

*PHA Plans for the
Housing Authority of the
City of Abilene*

5 Year Plan for Fiscal Years 2003 - 2007
Annual Plan for Fiscal Year 2003

**NOTE: THIS PHA PLAN TEMPLATE (HUD50075) IS TO BE COMPLETED IN
ACCORDANCE WITH INSTRUCTIONS LOCATED IN APPLICABLE PIH NOTICES**

**PHA Plan
Agency Identification**

PHAName: Housing Authority of the City of Abilene

PHANumber: TX327

PHAFiscal Year Beginning:(mm/yyyy) 10/2003

Public Access to Information

Information regarding any activities outlined in this plan can be obtained by contacting:(select all that apply)

- Main administrative office of the PHA
- PHA development management offices
- PHA local offices

Display Locations for PHA Plans and Supporting Documents

The PHA Plans (including attachments) are available for public inspection at:(select all that apply)

- Main administrative office of the PHA
- PHA development management offices
- PHA local offices
- Main administrative office of the local government
- Main administrative office of the County government
- Main administrative office of the State government
- Public library
- PHA website
- Other (list below)

PHA Plan Supporting Documents are available for inspection at:(select all that apply)

- Main business office of the PHA (534 Cypress Street)
- PHA development management offices
- Other (list below)

5-YEAR PLAN
PHAF ISCAL YEARS 2003 -2007
[24CFRPart903.5]

A.Mission

State the PHA's mission for serving the needs of low -income, very low income, and extremely low -income families in the PHA's jurisdiction. (select one of the choices below)

- The mission of the PHA is the same as that of the Department of Housing and Urban Development: To promote adequate and affordable housing, economic opportunity and a suitable living environment free from discrimination.
- The PHA's mission is: (state mission here)

The Housing Authority's mission is to serve the needs of low -income, very low -income and extremely low -income families in the Public Housing Authority's jurisdiction and to (1) increase availability of decent, safe, sanitary and affordable housing in its communities; (2) ensure equal opportunity in housing; (3) promote self -sufficiency and asset development of families and individuals; and (4) improve community quality of life and economic viability. In addition, the Housing Authority will strive to upgrade sub -standard housing through construction and modernization and to provide quality home ownership which will build stronger and healthier communities while promoting economic independence.

Progress Statement: *The Housing Authority achieved over 100% lease -up on the program and fully leased the new allocation of 157 additional fair share vouchers and the 150 (19 County) Vouchers taken over from the West Texas Council of Government Program. The HA is still awaiting HUD award on the additional opt -out program. The PHA has not been able to implement the Section 8 Homeownership program due to availability of homes in the area not requiring lead abatement and commitment from local lender to finance new development or existing properties.*

B.Goals

The goals and objectives listed below are derived from HUD's strategic Goals and Objectives and those emphasized in recent legislation. PHAs may select any of these goals and objectives as their own, or identify other goals and/or objectives. Whether selecting the HUD -suggested objective or their own, **PHAS ARE STRONGLY ENCOURAGED TO IDENTIFY QUANTIFIABLE MEASURES OF SUCCESS IN REACHING THEIR OBJECTIVES OVER THE COURSE OF THE 5 YEARS.** (Quantifiable measures would include targets such as: numbers of families served or PHAS scores achieved.) PHAs should identify these measures in the space to the right of or below the stated objectives.

HUD Strategic Goal: Increase the availability of decent, safe, and affordable housing.

- PHA Goal: Expand the supply of assisted housing
- Objectives:
- Apply for additional rental vouchers: **When NOFA's are republished**
 - Reduce public housing vacancies:
 - Leverage private or other public funds to create additional housing opportunities: **The Homeownership program whereby assistance is given to first time homeowner to assist with down payment and closing costs.**
 - Acquire or build units or developments **additional 130 estimated voucher through HUD opt -out program when notified by Owner and HUD**
 - Other (list below)

Progress Statement : *The PHA has tried to maximize assistance to the community by leasing at max capacity through the operating funding thereby not allowing recapture of any awarded funding. The PHA has also fully leased county vouchers. We will continue to request additional funding for housing as the opportunity arises. The PHA has continued to request the City to fund a minimum \$100,000 of the HOME allocation to provide an alternate subsidized Tenant Based Rental Assistance Program (TBRASS). This program houses on average an additional 30 -50 families monthly, however, with eligibility criteria of maintaining full time employment, and/or schooling, the custody of at least one dependent less than 18 years of age.*

- PHA Goal: Improve the quality of assisted housing
- Objectives:
- Improve public housing management: (PHAS score)
Achieve High Performer status
 - Improve voucher management: (SEMAP score)
Achieve and maintain passing SEMAP score
 - Increase customer satisfaction: **On-going, the PHA has hired a new Resident Coordinator who is working directly with tenants to improve communications with the agency.**
 - Concentrate one effort to improve specific management functions: (list; e.g., public housing finance; voucher unit inspections)

On-going training of staff and commissioner on QH/WRA rules and regulations.

- Renovate or modernize public housing units: **Upon availability of COMP Grant funding. (changed)**
- Demolish or dispose of obsolete public housing:
- Provide replacement public housing:
- Provide replacement vouchers:
- Other: (list below)

Progress Statement : *The PHA has made significant progress in the completion of the Capital Funds awarded and did in fact complete and fully expend the 1999 and the 2000 Capital Funds. The PHA did award a contract for full replacement of the old evaporative coolers with an energy efficient central air conditioning system. The PHA received an overall high performer status on the PHAS. However, the PHA scores fell below 75 in two important RASS components, in the areas of Communication and Safety. The PHA has tried to address the communication needs by adding a full time Resident Coordinator position to work at building stronger tenant/management relationships. The safety rating is more difficult because the site which reported the safety issue has been reviewed and as of today, the HA has not identified anything that appears as an actual safety threat. Both the physical inspection and the police 911 reports reflected no areas of concern. The PHA has continued to meet with the residents on a monthly to quarterly basis to address any concerns that they may have, and will continue to do so. The contracted off duty police patrol will be reinstated effective 10/01/2003.*

- PHA Goal: Increase assisted housing choices
Objectives:
 - Provide voucher mobility counseling: **For each new participant at briefing and current participants with unit transfer.**
 - Conduct outreach effort to potential voucher landlords: **Outreach performed through quarterly landlord meetings and through staff involvement in community based organizations and local publications.**
 - Increase voucher payment standards, **as needed.**
 - Implement voucher homeownership program:
 - Implement public housing or other homeownership programs:
 - Implement public housing site -based waiting lists:
 - Convert public housing to vouchers:
 - Other: (list below)

Progress Statement : *The agency contributed to the development of an 18 unit complex in a targeted poverty area in Abilene, and the Section 8 program has benefited from this development through the housing of 8 Section 8 families. The loan will be paid back to the housing authority when the company begins showing a profit. This and other agency partnerships helped families find safe affordable housing opportunities. The Section 8 Homeownership Program has not been implemented, however, we are providing First Time Homeownership opportunities through the HA's existing closing cost and down payment assistance program. The HA has assisted approximately 50 -60 families with up*

to a maximum of \$3,000 to be used towards getting into their own home. This program is funded through the CDBG program.

HUD Strategic Goal: Improve community quality of life and economic vitality

- PHA Goal: Provide an improved living environment
Objectives:
 - Implement measures to deconcentrate poverty by bringing higher income public housing households into lower income developments: **Through Tenant Selection process.**
 - Implement measures to promote income mixing in public housing by assuring access for lower income families into higher income developments: **Through Tenant Selection process.**
 - Implement public housing security improvements: **On-going lighting, fencing, landscaping, tenant meetings, resident education, neighborhood watch programs and contract police patrol.**
 - Designated developments or buildings for particular resident groups (elderly, persons with disabilities)
 - Other: (list below)

Progress Statement: *The PHA is always trying to look for ways to improve the public housing apartment complexes overall appeal and services to compete with other market units especially by providing more affordable living. This has been done to help retain the higher income families living in public housing. The flat rents have been set at level that is lower than most market units but still where the HA can support the management/maintenance required for these units.*

HUD Strategic Goal: Promote self-sufficiency and asset development of families and individuals

- PHA Goal: Promote self-sufficiency and asset development of assisted households
Objectives:
 - Increase the number and percentage of employed persons in assisted families **On-going, 5 persons per year.**
 - Provide or attract supportive services to improve assistance recipients' employability: **On-going, working with Head Start and several other agencies**
 - Provide or attract supportive services to increase independence for the elderly or families with disabilities. **On-going, PHA will provide resources that will assist with transportation to medical appointments, meals, etc.**
 - Other: (list below)

Progress Statement: *In 2003 the PHA's waiver to get leased up on available FSS vouchers will end. The HA has had numerous successful graduates of the FSS program,*

with several large escrows paid out to the participants. The HA is working diligently to fill the remaining 18 FSS vouchers. The Public Housing continues to monitor the family's compliance to the community work responsibility and the newly implemented Rent Integrity requirements. Public Housing has gone from a previous 88 working adults to 91, with an additional 8 attending a work and/or education training program. The HA works with other FSS programs such as the TBRASS program that houses on average 30-50 families on a monthly basis. This program funds only families with at least one dependent that work or attend school on a full time basis. Goals must be set with accomplishments monitored to ensure that families can meet the major goal of becoming self-sufficient and free of governmental assistance.

HUD Strategic Goal: Ensure Equal Opportunity in Housing for all Americans

- PHA Goal: Ensure equal opportunity and affirmatively further fair housing Objectives:
 - Undertake affirmative measures to ensure access to assisted housing regardless of race, color, religion, national origin, sex, familial status, and disability: **On-going.**
 - Undertake affirmative measures to provide a suitable living environment for families living in assisted housing, regardless of race, color, religion, national origin, sex, familial status, and disability: **On-going.**
 - Undertake affirmative measures to ensure accessible housing to persons with all varieties of disabilities regardless of unit size required: **On-going.**
 - Other: (list below)

Progress Statement: The PHA has continued to make repairs to ensure a safer living environment for all and worked with other funded programs to improve the barriers and allow for full wheelchair accessibility. Through CDBG and HOME funding the PHA has modified entryways and exits into homes, added handicapped facilities to a home and other needed modifications to allow the disabled family member full use of the property. The PHA has also inspected their sites to remove any barriers including sidewalks or parking area.

Other PHA Goals and Objectives: (list below)

AnnualPHAPlan
PHAFiscalYear2003
[24CFRPart903.7]

i. AnnualPlanType:

SelectwhichtypeofAnnualPlanthePHAwillsubmit.

StandardPlan

StreamlinedPlan:

- HighPerformingPHA**
 SmallAgency(<250PublicHousingUnits)
 AdministeringSection8Only

TroubledAgencyPlan

ii. ExecutiveSummaryoftheAnnualPHAPlan

[24CFRPart903.79(r)]

Provideabriefoverviewoftheinformatio nintheAnnualPlan,includinghighlightsofmajorinitiatives anddiscretionarypoliciesthePHAhasincludedintheAnnualPlan.

The Housing Authority of the City of Abilene has prepared this Annual PHA Plan in compliancewithSection511oftheQualityHousingandWorkResponsibilityActof1998and theensuingHUDrequirements.

The purpose of the Annual Plan is to provide a framework for local accountability and an easilyidentifiablesourcebywhichpublichousingresidentsandothermembersofthepublic may locate basic PHA policies, rules and requirements related to the operations, programs andservicesoftheagency.

TheMissionStatementandtheGoalsandObjectiveswerebasedoninformationcontainedin ourjurisdiction's Consolidated Plan andwill assure that our residents will receive the best customerservice.

ExcellentcustomerserviceandfulfillmentoftheMissionStatementandGoalsandObjectives is ensured by implementation of a series of policies that are on display with this Plan . The AdmissionsandOccupancyPolicyistheprimarypolicyondisplay.Thisimportantdocument covers the public housing tenant selection and assignment plan, outreach services, grievance procedures, etc.

The most important challenges to be met by the Housing Authority of the City of Abilene duringFY2003include:

- *ImplementedprogramstopromoteWelfaretoWork –employmentoreducation.*
- *Preserveandimprove the public housing stock through the approved Capital Funds Program,(i.e.sewerreplacement,flooring,andfoundation).*

- *Involve the public housing residents and the Section 8 participants through the Annual Plan Resident Advisory Board;*
- *Comply with regulatory requirements of REAC, PIC, MTCS, SEMAP, PHAS, Lead Based paint and other mandator y reporting;*
- *Train staff and commissioners to fully understand and take advantage of opportunities in the new law and regulations to better serve our residents and the community;*
- *Identify, develop and leverage services to enable low -income families to become self -sufficient (i.e. Home ownership and job training); and*
- *Deconcentration of Housing.*

In closing, this Annual PHA Plan exemplifies the commitment of the Housing Authority of the City of Abilene to meet the housing needs of the full range of low-income residents. The Housing Authority, in partnership with agencies from all levels of government, the business community, non -profit community groups, and residents will use this plan as a road map to reach the “higher quality of life” destination for the City of Abilene.

iii. Annual Plan Table of Contents

[24CFR Part 903.79(r)]

Provide a table of contents for the Annual Plan, including attachments, and a list of supporting documents available for public inspection.

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Attachments

Indicate which attachments are provided by selecting a that apply. Provide the attachment's name (A, B, etc.) in the space to the left of the name of the attachment. Note: If the attachment is provided as a **SEPARATE** file submission from the PHA Plans file, provide the filename in parentheses in the space to the right of the title.

Required Attachments:

- Admissions Policy for Deconcentration **tx327a01**
- FY2003 Capital Fund Program Annual Statement **tx327b01**
- FY2003 Capital Fund Program 5 Year Action Plan **tx327c01**
- Most recent board - approved operating budget (Required Attachment for PHAs that are troubled or at risk of being designated troubled ONLY)
- Other (List below, providing each attachment name)
 - Substantial Deviation and Significant Amendment or Modification* **tx327f01**
 - Pet Ownership Policy* **tx327g01**
 - Resident Member on PHA Governing Board* **tx327h01**
 - Membership of the Resident Advisory Board or Boards* **tx327i01**
 - Statement of Progress* **tx327j01**
 - Summary of Policy or Program Changes for the Upcoming Year* **tx327k01**
 - Section 8 Homeownership Capacity Statement* **tx327l01**
 - Deconcentration & Income Mixing Requirement* **tx327m01**
 - Voluntary Conversion Required Initial Assessment* **tx327n01**
 - Community Service Policy* **tx327o01**

Optional Attachments:

- Public Housing Drug Elimination Program (PHDEP) Plan
- PHA Management Organizational Chart **tx327d01**
- Comments of Resident Advisory Board or Boards (must be attached if not included in PHA Plan text) **tx327e01**
- Other (List below, providing each attachment name)
 - 2000 Performance and Evaluation Report* **tx327p01**
 - 2001 Performance and Evaluation Report* **tx327q01**
 - 2002 Performance and Evaluation Report* **tx327r01**

Supporting Documents Available for Review

Indicate which documents are available for public review by placing a mark in the “Applicable & On Display” column in the appropriate rows. All listed documents must be on display if applicable to the program activities conducted by the PHA.

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Applicable Plan Component
X	PHA Plan Certification of Compliance with the PHA Plans and Related Regulations	5 Year and Annual Plans
X	State/Local Government Certification of Consistency with the Consolidated Plan	5 Year and Annual Plans
X	Fair Housing Documentation: Records reflecting that the PHA has examined its programs or proposed programs, identified any impediments to fair housing choice in those programs, addressed or is addressing those impediments in a reasonable fashion in view of the resources available, and worked or is working with local jurisdictions to implement any of the jurisdictions' initiatives to affirmatively further fair housing that require the PHA's involvement.	5 Year and Annual Plans
X	Consolidated Plan for the jurisdiction/s in which the PHA is located (which includes the Analysis of Impediments to Fair Housing Choice (AI)) and any additional backup data to support statement of housing needs in the jurisdiction	Annual Plan: Housing Needs
X	Most recent board -approved operating budget for the public housing program	Annual Plan: Financial Resources;
X	Public Housing Admissions and (Continued) Occupancy Policy (A & O), which includes the Tenant Selection and Assignment Plan [TSAP]	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Section 8 Administrative Plan	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Public Housing Deconcentration and Income Mixing Documentation: 1. PHA board certifications of compliance with deconcentration requirements (section 16(a) of the US Housing Act of 1937, as implemented in the 2/18/99 <i>Quality Housing and Work Responsibility Act Initial Guidance; Notice</i> and any further HUD guidance) and 2. Documentation of the required deconcentration and income mixing analysis	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Public housing rent determination policies, including the methodology for setting public housing flat rents <input checked="" type="checkbox"/> check here if included in the public housing A&O Policy	Annual Plan: Rent Determination
X	Schedule of flat rents offered at each public housing development <input checked="" type="checkbox"/> check here if included in the public housing A&O Policy	Annual Plan: Rent Determination
X	Section 8 rent determination (payment standard) policies	Annual Plan: Rent

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Applicable Plan Component
	<input checked="" type="checkbox"/> check here if included in Section 8 Administrative Plan	Determination
X	Public housing management and maintenance policy documents, including policies for the prevention or eradication of pest infestation (including cockroach infestation)	Annual Plan: Operations and Maintenance
X	Public housing grievance procedures <input checked="" type="checkbox"/> check here if included in the public housing A&O Policy	Annual Plan: Grievance Procedures
X	Section 8 informal review and hearing procedures <input checked="" type="checkbox"/> check here if included in Section 8 Administrative Plan	Annual Plan: Grievance Procedures
X	The HUD -approved Capital Fund/Comprehensive Grant Program Annual Statement (HUD 52837) for the active grant year	Annual Plan: Capital Needs
N/A	Most recent CIAP Budget/Progress Report (HUD 52825) for any active CIAP grant	Annual Plan: Capital Needs
X	Most recent, approved 5 Year Action Plan for the Capital Fund/Comprehensive Grant Program, if not included as an attachment (provided at PHA option)	Annual Plan: Capital Needs
N/A	Approved HOPE VI applications or, if more recent, approved or submitted HOPE VI revitalization plans or any other approved proposal for development of public housing	Annual Plan: Capital Needs
N/A	Approved or submitted applications for demolition and/or disposition of public housing	Annual Plan: Demolition and Disposition
X	Approved or submitted applications for designation of public housing (Designated Housing Plans)	Annual Plan: Designation of Public Housing
N/A	Approved or submitted assessments of reasonable revitalization of public housing and approved or submitted conversion plans prepared pursuant to section 202 of the 1996 HUD Appropriations Act	Annual Plan: Conversion of Public Housing
N/A	Approved or submitted public housing homeownership programs/plans	Annual Plan: Homeownership
X	Policies governing any Section 8 Homeownership program <input checked="" type="checkbox"/> check here if included in the Section 8 Administrative Plan	Annual Plan: Homeownership
X	Any cooperative agreement between the PHA and the TANF agency	Annual Plan: Community Service & Self-sufficiency
X	FSS Action Plan/s for public housing and/or Section 8	Annual Plan: Community Service & Self-sufficiency
N/A	Most recent self-sufficiency (ED/SS, TOP or ROSS or other resident services grant) grant program reports	Annual Plan: Community Service & Self-sufficiency
N/A	The most recent Public Housing Drug Elimination Program (PHDEP) semi-annual performance report for any open grant and most recently submitted PHDEP application (PHDEP Plan)	Annual Plan: Safety and Crime Prevention
X	The most recent fiscal year audit of the PHA conducted under section 5(h)(2) of the U.S. Housing Act of 1937 (42 U.S.C. 5303(h)(2))	Annual Plan: Annual Audit

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Applicable Plan Component
	S.C.1437c(h)), the results of that audit and the PHA's response to any findings. <i>Note: HUD conducted an audit of the PHA May 7 -11, 2001, the PHA has not been notified by HUD of the official results of the audit. They did advise the PHA during the exit interview that there were some findings and noted observations.</i>	
N/A	Troubled PHAs: MOA/Recovery Plan	Troubled PHAs
N/A	Other supporting documents (optional) (list individually; use as many lines as necessary)	(specify as needed)

1.StatementofHousingNeeds

[24CFRPart903.79(a)]

A.HousingNeedsofFamiliesintheJurisdiction/sServedbythePHA

Basedupontheinformationc ontainedintheConsolidatedPlan/sapplicabletothejurisdiction,and/or otherdataavailabletothePHA,provideastatementofthehousingneedsinthejurisdictionby completingthefollowingtable.Inthe“Overall”Needscolumn,providetheestimate dnumberofrenter familiesthathavehousingneeds.Fortheremainingcharacteristics,ratetheimpactofthatfactoronthe housingneedsforeachfamilytype,from1to5,with1being“noimpact”and5being“severeimpact.” UseN/Atoindicatetha tnoinformationisavailableuponwhichthePHAcannmakethisassessment.

HousingNeedsofFamiliesintheJurisdiction byFamilyType							
FamilyType	Overall	Afford- ability	Supply	Quality	Access- ibility	Size	Loca- tion
Income<=30% ofAMI	2,467	5	5	5	5	3	3
Income>30%but <=50%ofAMI	2,015	5	5	5	5	3	3
Income>50%but <80%ofAMI	3,540	5	5	5	5	3	3
Elderly	15,588	5	5	5	5	3	3
Familieswith Disabilities	*	*	*	*	*	*	*
<i>Black</i>	10,215	5	5	5	5	3	3
<i>Hispanic</i>	22,548	5	5	5	5	3	3
<i>Caucasian</i>	79,712	5	5	5	5	3	3
<i>Other</i>	3,455	5	5	5	5	3	3

*Informationnotavailableatthistime.

WhatsourcesofinformationdidthePHAusetoconductthisanalysis?(Checkallthat apply;allmaterialsmustbemadeavailableforpublicinspection.)

- ConsolidatedPI anoftheJurisdiction/s
Indicateyear:
- U.S.Censusdata:theComprehensiveHousingAffordabilityStrategy
 (“CHAS”)dataset (2000Census)
- AmericanHousingSurveydata
Indicateyear:
- Otherhousingmarketstudy
Indicateyear:
- Othersources:(listandindicateyearofinformation)

B. Housing Needs of Families on the Public Housing and Section 8 Tenant-Based Assistance Waiting Lists

State the housing needs of the families on the PHA's waiting list/s. **Complete one table for each type of PHA - wide waiting list administered by the PHA.** PHA may provide separate tables for site-based or sub-jurisdictional public housing waiting lists at their option.

Housing Needs of Families on the Waiting List			
Waiting list type: (select one)			
<input type="checkbox"/> Section 8 tenant-based assistance			
<input checked="" type="checkbox"/> Public Housing			
<input type="checkbox"/> Combined Section 8 and Public Housing			
<input type="checkbox"/> Public Housing Site-Based or sub-jurisdictional waiting list (optional)			
If used, identify which development/sub-jurisdiction:			
	# of families	% of total families	Annual Turnover
Waiting list total	222		70
Extremely low income <= 30% AMI	182	82%	
Very low income (> 30% but <= 50% AMI)	21	9%	
Low income (> 50% but < 80% AMI)	12	8%	
Families with children	162	73%	
Elderly families	45	20%	
Families with Disabilities	15	7%	
<i>Caucasian</i>	87	39%	
<i>African/American</i>	39	18%	
<i>Hispanic</i>	96	43%	
<i>American Indian/Alaskan Native</i>	0	0%	
<i>Asian Pacific Islander</i>	0	0%	
Characteristics by Bedroom Size (Public Housing Only)			
1BR	106	48%	8
2BR	92	41%	34
3BR	20	9%	16

Housing Need of Families on the Waiting List			
4BR	5	2%	12
5BR	0	0	0
5+BR	0	0	0
Is the waiting list closed (select one)? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes			
If yes:			
How long has it been closed (# of months)?			
Does the PHA expect to open the list in the PHA Plan year? <input type="checkbox"/> No <input type="checkbox"/> Yes			
Does the PHA permit specific categories of families onto the waiting list, even if generally closed? <input type="checkbox"/> No <input type="checkbox"/> Yes			

Housing Need of Families on the Waiting List			
Waiting list type: (select one)			
<input checked="" type="checkbox"/> Section 8 tenant -based assistance			
<input type="checkbox"/> Public Housing			
<input type="checkbox"/> Combined Section 8 and Public Housing			
<input type="checkbox"/> Public Housing Site -Based or sub -jurisdictional waiting list (optional)			
If used, identify which development/sub -jurisdiction:			
	# of families	% of total families	Annual Turnover
Waiting list total	1003		1000
Extremely low income <=30% AMI	835	83%	
Very low income (>30% but <=50% AMI)	157	15%	
Low income (>50% but <80% AMI)	11	2%	
Families with children	966	96%	
Elderly families	37	4%	
Families with Disabilities	142	14%	
Caucasian	473	47%	
African American	185	18%	
Hispanic	332	33%	
American Indian Alaskan Native	1	1%	
Asian Pacific Islander	4	1%	
Characteristics by Bedroom Size			

Housing Needs of Families on the Waiting List			
(Public Housing Only)			
1BR	N/A	N/A	N/A
2BR	N/A	N/A	N/A
3BR	N/A	N/A	N/A
4BR	N/A	N/A	N/A
5BR	N/A	N/A	N/A
5+BR	N/A	N/A	N/A
Is the waiting list closed (select one)? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes If yes: How long has it been closed (# of months)? Does the PHA expect to open the list in the PHA Plan year? <input type="checkbox"/> No <input type="checkbox"/> Yes Does the PHA permit specific categories of families onto the waiting list, even if generally closed? <input type="checkbox"/> No <input type="checkbox"/> Yes			

C. Strategy for Addressing Needs

Provide a brief description of the PHA's strategy for addressing the housing needs of families in the jurisdiction and on the waiting list **IN THE UPCOMING YEAR**, and the Agency's reasons for choosing this strategy.

(1) Strategies

Need: Shortage of affordable housing for all eligible populations

Strategy 1: Maximize the number of affordable units available to the PHA within its current resources by:

Select all that apply

- Employ effective maintenance and management policies to minimize the number of public housing units off -line
- Reduce turnover time for vacated public housing units
- Reduce time to renovate public housing units
- Seek replacement of public housing units lost to the inventory through mixed financed development
- Seek replacement of public housing units lost to the inventory through section 8 replacement housing resources
- Maintain or increase section 8 lease -up rates by establishing payment standards that will enable families to rent throughout the jurisdiction
- Undertake measures to ensure access to affordable housing among families assisted by the PHA, regardless of unit size required
- Maintain or increase section 8 lease -up rates by marketing the program to owners, particularly those outside of areas of minority and poverty concentration
- Maintain or increase section 8 lease -up rates by effectively screening Section 8 applicants to increase owner acceptance of program

- Participate in the Consolidated Plan development process to ensure coordination with broader community strategies
- Other (list below)

Strategy 2: Increase the number of affordable housing units by:

Select all that apply

- Apply for additional section 8 units should they become available
- Leverage affordable housing resources in the community through the creation of mixed -finance housing
- Pursue housing resources other than public housing or Section 8 tenant -based assistance.
- Other: (list below)

Need: Specific Family Types: Families at or below 30% of median

Strategy 1: Target available assistance to families at or below 30% of AMI

Select all that apply

- Exceed HUD federal targeting requirements for families at or below 30% of AMI in public housing
- Exceed HUD federal targeting requirements for families at or below 30% of AMI in tenant -based section 8 assistance
- Employment admissions preferences aimed at families with economic hardships
- Adopt rent policies to support and encourage work
- Other: (list below)

Need: Specific Family Types: Families at or below 50% of median

Strategy 1: Target available assistance to families at or below 50% of AMI

Select all that apply

- Employment admissions preferences aimed at families who are working
- Adopt rent policies to support and encourage work
- Other: (list below)

Need: Specific Family Types: The Elderly

Strategy 1: Target available assistance to the elderly:

Select all that apply

- Seek designation of public housing for the elderly
- Apply for special -purpose voucher targeted to the elderly, should they become available
- Other: (list below)

Need: Specific Family Types: Families with Disabilities

Strategy 1: Target available assistance to Families with Disabilities:

Select all that apply

- Seek designation of public housing for families with disabilities
- Carry out the modifications needed in public housing based on the section 504 Needs Assessment for Public Housing
- Apply for special -purpose voucher targeted to families with disabilities, should they become available
- Affirmatively market to local non -profit agencies that assist families with disabilities
- Other: (list below)

Need: Specific Family Types: Races and ethnicities with disproportionate housing needs

Strategy 1: Increase awareness of PHA resources among families of races and ethnicities with disproportionate needs:

Select if applicable

- Affirmatively market to races/ethnicities shown to have disproportionate housing needs
- Other: (list below)

Strategy 2: Conduct activities to affirmatively further fair housing

Select all that apply

- Counsel section 8 tenants as to location of units outside of areas of poverty or minority concentration and assist them to locate those units
- Market the section 8 program to owners outside of areas of poverty/minority concentrations
- Other: (list below)

Other Housing Needs & Strategies: (list needs and strategies below)

(2) Reasons for Selecting Strategies

Of the factors listed below, select all that influenced the PHA's selection of the strategies it will pursue:

- Funding constraints
- Staffing constraints
- Limited availability of sites for assisted housing
- Extent to which particular housing needs are met by other organizations in the community
- Evidence of housing needs as demonstrated in the Consolidated Plan and other information available to the PHA
- Influence of the housing market on PHA programs
- Community priorities regarding housing assistance
- Results of consultation with local or state government
- Results of consultation with residents and the Resident Advisory Board
- Results of consultation with advocacy groups
- Other: (list below)
Deconcentration and Income Targeting regulation

2. Statement of Financial Resources

[24CFR Part 903.79(b)]

List the financial resources that are anticipated to be available to the PHA for the support of Federal public housing and tenant-based Section 8 assistance programs administered by the PHA during the Plan year. Note: the table assumes that Federal public housing or tenant-based Section 8 assistance grant funds are expended on eligible purposes; therefore, uses of these funds need not be stated. For other funds, indicate the use for those funds as one of the following categories: public housing operations, public housing capital improvements, public housing safety/security, public housing supportive services, Section 8 tenant-based assistance, Section 8 supportive services or other.

Financial Resources: Planned Sources and Uses		
Sources	Planned \$	Planned Uses
1. Federal Grants (FY 2003 grants)		
a) Public Housing Operating Fund	459,941.00	
b) Public Housing Capital Fund (based on 2002 formula)	384,984.00	
c) HOPEVI Revitalization		
d) HOPEVI Demolition		
e) Annual Contributions for Section 8 Tenant-Based Assistance	3,922,023.00	
f) Public Housing Drug Elimination Program (including any Technical Assistance funds)		
g) Resident Opportunity and Self-Sufficiency Grants		
h) Community Development Block Grant (City of Abilene is grantee - HA is sub-recipient)	250,000.00	Public Housing supportive services
i) HOME	450,000.00	Other
Other Federal Grants (list below)		
2. Prior Year Federal Grants (unobligated funds only) (list below)		
2002 CFP	384,984.00	Public housing capital improvements
Sub-total	5,851,932.00	
3. Public Housing Dwelling Rental Income	222,080.00	Public housing operations
4. Other income (list below)	70,110.00	Public housing operations
Interest on General Funds investments 10,110.00		
Lawncare, damages, other 60,000.00		
5. Non-federal sources (list below)		
Park Ridge Place Apts.	1,012,529.00	Other
Sub-total	1,304,719.00	
Total resources	\$7,156,651.00	

3.PH APoliciesGoverningEligibility,Selection,andAdmissions

[24CFRPart903.79(c)]

A.PublicHousing

Exemptions:PHAsthatdonotadministerpublichousingarenotrequiredto completesubcomponent 3A.

(1)Eligibility

a. WhendoesthePHAverify eligibilityforadmissiontopublichousing?(selectall thatapply)

- Whenfamiliesarewithinacertainnumberofbeingofferedaunit:(state number) *first20fromtopoflist*
- Whenfamiliesarewithinacertaintimeof beingofferedaunit:(statetime)
- Other:(describe)
Thequalifyingfactorsofeligibilitywillnotbeverifieduntilthefamilyisina positiononthewaitinglisttobeofferedahousingunit.

b. Whichnon -income(screening)factors doesthePHAusetoestablisheligibilityfor admissiontopublichousing(selectallthatapply)?

- CriminalorDrug -relatedactivity
- Rentalhistory
- Housekeeping
- Other(describe)
- *CreditCheck*
 - *SexOffenderRegistryCheck*
 - *SocialSecurityNumberCheck*
 - *Citizenship/LegalNon -CitizenStatusCheck*
 - *UnitDamage*

c. Yes No:DoesthePHArequestcriminalrecordsfromlocallaw enforcementagenciesforscreeni ngpurposes?

d. Yes No:DoesthePHArequestcriminalrecordsfromStatelaw enforcementagenciesforscreeningpurposes?

e. Yes No:DoesthePHAaccessFBIcriminalrecordsfr omtheFBIfor screeningpurposes?(eitherdirectlyorthroughanNCIC - authorizedsource)

PHAobtainscriminalinformationthrough: (changed)

- *theTenantTrackersystem;*
- *AbilenePoliceDepartment;and*
- *NewcontractwithProfileSolutions*

(2)WaitingListOrganization

a. Which methods does the PHA plan to use to organize its public housing waiting list (select all that apply)

- Community-wide list
- Sub-jurisdictional lists
- Site-based waiting lists
- Other (describe)

b. Where may interested persons apply for admission to public housing?

- PHA main administrative office
- PHA development site management office (location -4398 N. 7th Street)
- Other (list below)

c. If the PHA plan to operate one or more site-based waiting lists in the coming year, answer each of the following questions; if not, skip to subsection **(3) Assignment**
The PHA does not operate site-based waiting lists.

1. How many site-based waiting lists will the PHA operate in the coming year? **0**

2. Yes No: Are any or all of the PHA's site-based waiting lists new for the upcoming year (that is, they are not part of a previously HUD-approved site-based waiting list plan)?
If yes, how many lists? **n/a**

3. Yes No: May families be on more than one list simultaneously?
If yes, how many lists? **n/a**

4. Where can interested persons obtain more information about and sign up to be on the site-based waiting lists (select all that apply)? **n/a**

- PHA main administrative office
- All PHA development management offices
- Management office at development with site-based waiting lists
- At the development to which they would like to apply
- Other (list below)

(3) Assignment

a. How many vacant unit choices are applicants ordinarily given before they fall to the bottom of or are removed from the waiting list? (select one)

- One
- Two
- Three or More

b. Yes No: Is this policy consistent across all waiting list types?

c. If answer to b is no, list variations for any other than the primary public housing waiting list/s for the PHA: *n/a*

(4) Admissions Preferences

a. Income targeting:

Yes No: Does the PHA plan to exceed the federal targeting requirements by targeting more than 40% of all new admissions to public housing to families at or below 30% of median area income?

b. Transfer policies:

In what circumstances will transfer take precedence over new admissions? (list below)

- Emergencies
- Overhoused
- Underhoused
- Medical justification
- Administrative reasons determined by the PHA (e.g., to permit modernization work)
- Resident choice: (state circumstances below)
- Other: (list below)

c. Preferences

1. Yes No: Has the PHA established preferences for admission to public housing (other than date and time of application)? (If "no" is selected, skip to subsection **(5) Occupancy**)

2. Which of the following admission preferences does the PHA plan to employ in the coming year? (select all that apply from either former Federal preferences or other preferences)

Former Federal preferences:

- Involuntary Displacement (Disaster, Government Action, Action of Housing Owner, Inaccessibility, Property Disposition)
- Victims of domestic violence
- Substandard housing
- Homelessness
- High rent burden (rent is > 50 percent of income)

Other preferences: (select below)

- Working families and those unable to work because of age or disability **as defined in Admissions and Continued Occupancy Policy**
- Veterans and veterans' families
- Residents who live and/or work in the jurisdiction

- Those enrolled currently in educational, training, or upward mobility programs **as defined in Admission and Continued Occupancy Policy**
- Household that contribute to meeting income goals (broad range of incomes)
- Household that contribute to meeting income requirements (targeting)
- Those previously enrolled in educational, training, or upward mobility programs
- Victims of reprisals or hate crimes
- Other preference(s) (list below)

3. If the PHA will employ admissions preferences, please prioritize by placing a "1" in the space that represents your first priority, a "2" in the box representing your second priority, and so on. If you give equal weight to one or more of these choices (either through an absolute hierarchy or through a points system), place the same number next to each. That means you can use "1" more than once, "2" more than once, etc.

1 Date and Time

Former Federal preferences:

- 2 Involuntary Displacement (Disaster, Government Action, Action of Housing Owner, Inaccessibility, Property Disposition)
Victims of domestic violence
- 2 Substandard housing
- 2 Homelessness
- High rent burden

Other preferences (select all that apply)

- 2 Working families and those unable to work because of age or disability **as defined in Admissions and Continued Occupancy Policy**
- Veterans and veterans' families
- Residents who live and/or work in the jurisdiction
- 2 Those enrolled currently in educational, training, or upward mobility programs
- Household that contribute to meeting income goals (broad range of incomes) **as defined in Admissions and Continued Occupancy Policy**
- 2 Household that contribute to meeting income requirements (targeting)
- Those previously enrolled in educational, training, or upward mobility programs
- Victims of reprisals or hate crimes
- Other preference(s) (list below)

• **Note: Each of the above preferences receives equal weight.**

4. Relationship of preferences to income targeting requirements:

- The PHA applies preferences within income tiers
- Not applicable: the pool of applicant families ensure that the PHA will meet income-targeting requirements

(5)Occupancy

a. What reference materials can applicants and residents use to obtain information about the rules of occupancy of public housing (select all that apply)

- The PHA -resident lease
- The PHA’s Admissions and (Continued) Occupancy policy
- PHA briefing seminars or written materials
- Other source (list)

b. How often must residents notify the PHA of changes in family composition? (select all that apply)

- At an annual reexamination and lease renewal
- Anytime family composition changes
- At family request for revision
- Other (list) ***Within 10 working days of change***

(6)Deconcentration and Income Mixing (see attachment tx328m01)

B. Section 8

Exemptions: PHA that do not administer section 8 are not required to complete sub -component 3B.
Unless otherwise specified, all questions in this section apply only to the tenant -based section 8 assistance program (vouchers, and until completely merged into the voucher program, certificates).

(1)Eligibility

a. What is the extent of screening conducted by the PHA? (select all that apply)

- Criminal or drug -related activity on ly to the extent required by law or regulation
- Criminal and drug -related activity, more extensively than required by law or regulation
- More general screening than criminal and drug -related activity (list factors below)
- Other (list below) ***Housing Authority uses the Tenant Trackers system to obtain the state and FBI information.***

b. Yes No: Does the PHA request criminal records from local law enforcement agencies for screening purposes?

c. Yes No: Does the PHA request criminal records from State law enforcement agencies for screening purposes?

d. Yes No: Does the PHA access FBI criminal records from the FBI for screening purposes? (either directly or through an NCIC - authorized source)

e. Indicate what kinds of information you share with prospective landlords? (select all that apply)

- Criminal or drug -related activity
 Other (describe below)
• *Resident last known mailing address*
• *Current and former landlord name and mailing address.*

(2) Waiting List Organization

a. With which of the following program waiting lists is the section 8 tenant -based assistance waiting list merged? (select all that apply)

- None
 Federal public housing
 Federal moderate rehabilitation
 Federal project -based certificate program
 Other federal or local program (list below)

b. Where may interested persons apply for admission to section 8 tenant -based assistance? (select all that apply)

- PHA main administrative office (located at 534 Cypress Street)
 Other (list below)

(3) Search Time

a. Yes No: Does the PHA give extensions on standard 60 -day period to search for a unit?

If yes, state circumstances below:

Extenuating circumstances (i.e. hospitalization, family emergency, disability accessibility needs, vacancy rate). Must provide proof of search.

(4) Admissions Preferences

a. Income targeting

Yes No: Does the PHA plan to exceed the federal targeting requirements by targeting more than 75% of all new admissions to the section 8 program to families at or below 30% of median area income?

b. Preferences

1. Yes No: Has the PHA established preferences for admission to section 8 tenant-based assistance? (other than date and time of application) (if no, skip to subcomponent **(5) Special purpose section 8 assistance programs**) (**Home funded TBRASS program.**)

2. Which of the following admission preferences does the PHA plan to employ in the coming year? (select all that apply from either former Federal preferences or other preferences)

Former Federal preferences

- Involuntary Displacement (Disaster, Government Action, Action of Housing Owner, Inaccessibility, Property Disposition)
- Victims of domestic violence
- Substandard housing
- Homelessness
- High rent burden (rent is > 50 percent of income)

Other preferences (select all that apply)

- Working families and those unable to work because of age or disability **as defined in Administrative Plan.**
- Veterans and veterans' families
- Residents who live and/or work in your jurisdiction
- Those enrolled currently in educational, training, or upward mobility programs **as defined in Administrative Plan.**
- Household that contribute to meeting income goals (broad range of incomes)
- Household that contribute to meeting income requirements (targeting)
- Those previously enrolled in educational, training, or upward mobility programs
- Victims of reprisals or hate crimes
- Other preference(s) (list below)

3. If the PHA will employ admission preferences, please prioritize by placing a "1" in the space that represents your first priority, a "2" in the box representing your second priority, and so on. If you give equal weight to one or more of these choices (either through an absolute hierarchy or through a points system), place the same number next to each. That means you can use "1" more than once, "2" more than once, etc.

1 Date and Time

Former Federal preferences

- 2 Involuntary Displacement (Disaster, Government Action, Action of Housing Owner, Inaccessibility, Property Disposition)
Victims of domestic violence
- 2 Substandard housing
- 2 Homelessness
- 2 High rent burden

Other preferences (select all that apply)

- 2 Working families and those unable to work because of age or disability **as defined in Administrative Plan**

- Veterans and veterans' families
 - Residents who live and/or work in your jurisdiction
 - 2 Those enrolled currently in educational, training, or upward mobility programs **as defined in Administrative Plan**
 - Household that contribute to meeting income goals (broad range of incomes)
 - 2 Household that contribute to meeting income requirements (targeting)
 - Those previously enrolled in educational, training, or upward mobility programs
 - Victims of reprisals or hate crimes
 - Other preference(s) (list below)
- **Note: applicants receive points for each of the above preferences.**

4. Among applicants on the waiting list with the equal preference status, how are applicants selected? (select one)

- Date and time of application
- Drawing (lottery) or other random choice technique

5. If the PHA plan to employ preferences for "residents who live and/or work in the jurisdiction" (select one) **n/a**

- This preference has previously been reviewed and approved by HUD
- The PHA requests approval for this preference through this PHA Plan

6. Relationship of preference to income targeting requirements: (select one)

- The PHA applies preferences within income tiers
- Not applicable: the pool of applicant families ensures that the PHA will meet income-targeting requirements

(5) Special Purpose Section 8 Assistance Programs

(Note: Home Funded Program is based on the guidelines of Section 8 Family Self-sufficiency Program).

a. In which documents or other reference materials are the policies governing eligibility, selection, and admission to any special purpose section 8 program administered by the PHA contained? (select all that apply)

- The Section 8 Administrative Plan
- Briefing sessions and written materials
- Other (list below)

b. How does the PHA announce the availability of any special purpose section 8 programs to the public?

- Through published notices
- Other (list below)

4.PHARentDeterminationPolicies

[24CFRPart 903.79(d)]

A.PublicHousing

Exemptions:PHAsthatdonotadministerpublichousingarenotrequiredto completesub -component
4A.

(1)IncomeBasedRentPolicies

Describe the PHA's income based rent setting policy/ies for public housing using, including discretionary (that is, not required by statute or regulation) income disregards and exclusions, in the appropriate spaces below.

a. Use of discretionary policies: (select one)

The PHA will not employ any discretionary rent -setting policies for income based rent in public housing. Income -based rents are set at the higher of 30% of adjusted monthly income, 10% of unadjusted monthly income, the welfare rent, or minimum rent (less HUD mandatory deductions and exclusions). (If selected, skip to sub -component (2))

---or---

The PHA employs discretionary policies for determining income based rent (If selected, continue to question b.)

b. Minimum Rent

1. What amount best reflects the PHA's minimum rent? (select one)

- \$0
 \$1-\$25
 \$26-\$50

2. Yes No: Has the PHA adopted any discretionary minimum rent hardship exemption policies?

3. If yes to question 2, list these policies below : **Flat Rents**

c. Rents set at less than 30% than adjusted income

1. Yes No: Does the PHA plan to charge rents at a fixed amount or percentage less than 30% of adjusted income?

2. If yes to above, list the amounts or percentages charged and the circumstances under which these will be used below: **n/a**

d. Which of the discretionary (optional) deductions and/or exclusion policies does the PHA plan to employ (select all that apply)

- For the earned income of a previously unemployed household member
- For increases in earned income
- Fixed amount (other than general rent -setting policy)
If yes, state amount/s and circumstances below:

- Fixed percentage (other than general rent -setting policy)
If yes, state percentage/s and circumstances below:

- For household heads
- For other family members
- For transportation expenses *\$50 monthly allowance limit - as defined in the A & O Policy*
- For the non-reimbursed medical expenses of non-disabled or non-elderly families
- Other (describe below)
Uniforms, net income for new employment (after fed/state tax deduction), verifiable child support payments - as defined in the A & O Policy

e. Ceiling rents (No ceiling rents effective 09/30/02)

1. Do you have ceiling rents? (rents set at a level lower than 30% of adjusted income) (select one)

- Yes for all developments
- Yes but only for some developments
- No

2. For which kinds of developments are ceiling rents in place? (select all that apply)

n/a

- For all developments
- For all general occupancy developments (not elderly or disabled or elderly only)
- For specified general occupancy developments
- For certain parts of developments; e.g., the high-rise portion
- For certain size units; e.g., larger bedroom sizes
- Other (list below)

3. Select the space or spaces that best describe how you arrive at ceiling rents (select all that apply) **n/a**

- Market comparability study
- Fair market rents (FMR)
- 95th percentile rents

- 75percentofoperatingcosts
- 100percentofoperatingcostsforgeneraloccupancy(family)developments
- Operatingcostsplusdebt service
- The“rentalvalue” oftheunit
- Other(listbelow)

f. Rentre -determinations:

1. Betweenincomereexaminations,howoftenmusttenantsreportchangesinincome orfamilycompositiontothePHAsuchthatthechangesresultinanadjustmentto rent?(se lectallthatapply)

- Never
- Atfamilyoption
- Anytimethefamilyexperiencesanincomeincrease
- Anytimeafamilyexperiencesanincomeincreaseaboveathresholdamountor percentage:(ifselected,specifythreshold)_____
- Other(listbelow)

Residentsmustreportanyandallchangesinfamilyincomeand/or compositionwithin10workingdaysofsuchchange.Afterverification, PHAwilldetermineiftherewillbeanad justmentto rent.

g. Yes No: DoesthePHAplantoimplementindividualsavingsaccountsfor residents(ISAs)asanalternativetotherequired12month disallowanceofearnedincomeandphasinginofrentincreases inthenextyear?

(2) Flat Rents

1. Insettingthemarket -basedflatrents,whatsourcesofinformationdidthePHAuse toestablishcomparability?(selectallthatapply.)

- Thesection8rentreasonablenessstudyofcomparablehousing
- Surveyofrentslistedinlocalnewspaper
- Surveyofsimilarunassistedunitsintheneighborhood
- Other(list/describelow)

B. Section 8 Tenant -Based Assistance

Exemptions: PHAthatdonotadmin isterSection8tenant -basedassistancearenotrequiredto completesub -component4B. **Unlessotherwise specified,allquestionsinthissectionapplyonlyto thetenant -basedsection8assistanceprogram(vouchers,anduntilcompletelymergedintothe voucherprogram,certificates).**

(1) Payment Standards

Describe the voucher payment standards and policies .

a. What is the PHA's payment standard? (select the category that best describes your standard)

- A tor above 90% but below 100% of FMR
- 100% of FMR (effective June 24, 2003)
- Above 100% but at or below 110% of FMR
- Above 110% of FMR (if HUD approved; describe circumstances below)

b. If the payment standard is lower than FMR, why has the PHA selected this standard? (select all that apply) **n/a**

- FMRs are adequate to ensure success among assisted families in the PHA's segment of the FMR area
- The PHA has chosen to serve additional families by lowering the payment standard
- Reflects market or submarket
- Other (list below)

c. If the payment standard is higher than FMR, why has the PHA chosen this level? (select all that apply)

- FMRs are not adequate to ensure success among assisted families in the PHA's segment of the FMR area
- Reflects market or submarket
- To increase housing options for families
- Other (list below)

d. How often are payment standards reevaluated for adequacy? (select one)

- Annually
- Other (list below)

e. What factors will the PHA consider in its assessment of the adequacy of its payment standard? (select all that apply)

- Success rates of assisted families
- Rent burdens of assisted families
- Other (list below)
Number of families on waiting list

(2) Minimum Rent

a. What amount best reflects the PHA's minimum rent? (select one)

- \$0
- \$1-\$25
- \$26-\$50

b. Yes No: Has the PHA adopted any discretionary minimum rent hardship exemption policies? (if yes, list below)

5. Operations and Management

[24CFRP art903.79(e)]

Exemptions from Component 5: High performing and small PHAs are not required to complete this section. Section 8 only PHAs must complete parts A, B, and C(2)

A. PHA Management Structure

Describe the PHA's management structure and organization.

(select one)

- An organization chart showing the PHA's management structure and organization is attached. *Attachment tx327d01*
- A brief description of the management structure and organization of the PHA follows:

B. HUD Programs Under PHA Management

List Federal programs administered by the PHA, number of families served at the beginning of the upcoming fiscal year, and expected turnover in each. (Use "NA" to indicate that the PHA does not operate any of the programs listed below.)

Program Name	Units or Families Served at Year Beginning	Expected Turnover
Public Housing	213	67
Section 8 Vouchers	940	110
Section 8 Certificates	N/A	N/A
Section 8 Mod Rehab	N/A	N/A
Special Purpose Section 8 Certificates/Vouchers (list individually)	N/A	N/A
Public Housing Drug Elimination Program (PHDEP)	N/A	N/A
Other Federal Programs (list individually)	N/A	N/A

C. Management and Maintenance Policies

List the PHA's public housing management and maintenance policy documents, manuals and handbooks that contain the Agency's rules, standards, and policies that govern maintenance and management of public housing, including a description of any measures necessary for the prevention or eradication of pest infestation (which includes cockroach infestation) and the policies governing Section 8 management.

(1) Public Housing Maintenance and Management: (list below)

- *Work Order System*
- *Pest Eradication Policy*
- *Maintenance Plan*
- *Uniform Inspections system*
- *Admissions and Occupancy Policy*
- *Fair Housing Policy*
- *Grievance Procedures*
- *Tenant Selection and Assignment Plan*
- *Community Service Plan*
- *Handicapped Policy*
- *Termination and Eviction*
- *Transfer and Transfer Waiting List*
- *Resident Initiative*
- *Section 3 Plan*
- *Pet Policy*
- *Procurement Policy*
- *Personnel Policy*

(2) Section 8 Management: (list below)

- *Section 8 Administrative Plan*
- *SEMAP Procedures*

6. PHA Grievance Procedures

[24CFR Part 903.79(f)]

Exemptions from component 6: High performing PHAs are not required to complete component 6.
Section 8 - Only PHAs are exempt from sub -component 6A.

A. Public Housing

1. Yes No: Has the PHA established any written grievance procedures in addition to federal requirements found at 24CFR Part 96 Subpart B, for residents of public housing?

If yes, list additions to federal requirements below:

2. Which PHA offices should residents or applicants to public housing contact to initiate the PHA grievance process? (select all that apply)

- PHA main administrative office
 PHA development management offices (*located at 4398 N. 7th Street*)
 Other (list below)

B. Section 8 Tenant -Based Assistance

1. Yes No: Has the PHA established informal review procedures for applicants to the Section 8 tenant -based assistance program and informal hearing procedures for families assisted by the Section 8 tenant -based assistance program in addition to federal requirements found at 24CFR 982?

If yes, list additions to federal requirements below:

2. Which PHA offices should applicants or assisted families contact to initiate the informal review and informal hearing processes? (select all that apply)

- PHA main administrative office (*located at 534 Cypress Street*)
 Other (list below)

7. Capital Improvement Needs

[24CFR Part 903.79(g)]

Exemptions from Component 7: Section 8 only PHAs are not required to complete this component and may skip to Component 8.

A. Capital Fund Activities

Exemptions from sub-component 7A: PHA that will not participate in the Capital Fund Program may skip to component 7B. All other PHAs must complete 7A as instructed.

(1) Capital Fund Program Annual Statement

Using parts I, II, and III of the Annual Statement for the Capital Fund Program (CFP), identify capital activities the PHA is proposing for the upcoming year to ensure long-term physical and social viability of its public housing developments. This statement can be completed by using the CFP Annual Statement tables provided in the table library at the end of the PHA Plant template **OR**, at the PHA's option, by completing and attaching a properly updated HUD-52837.

Select one:

The Capital Fund Program Annual Statement is provided as an attachment to the PHA Plan at Attachment (state name) *tx327b01*

-or-

The Capital Fund Program Annual Statement is provided below: (if selected, copy the CFP Annual Statement from the Table Library and insert here)

(2) Optional 5 -Year Action Plan

Agencies are encouraged to include a 5-Year Action Plan covering capital work items. This statement can be completed by using the 5-Year Action Plan table provided in the table library at the end of the PHA Plant template **OR** by completing and attaching a properly updated HUD-52834.

a. Yes No: Is the PHA providing an optional 5-Year Action Plan for the Capital Fund? (if no, skip to sub-component 7B)

b. If yes to question a, select one:

The Capital Fund Program 5-Year Action Plan is provided as an attachment to the PHA Plan at Attachment (state name) *tx327c01*
2000 Performance and Evaluation Report tx327p01
2001 Performance and Evaluation Report tx327q01
2002 Performance and Evaluation Report tx327r01

-or-

The Capital Fund Program 5-Year Action Plan is provided below: (if selected, copy the CFP Optional 5-Year Action Plan from the Table Library and insert here)

B.HOPEVIandPublicHousingDevelopmentandReplacement Activities(Non -CapitalFund)

Applicability of sub -component 7B: All PHAs administering public housing. Identify any approved HOPEVI and/or public housing development or replacement activities not described in the Capital Fund Program Annual Statement.

- Yes No: a) Has the PHA received a HOPEVI revitalization grant? (if no, skip to question c; if yes, provide responses to question b for each grant, copying and completing as many times as necessary)
- b) Status of HOPEVI revitalization grant (complete one set of questions for each grant)

1. Development name: *n/a*
2. Development (project) number:
3. Status of grant: (select the statement that best describes the current status)
 - Revitalization Plan under development
 - Revitalization Plan submitted, pending approval
 - Revitalization Plan approved
 - Activities pursuant to an approved Revitalization Plan underway

- Yes No: c) Does the PHA plan to apply for a HOPEVI Revitalization grant in the Plan year?
If yes, list development name/s below:

- Yes No: d) Will the PHA be engaging in any mixed -financed development activities for public housing in the Plan year?
If yes, list developments or activities below:

- Yes No: e) Will the PHA be conducting any other public housing development or replacement activities not discussed in the Capital Fund Program Annual Statement?
If yes, list developments or activities below:

8. Demolition and Disposition

[24CFR Part 903.79(h)]

Applicability of component 8: Section 8 only PHAs are not required to complete this section.

1. Yes No: Does the PHA plan to conduct any demolition or disposition activities (pursuant to section 18 of the U.S. Housing Act of 1937 (42 U.S.C. 1437p)) in the plan Fiscal Year? (If "No", skip to component 9; if "yes", complete one activity description for each development.)

2. Activity Description

- Yes No: Has the PHA provided the activities description information in the **optional** Public Housing Asset Management Table? (If "yes", skip to component 9. If "No", complete the Activity Description table below.)

Demolition/Disposition Activity Description	
1a. Development name:	
1b. Development (project) number:	
2. Activity type: Demolition <input type="checkbox"/>	
Disposition <input type="checkbox"/>	
3. Application status (select one)	
Approved <input type="checkbox"/>	
Submitted, pending approval <input type="checkbox"/>	
Planned application <input type="checkbox"/>	
4. Date application approved, submitted, or planned for submission: (DD/MM/YY)	
5. Number of units affected:	
6. Coverage of action (select one)	
<input type="checkbox"/> Part of the development	
<input type="checkbox"/> Total development	
7. Timeline for activity:	
a. Actual or projected start date of activity:	
b. Projected end date of activity:	

9. Designation of Public Housing for Occupancy by Elderly Families or Families with Disabilities or Elderly Families and Families with Disabilities

[24CFR Part 903.79(i)]

Exemptions from Component 9; Section 8 only PHAs are not required to complete this section.

1. Yes No: Has the PHA designated or applied for approval to designate or does the PHA plan to apply to designate any public housing for occupancy only by the elderly families or only by families with disabilities, or by elderly families and families with disabilities or will apply for designation for occupancy by only elderly families or only families with disabilities, or by elderly families and families with disabilities as provided by section 7 of the U.S. Housing Act of 1937 (42 U.S.C. 1437e) in the upcoming fiscal year? (If "No", skip to component 10. If "yes", complete one activity description for each development, unless the PHA is eligible to complete a streamlined submission; PHAs completing streamlined submissions may skip to component 10.)

2. Activity Description

Yes No: Has the PHA provided all required activity description information for this component in the **optional** Public Housing Asset Management Table? If "yes", skip to component 10. If "No", complete the Activity Description table below.

Designation of Public Housing Activity Description	
1a. Development name:	<i>Deegan Place Apts.</i>
1b. Development (project) number:	<i>TX327-003</i>
2. Designation type:	Occupancy by only the elderly <input type="checkbox"/> Occupancy by families with disabilities <input type="checkbox"/> Occupancy by only elderly families and families with disabilities <input checked="" type="checkbox"/>
3. Application status (select one)	Approved; included in the PHA's Designation Plan <input checked="" type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application <input type="checkbox"/>
4. Date this designation approved, submitted, or planned for submission:	<i>(01/06/84)</i>
5. If approved, will this designation constitute a (select one) <i>n/a</i>	<input type="checkbox"/> New Designation Plan <input type="checkbox"/> Revision of a previously approved Designation Plan?
6. Number of units affected:	<i>28</i>
7. Coverage of action (select one)	<input checked="" type="checkbox"/> Part of the development <input type="checkbox"/> Total development

10. Conversion of Public Housing to Tenant -Based Assistance

[24CFR Part 903.79(j)]

Exemptions from Component 10; Section 8 only PHAs are not required to complete this section.

A. Assessment of Reasonable Revitalization Pursuant to Section 202 of the HUD FY1996 HUD Appropriations Act

1. Yes No: Have any of the PHA's developments or portions of developments been identified by HUD or the PHA as covered under section 202 of the HUD FY 1996 HUD Appropriations Act? (If "No", skip to component 11; if "yes", complete one activity description for each identified development, unless eligible to complete as streamlined submission. PHAs completing streamlined submissions may skip to component 11.)

2. Activity Description

Yes No: Has the PHA provided all required activity description information for this component in the **optional** Public Housing Asset Management Table? If "yes", skip to component 11. If "No", complete the Activity Description table below.

Conversion of Public Housing Activity Description	
1a. Development name:	
1b. Development (project) number:	
2. What is the status of the required assessment?	
<input type="checkbox"/> Assessment underway <input type="checkbox"/> Assessment results submitted to HUD <input type="checkbox"/> Assessment results approved by HUD (if marked, proceed to next question) <input type="checkbox"/> Other (explain below)	
3. <input type="checkbox"/> Yes <input type="checkbox"/> No: Is a Conversion Plan required? (If yes, go to block 4; if no, go to block 5.)	
4. Status of Conversion Plan (select the statement that best describes the current status)	
<input type="checkbox"/> Conversion Plan in development <input type="checkbox"/> Conversion Plan submitted to HUD on: (DD/MM/YYYY) <input type="checkbox"/> Conversion Plan approved by HUD on: (DD/MM/YYYY) <input type="checkbox"/> Activities pursuant to HUD -approved Conversion Plan underway	
5. Description of how requirements of Section 202 are being satisfied by means other than conversion (select one)	
<input type="checkbox"/> Units addressed in a pending or approved demolition application (date submitted or approved):	

- Units addressed in a pending or approved HOPEVI demolition application
(date submitted or approved:)
- Units addressed in a pending or approved HOPEVI revitalization plan
(date submitted or approved:)
- Requirements no longer applicable: vacancy rates are less than 10 percent
- Requirements no longer applicable: site now has less than 300 units
- Other: (describe below)

B. Reserved for Conversions pursuant to Section 22 of the U.S. Housing Act of 1937

Voluntary Conversion Required Initial Assessment -tx327n01

C. Reserved for Conversions pursuant to Section 33 of the U.S. Housing Act of 1937

11. Homeownership Programs Administered by the PHA

[24CFR Part 903.79(k)]

A. Public Housing

Exemptions from Component 11A: Section 8 only PHAs are not required to complete 11A.

1. Yes No: Does the PHA administer any home ownership programs administered by the PHA under an approved section 5(h) home ownership program (42 U.S.C. 1437c(h)), or an approved HOPE I program (42 U.S.C. 1437aaa) or has the PHA applied or plan to apply to administer any home ownership programs under section 5(h), the HOPE I program, or section 32 of the U.S. Housing Act of 1937 (42 U.S.C. 1437z -4). (If "No", skip to component 11B; if "yes", complete one activity description for each applicable program/plan, unless eligible to complete a streamlined submission due to **small PHA** or **high performing PHA** status. PHAs completing streamlined submissions may skip to component 11B.)

2. Activity Description

Yes No: Has the PHA provided all required activity description information for this component in the **optional** Public Housing Asset Management Table? (If "yes", skip to component 12. If "No", complete the Activity Description table below.)

Public Housing Homeownership Activity Description (Complete one for each development affected)
1a. Development name: 1b. Development (project) number:
2. Federal Program authority: <input type="checkbox"/> HOPEI <input type="checkbox"/> 5(h) <input type="checkbox"/> Turnkey III <input type="checkbox"/> Section 32 of the USHA of 1937 (effective 10/1/99)
3. Application status: (select one) <input type="checkbox"/> Approved; included in the PHA's Homeownership Plan/Program <input type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application
4. Date Homeownership Plan/Program approved, submitted, or planned for submission: (DD/MM/YYYY)
5. Number of units affected: 6. Coverage of action: (select one) <input type="checkbox"/> Part of the development <input type="checkbox"/> Total development

B. Section 8 Tenant Based Assistance

1. Yes No: Does the PHA plan to administer a Section 8 Homeownership program pursuant to Section 8(y) of the U.S.H.A. of 1937, as implemented by 24 CFR part 982? (If "No", skip to component 12; if "yes", describe each program using the table below (copy and complete questions for each program identified), unless the PHA is eligible to complete a streamlined submission due to high performer status. **High performing PHAs** may skip to component 12.)

2. Program Description :

a. Size of Program

- Yes No: Will the PHA limit the number of families participating in the section 8 homeownership option?

If the answer to the question above was yes, which statement best describes the number of participants? (select one)

- 25 or fewer participants
 26- 50 participants
 51 to 100 participants
 more than 100 participants

b. PHA -established eligibility criteria

- Yes No: Will the PHA's program have eligibility criteria for participation in its Section 8 Homeownership Option program in addition to HUD criteria?

If yes, list criteria below:

Section 8 Homeownership Capacity Statement -tx327101

12.PHA Community Service and Self -sufficiency Programs

[24CFR Part 903.79(1)]

Exemptions from Component 12: High performing and small PHAs are not required to complete this component. Section 8 - Only PHAs are not required to complete sub -component C.

A. PHA Coordination with the Welfare (TANF) Agency

1. Cooperative agreements:

Yes No: Has the PHA entered into a cooperative agreement with the TANF Agency, to share information and/or target supportive services (as contemplated by section 12(d)(7) of the Housing Act of 1937)?

If yes, what was the date that agreement was signed? 05/18/2000

2. Other coordination efforts between the PHA and TANF Agency (select all that apply)

- Client referrals
- Information sharing regarding mutual clients (for rent determinations and otherwise)
- Coordinate the provision of specific social and self -sufficiency services and programsto eligible families
- Jointly administer programs
- Partner to administer a HUD Welfare -to-Work voucher program
- Joint administration of other demonstration program
- Other (describe)

B. Services and programs offered to residents and participants

(1) General

a. Self -Sufficiency Policies

Which, if any, of the following discretionary policies will the PHA employ to enhance the economic and social self -sufficiency of assisted families in the following areas? (select all that apply)

- Public housing rent determination policies
- Public housing admissions policies
- Section 8 admissions policies (**preference given to families who are going to school and who are working**)
- Preference in admission to section 8 for certain public housing families
- Preferences for families working or engaging in training or education programs for non -housing programs operated or coordinated by the PHA

- The PHA has established a HOME funded Tenant -based rental assistance self-sufficiency program. Families participating in this program are required to place their name on the Housing Voucher Choice program waiting list. When their name comes to the top of this list, they may choose to participate in the Section 8 family self-sufficiency program.
- Family self-sufficiency briefings are made in all Section 8 program briefings.
- Letters are sent to all existing Section 8 participants working or going to school explaining the benefits of participating in the family self-sufficiency program and offering the opportunity to participate.
- A special fund has been established to assist FSS participants with car repairs, purchase of school supplies, purchase of clothes for job interviews, and transportation to job interviews that are out of town.
- Letters are also sent to families on the waiting list encouraging them to participate in the FSS program when their name comes to the top of the list.
- Requested and Received HUD 3 -Year Waiver to meet minimum program size.

C. Welfare Benefit Reductions

1. The PHA is complying with the statutory requirements of section 12(d) of the U.S. Housing Act of 1937 (relating to the treatment of income changes resulting from welfare program requirements) by: (select all that apply)

- Adopting appropriate changes to the PHA's public housing rent determination policies and train staff to carry out those policies
- Informing residents of new policy on admission and reexamination
- Actively notifying residents of new policy at times in addition to admission and reexamination.
- Establishing or pursuing a cooperative agreement with all appropriate TANF agencies regarding the exchange of information and coordination of services
- Establishing a protocol for exchange of information with all appropriate TANF agencies
- Other: (list below)

D. Reserved for Community Service Requirement pursuant to section 12(c) of the U.S. Housing Act of 1937

See Attachment x327o01

The PHA Board of Commissioners has approved the Community Service Policy. All Residents have been advised of the policy.

13.PHASafetyandCrimePreventionMeasure s

[24CFRPart903.79(m)]

ExemptionsfromComponent13:HighperformingandsmallPHAsnotparticipatinginPHDEPand Section8OnlyPHAsmaykiptocomponent15.HighPerformingandsmallPHAs thatare participatinginPHDEPandaresentsubmittingaPH DEPPlanwiththisPHAPlanmaykiptosub componentD.

A.Needformeasurestoensurethesafetyofpublichousingresidents

1.Describetheneedformeasurestoensurethesafetyofpublichousingresidents

(selectallthatapply)

- Highincidenceofviolentand/or drug -relatedcrimeinsomeorallofthePHA's developments
- Highincidenceofviolentand/or drug -relatedcrimeintheareassurroundingor adjacenttothePHA'sdevelopments
- Residentsfearfulfortheirsafetyand/orthesafetyoftheirchildren
- Observedlower -levelcrime,vandalismand/orgraffiti
- Peopleonwaitinglistunwillingtomoveintooneormoredevelopmentsdueto perceivedand/oractuallevelsofviolentand/or drug -related (**Riveria&Vogel**)
- Other(describelow)

2.WhatinformationordatadidthePHAusedtodeterminetheneedforPHAactions toimprovesafetyofresidents(selectallthatapply).

- Safetyandsecuritysurveyofresidents
- Analysisofcrimestatisticsovertimeforcrimescommitted“inandaround” publichousingauthority
- Analysisofcosttrendsovertimeforrepairofvandalismandremovalofgraf fiti
- Residentreports
- PHAemployeereports
- Policereports
- Demonstrable,quantifiablesuccesswithpreviousorongoinganticrime/anti drugprograms
- Other(describelow)

3.Whichdevelopmentsaremostaffected?(listbelow)

ThroughoutPHAdevelopments

B.CrimeandDrugPreventionactivitiesthePHAhasundertakenorplansto undertakeinthenextPHAfiscalyear

1.ListthecrimepreventionactivitiesthePHAhasundertakenorplanstoundertake:

(selectallthatapply)

- Contractingwithoutsideand/orresidentorganizationsforthe provisionof crime-and/or drug -preventionactivities
- CrimePreventionThroughEnvironmentalDesign

- Activities targeted to at -risky youth, adults, or seniors
- Volunteer Resident Patrol/Block Watchers Program
- Other (describe below)

2. Which developments are most affected? (list below)

Throughout PHA developments

C. Coordination between PHA and the police

1. Describe the coordination between the PHA and the appropriate police precincts for carrying out crime prevention measures and activities: (select all that apply)

- Police involvement in development, implementation, and/or ongoing evaluation of drug -elimination plan
- Police provide crime data to housing authority staff for analysis and action
- Police have established a physical presence on housing authority property (e.g., community policing office, officer in residence)
- Police regularly testify in and otherwise support eviction cases
- Police regularly meet with the PHA management and residents
- Agreement between PHA and local law enforcement agency for provision of above-baseline law enforcement services
- Other activities (list below)

2. Which developments are most affected? (list below)

Throughout PHA developments

D. Additional information as required by PHDEP/PHDEP Plan (no longer required)

PHA eligible for FY2002 PHDEP funds must provide a PHDEP Plan meeting specified requirements prior to receipt of PHDEP funds.

- Yes No: Is the PHA eligible to participate in the PHDEP in the fiscal year covered by this PHA Plan?
- Yes No: Has the PHA included the PHDEP Plan for FY2002 in this PHA Plan?
- Yes No: This PH DEP Plan is an Attachment. (Attachment Filename:)

14. RESERVED FOR PET POLICY

[24 CFR Part 903.79(n)]

See Pet Ownership Policy attachment tx327g01

15. Civil Rights Certifications

[24CFRPart903.79(o)]

Civil rights certifications are included in the PHA Plan Certifications of Compliance with the PHA Plans and Related Regulations.

16. Fiscal Audit

[24CFRPart903.79(p)]

1. Yes No: Is the PHA required to have an audit conducted under section 5(h)(2) of the U.S. Housing Act of 1937 (42 U.S.C. 1437c(h))? (If no, skip to component 17.)
2. Yes No: Was the most recent fiscal audit submitted to HUD?
3. Yes No: Were there any findings as the result of that audit?
4. Yes No: If there were any findings, do any remain unresolved? If yes, how many unresolved findings remain? _____
5. Yes No: Have responses to any unresolved findings been submitted to HUD? *N/A*
If not, when are they due (state below)?

17. PHA Asset Management

[24CFRPart903.79(q)]

Exemptions from component 17: Section 8 Only PHAs are not required to complete this component. High performing and small PHAs are not required to complete this component.

1. Yes No: Is the PHA engaging in any activities that will contribute to the long-term asset management of its public housing stock, including how the Agency will plan for long-term operating, capital investment, rehabilitation, modernization, disposition, and other needs that have **not** been addressed elsewhere in this PHA Plan?
2. What types of asset management activities will the PHA undertake? (select all that apply)
 - Not applicable
 - Private management
 - Development-based accounting
 - Comprehensive stock assessment
 - Other: (list below)
3. Yes No: Has the PHA included descriptions of asset management activities in the **optional** Public Housing Asset Management Table?

18. Other Information

[24CFR Part 903.79(r)]

A. Resident Advisory Board Recommendations

1. Yes No: Did the PHA receive any comments on the PHA Plan from the Resident Advisory Board/s?

2. If yes, the comments are: (if comments were received, the PHA **MUST** select one)

- Attached at Attachment (tx327e01)
- Provided below:

3. In what manner did the PHA address those comments? (select all that apply)

- Considered comments, but determined that no changes to the PHA Plan were necessary.
- The PHA changed portions of the PHA Plan in response to comments
List changes below:
- Other: (list below)

B. Description of Election process for Residents on the PHA Board

1. Yes No: Does the PHA meet the exemption criteria provided section 2(b)(2) of the U.S. Housing Act of 1937? (If no, continue to question 2; if yes, skip to sub-component C.)

2. Yes No: Was the resident who serves on the PHA Board elected by the residents? (If yes, continue to question 3; if no, skip to sub-component C.)

3. Description of Resident Election Process

a. Nomination of candidates for place on the ballot: (select all that apply) **n/a**

- Candidates were nominated by resident and assisted family organizations
- Candidates could be nominated by any adult recipient of PHA assistance
- Self-nomination: Candidates registered with the PHA and requested a place on ballot
- Other: (describe)

b. Eligible candidates: (select one) **n/a**

- Any recipient of PHA assistance
- Any head of household receiving PHA assistance
- Any adult recipient of PHA assistance
- Any adult member of a resident or assisted family organization
- Other (list)

c. Eligible voters: (select all that apply) *n/a*

- All adult recipients of PHA assistance (public housing and section 8 tenant based assistance) -
- Representatives of all PHA resident and assisted family organizations
- Other (list)

C. Statement of Consistency with the Consolidated Plan

For each applicable Consolidated Plan, make the following statement (copy questions as many times as necessary).

1. Consolidated Plan jurisdiction: (provide name here) *City of Abilene*

2. The PHA has taken the following steps to ensure consistency of this PHA Plan with the Consolidated Plan for the jurisdiction: (select all that apply)

- The PHA has based its statement of needs of families in the jurisdiction on the needs expressed in the Consolidated Plan/s.
- The PHA has participated in any consultation process organized and offered by the Consolidated Plan agency in the development of the Consolidated Plan.
- The PHA has consulted with the Consolidated Plan agency during the development of this PHA Plan.
- Activities to be undertaken by the PHA in the coming year are consistent with the initiatives contained in the Consolidated Plan. (list below)
 - *Reduce vacancies in public housing.*
 - *Expand the Voucher Program*
 - *Modernization of public housing units.*
- Other: (list below)

3. The Consolidated Plan of the jurisdiction supports the PHA Plan with the following actions and commitments: (describe below)

- *Promote adequate affordable housing*
- *Promote economic opportunity*
- *Promote a suitable living environment without discrimination*
- *The preservation and rehabilitation of the City's existing housing stock primarily for extremely low, very low and low -income families (0 -80 percent of median income)*
- *The expansion of economic opportunities in the community particularly for lower income residents*

D. Other Information Required by HUD

Use this section to provide any additional information requested by HUD.

Attachments

Use this section to provide any additional attachments referenced in the Plans.

PHA Plan Table Library

Component 7 Capital Fund Program Annual Statement Parts I, II, and III

Annual Statement Capital Fund Program (CFP) Part I: Summary

Capital Fund Grant Number FFY of Grant Approval: (MM/YYYY)

Original Annual Statement

Line No.	Summary by Development Account	Total Estimated Cost
1	Total Non -CGP Funds	
2	1406 Operations	
3	1408 Management Improvements	
4	1410 Administration	
5	1411 Audit	
6	1415 Liquidated Damages	
7	1430 Fees and Costs	
8	1440 Site Acquisition	
9	1450 Site Improvement	
10	1460 Dwelling Structures	
11	1465.1 Dwelling Equipment -Nonexpendable	
12	1470 Nondwelling Structures	
13	1475 Nondwelling Equipment	
14	1485 Demolition	
15	1490 Replacement Reserve	
16	1492 Moving to Work Demonstration	
17	1495.1 Relocation Costs	
18	1498 Mod Used for Development	
19	1502 Contingency	
20	Amount of Annual Grant (Sum of lines 2 -19)	
21	Amount of line 20 Related to LBP Activities	
22	Amount of line 20 Related to Section 504 Compliance	
23	Amount of line 20 Related to Security	
24	Amount of line 20 Related to Energy Conservation Measures	

AnnualStatement
CapitalFundProgram(CFP)PartII:SupportingTable

Development Number/Name HA-WideActivities	GeneralDescriptionofMajorWork Categories	Development Account Number	Total Estimated Cost

**AnnualStatement
CapitalFundProgram(CFP)PartIII:Implementa tionSchedule**

Development Number/Name HA-WideActivities	AllFundsObligated (QuarterEndingDate)	AllFundsExpended (QuarterEndingDate)

Optional Table for 5 -Year Action Plan for Capital Fund (Component 7)

Complete one table for each development in which work is planned in the next 5 PHA fiscal years. Complete a table for any PHA-wide physical or management improvements planned in the next 5 PHA fiscal year. Copy this table as many times as necessary. Note: PHAs need not include information from Year One of the 5 -Year cycle, because this information is included in the Capital Fund Program Annual Statement.

Optional 5 -Year Action Plan Tables				
Development Number	Development Name (or indicate PHA wide)	Number Vacant Units	% Vacancies in Development	
Description of Needed Physical Improvements or Management Improvements			Estimated Cost	Planned Start Date (HA Fiscal Year)
Total estimated cost over next 5 years				

Attachment:tx327a01

**DE-CONCENTRATION AND INCOME TARGETING POLICY
FOR THE
HOUSING AUTHORITY OF THE CITY OF
ABILENE, TEXAS**

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DE-CONCENTRATION AND INCOME TARGETING POLICY
(of the Public Housing Admissions and Occupancy Policy)

Sub-Title A, Section 513 of the Quality Housing and Work Responsibility Act of 1998 (QHWRA), establishes two interrelated requirements for implementation by Public Housing Authorities: (1) Economic De-concentration of public housing developments and (2) Income Targeting to assure that families in the "extremely low" income category are proportionately represented in public housing and that pockets of poverty are reduced or eliminated. In order to implement these new requirements the PHA must promote these provisions as policies and revise their Admission and Occupancy policies and procedures to comply.

Therefore, the Housing Authority of the City of Abilene, ____ (hereinafter referred to as PHA) hereby affirms its commitment to implementation of the two requirements by adopting the following policies:

A. Economic De-concentration:

Admission and Continued Occupancy Policies are revised to include the PHA's policy of promoting economic de-concentration. Implementation of this program may require the PHA to determine the median income of residents in each development, determine the average income of residents in all developments, compute the Established Income Range (EIR), determine developments outside the EIR, and provide adequate explanations and/or policies as needed to promote economic de-concentration.

Implementation may include one or more of the following options:

- S Skipping families on the waiting list based on income;
- S Establishing preferences for working families;
- S Establish preferences for families in job training programs;
- S Establish preferences for families in education or training programs;
- S Marketing campaign geared toward targeting income groups for specific developments;
- S Additional supportive services;
- S Additional amenities for all units;
- S Flat rents for developments and unit sizes;
- S Different tenant rent percentages per development;
- S Different tenant rent percentages per bedroom size;
- S Saturday and evening office hours;
- S Security Deposit waivers;
- S Revised transfer policies;
- S Site-based waiting lists;
- S Mass Media advertising/Public service announcements; and
- S Giveaways.

B. IncomeTargeting

As public housing dwelling units become available for occupancy, responsible PHA employees will offer units to applicants on the waiting list. In accordance with the Quality Housing and Work Responsibility Act of 1998, the PHA encourages occupancy of its developments by a broad range of families with incomes up to eighty percent (80%) of the median income for the jurisdiction in which the PHA operates. Depending on the availability of applicants with proper demographics, at a minimum, 40% of all new admissions to public housing **on an annual basis** may be families with incomes at or below thirty percent (30%) (extremely low -income) of the area median income. The offer of assistance will be made without discrimination because of race, color, religion, sex, national origin, age, handicap or family status.

In order to implement the income targeting program, the following policy is adopted:

- < The PHA may select, based on date and time of application and preferences, two (2) families in the extremely low -income category and two (2) families from the lower/very low -income category alternately until the forty percent (40%) admission requirement of extremely low -income families is achieved (2 plus 2 policy).
- < After the minimum level is reached, all selections may be made based solely on date, time and preferences. Any applicants passed over as a result of implementing this 2 plus 2 policy will retain their place on the waiting list and will be offered a unit in order of their placement on the waiting list.
- < To the maximum extent possible, the offers will also be made to effect the PHA's policy of economic de -concentration.
- < The PHA reserves the option, at any time, to reduce the targeting requirement for public housing by no more than ten percent (10%), if it increases the target figure for its Section 8 program from the required level of seventy -five percent (75%) of annual new admissions to no more than eighty -five percent (85%) of its annual new admissions. (Optional for PHAs with both Section 8 and Public Housing programs)

CAPITAL FUND PROGRAM TABLES START HERE

Attachment tx327b01

**Annual Statement/Performance and Evaluation Report
Capital Funds Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part 1: Summary**

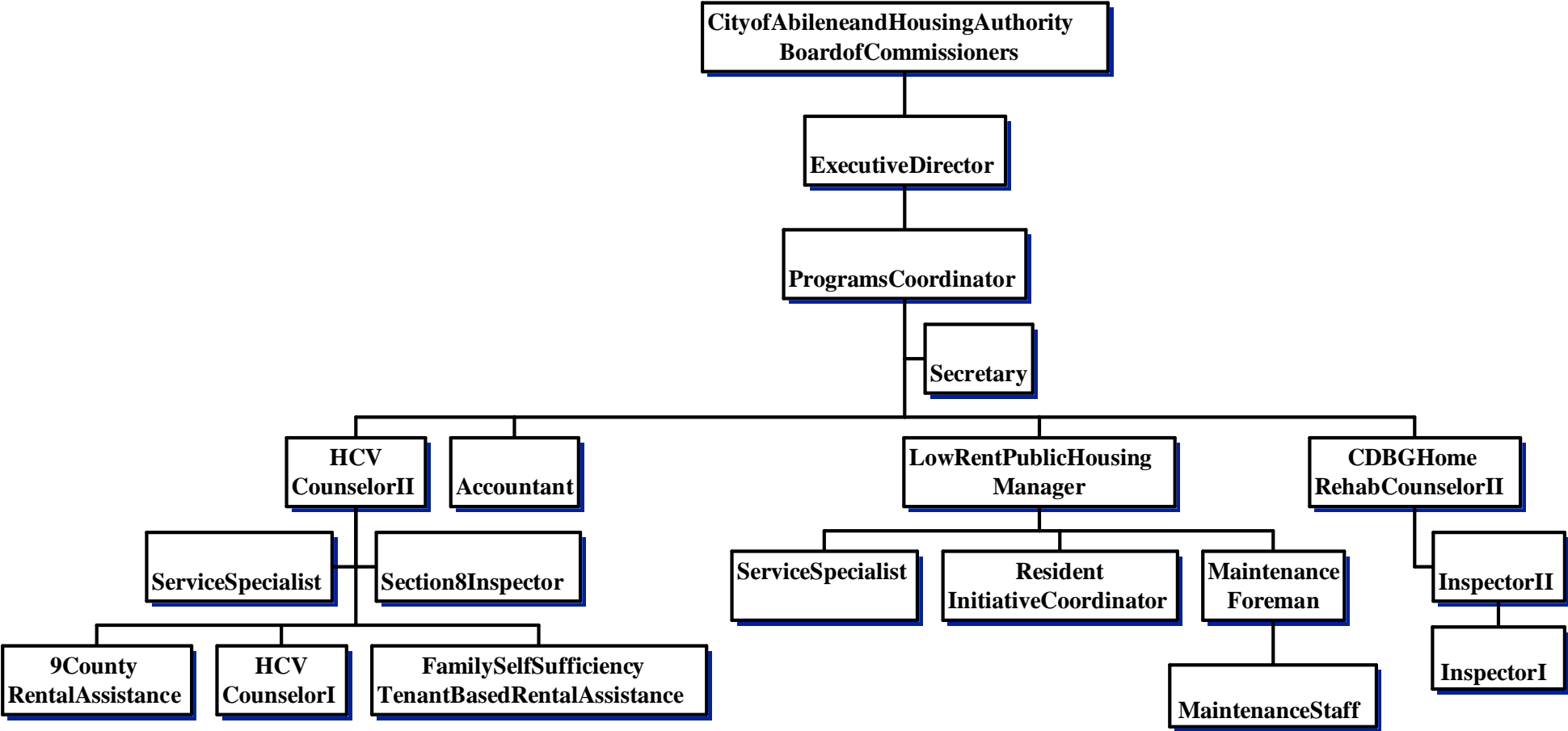
PHAName: Housing Authority of the City of Abilene	Grant Type and Number: Capital Fund Program No: TX21P32750103 Replacement Housing Factor Grant No:	Federal FY of Grant: 2003
---	---	-------------------------------------

<input checked="" type="checkbox"/> Original Annual Statement	<input checked="" type="checkbox"/> Reserved for Disasters/Emergencies	<input type="checkbox"/> Revised Annual Statement/Revision Number _____
<input checked="" type="checkbox"/> Performance and Evaluation Report for Program Year Ending _____	<input type="checkbox"/> Final Performance and Evaluation Report for Program Year Ending _____	

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total Non-Capital Funds				
2	1406 Operating Expenses	22,398.00	-	-	-
3	1408 Management Improvements	25,000.00	-	-	-
4	1410 Administration	6,000.00	-	-	-
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	54,500.00	-	-	-
8	1440 Site Acquisition				
9	1450 Site Improvement	112,953.00	-	-	-
10	1460 Dwelling Structures	164,133.00	-	-	-
11	1465.1 Dwelling Equipment-Nonexpendable				
12	1470 Nondwelling Structures				
13	1475 Nondwelling Equipment				
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs				
18	1499 Development Activities				
19	1501 Collateralization or Debt Service				
20	1502 Contingency		-	-	-
21	Amount of Annual Grant (sum of lines 2-20)	\$384,984.00	-	-	-
22	Amount of line 21 Related to LBP Activities				
23	Amount of Line 21 Related to Section 504 Compliance				
24	Amount of Line 21 Related to Security-Soft Costs				
25	Amount of Line 21 Related to Security-Hard Costs				
26	Amount of Line 21 Related to Energy Conservation Measures				

Housing Authority City of Abilene, Texas

Attachment: tx327d01



Housing Authority of the City of Abilene
Comments of Resident Advisory Board or Boards
Attachment: tx 327e01

RESIDENT ADVISORY MEETING
5-23-03
10:30AM
RIVIERA APARTMENTS

PERSONS ATTENDING:	Rose Turner	Staff
	Louise Kujala	Staff
	Kathy Hayes	Resident
	Timber Nickerson	Resident
	Diana Martinez	Resident
	Kenya Gant	Resident Board Member
	Jo Dale Thomas	Resident
	Roberta Thompson	Staff

Meeting called to Order at 10:40AM

Roberta Thompson advises that the meeting is being called in response to a petition that she received and also to review the Annual Plan as required by the Housing Quality Work Responsibility Act of 1978.

Ms. Thompson asked the attendees to name themselves and state how long they have been living at Riviera.

Timber Nickerson stated that she moved to Riviera in February, 2003.

Katherine Hayes stated that she has lived at Riviera since June of 2002.

Diana Martinez stated that she has lived at Riviera for 2½ years.

Kenya Gant arrived at 11:10AM and was not introduced

Jo Dale Thomas arrived at 12:10PM and was not introduced

Resident Concerns/Recommendations:

Unsupervised children at the playground

Neighborhood cats were using the playgrounds and a litter box

Children were contracting ringworm from playing in the sand

Request for substituting the sand for some type of turf

PHA Response:

The community policy will be strictly enforced requiring adult supervision for children at all times.

Inspections of the playground equipment will be increased.
Although turf is suggested, sand has been found to be the safest material.
Sand will be tilled and added as recommended and required by the regulations governing playgrounds.
Residents are strongly encouraged to report abuse and unsupervised children

Resident Concerns/Recommendations:

Request for more activities involving children.
Request for a basketball court

PHA Response:

A Resident Initiative Coordinator has been hired to work closely with residents and provide leadership, and organized recreational and educational activities. The coordinator will also assist in the formation of a tenant association at the site.
The PHA administrator is available to work with the residents in their initial organization.
Lack of adequate space at the site prevents the addition of a basketball court and could contribute to abuse from persons not living at the site.
City Light Ministries is a very good source of ongoing programs conducive with the site
Unfortunately, entertainment and socialization cannot be the sole responsibility of Public Housing.
The Resident Coordinator has contacted the YMCA who offers scholarships to low income families.
Abilene High ok'd the use of their parking lots for kids riding bikes under adult supervision.
Residents are encouraged to create activities for themselves
Residents are encouraged to establish a chaperone service to take kids to activities
The PHA community centers are available to residents for games, videotapes, big screen TV, and computers and can be arranged through Louise Kujala for parties etc.
Residents are allowed to transfer to other developments if basketball access is desired.
Bicycles are not allowed since the limited space often puts other residents at risk or persons in vehicles may create cause for concern about liability issues.
Possibly skateboarding can occur in the area near the playground if the residents will respect other persons desire to use the space from time to time.
A food bank is available to provide food for gettogethers.

Resident Concerns/Recommendations:

Fighting students from Abilene High meeting at Riviera for confrontations at least twice a week

PHA Response:

Residents are encouraged to report fighting, unauthorized live -ins and other problems encountered at the site so that appropriate action can be taken. Confidentially would be respected.

Off Duty Police Patrols has been placed back in the budget and will begin effective October 2003.

Residents are encouraged to contact the police if necessary providing specific information

The Resident Initiative Coordinator is to monitor the situation beginning at 3:00 until 5:00, contact the school, school police and the Abilene Police.

Resident Concerns/Recommendations:

Drug use in and around the playground, Laundromat and gazebo between 4:00 and 5:00 in the afternoons and late nights by persons not recognized as tenants.

PHA Response:

The Resident Initiative Coordinator can assist in implementing a silent resident patrol/neighborhood watch to monitor illegal activities and activities by non-residents. An off duty Police Patrol will be implemented in October, 2003.

Corrective action will be taken to enforce the lease if a resident is found to be a problem.

The tenant has the ability to keep the Housing Authority notified by furnishing any information that they can as the problem exists.

The PHA encourages the residents to unite because there is strength in numbers to combat the problems.

If the Laundromat is a problem during certain times of the day the tenant association can make the decision to close it to protect it from abuse during various times.

Resident Concerns/Recommendations:

Fear of retaliation of items listed publicly requiring signatures of the complainant.

PHA Response:

The Resident Initiative Coordinator will contact the police department and request training on how to document observations so that confidentiality can be maintained.

The Resident Initiative Coordinator will contact the police department to find out what information will be necessary for charges to hold up in court.

Properly document threats of retaliation so that the Public Housing Manager can act on the threat accordingly.

Resident Concerns/Recommendations:

Lack of communication by staff.

Maintenance men are telling residents that they were told that they could not call the Public Housing Manager at home at night.

Plumbing problems are not addressed in a timely manner resulting in more residents being affected.

PHA Response:

The Housing Director has instructed and provided training to the Public Housing Manager and Crew Chief regarding emergency response.

The building has major plumbing problems which will be addressed in the PHA's annual and 5 year plan update.

The maintenance staff has already contacted a plumbing company which has discovered that there are major limbs and larger rocks midway throughout the sewer system. Repairs are underway to hopefully correct this problem.

The emergency and weekend telephone number are for maintenance men on call.

Main office number for Public Housing 676 -6032

Mario 660 -1844

Miguel & Chris 660 -1845

Onecimo 721 -5413

The Housing Director's direct office line is 676 -6394.

Maintenance men will contact the Public Housing Manager directly if necessary.

Staff should respond to the request within 30 -45 minutes.

Resident Concerns/Recommendations:

Damages caused by non -residents in the parking lot

Lack of police protection on a continuing basis.

PHA Response:

Unfortunately, the Housing staff cannot make arrests.

Suspicious characters should be reported to the Public Housing Manager for investigation.

Off duty police patrol will be established in October 2003.

Lack of police protection should be well documented and provided to the Public Housing Manager for investigation with the Police Department.

Resident Concerns/Recommendations:

Inability to reach the Pioneer office for long periods of time.

Answering machine is left on all day long at times.

PHA Response:

The Public Housing Manager has been directed to ensure that the answering machine is on daily and that it is checked within a reasonable time to respond to any caller's request.

Resident Concerns/Recommendations:

Privacy invasion by maintenance men.
Maintenance men in areas of the home not needing repairs.
Maintenance men not leaving written notice indicating they have been in the home.

PHA Response:

Maintenance staff when entering a building must leave a written notice and/or receipt indicating that a maintenance person has been in the unit.
Maintenance has no right to go through personal belongings other than to make the repair requested, check the smoke alarms in every area and check for blocked exits.
The only time a maintenance man should be in an individual unit is to make a work order repair request or to make an emergency repair.
Also, unannounced visits can occur when problems are known to have affected other parts of the same building.
Any allegations of improper behavior from Maintenance men should be promptly reported to the Public Housing Manager and/or Police for investigation.

Resident Concerns/Recommendations:

Maintenance men do not knock adequately before entering apartments.

PHA Response:

Training has been provided to the Public Housing Manager and crew chief with directives for them to provide training to the maintenance men on knocking and entering. Residents are encouraged to report any and all incidents immediately to the Public Housing Manager or the downtown office if the problem continues.

Resident Concerns/Recommendations:

Are medical exemptions allowed for Community Service requirements?

PHA Response:

Community Service Work Requirements are HUD mandated and must be strictly adhered to.
Unless a person requires care on a continuous basis and is documented with a Doctor's release the exemption would probably not be granted.

The Community Service Work Requirement is structured in a way that all persons should be able to meet their requirement within the time frames specified.

Resident Concerns/Recommendations:

Cockroaches are terrible. Pest Control person is never seen in the apartment and there is no smell of chemical.

PHA Response:

The PHA is in the process of soliciting a new Pest Control Extermination Contract and one should be in place by the end of June 2003.
Medical releases may be required if alternative methods of extermination are necessary.
Tenants should report to the Public Housing Manager any allegations of inadequate extermination for further investigation.

Resident Concerns/Recommendations:

May the Community Service Work Requirement include working on flower beds within the complex?
Are residents required to do their community service work within the boundaries of the complex.

PHA Response:

Residents are not allowed to do work required of maintenance men.
Regulations mandate that some of the required community service work be completed within the community.
Although Community Service Work may be completed within the complex, it is not a requirement to do so.

Resident Concerns/Recommendations:

Residents did not know that they had the Community Center available to them for use.
They were encouraged to find out that they had the computers available if needed.

PHA Response:

The Resident Initiative Coordinator will provide a key anytime it is needed to allow access to the Community Center for tenant activities or adult supervised use of the computers.

The Housing Administrator is available for meetings with residents if needed.

Roberta encourages the establishment of a Tenant Association due to the strong support shown at the above meeting and the need for organization to establish control of their

complex. In the past local vendors have donated hot dogs or drinks for parties as a way of support. how

The meeting was adjourned at 12:20 PM

RESIDENT ADVISORY MEETING

MAY 27, 2003

4:30 PM

VOGEL APARTMENT COMPLEX

Persons Attending:	Rose Turner	Staff
	Marty Martinez	Staff
	Lupe Luz	Resident Board Member
	R.L. Allen Jr.	Resident
	Veronica Scheid	Resident
	Harold Whitten	Resident

The meeting was called to order at 5:00 pm by Marty Martinez, Public Housing Manager

Mr. Martinez asked the residents to identify themselves and the length of time at the Vogel Apartment Complex.

Lupe Luz stated that she was a resident in B33 and had lived at Vogel for 1½ years.

R. Allen stated that he was a resident of B30 and has lived at Vogel for 1 year.

Veronica Scheid stated that she was a resident of D30 and had lived at Vogel since September 2002.

Harold Whitten stated that he resided at D20 and had lived at Vogel for 4 years.

Resident Concerns/Recommendations :

Requests for more playground equipment

PHA Response:

The PHA will not be able to install additional equipment due to financial constraints and ongoing vandalism to current playground equipment.

Resident Concerns/Recommendations :

Residents are fearful that children could be hurt by vehicles that are driving through the complex at a high rate of speed.

PHA Response:

Speed bumps were installed in the 99 -00 Capital Fund Program.
Off-duty police patrol will be re-established in October, 2002.

Families observing speeding vehicles should get license plate/make and report to the Police Department.
Tenants exhibiting this behavior should be reported to the Public Housing Manager for possible action.

Resident Concerns/Recommendations :

Parents of children are leaving 3 -4 year olds unsupervised and playing outside.
Fear of retaliation from other parents for correcting children misbehaving.

PHA Response:

Unsupervised children appear to be a problem throughout the development children under 10 are required to be supervised according to their lease.
Families are encouraged to report those families allowing their children to be outside unsupervised.
Directives have been given to enforce the community policy.

Resident Concerns/Recommendations :

Fighting occurs at the parks and under the bridges.

Resident Suggestion :

Utilizing parents to act as park monitors as part of their community service.

PHA Response:

Park monitors organized by tenants is an excellent suggestion and is recommended.
The Resident Initiative Coordinator will assist in coordinating a crime watch program.
All incidents of abuse should be reported to the Public Housing Manager and/or Police.

Resident Concerns/Recommendations :

Lack of responsibility by parents for children under age 10 who do damages.

PHA Response:

This incident will have to be further investigated and a legal opinion rendered however, the lease prohibits destruction of PHA's property and damages could result in the eviction of the entire family.

Resident Concerns/Recommendations :

Children causing damage to window screens by throwing balls or basketball toward the house.

The resident stated that a resident's child caused the damage and that it had been reported to Marty.

PHA Response:

Marty advises that any damages are to be reported as soon as possible with as much identification as possible.

Health or safety issues should definitely be reported immediately so that they can be corrected.

Call police, damages to the PHA property is billed to the family and tenants can be evicted.

The PHA director will contact Public Housing Manager who will investigate the allegation.

Tenants are asked to provide names or descriptions of the persons causing damages and promptly report to the Public Housing Manager.

Tenants are also encouraged to call police to report damages.

Resident Concerns/Recommendations :

Residents would like a Laundromat added into the long -range plans.

PHA Response:

PHA will review this recommendation by researching possible placement, cost of construction and if financially feasible will be included in the annual and 5 year plan.

Resident Concerns/Recommendations:

Residents would like a daycare unit established in the long -range plans.

PHA Response:

The office area can be used for organized events; however, it cannot be used as a licensed daycare since it does not meet the criteria for a licensed daycare.

Policy and guidelines should be established in the event that tenants choose to establish their own daycare facilities.

Resident Concerns/Recommendations :

Lack of police support when children and teenagers outside the development are playing basketball late at night and after midnight.

PHA Response:

Off Duty Police Patrol will be re-implemented in October, 2003.
Incidents of abuse are to be reported to the Public Housing Manager for investigation.

Resident Concerns/Recommendations:

Children have found knife blades (box cutter type) and syringes and needles discarded throughout the development.

PHA Response:

Tenants are encouraged to contact the Public Housing Manager or Maintenance staff for pickup and disposal of items found.
Graffiti should be reported to the PHA and also the Police Department for identification purposes and removal.
The Off Duty Police Patrol should aid in reducing the criminal activity after hours.
Concerns of non response from the Police Department should be reported to the Public Housing Manager or Resident Initiative Coordinator for investigation.

Resident Concerns/Recommendations :

Are vehicles without stickers being towed?

PHA Response:

Most calls are for visitors coming in after 5:00 and on weekends but that enforcement was being monitored very closely.
The Parking and Towing Policy is being strictly adhered to.
Residents should feel free to report abuse to the Public Housing Manager with specific details provided for investigation.

Marty advised the residents that they would be provided with written responses to their questions and concerns during this meeting.

The meeting was adjourned at 5:30 PM.

RESIDENT ADVISORY MEETING

MAY 28, 2003

2:30 PM

DEEGAN APARTMENT COMPLEX

Persons Attending:	Rose Turner	Staff
	Marty Martinez	Staff
	Virginia Young	Resident
	Dorothy Kimbrough	Resident
	Tatsuko MacDougall	Resident
	Doris Dickerson	Resident
	Geneva A. Harrison	Resident
	Wanda Fay Rasco	Resident
	Inez Morrow	Resident
	Beth Vinson	Resident
	Vera Mae Coe	Resident
	Loyd Dickerson	Resident
	Ina Bowlen	Resident

The meeting was called to order at 2:30 PM by Marty Martinez, Public Housing Manager

Mr. Martinez asked the residents to identify themselves and the length of time at the Deegan Apartment Complex.

Elizabeth Vinson stated that she has been a resident of A28 since 1993

Inez Morrow stated that she has been a resident of A21 for 5 -6 years

Faye Rasco stated that she has been a resident of A2 9 for 9 months

Geneva Harrison stated that she has been a resident of A26 since 1997

Vera Coe has been a resident of A27 for 10 months

Doris and Loyd Dickerson has resided in A23 for approximately 5 months

Virginia Young stated that she has been a resident of A7 since August 1999

Dorothy Kimbro has been a resident of A19 for the last 10 years

Tatsuko MacDougall has been a resident of A13 and has lived there since 1999

Ina Bowlin resides in A9 and has been at Deegan since 1994.

Resident Concerns/Recommendations:

Residents would like somebody stationed at the front office since the air conditioning stays off most of the time and they feel that the building will go downhill fast if not kept occupied.

PHA Response: Residents were advised that Ms. Mary Davidson (a resident of Deegan Place Apartments) had a key to the Community Center. All they will need to do in order to gain access to the center is to request that she open the center or else they can request a key from her.

The Maintenance men may be contacted to turn on the Air Conditioning if needed in advance of the activity.

Resident Concerns/Recommendations:

Residents are asking when they could expect to receive air conditioning.

PHA Response:

The Public Housing Manager explains that installation should start at Deegan in the latter part of June and that they will be done in order A-2 to A-28.

Resident Concerns/Recommendations:

Residents request that more trees be planted.

PHA Response:

PHA will investigate the need and cost for additional trees, and will include the addition in the 5 year plan if possible.

Resident Concerns/Recommendations:

Residents request carports within 5 years.

PHA Response:

The PHA will investigate the request for carport installation for consideration in future planning.

Resident Concerns/Recommendations:

Residents request that sprinkler be installed to water the trees currently in place. Some sprinklers do not work and faucets are not strategically placed. There is no way to water the gazebo and certain areas of the parking lots.

PHA Response:

The existing exterior water faucets were installed according to the required codes at the time the site was constructed. The PHA will investigate the need and expense associated with sprinkler installation and/or the strategic placement of water faucets. Residents and staff

are to remember that the City, due to the drought must adhere to the City's water conservation plan.

Maintenance will be contacted to repair broken sprinklers or faucets.

Resident Concerns/Recommendations:

Residents would like new yards to be planted.

PHA Response: The PHA does not believe that it is feasible to plant new lawns at this time due to drought and the City's water conservation plan. It may be more feasible to look at xeriscaping.

Concerns: Residents have cleaned the stove in the community center but ask that new drip pans under the burners be installed as they were discarded due to their extremely dirty condition.

Response: The residents are to be commended for taking the time to clean the stoves so thoroughly. Maintenance has been instructed to purchase new drip pans by June 13, 2003.

Concerns: Resident in A27 and A23 would like new refrigerators. One of the residents complains that she cannot leave any food in her freezer as it melts and she cannot afford to waste food. The resident in A27 stated that she was told by Onecimo that the ice cream in her freezer was supposed to be soft and not hard. He told her that he would come back the next day and has never returned. Also the bottom of a drawer has fallen out. It was her intention to report it when he came back but since he has not it has not been reported. The resident in A27 was told that she would be given a new refrigerator within 2 weeks and that she had been kept waiting for 10 months. She did however, receive a new stove as she requested and it was brought to her home as promised in a timely manner. The work order was completed May 1, 2003; a second work order was completed on May 23, 2003. No problem was noted with the refrigerator.

Response: Marty explains that he needs to be advised if any resident has a complaint about a member of his staff so that he can address the situation promptly. Marty explains that it was likely that his maintenance man did not return as promised due to a high workload but acknowledges that the length of time that she has been kept waiting was excessive.

Concern: Residents ask if the maintenance men could check the thermostat on her oven. Her food continues to burn on the bottom and remains raw on top. Maintenance Men have been unresponsive to her request.

Response: Marty advises that if a resident is dissatisfied with repairs being made he requests that they call him directly so that he can research it and possibly arrange for an outside source to check the thermostat for the resident.

Concern: Resident in A7 states that the new water heater appears to be improperly installed and she has a gas smell when she runs the hot water in the kitchen. She states that the water heater does not leak but that two plumbers suggested that there was a problem with the venting.

Resident response: A resident stated that she also had that problem and when the vent was moved the problem was resolved. The Director has placed a work order and requested that the PHA Manager follow up by contacting a licensed plumber and the Fire Department to ensure that there is no threat of carbon monoxide poisoning. nd

Response: The Public Housing Manager asks if the carbon monoxide detector is going off and the resident states that it does not.

Concerns: Sometimes the maintenance men do not respond within the time frame promised.

Response: The Public Housing Manager advises that this is something that he needs to be made aware of the dissatisfaction in service provided and he will handle it appropriately. The Director will hold meetings with the Public Housing Manager, staff and residents to review the PHA Maintenance Policy.

Concerns: Residents request that the building be used as a community center and tables set up for group events and games. Also, they feel that the acoustics in the room could be better.

Response: The center has tables and chairs available for residents to use. Staff may be contacted to set up the tables and chairs for PHA sponsored activities. It will be the responsibility of the residents to set up tables and chairs used for personal events example: family reunions.

The meeting was adjourned at 2:50 PM.

RESIDENT ADVISORY MEETING

JUNE 5, 2003

6:00 PM

PIONEER APARTMENT COMPLEX

Persons Attending:	Rose Turner	Staff
	Marty Martinez	Staff
	Richard Turner	Resident
	Walter Turner	Resident
	Sandra Harkey	Other
	Johnnie Ejofo	Resident
	Dorothy Dukes	Resident
	Detra McGee	Resident
	Wendy Lovins	Resident Board Member
	Lupe Perez	Resident Board Member

The meeting was called to order at 6:15 PM by Marty Martinez, Public Housing Manager

Mr. Martinez asked the residents to identify themselves and the length of time with Public Housing.

Resident Concerns/Recommendations:

Tiles are dingy and floors are dull.

PHA Response: New tile floors were installed in every apartment complex in 2001. It is the responsibility of the resident to clean the floor. The resident should call in a work order for any broken tiles.

Resident Concerns/Recommendations:

Residents request whether or not bathtubs can be requested.

PHA Response: New bathtubs were installed in all units except the fully handicap accessible units which were equipped with handicap showers.

Resident Concerns/Recommendations:

Due to the rain tenants are complaining of a ant problem in their homes.

PHA Response: The PHA is currently soliciting bids for new pest eradication and extermination which will include services for ants. A temporary exterminator will be contracted until a new extermination contract can be signed.

Resident Concerns/Recommendations:

Cars without tags are tying up all visitor spaces and are parking on the grass.

PHA Response:

The parking policy has been revised and approved by the Board. Staff will immediately begin enforcing the parking policy. Off-duty police patrol will begin October 2003.

Resident Concerns/Recommendations:

Request for more visitor parking spaces

PHA Response:

The request has been initiated in prior years. The inspection revealed that while some PHA residents did not own vehicles many of them had two. Residents should have adequate parking.

Resident Concerns/Recommendations:

Residents present complimented the maintenance men on their good service.

PHA Response:

PHA will strive to continue to do a good job.

Resident Concerns/Recommendations:

Moveouts that leave their vehicles behind for several weeks

PHA Response:

This was only one resident; the PHA has revised its parking policy which will be strictly enforced.

Resident Concerns/Recommendations:

Request for more activities for children.

PHA Response:

Residents are encouraged to organize work with the Resident Coordinator. They are also encouraged to participate in ongoing activities currently held at various community centers.

Resident Concerns/Recommendations:

Request for the addition of a swimming pool or playground.

PHA Response:

PHA will not install swimming pools; they are required to provide decent safe and affordable housing as part of the mission of the Housing Authority.

Resident Concerns/Recommendations:

Request for permission to install wireless doorbells.

PHA Response:

Directives have been issued for maintenance staff to research the method of installation. If installation creates no problems to the structure, wireless doorbells can be installed according to the PHA Policy.

Resident Concerns/Recommendations:

Request that the residents band together to pick up trash in their complex periodically.

PHA Response:

The PHA strongly supports residents suggestions. Residents are encouraged to work with the Resident Service Coordinator and maintenance staff to support their efforts.

Resident Concerns/Recommendations:

3-4 Beercans are found in one resident's yard on a daily basis.

PHA Response:

Off duty police foot patrol will begin in October, 2003.

Resident Concerns/Recommendations:

Resident complains that another resident tried on two occasions to steal her bar -b- que pit but she does not know his name or unit number.

PHA Response:

Off duty foot police patrol will begin in October, 2003.

Resident Concerns/Recommendations:

Resident reports that persons have twice tried to get in her kitchen window but were thwarted by the safety locks. Residents feel that the apartments are secure and they feel safe when they are locked inside.

PHA Response:

Off duty foot police patrol will begin in October, 2003.

Resident Concerns/Recommendations:

Residents request dryer hookups.

PHA Response:

The PHA will investigate cost and possible locations and if feasible will include in the PHA Annual Plan and Capital Fund Program.

Resident Concerns/Recommendations:

Could a fence be installed that completely encloses the property with a gate guard?

PHA Response:

A fence cannot be installed to enclose the property because all streets where the property is located are City streets and available to the general public at all times.

Resident Concerns/Recommendations:

Lack of police protection or slow response.

PHA Response:

Public Housing Manager and Resident Coordinator will be directed to report this and other similar concerns of this nature to the Chief of Police. Staff is also directed to request that a representative from the Police Department meet with the residents to address their concerns.

Resident Concerns/Recommendations:

One resident states that she has lived in public housing since her divorce in 1997. She has 4 children and states that she has been blessed to live in Public Housing and appreciates all that has been done for her and her children.

PHA Response:

The PHA appreciates the compliment and will continue to provide quality services.

Resident Concerns/Recommendations:

Can motivational/self-pride programs be established for persons outside the boundaries of Public Housing being assisted through Section 8?

Can Section 8 participants be put in touch with one another to keep up the appearances of their property?

PHA Response:

The Executive Director will meet with the individual to see what can be done.

The meeting was adjourned at 6:45 PM.

RESIDENT ADVISORY MEETING

PUBLIC HEARING

JUNE 18, 2003

6:00 PM

PIONEER APARTMENT COMPLEX

Persons Attending:	Roberta Thompson	Staff
	Rose Turner	Staff
	Marty Martinez	Staff
	Louise Kujala	Staff
	Marlene Williams	Resident
	Dirk Lindley	Staff
	Carol Barnes	Resident
	Jacqueline Williams	Staff
	Rick Edington	Staff
	Irene Paredes	Staff
	Chuck Sparks	Staff
	Carol Peterson	Staff
	Wendy Lovins	Resident Board Member
	Lupe Luz	Resident Board Member

The meeting was called to order at 6:00 PM by Roberta Thompson, Housing Administrator.

Resident Concerns/Recommendations:

Children are climbing over the chain link fence in the creek area. Residents would like to consider a possibility of brick or another material for child safety reasons.

PHA Response: Changing the materials used for fencing would not prevent children from climbing over the fence in the creek area. The residents are encouraged to follow the guidelines of the Community Living Policy. Stronger parental supervision is recommended and can be more closely monitored with the development of a Tenant Association.

Resident Concerns/Recommendations:

Wildcats are present from time to time at the back of the unit. They are dangerous. Residents complain of lack of response from Animal Control when contacted for this problem.

PHA Response:

The Public Housing Manager and Maintenance staff have been directed to contact animal control regarding the possibility of setting a trap to catch the wild animals. Residents may contact the Animal Control directly by calling 698 -0086.

Directives have also been issued to the Public Housing Manager to contact the Director of Animal Control and advise them of the tenant complaint and work out resolutions. Letters will also be sent to all tenants advising them to be aware of the wild cats and not to feed them.

Resident Concerns/Recommendations:

Lack of response from Animal Control.

PHA Response:

The Resident Service Coordinator will send letters asking residents to report wild cats and advising parents that children should be cautioned against going near the cats. Included in the letter will be the phone number of animal control.

The Resident Service Coordinator is to investigate the allegations of non-response from animal control.

Resident Concerns/Recommendations:

Residents are asking how long the Public Housing Waiting List is currently.

PHA Response:

The Public Housing Manager states 3 -6 months but explains that 1 bedroom have a year to a year and a half wait currently.

Resident Concerns/Recommendations:

Residents would like wrought iron fencing around the air conditioning units like it is at Riviera Apartments.

PHA Response:

The PHA agrees that this is a very good suggestion and commits to including installation of wrought iron fencing around the air conditioning in the _____ Capital Fund Program Budget.

Resident Concerns/Recommendations:

Residents would like doorbells installed

PHA Response:

The PHA will investigate the costs of installing doorbells and if economically feasible will budget the installation in the future.

The meeting was adjourned at 7:30pm

Housing Authority of the City of Abilene

Attachment: tx327f01

- A. Substantial Deviation from the 5-Year Plan:
- Any change to the Mission Statement;
 - 50% deletion from or addition to the goals and objectives as a whole; and
 - 50% or more decrease in the quantifiable measurement of any individual goal or objective.
- B. Significant Amendment or Modification to the Annual Plan:
- Any increase or decrease over 50% in the funds projected in the Financial Resource Statement and/or the Capital Fund Program Annual Statement;
 - Any change in a policy or procedure that requires a regulatory 30 day posting, ***such as changes in the Admission's policy, changes affecting rent or the organization of the Waiting List;***
 - Any ***change being submitted*** to HUD that requires a separate notification to residents, such as ***changes in the*** Hope VI, Public Housing Conversion, Demolition/Disposition, Designated Housing or ***Public Housing*** Homeownership programs; and
 - Any change ***in policy or operation that is*** inconsistent with the ***applicable*** Consolidated Plan.

Attachment:tx327g01

**PETOWNERSHIP POLICY
FOR
THE HOUSING AUTHORITY OF THE
CITY OF ABILENE, TEXAS**

Housing Authority of the City of Abilene Pet Ownership Policy

Introduction - This policy is developed in accordance with the Quality Housing and Work Responsibility Act of 1998 with an effective date of April 7, 2003.

The purpose of this policy is to establish the Abilene Housing Authority's (A.H.A.) policy and procedures for ownership of pets in elderly, disabled, and family units, and to ensure that no applicant or resident is discriminated against regarding admission or continued occupancy due to ownership of pets. It also establishes reasonable rules governing the keeping of common household pets.

I. EXEMPTION FROM THE PET RULES FOR SERVICE AND COMPANION ANIMALS - an exception from the general pet rules will be made to assist persons with disabilities. CFR -24 -960.705. These rules do not apply to verified service or companion animals needed by people who have a disability-related reason for needing an animal. For these individuals, the Housing Authority will require documentation from a qualified medical practitioner, limited to:

1. Verification that the person making the request is a person with a disability.
2. Verification that the animal is needed by a person with a disability, either to provide a service or to act as a companion.
3. Verification that the animal owned by the individual with a disability will meet the need identified.
4. Verification that someone in the household is able to provide for the animal's well being and that an alternative arrangement, that will not impair the condition of the dwelling unit and grounds, has been made.

II. MANAGEMENT APPROVAL OF PETS - all pets must be approved in advance by the Abilene Housing Authority (A.H.A.) Management. The pet owner must submit an application to keep a pet, pay all applicable fees/deposits, and enter into a written Pet Agreement with the A.H.A.

III. REGISTRATION OF PETS:

1. Pets must be registered with the A.H.A. and the deposit paid before the pet is brought onto the premises.
2. The pet must be registered with the A.H.A. annually thereafter. Registration includes:

~Certificate signed by a licensed veterinarian or designated state or local authority or agent, stating that the pet has received all inoculations required by state and local law.

~Statement signed by a licensed veterinarian that the animal is in good health, has no communicable diseases or pests, and in the case of dogs and cats, is spayed or neutered.

~Sufficient information to identify and demonstrate that the animal is a common household pet.

~ Contact information (name, address, and phone number) of two or more responsible parties to care for the pet if the owner dies, is incapacitated, or becomes unable to care for the pet.

~ Execution of a Pet Agreement, stating the Resident accepts complete responsibility for the care, cleaning, and liability of the pet. The Resident must further acknowledge and understand applicable state and local laws and regulations.

~ Pets must be licensed in accordance with applicable state and local laws and regulations.

~ Registration must be renewed and will be coordinated with the annual recertification date with proof of license and inoculation.

~ Approval for keeping of a pet shall not be extended until the requirements specified above have been met, and in no event will approval of animals other than the common household pets be extended.

ADDITIONAL FEES AND DEPOSITS FOR PETS

Resident Responsibilities - all Residents must pay required fees and deposits before a pet will be approved. These fees and deposits include a refundable Pet Deposit for the purpose of defraying all reasonable costs directly attributable to the presence of a pet, and a non-refundable nominal fee to cover reasonable operating costs to the Housing Authority relating to the presence of pets.

- Vogel, Deegan, and Pioneer Residents must pay a refundable Pet Deposit of \$150.00 and a non-refundable Nominal Fee of \$100.00. The total initial fee is \$250.00 per animal.

- Riviera Residents must pay a refundable Pet Deposit of \$200.00 and a non-refundable Nominal Fee of \$50.00. The total initial fee is \$250.00 per animal. The only permissible animals at this site are birds and fish.

- These fees apply to all pets. However, the fees in regard to fish or birds are calculated where by a aquarium or a bird cage is considered one animal.

- The expense of deinfestation of fleas/ticks in the Resident's/Pet Owner's apartment shall be at the expense and responsibility of the Resident/Pet Owner.

IV. REFUSAL TO REGISTER PETS:

The A.H.A. may not refuse to register a pet based on the determination that the pet owner is financially unable to care for the pet. If the A.H.A. refuses to register a pet, a written notification will be sent to the pet owner stating the reason for denial and shall be served in accordance with Housing and Urban Development's (HUD's) notice requirements.

**The A.H.A. will refuse to register a pet, if:

1. The pet owner fails to provide complete pet registration information;
2. The pet is not a common household pet as defined in this policy;
3. Keeping the pet would violate any part of the Pet Policy;
4. The A.H.A. reasonably determines that the pet owner is unable to keep the pet in compliance with the pet rules and other Lease obligations.
5. The pet's temperament and behavior may be considered as a factor in determining the pet owner's ability to comply with provisions of the Lease.

The notice of refusal may be combined with a notice of a pet violation. A Resident who cares for another Resident's pet must notify the A.H.A. and agree to abide by all of the pet rules in writing. The privilege, for a family residing at the Pioneer, Deegan, and Vogel Sites, to keep a pet may be revoked at any time subject to the Housing Authority Grievance Procedure if the animal becomes destructive, unhealthy, unclean, or becomes an nuisance to others, or if the Resident/owner fails to comply with the issued standards.

V. STANDARDS FOR PETS

TYPES OF PETS ALLOWED - the following types of pets are the only pets that will be allowed. Resident will be permitted to own a maximum of one, four-legged, warm-blooded pet, one 20-gallon fish tank, and one cage with up to 2 birds in the dwelling unit at one time. In the case of multiple pets, the Resident will be required to pay the necessary fees and complete the required registration for each pet.

1. Dogs - must be housebroken, an indoor pet, spayed or neutered, have all required inoculations and documentation, be licensed as specified now or in the future by State Law and Local Ordinance.
Maximum number - one (1)
Maximum adult weight - twenty (20) pounds
2. Cats - must be spayed and neutered, have all required inoculations and documentation, trained to use a litter box or other appropriate waste receptacle, is licensed as specified now or in the future by State Law or Local Ordinance.
Maximum number - one (1)
Maximum adult weight - twenty (20) pounds
3. Birds - must be enclosed inside a cage at all times.
Maximum number - two (2)
4. Fish - must be maintained on approved stand.
Maximum aquarium size - 20 gallons
5. Rodents - guinea pig, hamster or gerbil - must be enclosed inside an acceptable and appropriate cage at all times, be licensed as specified now or in the future by State Law or Local Ordinance.
Maximum number - one (1)
6. Turtles - must be enclosed in an acceptable and appropriate cage or container at all times.
Maximum number - one (1)

PROHIBITED PETS INCLUDE, BUT ARE NOT LIMITED TO:

- All reptiles, with the exception of turtles

- All rodents, with the exception of guinea pigs, hamsters, or gerbils
- Rabbits
- Pot-bellied pigs
- Any Chows, Pit Bulls (Bull Dog of any kind), German Shepherds, Doberman Pinschers, Great Danes, Rottweilers, or any other known fighter breed of dog
- Livestock or farm animals of any kind
- Monkeys
- Any other animal determined by the A.H.A. Management to not be considered a common household pet that is traditionally kept in the home for pleasure.

VI. DESIGNATION OF PET AREAS

- Dogs and cats are not allowed at the Riviera Apartments - Residents presently residing at the Riviera Apartments, who wish to own dogs or cats may be placed on a waiting list to transfer to a site that allows dogs and cats. This transfer is solely at the Resident's expense and subject to all applicable rules regarding the waiting list,
- Pets must be maintained within the resident's unit. When outside of the unit (within the building or on the grounds) dogs and cats must be kept on a leash or carried and under the control of the Resident (at least 10 years old) or other responsible individual at all times.
- No doghouses will be allowed on the premises.
- Pets are not permitted in common areas, which include laundry rooms, community rooms, playground area, and general office areas.
- Residents/Pet owners are permitted to exercise pets or permit pets to deposit waste on the outer perimeter of complex premises.

VII. CLEANLINESS REQUIREMENTS

- Dishes and containers for food and water will be located within the Resident's apartment. Food and table scraps will not be deposited on the porch areas or in the yards.
- Litter Box Requirements - all animal waste shall be picked up immediately by the pet owner, and disposed of in a sealed plastic trash bag, and placed in a trash bin. Litter from litter boxes and yards will be disposed of in the same manner.
- Litter will not be disposed of by being flushed through a toilet.
- The Resident will be responsible for the removal of waste from all areas by placing it in a sealed plastic bag and disposing of it in an outside trash dumpster provided by the A.H.A.
- The Resident will take adequate precautions to eliminate any pet odors within or around the unit and to maintain the unit in a sanitary condition at all times.
- Any unit occupied by a dog, cat, rodent, or bird, will be fumigated at the time the unit is vacated.

VIII. PET CARE

- No pet (excluding fish) shall be left unattended in any apartment for a period in excess of (8) hours.
- All Residents will be responsible for adequate care, nutrition, exercise, and medical attention for his/her pet.
- Residents must recognize that other Residents may have chemical sensitivities or allergies related to pets, or may be easily frightened or disoriented by animals and take appropriate measures.
- Pet owners must agree to exercise courtesy with respect to other Residents.
- Resident/Pet Owner must comply with state and local animal control and animal cruelty laws.

IX. RESPONSIBLE PARTIES/PET REMOVAL

- The Resident will be required to designate two responsible parties for the care of the pet if the health or safety of the pet is threatened by the death or incapacity of the Resident, or by other factors that render the Resident unable to care for the pet.
- If a responsible party is unwilling or unable to care for the pet or if the A.H.A., after reasonable efforts cannot contact a responsible party, the A.H.A. may contact the appropriate state or local agency and request the removal of the pet.
- If the pet is removed as a result of any hostile act or behavior on the part of the pet, the pet will not be allowed back on the premises.
- The A.H.A. will take all necessary steps to ensure that pets, which become vicious, display symptoms of severe illness, or demonstrate behavior that constitutes an immediate threat to the health or safety of others, are referred to the appropriate state or local authority authorized to remove such animals.
- If it is necessary for the A.H.A. to place the pet in a shelter facility, the cost will be the responsibility of the Resident/Pet Owner.

X. PET WASTE REMOVAL CHARGE - the Pet deposit, nominal fee, and pet waste removal charges are not part of the rent payable by the Resident. A pet waste removal charge of \$5.00 will be assessed against the Resident for violations of the pet policy.

XI. NOISE - Pet owners must agree to control the noise of their pets so that such noise does not constitute a nuisance to other Residents or interrupt their peaceful enjoyment of their housing unit and premises. Noise includes, but is not limited to loud or continuous barking, howling, whining, biting, scratching, chirping, or other such activities.

XII. PET TEMPORARILY ON THE PREMISES

- Pets, which are not owned by a Resident, will not be allowed.
- Residents are prohibited from feeding or harboring stray animals.
- State and local laws governing pets in dwelling accommodations shall prevail.

XIII. PET RULE VIOLATION NOTICE - if a determination is made on objective facts supported by written statements, that a Resident has violated the Pet Policy, written notice will be served. This notice will state:

- That the Resident has (2) working days from the date the notice is served, to correct the violation or to make written request for a meeting to discuss the violation.
- That the Resident is entitled to be accompanied by another person of his/her choice at the meeting.
- That the Resident's failure to correct the violation, request a meeting, or appear at a requested meeting may result in initiation of procedures to terminate the Resident's lease.
- If the Resident requests a meeting within the (2) day period, the meeting will be scheduled no later than (3) calendar days before the effective date of service of the notice, unless the Resident agrees to a later date in writing.

XIV. INSPECTIONS - The A.H.A. may, after reasonable notice to the Resident during reasonable hours, enter and inspect the premises to ensure compliance with the Pet Policy, in addition to the other inspections allowed.

XV. NOTICE FOR PET REMOVAL - if the Resident and the A.H.A. are unable to resolve the violation at the meeting or the Resident/pet owner fails to correct the violation in the time period allotted by the A.H.A., the A.H.A. will serve notice to remove the pet. This notice will contain:

- A brief statement of the factual basis for the A.H.A.'s determination of the Pet Policy Rule that has been violated.
- The requirement that the Resident must remove the pet within (2) days of the notice.
- A statement that failure to remove the pet will result in the initiation of termination of residency procedures.

XVI. TERMINATION OF RESIDENCY - the A.H.A. will initiate procedures for termination of residency based on a pet rule violation if:

- The Resident has failed to remove the pet or correct a pet rule violation within the time periods specified.
- The pet rule violation is sufficient to begin procedures to terminate residency under terms of the Lease.

XVII. GRIEVANCE/APPEALS PROCESS - Grievances or appeals concerning the obligations of the Resident or the A.H.A. under the provisions of the Pet Policy or the Housing Lease shall be processed and reviewed in accordance with the Grievance Procedures of the A.H.A. which is in effect at the time such grievances or appeals arise. A Resident will not be granted a grievance hearing concerning a termination of residency or eviction due to any activity which threatens the health, safety, or right to peaceful enjoyment of the premises by other resident or A.H.A. employees pursuant to 24 C.F.R. 996.51.

XVIII. APPLICATION OF RULES

- Management considers the keeping of pets a serious responsibility and a risk to each resident in the apartment.
- Residents will be responsible and liable for any and all harm, personal and material, caused by their pets. Any damages will be the moral and financial obligation of the pet owner.
- The deposit under the Pet Policy does not limit the Resident's liability for property damages, cleaning, deodorization, fumigation, replacements, or personal injuries.
- All pet rules apply to residents and to guests.

XIX. DAMAGES

1. A.H.A. will use the pet deposit upon removal of the pet or the owner from the unit for, but not limited to the following expenses:
 - All reasonable expenses incurred by the A.H.A.
 - The result of any damages directly attributable to the presence of the pet in the Housing Complex will be the responsibility of the Resident, including:
 - + The cost of repairs and replacements to the Resident's dwelling unit.
 - + Fumigation of the dwelling unit.
2. A.H.A. may initiate procedures for termination of residency based on a pet rule violation if:
 - The pet owner has failed to remove the pet or correct a pet rule violation within a two (2) day, time period specified.
 - The pet rule violation is sufficient to begin procedures to terminate residency under terms of the Lease.
3. Refund of the Pet Deposit:
 - a. No refund of the pet deposit will be made until the pet or the owner has vacated, and the A.H.A. has inspected the dwelling unit.
 - b. The pet deposit shall be refunded within thirty (30) days after the Resident moves out or when the Resident no longer keeps a pet, whichever is earlier.
 - c. A.H.A. will return the Pet Deposit to the former Resident or to the person designated by the former Resident in the event of the former Resident's incapacitation or death.
 - d. A.H.A. will provide the Resident or designee identified above with a written list of any charges against the pet deposit.
 - e. If the Resident disagrees with the amount charged to the pet deposit, the Resident may request a meeting with A.H.A. to discuss the refunded amount, if the Resident wishes to appeal.
 - f. Security deposit will be refunded to Resident, less any charges to spray the apartment and yard for ticks, fleas, and/or repair damages to the Resident's apartment and yard, or any A.H.A. owned property.

ACKNOWLEDGEMENT - by signing below, the Resident acknowledges that he/she has received, has read (or has had read to him/her,) and understands the Addendum entitled "Pet Policy."

RESIDENT SIGNATURE

DATE

Housing Authority of the City of Abilene

Required Attachment tx327h01: Resident Member on the PHA Governing Board

1. Yes No: Does the PHA governing board include at least one member who is directly assisted by the PHA this year? (if no, skip to #2)

A. Name of resident member(s) on the governing board: **Dale Berthelemy**

B. How was the resident board member selected: (select one)?

Elected

Appointed

C. The term of appointment is (include the date term expires): **2 years - Expires November 2003**

2. A. If the PHA governing board does not have at least one member who is directly assisted by the PHA, why not? **n/a**

the PHA is located in a State that requires the members of a governing board to be salaried and serve on a full-time basis

the PHA has less than 300 public housing units, has provided reasonable notice to the resident advisory board of the opportunity to serve on the governing board, and has not been notified by any resident of their interest to participate in the Board.

Other (explain):

B. Date of next term expiration of a governing board member: **November 2003**

C. Name and title of appointing official(s) for governing board (indicate appointing official for the next position): **Grady Barr Mayor**

Housing Authority of the City of Abilene

Required Attachment tx327i01: Membership of the Resident Advisory Board or Boards

List members of the Resident Advisory Board or Boards: (If the list would be unreasonably long, list organizations represented or otherwise provide a description sufficient to identify how members are chosen.)

ResidentNameand Address	PublicHousingor Section8Resident	SelectionLetterDate
MaryDavidson 3402RebeccaA17	PublicHousing	3-24-03
KenyaGant 3001N.6 th #207	PublicHousing	3-24-03
RickyGuzman 4380Capital	PublicHousing	3-21-03
WendyLoving 797BRiverBend	PublicHousing	3-24-03
LupeLuz 2100VogelB33	PublicHousing	3-24-03
ManuelBenitez 2100VogelB23	PublicHousing	3-24-03
CherrieLewis 1789n.15 th	Section8	2-10-03
DetraMcGee 5108Durango	Section8	2-10-03
GuadalupePerez 750N.JudgeEly114	FSS	2-10-03

ThefollowingcriteriawasusedinselectingtheResidentAdvisoryBoardmembers:

Adequatelyreflectresidentsgoodstanding.

Housing Authority of the City of Abilene
PHA Plan Update for FYB 2003

Statement of Progress
Attachment: tx327j01

The Housing Authority of has been successful in achieving its mission and goals in the year 2002. Goals are either completed or on target for completion by the end of the year.

Concerning modernization approximately HUD approved \$384,984.00. PHA has done substantial renovation of: PHA completed expansion of the Pioneer Community Center, replaced and installed new kitchen cabinets, counter tops and vent hoods in 175 units (Pioneer, Vogel and Rebecca) installed new bathtubs, kitchen sinks, toilets, new flooring and siding installation at Pioneer.

Concerning self-sufficiency and crime and safety, PHA efforts reduced crime in the communities through stricter enforcement of the PHA lease and revised parking policy. PHA installed retaining walls around the Pioneer developments, installed wrought iron fence railings, repaired damaged and cracked sidewalks. A resident coordinator has been hired to work with the resident advisory board and tenant association, work with tenants to reactivate neighborhood watch programs and silent tenant patrol programs.

Concerning improving the quality of life, PHA has hired a resident coordinator, implemented a computer lab, developed job training programs, reactivated the tenant association, renewed a partnership with City Light Ministries, and implemented survival skills, crisis intervention and health awareness training programs. The PHA has worked with the tenants and developed and implemented a newsletter. Monthly meetings are held with the tenants and staff.

To ensure compliance with the Public Housing Reform Act of 1998, every policy was reviewed and updated as needed. Most significant was the update to the Admissions and Occupancy Policy and the Section 8 Administrative Plan.

Concerning ensuring equal opportunity outreach efforts have been made by making renewed partnerships with community groups and medical facilities.

Housing Authority of the City of Abilene
Attachment: tx327k01

Summary of Policy or Program Changes for the Upcoming Year

In this section, briefly describe changes in policies or programs discussed in last year's PHA Plan that are not covered in other sections of this Update.

5-Year Plan

No Changes

Annual Plan

Component 1. Statement of Housing Needs

C. (2)

Added: Other: Deconcentration and Income Targeting regulations

Component 4. PHA Rent Determination Policies

A. (1) e.

Removed all references to ceiling rent (No ceiling rent effective 09/20/02)

B. (1) a.

Changed - selected "A" or above 90%, but below 100% of FMR

B. (1) b.

Added: The PHA chose to serve additional families by lowering the payment standard

Component 12. PHA Community Service and Self-sufficiency Programs

D.

Reinstated Community Service Policy

Added: See Attachment: tx327o01

The PHA Board has approved the Community Service Policy.

All residents have been advised of the policy.

Attachments

Revised Admission Policy for Deconcentration to remove reference made to ceiling rents

Revised Substantial Deviation and Significant Amendment or Modification statement for clarity.

Housing Authority of the City of Abilene

Section 8 Homeownership Program Capacity Statement

Attachment: tx327101

The Housing Authority demonstrates its capacity to administer the Section 8 Homeownership program as the following policies are adopted:

- Financing for purchase of a home will be provided; insured or guaranteed by the state or Federal government; comply with secondary mortgage market underwriting requirements; or comply with generally accepted private sector underwriting standards.

Housing Authority of the City of Abilene
Attachment: tx327m01

Component 3, (6) Deconcentration and Income Mixing

a. Yes No: Does the PHA have any general occupancy (family) public housing developments covered by the deconcentration rule? If no, this section is complete. If yes, continue to the next question.

b. Yes No: Do any of these covered developments have average incomes above or below 85% to 115% of the average incomes of all such developments? If no, this section is complete.

If yes, list these developments as follows:

Deconcentration Policy for Covered Developments			
Development Name:	Number of Units	Explanation (if any) [see step 4 at §903.2(c)(1)(iv)]	Deconcentration policy (if no explanation) [see step 5 at §903.2(c)(1)(v)]

Housing Authority of the City of Abilene
Attachment: tx327n01

Agency Plan Component 10 (B) Voluntary Conversion Initial Assessments

- A. How many of the PHA's developments are subject to the Required Initial Assessments?

TX327002	Pioneer	75 units
TX327003	Vogel	72 units
TX327004	Riviera	38 units

- B. How many of the PHA's developments are not subject to the Required Initial Assessments based on exemptions (e.g., elderly and/or disabled developments not general occupancy projects)?

TX327003	Deegan	28 units
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- C. How many Assessments were conducted for the PHA's covered developments?

One PHA-wide assessment was conducted for all covered developments as the PHA maintains its financial information PHA-wide rather than utilizing project-based accounting.

- D. Identify PHA developments that may be appropriate for conversion based on the Required Initial Assessments:

The PHA has determined that conversion is not appropriate for any developments at this time.

- E. If the PHA has not completed the Required Initial Assessment, describe the status of these assessments.

N/A

HOUSING AUTHORITY OF THE CITY OF ABILENE
COMMUNITY SERVICE WORK REQUIREMENT
POLICY

(Section 512 - Quality Housing Work Requirement Act 1998)

Revised May 17, 2001

PURPOSE:

The Quality Housing and Work Responsibility Act of 1998 (QHWRA) requires every Public Housing adult resident (18 and over) who is not working, to perform 8 hours of community service work every month or to participate in a self-sufficiency program.

The purpose of this policy is to establish the Abilene Housing Authority's (AHA) Policies and Procedures regarding Public Housing Residents who must perform 8 hours of Community Service Work (CSW) every month per the QHWRA.

EXEMPTIONS:

Exempted from this work requirement are:

- elderly persons (62 or older);
- those physically challenged (blind or disabled);
- Section 8 recipients;
- those actively employed;
- those enrolled in qualifying state work programs;
- anyone in a family receiving assistance in a state that has a welfare to work program and is complying with program requirements; or
- full-time 18-year-old High School students.

Claims for disability exemption:

- Individuals claiming a disability exemption NOT recognized by Social Security/SSI must submit a certified statement from a medical physician stating the nature of the disability, length of time the disability is expected to last, and that the disability precludes the individual from performing work of any type.

No exemptions, other than noted above, will be accepted.

EXTENUATING CIRCUMSTANCES/CRISIS:

The AHA recognizes that extenuating circumstances may occur from time to time therefore, the AHA may approve a request from a family to miss performing one (1) 8-hour Community Service Work Requirement. However, the family must make up the month missed within two (2) months of the excused date. **Under no circumstances** will requests be approved by the AHA to make up work after the annual recertification date.

Examples of approved excuses:

- Prolonged illness for more than three (3) weeks (must be verified in writing by Physician)
- Death in the immediate family, i.e. Parent, Spouse, or Child
- Confinement to a medical rehab center for more than three (3) weeks

RESIDENT RESPONSIBILITY :

- All residents who are required to perform Community Service Work are expected to comply with the Requirement
- Residents have the sole responsibility for choosing their Community Service Work location.
- Residents must provide PHA with a written letter of documentation, by the last working day of each month, from the non-profit community/civic organization where work was performed.
- Documentation must be submitted on non-profit/civic agency letterhead, signed by authorized agency representative. The Agency must verify the date, the name of worker, and the number of hours worked by the resident.
- Residents must obtain written PHA approval before performing work at any non-profit/civic organization.

PHA RESPONSIBILITY:

The PHA will:

- Provide written notification to all Public Housing Residents who do not meet the above exemptions that they are required to complete 8 hours per month of Community Service Work;
- Send monthly delinquent notices to the residents who have not provided written verification (from a recognized non-profit or community service organization) that they met the work requirement;
- Make available a source manual of non-profit organizations; and
- Verify resident documentation in accordance with HUD regulations.

Forty-five (45) days prior to annual recertification of the lease, the PHA manager must determine if a resident and his adult family members have complied with the Community Service Work Requirement. In the event that a resident and/or his adult family members have not completed the required hours, the PHA manager will send written notice to the resident stating the number of hours lacking to complete this requirement.

NON-PROFIT, COMMUNITY/CIVIC ORGANIZATIONS :

Families may perform their Community Service Work at recognized non-profit agencies. However, families can perform work for community/civic organizations after obtaining written authorization from the PHA.

Some examples of non-profit, community/civic organizations in the City of Abilene are:

Non-Profit:

- Abilene Day Nursery
- Boys/Girls Club of Abilene
- Boy Scouts/Girl Scouts
- Big Brothers/Big Sisters
- Senior Citizens Center

Community/Civic:

- Abilene Make a Difference Day
- Abilene Weatherization Program
- Abilene Regional Council Alcohol and Drug Abuse
- City Light Ministries
- Kwannis
- Community Action Program (CAP)
- City of Abilene Recreation Department
- Families may also receive credit for CSW hours by attending or participating in any PHA sponsored activities, such as on the job training with the local PHA, computer skill training, resident volunteer patrol, and participation in the tenant association.

TRANSPORTATION

Upon availability of qualified volunteer drivers approved by the City to drive the PHA van. Transportation may be provided on a case by case basis.

TERMINATION OF TENANCY

Renewal of the lease will be denied if a resident and/or his adult family members have not complied with the Community Service Work Requirement by the annual recertification date.

The PHA will initiate procedures for termination of tenancy based on violation of the Community Service Work Requirement Policy.

GRIEVANCE/APPEALS PROCESS:

Grievances or appeals concerning the obligations of the resident or the PHA under the provisions of the Community Service Work Requirement Policy or the Housing Lease shall be processed and reviewed in accordance with the Grievance Procedures of the PHA which is in effect at the time such grievances or appeals arise.

A RESIDENT WILL NOT BE GRANTED A GRIEVANCE HEARING CONCERNING A TERMINATION OF TENANCY OR EVICTION DUE TO ANY ACTIVITY WHICH THREATENS THE HEALTH, SAFETY, OR RIGHT TO PEACEFUL ENJOYMENT

OF THE PREMISES BY OTHER RESIDENTS OR PHA EMPLOYEES PURSUANT TO 24 C.F.R. § 996.51.

LIABILITY:

The resident is advised that the AHA is not responsible for any injuries or damages that may occur to the resident while they are completing Community Service under this Addendum. Furthermore, it is the resident's responsibility to inform any agency for which they are performing Community Service that the AHA is not liable for the actions or inactions of the resident. The resident agrees to indemnify and hold harmless the AHA and the City of Albuquerque from and against liability for any and all claims, liens, suits, demands, and/or actions for damages, injuries to persons (including death), property damage (including loss of use), and expenses, including court costs and attorney's fees and other reasonable costs arising out of or resulting from or incidental to the resident's performance of Community Service under this Addendum.

GLOSSARY OF TERMS

Immediate Family - For the purposes of this policy "immediate family" means a resident head of household's spouse, children, step-children, parents, parents-in-law, grandparents, grandchildren, mother, sister, brother, step-brother, step-sister, or a member of the resident's household.

Head of household - the person or persons in charge of making decisions for the household.

Spouse - the husband or wife of head of household.

ACKNOWLEDGEMENT

Resident, by signing below, acknowledges that he/she has received and has read (or had read to him/her) and understands the Addendum entitled "Community Service Work Requirement Policy."

Tenant Signature Date

Attachment:tx327o01

Approved by the Housing Authority Board of Commissioners:

Housing Administrator Date Chairman Date

City Attorney Date Risk Management Date

CAPITAL FUND PROGRAM TABLES START HERE

Attachment tx327p01

Annual Statement/Performance and Evaluation Report

Capital Funds Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part 1: Summary

PHAName: Housing Authority of the City of Abilene	Grant Type and Number: Capital Fund Program No: TX21P32750100 Replacement Housing Factor Grant No:	Federal FY of Grant: 2000
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<input type="checkbox"/> Original Annual Statement	<input type="checkbox"/> Reserved for Disasters/Emergencies	<input checked="" type="checkbox"/> Revised Annual Statement/Revision Number <u>1</u>
<input checked="" type="checkbox"/> Performance and Evaluation Report for Program Year Ending 3/31/03		<input type="checkbox"/> Final Performance and Evaluation Report for Program Year Ending _____

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total Non-Capital Funds				
2	1406 Operating Expenses				
3	1408 Management Improvements	25,000.00	25,000.00	25,000.00	12,500.00
4	1410 Administration	3,000.00	3,000.00	3,000.00	1,000.00
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	59,500.00	59,500.00	59,500.00	59,500.00
8	1440 Site Acquisition				
9	1450 Site Improvement	142,525.00	142,525.00	142,525.00	142,525.00
10	1460 Dwelling Structures	143,864.00	176,428.00	176,428.00	143,864.00
11	1465.1 Dwelling Equipment-Nonexpendable				
12	1470 Nondwelling Structures				
13	1475 Nondwelling Equipment	600.00	600.00	600.00	0.00
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs				
18	1499 Development Activities				
19	1501 Collateralization or Debt Service				
20	1502 Contingency	32,564.00	0.00	0.00	0.00
21	Amount of Annual Grant (sums of lines 2-20)	\$407,053.00	\$407,053.00	\$407,053.00	\$359,389.00
22	Amount of line 21 Related to LBP Activities				
23	Amount of Line 21 Related to Section 504 Compliance				
24	Amount of Line 21 Related to Security-Soft Costs				
25	Amount of Line 21 Related to Security-Hard Costs				
26	Amount of Line 21 Related to Energy Conservation Measures				

Annual Statement/Performance and Evaluation Report and Evaluation Report
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)
Part II: Supporting Pages

PHAName: Housing Authority of the City of Abilene		Grant Type and Number: Capital Fund Program No: TX21P32750100 Replacement Housing Factor Grant No:						Federal FY of Grant: 2000
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
PHAWide	Management Improvements:							
TX327	Regulation training for executive director, staff and maintenance workers	1408		5,000.00	5,000.00	5,000.00	5,000.00	
	Hire Resident Management Coordinator	1408		20,000.00	20,000.00	20,000.00	7,500.00	
	Total 1408			25,000.00	25,000.00	25,000.00	12,500.00	
	Administration:							
	Sundry costs			3,000.00	3,000.00	3,000.00	1,000.00	
	Total 1410			3,000.00	3,000.00	3,000.00	1,000.00	
	Fees & Costs:							
	Contract Architect/Engineer to develop drawings and specifications	1430		34,000.00	34,000.00	34,000.00	34,000.00	
	Hire on-site inspector to monitor work in progress	1430		18,000.00	18,000.00	18,000.00	18,000.00	
	Provide funds for reproduction of blueprints and specifications	1430		2,500.00	2,500.00	2,500.00	2,500.00	
	Agency Plan Annual Update (Consultant Fees)	1430		5,000.00	5,000.00	5,000.00	5,000.00	
	Total 1430			59,500.00	59,500.00	59,500.00	59,500.00	
	Non-Dwelling Equipment:							
	Purchase a dot-matrix printer for rent register	1475		600.00	600.00	600.00	0.00	
	Total 1475			600.00	600.00	600.00	0.00	
	Contingency	1502		32,564.00	0.00	0.00	0.00	
	TOTAL			\$120,664.00	\$88,100.00	\$88,100.00	\$73,000.00	

Annual Statement/Performance and Evaluation Report and Evaluation Report
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)
Part II: Supporting Pages

PHAName: Housing Authority of the City of Abilene		Grant Type and Number: Capital Fund Program No: TX21P32750100 Replacement Housing Factor Grant No:						Federal FY of Grant: 2000
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
Pioneer	Site Improvement:							
TX327-002	Install new playground equipment	1450		29,412.00	29,412.00	29,412.00	29,412.00	
	Replace wire & pole existing clotheslines	1450		7,500.00	7,500.00	7,500.00	7,500.00	
	Total 1450			36,912.00	36,912.00	36,912.00	36,912.00	
	Dwelling Structures:							
	Build reinforced concrete retaining walls and brick repair			41,164.00	73,728.00	73,728.00	41,164.00	
	Install vinyl mini-blinds in 75 units			20,200.00	20,200.00	20,200.00	20,200.00	
	Total 1460			61,364.00	93,928.00	93,928.00	61,364.00	
Deegan Place	Site Improvement:							
Vogel Complex	Replace wood fence	1450		18,463.00	18,463.00	18,463.00	18,463.00	
TX327-003	Improvements to the physical appearance	1450		10,000.00	10,000.00	10,000.00	10,000.00	
	Total 1450			28,463.00	28,463.00	28,463.00	28,463.00	
	Dwelling Structures:							
	Repair walkways, stairs, brick walls and foundations of units	1460		40,000.00	40,000.00	40,000.00	40,000.00	
	Total 1460			40,000.00	40,000.00	40,000.00	40,000.00	
	TOTAL			\$166,739.00	\$199,303.00	\$199,303.00	\$166,739.00	

CAPITAL FUND PROGRAM TABLES START HERE

Attachment tx327q01

Annual Statement /Performance and Evaluation Report

Capital Funds Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part 1: Summary

PHA Name: Housing Authority of the City of Abilene	Grant Type and Number: Capital Fund Program No: TX21P32750101 Replacement Housing Factor Grant No:	Federal FY of Grant: 2001
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Original Annual Statement
 Reserved for Disasters/Emergencies
 Revised Annual Statement/Revision Number 2
 Performance and Evaluation Report for Program Year Ending 3/31/03
 Final Performance and Evaluation Report for Program Year Ending _____

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total Non-Capital Funds				
2	1406 Operating Expenses				
3	1408 Management Improvements	36,500.00	36,740.00	31,500.00	0.00
4	1410 Administration				
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	26,000.00	37,968.00	32,500.00	0.00
8	1440 Site Acquisition				
9	1450 Site Improvement	67,188.00	0.00	0.00	0.00
10	1460 Dwelling Structures	262,500.00	317,600.00	317,600.00	0.00
11	1465.1 Dwelling Equipment-Nonexpendable				
12	1470 Nondwelling Structures				
13	1475 Nondwelling Equipment	23,000.00	22,880.00	0.00	0.00
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs				
18	1499 Development Activities				
19	1501 Collateralization or Debt Service				
20	1502 Contingency				
21	Amount of Annual Grant (sums of lines 2-20)	\$415,188.00	\$415,188.00	\$381,600.00	\$0.00
22	Amount of line 21 Related to LBP Activities				
23	Amount of Line 21 Related to Section 504 Compliance				
24	Amount of Line 21 Related to Security - Soft Costs				
25	Amount of Line 21 Related to Security - Hard Costs				
26	Amount of Line 21 Related to Energy Conservation Measures	317,600.00	317,600.00	317,600.00	0.00

CAPITAL FUND PROGRAM TABLES START HERE

Attachment tx327r01

**Annual Statement/Performance and Evaluation Report
Capital Funds Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part 1: Summary**

PHAName: Housing Authority of the City of Abilene	Grant Type and Number: Capital Fund Program No: TX21P32750102 Replacement Housing Factor Grant No:	Federal FY of Grant: 2002
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<input type="checkbox"/> Original Annual Statement	<input type="checkbox"/> Reserved for Disasters/Emergencies	<input checked="" type="checkbox"/> Revised Annual Statement/Revision Number <u>1</u>
<input checked="" type="checkbox"/> Performance and Evaluation Report for Program Year Ending 3/31/03		<input type="checkbox"/> Final Performance and Evaluation Report for Program Year Ending _____

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total Non-Capital Funds				
2	1406 Operating Expenses				
3	1408 Management Improvements	25,000.00	25,000.00	0.00	0.00
4	1410 Administration	3,000.00	3,000.00	0.00	0.00
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	54,500.00	67,500.00	0.00	0.00
8	1440 Site Acquisition				
9	1450 Site Improvement	166,398.00	166,398.00	0.00	0.00
10	1460 Dwelling Structures	113,900.00	103,911.00	0.00	0.00
11	1465.1 Dwelling Equipment-Nonexpendable				
12	1470 Nondwelling Structures	2,500.00	2,500.00	0.00	0.00
13	1475 Nondwelling Equipment				
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs	16,675.00	16,675.00	0.00	0.00
18	1499 Development Activities				
19	1501 Collateralization or Debt Service				
20	1502 Contingency	3,011.00	0.00	0.00	0.00
21	Amount of Annual Grant (sums of lines 2-20)	\$384,984.00	\$384,984.00	\$0.00	\$0.00
22	Amount of line 21 Related to LBP Activities				
23	Amount of Line 21 Related to Section 504 Compliance				
24	Amount of Line 21 Related to Security-Soft Costs				
25	Amount of Line 21 Related to Security-Hard Costs				
26	Amount of Line 21 Related to Energy Conservation Measures				

**Annual Statement/Performance and Evaluation Report and Evaluation Report
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)**

Part II: Supporting Pages

PHAName: Housing Authority of the City of Abilene		Grant Type and Number: TX21P32750102				Federal FY of Grant: 2002		
		Capital Fund Program No:						
		Replacement Housing Factor Grant No:						
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
PHAWide	Management Improvements:							
TX327	Regulation training for executive director, staff and maintenance workers	1408		5,000.00	5,000.00	0.00	0.00	
	Hire Resident Management Coordinator	1408		20,000.00	20,000.00	0.00	0.00	
	Total 1408			25,000.00	25,000.00	0.00	0.00	
	Administration:							
	Sundry costs	1410		3,000.00	3,000.00	0.00	0.00	
	Total 1410			3,000.00	3,000.00	0.00	0.00	
	Fees & Costs:							
	Contract Architect-Engineer to develop drawings & specifications	1430		29,000.00	29,000.00	0.00	0.00	
	Agency Plan update (annual consultant fees)	1430		5,000.00	5,000.00	0.00	0.00	
	Hire on-site inspector to monitor labor compliance, inspect work in progress	1430		18,000.00	18,000.00	0.00	0.00	
	Provide funds for reproduction of blueprints	1430		2,500.00	2,500.00	0.00	0.00	
	Hire consultant to prepare specifications to abathe material containing asbestos, and removal of asbestos and air monitoring	1430		0.00	10,000.00			
	State of Texas requirements for notification fee for asbestos work	1430		0.00	3,000.00			
	Total 1430			54,500.00	67,500.00	0.00	0.00	
	Relocation Costs:							
		1495		16,675.00	16,675.00	0.00	0.00	
	Total 1495			16,675.00	16,675.00	0.00	0.00	
	Contingency	1502		3,011.00	0.00	0.00	0.00	
	Total 1502			3,011.00	0.00	0.00	0.00	
	TOTAL PHAWIDE			102,186.00	112,175.00	0.00	0.00	

**Annual Statement/Performance and Evaluation Report and Evaluation Report
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)**

Part II: Supporting Pages

PHAName: Housing Authority of the City of Abilene		Grant Type and Number: TX21P32750102						Federal FY of Grant: 2002	
		Capital Fund Program No: TX21P32750102							
		Replacement Housing Factor Grant No:							
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work	
				Original	Revised	Funds Obligated	Funds Expended		
Pioneer TX327-002	Build reinforced concrete retaining walls and brick repair	1450		66,398.00	66,398.00	0.00	0.00		
	Install dryer connections	1460	75 units	9,000.00	9,000.00	0.00	0.00		
	Total002			75,398.00	75,398.00	0.00	0.00		
Deegen Place Vogel Complex TX327-003	Repair walkways, stairs, brick walls and foundations	1450		40,000.00	40,000.00	0.00	0.00		
	Repaint interior of units	1460	28 units	17,500.00	7,511.00	0.00	0.00		
	Repaint interior community center	1470		2,500.00	2,500.00	0.00	0.00		
	Total003			60,000.00	50,011.00	0.00	0.00		
Riviera TX327-004	Landscaping/irrigation Refurbish existing parking & assigned parking	1450		20,000.00	20,000.00	0.00	0.00		
	Replace vinyl mini-blinds in all units	1460	34 units	9,400.00	9,400.00	0.00	0.00		
	Remove and replace wood floors upstairs & Replace floor tile in all units (wood is cracked and chipped)	1460	34 units	40,000.00	40,000.00	0.00	0.00		
	Refurbish existing kitchen cabinets. Replace damaged countertop if needed.	1460	34 units	18,000.00	18,000.00	0.00	0.00		
	Paint interior	1460	34 units	20,000.00	20,000.00	0.00	0.00		
	Total004			147,400.00	147,400.00	0.00	0.00		
	TOTAL GRANT FOR 2002			\$ 384,984.00	\$ 384,984.00	0.00	0.00		

