

# PHA Plans for the Housing Authority of the City of Brownsville Annual Plan for FYB 2024

Carla Mancha, Chief Executive Officer

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## FIRST DRAFT



**Presented by:**

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<b>Streamlined Annual PHA Plan (High Performer PHAs)</b>	<b>U.S. Department of Housing and Urban Development Office of Public and Indian Housing</b>	<b>OMB No. 2577-0226 Expires 03/31/2024</b>
	<p><b>Purpose.</b> The 5-Year and Annual PHA Plans provide a ready source for interested parties to locate basic PHA policies, rules, and requirements concerning the PHA's operations, programs, and services, including changes to these policies, and informs HUD, families served by the PHA, and members of the public of the PHA's mission, goals and objectives for serving the needs of low-income, very low-income, and extremely low-income families.</p> <p><b>Applicability.</b> Form HUD-50075-HP is to be completed annually by <b>High Performing PHAs</b>. PHAs that meet the definition of a Standard PHA, Troubled PHA, HCV-Only PHA, Small PHA, or Qualified PHA <u>do not</u> need to submit this form.</p> <p><b>Definitions.</b></p> <ol style="list-style-type: none"> <li>(1) <b>High-Performer PHA</b> – A PHA that owns or manages more than 550 combined public housing units and housing choice vouchers, and was designated as a higher performer on <u>both</u> of the most recent Public Housing Assessment System (PHAS) and Section Eight Management Program (SEMAP) assessments if administering both programs, or PHAS if only administering public housing.</li> <li>(2) <b>Small PHA</b> – A PHA that is not designated as PHAS or SEMAP troubled or manages less than 250 public housing units and any number of vouchers where the total combined units exceeds 550.</li> <li>(3) <b>Housing Choice Voucher (HCV) Only PHA</b> – A PHA that administers more the 550 HCVs, was not designated as troubled in its most recent SEMAP assessment and does not own or manage public housing.</li> <li>(4) <b>Standard PHA</b> – A PHA that owns or manages 250 or more public housing units and any number of vouchers where the total combined units exceeds 550, and that was designated as a standard performer in the most recent PHAS or SEMAP assessments.</li> <li>(5) <b>Troubled PHA</b> – A PHA that achieves an overall PHAS or SEMAP score of less than 60 percent</li> <li>(6) <b>Qualified PHA</b> – A PHA with 550 or fewer public housing dwelling units and/or housing choice vouchers combined, and is not PHAS or SEMAP troubled.</li> </ol>	
<b>A</b>	<b>PHA Information.</b>	
<b>A.1</b>	<p> <b>PHA Name:</b> <u>Housing Authority of the City of Brownsville</u>      <b>PHA Code:</b> <u>TX007</u>  <b>PHA Type:</b> <input checked="" type="checkbox"/> High Performer  <b>PHA Plan for Fiscal Year Beginning:</b> (MM/YYYY): <u>07/2024</u>  <b>PHA Inventory</b> (Based on Annual Contributions Contract (ACC) units at time of FY beginning above)  <b>Number of Public Housing (PH) Units:</b> <u>180</u>  <b>Number of Housing Choice Voucher (HCVs):</b> <u>2,924</u>  <b>Total Combined Units/Vouchers:</b> <u>3,104</u>  <b>PHA Submission Type:</b> <input checked="" type="checkbox"/> Annual Submission    <input type="checkbox"/> Revised Annual Submission </p>	



A.1

**Availability of Information.** In addition to the items listed in this form, PHAs must have the elements listed below readily available to the public. A PHA must identify the specific location(s) where the proposed PHA Plan, PHA Plan Elements, and all information relevant to the public hearing and proposed PHA Plan are available for inspection by the public. Additionally, the PHA must provide information on how the public may reasonably obtain additional information of the PHA policies contained in the standard Annual Plan but excluded from their streamlined submissions. 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. PHAs are strongly encouraged to post complete PHA Plans on their official website. PHAs are also encouraged to provide each resident council a copy of their PHA Plans.

**The following are the specific locations where the public may obtain copies of the 2024 Annual PHA Plan:**

- Administrative Office – 2606 Boca Chica Blvd., Brownsville, TX 78521

☐ **PHA Consortia:** (Check box if submitting a joint PHA Plan and complete table below)

Participating PHAs	PHA Code	Program(s) in the Consortia	Programs Not in the Consortia	No. of Units in Each Program	
				PH	HCV
Lead HA:					

<b>B</b>	<b>Plan Elements</b>
<b>B.1</b>	<p><b>Revision of Existing PHA Plan Elements.</b></p> <p>(a) Have the following PHA Plan elements been revised by the PHA since its last <b>Annual PHA Plan</b> submission?</p> <p>Y   N</p> <p><input checked="" type="checkbox"/> <input type="checkbox"/> Statement of Housing Needs and Strategy for Addressing Housing Needs.</p> <p><input checked="" type="checkbox"/> <input type="checkbox"/> Deconcentration and Other Policies that Govern Eligibility, Selection, and Admissions.</p> <p><input checked="" type="checkbox"/> <input type="checkbox"/> Financial Resources.</p> <p><input checked="" type="checkbox"/> <input type="checkbox"/> Rent Determination.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Homeownership Programs.</p> <p><input checked="" type="checkbox"/> <input type="checkbox"/> Safety and Crime Prevention.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Pet Policy.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Substantial Deviation.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Significant Amendment/Modification</p> <p>(b) If the PHA answered yes for any element, describe the revisions for each element below:</p> <p><b>Statement of Housing Needs and Strategy for Addressing Housing Needs</b></p> <p><b><u>Statement of Housing Needs:</u></b></p> <p>The change in population, household size, availability of rental housing, income and condition of property are all factors of housing needs in our community. The Housing Authority of the City of Brownsville (HACB) complies with the City of Brownsville 2021-2025 Consolidated Plan in addressing the housing needs of Brownsville residents, by providing affordable housing with a suitable living environment, and through community-based public service programs. The HACB and its affiliates serve 3,830 families across the City of Brownsville through the public housing, Housing Tax Credit, Rental Assistance Demonstration Program, and Housing Choice Voucher programs.</p> <p>Our responsibility is not just to expand affordable housing opportunities but also to create choices to empower families, target obsolete properties, and replace them with modern quality housing units of adequate size, amenities, and features.</p> <p>The HACB will address the housing needs and goals by following the Strategic Plan goals for each year (see Strategic Plan Goals). <i>(See attachment tx007c01)</i></p>

**B.1 Waiting List for Public Housing (AMP 1 – Victoria Gardens):**

*Total: 609*

*Extremely Low Income: 506-83%*

*Very Low Income: 54-9%*

*Low Income: 49-8%*

*Families with children: 77-13%*

*Elderly families: 76-12%*

*Families with Disabilities: 52-8.5%*

*White: 33-5%*

*Black/African American: 20-3%*

*Hispanic: 556-91%*

*Bedrooms:*

*1 BR: 249-41%*

*2 BR: 187-31%*

*3 BR: 173-28%*

*The waiting list has been closed for 12 months. The PHA does plan to reopen the list in the PHA Plan year.*

**Waiting List for Public Housing (AMP 9 – Sanchez Vela):**

*Total: 73*

*Extremely Low Income: 70-96%*

*Very Low Income: 3-4%*

*Families with children: 29-40%*

*Families with Disabilities: 3-4%*

*White: 12-16%*

*Black/African American: 10-14%*

*Hispanic: 51-70%*

*Bedrooms:*

*3 BR: 73-100%*

*The waiting list has been closed for 24 months. The PHA does plan to reopen the list in the PHA Plan year.*

**Waiting List for Public Housing (AMP 10 – Tangelo Quarters):**

*Total: 16*

*Extremely Low Income: 16-100%*

*Families with children: 2-12.5%*

*Elderly families: 1-6.25%*

*Families with Disabilities: 2-12.5%*



B.1	<p><b><i>Hispanic: 16-100%</i></b></p> <p><b><i>Bedrooms:</i></b>  <b><i>2 BR: 13-81.25%</i></b>  <b><i>3 BR: 2-12.5%</i></b></p> <p><b><i>The waiting list has been closed for 58months. The PHA does plan to reopen the list in the PHA Plan year.</i></b></p> <p><b><u>Waiting List for Public Housing (AMP 6 – Tropical Gardens):</u></b></p> <p><b><i>Total: 12</i></b>  <b><i>Extremely Low Income:34-85%</i></b>  <b><i>Very Low Income: 6-15%</i></b>  <b><i>Families with children: 25-62.5%</i></b>  <b><i>Elderly Families: 7-17.5%</i></b>  <b><i>Families with Disabilities: 10-25%</i></b>  <b><i>Hispanic: 40-100%</i></b></p> <p><b><i>Bedrooms:</i></b>  <b><i>1 BR: 13-32.5%</i></b>  <b><i>2 BR: 8-20%</i></b>  <b><i>3 BR: 20-50%</i></b></p> <p><b><i>The waiting list is not closed.</i></b></p> <p><b><u>Waiting List for Public Housing (AMP 24 - Sunset Haven):</u></b></p> <p><b><i>Total: 0</i></b></p> <p><b><i>The waiting is not closed.</i></b></p> <p><b><u>Waiting List for Section 8</u></b></p> <p><b><i>Total: 2115</i></b>  <b><i>Extremely Low Income: 1215-57%</i></b>  <b><i>Very Low Income: 184-9%</i></b>  <b><i>Low Income: 53-2.5%</i></b>  <b><i>Families with children: 448-21%</i></b>  <b><i>Elderly families: 262-12%</i></b>  <b><i>Families with Disabilities: 281-13%</i></b>  <b><i>White: 1802-85%</i></b>  <b><i>Black/African American: 97-5%</i></b>  <b><i>Asian: 49-2%</i></b>  <b><i>Hispanic: 1760-83%</i></b></p> <p style="text-align: right;"><i>See Attachment</i></p>
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Attachment

**B. Housing Needs of Families on the Public Housing Waiting Lists**

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

**Housing Needs of Families on the Waiting List**

Waiting List Type: (select one)

☒ Section 8 tenant-based assistance☐ **Public Housing**☐ Combined Section 8 and Public Housing☐ Public Housing Site-Based or sub-jurisdictional waiting list (optional)Housing

If used, identify which development/sub-jurisdiction:

	# of families	% of total families	Annual Turnover
Waiting list total	2115		
Extremely low income <=30% AMI	1215	57.4%	
Very low income (>30% but <=50% AMI)	184	8.7%	
Low income (>50% but <80% AMI)	53	2.5%	
Families with children	448	21.2%	
Elderly families	262	12.4%	
Families with Disabilities	281	13.3%	
Race/ethnicity (White)	1802	85.2%	
Race/ethnicity (Black)	97	4.6%	
Race/ethnicity (Asian/Other)	49	2.3%	
Race/ethnicity (Hispanic)	1760	83.2%	
Characteristics by Bedroom Size (PH Only)			
1 BR	0	0.0%	
2 BR	0	0.0%	
3 BR	0	0.0%	
4 BR	0	0.0%	
5 BR	0	0.0%	
5+ BR	0	0.0%	

Is the waiting list closed (select one)?

☒ No☒ Yes

If yes: Closed on 12-15-2023

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

The waiting list has been closed less than a month.

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



B.1	<p><i>The waiting has been closed for 1 month and the PHA does not expect to reopen in PHA Plan year. The PHA does permit specific categories of families onto the waiting list, even if generally closed.</i></p> <p><b>Strategies for Addressing Housing Needs</b></p> <p><b><u>Need: Shortage of affordable housing for all eligible populations:</u></b></p> <p>PHA shall maximize the number of affordable units available to the PHA within its current resources by:</p> <ul style="list-style-type: none"> <li>▪ <i>Employ effective maintenance and management policies to minimize the number of public housing units off-line</i></li> <li>▪ <i>Reduce turnover time for vacated public housing units</i></li> <li>▪ <i>Reduce time to renovate public housing units</i></li> <li>▪ <i>Seek replacement of public housing units lost to the inventory through mixed finance development</i></li> <li>▪ <i>Seek replacement of public housing units lost to the inventory through Section 8 replacement housing resources</i></li> <li>▪ <i>Maintain or increase section 8 lease-up rates by establishing payment standards that will enable families to rent throughout the jurisdiction</i></li> <li>▪ <i>Undertake measures to ensure access to affordable housing among families assisted by the PHA, regardless of unit size required</i></li> <li>▪ <i>Maintain or increase section 8 lease-up rates by marketing the program to owners, particularly those outside of areas of minority and poverty concentration</i></li> <li>▪ <i>Maintain or increase section 8 lease-up rates by effectively screening Section 8 applicants to increase owner acceptance of program</i></li> <li>▪ <i>Participate in the Consolidated Plan development process to ensure coordination with broader community strategies</i></li> </ul> <p>PHA shall increase the number of affordable units available to the PHA within its current resources by:</p> <ul style="list-style-type: none"> <li>▪ <i>Apply for additional Section 8 units should they become available</i></li> <li>▪ <i>Leverage affordable housing resources in the community through the creation of mixed finance housing</i></li> <li>▪ <i>Pursue housing resources other than public housing or Section 8 tenant-based assistance</i></li> </ul> <p><b><u>Need: Specific Family Types: Families at or below 30% of median:</u></b></p> <p>PHA shall target available assistance to families at or below 30% of AMI by:</p> <ul style="list-style-type: none"> <li>▪ <i>Exceed HUD federal targeting requirements for families at or below 30% of AMI in public housing</i></li> <li>▪ <i>Exceed HUD federal targeting requirements for families at or below 30% of AMI in tenant-based section 8 assistance</i></li> <li>▪ <i>Adopt rent policies to support and encourage work</i></li> </ul>
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B.1	<p><b><u>Need: Specific Family Types: Families at or below 50% of median:</u></b></p> <p>PHA shall target available assistance to families at or below 50% of AMI by:</p> <ul style="list-style-type: none"> <li>▪ <i>Employ admissions preferences aimed at families who are working</i></li> <li>▪ <i>Adopt rent policies to support and encourage work</i></li> </ul> <p><b><u>Need: Specific Family Types: The Elderly:</u></b></p> <p>PHA shall target available assistance to the elderly by:</p> <ul style="list-style-type: none"> <li>▪ <i>Seek designation of public housing for the elderly</i></li> <li>▪ <i>Apply for special-purpose vouchers targeted to the elderly, should they become available</i></li> </ul> <p><b><u>Need: Specific Family Types: Families with Disabilities:</u></b></p> <p>PHA shall target available assistance to Families with Disabilities by:</p> <ul style="list-style-type: none"> <li>▪ <i>Seek designation of public housing for families with disabilities</i></li> <li>▪ <i>Carry out the modifications needed in public housing based on the section 504 Needs Assessment for Public Housing</i></li> <li>▪ <i>Apply for special-purpose vouchers targeted to families with disabilities, should they become available</i></li> <li>▪ <i>Affirmatively market to local non-profit agencies that assist families with disabilities</i></li> </ul> <p><b><u>Need: Specific Family Types: Races or ethnicities with disproportionate housing needs:</u></b></p> <p>PHA will increase awareness of PHA resources among families of races and ethnicities with disproportionate needs by:</p> <ul style="list-style-type: none"> <li>▪ <i>Affirmatively market to races/ethnicities shown to have disproportionate housing needs</i></li> </ul> <p>PHA will conduct activities to affirmatively further fair housing by:</p> <ul style="list-style-type: none"> <li>▪ <i>Counsel Section 8 tenants as to location of units outside of areas of poverty or minority concentration and assist them to locate those units</i></li> <li>▪ <i>Market the Section 8 program to owners outside areas of poverty/minority concentrations</i></li> </ul> <p><b><u>Reason for Selecting Strategies:</u></b></p> <ul style="list-style-type: none"> <li>▪ <i>Funding constraints</i></li> <li>▪ <i>Staffing constraints</i></li> <li>▪ <i>Limited availability of sites for assisted housing</i></li> <li>▪ <i>Extent to which particular housing needs are met by other organization in the community</i></li> <li>▪ <i>Evidence of housing needs as demonstrated in the Consolidated Plan and other information available to the PHA</i></li> </ul>
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B.1	<ul style="list-style-type: none"> <li>▪ <i>Influence of the housing market on PHA programs</i></li> <li>▪ <i>Community priorities regarding housing assistance</i></li> <li>▪ <i>Results of consultation with local or state government</i></li> <li>▪ <i>Results of consultation with residents and the Resident Advisory Board</i></li> <li>▪ <i>Results of consultation with advocacy groups</i></li> </ul> <p><b>Deconcentration and Other Policies that Govern Eligibility, Selection and Admissions</b></p> <p><b><u>Public Housing</u></b></p> <p><b><u>Eligibility:</u></b></p> <p><b><u>Equal Access</u></b></p> <p><i>The term “family” includes, but is not limited to the following, regardless of actual or perceived sexual orientation, gender identity, or marital status:</i></p> <ol style="list-style-type: none"> <li>(1) <i>A single person, who may be an elderly person, displaced person, disabled person, near-elderly person or any other single person; or</i></li> <li>(2) <i>A group of persons residing together and such group includes, but is not limited to:</i> <ol style="list-style-type: none"> <li>(i) <i>A family with or without children (a child who is temporarily away from the home because of placement in foster care is considered a member of the family);</i></li> <li>(ii) <i>An elderly family;</i></li> <li>(iii) <i>A near-elderly family;</i></li> <li>(iv) <i>A disabled family;</i></li> <li>(v) <i>A displaced family; and</i></li> <li>(vi) <i>The remaining member of a tenant family.</i></li> </ol> </li> </ol> <p><i>Disabled family means a family whose head (including co-head), spouse or sole member is a person with a disability.</i></p> <p><i>Elderly family means a family whose head (including co-head), spouse or sole member is a person who is at least 62 years of age.</i></p> <p><i>Near elderly family means a family whose head (including co-head), spouse or sole member is a person who is at least 50 years of age but below the age of 62; or two or more persons, who are at least 50 years of age but below the age of 62, living together; or one or more persons who are at least 50 years of age but below the age of 62.</i></p> <p><i>Sexual orientation means homosexuality, heterosexuality or bisexuality.</i></p> <p><i>Gender identity means actual or perceived gender-related characteristics.</i></p>
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B.1	<p>The Housing Authority of the City of Brownsville verifies eligibility for admission to public housing when:</p> <ul style="list-style-type: none"> <li>▪ <i>Families are within 30 days of being offered a unit.</i></li> </ul> <p>The PHA uses the following non-income screening factors to establish eligibility for admission to public housing:</p> <ul style="list-style-type: none"> <li>▪ <i>Criminal or Drug-related activity</i></li> </ul> <p><b><u>Preferences:</u></b></p> <p><i>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.</i></p> <p>It is the policy of the PHA that transfers will take precedence over new admissions in the following circumstances:</p> <ul style="list-style-type: none"> <li>▪ <i>Emergencies</i></li> <li>▪ <i>Over-housed</i></li> <li>▪ <i>Under-housed</i></li> <li>▪ <i>Medical justification</i></li> <li>▪ <i>Administrative reasons determined by the PHA</i></li> <li>▪ <i>Domestic Violence</i></li> </ul> <p>The PHA plans to employ the following admission preferences for admission to public housing:</p> <table border="1"> <tr> <td>40</td><td>- Families in Public Housing required to transfer from their unit due to Permanent involuntary displacement as a result of a project's conversion of assistance under the Rental Assistance Demonstration (RAD).</td></tr> <tr> <td>40</td><td>- HACB will give preference to families living in a HACB owned Public Housing property, Project Based Voucher, or PBV-RAD who are victims of domestic violence, dating violence, sexual assault, or stalking and meet the eligibility requirements outlined in HACB's VAWA Emergency Transfer Move Plan.</td></tr> <tr> <td>40</td><td>- <i>Homeless</i></td></tr> <tr> <td>30</td><td>- Families who are victims of a Presidential declared disaster or during a local emergency that has been declared by the Chief elected official of the responsibility entity who has proclaimed that there is an immediate need for public action to protect the public safety.</td></tr> <tr> <td>30</td><td>- Families who reside in housing that have been condemned by the City of Brownsville.</td></tr> <tr> <td>30</td><td>- Families, residents of the city of Brownsville, whose homes (owned or rented), have been destroyed by fire and have been referred by the Red Cross for assistance.</td></tr> <tr> <td>30</td><td>- Families in HACB Public Housing who were required to transfer from their unit due to PHA action involving rehab of unit or emergency</td></tr> </table>	40	- Families in Public Housing required to transfer from their unit due to Permanent involuntary displacement as a result of a project's conversion of assistance under the Rental Assistance Demonstration (RAD).	40	- HACB will give preference to families living in a HACB owned Public Housing property, Project Based Voucher, or PBV-RAD who are victims of domestic violence, dating violence, sexual assault, or stalking and meet the eligibility requirements outlined in HACB's VAWA Emergency Transfer Move Plan.	40	- <i>Homeless</i>	30	- Families who are victims of a Presidential declared disaster or during a local emergency that has been declared by the Chief elected official of the responsibility entity who has proclaimed that there is an immediate need for public action to protect the public safety.	30	- Families who reside in housing that have been condemned by the City of Brownsville.	30	- Families, residents of the city of Brownsville, whose homes (owned or rented), have been destroyed by fire and have been referred by the Red Cross for assistance.	30	- Families in HACB Public Housing who were required to transfer from their unit due to PHA action involving rehab of unit or emergency
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30	- Families, residents of the city of Brownsville, whose homes (owned or rented), have been destroyed by fire and have been referred by the Red Cross for assistance.														
30	- Families in HACB Public Housing who were required to transfer from their unit due to PHA action involving rehab of unit or emergency														

B.1	<p>conditions that make the unit uninhabitable while undergoing repairs.</p> <p>15 - Families that include victims of domestic violence, dating violence, sexual assault, or stalking who have either been referred by a partnering service agency or consortia.</p> <p>15 - Veterans that have been honorably discharged from the Armed Forces of the United States.</p> <p>10 - Working families whose head or spouse is currently employed and to include families whose head of household or spouse is sixty-two (62) years of age or disabled.</p> <p><i>PHA added "Homeless" to their preferences above.</i></p> <p><b><u>Maintaining Waiting List:</u></b></p> <p>The Housing Authority of the City of Brownsville maintains a site-based waiting list. Interested persons may apply for admission to public housing at the main administrative office located at 2606 Boca Chica Blvd., Brownsville, TX 78521. The PHA maintains <i>five (5)</i> site-based waiting lists.</p> <p><i>The PHA changed the site-based waiting lists from four (4) to five (5).</i></p> <p><b><u>Occupancy:</u></b></p> <p>Applicants and residents may use the following reference materials to obtain information about the rules of occupancy of public housing.</p> <ul style="list-style-type: none"> <li>▪ <i>PHA-resident lease</i></li> <li>▪ <i>The PHA's Admission and Continued Occupancy Policy</i></li> <li>▪ <i>PHA's briefing seminars or written materials</i></li> </ul> <p>Residents must notify the PHA of changes in family composition:</p> <ul style="list-style-type: none"> <li>▪ <i>At an annual reexamination and lease renewal</i></li> <li>▪ <i>At any time family composition changes</i></li> <li>▪ <i>At family request for revision</i></li> </ul> <p><b><u>Deconcentration and Income Mixing:</u></b></p> <p><i>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:</i></p> <p><i>The PHA does have general occupancy public housing developments covered by the deconcentration rule.</i></p> <p><i>The following covered developments have an average income that falls above or below the Established Income Range:</i></p>
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**B.1**

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)]
<i>Sanchez Vela</i>	30	<i>The covered development size, location and/or configuration promote income deconcentration, such as scattered site or small development</i>	
<i>Sunset Heaven</i>	30	<i>The covered development size, location and/or configuration promote income deconcentration, such as scattered site or small development</i>	
<i>Tangelo Quarters</i>	18	<i>The covered development size, location and/or configuration promote income deconcentration, such as scattered site or small development</i>	
<i>Tropical Gardens</i>	58	<i>The covered development size, location and/or configuration promote income deconcentration, such as scattered site or small development</i>	

**Section 8****Eligibility:****Equal Access**

*The term “family” includes, but is not limited to the following, regardless of actual or perceived sexual orientation, gender identity, or marital status:*

- (1) A single person, who may be an elderly person, displaced person, disabled person, near-elderly person or any other single person; or*
- (2) A group of persons residing together and such group includes, but is not limited to:*
  - (i) A family with or without children (a child who is temporarily away from the home because of placement in foster care is considered a member of the family);*
  - (ii) An elderly family;*
  - (iii) A near-elderly family;*
  - (iv) A disabled family;*
  - (v) A displaced family; and*
  - (vi) The remaining member of a tenant family.*

*Disabled family means a family whose head (including co-head), spouse or sole member is a person with a disability.*

*Elderly family means a family whose head (including co-head), spouse or sole member is a person who is at least 62 years of age.*

B.1	<p><i>Near elderly family means a family whose head (including co-head), spouse or sole member is a person who is at least 50 years of age but below the age of 62; or two or more persons, who are at least 50 years of age but below the age of 62, living together; or one or more persons who are at least 50 years of age but below the age of 62.</i></p> <p><i>Sexual orientation means homosexuality, heterosexuality or bisexuality.</i></p> <p><i>Gender identity means actual or perceived gender-related characteristics.</i></p> <p>The PHA conducts screening to the extent of:</p> <ul style="list-style-type: none"> <li>▪ <i>Criminal or drug-related activity only to the extent required by law or regulation</i></li> </ul> <p>The PHA shares the following information with prospective landlords:</p> <ul style="list-style-type: none"> <li>▪ <i>Name and address</i></li> </ul> <p><b><u>Preferences:</u></b></p> <p>The PHA plans to employ the following admission preferences for admission to Section 8 tenant-based assistance:</p> <ul style="list-style-type: none"> <li>40 - Non-elderly persons with disabilities who are transitioning out of Institutional and other segregated settings, at serious risk of Institutional, homeless, or at risk of becoming homeless.</li> <li>40 - Youth who are at least 18 years of age and not more than 21 years of age (<i>has not reached 22<sup>nd</sup> birthday</i>) who left foster care <i>at age 16 or older and who does not have adequate housing and have been referred by the Texas Department of Family and Protective Services.</i></li> <li>40 - Families in Public Housing required to transfer from their unit due to permanent involuntary displacement as a result of a project's conversion of assistance under the Rental Assistance Demonstration (RAD).</li> <li>40 - HACB will give preference to families living in a HACB owned Public Housing property, Project-Based Voucher, or PBV-RAD who are victims of domestic violence, dating violence, sexual assault, or stalking and meet the eligibility requirements outlined in HACB's VAWA Emergency Transfer Move Plan.</li> <li>30 - Families who are victims of a Presidential declared disaster or during a local emergency that has been declared by the Chief elected official of the responsibility entity who has proclaimed that there is an immediate need for public action to protect the public safety.</li> <li>30 - Families who reside in housing that have been condemned by the City of Brownsville.</li> <li>30 - Families, residents of the city of Brownsville, whose homes (owned or rented), have been destroyed by fire and have been referred by the Red Cross for assistance.</li> </ul>
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<b>B.1</b>	<div data-bbox="284 210 1380 598"> <div data-bbox="284 210 341 241">30</div> <div data-bbox="365 210 1380 315">- Families in Public Housing required to transfer from their unit due to PHA action involving rehab of unit or emergency conditions that make the unit uninhabitable while undergoing repairs.</div> <div data-bbox="284 315 341 346">15</div> <div data-bbox="365 315 1380 420">- Families that include victims of domestic violence, dating violence, sexual assault, or stalking who have either been referred by a partnering service agency or consortia.</div> <div data-bbox="284 420 341 451">15</div> <div data-bbox="365 420 1380 493">- Veterans that have been honorably discharged from the Armed Forces of the United States.</div> <div data-bbox="284 493 341 525">10</div> <div data-bbox="365 493 1380 598">- Working families whose head or spouse is currently employed and to include families whose head of household or spouse is sixty-two (62) years of age or disabled.</div> </div> <div data-bbox="284 630 527 661"><i>PHA added deleted:</i></div> <div data-bbox="276 703 1429 1018"> <p><i>40 – Homeless: An individual or family who lacks a fixed, regular, and adequate nighttime residence or any individual or family who is fleeing, or is attempting to flee, domestic violence, dating violence, sexual assault, stalking, or other dangerous or life-threatening conditions that relate to violence against the individual or a family member, including a child, that has either taken place within the individual's or family's primary nighttime residence or has made the individual or family afraid to return to their primary nighttime residence; has no other residence; and lacks the resources or support networks, e.g., family, friends, and faith-based or other social networks, to obtain other permanent housing. PHA changed wording of the following (see above):</i></p> <p><i>40 – Foster Youth who are at least 18 years of age and not more than 24 years of age; left foster care or will leave foster care within 90 days, in accordance with a transition plan described in section 745(5)(H) of the Social Security Act; and is homeless or at risk of becoming homeless at age 16.</i></p> </div> <div data-bbox="276 1228 901 1270"><b><u>Special Purpose Section 8 Assistance Programs:</u></b></div> <div data-bbox="276 1302 1445 1396"> <p>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:</p> </div> <div data-bbox="332 1407 868 1480"> <ul style="list-style-type: none"> <li>▪ <i>The HCV Administrative Plan</i></li> <li>▪ <i>Briefing sessions and written materials</i></li> </ul> </div> <div data-bbox="276 1512 1461 1585"> <p><i>The PHA announces the availability of any special-purpose Section 8 program to the public through published notices.</i></p> </div>
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B.1	<b>Financial Resources</b>																																																											
	<table border="1"> <tr> <th colspan="3">Financial Resources: Planned Sources and Uses</th> </tr> <tr> <th>Sources</th> <th>Planned \$</th> <th>Planned Uses</th> </tr> <tr> <td colspan="3"><b>1. Federal Grants (FY 2024 grants)</b></td> </tr> <tr> <td>a) Public Housing Operating Fund</td> <td>675,828.00</td> <td></td> </tr> <tr> <td>b) Public Housing Capital Fund</td> <td>379,997.00</td> <td></td> </tr> <tr> <td>c) HOPE VI Revitalization</td> <td></td> <td></td> </tr> <tr> <td>d) HOPE VI Demolition</td> <td></td> <td></td> </tr> <tr> <td>e) Annual Contributions for Section 8 Tenant-Based Assistance</td> <td>18,825,453.00</td> <td></td> </tr> <tr> <td>f) Resident Opportunity and Self-Sufficiency Grants</td> <td>185,000.00</td> <td></td> </tr> <tr> <td>g) Community Development Block Grant</td> <td></td> <td></td> </tr> <tr> <td>h) HOME</td> <td></td> <td></td> </tr> <tr> <td>Other Federal Grants (list below)</td> <td></td> <td></td> </tr> <tr> <td colspan="3"><b>2. Prior Year Federal Grants (unobligated funds only) (list below)</b></td> </tr> <tr> <td>CFP 2023</td> <td>192,600.00</td> <td>Public housing capital improvements</td> </tr> <tr> <td><b>3. Public Housing Dwelling Rental Income</b></td> <td>288,600.00</td> <td>Public housing operations</td> </tr> <tr> <td><b>4. Other income (list below)</b></td> <td></td> <td></td> </tr> <tr> <td><b>5. Non-federal sources (list below)</b></td> <td></td> <td></td> </tr> <tr> <td><b>Total resources</b></td> <td><b>\$20,547,478.00</b></td> <td></td> </tr> <tr> <td colspan="3"></td> </tr> </table>			Financial Resources: Planned Sources and Uses			Sources	Planned \$	Planned Uses	<b>1. Federal Grants (FY 2024 grants)</b>			a) Public Housing Operating Fund	675,828.00		b) Public Housing Capital Fund	379,997.00		c) HOPE VI Revitalization			d) HOPE VI Demolition			e) Annual Contributions for Section 8 Tenant-Based Assistance	18,825,453.00		f) Resident Opportunity and Self-Sufficiency Grants	185,000.00		g) Community Development Block Grant			h) HOME			Other Federal Grants (list below)			<b>2. Prior Year Federal Grants (unobligated funds only) (list below)</b>			CFP 2023	192,600.00	Public housing capital improvements	<b>3. Public Housing Dwelling Rental Income</b>	288,600.00	Public housing operations	<b>4. Other income (list below)</b>			<b>5. Non-federal sources (list below)</b>			<b>Total resources</b>	<b>\$20,547,478.00</b>				
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Use of discretionary policies:																																																												
<i>The PHA will not employ discretionary rent-setting policies for income-based rent in public housing.</i>																																																												
Rents set at less than 30% of adjusted income:																																																												
<i>The PHA does not plan to charge rents at a fixed amount or percentage less than 30% of adjusted income.</i>																																																												



<p><b>B.1</b></p>	<p>Discretionary deductions and/or exclusion policies:</p> <p><i>The PHA does not plan to employ any discretionary (optional) deductions and/or exclusions policies.</i></p> <p>Rent Re-determinations:</p> <p>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:</p> <ul style="list-style-type: none"> <li>▪ <i>Any time the family experiences a significant increase/decrease in income</i></li> <li>▪ <i>Any time there is a change in family composition</i></li> </ul> <p>Individual Savings Accounts (ISAs):</p> <p><i>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.</i></p> <p><b><u>Flat Rents:</u></b></p> <p>The PHA used the following sources of information in setting the market-based flat rents to establish comparability:</p> <ul style="list-style-type: none"> <li>▪ <i>Guidelines found in the 2015 Appropriations Act in determining the Public Housing Flat Rent schedule. The PHA will establish a flat rent for each public housing unit that is no less than 80% an applicable small area FMR (SAFMR) with consideration being given to the utility allowance or unadjusted rent, if applicable, as determined by HUD, or any successor determination, that more accurately reflects local market conditions and is based on an applicable market area that is geographically smaller than the applicable market area.</i></li> </ul> <p><b><u>Section 8</u></b></p> <p><b><u>Payment Standards:</u></b></p> <p>The PHA's payment standard is:</p> <ul style="list-style-type: none"> <li>▪ <i>110% of FMR</i></li> </ul> <p>The PHA reevaluates the payment standards for adequacy annually and considers the following factors in its assessment of the adequacy:</p> <ul style="list-style-type: none"> <li>▪ <i>Success rates of assisted families</i></li> <li>▪ <i>Rent burdens of assisted families</i></li> </ul>
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B.1	<p><b>Safety and Crime Prevention</b></p> <p><b><u>Need for measures to ensure the safety of public housing residents:</u></b></p> <p>Description of the need for measures to ensure the safety of public housing residents:</p> <ul style="list-style-type: none"> <li>▪ <i>High incidence of violent and/or drug related crime in some or all of the PHA's developments</i></li> <li>▪ <i>High incidence of violent and/or drug related crime in the areas surrounding or adjacent to the PHA's developments</i></li> <li>▪ <i>Residents fearful for their safety and/or the safety of their children</i></li> <li>▪ <i>Observed lower-level crime, vandalism and/or graffiti</i></li> <li>▪ <i>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</i></li> </ul> <p>Information or date used by the PHA to determine the need for PHA actions to improve safety of residents:</p> <ul style="list-style-type: none"> <li>▪ <i>Safety and security survey of residents</i></li> <li>▪ <i>Analysis of crime statistics over time for crimes committed "in and around" public housing authority</i></li> <li>▪ <i>Analysis of cost trends over time for repair of vandalism and removal of graffiti</i></li> <li>▪ <i>Resident reports</i></li> <li>▪ <i>PHA employee reports</i></li> <li>▪ <i>Police reports</i></li> </ul> <p>Developments that are most affected: <i>N/A</i></p> <p><b><u>Crime and Drug Prevention activities the PHA has undertaken or plans to undertake in the next PHA fiscal year.</u></b></p> <p>List of crime prevention activities:</p> <ul style="list-style-type: none"> <li>▪ <i>Contracting with outside and/or resident organizations for the provision of crime and/or drug-prevention activities</i></li> <li>▪ <i>Crime Prevention Through Environmental Design</i></li> <li>▪ <i>Activities targeted to at-risk youth, adults or seniors</i></li> </ul> <p>Developments that are most affected: <i>N/A</i></p> <p><b><u>Coordination between PHA and the police:</u></b></p> <p>Description of the coordination between the PHA and the appropriate police precincts for carrying out crime prevention measures and activities:</p> <ul style="list-style-type: none"> <li>▪ <i>Police involvement in development, implementation, and/or ongoing evaluation of drug-elimination plan</i></li> <li>▪ <i>Police provide crime data to housing authority staff for analysis and action</i></li> </ul>
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B.1	<ul style="list-style-type: none"> <li>▪ <i>Police have established a physical presence on housing authority property (e.g., community policing office, officer in residence)</i></li> <li>▪ <i>Police regularly testify in and otherwise support eviction cases</i></li> <li>▪ <i>Police regularly meet with the PHA management and residents</i></li> <li>▪ <i>Agreement between PHA and local law enforcement agency for provision of above-baseline law enforcement services</i></li> </ul> <p>Developments that are most affected: <i>N/A</i></p> <p>(c) The PHA must submit its Deconcentration Policy for Field Office Review (<i>See attachment tx007b01</i>).</p>
B.2	<p><b>New Activities.</b></p> <p>(a) Does the PHA intend to undertake any new activities related to the following in the PHA's current Fiscal Year?</p> <p>Y   N</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Hope VI or Choice Neighborhoods.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Mixed Finance Modernization or Development.</p> <p><input checked="" type="checkbox"/> <input type="checkbox"/> Demolition and/or Disposition.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Conversion of Public Housing to Tenant-Based Assistance.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Conversion of Public Housing to Project-Based Assistance under RAD.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Project-Based Vouchers.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Units with Approved Vacancies for Modernization.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Other Capital Grant Programs (i.e., Capital Fund Community Facilities Grants or Emergency Safety and Security Grants).</p> <p>(b) If any of these activities are planned for the current Fiscal Year, describe the activities. For new demolition activities, describe any public housing development or portion thereof, owned by the PHA for which the PHA has applied or will apply for demolition and/or disposition approval under section 18 of the 1937 Act under the separate demolition/disposition approval process. If using Project-Based Vouchers (PBVs), provide the projected number of project based units and general locations, and describe how project basing would be consistent with the PHA</p> <p><b>Demolition/Disposition Activity Description</b></p> <p><i>The HACB is considering applying for disposition/demolition on the following three (3) developments under AMP I.</i></p> <ul style="list-style-type: none"> <li>▪ <i>Buena Vida Development 150 units TX007010101 (Please note that no deed of trust is attached to said property nor will HUD funds be used for demolition).</i></li> <li>▪ <i>Bougainvillea Development 50 units TX007010101 (At RAD closing HUD funds were allocated for future demolition purposes). Demolition will occur in 2024.</i></li> </ul>



**B.2**

- *Victoria Gardens Development 46 units TX007010101 (At RAD closing HUD funds were allocated for future demolition purposes). Demolition will occur in 2025.*

*Once demolished, HACB is considering the redevelopment of Buena Vida, Bougainvillea, and Victoria Gardens. Buena Vida families were relocated in 2020/2021. Buena Vida is pending to be demolished. No HUD funds will be utilized. As noted in prior PHA Plans, HACB intends to utilize the Faircloth to RAD program and leverage it with a 9% HTC's. HACB is submitting three 9% HTC applications in 2024.*

*Bougainvillea families were relocated in 2022. HACB is requesting SHPO and COB HPO approval to demolish the property. The goal is to procure a contractor for demolition in mid-2024. HACB will request COB to include this site in one of their existing converted revitalization plans. The goal is to apply for a 9% HTC application in 2025.*

*Families from these two sites were informed of the relocation process and the Board of Commissioners approved a relocation plan for these properties, to include Victoria Gardens. At this time, families from Victoria Gardens remain at the property. Relocation to El Jardin or other alternative housing options will take place in Q4 2024 and Q1 2025.*

#### *Progress Report*

*HACB has utilized the RAD CHAP at two new sites: Poinsettia Gardens at Boca Chica and Trail Village. HUD approved the transfer of a third CHAP to a new site under construction. The CHAP is from Victoria Gardens and the new site is El Jardin. Construction and RAD closing occurred in July 2023. New site will be completed in early 2025. The following is more detail of this transaction. In 2021 the HACB's non-profit BHOC was awarded \$11.8 million in 9% LIHTC allocation by PFC's was allocated a bond reservation. It is the intent for one of the non-profits to co-develop a property with a partner developer.*

*HACB will explore the use of CFP funds for Sunset Haven and will explore opportunities requesting the use of CFP funds to include PH units in our LIHTC credit properties. HACB will explore requesting a CHAP for SH's 30 PH units.*

*The HACB will also consider converting the PH units at Tropical Gardens to RAD Vouchers.*

*HACB is currently constructing 5 additional PH units, which are referred to as Tangelo Quarters Phase II. HUD approved the development construction plan for Tangelo Quarters Phase II in April 2023. The Construction started in September 2023 and is anticipated to end in September 2024. Replacement Housing Factor Grant funds and Capital Fund Program funds will be used. If available, we will leverage the RAD program via the transfer of assistance of a CHAP letter to the Boca Chica property.*

*HACB will use the Faircloth to RAD program to build new affordable housing and leverage this with the tax credit program, either a 4% or 9%. HACB is specifically looking at the redevelopment of Buena Vida for this financing strategy. On behalf of HACB, BHOC*



**B.2**

Demolition/Disposition Activity Description	
1a. Development name:	<i>Victoria Gardens Development</i>
1b. Development (project) number:	<i>TX007010101</i>
2. Activity type:	<i>Demolition</i> <input checked="" type="checkbox"/> Disposition <input type="checkbox"/>
3. Application status (select one)	Approved <input type="checkbox"/> Submitted, pending approval <input type="checkbox"/> <i>Planned application</i> <input checked="" type="checkbox"/>
4. Date application approved, submitted, or <b>planned</b> for submission:	<i>07/23/2023</i>
5. Number of units affected:	<i>46</i>
6. Coverage of action (select one)	<input type="checkbox"/> Part of the development <input checked="" type="checkbox"/> <i>Total development</i>
7. Timeline for activity:	a. Actual or projected start date of activity: <i>02/2025</i> b. Projected end date of activity: <i>12/2025</i>

**B.3****Progress Report.**

Provide a description of the PHA's progress in meeting its Mission and Goals described in the PHA 5-Year Plan.

**Mission**

To increase opportunities for affordable, quality housing and support self-sufficiency through collaborative partnership.

**Our Vision**

**Housing:** Increase the number of high-quality, well-managed, affordable units that are responsive to the needs of the community.

**People:** Improve health, safety, employment, mobility, and educational outcomes with responsive and relevant resources delivered to our community.

**Community:** Create the conditions necessary for public and private investment in community assets and amenities that will help families live their best lives.

**Goals/Objectives**

**HOUSING: TO PROMOTE AFFORDABLE HOUSING AND INCREASE PORTFOLIO.**

B.3	<p><b>PEOPLE: TO INCREASE THE NUMBER OF HOUSEHOLDS SERVED.</b></p> <p><b>COMMUNITIES: TO CREATE RESILIENT COMMUNITIES THROUGH COLLABORATIVE INITIATIVES AND LEVERAGING OF RESOURCES.</b></p> <p><b>ORGANIZATION AND CAPACITY.</b></p> <p><b>ENSURE EQUAL OPPORTUNITY IN HOUSING FOR ALL AMERICANS.</b></p> <p><b><u>Progress Statements:</u></b> <i>(See attachment tx007d01)</i></p>
B.4	<p><b>Capital Improvements.</b> Include a reference here to the most recent HUD-approved 5-Year Action Plan (HUD-50075.2) in EPIC and the date that it was approved.</p> <p><i>See Capital Fund 5 Year Action Plan in EPIC approved by HUD on <u>04/24/2023</u></i></p>
B.5	<p><b>Most Recent Fiscal Year Audit.</b></p> <p>(a) Were there any findings in the most recent FY Audit?</p> <p>Y N  <input type="checkbox"/> <input checked="" type="checkbox"/></p> <p>(b) If yes, please describe: <i>N/A</i></p>
C.	<p><b>Other Document and/or Certification Requirements.</b></p>
C.1	<p><b>Resident Advisory Board (RAB) Comments.</b></p> <p><b>(a) Did the RAB(s) provide comments to the PHA Plan?</b></p> <p>Y N  <input checked="" type="checkbox"/> <input type="checkbox"/></p> <p>(b) If yes, comments must be submitted by the PHA as an attachment to the PHA Plan. PHAs must also include a narrative describing their analysis of the RAB recommendations and the decisions made on these recommendations. <i>(See attachment tx007a01)</i></p>
C.2	<p><b>Certification by State or Local Officials.</b></p> <p><i>Form HUD 50077-SL, Certification by State or Local Officials of PHA Plans Consistency with the Consolidated Plan, must be submitted by the PHA as an electronic attachment to the PHA Plan.</i></p>



<b>C.3</b>	<p><b>Civil Rights Certification/Certification Listing Policies and Programs that the PHA has Revised since Submission of its Last Annual Plan.</b></p> <p><i>Form 50077-ST-HCV-HP, PHA Certifications of Compliance with PHA Plan, Civil Rights, and Related Laws and Regulations - Including PHA Plan Elements that Have Changed</i> must be submitted by the PHA as an electronic attachment to the PHA Plan.</p>
<b>C.4</b>	<p><b>Challenged Elements.</b> If any element of the PHA Plan is challenged, a PHA must include such information as an attachment with a description of any challenges to Plan elements, the source of the challenge, and the PHA's response to the public.</p> <p>(a) Did the public challenge any elements of the Plan?</p> <p>Y    N</p> <p><input type="checkbox"/>   <input checked="" type="checkbox"/></p> <p>If yes, include Challenged Elements. <i>N/A</i></p>
<b>D.</b>	<p><b>Affirmatively Furthering Fair Housing (AFFH).</b></p>
<b>D.1</b>	<p><b>Affirmatively Furthering Fair Housing (AFFH).</b></p> <p>Provide a statement of the PHA's strategies and actions to achieve fair housing goals outlined in an accepted Assessment of Fair Housing (AFH) consistent with 24 CFR § 5.154(d)(5). Use the chart provided below. (PHAs should add as many goals as necessary to overcome fair housing issues and contributing factors.) Until such time as the PHA is required to submit an AFH, the PHA is not obligated to complete this chart. The PHA will fulfill, nevertheless, the requirements at 24 CFR § 903.7(o) enacted prior to August 17, 2015. See Instructions for further detail on completing this item. <i>(See attachment tx007e01)</i></p>

**Attachment: tx007a01**  
**Housing Authority of the City of Brownsville**  
**Resident Advisory Board Consultation Process and Comments – FYB 2024**

1. Resident notification of appointment to the Advisory Board  
  
At beginning of PHA Plan process, sent out letter to all residents/participants of opportunity to serve on Resident Advisory Board  
**November 7, 2023**
2. Resident Advisory Board Selection  
  
Selection made from resident/participant response **December 13, 2023**
3. Meeting Organization  
  
Schedule date to meet with Resident Advisory Board for input to PHA Plan  
  
Notify Resident Advisory Board of scheduled meeting **January 9, 2024**  
  
Hold Resident Advisory Board meeting **January 10, 2024**
4. Notification of Public Hearing  
  
Schedule date for Public Hearing and place ad **January 26, 2024**  
  
Notify Resident Advisory Board **January 10, 2024**  
  
Hold Public Hearing meeting **March 11, 2024**
5. Documentation of resident recommendations and PHA's response to recommendations

**Please provide the residents' recommendations/comments and the PHA response to each comment after each RAB meeting.**





HOUSING AUTHORITY OF THE CITY OF BROWNSVILLE

**CAPITAL FUND PROGRAM  
2024 ANNUAL PLAN AND  
2024-2028 FIVE YEAR ACTION PLAN**

**Resident Advisory Board Meeting**

Location: Victoria Gardens

Date: January 10, 2024

Time: 5:00 P.M.

Please Sign Below:

- |                       |     |
|-----------------------|-----|
| 1. Leticia Martinez   | 24. |
| 2. Eduardo Nieto      | 25. |
| 3. Maria D. Lamas     | 26. |
| 4. Rosemary Rodriguez | 27. |
| 5. Lilia Gutierrez    | 28. |
| 6. Bibiana Noriega    | 29. |
| 7. DANIEL T. MENDIOLA | 30. |
| 8. Amalia             | 31. |
| 9. Amparo Garcia      | 32. |
| 10. Jose Pinero       | 33. |
| 11. Maribel Delacruz  | 34. |
| 12. Lorena Silva      | 35. |
| 13. Rosalinda Sosa    | 36. |
| 14. Juana Bernal      | 37. |
| 15.                   | 38. |
| 16.                   | 39. |
| 17.                   | 40. |
| 18.                   | 41. |
| 19.                   | 42. |
| 20.                   | 43. |
| 21.                   | 44. |
| 22.                   | 45. |
| 23.                   | 46. |

## HOUSING AUTHORITY OF THE CITY OF BROWNSVILLE



### CAPITAL FUND PROGRAM CF 2024 Annual and Five-Year Plan PRESENTATION OF ANNUAL STATEMENT

Date: Wednesday, January 10, 2024,

Time: 5:00 pm

Name: Maria D. Lamas

Title:

Address: 1810 Grant St. Development Name:

City: Brownsville, Texas 78521

Phone:

Comments: esta todo bien

I, the undersigned, hereby declare that I have been provided with information on the above CFP Annual Statement.

Maria D. Lamas  
Signature

## HOUSING AUTHORITY OF THE CITY OF BROWNSVILLE



### CAPITAL FUND PROGRAM CF 2024 Annual and Five-Year Plan PRESENTATION OF ANNUAL STATEMENT

Date: Wednesday, January 10, 2024,

Time: 5:00 pm

Name: Maribel Delacruz

Title:

Address: 7192 Dalia Cir Development Name:

City: Brownsville, Texas 78521

Phone: 956-559-418-14

Comments:

Todo me parece muy bien

I, the undersigned, hereby declare that I have been provided with information on the above CFP Annual Statement.

Maribel Delacruz



## HOUSING AUTHORITY OF THE CITY OF BROWNSVILLE



### CAPITAL FUND PROGRAM CF 2024 Annual and Five-Year Plan PRESENTATION OF ANNUAL STATEMENT

Date: Wednesday, January 10, 2024,

Time: 5:00 pm

Name: Letitia Martinez

Title:

Address: 2225 Recor St

Development Name:

Tango Quarter

City: Brownsville, Texas 78521

Phone:

Comments: Todo bien

I, the undersigned, hereby declare that I have been provided with information on the above CFP Annual Statement.

Letitia Martinez  
Signature

## HOUSING AUTHORITY OF THE CITY OF BROWNSVILLE



### CAPITAL FUND PROGRAM CF 2024 Annual and Five-Year Plan PRESENTATION OF ANNUAL STATEMENT

Date: Wednesday, January 10, 2024,

Time: 5:00 pm

Name: DANIEL T. MENDIOLA

Title:

Address: 1818 GRANT ST #23

Development Name:

VICTORIA GARDENS

City: Brownsville, Texas 78521

Phone:

NONE - LOST

Comments: ESTOY DE ACUERDO. ✓

I, the undersigned, hereby declare that I have been provided with information on the above CFP Annual Statement.

D. T. Mendiola

# HOUSING AUTHORITY OF THE CITY OF BROWNSVILLE



## CAPITAL FUND PROGRAM CF 2024 Annual and Five-Year Plan PRESENTATION OF ANNUAL STATEMENT

Date: Wednesday, January 10, 2024,

Time: 5:00 pm

Name:

Maria Guisela Salinas

Title:

Address:

1815 Grant St.

Development Name:

H 43

City:

Brownsville, Texas 78521

Phone:

Comments:

En la junta de Hoy: Isabel  
Se expuso correctamente del  
los planes para este año 25, 26, 27

I, the undersigned, hereby declare that I have been provided with information on the above CFP Annual Statement.

Signature

Maria Salinas

# HOUSING AUTHORITY OF THE CITY OF BROWNSVILLE



## CAPITAL FUND PROGRAM CF 2024 Annual and Five-Year Plan PRESENTATION OF ANNUAL STATEMENT

Date: Wednesday, January 10, 2024,

Time: 5:00 pm

Name:

ARWOLFO CARCOSA

Title:

Address:

2002. international

Development Name:

City:

Brownsville, Texas 78521

Phone:

Comments:

TO DO - VIVEN

I, the undersigned, hereby declare that I have been provided with information on the above CFP Annual Statement.

Signature

Arwolfo Carcosa





## HOUSING AUTHORITY OF THE CITY OF BROWNSVILLE

### CAPITAL FUND PROGRAM CF 2023 Annual and Five- Year Plan Resident Participation Sign in Sheet

Resident Meeting

Location: Victoria Gardens Community  
Center

Date: Feb. 14, 2024

Time: 5: 30 P.M.

Please Sign Below:

1. Eduardo Nieto 26. \_\_\_\_\_
2. José C. Pinone 27. \_\_\_\_\_
3. Maria D. Lomas 28. \_\_\_\_\_
4. Maria Zendejas 29. \_\_\_\_\_
5. Lilia Gutierrez 30. \_\_\_\_\_
6. Marilyn Salinas 31. \_\_\_\_\_
7. ARNULFO GARCIA 32. \_\_\_\_\_
8. Lidia Martinez 33. \_\_\_\_\_
9. Mariela Ocasio 34. \_\_\_\_\_
10. Nosacruza Sams 35. \_\_\_\_\_
11. Lorena Silva 36. \_\_\_\_\_
12. \_\_\_\_\_ 37. \_\_\_\_\_
13. \_\_\_\_\_ 38. \_\_\_\_\_
14. \_\_\_\_\_ 39. \_\_\_\_\_
15. \_\_\_\_\_ 40. \_\_\_\_\_
16. \_\_\_\_\_ 41. \_\_\_\_\_
17. \_\_\_\_\_ 42. \_\_\_\_\_
18. \_\_\_\_\_ 43. \_\_\_\_\_
19. \_\_\_\_\_ 44. \_\_\_\_\_
20. \_\_\_\_\_ 45. \_\_\_\_\_
21. \_\_\_\_\_ 46. \_\_\_\_\_
22. \_\_\_\_\_ 47. \_\_\_\_\_
23. \_\_\_\_\_ 48. \_\_\_\_\_
24. \_\_\_\_\_ 49. \_\_\_\_\_
25. \_\_\_\_\_ 50. \_\_\_\_\_

## HOUSING AUTHORITY OF THE CITY OF BROWNSVILLE



### CAPITAL FUND PROGRAM CF 2023 Annual and Five-Year Plan PRESENTATION OF ANNUAL STATEMENT

Date: Wednesday February 14, 2024

Time: 5:00pm.

Name: Lilia Gutierrez

Title:

Address: 1822 Grant St

Development Name: Victoria Gardens

City: Brownsville, Texas 78521

Phone: 956-407-2786

Comments: Todo me parece correcto.  
No tengo queja.

I, the undersigned, hereby declare that I have been provided with information on the above CFP Annual Statement and Five-Year Plan.

Lilia Gutierrez  
Resident's Signature

## HOUSING AUTHORITY OF THE CITY OF BROWNSVILLE



### CAPITAL FUND PROGRAM CF 2023 Annual and Five-Year Plan PRESENTATION OF ANNUAL STATEMENT

Date: Wednesday February 14, 2024

Time: 5:00pm.

Name: Leticia Martinez

Title:

Address: 2225 Roosevelt St unit 12 Brownsville Tx

Development Name: VG

City: Brownsville, Texas 78521

Phone:

Comments: todo esta bien

I, the undersigned, hereby declare that I have been provided with information on the above CFP Annual Statement and Five-Year Plan.

Leticia Martinez  
Resident's Signature



# HOUSING AUTHORITY OF THE CITY OF BROWNSVILLE



## CAPITAL FUND PROGRAM CF 2023 Annual and Five-Year Plan PRESENTATION OF ANNUAL STATEMENT

Date: Wednesday, February 14, 2024,

Time: 5:00 pm.

Name: Jose C. Pinos

Title:

Address: 1830 BRAVITO E G- Development Name:

City: Brownsville, Texas 78521

Phone: 956-293-1452

Comments: No Comment

I, the undersigned, hereby declare that I have been provided with information on the above CFP Annual Statement and Five-Year Plan

José C. Pinos  
Resident's Signature

# HOUSING AUTHORITY OF THE CITY OF BROWNSVILLE



## CAPITAL FUND PROGRAM CF 2023 Annual and Five-Year Plan PRESENTATION OF ANNUAL STATEMENT

Date: Wednesday, February 14, 2024,

Time: 5:00 pm.

Name: ROSACINDA SANCHEZ

Title:

Address: 1813 LINCOLN

Development Name: VICTORIA SANCHEZ

City: Brownsville, Texas 78521

Phone: 956 312 9226

Comments:

Very Good

I, the undersigned, hereby declare that I have been provided with information on the above CFP Annual Statement and Five-Year Plan

Rosacinda Sanchez  
Resident's Signature

**HOUSING AUTHORITY OF THE CITY OF BROWNSVILLE**



**CAPITAL FUND PROGRAM  
CF 2023 Annual and Five-Year Plan  
PRESENTATION OF ANNUAL STATEMENT**

Date: Wednesday, February 14, 2024,

Time: 5:00 pm.

Name: Eduardo Nieto

Title: \_\_\_\_\_

Address: 2004 International Blvd. Development Name: Victoria Garden

City: Brownsville, Texas 78521

Phone: 956-510-4252

Comments: The trees need some maintenance;  
The parking lots need to be fixed.

I, the undersigned, hereby declare that I have been provided with information on the above CFP Annual Statement and Five-Year Plan

  
Resident's Signature

**HOUSING AUTHORITY OF THE CITY OF BROWNSVILLE**



**CAPITAL FUND PROGRAM  
CF 2023 Annual and Five-Year Plan  
PRESENTATION OF ANNUAL STATEMENT**

Date: Wednesday February 14, 2024

Time: 5:00pm.

Name: Maribel Dela Cruz

Title: 5-39

Address: 7192 Dalhia Cir Development Name: Sanchez Vela

City: Brownsville, Texas 78521

Phone: (956) 559-48-14

Comments: \_\_\_\_\_

Estoy de acuerdo

I, the undersigned, hereby declare that I have been provided with information on the above CFP Annual Statement and Five-Year Plan.

  
Resident's Signature



## HOUSING AUTHORITY OF THE CITY OF BROWNSVILLE



### CAPITAL FUND PROGRAM CF 2023 Annual and Five-Year Plan PRESENTATION OF ANNUAL STATEMENT

Date: Wednesday, February 14, 2024,

Time: 5:00 pm.

Name: Maria Lamas

Title: \_\_\_\_\_

Address: 1810 Grant St

Development Name: Victoria Garden

City: Brownsville, Texas 78521

Phone: \_\_\_\_\_

Comments: \_\_\_\_\_

Sin Comentario

I, the undersigned, hereby declare that I have been provided with information on the above CFP Annual Statement and Five-Year Plan

Maria D. Lamas

Resident's Signature

## HOUSING AUTHORITY OF THE CITY OF BROWNSVILLE



### CAPITAL FUND PROGRAM CF 2023 Annual and Five-Year Plan PRESENTATION OF ANNUAL STATEMENT

Date: Wednesday, February 14, 2024,

Time: 5:00 pm.

Name: Maria Zendojas

Title: \_\_\_\_\_

Address: 2225 Roosevelt St Unit 2

Development Name: Tangelo Quarters

City: Brownsville, Texas 78521

Phone: (956) 589-5521

Comments: \_\_\_\_\_

Creo que todas las mejoras en la propiedad son buenas...

I, the undersigned, hereby declare that I have been provided with information on the above CFP Annual Statement and Five-Year Plan

Maria Zendojas

Resident's Signature

## HOUSING AUTHORITY OF THE CITY OF BROWNSVILLE



### CAPITAL FUND PROGRAM CF 2023 Annual and Five-Year Plan PRESENTATION OF ANNUAL STATEMENT

Date: Wednesday, February 14, 2024,

Time: 5:00 pm.

Name: Mary Lou Salinas

Title: \_\_\_\_\_

Address: 1815 Grant St.

Development Name: Victoria Gardens

City: Brownsville, Texas 78521

Phone: (456) 442-20-92

Comments: I was informed about all the  
Public Housing for the next five years.  
I think is great.

I, the undersigned, hereby declare that I have been provided with information on the above CFP Annual Statement and Five-Year Plan

Mary Lou Salinas  
Resident's Signature

## HOUSING AUTHORITY OF THE CITY OF BROWNSVILLE



### CAPITAL FUND PROGRAM CF 2023 Annual and Five-Year Plan PRESENTATION OF ANNUAL STATEMENT

Date: Wednesday, February 14, 2024,

Time: 5:00 pm.

Name: ARNULFO GARCIA

Title: —

Address: 2002 International

Development Name: \_\_\_\_\_

City: Brownsville, Texas 78521

Phone: 956-576-6678

Comments: no comentarios

I, the undersigned, hereby declare that I have been provided with information on the above CFP Annual Statement and Five-Year Plan

Arnulfo Garcia  
Resident's Signature



**Attachment: tx007b01**  
**Housing Authority of the City of Brownsville**  
**Deconcentration Policy**

## **Policy of Deconcentrate Poverty and Promote Integration [24 CFR 903.1 and 903.2]**

### **Background**

Included in Quality Housing and Work Responsibility Act of 1998 (QHWRA or Housing Reform Act) is a requirement that public housing authorities submit, with their Agency Plans, an admissions policy designed to promote income-mixing within public housing complexes. The U.S. Department of Housing and Urban Development (HUD) established "income-mixing" rules and tools for evaluation of the current income-mix. The procedures are delineated, "Rule to Deconcentrate Poverty and Promote Integration in Public Housing; Final Rule", published in the Federal Register as 24 CFR Part 903 and dated 22 December 2000.

The HACB's admission policy includes the PHA's policy designed to promote deconcentration of poverty and income-mixing by bringing higher income tenants into lower income developments and lower income tenants into higher income developments [24 CFR 903.7 (b)]. In addition the HACB's deconcentration policy must comply with its obligation to meet the income targeting requirements [24 CFR 903.2 (c) (5)].

Developments subject to the deconcentration requirement are referred to as 'covered developments' and include general occupancy (family) public housing developments. The following developments are not subject to deconcentration and income mixing requirements: developments operated by a HACB with fewer than 100 public housing units; mixed population or developments designated specifically for elderly or disabled families; developments operated by a HACB with only one general occupancy development; developments approved for demolition or for conversion to tenant-based public housing; and developments approved for a mixed-finance plan using HOPE VI or public housing funds [24 CFR 903.2(b)].

### ***Steps for Implementation [24 CFR 903.2(c)(1)]***

To implement the statutory requirement to deconcentrate poverty and provide for income mixing in covered developments, the HACB must comply with the following steps:

**Step 1.** The HACB must determine the average income of all families residing in all the HACB's covered developments. The HACB may use the median income, instead of average income, provided that the HACB includes a written explanation in its annual plan justifying the use of median income.

#### **HACB Policy**

The HACB will determine the average income of all families in all covered developments on an annual basis.

**Step 2.** The HACB must determine the average income (or median income, if median income was used in Step 1) of all families residing in each covered development. In determining average income for each development, the HACB has the option of adjusting its income analysis for unit size in accordance with procedures prescribed by HUD.

#### **HACB Policy**

The HACB will determine the average income of all families residing in each covered development (not adjusting for unit size) on an annual basis.

**Step 3.** The HACB must then determine whether each of its covered developments falls above, within, or below the established income range (EIR), which is from 85% to 115% of the average family income



determined in Step 1. However, the upper limit must never be less than the income at which a family would be defined as an extremely low income family (30% of median income).

**Step 4.** If the HACB has covered developments that have average incomes outside the EIR, HACB must then determine whether or not these developments are consistent with its local goals and annual plan.

**Step 5.** Where the income profile for a covered development is not explained or justified in the annual plan submission, the HACB must include in its admission policy its specific policy to provide for deconcentration of poverty and income mixing.

Depending on local circumstances the HACB's deconcentration policy may include, but is not limited to the following:

- Providing incentives to encourage families to accept units in developments where their income level is needed, including rent incentives, affirmative marketing plans, or added amenities
- Targeting investment and capital improvements toward developments with an average income below the EIR to encourage families with incomes above the EIR to accept units in those developments
- Establishing a preference for admission of working families in developments below the EIR
- Skipping a family on the waiting list to reach another family in an effort to further the goals of deconcentration
- Providing other strategies permitted by statute and determined by the HACB in consultation with the residents and the community through the annual plan process to be responsive to local needs and HACB strategic objectives

A family has the sole discretion whether to accept an offer of a unit made under the HACB's deconcentration policy. The HACB must not take any adverse action toward any eligible family for choosing not to accept an offer of a unit under the HACB's deconcentration policy [24 CFR 903.2(c) (4)].

If, at annual review, the average incomes at all general occupancy developments are within the EIR, the HACB will be considered to be in compliance with the deconcentration requirement and no further action is required.

#### **HACB Policy**

For developments outside the EIR the HACB will take actions in alignment with the deconcentration policy to provide for deconcentration of poverty and income mixing:

#### **Order of Selection [24 CFR 960.206(e)]**

The HACB system of preferences may select families either according to the date and time of application or by a random selection process.

#### **HACB Policy**

Families will be selected from the waiting list based on preference. Among applicants with the same preference, families will be selected on a first-come, first-served basis according to the date and time their complete application is received by the HACB.

When selecting applicants from the waiting list the HACB will match the characteristics of the available unit (unit size, accessibility features, unit type) to the applicants on the waiting lists. The HACB will offer the unit to the highest ranking applicant who qualifies for that unit size or type, or that requires the

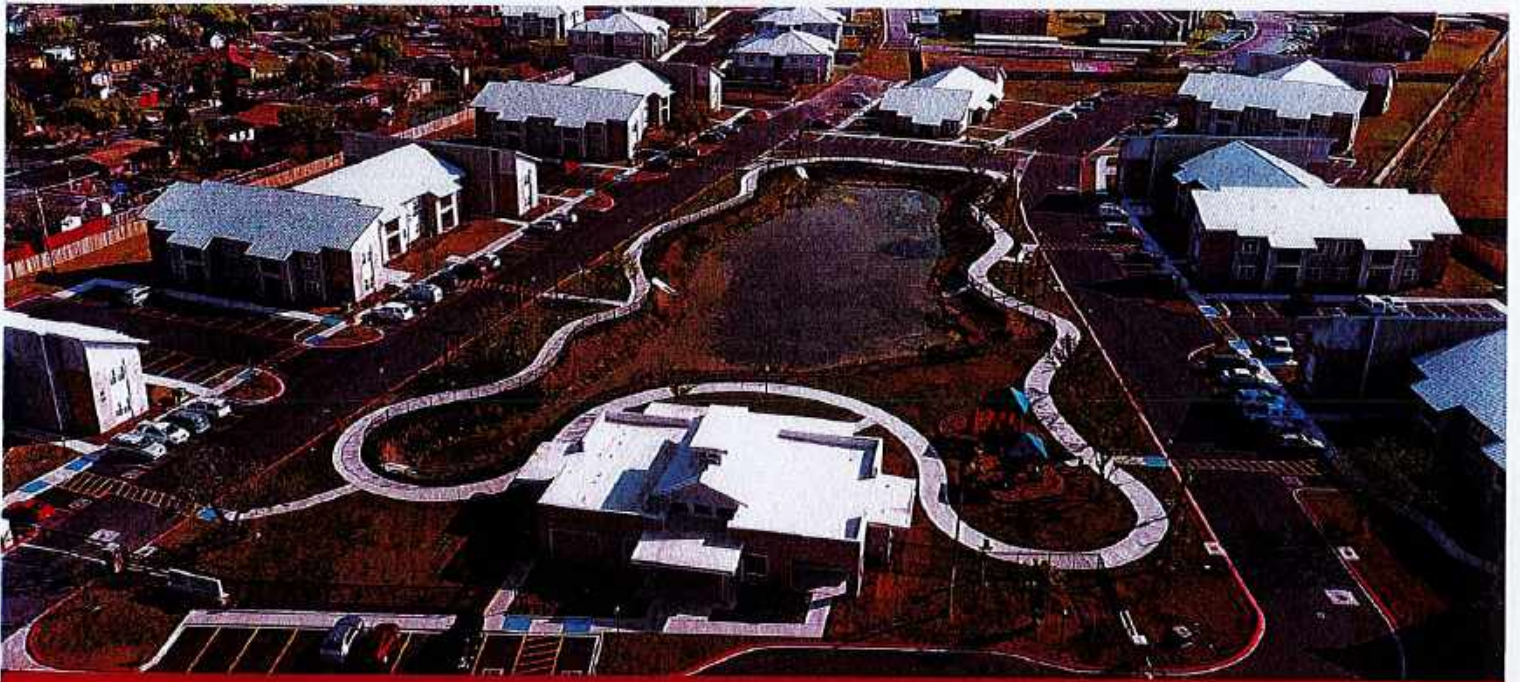
accessibility features.

By matching unit and family characteristics, it is possible that families who are lower on the waiting list may receive an offer of housing ahead of families with an earlier date and time of application or higher preference status.

Factors such as deconcentration or income mixing and income targeting will also be considered in accordance with HUD requirements and HACB policy.



**Attachment: tx007c01**  
**Housing Authority of the City of Brownsville**  
**Strategic Plan**



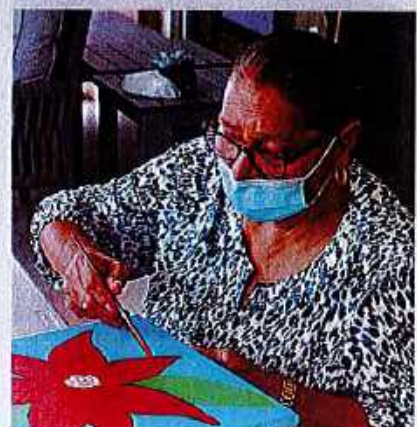
# STRATEGIC PLAN

2022 - 2027

HOUSING AUTHORITY OF THE CITY OF BROWNSVILLE  
2606 BOCA CHICA BLVD | BROWNSVILLE, TX 78521







*HACB's Club de Oro gathered for the first time since the pandemic at Poinsettia Gardens at Boca Chica (PGBC) in June 2021. Members of the Club de Oro enjoyed breakfast tacos, painted a poinsettia, and cherished each other's company. The event was organized by HACB Resident Commissioner and PGBC Resident Association President, Laura Villarreal. Chief Executive Officer Carla Mancha, Director of Supportive Services Ana Trejo, former Director of Supportive Services Hilda Ledezma, and ROSS Coordinator Rosemary Rodriguez also attended.*



## INTRODUCTION | HOUSING AUTHORITY OF THE CITY OF BROWNSVILLE

The Housing Authority of the City of Brownsville (HACB) has provided affordable housing for low to moderate income families and individuals since its founding in 1938. Today, the HACB and its affiliates serve 3,820 families across the City of Brownsville through the public housing, Housing Tax Credit, Rental Assistance Demonstration Program, and Housing Choice Voucher programs.



*The Brownsville Housing Opportunity Corporation Board of Directors on the El Jardin roof top. El Jardin was awarded 9% LIHTC in July 2021 and will be restored and used for affordable housing. From left to right, Employee Director Miguel Herrera, Commissioner Director Ruben Herrera, Employee Director/CEO Carla Mancha, President Luis Eduardo Garduño and Vice President Jesse Miller.*





### BOARD OF COMMISSIONERS

The HACB Board of Commissioners consists of five members. One member must be a resident of the Public Housing Program or Housing Choice Voucher Program participant. Board Members are appointed by the Mayor of the City of Brownsville. HACB's Board of Commissioners played an integral role in updating HACB's mission, vision, and goals for this Strategic Plan. Through their leadership and passion, HACB's Board of Commissioners have provided the direction necessary to guide HACB to success.



**Luis Eduardo Garduño**  
*Board Chairman*



**Mr. Jesse Miller**  
*Board Vice-Chairman*



**Mr. Ruben Herrera**  
*Board Member*



**Ms. Wendy DeLeon**  
*Board Member*



**Laura Villarreal**  
*Resident Commissioner*



#### **Thank you Commissioner Seifert!**

The HACB team would like to thank Commissioner Michael Seifert for his contributions to the success of HACB through his service as a member of the Board of Commissioners and his contribution towards the development of our 2022 -2027 Strategic Plan.

## INTRODUCTION | ABOUT HACB

### HACB STRATEGIC PLANNING COMMITTEE

This Strategic Plan could not have been created without the hard work and dedication of the members of the HACB Strategic Planning Committee. Through all phases of the development of this plan, from the Current State Assessment to Vision Setting and Action Planning, the Committee members provided thoughtful contributions and feedback, resulting in the identification of strategic objectives and an actionable and realistic plan that will guide the agency through its next five years.



#### Strategic Planning Committee Members, listed left to right:

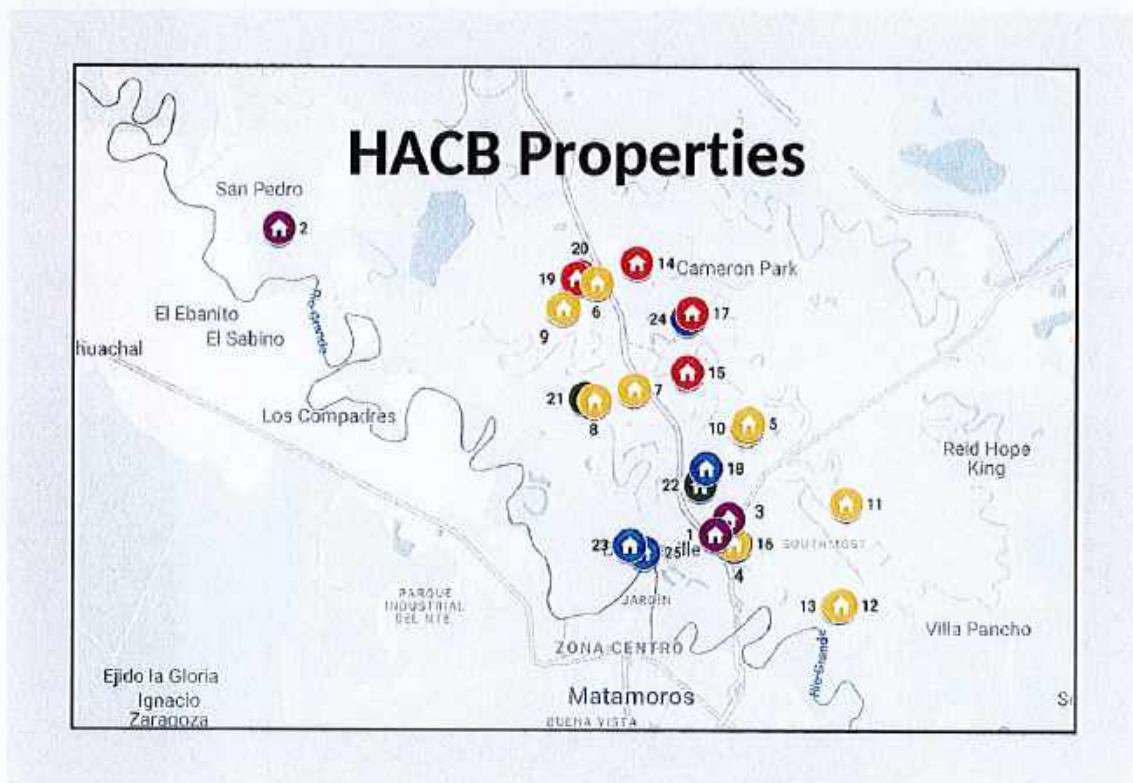
Isabel Nuñez, Director of Housing Facilities; Robert Wilson, Human Resources Officer; Fay Garcia, Property Manager; Leticia Gonzalez, Director of Client Services; Magda Fernandez, Family Self Sufficiency Coordinator; Ana Trejo, Director of Supportive Services; Jesse Miller, HACB Vice Chairman; Carla Mancha, CEO; Miguel Herrera, CFO; Luis Eduardo Garduño, HACB Chairman. Not pictured: Diana Bustinza, Client Services Coordinator, Carmen Rivera, Resident-Linda Vista.



## INTRODUCTION | ABOUT HACB

### HACB PROPERTY LOCATIONS

HACB properties are distributed throughout the City of Brownsville. Our portfolio includes four Public Housing properties, eight HACB Tax Credit properties, and nine properties that have been converted from Public Housing to the Rental Assistance Demonstration Program (RAD). The map below shows the locations of our developments.



- Rental Assistance Demonstration (RAD)**
  - 4 - Citrus Annex (36)
  - 5 - Linda Vista (54)
  - 6 - Roe Gardens (45)
  - 7 - Las Brisas (54)
  - 8 - Sunset Terrace (40)
  - 9-13 Scattered Site(s) (5)

- Public Housing**
  - 1 - Victoria Gardens (46)
  - 2 - Sanchez Vela (30)
  - 3 - Tangelo Quarters (18)

- Tax Credit**
  - 14 - Bella Terra (80)
  - 15 - Candlewick Apartments (132)
  - 16 - Citrus Garden Apartments (148)
  - 17 - Paseo Plaza (184)
  - 19 - Rancho del Cielo I (130)
  - 20 - Rancho del Cielo II (120)

- Tax Credit/Public Housing**
  - 21 - Sunset Haven (100)
  - 22 - Tropical Gardens (158)

- Tax Credit/Rental Assistance Demonstration (RAD)**
  - 18 - Poinsettia Gardens at Boca Chica (150)
  - 23 - Villa del Sol (200)
  - 24 - Trail Village (48)
  - 25 - El Jardin (44)\*

\*El Jardin is under construction.

## THE PLAN | STAKEHOLDER ENGAGEMENT

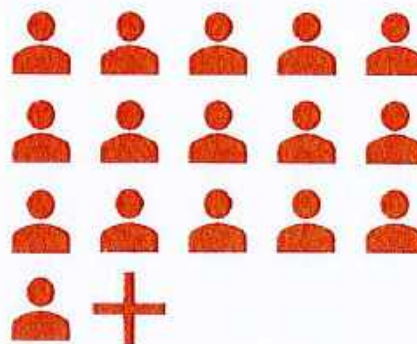
### STAKEHOLDER SURVEYS

Key stakeholder groups were surveyed between August and October 2021.

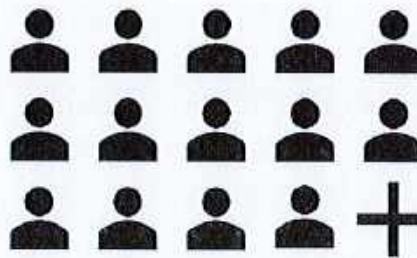
**Employee Survey**  
43 Responses



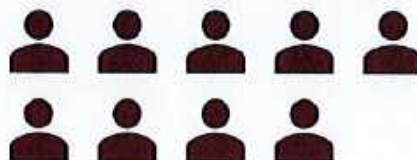
**Resident Survey**  
161 Responses



**HCV Participant Survey**  
145 Responses



**Landlord Survey**  
90 Responses



**Vendor Survey**  
18 Responses





## THE PLAN | STAKEHOLDER ENGAGEMENT

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### VISION SETTING RETREAT

Bronner Group, LLC (BRONNER) facilitated a Vision Setting Retreat with members of the HACB Strategic Planning Committee, including members of the Board of Commissioners on November 16th and 17th, 2021. During the retreat, participants revised the HACB mission and vision statements, and identified five strategic goals and preliminary objectives.

### STRATEGIC PLAN EMPLOYEE FEEDBACK SURVEY

HACB solicited feedback from staff on the draft Strategic Goals and Objectives through an employee survey. Employees provided feedback through the survey on prioritization and advice for implementation.

57 HACB staff participated.



### ACTION PLANNING WORKING GROUP MEETINGS

BRONNER representatives facilitated a series of working group meetings from January 3rd to January 12th. During these meetings Strategic Planning Committee Members collaborated on strategy and action planning.

Held **8 meetings** to discuss each goal, the supporting objectives, and identify actions.



Prioritized actions and drafted metrics for **130+ action items**.



## WHERE WE'RE GOING | OVERVIEW

This Strategic Plan contains five Goals, three focused on Housing, People, and Community. Two supporting goals are focused on our Organization and building Capacity to support the plan. Each goal contains strategic objectives and specific action items to support HACB's success.



### MISSION

To increase opportunities for affordable, quality housing and support self-sufficiency through collaborative partnerships.

### VISION

**Housing:** Increase the number of high-quality, well-managed, affordable units that are responsive to the needs of the community.

**People:** Improve health, safety, employment, mobility, and educational outcomes with responsive and relevant resources delivered to our community.

**Community:** Create the conditions necessary for public and private investments in community assets and amenities that will help families live their best life.

## GOALS

1. **Housing:** Promote high quality affordable housing by increasing HACB-supported units by 1,000 by 2027.
2. **People:** Provide high quality, impactful services to 200 more households by 2027.
3. **Community:** Promote strong communities through collaborative initiatives and coordination of services and programs.
4. **Organization:** Support an organizational culture of excellence by continuing to invest in and empower our greatest asset, our employees.
5. **Capacity:** Build capacity for a comprehensive approach to housing, people, and community.



## GOALS | #2 PEOPLE

---

*Provide high quality, impactful services to 200 more households by 2027.*

### OBJECTIVES

- 1** Assist households on the waitlist (both Housing Choice Voucher and Public Housing) to obtain affordable, stable housing and reduce waitlist time from approximately 12 to 6 months.
- 2** Assist an additional 200 households through voucher programs.
- 3** Improve the overall Client Services experience.
- 4** Improve communication with HACB households.
- 5** Strengthen capacity for continuous improvement based on client and partner feedback.



*HACB Receptionist Daniella Cruz assisting clients in February 2021.*

## GOALS | #4 ORGANIZATION

*Support an organizational culture of excellence by continuing to invest in and empower our greatest asset, our employees.*

### STRATEGIES

- 1 Update the organizational structure and staffing plan.
- 2 Strengthen and reinforce employee skills and knowledge to meet the evolving needs of the agency.
- 3 Improve communication via processes, training, and tools.
- 4 Attract and retain qualified and competent employees through competitive compensation and a flexible/desirable work environment.
- 5 Continually improve management of organizational resiliency with an emphasis on both responsiveness and recovery.
- 6 Promote a culture of excellence.



*The HACB Team gathered virtually to celebrate the team's accomplishments at the end of FY 2021.*

*The HACB Team celebrated the Ribbon Cutting Ceremony and Inauguration of BiblioTech Brownsville at Poinsettia Gardens at Boca Chica in August 2021.*





## HOW WE'LL GET THERE | GET INVOLVED

The Housing Authority of the City of Brownsville Strategic Plan is more than a report. It is a living, breathing plan that needs your support. Help us reach our goals and make Brownsville a better home for all!

STAY INFORMED AND GET INVOLVED! | [WWW.HACB.US](http://WWW.HACB.US)



RESIDENTS & PARTICIPANTS



LANDLORDS



VENDORS



GOVERNMENT AGENCIES



NONPROFIT PARTNERS



Members of the HACB and COB, along with the Choice Neighborhood Coordinator (COLLABO and Borderless Studio), held their kick-off meeting with HUD to officially start the International Southmost Choice Neighborhood Initiative (CNI) Planning Grant. Brownsville was one of eight communities awarded a CNI Planning Grant in 2021. HACB's public housing property Victoria Gardens is the anchor for the project.

## HOW WE'LL GET THERE | THANK YOU

---

To residents, HCV participants, landlords, partners, stakeholders, HACB staff, the Strategic Planning Committee, and the Board of Commissioners, HACB thanks you for your dedication to the strategic planning process.



*HACB children with BISD Trustee Jessica Gonzalez at the monthly HACB Reading Event in January 2020.*



Action Plan: Goal 1 - Housing, Objective 1

Goal 1 - Housing: Promote high quality affordable housing by increasing HACB-supported units by 1,000 by 2027.				
Objective: Create at least 500 new units of housing.				
Responsible Person	Supporting Person	Priority	Start Year	End Year
Carla Mancha, CEO	Miguel Herrera, CFO	High	Year 1	Year 5 and Ongoing
Performance Measure, Target Date, or Deliverable				
Output		Outcome		
100 new units of housing created per year		100% of target achieved		
Actions				
<ul style="list-style-type: none"><li>✓ Create a comprehensive development plan for HACB that specifies how many units HACB will develop, where, and for which populations over a five year period.</li><li>✓ Assess current portfolio to ensure existing properties are meeting the needs of communities.</li><li>✓ Identify and pursue opportunities for HACB to acquire and develop vacant and developed properties.</li><li>✓ Develop vacant land owned by HACB.</li><li>✓ Work with the City to align Development Plan and Guidelines with City goals (e.g., discuss new City Zoning Ordinance).</li><li>✓ Identify highest need populations with the City and the Choice Neighborhoods Initiatives Grant housing study and align with Development Plan (Related to Goal 5).</li></ul>				

Action Plan: Goal 1 - Housing, Objective 3

Goal 1 - Housing: Promote high quality affordable housing by increasing HACB-supported units by 1,000 by 2027.				
Objective: Promote the development of quality housing with units of adequate size, amenities and features that is responsive to resident needs.				
Responsible Person	Supporting Person	Priority	Start Year	End Year
Miguel Herrera, CFO	Carla Mancha, CEO	High	Year 1	Year 5
Performance Measure, Target Date, or Deliverable				
Output		Outcome		
Number of units developed per year in alignment with HACB development guidelines		Total number of units developed in alignment with HACB development guidelines		
Actions				
<div>✓ Create clear, but flexible development guidelines.</div> <div>✓ Identify and pursue opportunities to develop mixed-use or multi-use communities.</div> <div>✓ Identify and pursue opportunities to develop Supportive Housing communities.</div> <div>✓ Solicit feedback from families on housing quality, size, amenities, and features responsive to resident needs.</div>				



Action Plan: Goal 1 - Housing, Objective 5

Goal 1 - Housing: Promote high quality affordable housing by increasing HACB-supported units by 1,000 by 2027.				
Objective: Develop stronger partnerships to create and finance more affordable housing.				
Responsible Person	Supporting Person	Priority	Start Year	End Year
Carla Mancha, CEO	Miguel Herrera, CFO	High	Year 2	Year 5
Performance Measure, Target Date, or Deliverable				
Output		Outcome		
Amount in grant funding secured per year to support creation of affordable housing opportunities		Total amount in grant funding secured to support creation of affordable housing opportunities		
Number of MOUs in place with key partners per year		Number of MOUs in place with key partners		
Actions				
<ul style="list-style-type: none"><li>✓ Cooperate with other entities to obtain grants to create more affordable housing opportunities.</li><li>✓ Improve communication of HACB roles and responsibilities in the context of partnerships by instituting quarterly meetings with key partners.</li><li>✓ Review and frequently revise MOUs with partners.</li><li>✓ Develop a stronger partnership with CDCB as a potential financing partners.</li><li>✓ Strengthen partnership with Friendship of Women to develop Supportive Housing.</li></ul>				

## APPENDIX | ACTION PLANS

### Action Plan: Goal 1 - Housing, Objective 7

<b>Goal 1 - Housing: Promote high quality affordable housing by increasing HACB-supported units by 1,000 by 2027.</b>				
<b>Objective: Work with the City of Brownsville and other partners to address all affordable housing needs in the city.</b>				
<b>Responsible Person</b>	<b>Supporting Person</b>	<b>Priority</b>	<b>Start Year</b>	<b>End Year</b>
Carla Mancha, CEO	Ana Trejo, Supportive Services	High	Year 1	Year 5
<b>Performance Measure, Target Date, or Deliverable</b>				
<i>Output</i>		<i>Outcome</i>		
Status of HACB partnership with the City of Brownsville		Number of collaborative initiatives with the City of Brownsville to address affordable housing needs in the city		
<b>Actions</b>				
<ul style="list-style-type: none"><li>✓ Collaborate with the City to identify strategies to address housing needs of middle-income families (50%-80%).</li><li>✓ Collaborate with the City to identify strategies to address housing needs of mixed status families.</li><li>✓ Develop a specialized skillset for rehabilitating historic buildings.</li></ul>				



Action Plan: Goal 2 - People, Objective 2

Goal 2 - People: Provide high quality, impactful services to 200 more households by 2027				
Objective: Assist an additional 200 households through voucher programs.				
Responsible Person	Supporting Person	Priority	Start Year	End Year
Leticia Gonzalez, Client Services	Ana Trejo, Supportive Services	Medium	Year 1	Year 5
Performance Measure, Target Date, or Deliverable				
Output		Outcome		
Number of additional households assisted with vouchers; voucher utilization rate (as close to 100% as possible)		200 additional households served through voucher programs		
Actions				
<ul style="list-style-type: none"><li>✓ Reach for and maintain 100% voucher utilization rate.</li><li>✓ Apply for and obtain new vouchers through mainstream vouchers, FUP Families, FUP Youth, Emergency Housing Vouchers.</li><li>✓ Revise MOUs with partner organizations as needed to support households in accessing vouchers.</li><li>✓ As vouchers increase, assess and adjust staffing levels and distribution of responsibilities.</li></ul>				

Action Plan: Goal 2 - People, Objective 4

Goal 2 - People: Provide high quality, impactful services to 200 more households by 2027				
Objective: Improve communication with HACB households.				
Responsible Person	Supporting Person	Priority	Start Year	End Year
Leticia Gonzalez, Client Services	Ana Trejo, Supportive Services	High	Year 1	Year 5
Performance Measure, Target Date, or Deliverable				
Output		Outcome		
Status of process and procedure updates Number of households interacting with HACB per month Client Services staff average length of interaction Customer satisfaction scores		Families are fully informed about program rules, how to apply, and options should be easier for clients to understand		
Actions				
<ul style="list-style-type: none"><li>✓ Streamline communication with HACB households.</li><li>✓ Research and consider purchasing a mass communications tool (centralize and streamline mass communications via email, phone, text, etc.).</li><li>✓ Collect and analyze data on Client Services time spent serving clients to identify opportunities to streamline and improve customer experience.</li></ul>				



Action Plan: Goal 3 - Community, Objective 1

Goal 3 - Community: Promote strong communities through collaborative initiatives and coordination of services and programs.				
Objective: Revitalize and expand programs targeted to supporting youth in HACB households.				
Responsible Person	Supporting Person	Priority	Start Year	End Year
Ana Trejo, Supportive Services	Isabel Nunez, Housing Facilities	High	Year 1	Year 5 and Ongoing
Performance Measure, Target Date, or Deliverable				
Output		Outcome		
Number of new households enrolled in youth programs		Increase in the number of students in HACB households who graduate high school and matriculate through post-graduate pathways		
Actions				
<ul style="list-style-type: none"><li>✓ Assess and adjust for needed capacity to recruit and expand services to serve all HACB households (includes HCV, tax credit properties, properties not served by Opportunity Centers currently (staff, partnerships, etc.).</li><li>✓ Promote a Cradle to College program that will impact 100% of children in HACB's households.</li><li>✓ Deepen and expand partnerships with local educational institutions (BISD, local charter schools, private schools, TSC, and UTRGV) to connect families to services.</li><li>✓ Maximize resources by partnering with established organizations on Head Start Programs.</li></ul>				

## APPENDIX | ACTION PLANS

### Action Plan: Goal 3 - Community, Objective 3

Goal 3 - Community: Promote strong communities through collaborative initiatives and coordination of services and programs.				
Objective: Work with partners to promote access to healthcare.				
Responsible Person	Supporting Person	Priority	Start Year	End Year
Ana Trejo, Supportive Services	Carla Mancha, CEO	High	Year 1	Year 3
Performance Measure, Target Date, or Deliverable				
Output		Outcome		
Number of MOUs executed Number of referrals made under MOUs Status of collaborating with Horizon		Feedback from resident and participant surveys regarding access to healthcare indicates improvement over time		
Actions				
<ul style="list-style-type: none"><li>✓ Work with Horizon (formerly Brownsville Community Health Clinic) to bring services to the previous facility to ensure access for HACB families living nearby.</li><li>✓ Institute quarterly communication with Outreach Specialists of all healthcare providers in Brownsville to share information about available resources (includes funding, available programs, initiatives).</li><li>✓ Establish and formalize partnership with Brownsville area clinics.</li><li>✓ Establish and formalize partnerships with Valley Regional and Valley Baptist to deliver preventative service and programs.</li><li>✓ Identify partners and work together to promote preventative dental care and cleanings.</li><li>✓ Collaborate with partners to ensure workshops on insurance, Medicare, Medicaid are provided.</li></ul>				



Action Plan: Goal 3 - Community, Objective 5

Goal 3 - Community: Promote strong communities through collaborative initiatives and coordination of services and programs.				
Objective: Cultivate and promote resident and participant leadership.				
Responsible Person	Supporting Person	Priority	Start Year	End Year
Ana Trejo, Supportive Services	Carla Mancha, CEO	Medium	Year 1	Year 5 and Ongoing
Performance Measure, Target Date, or Deliverable				
Output		Outcome		
Completion of biennial leadership trainings Number of participants at leadership trainings Status of SOPs and SLAs Amount of funding opportunities secured		All Resident Association Officer positions are filled Over five years, resident participation numbers in RA meetings and events increases		
Actions				
<ul style="list-style-type: none"><li>✓ Ensure clear, consistent communication and productive working relationship between HACB and RAs/RAB.</li><li>✓ Conduct ongoing active recruitment for Resident Association Officers.</li><li>✓ Identify and secure funding and additional resources to support resident and participant leadership.</li><li>✓ Provide leadership training to RAB and Resident Associations 2x per year.</li><li>✓ Ensure mechanisms are in place to respond to and act upon resident and participant feedback.</li><li>✓ Implement best practices and industry standards for resident and participant leadership in Public Housing Authorities.</li></ul>				

### Action Plan: Goal 4 - Organization, Objective 2

Goal 4 - Organization: Support an organizational culture of excellence by continuing to invest in and empower our greatest asset, our employees.				
Objective: Strengthen and reinforce employee skills and knowledge to meet the evolving needs of the agency.				
Responsible Person	Supporting Person	Priority	Start Year	End Year
Bob Wilson, HRO	Miguel Herrera, CFO	High	Year 1	Year 5 and Ongoing
Performance Measure, Target Date, or Deliverable				
Output		Outcome		
Number of employees with current certifications Number of employees pending certifications Number of team lead reviews completed Number of training hours completed Number of trainings attended by employees Number of employees attended trainings		Annual assessment and recommendations for anticipated training needs completed by each December (yes/no)		
Actions				
✓ Create a resource to share and post information about training opportunities. ✓ Meet with team leaders to assess and project annual training and re-skilling needs. ✓ Annual assessment and recommendations for anticipated training and re-skilling completed by each December. ✓ Ensure all certifications are up to date. ✓ Develop a streamlined process for training identification, approval, and reporting through HR.				



Action Plan: Goal 4 - Organization, Objective 4

<b>Goal 4 - Organization: Support an organizational culture of excellence by continuing to invest in and empower our greatest asset, our employees.</b>				
<b>Objective: Attract and retain qualified and competent employees through competitive compensation and a flexible/desirable work environment.</b>				
<b>Responsible Person</b>	<b>Supporting Person</b>	<b>Priority</b>	<b>Start Year</b>	<b>End Year</b>
Bob Wilson, HRO	Carla Mancha, CEO	High	Year 1	Year 5 and Ongoing
<b>Performance Measure, Target Date, or Deliverable</b>				
<b>Output</b>		<b>Outcome</b>		
Complete Annual Employee Survey focused on compensation, work environment, employee satisfaction Status of flexible work policy Number of succession plans created		Feedback from Annual Employee Survey indicates high employee satisfaction		
<b>Actions</b>				
<ul style="list-style-type: none"><li>✓ Develop and deploy annual Employee Survey to assess compensation, work environment, and other indicators of employee satisfaction.</li><li>✓ Maintain competitive compensation and benefits.</li><li>✓ Identify strategies to improve work/life balance.</li><li>✓ Identify and execute key roles for succession planning.</li></ul>				

## APPENDIX | ACTION PLANS

### Action Plan: Goal 4 - Organization, Objective 6

Goal 4 - Organization: Support an organizational culture of excellence by continuing to invest in and empower our greatest asset, our employees.				
Objective: Promote a culture of excellence.				
Responsible Person	Supporting Person	Priority	Start Year	End Year
Bob Wilson, HRO	Carla Mancha, CEO	Medium	Year 1	Year 5 and Ongoing
Performance Measure, Target Date, or Deliverable				
Output		Outcome		
Status of Employee Appreciation Week Status of HACB standards for appearance and branding Status of plans for office space enhancements Status of merit increase policy revisions Status of flexible work policy Number of employees participating in community/volu		Feedback from Annual Employee Survey indicates high employee satisfaction		
Actions				
✓ Engage in annual employee re-onboarding activities to build understanding and ownership over mission, vision, values, and goals. ✓ Revise and communicate standards for appearance and consistent branding. ✓ Identify and prioritize projects to enhance quality of physical office spaces and equipment and communicate plans with staff. ✓ Examine and revise merit increase policy; provide relevant supervisor training on updated policies. ✓ Review and revise policy, procedure, and communicate expectations for flexibility of work hours and location. ✓ Encourage and support employee participation in community initiatives (boards, volunteering, etc.).				



## APPENDIX | ACTION PLANS

### Action Plan: Goal 5 - Capacity, Objective 2

Goal 5 - Capacity: Build capacity for a comprehensive approach to housing, people, and community.				
Objective: Build capacity for Supporting Housing development.				
Responsible Person	Supporting Person	Priority	Start Year	End Year
Ana Trejo, Supportive Services	Carla Mancha, CEO	High	Year 1	Year 5
Performance Measure, Target Date, or Deliverable				
Output		Outcome		
Status of training with CSH Number of MOUs with potential partners		At least one supportive housing tax credit application has been submitted by end of Year 5		
Actions				
<ul style="list-style-type: none"><li>✓ Request and participate in training and technical assistance from Corporation for Supportive Housing (CSH) through the CSH Supportive Housing Institute.</li><li>✓ Assess community need for supportive housing through collaboration with the Continuum of Care and its constituent members.</li><li>✓ Identify and engage potential partners to develop a Supportive Housing tax credit application.</li><li>✓ Align supportive housing development plans with the overall development plan for HACB. (see also Goal 1)</li><li>✓ Develop and submit a Supportive Housing tax credit application through Brownsville Housing Opportunity Corporation (BHOC).</li></ul>				

## APPENDIX | ACTION PLANS

### Action Plan: Goal 5 - Capacity, Objective 4

Goal 5 - Capacity: Build capacity for a comprehensive approach to housing, people, and community.				
Objective: Build capacity for research, data analysis, and policy advocacy.				
Responsible Person	Supporting Person	Priority	Start Year	End Year
Carla Mancha, CEO	Ana Trejo, Supportive Services	Medium	Year 1	Year 5
Performance Measure, Target Date, or Deliverable				
Output		Outcome		
Number of HACB employees working on research, data analysis, and policy-related projects Status of housing needs assessment		HACB is viewed as a community leader on a variety of affordable housing issues		
Actions				
<ul style="list-style-type: none"><li>✓ Assess the possibility of adding a position to focus on communications, public relations, and policy advocacy work.</li><li>✓ Build capacity to pursue “Healthy Housing” initiatives (e.g., health sector partnerships, addressing social determinants of health, review of housing hazards, etc.).</li><li>✓ Together with community partners, lead a study to assess the true housing need in Brownsville and identify recommendations.</li></ul>				



**Attachment: tx007d01**  
**Housing Authority of the City of Brownsville**  
**Progress Statements**

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### **New Activities**

The HACB is considering applying for disposition/demolition on the following three developments under AMP 1:

- Buena Vida Development 150 units TX007010101 (Please note that no deed of trust is attached to said property nor will HUD funds be used for demolition).
- Bougainvillea Development 50 units TX007010101 (At RAD closing HUD funds were allocated for future demolition purposes). Demolition will occur in 2024.
- Victoria Gardens Development 46 units TX007010101 (At RAD closing HUD funds were allocated for future demolition purposes.) Demolition will occur in 2025.

Once demolished, HACB is considering the redevelopment of Buena Vida, Bougainvillea, and Victoria Gardens. Buena Vida families were relocated in 2020/2021. Buena Vida is pending to be demolished. No HUD funds will be utilized. As noted in prior PHA Plans, HACB intends to utilize the Faircloth to RAD program and leverage it with a 9% HTC's. HACB is submitting three 9% HTC applications in 2024.

Bougainvillea families were relocated in 2022. HACB is requesting SHPO and COB HPO approval to demolish the property. The goal is to procure a contractor for demolition in mid-2024. HACB will request COB to include this site in one of their existing converted revitalization plans. The goal is to apply for a 9% HTC application in 2025.

Families from these two sites were informed of the relocation process and the Board of Commissioners approved a relocation plan for these properties, to include Victoria Gardens. At this time, families from Victoria Gardens remain at the property. Relocation to El Jardin or other alternative housing options will take place in Q4 2024 and Q1 2025.

### **Progress Report- Housing**

HACB has utilized the RAD CHAP at two new sites: Poinsettia Gardens at Boca Chica and Trail Village. HUD approved the transfer of a third CHAP to a new site under construction. The CHAP is from Victoria Gardens and the new site is El Jardin. Construction and RAD closing occurred in July 2023. The new site will be completed in early 2025. The following is more detail of this transaction. In 2021 the HACB's non-profit BHOC was awarded \$11.8 million in 9% LIHTC



allocation by the TDHCA for the rehabilitation of a Historical building known as El Jardin. This building is located at 1114 E. Levee Street, in the Downtown Brownsville Historic District. BHOC has applied for Federal and State historic tax credits that will aid in the rehabilitation of El Jardin. The property will be transformed into a multifamily apartment complex consisting of 44 affordable housing units. The HACB will utilize the HUD CHAP letter for Victoria Gardens (TX00701101). BHOC applied for an extension of the placed-in-service deadline for the project and TDHCA approved it. The deadline to complete construction is March 2025. The construction began in Jun 2023. HACB is anticipating using Capital Fund Program (CFP) funds for both relocation costs and demolition/disposition costs for both Victoria Gardens.

In addition, HACB has requested a CHAP for Tangelo Quarters and Sanchez Vela to utilize for a future development, to be determined. HACB will meet with the families as we explore new affordable opportunities that will include utilizing the PH unit for new sites.

The HACB is considering Section 32 Homeownership Program, other available Homeownership Programs, or disposition for the Sanchez Vela Development. We will utilize the CHAP for SV to construct a new site. HACB is considering the tax credit program. Either 4% or 9%.

The HACB will explore other financial strategies to address comprehensive renovations and rehabilitation work for our RAD properties. In addition, BHOC who is 100% owner to the Rancho Del Cielo I and II and Paseo Plaza Apartments will also explore other financial opportunities to include but is not limited to possible 4% LIHTC applications.

The HACB is considering committing HCV Project Based Vouchers for future LIHTC applications that will benefit the community.

The HACB, through its PFC's (Public Facilities Corporation), will continue to explore investment opportunities to increase affordable housing in Brownsville. In August 2023, the Brownsville Housing Finance Corporation, one of HACB's

PFC's was allocated a bond reservation. It is the intent for one of the non-profits to co-develop a property with a partner developer.

The HACB will explore the use of CFP funds for Sunset Haven and will explore opportunities requesting the use of CFP funds to include PH units in our LIHTC credit properties. HACB will explore requesting a CHAP for SH's 30 PH units.

The HACB will also consider converting the PH units at Tropical Gardens to RAD Vouchers.

HACB is currently constructing 5 additional PH units, which are referred to as Tangelo Quarters Phase II. HUD approved the development construction plan for Tangelo Quarters Phase II in April 2023. The Construction started in September 2023 and is anticipated to end in September 2024. Replacement Housing Factor Grant funds and Capital Fund Program funds will be used. If available, we will leverage the RAD program via the transfer of assistance of a CHAP letter to the Boca Chica property.

HACB will use the Faircloth to RAD program to build new affordable housing and leverage this with the tax credit program, either a 4% or 9%. HACB is specifically looking at the redevelopment of Buena Vida for this financing strategy. On behalf of HACB, BHOC submitted three 9% 2024 applications, of which two will utilize the Faircloth to RAD program. HACB submitted the required reservation request in the RAD Resource Desk.

The HACB plans to use Capital Fund Program and Replacement Housing Factor funds for new development once existing old developments have been demolished.

HACB and Partner COB were awarded a Choice Neighborhood Planning Grant for the International Southmost Neighborhood that includes Victoria Gardens. The award was made in November 2021 and project was completed in November 2023. The Plan has been submitted to HUD for review and approval.



## **2022-2023 Progress Report**

### **People**

To increase the number of households served, the HACB has made the following progress:

The Client Services Team continues to work with the community's team via an online referral system emphasizing services to the most in-needed residents.

The HACB continues to cross-train its team members to optimize case management, improve Public Housing and Voucher case management, and increase customer satisfaction.

The HACB has reduced the time on the HCV waiting list to 6 months.

The HACB has implemented an online system for application intake for the Public Housing and Voucher program. Clients can apply online and verify their status on the waiting lists via the Internet.

In 2023 we received ten stability vouchers and five VASH vouchers. HACB will continue applying for additional vouchers to serve more families. For any developments removed from service, the HACB will apply to obtain replacement vouchers.

The Client Services Team continues to recruit landlords. It conducts yearly landlord meetings to provide landlords with updates on rules, policies, and HUD regulations. Community partners are invited to these meetings to give presentations and topics on landlord and tenant rights and products or services for the care of their properties.

The Client Services Team will continue to service the HACB participants through the family participation orientations, and it will promote the voucher program through advertisements on its web page and HOME expositions. It will also provide voucher mobility counseling, and conduct outreach efforts to potential voucher landlords.

### **Communities**

To create resilient communities through collaborative initiatives and leveraging of resources, the Supportive Services Team continues to provide the following activities to residents on-site and if they are off-site, transportation is provided.



Virtual platforms are still used when the activity calls for it. Virtual platforms used include ZOOM, Facebook Live, and the HACB YouTube Channel. The Community Service Team has made the following progress:

The HACB continues to collaborate with community leaders, stakeholders, state and government institutions, Health Departments, and the City of Brownsville in community activities that promote education, health, employment, safety, and culture enrichment.

The Supportive Services Team continues to promote the Road to College (RTC) Program. The mission of the Road to College Program is to ensure that all students apply to college, financial aid, and enroll in a college or university in the fall semester following their high school graduation. The Road to College Program consists of providing relevant information to high school students, specifically juniors and seniors, about the process of enrolling in a higher education institution. Other information discussed with these students and their parents includes the advantages of pursuing higher education, the differences between technical, associate, and bachelor's degrees, as well as tuition comparisons. Career awareness is part of the education provided to these students and their families in the form of information about the different career opportunities in the industry sector and their wages. Information about important deadlines, such as college applications, FAFSA, and scholarship opportunities, is shared with students in this cohort, as well. There are currently 135 students in the RTC program. These students are in constant contact with the Youth Coordinator.

The Supportive Services Team continues to host the monthly children's reading book club to foment the habit of reading at an early age among young children between 3 and 11 years old. Each time they meet, children receive a free book, have a fun educational activity, and are provided with snacks. Books are provided by the Book Rich Environment HUD initiative.

The Supportive Services Team continues to promote the Club De Oro/Golden Club for our elderly community. The HACB Club de Oro, or Golden Club, is a social club for senior citizens 62 years of age and older. The Golden Club was created in-house to address loneliness and social isolation in older adults as they have been identified as public health risks that affect a significant number of people in the US and put them at risk for dementia and other serious medical conditions. This program refers the elderly to the resources that will help them age in place and improve their quality of life. It also facilitates programming such as social events, gardening, bingo, and health and wellness programs designed to fit their needs and provide them with an active and healthy lifestyle.



One of the initiatives under Club de Oro is the Saturday Breakfast. Saturday breakfasts are hosted every other Saturday by the Resident Association and HACB.

The HACB's Family Self-Sufficiency (FSS) Program currently has 172 participants. In the fiscal year 2023-2024, we have had 2 participants who have successfully graduated from the program. The HACB FSS Program continues to promote employment and education as a goal for self-sufficiency by providing referrals to supportive services. The benefit of an increase in earned income translates to an FSS Escrow, which families can use to gain assets in the form of savings or homeownership.

The HACB has a total of four Opportunity Centers, now serving four different developments. All children attending the afternoon program at the Opportunity Centers are served meals through Bright Nutrition.

The HACB entered into an MOU with Revival of Cultural Arts for HACB Youth to attend the De Colores Program every Saturday at the Brownsville Performing arts Academy. Youth are provided transportation, and they receive instructions in Visual Arts, Music, and Dance.

The Supportive Services Team continues to host youth programs such as the Leadership and Internship Program and the Youth Advisory Council (YAC), whose participants address issues in the community that affect the youth. The HACB has created Transition Retreats for Middle School and High School students to help our young residents understand and adapt to the changes occurring when going from elementary to middle school and from middle school to high school.

The HACB continues to promote its Scholarship Program: NAHRO, HAVE, and HACB Scholarships, as well as other scholarships available to students in the community.

The HACB, in collaboration with community partners, continues to provide a back- to-school Rally at every Development in which backpacks are distributed before the first day of school.

The Supportive Services Team continues the tradition of the Wobble Gobble Race at Thanksgiving in partnership with the Brownsville Police Department.

The HACB continues to promote and host Financial Literacy workshops, in collaboration with local and federal partners like the FDIC's Money Smart Modules, with topics ranging from budgeting, savings, debt management, and predatory lending.

HACB, in partnership with numerous partners in Health Care Services has been instrumental in educating residents and promoting healthcare.



HACB continues supporting programs focusing on parental involvement and resident leadership training.

The Community Services Team continues to promote the ConnectHomeUSA initiative among the residents. The purpose of this initiative is to reduce the digital divide. Residents have been able to obtain devices once they have completed hands-on training and basic computer literacy classes.

HACB continues to host ESL Classes on site in partnership with Adult Education with the Brownsville Independent School District.

HACB is part of the Book Rich Environment (BRE) Initiative. For the 2022-2023 fiscal year, HACB has been allotted 3,150 books that we will be able to distribute among the youth in the community of Brownsville.

This year HACB partnered with the Brownsville Wellness Coalition to host food bag distribution at two additional sites, increasing the number of sites being served to five.

HACB has an EnVision Center. EnVision Centers are centralized hubs that provide people with the resources and support needed to excel, focusing on four pillars of opportunity. The economic empowerment pillar is designed to improve the economic sustainability of individuals by empowering them with opportunities to improve their economic outlook. The educational advancement pillar seeks to provide educational opportunities and includes partnering with public and private organizations that approach education in non-traditional ways on non-traditional platforms. The health and wellness pillar is designed to improve access to better health outcomes for individuals and families. The character and leadership pillar is designed to enable all individuals to reach their full potential as productive, caring, responsible citizens by encouraging participation in volunteer and mentoring opportunities.

HACB has partnered with Bexar County BiblioTech to create three BiblioTech sites in Brownsville. BiblioTech Brownsville is an all-digital library that is operated by HACB. It is a learning resource that makes technology accessible to the residents of Brownsville, whether it be on-site or from the comfort of their own homes. HACB families are able to check out hotspots, Chromebooks, and kindles to use at home. In the Fiscal year 2022-2023, HACB was granted a grant by AARP to host 50+ Digital Skills at two of the BiblioTech sites.



### **Capacity**

The new HACB's 2022-2027 Strategy Plan will continue to serve as a guide to all HACB and its Legal Instrumentalities activities for the next five years.

The HACB will expand its property management capacity through the creation of a property management company through Brownsville Housing Management Corporation.

The HACB will assess the possibility of adding a position to focus on communication, public relations, and policy advocacy work.

The HACB will build the capacity to pursue "Healthy Housing" initiatives such as health sector partnerships addressing social determinations of health.

The team continues to provide services and employee retention programs.

The HACB continues to facilitate education and training to support transition planning and career leaders.

### **Ensure Equal Opportunity in Housing for all Americans**

The HACB will ensure equal opportunity and affirmatively further fair housing by:

Undertaking affirmative measures to ensure access to assisted housing regardless of race, color, religion, national origin, sex, familial status, and disability.

Undertaking 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.

Undertaking affirmative measures to ensure accessible housing to persons with all varieties of disabilities regardless of the unit size required.

### **Status:**

1. The HACB continues to provide information and education to potential participants and residents.
2. The HACB continues to provide opportunities for staff to obtain ongoing training in fair housing regulations.

**Attachment: tx007e01**

**Housing Authority of the City of Brownsville  
Affirmatively Furthering Fair Housing (AFFH)**



### **Ensure Equal Opportunity in Housing for all Americans**

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Undertaking 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.

Undertaking affirmative measures to ensure accessible housing to persons with all varieties of disabilities regardless of the unit size required.

### **Status:**

The HACB continues to provide information and education to potential participants and residents.

The HACB continues to provide opportunities for staff to obtain ongoing training in fair housing regulations.

# Capital Fund Program Five-Year Action Plan 2024-2028

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Capital Fund Program - Five-Year Action Plan

Status: Draft

Approval Date:

Approved By:

Part I: Summary		Locality (City/County & State)					Revised 5-Year Plan (Revision No: )	
PHA Name : Housing Authority of the City of Brownsville		Original 5-Year Plan						
PHA Number: TX007								
A.	Development Number and Name	Work Statement for Year 1 2024	Work Statement for Year 2 2025	Work Statement for Year 3 2026	Work Statement for Year 4 2027	Work Statement for Year 5 2028		
	AUTHORITY-WIDE	\$160,997.00	\$190,997.00	\$146,711.00	\$279,997.00	\$143,997.00		
	SUNSET HAVEN (TX007000024)	\$15,000.00	\$15,000.00			\$80,000.00		
	TANGELO QUARTERS (TX007010110)	\$54,000.00	\$54,000.00	\$120,000.00	\$100,000.00	\$120,000.00		
	SANCHEZ-VELA (TX007010109)	\$120,000.00	\$120,000.00	\$52,500.00		\$36,000.00		
	TROPICAL GARDENS AT BOCA CHICA (TX007010106)	\$30,000.00		\$60,786.00				

Capital Fund Program - Five-Year Action Plan

Part II: Supporting Pages - Physical Needs Work Statements (s)				
Work Statement for Year		2024		
Identifier	Development Number/Name	General Description of Major Work Categories	Quantity	Estimated Cost
	AUTHORITY-WIDE (NAWASD)			\$160,997.00
ID0069	Operations(Operations (1406))	Operations costs.		\$59,786.00
ID0070	Management Improvements(Management Improvement (1408)-Other,Management Improvement (1408)-Security Improvements (not police or guard-non-physical),Management Improvement (1408)-Staff Training,Management Improvement (1408)-System Improvements)	Relocation Coordinator, Staff & Board Training on Upgrade Software, Security Improvements		\$37,999.00
ID0071	Administrative Expense(Administration (1410)-Other,Administration (1410)-Salaries,Administration (1410)-Sundry)	COCC		\$37,999.00
ID0072	Fees and Cost(Contract Administration (1480)-Other,Contract Administration (1480)-Other Fees and Costs,Contract Administration (1480)-Relocation)	Architect and Engineering costs, Professional Services/consultant, printing costs, advertising costs.		\$16,000.00
ID0078	Agency Wide Improvements(Non-Dwelling Equipment-Expendable/Non-Expendable (1480)-Other,Non-Dwelling Site Work (1480)-Asphalt - Concrete - Paving,Non-Dwelling Site Work (1480)-Curb and Gutter)	Agency Wide Parking lot areas.		\$8,713.00
ID0115	Audit(Contract Administration (1480)-Audit)	Audit		\$500.00



Capital Fund Program - Five-Year Action Plan

Part II: Supporting Pages - Physical Needs Work Statements (s)				
Work Statement for Year		1	2024	
Identifier	Development Number/Name	General Description of Major Work Categories	Quantity	Estimated Cost
	SUNSET HAVEN (TX007000024)			\$15,000.00
ID0083	Sunset Haven Kitchen renovation and floor replacement(Dwelling Unit-Interior (1480)-Interior Painting (non routine),Dwelling Unit-Interior (1480)-Kitchen Cabinets,Dwelling Unit-Interior (1480)-Kitchen Sinks and Faucets,Dwelling Unit-Interior (1480)-Other,Dwelling Unit-Interior (1480)-Plumbing,Dwelling Unit-Interior (1480)-Flooring (non routine))	Kitchen renovation, counter tops, sinks, plumbing fixtures, floor replacement.		\$15,000.00
	TANGELO QUARTERS (TX007010110)			\$54,000.00
ID0109	Tangelo Quarters(Dwelling Unit-Exterior (1480)-Other,Dwelling Unit-Exterior (1480)-Windows)	Install 3x5 Exterior hurricane shutters Replace 15 window double glass panes		\$54,000.00
	SANCHEZ-VELA (TX007010109)			\$120,000.00
ID0112	Sanchez Vela(Dwelling Unit-Exterior (1480)-Other,Dwelling Unit-Interior (1480)-Appliances,Dwelling Unit-Interior (1480)-Mechanical,Dwelling Unit-Interior (1480)-Other,Dwelling Unit-Interior (1480)-Plumbing,Non-Dwelling Construction - Mechanical (1480)-Cooling Equipment - Systems,Non-Dwelling Construction - Mechanical (1480)-Heating Equipment - System)	Replace 30 HVAC system units Replace 5 stoves and five refrigerators		\$120,000.00
	TROPICAL GARDENS AT BOCA CHICA (TX007010106)			\$30,000.00

Capital Fund Program - Five-Year Action Plan

Part II: Supporting Pages - Physical Needs Work Statements (s)				
Work Statement for Year		1	2024	
Identifier	Development Number/Name	General Description of Major Work Categories		Quantity
ID0113	Tropical Gardens-Interior Painting(Dwelling Unit-Interior (1480)-Interior Doors,Dwelling Unit-Interior (1480)-Interior Painting (non routine),Dwelling Unit-Interior (1480)-Other)	Interior painting 58 units		\$30,000.00
	Subtotal of Estimated Cost			\$379,997.00



Capital Fund Program - Five-Year Action Plan

Part II: Supporting Pages - Physical Needs Work Statements (s)				
Work Statement for Year		2	2025	
Identifier	Development Number/Name	General Description of Major Work Categories		Estimated Cost
	TANGELO QUARTERS (TX007010110)			\$54,000.00
ID0075	Driveway and Asphalt Repairs(Dwelling Unit-Site Work (1480)-Asphalt - Concrete - Paving,Dwelling Unit-Site Work (1480)-Curb and Gutter,Dwelling Unit-Site Work (1480)-Parking,Non-Dwelling Site Work (1480)-Asphalt - Concrete - Paving)	Driveway and asphalt repairs		\$54,000.00
	SANCHEZ-VELA (TX007010109)			\$120,000.00
ID0076	Replacement of Kitchen Countertops, 10 stoves, 10 refrigerators(Dwelling Unit-Interior (1480)-Appliances,Dwelling Unit-Interior (1480)-Bathroom Counters and Sinks,Dwelling Unit-Interior (1480)-Kitchen Cabinets,Dwelling Unit-Interior (1480)-Kitchen Sinks and Faucets,Dwelling Unit-Interior (1480)-Other,Dwelling Unit-Interior (1480)-Plumbing)	Replace kitchen and bath countertop, including faucets and plumbing work, and Replace 10 stoves 10 refrigerators.		\$120,000.00
	AUTHORITY-WIDE (NAWASD)			\$190,997.00
ID0087	Operations(Operations (1406))	Operations Expense		\$95,499.00
ID0088	Management Improvements(Management Improvement (1408)-Other,Management Improvement (1408)-Staff Training,Management Improvement (1408)-System Improvements)	Board training Upgrade software		\$37,999.00

Capital Fund Program - Five-Year Action Plan

Part II: Supporting Pages - Physical Needs Work Statements (s)				
Work Statement for Year		2	2025	
Identifier	Development Number/Name	General Description of Major Work Categories		Estimated Cost
ID00089	Administration (Administration (1410)-Other, Administration (1410)-Salaries, Administration (1410)-Sundry)	Central Office Cost Center		\$37,999.00
ID00090	Fees and Costs (Contract Administration (1480)-Other Fees and Costs, Contract Administration (1480)-Audit, Contract Administration (1480)-Other)	Architect/Engineers Fees and Costs, Professional Services/consultant, printing and advertising costs.		\$16,000.00
ID00098	Non Dwelling Structure and Equipment (Non-Dwelling Equipment-Expendable/Non-Expendable (1480)-Other)	CFP vehicles repairs and upkeep, gasoline expense, CFP tools and safety equipment.		\$3,000.00
ID00125	Audit (Contract Administration (1480)-Audit)	Audit fees		\$500.00
	SUNSET HAVEN (TX007000024)			\$15,000.00
ID00126	Kitchen Renovation and Floor replacement (Dwelling Unit-Interior (1480)-Flooring (non routine), Dwelling Unit-Interior (1480)-Kitchen Cabinets, Dwelling Unit-Interior (1480)-Kitchen Sinks and Faucets, Dwelling Unit-Interior (1480)-Other, Dwelling Unit-Interior (1480)-Plumbing)	Replace kitchen cabinet and kitchen faucets.		\$15,000.00
	Subtotal of Estimated Cost			\$379,997.00



Capital Fund Program - Five-Year Action Plan

Part II: Supporting Pages - Physical Needs Work Statements (s)				
Work Statement for Year		3	2026	
Identifier	Development Number/Name	General Description of Major Work Categories		Quantity
	TROPICAL GARDENS AT BOCA CHICA (TX007010106)			
ID0096	Floor replacement(Dwelling Unit-Interior (1480)-Other,Dwelling Unit-Interior (1480)-Flooring (non routine))	Replace floor in 58 units		\$60,786.00
	SANCHEZ-VELA (TX007010109)			
ID0116	Unit Renovation(Dwelling Unit-Interior (1480)-Commodities,Dwelling Unit-Interior (1480)-Kitchen Sinks and Faucets,Dwelling Unit-Interior (1480)-Other,Dwelling Unit-Interior (1480)-Plumbing,Dwelling Unit-Interior (1480)-Tubs and Showers)	replace 30 water closets with energy-efficient fixtures. Replace 15 tub/shower combination-energy efficient. Replace 30 kitchen faucets with moen water savers.		\$52,500.00
	AUTHORITY-WIDE (NAWASD)			
ID0117	Non dwelling Structures/Equipment(Non-Dwelling Equipment-Expendable/Non-Expendable (1480)-Other)	CFP vehicle upkeep and gas expense CFP tools/safety equipment CFP vehicles Repairs		\$3,000.00
ID0118	Operations(Operations (1406))	Operation expenses		\$75,712.00

Capital Fund Program - Five-Year Action Plan

Part II: Supporting Pages - Physical Needs Work Statements (s)				
Work Statement for Year		3	2026	
Identifier	Development Number/Name	General Description of Major Work Categories		Quantity
ID0119	Administration/Administration (1410)-Other)	COCC		
ID0120	Management Improvements/Management Improvement (1408)-Empowerment Activities, Management Improvement (1408)-Other, Management Improvement (1408)-Staff Training, Management Improvement (1408)-System Improvements)	Staff and Board training, Relocation Coordinator, Technical Assistance.		\$9,000.00
ID0121	Fees and Costs/Contract Administration (1480)-Other, Contract Administration (1480)-Other Fees and Costs)	Architect/Engineers Fees/Cost Professional Services Consultant Printing, Advertising cost		\$21,000.00
	TANGELO QUARTERS (TX007010110)			\$120,000.00
ID0127	Unit Renovation and Painting/Dwelling Unit-Exterior (1480)-Exterior Paint and Caulking, Dwelling Unit-Exterior (1480)-Gutters - Downspouts, Dwelling Unit-Exterior (1480)-Other, Dwelling Unit-Exterior (1480)-Siding, Dwelling Unit-Exterior (1480)-Soffits, Dwelling Unit-Interior (1480)-Flooring (non routine), Dwelling Unit-Interior (1480)-Interior Doors, Dwelling Unit-Interior (1480)-Interior Painting (non routine), Dwelling Unit-Interior (1480)-Kitchen Sinks and Faucets, Dwelling Unit-Interior (1480)-Mechanical, Dwelling Unit-Interior (1480)-Other, Dwelling Unit-Interior (1480)-Plumbing)	Unit repairs/renovation, interior and exterior painting, replace fire extinguishers, replace smoke alarms.		\$120,000.00
	Subtotal of Estimated Cost			\$379,997.00



Capital Fund Program - Five-Year Action Plan

Part II: Supporting Pages - Physical Needs Work Statements (s)				
Work Statement for Year		4	2027	
Identifier	Development Number/Name	General Description of Major Work Categories		Estimated Cost
	AUTHORITY-WIDE (NAWASD)			\$279,997.00
ID0128	Management Improvements/Management Improvement (1408)-Equal Opportunity, Management Improvement (1408)-Other Management Improvement (1408)-System Improvements, Management Improvement (1408)-Empowerment Activities	Technical Assistance, Computer hardware replacement. PNA		\$37,000.00
ID0129	PH Wide Nondwelling Structure Equipment(Non-Dwelling Equipment-Expendable/Non-Expendable (1480)-Other)	CFP vehicle and gas expenses Tools/safety equipment Vehicle repairs		\$6,500.00
ID0130	Administration/Administration (1410)-Other	COCC		\$37,999.00
ID0131	Fees and Costs(Contract Administration (1480)-Audit,Contract Administration (1480)-Other,Contract Administration (1480)-Other Fees and Costs)	Architect/Engineering fees/cost Professional Service, consultant, printing, and Advertising Cost		\$21,000.00
ID0132	Operations(Operations (1406))	Operation Costs		\$97,498.00
ID0135	Agency Wide/Dwelling Unit-Site Work (1480)-Landscape,Dwelling Unit-Site Work (1480)-Lighting,Dwelling Unit-Site Work (1480)-Other,Non-Dwelling Exterior (1480)-Other	Landscaping & irrigation system improvements Solar panels		\$80,000.00

Capital Fund Program - Five-Year Action Plan

Part II: Supporting Pages - Physical Needs Work Statements (s)				
Work Statement for Year		4	2027	
Identifier	Development Number/Name	General Description of Major Work Categories		Estimated Cost
	TANGHELO QUARTERS (TX007010110)			\$100,000.00
ID0134	Carport Installation(Dwelling Unit-Site Work (1480)- Parking,Non-Dwelling Exterior (1480)-Other,Dwelling Unit-Site Work (1480)- Paving)	Install 18 Carports 15x25 ft & Driveways		\$100,000.00
	Subtotal of Estimated Cost			\$379,997.00



Capital Fund Program - Five-Year Action Plan

Part II: Supporting Pages - Physical Needs Work Statements (s)				
Work Statement for Year		5	2028	
Identifier	Development Number/Name	General Description of Major Work Categories		Estimated Cost
	AUTHORITY-WIDE (NAWASD)			\$143,997.00
ID00136	Administration/Administration (1410)-Other,Administration (1410)-Salaries,Administration (1410)-Sundry	COCC		\$37,999.00
ID00137	Management Improvements(Operations (1406))	Staff and Board Training		\$10,000.00
ID00140	Operations(Operations (1406))	Operations cost		\$95,998.00
	TANGELO QUARTERS (TX0007010110)			\$120,000.00
ID00138	Tangelo Quarters unit renovation(Dwelling Unit-Exterior (1480)-Exterior Paint and Caulking,Dwelling Unit-Interior (1480)-Appliances,Dwelling Unit-Interior (1480)-Interior Painting (non routine),Dwelling Unit-Interior (1480)-Kitchen Sinks and Faucets,Dwelling Unit-Interior (1480)-Other,Dwelling Unit-Interior (1480)-Plumbing)	Replace ceiling fans, blinds, sink and kitchen faucets, 15 glass window panes, and interior painting. Exterior paint and caulking.		\$120,000.00
	SANCHEZ-VELA (TX0007010109)			\$36,000.00

Capital Fund Program - Five-Year Action Plan

Part II: Supporting Pages - Physical Needs Work Statements (\$)				
Work Statement for Year		5	2028	
Identifier	Development Number/Name	General Description of Major Work Categories		Quantity
ID0139	Sanchez Vela(Dwelling Unit-Interior (1480)-Appliances)	Replace 15 stoves and 15 refrigerators		\$36,000.00
	SUNSET HAVEN (TX007000024)			\$80,000.00
ID0141	Sunset Haven(Dwelling Unit-Interior (1480)-Interior Painting (non routine),Dwelling Unit-Interior (1480)-Other)	Interior painting for 30 PH units.		\$80,000.00
	Subtotal of Estimated Cost			\$379,997.00





Capital Fund Program - Five-Year Action Plan

Part III: Supporting Pages - Management Needs Work Statements (s)		
Work Statement for Year	1	2024
Development Number/Name General Description of Major Work Categories		Estimated Cost
Subtotal of Estimated Cost		\$160,997.00



Capital Fund Program - Five-Year Action Plan

Part III: Supporting Pages - Management Needs Work Statements (s)		
Work Statement for Year	2	2025
Development Number/Name General Description of Major Work Categories		
Housing Authority Wide		
Operations(Operations (1406))		\$95,499.00
Management Improvements(Management Improvement (1408)-Other, Management Improvement (1408)-Staff Training, Management Improvement (1408)-System Improvements)		\$37,999.00
Administration(Administration (1410)-Other, Administration (1410)-Salaries, Administration (1410)-Sundry)		\$37,999.00
Fees and Costs(Contract Administration (1480)-Other Fees and Costs, Contract Administration (1480)-Audit, Contract Administration (1480)-Other)		\$16,000.00
Non Dwelling Structure and Equipment(Non-Dwelling Equipment-Expendable/Non-Expendable (1480)-Other)		\$3,000.00
Audit(Contract Administration (1480)-Audit)		\$500.00

Capital Fund Program - Five-Year Action Plan

Part III: Supporting Pages - Management Needs Work Statements (\$)		
Work Statement for Year	2025	
Development Number/Name General Description of Major Work Categories		Estimated Cost
Subtotal of Estimated Cost		\$190,997.00



Capital Fund Program - Five-Year Action Plan

Part III: Supporting Pages - Management Needs Work Statements (s)		
Work Statement for Year	3	2026
Development Number/Name General Description of Major Work Categories		Estimated Cost
Housing Authority Wide		
Nondwelling Structures/Equipment(Non-Dwelling Equipment-Expendable/Non-Expendable (1480)-Other)		\$3,000.00
Operations(Operations (1406))		\$75,712.00
Administration(Administration (1410)-Other)		\$37,999.00
Management Improvements(Management Improvement (1408)-Empowerment Activities,Management Improvement (1408)-Other,Management Improvement (1408)-Staff Training,Management Improvement (1408)-System Improvements)		\$9,000.00
Fees and Costs(Contract Administration (1480)-Other,Contract Administration (1480)-Other Fees and Costs)		\$21,000.00
Subtotal of Estimated Cost		\$146,711.00

Capital Fund Program - Five-Year Action Plan

Part III: Supporting Pages - Management Needs Work Statements (s)		
Work Statement for Year	4	2027
Development Number/Name General Description of Major Work Categories		Estimated Cost
Housing Authority Wide		
Management Improvements(Management Improvement (1408)-Equal Opportunity,Management Improvement (1408)-Other,Management Improvement (1408)-System Improvements,Management Improvement (1408)-Empowerment Activities)		\$37,000.00
PH Wide Nondwelling Structure Equipment(Non-Dwelling Equipment-Expendable/Non-Expendable (1480)-Other)		\$6,500.00
Administration/Administration (1410)-Other)		\$37,999.00
Fees and Costs(Contract Administration (1480)-Audit,Contract Administration (1480)-Other,Contract Administration (1480)-Other Fees and Costs)		\$21,000.00
Operations(Operations (1406))		\$97,498.00
Agency Wide(Dwelling Unit-Site Work (1480)-Landscape,Dwelling Unit-Site Work (1480)-Lighting,Dwelling Unit-Site Work (1480)-Other,Non-Dwelling Exterior (1480)-Other)		\$80,000.00



Capital Fund Program - Five-Year Action Plan

Part III: Supporting Pages - Management Needs Work Statements (s)		
Work Statement for Year	4	2027
Development Number/Name General Description of Major Work Categories		Estimated Cost
Subtotal of Estimated Cost		\$279,997.00

Capital Fund Program - Five-Year Action Plan

Part III: Supporting Pages - Management Needs Work Statements (\$)		
Work Statement for Year	5	2028
Development Number/Name General Description of Major Work Categories		
Housing Authority Wide		
Administration(Administration (1410)-Other, Administration (1410)-Salaries, Administration (1410)-Sundry)		\$37,999.00
Management Improvements(Operations (1406))		\$10,000.00
Operations(Operations (1406))		\$95,998.00
Subtotal of Estimated Cost		\$143,997.00