local collaboratives to monitor housing needs in the community.</li> </ul>
<p><b>B.3</b></p>	<p><b>Progress Report.</b></p> <p>Provide a description of the PHA's progress in meeting its Mission and Goals described in the PHA 5-Year Plan.</p> <p>The LHA continued to lease, manage, and maintain 593 units of Public Housing, 172 units of Section 8 New Constructions housing, and 6 reduced Fair Market Rent units. The LHA contributes to the supply of assisted housing by ensuring that the units within its portfolio are occupied. The following are the average annual occupancy rates for these units: 2023 – 99.34%, 2024 – 99.45%, and for the first two quarters of 2025 – 99.57%.</p> <p>The LHA continues to administer housing assistance on behalf of low-income individuals and families through the Housing Choice Voucher (HCV) program. Under the program, the LHA pays a housing subsidy directly to the private landlord and the program participant pays the difference between actual rent charged and the amount subsidized by the program. An Annual Contributions Contract (ACC) between HUD and the LHA provides the LHA with funding for housing assistance. LHA continues to maximize the program by utilizing 100% of the funds received.</p> <p>LHA continues to strive to improve the quality of housing in its portfolio. Physical inspections are conducted by LHA staff annually as well as independent, HUD contracted inspectors in accordance with HUD standards. This was formally known as a Real Estate Assessment Center (REAC) inspection that followed the Uniform Physical Condition Standards (UPCS). In 2023, HUD published the National Standards for the Physical Inspection of Real Estate (NSPIRE) rule, which provides a new inspection model. NSPIRE brings a new scoring system and intends to reflect the health and safety implications of the identified deficiencies more accurately. The assessment of each LHA development involves inspecting the site, building exterior, building systems, common areas, and dwelling units. LHA's HUD inspected scores are as follows: AMP1378 (Family Developments) 2023 REAC score - 96b, AMP24569 (Highrise Developments) 2023 REAC score – 98b, Ping Manor – 2025 NSPIRE score – 100, Forest Park – 2025 NSPIRE score – 100.</p> <p>LHA continues to accept pre-applications online for all programs. This process has increased our intake from an average of 28 applications per month received in 2020 to 124 applications per month in 2025. Applying online can be done 24 hours a day, 7 days a week by using any smartphone, mobile device, or computer with internet access. If internet access is not available, the LHA has two computers available for use. Please visit <a href="http://www.lacrossehousing.org">www.lacrossehousing.org</a> for open waiting lists, to apply or check the status of your existing application.</p> <p>LHA continues to improve partnerships with community members to better serve our developments and resident needs. Agencies such as the following have been big contributors: La Crosse County, La Crosse Area Family Collaborative, La Crosse School District, La Crosse Community Foundation, City of La Crosse, La Crosse Police Department, La Crosse Fire Department, Boys and Girls Clubs of Greater La Crosse, La Crosse YMCA, Head Start Child &amp; Family Development Centers, UW-La Crosse, and Western Wisconsin Technical College.</p> <p>LHA continues to monitor the safety and security of all its properties by providing some of the following measures.</p> <ul style="list-style-type: none"> <li>• January 2025 LHA has started the implementation of building access controls systems. These systems restrict entry to authorized individuals, reducing the risk of theft, vandalism, and data breaches. They also improve operational efficiency by automating access management and providing detailed audit trails.</li> <li>• Provide security services that patrol all LHA property seven days a week including patrol records.</li> <li>• Installed full building camera systems in all seven of its high-rise buildings.</li> <li>• Installed camera systems in family developments at five locations. Places such as Huber Rec Center, Schuh/Mullen Boys and Girls Club, Margaret Annett HeadStart Center, development entrances, and maintenance shops.</li> <li>• Partner with the La Crosse Police and their Neighborhood Resource Officers (NRO). Officers visit and patrol our developments daily as well as meet with staff on an as needed basis. The NRO's focus their efforts on development concerns within their assigned neighborhoods. They are the front line of the community policing and enforcement efforts, working with the Housing Authority to address the needs of the specific neighborhoods and the greater La Crosse community.</li> <li>• Partner with the La Crosse Fire Department as well as an investigator from the City's Community Resource Unit, which works to help in mental health crisis situations.</li> </ul> <p>LHA staff continues to receive training from industry leaders such as: Nan McKay, National Association of Housing and Redevelopment Officials (NAHRO), Public Housing Authorities Directors Association (PHADA), National Center for Housing Management (NCHM), Quadel, Nelrod, and HUD Exchange. Recent staff trainings consisted of: Fair Housing, Reasonable Accommodation, Public Housing Occupancy Specialist, Public Housing Manager as well as Rent Calculations to ensure compliance with Federal Regulation.</p>
<p><b>B.4.</b></p>	<p><b>Capital Improvements.</b> Include a reference here to the most recent HUD-approved 5-Year Action Plan in EPIC and the date that it was approved.</p> <p>See HUD form 50075.2 Five-Year Action Plan 2025-2029 - Approved by HUD 11/12/2024</p>

<b>B.5</b>	<p><b>Most Recent Fiscal Year Audit.</b></p> <p>(a) Were there any findings in the most recent FY Audit?</p> <p>Y   N  <input type="checkbox"/> <input checked="" type="checkbox"/></p> <p>(b) If yes, please describe:</p> <p>(c)</p>
<b>C.</b>	<p><b>Other Document and/or Certification Requirements.</b></p>
<b>C.1</b>	<p><b>Resident Advisory Board (RAB) Comments.</b></p> <p>(a) Did the RAB(s) have comments to the PHA Plan?</p> <p>Y   N  <input type="checkbox"/> <input type="checkbox"/></p> <p>(b) If yes, comments must be submitted by the PHA as an attachment to the PHA Plan. PHAs must also include a narrative describing their analysis of the RAB recommendations and the decisions made on these recommendations.</p>
<b>C.2</b>	<p><b>Certification by State or Local Officials.</b></p> <p><a href="#">Form HUD-50077-SL</a>, <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>
<b>C.3</b>	<p><b>Civil Rights Certification/Certification Listing Policies and Programs that the PHA has Revised since Submission of its Last Annual Plan.</b></p> <p><a href="#">Form 50077-ST-HCV-HP</a>, <i>PHA Certifications of Compliance with PHA Plan, Civil Rights, and Related Laws and Regulations Including PHA Plan Elements that Have Changed</i> must be submitted by the PHA as an electronic attachment to the PHA Plan.</p>
<b>C.4</b>	<p><b>Challenged Elements.</b> If any element of the PHA Plan is challenged, a PHA must include such information as an attachment with a description of any challenges to Plan elements, the source of the challenge, and the PHA's response to the public.</p> <p>(a) Did the public challenge any elements of the Plan?</p> <p>Y   N  <input type="checkbox"/> <input type="checkbox"/></p> <p>If yes, include Challenged Elements.</p>
<b>D.</b>	<p><b>Affirmatively Furthering Fair Housing (AFFH).</b></p>
<b>D.1</b>	<p><b>Affirmatively Furthering Fair Housing.</b></p> <p>Provide a statement of the PHA's strategies and actions to achieve fair housing goals outlined in an accepted Assessment of Fair Housing (AFH) consistent with 24 CFR § 5.154(d)(5). Use the chart provided below. (PHAs should add as many goals as necessary to overcome fair housing issues and contributing factors.) Until such time as the PHA is required to submit an AFH, the PHA is not obligated to complete this chart. The PHA will fulfill, nevertheless, the requirements at 24 CFR § 903.7(o) enacted prior to August 17, 2015. See Instructions for further detail on completing this item.</p>

	<p>As outlined in Section B of this document. The Housing Authority will continue efforts to meet impediments identified in the Regional Affirmatively Furthering Fair Housing (AFFH) Market Study that was completed. This identifier is also referenced in our 5-Year PHA Plan.</p> <p>As indicated in directions above, the AFFH is not a federal regulation or requirement; however, the Housing Authority of the City of La Crosse remains committed to equality and opportunity for all. We have done this by partnering with the City of La Crosse, La Crosse County, Monroe County, La Crosse County Housing Authority, Tomah Housing Authority, and the Monroe County Housing Authority by having an AFFH study completed. In addition, agency training continues to commence annually in this area.</p> <p>To view a copy of the AFFH please visit:</p> <p><a href="https://www.cityoflacrosse.org/your-government/departments/community-development-and-housing/fair-housing">https://www.cityoflacrosse.org/your-government/departments/community-development-and-housing/fair-housing</a></p>
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## Instructions for Preparation of Form HUD-50075-HP Annual Plan for High Performing PHAs

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

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

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

### B. Plan Elements.

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

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

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

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

☐ **Deconcentration and Other Policies that Govern Eligibility, Selection and Admissions.** 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. For modifications resulting from the Rental Assistance Demonstration (RAD) program, refer to the 'Sample PHA Plan Amendment' found in Notice PIH-2012-32 REV-3, successor RAD Implementation Notices, or other RAD Notices.

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

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

**B.2 New Activities.** If the PHA intends to undertake any new activities related to these elements 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: [https://www.hud.gov/program\\_offices/public\\_indian\\_housing/programs/ph/hope6](https://www.hud.gov/program_offices/public_indian_housing/programs/ph/hope6). (Notice PIH 2011-47)

☐ **Mixed Finance Modernization or Development.** **1)** A description of any housing (including 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: [https://www.hud.gov/program\\_offices/public\\_indian\\_housing/programs/ph/hope6/mfph#4](https://www.hud.gov/program_offices/public_indian_housing/programs/ph/hope6/mfph#4)

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

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

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

☐ **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.

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

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

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



- B.4 Capital Improvements.** PHAs that receive funding from the Capital Fund Program (CFP) must complete this section. (24 CFR §903.7 (g)). To comply with this requirement, the PHA must reference the most recent HUD approved Capital Fund 5 Year Action Plan in EPIC and the date that it was approved. PHAs can reference the form by including the following language in the Capital Improvement section of the appropriate Annual or Streamlined PHA Plan Template: “See Capital Fund 5 Year Action Plan in EPIC approved by HUD on XX/XX/XXXX.”
- B.5 Most Recent Fiscal Year Audit.** If the results of the most recent fiscal year audit for the PHA included any findings, mark “yes” and describe those findings in the space provided. (24 CFR §903.7(p))

**C. Other Document and/or Certification Requirements**

- C.1 Resident Advisory Board (RAB) comments.** If the RAB had comments on the annual plan, mark “yes,” submit the comments as an attachment to the Plan and describe the analysis of the comments and the PHA’s decision made on these recommendations. (24 CFR §903.13(c), 24 CFR §903.19)
- C.2 Certification by State or Local Officials.** Form HUD-50077-SL, *Certification by State or Local Officials of PHA Plans Consistency with the Consolidated Plan*, must be submitted by the PHA as an electronic attachment to the PHA Plan. (24 CFR §903.15). Note: A PHA may request to change its fiscal year to better coordinate its planning with planning done under the Consolidated Plan process by State or local officials as applicable.
- C.3 Civil Rights Certification/ Certification Listing Policies and Programs that the PHA has Revised since Submission of its Last Annual Plan.** Provide a certification that the following plan elements have been revised, provided to the RAB for comment before implementation, approved by the PHA board, and made available for review and inspection by the public. This requirement is satisfied by completing and submitting form HUD-50077 ST-HCV-HP, *PHA Certifications of Compliance with PHA Plan, Civil Rights, and Related Laws and Regulations Including PHA Plan Elements that Have Changed*. Form HUD-50077-ST-HCV-HP, *PHA Certifications of Compliance with PHA Plan, Civil Rights, and Related Laws and Regulations Including PHA Plan Elements that Have Changed* must be submitted by the PHA as an electronic attachment to the PHA Plan. This includes all certifications relating to Civil Rights and related regulations. A PHA will be considered in compliance with the certification requirement to affirmatively further fair housing if the PHA fulfills the requirements of §§ 903.7(o)(1) and 903.15(d) and: (i) examines its programs or proposed programs; (ii) identifies any fair housing issues and contributing factors within those programs, in accordance with 24 CFR 5.154; or 24 CFR 5.160(a)(3) as applicable (iii) specifies actions and strategies designed to address contributing factors, related fair housing issues, and goals in the applicable Assessment of Fair Housing consistent with 24 CFR 5.154 in a reasonable manner in view of the resources available; (iv) works with jurisdictions to implement any of the jurisdiction's initiatives to affirmatively further fair housing that require the PHA's involvement; (v) operates programs in a manner consistent with any applicable consolidated plan under 24 CFR part 91, and with any order or agreement, to comply with the authorities specified in paragraph (o)(1) of this section; (vi) complies with any contribution or consultation requirement with respect to any applicable AFH, in accordance with 24 CFR 5.150 through 5.180; (vii) maintains records reflecting these analyses, actions, and the results of these actions; and (viii) takes steps acceptable to HUD to remedy known fair housing or civil rights violations, impediments to fair housing choice within those programs; addresses those impediments in a reasonable fashion in view of the resources available; works with the local jurisdiction to implement any of the jurisdiction's initiatives to affirmatively further fair housing; and assures that the annual plan is consistent with any applicable Consolidated Plan for its jurisdiction. (24 CFR §903.7(o)).
- C.4 Challenged Elements.** If any element of the Annual PHA Plan or 5-Year PHA Plan is challenged, a PHA must include such information as an attachment to the Annual PHA Plan or 5-Year PHA Plan with a description of any challenges to Plan elements, the source of the challenge, and the PHA’s response to the public.

**D. Affirmatively Furthering Fair Housing.**

**D.1 Affirmatively Furthering Fair Housing.**

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

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

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This information collection is authorized by Section 511 of the Quality Housing and Work Responsibility Act, which added a new section 5A to the U.S. Housing Act of 1937, 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 7.02 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.

#### **10.4 DECONCENTRATION POLICY**

It is the LHA's policy to provide for deconcentration of poverty and encourage income mixing by bringing higher income families into lower income developments and lower income families into higher income developments. Toward this end, we will skip families on the waiting list to reach other families with a lower or higher income. We will accomplish this in a uniform and non-discriminating manner.

The LHA will affirmatively market our housing to all eligible income groups. Lower income residents will not be steered toward lower income developments and higher income people will not be steered toward higher income developments

Prior to the beginning of each fiscal year, we will analyze the income levels of families residing in each of our developments, and the income levels of the families on the waiting list. Based on this analysis, we will determine the level of marketing strategies and deconcentration incentives to implement.

**PUBLIC HOUSING  
ADMISSIONS AND CONTINUED OCCUPANCY PLAN  
HOUSING AUTHORITY OF THE CITY OF LA CROSSE**

**RESOLUTION NUMBER: 1091**

**DATE APPROVED: FEBRUARY 9, 2000**

**REVISED: NOVEMBER, 2001  
MAY, 2004  
DECEMBER, 2006  
JANUARY, 2009  
MARCH, 2010  
MARCH, 2011  
FEBRUARY, 2013  
DECEMBER, 2014  
OCTOBER, 2015  
FEBRUARY, 2017  
FEBRUARY, 2018  
AUGUST, 2019  
JANUARY, 2020  
JANUARY, 2021  
NOVEMBER, 2021  
MARCH, 2023  
OCTOBER, 2024 (HOTMA)  
JULY, 2025  
AUGUST, 2025**

**Notice: The policies and procedures contained herein are subject to change, without prior notice, by action of the Department of Housing and Urban Development and/or the Board of Commissioners of the Housing Authority of the City of La Crosse.**

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## **ADMISSIONS AND CONTINUED OCCUPANCY POLICY**

This Admissions and Continued Occupancy Policy defines the Housing Authority of La Crosse's (LHA) policies of the operation for the Public Housing Program, incorporating Federal, State and Local Law. If there is any conflict between this policy and laws or regulations, the laws and regulations will prevail.

### **7.0 TAKING APPLICATIONS**

#### **PART I: APPLYING FOR ASSISTANCE**

When the waiting list is open, applicants wishing to apply for the Public Housing Program will be required to complete an online application for housing assistance. Applications will be accepted online only at <https://www.waitlistcheck.com/WI110> and will include form HUD-92006, Supplement to Application for federal assisted housing, as part of the LHA's application. Computers for the use of submitting applications will be available at the LHA office during regular business hours.

Applications must be complete in order to be accepted by the LHA for processing. If an application is incomplete, the LHA will notify the family of the additional information required.

The application process will involve two phases. The first phase is the initial application for housing assistance or the pre-application. The pre-application requires the family to provide limited basic information (i.e. family composition, income, etc.) to make an initial assessment of the family's eligibility and to determine the family's placement on the waiting list.

The second phase is the final determination of eligibility, referred to as the full application. The LHA will ensure that verification of all preferences, eligibility and suitability selection factors are current in order to determine the family's final eligibility for admission into the Public Housing Program.

Persons with disabilities who require a reasonable accommodation in completing an application may call the LHA to make special arrangements to complete their application (LHA partners with Certified Languages International). A telecommunication Device for the Deaf (TDD) is available. The TDD telephone number is 608-782-2261.

#### **PART II: PLACEMENT ON THE WAITING LIST**

The LHA will review each application received and make a preliminary assessment of the family's eligibility. The LHA must accept applications from

families for whom the list is open unless there is good cause for not accepting the application (such as denial of assistance) for the grounds stated in the regulation. Where the family is determined to be ineligible, the LHA must notify the family in writing. Where the family is not determined to be ineligible, the family will be placed on a waiting list of applicants.

No applicant has a right or entitlement to be listed on the waiting list, or to any particular position on the waiting list.

#### **Eligible for Placement on the Waiting List:**

The LHA will send written notification of the preliminary eligibility determination within 30 business days of receiving a complete application.

Placement on the waiting list does not indicate that the family is, in fact, eligible for assistance. A final determination of eligibility will be made when the family is selected from the waiting list.

Applicants will be maintained in order of bedroom size, preference points assigned (note: preference points are not cumulative and are maxed out at 10 points), and then in order of date and time of application.

#### **Ineligible for Placement on the Waiting List:**

If the LHA can determine from the information provided that a family is ineligible, the family will not be placed on the waiting list. Where a family is determined to be ineligible, the LHA will send written notification of the ineligibility determination within 30 business days of receiving a complete application. The notice will specify the reason for ineligibility, and will inform the family of its right to request an informal review.

### **PART III: REPORTING CHANGES IN FAMILY CIRCUMSTANCES**

Applicants must immediately inform the LHA of changes in family composition, income, mailing address, phone number or preference factors for all family members. The LHA will annotate the applicant's file and will update their place on the waiting list. All changes must be submitted in writing.

Any significant contact between the LHA and the applicant will be documented. All files (applicant or participant) shall be retained for three years from the date the file is closed.

## **9.0 MANAGING THE WAITING LIST**

## **9.1 ORGANIZATION OF THE WAITING LIST**

The waiting list will be maintained in accordance with the following guidelines:

- A. The application will be a permanent file;
- B. All applications will be maintained in order of bedroom size, preference points assigned to applicant (note: preference points are not cumulative and are maxed out at 10 points), and then in order of date and time of application; and
- C. Any contracts between the LHA and the applicant will be documented in the applicant file.

## **9.2 FAMILIES NEARING THE TOP OF THE WAITING LIST**

When a family appears to be nearing the top of the waiting list the family will be invited to an interview and the verification process will begin. It is at this point the family's waiting list preference will be verified again for preference point eligibility. If the family no longer qualifies to be near the top of the list, the family's name will be returned to the appropriate spot on the waiting list. The LHA must notify the family in writing of this determination and give the family the opportunity for an informal review.

Applicants will be given the opportunity to update income, social security number information, citizenship/eligible immigrant information, and sign the Consent for Release of Information forms as well as their HUD Form 92006 if applicable.

## **9.3 PURGING THE WAITING LIST**

The LHA will update and purge its waiting list annually to ensure that the pool of applicants reasonably represents the interested families for whom the LHA has current information, i.e., applicant's address, family composition, income category, and preferences.

## **9.4 REMOVAL OF APPLICANTS FROM THE WAITING LIST**

The LHA will not remove an applicant's name from the waiting list unless;

- A. The applicant requests in writing that the name be removed.
- B. The applicant fails to respond to a written request for information or a request to declare their continued interest in the program;
- C. The applicant does not meet either the eligibility or suitability criteria for the program; or



D. The applicant is housed.

Applicants will be offered the right to an informal review before being removed from the waiting list.

## **9.5 MISSED APPOINTMENTS**

All applicants who fail to keep a scheduled appointment with the LHA will be sent a notice of termination of the process for eligibility.

The LHA will allow the family to reschedule for good cause. Generally, no more than one opportunity will be given to reschedule without good cause, and no more than two opportunities will be given for good cause. When good cause exists for missing an appointment, the LHA will work closely with the family to find a more suitable time.

## **9.6 NOTIFICATION OF NEGATIVE ACTIONS**

Any applicant whose name is being removed from the waiting list will be notified by the LHA, in writing, that they have ten (10) business days from the date of the written correspondence to present mitigating circumstances or request in writing an informal review. The letter will also indicate that their name will be removed from the waiting list if they fail to respond within the time frame specified. The LHA system of removing applicant names from the waiting list will not violate the rights of persons with disabilities. If an applicant claims that their failure to respond to a request for information or updates was caused by a disability, the LHA will verify that there is in fact a disability and the disability caused the failure to respond, and will provide a reasonable accommodation. An example of a reasonable accommodation would be to reinstate the applicant on the waiting list based on the date and time of the original application.

# **10.0 TENANT SELECTION AND ASSIGNMENT PLAN**

## **10.1 PREFERENCES**

Local preferences will be used to select families and individuals from the waiting list. The LHA has selected the following system to apply local preferences:

The LHA defines a La Crosse County resident as any head-of-household, spouse, or co-head who lives, works, hired to work, or attends school within La Crosse County. In order to verify the applicant qualifies for a resident preference, the LHA will require a minimum of 1 of the following documents: valid driver's license/state ID, affidavit from homeless shelter/agency, current lease or utility bill, most recent payroll statement that includes address from a local employer, IRS check, or current school registration documentation where the applicant is attending school.

Preference points are not cumulative and are maxed out at 10 points. Applicants may be eligible for more than one preference; however, no additional points will be awarded.

**Preference 1: La Crosse County Resident and Family or Individual who have been Involuntarily Displaced (10 Points):**

Families or individuals who claim they have been displaced due either to disaster or government action must provide written verification from the displacing agency of government or by a service agency such as the Red Cross, and must meet the La Crosse County Resident definition.

A disaster is defined as a fire, flood or earthquake that has caused the unit to be uninhabitable. Government action is defined as federal, state, or local government action related to public improvement or development. In order to meet the displacement preference, applicants who have been displaced must not be living in standard replacement housing. Standard replacement housing is defined as housing that is decent, safe, and sanitary according to HQS standards and is adequate for the family size according to HQS standards, and that the family is occupying pursuant to a written or oral lease or occupancy agreement. Standard replacement housing does not include transient facilities, hotels, motels, temporary shelters, and (in the case of domestic violence) housing occupied by the individual who engages in such violence.

It does not include any individual imprisoned or detained pursuant to State Law or an Act of Congress. Shared housing with family or friends is considered temporary and is not considered standard replacement housing. An applicant who lives in a violent neighborhood or is fearful of violence outside the household is not considered involuntarily displaced.

**Preference 2: La Crosse County Resident and Veteran Families or Individuals with Honorable Discharge ( 10 Points):**

A veteran, veteran and spouse, un-remarried spouse of veteran with honorable discharge and lived with a veteran for five of the last six years prior to completing application for housing, and must meet the La Crosse County Resident definition.

**Preference 3: La Crosse County Resident and Domestic Violence Victims and Homeless Families or Individuals ( 10 Points):**

Families and individuals must meet the La Crosse County resident definition, and one of the following two categories as defined by HUD:

Category 1: an individual or family who lacks a fixed, regular, and adequate nighttime residence, meaning:

1. An individual or family with a primary nighttime residence that is a public or private place not designed for or ordinarily used as a regular sleeping accommodation for human beings, including a car, park, abandoned building, bus or train station, airport, or camping ground; or
2. An individual or family living in a supervised publicly or privately operated shelter designated to provide temporary living arrangements (including congregate shelters, transitional housing, and hotels and motels paid for by charitable organizations or by federal, state, or local government programs for low-income individuals); or
3. An individual who is exiting an institution where he or she resided for 90 days or less and who resided in an emergency shelter or place not meant for human habitation immediately before entering that institution;

Category 4: Any individual or family who:

1. Is fleeing, or is attempting to flee, domestic violence, dating violence, sexual assault, stalking, or other dangerous or life-threatening conditions that relate to violence against the individual or a family member, including a child, that has either taken place within the individual's or family's primary nighttime residence or has made the individual or family afraid to return to their primary nighttime residence; and
2. Has no other residence; and
3. Lacks the resources or support networks, e.g., family, friends, and faith-based or other social networks, to obtain other permanent housing.

The LHA has adopted the above language both for purposes of a waiting list preference as well as for purposes of reporting homeless at new admissions on the Form HUD 50058. To be eligible for the homeless waiting list preference, at least one adult member of the household must meet one of the above criteria and submit to the LHA a signed letter from an LHA approved agency in the area certifying the applicant or family is homeless. The approved agency also certifies that the applicant or family is a La Crosse County resident. This letter can take the place of the other documentation that verifies a La Crosse County resident.

Families or individuals who claim they are domestic violence victims must provide written verification from either the law enforcement agency that reported the incident(s), a medical professional, or a social service case worker. The family or individual must also certify that the abuser will not reside with the applicant unless the LHA gives prior written approval.

**Preference 4: La Crosse County Resident –(10 Points).**

The LHA defines a La Crosse County resident as any head-of-household, spouse, or co-head who lives, works, hired to work, or attends school within La Crosse County. In order to verify the applicant qualifies for a resident preference, the LHA will require a minimum of one of the following documents: valid driver's license/state ID, affidavit from homeless shelter/agency, current lease or utility bill, most recent payroll statement that includes address from a local employer, IRS check, or current school registration documentation where the applicant is attending school.

**Preference 5: All Other Applicants (0 Points).**

Notwithstanding the above, families who are elderly, disabled, or displaced will be offered housing before other single persons.

The use of a residency preference will not have the purpose or effect of delaying or otherwise denying admission to the program based on the race; color; ethnic origin; gender; religion; disability; age; marital status; status as a victim of domestic abuse, sexual assault, or stalking; lawful sources of income; or ancestry of any member of an applicant family.

**Accessible Units:** Accessible units will be first offered to families who may benefit from the accessible features who reside in the development that has the vacancy. If there are no families residing in that development needing the accessible unit, it shall then be offered to families residing in other developments that may benefit from the accessible unit. If there are no families residing in the other developments that need the accessible unit, it shall then be offered to applicants on the waiting list who may benefit from the accessible features. Applicant for these units will be selected utilizing the same preference system as outlined above.

If there are no applicants who would benefit from the accessible features, the units will be offered to other applicants in the order that their names come to the top of the waiting list. Such applicant, however, will be required to sign a lease rider stating they will accept a transfer (at the Housing Authority's expense) if, at a future time, a family requiring an accessible feature applies or a family requires a transfer from a non-accessible unit. Any family required to transfer will be given a 30-day notice.

**Changes in Circumstances:**

Changes in an applicant's circumstance while on the waiting list may affect the family's eligibility to receive a preference. Applicants are required to notify the LHA when their circumstances change.

When an applicant claims a preference, the applicant will be required to submit the necessary documents for LHA review. If preference is approved, the applicant will be placed on the waiting list in the appropriate order determined by verification of the newly claimed preference.

## **10.2 ASSIGNMENT OF BEDROOM SIZES**

The following guidelines will determine each family's unit size without over crowding or over-housing.

**Following is the range of persons per bedroom:**

Number of Bedrooms	Number of Persons	
	Minimum	Maximum
	1	1
0	1	1
1	1	2
2	2	4
3	3	6
4	4	8
5	5	10

These standards are based on the assumption that each bedroom will accommodate no more than two (2) persons. Zero-bedroom units will only be assigned to one-person families. Two adults will share a bedroom unless related by blood.

In determining bedroom size, the LHA will include the presence of children to be born to a pregnant woman, children who are in the process of being adopted, children whose custody is being obtained, children currently under a 50% or more joint custody decree, children who are temporarily away at school, or children who are temporarily in foster care.

In addition, the following considerations may be taken in determining bedroom size:

**HOUSING CHOICE VOUCHER ADMINISTRATIVE PLAN**  
**HOUSING AUTHORITY OF THE CITY OF LA CROSSE**

**RESOLUTION NUMBER: 1091**

**DATE APPROVED: FEBRUARY 9, 2000**

**REVISED: NOVEMBER, 2001**  
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**JANUARY, 2009**  
**MARCH, 2010**  
**MARCH, 2011**  
**FEBRUARY, 2013**  
**DECEMBER, 2014**  
**OCTOBER, 2015**  
**FEBRUARY, 2017**  
**FEBRUARY, 2018**  
**AUGUST, 2019**  
**NOVEMBER 2019**  
**JANUARY, 2020**  
**JANUARY, 2021**  
**MARCH, 2023**  
**OCTOBER, 2024 (HOTMA)**  
**AUGUST, 2025**

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## **4.0 MANAGING THE WAITING LIST**

### **4.1 OPENING AND CLOSING THE WAITING LIST**

Opening of the waiting list will be announced via public notice that applications for Section 8 programs will again be accepted. The public notice will state where, when and how to apply. The notice will be published in a local newspaper of general circulation, and also by any available minority media. The public notice will state any limitations to who may apply.

Applicants already on waiting lists for other housing programs must apply separate for this program, and that such applicants will not lose their place on other waiting lists when they apply for Section 8 programs. The notice will include the Fair Housing requirements.

The LHA is permitted to close the waiting list if it has an adequate pool of families to use its available program assistance. Closing of the waiting list will be announced via public notice. The public notice will state the date the waiting list will be closed and published in a local newspaper of general circulation, and also by any available minority media.

### **4.2 TAKING APPLICATIONS**

#### **PART I: APPLYING FOR ASSISTANCE**

When the waiting list is open, applicants wishing to apply for Section 8 Programs will be required to complete an online application for housing assistance. Applications will be accepted online only at <https://www.waitlistcheck.com/WI110> and will include form HUD-92006, Supplement to Application for federal assisted housing, as part of the LHA's application. Computers for the use of submitting applications will be available at the LHA office during regular business hours.

Applications must be complete in order to be accepted by the LHA for processing. If an application is incomplete, the LHA will notify the family of the additional information required.

The application process will involve two phases. The first phase is the initial application for housing assistance or the pre-application. The pre-application requires the family to provide limited basic information (i.e., family composition, income, etc.) to make an initial assessment of the family's eligibility and to determine the family's placement on the waiting list.

The second phase is the final determination of eligibility, referred to as the full application. The LHA will ensure that verification of all preferences, eligibility and suitability selection factors are current in order to determine the family's final eligibility for admission into any Section 8 Programs.

Persons with disabilities who require a reasonable accommodation in completing any application may call the LHA to make special arrangements to complete their application. A telecommunication Device for the Deaf (TDD) is available. The TDD telephone number is 608-782-2261.

## **PART II: PLACEMENT ON THE WAITING LIST**

The LHA will review each application received and make a preliminary assessment of the family's eligibility. The LHA must accept application from families for whom the list is open unless there is good cause for not accepting the application (such as denial of assistance) for the grounds stated in the regulation [24 CFR 982.206(b)(2)]. Where the family is determined to be ineligible, the LHA must notify the family in writing [24 CFR 982.201(f)]. Where the family is not determined to be ineligible, the family will be placed on a waiting list of applicants.

No applicant has a right or entitlement to be listed on the waiting list, or to any particular position on the waiting list [24 CFR 982.202(c)].

### **Eligible for Placement on the Waiting List:**

The LHA will send written notification of the preliminary eligibility determination within 30 business days of receiving a complete application.

Placement on the waiting list does not indicate that the family is, in fact, eligible for assistance. A final determination of eligibility will be determined in the second phase of the application process.

Applicants will be placed on the waiting list according to the preference points assigned (note: preference points are not cumulative and are maxed out at 10 points) to an applicant for which they qualify and then in order of date and time of application.

### **Ineligible for Placement on the Waiting List:**

If the LHA can determine from the information provided that a family is ineligible, the family will not be placed on the waiting list. Where a family is determined to be ineligible, the LHA will send written notification of the ineligibility determination within 30 business days of receiving a complete application. The notice will specify the reason for ineligibility, and will inform the family of its right to request an informal review.

## **PART III: REPORTING CHANGES IN FAMILY CIRCUMSTANCES**

Applicants must immediately inform the LHA of changes in family composition, income, mailing address, phone number or preference factors for all family members. The LHA will annotate the applicant's file and will update their place on the waiting list. All changes must be submitted in writing.

Any significant contact between the LHA and the applicant will be documented. All files (applicant or participant) shall be retained for three years from the date the file is closed.

#### **4.3 ORGANIZATION OF THE WAITING LIST**

The waiting list will be maintained in accordance with the following guidelines:

- A. The application will be a permanent file;
- B. All applications will be maintained in order of preference points assigned to applicant (note: preference points are not cumulative and are maxed out at 10 points), and then in order of date & time of application;
- C. Any significant contact between the LHA and the applicant will be documented in the applicant file. All files (applicant or participant) shall be retained for three years from the date the file is closed, whether this is due to the surrender of a voucher or the removal of a person from the waiting list, which is later.

Note: The waiting list cannot be maintained by bedroom size under current HUD regulations.

#### **4.4 FAMILIES NEARING THE TOP OF THE WAITING LIST**

When a family nears the top of the waiting list, the family will be invited to an interview and the verification process will begin. It is at this point in time that the family's waiting list preference will be verified again for preference point eligibility. Annual income must be verified within 60 calendar days of the issuance of a housing choice voucher. If the family no longer qualifies to be near the top of the list, the family's name will be returned to the appropriate spot on the waiting list. The LHA must notify the family in writing of this determination and give the family the opportunity for an informal review.

#### **4.5 MISSED APPOINTMENTS**

All applicants who fail to keep a scheduled appointment in accordance with the paragraph below will be sent a notice of denial.

The LHA will allow the family to reschedule appointments for good cause. Generally, no more than one opportunity will be given to reschedule without good cause, and no more than two opportunities for good cause. When a good cause exists, the LHA will work closely with the family to find a more suitable time. Applicants will be offered the right to an informal review before being removed from the waiting list.

#### **4.6 PURGING THE WAITING LIST**

The LHA will update and purge its waiting list at least annually to ensure that the pool of applicants reasonably represents interested families. Purging also enables the Housing Authority to update the information regarding address, family composition, income category and preferences.

The purge shall consist of the LHA mailing via first class mail a form to be completed by the person on the waiting list and returned to the housing authority within a specified number of calendar days. If the envelope is returned as undeliverable or if no response is received from the applicant with the specified time frame, the applicant shall be stricken from the waiting list. If the envelope is returned with a forwarding address on it, the housing authority shall mail the form to the new address, with a new deadline for response.

## **5.0 SELECTING FAMILIES FROM THE WAITING LIST**

### **5.1 WAITING LIST ADMISSIONS AND SPECIAL ADMISSIONS**

The Housing Authority may admit an applicant for participation in the program either as a special admission or as a waiting list admission.

If HUD awards funding that is targeted for families with specific characteristics or families living in specific units, the LHA will use the assistance for those families. If this occurs, the LHA will maintain records demonstrating that these targeted housing choice vouchers were used appropriately. When one of these targeted vouchers turns over, the voucher shall be issued to applicants with the same specific characteristic as the targeted program describes.

### **5.2 PREFERENCES**

#### **SELECTION METHOD**

PHAs must describe the method for selecting applicant families from the waiting lists, including the system of admission preferences that the PHA will use.

#### **Local Preferences [24 CFR 982.207]**

The LHA is permitted to establish local preferences and to give priority to serving families and individuals that meet those criteria. HUD specifically authorizes and places restrictions on certain types of local preferences. HUD also permits the LHA to establish other local preferences, at its discretion. Any local preferences established must be consistent with the LHA plan and the consolidated plan, and must be based on local housing needs and priorities that can be documented by generally accepted data sources [24 CFR 982.207(a)(2)].

#### **LHA Policy**

Local preferences will be used to select families and individuals from the waiting list. The LHA has selected the following system to apply local preferences:

The LHA defines a La Crosse County resident as any head-of-household, spouse, or co-head who lives, works, hired to work, or attend school within La Crosse

County. In order to verify the applicant qualifies for a resident preference, the LHA will require a minimum of 1 of the following documents: valid driver's license/state ID, affidavit from homeless shelter/agency, current lease or utility bill, most recent payroll statement that includes address from a local employer, IRS check, or current school registration documentation where the applicant is attending school.

Preference points are not cumulative and are maxed out at 10 points. Applicants may be eligible for more than one preference; however, no additional points will be awarded.

**Preference 1: La Crosse County Resident and Family or Individual who have been Involuntarily Displaced ( 10 Points):** Families or individuals who claim they have been displaced due either to disaster or government action must provide written verification from the displacing agency of government or by a service agency such as the Red Cross, and must meet the La Crosse County Resident definition.

A disaster is defined as a fire, flood or earthquake that has caused the unit to be uninhabitable. Government action is defined as federal, state, or local government action related to public improvement or development. In order to meet the displacement preference, applicants who have been displaced must not be living in standard replacement housing. Standard replacement housing is defined as housing that is decent, safe, and sanitary according to HQS standards and is adequate for the family size according to HQS standards, and that the family is occupying pursuant to a written or oral lease or occupancy agreement. Standard replacement housing does not include transient facilities, hotels, motels, temporary shelters, and (in the case of domestic violence) housing occupied by the individual who engages in such violence.

It does not include any individual imprisoned or detained pursuant to State Law or an Act of Congress. Shared housing with family or friends is considered temporary and is not considered standard replacement housing. An applicant who lives in a violent neighborhood or is fearful of violence outside the household is not considered involuntarily displaced.

**Preference 2: La Crosse County Resident and Veteran Families or Individuals with Honorable Discharge (10 points):**

A veteran, veteran and spouse, un-remarried spouse of veteran with honorable discharge and lived with a veteran for five of the last six years prior to completing application for housing, and must meet the La Crosse County Resident definition.

**Preference 3: La Crosse County Resident and Domestic Violence Victims and Homeless Families or Individuals (10 Points):**

Families and individuals must meet the La Crosse County resident definition, and one of the following two categories as defined by HUD:

Category 1: an individual or family who lacks a fixed, regular, and adequate nighttime residence, meaning:

- a) An individual or family with a primary nighttime residence that is a public or private place not designed for or ordinarily used as a regular sleeping accommodation for human beings, including a car, park, abandoned building, bus or train station, airport, or camping ground; or
- b) An individual or family living in a supervised publicly or privately operated shelter designated to provide temporary living arrangements (including congregate shelters, transitional housing, and hotels and motels paid for by charitable organizations or by federal, state, or local government programs for low-income individuals); or
- c) An individual who is exiting an institution where he or she resided for 90 days or less and who resided in an emergency shelter or place not meant for human habitation immediately before entering that institution;

Category 4: Any individual or family who:

- a) Is fleeing, or is attempting to flee, domestic violence, dating violence, sexual assault, stalking, or other dangerous or life-threatening conditions that relate to violence against the individual or a family member, including a child, that has either taken place within the individual's or family's primary nighttime residence or has made the individual or family afraid to return to their primary nighttime residence: and
- b) Has no other residence: and
- c) Lacks the resources or support networks, e.g., family, friends, and faith-based or other social networks, to obtain other permanent housing.

The LHA has adopted the above language both for purposes of a waiting list preference as well as for purposes of reporting homeless at new admissions on the Form HUD 50058. To be eligible for the homeless waiting list preference, at least one adult member of the household must meet one of the above criteria and submit to the LHA a signed letter from an LHA approved agency in the area certifying the applicant or family is homeless. The approved agency also certifies that the applicant or family is a La Crosse County resident. This letter can take the place of the other documentation that verifies a La Crosse County resident.

Families or individuals who claim they are domestic violence victims must provide written verification from either the law enforcement agency that reported the incident(s), a medical professional, or a social service case worker. The family or individual must also certify that the abuser will not reside with the applicant unless the LHA gives prior written approval.

**Preference: La Crosse County Resident and a Household with a Non-Elderly Person Between the Ages of 18 and 61 Years of Age Who is Disabled. (10 points)**

1. Must meet the La Crosse County Resident definition; and

2. Be a household that includes a non-elderly person between the ages of 18 and 61 years of age who is disabled as defined in 42 U.S.C. 423.

In order to verify the applicant qualifies for subpart two of the 4<sup>th</sup> priority preference, the LHA will require one of the following documents: a benefit letter from the Social Security Administration Office dated within the last 60 days or a verification of disability form completed by a qualified professional, such as a doctor or other medical professional.

#### **Preference 5: La Crosse County Resident –(10 Points).**

The LHA defines a La Crosse County resident as any head-of-household, spouse, or co-head who lives, works, hired to work, or attend school within La Crosse County. In order to verify the applicant qualifies for a resident preference, the LHA will require a minimum of 1 of the following documents: valid driver's license/state ID, affidavit from homeless shelter/agency, current lease or utility bill, most recent payroll statement that includes address from a local employer, IRS check, or current school registration documentation where the applicant is attending school.

#### **Preference 6: All Other Applicants (0 Points).**

The use of a residency preference will not have the purpose or effect of delaying or otherwise denying admission to the program based on the race; color; ethnic origin; gender; religion; disability; age; marital status; family status; status as a victim of domestic abuse, sexual assault, or stalking; lawful sources of income; or ancestry of any member of an applicant family

#### **Changes in Circumstances**

Changes in an applicant's circumstance while on the waiting list may affect the family's eligibility to receive a preference. Applicants are required to notify the LHA when their circumstances change.

When an applicant claims a preference, the applicant will be required to submit the necessary documents for LHA review. If preference is approved, the applicant will be placed on the waiting list in the appropriate order determined by verification of the newly claimed preference.

#### **Equal Preference Status**

Among applicants with equal preference status, the waiting list will be organized by date and time of pre-application.

#### **Verification of Preference (24 CFR 982.207)**



When an applicant claims a preference, the applicant will be placed on the waiting list in the appropriate order determined by verification of the newly claimed preference.

If the applicant is no longer eligible for a preference, the applicant will lose that preference and be reassigned to the waiting list. For example, if an applicant no longer lives in La Crosse County, the applicant will lose the La Crosse County resident preference.

### **5.2.1 HOUSING FOR KATRINA VICTIMS**

In the case of a federally declared disaster, the LHA reserves the right for its Executive Director to suspend its preference system whatever duration the Executive Director feels is appropriate and to admit victims of the disaster to the program instead of those who would be normally admitted. Any other provisions of this policy can also be suspended during the emergency at the discretion of the Executive Director so long as the provision suspended does not violate a law. If regulatory waivers are necessary, they shall be promptly requested of the HUD Assistant Secretary for Public and Indian Housing.

### **5.3 SELECTION FROM THE WAITING LIST**

Based on the total number of preference points assigned to an applicant and then the date and time of the application.

Notwithstanding the above, if necessary, to meet the statutory requirement that 75% of newly admitted families in any fiscal year be families who are extremely low-income (unless a different target is agreed to by HUD), the LHA retains the right to skip higher income families on the waiting list to reach extremely low-income families. This measure will only be taken if it appears the goal will not otherwise be met. To ensure this goal is met, the Housing Authority will monitor incomes of newly admitted families and the income of the families on the waiting list.

If there are not enough extremely low-income families on the waiting list, we will conduct outreach on a non-discriminatory basis to attract extremely low-income families to reach the statutory requirement.

# FOREST PARK TENANT SELECTION PLAN

completion of this application, please call the above number to request reasonable accommodation.

*Managed by: Housing Authority of the City  
of La Crosse*

*1307 Badger St. La Crosse, WI 54602*

*Phone: (608) 782-2264*

*Fax: (608) 782-2262*

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*The Housing Authority of the City of La Crosse (LHA) and the buildings it manages are pledged to the letter and the spirit of U.S. Policy of achievement of Equal Housing and Employment Opportunity Provider throughout the nation. We encourage and support affirmative advertising and marketing programs in which there are not barriers to obtain housing because of race, color, religion, sex, handicap, familial status or national origin. We Also comply with section 504 of the Rehabilitation Act of 1973, which prohibits discrimination on the basis of disability in any program or activity receiving federal financial assistance from the U.S. Department of Housing & Urban Development.*

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*The Housing Authority of the City of La Crosse does not discriminate on the basis of disability status in the admission or access to, or treatment or employment in, its federally assisted programs and activities.*

*The person named below has been designated to coordinate compliance with the nondiscrimination requirements contained in the Department of Housing and Urban Development's regulations implementing Section 504 (24 CFR, part 8 dated June 2, 1988).*

*1307 Badger St.*

*Approved by Board of Commissioners on 2/14/2018*

**Housing Authority of the City of La Crosse**

**1307 Badger St., La Crosse, WI 54602**

**Phone: (608) 782-2264**

**Office Hours:**

**Monday - Friday**

**9:00 am – 12:00 pm**

**1:00 pm – 4:00 pm**

Revised: January, 2020

January 2021

March, 2023

October,

2024

August, 2025

Requests for application may be made by calling (608) 782-2264. Interviews are conducted at the LHA office. If you require assistance in reading, understanding or



EQUAL HOUSING OPPORTUNITY



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## Procedures for Accepting Pre-Applications

### TAKING APPLICATIONS

Families wishing to apply for the Section 8 New Construction will be required to complete an application for housing assistance. Completed applications will be accepted for all applicants and the Housing Authority will verify the information.

When the waiting list is open, applicants wishing to apply will be required to complete an online application for housing assistance. Applications will be accepted online only at <https://www.waitlistcheck.com/WI110> and will include form HUD-92006, Supplement to Application for federal assisted housing, as part of the LHA's application. Applicants will be encouraged to use local resources such as the public library to access computers. Computers for the use of submitting applications will be available at the LHA office during regular business hours.

Persons with disabilities who require a reasonable accommodation in completing an application may call Housing Authority to make special arrangements. A Tele-Communication Device for the Deaf (TDD) is available for the deaf. The TDD telephone number is 608-782-2261.

The application process will involve two phases. The first phase is the initial application for housing assistance or the pre-application. The pre-application requires the family to provide limited basic information (i.e., family composition, income, etc.) establishing any preferences to which they may be entitled. This first phase results in an apparently eligible family's placement on the waiting list.

Upon receipt of the family's application, the Housing Authority will make a preliminary determination of eligibility. The Housing Authority will notify an apparently eligible family at that time of placement on the waiting list and the approximate wait before housing may be offered. If the Housing Authority determines the family to be ineligible, the notice will state the reasons therefore and will offer the family the opportunity of an informal review of the determination.

The applicant may at any time report changes in their applicant status including changes in family composition, income, or preference factors. The Housing Authority will annotate the applicant's file and will update their place on the waiting list.

The second phase is the final determination of eligibility, referred to as the full application. The Housing Authority will ensure that verification of all references, eligibility, suitability, and selection factors are current (less than 90 calendar days old) in order to determine the family's final eligibility for admission into the Section 8 New Construction.

Applicants will be given the opportunity to update their HUD Form 92006 if they desire.

Every application must be completed in its entirety, with or without assistance, and signed and dated by the head of the household and co-head(s), and all household members 18 years and older, if applicable. All members of the household shall be listed on the application form. Staff will assist any applicant who might have trouble completing the application form. This assistance might take the form of answering questions about the application, helping applicants who might have literacy, vision or language problems and, in general, making it possible for interested parties to apply for housing. The application will be completed to the extent that all factors of eligibility are included and a determination can be made by LHA staff on the apparent eligibility status of an applicant. Applications that are incomplete and/or have not been signed and dated as required will not be processed.

Whenever possible, communications with applicants will be by first class mail or electronic mail. Failure to respond to letters may result in withdrawal of an application from further processing. Management may make exceptions to the procedures described herein to take into account circumstances beyond the applicant's control; i.e., medical emergencies or extreme weather conditions. If failure to respond is due to disability, management will make reasonable accommodation.

No decisions to accept or reject applicants shall be made until all verifications prompted by the application form have been received. The following items will be verified by LHA staff to determine eligibility and suitability for admission to the development:

- Eligibility Information;
- Annual Income;
- Assets and Asset Income;
- Housing Preferences; if applicable
- Allowance Information;

- Social Security Number for all persons in the household.

#### Information used in Tenant Screening

- Citizenship/legal non-citizenship status

LHA staff will be the final judge of what constitutes adequate and credible documentation. If there is any doubt about the truthfulness or reliability of information received, alternative methods will be pursued until LHA staff is satisfied that the documentation obtained is the best available.

### Preference Categories for Admission

Housing Authority only provides housing to Elderly or Disabled applicants who meet the Tenant Selection Standards for being accepted as a resident.

#### Establishing Preferences

Preferences are not permitted if they in any way negate affirmative marketing efforts or fair housing obligations.

Local preferences will be used to select families and individuals from the waiting list. The LHA has selected the following system to apply local preferences:

The LHA defines a La Crosse County resident as any head-of-household, spouse, or co-head who lives, works, hired to work, or attend school within La Crosse County. In order to verify the applicant qualifies for a resident preference, the LHA will require a minimum of 1 of the following documents: valid driver's license/state ID, affidavit from homeless shelter/agency, current lease or utility bill, most recent payroll statement that includes address from a local employer, IRS check, or current school registration documentation where the applicant is attending school.

Preference points are not cumulative and are maxed out at 10 points. Applicants may be eligible for more than one preference; however, no additional points will be awarded.

#### **Preference 1: La Crosse County Resident and Family or Individual who have been Involuntarily Displaced ( 10Points):**

Families or individuals who claim they have been displaced due either to disaster or government action must provide written verification from the displacing agency of government or by a service agency such as the Red Crosse, and must meet the La Crosse County Resident definition.

A disaster is defined as a fire, flood or earthquake that has caused the unit to be uninhabitable. Government action is defined as federal, state, or local government action related to public improvement or development. In order to meet the displacement preference, applicants who have been displaced must not be living in standard replacement housing. Standard replacement housing is defined as housing that is decent, safe, and sanitary according to HQS standards and is adequate for the family size according to HQS standards, and that the family is occupying pursuant to a written or oral lease or occupancy agreement. Standard replacement housing does not include transient facilities, hotels, motels, temporary shelters, and (in the case of domestic violence) housing occupied by the individual who engages in such violence.

It does not include any individual imprisoned or detained pursuant to State Law or an Act of Congress. Shared housing with family or friends is considered temporary and is not considered standard replacement housing. An applicant who lives in a violent neighborhood or is fearful of violence outside the household is not considered involuntarily displaced.

#### **Preference 2: La Crosse County Resident and Veteran Families or Individuals with Honorable Discharge ( 10Points):**

A veteran, veteran and spouse, un-remarried spouse of veteran with honorable discharge and lived with a veteran for five of the last six years prior to completing application for housing, and must meet the La Crosse County Resident definition.

#### **Preference 3: La Crosse County Resident and Domestic Violence Victims and Homeless Families or Individuals (50 points):**

Families and individuals must meet the La Crosse County resident definition, and one of the following two categories as defined by HUD:

Category 1: an individual or family who lacks a fixed, regular, and adequate nighttime residence, meaning:

- a) An individual or family with a primary nighttime residence that is a public or private place not designed for or ordinarily used as a regular sleeping accommodation for human beings, including a car, park, abandoned building, bus or train station, airport, or camping ground; or
- b) An individual or family living in a supervised publicly or privately operated shelter designated to provide temporary living arrangements (including congregate shelters, transitional housing, and hotels and motels paid for by charitable organizations or by federal, state, or local government programs for low-income individuals); or
- c) An individual who is exiting an institution where he or she resided for 90 days or less and who resided in an emergency shelter or place not meant for human habitation immediately before entering that institution.

Category 4: Any individual or family who:

- a) Is fleeing, or is attempting to flee, domestic violence, dating violence, sexual assault, stalking, or other dangerous or life-threatening conditions that relate to violence against the individual or a family member, including a child, that has either taken place within the individual's or family's primary nighttime residence or has made the individual or family afraid to return to their primary nighttime residence: and
- b) Has no other residence: and
- c) Lacks the resources or support networks, e.g., family, friends, and faith-based or other social networks, to obtain other permanent housing.

The LHA has adopted the above language both for purposes of a waiting list preference as well as for purposes of reporting homeless at new admissions on the Form HUD 50058. To be eligible for the homeless waiting list preference, at least one adult member of the household must meet one of the above criteria and submit to the LHA a signed letter from an LHA approved agency in the area certifying the applicant or family is homeless. The approved agency also certifies that the applicant or family is a La Crosse County resident. This letter can take the place of the other documentation that verifies a La Crosse County resident.

Families or individuals who claim they are domestic violence victims must provide written verification from either the law enforcement agency that reported the incident(s), a medical professional, or a social service case worker. The family or individual must also certify that the abuser will not reside with the applicant unless the LHA gives prior written approval.

#### **Preference 4: La Crosse County Resident –(10 Points).**

The LHA defines a La Crosse County resident as any head-of-household, spouse, or co-head who lives, works, hired to work, or attend school within La Crosse County. In order to verify the applicant qualifies for a resident preference, the LHA will require a minimum of one of the following documents: valid driver's license/state ID, affidavit from the homeless shelter/agency, current lease or utility bill, most recent payroll statement that includes address from a local employer, IRS check, or current school registration documentation where the applicant is attending school.

#### **5<sup>th</sup> preference: All Other Applicants (0 Points).**

Notwithstanding the above, families who are elderly, disabled, or displaced will be offered housing before other single persons.

The use of residency preference will not have the purpose or effect of delaying or otherwise denying admission to the program based on the race; color; ethnic origin; gender; religion; disability; age; marital status; family status; status as a victim of domestic abuse, sexual assault, or stalking; lawful sources of income; or ancestry of any member of an applicant family.

**Accessible Units:** Accessible units will be first offered to families who may benefit from the accessible features who reside in the development that has the vacancy. If there are no families residing in that development needing the accessible unit, it shall then be offered to families residing in other developments that may benefit from the accessible unit. If there are no families residing in the other developments needing the accessible unit, it shall then be offered to applicants on the waiting list who may benefit from the accessible features. Applicant for these units will be selected utilizing the same preference system as outlined above.

If there are no applicants who would benefit from the accessible features, the units will be offered to other applicants in the order that their names come to the top of the waiting list. Such applicant, however, will be requested to sign a lease rider stating they will accept a transfer (at the Housing Authority's expense) if, at a future time, a family requiring an accessible feature applies or a family requires a transfer from a non-accessible unit. Any family required to transfer will be given a 30-day notice.

#### **Changes in Circumstances**

Changes in an applicant's circumstance while on the waiting list may affect the family's eligibility to receive a preference. Applicants are required to notify the LHA when their circumstances change.

When an applicant claims a preference, the applicant will be required to submit the necessary documents for LHA review. If preference is approved, the applicant will be placed on the waiting list in the appropriate order determined by verification of the newly claimed preference.

### **Equal Preference Status**

Among applicants with equal preference status, the waiting list will be organized by date and time of pre-application.

### **Verification of Preference**

When an applicant claims a preference, the applicant will be placed on the waiting list in the appropriate order determined by verification of the newly claimed preference.

If the applicant is no longer eligible for a preference, the applicant will lose that preference and be reassigned to the waiting list. For example, if an applicant no longer lives in La Crosse County, the applicant will lose the La Crosse County resident preference.

### **Administration of the Waiting List**

# *PING MANOR TENANT SELECTION PLAN*

*Managed by: Housing Authority of the City of La Crosse  
1307 Badger St. La Crosse, WI 54602  
Phone: (608) 782-2264  
Fax: (608) 782-2262*

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*The Housing Authority of the City of La Crosse (LHA) and the buildings it manages are pledged to the letter and the spirit of U.S. Policy of achievement of Equal Housing and Employment Opportunity Provider throughout the nation. We encourage and support affirmative advertising and marketing programs in which there are not barriers to obtain housing because of race, color, religion, sex, handicap, familial status or national origin. We Also comply with section 504 of the Rehabilitation Act of 1973, which prohibits discrimination on the basis of disability in any program or activity receiving federal financial assistance from the U.S. Department of Housing & Urban Development.*

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**Housing Authority of the City of La Crosse  
1307 Badger St., La Crosse, WI 54602  
Phone: (608) 782-2264**

**Office Hours:  
Monday - Friday  
9:00 am – 12:00 pm  
12:30pm – 3:00 pm**

Requests for application may be made by calling (608) 782-2264. Interviews are conducted at the LHA Office. **If you require assistance in reading, understanding or completion of this application, please call the above number to request reasonable accommodation.**





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Screening Criteria .....	<b>Error! Bookmark not defined.</b>

## Procedures for Accepting Pre-Applications

### TAKING APPLICATIONS

Families wishing to apply for the Section 8 New Construction will be required to complete an application for housing assistance. Completed applications will be accepted for all applicants and the Housing Authority will verify the information.

When the waiting list is open, applicants wishing to apply will be required to complete an online application for housing assistance. Applications will be accepted online only at <https://www.waitlistcheck.com/WI110> and will include form HUD-92006, Supplement to Application for federal assisted housing, as part of the LHA's application. Applicants will be encouraged to use local resources such as the public library to access computers. Computers for the use of submitting applications will be available at the LHA office during regular business hours.

Persons with disabilities who require a reasonable accommodation in completing an application may call Housing Authority to make special arrangements. A Tele-Communication Device for the Deaf (TDD) is available for the deaf. The TDD telephone number is 608-782-2261.

The application process will involve two phases. The first phase is the initial application for housing assistance or the pre-application. The pre-application requires the family to provide limited basic information (i.e., family composition, income, etc.) establishing any preferences to which they may be entitled. This first phase results in an apparently eligible family's placement on the waiting list.

Upon receipt of the family's application, the Housing Authority will make a preliminary determination of eligibility. The Housing Authority will notify an apparently eligible family at that time of placement on the waiting list and the approximate wait before housing may be offered. If the Housing Authority determines the family to be ineligible, the notice will state the reasons therefore and will offer the family the opportunity of an informal review of the determination.

The applicant may at any time report changes in their applicant status including changes in family composition, income, or preference factors. The Housing Authority will annotate the applicant's file and will update their place on the waiting list.

The second phase is the final determination of eligibility, referred to as the full application. The Housing Authority will ensure that verification of all references, eligibility, suitability, and selection factors are current (less than 90 calendar days old) in order to determine the family's final eligibility for admission into the Section 8 New Construction.

Applicants will be given the opportunity to update their HUD Form 92006 if they desire.

Every application must be completed in its entirety, with or without assistance, and signed and dated by the head of the household and co-head(s), and all household members 18 years and older, if applicable. All members of the household shall be listed on the application form. Staff will assist any applicant who might have trouble completing the application form. This assistance might take the form of answering questions about the application, helping applicants who might have literacy, vision or language problems and, in general, making it possible for interested parties to apply for housing. The application will be completed to the extent that all factors of eligibility are included and a determination can be made by LHA staff on the apparent eligibility status of an applicant. Applications that are incomplete and/or have not been signed and dated as required will not be processed.

Whenever possible, communications with applicants will be by first class mail or electronic mail. Failure to respond to letters may result in withdrawal of an application from further processing. Management may make exceptions to the procedures described herein to take into account circumstances beyond the applicant's control; i.e., medical emergencies or extreme weather conditions. If failure to respond is due to disability, management will make reasonable accommodation.

No decisions to accept or reject applicants shall be made until all verifications prompted by the application form have been received. The following items will be verified by LHA staff to determine eligibility and suitability for admission to the development:

- Eligibility Information;
- Annual Income;
- Assets and Asset Income;
- Housing Preferences; if applicable
- Allowance Information;

- Social Security Number for all persons in the household.

#### Information used in Tenant Screening

- Citizenship/legal non-citizenship status

LHA staff will be the final judge of what constitutes adequate and credible documentation. If there is any doubt about the truthfulness or reliability of information received, alternative methods will be pursued until LHA staff is satisfied that the documentation obtained is the best available.

### Preference Categories for Admission

Housing Authority only provides housing to Elderly or Disabled applicants who meet the Tenant Selection Standards for being accepted as a resident.

#### Establishing Preferences

Preferences are not permitted if they in any way negate affirmative marketing efforts or fair housing obligations.

Local preferences will be used to select families and individuals from the waiting list. The LHA has selected the following system to apply local preferences:

The LHA defines a La Crosse County resident as any head-of-household, spouse, or co-head who lives, works, hired to work, or attend school within La Crosse County. In order to verify the applicant qualifies for a resident preference, the LHA will require a minimum of 1 of the following documents: valid driver's license/state ID, affidavit from homeless shelter/agency, current lease or utility bill, most recent payroll statement that includes address from a local employer, IRS check, or current school registration documentation where the applicant is attending school.

Preference points are not cumulative and are maxed out at 10 points. Applicants may be eligible for more than one preference; however, no additional points will be awarded.

#### **Preference 1: La Crosse County Resident and Family or Individual who have been Involuntarily Displaced ( 10Points):**

Families or individuals who claim they have been displaced due either to disaster or government action must provide written verification from the displacing agency of government or by a service agency such as the Red Crosse, and must meet the La Crosse County Resident definition.

A disaster is defined as a fire, flood or earthquake that has caused the unit to be uninhabitable. Government action is defined as federal, state, or local government action related to public improvement or development. In order to meet the displacement preference, applicants who have been displaced must not be living in standard replacement housing. Standard replacement housing is defined as housing that is decent, safe, and sanitary according to HQS standards and is adequate for the family size according to HQS standards, and that the family is occupying pursuant to a written or oral lease or occupancy agreement. Standard replacement housing does not include transient facilities, hotels, motels, temporary shelters, and (in the case of domestic violence) housing occupied by the individual who engages in such violence.

It does not include any individual imprisoned or detained pursuant to State Law or an Act of Congress. Shared housing with family or friends is considered temporary and is not considered standard replacement housing. An applicant who lives in a violent neighborhood or is fearful of violence outside the household is not considered involuntarily displaced.

#### **Preference 2: La Crosse County Resident and Veteran Families or Individuals with Honorable Discharge ( 10Points):**

A veteran, veteran and spouse, un-remarried spouse of veteran with honorable discharge and lived with a veteran for five of the last six years prior to completing application for housing, and must meet the La Crosse County Resident definition.

#### **Preference 3: La Crosse County Resident and Domestic Violence Victims and Homeless Families or Individuals (50 points):**

Families and individuals must meet the La Crosse County resident definition, and one of the following two categories as defined by HUD:

Category 1: an individual or family who lacks a fixed, regular, and adequate nighttime residence, meaning:

- a) An individual or family with a primary nighttime residence that is a public or private place not designed for or ordinarily used as a regular sleeping accommodation for human beings, including a car, park, abandoned building, bus or train station, airport, or camping ground; or
- b) An individual or family living in a supervised publicly or privately operated shelter designated to provide temporary living arrangements (including congregate shelters, transitional housing, and hotels and motels paid for by charitable organizations or by federal, state, or local government programs for low-income individuals); or
- c) An individual who is exiting an institution where he or she resided for 90 days or less and who resided in an emergency shelter or place not meant for human habitation immediately before entering that institution.

Category 4: Any individual or family who:

- a) Is fleeing, or is attempting to flee, domestic violence, dating violence, sexual assault, stalking, or other dangerous or life-threatening conditions that relate to violence against the individual or a family member, including a child, that has either taken place within the individual's or family's primary nighttime residence or has made the individual or family afraid to return to their primary nighttime residence: and
- b) Has no other residence: and
- c) Lacks the resources or support networks, e.g., family, friends, and faith-based or other social networks, to obtain other permanent housing.

The LHA has adopted the above language both for purposes of a waiting list preference as well as for purposes of reporting homeless at new admissions on the Form HUD 50058. To be eligible for the homeless waiting list preference, at least one adult member of the household must meet one of the above criteria and submit to the LHA a signed letter from an LHA approved agency in the area certifying the applicant or family is homeless. The approved agency also certifies that the applicant or family is a La Crosse County resident. This letter can take the place of the other documentation that verifies a La Crosse County resident.

Families or individuals who claim they are domestic violence victims must provide written verification from either the law enforcement agency that reported the incident(s), a medical professional, or a social service case worker. The family or individual must also certify that the abuser will not reside with the applicant unless the LHA gives prior written approval.

#### **Preference 4: La Crosse County Resident –(10 Points).**

The LHA defines a La Crosse County resident as any head-of-household, spouse, or co-head who lives, works, hired to work, or attend school within La Crosse County. In order to verify the applicant qualifies for a resident preference, the LHA will require a minimum of one of the following documents: valid driver's license/state ID, affidavit from the homeless shelter/agency, current lease or utility bill, most recent payroll statement that includes address from a local employer, IRS check, or current school registration documentation where the applicant is attending school.

#### **5<sup>th</sup> preference: All Other Applicants (0 Points).**

Notwithstanding the above, families who are elderly, disabled, or displaced will be offered housing before other single persons.

The use of residency preference will not have the purpose or effect of delaying or otherwise denying admission to the program based on the race; color; ethnic origin; gender; religion; disability; age; marital status; family status; status as a victim of domestic abuse, sexual assault, or stalking; lawful sources of income; or ancestry of any member of an applicant family.

**Accessible Units:** Accessible units will be first offered to families who may benefit from the accessible features who reside in the development that has the vacancy. If there are no families residing in that development needing the accessible unit, it shall then be offered to families residing in other developments that may benefit from the accessible unit. If there are no families residing in the other developments needing the accessible unit, it shall then be offered to applicants on the waiting list who may benefit from the accessible features. Applicant for these units will be selected utilizing the same preference system as outlined above.

If there are no applicants who would benefit from the accessible features, the units will be offered to other applicants in the order that their names come to the top of the waiting list. Such applicant, however, will be requested to sign a lease rider stating they will accept a transfer (at the Housing Authority's expense) if, at a future time, a family requiring an accessible feature applies or a family requires a transfer from a non-accessible unit. Any family required to transfer will be given a 30-day notice.

#### **Changes in Circumstances**

Changes in an applicant's circumstance while on the waiting list may affect the family's eligibility to receive a preference. Applicants are required to notify the LHA when their circumstances change.

When an applicant claims a preference, the applicant will be required to submit the necessary documents for LHA review. If preference is approved, the applicant will be placed on the waiting list in the appropriate order determined by verification of the newly claimed preference.

### **Equal Preference Status**

Among applicants with equal preference status, the waiting list will be organized by date and time of pre-application.

### **Verification of Preference**

When an applicant claims a preference, the applicant will be placed on the waiting list in the appropriate order determined by verification of the newly claimed preference.

If the applicant is no longer eligible for a preference, the applicant will lose that preference and be reassigned to the waiting list. For example, if an applicant no longer lives in La Crosse County, the applicant will lose the La Crosse County resident preference.

### **Administration of the Waiting List**



**LA CROSSE HOUSING AUTHORITY**

CITY OF LA CROSSE, WISCONSIN

"WE NEED A ROOF OVER OUR HEADS"

# REVIEW AND COMMENT

## AGENCY PROGRAM POLICY REVISIONS

The Housing Authority of the City of La Crosse (LHA) has completed a review of its Admissions & Continued Occupancy Plan, Voucher Administrative Plan, and Forest Park & Ping Manor Tenant Selection Plans with intentions of updating the tenant selection and assignment preference sections. Updates are available for your review in the enclosed "draft" documents.

The proposed Housing Authority of the City of La Crosse policy revisions shall be presented to the Board of Commissioners for adoption on 08/13/2025.

Please submit any questions or comments regarding this information to us in writing to:

Housing Authority of the City of La Crosse  
Parking Policy Review and Comment  
1307 Badger Street  
La Crosse, WI 54601  
608.782.2264  
608.782.2262 FAX  
[info@lacrossehousing.org](mailto:info@lacrossehousing.org)

[www.lacrossehousing.org](http://www.lacrossehousing.org)  
1307 Badger Street • P.O. Box 1053 • La Crosse, WI 54602-1053  
Phone (608)782-2264 • Fax (608)782-2262



## **Housing Authority of the City of La Crosse Parking Policy**

### **INTRODUCTION**

This chapter explains the PHA's policies on parking and describes any criteria or standards pertaining to the policies. The rules adopted are reasonably related to the legitimate interest of the PHA to provide a decent, safe, and sanitary living environment for all residents, and to protect and preserve the physical condition of the property, as well as the financial interest of the PHA. This policy shall go into effect on January 1, 2026

### **GENERAL STATEMENT**

The Housing Authority of the City of La Crosse is interested in providing a fair parking policy for all residents. It is understood that no two developments have exactly the same needs, residents, facilities, etc., and that the Housing Authority of the City of La Crosse is not obligated or able to provide parking for all residents and/or visitors. Residents who want to park their vehicle on the Housing Authority of the City of La Crosse property must apply for, and obtain a parking permit, by filling out a parking permit application with their Occupancy Specialist.

At all developments, the Housing Authority of the City of La Crosse may designate by markings and/or signs allowable uses for each specific area. Designations may include, but are not limited to, *tenant parking, visitor parking, staff parking, handicap parking, and no parking.*

The Housing Authority of the City of La Crosse may, at its sole discretion, elect to utilize the services of a third-party entity to monitor and enforce the requirements within this policy.

### **PARKING POLICY**

#### **A. REQUIREMENTS AND OVERVIEW:**

All vehicles parked on The Housing Authority of the City of La Crosse property are required to be operable, safe, and display all required authorizations as listed within this policy.

- Vehicles with broken windows, flat tires or missing tires, missing body panels such as hood, doors, trunk, are not drivable or unable to start, will be towed at the owner's expense if not removed from the property. Vehicles moved and then returned in the same condition will still be subject to being towed at owner's expense.
- Residents are responsible for advising The Housing Authority of the City of La Crosse if they sell or change vehicles.
- Continued noncompliance with this policy may result in the revocation of the parking permit and/or termination of your lease with The Housing Authority of the City of La Crosse.

## **B. ELIGIBILITY FOR PARKING PERMIT:**

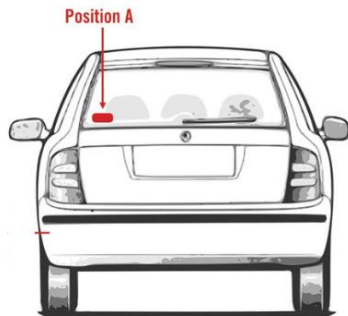
Only current lease holders with The Housing Authority of the City of La Crosse are eligible to apply for a parking permit.

- Residents are permitted a maximum of one parking permit per household. Exceptions may be granted at The Housing Authority of the City of La Crosse's sole discretion.
- The resident must own or lease the vehicle being applied for and prove ownership with the vehicle registration. A resident may not register a relative or friend's vehicle.
- The parking permit is not transferrable, and cannot be shared with other residents or visitors.
- Any parking permit previously received prior to signing acceptance of this policy is invalid.

## **C. PROPER DISPLAY OF AUTHORIZATION:**

All vehicles parked on The Housing Authority of the City of La Crosse property must clearly and adequately display the following items or will be subject to being towed at the owner's expense:

- Valid state-issued license plate with current license plate tabs or expiration date;
- If parked in a designated handicap parking zone, the vehicle must display a valid handicap parking placard (disabled parking identification permit or license plate).
- The Housing Authority of the City of La Crosse parking permit must be permanently affixed to the inside lower corner of the driver side (left side) of the vehicle's back window (SEE POSITION A BELOW).



## **D. PROHIBITED ACTIVITIES:**

Prohibited activities include but are not limited to the following:

- Minibikes, 4 wheelers, snowmobiles, not street-legal, and other off-road vehicles are not allowed to be operated or parked on The Housing Authority of the City of La Crosse property at any time.
- Commercial vehicles, motor homes, travel trailers, boats, utility trailers, and/or commercial equipment are not allowed to be parked on The Housing Authority of the City of La Crosse at any time.



- No vehicles shall be allowed to be driven or parked on any grass or yard area, on sidewalks, or in designated no parking areas.
- The Housing Authority of the City of La Crosse prohibits major mechanical work on vehicles parked on the property. Examples include, but are not limited to, changing oil, anti-freeze, transmission fluid, fuel-line work, removing/replacing motors/engines, brake repairs.
  - o Tire repairs and battery replacements can be performed if completed immediately. Vehicles left on a jack, jack stands, blocks, etc. will be towed at the owner's expense, during or after office hours to ensure the health and safety of the development. Residents are responsible for any damage that may be caused to the property.
- No vehicle shall be used for storage purposes by the resident, household member, or visitor.

#### **E. VEHICLE REMOVAL OR TOWING:**

The Housing Authority of the City of La Crosse reserves the right to remove any vehicle from the property, with or without prior notice, and at the vehicle owner's expense, if the vehicle:

- Does not have a valid parking permit issued by The Housing Authority of the City of La Crosse;
- Is deemed to constitute a clear danger to persons or property;
- Is wrongfully parked in a designated parking area or no-parking area;
- Does not have a current license plate, license plate tag, or is not registered;
- Is in a non-operable condition, including but not limited to, having flat tires, on blocks, etc.
- Is leaking gasoline, oil, anti-freeze, transmission fluid, or any other fluid or item that may damage the property;
- Violates any part of this policy;

Residents do not have the right to tow other cars. The Housing Authority of the City of La Crosse has sole discretion on whether a car is to be towed.

#### **F. VISITOR REQUIREMENTS:**

All visitors must park only in designated areas marked for visitor parking. Not all Housing Authority of the City of La Crosse property has visitor parking. It is your responsibility to ensure your guest(s) and service-provider(s) are aware of, and compliant with, this parking policy while on The Housing Authority of the City of La Crosse property.

Parking permits are only applicable for the specific development where the resident resides. Residents from other developments must abide by the visitor requirements of this policy when visiting any other Housing Authority of the City of La Crosse property.

#### **G. MAINTENANCE:**

Residents are responsible for removing their vehicle for parking lot maintenance and/or snowplowing at times specified by The Housing Authority of the City of La Crosse. Vehicles not removed by the designated time may be towed at the owner's expense.

Residents who intend to be away from their unit are still responsible for adhering to this policy.

#### **H. DISCLAIMER:**

The Housing Authority of the City of La Crosse specifically disclaims any implied or express warranties concerning the safety or security of a tenant vehicle or guest vehicle. The use of any parking areas on The Housing Authority of the City of La Crosse property is solely at the vehicle owner's own risk. The Housing Authority of the City of La Crosse assumes no responsibility of any nature with respect to the vehicle or its contents.

**RESOLUTION NUMBER: 2279**

**DATE ADOPTED: JULY 9, 2025**



# LA CROSSE HOUSING AUTHORITY

CITY OF LA CROSSE, WISCONSIN

"WE NEED A ROOF OVER OUR HEADS"

## Parking Permit Application

Name \_\_\_\_\_ Address \_\_\_\_\_

Year of Vehicle \_\_\_\_\_ Make and Model \_\_\_\_\_

Color of Vehicle \_\_\_\_\_ License Plate # & State \_\_\_\_\_

Whom is the vehicle registered to? \_\_\_\_\_

*I acknowledge that I have received, read, and understand the Parking Policy and agree to abide by all terms and conditions.*

TENANT SIGNATURE \_\_\_\_\_ DATE \_\_\_\_\_

### FOR OFFICE USE ONLY

Sticker/Permit # \_\_\_\_\_ Policy Provided (Yes or No) \_\_\_\_\_

Approved By \_\_\_\_\_ Date Approved \_\_\_\_\_





**LA CROSSE HOUSING AUTHORITY**

CITY OF LA CROSSE, WISCONSIN

"WE NEED A ROOF OVER OUR HEADS"

# **REVIEW AND COMMENT**

## **PARKING POLICY REVISION**

### **SCHEDULED EFFECTIVE 01/01/2026**

The Housing Authority of the City of La Crosse (LHA) has completed a review of its Parking Rule/Policy with intentions of updating. These updates are available for your review in the enclosed "draft" Parking Policy document.

The proposed Housing Authority of the City of La Crosse Parking Policy Revision shall be presented to the Board of Commissioners for adoption on 07/09/2025, effective 01/01/2026.

Please submit any questions or comments regarding this information to us in writing to:

Housing Authority of the City of La Crosse  
Parking Policy Review and Comment  
1307 Badger Street  
La Crosse, WI 54601  
608.782.2264  
608.782.2262 FAX  
[info@lacrossehousing.org](mailto:info@lacrossehousing.org)

[www.lacrossehousing.org](http://www.lacrossehousing.org)  
1307 Badger Street • P.O. Box 1053 • La Crosse, WI 54602-1053  
Phone (608)782-2264 • Fax (608)782-2262



## **Housing Authority of the City of La Crosse No Smoking Policy**

As required by HUD, the Housing Authority of the City of La Crosse is hereby adopting a policy to forbid smoking on all Housing Authority of the City of La Crosse owned property. It does not prohibit smoking by public housing residents. It just states where they cannot smoke. This policy revision shall go into effect on January 1, 2026.

### **A. PURPOSE:**

This policy was developed to:

1. Protect tenants from the medical hazards of second-hand smoke;
2. Protect lives and property from fires due to smoking accidents; and
3. Reduce turnover costs associated with smoke damage in our residential units.

### **B. DEFINITIONS:**

**Covered individuals.** This policy covers not only everyone living on the property, but also all guests and visitors. Each resident is responsible for his or her guests or visitors. Violations of this policy by an aide, guest or visitor will be considered to have been made by the resident(s) head of household.

**Smoke.** The vaporous system made up of small particles of carbonaceous matter in the air, resulting mainly from the burning of material, including, but not limited to, cigars, cigarettes, electronic cigarettes, vaping devices, or other tobacco products.

**Smoking.** Inhaling, exhaling, breathing, burning, carrying, or possessing any lighted cigar, cigarette, pipe, electronic smoking device, other tobacco products, or other similarly lighted material causing smoke or vapor in any manner or form, including the use of medical marijuana, and the burning of incense.

**Smoking Materials.** Materials used in the act of smoking, including, but not limited to, cigarettes, cigars, tobacco, pipes, electronic smoking devices, matches, lighters, incense, sage, or other similar products.

**Smoke-Free Areas.** Dwelling units, common areas within any building including entryways, hallways, restrooms, and laundry facilities. This policy also includes all outdoor areas within 25 feet of all airways to any Housing Authority of the City of La Crosse property, including windows, door openings, garage doors, and air intake systems.

## **C. THE POLICY:**

Beginning January 1, 2026, no prohibited Smoking Materials will be allowed to be used inside of, or within 25 feet of all airways to any Housing Authority of the City of La Crosse owned property. Areas include, but are not limited to, rental and administrative offices, parking areas, maintenance facilities, community centers, day care facilities, playgrounds, laundry facilities, and similar structures. Residents, aides, visitors, and guests are all covered by this policy.

No person shall be permitted to dispose of smoking materials on the ground at any time. Cigarette butts and all smoking material must be appropriately disposed of in a decent, safe, and sanitary manner. Additionally, all persons shall be prohibited from disposing of lighted smoking materials in any trash receptacle.

Any costs incurred by the Housing Authority of the City of La Crosse due to a violation of this policy by a resident, an aide, visitor, or guest shall become the financial obligation of the resident.

## **D. PHASE-IN PERIOD:**

All residents will need to sign an addendum to dwelling lease incorporating this policy and acknowledging their understanding of the No Smoking Policy.

The Housing Authority of the City of La Crosse has formed a partnership with the La Crosse County Health Department to assist people who want to begin their effort to quit smoking. People desiring a referral should contact the Housing Authority of the City of La Crosse. If the La Crosse County Health Department cannot accept a resident or applicant into its stop smoking program, this is not a valid reason to continue smoking. This policy must be complied with in all situations.

The fact that one smokes is not a valid reason for rejecting an applicant for public housing. However, smokers admitted after the effective date of this policy are expected to comply with the policy immediately upon their admission to public housing. For this reason, the Housing Authority of the City of La Crosse will offer a referral to a smoking cessation program upon request. Whether one takes advantage of the referral is totally up to the applicant.

## **E. REASONABLE ACCOMMODATION REQUESTS:**

An addiction to nicotine or smoking is not a disability. That stated, a person with a disability may request a reasonable accommodation if they are a smoker. Reasonable accommodations will be made, where warranted, as quickly as possible.

## **F. PENALTIES FOR VIOLATING THIS POLICY:**

If a resident, aide, visitor, or guest violates this policy the following penalties shall be enforced:

**First Violation:** Written violation warning. May include a referral to a smoking cessation program if the violator is a resident.

**Second Violation:** Written Notice to Remedy or Vacate letter advising final notice prior to termination.

**Third Violation:** Termination of lease.

It is your responsibility to ensure your guest(s) and service-provider(s) are aware of, and compliant with, this policy while on The Housing Authority of the City of La Crosse property.

The Authority retains the right to perform unit inspections for any resident that has violated this policy.

All penalties assessed against a resident will be documented in the resident's file.

## **G. DISCLAIMER:**

The Housing Authority of the City of La Crosse's adoption of this policy does not change the standard of care it has for the living units or common areas. The Housing Authority of the City of La Crosse specifically disclaims any implied or express warranties concerning the air quality in either the living units or common area. There is no warranty or promise that the air will be smoke free.

**RESOLUTION NUMBER: 2203**

**DATE ADOPTED: July 12, 2017**

**REVISED: August 13, 2025**



**LA CROSSE HOUSING AUTHORITY**

CITY OF LA CROSSE, WISCONSIN

"WE NEED A ROOF OVER OUR HEADS"

# **REVIEW AND COMMENT**

## **NO SMOKING POLICY REVISION**

### **SCHEDULED EFFECTIVE 01/01/2026**

The Housing Authority of the City of La Crosse (LHA) has completed a review of its No Smoking Policy with intentions to update. These updates are available for your review in the enclosed "draft" No Smoking Policy document.

The proposed Housing Authority of the City of La Crosse No Smoking Policy Revision shall be presented to the Board of Commissioners for adoption on 07/09/2025, effective 01/01/2026.

Please submit any questions or comments regarding this information to us in writing to:

Housing Authority of the City of La Crosse  
No Smoking Policy Review and Comment  
1307 Badger Street  
La Crosse, WI 54601  
608.782.2264  
608.782.2262 FAX  
[info@lacrossehousing.org](mailto:info@lacrossehousing.org)

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1307 Badger Street • P.O. Box 1053 • La Crosse, WI 54602-1053  
Phone (608)782-2264 • Fax (608)782-2262





Capital Fund Program - Five-Year Action Plan

Status: Approved      Approval Date: 11/12/2024      Approved By: KOEGLER, SCOTT

Part I: Summary						
PHA Name : La Crosse Housing Authority		Locality (City/County & State)				
PHA Number: WI006		<input checked="" type="checkbox"/> Original 5-Year Plan <input type="checkbox"/> Revised 5-Year Plan (Revision No:      )				
A.	Development Number and Name	Work Statement for Year 1 2025	Work Statement for Year 2 2026	Work Statement for Year 3 2027	Work Statement for Year 4 2028	Work Statement for Year 5 2029
	SCHUH HOMES (WI006001378)	\$2,037,467.00	\$1,389,642.00	\$678,287.00	\$740,000.00	\$565,000.00
	STOKKE TOWER (WI006024569)	\$1,334,320.00	\$110,000.00	\$700,000.00	\$758,287.00	\$525,000.00

Capital Fund Program - Five-Year Action Plan

U.S. Department of Housing and Urban Development  
Office of Public and Indian Housing  
2577-0274  
02/28/2022

Part II: Supporting Pages - Physical Needs Work Statements (s)				
Work Statement for Year 1 2025				
Identifier	Development Number/Name	General Description of Major Work Categories	Quantity	Estimated Cost
	SCHUH HOMES (WI006001378)			\$2,037,467.00
ID0000276	6-1 Duplex Remodel (Dwelling Unit-Exterior (1480)-Gutters - Downspouts,Dwelling Unit-Exterior (1480)-Roofs,Dwelling Unit-Exterior (1480)-Siding,Dwelling Unit-Exterior (1480)-Tuck-Pointing,Dwelling Unit-Exterior (1480)-Windows,Dwelling Unit-Interior (1480)-Bathroom Counters and Sinks,Dwelling Unit-Interior (1480)-Bathroom Flooring (non cyclical),Dwelling Unit-Interior (1480)-Electrical,Dwelling Unit-Interior (1480)-Flooring (non routine),Dwelling Unit-Interior (1480)-Interior Doors,Dwelling Unit-Interior (1480)-Interior Painting (non routine),Dwelling Unit-Interior (1480)-Kitchen Cabinets,Dwelling Unit-Interior (1480)-Kitchen Sinks and Faucets,Dwelling Unit-Interior (1480)-Mechanical,Dwelling Unit-Interior (1480)-Other,Dwelling Unit-Interior (1480)-Plumbing,Dwelling Unit-Interior (1480)-Tubs and Showers,Dwelling Unit-Exterior (1480)-Canopies,Dwelling Unit-Exterior (1480)-Decks and Patios)	Full interior and exterior remodel of one two bedroom duplex buildings located in the Schuh Homes development. Work to be bid and contracted out includes replacement of all mechanical, electrical and plumbing. This includes but isn't limited to deteriorating water lines & valves, kitchen cabinets, countertop, sink and faucet, range hood, interior doors, windows, drywall, insulation, flooring, lighting, bathroom vanity, sink, medicine cabinet, bath accessories, tub and surround and toilet. Also includes exterior entrance approach, painting, material upgrade, etc. No lead base paint or asbestos are anticipated, however; if anything is found during construction proper remediation will be completed.		\$200,000.00
ID0000279	6-3 Building Roof Replacement(Non-Dwelling Exterior (1480)-Roofs,Non-Dwelling Exterior (1480)-Gutters - Downspouts)	Replace existing deteriorating asphalt shingle roof with new architectural style asphalt shingle that has better wind uplift and warranty ratings. This work will be for 13 buildings (54 units) roughly 33,500 sq. ft. of roof replacement. No lead base paint or asbestos are anticipated, however; if anything is found during the scheduled work proper remediation will be completed.		\$115,000.00
ID0000281	6-1 Apshalt Driveway Replacement(Non-Dwelling Site Work (1480)-Asphalt - Concrete - Paving)	Remove existing 38 deteriorating asphalt driveways (34,000 Sq.Ft.) located in Schuh Homes and replace with new bituminous pavement. No lead base paint or asbestos are anticipated, however; if anything is found during construction proper remediation will be completed.		\$144,813.00
ID0000282	6-7 Apshalt Driveway Replacement(Non-Dwelling Site Work (1480)-Asphalt - Concrete - Paving)	Remove existing 24 deteriorating asphalt driveways (33,300 Sq.Ft.) located in Huber Homes and replace with new bituminous pavement. No lead base paint or asbestos are anticipated, however; if anything is found during construction proper remediation will be completed.		\$143,000.00
ID0000283	6-8 Apshalt Driveway Replacement(Non-Dwelling Site Work (1480)-Asphalt - Concrete - Paving)	Remove existing 30 deteriorating asphalt driveways (22,500 Sq.Ft.) located in Grover Estates and replace with new bituminous pavement. No lead base paint or asbestos are anticipated, however; if anything is found during construction proper remediation will be completed.		\$140,000.00

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Identifier	Development Number/Name	General Description of Major Work Categories	Quantity	Estimated Cost
ID0000289	6-1 Duplex Window Replacement (Dwelling Unit-Exterior (1480)-Exterior Paint and Caulking,Dwelling Unit-Exterior (1480)-Windows)	Replace existing wood and vinyl operable windows in the Schuh Homes development with new fiberglass, double hung, factory glazed high performance insulated low-e with argon gas windows. Work to be bid and contracted out includes, removal, disposal, install, caulking and painting of 652 total windows. We have nine different window sizes in this development ranging between 2'-7"W x 3'-3"H and 3'-7"W x 4'-7"H. No lead base paint or asbestos are anticipated, however; if anything is found during construction proper remediation will be completed.		\$251,835.00
ID0000295	6-3 & 6-7 Duct Cleaning(Non-Dwelling Interior (1480)-Common Area Bathrooms,Non-Dwelling Interior (1480)-Common Area Kitchens,Non-Dwelling Interior (1480)-Laundry Areas,Non-Dwelling Interior (1480)-Mechanical)	Clean apartment ductwork, bathroom exhaust, and dryer vent at Mullen Homes and Huber Homes.		\$25,000.00
ID0000274	AMP 1378 - Administration(Administration (1410)-Other,Administration (1410)-Salaries)	Salaries and fringe benefits for Capital Fund Program		\$65,000.00
ID0000288	AMP1378 Unit/Building Rehab(Dwelling Unit-Interior (1480)-Bathroom Counters and Sinks,Dwelling Unit-Interior (1480)-Bathroom Flooring (non cyclical),Dwelling Unit-Interior (1480)-Electrical,Dwelling Unit-Interior (1480)-Flooring (non routine),Dwelling Unit-Interior (1480)-Interior Doors,Dwelling Unit-Interior (1480)-Interior Painting (non routine),Dwelling Unit-Interior (1480)-Kitchen Cabinets,Dwelling Unit-Interior (1480)-Kitchen Sinks and Faucets,Dwelling Unit-Interior (1480)-Mechanical,Dwelling Unit-Interior (1480)-Other,Dwelling Unit-Interior (1480)-Plumbing,Dwelling Unit-Interior (1480)-Tubs and Showers)	Completely remodel unit/building components to bring back to acceptable standards. Work may include the removal and installation of new kitchen cabinets, kitchen sink and faucet, flooring, lighting, interior door replacement, bath vanity, sink and faucet, toilet, tub and surround, medicine cabinet, bath accessories, drywall, painting, plumbing & HVAC. No lead base paint or asbestos are anticipated; however, if anything is found during construction proper remediation will commence.		\$39,319.00
ID0000315	6-4 Apshalt Driveway & Concrete Approach/Sidewalk Replacement(Non-Dwelling Site Work (1480)-Asphalt - Concrete - Paving)	Remove existing asphalt parking lots (20,000 Sq.Ft.) and concrete sidewalks and approach located at Stokke Tower and replace with new bituminous pavement and concrete. No lead base paint or asbestos are anticipated, however; if anything is found during construction proper remediation will be completed.		\$415,000.00
ID0000323	AMP 1378 Site Work (Non-Dwelling Site Work (1480)-Asphalt - Concrete - Paving,Non-Dwelling Site Work (1480)-Fencing,Non-Dwelling Site Work (1480)-Landscape,Non-Dwelling Site Work (1480)-Playground Areas - Equipment)	Provide tree trimming, dirt work, seeding, mulch, landscaping, fence repair and concrete grinding in AMP 1378 developments. In more depth, trim trees back that are overgrown and touching structures. Dirt work and seeding will consist of repairing damages caused from snow removal as well as any spring water erosion. Completion of annual landscaping, wood fence work, playground mulch replacement and concrete freeze/thaw repairs as needed. In addition to aforementioned, we will be replacing duplex and townhouse front and back sidewalk approach, patio, and steps at all four developments.		\$50,000.00

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Identifier	Development Number/Name	General Description of Major Work Categories	Quantity	Estimated Cost
ID0000350	Schuh Homes Rec Center & Site Upgrades(Non-Dwelling Exterior (1480)-Balconies and Railings,Non-Dwelling Exterior (1480)-Canopies,Non-Dwelling Exterior (1480)-Landings and Railings,Non-Dwelling Exterior (1480)-Paint and Caulking,Non-Dwelling Exterior (1480)-Siding,Non-Dwelling Exterior (1480)-Tuck Pointing,Non-Dwelling Site Work (1480)-Asphalt - Concrete - Paving,Non-Dwelling Site Work (1480)-Landscape,Non-Dwelling Site Work (1480)-Playground Areas - Equipment)	Remove existing building shake siding and entry columns and update with new and improved materials. Complete brick repair and/or tuckpointing as required. At site, remove existing cracked and settling concrete sidewalk, steps, approach, railing , etc. Revamp existing playground by redesigning existing layout, removing/relocating existing equipment and providing new bark. Upgrading basketball court area with new concrete. Remove existing benches and picnic tables from random locations.		\$148,500.00
ID0000375	6-3 Apshalt Driveway Replacement(Non-Dwelling Site Work (1480)-Asphalt - Concrete - Paving)	Remove existing 3 deteriorating asphalt parking lots located in Mullen Homes and replace with new bituminous pavement. No lead base paint or asbestos are anticipated, however; if anything is found during construction proper remediation will be completed.		\$300,000.00
	STOKKE TOWER (WI006024569)			\$1,334,320.00
ID0000280	6-6 Common Area Restroom Remodel(Non-Dwelling Interior (1480)-Common Area Bathrooms,Non-Dwelling Interior (1480)-Plumbing)	Remodel existing common area restrooms at our Becker Plaza high-rise. The remodel consists of new water saving urinals and toilets, associated piping and valves, drywall, painting, flooring and ventilation. No lead base paint or asbestos are anticipated, however; if anything is found during construction proper remediation will be completed.		\$75,000.00
ID0000284	6-6 Bathroom Exhaust Fan Replacement(Dwelling Unit-Interior (1480)-Electrical,Dwelling Unit-Interior (1480)-Mechanical)	Remove and replace existing bathroom exhaust fan at Becker Plaza (Qty. 75). Work will include, ductwork and electrical connections as well as paint touch up. This will be a one for one replacement. No lead base paint or asbestos are anticipated, however; if anything is found during the scheduled work proper remediation will be completed.		\$85,000.00
ID0000285	AMP 24569 Unit/Bathroom ADA/504 Upgrades(Dwelling Unit-Interior (1480)-Plumbing,Dwelling Unit-Interior (1480)-Tubs and Showers,Dwelling Unit-Interior (1480)-Bathroom Counters and Sinks,Dwelling Unit-Interior (1480)-Bathroom Flooring (non cyclical),Dwelling Unit-Interior (1480)-Electrical,Dwelling Unit-Interior (1480)-Flooring (non routine),Dwelling Unit-Interior (1480)-Interior Doors,Dwelling Unit-Interior (1480)-Interior Painting (non routine),Dwelling Unit-Interior (1480)-Other)	Provide changes to ten apartments/bathrooms located in the AMP 24569 high-rise buildings. Work to be bid and contracted out includes installation of cutout in tub or provide new, install additional grab bars, lower light switches, install shower surround, higher toilet, vanity, sink & faucet, medicine cabinet, bath accessories, painting and associated water and drain piping. Mechanical to remain as is. No lead base paint or asbestos are anticipated, however; if anything is found during the scheduled work proper remediation will be completed.		\$50,000.00

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Identifier	Development Number/Name	General Description of Major Work Categories	Quantity	Estimated Cost
ID0000286	6-9 Bathroom Remodel (Dwelling Unit-Interior (1480)-Bathroom Counters and Sinks,Dwelling Unit-Interior (1480)-Bathroom Flooring (non cyclical),Dwelling Unit-Interior (1480)-Interior Painting (non routine),Dwelling Unit-Interior (1480)-Other,Dwelling Unit-Interior (1480)-Plumbing,Dwelling Unit-Interior (1480)-Tubs and Showers)	Remodeling of ten apartment bathrooms located in the Solberg Heights high-rise. Work to be bid and contracted out includes installation of new tub, shower surround, toilet, vanity, sink & faucet, medicine cabinet, bath accessories, painting and associated water and drain piping. Electrical and mechanical to remain as is. No lead base paint or asbestos are anticipated, however; if anything is found during the scheduled work proper remediation will be completed.		\$80,000.00
ID0000290	6-2 Building Duct Cleaning(Non-Dwelling Interior (1480)-Common Area Kitchens,Non-Dwelling Interior (1480)-Laundry Areas,Non-Dwelling Interior (1480)-Common Area Bathrooms,Non-Dwelling Interior (1480)-Mechanical)	Clean the entire Stoffel Court building kitchen and bathroom exhaust ducts as well as community dryer vents and trash chute.		\$25,000.00
ID0000291	6-4 Building Duct Cleaning(Non-Dwelling Interior (1480)-Common Area Kitchens,Non-Dwelling Interior (1480)-Common Area Bathrooms,Non-Dwelling Interior (1480)-Laundry Areas,Non-Dwelling Interior (1480)-Mechanical)	Clean the entire Stokke Tower building kitchen and bathroom exhaust ducts as well as common area dryer vents and trash chute.		\$25,000.00
ID0000292	6-5 Building Duct Cleaning(Non-Dwelling Interior (1480)-Common Area Kitchens,Non-Dwelling Interior (1480)-Laundry Areas,Non-Dwelling Interior (1480)-Mechanical,Non-Dwelling Interior (1480)-Common Area Bathrooms)	Clean the entire Sauber Manor building kitchen and bathroom exhaust ducts as well as common area dryer vents and trash chute.		\$25,000.00
ID0000293	6-6 Building Duct Cleaning(Non-Dwelling Interior (1480)-Mechanical,Non-Dwelling Interior (1480)-Common Area Kitchens,Non-Dwelling Interior (1480)-Laundry Areas,Non-Dwelling Interior (1480)-Common Area Bathrooms)	Clean the entire Becker Plaza building kitchen and bathroom exhaust ducts as well as common area dryer vents and trash chute.		\$25,000.00
ID0000294	6-9 Building Duct Cleaning(Non-Dwelling Interior (1480)-Common Area Bathrooms,Non-Dwelling Interior (1480)-Common Area Kitchens,Non-Dwelling Interior (1480)-Laundry Areas,Non-Dwelling Interior (1480)-Mechanical)	Clean the entire Solberg Heights building kitchen and bathroom exhaust ducts as well as common area dryer vents and trash chute.		\$25,000.00
ID0000345	6-4 Laundry Room Remodel(Non-Dwelling Interior (1480)-Electrical,Non-Dwelling Interior (1480)-Laundry Areas,Non-Dwelling Interior (1480)-Mechanical,Non-Dwelling Interior (1480)-Plumbing)	Replace existing deteriorating laundry room plumbing waste, vent and hot and cold water lines, washer/dryer outlet boxes, dryer venting, flooring, lighting, etc. at Stokke Tower. This work will also include drywall, paint, and any associated electrical. Work to be bid and contracted out. No lead base paint or asbestos are known, however; if anything is found during construction proper remediation will be completed.		\$30,000.00

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ID0000275	AMP 24569 - Administration(Administration (1410)-Other,Administration (1410)-Salaries)	Salaries and fringe benefits for Capital Fund Program.		\$65,000.00
ID0000277	6-2 Enterphone Security Access System (Non-Dwelling Interior (1480)-Electrical,Non-Dwelling Interior (1480)-Security)	Replace existing vestibule enterphone security system with new at main entrance of Stoffel Court.		\$60,000.00
ID0000278	6-5 Enterphone Security Access System (Non-Dwelling Interior (1480)-Electrical,Non-Dwelling Interior (1480)-Security)	Replace existing vestibule enterphone security system with new at main entrance of Sauber Manor.		\$60,000.00
ID0000287	AMP24569 Unit/Building Rehab(Dwelling Unit-Interior (1480)-Bathroom Counters and Sinks,Dwelling Unit-Interior (1480)-Bathroom Flooring (non cyclical),Dwelling Unit-Interior (1480)-Electrical,Dwelling Unit-Interior (1480)-Interior Doors,Dwelling Unit-Interior (1480)-Interior Painting (non routine),Dwelling Unit-Interior (1480)-Kitchen Cabinets,Dwelling Unit-Interior (1480)-Kitchen Sinks and Faucets,Dwelling Unit-Interior (1480)-Mechanical,Dwelling Unit-Interior (1480)-Plumbing,Dwelling Unit-Interior (1480)-Tubs and Showers)	Completely remodel unit/building components to bring back to acceptable standards. Work may include the removal and installation of new kitchen cabinets, kitchen sink and faucet, flooring, lighting, interior door replacement, bath vanity, sink and faucet, toilet, tub and surround, medicine cabinet, bath accessories, drywall, painting, plumbing & HVAC. No lead base paint or asbestos are anticipated; however, if anything is found during construction proper remediation will commence.		\$89,320.00
ID0000301	AMP24569 Water Heater Replacement(Non-Dwelling Construction - Mechanical (1480)-Hot Water Heaters)	Replace existing on-demand domestic hot water heaters (Qty. 12) and replace with new energy efficient of similar make and model. This project will be a one for one replacement. No lead base paint or asbestos are anticipated, however; if anything is found during the scheduled work proper remediation will be completed.		\$20,000.00
ID0000324	AMP 24569 Site Work (Non-Dwelling Site Work (1480)-Asphalt - Concrete - Paving,Non-Dwelling Site Work (1480)-Fencing,Non-Dwelling Site Work (1480)-Landscape,Non-Dwelling Site Work (1480)-Playground Areas - Equipment)	Provide tree trimming, dirt work, seeding, mulch, landscaping, fence repair, concrete grinding and new concrete sidewalks at the Sauber Manor, Solberg Heights, Stokke Tower, Becker Plaza and Stoffel Court highrise buildings.		\$10,000.00
ID0000336	6-2 Corridor & Community Room Flooring/Kitchen Gate Replacement(Non-Dwelling Interior (1480)-Common Area Flooring)	At floors 2-10, remove existing corridor carpet and replace with new vinyl plank at Stoffel Court. An estimated 12,000 square feet of vinyl plank is to be bid and contracted out. No lead base paint or asbestos are anticipated, however; if anything is found during this work proper remediation will be completed.		\$90,000.00

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Identifier	Development Number/Name	General Description of Major Work Categories	Quantity	Estimated Cost
ID0000337	6-2 Laundry Room Upgrades(Non-Dwelling Interior (1480)-Laundry Areas,Non-Dwelling Interior (1480)-Plumbing)	Replace deteriorating steel washer/dryer outlet boxes, plumbing, and mop sink with new of similar make and model. This will be a one for one replacement and is scheduled to be bid out. No lead base paint or asbestos are anticipated, however; if anything is found during construction proper remediation will be completed.		\$50,000.00
ID0000354	6-4 Laundry Room Remodel(Non-Dwelling Interior (1480)-Electrical,Non-Dwelling Interior (1480)-Laundry Areas,Non-Dwelling Interior (1480)-Mechanical,Non-Dwelling Interior (1480)-Plumbing)	Replace existing deteriorating laundry room and laundry room bathroom plumbing waste, vent and hot and cold water lines, washer/dryer outlet boxes, dryer venting, flooring, lighting, etc. at Stokke Tower. This work will also include drywall, paint, and any associated electrical. Work to be bid and contracted out. No lead base paint or asbestos are known, however; if anything is found during construction proper remediation will be completed.		\$125,000.00
ID0000364	6-9 Shed Remodel Replacement(Dwelling Unit-Site Work (1480)-Fencing,Non-Dwelling Exterior (1480)-Doors,Non-Dwelling Exterior (1480)-Paint and Caulking,Non-Dwelling Exterior (1480)-Roofs,Non-Dwelling Exterior (1480)-Siding)	Replace deteriorating exterior shed door, siding, roof, and gutters. On the interior, upgrade drywall, shelving, lighting, and ventilation. This will be a one for one replacement and is scheduled to be bid out. No lead base paint or asbestos are anticipated; however, if anything is found during construction proper remediation will be completed.		\$30,000.00
ID0000366	AMP24569 6 Building Entry Canopy Replacement(Non-Dwelling Exterior (1480)-Canopies,Non-Dwelling Exterior (1480)-Balconies and Railings)	Remove existing canvas canopies and replace with new metal style canopies at said locations. This work will be at Stoffel Court, Stokke Tower, Sauber Manor, Becker Plaza, and Solberg Heights. Work to be bid and contracted out. No lead base paint or asbestos are known, however; if anything is found during construction proper remediation will be completed.		\$125,000.00
ID0000367	6-4 Shed Remodel & Fencing Replacement(Non-Dwelling Exterior (1480)-Doors,Non-Dwelling Exterior (1480)-Paint and Caulking,Non-Dwelling Exterior (1480)-Roofs,Dwelling Unit-Site Work (1480)-Fencing,Non-Dwelling Exterior (1480)-Siding)	Replace deteriorating exterior shed door, siding, roof, fencing and gutters. On the interior, upgrade drywall, shelving, lighting, and ventilation. This will be a one for one replacement and is scheduled to be bid out. No lead base paint or asbestos are anticipated; however, if anything is found during construction proper remediation will be completed.		\$50,000.00
ID0000371	6-9 Building Waterproofing & Control Joint Caulking(Non-Dwelling Exterior (1480)-Other,Non-Dwelling Exterior (1480)-Paint and Caulking,Non-Dwelling Exterior (1480)-Tuck Pointing)	Remove existing deteriorating caulk from building control joints and replace with new. Providing waterproofing sealant to all exterior building brick. Work to be bid and contracted out. No lead base paint or asbestos are known, however; if anything is found during construction proper remediation will be completed.		\$115,000.00
	Subtotal of Estimated Cost			\$3,371,787.00

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	SCHUH HOMES (WI006001378)			\$1,389,642.00
ID0000296	6-1 Furnace Replacement & Ductwork Cleaning(Dwelling Unit-Interior (1480)-Mechanical,Dwelling Unit-Interior (1480)-Electrical)	Replace existing 74 Schuh Homes Development furnaces ranging between 40,000-80,000 BTU with new of similar or better annual fuel utilization efficiency rating and programmable thermostats. Work to be bid and contracted will also include the disconnecting and reconnecting of existing ductwork and electrical as well as cleaning of ductwork. No lead base paint or asbestos are anticipated, however; if anything is found during the scheduled work proper remediation will be completed.		\$360,642.00
ID0000297	6-1 Unit Bathroom Remodel (Dwelling Unit-Interior (1480)-Bathroom Counters and Sinks,Dwelling Unit-Interior (1480)-Bathroom Flooring (non cyclical),Dwelling Unit-Interior (1480)-Other,Dwelling Unit-Interior (1480)-Plumbing,Dwelling Unit-Interior (1480)-Tubs and Showers)	Remodeling of 15 apartment bathrooms located in the Schuh Homes Development. Work to be bid and contracted out includes replacement of underground deteriorating hot and cold water lines & valves, tub & surround, toilet, vanity & faucet, bath accessories, exterior wall insulation located behind surround, flooring, drywall and painting. Electrical and mechanical to remain as is. No lead base paint or asbestos are anticipated, however; if anything is found during the scheduled work proper remediation will be completed.		\$119,000.00
ID0000298	6-7 Unit Remodel (Dwelling Unit-Interior (1480)-Bathroom Counters and Sinks,Dwelling Unit-Interior (1480)-Bathroom Flooring (non cyclical),Dwelling Unit-Interior (1480)-Electrical,Dwelling Unit-Interior (1480)-Flooring (non routine),Dwelling Unit-Interior (1480)-Interior Doors,Dwelling Unit-Interior (1480)-Interior Painting (non routine),Dwelling Unit-Interior (1480)-Kitchen Cabinets,Dwelling Unit-Interior (1480)-Kitchen Sinks and Faucets,Dwelling Unit-Interior (1480)-Mechanical,Dwelling Unit-Interior (1480)-Other,Dwelling Unit-Interior (1480)-Plumbing,Dwelling Unit-Interior (1480)-Tubs and Showers)	Remodeling of 8 apartments located in the Huber Homes development. Work to be bid and contracted out includes replacement of deteriorating water lines & valves, kitchen cabinets, countertop, sink and faucet, range hood, interior doors, flooring, lighting, bathroom vanity, sink, medicine cabinet, bath accessories, tub and surround and toilet. No lead base paint or asbestos are anticipated, however; if anything is found during construction proper remediation will be completed.		\$300,000.00
ID0000299	6-8 Water Heater Replacement(Dwelling Unit-Interior (1480)-Electrical,Dwelling Unit-Interior (1480)-Plumbing)	Replace existing electric water heater and associated piping at Grover Estates (Qty. 30) and replace with new energy efficient. This project will be a one for one replacement. No lead base paint or asbestos are anticipated, however; if anything is found during the scheduled work proper remediation will be completed.		\$75,000.00
ID0000300	6-3 Water Heater Replacement(Dwelling Unit-Interior (1480)-Electrical,Dwelling Unit-Interior (1480)-Plumbing)	Replace existing electric water heater and associated piping at Mullen Homes (Qty. 56) and replace with new energy efficient. This project will be a one for one replacement. No lead base paint or asbestos are anticipated, however; if anything is found during the scheduled work proper remediation will be completed.		\$80,000.00



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Identifier	Development Number/Name	General Description of Major Work Categories	Quantity	Estimated Cost
ID0000302	AMP 1378 - Administration(Administration (1410)-Other,Administration (1410)-Salaries)	Salaries and fringe benefits for Capital Fund Program		\$65,000.00
ID0000304	6-1 Furnace Replacement & Ductwork Cleaning(Dwelling Unit-Interior (1480)-Mechanical,Dwelling Unit-Interior (1480)-Electrical)	Replace existing 74 Schuh Homes Development furnaces ranging between 40,000-80,000 BTU with new of similar or better annual fuel utilization efficiency rating and programmable thermostats. Work to be bid and contracted will also include the disconnecting and reconnecting of existing ductwork and electrical as well as cleaning of ductwork. No lead base paint or asbestos are anticipated, however; if anything is found during the scheduled work proper remediation will be completed.		\$300,000.00
ID0000305	6-1 Appliance Replacement(Dwelling Unit-Interior (1480)-Appliances)	Replace existing fifteen apartment refrigerator and ranges with new 14.6 CU FT energy star refrigerator and 30" electric range in our Schuh Homes development.		\$25,000.00
ID0000306	AMP 1378 Site Work (Non-Dwelling Site Work (1480)-Asphalt - Concrete - Paving,Non-Dwelling Site Work (1480)-Fencing,Non-Dwelling Site Work (1480)-Landscape,Non-Dwelling Site Work (1480)-Playground Areas - Equipment)	Provide tree trimming, dirt work, seeding, mulch, landscaping, fence repair and concrete grinding in AMP 1378 developments. In more depth, trim trees back that are overgrown and touching structures. Dirt work and seeding will consist of repairing damages caused from snow removal as well as any spring water erosion. Completion of annual landscaping, wood fence work, playground mulch replacement and concrete freeze/thaw repairs as needed.		\$65,000.00
	STOKKE TOWER (WI006024569)			\$110,000.00
ID0000303	AMP 24569 - Administration(Administration (1410)-Other,Administration (1410)-Salaries)	Salaries and fringe benefits for Capital Fund Program.		\$65,000.00
ID0000307	AMP 24569 Site Work (Non-Dwelling Site Work (1480)-Asphalt - Concrete - Paving,Non-Dwelling Site Work (1480)-Fencing,Non-Dwelling Site Work (1480)-Landscape,Non-Dwelling Site Work (1480)-Playground Areas - Equipment)	Provide tree trimming, dirt work, seeding, mulch, landscaping, fence repair, concrete grinding and new concrete sidewalks at the Sauber Manor, Solberg Heights, Stokke Tower, Becker Plaza and Stoffel Court highrise buildings.		\$45,000.00

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Identifier	Development Number/Name	General Description of Major Work Categories	Quantity	Estimated Cost
	Subtotal of Estimated Cost			\$1,499,642.00

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Identifier	Development Number/Name	General Description of Major Work Categories	Quantity	Estimated Cost
	STOKKE TOWER (WI006024569)			\$700,000.00
ID0000308	6-5 Corridor & Stairwell Painting(Non-Dwelling Interior (1480)-Common Area Painting)	Prep and paint an estimated 36,000 square feet of corridor and stairwell walls at Sauber Manor. No lead base paint or asbestos are anticipated, however; if anything is found during this work proper remediation will be completed.		\$100,000.00
ID0000309	6-6 Corridor & Stairwell Painting(Non-Dwelling Interior (1480)-Common Area Painting)	Prep and paint an estimated 30,000 square feet of corridor and stairwell walls at Becker Plaza. No lead base paint or asbestos are anticipated, however; if anything is found during this work proper remediation will be completed.		\$80,000.00
ID0000310	AMP 24569 Building Acoustical Ceiling Tile Replacement(Non-Dwelling Interior (1480)-Common Area Finishes,Non-Dwelling Interior (1480)-Electrical,Non-Dwelling Interior (1480)-Other)	Replace existing upper and lower floor building acoustical ceiling tile and track with new materials. This work will be a direct one for one replacement. Work will be completed at necessary locations in high-rise buildings. No lead base paint or asbestos are anticipated, however; if anything is found during construction proper remediation will be completed.		\$230,000.00
ID0000311	AMP 24569 - Administration(Administration (1410)-Salaries,Administration (1410)-Other)	Salaries and fringe benefits for Capital Fund Program.		\$65,000.00
ID0000314	Unit Rehab - AMP 24569(Dwelling Unit-Interior (1480)-Bathroom Counters and Sinks,Dwelling Unit-Interior (1480)-Bathroom Flooring (non cyclical),Dwelling Unit-Interior (1480)-Electrical,Dwelling Unit-Interior (1480)-Flooring (non routine),Dwelling Unit-Interior (1480)-Interior Doors,Dwelling Unit-Interior (1480)-Interior Painting (non routine),Dwelling Unit-Interior (1480)-Kitchen Cabinets,Dwelling Unit-Interior (1480)-Kitchen Sinks and Faucets,Dwelling Unit-Interior (1480)-Mechanical,Dwelling Unit-Interior (1480)-Other,Dwelling Unit-Interior (1480)-Plumbing,Dwelling Unit-Interior (1480)-Tubs and Showers)	Completely remodel unit to bring back to required standards. Work may include the removal and installation of new kitchen cabinets, kitchen sink & faucet, flooring, lighting, interior door replacement, bath vanity, sink and faucet, toilet, tub & surround, medicine cabinet, bath accessories, drywall and painting. No lead base paint or asbestos are anticipated, however; if anything is found during construction proper remediation will be completed.		\$50,000.00
ID0000316	6-6 Kitchen Under Cabinet Lighting Upgrades(Dwelling Unit-Interior (1480)-Electrical,Non-Dwelling Interior (1480)-Electrical)	Replace existing T12 under cabinet kitchen apartment lighting at Becker Plaza 1-bedroom units (75 Units, 1 fixture per unit) with new energy efficient LED lighting. All work will be a direct one for one replacement and will include corridor and common area replacement. No lead base paint or asbestos are anticipated, however; if anything is found during construction proper remediation will be completed.		\$25,000.00

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Work Statement for Year 3 2027				
Identifier	Development Number/Name	General Description of Major Work Categories	Quantity	Estimated Cost
ID0000352	6-9 Common Area Restroom Remodel(Non-Dwelling Interior (1480)-Common Area Bathrooms,Non-Dwelling Interior (1480)-Plumbing)	Remodel existing common area restrooms at our Solberg Heights high-rise. The remodel consists of new water saving urinals and toilets, associated piping and valves, drywall, painting, flooring and ventilation. No lead base paint or asbestos are anticipated, however; if anything is found during construction proper remediation will be completed.		\$75,000.00
ID0000353	6-2 Common Area Restroom Remodel(Non-Dwelling Interior (1480)-Common Area Bathrooms,Non-Dwelling Interior (1480)-Plumbing)	Remodel existing common area restrooms at our Stoffel Court high-rise. The remodel consists of new water saving urinals and toilets, associated piping and valves, drywall, painting, flooring and ventilation. No lead base paint or asbestos are anticipated, however; if anything is found during construction proper remediation will be completed.		\$75,000.00
	SCHUH HOMES (WI006001378)			\$678,287.00
ID0000312	AMP 1378 - Administration(Administration (1410)-Other,Administration (1410)-Salaries)	Salaries and fringe benefits for Capital Fund Program		\$65,000.00
ID0000313	Unit Rehab - AMP 1378(Dwelling Unit-Interior (1480)-Bathroom Counters and Sinks,Dwelling Unit-Interior (1480)-Bathroom Flooring (non cyclical),Dwelling Unit-Interior (1480)-Electrical,Dwelling Unit-Interior (1480)-Flooring (non routine),Dwelling Unit-Interior (1480)-Interior Doors,Dwelling Unit-Interior (1480)-Interior Painting (non routine),Dwelling Unit-Interior (1480)-Kitchen Cabinets,Dwelling Unit-Interior (1480)-Kitchen Sinks and Faucets,Dwelling Unit-Interior (1480)-Other,Dwelling Unit-Interior (1480)-Plumbing,Dwelling Unit-Interior (1480)-Tubs and Showers)	Completely remodel unit to bring back to required standards. Work may include the removal and installation of new kitchen cabinets, kitchen sink & faucet, flooring, lighting, interior door replacement, bath vanity, sink and faucet, toilet, tub & surround, medicine cabinet, bath accessories, drywall and painting. No lead base paint or asbestos are anticipated, however; if anything is found during construction proper remediation will be completed.		\$50,000.00
ID0000317	6-1 Apartment Lighting Upgrades(Dwelling Unit-Interior (1480)-Electrical)	Replace existing T8 & T12 apartment lighting at Schuh Homes & JFD (84 Total Units/696 total fixtures: (14) 1-beds w/ 6 fixtures per unit, (30) 2-beds w/ 8 fixtures per unit, (22) 3-beds w/ 9 fixtures per unit, and (6) 4-beds w/ 11 fixtures per unit, and (2) 5-beds w/ 14 fixtures per unit, also JFD 1-beds have 8 fixtures per unit) with new energy efficient LED lighting. All work will be a direct one for one replacement. No lead base paint or asbestos are anticipated, however; if anything is found during construction proper remediation will be completed.		\$120,000.00
ID0000318	6-3 Apartment Lighting Upgrades(Dwelling Unit-Interior (1480)-Electrical)	Replace existing T8 & T12 apartment lighting at Mullen Homes (56 Total Units/564 total fixtures: (32) 2-beds w/ 9 fixtures per unit, (16) 3-beds w/ 10 fixtures per unit, and (6) 4-beds w/ 14 fixtures per unit, and (2) 5-beds w/ 16 fixtures per unit ) with new energy efficient LED lighting. All work will be a direct one for one replacement. No lead base paint or asbestos are anticipated,		\$95,000.00

Form HUD-50075.2(4/2008)

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Identifier	Development Number/Name	General Description of Major Work Categories	Quantity	Estimated Cost
	SCHUH HOMES (WI006001378)			\$740,000.00
ID0000322	6-1 Duplex Window Replacement (Dwelling Unit-Exterior (1480)-Exterior Paint and Caulking,Dwelling Unit-Exterior (1480)-Windows)	Replace existing wood and vinyl operable windows in the Schuh Homes development with new fiberglass, double hung, factory glazed high performance insulated low-e with argon gas windows. Work to be bid and contracted out includes, removal, disposal, install, caulking and painting of 652 total windows. We have nine different window sizes in this development ranging between 2'-7"W x 3'-3"H and 3'-7"W x 4'-7"H. No lead base paint or asbestos are anticipated, however; if anything is found during construction proper remediation will be completed.		\$250,000.00
ID0000326	AMP 1378 - Administration(Administration (1410)-Other,Administration (1410)-Salaries)	Salaries and fringe benefits for Capital Fund Program		\$65,000.00
ID0000327	Unit Rehab - AMP 1378(Dwelling Unit-Interior (1480)-Bathroom Counters and Sinks,Dwelling Unit-Interior (1480)-Bathroom Flooring (non cyclical),Dwelling Unit-Interior (1480)-Electrical,Dwelling Unit-Interior (1480)-Flooring (non routine),Dwelling Unit-Interior (1480)-Interior Doors,Dwelling Unit-Interior (1480)-Interior Painting (non routine),Dwelling Unit-Interior (1480)-Kitchen Cabinets,Dwelling Unit-Interior (1480)-Kitchen Sinks and Faucets,Dwelling Unit-Interior (1480)-Other,Dwelling Unit-Interior (1480)-Plumbing,Dwelling Unit-Interior (1480)-Tubs and Showers)	Completely remodel unit to bring back to required standards. Work may include the removal and installation of new kitchen cabinets, kitchen sink & faucet, flooring, lighting, interior door replacement, bath vanity, sink and faucet, toilet, tub & surround, medicine cabinet, bath accessories, drywall and painting. No lead base paint or asbestos are anticipated, however; if anything is found during construction proper remediation will be completed.		\$40,000.00
ID0000333	6-7 Shed Door Replacement (Dwelling Unit-Exterior (1480)-Exterior Doors)	Replace existing steel shed entry door and frame with new steel door and frame at 40 apartments located in the Huber Homes Development.. Doors to be a one for one replacement. No lead base paint or asbestos are anticipated, however; if anything is found during the scheduled work proper remediation will be completed.		\$50,000.00
ID0000335	6-2 Exterior Building & Shed Door Replacement (Dwelling Unit-Exterior (1480)-Exterior Doors)	Replace existing steel building and shed entry doors and frames with new FRP door and frame at the Stoffel Court high-rise. Door replacement locations consist of: 10th floor exterior door to rooftop & patio, exterior shed door, and exterior storage room door. Doors to be a one for one replacement. No lead base paint or asbestos are anticipated, however; if anything is found during the scheduled work proper remediation will be completed.		\$35,000.00

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Identifier	Development Number/Name	General Description of Major Work Categories	Quantity	Estimated Cost
ID0000348	6-1 JFD Building Roof Replacement(Dwelling Unit-Exterior (1480)-Roofs,Non-Dwelling Exterior (1480)-Gutters - Downspouts,Non-Dwelling Exterior (1480)-Roofs)	Replace existing deteriorating asphalt shingle roof with new metal roofing that has better wind uplift and a 50 year warranty rating. This work will be for 5 duplex buildings (10 units) roughly 15,000 sq. ft. of roof replacement. No lead base paint or asbestos are anticipated, however; if anything is found during the scheduled work proper remediation will be completed.		\$125,000.00
ID0000349	Margaret Annett Ctr - Building Asphalt Roof Replacement(Dwelling Unit-Exterior (1480)-Roofs,Non-Dwelling Exterior (1480)-Gutters - Downspouts,Non-Dwelling Exterior (1480)-Roofs)	Replace existing deteriorating asphalt shingle roof with new metal roofing that has better wind uplift and a 50 year warranty rating. This work will be for the asphalt portion of the roof to be replacement. No lead base paint or asbestos are anticipated, however; if anything is found during the scheduled work proper remediation will be completed.		\$175,000.00
	STOKKE TOWER (WI006024569)			\$758,287.00
ID0000325	AMP 24569 - Administration(Administration (1410)-Other,Administration (1410)-Salaries)	Salaries and fringe benefits for Capital Fund Program.		\$65,000.00
ID0000328	Unit Rehab - AMP 24569(Dwelling Unit-Interior (1480)-Bathroom Flooring (non cyclical),Dwelling Unit-Interior (1480)-Electrical,Dwelling Unit-Interior (1480)-Bathroom Counters and Sinks,Dwelling Unit-Interior (1480)-Flooring (non routine),Dwelling Unit-Interior (1480)-Interior Doors,Dwelling Unit-Interior (1480)-Interior Painting (non routine),Dwelling Unit-Interior (1480)-Kitchen Cabinets,Dwelling Unit-Interior (1480)-Kitchen Sinks and Faucets,Dwelling Unit-Interior (1480)-Mechanical,Dwelling Unit-Interior (1480)-Other,Dwelling Unit-Interior (1480)-Plumbing,Dwelling Unit-Interior (1480)-Tubs and Showers)	Completely remodel unit to bring back to required standards. Work may include the removal and installation of new kitchen cabinets, kitchen sink & faucet, flooring, lighting, interior door replacement, bath vanity, sink and faucet, toilet, tub & surround, medicine cabinet, bath accessories, drywall and painting. No lead base paint or asbestos are anticipated, however; if anything is found during construction proper remediation will be completed.		\$40,000.00
ID0000329	6-5 Building Acoustical Ceiling Tile, Lighting & Floor Replacement(Non-Dwelling Interior (1480)-Common Area Finishes,Non-Dwelling Interior (1480)-Electrical,Non-Dwelling Interior (1480)-Other)	Replace existing upper and lower floor building acoustical ceiling tile and track with new materials. This work will also include 1st floor lighting and Library flooring replacement. This work will be a direct one for one replacement. Work will be completed at necessary locations in high-rise buildings. No lead base paint or asbestos are anticipated, however; if anything is found during construction proper remediation will be completed.		\$75,000.00
ID0000330	6-5 Common Area Restroom Remodel(Non-Dwelling Interior (1480)-Common Area Bathrooms,Non-Dwelling Interior (1480)-Plumbing)	Remodel existing common area restrooms at our Sauber Manor high-rise. The remodel consists of new water saving toilets, associated piping and valves, drywall, painting, flooring and ventilation. No lead base paint or asbestos are anticipated, however; if anything is found during construction proper remediation will be completed.		\$25,000.00

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Identifier	Development Number/Name	General Description of Major Work Categories	Quantity	Estimated Cost
ID0000331	AMP 24569 Unit/Bathroom ADA/504 Upgrades(Dwelling Unit-Interior (1480)-Bathroom Flooring (non cyclical),Dwelling Unit-Interior (1480)-Electrical,Dwelling Unit-Interior (1480)-Flooring (non routine),Dwelling Unit-Interior (1480)-Interior Doors,Dwelling Unit-Interior (1480)-Interior Painting (non routine),Dwelling Unit-Interior (1480)-Other,Dwelling Unit-Interior (1480)-Plumbing,Dwelling Unit-Interior (1480)-Tubs and Showers,Dwelling Unit-Interior (1480)-Bathroom Counters and Sinks)	Provide changes to ten apartments/bathrooms located in the AMP 24569 high-rise buildings. Work to be bid and contracted out includes installation of cutout in tub or provide new, install additional grab bars, lower light switches, install shower surround, higher toilet, vanity, sink & faucet, medicine cabinet, bath accessories, painting and associated water and drain piping. Mechanical to remain as is. No lead base paint or asbestos are anticipated, however; if anything is found during the scheduled work proper remediation will be completed.		\$100,000.00
ID0000332	6-6 Emergency Generator Replacement(Non-Dwelling Construction - Mechanical (1480)-Generator)	Replace the existing Onan 35kW emergency back-up generator at Becker Plaza with a new generator of same size or greater kW rating. This will be a one for one replacement and is scheduled to be bid out.		\$50,000.00
ID0000334	6-5 Shed Remodel & Fence Replacement(Dwelling Unit-Site Work (1480)-Fencing,Non-Dwelling Exterior (1480)-Doors,Non-Dwelling Exterior (1480)-Paint and Caulking,Non-Dwelling Exterior (1480)-Roofs,Non-Dwelling Exterior (1480)-Siding)	Replace deteriorating exterior shed door, siding, roof, and fencing. This will be a one for one replacement and is scheduled to be bid out. No lead base paint or asbestos are anticipated; however, if anything is found during construction proper remediation will be completed.		\$63,787.00
ID0000338	6-2 Wood Maintenance Fence Replacement(Dwelling Unit-Site Work (1480)-Fencing)	Replace deteriorating exterior wood fencing with new vinyl style material fence. This will be a one for one replacement and is scheduled to be bid out. No lead base paint or asbestos are anticipated; however, if anything is found during construction proper remediation will be completed.		\$27,500.00
ID0000339	6-9 Kitchen & Community Area Upgrades(Non-Dwelling Interior (1480)-Common Area Kitchens)	Completely remodel existing community room kitchen as required. Work will include the removal and installation of new kitchen cabinets, countertop, sink, faucet, painting, lighting, plumbing, appliances, range exhaust hood and flooring. No lead base paint or asbestos are anticipated, however; if anything is found during construction proper remediation will be completed.		\$15,000.00
ID0000340	6-9 Range Appliance Replacement(Dwelling Unit-Interior (1480)-Appliances)	Remove existing 20" electric range and provide new 20" elderly model electric range that is energy efficient and ADA compliant in all apartments (qty. 78) at Solberg Heights.		\$32,000.00
ID0000341	6-9 Laundry Room Remodel(Non-Dwelling Interior (1480)-Electrical,Non-Dwelling Interior (1480)-Laundry Areas,Non-Dwelling Interior (1480)-Mechanical,Non-Dwelling Interior (1480)-Plumbing)	Replace existing deteriorating laundry room plumbing waste, vent and hot and cold water lines, washer/dryer outlet boxes, dryer venting, flooring, lighting, etc. at Solberg Heights. This work will also include drywall, paint, and any associated electrical. Work to be bid and contracted out. No lead base paint or asbestos are known, however; if anything is found during construction proper remediation will be completed.		\$30,000.00



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Work Statement for Year 4 2028				
Identifier	Development Number/Name	General Description of Major Work Categories	Quantity	Estimated Cost
ID0000342	6-9 Mechanical/Plumbing Piping Upgrades(Dwelling Unit-Interior (1480)-Mechanical,Non-Dwelling Construction - Mechanical (1480)-Heating Equipment - System,Non-Dwelling Construction - Mechanical (1480)-Hot Water Heaters,Non-Dwelling Construction - Mechanical (1480)-Other,Non-Dwelling Construction - Mechanical (1480)-Water Distribution)	Replace all existing baseboard covers and any damaged fin-tubing located in apartments, the front vestibule, stairwells, side and back entry doors as well as common areas. Also, included in this project will be the installation of isolation valves for the water and heating lines. No lead base paint or asbestos are anticipated, however; if anything is found during the scheduled work proper remediation will be completed.		\$60,000.00
ID0000343	6-4 Range Appliance Replacement(Dwelling Unit-Interior (1480)-Appliances)	Remove existing 20" electric range and provide new 20" elderly model electric range that is energy efficient and ADA compliant in all apartments (qty. 73) at Stokke Tower.		\$50,000.00
ID0000344	6-4 Kitchen & Community Area Upgrades(Non-Dwelling Interior (1480)-Common Area Kitchens)	Completely remodel existing community room kitchen as required. Work will include the removal and installation of new kitchen cabinets, countertop, sink, faucet, painting, lighting, plumbing, appliances, range exhaust hood and flooring. No lead base paint or asbestos are anticipated, however; if anything is found during construction proper remediation will be completed.		\$45,000.00
ID0000346	6-4 Safety/Mechanical/Plumbing Piping & Valve Upgrades(Dwelling Unit-Interior (1480)-Mechanical,Non-Dwelling Construction - Mechanical (1480)-Heating Equipment - System,Non-Dwelling Construction - Mechanical (1480)-Hot Water Heaters,Non-Dwelling Construction - Mechanical (1480)-Other,Non-Dwelling Construction - Mechanical (1480)-Water Distribution,Non-Dwelling Construction - Mechanical (1480)-Security - Fire Alarm)	Replace existing fire extinguisher boxes located throughout building with new of like make and model. Work includes drywall and paint touch up as required. Replace isolation valves for the water and heating lines in basement as well as decommission existing rooftop exhaust for laundry room. No lead base paint or asbestos are anticipated, however; if anything is found during the scheduled work proper remediation will be completed.		\$60,000.00
ID0000347	6-2 Stairwell Painting(Non-Dwelling Interior (1480)-Common Area Painting)	Prep and paint an estimated 12,000 square feet stairwell walls, ceiling, and treads at Stoffel Court. No lead base paint or asbestos are anticipated, however; if anything is found during this work proper remediation will be completed.		\$20,000.00
	Subtotal of Estimated Cost			\$1,498,287.00

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Identifier	Development Number/Name	General Description of Major Work Categories	Quantity	Estimated Cost
	SCHUH HOMES (WI006001378)			\$565,000.00
ID0000355	AMP 1378 Site Work (Non-Dwelling Site Work (1480)-Asphalt - Concrete - Paving,Non-Dwelling Site Work (1480)-Fencing,Non-Dwelling Site Work (1480)-Landscape,Non-Dwelling Site Work (1480)-Playground Areas - Equipment)	Provide tree trimming, dirt work, seeding, mulch, landscaping, fence repair and concrete grinding in AMP 1378 developments. In more depth, trim trees back that are overgrown and touching structures. Dirt work and seeding will consist of repairing damages caused from snow removal as well as any spring water erosion. Completion of annual landscaping, wood fence work, playground mulch replacement and concrete freeze/thaw repairs as needed. In addition to aforementioned, we will be replacing duplex and townhouse front and back sidewalk approach, patio, and steps at all four developments.		\$120,000.00
ID0000356	AMP 1378 - Administration(Administration (1410)-Other,Administration (1410)-Salaries)	Salaries and fringe benefits for Capital Fund Program		\$70,000.00
ID0000358	Unit Rehab - AMP 1378(Dwelling Unit-Interior (1480)-Bathroom Counters and Sinks,Dwelling Unit-Interior (1480)-Bathroom Flooring (non cyclical),Dwelling Unit-Interior (1480)-Electrical,Dwelling Unit-Interior (1480)-Flooring (non routine),Dwelling Unit-Interior (1480)-Interior Doors,Dwelling Unit-Interior (1480)-Interior Painting (non routine),Dwelling Unit-Interior (1480)-Kitchen Cabinets,Dwelling Unit-Interior (1480)-Kitchen Sinks and Faucets,Dwelling Unit-Interior (1480)-Other,Dwelling Unit-Interior (1480)-Plumbing,Dwelling Unit-Interior (1480)-Tubs and Showers)	Completely remodel unit to bring back to required standards. Work may include the removal and installation of new kitchen cabinets, kitchen sink & faucet, flooring, lighting, interior door replacement, bath vanity, sink and faucet, toilet, tub & surround, medicine cabinet, bath accessories, drywall and painting. No lead base paint or asbestos are anticipated, however; if anything is found during construction proper remediation will be completed.		\$40,000.00
ID0000368	6-5 Back Concrete Parking Lot/Dock/Approach/Sidewalk Replacement(Non-Dwelling Site Work (1480)-Asphalt - Concrete - Paving)	Remove existing concrete parking lot, dock, dock approach and adjacent sidewalk and replace with new concrete. No lead base paint or asbestos are anticipated, however; if anything is found during construction proper remediation will be completed.		\$75,000.00
ID0000369	6-5 South Porous Asphalt Parking Lot Replacement(Non-Dwelling Site Work (1480)-Asphalt - Concrete - Paving)	Remove existing porous asphalt parking lot and replace with new. Work to include concrete curb repair, landscaping, and traffic markings. No lead base paint or asbestos are anticipated, however; if anything is found during construction proper remediation will be completed.		\$100,000.00

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Identifier	Development Number/Name	General Description of Major Work Categories	Quantity	Estimated Cost
ID0000373	Margaret Annett Headstart - EPDM Roof Replacement(Non-Dwelling Exterior (1480)-Gutters - Downspouts,Non-Dwelling Exterior (1480)-Roofs)	Remove existing ethylene propylene diene terpolymer single-ply rubber roofing membrane (EPDM) and damaged tapered insulation with new poly-iso insulation and adhered EPDM roof material at our Margaret Annett Headstart Center location. Project will include new walking pads and sheet metal flashing material. No lead base paint or asbestos are anticipated, however; if anything is found during construction proper remediation will be completed.		\$100,000.00
ID0000374	Margaret Annett Headstart Furnace & AC Replacement (Dwelling Unit-Interior (1480)-Electrical,Dwelling Unit-Interior (1480)-Mechanical)	Replace existing furnaces ranging between 40,000-80,000 BTU with new of similar or better annual fuel utilization efficiency rating and programmable thermostats. Work to be bid and contracted will also include the disconnecting and reconnecting of existing ductwork and electrical as well as cleaning of ductwork. No lead base paint or asbestos are anticipated, however; if anything is found during the scheduled work proper remediation will be completed.		\$60,000.00
	STOKKE TOWER (WI006024569)			\$525,000.00
ID0000359	AMP 24569 - Administration(Administration (1410)-Salaries,Administration (1410)-Other)	Salaries and fringe benefits for Capital Fund Program.		\$70,000.00
ID0000360	AMP 24569 Site Work (Non-Dwelling Site Work (1480)-Asphalt - Concrete - Paving,Non-Dwelling Site Work (1480)-Fencing,Non-Dwelling Site Work (1480)-Landscape,Non-Dwelling Site Work (1480)-Playground Areas - Equipment)	Provide tree trimming, dirt work, seeding, mulch, landscaping, fence repair, concrete grinding and new concrete sidewalks at the Sauber Manor, Solberg Heights, Stokke Tower, Becker Plaza and Stoffel Court highrise buildings.		\$50,000.00
ID0000361	Unit Rehab - AMP 24569(Dwelling Unit-Interior (1480)-Bathroom Counters and Sinks,Dwelling Unit-Interior (1480)-Bathroom Flooring (non cyclical),Dwelling Unit-Interior (1480)-Electrical,Dwelling Unit-Interior (1480)-Flooring (non routine),Dwelling Unit-Interior (1480)-Interior Doors,Dwelling Unit-Interior (1480)-Interior Painting (non routine),Dwelling Unit-Interior (1480)-Kitchen Cabinets,Dwelling Unit-Interior (1480)-Kitchen Sinks and Faucets,Dwelling Unit-Interior (1480)-Mechanical,Dwelling Unit-Interior (1480)-Other,Dwelling Unit-Interior (1480)-Plumbing,Dwelling Unit-Interior (1480)-Tubs and Showers)	Completely remodel unit to bring back to required standards. Work may include the removal and installation of new kitchen cabinets, kitchen sink & faucet, flooring, lighting, interior door replacement, bath vanity, sink and faucet, toilet, tub & surround, medicine cabinet, bath accessories, drywall and painting. No lead base paint or asbestos are anticipated, however; if anything is found during construction proper remediation will be completed.		\$75,000.00

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Identifier	Development Number/Name	General Description of Major Work Categories	Quantity	Estimated Cost
ID0000362	6-5 Common Area Restroom Remodel(Non-Dwelling Interior (1480)-Common Area Bathrooms,Non-Dwelling Interior (1480)-Plumbing)	Remodel existing common area restrooms at our Sauber Manor high-rise. The remodel consists of new water saving toilets, associated piping and valves, drywall, painting, flooring and ventilation. No lead base paint or asbestos are anticipated, however; if anything is found during construction proper remediation will be completed.		\$25,000.00
ID0000363	6-2 Kitchen & Community Area Upgrades(Non-Dwelling Interior (1480)-Common Area Kitchens)	Completely remodel existing community room kitchen as required. Work will include the removal and installation of new kitchen cabinets, countertop, sink, faucet, painting, lighting, plumbing, appliances, range exhaust hood and flooring. No lead base paint or asbestos are anticipated, however; if anything is found during construction proper remediation will be completed.		\$45,000.00
ID0000365	6-2 Corridor Carpet Replacement (Non-Dwelling Interior (1480)-Common Area Flooring)	Removed existing corridor carpet and replace with new LVP type material. Work to be bid and contracted out. No lead base paint or asbestos are known, however; if anything is found during construction proper remediation will be completed.		\$85,000.00
ID0000370	6-5 Mechanical/Plumbing Piping Upgrades(Dwelling Unit-Interior (1480)-Mechanical,Non-Dwelling Construction - Mechanical (1480)-Heating Equipment - System,Non-Dwelling Construction - Mechanical (1480)-Hot Water Heaters,Non-Dwelling Construction - Mechanical (1480)-Other,Non-Dwelling Construction - Mechanical (1480)-Water Distribution)	Replace all existing baseboard covers and any damaged fin-tubing located in apartments, the front vestibule, stairwells, side and back entry doors as well as common areas. Also, included in this project will be the installation of isolation valves for the water and heating lines. No lead base paint or asbestos are anticipated, however; if anything is found during the scheduled work proper remediation will be completed.		\$75,000.00
ID0000372	AMP24569 Trash Compactor / Container Upgrades(Non-Dwelling Interior (1480)-Electrical,Non-Dwelling Interior (1480)-Mechanical,Non-Dwelling Interior (1480)-Plumbing,Non-Dwelling Site Work (1480)-Dumpster and Enclosures)	Remove existing building trash compactor and container and replace with new of similar make, model, and size. This work will be a one for one replacement and is scheduled to be bid and contracted out. No lead base paint or asbestos are known, however; if anything is found during construction proper remediation will be completed.		\$100,000.00
	Subtotal of Estimated Cost			\$1,090,000.00