

PORT ARTHUR HOUSING AUTHORITY

Board of Commissioners Regular Meeting

August 22nd, 2022 at 5:00 p.m.



Board Membership

Robert Reid, Chairman
Melvin Getwood, PhD, Vice-Chairman
Bart Bragg, Commissioner
Cleveland Keal, Commissioner
Debra Ambrose, Commissioner

Executive Director

Seledonio "Cele" Quesada



EXECUTIVE DIRECTOR
CELE QUESADA

COMMISSIONERS:
ROBERT REID, CHAIRMAN
MELVIN GETWOOD, PhD, VICE-CHAIRMAN
BART BRAGG
CLEVELAND KEAL
DEBRA AMBROISE

**HOUSING AUTHORITY OF THE CITY OF PORT ARTHUR
BOARD OF COMMISSIONERS**

Notice is hereby given that on **Monday the 22nd day of August, 2022 at 5:00 p.m.**, the Board of Commissioners of the Housing Authority of the City of Port Arthur will hold a regular meeting. The Port Arthur Housing Authority offers accommodations for persons accessing its facilities, as required by the Americans with Disabilities Act. If you require special accommodations, please contact the Port Arthur Housing Authority office for assistance. Hearing impaired may contact Relay Texas 1-800-735-2989 or TDD.

Open Meeting – 5:00 p.m.

1. Call to Order
2. Roll Call
3. Invocation
4. Pledge of Allegiance
5. Minutes for July 25, 2022 Regular Meeting
6. Executive Director/Secretary Report
 - A. Financial Reports
 - i. Section 8
 - ii. Business Activities
 - a. Write-off's
 - B. Reports
 - i. Section 8
 - ii. Affiliates
 - iii. 50058 PIC Submission reports
 - iv. Police Reports
 - v. Home Ownership
 - C. Internal Control Reports
 - i. Listing of all the contracts executed
 - ii. List of all the public notices and procurement notices published
 - iii. List of all the checks paid for goods and services greater than \$10,000.
 - iv. Status report HUD/OIG/State Review findings
7. Consideration and discussion of a motion to approve the award of Contract No. C22006-1, Legal Services – National; and Contract No. C22006-2, Legal Services – Local.
8. Consideration and discussion to move into Executive Session – Convene an Executive Session to discuss:
 - A. Personnel matters in accordance with Section 551.074 of the Texas Government Code
 - B. Legal Issues in accordance with Section 551.071 of the Texas Government Code
 - C. Real Estate matters in accordance with Section 551.072 of the Texas Government Code
9. Future Agenda Items
10. Adjournment

Done and posted the 18th day of August, 2022 at 3:25p, at the PORT ARTHUR HOUSING AUTHORITY ADMINISTRATION BUILDING and PROPERTIES, in Port Arthur, Texas before 5:00 p.m.

Delivered by: [Signature] Received by: [Signature]

Housing Authority of the City of Port Arthur

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August 22nd, 2022

OPEN MEETING 5:00 P.M.

- Call to Order
- Roll Call
- Invocation
- Pledge of Allegiance

MISSION STATEMENT

To provide adequate and affordable housing, economic opportunity and a suitable living environment free from discrimination.

*- Board of Commissioners
Port Arthur Housing Authority*

MINUTES

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DISCUSSION/POSSIBLE ACTION

- Consideration and discussion of a motion to approve the award of Contract No. C22006-1, Legal Services – National; and Contract No. C22006-2, Legal Services – Local 54-58



EXECUTIVE DIRECTOR
CELE QUESADA

COMMISSIONERS:
ROBERT REID, CHAIRMAN
MELVIN GETWOOD, PhD, VICE-CHAIRMAN
BART BRAGG
CLEVELAND KEAL
DEBRA AMBROISE

August 22, 2022

Subject: Consideration and discussion of a motion to approve the minutes from the Board of Commissioners Regular Meeting on July 25, 2022.

Recommendation:

A recommendation is being made for the Board to approve the minutes for the Board of Commissioners Regular Meeting on July 25, 2022.

Background:

A regular meeting was held on July 25, 2022 at 920 DeQueen Blvd., Port Arthur, TX 77640 and via teleconference. See attached copy of the minutes.

Budget/Fiscal Effect:

None

Staffing/Employee Effect:

None

MINUTES OF THE REGULAR
MEETING OF THE HOUSING AUTHORITY
OF THE CITY OF PORT ARTHUR, TEXAS HELD ON
THE 25TH OF JULY, 2022.

The Board of Commissioners of the Housing Authority of the City of Port Arthur, Texas, met in Regular Session on Monday, July 25, 2022 at 920 DeQueen Blvd., Port Arthur, TX 77640 and via telephone conference US Toll-free (844) 857-5555; Meeting ID: 7805200.

Agenda Item No. 1 – Call to Order. The meeting was called to order at 3:02 p.m. by Robert Reid, Chairman.

Agenda Item No. 2 – Roll Call. Seledonio Quesada, Executive Director noted the following attendance:

PRESENT: Board Members in Attendance:
Robert Reid, Chairman (via telephone)
Bart Bragg, Commissioner (via telephone)
Debra Ambrose, Commissioner (via telephone)

ABSENT: Melvin Getwood, Ph.D., Vice-Chairman
Cleveland Keal, Commissioner

STAFF: Wendy Bledsoe, Operations HR/ Finance Analyst
Jaclyn Herrington, Procurement Officer

CONTRACTORS: None

VISITORS: None

Agenda Item No. 3 – Invocation. The invocation was given by Commissioner Bart Bragg.

Agenda Item No. 4 – Pledge of Allegiance. This was spoken by all.

Agenda Item No. 5 – Consideration and discussion of a motion to approve the minutes from the Regular Board of Commissioners Meeting held on Monday, June 27, 2022 and the Special Board of Commissioners Meeting on July 14, 2022. The motion was made by Commissioner Ambrose and seconded by Commissioner Bragg.

AYES: All

NAYS: None

The motion carried.

Agenda Item No. 6 – Executive Director/Secretary Report – Reports were made available by the Executive Director/Secretary regarding the various housing programs. An Internal Control Report was given that addressed any procurements, contracts and checks, open audit findings, the status of any open capital funds.

Agenda Item No. 7 – Consideration and discussion of a motion to approve award of Contract No. C22005, Valley View Estates Exterior Painting. A motion was made by Commissioner Bragg and seconded by Commissioner Ambrose.

AYES: All

NAYS: None

The motion carried

Agenda Item No. 8 – Consideration and discussion to move into Executive Session-Executive Session -
Convene an Executive Session to discuss:

- A. Personnel matter in accordance with Section 551.074 of the Texas Government Code
- B. Legal Issues in accordance with Section 551.071 of the Texas Government Code
- C. Real Estate matters in accordance with Section 551.072 of the Texas Government Code

Agenda Item No. 9 – Future Agenda Items – None

Agenda Item No. 10 – Adjournment

The motion to adjourn was made by Commissioner Bragg and seconded by Commissioner Ambroise, the following was recorded:

AYES: All

NAYS: None

Meeting adjourned at 3:10 p.m.

Chairman, Board of Commissioners

ATTEST:

Executive Director/Secretary

Port Arthur Housing Authority

9 Months Ending

Operating Statements

June 30, 2022

UNAUDITED

Rental Assistance Demonstration (RAD) Lakeview Palms	Annual Budget FYE 9-30-2022	Year to Date Budget	Year to Date Actual	Favorable (Unfav) Variance	Notes
Operating Income					
RAD PBV HAP Subsidy - Dwelling Rental Income	705,000	528,750	527,519	(1,231)	
Sale Proceeds - Scattered Sites	0	0	281,556	281,556	
Other Income	12,500	9,375	13,731	4,356	
Total Operating Income	717,500	538,125	822,806	284,681	
Operating Expenses					
Administrative Expenses	207,500	155,625	144,069	11,556	
Utilities	85,500	64,125	63,611	514	
Maintenance	220,000	165,000	205,404	(40,404)	RAD-1
Protective Services	25,000	18,750	19,931	(1,181)	
Insurance Expense	119,200	89,400	93,694	(4,294)	
Employee Benefits	95,000	71,250	58,360	12,890	
Other General Expense	18,700	14,025	0	14,025	
Total Routine Operating Expenses	770,900	578,175	585,070	(6,895)	
Cash Flow (Deficit) from Operations	(53,400)	(40,050)	237,736	277,786	
Other (Uses) Sources of Cash Flow					
less: Contribution to Replacement Reserve	(43,000)	(32,250)	(32,250)		
plus: Reimbursement from Replacement Reserves	43,000	32,250	0		
Total Other (Uses) Sources of Cash Flow	0	0	(32,250)		
ADJUSTED Cash Flow (Deficit) from Operations	(53,400)	(40,050)	205,486	245,536	
10/1- Replacement Reserves	750,583	750,583	750,583		
09/30- Replacement Reserves	750,583	750,583	782,833		
10/1- Operating Reserves	754,527	754,527	754,527		
09/30- Operating Reserves	701,127	714,477	960,013		

Notes: RAD-1 Pressure washing, roof repairs, auto repairs

Port Arthur Housing Authority

9 Months Ending

Operating Statements

June 30, 2022

UNAUDITED

	Annual Budget FYE 9-30-2022	Year to Date Budget	Year to Date Actual	Favorable (Unfav) Variance	Notes
Housing Choice Voucher Program					
Administrative Operating Income					
Total Operating Income - Budget @ 80% proration	2,180,250	1,635,188	1,827,256	192,069	
Operating Expenses					
Salaries and Benefits	1,395,000	1,046,250	818,071	228,179	
Office Facilities Expense	97,000	72,750	71,205	1,545	
Other Administrative Expenses	585,000	438,750	412,859	25,891	
Total Operating Expenses	2,077,000	1,557,750	1,302,135	255,615	
<i>Transfer to Villa Main for Repairs</i>			(164,463)		
Cash Flow (Deficit) from Operations	103,250	77,438	360,658	283,221	
<i>Beginning Admin Operating Reserves</i>	2,758,424	2,758,424	2,758,424		
<i>Ending Admin Operating Reserves</i>	2,861,674	2,835,862	3,119,082		
Housing Assistance Payments (HAP)					
				Over (Under)	
Housing Assistance Payment Subsidy	22,075,000	16,556,250	16,055,499	(500,751)	
Fraud Recovery	75,000	56,250	57,759	1,509	
Housing Assistance Payments	22,132,000	16,599,000	16,677,177	78,177	
HAP Current Year Excess (Use)	18,000	13,500	(563,920)		
<i>Beginning PAHA HAP Reserves</i>	186,539	186,539	186,539		
<i>Ending PAHA HAP Reserves</i>	204,539	200,039	(377,381)		

Notes:

Port Arthur Housing Authority

9 Months Ending

Operating Statements

June 30, 2022

UNAUDITED

	Annual Budget FYE 9-30-2022	Year to Date Budget	Year to Date Actual	Favorable (Unfav) Variance	Notes
Business Activities					
<u>Operating Income</u>					
Total Operating Income	500	375	0	(375)	
<u>Operating Expenses</u>					
Salaries and Benefits	150,000	112,500	59,660	52,840	
Development and Other Administrative Expenses	125,000	93,750	109,779	(16,029)	
Total Business Activities Expenses	275,000	206,250	169,439	36,811	
Cash Transfer from Sec 8 Admin to PAAH for Villa Main-current fiscal year			164,463		
Loan to Villa Main-current fiscal year			(164,049)		
Net Cash Transfer from (to) Affiliates			93,500		
	250,000	0			
Increase (Decrease) Business Activities Reserves	(24,500)	(205,875)	(75,526)	130,349	
Beginning Cash Reserves	311,151	311,151	311,151		
Ending Cash Reserves	286,651	105,276	235,626		
Outstanding Developer Fee Receivable+Accrued Interest	1,269,662	1,269,662	1,269,662		
Includes: Port Arthur Housing Opportunities and Port Arthur Affordable Housing					

	Annual Budget FYE 9-30-2022	Year to Date Budget	Year to Date Actual	Favorable (Unfav) Variance	Notes
ValleyView, Brittany Place Apts & Bellbrook					
<u>Operating Income</u>					
Tenant Rental Income	3,408,000	2,556,000	2,570,459	14,459	
Other Tenant Charges-Other Income	43,250	32,438	65,216	32,779	
Total Operating Income	3,451,250	2,588,438	2,635,675	47,238	
<u>Operating Expenses</u>					
Administrative Expenses	562,000	421,500	375,495	46,005	
Utilities	311,100	233,325	231,351	1,974	
Maintenance & Protective Service	879,000	659,250	667,275	(8,025)	
Insurance Expense	507,000	380,250	376,905	3,345	
Employee Benefits	343,125	257,344	203,000	54,344	
Other General Expense	35,000	26,250	80,950	(54,700)	AF-1
Interest Expense	447,705	335,779	336,559	(780)	
Total Routine Operating Expenses	3,084,930	2,313,698	2,271,534	42,164	
Cash Flow (Deficit) from Operations	366,320	274,740	364,142	89,402	
<u>Other (Uses) Sources of Cash Flow</u>					
less: Principal Loan Payments	(208,550)	(156,413)	(155,630)	783	
less: Contribution to Replacement Reserves	(110,600)	(82,950)	(82,950)	(0)	
plus: Reimbursement from Replacement Reserves	121,000	90,750	105,558	14,808	AF-1
Total Other (Uses) Sources of Cash Flow	(198,150)	(148,613)	(133,021)	15,591	
Transfer from (to) Business Activities	(250,000)	(187,500)	(93,500)	94,000	
ADJUSTED Cash Flow (Deficit) from Operations	(81,830)	(61,373)	137,620	198,993	
10/1-Replacement Reserves	563,441	563,441	563,441		
09/30-Replacement Reserves	553,041	555,641	540,832		

Notes:

AF-1: Exterior Painting half of the buildings--pending replacement reserve request reimbursement



COMMISSIONERS:
 ROBERT REID, CHAIRMAN
 MELVIN GETWOOD, PhD, VICE CHAIRMAN
 BART BRAGG
 CLEVELAND KEAL
 CLONIE AMBROISE

EXECUTIVE DIRECTOR
 CELE QUESADA

Date: August 22 ,2022
To: Board of Commissioner
From: Shanel Dixon, Affordable Housing Director
Subject: Property Write-offs 4th Quarter

It is the policy of the Port Arthur Housing Authority (PAHA) to write-off debts if:

1. The debtor's whereabouts are unknown and or the debt is more than one (1) year old.
2. The debtor is deceased
3. The debt has been determined uncollectible

Decrease in revenue of **\$74,880.66**

BELLBROOK	
ADDRESS	AMOUNT
2423 Guzman Dr.	\$1,478.70
2437 Julian Dr.	\$216.00
2445 Julian Dr.	\$41.00
2460 Julian Dr.	\$11.00

\$1,746.00

BRITANY PLACE	
ADDRESS	AMOUNT
3500 Normandy Dr. #1302	\$222.00
3500 Normandy Dr. #1304	\$3,730.00
3500 Normandy Dr. #1305	\$660.00
3500 Normandy Dr. #3106	\$4,620.00
3500 Normandy Dr. #3108	\$5,913.00
3500 Normandy Dr. #5106	\$1,115.00
3500 Normandy Dr. #6102	\$548.00
3500 Normandy Dr. #6206	\$528.25
3500 Normandy Dr. #7101	\$5,875.00

\$23,211.25

LAKEVIEW PALMS

ADDRESS	AMOUNT
5200 Gulfway Dr #102	\$1,024.00
5200 Gulfway Dr #206	\$397.00
5200 Gulfway Dr #304	\$538.00
5200 Gulfway Dr #503	\$1,568.00
5200 Gulfway Dr #603	\$1,840.00
5200 Gulfway Dr #605	\$409.00
5200 Gulfway Dr #902	\$995.00
5200 Gulfway Dr #1102	\$1,262.00
5200 Gulfway Dr #1103	\$494.00
5200 Gulfway Dr #1503	\$617.00

\$10,307.00

VALLEY VIEW

ADDRESS	AMOUNT
5801 N Twin City Hwy #1002	\$855.00
5801 N Twin City Hwy #103	\$1,581.00
5801 N Twin City Hwy #1501	\$550.00
5801 N Twin City Hwy #1601	\$3,213.00
5801 N Twin City Hwy #1902	\$1,157.00
5801 N Twin City Hwy #2003	\$1,507.00
5801 N Twin City Hwy #206	\$583.00
5801 N Twin City Hwy #2105	\$1,389.00
5801 N Twin City Hwy #2304	\$1,162.00
5801 N Twin City Hwy #2402	\$2,644.00
5801 N Twin City Hwy #2501	\$3,902.00
5801 N Twin City Hwy #2504	\$1,531.00
5801 N Twin City Hwy #2606	\$1,022.00
5801 N Twin City Hwy #2702	\$4,263.00
5801 N Twin City Hwy #501	\$1,254.91
5801 N Twin City Hwy #804	\$546.00
5801 N Twin City Hwy #805	\$11,858.00
5801 N Twin City Hwy #902	\$598.50

\$39,616.41**Grand Total \$74,880.66**

*Write-offs include any unpaid rent, damages or theft.
Section 8 tenants are reported in HUD's Debts Owed Module and cannot be rehoused at any HA until debt is paid.
Market tenant files are flagged and cannot be housed at any PAHA site until debt is paid.*



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Explanation of HCV Program Activities

New Admission

- These are applicants who were recently issued vouchers who have successfully leased a unit.

Certifications

- Certifications are conducted annually to determine continued eligibility of the family and rent subsidy based on household composition, income, expenses and deductions.

Moves

- These are clients who are currently on the Section 8 Program who have chosen to move to another unit prior to or after their annual certification.

Cancels

- Are conducted on families who fail to comply with the program guidelines.

Interims

- Interims are changes in household composition, income, expenses and deductions that occur between the next annual certification.
- All changes must be reported in writing to the Housing Authority within 10 days of such change. Families may report multiple changes.

Inspections

- Annual inspections are conducted 90 – 120 days prior to the anniversary month of the contract. The PHA shall not make any housing assistance payments if the contract unit does not meet HQS. (Housing Quality Standards) If at any time the family or owner / landlord notifies the PHA that the unit does not meet HQS, an inspection may be conducted. Inspections are also done to determine rent increases.

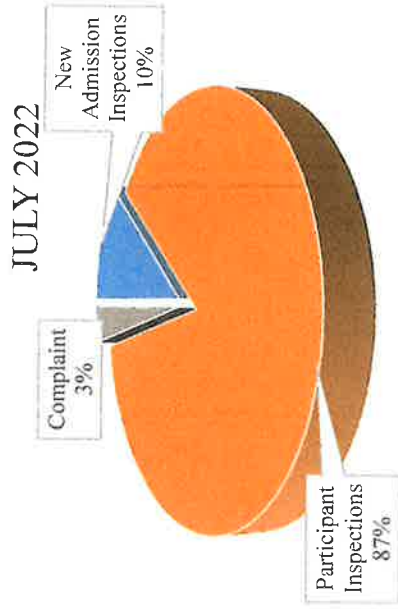
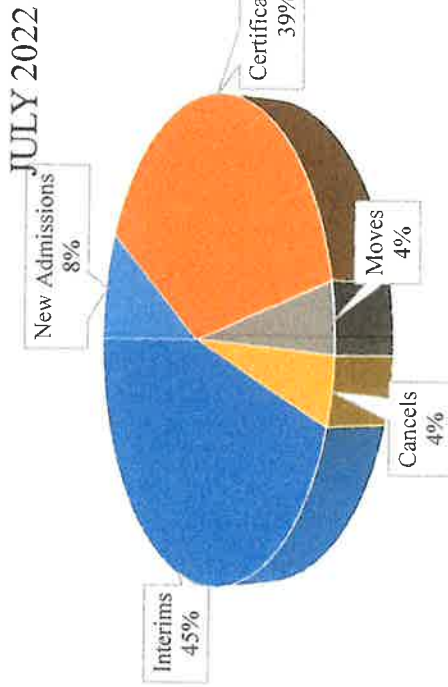
*** McCright has been contracted to inspect our affiliate units.

The increase or decrease in specific areas will vary from month to month depending on the information reported by the families and /or the needs of the families / landlords.

HCV PROGRAM MONTHLY ACTIVITY REPORT JULY 2022

Month	New Admissions	Certifications	Moves	Cancel	Interims	Total
JULY	51	235	25	24	277	612

Month	New Admission Inspections	Participant Inspections	Complaint
JULY	51	435	16



**SEMAP REPORTS
TX034 Utilization Report**

ACC₂ Units (UMA₃) (enter only if change)	# Housed	# EOP	Utilization
3070	51	24	3059
ACTUAL Leased Units	Monthly EOP₄ %	Monthly ABA₁ Expended %	Cumulative Annual UML₄ %
3059	99.6%	99.7%	97.3%
			Cumulative ABA₁ Expended %
			94.7%

ABAI Annual Budget Authority (for HAP expenses in the HCV program)
ACC2 Annual Contributions Contract. Annual Contracts with Public Housing Authorities for payments toward rents. Financing debt service, and financing for modernization.
UMA3 Unit Months Available.
UML4 Unit Months Leased.

“Bellbrook Estates”

Month Reporting July 2022

- Property Narrative-None

- **Physical Occupancy**

<i>a</i> Unit Type	<i>b</i> Total Units	<i>c</i> Occupied Units	<i>d</i> Make Ready	<i>e</i> Vacant Units	<i>c/b %</i> Gross Occupancy
3 Bedroom	100	100	0	1	99%

- **Move-Ins, Move-Outs, and Unit Turnaround Time**

	This Month	Year-to-Date
Move-ins	00	09
Move-outs	01	08
Evictions (included with move-outs)	00	00
Make-ready time (Avg. Days)	21	21
Lease-up time (Avg. Days)	7	7
Total Turnaround Time (Avg. Days)	21	21

- **List All Vacant Units and their Status**

Address	Bdrm	Projected Ready Date (mm/dd/yy)	Anticipated Lease/ Date (mm/dd/yy)	Application Approved and Waiting?
2437 Julian	3	7.25.22	8.12.22	YES

- **Annual Unit Inspections**

Total units to be inspected for the year	100
Number completed/start of month	02
Number inspected for the month	03
Number completed year to date	05
Total left to be inspected for the year	95

- **Lease Enforcements**

Lease warnings issued (72 Hour Vacate)	11
Lease infractions issued	01
Abandonment letters	00
30-day lease terminations	01
72-hour lease terminations	00

- **Evictions**

List all tenants on formal eviction/court summons, then all households for whom a judgment was issued, the date of the judgment and the action (dismissal, eviction, etc.)

Resident Name	Reason (30-day/72-hour)	Summons Date	Judgment Action

- **Non-Emergency Work Orders**

Beginning balance	00
Received	37
Closed	40
Ending Balance	00

- **Emergency Work Orders**

	This Month	Year-to-Date
Requested	0	0
Completed within 24 hours	0	0
Percent completed within 24 hours	0	0
Total work orders for the year	438	

- **Rent Collections**

	This Month
Rent charges	\$97,556
Other charges	-\$9,358
Total new charges	\$88,198
Previous Month Balance	\$3,980
Total charges	\$92,178
Collections (Inactive Tenants)	\$216
End of Month Balance	\$ 2,315
Collection rate	97%

- **Delinquencies-End of Month**

OUTSTANDING ACCOUNTS	
Total number of households (Owes <.01)	07
Amount	\$2,315
Number under legal	0
Amount under legal	0

- **Other Comments/Notes:**

“Brittany Place Townhomes”

Month Reporting July 2022

- **Property Narrative-None**

- **Physical Occupancy-First of the Month**

<i>a</i> Unit Type	<i>b</i> Total Units	<i>c</i> Occupied Units	<i>d</i> Make Ready	<i>E</i> Vacant Units	<i>c/b</i> % Gross Occupancy
1 Bedroom	50	49	1	1	99%
2 Bedroom	16	15	1	1	99%
3 Bedroom	30	29	1	1	99%
Total	96	93	3	3	95%

- **Move-Ins, Move-Outs, and Unit Turnaround Time**

	This Month	Year-to-Date
Move-ins	01	12
Move-outs	00	10
Evictions (included with move-outs)	00	02
Make-ready time (Avg. Days)	21	21
Lease-up time (Avg. Days)	10	10
Total Turnaround Time (Avg. Days)	21	21

- **List All Vacant Units and their Status**

Address	Bdrm	Projected Ready Date (mm/dd/yy)	Anticipated Lease Date (mm/dd/yy)	Application Approved and Waiting?
3500 Normandy #1302	1	07/16/2022	08/01/2022	Y
3500 Normandy #3106	2	08/01/2022	08/01/2022	Y
3500 Normandy #5106	3	On hold	On hold	

- **Annual Unit Inspections**

Total units to be inspected for the year	96
Number completed/start of month	43
Number inspected for the month	05
Number completed year to date	48
Total left to be inspected for the year	48

- **Lease Enforcements**

Lease warnings issued (72 Hour Vacate)	03
Lease infractions issued	01
Abandonment letters	0
30-day lease terminations	0
72-Hour termination	0

- **Evictions**

List all tenants on formal eviction/court summons, then all households for whom a judgment was issued, the date of the judgment and the action (dismissal, eviction, etc.)

Resident Name	Reason (30-day/72-hour)	Summons Date	Judgment Action

- **Non-Emergency Work Orders**

Beginning balance	09
Received	39
Closed	46
Ending Balance	02

- **Emergency Work Orders**

	This Month	Year-to-Date
Requested	0	0
Completed within 24 hours	0	0
Percent completed within 24 hours	0	0
Total work orders for the year	334	

- **Rent Collections**

	This Month
Rent charges	\$73,604
Other charges	\$-5,760
Total new charges	\$67,845
Previous Month Balance	\$7,655
Total charges	\$75,550
Collections (Inactive Tenants)	\$0
End of Month Balance	\$10,951
Collection rate	86%

- **Delinquencies-End of Month**

OUTSTANDING ACCOUNTS	
Total number of households (Owes <.01)	15
Amount	\$10,951
Number under legal	0
Amount under legal	0

- **Other Comments/Notes**

“Lakeview Apartments”

Month Reporting July 2022

- **Property Narrative**

- **Physical Occupancy**

<i>a</i> Unit Type	<i>b</i> Total Units	<i>c</i> Occupied Units	<i>d</i> Make Ready	<i>e</i> Vacant Units	<i>c/b %</i> Gross Occupancy
1 Bedroom	18	17	1	1	94%
2 Bedroom	34	31	3	3	91%
3 Bedroom	34	31	3	3	91%
Total	86	79	7	7	92%

- **Move-Ins, Move-Outs, and Unit Turnaround Time**

	This Month	Year-to-Date
Move-ins	00	07
Move-outs	01	12
Evictions (included with move-outs)	01	05
Make-ready (Ave Day)	21	21
Lease-up time (Ave Days)	10	10
Total Turnaround Time (Ave Days)	21	21

- **List All Vacant Units and their Status**

Address	Bdrm	Projected Ready Date (mm/dd/yy)	Anticipated Lease Date (mm/dd/yy)	Application Approved and Waiting?
5200 Gulfway #304	2	8/10/2022	08/17/2022	Yes
5200 Gulfway #503	2	06/30/2022	08/17/2022	Yes
5200 Gulfway #1503	3	06/15/2022	09/01/2022	Yes
5200 Gulfway #1201	1	07/30/2022	09/01/2022	Yes
5200 Gulfway #1504	2	7/30/2022	09/15/2022	Yes
5200 Gulfway #605	3	7/11/2022	8/14/2022	Yes
5200 Gulfway #801	1	7/20/2022	09/01/2022	Yes
5200 Gulfway #1703	3	08/31/2022	09/15/2022	Yes

- **Annual Unit Inspections**

Total units to be inspected for the year	86
Number completed/start of month	5
Number inspected for the month	5
Number completed year to date	10
Total left to be inspected for the year	76

- **Lease Enforcements**

Lease warnings issued	0
Lease violations issued	3
Abandonment letters	0

30-day lease terminations	0
72-hour lease terminations	0

- Evictions**

List all tenants on formal eviction/court summons, then all households for whom a judgment was issued, the date of the judgment and the action (dismissal, eviction, etc.)

Resident Name	Reason (30-day/72-hour)	Summons Date	Judgment Action

- Non-Emergency Work Orders**

Beginning balance	19
Received	23
Completed	24
Ending Balance	18

- Emergency Work Orders**

	This Month	Year-to-Date
Requested	0	0
Completed within 24 hours	0	0
Percent completed within 24 hours	0	0
Total work orders for the year	304	

- Rent Collections**

	This Month
Rent charges	\$51,318
Other charges	\$-4,210
Total new charges	\$47,108
Previous Month Ending Balance	\$10,610
Total charges	\$57,718
Collections (M/O's in Collections)	\$0
End of Month Balance	\$10,445
Collection rate	82%

- Delinquencies**

OUTSTANDING ACCOUNTS	
Total number of households	15
Amount	\$10,445
Number under legal up-to-date repayment agreement	00
Amount under legal up-to-date repayment agreement	00
Amount under legal (other than repayment agreement)	00

- Other Comments/Notes**

“Legacy”
Month Reporting July 2022

• **Property Narrative-None**

• **Physical Occupancy**

<i>a</i> Unit Type	<i>b</i> Total Units	<i>c</i> Occupied Units	<i>d</i> Make Ready	<i>e</i> Vacant Units	<i>c/b %</i> Gross Occupancy
1 Bedroom	62	62	0	0	100%
2 Bedrooms	64	58	4	6	90.63%

• **Move-Ins, Move-Outs, and Unit Turnaround Time**

	This Month	Year-to-Date
Move-ins	1	9
Move-outs	1	10
Evictions (included with move-outs)	0	0
Make-ready time (Avg. Days)	7	8
Lease-up time (Avg. Days)	30	20
Total Turnaround Time (Avg. Days)	37	20

• **List All Vacant Units and their Status**

Address	Bdrm	Projected Ready Date (mm/dd/yy)	Anticipated Lease/ Date (mm/dd/yy)	Application Approved and Waiting?
3225 Lake Arthur Drive #1201	2	07/29/2022	08/01/2022	Y
3225 Lake Arthur Drive #1307	2	08/31/2022	09/15/2022	Y
3225 Lake Arthur Drive #1310	2	06/01/2022	08/01/2022	Y
3225 Lake Arthur Drive #1315	2	06/01/2022	08/15/2022	Y
3225 Lake Arthur Drive #2102	2	08/31/2022	09/01/2022	Y
3225 Lake Arthur Drive #2302	2	06/01/2022	07/25/2022	Y

• **Annual Unit Inspections**

Total units to be inspected for the year	126
Number completed/start of month	90
Number inspected for the month	4
Number completed year to date	94
Total left to be inspected for the year	32

• **Lease Enforcements**

Lease warnings issued (72 Hour Vacate)	0
Lease infractions issued	1
Abandonment letters	0
30-day lease terminations	0
72-hour lease terminations	0

- **Evictions**

List all tenants on formal eviction/court summons, then all households for whom a judgment was issued, the date of the judgment and the action (dismissal, eviction, etc.)

Resident Name	Reason (30-day/72-hour)	Summons Date	Judgment Action
None			

- **Non-Emergency Work Orders**

Beginning balance	8
Received	59
Closed	62
Ending Balance	5

- **Emergency Work Orders**

	This Month	Year-to-Date
Requested	5	43
Completed within 24 hours	4	38
Percent completed within 24 hours	80%	88%
Total work orders for the year	379	

- **Rent Collections**

	This Month
Rent charges	\$93,687.25
Other charges	\$953.80
Total new charges	\$94,641.50
Previous Month Balance	\$5,199.93
Total charges	\$99,841.43
Collections (Inactive Tenants)	\$0.00
End of Month Balance	\$4,525.16
Collection rate	95%

- **Delinquencies-End of Month**

OUTSTANDING ACCOUNTS	
Total number of households (Owes <.01)	20
Amount	\$4,525.16
Number under legal	0
Amount under legal	0

- **Other Comments/Notes:**

“O.W. Collins”
Month Reporting July 2022

- **Property Narrative-None**

- **Physical Occupancy**

<i>a</i> Unit Type	<i>b</i> Total Units	<i>c</i> Occupied Units	<i>d</i> Make Ready	<i>e</i> Vacant Units	<i>c/b</i> % Gross Occupancy
Efficiency	95	67	4	29	71%
1 Bedroom	100	81	4	19	81%
2 Bedroom	5	4	0	1	80%
Totals	200	152	8	49	76%

- **Move-Ins, Move-Outs, and Unit Turnaround Time**

	This Month	Year-to-Date
Move-ins	3	10
Move-outs	1	33
Evictions (included with move-outs)	0	0
Make-ready time (Avg. Days)	5	5
Lease-up time (Avg. Days)	5	5
Total Turnaround Time (Avg. Days)	10	10

- **List All Vacant Units and their Status**

Address	Bdrm	Projected Ready Date (mm/dd/yy)	Anticipated Lease/Date (mm/dd/yy)	Application Approved and Waiting?
4440 Gulfway Dr. #339	1	2/17/2022	8/26/2022	Pre app Simmons
4440 Gulfway Dr. #405	0	8/19/2022	9/2/2022	Pre app alexander
4440 Gulfway Dr. #238	1	8/02/2022	9/2/2022	Pre app Augustine
4440 Gulfway Dr. #230	1	08/02/2022	9/9/2022	Pre app jones
4440 Gulfway Dr. #222	1	8/26/2022	9/9/2022	Pre app holmes
4440 Gulfway Dr. #426	1	8/10/2022	9/2/2022	Incompliance Anderson
4440 Gulfway Dr. #427	1	7/21/2022	9/2/2022	Incompliance green
4440 Gulfway Dr. #409	0	8/11/2022	9/2/2022	Incompliance chevis
4440 Gulfway Dr. #109	0	7/26/2022	9/9/2022	Pre app trepanier
4440 Gulfway Dr. #432	1	8/26/2022	9/16/2022	
4440 Gulfway Dr. #139	1	2/3/2022	9/16/2022	
4440 Gulfway Dr. #106	0	9/2/2022	9/23/2022	
4440 Gulfway Dr. #316	0	9/2/2022	9/23/2022	
4440 Gulfway Dr. #525	1	07/26/2022	9/23/2022	
4440 Gulfway Dr. #208	0	07/26/2022	9/30/2022	
4440 Gulfway Dr. #334	1	9/9/2022	9/30/2022	
4440 Gulfway Dr. #429	1	9/9/2022	9/30/2022	
4440 Gulfway Dr. #531	2	9/16/2022	10/7/2022	
4440 Gulfway Dr. #309	0	9/16/2022	10/7/2022	
4440 Gulfway Dr. #510	0	9/23/2022	10/7/2022	

4440 Gulfway Dr. #403	0	9/23/2022	10/14/2022	
4440 Gulfway Dr. #507	0	9/30/2022	10/14/2022	
4440 Gulfway Dr. #530	1	9/30/2022	10/14/2022	
4440 Gulfway Dr. #130	1	10/07/2022	10/21/2022	
4440 Gulfway Dr. #216	0	10/07/2022	10/21/22	
4440 Gulfway Dr. #535	1	10/14/2022	10/21/2022	
4440 Gulfway Dr. #537	1	10/14/2022	10/28/2022	
4440 Gulfway Dr. #416	0	10/21/2022	10/28/2022	
4440 Gulfway Dr. #313	0	10/21/2022	10/28/2022	
4440 Gulfway Dr. #308	0	10/28/2022	11/4/2022	
4440 Gulfway Dr. #410	0	10/28/2022	11/4/2022	
4440 Gulfway Dr. #402	0	11/4/2022	11/11/2022	
4440 Gulfway Dr. #121	1	11/4/2022	11/11/2022	
4440 Gulfway Dr. #338	1	11/11/2022	11/18/2022	
4440 Gulfway Dr. #118	0	11/11/2022	11/18/2022	
4440 Gulfway Dr. #203	0	11/18/2022	11/25/2022	
4440 Gulfway Dr. #506	0	11/18/2022	11/25/2022	
4440 Gulfway Dr. #112	0	11/25/2022	12/02/2022	
4440 Gulfway Dr. #512	0	11/25/2022	12/02/2022	
4440 Gulfway Dr. #108	0	12/2/2022	12/09/2022	
4440 Gulfway Dr. #205	0	12/2/2022	12/09/2022	
4440 Gulfway Dr. #304	0	12/9/2022	12/16/2022	
4440 Gulfway Dr. #327	1	12/9/2022	12/16/2022	
4440 Gulfway Dr. #430	1	12/16/2022	12/30/2022	
4440 Gulfway Dr. #514	0	12/16/2022	12/30/2022	
4440 Gulfway Dr. #114	0	12/30/2022	01/06/2023	
4440 Gulfway Dr. #200	0	12/30/2022	01/06/2023	
4440 Gulfway Dr. #211	0	01/6/2023	01/13/2023	
4440 Gulfway Dr. #310	0	01/06/2023	01/13/2023	
4440 Gulfway Dr. #333	1	01/13/2023	01/20/2023	
4440 Gulfway Dr. #418	0	01/13/2023	01/20/23	
4440 Gulfway Dr. #526	1	1/20/2023	01/27/23	

• **Annual Unit Inspections**

Total units to be inspected for the year	200
Number completed/start of month	0
Number inspected for the month	0
Number completed year to date	200
Total left to be inspected for the year	0

• **Lease Enforcements**

Lease warnings issued (72 Hour Vacate)	10
Lease infractions issued	0
Abandonment letters	0
30-day lease terminations	2
72-hour lease terminations	0

- **Evictions**

List all tenants on formal eviction/court summons, then all households for whom a judgment was issued, the date of the judgment and the action (dismissal, eviction, etc.)

Resident Name	Reason (30-day/72-hour)	Summons Date	Judgment Action
NONE			

- **Non-Emergency Work Orders**

Beginning balance	147
Received	65
Closed	147
Ending Balance	65

- **Emergency Work Orders**

	This Month	Year-to-Date
Requested	10	50
Completed within 24 hours	10	50
Percent completed within 24 hours	100	100
Total work orders for the year	50	

- **Rent Collections**

	This Month
Rent charges	\$28014
Other charges	\$0.00
Total new charges	\$28014
Previous Month Balance	\$0.00
Total charges	\$0.00
Collections (Inactive Tenants)	\$0.00
End of Month Balance	\$24,903.01
Collection rate	88.8%

- **Delinquencies-End of Month**

OUTSTANDING ACCOUNTS	
Total number of households (Owes <.01)	4
Amount	\$3110.99
Number under legal	4
Amount under legal	3110.99

- **Other Comments/Notes:**

“Park Central”
Month Reporting July 2022

• **Property Narrative-None**

• **Physical Occupancy**

<i>a</i> Unit Type	<i>b</i> Total Units	<i>c</i> Occupied Units	<i>d</i> Make Ready	<i>e</i> Vacant Units	<i>c/b %</i> Gross Occupancy
1 Bedroom	36	34			
2 Bedroom	68	65			
3 Bedroom	80	74			
Totals	184	173	10	18	90.22%

• **Move-Ins, Move-Outs, and Unit Turnaround Time**

	This Month	Year-to-Date
Move-ins	1	18
Move-outs	7	28
Evictions (included with move-outs)	2	5
Make-ready time (Avg. Days)	30	14
Lease-up time (Avg. Days)	30	14
Total Turnaround Time (Avg. Days)	28	28

• **List All Vacant Units and their Status**

Address	Bdrm	Projected Ready Date (mm/dd/yy)	Anticipated Lease/ Date (mm/dd/yy)	Application Approved and Waiting?
8580 Park Central Blvd # 2111	1H	Ready	08/19/2022	No (Compliance)
8580 Park Central Blvd # 2723	2	08/19/2022	08/22/2022	Transfer
8580 Park Central Blvd # 2510	3	Ready	N/A	Yes
8580 Park Central Blvd # 2320	2	Ready	08/19/2022	Yes
8580 Park Central Blvd # 1023	2	Ready	08/19/2022	No
8580 Park Central Blvd # 1612	3	Ready	08/19/2022	Yes
8580 Park Central Blvd # 1911	3	Ready	08/19/2022	Yes
8580 Park Central Blvd # 3012	3H	Ready	08/19/2022	No (Compliance)
8580 Park Central Blvd # 1912	3	08/19/2022	08/22/2022	No
8580 Park Central Blvd # 124	1	Ready	08/22/2022	Transfer
8580 Park Central Blvd # 512	3	08/19/2022	08/22/2022	Yes
8580 Park Central Blvd # 612	2	08/19/2022	08/22/2022	Transfer
8580 Park Central Blvd # 211	2	08/19/2022	08/22/2022	No (Compliance)
8580 Park Central Blvd # 214	3	08/19/2022	08/22/2022	No
8580 Park Central Blvd # 2410	3	08/19/2022	08/22/2022	No
8580 Park Central Blvd # 2914	3	08/19/2022	08/22/2022	Transfer
8580 Park Central Blvd # 123	2	08/19/2022	08/22/2022	No
8580 Park Central Blvd # 2012	3	08/19/2022	08/22/2022	No

- **Annual Unit Inspections**

Total units to be inspected for the year	184
Number completed/start of month	5
Number inspected for the month	60
Number completed year to date	60
Total left to be inspected for the year	1119

- **Lease Enforcements**

Lease warnings issued (72 Hour Vacate)	0
Lease infractions issued	15
Abandonment letters	0
30-day lease terminations	0
72-hour lease terminations	0

- **Evictions**

List all tenants on formal eviction/court summons, then all households for whom a judgment was issued, the date of the judgment and the action (dismissal, eviction, etc.)

Resident Name	Reason (30-day/72-hour)	Summons Date	Judgment Action

- **Non-Emergency Work Orders**

Beginning balance	
Received	33
Closed	20
Ending Balance	0

- **Emergency Work Orders**

	This Month	Year-to-Date
Requested	0	0
Completed within 24 hours	0	0
Percent completed within 24 hours	0	0
Total work orders for the year	0	

- **Rent Collections**

	This Month
Rent charges	\$122,500
Other charges	\$0.00
Total new charges	\$0.00
Previous Month Balance	\$0
Total charges	\$122,500
Collections (Inactive Tenants)	\$7,121.08
End of Month Balance	\$0
Collection rate	0.33%

- **Delinquencies-End of Month**

OUTSTANDING ACCOUNTS	
Total number of households (Owes <.01)	33
Amount	0
Number under legal	0
Amount under legal	0

- **Other Comments/Notes:**

“Valley View Apartments”

Month Reporting July 2022

- **Property Narrative**

- **Physical Occupancy**

<i>a</i> Unit Type	<i>b</i> Total Units	<i>c</i> Occupied Units	<i>d</i> Make Ready	<i>e</i> Vacant Units	<i>c/b %</i> Gross Occupancy
1 Bedroom	32	30	02	02	94%
2 Bedroom	58	54	04	04	93 %
3 Bedroom	58	53	05	05	91%
Total	148	137	11	11	93%

- **Move-Ins, Move-Outs, and Unit Turnaround Time**

	This Month	Year-to-Date
Move-ins	05	19
Move-outs	02	27
Evictions (included with move-outs)	00	09
Make-ready (Ave Days)	21	21
Lease-up time (Ave. Days)	10	10
Total Turnaround Time (Ave. Days)	21	21

- **List All Vacant Units and their Status**

Address	Bdrm	Projected Ready Date (mm/dd/yy)	Anticipated Lease Date (mm/dd/yy)	Application Approved and Waiting?
5801 Twin City Hwy #2003	3	06/10/2022	08/01/2022	occupied
5801 Twin City Hwy #902	3	08/03/2022	08/21/2022	Make ready
5801 Twin City Hwy #1002	3	08/9/2022	08/24/2022	Make ready
5801 Twin City Hwy #2504	2	07/19/2022	08/19/2022	Make ready
5801 Twin City Hwy #1603	2	07/19/2022	08/11/2022	Inspection
5801 Twin City Hwy #103	3	06/14/2022	08/21/2022	Make ready
5801 Twin City Hwy #2904	2	06/03/2022	08/01/2022	occupied
5801 Twin City Hwy #501	2	07/18/2022	07/25/2022	Applicant pending
5801 Twin City Hwy #1601	1	07/28/2022	08/04/2022	occupied
5801 Twin City Hwy #1606	1	07/28/2022	08/11/2022	Applicant pending
5801 Twin City Hwy #1902	3	08/04/2022	08/15/2022	Make ready

- **Annual Unit Inspections**

Total units to be inspected for the year	148
Number completed/start of month	107
Number inspected for the month	10
Number completed year to date	117
Total left to be inspected for the year	31

- **Lease Enforcements**

Lease warnings issued	26
Lease violations issued	01
Abandonment letters	00
30-day lease terminations	00
72-hour lease terminations	00

- **Evictions**

List all tenants on formal eviction/court summons, then all households for whom a judgment was issued, the date of the judgment and the action (dismissal, eviction, etc.)

Resident Name	Reason (30-day/72-hour)	Summons Date	Judgment Action
Rhonda Forrest	Non- payment rent	08/15/2022	Granted

- **Non-Emergency Work Orders**

Beginning balance	17
Received	70
Closed	67
Ending Balance	20

- **Emergency Work Orders**

	This Month	Year-to-Date
Requested	0	0
Completed within 24 hours	0	0
Percent completed within 24 hours	0	0
Total work orders for the year	807	

- **Rent Collections**

	This Month
Rent charges	\$113,444
Other charges	\$-8,180
Total new charges	\$105,264
Previous Month Ending Balance	\$24,650
Total charges	\$129,914
Collections (Inactive tenants)	\$1,531
End of Month Balance	\$31,244
Collection rate	76%

- **Delinquencies,**

OUTSTANDING ACCOUNTS	
Total number of households	43
Amount	\$31,244
Amount under legal (other than repayment agreement)	0



EXECUTIVE DIRECTOR
CELE QUESADA

COMMISSIONERS:
ROBERT REID, CHAIRMAN
MELVIN GETWOOD, PhD VICE-CHAIRMAN
BART BRAGG
CLEVELAND KEAL
DEBRA AMBROISE

August 22, 2022

**PIC SUBMISSION
DELINQUENCY REPORT
As of July 31, 2022
Field Office Code: 6EPH**

**Field Office Name: HOUSTON AREA OFFICE REPORT
Effective Dates Included: April 1, 2021 – July 31, 2022**

HA Name	HA FYE	Program Type	ACC Units	VMS Units Leased	As of (MM/YY)	Port Outs	Port Ins
Port Arthur Housing Authority	09/30	Public Housing	0				
Port Arthur Housing Authority	09/30	Voucher Funded Assistance	3070	2843	06/22	40	0

HA Code	50058 Required	50058 Received	Difference	Reporting Rate	Last Month	Last 3 Months	Last 6 Months
TX034	0	0	0	0	0	0	0
TX034	2803	3056	-253	109.03	908	1624	2433

A PHA uses this report to monitor its monthly Form HUD-50058 submission and resulting reporting rate. The reporting rate reflected in the Delinquency Report as of the Public Housing Agency's (PHA's) fiscal year end is used by HUD for the Section Eight Management Assessment Program (SEMAP) scoring (Voucher-Funded Assistance only) or for potential Public Housing and Voucher-Funded Assistance sanctions.



**Port Arthur Police Dept
All Calls For Service For
Bell Brook Estates**



<u>TimeReported</u>	<u>Location</u>	<u>Apt</u>	<u>Activity</u>	<u>Disposition</u>
07/01/2022 12:44:47PM	2405 Julian Dr		Alarm	Alarm Malfuncti
07/03/2022 5:28:12PM	2438 Guzman Dr		Mental Subject	Referred to
07/04/2022 8:33:52PM	2438 Guzman Dr		Asst Public/Civ Stand By	Assnmt Complete
07/05/2022 8:31:07PM	2400 Guzman Dr		Reckless Driver	Unable to Loc
07/06/2022 7:32:24PM	2493 Warren Way		Person W/Gun/Weapon	Unable to Loc
07/07/2022 11:08:47PM	2477 Julian Dr		Auto Burg	See Blotter
07/07/2022 11:59:22PM	2441 Julian Dr		Auto Burg	Inf Rec/No Rpt
07/13/2022 6:14:30PM	2705 Guzman Dr		Followup	Assnmt Complete
07/19/2022 6:04:57PM	2405 Julian Dr	5484850	Reckless Driver	Unable to Loc
07/29/2022 4:59:22PM	2458 Guzman Dr		Telephone Harassment	Incident Report

Total CFS: 10



**Port Arthur Police Dept
All Calls For Service For
Brittany Place Apts**



<u>TimeReported</u>	<u>Location</u>	<u>Apt</u>	<u>Activity</u>	<u>Disposition</u>
07/03/2022 9:11:21PM	3500 Normandy Ave		Fireworks	Quieted
07/03/2022 10:03:44PM	3500 Normandy Ave	1301	Elderly Child Abuse/Neg	Offense Report
07/03/2022 10:48:43PM	3500 Normandy Ave		Fireworks	Quieted
07/04/2022 9:12:51AM	3500 Normandy Ave	1301	Followup	Assnmt Complete
07/04/2022 8:55:26PM	3500 Normandy Ave		Fireworks	Check on Rounds
07/06/2022 4:15:27PM	3300 Normandy Ave		Traffic Offense	Warning Issued
07/07/2022 2:38:20AM	3500 Normandy Ave		Suspicious Activity/Perso	Gone on Arrival
07/24/2022 9:11:30PM	3300 Normandy Ave		Shots Fired	Unable to Loc
07/25/2022 4:00:01PM	3500 Normandy Ave	4207	Disturbance	Settled
07/31/2022 6:49:36PM	3500 Normandy Ave	6104	Harassment/Threats	Offense Report

Total CFS: 10



**Port Arthur Police Dept
All Calls For Service For
Lakeview Palms**



<u>TimeReported</u>	<u>Location</u>	<u>Apt</u>	<u>Activity</u>	<u>Disposition</u>
07/06/2022 3:30:14AM	5200 Gulfway Dr		Check On Rounds	Checks Ok
07/06/2022 11:35:59PM	5200 Gulfway Dr		Fight	Settled
07/20/2022 1:53:40PM	5200 Gulfway Dr	1301	Theft/Shoplifter/Driveoff	Inf Rec/No Rpt
07/20/2022 2:21:00PM	5200 Gulfway Dr	303	Lost Child	Subject Located
07/21/2022 10:48:03PM	5200 Gulfway Dr		Traffic Offense	Citation Issued
07/22/2022 4:02:15AM	5200 Gulfway Dr		Check On Rounds	Checks Ok
07/24/2022 6:18:04PM	5200 Gulfway Dr	1601	Harassment/Threats	Unable to Loc
07/30/2022 1:23:38PM	5200 Gulfway Dr	1003	Burglary	See Blotter
07/30/2022 3:04:51PM	5200 Gulfway Dr	1003	Followup	Assnmt Complete

Total CFS: 9



**Port Arthur Police Dept
All Calls For Service For
Legacy Senior Homes**



<u>TimeReported</u>	<u>Location</u>	<u>Apt</u>	<u>Activity</u>	<u>Disposition</u>
07/02/2022 9:55:49PM	3225 Lake Arthur Dr	2301	Burglary	Unfounded
07/04/2022 10:25:01PM	3225 Lake Arthur Dr	2301	Suspicious Activity/Person	Checks Ok
07/19/2022 8:49:04AM	3225 Lake Arthur Dr	2103	Check On Welfare	Referred to
07/19/2022 6:05:25PM	3225 Lake Arthur Dr		Disturbance	Settled
07/27/2022 12:38:19PM	3225 Lake Arthur Dr	2213	Check On Welfare	Checks Ok

Total CFS: 5



**Port Arthur Police Dept
All Calls For Service For
O W Collins Apts**



<u>TimeReported</u>	<u>Location</u>	<u>Apt</u>	<u>Activity</u>	<u>Disposition</u>
07/01/2022 5:35:53AM	4440 Gulfway Dr		Disturbance	Gone on Arrival
07/01/2022 10:33:27PM	4440 Gulfway Dr	419	Disturbance	Gone on Arrival
07/02/2022 11:20:36PM	4440 Gulfway Dr		Shots Fired	Unable to Loc
07/05/2022 12:01:02AM	4440 Gulfway Dr		Man(Person) Down	Unable to Loc
07/05/2022 11:06:36AM	4440 Gulfway Dr		Disturbance	Settled
07/05/2022 11:16:58AM	4440 Gulfway Dr	211	Disturbance	Gone on Arrival
07/06/2022 4:01:56AM	4440 Gulfway Dr		Check On Rounds	Checks Ok
07/06/2022 3:42:11PM	4440 Gulfway Dr		Disturbance	Settled
07/06/2022 5:52:22PM	4440 Gulfway Dr		Trespassing	Offense Report
07/09/2022 11:00:56PM	4440 Gulfway Dr		Loud Noise / Music	Quieted
07/13/2022 2:09:55AM	4440 Gulfway Dr	4TH FLOOR	Suspicious Activity/Person	Unable to Loc
07/13/2022 8:47:32AM	4440 Gulfway Dr		Warrant Service	Prsnr In Custdy
07/14/2022 7:57:19AM	4440 Gulfway Dr		Trespassing	Offense Report
07/15/2022 4:27:39PM	4440 Gulfway Dr		Loud Noise / Music	Quieted
07/17/2022 1:00:27AM	4440 Gulfway Dr	419	Disturbance	Settled
07/17/2022 2:57:25AM	4440 Gulfway Dr	113	Found Property	Checks Ok
07/17/2022 4:23:32PM	4440 Gulfway Dr	422	Disturbance	Settled
07/19/2022 7:27:07PM	4440 Gulfway Dr	310	Disturbance	Settled
07/25/2022 3:02:10AM	4440 Gulfway Dr	GAZEBO	Suspicious Activity/Person	Checks Ok
07/25/2022 4:43:48PM	4440 Gulfway Dr		Disturbance	Settled
07/25/2022 11:45:36PM	4440 Gulfway Dr		Warrant Service	Prsnr In Custdy
07/27/2022 3:08:58PM	4440 Gulfway Dr	OFC	Trespassing	Offense Report
07/28/2022 11:55:26AM	4440 Gulfway Dr		Disturbance	Gone on Arrival
07/28/2022 12:52:22PM	4440 Gulfway Dr	OFC	Vice Related Activity	Gone on Arrival
07/28/2022 9:32:45PM	4440 Gulfway Dr		Disturbance	Settled
07/29/2022 10:53:32PM	4440 Gulfway Dr		Shots Fired	Unable to Loc
07/30/2022 3:34:19AM	4440 Gulfway Dr	2 FLOOR	Disturbance	Subject Located

Total CFS: 27

O.W. COLLINS

AUGUST 2022

Date	Unit	Activity	Response
07/1/2022		Disturbance	The office was closed at this time & nothing was reported
07/1/2022	419	Disturbance	The tenant had called to have guest reomved from her house
07/2/2022		shots fired	someone reported shots were fired at the gazebos when police arrived they were unable to locate suspect
07/5/2022		Man (Person)	The office was closed at this time & nothing was reported
07/5/2022		Disturbance	office called the police to tresspass
07/5/2022	211	Disturbance	office called police because person needing trespassing was going into 211
07/6/2022		Check on Rounds	
07/6/2022		Disturbance	the office called to have someone trespassed but they were gone on arrival
07/6/2022		Trespassing	Officers called management to file charges on a non resident that had ben trespassed.
07/9/2022		Loud Noise	The office was closed at this time & nothing was reported
07/13/2022	4th floor	suspicious activity/person	The office was closed at this time & nothing was reported
07/13/2022		warrant service	the office called about trespassing, they had a warrent
07/14/2022		Trespassing	The office called to have someone removed that was tressed from the property
07/15/2022		loud noise/Music	residents at the gazebo had music to loud
07/17/2022	419	Disturbance	The office was closed at this time & nothing was reported
07/17/2022	113	found property	The office was closed at this time & nothing was reported
07/17/2022	422	Disturbance	The office was closed at this time & nothing was reported
07/19/2022	310	Disturbance	The office was closed at this time & nothing was reported
07/25/2022	Gazebo	suspicious activity/person	The office was closed at this time & nothing was reported
07/25/2022		Disturbance	The office was closed at this time & nothing was reported
07/25/2022		warrant service	The office was closed at this time & nothing was reported
07/27/2022	ofc	tresspassing	The office called to have someone removed that was tressed from the property
07/28/2022		Disturbance	The office called to have someone removed that was tressed from the property
07/28/2022	ofc	tresspassing	The office called to have someone removed that was tressed from the property
07/28/2022		Disturbance	The office was closed at this time & nothing was reported
07/29/2022		shots fired	someone reorted shots being fired at the gazebos when police arrived they were unable to locate suspect
07/30/2022	floor	Disturbance	The office was closed at this time & nothing was reported



**Port Arthur Police Dept
All Calls For Service For
Park Central Apts**



<u>TimeReported</u>	<u>Location</u>	<u>Apt</u>	<u>Activity</u>	<u>Disposition</u>
07/01/2022 7:39:37PM	8580 Park Central Blvd		Check On Rounds	Checks Ok
07/02/2022 8:23:42PM	8580 Park Central Blvd		Suspicious Activity/Person	Gone on Arrival
07/06/2022 12:27:27AM	8580 Park Central Blvd		Suspicious Activity/Person	Subject Located
07/09/2022 8:46:58PM	8580 Park Central Blvd	412	Disturbance	Gone on Arrival
07/10/2022 7:29:17PM	8580 Park Central Blvd	2310	Runaway	Sup Report
07/10/2022 9:31:10PM	8580 Park Central Blvd	1611	Family Disturbance	Settled
07/11/2022 2:54:25AM	8580 Park Central Blvd	1814	Lost Child	Unable to Loc
07/16/2022 9:43:27AM	8580 Park Central Blvd	1811	Criminal Mischief	Offense Report
07/17/2022 9:01:57PM	8580 Park Central Blvd	913	Family Disturbance	Settled
07/18/2022 3:51:28PM	8580 Park Central Blvd	2323	Person W/Gun/Weapon	Gone on Arrival
07/18/2022 4:08:41PM	8580 Park Central Blvd	2323	Person W/Gun/Weapon	Gone on Arrival
07/18/2022 11:47:29PM	8580 Park Central Blvd	5273727	Check On Rounds	Checks Ok
07/19/2022 6:54:35PM	8580 Park Central Blvd	5273727	Check On Welfare	Checks Ok
07/20/2022 5:53:19PM	8580 Park Central Blvd	5273727	Community Policing	Comm Policing
07/23/2022 3:05:38AM	8580 Park Central Blvd	1013	Criminal Mischief	Offense Report
07/24/2022 10:54:51AM	8580 Park Central Blvd	2713	Disturbance	Settled
07/24/2022 11:50:53PM	8580 Park Central Blvd	5273727	Lost Child	Subject Located
07/27/2022 10:01:43PM	8580 Park Central Blvd	5273727	Shots Fired	Recvr/Plcd Evid
07/28/2022 7:35:15PM	8580 Park Central Blvd	412	Shots Fired	Unfounded
07/28/2022 11:48:28PM	8580 Park Central Blvd	711	Misc Call For Service	Inf Rec/No Rpt
07/30/2022 10:56:03PM	8580 Park Central Blvd	1713	Family Disturbance	Settled
07/31/2022 1:38:38AM	8580 Park Central Blvd	5273727	Disturbance	Settled

Total CFS: 22

PARK CENTRAL APARTMENTS

AUGUST 2022

Date	Apt	Activity	Response
7/1/2022		Check On Rounds	Checks Ok
7/2/2022		Suspicious Activity/Person	Gone On Arrival
7/6/2022		Suspicious Activity/Person	Gone On Arrival
7/9/2022	412	Disturbance	Infraction
7/10/2022	2310	Runaway	Teenage daughter, mother informed us when it happend. Daughter was with friends
7/10/2022	1611	Family Disturbance	Medical alert called police, she was having an argument with daughter about going to the hospital.
7/11/2022	1814	Lost Child	Office was not informed
7/16/2022	1811	Criminal Mischief	Tenant states to not knows nothing about the call
7/17/2022	913	Family Disturbance	Infraction
7/18/2022	2323	Person W/Gun/Weapon	Office called police, there was no person with weapon found
7/18/2022	2323	Person W/Gun/Weapon	Tenant called police stating something was going on outside her apartment. No person with weapon was found
7/18/2022	5273727	Check On Rounds	Checks ok
7/19/2022	5273727	Check On Welfare	Checks Ok
7/20/2022	5273727	Community Policing	Community Policing
7/23/2022	1013	Criminal Mischief	Tenant caught boyfriend cheating, she came home and boyfriend followed her here and broke her apartment window. Tenant will be charged for new window
7/24/2022	2713	Disturbance	Tenant states it was a wellness check.
7/24/2022	5273727	Lost Child	Office was not informed
7/27/2022	5273727	Shots Fired	Unfounded
7/28/2022	412	Shots Fired	Unfounded
7/28/2022	711	Misc Call For Service	
7/30/2022	1713	Family Disturbance	Mother and son got into a fight. Infraction
7/31/2022	5273727	Disturbance	Office was not informed



**Port Arthur Police Dept
All Calls For Service For
Southwood Crossing Apts**



<u>TimeReported</u>	<u>Location</u>	<u>Apt</u>	<u>Activity</u>	<u>Disposition</u>
07/02/2022 11:53:32PM	3901 73 Hwy	1123	Family Disturbance	Unfounded
07/05/2022 2:13:07AM	3901 73 Hwy	1022	Disturbance	Settled
07/05/2022 3:48:48AM	3901 73 Hwy	1811	Criminal Mischief	Offense Report
07/05/2022 12:07:38PM	3901 73 Hwy	9629292	Followup	Referred to
07/05/2022 8:29:46PM	3901 73 Hwy	1911	Disturbance	Settled
07/06/2022 1:09:18AM	3901 73 Hwy		Harassment/Threats	Disregard Call
07/06/2022 10:24:55PM	3901 73 Hwy	811	Suspicious Activity/Perso	Gone on Arrival
07/07/2022 11:19:30AM	3901 73 Hwy	1911	Harassment/Threats	Inf Rec/No Rpt
07/07/2022 12:17:14PM	3901 73 Hwy	1911	Disturbance	Settled
07/07/2022 9:57:59PM	3901 73 Hwy	9629292	On Foot	In Service
07/08/2022 4:10:49AM	3901 73 Hwy		Evading / Resisting	Offense Report
07/08/2022 1:46:50PM	3901 73 Hwy	913	Auto Burg	Offense Report
07/08/2022 2:23:45PM	3901 73 Hwy	1911	Asst Public/Civ Stand By	Assnmt Complete
07/08/2022 2:50:11PM	3901 73 Hwy	1811	Followup	Assnmt Complete
07/08/2022 3:52:39PM	3901 73 Hwy	610	Disturbance	Settled
07/09/2022 2:26:33PM	3901 73 Hwy	312	Check On Welfare	Unable to Loc
07/09/2022 11:44:21PM	3901 73 Hwy	525	Loud Noise / Music	Quieted
07/11/2022 3:22:39PM	3901 73 Hwy	1220	Misc Call For Service	Referred to
07/11/2022 11:54:47PM	3901 73 Hwy	1912	Loud Noise / Music	Quieted
07/12/2022 12:12:33PM	3901 73 Hwy	1911	Violation Of Court Order	Offense Report
07/14/2022 11:30:57PM	3901 73 Hwy	9629292	Vice Related Activity	Recvr/Plcd Evid
07/15/2022 7:32:39PM	3901 73 Hwy		Disturbance	Unable to Loc
07/16/2022 7:30:55AM	3901 73 Hwy		Assault	Offense Report
07/18/2022 2:51:56AM	3901 73 Hwy	622	Deadly Conduct	Offense Report
07/22/2022 2:33:58PM	3901 73 Hwy	811	Family Disturbance	Settled
07/22/2022 3:36:38PM	3901 73 Hwy	811	Assault	Unfounded
07/25/2022 10:16:40PM	3901 73 Hwy	1420	Loud Noise / Music	Quieted
07/26/2022 6:41:17PM	3901 73 Hwy	BLDG 8	Assault	Offense Report
07/27/2022 8:25:09PM	3901 73 Hwy	811	Followup	Assnmt Complete
07/27/2022 9:37:42PM	3901 73 Hwy	9629292	Fire (Police Response)	Vehicle Towed
07/29/2022 10:53:17PM	3901 73 Hwy	1720	Family Disturbance	Settled
07/31/2022 11:26:28AM	3901 73 Hwy	224	Unk Call / 911 Hang Up	Inf Rec/No Rpt
07/31/2022 12:26:42PM	3901 73 Hwy	1911	Disturbance	Settled

Total CFS: 33

AMBROISE VILLAGE

AUGUST 2022

Date	Apt	Activity	Response
7/2/2022	1123	Family Disturbance	Unfounded, kids accidentally dialed
7/5/2022	1022	Disturbance	Settled, Infraction given
7/5/2022	1811	Criminal mischief	Offense report, window was broken
7/5/2022	SWC	Followup	
7/5/2022	1911	Disturbance	Settled, Infraction given
7/6/2022		Harassment	Disregard call, call from someone that's not a tenant
7/6/2022	811	Sus. Activity/Person	Gone on arrival, kids knocking on door
7/7/2022	1911	Harassment	No report, Infraction given
7/7/2022	1911	Disturbance	Settled, Infraction given
7/7/2022	SWC	On foot	In service
7/8/2022		Evading/Resisting	Offense report, Burglary suspects
7/8/2022	913	Auto Burglary	Offense report
7/8/2022	1911	Civil stand by	Complete, tenant getting belongings
7/8/2022	1811	Followup	Complete
7/8/2022	610	Disturbance	Settled
7/9/2022	312	Check on welfare	Neighbor assisted getting her to her car to go to the hospital
7/11/2022	525	Loud noise	Quieted
7/11/2022	1220	Call for service	Called for advice
7/12/2022	1912	Loud noise	Quieted
7/14/2022	1911	Vice related activity	Rec/Placed Evid.
7/15/2022	1021	Disturbance	Unf. Police didn't know apt, caller lives in 1021 Infrac. Given
7/16/2022	523	Assault	Offense report, Infraction given
7/18/2022	622	Deadly Conduct	Offense report, N-T-V given, she moved out
7/22/2022	811	Family disturbance	Settled, Infraction given
7/22/2022	811	Assault	Unfounded, continued from earlier
7/25/2022	1420	Loud noise	Quieted
7/26/2022	Bldg 8	Assault	Offense report, N-T-V given
7/27/2022	811	Followup	Complete
7/27/2022	SWC	Fire	Vehicle on fire, towed
7/29/2022	1720	Family disturbance	Settled
7/31/2022	224	Unknown call	No report
7/31/2022	1911	Disturbance	Settled, tenants moved out this day



**Port Arthur Police Dept
All Calls For Service For
Valley View Estates**



<u>TimeReported</u>	<u>Location</u>	<u>Apt</u>	<u>Activity</u>	<u>Disposition</u>
07/04/2022 10:03:43PM	5801 Twin City Hwy		Fireworks	Unable to Loc
07/06/2022 6:15:28PM	5801 Twin City Hwy		Accident Minor/Major	Gone on Arrival
07/08/2022 1:27:48PM	5801 Twin City Hwy	604	Asst Public/Civ Stand By	Assnmt Complete
Total CFS:				3

All Calls For Service For
Villa Main Apts

<u>TimeReported</u>	<u>Location</u>	<u>Apt</u>	<u>Activity</u>	<u>Disposition</u>
07/01/2022 12:26:56AM	901 Main Ave		Suspicious Activity/Perso	Checks Ok
07/01/2022 4:16:42AM	901 Main Ave		Assault	Unfounded
07/03/2022 8:49:38AM	901 Main Ave		Accident Minor/Major	Prvt Property
07/04/2022 11:40:33PM	901 Main Ave		Check On Rounds	Checks Ok
07/06/2022 2:34:11AM	901 Main Ave		Check On Rounds	Checks Ok
07/08/2022 1:19:41AM	901 Main Ave	178	Suicide/Attempted Suicide	Referred to
07/16/2022 9:21:38PM	901 Main Ave	130	Person W/Gun/Weapon	Unfounded
07/17/2022 4:23:55PM	901 Main Ave		Check On Rounds	Assnmt Complete
07/17/2022 5:45:09PM	901 Main Ave	196	Disturbance	Settled
07/19/2022 8:33:44PM	901 Main Ave		Check On Rounds	Checks Ok
07/21/2022 8:21:35PM	901 Main Ave	BLDG 9	Person W/Gun/Weapon	Unable to Loc
07/22/2022 3:42:32AM	901 Main Ave		Check On Rounds	Checks Ok
07/23/2022 1:08:16AM	901 Main Ave		Check On Rounds	Assnmt Complete
07/24/2022 8:03:50PM	901 Main Ave	211	Criminal Mischief	Inf Rec/No Rpt
07/27/2022 2:37:02AM	901 Main Ave		Runaway	Inf Rec/No Rpt
07/27/2022 9:51:28PM	901 Main Ave	148	Disturbance	Settled
07/30/2022 11:30:50PM	901 Main Ave		Loud Noise / Music	Quieted

Total CFS: 17



**Port Arthur Police Dept
All Calls For Service For
The Shire Apts**



<u>TimeReported</u>	<u>Location</u>	<u>Apt</u>	<u>Activity</u>	<u>Disposition</u>
07/02/2022 5:04:15PM	4000 365 Hwy	131	Disturbance	Settled
07/03/2022 4:49:15PM	4160 365 Hwy	108	Asst Public/Civ Stand By	Assnmt Complete
07/03/2022 7:10:58PM	4160 365 Hwy	108	Criminal Mischief	Inf Rec/No Rpt
07/03/2022 10:09:01PM	4260 365 Hwy		Fireworks	Checks Ok
07/04/2022 5:37:25AM	4100 365 Hwy	101	Disturbance	Unfounded
07/04/2022 10:52:44PM	4100 365 Hwy		Fireworks	Subject Located
07/05/2022 3:41:54AM	4240 365 Hwy	105	Deliver Message	Assnmt Complete
07/05/2022 7:54:31PM	3940 365 Hwy	267	Disturbance	Settled
07/06/2022 12:18:53AM	4160 365 Hwy	105	Misc Call For Service	See Blotter
07/06/2022 1:58:09AM	4140 365 Hwy		Disturbance	Accidental/Dupo
07/06/2022 2:01:34AM	4160 365 Hwy	105	Assault	Offense Report
07/06/2022 2:55:07PM	4260 365 Hwy	7270781	Disturbance	Settled
07/06/2022 9:08:33PM	4160 365 Hwy	105	Open Door/Window	Checks Ok
07/09/2022 3:45:32PM	4000 365 Hwy	228	Burglary	Unable to Loc
07/09/2022 4:26:16PM	4000 365 Hwy	228	Burglary	Offense Report
07/09/2022 5:03:35PM	4160 365 Hwy	105	Harassment/Threats	Referred to
07/09/2022 8:07:21PM	4180 365 Hwy	106	Runaway	Unable to Loc
07/10/2022 8:32:32PM	4160 365 Hwy	107	Disturbance	Settled
07/12/2022 3:59:08AM	4020 365 Hwy		Shots Fired	Unable to Loc
07/12/2022 3:10:13PM	4020 365 Hwy	Office	Followup	Assnmt Complete
07/12/2022 5:20:30PM	4200 365 Hwy		Accident Minor/Major	Wreck Report
07/12/2022 6:32:48PM	4000 365 Hwy	129	Assault	Offense Report
07/13/2022 3:57:08PM	3960 365 Hwy	138	Sexual Assault	Offense Report
07/14/2022 1:35:33AM	3940 365 Hwy	162	Suspicious Activity/Perso	Checks Ok
07/16/2022 9:29:24AM	4100 365 Hwy	105	Criminal Mischief	Inf Rec/No Rpt
07/16/2022 10:51:58AM	4080 365 Hwy	212	Criminal Mischief	See Blotter
07/17/2022 12:58:43AM	4060 365 Hwy	104	Suspicious Activity/Perso	Checks Ok
07/17/2022 1:47:58PM	4020 365 Hwy	7270781	Check On Rounds	Check on Rounds
07/17/2022 11:03:12PM	4020 365 Hwy		Check On Rounds	Checks Ok
07/18/2022 1:36:00PM	4240 365 Hwy	108	Lost Child	Inf Rec/No Rpt
07/18/2022 5:01:36PM	4020 365 Hwy		Community Policing	Comm Policing
07/19/2022 12:57:27AM	4020 365 Hwy		Check On Rounds	Checks Ok
07/19/2022 8:28:32AM	410 365 Hwy		Criminal Mischief	Inf Rec/No Rpt
07/19/2022 11:24:05PM	4000 365 Hwy	131	Shots Fired	Unable to Loc
07/20/2022 3:53:57PM	4020 365 Hwy	7270781	Disturbance	Settled
07/20/2022 9:23:37PM	4000 365 Hwy	131	Loud Noise / Music	Quieted
07/21/2022 12:19:29PM	4100 365 Hwy	108	Followup	Assnmt Complete
07/21/2022 3:09:10PM	410 365 Hwy		Misc Call For Service	Assnmt Complete
07/21/2022 4:04:12PM	4020 365 Hwy	7270781	Check On Rounds	Checks Ok
07/22/2022 8:14:25AM	4020 365 Hwy	BLDG 5	Disturbance	Unable to Loc
07/22/2022 11:52:07AM	4000 365 Hwy		Accident Minor/Major	Inf Rec/No Rpt
07/22/2022 11:53:19PM	4020 365 Hwy		Check On Rounds	Checks Ok
07/23/2022 1:59:39AM	4020 365 Hwy		Disturbance	Settled
07/23/2022 10:18:15PM	4020 365 Hwy	7270781	Misc Call For Service	Warning Issued
07/23/2022 10:40:12PM	4200 365 Hwy	207	Disturbance	Settled
07/24/2022 10:37:29PM	4200 365 Hwy	107	Harassment/Threats	Disregard Call
07/25/2022 7:02:15PM	4020 365 Hwy	7270781	Alarm	Accident Setoff
07/27/2022 8:02:28AM	4020 365 Hwy	7270781	Alarm	Accident Setoff
07/27/2022 5:34:04PM	4100 365 Hwy	107	Family Disturbance	Unable to Loc
07/27/2022 10:34:42PM	4020 365 Hwy	7270781	Shots Fired	Unable to Loc
07/28/2022 3:34:48AM	4060 365 Hwy		Check On Rounds	Checks Ok



Port Arthur Police Dept
All Calls For Service For
The Shire Apts



<u>TimeReported</u>	<u>Location</u>	<u>Apt</u>	<u>Activity</u>	<u>Disposition</u>
07/29/2022 6:49:35PM	4020 365 Hwy		Loud Noise / Music	Subject Located
07/30/2022 4:18:02AM	4100 365 Hwy	105	Misc Call For Service	Offense Report
07/30/2022 7:54:14PM	4200 365 Hwy		Traffic Offense	Warning Issued
07/30/2022 7:57:52PM	4200 365 Hwy		Traffic Offense	Citation Issued
Total CFS:				55



**Port Arthur Police Dept
All Calls For Service For
Port Arthur Town Homes Apts**



<u>TimeReported</u>	<u>Location</u>	<u>Apt</u>	<u>Activity</u>	<u>Disposition</u>
07/02/2022 12:19:31PM	3500 Turtle Creek Dr	1106	Burglary	Offense Report
07/06/2022 7:14:22AM	3500 Turtle Creek Dr	809	Warrant Service	Prsnr In Custdy
07/07/2022 5:23:13AM	3500 Turtle Creek Dr	1206	Disturbance	Settled
07/08/2022 8:16:14PM	3500 Turtle Creek Dr	BLDG 5	Misc Call For Service	Referred to
07/16/2022 5:06:41PM	3500 Turtle Creek Dr	1102	Family Disturbance	Settled
07/20/2022 1:16:33AM	3500 Turtle Creek Dr	809	Burglary	Unfounded
07/24/2022 6:14:29AM	3500 Turtle Creek Dr		Suspicious Activity/Person	Subject Located
07/25/2022 8:21:56PM	3500 Turtle Creek Dr	103	Death	Referred to
07/27/2022 12:10:59AM	3500 Turtle Creek Dr	1003	Check On Welfare	Checks Ok
07/27/2022 7:25:32PM	3500 Turtle Creek Dr	203	Vice Related Activity	Offense Report
07/27/2022 10:25:59PM	3500 Turtle Creek Dr	1108	Person W/Gun/Weapon	Unfounded
07/28/2022 9:16:18PM	3500 Turtle Creek Dr		Runaway	Inf Rec/No Rpt
07/31/2022 3:56:05AM	3500 Turtle Creek Dr		Shots Fired	Unable to Loc

Total CFS: 13



EXECUTIVE DIRECTOR
CELE QUESADA

COMMISSIONERS:

ROBERT REID, CHAIRMAN
MELVIN GETWOOD, PhD VICE-CHAIRMAN
BART BRAGG
CLEVELAND KEAL
DEBRA AMBROISE

August 22, 2022

To: The Board of Commissioners

From: Anicia Salinas, HCV Program Manager

In efforts to ensure our HCV Participants are in compliance with the Housing Choice Voucher Program, we have reached out to our families at Avery Trace and Port Arthur Town Homes that pose a concern. Fourteen of our HCV Participants were listed on the police call-outs for the month of July. After speaking with the Manager at both properties and our HCV Participants, the following is a brief summary of what occurred.

Port Arthur Town Homes – 4 police call outs

Spoke with manager at PA Town Homes. She stated no action was taken on any of our clients. After speaking with her I reiterated that she will need to send PAHA any lease violation notices so our clients can be address according.

Avery Trace – 10 police call outs

Spoke with manager at Avery Trace. She stated no action was taken on any of our clients and no lease violation notices were given. Per their procedures, actions do no occur unless police involvement is executed. After speaking with her I reiterated that she will need to send PAHA any lease violation notices so our clients can be address according.



EXECUTIVE DIRECTOR
CELE QUESADA

COMMISSIONERS:
ROBERT REID, CHAIRMAN
MELVIN GETWOOD, PhD, VICE-CHAIRMAN
BART BRAGG
CLEVELAND KEAL
DEBRA AMBROISE

HOMEOWNERSHIP REPORT

Summary

July 2022

Currently there are five Homeowners left on the Homeownership program. We have escrow accounts set up for four of the Homeowners regarding their property taxes and insurance. Only one Homeowner isn't escrowed. That Homeowner provide copies of their payments regarding property taxes and insurance.



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CELE QUESADA

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August 22, 2022

Subject: Internal Control and Monthly Board Report

Policy: It is the Policy of the Port Arthur Housing Authority that staff will report to the Board of Commissioners on the following information as part of the background material for their review:

1. Contracts: A listing of all contracts issued during the month of July.

None

2. A listing of all public notices and procurement notices published during July.

Facebook Page Notice – B22008 – Sale of Single-Family Homes Phase III
Pahousing.org Website – B22008 – Sale of Single-Family Homes Phase III
PA News Ad #1477401 – B22008 – Sale of Single-Family Homes Phase III
PA News Ad #1474581 – B22010 – Edison Square Flood Prevention
Beaumont Enterprise Ad #34211897 – B22010 – Edison Square Flood Prevention
PA News Ad #1477565 – B22002 – Brittany Place Exterior Painting Phase II
PA News Ad #1479775 – Open Enrollment
Beaumont Enterprise #34214071 – Open Enrollment (English)
Beaumont Enterprise #34214077 – Open Enrollment (Spanish)

3. A listing of all major procurements currently in preparation.

P22009 – Annual Auditing Services
B22010 – Edison Square Flood Prevention
P22011 – Temporary Employee Services
B22012 – On Call HVAC Services
B22013 – Lakeview Palms Exterior Painting

4. A listing of all checks paid for goods and services that exceed a Board-set threshold (\$10,000).

The listing is attached.

5. A month-to-date status report of all open audit findings (OIG, IPA, and HUD Review findings).

July 2022
Checks over \$10,000

				Bellbrook	
Date	Check#	Vendor		Amount	
7/7/2022	4880	COLLIERS INTERNATIONAL MORTGAGE HOLDINGS	\$	43,815.14	
		Subtotal	\$	43,815.14	
				Brittany	
Date	Check#	Vendor		Amount	
7/7/2022	4667	COLLIERS INTERNATIONAL MORTGAGE HOLDINGS	\$	40,453.46	
		Subtotal	\$	40,453.46	
				Low Rent - COCC	
Date	Check#	Vendor		Amount	
7/27/2022	56685	HEALTH CARE SERVICE CORP	\$	42,574.14	
7/14/2022	56675	TML INTERGOVERNMENTAL RISK POOL	\$	22,297.25	
7/7/2022	56666	TEXAS BEST LAWN, LLC	\$	17,350.00	
7/27/2022	56683	AMERICAN FUNDS SERVICE CO.	\$	14,418.47	
		Subtotal	\$	96,639.86	
				Lakeview Palms RAD	
Date	Check#	Vendor		Amount	
7/14/2022	2217	HOUSING AUTHORITY GENERAL FUND	\$	15,749.84	
		Subtotal	\$	15,749.84	
				Section 8	
Date	Check#	Vendor		Amount	
7/5/2022	D000147470	P A HOUSING INITIATIVE I, LP	\$	70,102.00	H
7/5/2022	D000147137	CC AVERY LLC	\$	53,449.00	H
7/5/2022	D000147571	SOUTHWOOD CROSSING LP	\$	41,774.00	H
7/5/2022	D000147490	PINE CLUB APARTMENTS	\$	36,891.00	H
7/6/2022	D000147673	LAKEVIEW PALMS, LLC	\$	36,834.00	H
7/5/2022	D000147223	3501 EDISON SQUARE LLC	\$	36,484.00	H
7/5/2022	D000147094	BELLBROOK ESTATES	\$	34,431.00	H
7/5/2022	D000147628	VALLEY VIEW ESTATES	\$	33,127.00	H
7/27/2022	411451	HOUSING AUTHORITY GENERAL FUND	\$	31,718.96	
7/5/2022	D000147610	THE WOODLANDS	\$	31,053.00	H
7/5/2022	D000147465	ONE SOUTHWOOD CROSSING LP	\$	26,642.00	H
7/5/2022	D000147086	BAYTOWN APARTMENT GROUP LLC	\$	25,605.00	H
7/5/2022	D000147472	PAHA BRITTANY PLACE APARTMENTS	\$	24,009.00	H
7/5/2022	D000147615	TRL SOLUTIONS	\$	23,224.00	H
7/5/2022	D000147588	SUNSET WAY APARTMENTS	\$	21,920.00	H
7/5/2022	D000147386	LEGACY SENIOR HOUSING	\$	20,274.00	H
7/5/2022	411428	ENTERGY SERVICES, INC. (FINA)	\$	19,300.00	U
7/5/2022	D000147606	THE LANDMARK	\$	19,162.00	H
7/5/2022	D000147322	IN PARADISE PORT A LLC	\$	18,756.00	H
7/5/2022	D000147138	CEDAR RIDGE APARTMENTS	\$	17,964.00	H
7/5/2022	D000147068	AUTUMN OAKS APARTMENTS	\$	17,506.00	H
7/5/2022	D000147132	CARDINAL OAKS	\$	16,969.00	H
7/5/2022	D000147466	ORANGE NAVY	\$	16,902.00	H
7/5/2022	D000147221	EDGE ESTATES LLC	\$	16,259.00	H
7/5/2022	D000147265	GRACELAKE TOWNHOMES	\$	15,702.00	H
7/5/2022	D000147625	TURTLE CREEK OTM HARMONY LP	\$	15,109.00	H
7/5/2022	D000147460	NORMANDY MANAGEMENT TX LLC	\$	13,816.00	H
7/5/2022	D000147289	HARRIS COUNTY HOUSING AUTHORITY	\$	13,708.42	H
7/5/2022	D000147073	AZURE POINTE LTD	\$	13,388.00	H
7/5/2022	D000147607	THE PALMS APARTMENT	\$	13,195.00	H
7/14/2022	411443	MCCRIGHT & ASSOCIATES, LLC	\$	12,837.50	
7/5/2022	D000147582	STONE WAY LIMITED PARTNERS	\$	12,304.00	H
7/5/2022	D000147518	REFRESH LLC	\$	12,152.00	H

July 2022
Checks over \$10,000

7/5/2022	D000147430	MONTERREY RENTALS, LLC	\$	11,330.00	H
7/5/2022	D000147173	CREEL INVESTMENT	\$	11,085.00	H
7/5/2022	D000147046	ALAN CRAMER INVESTMENTS, INC.	\$	11,018.00	H
7/5/2022	D000147602	THE CARLYLE APARTMENTS	\$	10,900.00	H
7/5/2022	D000147259	GOBAR MANAGEMENT, LLC	\$	10,745.00	H
7/5/2022	D000147195	DEVILLIER PROPERTIES	\$	10,314.00	H
7/5/2022	D000147519	REGENT I APARTMENTS	\$	10,187.00	H
7/5/2022	D000147618	TRAILS ON TREADWAY LLC	\$	10,159.00	H

Subtotal **\$ 898,305.88**

Date	Check#	Valley View Vendor	Amount
7/8/2022	5158	NORTHMARQ FINANCE, L.L.C.	\$ 51,600.08
7/14/2022	5165	SENGSOUVANNA COUNSULTING, LLC	\$ 11,535.45

Subtotal **\$ 63,135.53**

Grand Total **\$ 1,158,099.71**

U=Utility Check
H=Hap Check
V=Vacancy Payments



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August 22, 2022

Subject: Consideration and discussion of a motion to approve award of Contract No. C22006-1, Legal Services – National; and Contract No. C22006-2, Legal Services – Local.

Recommendation:

A recommendation is hereby made for the Board of Commissioners to approve a motion to award a contract to Baker, Donelson, Bearman, Caldwell & Berkowitz, in the amount of \$85,000.00 for National Legal Services; and Feldman & Feldman, in the amount of \$57,400.00 for Local Legal Services

Background:

A Request for Proposals was conducted in keeping with the Agency's Procurement Policy and Procurement Procedures to obtain a firm(s) for Legal Services (National/Local). The solicitation has been open since May 19, 2022; three proposals were received and were opened July 06, 2022. The preceding pages provide a recap of the evaluations.

Budget/Fiscal Effect:

\$142,400.00.

Staffing/Employee Effect:

None.

EVALUATION RECAP P22006 – LEGAL SERVICES (NATIONAL/LOCAL):

Following is listed all proposers, where each placed as the result of our initial and our evaluations, and the Total Calculated Costs proposed:

Lot #1: National Services

Proposer	Final Rank	Average of Points Awarded	Total Calculated Sum Proposed**
Baker, et. al., PC*	1	88.4	\$85,000.00
Feldman & Feldman	2	79.6	\$61,900.00
Law Offices of Craig W. Harvey	3	77.6	\$51,000.00
*The top-rated responsive and responsible proposer.			
**Please see the Detail of Unit Costs Proposed on the following page.			

Lot #2: Local Services

Proposer	Final Rank	Average of Points Awarded	Total Calculated Sum Proposed**
Feldman & Feldman	1	87.6	\$57,400.00
Baker, et. al., PC*	2	87.4	\$81,500.00
Law Offices of Craig W. Harvey	3	80.6	\$49,750.00
*Final Top-rated Responsive and Responsible Proposer			
**Please see the Detail of Unit Costs Proposed on the following pages.			

(*NOTE: Also, please see the Detail of Unit Costs Proposed on the following pages)

Detail of Unit Costs Proposed

#	Qty - U/M	Baker, Donelson, Bearman, Caldwell & Berkowitz, PC		Feldman & Feldman, P.C.		Law Offices of Craig W Harvey	
		Description	Unit Price	Extended Price	Unit Price	Extended Price	Unit Price
Lot # 1 - National Representation (i.e., HUD- and/or Development-related issues)							
1	100 - Hour(s) Partner, including clerical.	\$450.00	45,000.00	\$350.00	35,000.00	\$275.00	27,500.00
2	100 - Hour(s) Associate, including clerical.	\$350.00	35,000.00	\$250.00	25,000.00	\$225.00	22,500.00
3	20 - Hour(s) Paralegal, including clerical.	\$250.00	5,000.00	\$95.00	1,900.00	\$50.00	1,000.00
Lot Totals:			\$85,000.00		\$61,900.00		\$51,000.00
Lot # 2 - Local Representation (General Legal Counsel, Board Representation, and Evictions)							
4	30 - Hour(s) Partner, including clerical.	\$450.00	13,500.00	\$350.00	10,500.00	\$275.00	8,250.00
5	180 - Hour(s) Associate, including clerical.	\$350.00	63,000.00	\$250.00	45,000.00	\$225.00	40,500.00
6	20 - Hour(s) Paralegal, including clerical.	\$250.00	5,000.00	\$95.00	1,900.00	\$50.00	1,000.00
Lot Totals:			\$81,500.00		\$57,400.00		\$49,750.00

(NOTE: Please see the Compilation of all Individual Evaluations on the following page)

Compilation of all Evaluations, Lot #1, National Services:

(1) Name of Proposer	(2) Final Rank	(3) Total Objective Points Awarded*	(4) Total Subjective Points Awarded**	(5) Total Points Awarded	(6) Average of Points Awarded
Maximum Points Available:		100*	400**	500	100.0
Baker, et. al., PC*	1	60	382	442	88.4
Feldman & Feldman	2	80	318	398	79.6
Law Offices of Craig W. Harvey	3	100	288	388	77.6
*Cost Factor #1 only: 20 points/evaluator x 5 evaluators = 100 points maximum available.					
**Technical Factors #2 - #6 only: 80 points/evaluator x 5 evaluators = 400 points maximum available.					

Compilation of all Evaluations, Lot #2, Local Services

(1) Name of Proposer	(2) Final Rank	(3) Total Objective Points Awarded*	(4) Total Subjective Points Awarded**	(5) Total Points Awarded	(6) Average of Points Awarded
Maximum Points Available:		100*	400**	500	100.0
Feldman & Feldman	1	85	353	438	87.6
Baker, et. al., PC*	2	60	377	437	87.4
Law Offices of Craig W. Harvey	3	100	303	403	80.6
*Cost Factor #1 only: 20 points/evaluator x 5 evaluators = 100 points maximum available.					
**Technical Factors #2 - #6 only: 80 points/evaluator x 5 evaluators = 400 points maximum available.					

Number of Evaluators: 5

- Criteria #1: Proposed Cost (20 points/evaluator)
- Criteria #2: Demonstrated Understanding (10 points/evaluator)
- Criteria #3: Quality of Technical Approach and Services Proposed (10 points/evaluator)
- Criteria #4: Demonstrated Technical Capabilities and Management Plan (20 points/evaluator)
- Criteria #5: Demonstrated Relevant Experience and Successful Past Performance (30 points/evaluator)
- Criteria #6: Overall Quality, Organization, and Professional Appearance (10 points/evaluator)

**PORT ARTHUR HOUSING AUTHORITY
BOARD OF COMMISSIONERS
REGULAR BOARD MEETING
MONDAY, AUGUST 22, 2022**

RESOLUTION NO. 08222022 - 01

**APPROVAL OF AWARD OF CONTRACTS FOR
LEGAL SERVICES – (NATIONAL / LOCAL)**

WHEREAS, The Port Arthur Housing Authority periodically requires local legal advice, and counsel, as well as national representation in connection with various public housing, mixed-finance and other affordable housing development, demolition, disposition, modernization, and other related housing programs; and

WHEREAS, The Agency seeks a firm(s) to provide such services; and

WHEREAS, The Agency has conducted a Request for Proposals in keeping with its Procurement policy and procedures for both National services (pricing Lot#1) and Local services (pricing Lot #2); and

WHEREAS, Baker, Donelson, Bearman, Caldwell & Berkowitz, PC's proposal was the highest rated in the evaluation of proposals received for Lot #1; and

WHEREAS, Feldman & Feldman's proposal was the highest rated in the evaluation of proposals received for Lot #2;

NOW THEREFORE, BE IT RESOLVED by the Board of Commissioners of the Port Arthur Housing Authority that a contract for Legal Services – National shall be awarded to Baker, Donelson, Bearman, Caldwell & Berkowitz, PC in the amount of not-to-exceed \$85,000.00 for the first year with annual options to renew up to a maximum of 3 years. A contract for Legal Services – Local shall be awarded to Feldman & Feldman in the amount of not-to-exceed \$57,400.00 for the first year with annual options to renew up to a maximum of 3 years.

EXECUTED THIS 22th DAY OF AUGUST 2022.

CHAIR

ATTEST:

SECRETARY