

U.S. Department of Housing and Urban Development
Office of Public and Indian Housing

*Small PHA Plan Update for the
Housing Authority of the City of Stanton
Annual Plan for Fiscal Year: 2003*

**NOTE: THIS PHA PLAN TEMPLATE (HUD 50075) IS TO BE COMPLETED IN ACCORDANCE WITH
INSTRUCTIONS LOCATED IN APPLICABLE PIH NOTICES**

**PHA Plan
Agency Identification**

PHAName: *Housing Authority of the City of Stanton*

PHANumber: *TX190*

PHAFiscal Year Beginning:(mm/yyyy) *01/2003*

PHA Plan Contact Information:

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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

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
- Main administrative office of the local, county or 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
- PHA development management offices
- Other (list below)

PHA Programs Administered:

- Public Housing and Section 8
- Section 8 Only
- Public Housing Only

Annual PHA Plan
Fiscal Year 20 03
 [24 CFR Part 903.7]

i. Table of Contents

Provide a table of contents for the Plan, including attachments, and a list of supporting documents available for public inspection. For Attachments, indicate which attachments are provided by selecting all that apply. Provide the attachment's name (A, B, etc.) in the space to the left of the name of the attachment. If the attachment is provided as a **SEPARATE** file submission from the PHA Plan file, provide the filename in parentheses in the space to the right of the title.

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<input checked="" type="checkbox"/> Attachment D: Resident Membership on PHA Board or Governing Body	
<input checked="" type="checkbox"/> Attachment E: Membership of Resident Advisory Board or Boards	
<input type="checkbox"/> Attachment __: Comments of Resident Advisory Board or Boards & Explanation of PHA Response (must be attached if not included in PHA Plan text)	
<input checked="" type="checkbox"/> Other (List below, providing each attachment name)	
<i>Progress Statement tx190f01</i>	
<i>Voluntary Conversion Initial Assessment tx190g01</i>	
<i>Deconcentration Assessment tx190h01</i>	
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ii. Executive Summary

[24 CFR Part 903.79(r)]

At PHA option, provide a brief overview of the information in the Annual Plan

The Housing Authority of the City of Stanton has prepared this Annual PHA Plan in compliance with Section 511 of the Quality Housing and Work Responsibility Act of 1998 and the ensuing HUD requirements.

The purpose of the Annual Plan is to provide a framework for local accountability and an easily identifiable source by which public housing residents and other members of the public may locate basic PHA policies, rules and requirements related to the operations, programs and services of the agency.

The Mission Statement and the Goals and Objectives were based on information contained in our jurisdiction's Consolidated Plan and will assure that our residents will receive the best customer service.

Excellent customer service and fulfillment of the Mission Statement and Goals and Objectives is ensured by implementation of a series of policies that are on display with this Plan. The Admissions and Occupancy Policy is the primary policy on display. This important document 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 Stanton during FY2003 include:

- *Preserve and improve the public housing stock through the Capital Funds activities.*
- *Train staff and commissioners to fully understand and take advantage of opportunities in the new law and regulation to better serve our residents and the community; and*
- *Identify, develop and leverage services to enable low -income families to become self-sufficient.*

In closing, this Annual PHA Plan exemplifies the commitment of the Housing Authority 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 Housing Authority.

1. 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.

Adoption of the following policies:

- Deconcentration and Income Mixing
- Pest Eradication Policy;
- Low-rent Natural and National Disaster Response policies
- Resident Initiatives Policy
- Section 3 Plan

Implementation of Screening and Eviction for Drug Abuse and other Criminal Activity requirements.

Updating of the Pet Ownership Policies

Revision of the Substantial Deviation and Significant Amendment or Modification statement.

2. Capital Improvement Needs

[24 CFR Part 903.79(g)]

Exemptions: Section 8 only PHAs are not required to complete this component.

A. Yes No: Is the PHA eligible to participate in the CFP in the fiscal year covered by this PHA Plan?

B. What is the amount of the PHA's estimated or actual (if known) Capital Fund Program grant for the upcoming year? **\$185,349.00**

C. Yes No Does the PHA plan to participate in the Capital Fund Program in the upcoming year? If yes, complete the rest of Component 7. If no, skip to next component.

D. Capital Fund Program Grant Submissions

(1) Capital Fund Program 5 - Year Action Plan

The Capital Fund Program 5 - Year Action Plan is provided as Attachment *TX190c01*

(2) Capital Fund Program Annual Statement

The Capital Fund Program Annual Statement is provided as Attachment *TX190b01*

- FY2000 Performance and Evaluation Report tx190l01*
- FY2001 Performance and Evaluation Report tx190m01*
- FY2002 Performance and Evaluation Report tx190m01*

3.D emolitionandDisposition

[24CFRPart90 3.79(h)]

Applicability:Section8onlyPHAsarenotrequiredtocompletethissection.

1. Yes No: DoesthePHAplantoconductanydemolitionordisposition activities(pursuanttosection18oftheU.S.Housing Actof1937 (42U.S.C.1437p))intheplanFiscalYear?(If‘No’,skiptonext component;if‘yes’,completeoneactivitydescriptionforeach development.)

2.ActivityDescription

Demolition/DispositionActivityDescription (NotincludingActivitiesAssociatedwithHOPEVIorConversionActivities)	
1a.Developmentname:	
1b.Development(project)number:	
2.Activitytype:Demolition <input type="checkbox"/> Disposition <input type="checkbox"/>	
3.Applicationstatus(selectone) Approved <input type="checkbox"/> Submitted,pendingapproval <input type="checkbox"/> Plannedapplication <input type="checkbox"/>	
4.Dateapplicationapproved,submitted,orplannedforsubmission: (DD/MM/YY)	
5.Numberofunitsaffected:	
6.Coverageofaction(selectone) <input type="checkbox"/> Partofthedevelopment <input type="checkbox"/> Totaldevelopment	
7.Relocationresources(selectallthatapply) <input type="checkbox"/> Section8for units <input type="checkbox"/> Publichousingfor units <input type="checkbox"/> Preferenceforadmissiontootherpublichousingorsection8 <input type="checkbox"/> Otherhousingfor units(describewhatbelow)	
8.Timelineforactivity: a. Actualorprojectedstartdateofactivity: b. Actualorprojectedstartdateofrelocationactivities: c. Projectedenddateofactivity:	

4. Voucher Homeownership Program

[24CFR Part 903.79(k)]

A. 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 24CFR part 982? (If "No", skip to next component; if "yes", describe each program using the table below (copy and complete questions for each program identified.)

B. Capacity of the PHA to Administer a Section 8 Homeownership Program N/A

The PHA has demonstrated its capacity to administer the program by (select all that apply):

- Establishing a minimum homeowner down payment requirement of at least 3 percent and requiring that at least 1 percent of the down payment comes from the family's resources
- Requiring that financing for purchase of a home under its section 8 homeownership 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
- Demonstrating that it has or will acquire other relevant experience (list PHA experience, or any other organization to be involved and its experience, below):

5. Safety and Crime Prevention: PHDEP Plan *(no longer required)*

[24CFR Part 903.7(m)]

Exemptions Section 8 Only PHAs may skip to the next component PHA eligible for PHDEP funds must provide a PHDEP Plan meeting specified requirements prior to receipt of PHDEP funds.

A. Yes No: Is the PHA eligible to participate in the PHDEP in the fiscal year covered by this PHA Plan?

B. What is the amount of the PHA's estimated or actual (if known) PHDEP grant for the upcoming year? \$ _____

C. Yes No Does the PHA plan to participate in the PHDEP in the upcoming year? If yes, answer question D. If no, skip to next component.

D. Yes No: The PHDEP Plan is attached at Attachment _____

6. Other Information

[24CFR Part 903.79(r)]

A. Resident Advisory Board (RAB) Recommendations and PHA Response

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 attached at Attachment (Filename) *N/A*

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

- The PHA changed portions of the PHA Plan in response to comments. A list of these changes is included
 - Yes No: below
 - Yes No: at the end of the RAB Comments in Attachment _____.
- Considered comments, but determined that no changes to the PHA Plan were necessary. An explanation of the PHA's consideration is included at the end of the RAB Comments in Attachment _____.
- Other: (list below) *Residents were in agreement with Plan contents.*

B. 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: *State of Texas*

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 specific initiatives contained in the Consolidated Plan. (list such initiatives below)
 - *Reduce vacancies in Public Housing*
 - *Modernize units*
- Other: (list below)

3. PHA Requests for support from the Consolidated Plan Agency

Yes No: Does the PHA request financial or other support from the State or local government agency in order to meet the needs of its public housing residents or inventory? If yes, please list the 5 most important requests below:

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

- *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 low - income residents;*
- *Promote adequate affordable housing;*
- *Promote economic opportunity; and*
- *Promote a suitable living environment without discrimination.*

C. Criteria for Substantial Deviation and Significant Amendments

1. Amendment and Deviation Definitions

24 CFR Part 903.7(r)

PHAs are required to define and adopt their own standards of substantial deviation from the 5 - year Plan and Significant Amendment to the Annual Plan. The definition of significant amendment is important because it defines when the PHA will subject a change to the policies or activities described in the Annual Plan to full public hearing and HUD review before implementation.

A. Substantial Deviation from the 5 - year Plan:

- *Any change to the Mission Statement;*
- *50% del etion from or addition to the goals and objectives as a whole; and*
- *50% or more decrease in the quantifiable measurement of any individual goal and 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 days posting, such as changes in the Admission's policy, changes affecting rent or the organization of the Waiting List;*
- *Any submission to HUD that requires a separate notification to residents, such as HOPEVI, Public Housing Conversion, Demolition/Disposition, Designated Housing or Homeownership programs; and*
- *Any change in policy or operation that is inconsistent with the applicable Consolidated Plan.*

Attachment A**Supporting Documents Available for Review**

PHAs are to 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	Related Plan Component
X	PHA Plan Certifications of Compliance with the PHA Plans and Related Regulations	5 Year and Annual Plans
N/A	State/Local Government Certification of Consistency with the Consolidated Plan (not required for this update)	5 Year and Annual Plans
X	Fair Housing Documentation Supporting Fair Housing Certifications: 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	Housing Needs Statement of the Consolidated Plan for the jurisdiction/s in which the PHA is located 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/ACOP), which includes the Tenant Selection and Assignment Plan [TSAP]	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Any policy governing occupancy of Police Officers in Public Housing <input checked="" type="checkbox"/> check here if included in the public housing A&O Policy	Annual Plan: Eligibility, Selection, and Admissions Policies
N/A	Section 8 Administrative Plan	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Public housing rent determination policies, including the method 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
N/A	Section 8 rent determination (payment standard) policies <input type="checkbox"/> check here if included in Section 8 Administrative Plan	Annual Plan: Rent 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

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Related Plan Component
X	Results of latest binding Public Housing Assessment System (PHAS) Assessment	Annual Plan: Management and Operations
X	Follow-up Plan to Results of the PHAS Resident Satisfaction Survey (if necessary)	Annual Plan: Operations and Maintenance and Community Service & Self-Sufficiency
N/A	Results of latest Section 8 Management Assessment System (SEMAP)	Annual Plan: Management and Operations
N/A	Any required policies governing any Section 8 special housing types <input type="checkbox"/> check here if included in Section 8 Administrative Plan	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
N/A	Section 8 informal review and hearing procedures <input 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 any active grant year	Annual Plan: Capital Needs
X	Most recent CIAP Budget/Progress Report (HUD 52825) for any active CIAP grants	Annual Plan: Capital Needs
N/A	Approved HOPEVI applications or, if more recent, approved or submitted HOPEVI Revitalization Plans, or any other approved proposal for development of public housing	Annual Plan: Capital Needs
X	Self-evaluation, Needs Assessment and Transition Plan required by regulations implementing § 504 of the Rehabilitation Act and the Americans with Disabilities Act. See, PIH 99 -52 (HA).	Annual Plan: Capital Needs
N/A	Approved or submitted applications for demolition and/or disposition of public housing	Annual Plan: Demolition and Disposition
N/A	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, Section 22 of the US Housing Act of 1937, or Section 33 of the US Housing Act of 1937	Annual Plan: Conversion of Public Housing
N/A	Approved or submitted public housing homeownership programs/plans	Annual Plan: Homeownership
N/A	Policies governing any Section 8 Homeownership program (section _____ of the Section 8 Administrative Plan)	Annual Plan: Homeownership
X	Cooperation agreement between the PHA and the TANF agency and between the PHA and local employment and training service agencies	Annual Plan: Community Service & Self-Sufficiency

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Related Plan Component
N/A	FSS Action Plan/s for public housing and/or Section 8	Annual Plan: Community Service & Self-Sufficiency
X	Section 3 documentation required by 24 CFR Part 135, Subpart E	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	Annual Plan: Safety and Crime Prevention
N/A	PHDEP-related documentation: <ul style="list-style-type: none"> · Baseline law enforcement services for public housing developments assisted under the PHDEP plan; · Consortium agreement/s between the PHAs participating in the consortium and a copy of the payment agreement between the consortium and HUD (applicable only to PHAs participating in a consortium as specified under 24 CFR 761.15); · Partnership agreements (indicating specific leveraged support) with agencies/organizations providing funding, services or other in-kind resources for PHDEP-funded activities; · Coordination with other law enforcement efforts; · Written agreement(s) with local law enforcement agencies (receiving any PHDEP funds); and · All crime statistics and other relevant data (including Part I and specified Part II crimes) that establish need for the public housing sites assisted under the PHDEP Plan. 	Annual Plan: Safety and Crime Prevention
X	Policy on Ownership of Pets in Public Housing Family Developments (as required by regulation at 24 CFR Part 960, Subpart G) <input checked="" type="checkbox"/> check here if included in the public housing A&O Policy	Pet Policy
X	The results of 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. 1437c(h)), the results of that audit and the PHA's response to any findings	Annual Plan : Annual Audit
N/A	Troubled PHAs: MOA/Recovery Plan	Troubled PHAs
X	Other supporting documents (optional) (list individually; use as many lines as necessary)	(specify as needed)

Annual Statement/Performance and Evaluation Report Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part 1: Summary					
PHAN Name: Housing Authority of the City of Stanton <i>Housing Authority of the City of Stanton</i>		Grant Type and Number Capital Fund Program: <i>TX21P9050100</i> Capital Fund Program Replacement Housing Factor Grant No:			Federal FY of Grant:
<input type="checkbox"/> Original Annual Statement		<input type="checkbox"/> Reserve for Disasters/Emergencies	<input checked="" type="checkbox"/> Revised Annual Statement (revision no: 1)		
<input type="checkbox"/> Performance and Evaluation Report for Period Ending:		<input type="checkbox"/> Final Performance and Evaluation Report			
Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total Non-CFP 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				

Capital Fund Program 5 - Year Action Plan

Complete on 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.

Annual Statement/Performance and Evaluation Report					
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part 1: Summary					
PHA Name: Housing Authority of the City of Stanton <i>Housing Authority of the City of Stanton</i>		Grant Type and Number Capital Fund Program: <i>TX21P190</i> Capital Fund Program Replacement Housing Factor Grant No:		Federal FY of Grant:	
<input type="checkbox"/> Original Annual Statement		<input type="checkbox"/> Reserve for Disasters/Emergencies		<input type="checkbox"/> Revised Annual Statement (revision no:)	
<input type="checkbox"/> Performance and Evaluation Report for Period Ending:		<input type="checkbox"/> Final Performance and Evaluation Report			
Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non -CFP 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				

Annual Statement/Performance and Evaluation Report				
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part 1: Summary				
PHAName: Housing Authority of the City of Stanton <i>Housing Authority of the City of Stanton</i>		Grant Type and Number Capital Fund Program: <i>TX21P190</i> Capital Fund Program Replacement Housing Factor Grant No:		Federal FY of Grant:
<input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/Emergencies <input type="checkbox"/> Revised Annual Statement (revision no:)				
<input type="checkbox"/> Performance and Evaluation Report for Period Ending: <input type="checkbox"/> Final Performance and Evaluation Report				
Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost
17	1495.1 Relocation Costs			
18	1498 Mod Used for Development			
19	1502 Contingency			
20	Amount of Annual Grant: (sum of lines 2 - 19)	\$237,649		
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			

PHA Public Housing Drug Elimination Program Plan

Nolo ngerrequired

Note: THIS PHDEP Plan template (HUD 50075 - PHDEP Plan) is to be completed in accordance with Instructions located in applicable PIH Notices.

Section 1: General Information/History

A. Amount of PHDEP Grant \$ _____

B. Eligibility type (Indicate with an "x") N1 _____ N2 _____ R _____

C. FFY in which funding is requested _____

D. Executive Summary of Annual PHDEP Plan

In the space below, provide a brief overview of the PHDEP Plan, including highlights of major initiatives or activities undertaken. It may include a description of the expected outcomes. This summary must not be more than five (5) sentences long.

E. Target Areas

Complete the following table by indicating each PHDEP Target Area (development or site where activities will be conducted), the total number of units in each PHDEP Target Area, and the total number of individuals expected to participate in PHDEP sponsored activities in each Target Area. Unit count information should be consistent with that available in PIC.

PHDEP Target Areas (Name of development(s) or site)	Total # of Units within the PHDEP Target Area(s)	Total Population to be Served within the PHDEP Target Area(s)

F. Duration of Program

Indicate the duration (number of months funds will be required) of the PHDEP Program proposed under this Plan (place an "x" to indicate the length of program by # of months. For "Other", identify the # of months).

12 Months _____ **18 Months** _____ **24 Months** _____

G. PHDEP Program History

Indicate each FY that funding has been received under the PHDEP Program (place an "x" by each applicable Year) and provide amount of funding received. If previously funded programs haven't been closed out at the time of this submission, indicate the fund balance and anticipated completion date. The Fund Balance should reflect the balance as of Date of Submission of the PHDEP Plan. The Grant Term End Dates should include any HUD -approved extensions or waivers. For grant extensions received, place "GE" in column or "W" for waivers.

Fiscal Year of Funding	PHDEP Funding Received	Grant#	Fund Balance as of Date of this Submission	Grant Extensions or Waivers	Grant Start Date	Grant Term End Date
FY1995						
FY1996						
FY1997						
FY1998						
FY1999						

Section 2: PHDEP Plan Goals and Budget

A. PHDEP Plan Summary

In the space below, summarize the PHDEP strategy to address the needs of the target population/target area(s). Your summary should briefly identify: the broad goal and objectives, the role of plan partners, and your system or process for monitoring and evaluating PHDEP -funded activities. This summary should not exceed 5 -10 sentences.

B. PHDEP Budget Summary

Enter the total amount of PHDEP funding allocated to each line item.

FFY _____ PHDEP Budget Summary	
Original statement	
Revised statement dated:	
Budget Line Item	Total Funding
9110 - Reimbursement of Law Enforcement	
9115 - Special Initiative	
9116 - Gun Buyback TAMatch	
9120 - Security Personnel	
9130 - Employment of Investigators	
9140 - Voluntary Tenant Patrol	
9150 - Physical Improvements	
9160 - Drug Prevention	
9170 - Drug Intervention	
9180 - Drug Treatment	
9190 - Other Program Costs	
TOTAL PHDEP FUNDING	

C. PHDEP Plan Goals and Activities

In the tables below, provide information on the PHDEP strategy summarized above by budget line item. Each goal and objective should be numbered sequentially for each budget line item (where applicable). Use as many rows as necessary to list proposed activities (additional rows may be inserted in the tables). PHAs are not required to provide information in shaded boxes. Information provided must be concise — not to exceed two sentences in any column. Tables for line items in which the PHA has no planned goals or activities may be deleted.

9110 – Reimbursement of Law Enforcement					Total PHDEP Funding: \$		
Goal(s)							
Objectives							
Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date	PHEDEP Funding	Other Funding (Amount/ Source)	Performance Indicators
1.							
2.							
3.							

9115 - Special Initiative					Total PHDEP Funding: \$		
Goal(s)							
Objectives							
Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date	PHEDEP Funding	Other Funding (Amount/ Source)	Performance Indicators
1.							
2.							
3.							

9116 -GunBuybackTAMatch					TotalPHDEPFunding:\$		
Goal(s)							
Objectives							
ProposedActivities	#of Persons Served	Target Population	Start Date	Expected Complete Date	PHEDEP Funding	OtherFunding (Amount/Source)	PerformanceIndicators
1.							
2.							
3.							

9120 -SecurityPersonnel					TotalPHDEPFunding:\$		
Goal(s)							
Objectives							
ProposedActivities	#of Persons Served	Target Population	Start Date	Expected Complete Date	PHEDEP Funding	OtherFunding (Amount/Source)	PerformanceIndicators
1.							
2.							
3.							

9130 -EmploymentofInvestigators					TotalPHDEPFunding:\$		
Goal(s)							
Objectives							
ProposedActivities	#of Persons Served	Target Population	Start Date	Expected Complete Date	PHEDEP Funding	OtherFunding (Amount/Source)	PerformanceIndicators
1.							
2.							
3.							

9140 – Voluntary Tenant Patrol					Total PHDEP Funding: \$		
Goal(s)							
Objectives							
Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date	PHEDEP Funding	Other Funding (Amount/Source)	Performance Indicators
1.							
2.							
3.							

9150 - Physical Improvements					Total PHDEP Funding: \$		
Goal(s)							
Objectives							
Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date	PHEDEP Funding	Other Funding (Amount/Source)	Performance Indicators
1.							
2.							
3.							

9160 - Drug Prevention					Total PHDEP Funding: \$		
Goal(s)							
Objectives							
Proposed Activities	# of Persons Served	Target Population	Start Date	Expected Complete Date	PHEDEP Funding	Other Funding (Amount/Source)	Performance Indicators
1.							
2.							
3.							

9170 -Drug Intervention					Total PHDEP Funding:\$		
Goal(s)							
Objectives							
Proposed Activities	#of Persons Served	Target Population	Start Date	Expected Complete Date	PHEDEP Funding	Other Funding (Amount/Source)	Performance Indicators
1.							
2.							
3.							

9180 -Drug Treatment					Total PHDEP Funding:\$		
Goal(s)							
Objectives							
Proposed Activities	#of Persons Served	Target Population	Start Date	Expected Complete Date	PHEDEP Funding	Other Funding (Amount/Source)	Performance Indicators
1.							
2.							
3.							

9190 -Other Program Costs					Total PHDEP Funds:\$		
Goal(s)							
Objectives							
Proposed Activities	#of Persons Served	Target Population	Start Date	Expected Complete Date	PHEDEP Funding	Other Funding (Amount/Source)	Performance Indicators
1.							
2.							
3.							

CAPITALFUNDPROGRAMTABLESSTARTHERE

**AnnualStatement/PerformanceandEvaluationReport
CapitalFundsProgramandCapitalFundProgramReplacementHousingFactor(CFP/CFPRHF)Part1:Summary**

PHAName: HousingAuthorityoftheCityofStanton	GrantTypeandNumber: CapitalFundProgramNo: TX21P190501-03 ReplacementHousingFactorGrantNo:	FederalFYofGrant: 2003
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<input checked="" type="checkbox"/> OriginalAnnualStatement	<input type="checkbox"/> ReservedforDisasters/Emergencies	<input type="checkbox"/> RevisedAnnualStatement/RevisionNumber _____
PerformanceandEvaluationReportforProgramYearEnding6/30/03		FinalPerformanceandEvaluationReportforProgramYearEnding _____

Line No.	SummarybyDevelopmentAccount	TotalEstimatedCost		TotalActualCost	
		Original	Revised	Obligated	Expended
1	TotalNon-CapitalFunds				
2	1406OperatingExpenses	21,300.00	0.00	0.00	0.00
3	1408ManagementImprovements				
4	1410Administration				
5	1411Audit	6,000.00	0.00	0.00	0.00
6	1415LiquidatedDamages				
7	1430FeesandCosts	25,000.00	0.00	0.00	0.00
8	1440SiteAcquisition				
9	1450SiteImprovement				
10	1460DwellingStructures	185,349.00	0.00	0.00	0.00
11	1465.1DwellingEquipment-Nonexpendable				
12	1470NondwellingStructures				
13	1475NondwellingEquipment				
14	1485Demolition				
15	1490ReplacementReserve				
16	1492MovingtoWorkDemonstration				
17	1495.1RelocationCosts				
18	1499DevelopmentActivities				
19	1501CollateralizationorDebtService				
20	1502Contingency				
21	AmountofAnnualGrant(sumsoflines2-20)	\$237,649.00	\$0.00	\$0.00	\$0.00
22	Amountoffline21RelatedtoLBPAactivities				
23	AmountofLine21RelatedtoSection504Compliance				
24	AmountofLine21RelatedtoSecurity-SoftCosts				
25	AmountofLine21RelatedtoSecurity-HardCosts				
26	AmountofLine21RelatedtoEnergyConservationMeasures				

Housing Authority of the City of Stanton

Required Attachment TX190e01: 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.)

Michelle White

Donald Avery

Delores Villa

Ronda George

Housing Authority of the City of Stanton

Required Attachment TX190d01: 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: *Michelle White*

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

Elected

Appointed

C. The term of appointment is (include the date term expires): *March, 2002 thru March, 2004*

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: *March, 2002*

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

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

Statement of Progress
Attachment: tx190f01

The Housing Authority of the City of Stanton 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 \$105,035.00 was either spent or obligated. PHA has done substantial renovation of: PHA is removing and replacing the shingle roofs with metal roofs through out the PHA sites. New fencing is being installed.

Concerning self-sufficiency and crime and safety, the PHA efforts reduced crime in the communities through increased police patrols and installation of energy efficient lighting.

Concerning improving the quality of life, PHA has bi-monthly Executive Director meets with group and they discuss ideas on helping residents with problem situations. Through grant, agency will have 4 new computers through a TIFB grant.

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 Stanton

Attachment: tx190g01

Agency Plan Component 10 (B) Voluntary Conversion Initial Assessments

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

Three (3)

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)?

None

C. How many Assessments were conducted for the PHA's covered developments?

Three (3)

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

Development Name	Number of units
TX190001	30
TX190002	78
TX190003	15

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 Stanton

Attachment: tx190h01

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)]
Project 1	23	B – The covered development or developments are part of the PHA's program strategies or activities specifically authorized by statute such as mixed-income or mixed-finance developments, homeownership programs, self-sufficiency strategies, or other strategies designed to deconcentrate poverty, promote income mixing in public housing, increase the incomes of public housing residents, or the income mix is otherwise subject to individual review and approval by HUD.	1.
			2.
			3.

Note: When completing this attachment for the PHA Plan, pull this template from the HUD PHA Plan Website. The explanation and policy columns will expand as the chosen explanations or policies are entered.

Housing Authority of the City of Stanton

PET OWNERSHIP POLICY

A. Pet Rules

The following rules shall apply for the keeping of pets by Residents living in the units operated by the Housing Authority. These rules do not apply to animals used by persons with disabilities (i.e. seeing eye dogs and other animals used for disabilities).

1. Common household pets as authorized by this policy means domesticated animals, such as cats, dogs, fish, birds, rodents (including rabbits) and turtles, that are traditionally kept in the home for pleasure rather than for commercial purposes. Fish tanks will be limited to 5 gallons.
2. Residents will register their pets with the Authority **BEFORE** it is brought onto the Authority premises, and will update the registration annually. The registration will include: (*Appendix 1*)
 - a. Information sufficient to identify the pet and to demonstrate that it is a common household pet and a picture;
 - b. A certificate signed by a licensed veterinarian or a State or Local Authority empowered to inoculate animals, stating that the pet has received all inoculations required by applicable State and Local Law;
 - c. The name, address, and telephone number of one or more responsible parties who will care for the pet if the pet owner dies, is incapacitated, or is otherwise unable to care for the pet.
 - d. The registration will be updated annually at the annual re-examination of Resident's income.
 - e. A statement indicating that the pet owner has read the pet rules and agrees to comply with them; (*Appendix 2*)
 - f. The Authority may refuse to register a pet if:
 - 1) The pet is not a common household pet;
 - 2) The keeping of the pet would violate any applicable house pet

- rule;
 - 3) The pet owner fails to provide complete pet registration information;
 - 4) The pet owner fails annually to update the pet registration;
 - 5) The Authority reasonably determines, based on the pet owner's habits and practices and the pet's temperament, that the pet owner will be unable to keep the pet in compliance with the pet rules and other legal obligations;
 - 6) Financial ability to care for the pet will not be a reason for the Authority to refuse to register a pet.
 - g. The Authority will notify the pet owner if the Authority refuses to register a pet. The notice will:
 - 1) State the reasons for refusing to register the pet;
 - 2) Be served on the pet owner in accordance with procedure outlined in paragraph B1 of this policy; and
 - 3) Be combined with a notice of a pet rule violation if appropriate.
- 3. Cats and dogs shall be limited to small breeds where total weight shall not exceed **twenty(20)pounds** and total height shall not exceed **twelve(12) inches**. Seeing eye dogs, or any other animal used for disabilities, are excluded to height and weight.
- 4. No chow, pit bulls, German police dogs, or any other known fighter breed will be allowed on the premises.
- 5. All cat and dog pets shall be neutered or spayed, and verified by a veterinarian, cost to be paid by the owner. Pet owners will be required to present a certificate of health from their veterinarian verifying all required annual vaccines, initially and at re-examination.
- 6. A refundable pet fee of \$ 100 plus a non-refundable fee as listed below shall be made to the Housing Authority. Such fee will be a one-time fee (perpet) and shall be used to help cover cost of damages to the unit caused by the pet. Damages and other charges will be deducted from the refundable fee.

1 Bedroom	-	\$100	3 Bedroom	-	\$200
2 Bedroom	-	\$150	4 Bedroom	-	\$250
- 7. Pets shall be quartered in the Resident's unit.

8. Dogs and cats shall be kept on a leash and controlled by a responsible individual when taken outside.
9. No dog houses will be allowed on the premises.
10. Pets (dogs and cats) shall be allowed to run only on the owner's lawn and owners shall clean up after pets **EACH** day. If Housing Authority employees have to remove pet waste, there will be a **five (\$5.00) Dollar** charge for EACH occurrence. Each time a pet is walked, carry pooperscupper.
11. The City Ordinance concerning pets will be complied with.
12. Pets shall be removed from the premises when their conduct or condition is duly determined to constitute a nuisance (i.e., barking) or a threat to the health and safety of the pet owner and occupants of the Authority in accordance with paragraph B3 below.
13. Birds must be kept in regular bird cages and not allowed to fly throughout the unit.
14. Each resident family will be allowed to house only one (1) animal at any time. Visiting guests with pets will not be allowed.
15. Dishes or containers for food and water will be located within the owner's apartment. Food and/or table scraps will not be deposited on the owner's porches or yards.
16. Residents will not feed or water stray animals or wild animals.
17. Pets will not be allowed on specified common areas (under clotheslines, social rooms, office, maintenance space, playground areas, parking areas, etc.).
18. Each resident family will be responsible for the noise or odor caused by their pet. Obnoxious odors can cause health problems and will not be tolerated.

B. Pet Violation Procedure

1. **NOTICE OF PET RULE VIOLATION (Appendix 3):** When the Authority determines on the basis of objective facts supported by written statements, that a pet owner has violated one or more of these rules governing the owning or keeping of pets, the Authority will:
 - a. Serve a notice of the pet rule violation on the owner by sending a letter by first class mail, properly stamped and addressed to the

Resident at the leased dwelling unit, with a proper return address, or serve a copy of the notice on any adult answering the door at the Resident's leased dwelling unit, or if no adult responds, by placing the notice under or through the door, if possible, or else by attaching the notice to the door;

- b. The notice of pet rule violation must contain a brief statement of the factual basis for the determination and the pet rule or rules alleged to be violated;
- c. The notice must state that the pet owner has ten (10) days from the effective date of service of notice to correct the violation (including, in appropriate circumstances, removal of the pet) or to make a written request for a meeting to discuss the violation, (the effective date of service is that day that the notice is delivered by mail, or in the case of service by posting, on the day that the notice was initially posted);
- d. The notice must state that the pet owner is entitled to be accompanied by another person of his or her choice at the meeting;
- e. The notice must state that the pet owner's failure to correct the violation, to request a meeting, or to appear at a requested meeting may result in initiation of procedures to terminate the pet owner's residency.

2. **PET RULE VIOLATION MEETING:** If the pet owner makes a timely request for a meeting to discuss an alleged pet rule violation, the Authority shall establish a mutually agreeable time and place for the meeting to be held within fifteen (15) days from the effective date of service of the notice of pet rule violation (unless the Authority agrees to a later date).

1. The Authority and the pet owner shall discuss any alleged pet rule violation and attempt to correct it and reach an agreeable understanding.
2. The Authority may, as a result of the meeting, give the pet owner additional time to correct the violation.
3. Whatever decision or agreements, if any, are made will be reduced to writing, signed by both parties, with one copy for the pet owner and one copy placed in the Authority's Resident file.

3. **NOTICE OF PET REMOVAL:** If the pet owner and the Authority are unable to resolve the pet rule violation at the pet rule violation meeting, or if the Authority determines that the pet owner has failed to correct the pet rule violation within any additional time provided for this purpose under paragraph

B1 above (or at the meeting, if appropriate), requiring the pet owner to remove the pet. This notice must:

- a. Contain a brief statement of the factual basis for the determination and the pet rule or rules that have been violated;
- b. State that the pet owner must remove the pet within ten (10) days of the effective date of service of notice of pet removal (or the meeting, if the notice is served at the meeting);
- c. State the failure to remove the pet may result in initiation of procedures to terminate the pet owner's residency.

4. **INITIATION OF PROCEDURE TO TERMINATE PET OWNERS**

RESIDENCY: The Authority will not initiate procedure to terminate a pet owner's residency based on a pet rule violation unless:

- a. The pet owner has failed to remove the pet or correct the pet rule violation within the applicable time periods specified in paragraph 3b above;
- b. The pet rule violation is sufficient to begin procedures to terminate the pet owner's residency under the terms of the lease and application regulations;
- c. Provisions of Residents Lease, Section XV: "Termination of Lease" will apply in all cases.

C. Protection of the Pet

1. If the health or safety of a pet is threatened by the death or incapacity of the pet owner, or by other factors that render the pet owner unable to care for the pet, the Authority may:

- a. Contact the responsible party or parties listed in the registration form and ask that they assume responsibility for the pet;
- b. If the responsible party or parties are unwilling or unable to care for the pet, the Authority may contact the appropriate State or Local Authority (or designated agent of such Authority) and request the removal of the pet;
- c. If the Authority is unable to contact the responsible parties despite reasonable efforts, action as outlined in 1b above will be followed; and
- d. If none of the above actions reap results, the Authority may enter the

pet owners unit, remove the pet, and place the pet in a facility that will provide care and shelter until the pet owner or a representative of the pet owner is able to assume responsibility for the pet, but no longer than thirty (30) days. The cost of the animal care facility provided under this section shall be borne by the pet owner.

If the pet owner (or the pet owner's estate) is unable to pay, the cost of the animal care facility may be paid from the pet deposit as imposed under these rules.

D. NUISANCE OR THREAT TO HEALTH OR SAFETY

Nothing in this policy prohibits the Authority or the Appropriate City Authority from requiring the removal of any pet from the Authority property. If the pet conductor condition is duly determined to constitute, under the provisions of State or Local Law, a nuisance or a threat to the health or safety or other occupants of the Authority property or of other persons in the community where the project is located.

E. APPLICATION OF RULES

1. Pet owners will be responsible and liable for any and all bodily harm to other residents or individuals and destruction of personal property belonging to others caused by owners' pet will be the moral and financial obligation of the pet owner.
2. All pet rules apply to resident and/or resident's guests.

PETREGISTRATIONSHEET

ResidentFamilyName	ResidentAddress	TelephoneNo.

- I will not have a pet at my residence
- I will have a pet at my residence and agree to abide by all rules and regulations instituted by the Authority (as set in the Pet Policy and Lease posted in the PHA office), Pet Agreement, and the City and State Codes.

Type (dog, cat, etc.)	Breed	Color/Markings	Height/Size	Weight	Sex	Name
LicenseNo.				City of License		
Housebroken?				Date of last Rabies shot?		

Anything special we need to know

In case of an emergency, such as death or illness of the owner, please contact the persons listed here to retrieve and care for my pet. They have agreed to be responsible for my pet's care in the event that I am not able to do so.

Name	Address	TelephoneNo.
		()
		()

1. All shots must be up to date.
2. Pets must be spayed or neutered.
3. We must have veterinarian certification of shots and sterility.
4. Pets must be photographed in office or bring in a photo to office property. -BEFORE pet is brought to Authority
5. There is a Pet Deposit (refundable and non-refundable).

I HEREBY CERTIFY THAT I HAVE READ THE POLICY ON PET OWNERSHIP AS ISSUED BY THE HOUSING AUTHORITY AND, IF FULLY UNDERSTAND, AND HEREBY AGREE TO COMPLY WITH ALL SUCH RULES AS OUTLINED THEREIN.

Resident/Pet Owner

(Date)

PETPOLICYRULESVIOLATIONNOTICE

DATE:	
TIME:(IFDELIVERED)	A.M./P.M.

TO:

NAMEOFRESIDENT:	
STREETADDRESS:	
CITY,STATE,ZIPCODE	
PETNAMEORTYPE:	

Thisnoticeherebyinformsyouofthefollowingrulesviolation:

FactualBasisforDeterminationofViolation:

Aspetowneryouhaveten(10)calendar daysfromthedata shownonthisnotice (date notice delivered mailed)inwhichtocorrecttheviolationormakeawrittenrequestforameetingtodiscusstheviolation.

Aspetowneryouareentitledtobeaccompaniedbyanotherpersonofyourchoiceatthemeeting.

Failuretocorrecttheviolation,torequestameeting,ortoappearattherequestedmeetingmayresultininitiationofprocedurestoterminateyourtenancy.

ExecutiveDirector

Housing Authority of the City of Stanton

Pet Ownership Rules

1. Common household pet means a domesticated cat, dog, bird and fish in aquariums. These definitions do not include any wild animal, bird or fish.
2. Each household shall have only one pet (with the exception of fish).
3. The pet owner shall have only a small cat or a dog. The animal's weight shall not exceed _____ pounds. The animal's height shall not exceed _____ inches. Such limitations do not apply to a seeing eye or helping hand dog used to assist a handicapped or disabled resident.
4. Each pet owner shall pay a pet deposit of \$_____. There is no pet deposit for fish, birds, gerbils and guinea pigs. The pet deposit is not part of the rent payable by the pet owner and is in addition to any other financial obligations generally imposed on residents of the development where the pet owner lives. The PHA shall use the pet deposit only to pay the reasonable expenses directly attributable to the presence of the pet in the development including but not limited to the cost of repairs and replacement to and the fumigation of the pet owner's dwelling unit. The PHA shall refund the unused portion of the pet deposit to the pet owner within 30 days after the pet owner moves from the dwelling unit or no longer owns or keeps a pet in the dwelling unit.
5. Pet owners shall license their pets yearly with the City. The pet owner must show the PHA proof of annual rabies and distemper booster inoculations.
6. The pet owner shall have his or her cat or dog spayed or neutered and shall pay the cost thereof. A veterinarian shall verify that the spaying and neutering has been accomplished.
7. The pet owner shall house the pet inside the pet owner's dwelling unit. The pet owner shall keep a cat or dog on a leash and shall control the animal when it is taken out of the dwelling unit for any purpose. The owner of a bird shall confine the bird to a cage at all times. No pet owner shall allow his or her pet to be unleashed or loose outside the pet owner's dwelling unit.
8. No resident shall keep, raise, train, breed or maintain any pet of any kind at any location either inside or outside the dwelling unit for any commercial purpose.
9. No pet owner shall keep a vicious or intimidating pet on the premises. If the pet owner declines, delays or refuses to remove the pet from the premises, the PHA shall do so in order to safeguard the health and welfare of other residents.
10. No pet owner shall permit his or her pet to disturb, interfere or diminish the peaceful enjoyment of the pet owner's neighborhood or other residents. The terms "disturb, interfere or diminish" shall include but not be limited to barking, howling, biting, scratching, chirping and other activities of a disturbing nature. If the pet owner declines, delays or refuses to remove the pet from the premises, the PHA shall do so.
11. The owner of a cat shall feed the animal at least once per day, provide a litter box inside the dwelling unit, clean the litter box at least every two days and take the animal to a veterinarian at least once per year. The pet owner shall not permit refuse from the litter box to accumulate or to become unsanitary or unsightly and shall dispose of such droppings by placing them in a sack in a designated container outside the building where the pet owner lives.

12. The owner of a dog shall feed the animal at least once per day, take the animal for a walk at least twice per day, remove the animal's droppings at least every two days and take the animal to a veterinarian at least once per year. The pet owner shall not permit droppings from the animal to accumulate or to become unsanitary or unsightly and shall dispose of such droppings by placing them in a sack in a designated container outside the building where the pet owner lives.
13. No pet owner shall keep a pet in violation of State or local health or humane laws or ordinances. Any failure of these pet ownership rules to contain other applicable State or local laws or ordinances does not relieve the pet owner of the responsibility for complying with such requirements.
14. The pet owner shall take the precautions and measures necessary to eliminate pet odors within and around the dwelling unit and shall maintain the dwelling unit in a sanitary condition at all times as determined by the PHA.
15. No pet owner shall alter the dwelling unit or the surrounding premises to create a space, hole, container or enclosure for any pet.
16. PHA staff shall enter the dwelling unit where a pet has been left unattended for 24 hours, remove the said and transfer it to the proper local authorities subject to any provision of State or local law or ordinances in this regard. The PHA shall accept no responsibility for the pet under such circumstances.
17. All residents including the elderly, handicapped or disabled are prohibited from feeding, housing or caring for stray animals or birds. Such creation shall constitute a pet without permission of the PHA.
18. Each pet owner shall identify an alternate custodian for his or her pet. If the pet owner is ill or absent from the dwelling unit and unable to care for his or her pet, the alternate custodian shall assume responsibility for the care and keeping of the pet including, if necessary, the removal of the pet from the PHA premises.
19. Shall any pet housed in the PHA facilities give birth to a litter, the resident shall remove all pets from the premises except one.
20. If the resident, including the pet owner breaches any of the rules set forth above, the PHA may revoke the pet permit and evict the resident or pet owner.

I have read and understand the above Pet Ownership Rules and agree to abide by them.

Residents Signature

PHA Staff Members Signature

Attachment: TX190k01

Housing Authority of the City of Stanton
Resident Assessment Follow Up Plan
FY January 2003

SECTION ONE: Communication

AREA OF CONCERN: Inability of Residents to Communicate With Management Regarding Problems and Issues

Clear communication of services, procedures, other neighborhood-related issues and activities is a critical component in the success of a development. This section measures the level of that communication in the area of events, activities, and programs available to residents, and the ability of residents to communicate with management regarding problems and issues. The following are action items that will be implemented for making improvements in this area:

ACTION ITEMS

1. Establish Communication Linkages

The Agency will immediately develop and implement a schedule of regular group meetings with Residents, Resident Advisory Board, or meet individually with residents to discuss resident concerns and perceptions on issue. If situations which are identified as problems are improved, then it is believed that satisfaction with this service area should improve.

2. Resident-Oriented Service Training

The Agency will immediately schedule a series of training sessions and seminars, which will focus on Resident-Oriented Service Delivery by PHA Staff and Personnel. These workshops will train PHA staff and personnel to effectively and politely communicate with residents. Coursework may include role-playing exercises which demonstrate the appropriate manner in which to interact with residents.

3. Improve Internal Communications.

The Agency will immediately schedule a series of training sessions and seminars, which will focus on Resident-Oriented Service Delivery by PHA Staff and Personnel. These workshops will train PHA staff and personnel to effectively and politely communicate with residents. Coursework may include role-playing exercises which demonstrate the appropriate manner in which to interact with residents.

4. Ensure Written Policies and Procedures.

The Agency will immediately conduct a review of its written policies and procedures to determine if all applicable policies and procedures have been documented and where necessary the Agency will prepare the missing documents. The Agency will also ensure that residents have copies of them that they have input and that the residents are in agreement with them. Care will be taken to assure that the Agency management or staff does not dictate policies. Finally, residents will be encouraged to participate, as much as possible, in policy development.

5. Use Culturally Relevant Language.

The Agency will immediately seek to institute and implement a policy of using culturally appropriate and relevant language in which to communicate with residents.

The Agency will also begin to institute a practice of preparing its written materials, including posters, signage, notices, bulletins, circulars, newsletters, and relevant reports in a language that is culturally appropriate for the majority of its residents that do not speak or understand English.

6. Institute A Common Point Of Reference For Notices.

The Agency will immediately identify and institute an effective and easily accessible method of communicating with residents. Suggested methods will include, but will not be limited to the following: flyers/letters sent with the rent bill, flyers/letters placed in all mailboxes or a community bulletin board.

7. Encourage Resident Involvement.

The Agency will immediately schedule a series of training sessions and seminars, which will focus on Resident Involvement in Community Building. Suggested topics may include: Resident Leadership Training, Community Building, Volunteer Training, Entrepreneurship Training, etc. These workshops will be part of the Agency's plan to assist and encourage residents to be part of the solution, to join or develop committees/organizations to help improve the community.

Funding Source (if required) to be utilized: Capital Fund

Task Start Date: 12/31/02

Target Date of Completion: On-going

SECTION TWO: Safety

AREA OF CONCERN: Failure of Agency To Convince Residents That It Is Making Efforts To Provide Safe Living Conditions

The goal of this section is to capture how safe residents feel and to assess if the housing agency is making efforts to provide safe living conditions. The following are action items that will be used to make improvements in this area.

ACTION ITEMS

1. Establish Communication Linkages

The Agency will immediately develop and implement a schedule of regular group meetings with Residents, Resident Advisory Board, or meet individually with residents to discuss resident concerns and perceptions on issue. If situations which are identified as problems are improved, then it is believed that satisfaction with this service area should improve.

2. Establish Working Relations With Police.

The Agency will immediately establish a policy of establishing partnership relations with Police Departments in the community so as to have a variety of cooperative arrangements and agreements. Some of these agreements will be, but not be limited to the following activities:

- Units deprogrammed for use as police substations.
- Periodic and regular meetings between the local police agency and PHA management.
- Provisions of access by the local police agency to vacant units in order to facilitate surveillance and pursuit.
- Provision of community space for police/community meetings.
- Police input into the development and implementation of drug elimination grants.
- Police input into modernization planning.
- Operation Safe Home and other Federal/local law enforcement efforts.

- Gun and drug sweeps.
- Youth counseling
- Youth recreational acuity's.
- Tenant security training.
- Community policing.
- Security surveys.

3. All Crimes Reported.

The Agency will immediately institute a policy of reporting all criminal activity to local police authorities. This policy will be put in place to establish a continuous line of communication between local police authorities and the Agency thereby creating a credible, working relationship between both groups.

4. Ensure Policies and Procedures In Place For Tracking Crime.

The Agency will immediately conduct a review of its written policies and procedures to ascertain that applicable policies and procedures are in place to track crime and where necessary the Agency will prepare the missing documents. The Agency will also ensure that these policies and procedures will be able to demonstrate that crime and crime-related problems are being traced by development.

5. Refine Resident Screening Processes.

The Agency will immediately seek to institute and implement a policy of revamping and upgrading a resident screening process which denies housing admissions to those individuals who do not meet the legal criteria established by HUD or PHA board resolution.

6. Establish Safe Behavior Policies For Residents.

The Agency will immediately develop and institute a clearly understood and mutually agreed-upon policy, which defines what constitutes safe behavior for residents with the correct level of repercussions for violating policy.

7. Addition of More Lighting.

The Agency will immediately schedule a plan for evaluating, planning and installing additional lighting in all common areas and to periodically check all lights to make sure that they are working.

8. Check All Locks.

The Agency will immediately begin a program of checking all locks and outside doors to assure that they are not in disrepair and repair all locks that are damaged.

9. Provide More Recreational Areas

The Agency will immediately plan and implement a long-term program of seeking resources to, and using those moneys for, building and/or maintaining neighborhood playgrounds, and basketball courts. In addition the Agency will also create youth programs to discourage crime among that age group.

10. Teach Basic Resident Safety.

The Agency will immediately seek to develop and implement a training program for residents on basic safety in the home and in the community. Topics to be presented will include, but not be limited to: How Residents Can Better Protect Themselves, Their Families And Their Property, and Working With Police Agencies To Create Safer Neighborhoods, etc.

11. Provide Preventative Drug Related Services

The Agency will immediately develop and institute preventative drug related services such as Preventative Drug Education and Referral Sources For Drug Treatment Programs.

12. Establish Working Relationships To Implement Grants.

The Agency will immediately establish policies and procedures for working with resident councils or other formal resident groups in the implementation of drug elimination grants (24CFR 961.3) and other related programs.

Funding Source (if required) to be utilized: Capital Funds

Task Start Date: 12/31/02 Target Date of Completion: On-going

CAPITALFUNDPROGRAMTABLESSTARTHERE

**AnnualStatement/PerformanceandEvaluationReport
CapitalFundsProgramandCapitalFundProgramReplacementHousingFactor(CFP/CFPRHF)Part1:Summary**

PHAName: HousingAuthorityoftheCityofStanton	GrantTypeandNumber: CapitalFundProgramNo: TX21P190501-00 ReplacementHousingFactorGrantNo:	FederalFYofGrant: 2000
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<input type="checkbox"/> OriginalAnnualStatement	<input type="checkbox"/> ReservedforDisasters/Emergencies	<input checked="" type="checkbox"/> RevisedAnnualStatement/RevisionNumber <u>2</u>
<input checked="" type="checkbox"/> PerformanceandEvaluationReportforProgramYearEnding6/30/02	<input type="checkbox"/> FinalPerformanceandEvaluationReportforProgramYearEnding	

Line No.	SummarybyDevelopmentAccount	TotalEstimatedCost		TotalActualCost	
		Original	Revised	Obligated	Expended
1	TotalNon-CapitalFunds				
2	1406OperatingExpenses	0.00	24,358.00	24,358.00	0.00
3	1408ManagementImprovements				
4	1410Administration				
5	1411Audit	0.00	10,870.00	10,870.00	0.00
6	1415LiquidatedDamages				
7	1430FeesandCosts	0.00	22,500.00	22,500.00	22,500.00
8	1440SiteAcquisition				
9	1450SiteImprovement	3,575.00	0.00	0.00	0.00
10	1460DwellingStructures	240,000.00	185,847.00	185,847.00	0.00
11	1465.1DwellingEquipment-Nonexpendable				
12	1470NondwellingStructures				
13	1475NondwellingEquipment				
14	1485Demolition				
15	1490ReplacementReserve				
16	1492MovingtoWorkDemonstration				
17	1495.1RelocationCosts				
18	1499DevelopmentActivities				
19	1501CollateralizationorDebtService				
20	1502Contingency				
21	AmountofAnnualGrant(sumsoflines2-20)	\$243,575.00	\$243,575.00	\$243,575.00	\$22,500.00
22	Amountoffline21RelatedtoLBPAactivities				
23	AmountofLine21RelatedtoSection504Compliance				
24	AmountofLine21RelatedtoSecurity-SoftCosts				
25	AmountofLine21RelatedtoSecurity-HardCosts				
26	AmountofLine21RelatedtoEnergyConservationMeasures				

CAPITAL FUND PROGRAM TABLES START HERE

**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 Stanton	Grant Type and Number: Capital Fund Program No: TX21P190501-01 Replacement Housing Factor Grant No:	Federal FY of Grant: 2001
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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>2</u>
<input checked="" type="checkbox"/> Performance and Evaluation Report for Program Year Ending 6/30/02	<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	0.00	24,851.00	24,851.00	0.00
3	1408 Management Improvements	0.00	10,000.00	0.00	0.00
4	1410 Administration				
5	1411 Audit	0.00	6,000.00	6,000.00	0.00
6	1415 Liquidated Damages				
7	1430 Fees and Costs	0.00	22,500.00	22,500.00	22,500.00
8	1440 Site Acquisition				
9	1450 Site Improvement	3,634.00	0.00	0.00	0.00
10	1460 Dwelling Structures	244,877.00	185,160.00	22,351.00	0.00
11	1465.1 Dwelling Equipment-Nonexpendable				
12	1470 Non Dwelling Structures				
13	1475 Non Dwelling 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)	\$248,511.00	\$248,511.00	\$75,702.00	\$22,500.00
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				

CAPITAL FUND PROGRAM TABLES START HERE

**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 Stanton	Grant Type and Number: Capital Fund Program No: TX21P190501-02 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 6/30/02	<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	23,765.00	24,851.00	0.00	0.00
3	1408 Management Improvements	10,000.00	10,000.00	0.00	0.00
4	1410 Administration				
5	1411 Audit	6,000.00	6,000.00	0.00	0.00
6	1415 Liquidated Damages				
7	1430 Fees and Costs	30,000.00	32,500.00	0.00	0.00
8	1440 Site Acquisition				
9	1450 Site Improvement	14,298.00	0.00	0.00	0.00
10	1460 Dwelling Structures	153,586.00	164,298.00	0.00	0.00
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)	\$237,649.00	\$237,649.00	\$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

PHAN Name: Housing Authority of the City of Stanton		Grant Type and Number: Capital Fund Program No: TX21P190501-02 Replacement Housing Factor Grant No:				Federal FY of Grant: 2002		
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	
HA-Wide	Operations (purchase of stoves, refrigerators and general operating funds)	1406		23,765.00	24,851.00	0.00	0.00	
	Training for Board of Commissioners, Housing staff, Resident Council and programs for computers	1408		10,000.00	10,000.00	0.00	0.00	
	Audit Costs for 2002	1411		6,000.00	6,000.00	0.00	0.00	
	Cost of Architect & costs associated with hiring of contractor	1430		30,000.00	22,500.00	0.00	0.00	
	Lead-based paint risk assessment	1430		0.00	10,000.00	0.00	0.00	
	Replace trees & landscaping on all properties	1450		14,298.00	0.00	0.00	0.00	
	Replace all electrical wiring in all units & add wiring for dryers in all units & vents for dryers	1460		0.00	0.00	0.00	0.00	
	Replace all heaters & air conditioning in all units	1460		0.00	0.00	0.00	0.00	
	New metal roofs, soffits, fascia	1460		153,586.00	23,963.00	0.00	0.00	
	Replace porch ceilings & beams	1460		0.00	59,000.00	0.00	0.00	
	Vinyl siding for all exposed exterior wood	1460		0.00	81,335.00	0.00	0.00	
	Total			\$237,649.00	\$237,649.00	\$0.00	\$0.00	

