

1.0 PHA Information
 PHA Name: Baytown Housing Authority PHA Code: TX012
 PHA Type: Small High Performing Standard HCV (Section 8)
Troubled/Near Troubled
 PHA Fiscal Year Beginning: (MM/YYYY): 07/2010

2.0 Inventory (based on ACC units at time of FY beginning in 1.0 above)
 Number of PH units: 150 Number of HCV units: 762

3.0 Submission Type
 5-Year and Annual Plan Annual Plan Only 5-Year Plan Only

4.0 PHA Consortia PHA Consortia: (Check box if submitting a joint Plan and complete table below.) *N/A*

Participating PHAs	PHA Code	Program(s) Included in the Consortia	Programs Not in the Consortia	No. of Units in Each Program	
				PH	HCV
PHA 1:					
PHA 2:					
PHA 3:					

5.0 5-Year Plan. Complete items 5.1 and 5.2 only at 5-Year Plan update.

5.1 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 for the next five years:

The mission of the Baytown Housing Authority is to provide quality affordable housing for the low and moderate-income residents in Baytown and to assist in their economic uplift.

5.2 Goals and Objectives. Identify the PHA’s quantifiable goals and objectives that will enable the PHA to serve the needs of low-income and very low-income, and extremely low-income families for the next five years. Include a report on the progress the PHA has made in meeting the goals and objectives described in the previous 5-Year Plan.

PHA GOAL #1: EXPAND THE SUPPLY OF ASSISTED HOUSING

The PHA established the following objectives to strive in meeting goal #1:

- Leverage private or other public funds to create additional housing opportunities
- Acquire or build units or developments

PHA GOAL #2: IMPROVE THE QUALITY OF ASSISTED HOUSING

The PHA established the following objectives to strive in meeting goal #2:

- Increase customer satisfaction
- Renovate or modernize public housing units
- Demolish or dispose of obsolete public housing
- Provide replacement public housing

5.2 PHA GOAL #3: INCREASE ASSISTED HOUSING CHOICES

The PHA established the following objectives to strive in meeting goal #3:

- Conduct outreach efforts for potential voucher landlords

PHA GOAL #4: PROVIDE AN IMPROVED LIVING ENVIRONMENT

The PHA established the following objectives to strive in meeting goal #4:

- Implement public housing security improvements

PHA GOAL #5: PROMOTE SELF-SUFFICIENCY AND ASSET DEVELOPMENT OF ASSISTED HOUSEHOLDS

The PHA established the following objectives to strive in meeting goal #5:

- Provide or attract supportive services to improve assistance recipients' employability

PHA GOAL #6: ENSURE EQUAL OPPORTUNITY AND AFFIRMATIVELY FURTHER FAIR HOUSING

The PHA established the following objectives to strive in meeting goal #6:

- 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:

6.0 PHA Plan Update

(a) Identify all PHA Plan elements that have been revised by the PHA since its last Annual Plan submission:

The following PHA Plan elements marked 'X' have been revised since the last Annual Plan submission by the Baytown Housing Authority.

N/C denotes NO CHANGE and N/A denotes NOT APPLICABLE

- X 903.7(1) Eligibility, Selection and Admissions Policies, including Deconcentration and Wait List Procedures
- X 903.7(2) Financial Resources
- N/C 903.7(3) Rent Determination
- X 903.7(4) Operation and Management
- N/C 903.7(5) Grievance Procedures
- N/C 903.7(6) Designated Housing for Elderly and Disabled Families
- X 903.7(7) Community Service and Self-Sufficiency
- N/C 903.7(8) Safety and Crime Prevention
- N/C 903.7(9) Pets
- X 903.7(10) Civil Rights Certification
- X 903.7(11) Fiscal Year Audit
- N/A 903.7(12) Asset Management
- N/C 903.7(13) Violence Against Women Act (VAWA)

6.0 (b) Identify the specific location(s) where the public may obtain copies of the 5-Year and Annual PHA Plan. For a complete list of PHA Plan elements, see Section 6.0 of the instructions.

The following are the specific locations where the public may obtain copies of the 2010 Annual Plan:

- Administrative Office – 805 W. Nazro Street, Baytown, Texas

PHA Plan Elements

903.7(1) Eligibility, Selection and Admissions Policies, including Deconcentration and Wait List Procedures

A. Public Housing

Public Housing policies that govern resident or tenant eligibility, selection and admission (including preferences), unit assignment, procedures to maintaining waiting list for admission to public housing and site-based waiting lists (if applicable).

(1) Eligibility ***NO CHANGE***

The Baytown Housing Authority verifies eligibility for admission to public housing when units are available.

The PHA uses the following non-income screening factors to establish eligibility for admission to public housing:

- Criminal or Drug-related activity

The Housing Authority requests criminal records from State law enforcement agencies for screening purposes.

(2) Selection and Assignment ***NO CHANGE***

Selection for admission to public housing shall be made from the PHA's current waiting list in accordance with date and time of application and applicable preference(s) as follows.

(3) Preferences ***NO CHANGE***

The PHA does not 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 the median area income.

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It is the policy of the PHA that transfers will take precedence over new admissions in the following circumstances:

- Emergencies
- Over-housed
- Under-housed
- Medical justification
- Administrative reasons determined by the PHA

The PHA has established preferences for admission to public housing other than date and time of application. The PHA plans to employ the following admission preferences for admission to public housing:

Priority **Preference**

1 - Involuntary Displacement (Disaster, Government Action, Action of Housing Owner, Inaccessibility, Property Disposition)

Among applicants on the waiting list with equal preference status applicants are selected by date and time of application.

In relationship of preferences to income targeting requirements, the pool of applicant families ensures that the PHA will meet income targeting requirements.

(4) **Unit Assignment**

Applicants are ordinarily given three (3) or more vacant unit choices before they fall to the bottom of, or are removed from the waiting list. This policy is consistent across all waiting list types.

(5) **Maintaining Waiting List** ***NO CHANGE***

The Baytown Housing Authority maintains a community-wide waiting list. Interested persons may apply for admission to public housing at the main administrative office located at 805 W. Nazro Street, Baytown, Texas.

Applicants and residents may use the following reference materials to obtain information about the rules of occupancy of public housing.

- The PHA-resident lease
- PHA briefing seminars or written materials

Residents must notify the PHA of changes in family composition:

- At an annual reexamination and lease renewal
- At any time family composition changes

(6) Deconcentration and Income Mixing

The PHA has performed its annual deconcentration and income mixing analysis to determine if the PHA has any general occupancy public housing developments covered by the deconcentration rule. The analysis results follow:

The PHA does have general occupancy public housing developments covered by the deconcentration rule.

The following covered developments have average incomes that fall above or below the Established Income Range.

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)]
Edison Courts	58	The Covered Development's size, location, and/or configuration promote income deconcentration, such as scattered site or small developments.	

Baytown Housing Authority does not plan to operate any site-based waiting lists.

B. Section 8

Section 8 HCV policies that govern participant eligibility and selection for assistance (including preferences), and procedure for maintaining waiting list.

(1) Eligibility

The PHA conducts screening to the extent of:

- Criminal or Drug-related activity only to the extent required by law or regulation

The Housing Authority requests criminal records from the State law enforcement agencies for screening purposes.

The PHA shares the following information with prospective landlords:

- We give them past landlord information so they may investigate the tenant.

(2) Waiting List Organization ***NO CHANGE***

The Baytown Housing Authority's waiting list for the section 8 tenant-based assistance is not merged with any other program waiting list.

Participants may apply for admission to section 8 tenant-based assistance at:

- PHA main administrative office

(3) Search Time ***NO CHANGE***

The PHA does give extensions on standard 60-day period to search for a unit if tenants request an extension in writing.

(4) Preferences

The PHA does not 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 the median area income.

The PHA has established preferences for admission to section 8 tenant-based assistance other than date and time of application. The PHA plans to employ the following admission preferences for admission to section 8 tenant-based assistance:

Priority **Preference**

1

- Involuntary Displacement (Disaster, Government Action, Action of Housing Owner, Inaccessibility, Property Disposition)

Among applicants on the waiting list with equal preference status applicants are selected by date and time of application.

In relationship of preferences to income targeting requirements, the pool of applicant families ensures that the PHA will meet income targeting requirements.

(5) Special Purpose Section 8 Assistance Programs ***NO CHANGE***

The policies governing eligibility, selection and admissions to any special-purpose section 8 program administered by the PHA are contained in the following documents or other reference materials:

- The Section 8 Administrative Plan

The PHA announces the availability of any special-purpose section 8 program to the public through:

- Published notices

6.0 903.7(2) Financial Resources

Financial Resources: Planned Sources and Uses		
Sources	Planned \$	Planned Uses
1. Federal Grants (FY 2010 grants)		
a) Public Housing Operating Fund	592,079.00	
b) Public Housing Capital Fund	206,781.00	
c) HOPE VI Revitalization		
d) HOPE VI Demolition		
e) Annual Contributions for Section 8 Tenant-Based Assistance	4,535,316.00	
f) Resident Opportunity and Self-Sufficiency Grants		
g) Community Development Block Grant		
h) HOME		
Other Federal Grants (list below)		
2. Prior Year Federal Grants (unobligated funds only) (list below)		
TX24P012501-08 – CFP	207,866.00	Public housing capital improvements
TX24P01250-09 – CFP	206,781.00	Public housing capital improvements
TX24P012501-09 – ARRA CFP	220,938.00	Public housing capital improvements
3. Public Housing Dwelling Rental Income	260,200.36	Public housing operations
4. Other income (list below)		
5. Non-federal sources (list below)		
Total resources	6,229,961.36	

6.0 903.7 (3) Rent Determination Policies

A. Public Housing

(1) Income Based Rent Policies ***NO CHANGE***

a. Use of discretionary policies

The PHA will employ discretionary rent-setting policies for income based rent in public housing.

b. Minimum Rent

The PHA's minimum rent is \$50.00.

The PHA has not adopted any discretionary minimum rent hardship exemption policies.

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

The PHA does not plan to charge rents at a fixed amount or percentage less than 30% of adjusted income. (if yes, list the amounts or percentages charged and the circumstances)

d. Discretionary deductions and/or exclusion policies

The PHA plans to employ the following discretionary (optional) deductions and/or exclusions policies:

- For the earned income of a previously unemployed household member
- For increases in earned income

e. Ceiling Rents

The PHA initially established ceiling rents before October 1, 1999 and pursuant 24 CFR 960.25(d) the PHA elected to retain the ceiling rents as an income based rent option and adjusted the ceiling rents to the level required for flat rents. Ceiling rents are subject to the limitation that tenant rent plus any utility allowance may not exceed the total tenant payment. In addition, ceiling rents are subject to the annual reexamination requirements set forth at 24 CFR 960.25(a) that requires the PHA to give the family the a 'choice of rent' at annual reexamination. Except for financial hardship cases, the family may not be offered this choice more than once a year.

The PHA ceiling rents are in place for all developments and we arrive at ceiling rents using the Market comparability study.

f. Rent Re-determinations

Between annual income reexaminations, the tenant is required to report changes in income or family composition to the PHA such that the changes result in an adjustment to rent as follows:

- Any time the family experiences an income increase

g. Individual Savings accounts (ISAs)

The PHA does not plan to implement individual savings accounts for residents as an alternative to the required 12 month disallowance of earned income and phasing in of the rent increase in the next year.

(2) Flat Rents ***NO CHANGE***

The PHA used the following sources of information in setting the market-based flat rents to establish comparability.

- The section 8 rent reasonableness study of comparable housing

B. Section 8 Tenant-based Assistance(1) Payment Standards ***NO CHANGE***

The PHA's payment standard is above 100% but at or below 110% of FMR

The reason the PHA chose this level was to increase housing options for families

The PHA reevaluates the payment standards for adequacy annually and considers the following factors in its assessment of the adequacy:

- Rent burdens of assisted families

(2) Minimum Rent ***NO CHANGE***

The PHA's minimum rent is \$50.00.

The PHA has not adopted discretionary minimum rent hardship exemption policies.

903.7(4) Operation and Management

(1) PHA Management Structure

- a. A brief description of the management structure and organization of the PHA

The Executive Director directs the day-to day management and operation of the Housing Authority with the assistance of the following lead staff and their line staff.

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Director of Housing Operations

- HCV Specialist/Section 8 (3)
 - Waiting List Coordinator/Receptionist
 - Public Housing Manager
 - PH Specialist
 - Maintenance Manager
 - Mechanic “A” (2)

Director of FSS/Resident Programs

Director of Finance

- Finance Assistant

b. HUD Programs Under PHA Management

Program Name	Units or Families Served at Year Beginning	Expected Turnover
Public Housing	149	15
Section 8 Vouchers	760	35
Section 8 Certificates	N/A	N/A
Section 8 Mod Rehab	N/A	N/A
Special Purpose Section 8 Certificates/Vouchers (list individually)	N/A	N/A
Public Housing Drug Elimination Program (PHDEP)	N/A	N/A
Other Federal Programs(list individually)	N/A	N/A

c. Management and Maintenance Policies

The PHA has adopted the following policies that contain the Agency’s rules, standards, and policies that govern management, operation, and maintenance of the Public Housing and Section 8 assistance programs.

Public Housing Maintenance and Management:

- Admissions and Continued Occupancy Policy (ACOP)
- Financial Policies (12)
- Code of Ethics Policy
- Conduct Standards Policy
- Travel Policy
- Use of Authority Vehicles Policy
- Cost Allocation Policy
- Procurement Policy
- Maintenance Plan

Section 8 Management:

- Section 8 Administrative Plan

6.0 903.7(5) Grievance Procedures ***NO CHANGE***

A. Public Housing

The PHA has not established any written grievance procedures in addition to federal requirements found at 24 CFR Part 966, Subpart B, for residents of public housing.

Residents or applicants who desire to initiate the PHA grievance Process should contact the following:

- PHA main administrative office

B. Section 8 Tenant-Based Assistance

The PHA has not 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.

Section 8 applicants or assisted families who desire to initiate the informal review and informal hearing process should contact the following:

- PHA main administrative office

903.7(6) Designated Housing for Elderly and Disabled Families ***NO CHANGE***

The PHA has not designated or applied for approval to designate or does not 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 not 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.

Activity Description: ***N/A***

903.7(7) Community Service and Self-Sufficiency

A. PHA Coordination with the Welfare (TANF) Agency.

1. The PHA has not 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.)
2. Other coordination efforts between the PHA and TANF agency include:
 - Client referrals
 - Information sharing regarding mutual clients (for rent determinations and otherwise)

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B. Services and programs offered to residents and participants by the Baytown Housing Authority are as follows:

(1) General

a. Self-Sufficiency Policies

The PHA will not employ discretionary policies to enhance the economic and social self-sufficiency of assisted families in the following areas:

b. Economic and Social self-sufficiency programs

The PHA coordinates, promotes or provides the following policies or programs for the enhancement of the economic and social self-sufficiency of assisted families.

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)
Referral Services, Computer Training, Job Search Service and Counseling	N/A	As needed	PHA Main Office, Lee College, Work Source	Both
Youth Programs	35	All	Community Center	Both
Elderly Programs	40	All	Community Center	Both

(2) Family Self Sufficiency programs

a. Participation Description:

Family Self Sufficiency (FSS) Participation		
Program	Required Number of Participants (start of FY 2005 Estimate)	Actual Number of Participants (As of: 07/01/08)
Public Housing	N/A	N/A
Section 8	29	26

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b. 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? List steps the PHA will take below: *N/A*

C. Welfare Benefit Reductions

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:

- 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

D. Community Service Requirement

Pursuant to section 12(c) of the U. S. Housing Act of 1937, the PHA will comply with requirements of community service by identifying the number of tenants required to perform community service, the number of tenants granted exemptions, the number of tenants in non-compliance, and the number of tenants terminated/evicted due to non-compliance.

Description of Community Service Policy

A. Background

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

B. Definitions

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

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

NOTE: Political activity is excluded.

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

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

Exempt Adult – an adult member of the family who:

1. Is 62 years of age or older
2. Has a disability that prevents him/her from being gainfully employed
3. Is the caretaker of a disabled person
4. Is working at least 20 hours per week
5. Is participating in a welfare to work program
6. Is receiving assistance from TANF and is in compliance with job training and work activities requirements of the program.

C. Requirements of the Program

1. The eight (8) hours per month may be either volunteer work or self sufficiency program activity or a combination of the two.
2. At least eight (8) hours of activity must be performed each month. An individual may not skip a month and then double up the following month, unless special circumstances warrant special consideration. The Authority will make the determination of whether to allow or disallow a deviation from the schedule.
3. Activities must be performed within the community and not outside the jurisdictional area of the Authority.
4. Family Obligations
 - a. At lease execution or re-examination after October 1, 1999, all adult members (18 or older) of a public housing resident family must
 - 1) provide documentation that they are exempt from Community Service requirement if they qualify for an exemption, and
 - 2) sign a certification that they have received and read this policy and understand that if they are not exempt, failure to comply with the Community Service requirement will result in non renewal of their lease.
 - b. At each annual re-examination, non-exempt family members must present a completed documentation form (to be provided by the Authority) of activities performed over the previous twelve (12) months. This form will include places for signatures of supervisors, instructors, or counselors certifying to the number of hours contributed.
 - c. If a family member is found to be noncompliant at re-examination, he/she and the Head of Household will sign an agreement with the Authority to make up the deficient hours over the next twelve (12) month period.

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- d. Change in exempt status:
 - 1) If, during the twelve (12) month period, a non-exempt person becomes exempt, it is his/her responsibility to report this to the Authority and provide documentation of such.
 - 2) If, during the twelve (12) month period, an exempt person becomes non-exempt, it is his/her responsibility to report this to the Authority. The Authority will provide the person with the Recording/Certification documentation form and a list of agencies in the community that provide volunteer and/or training opportunities.

5. Authority Obligations

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

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- 4) The family may use the Authority's Grievance Procedure to protest the lease termination.

Community Service Implementation Report:

- Number of tenants performing community service: 20
- Number of tenants granted exemptions: 139
- Number of tenants in non-compliance: 16
- Number of tenants terminated/evicted due to non-compliance: 0

903.7(8) Safety and Crime Prevention ***NO CHANGE***

The PHA's plan for safety and crime preventions to ensure the safety of the public housing residents is addressed below.

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

1. Description of the need for measures to ensure the safety of public housing residents.

- High incidence of violent and/or drug-related crime in the areas surrounding or adjacent to the PHA's developments
- 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

2. Information or data used by the PHA to determine the need for PHA actions to improve safety of residents:

- Analysis of crime statistics over time for crimes committed "in and around" public housing authority
- Resident reports
- PHA employee reports
- Police reports

3. Developments that are most affected:

- Archia Courts
- De Zavala Courts

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

1. List of crime prevention activities:

- Activities targeted to at-risk youth, adults, or seniors
- Volunteer Resident Patrol/Block Watchers Program

2. Developments that are most affected:

- Archia Courts
- De Zavala Courts

C. Coordination between PHA and the police.

1. Description of the coordination between the PHA and the appropriate police precincts for carrying out crime prevention measures and activities:
 - Police provide crime data to housing authority staff for analysis and action
 - Zero Tolerance Policy has been enacted for all of our Public Housing properties. The BHA has conducted weekly inspections of Public Housing properties to insure that all tenants comply with maintaining their areas responsibility. BHA has enforced housing keeping rules.

2. Developments that are most affected:
 - Oliva Courts
 - Archia Courts
 - Edison Courts
 - De Zavala Courts

903.7(9) Pets ***NO CHANGE*****Section I Selection Criteria****A. Approval**

Prior to allowing a resident to cohabitant with an approved house pet in any BHA property the resident must enter into an “Agreement”. In addition, the pet owner must provide proof of the pet’s good health weight and suitability under the standards set forth under “General Guidelines” in the criteria. In addition, the resident must present a certificate of inoculation and vaccination along with proof of registration, spaying and/or neutering during the annual housing recertification. Initial ____

General Guidelines:

The following types of animals may be allowed under compliance with this policy and city, county, state and federal ordinances.

Dogs

- Maximum number – two (2)
- Maximum weight – twenty (20) pounds
- Must be spayed or neutered by a licensed veterinarian
- Must be properly inoculated by a licensed veterinarian
- Must be licensed annually or for a three year period

Cats

- Maximum number – two (2)
- Must be spayed or neutered by a licensed veterinarian
- Must be properly inoculated by a licensed veterinarian
- Must be licensed annually or for a three year period
- Must be declawed

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Birds

- Maximum number – two (2)
- Must not be more than 12 inches in height and 2 lbs. in weight
- Must be maintained inside of cage at all times

Fish

- Must be fresh water fish only
- Maximum aquarium size – twenty (20) gallons fresh water
- Must be supported by an approved stand for aquariums and weight

Resident residing on the premises of the Baytown Housing Authority may keep no other pets. Any resident acquiring a pet subsequent to the implementation date of these policies shall comply with these guidelines.
Initials _____

Section II Pet fees & Security Deposits

- A pet fee of \$150.00 shall be required of all residents housing pets. Management reserves the right to change the deposit amount consistent with federal guidelines at any time. Upon BHA approval, pet fee can be broken into monthly payments.
- Resident's liability for damages caused by his/her pet is not limited to the amount of the fee or pet deposit. The resident will be required to reimburse for the real cost of any and all damages caused by his/her pet where they exceed the amount of the fee and or deposit.
- All units occupied by a dog or cat will be fumigated upon being vacated. It shall be the responsibility of the resident owning a pet which unit is infested by fleas and or ticks to pay the cost of correcting the infestation. If during a housekeeping inspection or HQS inspection is discovered that a unit has become infested by fleas and or ticks the resident will also be responsible for the cost of fumigation of the infested unit and other affective units and common areas.

Initial _____

Section III Pet Rules

Dogs and Cats

Dogs and Cats shall be maintained within the resident's pet owner's unit. The patio, balcony or storage areas of such units will not be acceptable by BHA Management as a dwelling place for any animal. No alteration of any kind to the unit, patio, balcony or storage area shall be permitted for pet retention. Outdoor pet shelters are prohibited on all BHA communities. Pets will not be allowed to live outside (overnight). When outside the dog or cat shall be kept on a collar or harness attached by a leash made of leather or chain linked metal no longer than six (6) feet long and which is able to retain the pet from breaking loose. The resident shall maintain control of the pet AT ALL TIMES. Under no circumstances shall any cat or dog be permitted to roam free in any common area. Pets must not interfere with

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BHA personnel or Emergency Response Teams conducting inspections or emergency response calls to the pet owner's unit.

The pet owner shall immediately pick up all animal waste and litter box matter, which will be disposed of in a sanitary manner. Disposal of such waste will be in a sealed plastic trash bag and placed in a trash receptacle. Cat litter shall not be disposed of by flushing down toilets or dropping in the building trash cans. The pet owner shall be charged and remit payment for unclogging toilets or clean up of common area due to pet nuisance. No pet owner shall permit his/her pet to commit a nuisance in any other part of the exterior or interior common area.

Pet owners shall keep their pets under control at all times. Pet owners shall assume sole responsibility for liability arising from any injury sustained by any person attributable to their pet and agree to hold the owner and management harmless in such proceedings.

Resident pet owners agree to control the noise of his/her pet such that it does not constitute a nuisance to their residents. Failure to control pet noise may result in the removal of the pet from the premises by Animal Control. **ANY PET WHO CAUSES BODILY INJURY TO ANY RESIDENT, GUEST OR STAFF MEMBER SHALL BE IMMEDIATELY AND PERMANENTLY REMOVED FROM THE PREMISES WITHOUT PRIOR NOTIFICATION.** No pet shall be left unattended in any unit for longer than 12 consecutive hours.

All resident pet owners shall provide adequate care, nutrition, exercise and medical attention for his/her pet. Pets which appear to be poorly cared for, or which are left unattended for longer than twelve (12) consecutive hours will be reported to the Animal Control. BHA Management will recommend the removal of the pet at the owner's expense.

Feeding of pets in common area is prohibited.

In the event of a pet owner's sudden incapacitating illness, the resident pet owner agrees that management shall have discretion with respect to the provision of care to the pet consistent with local and federal guidelines. The provision of care will bear the expense of the resident pet owner unless written instructions with respect to such area are provided in advance by the resident to the management site office and all care shall be at the resident's expense. In the event of death of a resident pet owner the owner agrees that management shall have discretion to dispose of the pet consistent with local and federal guidelines unless written instructions exist with respect to such disposition. In the event of a pet's death, the resident pet owner shall notify Animal Control to dispose of the pet in a sanitary manner. The phone number for Animal Control is 281-422-7600. The resident shall also notify BHA so that arrangements can be made for unit fumigation at the resident's expense.

The pet owner shall provide a signed statement by a third party over the age of eighteen (18) who agrees to act as an alternate pet caretaker. Unwillingness on the part of the named caretaker of a pet to assume custody of the pet shall relieve management of any requirement to adhere to any written instructions with respect to the care of disposal of a pet and shall be considered an authorization for management to exercise discretion in such regards consistent with federal guidelines.

6.0

Resident pet owners acknowledge that other residents may have chemical sensitivities or allergies related to pets or are easily frightened by such animals. The resident therefore agrees to exercise common sense and common courtesy with respect to such other resident's right to peaceful and quiet enjoyment of the premises. All resident's pet owners must maintain each pet responsibly and in accordance with applicable federal, state, and local public health, animal control and animal anti cruelty laws and regulations.

Any resident informing the BHA Management that they no longer have possession of a pet, must provide proof that the pet was turned over to a responsible party, died or was turned into an animal shelter.

Visitor, guests and relatives of residents are NOT ALLOWED to enter any BHA structure with an animal or allow his/her animal to roam the grounds of the property.

Initial _____

MANAGEMENT MAY MOVE TO REQUIRE THE REMOVAL OF A PET FROM THE PREMISES ON A TEMPORARY OR PERMANENT BASIS FOR THE FOLLOWING CAUSES:

- Creation of a nuisance after proper notification consistence with Section III of these Pet Rules;
- Excessive pet noise or odor with proper notification;
- Unruly or dangerous behavior displayed by the pet;
- Excessive damage to the residents apartment unit and/or complex common area;
- Repeated problems with vermin or flea infestation;
- Failure of the resident to provide adequate care of his/her pet;
- Leaving a pet unattended for more than twelve (12) consecutive hours;
- Failure of the resident to provide adequate and appropriate inoculation of the pet;
- Resident's death and/or serious illness; and
- Failure to observe any other rule contained in this section and not her listed upon proper notification.

Initial _____

Birds

- Must be kept in a cage designed for birds;
- Cage must have food and fresh water available for the bird at all times;
- Cage must be kept clean at all times;
- Waste must be disposed of in a sealed plastic trash bag and placed in a trash bin;
- Must not be a bird of prey;
- Wings must not be tied or locked in anyway;
- Excessive noise from within the apartment shall not be permitted.

6.0

Fish

- Fresh water fish only;
- Twenty (20) gallon aquarium maximum;
- Stand must be designed & manufactured for aquariums and weight of 20 gallons;
- Aquarium must be placed in a safe area and away from electrical services;
- Aquarium must be equipped with the proper filtering and oxygenation system;
- Water damage to walls or floors cause by spillage caused from the aquarium shall be the responsibility of the resident who shall be billed for repair cost as required.

Initial _____

Section IV Notification Policy

In the event that pet owner violates these pet rules, management shall provide notice of such violation as follows:

A. Creation of A Nuisance

1. The owner of any pet which creates a nuisance upon the grounds or by excessive noise, odor or by excessive noise, odor or unruly behavior and/or viscous behavior shall be notified of such nuisance in writing by management and shall be given no more than 12 hours to correct the nuisance.

2. Management shall take appropriate steps to remove a pet from the premises in the event that the pet owner fails to correct such a nuisance within the 12 hour period.

903.7(10) Civil Rights Certification

The PHA has examined its programs and proposed programs to identify any impediments to fair housing choices, has addressed those impediments in a reasonable fashion, and is working with the local jurisdiction to implement any of the jurisdiction's initiatives to affirmatively further fair housing. The PHA assures that the annual plan is consistent with any applicable Consolidated Plan for its jurisdiction.

The PHA has taken the following specific actions to Affirmative Further Fair Housing in its public housing and Section 8 assistance programs.

The PHA will not, on the grounds of race, color, creed, sex, religion, age, disability, national origin or familial status:

- Deny a person or family admission to housing or assistance;
- Provide housing which is different than that provided others, except for elderly and/or disabled where accessibility features may be required;
- Subject a person to segregation or disparate treatment;
- Restrict a person's access to any benefit enjoyed by others in connection with

6.0

housing programs;

- Treat a person differently in determining eligibility or other requirements for admission or assistance;
- Deny any person access to the same level of services provided to others;
- Deny a person the opportunity to participate in a planning or advisory group that is an integral part of the housing programs.

The PHA will not intimidate, threaten or take any retaliatory action against any applicant, resident, or participant because of a person's participation in civil rights activities or assertions of civil rights.

HUD Fair Housing Posters are posted at the PHA main administrative office and at each development office.

The PHA will ensure accessibility to offices to afford persons with disabilities the opportunity to apply for admission or assistance to the public housing programs.

The PHA will make sure that all employees of the PHA are familiar with non-discrimination requirements, especially those employees who are involved in the admissions process.

The PHA prominently displays a fair housing poster at each office where applications are taken and at each management office.

The PHA's policies and practices are designed to provide assurance that all persons with disabilities will be provided reasonable accommodations so that they can fully access and utilize the housing programs and related services.

The PHA will identify and eliminate situations and /or practices that create barriers to equal housing opportunity for all.

The PHA reviews its policies and procedures, at least annually, to assure compliance with all civil rights requirements.

903.7(11) Fiscal Year Audit

The PHA is 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)).

The most recent fiscal audit was submitted to HUD.

There were some findings as the result of that audit.

One (1) finding remains unresolved and has been submitted to HUD.

903.7(12) Asset Management ***NOT APPLICABLE***

6.0 903.7(13) Violence Against Women Act (VAWA)

The Baytown Housing Authority has incorporated in its PHA Plan goals and objectives, and policies and procedures the applicable provisions of the Violence Against Women and Reauthorization Act of 2005 (VAWA) to support or assist victims of domestic violence, dating violence, or stalking.

The PHA goal to provide an improved living environment is being met by the PHA by its effort to implement measures to assist victims of domestic violence in avoiding their abusers and continuing occupancy in public housing.

Towards its effort to meet the PHA goal to promote self-sufficiency of assisted households the PHA is partnering with local agencies to provide or attract supportive services to assist victims of domestic violence move out of abusive situations and begin again. Among these is the New Horizon Family Center. They offer free counseling to the Public Housing residents and Section 8 participants and the staff visits the PHA on-site once a year. The PHA also has a resource book with numerous referrals for victims of domestic violence.

In addition, the PHA has amended its policies and procedures to include language and applicable provisions of the VAWA. It is the PHA's intent to maintain compliance with all applicable requirements imposed by VAWA.

The PHA efforts may include to:

- Provide and maintain housing opportunities for victims of domestic violence, dating violence, or stalking;
- Create and maintain collaborative partnerships between PHA, victim service providers, law enforcement authorities, and other supportive groups to promote the safety and well-being of victims of domestic violence, dating violence, or staking (whether actual or imminent threat) who are assisted by PHA;
- Ensure the physical safety of victims of domestic violence, dating violence, or stalking (whether actual or imminent threat) who are assisted by PHA; maintain compliance with all applicable requirements imposed by VAWA.
- Take appropriate action in response to an incident or incidents of domestic violence, dating violence, or stalking, affecting families or individuals assisted by PHA.

BHA shall train its staff on the required confidentiality issues imposed by VAWA.

BHA will allow for the transfer of a family who is a victim of domestic violence to a different development.

Section 6.0 b

Identify where the Annual PHA Plan may be obtained by the public. At a minimum, PHAs must post PHA Plans, including updates, at each Asset Management Project (AMP) and main office or central office of the PHA.

- Main Administrative Office – 805 West Nazro Street, Baytown, TX 77520

7.0 Hope VI, Mixed Finance Modernization or Development, Demolition and/or Disposition, Conversion of Public Housing, Homeownership Programs, and Project-based Vouchers.
Include statements related to these programs as applicable.

a. HOPE VI or Mixed Finance Modernization or Development **NO CHANGE**

The PHA has not received a HOPE VI revitalization grant.

Status of HOPE VI revitalization grant(s). **N/A**

The PHA does not plan to apply for a HOPE VI Revitalization grant in the Plan year.

The PHA will be engaging in any mixed-finance development activities for public housing in the Plan year. Disposition of Archia Courts and development of new or existing affordable housing.

The PHA will be conducting other public housing development or replacement activities not discussed in the Capital Fund Program Annual Statement. Disposition of Archia Courts and development of new or existing affordable housing.

b. Demolition and/or Disposition

The PHA plans to conduct any demolition or disposition activities in the plan Fiscal Year.

Activity Description:

Demolition/Disposition Activity Description
1a. Development name: <i>Archia Courts</i>
1b. Development (project) number: <i>TX-03A</i>
2. Activity type: Demolition <input type="checkbox"/> Disposition <input checked="" type="checkbox"/>
3. Application status (select one) Approved <input type="checkbox"/> Submitted, pending approval <input checked="" type="checkbox"/> Planned application <input type="checkbox"/>
4. Date application approved, submitted , or planned for submission: 06/10/09
5. Number of units affected: 58
6. Coverage of action (select one) <input type="checkbox"/> Part of the development <input checked="" type="checkbox"/> Total development
7. Timeline for activity: a. Actual or projected start date of activity: FY 2011 b. Projected end date of activity: FY 2013

c. Conversion of Public Housing **NO CHANGE**

Assessments of Reasonable Revitalization Pursuant to section 202 of the HUD FY 1996 HUD Appropriations Act

The PHA does not have any developments or portions of developments identified by HUD or the PHA as covered under section 202 of the HUD FY 1996 HUD Appropriations Act.

7.0	<p>d. Homeownership <i>NO CHANGE</i></p> <p>1. <u>Public Housing</u></p> <p style="padding-left: 40px;">The PHA does not administer any homeownership programs for public housing.</p> <p style="padding-left: 40px;">Activity Description: <i>N/A</i></p> <p>2. <u>Section 8 Tenant Based Assistance</u></p> <p style="padding-left: 40px;">The PHA does not plan to administer any homeownership programs for section 8.</p> <p style="padding-left: 40px;">Program Description: <i>N/A</i></p> <p>e. Project-based Vouchers</p> <p style="padding-left: 40px;">Our agency is not currently operating nor intends to operate a Section 8 Project Based Voucher Program.</p>
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8.0	Capital Improvements. Please complete Parts 8.1 through 8.3, as applicable.
8.1	<p>Capital Fund Program Annual Statement/Performance and Evaluation Report. As part of the PHA 5-Year and Annual Plan, annually complete and submit the <i>Capital Fund Program Annual Statement/Performance and Evaluation Report</i>, form HUD-50075.1, for each current and open CFP grant and CFFP financing.</p> <p style="padding-left: 40px;">Required reports are included as following attachments:</p> <ul style="list-style-type: none"> ▪ 2010 Capital Fund Program Annual Statement – attachment tx012a01 ▪ 2009 Performance and Evaluation Report – attachment tx012c01 ▪ 2009 ARRA Performance and Evaluation Report – attachment tx012d01 ▪ 2008 Performance and Evaluation Report – attachment tx012e01 ▪ 2007 Performance and Evaluation Report – attachment tx012f01 ▪ 2006 Performance and Evaluation Report – attachment tx012g01
8.2	<p>Capital Fund Program Five-Year Action Plan. As part of the submission of the Annual Plan, PHAs must complete and submit the <i>Capital Fund Program Five-Year Action Plan</i>, form HUD-50075.2, and subsequent annual updates (on a rolling basis, e.g., drop current year, and add latest year for a five year period). Large capital items must be included in the Five-Year Action Plan.</p> <p style="padding-left: 40px;">Required report is included as following attachment:</p> <ul style="list-style-type: none"> ▪ FY 2010 Capital Fund Program 5 Year Action Plan – attachment tx012b01
8.3	<p>Capital Fund Financing Program (CFFP). <i>N/A</i></p> <p><input type="checkbox"/> Check if the PHA proposes to use any portion of its Capital Fund Program (CFP)/Replacement Housing Factor (RHF) to repay debt incurred to finance capital improvements.</p>

9.0

Housing Needs. Based on information provided by the applicable Consolidated Plan, information provided by HUD, and other generally available data, make a reasonable effort to identify the housing needs of the low-income, very low-income, and extremely low-income families who reside in the jurisdiction served by the PHA, including elderly families, families with disabilities, and households of various races and ethnic groups, and other families who are on the public housing and Section 8 tenant-based assistance waiting lists. The identification of housing needs must address issues of affordability, supply, quality, accessibility, size of units, and location, 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”.

Housing Needs of Families in the Jurisdiction by Family Type							
Family Type	Overall	Afford- ability	Supply	Quality	Access- ibility	Size	Loca- tion
Income <= 30% of AMI	2027	5	3	5	1	3	4
Income >30% but <=50% of AMI	1270	5	3	3	1	3	3
Income >50% but <80% of AMI	2225	5	3	3	1	2	3
Elderly	592	5	3	3	4	3	4
Families with Disabilities	1731	5	3	3	5	3	3
White	2804	5	3	3	1	2	2
Black/African American	3291	5	3	3	1	2	2
Hispanic	1745	5	3	3	1	2	2
Native American	1	5	3	3	1	2	2
Asian	4	5	3	3	1	2	2

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	450		24
Extremely low income <=30% AMI	377	84%	
Very low income (>30% but <=50% AMI)	52	11.5%	
Low income (>50% but <80% AMI)	21	4.5%	
Families with children	252	56%	
Elderly families	65	14%	
Families with Disabilities	91	20%	
White	38	8%	
Black/African American	183	41%	
American Indian/Alaska Native	0	0%	
Asian	0	0%	
Native Hawaiian/Other Pacific Islander	0	0%	
Hispanic	229	51%	

Characteristics by Bedroom Size (Public Housing Only)

0 BR	22	5%	
1BR	83	18%	
2 BR	94	21%	
3 BR	228	51%	
4 BR	23	5%	
5 BR	N/A	N/A	
5+ BR	N/A	N/A	

Is the waiting list closed (select one)? No Yes

If yes:

How long has it been closed (# of months)? **42**

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

9.1

Strategy for Addressing Housing 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. Note: Small, Section 8 only, and High Performing PHAs complete only for Annual Plan submission with the 5-Year Plan.

Strategies

Need: Shortage of affordable housing for all eligible populations

PHA shall maximize the number of affordable units available to the PHA within its current resources by:

- Employ effective maintenance and management policies to minimize the number of public housing units off-line
- Reduce turnover time for vacated public housing units
- Seek replacement of public housing units lost to the inventory through mixed finance development
- Participate in the Consolidated Plan development process to ensure coordination with broader community strategies

PHA shall increase the number of affordable housing units by:

- Apply for additional section 8 units should they become available
- Leverage affordable housing resources in the community through the creation of mixed-finance housing

Need: Specific Family Types: Families at or below 30% of median *N/A*

Need: Specific Family Types: Families at or below 50% of median *N/A*

Need: Specific Family Types: The Elderly

PHA shall target available assistance to the elderly:

- Seek designation of public housing for the elderly

Need: Specific Family Types: Families with Disabilities *N/A*

Need: Specific Family Types: Races or ethnicities with disproportionate housing needs *N/A*

PHA shall conduct activities to affirmatively further fair housing

- Counsel section 8 tenants as to location of units outside of areas of poverty or minority concentration and assist them to locate those units

Reason for Selecting Strategies

- Evidence of housing needs as demonstrated in the Consolidated Plan and other information available to the PHA

10.0

Additional Information. Describe the following, as well as any additional information HUD has requested.

(a) Progress in Meeting Mission and Goals

Below are the Goals and Objectives we identified for our 2009 Annual PHA Plan and the progress we have made.

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

PHA Goal: Expand the supply of assisted housing

Objectives:

Leverage private or other public funds to create additional housing opportunities:

Acquire or build units or developments

Progress Statement: Met with the City of Baytown to plan projects to increase affordable housing in our community. We have hired a consultant to work with our agency to plan housing projects with our Board of Commissioners.

PHA Goal: Improve the quality of assisted housing

Objectives:

Improve public housing management: (PHAS score)

Improve voucher management: (SEMAP score)

Concentrate on efforts to improve specific management functions: (list; e.g., public housing finance; voucher unit inspections)

Demolish or dispose of obsolete public housing:

Provide replacement public housing:

Provide replacement vouchers:

Progress Statement: BHA has improved our overall PHAS score from 66% to 83%. We have improved our SEMAP score from 67% to 95%. We have hired a skilled and knowledgeable Finance Director to assist in the financial planning and reporting for our agency. We have increased our inspections to ensure they are completed in a timely manner. We have also been working with the consultants to assist us in the upgrade of the PHA units for our residents.

PHA Goal: Increase assisted housing choices

Objectives:

Conduct outreach efforts to potential voucher landlords

Progress Statement: We have been conducting landlord meetings to discuss the regulations and to answer any questions they may have. We held a City wide landlord meeting at the community center to encourage new landlords to participate.

10.0

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

PHA Goal: Provide an improved living environment

Objectives:

Implement public housing security improvements: *Hire off duty police officers to patrol developments.*

Progress Statement: We hired four (4) “off duty” officers to patrol our units due to an increase in criminal activities. Our crime rate decreased and we have been successful in evicting residents who do not follow the rules and/or commit crime at our developments.

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: *Via FSS and Community Service*

Progress Statement: We have an active FSS Program and we have hired three (3) of our residents as full time employees. We enforce our community service requirements.

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:

Progress Statement: We are utilizing our ARRA Funds to upgrade our elderly complex. We will provide new appliances, bathrooms and cabinets. We are also increasing the number of units that are ADA accessible.

10.0

(b) Significant Amendment and Substantial Deviation/Modification

Substantial Deviations from the 5-Year Plan

- Additions or deletions of Strategic Goals
- Any deviation that requires reviews and input by the Resident Advisory Board as well as approval by the Board of Commissioners.

Significant Amendments or Modification to the Annual Plan

- Any change to rent or admissions policies or organization of the waiting list;
- Additions of non-emergency* work items over \$10,000 (items not included in the latest approved PHA Plan Capital Fund Annual Statement or 5-Year Action Plan) or change in use of replacement reserve funds (if applicable) under the Capital Fund Program; and
- Any change with regard to demolition or disposition, designation of housing, homeownership programs or conversion activities.

An exception to this definition will be made for any of the above that are adopted to reflect changes in HUD regulatory requirements since such changes are not considered significant.

This criterion does not supersede the requirements of OMB Circular No. A-87 (Cost Principal for State, Local, and Indian Tribal Governments) and 25 CFR Part 85 (Administrative Requirements for Grants and Cooperative Agreements), as well as federal, state, or local regulations or statutes.

Any future issuance of HUD guidelines or additional regulations shall take precedence over the above criterion.

* Emergency – means physical work items of an emergency nature, posing an immediate threat to the health and safety of residents or staff, which must be completed within one year of capital grant funding. Management improvements are not eligible as emergency work.

(c) PHA's must include or reference any applicable memorandum of agreement with HUD or any plan to improve performance.

The BHA entered into an MOA agreement dated 3/18/09 with Houston HUD. Many of the items that were to be addressed have been done and are completed.

11.0	<p>Required Submission for HUD Field Office Review. In addition to the PHA Plan template (HUD-50075), PHAs must submit the following documents. Items (a) through (g) may be submitted with signature by mail or electronically with scanned signatures, but electronic submission is encouraged. Items (h) through (i) must be attached electronically with the PHA Plan. Note: Faxed copies of these documents will not be accepted by the Field Office.</p> <p>(a) Form HUD-50077, <i>PHA Certifications of Compliance with the PHA Plans and Related Regulations</i> (which includes all certifications relating to Civil Rights)</p> <p>(b) Form HUD-50070, <i>Certification for a Drug-Free Workplace</i> (PHAs receiving CFP grants only)</p> <p>(c) Form HUD-50071, <i>Certification of Payments to Influence Federal Transactions</i> (PHAs receiving CFP grants only)</p> <p>(d) Form SF-LLL, <i>Disclosure of Lobbying Activities</i> (PHAs receiving CFP grants only)</p> <p>(e) Form SF-LLL-A, <i>Disclosure of Lobbying Activities Continuation Sheet</i> (PHAs receiving CFP grants only)</p> <p>(f) Resident Advisory Board (RAB) comments. Comments received from the RAB must be submitted by the PHA as an attachment to the PHA Plan. PHAs must also include a narrative describing their analysis of the recommendations and the decisions made on these recommendations. Provided as attachment tx012h01</p> <p>(g) Challenged Elements –No elements challenged</p> <p>(h) Form HUD-50075.1, <i>Capital Fund Program Annual Statement/Performance and Evaluation Report</i> (PHAs receiving CFP grants only) Provided as attachments tx012a01, tx012c01, tx012d01, tx012e01, tx012f01, and tx012g01.</p> <p>(i) Form HUD-50075.2, <i>Capital Fund Program Five-Year Action Plan</i> (PHAs receiving CFP grants only) Provided as attachment tx012b01</p>
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Attachment: tx012a01
 Annual Statement /Performance and Evaluation Report
 Capital Funds Program and Capital Fund Program Replacement Housing Factor and
 Capital Funds Financing Program

U. S. Department of Housing and Urban Development
 Office of Public and Indian Housing
 OMB No. 2577-0226
 Expires 4/30/2011

Part I: Summary

PMA Name: **Housing Authority of the City of Baytown** Grant Type and Number: **TX2AP012501-10** FPY of Grant: **2010**
 Capital Fund Program No: Replacement Housing Factor Grant No: Date of CFP: Final Performance and Evaluation Report: **2010**
 Original Annual Statement Reserved for Disasters/Emergencies Revised Annual Statement (revision no:)
 Performance and Evaluation Report for Period Ending: Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised 2	Obligated	Expended
1	Total Non-Capital Funds				
2	1406 Operating Expenses (may not exceed 20% of line 20) 3		20,000.00		
3	1408 Management Improvements		10,000.00		
4	1410 Administration		20,000.00		
5	1411 Audit		0.00		
6	1415 Liquidated Damages		0.00		
7	1430 Fees and Costs		0.00		
8	1440 Site Acquisition		0.00		
9	1450 Site Improvement		25,000.00		
10	1460 Dwelling Structures		0.00		
11	1465.1 Dwelling Equipment-Nonexpendable		0.00		
12	1470 Nondwelling Structures		25,000.00		
13	1475 Nondwelling Equipment		0.00		
14	1485 Demolition		0.00		
15	1492 Moving to Work Demonstration		0.00		
16	1495.1 Reallocation Costs		106,781.00		
17	1499 Development Activities 4		0.00		

1 To be completed for the Performance and Evaluation Report
 2 To be completed for the Performance and Evaluation Report or a Revised Annual Statement
 3 PHAs with under 250 units in management may use 100% of CFP Grants for operations.
 4 RHF Funds shall be included here.

Annual Statement Performance and Evaluation Report
 Capital Funds Program and Capital Fund Program Replacement Housing Factor and
 Capital Funds Financing Program

U. S. Department of Housing and Urban Development
 Office of Public and Indian Housing
 OMB No. 2577-0226
 Expires 4/30/2011

Part I: Summary

PHA Name: **Housing Authority of the City of Baytown**

Grant Type and Number: **TX24P012501-10**

Capital Fund Program No: **TX24P012501-10**

Replacement Housing Factor Grant No: **TX24P012501-10**

Date of CFFP: _____

FFY of Grant: **2010**

FFY of Grant Approval: **2010**

No.	Description	Performance and Evaluation Report for Period Ending:		Original	Revised 2	Obligated	Expended
		<input type="checkbox"/> Original Annual Statement	<input type="checkbox"/> Reserved for Disasters/Emergencies				
18a	1501 Collateralization or Debt Service Paid by the PHA			0.00			
18b	9000 Collateralization or Debt Service paid Via System of Direct Payment			0.00			
19	1502 Contingency (may not exceed 8% of Line 20)			0.00			
20	Amount of Annual Grant (sums of lines 2-19)			\$206,781.00			
21	Amount of Line 20 Related to LBP Activities			0.00			
22	Amount of Line 20 Related to Section 504 Compliance			0.00			
23	Amount of Line 20 Related to Security - Soft Costs			0.00			
24	Amount of Line 20 Related to Security - Hard Costs			0.00			
25	Amount of Line 20 Related to Energy Conservation Measures			0.00			
Signature of Executive Director		Date		Signature of Public Housing Director		Date	

James Young 4/12/10

1 To be completed for the Performance and Evaluation Report
 2 To be completed for the Performance and Evaluation Report or a Revised Annual Statement
 3 PHAs with under 250 units in management may use 100% of CFP Grants for operations.
 4 RHF funds shall be included here.

Annual Statement of Performance and Evaluation Report
 Capital Funds Program and Capital Fund Program Replacement Housing Factor and
 Capital Funds Financing Program

U. S. Department of Housing and Urban Development
 Office of Public and Indian Housing
 OMB No. 2577-0226
 Expires 4/30/2011

Part II: Supporting Pages

PHA Name: Housing Authority of the City of Baytown		Grant Type and Number: Capital Fund Program No. TX24P012501-10 Replacement Housing Factor Grant No. _____		CFPP (Yes/No) No		Federal FFY of Grant: 2010	
Development Number Name/PHA-Wide Activities	General Description of Major Work Categories	Development Account No.	Quantity	Total Estimated Cost	Total Actual Cost		Status of Work
PIC #				Original	Revised 1	Funds Obligated 2	Funds Expended 2
TX012000001	Operations	1406		20,000.00			
PHA-Wide	Management Improvements: Computer software change	1408		10,000.00			
	Administration: Salaries and benefits	1410		20,000.00			
	Site Improvements: Landscaping	1450		25,000.00			
	Non-Dwelling Structures: Upgrade/enlarge laundry area	1470		25,000.00			
	Relocation: Tenant relocation costs	1495.1		106,781.00			
	TOTAL 2010 CAPITAL FUNDS GRANT			\$206,781.00			

1 To be completed for the Performance and Evaluation Report or a Revised Annual Statement
 2 To be completed for the Performance and Evaluation Report

Attachment: tx012b01

Capital Fund Program Five-Year Action Plan

. S. Department of Housing and Urban Development
 Office of Public and Indian Housing
 Expires 4/30/2011

Part I: Summary						
PHA Name/Number		Locality (City/County& State)			<input checked="" type="checkbox"/> Original <input type="checkbox"/> Revision No. _____	
Baytown Housing Authority TX012		Baytown, Harris, Texas				
A.	Development Number and Name	Work Statement for Year 1 FFY 2010	Work Statement for Year 2 FFY 2011	Work Statement for Year 3 FFY 2012	Work Statement for Year 4 FFY 2013	Work Statement for Year 5 FFY 2014
	HA-Wide PIC# TX012000001					
B.	Physical Improvements	Annual	-	-	-	-
	Subtotal	Statement	74,549.00	74,549.00	80,000.00	106,781.00
C.	Management Improvements		10,000.00	10,000.00	0.00	10,000.00
D.	PHA-Wide Non-dwelling Structures and Equipment		-	-	-	-
			-	-	106,781.00	50,000.00
E.	Administration		20,000.00	20,000.00	20,000.00	20,000.00
F.	Other		0.00	0.00	0.00	0.00
G.	Operations		20,000.00	20,000.00	0.00	20,000.00
H.	Demolition		0.00	0.00	0.00	0.00
I.	Development		82,232.00	82,232.00	0.00	0.00
J.	Capital Fund Financing - Debt Service		-	-	-	-
			-	-	-	-
K.	Total CFP Funds		\$206,781.00	\$206,781.00	\$206,781.00	\$206,781.00
L.	Total Non-CFP Funds		0.00	0.00	0.00	0.00
M.	Grand Total		\$206,781.00	\$206,781.00	\$206,781.00	\$206,781.00

Capital Fund Program Five-Year Action Plan

. S. Department of Housing and Urban Development

Office of Public and Indian Housing

Expires: 4/30/2011

Part III: Supporting Pages - Management Needs Work Statement(s)				
Work Statement for Year 1 FFY <u>2010</u>	Work Statement for Year <u>2011</u>		Work Statement for Year <u>2012</u>	
	FFY <u>2011</u>		FFY <u>2012</u>	
	Development Number/Name General Description of Major Work Items	Estimated Cost	Development Number/Name General Description of Major Work Items	Estimated Cost
See	PHA Wide		PHA Wide	
Annual Statement	Administration	20,000.00	Administration	20,000.00
	Operations	20,000.00	Operations	20,000.00
	Mgmt Improvement	10,000.00	Mgmt Improvement	10,000.00
	Subtotal	\$50,000.00	Subtotal	\$50,000.00

Capital Fund Program Five-Year Action Plan

. S. Department of Housing and Urban Development

Office of Public and Indian Housing

Expires: 4/30/2011

Part III: Supporting Pages - Management Needs Work Statement(s)				
Work Statement for Year 1 FFY <u>2010</u>	Work Statement for Year <u>2013</u>		Work Statement for Year <u>2014</u>	
	FFY <u>2013</u>		FFY <u>2014</u>	
	Development Number/Name General Description of Major Work Items	Estimated Cost	Development Number/Name General Description of Major Work Items	Estimated Cost
See	PHA Wide		PHA Wide	
Annual Statement	Administration	20,000.00	Administration	20,000.00
			Operations	20,000.00
			Mgmt. Improvements	10,000.00
	Subtotal	\$20,000.00	Subtotal	\$50,000.00

Attachment: tx012c01
 Annual Statement/Performance and Evaluation Report
 Capital Funds Program and Capital Fund Program Replacement Housing Factor and
 Capital Funds Financing Program

U. S. Department of Housing and Urban Development
 Office of Public and Indian Housing
 OMB No. 2577-0226
 Expires 4/30/2011

Part I: Summary

PHA Name: **Housing Authority of the City of Baytown**
 Grant Type and Number: **TX2AP012601-09**
 Capital Fund Program No: **TX2AP012601-09**
 Replacement Housing Factor Grant No: **TX2AP012601-09**
 Date of OSFP: **TX2AP012601-09**
 FFY of Grant: 2009
 FFY of Grant Approval: 2009

Line No.	Original Annual Statement Performance and Evaluation Report for Period Ending: 12/31/09	Reserved for Disasters/Emergencies Summary by Development Account	Revised Annual Statement (revision no:)		Total Actual Cost 1	
			Final Performance and Evaluation Report	Total Estimated Cost	Obligated	Expended
1	Total Non-Capital Funds					
2	1406 Operating Expenses (may not exceed 20% of line 20) 3		6,781.00		0.00	0.00
3	1408 Management Improvements		0.00		0.00	0.00
4	1410 Administration		0.00		0.00	0.00
5	1411 Audit		0.00		0.00	0.00
6	1415 Liquidated Damages		0.00		0.00	0.00
7	1430 Fees and Costs		0.00		0.00	0.00
8	1440 Site Acquisition		200,000.00		0.00	0.00
9	1450 Site Improvement		0.00		0.00	0.00
10	1460 Dwelling Structures		0.00		0.00	0.00
11	1465.1 Dwelling Equipment-Nonexpendable		0.00		0.00	0.00
12	1470 Nondwelling Structures		0.00		0.00	0.00
13	1475 Nondwelling Equipment		0.00		0.00	0.00
14	1485 Demolition		0.00		0.00	0.00
15	1492 Moving to Work Demonstration		0.00		0.00	0.00
16	1495.1 Relocation Costs		0.00		0.00	0.00
17	1499 Development Activities 4		0.00		0.00	0.00

1 To be completed for the Performance and Evaluation Report
 2 To be completed for the Performance and Evaluation Report or a Revised Annual Statement
 3 PHAs with under 250 units in management may use 100% of CFP Grants for operations.
 4 RHF funds shall be included here.

Annual Statement /Performance and Evaluation Report
 Capital Funds Program and Capital Fund Program Replacement Housing Factor and
 Capital Funds Financing Program

U. S. Department of Housing and Urban Development
 Office of Public and Indian Housing
 OMB No. 2577-0226
 Expires 4/30/2014

Part I: Summary

PHA Name: **Housing Authority of the City of Baytown**

Grant Type and Number: **TX24P012501-09**

Capital Fund Program No.: **TX24P012501-09**

Replacement Housing Factor Grant No.: **TX24P012501-09**

Date of CF-FP: **4/12/10**

Original Annual Statement Reserved for Disasters/Emergencies Revised Annual Statement (revision no:)

Performance and Evaluation Report for Period Ending: 12/31/09 Final Performance and Evaluation Report

No.	Description	Original	Revised 2	Obligated	Expended
18a	1501 Collateralization or Debt Service Paid by the PHA	0.00		0.00	0.00
18b	9000 Collateralization or Debt Service paid Via System of Direct Payment	0.00		0.00	0.00
19	1502 Contingency (may not exceed 8% of Line 20)	0.00		0.00	0.00
20	Amount of Annual Grant (sums of lines 2-19)	\$206,781.00		\$0.00	\$0.00
21	Amount of Line 20 Related to LBP Activities	0.00		0.00	0.00
22	Amount of Line 20 Related to Section 504 Compliance	0.00		0.00	0.00
23	Amount of Line 20 Related to Security - Soft Costs	0.00		0.00	0.00
24	Amount of Line 20 Related to Security - Hard Costs	0.00		0.00	0.00
25	Amount of Line 20 Related to Energy Conservation Measures	0.00		0.00	0.00
Signature of Executive Director		Signature of Public Housing Director		Date	
<i>George Young</i>				4/12/10	

- 1 To be completed for the Performance and Evaluation Report
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Annual Statement /Performance and Evaluation Report
 Capital Funds Program and Capital Fund Program Replacement Housing Factor and
 Capital Funds Financing Program

U. S. Department of Housing and Urban Development
 Office of Public and Indian Housing
 OMB No. 2577-0226
 Expires 4/30/2011

Part II: Supporting Pages

PHA Name:		Housing Authority of the City of Baytown		Grant Type and Number:		TX24P012601-09		Capital Fund Program No:		Replacement Housing Factor Grant No:		CFPP (Yes/No)		No		Federal FY of Grant:		2009	
Development Number/PHA-Wide Activities	General Description of Major Work Categories	Development Account No.	Quantity	Total Estimated Cost	Total Actual Cost	Funds Obligated 2	Funds Expended 2	Status of Work											
PH-A-Wide	Operations	1406		6,781.00		0.00	0.00												
	Site Acquisition	1440		200,000.00		0.00	0.00												
TOTAL 2009 CAPITAL FUNDS GRANT					\$206,781.00	\$0.00	\$0.00												

1 To be completed for the Performance and Evaluation Report or a Revised Annual Statement
 2 To be completed for the Performance and Evaluation Report

Attachment: tx012d01
 Annual Statement /Performance and Evaluation Report
 Capital Funds Program and Capital Fund Program Replacement Housing Factor and
 Capital Funds Financing Program

U. S. Department of Housing and Urban Development
 Office of Public and Indian Housing
 OMB No. 2577-0226
 Expires 4/30/2011

Part I: Summary

PHA Name: **Housing Authority of the City of Baytown**

Grant Type and Number: **TX24S012501-09**
 Capital Fund Program No:
 Replacement Housing Factor Grant No:

FFY of Grant: 2009
 FFY of Grant Approval: 2009

Original Annual Statement Reserved for Disasters/Emergencies
 Performance and Evaluation Report for Period Ending: 12/31/09 Revised Annual Statement (revision no: 1)
 Summary by Development Account Final Performance and Evaluation Report

Line No.	Description	Total Estimated Cost		Total Actual Cost 1	
		Original	Revised 2	Obligated	Expended
1	Total Non-Capital Funds				
2	1406 Operating Expenses (may not exceed 20% of line 20) 3	0.00	0.00	0.00	0.00
3	1408 Management Improvements	0.00	0.00	0.00	0.00
4	1410 Administration	26,312.00	16,312.00	0.00	0.00
5	1411 Audit	0.00	0.00	0.00	0.00
6	1415 Liquidated Damages	0.00	0.00	0.00	0.00
7	1430 Fees and Costs	30,000.00	40,000.00	3,999.00	3,999.00
8	1440 Site Acquisition	0.00	0.00	0.00	0.00
9	1450 Site Improvement	0.00	0.00	0.00	0.00
10	1460 Dwelling Structures	206,805.00	188,625.00	0.00	0.00
11	1465.1 Dwelling Equipment-Nonexpendable	0.00	38,180.00	38,180.00	0.00
12	1470 Nondwelling Structures	0.00	0.00	0.00	0.00
13	1475 Nondwelling Equipment	0.00	0.00	0.00	0.00
14	1485 Demolition	0.00	0.00	0.00	0.00
15	1492 Moving to Work Demonstration	0.00	0.00	0.00	0.00
16	1495.1 Relocation Costs	0.00	0.00	0.00	0.00
17	1499 Development Activities 4	0.00	0.00	0.00	0.00

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 3 PHAs with under 250 units in management may use 100% of CFP Grants for operations.
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Annual Statement /Performance and Evaluation Report
 Capital Funds Program and Capital Fund Program Replacement Housing Factor and
 Capital Funds Financing Program

U. S. Department of Housing and Urban Development
 Office of Public and Indian Housing
 OMB No. 2577-0226
 Expires 4/30/2011

Part I: Summary

PHA Name: **Housing Authority of the City of Baytown**

Grant Type and Number: **TY24S012601-09**

Capital Fund Program No: **TY24S012601-09**

Replacement Housing Factor Grant No: **TY24S012601-09**

Date of CFFP: _____

FFY of Grant: **2009**

FFY of Grant Approval: **2009**

No.	Original Annual Statement Performance and Evaluation Report for Period Ending: 12/31/09	Reserved for Disasters/Emergencies		Revised Annual Statement (revision no: 1)		Obligated	Expended
		<input type="checkbox"/> Original	<input type="checkbox"/> Final Performance and Evaluation Report	<input type="checkbox"/> Original	<input type="checkbox"/> Final Performance and Evaluation Report		
18a	1501 Collateralization or Debt Service Paid by the PHA	0.00	0.00	0.00	0.00	0.00	0.00
18b	9000 Collateralization or Debt Service paid Via System of Direct Payment	0.00	0.00	0.00	0.00	0.00	0.00
19	1502 Contingency (may not exceed 8% of Line 20)	0.00	0.00	0.00	0.00	0.00	0.00
20	Amount of Annual Grant (sums of lines 2-19)	\$263,117.00	\$263,117.00	\$263,117.00	\$42,179.00	0.00	\$3,999.00
21	Amount of Line 20 Related to LBP Activities	0.00	0.00	0.00	0.00	0.00	0.00
22	Amount of Line 20 Related to Section 504 Compliance	0.00	0.00	0.00	0.00	0.00	0.00
23	Amount of Line 20 Related to Security - Soft Costs	0.00	0.00	0.00	0.00	0.00	0.00
24	Amount of Line 20 Related to Security - Hard Costs	0.00	0.00	0.00	0.00	0.00	0.00
25	Amount of Line 20 Related to Energy Conservation Measures	0.00	0.00	0.00	0.00	0.00	0.00
Signature of Executive Director		Date		Signature of Public Housing Director		Date	
<i>Debra Young</i>		4/12/10					

1 To be completed for the Performance and Evaluation Report
 2 To be completed for the Performance and Evaluation Report or a Revised Annual Statement
 3 PHAs with under 250 units in management may use 100% of CFP Grants for operations.
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Attachment: tx012e01
 Annual Statement/Performance and Evaluation Report
 Capital Funds Program and Capital Fund Program Replacement Housing Factor and
 Capital Funds Financing Program

U. S. Department of Housing and Urban Development
 Office of Public and Indian Housing
 OMB No. 2577-0226
 Expires 4/30/2011

Part I: Summary

PHA Name: **Housing Authority of the City of Baytown**

Grant Type and Number: **TX24P012601-08**

Capital Fund Program No.: **Replacement Housing Factor Grant No.:**

FFY of Grant: 2008
 FFY of Grant Approval: 2003

Original Annual Statement Reserved for Disasters/Emergencies Revised Annual Statement (revision no:)

Performance and Evaluation Report for Period Ending: 12/31/09 Final Performance and Evaluation Report

Date of CFP: _____

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost 1	
		Original	Revised 2	Obligated	Expended
1	Total Non-Capital Funds				
2	1406 Operating Expenses (may not exceed 20% of line 20) 3	20,000.00	20,000.00	0.00	0.00
3	1408 Management Improvements	10,000.00	10,000.00	0.00	0.00
4	1410 Administration	20,000.00	20,000.00	0.00	0.00
5	1411 Audit	7,000.00	0.00	0.00	0.00
6	1415 Liquidated Damages	0.00	0.00	0.00	0.00
7	1430 Fees and Costs	0.00	0.00	0.00	0.00
9	1440 Site Acquisition	0.00	0.00	0.00	0.00
9	1450 Site Improvement	0.00	20,000.00	0.00	0.00
10	1460 Dwelling Structures	135,866.00	135,866.00	0.00	0.00
11	1465.1 Dwelling Equipment-Nonexpendable	15,000.00	2,000.00	0.00	0.00
12	1470 Nondwelling Structures	0.00	0.00	0.00	0.00
13	1475 Nondwelling Equipment	0.00	0.00	0.00	0.00
14	1485 Demolition	0.00	0.00	0.00	0.00
15	1492 Moving to Work Demonstration	0.00	0.00	0.00	0.00
16	1495.1 Relocation Costs	0.00	0.00	0.00	0.00
17	1499 Development Activities 4	0.00	0.00	0.00	0.00

1 To be completed for the Performance and Evaluation Report
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 3 PHAs with under 250 units in management may use 100% of CFP Grants for operations.
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Annual Statement /Performance and Evaluation Report
 Capital Funds Program and Capital Fund Program Replacement Housing Factor and
 Capital Funds Financing Program

U. S. Department of Housing and Urban Development
 Office of Public and Indian Housing
 OMB No. 2577-0226
 Expires 4/30/2011

Part I: Summary

PHA Name: Housing Authority of the City of Baytown		Grant Type and Number: Capital Fund Program No: TY24P012501-08		FFY of Grant: 2008	
Replacement Housing Factor Grant No:		Date of CFPP:		FFY of Grant Approval: 2008	
<input type="checkbox"/> Original Annual Statement <input checked="" type="checkbox"/> Performance and Evaluation Report for Period Ending: 12/31/09		<input type="checkbox"/> Reserved for Disasters/Emergencies <input checked="" type="checkbox"/> Revised Annual Statement (revision no:) <input type="checkbox"/> Final Performance and Evaluation Report			
No.	Description	Original	Revised 2	Obligated	Expended
18a	1501 Collateralization or Debt Service Paid by the PHA	0.00	0.00	0.00	0.00
18b	9000 Collateralization or Debt Service paid Via System of Direct Payment	0.00	0.00	0.00	0.00
19	1502 Contingency (may not exceed 3% of Line 20)	0.00	0.00	0.00	0.00
20	Amount of Annual Grant (sums of lines 2-19)	\$207,866.00	\$207,866.00	\$0.00	\$0.00
21	Amount of Line 20 Related to LBP Activities	0.00	0.00	0.00	0.00
22	Amount of Line 20 Related to Section 504 Compliance	0.00	0.00	0.00	0.00
23	Amount of Line 20 Related to Security - Soft Costs	0.00	0.00	0.00	0.00
24	Amount of Line 20 Related to Security - Hard Costs	0.00	0.00	0.00	0.00
25	Amount of Line 20 Related to Energy Conservation Measures	0.00	0.00	0.00	0.00
Signature of Executive Director		Date		Signature of Public Housing Director	
<i>George Young</i>		4/12/10			

- 1 To be completed for the Performance and Evaluation Report
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Annual Statement of Performance and Evaluation Report
 Capital Funds Program and Capital Fund Program Replacement Housing Factor and
 Capital Funds Financing Program

U. S. Department of Housing and Urban Development
 Office of Public and Indian Housing
 OMB No. 2577-0226
 Expires 4/30/2011

Part II: Supporting Pages

PHA Name:		Housing Authority of the City of Baytown		Grant Type and Number:		TX24P012501-08		Capital Fund Program No.:		Replacement Housing Factor Grant No.:		CFPP (Year/No)		No		Federal FFY of Grant:		2008	
Development Number/PHA-Wide Activities	General Description of Major Work Categories	Development Account No.	Quantity	Total Estimated Cost	Original	Revised 1	Funds Obligated 2	Funds Expended 2	Status of Work										
TX012000001	Operations	1408		20,000.00	20,000.00	0.00	0.00	0.00											
PHA-Wide	Management Improvements																		
PHA-Wide	Financial Analyst (consultant)	1408		10,000.00	10,000.00	0.00	0.00	0.00											
PHA-Wide	Administration																		
PHA-Wide	Salaries and benefits	1410		20,000.00	20,000.00	0.00	0.00	0.00											
PHA-Wide	Audit (partial cost for CFP)	1411		7,000.00	0.00	0.00	0.00	0.00											
PHA-Wide	Site Improvements:																		
PHA-Wide	Landscape all properties	1450		0.00	20,000.00	0.00	0.00	0.00											
PHA-Wide	Dwelling Structures:																		
PHA-Wide	Flooring in all make ready units	1450		0.00	0.00	0.00	0.00	0.00											
TX012-4	Windows	1450		45,866.00	0.00	0.00	0.00	0.00											
TX012-3B	Rehab termite unit	1450		50,000.00	135,866.00	0.00	0.00	0.00											
TX012-3B	New roofs	1450		40,000.00	0.00	0.00	0.00	0.00											
TX012-3B	Dwelling Equipment																		
TX012-3B	New stoves	1455.1		15,000.00	2,000.00	0.00	0.00	0.00											
TOTAL 2008 CAPITAL FUNDS GRANT				\$207,866.00	\$207,866.00	\$0.00	\$0.00	\$0.00											

1 To be completed for the Performance and Evaluation Report or a Revised Annual Statement
 2 To be completed for the Performance and Evaluation Report

Ms. Nelrod

Attachment: tx012f01
 Annual Statement /Performance and Evaluation Report
 Capital Funds Program and Capital Fund Program Replacement Housing Factor and
 Capital Funds Financing Program

U. S. Department of Housing and Urban Development
 Office of Public and Indian Housing
 OMB No. 2577-0226
 Expires 4/30/2011

Part I: Summary

PHA Name: **Housing Authority of the City of Baytown**
 Grant Type and Number: **TX2AP012601-07**
 Capital Fund Program No.: **TX2AP012601-07**
 Replacement Housing Factor Grant No.:
 Date of CFFP:

Line No.	Original Annual Statement Performance and Evaluation Report for Period Ending: 12/31/09	Total Estimated Cost		Total Actual Cost 1	
		Original	Revised 2	Obligated	Expended
1	Total Non-Capital Funds				
2	1406 Operating Expenses (may not exceed 20% of line 20) 3	19,345.00	19,345.00	19,345.00	19,345.00
3	1408 Management Improvements	0.00	0.00	0.00	0.00
4	1410 Administration	10,000.00	10,000.00	10,000.00	10,000.00
5	1411 Audit	0.00	0.00	0.00	0.00
6	1415 Liquidated Damages	0.00	0.00	0.00	0.00
7	1430 Fees and Costs	0.00	0.00	0.00	0.00
8	1440 Site Acquisition	0.00	0.00	0.00	0.00
9	1450 Site Improvement	91,166.00	127,540.00	127,540.00	127,540.00
10	1480 Dwelling Structures	76,194.00	33,245.00	33,245.00	33,245.00
11	1485.1 Dwelling Equipment/Nonexpendable	0.00	0.00	0.00	0.00
12	1470 Nondwelling Structures	0.00	0.00	0.00	0.00
13	1475 Nondwelling Equipment	14,197.00	20,772.00	20,772.00	20,772.00
14	1485 Demolition	0.00	0.00	0.00	0.00
15	1492 Moving to Work Demonstration	0.00	0.00	0.00	0.00
16	1495.1 Relocation Costs	0.00	0.00	0.00	0.00
17	1499 Development Activities 4	0.00	0.00	0.00	0.00

1 To be completed for the Performance and Evaluation Report
 2 To be completed for the Performance and Evaluation Report or a Revised Annual Statement
 3 PHAs with under 250 units in management may use 100% of CFP Grants for operations.
 4 RHF funds shall be included here.

Annual Statement /Performance and Evaluation Report
 Capital Funds Program and Capital Fund Program Replacement Housing Factor and
 Capital Funds Financing Program

U. S. Department of Housing and Urban Development
 Office of Public and Indian Housing
 OMB No. 2577-0226
 Expires 4/30/2011

Part I: Summary

PHA Name: **Housing Authority of the City of Baytown**
 Grant Type and Number: **TX24P012801-07**
 Capital Fund Program No: **TX24P012801-07**
 Replacement Housing Factor Grant No: **TX24P012801-07**
 Date of CFFP: **FFY of Grant: 2007**
FFY of Grant Approval: 2007

No.	Description	Original		Revised 2		Obligated	Expended
		Amount	Percentage	Amount	Percentage		
18a	1501 Collateralization or Debt Service Paid by the PHA	0.00	0.00	0.00	0.00	0.00	0.00
18b	9000 Collateralization or Debt Service paid Via System of Direct Payment	0.00	0.00	0.00	0.00	0.00	0.00
19	1502 Contingency (may not exceed 8% of Line 20)	0.00	0.00	0.00	0.00	0.00	0.00
20	Amount of Annual Grant (sums of lines 2-19)	\$210,902.00	100.00	\$210,902.00	100.00	\$210,902.00	\$210,902.00
21	Amount of Line 20 Related to LBP Activities	0.00	0.00	0.00	0.00	0.00	0.00
22	Amount of Line 20 Related to Section 504 Compliance	0.00	0.00	0.00	0.00	0.00	0.00
23	Amount of Line 20 Related to Security - Soft Costs	0.00	0.00	0.00	0.00	0.00	0.00
24	Amount of Line 20 Related to Security - Hard Costs	0.00	0.00	0.00	0.00	0.00	0.00
25	Amount of Line 20 Related to Energy Conservation Measures	0.00	0.00	0.00	0.00	0.00	0.00
Signature of Executive Director		Date		Signature of Public Housing Director		Date	
James Young		4/12/10					

- 1 To be completed for the Performance and Evaluation Report
- 2 To be completed for the Performance and Evaluation Report or a Revised Annual Statement
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- 4 RHF funds shall be included here.

Annual Statement/Performance and Evaluation Report
 Capital Funds Program and Capital Fund Program Replacement Housing Factor and
 Capital Funds Financing Program

U. S. Department of Housing and Urban Development
 Office of Public and Indian Housing
 OMB No. 2577-0226
 Expires 4/30/2011

Part II: Supporting Pages

PHA Name: Housing Authority of the City of Baytown		Grant Type and Number: Capital Fund Program No.: Replacement Housing Factor Grant No.: TX24P012601-07		CFPP (Yes/No) No		Federal FY of Grant: 2007		
Development Number/PHA-Wide Activities	General Description of Major Work Categories	Development Account No.	Quantity	Total Estimated Cost	Total Actual Cost	Status of Work		
				Original	Revised 1	Funds Obligated 2	Funds Expended 2	
PHA-Wide	Operations	1406		19,345.00	19,345.00	19,345.00	19,345.00	Budget changed due to deterioration of units.
PHA-Wide	Administration	1410		10,000.00	10,000.00	10,000.00	10,000.00	There were numerous REAC items that had to be repaired before other improvements to the units could be done.
PHA-Wide	Site Improvements:	1450		91,166.00	0.00	0.00	0.00	
PHA-Wide	Lawn/mcare	1450		0.00	91,166.00	91,166.00	91,166.00	
PHA-Wide	Catholic protection	1450		0.00	2,928.00	2,928.00	2,928.00	
TX-1204	Sidewalk repair	1450		0.00	5,121.00	5,121.00	5,121.00	
TX-12-03B	Driveways	1450		0.00	28,325.00	28,325.00	28,325.00	
PHA-Wide	Dwelling Structures:	1460		76,194.00	0.00	0.00	0.00	
PHA-Wide	Electrical	1460		0.00	2,728.00	2,728.00	2,728.00	
PHA-Wide	Glass replacement	1460		0.00	1,727.00	1,727.00	1,727.00	
PHA-Wide	Maintenance materials	1460		0.00	0.00	0.00	0.00	
PHA-Wide	Exterminating	1460		0.00	22,802.00	22,802.00	22,802.00	
TX-12-03B	Plumbing	1460		0.00	5,988.00	5,988.00	5,988.00	
	Non-Dwelling Equipment:							
PHA-Wide	Computer systems	1475		14,197.00	20,772.00	20,772.00	20,772.00	
TOTAL 2007 CAPITAL FUNDS GRANT				\$210,902.00	\$210,902.00	\$210,902.00	\$210,902.00	100% Completed

1 To be completed for the Performance and Evaluation Report or a Revised Annual Statement
 2 To be completed for the Performance and Evaluation Report

Attachment: 04012901
 Annual Statement /Performance and Evaluation Report
 Capital Funds Program and Capital Fund Program Replacement Housing Factor and
 Capital Funds Financing Program

U. S. Department of Housing and Urban Development
 Office of Public and Indian Housing
 OMB No. 2577-0226
 Expires 4/30/2011

Part I: Summary

PHA Name: **Housing Authority of the City of Baytown** Grant Type and Number: **TX24P012501-08** FFY of Grant: **2006**
 Capital Fund Program No.: **1237109** Replacement Housing Factor Grant No.: **1237109** FFY of Grant Approval: **2006**
 Date of CFP:

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised 2	Obligated	Expended
1	Total Non-Capital Funds				
2	1406 Operating Expenses (may not exceed 20% of line 20) 3	206,039.00		206,039.00	206,039.00
3	1408 Management Improvements	0.00		0.00	0.00
4	1410 Administration	0.00		0.00	0.00
5	1411 Audit	0.00		0.00	0.00
6	1415 Liquidated Damages	0.00		0.00	0.00
7	1430 Fees and Costs	0.00		0.00	0.00
8	1440 Site Acquisition	0.00		0.00	0.00
9	1450 Site Improvement	0.00		0.00	0.00
10	1460 Dwelling Structures	0.00		0.00	0.00
11	1465.1 Dwelling Equipment-Nonexpendable	0.00		0.00	0.00
12	1470 Nondwelling Structures	0.00		0.00	0.00
13	1475 Nondwelling Equipment	0.00		0.00	0.00
14	1485 Demolition	0.00		0.00	0.00
15	1492 Moving to Work Demonstration	0.00		0.00	0.00
16	1495.1 Relocation Costs	0.00		0.00	0.00
17	1499 Development Activities 4	0.00		0.00	0.00

- 1 To be completed for the Performance and Evaluation Report
- 2 To be completed for the Performance and Evaluation Report or a Revised Annual Statement
- 3 PHAs with under 250 units in management may use 100% of CFP Grants for operations.
- 4 RHF funds shall be included here.

Annual Statement /Performance and Evaluation Report
 Capital Funds Program and Capital Fund Program Replacement Housing Factor and
 Capital Funds Financing Program

U. S. Department of Housing and Urban Development
 Office of Public and Indian Housing
 OMB No. 2577-0226
 Expires 4/30/2011

Part I: Summary

PHA Name: **Housing Authority of the City of Baytown**

Grant Type and Number: **TX24P012601-08**

Capital Fund Program No: **TX24P012601-08**

Replacement Housing Factor Grant No: **TX24P012601-08**

FFY of Grant: **2006**

FFY of Grant Approval: **2006**

Date of CFFP: _____

No.	Description	Original Annual Statement		Revised Annual Statement (revision no:)		Obligated	Expended
		Performance and Evaluation Report for Period Ending: 12/31/09	Reserved for Disasters/Emergences	Final Performance and Evaluation Report	Final Performance and Evaluation Report		
18a	1501 Collateralization or Debt Service Paid by the PHA	0.00		0.00		0.00	0.00
18b	9000 Collateralization or Debt Service paid Via System of Direct Payment	0.00		0.00		0.00	0.00
19	1502 Contingency (may not exceed 8% of Line 20)	0.00		0.00		0.00	0.00
20	Amount of Annual Grant (sums of lines 2-19)			\$206,039.00		\$206,039.00	\$206,039.00
21	Amount of Line 20 Related to LBP Activities			0.00		0.00	0.00
22	Amount of Line 20 Related to Section 504 Compliance			0.00		0.00	0.00
23	Amount of Line 20 Related to Security - Soft Costs			0.00		0.00	0.00
24	Amount of Line 20 Related to Security - Hard Costs			0.00		0.00	0.00
25	Amount of Line 20 Related to Energy Conservation Measures			0.00		0.00	0.00
Signature of Executive Director		Date		Signature of Public Housing Director		Date	
<i>Debra Young</i>		4/12/10					

1 To be completed for the Performance and Evaluation Report
 2 To be completed for the Performance and Evaluation Report or a Revised Annual Statement
 3 PHAs with under 250 units in management may use 100% of CFP Grants for operations.
 4 RHF funds shall be included here.

Attachment: tx012h01
Baytown Housing Authority
Resident Advisory Board Consultation Process and Comments – FYB 2010

1. Resident notification of appointment to the Advisory Board

On January 4, 2010, BHA sent out letters to all residents advising them of an opportunity to serve on Resident Advisory Board.

2. Resident Advisory Board Selection

On January 21, 2010, a selection was made from the responses.

3. Meeting Organization

On February 9, 2010, a meeting was held at the Resident Programs unit to ask for input regarding the PHA Plan.

4. Notification of Public Hearing

Meeting was held on March 10, 2010 at the BHA office.
Flyer was sent out on March 3, 2010 to all residents.

5. Documentation of resident recommendations and PHA's response to recommendations

Comment #1: Windows for Olive Courts due to resident complaints of hard to open and close

PHA Response: CFP 2008 has new windows for Olive Courts

Comment #2: Concerns about youth and elderly programs

PHA Response: CFP 2008 has a van to assist with resident programs

Comment #3: Need for additional ADA parking for residents at Edison Courts

PHA Response: ARRA Funds are being used to add 4 spaces

Comment #4: Programs for youth

PHA Response: Summer programs for youth and we took a PH unit offline for youth programs.

Comment #5: Security concerns
PHA Response: BHA is working with police department to create a safer neighborhood

Comment #6: Concerns about lighting and outdoor conveniences
PHA Response: New lighting has been added at two developments. Additional lighting is in CFP 2008 budget.