OMB Approval No: 2577-0226
(exp. 08/31/2009)

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

PHA Plans

5 Year Plan for Fiscal Years **2008 - 2011**
Annual Plan for Fiscal Year **2007**

The Housing Authority of the City of San Marcos, Texas
1201 Thorpe Lane
San Marcos, Texas 78666
512/353-5058

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 of the City of San Marcos, Texas

PHA Number: TX59P-087

PHA Fiscal Year Beginning: (mm/yyyy) 10/2007

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 2008 - 2011
[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: (state mission here)
To provide safe and decent housing which is adequate and affordable. To promote economic opportunity and a suitable living environment free from discrimination.

B. Goals

The goals and objectives listed below are derived from HUD's strategic Goals and Objectives and those emphasized in recent legislation. PHAs may select any of these goals and objectives as their own, or identify other goals and/or objectives. Whether selecting the HUD-suggested 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.) PHAs 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:
- ☒ 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) **89**
- ☒ Improve voucher management: (SEMAP score) **100**
- ☒ Increase customer satisfaction:
- ☐ Concentrate on efforts to improve specific management functions: (list; e.g., public housing finance; voucher unit inspections)
- ☒ Renovate or modernize public housing units:
- ☐ Demolish or dispose of obsolete public housing:
- ☒ Provide replacement public housing:
- ☒ Provide replacement vouchers:
- ☐ Other: (list below)

☒ PHA Goal: Increase assisted housing choices
Objectives:
- ☒ Provide voucher mobility 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:
- ☒ Designate developments or buildings for particular resident groups (elderly, persons with disabilities)
- ☐ Other: (list below)

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)

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)

Continue to work with The City of San Marcos to facilitate the construction of affordable single family homes. The City will provide a wavier of permit fees and reimburse tap and impact fees if homes are built in designated areas.

Annual PHA Plan
PHA Fiscal Year 2007
[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.

Executive Summary

The following is the Annual Plan for the FFY 2007 and the five year plan for the years 2008-2011 for the Housing Authority of the City of San Marcos, Texas whose fiscal year commences on October 1, 2007.

Physical and Organizational -The Housing Authority of the City of San Marcos, Texas (the *Housing Authority*) administers 287 units of Public Housing and 206 section 8 voucher/certificates. The Public Housing units are dispersed in five (5) unique and separate projects of duplexes and row homes and twenty-six (26) single family homes The Housing Authority owns and operates 60 units of sight based section 8 units (Spring town Villa). The Housing Authority has partnered with a private developer 0and owns 188 unit LITC units (Mariposa Apts.)

The Board of Commissioners, consisting of five members appointed by the Mayor, oversees the Housing Authority. The Housing Authority was established in 1950.

Funding Sources - The Housing Authority has two primary sources of funding: *operating and capital grant*. With public housing funding being revised, the Housing Authority's future funding amounts could be substantially altered. The figures in the Plan do not reflect any impact from upcoming changes in funding formulas. At the end of fiscal year 2005, operating reserves are estimated to be $ 320,000.00. The Housing Authority expects to retain these reserve levels throughout the five year planning period.

Strategy Statement- The Housing Authority of the City of San Marcos, Texas currently has $ 11.39 million in un-funded overall physical needs. This represents a slight increase of $ 2.9 million from previous assessments as a result of the utilization of new technology for improved safety, new government criteria as presented by REAC and function as well

as the effects of inflation and the tight construction market. The vast majority of these needs are a result of normal deterioration and obsolescence at a 39-year-old project consisting of 125 dwelling units. Additionally, another 37-year-old project of 100 dwelling was partially renovated under the CIAP program, however. 16 dwelling units will require renovation under this program due to previous inadequate funding. Minor improvements and minor upgrades of systems only are required at the other two projects as a result of recent renovation activities.

Pursuant to current guidelines and policies, items affecting health and safety are given the highest priority. These include items related to specified initiatives such as accessibility to the physically challenged and the family self-sufficiency (FSS) program. Priorities with respect to physical needs are based on assessed actual conditions.

Management needs currently being met include family self-sufficiency activities and fiscal management needs associated with the scope of overall needs and the diversity of programs.

Policy & Program Initiatives - The Housing Authority has instituted revised policies to better reflect the spirit of the Quality Housing and Work Responsibility Act of 1998 (QHWRA) and the regulations governing its implementation. Examples of which are demonstrated in the Community Service / Volunteer Service Policy

Description of Resident Partnership and Summary of General Issues - The Housing Authority believes that it has developed a strong working relationship with the residents of the Housing Authority through the Residents Council (the RC). The RC has held residents meetings at each of the projects; provided and compiled resident surveys; informally meet with the Executive Director and staff throughout the year; and formally meet with representatives of the Housing Authority. The concerns of the RC have been integrated into this plan. It is anticipated that the RC will continue to provide valuable input into the Capital Grant Program as it has during the Comprehensive Grant Program.

Home Ownership Initiatives - The Housing Authority through its vehicle the San Marcos Reinvestment Corporation in partnership with the City of San Marcos, Texas and other private corporations are actively pursuing a plan for home ownership for low income persons

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.

Table of Contents

	Page #
Annual Plan	
i. Executive Summary	6-7
ii. Table of Contents	
1. Housing Needs	11-15
2. Financial Resources	16
3. Policies on Eligibility, Selection and Admissions	17-22
4. Rent Determination Policies	23-25
5. Operations and Management Policies	26-27
6. Grievance Procedures	28
7. Capital Improvement Needs	28
8. Demolition and Disposition	29
9. Designation of Housing	30
10. Conversions of Public Housing	31
11. Homeownership	32
12. Community Service Programs	33-34
13. Crime and Safety	35-36
14. Pets (Inactive for January 1 PHAs)	
15. Civil Rights Certifications (included with PHA Plan Certifications)	36
16. Audit	37
17. Asset Management	37
18. Other Information	

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 Deconcentration
- ☒ FY 2006 Capital Fund Program Annual Statement
- ☐ Most recent board-approved operating budget (Required Attachment for PHAs that are troubled or at risk of being designated troubled ONLY)

Optional Attachments:

- ☒ PHA Management Organizational Chart
- ☒ FY 2007 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.

List of Supporting Documents Available for Review		
Applicable & On Display	**Supporting Document**	**Applicable Plan Component**
XX	PHA Plan Certifications of Compliance with the PHA Plans and Related Regulations	5 Year and Annual Plans
XX	State/Local Government Certification of Consistency with the Consolidated Plan	5 Year and Annual Plans
XX	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
XX	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
XX	Most recent board-approved operating budget for the public housing program	Annual Plan: Financial Resources;
XX	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
XX	Section 8 Administrative Plan	Annual Plan: Eligibility, Selection, and Admissions Policies
XX	Public Housing Deconcentration and Income Mixing Documentation: 1. PHA board certifications of compliance with deconcentration requirements (section 16(a) of the US Housing Act of 1937, as implemented in the 2/18/*99 Quality Housing and Work Responsibility Act Initial Guidance; Notice* and any further HUD guidance) and 2. Documentation of the required deconcentration and income mixing analysis	Annual Plan: Eligibility, Selection, and Admissions Policies
XX	Public housing rent determination policies, including the methodology for setting public housing flat rents ☒ check here if included in the public housing A & O Policy	Annual Plan: Rent Determination
XX	Schedule of flat rents offered at each public housing development ☒ check here if included in the public housing A & O Policy	Annual Plan: Rent Determination
XX	Section 8 rent determination (payment standard) policies ☒ check here if included in Section 8 Administrative Plan	Annual Plan: Rent Determination
XX	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
XX	Public housing grievance procedures ☒ check here if included in the public housing A & O Policy	Annual Plan: Grievance Procedures
XX	Section 8 informal review and hearing procedures ☒ check here if included in Section 8 Administrative Plan	Annual Plan: Grievance Procedures

List of Supporting Documents Available for Review		
Applicable & On Display	**Supporting Document**	**Applicable Plan Component**
XX	The HUD-approved Capital Fund/Comprehensive Grant Program Annual Statement (HUD 52837) for the active grant year	Annual Plan: Capital Needs
	Most recent CIAP Budget/Progress Report (HUD 52825) for any active CIAP grant	Annual Plan: Capital Needs
XX	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
	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
	Approved or submitted applications for demolition and/or disposition of public housing	Annual Plan: Demolition and Disposition
	Approved or submitted applications for designation of public housing (Designated Housing Plans)	Annual Plan: Designation of Public Housing
	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
	Approved or submitted public housing homeownership programs/plans	Annual Plan: Homeownership
	Policies governing any Section 8 Homeownership program ☐ check here if included in the Section 8 Administrative Plan	Annual Plan: Homeownership
	Any cooperative agreement between the PHA and the TANF agency	Annual Plan: Community Service & Self-Sufficiency
XX	FSS Action Plan/s for public housing and/or Section 8	Annual Plan: Community Service & Self-Sufficiency
XX	Most recent self-sufficiency (ED/SS, TOP or ROSS or other resident services grant) grant program reports	Annual Plan: Community Service & Self-Sufficiency
XX	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
XX	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
	Troubled PHAs: MOA/Recovery Plan	Troubled PHAs
	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.

Housing Needs of Families in the Jurisdiction by Family Type							
Family Type	Overall	Afford-ability	Supply	Quality	Access-ibility	Size	Location
Income <= 30% of AMI	**2886**	**5**	**5**	**2**	**1**	**4**	**4**
Income >30% but <=50% of AMI	**1235**	**5**	**5**	**2**	**1**	**3**	**4**
Income >50% but <80% of AMI	**1200**	**5**	**4**	**4**	**1**	**4**	**3**
Elderly	**840**	**5**	**4**	**4**	**4**	**3**	**4**
Families with Disabilities	**N/A**	**N/A**	**N/A**	**N/A**	**N/A**	**N/A**	**N/A**
Black	**341**	**5**	**5**	**2**	**1**	**3**	**3**
Hispanic	**1888**	**5**	**5**	**2**	**1**	**3**	**2**
White/ Non-Hispanic	**4337**	**5**	**4**	**2**	**1**	**3**	**2**
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 **City of San Marcos**
Indicate year: **2006**

☒ 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.** PHAs 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)
☐ Section 8 tenant-based assistance
☒ Public Housing
☐ Combined Section 8 and Public Housing
☐ Public Housing Site-Based or sub-jurisdictional waiting list (optional)If used, identify which development/subjurisdiction:

	# of families	% of total families	Annual Turnover
Waiting list total	**120**		**120**
Extremely low income <=30% AMI	**105**	**87.5%**	
Very low income (>30% but <=50% AMI)	**12**	**10 %**	
Low income (>50% but <80% AMI)	**3**	**2.5 %**	
Families with children	**98**	**87.66%**	
Elderly families	**9**	**7.5%**	
Families with Disabilities	**13**	**10.83 %**	
Black	**9**	**7.5 %**	
Hispanic	**77**	**64.16 %**	
White	**34**	**28.33 %**	
Other			
Characteristics by Bedroom Size (Public Housing Only)			
1BR	**46**	**38.33 %**	
2 BR	**31**	**25.83 %**	
3 BR	**30**	**25 %**	
4 BR	**13**	**10.83 %**	
5 BR	**0**	**0**	
5+ BR	**0**	**0**	

Is the waiting list closed (select one)? ☒ No ☐ Yes
If yes:
How long has it been closed (# of months)?
Does the PHA expect to reopen the list in the PHA Plan year? ☐ No ☒ Yes
Does the PHA permit specific categories of families onto the waiting list, even if generally closed? ☒ No ☐ Yes

Housing Needs of Families on the Waiting List			
Waiting list type: (select one) ☒ Section 8 tenant-based assistance ☐ Public Housing ☐ Combined Section 8 and Public Housing ☐ Public Housing Site-Based or sub-jurisdictional waiting list (optional)If used, identify which development/subjurisdiction:			
	# of families	% of total families	Annual Turnover
Waiting list total	**22**		
Extremely low income <=30% AMI	**16**	**73%**	
Very low income (>30% but <=50% AMI)	**5**	**23%**	
Low income (>50% but <80% AMI)	**1**	**5%**	
Families with children	**18**	**82 %**	
Elderly families	**1**	**5 %**	
Families with Disabilities	**3**	**14 %**	
Black	**6**	**27 %**	
Hispanic	**9**	**41 %**	
White	**7**	**32 %**	
Other			
Characteristics by Bedroom Size (Public Housing Only)			
1BR			
2 BR			
3 BR			
4 BR			
5 BR			
5+ BR			
Is the waiting list closed (select one)? ☐ No ☒ Yes If yes: How long has it been closed (# of months)? **21** Does the PHA expect to reopen the list in the PHA Plan year? ☐ No ☒ Yes Does the PHA permit specific categories of families onto the waiting list, even if generally closed? ☒ No ☐ 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)
Support LIHTC
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.

Financial Resources: Planned Sources and Uses		
Sources	**Planned $**	**Planned Uses**
1. **Federal Grants (FY 2006 grants)**		
a) Public Housing Operating Fund	**352,325.00**	
b) Public Housing Capital Fund	**476,955.00**	
c) HOPE VI Revitalization	**0**	
d) HOPE VI Demolition	**0**	
e) Annual Contributions for Section 8 Tenant-Based Assistance	**1,361,800.00**	
f) Public Housing Drug Elimination Program (including any Technical Assistance funds)	**0**	
g) Resident Opportunity and Self-Sufficiency Grants	**37,380.00**	
h) Community Development Block Grant	**0**	
i) HOME	**0**	
Other Federal Grants (list below)		
PHGIB	**36,882.00**	
Sec 8 FSS	**45,095.00**	
2. Prior Year Federal Grants (un-obligated funds only) (list below)	**0**	
3. Public Housing Dwelling Rental Income	**673,858.00**	
4. Other income (list below)		
Tennant Charges	**27,959.00**	
City of San Marcos	**17,500.00**	
4. Non-federal sources (list below)		
United Way	**11,743.00**	
Resident Services		
Total resources	**3,041,497.00**	

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**) 5**

☐ When families are within a certain time of being offered a unit: (state time)

☐ 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)

Behavior of minor children verified with Social Services and Probation Dept.

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
☒ Over housed
☒ Under housed
☒ Medical justification
☒ Administrative reasons determined by the PHA (e.g., to permit modernization work)
☐ Resident choice: (state circumstances below)
☐ Other: (list below)

c. Preferences

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

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

Former Federal preferences:

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

Other preferences: (select below)

☐ Working families and those unable to work because of age or disability
☐ 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.

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)

" Handbook for ALL Tenants of the Housing Authority of San Marcos, Texas"

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)

Changes to income of any amount exceeding $ 500.00 to adjust rent.

(6) Deconcentration 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 deconcentration of poverty or income mixing?

b. ☐ Yes ☒ No: Did the PHA adopt any changes to its **admissions policies** based on the results of the required analysis of the need to promote deconcentration 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 deconcentration 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 ☒ No: Did the PHA adopt any changes to **other** policies based on the results of the required analysis of the need for deconcentration 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 deconcentration 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)

☒ 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)

☒ 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)

Tenant Tracker - Internet Service

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)

(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:

Difficulty in finding an acceptable unit—if associated with tight market conditions, The applicant is required to prove difficulty

(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.

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)

Other signage and announcements to other Social Services organizations

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)
☐ 95th 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) **$ 500.00 or more**
☐ 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)

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 below100% 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)

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

[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:

A **The City Council of the City of San Marcos, Texas** recommends citizens to serve on the Board of Commissioners from interested individuals.

B **The Mayor of the City of San Marcos** appoints the members of the Board of Commissioners including one resident member.

C **The Board of Commissioners** employs the Executive Director /Secretary to administer the day to day functions of the Housing Authority in compliance with HUD, other Federal, State of Texas, local regulations and Board issued directives.

D **The Executive Director** with Board approval operates as the Chief Executive Officer and as such employs personnel as outlined in the Personnel Policy Manuel for the San Marcos Housing Authority and oversees the Department Supervisors and other personnel.

E. **The Executive Director oversees the following Departments**

Maintenance - Maintenance Director
Social Services - Social Services Director SMRIC - Non Profit Construction
Administration - Supervisor of Programs Willow Springs Development – (LITC)
Section 8 - Section 8 Coordinator HCV / New Construction Section 8
Low Rent - Low Rent Coordinator

F **The Maintenance Director oversees**

1 Full Time Maintenance Mechanics and Technicians (6)
2 Capital Grant Force Account Workers (1)
3 Part time Clerk (1)

G **The Social Services Director oversees)**

1 Family Self Sufficiency Coordinator / FSS (PHA & Sec (1)
2 Elderly Services Coordinator (1)
3 "Poder Learning Center (1)
4 KAD Program (1)

H **The Supervisor of Programs oversees**

3 Site Managers & Section8 / Low Rent Coordinator (3)

I **The Section 8 Coordinator oversees**

2 Full Time Clerk (2)
Springtown Villa
1 Manager (1)
2 Maintenance (1)

B. HUD Programs Under PHA Management

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

Program Name	**Units or Families Served at Year Beginning**	**Expected Turnover**
Public Housing	**287**	**115**
Section 8 Vouchers	**206**	**50**
Section 8 Certificates		
Section 8 Mod Rehab	**N/A**	
Special Purpose Section 8 Certificates/Vouchers (list individually)	**N/A**	
Public Housing Drug Elimination Program (PHDEP)		

Other Federal Programs(list individually)		
Sec 8 NC	**60**	**12**

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)

a) Maintenance & Modernization Plan
b) Grievance Procedure & Policy
c) Eviction Procedure & Policy
d) Community Service / Self Sufficiency Policy
e) Pet Policy
f) House Keeping Policy
g) Admission and Occupancy Policy

(2) Section 8 Management: (list below)

a) Administrative Plan
b) Grievance Procedure & Policy

6. PHA Grievance Procedures

[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) **TX 59P 087 v01 2007 plan**

-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 **TX 59P 087 v01 2006 plan**

-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:
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:

8. Demolition and Disposition

[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.)

Demolition/Disposition Activity Description
1a. Development name: 1b. Development (project) number:
2. Activity type: Demolition ☐ Disposition ☐
3. Application status (select one) Approved ☐ Submitted, pending approval ☐ Planned application ☐
4. Date application approved, submitted, or planned for submission: (DD/MM/YY)
5. Number of units affected: 6. Coverage of action (select one) ☐ Part of the development ☐ 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.

Designation of Public Housing Activity Description
1a. Development name: 1b. Development (project) number:
2. Designation type: Occupancy by only the elderly ☐ Occupancy by families with disabilities ☐ Occupancy by only elderly families and families with disabilities ☐
3. Application status (select one) Approved; included in the PHA's Designation Plan ☐ Submitted, pending approval ☐ Planned application ☐
4. Date this designation approved, submitted, or planned for submission: (DD/MM/YY)
5. If approved, will this designation constitute a (select one) ☐ New Designation Plan ☐ Revision of a previously-approved Designation Plan?
6. Number of units affected: 7. Coverage of action (select one) ☐ Part of the development ☐ 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.

Conversion of Public Housing Activity Description
1a. Development name: 1b. Development (project) number:
2. What is the status of the required assessment? ☐ Assessment underway ☐ Assessment results submitted to HUD ☐ Assessment results approved by HUD (if marked, proceed to next question) ☐ Other (explain below)
3. ☐ Yes ☐ 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) ☐ Conversion Plan in development ☐ Conversion Plan submitted to HUD on: (DD/MM/YYYY) ☐ Conversion Plan approved by HUD on: (DD/MM/YYYY) ☐ 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) ☐ Units addressed in a pending or approved demolition application (date submitted or approved: ☐ Units addressed in a pending or approved HOPE VI demolition application (date submitted or approved:) ☐ Units addressed in a pending or approved HOPE VI Revitalization Plan (date submitted or approved:) ☐ Requirements no longer applicable: vacancy rates are less than 10 percent ☐ Requirements no longer applicable: site now has less than 300 units ☐ Other: (describe below)

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

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.)

Public Housing Homeownership Activity Description (Complete one for each development affected)
1a. Development name: 1b. Development (project) number:
2. Federal Program authority: ☐ HOPE I ☐ 5(h) ☐ Turnkey III ☐ Section 32 of the USHA of 1937 (effective 10/1/99)
3. Application status: (select one) ☐ Approved; included in the PHA's Homeownership Plan/Program ☐ Submitted, pending approval ☐ 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) ☐ Part of the development ☐ 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:

12. PHA Community Service and Self-sufficiency Programs

[24 CFR Part 903.7 9 (l)]

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 has 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

☒ Yes ☐ No: Does the PHA coordinate, promote or provide any programs to enhance the economic and social self-sufficiency of residents? (If "yes", complete the

following table; if "no" skip to sub-component 2, Family Self Sufficiency Programs. The position of the table may be altered to facilitate its use.)

Services and Programs				
Program Name & Description (including location, if appropriate)	Estimated Size	Allocation Method (waiting list/random selection/specific criteria/other)	Access (development office / PHA main office / other provider name)	Eligibility (public housing or section 8 participants or both)
Money Smart Class	*55*	*other*	*Development Office*	*PHA & Sec 8*
1st Time Homeowner Class	*10*	*other*	*Public Library*	*PHA & Sec 8*

(2) Family Self Sufficiency program/s

a. Participation Description

Family Self Sufficiency (FSS) Participation		
Program	Required Number of Participants (start of FY 2005 Estimate)	Actual Number of Participants (As of: DD/MM/YY)
Public Housing	**30**	**28**
Section 8	**25**	**25**

b. ☒ Yes ☐ No: If the PHA is not maintaining the minimum program size required by HUD, does the most recent FSS Action Plan address the steps the PHA plans to take to achieve at least the minimum program size?
If no, list steps the PHA will take below:

C. Welfare Benefit Reductions

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

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

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

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 used 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)

TX 087-5 C. M. Allen Homes

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)

TX 087-5 C. M. Allen Homes

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)

TX 087-5 C. M. Allen Homes

D. Additional information as required by PHDEP/PHDEP Plan

PHAs eligible for FY 2005 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 2005 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)]

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.

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)?

17. PHA Asset Management

[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)
☐ 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)

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)

C. Statement of Consistency with the Consolidated Plan

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

1. Consolidated Plan jurisdiction: (provide name here)

City of San Marcos, Texas

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

☒ The PHA has based its statement of needs of families in the jurisdiction on the needs expressed in the Consolidated Plan/s.

☒ The PHA has participated in any consultation process organized and offered by the Consolidated Plan agency in the development of the Consolidated Plan.

☒ The PHA has consulted with the Consolidated Plan agency during the development of this PHA Plan.

☒ Activities to be undertaken by the PHA in the coming year are consistent with the initiatives contained in the Consolidated Plan. (list below)

☐ Other: (list below)

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

D. Other Information Required by HUD

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

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

PHA Name: Housing Authority of the City of San Marcos, Texas	Grant Type and Number Capital Fund Program Grant No: TX59P08750107 Replacement Housing Factor Grant No:	Federal FY of Grant: 2007

☒ 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	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations	**$ 30,000.00**			
3	1408 Management Improvements	**$ 44,000.00**			
4	1410 Administration	**$ 50,000.00**			
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	**$ 66,575.00**			
8	1440 Site Acquisition				
9	1450 Site Improvement	**$ 34,255.00**			
10	1460 Dwelling Structures	**$ 138,560.00**			
11	1465.1 Dwelling Equipment—Nonexpendable	**$ 10,400.00**			
12	1470 Nondwelling Structures	**$ 38,000.00**			
13	1475 Nondwelling Equipment	**$ 18,000.00**			
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs				
18	1499 Development Activities				
19	1501 Collaterization or Debt Service				
20	1502 Contingency	**$ 20,000.00**			
21	Amount of Annual Grant: (sum of lines 2 – 20)	**$ 449,790.00**			
22	Amount of line 21 Related to LBP Activities	$ 8,950.00			
23	Amount of line 21 Related to Section 504 compliance	$ 16,250.00			
24	Amount of line 21 Related to Security – Soft Costs	$ 35,465.00			
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 II: Supporting Pages

PHA Name: **Housing Authority of the City of San Marcos, Texas**		**Grant Type and Number** Capital Fund Program Grant No: **TX59P08750107** Replacement Housing Factor Grant No:				**Federal FY of Grant: 2007**		
Dev No.Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Qty	Total Est Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
	Operations	**1406**		**$ 30,000.00**				
PHA Wide	*Operations*	1406		$ 30,000.00				
	The PHA requires assistance in training and certification of personnel							
	Management Improvements	**1408**		**$ 44,000.00**				
PHA Wide .	*FSS and Resident Services*	1408		$ 44,000.00				
	The PHA requires funding for Staffing and expenses associated with Resident Services activities including FSS activities, youth activities, educational, senior citizens activities and various other initiatives							
	Administration	**1410**		**$ 50,000.00**				
PHA Wide	*Technical Salaries*	1410		$ 33,000.00				
	The PHA requires additional personnel to administer and review work progress							
PHA Wide	*Benefits*	1410		$ 15,000.00				
	The PHA requires funding for vacations, sick leave, &etc. for workers involved in remodeling work							
PHA Wide	*Sundry*	1410		$ 2,000.00				
	Costs associated with program admin.							
	Fees and Costs	**1430**		**$ 66,575.00**				
	Design Professional Fees	1430		$ 28,655.00				
	Construction Management	1430		$ 16,800.00				
	Modernization Coordinator	1430		$ 18,320.00				
	Fee Accountant	1430		$ 2,800.00				

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

PHA Name: **Housing Authority of the City of San Marcos, Texas**		**Grant Type and Number** Capital Fund Program Grant No: **TX59P08750107** Replacement Housing Factor Grant No:				**Federal FY of Grant: 2007**		
Dev No.Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Qty	Total Est Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
	Site Improvements	**1450**		**$ 34,255.00**				
TX 087-003	*Drainage Improvements*	1450		$ 11,255.00				
Chapultepec Homes	The PHA requires funding for drainage improvements of existing dwelling units							
PHA Wide	*Ramps & Sidewalks*	1450		$ 15,000.00				
	Install Ramps and curb cuts to improve "Visitability" per HUD / REAC	1450						
TX 087-004	*Fencing*	1450		$ 8,000.00				
Allen Woods Homes	Replace deteriorated fencing							
	Dwelling Unit	**1460**		**$ 138,560.00**				
TX 087-004	*Dwelling Unit Modernization*	1460		$ 138,560.00				
Allen Wood Homes	Dwelling Structure Improvements including: Fascia, Soffit & Gable ends; Security Screen Doors; Exterior & Interior Doors; Door Hardware; Insulation; Flooring; Kitchen & Bath Improvements; Ceiling & Wall Finishes; Utility Room Additions; Plumbing; Electrical; Mechanical							

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

PHA Name: **Housing Authority of the City of San Marcos, Texas**		**Grant Type and Number** Capital Fund Program Grant No: **TX59P08750107** Replacement Housing Factor Grant No:				**Federal FY of Grant: 2007**		
Dev No.Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Qty	Total Est Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
	Dwelling Equipment	**1465.1**		**$ 10,400.00**				
PHA Wide	*Refrigerators*	1465.1		$ 5,700..00				
	The PHA is engaged in a long term replacement policy to replace refrigerators in all units every fifteen (15) years for safe and energy efficient equipment. 10 @ $ 570.00							
PHA Wide	*Stoves and Ranges*	1465.1		$ 4,700.00				
	The PHA is engaged in a long term replacement policy to replace refrigerators in all units every fifteen (15) years to maintain the highest standards for safe and energy efficient equipment. 10 @ $ 470.00							
	Non Dwelling Structures	**1470**		**$ 38,000.00**				
Tx 87-5	***Additional Maintenance Space***	1470		$ 12,000.00				
	Additional Maintenance space needed to comply with "Asset Management"							
Tx 87-3	***Additional Office space***	1470		$ 6,000.00				
	Additional Office space needed to comply with "Asset Management"							
PHA Wide	***Additional storage space and Pavilion***	1470		$ 20,000.00				
	Additional storage space and a pavilion is needed for Resident Services functions							

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

PHA Name: **Housing Authority of the City of San Marcos, Texas**		**Grant Type and Number** Capital Fund Program Grant No: **TX59P08750107** Replacement Housing Factor Grant No:				**Federal FY of Grant: 2007**		
Dev No.Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Qty	Total Est Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
	Non Dwelling Equipment	**1475**		**$ 18,000.00**				
PHA Wide	***Maintenance Vehicle***			$ 18,000.00				
	The PHA has a need to replace a Maintenance vehicle							
	Contingency	**1502**		**$ 20,000.00**				
PHA Wide	***Contingency***	1502		$ 20,000.00				
	The PHA requires the flexibility to adjust funding of listed activities due to inflationary other factors							

Annual Statement/Performance and Evaluation Report
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)
Part III: Implementation Schedule

PHA Name: **Housing Authority of the City of San Marcos, Texas**				**Grant Type and Number** Capital Fund Program No: **TX59P08750107** Replacement Housing Factor No:			**Federal FY of Grant:** **2007**
Development Number Name/HA-Wide Activities	All Fund Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates
	Original	Revised	Actual	Original	Revised	Actual	
Tx087-004	**09/2009**			**09/2010**			
Allen Wood Homes							
Tx087-005	**09/2009**			**09/2010**			
CM Allen Homes							
PHA Wide	**09/2009**			**09/2010**			

Capital Fund Program Five-Year Action Plan
Part I: Summary

PHA Name		The Housing Authority of the City Of San Marcos, Texas		☐ Original 5-Year Plan ☒ Revision No: One (1)	
Development Number/Name/HA-Wide	Year 1	Work Statement for Year 2 FFY Grant: **2008** PHA FY: **2009**	Work Statement for Year 3 FFY Grant: **2009** PHA FY: **2010**	Work Statement for Year 4 FFY Grant: **2010** PHA FY: **2011**	Work Statement for Year 5 FFY Grant: **2011** PHA FY: **2012**
	Annual Statement				
Tx087-001 Porter Homes		**$ 18,500.00**	**$ .00**	**$ 0.00**	**$ 0.00**
Tx087-003 Chapultepec Homes		**$ 38,750.00**	**$ .00**	**$ 0.00**	**$ 0.00**
Tx087-004 Allen Wood Homes		**$ 165,890.00**	**$ 196,490.00**	**$ 200,140.00**	**$ 223,140.00**
Tx087-005 C M Allen Homes		**$ 37,500.00**	**$ 26,550.00**	**$ 23,000.00**	**$ 0.00**
Tx087-007 Scattered Site Homes		**$ .00**	**$ 0.00**	**$ 00.00**	**$ 0.00**
PHA Wide		**$ 226,650.00**	**$ 226,650.00**	**$ 226,650.00**	**$ 226,650.00**
CFP Funds Listed for 5-year planning		**$ 2,500.00**	**$ 2,500.00**	**$ 2,500.00**	**$ 2,500.00**
Replacement Housing Factor Funds					

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

Activities for Year 1	Activities for Year :2 FFY Grant: 2008 PHA FY: 2009			Activities for Year: 3 FFY Grant: 2009 PHA FY: 2010		
	Development Name/Number	**Major Work Categories**	**Estimated Cost**	**Development Name/Number**	**Major Work Categories**	**Estimated Cost**
See	***Tx087-001***	*Porch Renovations*	$ 18,500.00	***Tx087-001***		
Annual	*Porter Homes*	**Subtotal**	**$ 18,500.00**	*Porter Homes*	**Subtotal**	
Statement						
	Tx087-003	*Hand Rail and Stair Replace*	$ 8,450.00	***Tx087-003***		
	Chapultepec	*Water Check Meters*	$ 24,500.00	*Chapultepec*	**Subtotal**	
		Tree Removal	$ 5,800.00			
		Subtotal	**$ 38,750.00**	***Tx087-004***	*Unit Renovations*	$ 189,490.00
				Allen Woods	*Site Lighting*	$ 7,000.00
	Tx087-004	*Unit Renovations*	$ 169,851.00		**Subtotal**	**$ 196,490.00**
	Allen Woods					
		Subtotal	**$ 169,851.00**			
	Tx087-005			***Tx087-005***	*Unit Renovations*	$ 26,550.00
	CM Allen			*CM Allen*		
		Subtotal			**Subtotal**	**$ 26,550.00**
	Tx087-007					
	Scattered Site					
	PHA Wide	*FSS Services*	$ 40,000.00	***PHA Wide***	*FSS Services*	$ 40,000.00
		Technical Salaries & Benefits	$ 50,000.00		*Technical Salaries & Benefits*	$ 50,000.00
		Operations	$ 40,000.00		*Operations*	$ 40,000.00
		Fees & Costs	$ 66,250.00		*Fees & Costs*	$ 66,250.00
		Refrigerators & Stoves	$ 10,400.00		*Refrigerators & Stoves*	$ 10,400.00
		Contingency	$ 20,000.00		*Contingency*	$ 20,000.00
		Subtotal	**$ 226,650.00**		**Subtotal**	**$ 226,650.00**
	Total CFP Estimated Cost		**$ 449,790.00**			**$ 449,790.00**

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

Activities for Year : 4 FFY Grant: 2010 PHA FY: 2011			Activities for Year: 5 FFY Grant: 2011 PHA FY: 2012		
Development Name/Number	**Major Work Categories**	**Estimated Cost**	**Development Name/Number**	**Major Work Categories**	**Estimated Cost**
Tx087-001			***Tx087-001***		
Porter Homes			*Porter Homes*		
Tx087-003			***Tx087-003***		
Chapultepec	**Subtotal**		*Chapultepec*		
Tx087-004	*Unit Renovations*	$ 200,140.00	***Tx087-004***	*Unit Renovations*	$ 223,140.00
Allen Woods	**Subtotal**	**$ 200,140.00**	Allen Woods	**Subtotal**	**$ 223,140.00**
Tx087-005	*Unit Renovations*	$ 23,000.00	***Tx087-005***	*Unit Renovations*	
CM Allen	**Subtotal**	**$ 23,000.00**	*CM Allen*	**Subtotal**	
Tx087-007		0	***Tx087-007***		0
Scattered Site	**Subtotal**	**0**	*Scattered Site*	**Subtotal**	**0**
PHA Wide	*FSS Services*	$ 40,000.00	***PHA Wide***	*FSS Services*	$ 40,000.00
	Technical Salaries & Benefits	$ 50,000.00		*Technical Salaries & Benefits*	$ 50,000.00
	Operations	$ 40,000.00		*Operations*	$ 40,000.00
	Fees & Costs	$ 66,250.00		*Fees & Costs*	$ 66,250.00
	Refrigerators & Stoves	$ 10,400.00		*Refrigerators & Stoves*	$ 10,400.00
	Contingency	$ 20,000.00		*Contingency*	$ 20,000.00
	Subtotal	**$ 226,650.00**		**Subtotal**	**$ 226,650.00**
Total CFP Estimated Cost		**$ 449,790.00**			**$ 449,790.00**

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

PHA Name: The Housing Authority of the City of San Marcos, Texas	Grant Type and Number Capital Fund Program Grant No: TX59P08750106 Replacement Housing Factor Grant No:	Federal FY of Grant: 10/ 2006

☐ Original Annual Statement ☐ Reserve for Disasters/ Emergencies ☒ Revised Annual Statement (revision no:ONE (1))
☒ Performance and Evaluation Report for Period Ending: 03/30/07 ☐ 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	$ 40,000.00	0	0	0
3	1408 Management Improvements Soft Costs	$ 44,000.00	$ 44,000.00	$ 31,077.00	$ 31,077.00
4	1410 Administration	$ 50,000.00	$ 50,000.00	$ 35,042.00	$ 35,042.00
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	$ 69,575.00	$ 69,575.00	$ 69,575.00	$ 26,800.00
8	1440 Site Acquisition				
9	1450 Site Improvement	$ 44,255.00	$ 44,255.00	$ 40,210.00	$ 40,210.00
10	1460 Dwelling Structures	$ 171,560.00	$ 211,560.00	$ 198,813.00	$ 198,813.00
11	1465.1 Dwelling Equipment—Nonexpendable	$ 10,400.00	$ 10,400.00	$ 3,676.000	$ 3,676.0000
12	1470 Nondwelling Structures				
13	1475 Nondwelling Equipment				
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs				
18	1499 Development Activities				
19	1502 Contingency	$ 20,000.00	$ 20,000.00	$ 0.00	$ 0.00
20	**Amount of Annual Grant: (sum of lines…..)**	**$ 449,790.00**	**$ 449,790.00**	**$ 378,393.00**	**$ 338,796.00**
	Amount of line 20 Related to LBP Activities	0			
	Amount of line 20 Related to Section 504 compliance	$ 8,950.00	$ 8,950.00	$ 6,125.00	$ 4,125.00
	Amount of line 20 Related to Security	$ 16,250.00	$ 16,250.00	$ 11,125.00	$ 7,125.00
	Amount of line 20 Related to Energy Conservation Measures	$ 35,465.00	$ 35,465.00	$ 23,465.00	$ 17,465.00
	Collateralization Expenses or Debt Service	0			

Signature of Executive Director	Signature of Public Housing Director Office Programs Administrator

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

PHA Name: **The Housing Authority of the City of San Marcos, Texas**		**Grant Type and Number** Capital Fund Program Grant No: **TX59P08750106** Replacement Housing Factor Grant No:				**Federal FY of Grant: 10/ 2006**		
Dev. No. Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
	Operations	**1406**		**$ 42,000.00**	**$ 42,000.00**	**0**	**0**	
PHA Wide Mgmt	*Operations*	1406		$ 42,000.00	$ 42,000.00	0	0	**Planning**
	The PHA requires additional assistance in training and certification of personnel							
	Management Improvements	**1408**		**$ 44,000.00**	**$ 44,000.00**	**$ 28,000.00**	**$ 28,000.00**	
PHA Wide Serve.	*FSS and Resident Services*	1408		$ 44,000.00	$ 44,000.00	$ 28,000.00	$ 28,000.00	**On Going**
	The PHA requires funding for Staffing and expenses associated with Resident Services activities including FSS activities, senior citizens activities and various other initiatives							
	Administration	**1410**		**$ 52,500.00**	**$ 52,500.00**	**$ 24,881.00**	**$ 24,881.00**	
PHA Wide Admin	*Technical Salaries*	1410		$ 35,350.00	$ 35,350.00	$ 14,600.00	$ 14,600.00	**On Going**
	The PHA requires additional personnel to administer and review work progress							
PHA Wide Admin	*Benefits*	1410		$ 15,150.00	$ 15,150.00	$ 9,281.00	$ 9,281.00	**On Going**
	The PHA requires funding for vacations, sick leave, medical insurance & etc. for workers involved in remodeling work							
PHA Wide Admin	*Sundry*	1410		$ 2,000.00	$ 2,000.00	$ 1,000.00	$ 1,000.00	**On Going**
	Postage and other costs associated with program administration							
	Fees and Costs	**1430**		**$ 69,575.00**	**$ 69,575.00**	**$ 69,575.00**	**$ 31,800.00**	
	Design Professional Fees	1430		$ 29,655.00	$ 29,655.00	$ 29,655.00	$ 14,000.00	**On Going**
	Construction Management	1430		$ 17,800.00	$ 17,800.00	$ 17,800.00	$ 7,000.00	**On Going**
	Modernization Coordinator	1430		$ 19,320.00	$ 19,320.00	$ 19,320.00	$ 10,200.00	**On Going**
	Fee Accountant	1430		$ 2,800.00	$ 2,800.00	$ 2,800.00	$ 600.00	**On Going**

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

PHA Name: **The Housing Authority of the City of San Marcos, Texas**	**Grant Type and Number** Capital Fund Program Grant No: **TX59P08750106** Replacement Housing Factor Grant No:	**Federal FY of Grant: 10/ 2006**

Dev. No. Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
	Site Improvements	**1450**		**$ 54,255.00**	**$ 45,699.00**	**$ 41,210.00**	**$ 26,611.00**	
TX 087-004	*Utility Site Improvements*	1450		$ 13,200.00	$ 13,200.00	$ 13,200.00	$ 13,200.00	
Allen Wood Homes	The PHA requires funding for relocation of water , sewer and gas lines to allow for renovation of existing dwelling units							
TX 087-004	*Ramps & Sidewalks*	1450		$ 15,000.00	$ 15,000.00	$ 15,000.00	$ 13,411.00	**On Going**
Allen Wood Homes	Install Ramps and curb cuts to improve "Visitability" per HUD / REAC	1450						
TX 087-005	*Ramps & Sidewalks*	1450		$ 12,500.00	$ 12,500.00	$ 12,500.00	0	**On Going**
CM Allen Homes	Install Ramps and curb cuts to improve "Visitability" per HUD / REAC							
TX 087-005	*Install Zoning Valves*	1450		$ 9,055.00	$ 4,999.00	$ 510.00		**On Going**
CM Allen Homes	To allow for cut off of sections of the project							
TX 087-001	*Install Water Check Meters*	1450		$ 4,500.00	0	0		**Revised**
Porter Homes	Install Check Metering to facilitate accurate utility allowance calculations							
	Dwelling Unit	**1460**		**$ 149,990.00**	**$149,990.00**	**$ 149,990.00**	**$149,990.00**	
TX 087-004	*Dwelling Unit Modernization*	1460		$ 149,990.00	$149,990.00	$ 149,990.00	$149,990.00	**On Going**
Allen Wood Homes	Dwelling Structure Improvements including: Fascia, Soffit & Gable ends; Security Screen Doors; Exterior & Interior Doors; Door Hardware; Insulation; Flooring; Kitchen & Bath Improvements; Ceiling & Wall Finishes; Utility Room Additions; Plumbing; Electrical; Mechanical							

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

PHA Name: **The Housing Authority of the City of San Marcos, Texas**	**Grant Type and Number** Capital Fund Program Grant No: **TX59P08750106** Replacement Housing Factor Grant No:	**Federal FY of Grant: 10/ 2006**

Dev. No. Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
	Dwelling Equipment	**1465.1**		**$ 10,400.00**	**$ 10,400.00**	**0**	**0**	
PHA Wide	*Refrigerators*	1465.1		$ 5,700..00	$ 5,700..00	0	0	**Planning**
	The PHA is engaged in a long term replacement policy to replace refrigerators in all units every fifteen (15) years to maintain the highest standards for safe and energy efficient equipment. 10 @ $ 570.00							
PHA Wide	*Stoves and Ranges*	1465.1		$ 4,700.00	$ 4,700.00	0	0	**Planning**
	The PHA is engaged in a long term replacement policy to replace refrigerators in all units every fifteen (15) years to maintain the highest standards for safe and energy efficient equipment. 10 @ $ 470.00							
	Non- Dwelling Structures	**1470**		**$ 52,235.00**	**$ 62,792.00**	**$ 62,792.00**	**$ 62,792.00**	
TX 087-004	*Youth Activities Building*	1470		$ 52,235.00	$ 62,792.00	$ 62,792.00	$ 62,792.00	**Completed**
Allen Wood Homes	The PHA has a need to remodel an existing building to serve as a youth activities / career and skills learning facility							

Annual Statement/Performance and Evaluation Report

Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)
Part III: Implementation Schedule

PHA Name: **The Housing Authority of the City of San Marcos, Texas**	**Grant Type and Number** Capital Fund Program No: **TX59P08750105** Replacement Housing Factor No:	**Federal FY of Grant: 10/ 2005**

Development Number Name/HA-Wide Activities	All Fund Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates
	Original	Revised	Actual	Original	Revised	Actual	
Tx087-004	**09/2007**	**12/06**		**09/2008**	**12/06**		
Allen Wood Homes							
Tx087-005	**09/2007**	**12/06**		**09/2008**	**12/06**		
CM Allen Homes							
PHA Wide	**09/2007**	**12/06**		**09/2008**	**12/06**		

Attachments

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

Required Attachment __A__: Resident Member on the PHA Governing Board

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

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

Herod Ellison

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

☐ Elected
☒ Appointed

C. The term of appointment is (include the date term expires): **01/30/2008**

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

☐ the PHA is located in a State that requires the members of a governing board to be salaried and serve on a full time basis
☐ the PHA has less than 300 public housing units, has provided reasonable notice to the resident advisory board of the opportunity to serve on the governing board, and has not been notified by any resident of their interest to participate in the Board.
☐ Other (explain):

B. Date of next term expiration of a governing board member: **01/30/2008**

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

Mayor Susan Narvaiz

Required Attachment _B: Statement of Progress in Meeting the 5 Year Plan Mission and Goals

Objectives and goals as outlined in the previous 5 year plan have been fairly well accomplished. Work shall continue primarily at TX 87-4 (Allen Woods Homes), and more if the monies funded are expended rapidly. This is due primarily because we strive to expend the monies for identified items and because funds are not as much as in previous years.
Emergency situations and resident council input has caused the PHA to revise its priorities.

The Housing Authority of the City of San Marcos, Texas is actively pursing a program to improve the physical conditions at all of their properties. This program has been developed with the input of the Resident Councils and is proceeding in accordance with the progress schedule.

The Housing Authority has established a procedure to review the physical needs and will amend the work priorities due to emergency conditions and the input of the Residents Council Boards.

(see the included 5 year plan and the Annual Statement / Performance and Evaluation Report HUD 50075 **)**

Required Attachment __C_: Community Service Requirements

The Housing Authority of the City of San Marcos, Texas is currently in the process of implementing a policy that will address the Community Service / Self Sufficiency portion of the Quality Housing and Work Responsibility Act of 1998.

A brief summary of the policy follows:

A. Background
A summary of the reasons for the requirement and how QHWRA requires this program

B. Definitions
Community Service, Self Sufficiency, Exemptions are explained

C. Requirements of the Program
- **1. Eight Hours per Month in Volunteer work or Job Training**
- **2. Must be EACH month. May NOT skip a month then try and catch up**
- **3. Activities are to be performed within the community**
- **4. Family Obligations**
  - **A At lease execution and re- examination**
  - **b Each quarter tenant must provide documentation of activities**
  - **c Agreement to correct non compliance with in the next quarter**
  - **d Change in exempt status**
- **5. PHA Obligations**

Required Attachment __D__: PHA Pet Policy

The Housing Authority of the City of San Marcos, Texas has established a policy regarding the Ownership of Pets by residents of Public Housing in accordance with the Final Rule published in the Federal Register on July 10, 2000.

A brief summary of the Pet Policy follows:

1 Type of animals domesticated dogs, cats, birds and fish
2 Number per household One
3 Size of animal less than 20 pounds, and 16 inches in height
4 License requirements with the City of San Marcos / Inoculations
5 Maintenance of pets with State and local Health ordinances
6 Spayed or neutered only
7 No outside structures for animals
8 No Commercial razing or training of animals
9 No vicious or intimidating pets on property
10 Disturbances caused by pets
11 Feeding and care of dogs and cats and waste
12 Pets orders
13 No Pet Doors
14 Pet Deposit Of $ 75.00
15 Probation of feeding stray animals
16 Breach of this policy is grounds for Lease Termination

Required Attachment __E_: Deconcentration of Poverty and Income Mixing Policy

Component 3, (6) Deconcentration and Income Mixing

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

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

If yes, list these developments as follows:

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

Required Attachment __F_: Voluntary Conversion Initial Assessment

Component 10 (B) Voluntary Conversion Initial Assessments

a. How many of the PHA's developments are subject to the Required Initial Assessments? **FOUR (4)**

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? **Complete**

d. Identify PHA developments that may be appropriate for conversion based on the Required Initial Assessments: **NONE**

Development Name	Number of Units

a. If the PHA has not completed the Required Initial Assessments, describe the status of these assessments:

Required Attachment __G_: Follow up Plan for Resident Assessment Survey

The San Marcos Housing Authority and the Residents Council at each development have discussed the results of the Residents Assessment Surveys and have formulated the following plan to improve this scoring component.

Communication:

The Housing Authority shall attempt to communicate in a more responsive manner, i.e. Newsletters, and communications will be mailed to allow at least 72 hours notice for meetings. Utility interruptions will be scheduled, when possible, to allow 48 hours notice.
The Residents Council has agreed that the Residents have a responsibility to read the communications.

Safety:

The Housing Authority has surveyed the lighting conditions and has corrected the deviancies. The Housing Authority shall review these conditions on a monthly basis and respond to defects.
The residents shall advise the Administrative Office of the Housing Authority of any safety concerns.

Certification of Exemption for HUD funded projects

Determination of activities listed at 24 CFR 58.34(a)

May be subject to provisions of Sec 58.6, as applicable

Project Name: **San Marcos Housing Authority 2006 THRU 2010**

Project Description (Include all actions which are either geographically or functionally related):

Renovation of Allen Wood Home

Location: **1201 Thorpe Lane San Marcos Texas78666**

Funding Source: CDBG HOME ESG HOPWA EDI Capital Fund Operating Subsidy Hope VI Other

Funding Amount: **$2,248,950.00** Grant Number: **TX59P08750106,07,08,09,10**

I hereby certify that the abovementioned project has been reviewed and determined an Exempt activity per 24 CFR 58.34(a) as follows:

	1. Environmental & other studies, resource identification & the development of plans & strategies;
XX	2. Information and financial services;
XX	3. Administrative and management activities;
	4. Public services that will not have a physical impact or result in any physical changes, including but not limited to services concerned with employment, crime prevention, child care, health, drug abuse, education, counseling, energy conservation and welfare or recreational needs;
	5. Inspections and testing of properties for hazards or defects;
	6. Purchase of insurance;
	7. Purchase of tools;
XX	8. Engineering or design costs;
	9. Technical assistance and training;
	10. Assistance for temporary or permanent improvements that do not alter environmental conditions and are limited to protection, repair, or restoration activities necessary only to control or arrest the effects from disasters or imminent threats to public safety including those resulting from physical deterioration;
	11. Payment of principal and interest on loans made or obligations guaranteed by HUD;
XX	12. Any of the categorical exclusions listed in Sec. 58.35(a) provided that there are no circumstances that require compliance with any other Federal laws and authorities cited in Sec. 58.5.

If your project falls into any of the above categories, no Request for Release of Funds (RROF) is required, and no further environmental approval from HUD will be needed by the recipient for the draw-down of funds to carry out exempt activities and projects. The responsible entity must maintain this document as a written record of the environmental review undertaken under this part for each project.

By signing below the Responsible Entity certifies in writing that each activity or project is exempt and meets the conditions specified for such exemption under section 24 CFR 58.34(a). Please keep a copy of this determination in your project files.

Dan O'Leary **City Manager**

Responsible Entity Certifying Official Name Title (please print)

Responsible Entity Certifying Official Signature Date

24 CFR 58.34(a) - ERR Document
09/04 HUD Region VI

STATUTORY WORKSHEET

Use this worksheet only for projects which are Categorically Excluded per 24 CFR Section 58.35(a).

24 CFR §58.5 STATUTES, EXECUTIVE ORDERS & REGULATIONS

PROJECT NAME and DESCRIPTION - Include all contemplated actions which logically are either geographically or functionally part of the project:

Funding Source: **Capital Fund 2006 thru 2010**

Funding Amount: **$ 2,248,950.00** Grant Number: **TX59P08750106,07,08,09,10**

This project is determined to be **Categorically Excluded** according to: [Cite section(s)] **58.35(a)(3)(ii)**

DIRECTIONS - Write "**A**" in the Status Column when the project, by its nature, does not affect the resources under consideration; OR write "**B**" if the project triggers formal compliance consultation procedures with the oversight agency, or requires mitigation (see Statutory Worksheet Instructions). Compliance documentation must contain verifiable source documents and relevant base data.

Compliance Factors:

Statutes, Executive Orders, and Regulations listed at 24 CFR §58.5	Status A/B	Compliance Documentation
Historic Preservation [36 CFR Part 800]	**A**	**Letter from SHPO "Not Eligible**" 9/25/2005
Floodplain Management [24 CFR 55, Executive Order 11988]	**A**	**Location of Project is shown on FIRM map # 48209C393F is NOT located in the flood area**
Wetland Protection [Executive Order 11990]	**A**	**San Marcos , Hayes County Texas is NOT in wetlands area as shown on US Fish and Wildlife wetlands map**
Coastal Zone Management Act [Sections 307(c), (d)]	**A**	**San Marcos , Hayes County Texas is located 107 miles from the coastal Zone as shown on the Texas Coastal Zone map**
Sole Source Aquifers [40 CFR 149]	**A**	**The Property is located 7.3 miles from the boundary of the recharge zone of the Edwards Aquifer**
Endangered Species Act [50 CFR 402]	**A**	**The Property is NOT located in the habitat of any of the listed or threatened species as listed on US Fish and Wildlife maps**
Wild and Scenic Rivers Act [Sections 7(b), and (c)]	**A**	**No body of water listed in this act is near the Property—National Park Service List**

Clean Air Act - [Sections 176(c), (d), and 40 CFR 6, 51, 93]	**A**	**No monitoring or mitigation is located within the Property. San Marcos is in Attainment**
Farmland Protection Policy Act [7 CFR 658]	**A**	**Currently developed property and NOT zoned for agriculture**
Environmental Justice [Executive Order 12898]	**A**	**Enviromapper Minority Concentration Map**
HUD ENVIRONMENTAL STANDARDS Noise Abatement and Control [24 CFR 51B]	**A**	**The Property is NOT located within 1000 feet of a major 4 lane . The Property is NOT located within 15 miles of a major airport**
Explosive and Flammable Operations [24 CFR 51C]	**A**	**No above ground storage tanks are located in the vicinity of the Property (site visit)**
Toxic Chemicals and Radioactive Materials [24CFR Part 58.5(i)(2)]	**A**	**No "clean up areas" are located within the Property boundary. Gary AFB is 8.1 miles from the Property**
Airport Clear Zones and Accident Potential Zones [24 CFR 51D]	**A**	**The Property is NOT located within 5 miles of a Major Airport HUD list dated May 2003r**

DETERMINATION:

(**XX**) This project converts to Exempt, per Section 58.34(a)(12), because it does not require any mitigation for compliance with any listed statutes or authorities, nor requires any formal permit or license (Status "A" has been determined in the status column for all authorities); **Funds may be drawn down** for this (now) EXEMPT project; OR

( ) This project cannot convert to Exempt because one or more statutes/authorities require consultation or mitigation. Complete consultation/mitigation requirements, publish NOI/RROF and obtain Authority to Use Grant Funds (HUD 7015.16) per Section 58.70 and 58.71 before drawing down funds; OR

( ) The unusual circumstances of this project may result in a significant environmental impact. This project requires preparation of an Environmental Assessment (EA). Prepare the EA according to 24 CFR Part 58 Subpart E.

PREPARER SIGNATURE: _____ DATE:_____

PREPARER NAME & TITLE (please print): **Leonard Hughes**_____

RESPONSIBLE ENTITY CERTIFYING OFFICIAL SIGNATURE:_____

NAME & TITLE (please print): **Dan O'Leary City Manager**_____ DATE: _____

Blank On Purpose

Blank On Purpose