

# Housing Authority of the City of Mercedes

## PHA Plans

5 Year Plan for Fiscal Years 2000 - 2004  
Annual Plan for Fiscal Year 2004

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

**PHA Plan  
Agency Identification**

**PHA Name: Housing Authority City of Mercedes**

**PHA Number: TX59P029**

**PHA Fiscal Year Beginning: 2004**

**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
- PHA development management offices
- Other (list below)

**5-YEAR PLAN**  
**PHA FISCAL YEARS 2004 - 2008**  
[24 CFR Part 903.5]

**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:

The mission of the Housing Authority City of Mercedes is the same as that of the U.S. Department of Housing and Urban Development: To promote adequate and affordable housing, economic opportunity and a suitable living environment free from discrimination.

The mission of the Housing Authority City of Mercedes is to provide decent, safe and sanitary housing to the low-income families. The Housing Authority City of Mercedes shall allow qualified families the opportunity to obtain community wide housing, by improving their living conditions through affordable rent payments. The Housing Authority will continue to serve as a stepping-stone and encourage the families to participate in the various programs (Self-Sufficiency Program, Employment Program, Educational Programs and Counseling Programs) that are designed to promote self-sufficiency. The mission of the Housing Authority is to assist as many qualified families as possible, by providing them the opportunity of improving their lifestyles and becoming self-sufficiency.

**B. Goals**

The goals and objectives listed below are derived from HUD's strategic Goals and Objectives and those emphasized in recent legislation. PHA's may select any of these goals and objectives as their own, or identify other goals and/or objectives. Whether selecting the HUD-suggested objectives 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.) PHA's should identify these measures in the spaces 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:

- Reduce public housing vacancies: We have scored high in the PHMAP but believed that there is always room for improvement.
- Leverage private or other public funds to create additional housing opportunities:
  - Acquire or build units or developments
  - Other (list below)
- PHA Goal: Improve the quality of assisted housing
  - Objectives:
    - Improve public housing management: (PHAS score **90** improve to **100**)
    - Improve voucher management: (SEMAP score **100** improve to **100**)
    - Increase customer satisfaction: 1) Monitoring of Staff, 2) Training Staff, 3) Suggestion Box in Lobby, 4) Residents' Surveys
    - Concentrate on efforts to improve specific management functions: (list; e.g., public housing finance; voucher unit inspections)
    - Renovate or modernize public housing units:
      - 1) Continue to renovate units with C.F.P. or with other sources
      - 2) If we can financially afford it we plan to install A/C units.
    - Demolish or dispose of obsolete public housing:
    - Provide replacement public housing: Build 10 homes with replacement monies
    - Provide replacement vouchers:
    - Other: (list below)
- PHA Goal: Increase assisted housing choices
  - Objectives:
    - Provide voucher mobility counseling:
      - 1) Have a work Plan where the Staff will provide counseling
    - Conduct outreach efforts to potential voucher landlords
    - Increase voucher payment standards
    - 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)

**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:

- Implement measures to promote income mixing in public housing by assuring access for lower income families into higher income developments:
- Implement public housing security improvements: Will continue with the same on going program.
- Designate developments or buildings for particular resident groups (elderly, persons with disabilities)
- Other: (list below)
  - 1) Staff will continue to do referrals to other agencies.

**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:
- Provide or attract supportive services to improve assistance recipients' employability:
- Provide or attract supportive services to increase independence for the elderly or families with disabilities.
- Other: (list below)
  - Increase the number of Residents Graduating from Assisted Housing into the Home Ownership Program.

Continue with the Home Ownership Classes, Budgeting Classes, Credit Counseling and Housekeeping Classes.

Increase meaningful Resident participation in the improvement of their developments and neighborhoods.

Continue to network with the local agencies, school district and city.

**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:
- 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:

- Undertake affirmative measures to ensure accessible housing to persons with all varieties of disabilities regardless of unit size required:
- Other: (list below)

**Other PHA Goals and Objectives: (list below)**

**Retain high quality employees who are an asset to the Housing Authority.**

**Conduct annual evaluation on employees.**

**Monitor Staff and will continue to post ant discrimination posters.**

**Staff Training.**

**Annual PHA Plan**  
**PHA Fiscal Year 2004**  
[24 CFR Part 903.7]

**i. Annual Plan Type:**

Select which type of Annual Plan the PHA will submit.

**Standard Plan**

**Streamlined Plan:**

- High Performing PHA**
- Small Agency (<250 Public Housing Units)**
- Administering Section 8 Only**

**Troubled Agency Plan**

**ii. Executive Summary of the Annual PHA Plan**

[24 CFR Part 903.7 9 (r)]

Provide a brief overview of the information in the Annual Plan, including highlights of major initiatives and discretionary policies the PHA has included in the Annual Plan.

**Introduction:**

The City of Mercedes is located in the East part of Hidalgo County, along the Texas-Mexico border. In 1907, the City has consistently grown in size and population. The City of Mercedes 2000 population according to the U.S. Census Count is 13,654. This figure represents a increase of 7% from the 1990 population count, which was 12,694. The City of Mercedes minority population increased by 4% from 1980 to 1990, the minority population in 1990 was 80% (9,481) and in 2000 it was 83% (12,694). The Hispanic population represents 92% or 11,678 of the total community. The remaining minorities represent the other 1% of 127 of the total community. The White population increased by 3% from 1990 to 2000, from 4% to 6%.

The long waiting list indicates that the area residents cannot afford housing in the local market.

The Board of Commissioners and staff selected six priority goals or results for the five years, which are as follows:

Retain high quality employees. Conduct evaluations and have scheduled training sessions on a continuous basis.

Apply for Vouchers as soon as NOFA is issued.

Apply for all Grants that the Housing Authority can qualify for.

Apply for Tax Credits to build affordable housing to produce additional resources.

Apply for bank loans so as to able to continue with Phase of our Home Ownership Program and build 32 new public housing units.

**The Housing Authority City of Mercedes certifies that it has and will continue to adhere to all Civil Rights requirements and will affirmatively further fair housing. The Housing Authority City of Mercedes has included a copy of its most recent fiscal year audit report as part of the documentation made available for public review during the 45 days prior to submission of the Housing Authority City of Mercedes agency Plan to HUD on July 16, 2004**

### **iii. Annual Plan Table of Contents**

[24 CFR Part 903.7 9 (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 all 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 file name in parentheses in the space to the right of the title.

#### Required Attachments:

- Admissions Policy for De-concentration
- FY 2004 Capital Fund Program Annual Statement
- Most recent board-approved operating budget (Required Attachment for PHA's that are troubled or at risk of being designated troubled ONLY)

Optional Attachments:

- PHA Management Organizational Chart
- FY 2004 Capital Fund Program 5-Year Action Plan
- Public Housing Drug Elimination Program (PHDEP) Plan
- Comments of Resident Advisory Board or Boards (must be attached if not included in PHA Plan text)
- Other (List below, providing each attachment name)

**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.

<b>List of Supporting Documents Available for Review</b>		
<b>Applicable &amp; On Display</b>	<b>Supporting Document</b>	<b>Applicable Plan Component</b>
<b>X</b>	PHA Plan Certifications of Compliance with the PHA Plans and Related Regulations	5 Year and Annual Plans
<b>X</b>	State/Local Government Certification of Consistency with the Consolidated Plan.	5 Year and Annual Plans
<b>X</b>	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
<b>X</b>	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
<b>X</b>	Most recent board-approved operating budget for the public housing program	Annual Plan: Financial Resources;

<b>List of Supporting Documents Available for Review</b>		
<b>Applicable &amp; On Display</b>	<b>Supporting Document</b>	<b>Applicable Plan Component</b>
<b>X</b>	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
<b>X</b>	Section 8 Administrative Plan	Annual Plan: Eligibility, Selection, and Admissions Policies
<b>X</b>	Public Housing De-concentration and Income Mixing Documentation: 1. PHA board certifications of compliance with de-concentration 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 de-concentration and income mixing analysis	Annual Plan: Eligibility, Selection, and Admissions Policies
<b>X</b>	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
<b>X</b>	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
<b>X</b>	Section 8 rent determination (payment standard) policies <input checked="" type="checkbox"/> Check here if included in Section 8 Administrative Plan	Annual Plan: Rent Determination
<b>X</b>	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
<b>X</b>	Public housing grievance procedures <input checked="" type="checkbox"/> Check here if included in the public housing A & O Policy	Annual Plan: Grievance Procedures
<b>X</b>	Section 8 informal review and hearing procedures <input checked="" type="checkbox"/> Check here if included in Section 8 Administrative Plan	Annual Plan: Grievance Procedures
<b>X</b>	The HUD-approved Capital Fund/Comprehensive Grant Program Annual Statement (HUD 52837) for the active grant year	Annual Plan: Capital Needs
<b>N/A</b>	Most recent CIAP Budget/Progress Report (HUD 52825) for any active CIAP grant	Annual Plan: Capital Needs
<b>X</b>	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
<b>N/A</b>	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

<b>List of Supporting Documents Available for Review</b>		
<b>Applicable &amp; On Display</b>	<b>Supporting Document</b>	<b>Applicable Plan Component</b>
<b>N/A</b>	Approved or submitted applications for demolition and/or disposition of public housing	Annual Plan: Demolition and Disposition
<b>N/A</b>	Approved or submitted applications for designation of public housing (Designated Housing Plans)	Annual Plan: Designation of Public Housing
<b>N/A</b>	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
<b>X</b>	Approved or submitted public housing homeownership programs/plans	Annual Plan: Homeownership
<b>X</b>	Policies governing any Section 8 Homeownership program [X] Check here if included in the Section 8 Administrative Plan.	Annual Plan: Homeownership
<b>X</b>	Any cooperative agreement between the PHA and the TANF agency	Annual Plan: Community Service & Self-Sufficiency
<b>X</b>	FSS Action Plan/s for public housing and/or Section 8	Annual Plan: Community Service & Self-Sufficiency
<b>N/A</b>	Most recent self-sufficiency (ED/SS, TOP or ROSS or other resident services grant) grant program reports	Annual Plan: Community Service & Self-Sufficiency
<b>X</b>	The most recent Public Housing Drug Elimination Program (PHEDEP) semi-annual performance report for any open grant and most recently submitted PHDEP application (PHDEP Plan)	Annual Plan: Safety and Crime Prevention
<b>X</b>	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
<b>N/A</b>	Troubled PHA's: MOA/Recovery Plan.	Troubled PHA's
	Other supporting documents (optional) (list individually; use as many lines as necessary)	(specify as needed)

# 1. Statement of Housing Needs

[24 CFR Part 903.7 9 (a)]

## A. Housing Needs of Families in the Jurisdiction/s Served by the PHA

Based upon the information contained in the Consolidated Plan/s applicable to the jurisdiction, and/or other data available to the PHA, provide a statement of the housing needs in the jurisdiction by completing the following table. In the "Overall" Needs column, provide the estimated number of renter families that have housing needs. For the remaining characteristics, rate the impact of that factor on the housing needs for each family type, from 1 to 5, with 1 being "no impact" and 5 being "severe impact." Use N/A to indicate that no information is available upon which the PHA can make this assessment.

### No Information Applicable:

Housing Needs of Families in the Jurisdiction by Family Type							
Family Type	Overall	Afford-ability	Supply	Quality	Accessi-bility	Size	Location
Income <= 30% of AMI	598	4	4	4	4	5	4
Income >30% but <=50% of AMI	163	4	4	4	4	5	4
Income >50% but <80% of AMI	81	4	4	4	4	5	4
Elderly	36	4	5	5	4	5	4
Families with Disabilities	16	4	5	5	4	5	4
Race/Hispanic	98						
Race/White	2						
Race/Ethnicity							
Race/Ethnicity							

What sources of information did the PHA use to conduct this analysis? (Check all that apply; all materials must be made available for public inspection.)

- Consolidated Plan of the Jurisdiction/s  
Indicate year: FY2004
- U.S. Census data: the Comprehensive Housing Affordability Strategy ("CHAS") dataset
- American Housing Survey data  
Indicate year:
- Other housing market study  
Indicate year:
- Other sources: (list and indicate year of information)

## 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's 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 type="checkbox"/> Public Housing			
<input checked="" 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	406		17
Extremely low income <=30% AMI	270	67%	
Very low income (>30% but <=50% AMI)	118	29%	
Low income (>50% but <80% AMI)	18	4%	
Families with children	356	89%	
Elderly families	33	8%	
Families with Disabilities	12	3%	
Race/ethnicity White	4	1%	
Race/ethnicity Hispanic	395	98%	
Race/ethnicity Black	3	1%	
Race/ethnicity	402		
Characteristics by Bedroom Size (Public Housing Only)			
1BR	36	9%	
2 BR	185	46%	
3 BR	167	42%	

Housing Needs of Families on the Waiting List			
4 BR	13	3%	
5 BR	0		
5+ BR	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 reopen 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 finance 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
- Employ 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

- Employ 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 vouchers 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 vouchers 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 or 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)

## **2. Statement of Financial Resources**

[24 CFR Part 903.7 9 (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.

<b>Financial Resources: Planned Sources and Uses</b>		
<b>Sources</b>	<b>Planned \$</b>	<b>Planned Uses</b>
<b>1. Federal Grants (FY 2000 grants)</b>		
a) Public Housing Operating Fund	526,629.00	
b) Public Housing Capital Fund	531,851.00	
c) HOPE VI Revitalization		
d) HOPE VI Demolition		
e) Annual Contributions for Section 8 Tenant-Based Assistance	1,172,838.00	
f) Public Housing Drug Elimination Program (including any Technical Assistance funds)		
g) Resident Opportunity and Self-Sufficiency Grants		
h) Community Development Block Grant		
i) HOME		
Other Federal Grants (list below)		

<b>Financial Resources: Planned Sources and Uses</b>		
<b>Sources</b>	<b>Planned \$</b>	<b>Planned Uses</b>
<b>2. Prior Year Federal Grants (un-obligated funds only) (list below)</b>		
<b>3. Public Housing Dwelling Rental Income</b>	442,108.00	
<b>4. Other income (list below)</b>		
Head Star	4,940.00	
General Fund Investment	2,752.00	
Other Interest Income	39,853.00	
<b>4. Non-federal sources (list below)</b>		
<b>Total resources</b>	<b>2,720,971.00</b>	

### **3. PHA Policies Governing Eligibility, Selection, and Admissions**

[24 CFR Part 903.7 9 (c)]

#### **A. Public Housing**

Exemptions: PHAs that do not administer public housing are not required to complete subcomponent 3A.

##### **(1) Eligibility**

a. When does the PHA verify eligibility for admission to public housing? (select all that apply)

- When families are within a certain number of being offered a unit: (state number)
- When families are within a certain time of being offered a unit: (state time next in line)
- Other: (describe)

b. Which non-income (screening) factors does the PHA use to establish eligibility for admission to public housing (select all that apply)?

- Criminal or Drug-related activity
- Rental history
- Housekeeping
- Other (describe)

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

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

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

## **(2)Waiting List Organization**

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
- Other (list below)

c. If the PHA plans 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**

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

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?

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

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

- PHA main administrative office
- All PHA development management offices
- Management offices at developments 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:

**(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 transfers 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 [X] 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
- Veterans and veterans’ families
- Residents who live and/or work in the jurisdiction
- Those enrolled currently in educational, training, or upward mobility programs
- Households that contribute to meeting income goals (broad range of incomes)
- Households 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 point system), place the same number next to each. That means you can use “1” more than once, “2” more than once, etc.

[X] Date and Time

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

Other preferences (select all that apply)

- Working families and those unable to work because of age or disability
- Veterans and veterans' families
- Residents who live and/or work in the jurisdiction
- Those enrolled currently in educational, training, or upward mobility programs
- Households that contribute to meeting income goals (broad range of incomes)
- Households 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)

4. Relationship of preferences to income targeting requirements:

- The PHA applies preferences within income tiers
- Not applicable: the pool of applicant families ensures 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
- Any time family composition changes
- At family request for revision
- Other (list)

**(6) De-concentration and Income Mixing**

- a.  Yes  No: Did the PHA's analysis of its family (general occupancy) developments to determine concentrations of poverty indicate the need for measures to promote de-concentration of poverty or income mixing?

b.  Yes [X] No: Did the PHA adopt any changes to its **admissions policies** based on the results of the required analysis of the need to promote de-concentration of poverty or to assure income mixing?

c. If the answer to b was yes, what changes were adopted? (select all that apply)

Adoption of site based waiting lists

If selected, list targeted developments below:

Employing waiting list “skipping” to achieve de-concentration of poverty or income mixing goals at targeted developments

If selected, list targeted developments below:

Employing new admission preferences at targeted developments

If selected, list targeted developments below:

Other (list policies and developments targeted below)

d.  Yes [X] No: Did the PHA adopt any changes to **other** policies based on the results of the required analysis of the need for de-concentration of poverty and income mixing?

e. If the answer to d was yes, how would you describe these changes? (select all that apply)

Additional affirmative marketing

Actions to improve the marketability of certain developments

Adoption or adjustment of ceiling rents for certain developments

Adoption of rent incentives to encourage de-concentration of poverty and income-mixing

Other (list below)

f. Based on the results of the required analysis, in which developments will the PHA make special efforts to attract or retain higher-income families? (select all that apply)

[X] Not applicable: results of analysis did not indicate a need for such efforts

List (any applicable) developments below:

g. Based on the results of the required analysis, in which developments will the PHA make special efforts to assure access for lower-income families? (select all that apply)

[X] Not applicable: results of analysis did not indicate a need for such efforts

List (any applicable) developments below:

## **B. Section 8**

Exemptions: PHAs 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 only 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)
- 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)

Victims of domestic violence

### **(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  
 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:

1. Medical Reason

**(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**)

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  
 Veterans and veterans' families  
 Residents who live and/or work in your jurisdiction

- Those enrolled currently in educational, training, or upward mobility programs
- Households that contribute to meeting income goals (broad range of incomes)
- Households 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 point 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

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

Other preferences (select all that apply)

- Working families and those unable to work because of age or disability
- Veterans and veterans’ families
- Residents who live and/or work in your jurisdiction
- Those enrolled currently in educational, training, or upward mobility programs
- Households that contribute to meeting income goals (broad range of incomes)
- Households 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)

4. Among applicants on the waiting list with 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 plans to employ preferences for “residents who live and/or work in the jurisdiction” (select one)

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

6. Relationship of preferences 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**

a. In which documents or other reference materials are the policies governing eligibility, selection, and admissions 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)  
    The News Paper  
    Posted in City Hall  
    Posted in Court  
    Posted in Office Housing Authority

#### **4. PHA Rent Determination Policies**

[24 CFR Part 903.7 9 (d)]

##### **A. Public Housing**

Exemptions: PHAs that do not administer public housing are not required to complete sub-component 4A.

##### **(1) Income Based Rent Policies**

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:

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:

d. Which of the discretionary (optional) deductions and/or exclusions 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
- For the non-reimbursed medical expenses of non-disabled or non-elderly families
- Other (describe below)

e. Ceiling rents

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)

- 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)

- Market comparability study
- Fair market rents (FMR)
- 95<sup>th</sup> percentile rents
- 75 percent of operating costs
- 100 percent of operating costs for general occupancy (family) developments
- Operating costs plus debt service
- The "rental value" of the unit
- Other (list below)

f. Rent re-determinations:

1. Between income reexaminations, how often must tenants report changes in income or family composition to the PHA such that the changes result in an adjustment to rent? (select all that apply)
- Never
  - At family option
  - Any time the family experiences an income increase
  - Any time a family experiences an income increase above a threshold amount or percentage: (if selected, specify threshold)\_\_\_\_\_
  - Other (list below)
- g.  Yes  No: Does the PHA plan to implement individual savings accounts for residents (ISAs) as an alternative to the required 12 month disallowance of earned income and phasing in of rent increases in the next year?

**(2) Flat Rents**

1. In setting the market-based flat rents, what sources of information did the PHA use to establish comparability? (select all that apply.)
- The section 8 rent reasonableness study of comparable housing
  - Survey of rents listed in local newspaper
  - Survey of similar unassisted units in the neighborhood
  - Other (list/describe below)  
Used 110% Over of the (McAllen, Edinburg, Mission, TX MSA Fair Market Rents)

**B. Section 8 Tenant Based Assistance**

Exemptions: PHAs that do not administer Section 8 tenant-based assistance are not required to complete sub-component 4B. **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) 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)
- At or above 90% but below 100% of FMR
  - 100% of FMR
  - 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)

- 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) The FMRs in our area are decreasing and therefore the payment standard are monitored and changed when needed.

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)

## **(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 – Not Applicable / Not Required**

[24 CFR Part 903.7 9 (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.
- 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.)

<b>Program Name</b>	<b>Units or Families Served at Year Beginning</b>	<b>Expected Turnover</b>
Public Housing		
Section 8 Vouchers		
Section 8 Certificates		
Section 8 Mod Rehab		
Special Purpose Section 8 Certificates/Vouchers (list individually)		
Public Housing Drug Elimination Program (PHDEP)		
Other Federal Programs(list individually)		

**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)

(2) Section 8 Management: (list below)

**6. PHA Grievance Procedures– Not Applicable / Not Required**

[24 CFR Part 903.7 9 (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 24 CFR Part 966, Subpart B, for residents of public housing?

If yes, list additions to federal requirements below:

2. Which PHA office 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
- 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 24 CFR 982?

If yes, list additions to federal requirements below:

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

- PHA main administrative office
- Other (list below)

## **7. Capital Improvement Needs**

[24 CFR Part 903.7 9 (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: PHAs 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 Plan 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) # 2

-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 Plan 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)

-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. HOPE VI and Public Housing Development and Replacement Activities (Non-Capital Fund)**

Applicability of sub-component 7B: All PHAs administering public housing. Identify any approved HOPE VI 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 HOPE VI 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 HOPE VI 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 HOPE VI Revitalization grant in the Plan year?  
If yes, list development name/s below:

- Yes  No: d) Will the PHA be engaging in any mixed-finance 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:

Development Ebony (32 units)

## **8. Demolition and Disposition Not Applicable / Not Required**

[24 CFR Part 903.7 9 (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.)

<b>Demolition/Disposition Activity Description</b>	
1a. Development name: Retama, Taylor/San Jacinto/Bluebonnet	
1b. Development (project) number: 2	
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: <input type="checkbox"/>	
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**

[24 CFR Part 903.7 9 (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.

<b>Designation of Public Housing Activity Description</b>
1a. Development name: 1b. Development (project) number:
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 type="checkbox"/>
3. Application status (select one) Approved; included in the PHA’s Designation Plan <input type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application <input type="checkbox"/>
4. Date this designation approved, submitted, or planned for submission: <u>(DD/MM/YY)</u>
5. If approved, will this designation constitute a (select one) <input type="checkbox"/> New Designation Plan <input type="checkbox"/> Revision of a previously-approved Designation Plan?
6. Number of units affected: 7. Coverage of action (select one) <input type="checkbox"/> Part of the development <input type="checkbox"/> Total development

**10. Conversion of Public Housing to Tenant-Based Assistance**

[24 CFR Part 903.7 9 (j)]

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

**A. Assessments of Reasonable Revitalization Pursuant to section 202 of the HUD FY 1996 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 a 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.

<b>Conversion of Public Housing Activity Description</b>	
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: ) <input type="checkbox"/> Units addressed in a pending or approved HOPE VI demolition application (date submitted or approved: ) <input type="checkbox"/> Units addressed in a pending or approved HOPE VI Revitalization Plan (date submitted or approved: ) <input type="checkbox"/> Requirements no longer applicable: vacancy rates are less than 10 percent <input type="checkbox"/> Requirements no longer applicable: site now has less than 300 units	

<input type="checkbox"/> Other: (describe below)
--

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

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

Six (6) developments

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?

Six (6) developments

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

Development Name	Number of Units
Retama	64
Queen City Retreat I-II	111
Taylor	24
Bluebonnet	26
San Jacinto	25
Linda Vista	40

**Voluntary Conversion:**

*This is to certify that the Mercedes Housing Authority has reviewed the Retama, Taylor, Bluebonnet, San Jacinto, Linda Vista, Queen City Retreat Developments and determined that voluntary conversion to section 8 vouchers is unfeasible because of lack of other affordable and/or standard rental housing in community.*

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

**11. Homeownership Programs Administered by the PHA**

[24 CFR Part 903.7 9 (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 homeownership programs administered by the PHA under an approved section 5(h) homeownership 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 homeownership 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.)

<b>Public Housing Homeownership Activity Description (Complete one for each development affected)</b>
1a. Development name: 1b. Development (project) number:
2. Federal Program authority: <input type="checkbox"/> HOPE I <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: **See Attachment # 11**

## 12. PHA Community Service and Self-sufficiency Programs

[24 CFR Part 903.7 9 (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? DD/MM/YY

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 programs to 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 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
- Preference/eligibility for public housing homeownership option participation
- Preference/eligibility for section 8 homeownership option participation
- Other policies (list below)

b. Economic and Social self-sufficiency programs



### 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)

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

### **13. PHA Safety and Crime Prevention Measures**

[24 CFR Part 903.7 9 (m)]

Exemptions from Component 13: High performing and small PHAs not participating in PHDEP and Section 8 Only PHAs may skip to component 15. High Performing and small PHAs that are participating in PHDEP and are submitting a PHDEP Plan with this PHA Plan may skip to sub-component D.

#### **A. Need for measures to ensure the safety of public housing residents**

1. Describe the need for measures to ensure the safety of public housing residents (select all that apply)

- High incidence of violent and/or drug-related crime in some or all of the PHA's developments
- High incidence of violent and/or drug-related crime in the areas surrounding or adjacent to the PHA's developments
- Residents fearful for their safety and/or the safety of their children
- Observed lower-level crime, vandalism and/or graffiti
- People on waiting list unwilling to move into one or more developments due to perceived and/or actual levels of violent and/or drug-related crime
- Other (describe below)

2. What information or data did the PHA use to determine the need for PHA actions to improve safety of residents (select all that apply).

- Safety and security survey of residents
- Analysis of crime statistics over time for crimes committed “in and around” public housing authority
- Analysis of cost trends over time for repair of vandalism and removal of graffiti
- Resident reports
- PHA employee reports
- Police reports
- Demonstrable, quantifiable success with previous or ongoing anticrime/anti drug programs
- Other (describe below)

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

**B. Crime and Drug Prevention activities the PHA has undertaken or plans to undertake in the next PHA fiscal year**

1. List the crime prevention activities the PHA has undertaken or plans to undertake: (select all that apply)

- Contracting with outside and/or resident organizations for the provision of crime- and/or drug-prevention activities
- Crime Prevention Through Environmental Design
- Activities targeted to at-risk youth, adults, or seniors
- Volunteer Resident Patrol/Block Watchers Program
- Other (describe below)

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

**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)

**D. Additional information as required by PHDEP/PHDEP Plan**

PHAs eligible for FY 2000 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 FY 2000 in this PHA Plan?
- [ ] Yes  No: This PHDEP Plan is an Attachment. (Attachment Filename: \_\_\_\_)

**14. RESERVED FOR PET POLICY**

[24 CFR Part 903.7 9 (n)]

The Mercedes Housing Authority has submitted the Pet Policy to the U.S. Department of Housing and Urban Development for review and approval.

**15. Civil Rights Certifications**

[24 CFR Part 903.7 9 (o)]

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

**(Certification is included in the Plan)**

**The Housing Authority City of Mercedes certifies that it has and will continue to adhere to all Civil Rights requirements and will affirmatively further fair housing. The Housing Authority City Mercedes has included a copy of its most recent fiscal year audit report as part of the documentation made available for public review during the 45 days prior to submission of the Housing Authority City of Mercedes agency Plan to HUD on June 16, 2004.**

## **16. Fiscal Audit**

[24 CFR Part 903.7 9 (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?  
If not, when are they due (state below)?

**Not Applicable**

## **17. PHA Asset Management – Not Applicable / Not Required**

[24 CFR Part 903.7 9 (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**

[24 CFR Part 903.7 9 (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 (File name) See Section "D" Other Information  
 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)  
 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) The Executive Director provides names of residents who have express interest in serving on the Board of Commissioners. The Mayor interviews and selects one of the candidates.
- b. Eligible candidates: (select one)  
 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)

- 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) The residents notify the Executive Director of interest and the final decision is made by the Mayor.

**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: (Hidalgo County)
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**
- **Expend the Voucher Program**
- **Modernization of Public Housing units**

- Other: (list 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 lower income residents.**
- **The continued encouragement and support of non-profit organizations in seeking additional funding sources and continued assistance in obtaining such funding whenever possible.**

5. Substantial Deviation from the 5-year Plan:

Until definition of “Substantial Deviation or “Significant Amendment of Modification” are defined by HUD, the PHA will accept the definitions as set forth in PIH Notice 99-51 which include the following actions:

Change rent of the new FMR, admission policies rules, the waiting list, and Home Ownership Administration Plan

Revised Substantial Deviation and Significant Modification Statement

From:

- 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 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 the requires a regulatory 30-day posting;*
  - *Any submission to HUD that requires a separate notification to residents, such as Hope VI, Public Housing Conversion, Demolition/Disposition, Designated Housing or Homeownership programs; and*
  - *Any change inconsistent with the local, approved Consolidated Plan, in the discretion of the Executive Director.*

**D. Other Information Required by HUD**

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

## **Resident Advisory Board Recommendations**

List of the items recommended by the Resident Advisory Board:

Development Retama: *Repair asphalt of the street*  
*Repair sidewalks*  
*Repair foundation problem* 2004-2005

Development Queen City: *Replace roofing*  
*Replace plumbing*  
*Replace Vinyl Floor Tile*  
*Provide more space parking* 2004-2005

Development Linda Vista: *Replace roofing*  
*Provide landscaping.* 2004-2005

Development Taylor,  
Bluebonnet & San Jacinto: *Replace kitchen cabinets*  
*Painting interior units*  
*Replace plumbing*  
*Replace walls*  
*Replace interior doors*  
*Replace Screen Doors (front & rear)*  
*Upgrade electrical box, breaker and wire*  
2004-2005

## **DECONCENTRATION AND INCOME TARGETING POLICY**

(of the Public Housing Admissions and Continued 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. Under the de-concentration requirement, PHA's are to implement a program which provides that families with the lowest incomes will be offered units in housing developments where family incomes are the highest and high-income families will be offered units in developments where family incomes are the lowest. In order to implements these new requirements the PHA must promote these provisions as policies and revise their Admission and Occupancy policies and procedures to comply.

Therefore, the Mercedes Housing Authority (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 of its housing developments by offering low-income families, selected in accordance with applicable preferences and priorities, units in developments where family incomes are highest. Conversely, families with higher incomes will be offered units in developments with the lowest average family incomes.

Implementation of this program will require the PHA to: (1) determine and compare the relative tenant incomes of each development and the incomes of families in the census tracts in which the developments are located, and (2) consider what policies, measures or incentives are necessary to bring high-income families into low-income developments (or into developments in low-income census tracts) and low-income families into high-income developments (or into developments in high-income census tracts).

In addition, an assessment of the average family income for each development is necessary. Families will be provided with an explanation of the policy during the application/screening process and/or the occupancy orientation sessions and given opportunities to discuss the options available to them. The families will also be informed that should they choose not to accept the first unit offered under this system, their refusal would not be cause to drop their name to the bottom of the list.

Implementation may include one or more of the following options:

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

**B. Income Targeting**

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. At a minimum, 40% of all new admissions to public

housing **on an annual basis** will 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 familial status.

The PHA may employ a system of income ranges in order to maintain a public resident body composed of families with a range of incomes and rent paying abilities representative of the range of incomes among low-income families in the PHA's area of operation, and will take into account the average rent that should be received to maintain financial solvency. The selection procedures are designed so that selection of new public housing residents will bring the actual distribution of rents closer to the projected distribution of rents.

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.
- For the initial year of implementation, a pro-rated percentage of the new admissions will be calculated from April 1, 1999 through the end of the fiscal year. Following the initial implementation period, the forty percent (40%) requirement will be calculated based on new admissions for the fiscal year.

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

# MERCEDES HOUSING AUTHORITY HOMEOWNERSHIP PROGRAM CAPACITY STATEMENT

The Mercedes Housing Authority (MHA) will implement the Section 8 Homeownership Program in 2002/2003. The Mercedes Housing Authority has network with the City of Mercedes, Mercedes Affordable Housing and lending institutions to provide the financing to the applicants. At the present time, the MHA Section 8 Program has a total of 260 vouchers with 254 that are leased up as of May 2003.

The Mercedes Housing Authority Homeownership Program is requiring that at least 1% of the purchase price come from the family's personal resources.

The Mercedes Housing Authority is working closely with two financial institutions First National Bank of Edinburg (which has a Mercedes branch) International Bank of McAllen. The two above mentioned banks are 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.

## **19. MEMBERSHIP OF RESIDENT ADVISORY BOARD**

**Irene Longoria  
Bluebonnet  
1007 S. Indiana  
Mercedes, Texas**

**Imelda Delgado  
Retama Development  
# 9 Retama Drive  
Mercedes, Texas 78570**

**Mona Lisa Hernandez  
San Jacinto Development  
122 Calderia  
Mercedes, Texas 78570**

**Betty Larralde  
Taylor Development  
104 Taylor  
Mercedes, Texas 78570**

**Estela Trevinio  
Linda Vista Development  
905 E. 5<sup>th</sup> #31  
Mercedes, Texas 78570**

**Manuela D. Gonzalez  
Section 8  
100 La Herencia Apt. 403  
Mercedes, Texas 78570**

## **20. PET POLICY STATEMENT**

The Mercedes Housing Authority has implemented the Pet ownership policy. The pet policy rules shall apply to Residents living in the units operated by the Mercedes Housing Authority. The rules do not apply to animals used by persons with disabilities.

The Mercedes Housing Authority allows common household pets as authorized by the policy means a domesticated animal, such as cats, dogs, fish, birds rodents (including rabbits and turtles, that are traditionally kept in the home for pleasure rather an for commercial purposes.

Residents need to register their pets with the Mercedes Housing Authority before it is brought onto the premises, and will update registration annually. The Pet fee for the Mercedes Housing Authority will be \$350.00.

The Resident will be required to sign a Pet Agreement and a Pet Policy Certification that includes a photo of the pet.

## **21. COMMUNITY SERVICE/SELF SUFFICIENCY POLICY**

The Housing Authority of the City of Mercedes has reinstated the Community Service Requirement in July 2003. All residents of the PHA were notified about the implementation of the new requirement. By October 2003, the Community Service Requirement will be in full swing.

### **A. Background**

The Quality Housing and Work Responsibility Act of 1998 requires that all non-exempt (see definitions) public housing adult residents (18 or older) contribute eight (8) hours per month of community service (volunteer work) or participate in eight (8) hours of training, counseling, classes and other activities which help an individual toward self sufficiency and economic independence. This is a requirement of the Public Housing Lease.

### **B. Definitions**

*Community Service* - volunteer work which includes, but is not limited to:

1. Work at a local school, hospital, or child care center
2. Work with youth organizations
3. Work at the Authority to help improve physical conditions
4. Work at the Authority to help with children's programs
5. Helping neighborhood groups with special projects
6. Working through resident organization to help other residents with problems

**NOTE: Political activity is excluded.**

*Self Sufficiency Activities* - activities which include, but are not limited to:

1. Job training programs
2. Substance abuse or mental health counseling
3. English proficiency or literacy (reading) classes
4. Budgeting and credit counseling
5. Any kind of class that helps a person toward economic independence

*Exempt Adult* - an adult member of the family who

1. Is 62 years of age or older
2. Has a disability that prevents him/her from being gainfully employed
3. Is the caretaker of a disabled person
4. Is working at least 30 hours per week
5. Is participating in a welfare to work program
6. Is receiving assistance from TANF and is in compliance with job training and work activities requirements of the program.

### **C. Requirements of the Program**

1. The eight (8) hours per month may be either volunteer work or self sufficiency program activity or a combination of the two.
2. At least (8) hours of activity must be performed each month. An individual may not skip a month and then double up the following month, unless special circumstances warrant special consideration. The

Authority will make the determination of whether to allow or disallow a deviation from the schedule.

Activities must be performed within the community and not outside the jurisdictional area of the Authority.

4. Family obligations

- a. At lease execution or re-examination after October 1, 1999, all adult members (18 or older) of a public housing resident family must
  - 1) provide documentation that they are exempt from Community Service requirement if they qualify for an exemption, and
  - 2) sign a certification that they have received and read this policy and understand that if they are not exempt, failure to comply with the Community Service requirement will result in non-renewal of their lease.
- b. At each annual re-examination, non-exempt family members must present a completed documentation form (to be provided by the Authority) of activities performed over the previous twelve (12) months. This form will include places for signatures of supervisors, instructors, or counselors certifying to the number of hours contributed.
- c. If a family member is found to be noncompliant at re-examination, he/she and the Head of Household will sign an agreement with the Authority to make up the deficient hours over the next twelve (12) month period.
- d. Change in exempt status:
  - 1) If, during the twelve (12) month period, a non-exempt person becomes exempt, it is his/her responsibility to report this to the Authority and provide documentation of such.
  - 2) If, during the twelve (12) month period, an exempt person becomes non-exempt, it is his/her responsibility to report this to the Authority. The Authority will provide the person with the Recording/Certification documentation form and a list of agencies in the community that provide volunteer and/or training opportunities.

5. Authority obligations

- a. To the greatest extent possible and practicable, the Authority will

- 1) provide names and contacts at agencies that can provide opportunities for residents, including disabled, to fulfill their Community Service obligation. (According to the Quality Housing and Work Responsibility Act, a disabled person who is otherwise able to be gainfully employed is not necessarily exempt from the Community Service requirement)
  - 2) provide in-house opportunities for volunteer work or self sufficiency programs.
- b. The Authority will provide the family with exemption verification forms and Recording/Certification documentation forms and a copy of this policy at initial application and at lease execution
  - c. The Authority will make the final determination as to whether or not a family member is exempt from the Community Service requirement. Residents may use the Authority's Grievance Procedure if they disagree with the Authority's determination.
  - d. Noncompliance of family member
    - 1) At least thirty (30) days prior to annual re-examination and/or lease expiration, the Authority will begin reviewing the exempt or non-exempt status and compliance of family members.
    - 2) If the Authority finds a family member to be noncompliant, the Authority will enter into an agreement with the noncompliant member and the Head of Household to make up the deficient hours over the next twelve (12) month period.
    - 3) If, at the next annual re-examination, the family member still is not compliant, the lease will not be renewed and the entire family will have to vacate, unless the noncompliant member agrees to move out of the unit.
    - 4) The family may use the Authority's Grievance Procedure to protest the lease termination.

## **22. RESIDENT MEMBERSHIP ON GOVERNING BOARD**

1. Patricia Grimaldo, Resident Commissioner  
902 E. 5<sup>th</sup> Street Apt. 14  
Linda Vista Development  
Mercedes, Texas 78570
2. Resident Commissioner's term: September 30, 2003 to September 30, 2005.
3. Mr. Joel Quintanilla  
Mayor of the City of Mercedes

## **23. STATEMENT OF PROGRESS IN MEETING 5 YEAR PLAN MISSION AND GOALS**

In the past FY 2003-2004, the Mercedes Housing Authority met our goals by accomplishing all projects stated in the PHA Plan.

The MHA purchased new stoves and refrigerators for the use in the Public Housing developments.

In Spring 2004, the HA replaced all kitchen faucets, kitchen sinks, wall cabinets, base cabinets, counter tops, range hoods, grease shields, electrical outlets, relocated drains and repaired walls in kitchen for the 25 units in the Blue Bonnet Development.

In Summer 2004, the HA repaired the streets in San Jacinto and Taylor Developments. The poor conditions of the streets, which were full with pot holes, made the commute out of the development very difficult. By the end of August 2004, the streets will be completely paved with black top which will uplift the appearance of the development.

In the late Summer of 2004, the Mercedes Queen City Retreat go through the first of three phases to install security surveillance cameras to help deter and reduce the vandalism caused by high traffic of unauthorized visitors. The Queen City Retreat will also receive automatic opening doors in the lobby and elevator areas. These doors will allow access to handicapped individuals to enter the lobby.

This new FY 2004-2005, the Mercedes Housing Authority will implement new projects in all of the developments. We will start by ordering 40 refrigerators and 40 stoves for the use of all developments. The HA will also address the poor conditions of the streets and curbs in Retama Development. Another projects which is planned for the HA is that a total of 75 units in Taylor, San Jacinto and Blue Bonnet will receive a fresh coat of paint for the interior. The Queen City Retreat will also have several improvement projects address such as, replacing water pipes and valves, replacing vinyl floor tile, painting the units interiors, replacing screen doors, replace entry door with hardware and install second phase of the security cameras.

## **Attachments**

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

**Attachment # 1 - Section 8 / Voucher Program administrative Plan**

**Attachment # 2 - Capital Fund Program Annual Statements**

**Attachment # 3 - Capital Fund Program 5 Year Plan**

**Attachment # 4 - PHDEP Plan**

**Attachment # 5 - PHA Certifications of Compliance with the PHA Plans and Related Regulation**

**Attachment # 6 - Certification for a Drug-Free Workplace**

**Attachment # 7 - Certification of Payments to Influence Federal**

**Attachment # 8- Disclosure of Lobbying Activities**

**Attachment # 9- Newspaper Announcements**

**Attachment # 10- Minutes of Special Board Meeting**

**Attachment # 11- Homeownership Criteria**

## PHA Plan Table Library

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

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

Capital Fund Grant Number **TX59P029501-04** FFY of Grant Approval: **(2004)**

[X] Original Annual Statement

Line No.	Summary by Development Account	Total Estimated Cost
1	Total Non-CGP Funds	
2	1406 Operations	90,000.00
3	1408 Management Improvements	14,000.00
4	1410 Administration	16,000.00
5	1411 Audit	.00
6	1415 Liquidated Damages	.00
7	1430 Fees and Costs	25,500.00
8	1440 Site Acquisition	.00
9	1450 Site Improvement	47,458.00
10	1460 Dwelling Structures	250,287.00
21511	1465.1 Dwelling Equipment-Nonexpendable	12,500.00
12	1470 Nondwelling Structures	.00
13	1475 Nondwelling Equipment	.00
14	1485 Demolition	.00
15	1490 Replacement Reserve	.00
16	1492 Moving to Work Demonstration	.00
17	1495.1 Relocation Costs	.00
18	1498 Mod Used for Development	.00
19	1502 Contingency	.00
20	<b>Amount of Annual Grant (Sum of lines 2-19)</b>	<b>455,745.00</b>
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	

**Annual Statement  
Capital Fund Program (CFP) Part II: Supporting Table**

Development Number/Name HA-Wide Activities	General Description of Major Work Categories	Development Account Number	Total Estimated Cost
<b>Agency-Wide</b>	<b>Operation:</b>		
	May not exceed of 20% of total grant	1406	90,000.00
	<b>Total – 1406</b>		<b>90,000.00</b>
	<b>Management Improvement:</b>		
	General Technical Assistance New PHA’s Plan	1408	4,000.00
	Staff & Commissioners Training	1408	6,000.00
	A&O Policy	1408	4,000.00
	<b>Total – 1408</b>		<b>14,000.00</b>
	<b>Administration:</b>		
	Prorated Salaries	1410	16,000.00
	<b>Total – 1410</b>		<b>16,000.00</b>
	<b>Fees and Costs:</b>		
	A/E Services	1430	15,000.00
	Inspection Costs	1430	2,500.00
	Printing Cost	1430	1,000.00
Consultant Fees C.F.P. and PHA Plan	1430	7,000.00	
<b>Total – 1430</b>		<b>25,500.00</b>	
<b>Dwelling Equipment Non-expendable</b>			
Replace Refrigerators (40ea)	1465.1	7,000.00	
Replace Stove (40ea)	1465.1	5,500.00	
<b>Total – 1465.1</b>		<b>12,500.00</b>	

<b>TX029-001</b> <b>Retama</b>	<b>Site Improvement:</b>		
	Repair Curb	1450	10,000.00
	Repair Sidewalk	1450	15,000.00
	Repair Street pavement	1450	22,458.00
	<b>Total - 1450</b>		<b>47,458.00</b>
<b>TX029-004</b> <b>Taylor, Bluebonnet</b> <b>&amp; San Jacinto</b>	<b>Dwelling Structures:</b>	1460	35,000.00
	Painting Interior Units		<b>35,000.00</b>
<b>TX029-003/5</b> <b>Queen City</b> <b>Retreat</b>	<b>Dwelling Structures:</b>		
	Repair or Replace Water Pipes and Valves	1460	65,000.00
	Replace Vinyl Floor Tile	1460	50,000.00
	Painting Interior Units	1460	35,932.00
	Replace Screen Door (HD)	1460	20,535.00
	Provide Security Camera	1460	15,000.00
	Replace Entry Door w/Hardware	1460	28,820.00
<b>Total - 1460</b>		<b>215,287.00</b>	

**Annual Statement  
Capital Fund Program (CFP) Part III: Implementation Schedule**

Development Number/Name HA-Wide Activities	All Funds Obligated (Quarter Ending Date)	All Funds Expended (Quarter Ending Date)
<b>TX029-001 Retama</b>	9/31/2005	9/31/2007
<b>TX029-004 Taylor, Bluebonnet &amp; San Jacinto</b>	09/31/2005	09/31/2007
<b>TX029-003/05 Queen City Retreat</b>	09/31/2005	09/31/2007
<b>Management Improvement</b>	09/31/2005	09/31/2007
<b>Administration</b>	09/31/2005	09/31/2007

## 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
TX59P029	Agency-Wide Year 2005	0	0 %
Description of Needed Physical Improvements or Management Improvements			Estimated Cost
			Planned Start Date (HA Fiscal Year)
<b>Operation – 1406</b>			
May not exceed of 20% of total grant			90,000.00
<b>Management Improvement – 1408</b>			
General Technical Assistance New PHA Plan			4,000.00
Resident Self-Sufficiency			2,500.00
Staff and Commissioners Training			6,000.00
<b>Total - 1408</b>			<b>12,500.00</b>
<b>Administration – 1410</b>			
Prorated Salaries			16,000.00
<b>Total - 1410</b>			<b>16,000.00</b>
<b>Fees and Costs - 1430</b>			
A/E Services			15,500.00
Inspection Costs			2,000.00
Printing Costs			1,000.00
Consultant Fees, Annual Statement CFP			7,000.00
<b>Total - 1430</b>			<b>25,500.00</b>
<b>Total estimated cost over next 5 years</b>			<b>144,000.00</b>

### 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
TX59P029	Year 2005	0	0 %
Description of Needed Physical Improvements or Management Improvements			Estimated Cost
			Planned Start Date (HA Fiscal Year)
<b>TX029-003/5 Queen City Retreat - 1460</b> Replace Roof (phase I)			207,823.00
Replace Vinyl Floor Tile			53,199.00
Provide Security Entry Building Doors			12,403.00
<b>Total - 1460</b>			<b>273,425.00</b>
<b>TX029-006 Linda Vista:</b> Replace Entry Doors w/Frame (Front & Rear)			19,040.00
Replace Security Screen Door (Front & Rear)			14,000.00
Replace Entry Door Hardware			5,280.00
			<b>38,320.00</b>
<b>Total estimated cost over next 5 years</b>			<b>311,745.00</b>

## 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	
TX59P029	Agency-Wide Year 2006	0	0 %	
Description of Needed Physical Improvements or Management Improvements			Estimated Cost	Planned Start Date (HA Fiscal Year)
<b>Operation – 1406</b>				
May not exceed 20% of total grant			90,000.00	09/30/2007
<b>Total - 1502</b>			<b>90,000.00</b>	
<b>Management Improvement - 1408</b>				
General Technical Assistance			4,000.00	09/30/2007
Maintenance Technical Training			2,000.00	09/30/2007
Staff and Commissioners Training			6,000.00	09/30/2007
<b>Total - 1408</b>			<b>12,000.00</b>	
<b>Administration - 1410</b>				
Prorated Salaries			16,000.00	09/30/2007
<b>Total - 1410</b>			<b>16,000.00</b>	
<b>Fees and Costs</b>				
A/E Services			15,500.00	09/30/2007
Inspection Costs			2,000.00	09/30/2007
Printing Costs			1,000.00	09/30/2007
Consultant Fees C.F.P. and PHA Plan			7,000.00	09/30/2007
<b>Total - 1430</b>			<b>25,500.00</b>	
<b>Total estimated cost over next 5 years</b>			<b>143,500.00</b>	

### 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
TX59P029	Year 2006		
Description of Needed Physical Improvements or Management Improvements		Estimated Cost	Planned Start Date (HA Fiscal Year)
<b>TX029-001 Retama</b> <b>Dwelling Structures – 1460:</b> Repair Foundation (phase I) <b>Total - 1460</b>		30,000.00 <b>30,000.00</b>	09/30/2007
<b>TX029-003/05 Queen City Retreat I-II</b> <b>Dwelling Structures – 1460:</b> Replace or Repair Roofing (phase II) Replace Vinyl Flooring Tile Painting Interior Units <b>Total - 1460</b>		190,000.00 50,000.00 42,245.00 <b>282,245.00</b>	09/30/2007 09/30/2007 09/30/2007
<b>Total estimated cost over next 5 years</b>		<b>312,245.00</b>	

## 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	
TX59P029	Agency-Wide Year 2007	0	0 %	
Description of Needed Physical Improvements or Management Improvements			Estimated Cost	Planned Start Date (HA Fiscal Year)
<b>Operation – 1406</b>				
May not exceed 20% of total grant			90,000.00	09/30/2008
<b>Total - 1406</b>			<b>90,000.00</b>	
<b>Management Improvement – 1408</b>				
General Technical Assistance			4,000.00	09/30/2008
New Maintenance Plan			5,000.00	09/30/2008
Staff and Commissioners Training			6,000.00	09/30/2008
<b>Total - 1408</b>			<b>15,000.00</b>	
<b>Administration - 1410</b>				
Prorated Salaries			16,000.00	09/30/2008
<b>Total - 1410</b>			<b>16,000.00</b>	
<b>Fees and Costs - 1430</b>				
A/E Services			15,000.00	09/30/2008
Inspection Costs			2,000.00	09/30/2008
Printing Costs			1,000.00	09/30/2008
Consultant Fees C.F.P. and PHA Plan			7,000.00	09/30/2008
<b>Total - 1430</b>			<b>25,000.00</b>	
<b>Total estimated cost over next 5 years</b>			<b>146,000.00</b>	

### 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
TX59P029	Year 2007		
Description of Needed Physical Improvements or Management Improvements			Estimated Cost
			Planned Start Date (HA Fiscal Year)
<b>TX029-003/05 Queen City Retreat I-II</b> <b>Dwelling Structures – 1460:</b> Replace Interior Light Fixtures Replace Kitchen Wall Cabinets Replace Kitchen Base Cabinets Replace Countertop Replace Kitchen Sink w/Faucets Replace Range Hood <b>Total - 1460</b>			23,069.00 119,473.00 76,653.00 28,981.00 44,037.00 17,532.00 <b>309,745.00</b>
<b>Total estimated cost over next 5 years</b>			<b>309,745.00</b>

### 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
TX59P029	Agency-Wide Year 2008	0	0 %
Description of Needed Physical Improvements or Management Improvements			Estimated Cost
			Planned Start Date (HA Fiscal Year)
<b>Operation – 1406</b>			
May not exceed 20% of total grant			90,000.00
<b>Total - 1406</b>			<b>90,000.00</b>
<b>Management Improvement - 1408</b>			
General Technical Assistance			5,000.00
Update and Develop New Policy and Procedures			2,500.00
Develop Management Plan			4,000.00
Staff and Commissioners Training			6,000.00
<b>Total - 1408</b>			<b>17,500.00</b>
<b>Administration - 1410</b>			
Prorated Salaries			16,000.00
<b>Total - 1410</b>			<b>16,000.00</b>
<b>Fees and Costs</b>			
A/E Services			15,000.00
Inspection Costs			2,000.00
Printing Costs			1,000.00
Consultant Fees C.F.P. and PHA Plan			7,000.00
<b>Total 1430</b>			<b>25,000.00</b>
<b>Total estimated cost over next 5 years</b>			<b>148,500.00</b>

### 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
TX59P029	Year 2008		
Description of Needed Physical Improvements or Management Improvements		Estimated Cost	Planned Start Date (HA Fiscal Year)
<b>TX029-006 Linda Vista Dwelling Structures – 1460:</b> Replace Roofing Shingle Painting Interior Units Painting Exterior Units Replace Screen Door (front & rear) Replace Interior Door Hardware <b>Total – 1460</b>		220,000.00 38,823.00 25,000.00 14,800.00 7,622.00 <b>306,245.00</b>	09/30/2009 09/30/2009 09/30/2009 09/03/2009 09/30/2009
<b>Total estimated cost over next 5 years</b>		<b>306,245.00</b>	

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

<b>PHA Name:</b> MERCEDES HOUSING AUTHORITY		<b>Grant Type and Number</b> Capital Fund Program: <b>TX59P029501-03</b> Capital Fund Program Replacement Housing Factor Grant No:		<b>Federal FY of Grant:</b>  <b>2003</b>	
<input type="checkbox"/> Original Annual Statement		<input type="checkbox"/> Reserve for Disasters/ Emergencies		<input type="checkbox"/> Revised Annual Statement (revision no: )	
<input checked="" type="checkbox"/> Performance and Evaluation Report for Period Ending <b>3/31/2004</b>		<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	78,507.80		78,507.80	.00
3	1408 Management Improvements	54,209.77		54,209.77	19,618.23
4	1410 Administration	22,683.63		22,683.63	10,257.74
5	1411 Audit	.00		.00	.00
6	1415 liquidated Damages	.00		.00	.00
7	1430 Fees and Costs	17,730.00		17,730.00	.00
8	1440 Site Acquisition	.00		.00	.00
9	1450 Site Improvement	20,903.60		20,903.60	4,871.94
10	1460 Dwelling Structures	165,638.26		165,638.26	29,450.00
11	1465.1 Dwelling Equipment—Nonexpendable	23,085.00		23,085.00	23,085.00
12	1470 Nondwelling Structures	.00		.00	.00
13	1475 Nondwelling Equipment	.00		.00	.00
14	1485 Demolition	.00		.00	.00
15	1490 Replacement Reserve	.00		.00	.00
16	1492 Moving to Work Demonstration	.00		.00	.00
17	1495.1 Relocation Costs	.00		.00	.00
18	1498 Mod Used for Development	.00		.00	.00
19	1502 Contingency	9,780.94		9,780.94	.00
20	Amount of Annual Grant: (sum of lines 2-19)	<b>392,539.00</b>		<b>392,539.00</b>	<b>87,282.91</b>
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				



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

PHA Name: <b>MERCEDES HOUSING AUTHORITY</b>		Grant Type and Number Capital Fund Program #: <b>TX59P029501-03</b> Capital Fund Program Replacement Housing Factor #:			Federal FY of Grant:  <b>2003</b>			
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Proposed Work
				Original	Revised	Funds Obligated	Funds Expended	
TX029	<b>Fees and Costs</b>							
Agency-Wide	A/E Services	1430		11,730.00		11,730.00	.00	Pending
	Inspection Costs	1430		1,000.00		1,000.00	.00	Pending
	Consultant Fees, Capital Fund Program	1430		5,000.00		5,000.00	.00	Pending
	<b>Subtotal</b>			<b>17,730.00</b>		<b>17,730.00</b>	<b>0.00</b>	
	<b>Dwelling Equipment</b>							
	Replace Stoves	1465.1		12,085.00		12,085.00	13,935.00	Complete
	Replace Refrigerators	1465.1		11,000.00		11,000.00	9,150.00	Complete
	<b>Subtotal</b>			<b>23,085.00</b>		<b>23,085.00</b>	<b>23,085.00</b>	
	<b>Contingency</b>							
	May not exceed of 8% total grant	1502		9,780.94		9,780.94	.00	On Going
	<b>Subtotal</b>			<b>9,780.94</b>		<b>9,780.94</b>	<b>.00</b>	

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

PHA Name: <b>MERCEDES HOUSING AUTHORITY</b>		Grant Type and Number Capital Fund Program #: <b>TX59P029501-03</b> Capital Fund Program Replacement Housing Factor #:			Federal FY of Grant:  <b>2003</b>			
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Proposed Work
				Original	Revised	Funds Obligated	Funds Expended	
TX029-004	<b>Site Improvement</b>							
Taylor, Sn Jacinto	Repair Street (Asphalt paving)	1450		20,903.60		20,903.60	4,871.94	On Going
Bluebonnet	<b>Total</b>			<b>20,903.60</b>		<b>20,903.60</b>	<b>4,871.94</b>	
	<b>Dwelling Structures</b>							
	Replace Kitchen Wall Cabinets	1460	25ea	50,000.00		50,000.00	19,250.00	On Going
	Replace Kitchen Base Cabinets	1460	25ea	25,000.00		25,000.00	10,200.00	On Going
	Replace Countertop	1460	25ea	12,500.00		12,500.00	.00	Pending
	Replace Kitchen Sink	1460	25ea	3,750.00		3,750.00	.00	Pending
	Replace Kitchen Faucets	1460	25ea	2,500.00		2,500.00	.00	Pending
	Replace Range Hoods	1460	25ea	3,750.00		3,750.00	.00	Pending
	Replace Grease Shield	1460	25ea	1,250.00		1,250.00	.00	Pending
	Replace Electrical Outlet GFIC	1460	25ea	3,000.00		3,000.00	.00	Pending
	Relocate Drainage	1460	25ea	4,375.00		4,375.00	.00	Pending
	Repair GYP Board and Provide New Wall	1460	25ea	6,250.00		6,250.00	.00	Pending
	Painting Interior Units	1460	25ea	18,200.00		18,200.00	.00	Pending
	Replace Screen Doors	1475	75ea	11,250.00		11,250.00	.00	Pending
	<b>Subtotal</b>			<b>141,825.00</b>		<b>141,825.00</b>	<b>29,450.00</b>	
	<b>Dwelling Structures</b>							
TX029-003/5	<b>Dwelling Structures</b>							
Queen City	Provide New Security Camera	1460	1ea	15,000.00		15,000.00	.00	Pending
Retreat	Repair Vinyl Floor Tile	1460		8,813.26		8,813.26	.00	Pending
	<b>Subtotal</b>			<b>23,813.26</b>		<b>23,813.26</b>	<b>0.00</b>	



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

<b>PHA Name:</b> MERCEDES HOUSING AUTHORITY	<b>Grant Type and Number</b> Capital Fund Program: <b>TX59P029501-02</b> Capital Fund Program Replacement Housing Factor Grant No:	<b>Federal FY of Grant:</b>  <b>2002</b>
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Original Annual Statement       Reserve for Disasters/ Emergencies       Revised Annual Statement (revision no: )  
 Performance and Evaluation Report for Period Ending **3/31/2004**       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	95,000.00	95,000.00	95,000.00	95,000.00
3	1408 Management Improvements	56,900.00	60,205.29	60,205.29	60,205.29
4	1410 Administration	47,522.00	45,510.71	45,510.71	45,510.71
5	1411 Audit	.00	.00	.00	.00
6	1415 liquidated Damages	.00	.00	.00	.00
7	1430 Fees and Costs	25,000.00	25,000.00	25,000.00	25,000.00
8	1440 Site Acquisition	.00	.00	.00	.00
9	1450 Site Improvement	17,290.00	17,290.00	17,290.00	17,290.00
10	1460 Dwelling Structures	190,507.00	223841.00	223841.00	223841.00
11	1465.1 Dwelling Equipment—Nonexpendable	8,232.00	8,382.00	8,382.00	8,382.00
12	1470 Nondwelling Structures	.00	.00	.00	.00
13	1475 Nondwelling Equipment	.00	.00	.00	.00
14	1485 Demolition	.00	.00	.00	.00
15	1490 Replacement Reserve	.00	.00	.00	.00
16	1492 Moving to Work Demonstration	.00	.00	.00	.00
17	1495.1 Relocation Costs	.00	.00	.00	.00
18	1498 Mod Used for Development	.00	.00	.00	.00
19	1502 Contingency	34,778.00	.00	.00	.00
20	Amount of Annual Grant: (sum of lines 2-19)	<b>475,229.00</b>	<b>475,229.00</b>	<b>475,229.00</b>	<b>475,229.00</b>
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				

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

PHA Name: <b>MERCEDES HOUSING AUTHORITY</b>		Grant Type and Number Capital Fund Program #: <b>TX59P029501-02</b> Capital Fund Program Replacement Housing Factor #:			Federal FY of Grant: <b>2002</b>			
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Proposed Work
				Original	Revised	Funds Obligated	Funds Expended	
TX029	<b>Operations</b>							
Agency-Wide	May not exceed of 20% total grant	1406		95,000.00	95,000.00	95,000.00	95,000.00	Complete
	<b>Subtotal</b>			<b>95,000.00</b>	<b>95,000.00</b>	<b>95,000.00</b>	<b>95,000.00</b>	
	<b>Management Improvement</b>							
	General Technical Assistance New PHA Plan	1408		7,000.00	7,000.00	7,000.00	7,000.00	Complete
	Update Software	1408		15,000.00	15,000.00	15,000.00	15,000.00	Complete
	Staff and Commissioners Training	1408		5,000.00	5,000.00	5,000.00	5,000.00	Complete
	Provide Replacement Reserve Study	1408		10,000.00	10,000.00	10,000.00	10,000.00	Complete
	Social Service Coordinator	1408		16,000.00	18,858.29	18,858.29	18,858.29	Complete
	Benefits	1408		3,900.00	4,347.00	4,347.00	4,347.00	Complete
	<b>Subtotal</b>			<b>56,900.00</b>	<b>60,205.29</b>	<b>60,205.29</b>	<b>60,205.29</b>	
	<b>Administration</b>							
	CFP Coordinator	1410		30,586.00	29,086.00	29,086.00	29,086.00	Complete
	Prorated Salaries	1410		8,000.00	8,000.00	8,000.00	8,000.00	Complete
	Benefits	1410		8,936.00	8,424.71	8,424.71	8,424.71	Complete
	<b>Subtotal</b>			<b>47,522.00</b>	<b>45,510.71</b>	<b>45,510.71</b>	<b>45,510.71</b>	

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

PHA Name: <b>MERCEDES HOUSING AUTHORITY</b>		Grant Type and Number Capital Fund Program #: <b>TX59P029501-02</b> Capital Fund Program Replacement Housing Factor #:			Federal FY of Grant:  <b>2002</b>			
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Proposed Work
				Original	Revised	Funds Obligated	Funds Expended	
TX029	<b>Fees and Costs</b>							
Agency-Wide	A/E Services	1430		17,000.00	17,000.00	17,000.00	17,000.00	Complete
	Inspection Costs	1430		2,000.00	2,000.00	2,000.00	2,000.00	Complete
	Consultant Fees, Capital Fund Program	1430		6,000.00	6,000.00	6,000.00	6,000.00	Complete
	<b>Subtotal</b>			<b>25,000.00</b>	<b>25,000.00</b>	<b>25,000.00</b>	<b>25,000.00</b>	
	<b>Dwelling Equipment</b>							
	Replace Stoves	1465.1		4,724.00	4,774.00	4,774.00	4,774.00	Complete
	Replace Refrigerators	1465.1		3,508.00	3,608.00	3,608.00	3,608.00	Complete
	<b>Subtotal</b>			<b>8,232.00</b>	<b>8,382.00</b>	<b>8,382.00</b>	<b>8,382.00</b>	
	<b>Contingency</b>							
	May not exceed of 8% total grant	1502		34,778.00	.00	.00	.00	
	<b>Subtotal</b>			<b>34,778.00</b>	<b>.00</b>	<b>.00</b>	<b>.00</b>	

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

PHA Name: <b>MERCEDES HOUSING AUTHORITY</b>		Grant Type and Number Capital Fund Program #: <b>TX59P029501-02</b> Capital Fund Program Replacement Housing Factor #:			Federal FY of Grant:  <b>2002</b>			
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Proposed Work
				Original	Revised	Funds Obligated	Funds Expended	
TX029-004	<b>Site Improvement</b>							
Taylor, Sn. Jacinto	Repair Sidewalks	1450		5,200.00	5,200.00	5,200.00	5,200.00	Complete
Bluebonnet	Repair Parking Area	1450		12,090.00	12,090.00	12,090.00	12,090.00	Complete
	<b>Total</b>			<b>17,290.00</b>	<b>17,290.00</b>	<b>17,290.00</b>	<b>17,290.00</b>	
	<b>Dwelling Structures</b>							
	Replace Kitchen Wall Cabinets	1460	25ea	76,910.00	76,910.00	76,910.00	76,910.00	Complete
	Replace Kitchen Base Cabinets	1460	25ea	41,210.00	41,210.00	41,210.00	41,210.00	Complete
	Replace Countertop	1460	25ea	21,260.00	21,260.00	21,260.00	21,260.00	Complete
	Replace Kitchen Sink	1460	25ea	14,960.00	14,960.00	14,960.00	14,960.00	Complete
	Replace Kitchen Faucets	1460	25ea	3,410.00	3,410.00	3,410.00	3,410.00	Complete
	Replace Range Hoods	1460	25ea	6,560.00	6,560.00	6,560.00	6,560.00	Complete
	Replace Grease Shield	1460	25ea	2,150.00	2,150.00	2,150.00	2,150.00	Complete
	Replace Electrical Outlet GFIC	1460	25ea	3,250.00	3,250.00	3,250.00	3,250.00	Complete
	Relocate Drainage	1460	25ea	5,510.00	5,510.00	5,510.00	5,510.00	Complete
	Repair GYP Board and Provide New Wall	1460	25ea	9,017.00	9,017.00	9,017.00	9,017.00	Complete
	<b>Subtotal</b>			<b>184,237.00</b>	<b>184,237.00</b>	<b>184,237.00</b>	<b>184,237.00</b>	
TX029-003/5	<b>Dwelling Structures</b>							
Queen City	Repair Roofing	1460		3,270.00	33604.00	33604.00	33604.00	Complete
Retreat	Repair Water Pipes @ Valves	1460		3,000.00	6,000.00	6,000.00	6,000.00	Complete
	<b>Subtotal</b>			<b>6,270.00</b>	<b>39,604.00</b>	<b>39,604.00</b>	<b>39,604.00</b>	



## Annual Statement/Performance and Evaluation Report

### Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part I: Summary

PHA Name: <b>MERCEDES HOUSING AUTHORITY</b>	Grant Type and Number Capital Fund Program Grant No: : <b>TX59R029501-04</b> Replacement Housing Factor Grant No:	Federal FY of Grant: <b>2004</b>
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Original Annual Statement  Reserve for Disasters/ Emergencies  Revised Annual Statement (revision no: )  
 Performance and Evaluation Report for Period Ending:  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	1499 Development Activities	58,981.00			
19	1501 Collaterization or Debt Service				
20	1502 Contingency				
21	Amount of Annual Grant: (sum of lines 2 – 20)	<b>58,981.00</b>			
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 Five-Year Action Plan

## Part I: Summary

PHA Name <b>Mercedes Housing Authority</b>				<input checked="" type="checkbox"/> Original 5-Year Plan <input type="checkbox"/> Revision No:	
Development Number/ Name/HA-Wide	Year 1	Work Statement for Year 2 FFY Grant: <b>2005</b> PHA FY: <b>2005</b>	Work Statement for Year 3 FFY Grant: <b>2006</b> PHA FY: <b>2006</b>	Work Statement for Year 4 FFY Grant: <b>2007</b> PHA FY: <b>2007</b>	Work Statement for Year 5 FFY Grant: <b>2008</b> PHA FY: <b>2008</b>
	Annual Statement				
TX029 Agency-wide		58,981.00	58,981.00	58,981.00	58,981.00
CFP Funds Listed for 5-year planning		<b>\$58,981.00</b>	<b>\$58,981.00</b>	<b>\$58,981.00</b>	<b>\$58,981.00</b>
Replacement Housing Factor Funds					

**Capital Fund Program Five-Year Action Plan**  
**Part II: Supporting Pages—Work Activities**

Activities for Year 1	Activities for Year : <u>2</u> FFY Grant: <b>2005</b> PHA FY: <b>2005</b>			Activities for Year: <u>3</u> FFY Grant: <b>2006</b> PHA FY: <b>2006</b>		
	Development Name/ Number	Major Work Categories	Estimated Cost	Development Name/ Number	Major Work Categories	Estimated Cost
See						
Annual	TX029 Agency-Wide	1499	58,981.00	TX073 Agency-Wide	1499	58,981.00
Statement						
	Total CFP Estimated Cost		<b>\$58,981.00</b>			<b>\$58,981.00</b>



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

<b>PHA Name:</b> MERCEDES HOUSING AUTHORITY	<b>Grant Type and Number</b> Capital Fund Program Grant No: : TX59R029501-03 Replacement Housing Factor Grant No:	<b>Federal FY of Grant:</b> 2003
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Original Annual Statement  Reserve for Disasters/ Emergencies  Revised Annual Statement (revision no: )  
 Performance and Evaluation Report for Period Ending: 03/31/2004  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	1499 Development Activities	50,929.00		.00	.00
19	1501 Collaterization or Debt Service				
20	1502 Contingency				
21	Amount of Annual Grant: (sum of lines 2 – 20)	<b>50,929.00</b>		<b>.00</b>	<b>.00</b>
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  
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part I: Summary**

<b>PHA Name:</b> MERCEDES HOUSING AUTHORITY	<b>Grant Type and Number</b> Capital Fund Program Grant No: : TX59R029501-02 Replacement Housing Factor Grant No:	<b>Federal FY of Grant:</b> 2002
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Original Annual Statement  Reserve for Disasters/ Emergencies  Revised Annual Statement (revision no: )  
 Performance and Evaluation Report for Period Ending: 03/31/2004  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	1499 Development Activities	63,754.00		2,500.00	2,500.00
19	1501 Collaterization or Debt Service				
20	1502 Contingency				
21	Amount of Annual Grant: (sum of lines 2 – 20)	<b>63,754.00</b>		<b>2,500.00</b>	<b>2,500.00</b>
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  
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part I: Summary**

<b>PHA Name:</b> MERCEDES HOUSING AUTHORITY	<b>Grant Type and Number</b> Capital Fund Program Grant No: : TX59R029501-01 Replacement Housing Factor Grant No:	<b>Federal FY of Grant:</b> 2001
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Original Annual Statement  Reserve for Disasters/ Emergencies  Revised Annual Statement (revision no: )  
 Performance and Evaluation Report for Period Ending: 3/31/2004  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	1499 Development Activities	65,134.00		.00	.00
19	1501 Collaterization or Debt Service				
20	1502 Contingency				
21	Amount of Annual Grant: (sum of lines 2 – 20)	<b>65,134.00</b>		<b>.00</b>	<b>.00</b>
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**  
**Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part I: Summary**

PHA Name: <b>MERCEDES HOUSING AUTHORITY</b>	Grant Type and Number Capital Fund Program Grant No: : <b>TX59R029501-00</b> Replacement Housing Factor Grant No:	Federal FY of Grant: <b>2000</b>
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Original Annual Statement  Reserve for Disasters/ Emergencies  Revised Annual Statement (revision no: )  
 Performance and Evaluation Report for Period Ending: **3/31/2004**  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	1499 Development Activities	60,017.00		.00	.00
19	1501 Collaterization or Debt Service				
20	1502 Contingency				
21	Amount of Annual Grant: (sum of lines 2 – 20)	<b>60,017.00</b>		<b>.00</b>	<b>.00</b>
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				





**Optional Public Housing Asset Management Table**

See Technical Guidance for instructions on the use of this table, including information to be provided.

<b>Public Housing Asset Management</b>								
<b>Development Identification</b>		<b>Activity Description</b>						
Name, Number, and Location	Number and Type of units	Capital Fund Program Parts II and III <i>Component 7a</i>	Development Activities <i>Component 7b</i>	Demolition / disposition <i>Component 8</i>	Designated housing <i>Component 9</i>	Conversion <i>Component 10</i>	Home-ownership <i>Component 11a</i>	Other (describe) <i>Component 17</i>

**FOLLOW-UP PLAN SCHEDULE**

<u>Survey Area</u>	<u>Follow up Action</u>	<u>Start Date</u>	<u>Completion Date</u>
Maintenance and Repair	not required	not required	not required
Communication	Tenant Meetings, Staff Training, Newsletters	01/01/02	Ongoing
Safety	Tenant Meetings, Police & Security Guard Meetings	01/01/02	Ongoing
Services	not required	not required	not required
Neighborhood Appearance	not required	not required	not required