

Executive Committee Meeting

3601 W S Young Dr., Killeen, Texas

Thursday, October 26, 2023

Hybrid Meeting: 09:00 AM

Please join from your computer, tablet, or smartphone.

[CTCOG Executive Meeting Link](#)

You can also dial in on your phone.

United States: [+1\(346\) 248-7799](#)

Meeting ID: 827 5771 8101

Passcode: 3926

I. AGENDA

1. Call to Order The Honorable Judge Randall J. Hoyer, President
2. Oath of Office Jim Reed, Executive Director, CTCOG
3. Opportunity for Public Comment

II. CONSENT AGENDA

4. Meeting Minutes: August 2023
5. Expenditure Report: August 2023

III. PRESENTAION

6. Leadership Central Texas Graduation Dominic Elizondo, CTCOG Economic Development Planner
7. SS4A Update Presentation.....Dan Malson, Kimley-Horn

IV. ACTION ITEMS

8. PRS-001 Resolution Approval for FY 24-25 Solid Waste Application. (pg.10)
9. PRS-002 Resolution Approval for FY 24-25 Solid Waste Grant Funding. (pg.31)
10. PRS-003 Resolution Approval for FY 24-25 SWAC Members. (pg.33)
11. PRS-004 Proclamation Declaring November 15, 2023, as National Recycling Day in the Central Texas Region. (pg.36)
12. PRS-005 Proclamation Declaring October 30, 2023, through November 03, 2023, as National Veterans Small Business Week in the Central Texas Region. (pg.38)
13. HAP-001 Resolution to Approve the Central Texas Council of Governments Housing Choice Voucher Program's Changes to Utility Allowances to the Jurisdiction TX 482. (pg.40)
14. HAP-002 Resolution to Approve the Central Texas Council of Governments Housing Choice Voucher Program's Changes to Payment Standards Effective 01/01/2024. (pg43)

V. REPORTS

- 15. Area Agency on Aging.....George Losoya, Director
- 16. Housing.....Carmen Lim, Director
- 17. Planning & Regional ServicesUryan Nelson, Director
 - Update on Safe Streets and Roads for All (SS4A) Grant.
- 18. Workforce Development Board.....Susan Kamas
Workforce Board Executive Director
- 19. Workforce CentersLouis LeDoux
Workforce Center Chief
Operating Officer
- 20. Executive Director's ReportJim Reed
AICP, Executive Director, CTCOG
 - CTCOG Programs and Structure.
 - CTCOG By-Laws Overview.
 - Appoint a Nominating Committee for CTCOG Board Appointments.
 - Discuss Killeen Housing Authority (KHA) Assistance Efforts.

VI. ADJOURN

Executive Committee Meeting

2180 North Main Street Belton, Texas

August 24, 2023

Hybrid Meeting: 12:00 PM

MEETING MINUTES:

The August 2023 Central Texas Council of Governments Annual Executive Committee Meeting was called to order by The Honorable Randy Hoyer, Lampasas County Judge, President at 12:16pm.

Executive Committee Officers in Attendance:

President	The Honorable Randy Hoyer, County Judge	Lampasas County
1 st Vice President	The Honorable Roger Miller, County Judge	Coryell County
Parliamentarian	Ryan Haverlah, City Manager	City of Copperas Cove
Secretary/Treasurer	Russel Schneider, County Commissioner	Bell County
Immediate Past President	The Honorable David Blackburn	Bell County

Executive Committee Members in Attendance:

Fred Chavez, Councilmember, City of Copperas Cove	Tim Davis, Mayor, City of Temple	The Honorable Jody Fauley, County Judge, San Saba County
Bill Harris, Mayor, City of Gatesville	The Honorable Jett Johnson, County Judge, Mills County	Stephanie O'Banion, Council Member, City of Belton
Martha Tyroch, Citizen Representative, GLO	The Honorable Bill Whitmire, County Judge, Milam County	Bobby Whitson, County Commissioner, Bell County

CTCOG Staff Members and Guests in Attendance:

Jim Reed, CTCOG	Michael Irvine, CTCOG	George Losoya, CTCOG
Uryan Nelson, CTCOG	Carmen Lim, CTCOG	Jeannie Horne, CTCOG
Jessee Hennage CTCOG	Becky Cooley, CTCOG	Anna Barge, CTCOG
Helen Hill Yancey, CTCOG	Keith Sledd, HoTDA	Ricky Tow, City of Cameron
David Shaw, TDEM		

The prayer was led by The Honorable Jody Fauley, San Saba County Judge.

The pledges to the American and Texas flags were led by Mrs. Stephanie O'Banion, Councilmember, City of Belton.

Oath of Office

The oath of office was administered to Mr. Michael Blomquist, Mayor, as the city of Harker Heights Primary Seat and Dr. Michele Carter, Chancellor, as the Central Texas College representative on the Executive Committee Board.

Public Comment

There was no Public Comment.

Consent Agenda

A motion was made by Mrs. Stephanie O'Banion, Councilmember, City of Belton to accept the Consent Agenda, which included the July 2023 Expenditure Report and the July 2023 Meeting Minutes. Mr. Ryan Haverlah, City Manager, City of Copperas Cove, second the motion. All in favor, none opposed.

Action Items

A motion was made by Mr. Fred Chavez, Councilmember, City of Belton to accept both Proclamation 08-23-PRS01 Declaring September 2023 as Emergency Preparedness Month in the Central Texas Region and Proclamation 08-23-PRS02 Declaring September 2023 as Environmental Awareness Month in the Central Texas Region. Mr. Tim Davis, Mayor, City of Temple, second the motion. All in favor, none opposed.

Guest Speakers & Presentations

David Shaw, Texas Department of Emergency Services gave a speech to the committee outlining the purpose of TDEM and well as giving as overview of his role within the organization.

Reports

Area Agency on Aging: George Losoya, Director of AAA/ADVRC briefed the committee on the current state of the program, and upcoming events in the region.

Housing: Carmen Lim, Director of HAP, advised the committee that the Housing Assistance Program (HAP) gave a brief summary of the previous month's activities for lease ups, inspections, and payments. Mrs. Lim also briefly explained the current issues with low conversation rates due to the flooding of the market with HUD vouchers.

Planning and Regional Services: Uryan Nelson, Director of PRS, briefed the committee on the current performance of both the Regional Planning and Emergency Planning Services departments as well as sharing the most current updates on the Safe Streets for All (SS4A) project match, which is lower than initially expected and quoted.

Workforce Development Board: Susan Kamas, Executive Director of WFBCT, advised the committee of the CTWF funding allocations compared to the end of year funding. Mrs. Kamas also advised the committee of the time, date, and place of the Workforce Solutions of Central Texas 2023 Torch Awards.

Workforce Solutions Central Texas: Louis LeDoux, Chief Operating Officer of WFSCT, Louis LeDoux, Chief Operating Officer of WFSCT, briefed the committee on the standing of Texas UI claims for the region as well as the unemployment rates for the region as of 08/18/2023. The total UI claims filed for the week ending 08/18/2023 reached 15,995 and the unemployment rate rests at 4.9.

Executive Directors Report: Mr. Jim Reed, AICP, Executive Director CTCOG, advised the committee that the next meeting will take place on Thursday September 28, 2023. Mr. Reed also advised that in the interest of convenience and avoiding scheduling conflicts for members that the October 26,2023, Executive Committee Meeting will be held at 09:00am at the City of Killeen Event Center, preceding the Workforce Solutions of Central Texas 2023 Torch Awards.

Adjourn

The meeting was adjourned at 01:23 PM by The Honorable Randy Hoyer, Lampasas County Judge, President.

The Honorable Judge Randall J. Hoyer, President

Commissioner Russell Schneider, Secretary/Treasurer



Expenditure Report
Fiscal Year: 07/01/2023 – 06/30/2024

Descriptions	September Expenditures	Cumulative Expenditures	Annual Budget	Remaining Budget
Personnel	\$ 621,599	\$ 1,832,722	\$ 7,331,023	\$ 5,498,301
Employee Benefits	381,074	1,140,263	4,618,720	3,478,457
Contract services	508,103	1,175,430	6,971,371	5,795,941
Travel	13,743	48,389	313,681	265,292
Housing Assistance Payments	1,496,839	4,291,655	17,520,748	13,229,093
Other	3,052,079	6,475,902	28,323,712	21,847,810
In-kind	-	-	60,648	60,648
Indirect costs	155,818	450,508	1,818,580	1,368,072
Totals	<u>\$ 6,229,255</u>	<u>\$ 15,414,869</u>	<u>\$ 66,958,483</u>	<u>\$ 51,543,614</u>

Central Texas Council of Governments

**Detail of Other Expenditures
Fiscal Year: 07/01/2023 – 06/30/2024**

Descriptions	September Expenditures	Cumulative Expenditures
Participant Salaries	\$ 20,678	\$ 107,615
FICA Taxes	1,582	10,031
Workers Compensation	478	3,367
Building Expense	30,473	105,335
Consumable Supplies	7,712	36,698
Employee Development	44,898	140,701
Insurance and Bonding	747	4,222
Rent	85,517	244,012
Printing	3,824	10,109
Furniture/Equipment Rental	9,279	19,907
Maintenance and Repairs	878	1,805
Communications	12,011	69,235
Postage	2,558	11,494
Utilities	5,007	18,863
Public Relations	3,868	13,229
Tuition	226,590	250,328
Dues and Subscriptions	6,703	16,271
Quality Assurance	59,767	132,254
Other Expenditures	11,984	19,461
Work Related Expense	69,315	177,477
Gasoline	296	972
Janitorial	13,155	33,271
Client Rent Payment	-	426
Client Transportation	51,053	116,307
Client Child Care	2,345,561	4,784,885
Client Utilities/Utility Dep	200	200
Other Support Services	26,749	46,323
Inventory Equipment	1,396	28,164
Software & Software Updates	9,800	72,940
	<u>\$ 3,052,079</u>	<u>\$ 6,475,902</u>

**CONSIDERATION FOR ITEM APPROVAL
EXECUTIVE COMMITTEE MEETING**

MEETING DATE: 10/26/2023

AGENDA ITEM: Leadership Central Texas 2023 Graduation

GENERAL DESCRIPTION OF ITEM:

A graduation ceremony for the 10 graduates of Leadership Central Texas 2023.

THIS ITEM REPRESENTS A:

- ☐ New issue, project, or purchase
- ☒ Routine, regularly scheduled item
- ☐ Follow-up to a previously discussed item
- ☐ Special item requested by board member
- ☐ Other

PRIMARY CONTACT/STAFF MEMBER: Dominic Elizondo, Economic Development Planner,
dominic.elizondo@ctcog.org

BUDGETARY IMPACT:

Total estimated cost: Click or tap here to enter text.

Source of Funds: Click or tap here to enter text.

Is item already included in fiscal year budget? ☐ Yes ☒ No

Does item represent a new expenditure? ☐ Yes ☒ No

Does item represent a pass-through purchase? ☐ Yes ☒ No

If so, for what city/county/etc.? Click or tap here to enter text.

PROCUREMENT:

Click or tap here to enter text.

ACTION REQUESTED:

Hosting of Leadership Central Texas 2023 graduation ceremony.

BACK-UP DOCUMENTS ATTACHED: Y/N?

Y



CONSIDERATION FOR ITEM APPROVAL EXECUTIVE COMMITTEE MEETING

MEETING DATE: 10/26/2023

AGENDA ITEM: CTCOG FY24-25 Solid Waste Application Resolution

GENERAL DESCRIPTION OF ITEM:

CTCOG submits an application and funding plan to TCEQ at the beginning of each new biennium detailing how we will spend our solid waste funds during the contract period. TCEQ requires that a resolution stating that the Executive Committee has reviewed and approved the application and funding plan be included with our submittal.

THIS ITEM REPRESENTS A:

- ☐ New issue, project, or purchase
- ☒ Routine, regularly scheduled item
- ☐ Follow-up to a previously discussed item
- ☐ Special item requested by board member
- ☐ Other

PRIMARY CONTACT/STAFF MEMBER: James McGill

BUDGETARY IMPACT:

Total estimated cost: \$0

Source of Funds: N/A

Is item already included in fiscal year budget? ☒ Yes ☐ No

Does item represent a new expenditure? ☐ Yes ☒ No

Does item represent a pass-through purchase? ☐ Yes ☒ No

If so, for what city/county/etc.? [Click or tap here to enter text.](#)

PROCUREMENT:

None

ACTION REQUESTED:

Approval of CTCOG FY24-25 Solid Waste Application Resolution

BACK-UP DOCUMENTS ATTACHED:

CTCOG Resolution for FY24-25 Solid Waste Application; CTCOG FY24-25 Solid Waste Application FINAL

CENTRAL TEXAS COUNCIL OF GOVERNMENTS
2180 NORTH MAIN STREET
PO BOX 729
BELTON, TEXAS 76513



**RESOLUTION AUTHORIZING APPLICATION TO
THE TEXAS COMMISSION ON ENVIRONMENTAL QUALITY (TCEQ)
FOR CTCOG REGIONAL SOLID WASTE GRANT PROGRAM
10-23-PRS01**

WHEREAS, the Governor of Texas has designated the Central Texas Council of Governments areas as State Planning Region #23, and

WHEREAS, the Central Texas Council of Governments is organized in accordance with Section 391 of the Local Government Code and encompasses the region of Bell, Coryell, Hamilton, Lampasas, Milam, Mills, and San Saba counties, and

WHEREAS, CTCOG is desirous of submitting an application for Solid Waste Grant funds through the Texas Commission on Environmental Quality (TCEQ), and

WHEREAS, the governing body of the Central Texas Council of Governments finds that all activities and related expenses included in this application will serve to implement the goals, objectives, and recommendations of the Regional Solid Waste Management Plan (RSWMP) and the state solid waste management plan, and

WHEREAS, the Central Texas Council of Governments will comply with all applicable state and local laws and regulations pertaining to the use of state funds, including laws concerning the procurement of goods and services, competitive purchasing requirements and financial and program reporting requirements, and

WHEREAS, grant funds will be used only for the purposes for which they are provided.

NOW, THEREFORE, BE IT RESOLVED by the Central Texas Council of Governments that the CTCOG Regional Solid Waste Grant Program Application for fiscal years 2024-2025 has been approved by the Executive Committee for submission to TCEQ and is recommended for funding.

PASSED AND APPROVED this 26th Day of October 2023 by the Central Texas Council of Governments Executive Committee.

Judge Randall J Hoyer, President

Commissioner Russell Schneider, Secretary/Treasurer



CONSIDERATION FOR ITEM APPROVAL EXECUTIVE COMMITTEE MEETING

MEETING DATE: 10/26/2023

AGENDA ITEM: CTCOG FY24 Solid Waste Grant Implementation Projects Resolution
GENERAL DESCRIPTION OF ITEM:

Resolution approving the FY24 Solid Waste Grant Implementation Projects

THIS ITEM REPRESENTS A:

- ☐ New issue, project, or purchase
- ☒ Routine, regularly scheduled item
- ☐ Follow-up to a previously discussed item
- ☐ Special item requested by board member
- ☐ Other

PRIMARY CONTACT/STAFF MEMBER: James McGill

BUDGETARY IMPACT:

Total estimated cost: **\$67,383**

Source of Funds: **TCEQ**

Is item already included in fiscal year budget? ☒ Yes ☐ No

Does item represent a new expenditure? ☐ Yes ☒ No

Does item represent a pass-through purchase? ☒ Yes ☐ No

If so, for what city/county/etc.? **TBD**

PROCUREMENT:

None

ACTION REQUESTED:

Approval of CTCOG FY24 Solid Waste Grant Implementation Projects Resolution

BACK-UP DOCUMENTS ATTACHED:

FY24 Solid Waste Grant Funds Resolution

BACK-UP DOUCUMENTS NOT ATTACHED *(to be sent prior to meeting or will be a handout at the meeting):*

Click or tap here to enter text.

CENTRAL TEXAS COUNCIL OF GOVERNMENTS
2180 NORTH MAIN STREET
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BELTON, TEXAS 76513



RESOLUTION AUTHORIZING FY 24 SOLID WASTE GRANT IMPLEMENTATION PROJECTS

10-23-PRS02

WHEREAS, the Governor of Texas has designated the Central Texas Council of Governments areas as State Planning Region #23, and

WHEREAS, the Central Texas Council of Governments is organized in accordance with Section 391 of the Local Government Code and encompasses the region of Bell, Coryell, Hamilton, Lampasas, Milam, Mills, and San Saba counties, and

WHEREAS, the Central Texas Council of Governments is a recipient of funds from the Texas Commission on Environmental Quality, in accordance with Texas Health and Safety Code 361.014 to conduct regional coordination and planning activities, maintain a solid waste advisory committee, and administer pass-through funding for local and regional implementation project; and

WHEREAS, the Central Texas Council of Governments is directed by the Texas Commission on Environmental Quality to administer solid waste grant funds for the implementation of the adopted regional solid waste management plan; and

WHEREAS, the Solid Waste Advisory Committee assists Central Texas Council of Government staff with this task by evaluating and selecting applications for solid waste implementation projects; and

WHEREAS, the Central Texas Council of Government Executive Committee has reviewed and agrees with the unanimous recommendations of the Solid Waste Advisory Committee regarding the FY24 Solid Waste Grant Implementation projects; and

WHEREAS, grant funds will be used only for the purposes for which they are provided; and

NOW, THEREFORE, BE IT RESOLVED that these projects have been recommended for funding in FY24:



Grantee Name	Project Title	Amount Requested	SWAC Recommend Amount
Bell County	Scrap Tire Event	\$8,000	\$8,000
City of Bartlett	Household Hazardous Waste (HHW) Event	\$30,000	\$15,000
City of Killeen	Household Hazardous Waste (HHW) Event	\$20,000	\$20,000
City of Nolanville	VR Headsets for SMART Museum Solid Waste educational program	\$6,942	\$6,942
City of Rockdale	55 gallon drums for city Anti-Litter Campaign	\$2,441	\$2,441
City of Temple	Household Hazardous Waste (HHW) Event	\$15,000	\$15,000
	Total	\$82,383	\$67,383

PASSED AND APPROVED at a regular meeting of the Central Texas Council of Governments, this the 26th day of October 2023.

Judge Randall J Hoyer, President

Commissioner Russell Schneider, Secretary/Treasurer



CONSIDERATION FOR ITEM APPROVAL EXECUTIVE COMMITTEE MEETING

MEETING DATE: 10/26/2023

AGENDA ITEM: CTCOG FY24-25 SWAC Members Resolution

GENERAL DESCRIPTION OF ITEM:

Resolution approving the membership of the FY24-25 Solid Waste Advisory Committee

THIS ITEM REPRESENTS A:

- ☐ New issue, project, or purchase
- ☒ Routine, regularly scheduled item
- ☐ Follow-up to a previously discussed item
- ☐ Special item requested by board member
- ☐ Other

PRIMARY CONTACT/STAFF MEMBER: James McGill

BUDGETARY IMPACT:

Total estimated cost: \$0

Source of Funds: N/A

Is item already included in fiscal year budget? ☐ Yes ☐ No

Does item represent a new expenditure? ☐ Yes ☐ No

Does item represent a pass-through purchase? ☐ Yes ☐ No

If so, for what city/county/etc.? [Click or tap here to enter text.](#)

PROCUREMENT:

None

ACTION REQUESTED:

Approval of CTCOG FY24-25 Solid Waste Advisory Committee Members Resolution

BACK-UP DOCUMENTS ATTACHED:

CTCOG Resolution for FY24-25 Solid Waste Advisory Committee (SWAC) Members

BACK-UP DOUCUMENTS NOT ATTACHED *(to be sent prior to meeting or will be a handout at the meeting):*

[Click or tap here to enter text.](#)

CENTRAL TEXAS COUNCIL OF GOVERNMENTS
2180 NORTH MAIN STREET
PO BOX 729
BELTON, TEXAS 76513



**RESOLUTION TO APPROVE THE
SOLID WASTE ADVISORY COMMITTEE (SWAC) MEMBERS
10-23-PRS03**

WHEREAS, the Governor of Texas has designated the Central Texas Council of Governments (CTCOG) areas as State Planning Region #23, and

WHEREAS, the Central Texas Council of Governments is organized in accordance with Section 391 of the Local Government Code and encompasses the region of Bell, Coryell, Hamilton, Lampasas, Milam, Mills, and San Saba counties, and

WHEREAS, the Central Texas Council of Governments is a recipient of funds from the Texas Commission on Environmental Quality, in accordance with Texas Health and Safety Code 361.014 to conduct regional coordination and planning activities, maintain a solid waste advisory committee, and administer pass-through funding for local and regional implementation project; and

WHEREAS, the primary mission of the Solid Waste Advisory Committee is to address issues related to solid waste management in the region and make technical recommendations concerning implementation project applications; and

WHEREAS, the review process by the Solid Waste Advisory Committee is to ensure that selected applications comply with the priorities in the Regional Solid Waste Management Plan and will improve solid waste management in the region; and

WHEREAS, the Central Texas Council of Government Executive Committee's role is to take final policy action on solid waste priority recommendations; and

NOW, THEREFORE, BE IT RESOLVED that these individuals representing the CTCOG seven counties have all been approved by the Executive Committee to fulfill the role and responsibilities of the CTCOG Solid Waste Advisory Committee for the FY24-25 biennium; and

BE IT FURTHER RESOLVED that the Solid Waste Advisory Committee Bylaws will govern any changes to the membership of the Solid Waste Advisory Committee during the FY24-25 biennium.



Name	Organization	Member Status
County		
Duane Herrera	Bell County	Current
Vacant	Coryell County	
Commissioner Johnny Wagner	Hamilton County	Current
Commissioner Lewis Bridges	Lampasas County	Current
Commissioner James Denman	Milam County	Current
Vacant	Mills County	
Scott Edmonson	San Saba County	Current
Municipality		
Marcie Seele	City of Belton	Current
Victor Williams	City of Copperas Cove	Current
Scott Albert	City of Gatesville	Current
Mark Hyde	City of Harker Heights	Current
William Gould	City of Killeen	Current
Justin Brantley	City of Temple	Current
Solid Waste Industry Rep.		
Paul Daugereau	Waste Management	Current
Private Sector/Business Rep.		
Johnn Trigg	Wilson Art	Current
Citizen Rep.		
Zoe Rascoe	Citizen	Current

PASSED AND APPROVED this 26th Day of October 2023 by the Central Texas Council of Governments Executive Committee.

The Honorable Randall J Hoyer, President

The Honorable Russell Schneider, Secretary/Treasurer



CONSIDERATION FOR ITEM APPROVAL EXECUTIVE COMMITTEE MEETING

MEETING DATE: 10/26/2023

AGENDA ITEM: Proclamation for National Recycling Day
GENERAL DESCRIPTION OF ITEM:

Proclamation celebrating National Recycling Day

THIS ITEM REPRESENTS A:

- ☐ New issue, project, or purchase
- ☐ Routine, regularly scheduled item
- ☐ Follow-up to a previously discussed item
- ☐ Special item requested by board member
- ☒ Other

PRIMARY CONTACT/STAFF MEMBER: Connie Quinto

BUDGETARY IMPACT:

Total estimated cost: \$0

Source of Funds: \$0

Is item already included in fiscal year budget? ☐ Yes ☐ No

Does item represent a new expenditure? ☐ Yes ☐ No

Does item represent a pass-through purchase? ☐ Yes ☐ No

If so, for what city/county/etc.? [Click or tap here to enter text.](#)

PROCUREMENT:

N/A

ACTION REQUESTED:

Approval of Proclamation

BACK-UP DOCUMENTS ATTACHED:

Proclamation

BACK-UP DOUCUMENTS NOT ATTACHED *(to be sent prior to meeting or will be a handout at the meeting):*

[Click or tap here to enter text.](#)

CENTRAL TEXAS COUNCIL OF GOVERNMENTS
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**PROCLAMATION DECLARING NOVEMBER 15, 2023, AS NATIONAL
RECYCLING DAY IN THE CENTRAL TEXAS REGION**

10-23-PRS04

WHEREAS, the Governor of Texas has designated the Central Texas Council of Governments areas as State Planning Region #23, and

WHEREAS, the Central Texas Council of Governments is organized in accordance with Section 391 of the Local Government Code and encompasses the region of Bell, Coryell, Hamilton, Lampasas, Milam, Mills, and San Saba counties, and

WHEREAS, the Central Texas Council of Governments is a partner with the Texas Commission on Environmental Quality, and both support recycling initiatives across the region and state, and

WHEREAS, the National Recycling Coalition created America Recycles Day in 2007 and each year the President declares the day as National Recycling Day, and

WHEREAS, each November, we come together as a community and a nation to reduce, reuse, and recycle to better care for our homeland and the great State of Texas;

NOW, THEREFORE, BE IT PROCLAIMED by the Central Texas Council of Governments that the November 15, 2023 be declared as National Recycling Day in the Central Texas Region.

PASSED AND APPROVED this 26th Day of October, 2023 by the Central Texas Council of Governments Executive Committee.

Judge Randall J Hoyer, President

Commissioner Russell Schneider, Secretary/Treasurer



CONSIDERATION FOR ITEM APPROVAL EXECUTIVE COMMITTEE MEETING

MEETING DATE: 10/26/2023

AGENDA ITEM: Proclamation for National Veterans Small Business Week
GENERAL DESCRIPTION OF ITEM:

Proclamation celebrating National Veterans Small Businesses.

THIS ITEM REPRESENTS A:

- ☐ New issue, project, or purchase
- ☐ Routine, regularly scheduled item
- ☐ Follow-up to a previously discussed item
- ☐ Special item requested by board member
- ☒ Other

PRIMARY CONTACT/STAFF MEMBER: Connie Quinto

BUDGETARY IMPACT:

Total estimated cost: \$0

Source of Funds: \$0

Is item already included in fiscal year budget? ☐ Yes ☐ No

Does item represent a new expenditure? ☐ Yes ☐ No

Does item represent a pass-through purchase? ☐ Yes ☐ No

If so, for what city/county/etc.? [Click or tap here to enter text.](#)

PROCUREMENT:

N/A

ACTION REQUESTED:

Approval of Proclamation

BACK-UP DOCUMENTS ATTACHED:

Proclamation

BACK-UP DOUCUMENTS NOT ATTACHED *(to be sent prior to meeting or will be a handout at the meeting):*

[Click or tap here to enter text.](#)

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**PROCLAMATION DECLARING OCTOBER 30th THROUGH NOVEMBER 3rd, 2023,
AS NATIONAL VETERANS' SMALL BUSINESS WEEK IN THE CENTRAL
TEXAS REGION
10-23-PRS05**

WHEREAS, the Governor of Texas has designated the Central Texas Council of Governments areas as State Planning Region #23, and

WHEREAS, the Central Texas Council of Governments is organized in accordance with Section 391 of the Local Government Code and encompasses the region of Bell, Coryell, Hamilton, Lampasas, Milam, Mills, and San Saba counties, and

WHEREAS, the Central Texas Council of Governments is a recipient of Economic Development Administration (EDA) grants to assist with economic development across the CTCOG region, and

WHEREAS, each November, we come together as a community and a region to celebrate our veterans who have gave so much and continue to contribute to our region through with their entrepreneurial spirit.

NOW, THEREFORE, BE IT PROCLAIMED by the Central Texas Council of Governments that the week of October 30th through November 3rd as National Veterans Small Business Week in the Central Texas Region.

PASSED AND APPROVED this 26th Day of October 2023 by the Central Texas Council of Governments Executive Committee.

Judge Randall J Hoyer, President

Commissioner Russell Schneider, Secretary/Treasurer



**RESOLUTION APPROVING HOUSING ASSISTANCE PROGRAM CHANGES TO
PAYMENT STANDARDS EFFECTIVE 01/01/2024**

10-23-HAP01

WHEREAS, the United States Department of Housing and Urban Development (HUD), by official rules, regulations and notices, annually reviews and updates Fair Market Rents and has released the 2024 Fair Market Rents for use in the administration of Federal Housing Programs in accordance with HUD requirements: and

WHEREAS, upon review of the 2024 Fair Market Rents for the seven counties under the jurisdiction of the Central Texas Council of Governments the Central Texas Council of Governments/Housing Division has determined the changes within each county that requires an update of the payment standards to be compliant with the 2024 Fair Market Rents and recommended that this change become effective January 1, 2024, and

WHEREAS, the Executive Committee of the Central Texas Council of Governments, after having reviewed the changes to each county within the CTCOG jurisdiction, has determined that the change in standards complies with HUD Requirements and local policies to promote adequate and affordable housing, economic opportunity and a suitable living environment within the Central Texas Council of Governments' jurisdiction.

NOW, THEREFORE, BE IT RESOLVED that the Central Texas Council of Governments Executive Committee does hereby approve the change to the 2024 Payment Standards for the Central Texas Council of Governments/ Housing Division, as presented.

PASSED AND APPROVED this 26th day of October 2023 by the Central Texas Council of Governments Executive Committee.

Judge Randall J Hoyer, President

Commissioner Russell Schneider, Secretary/Treasurer

2024 FMR Payment Standards 2023 Income Limits

Effective 01/2024

Bell/ Coryell County Median Family Income: \$76,000								
	1 PERSON	2 PERSON	3 PERSON	4 PERSON	5 PERSON	6 PERSON	7 PERSON	8 PERSON
Extremely Low- 30% Of Median	\$16,000	\$19,720	\$24,860	\$30,000	\$35,140	\$40,280	\$45,420	\$50,200
Very Low- 50% Of Median	\$26,600	\$30,400	\$34,200	\$38,000	\$41,050	\$44,100	\$47,150	\$50,200
Low Income- 80% Of Median	\$42,600	\$48,650	\$54,750	\$60,800	\$65,700	p	\$75,400	\$80,300
Bedroom Size	0 BR	1 BR	2 BR	3 BR	4 BR	5 BR		
Fair Market Rent (FMR)	\$895	\$900	\$1,135	\$1,599	\$1,926	\$2,214		
Voucher Payment Standards	\$988	\$994	\$1,254	\$1,766	\$2,128	\$2,446		
% of FMR	110%	110%	110%	110%	110%	110%		
Hamilton County Median Family Income: \$69,900								
	1 PERSON	2 PERSON	3 PERSON	4 PERSON	5 PERSON	6 PERSON	7 PERSON	8 PERSON
Extremely Low- 30% Of Median	\$15,400	\$19,720	\$24,860	\$30,000	\$35,140	\$40,280	\$45,400	\$48,350
Very Low- 50% Of Median	\$25,650	\$29,300	\$32,950	\$36,600	\$39,550	\$42,500	\$45,400	\$48,350
Low Income- 80% Of Median	\$41,000	\$46,850	\$52,700	\$58,550	\$63,250	\$67,950	\$72,650	\$77,300
Bedroom Size	0 BR	1 BR	2 BR	3 BR	4 BR	5 BR		
Fair Market Rent (FMR)	\$755	\$760	\$992	\$1,199	\$1,321	\$1,519		
Voucher Payment Standards	\$834	\$839	\$1,096	\$1,320	\$1,459	\$1,678		
% of FMR	110%	110%	110%	110%	110%	110%		
Lampasas County Median Family Income: \$86,900								
	1 PERSON	2 PERSON	3 PERSON	4 PERSON	5 PERSON	6 PERSON	7 PERSON	8 PERSON
Extremely Low- 30% Of Median	\$18,100	\$20,650	\$24,860	\$30,000	\$35,140	\$40,280	\$45,420	\$50,560
Very Low- 50% Of Median	\$30,100	\$34,400	\$38,700	\$43,000	\$46,450	\$49,900	\$53,350	\$56,800
Low Income- 80% Of Median	\$48,150	\$55,000	\$61,900	\$68,750	\$74,750	\$79,750	\$85,250	\$90,750
Bedroom Size	0 BR	1 BR	2 BR	3 BR	4 BR	5 BR		
Fair Market Rent (FMR)	\$789	\$795	\$1,044	\$1,405	\$1,772	\$2,037		
Voucher Payment Standards	\$871	\$878	\$1,153	\$1,552	\$1,958	\$2,250		
% of FMR	110%	110%	110%	110%	110%	110%		

FMR's larger than 4 BR are calculated by adding 15 percent for each additional bedroom over the 4 BR FMR.

Example1: 5 Bedroom FMR= 1.15 X 4 Bedroom FMR **Example2:** 6 Bedroom FMR= 1.30 X 4 Bedroom FMR

2024 FMR Payment Standards 2023 Income Limits

Effective 01/2024

Milam County Median Family Income: \$73,600								
	1 PERSON	2 PERSON	3 PERSON	4 PERSON	5 PERSON	6 PERSON	7 PERSON	8 PERSON
Extremely Low- 30% Of Median	\$15,300	\$19,720	\$24,860	\$30,000	\$35,140	\$40,280	\$45,100	\$48,000
Very Low- 50% Of Median	\$25,450	\$29,100	\$32,750	\$36,350	\$39,300	\$42,200	\$45,100	\$48,000
Low Income- 80% Of Median	\$40,700	\$46,500	\$52,300	\$58,100	\$62,750	\$67,400	\$72,050	\$76,700
Bedroom Size	0 BR	1 BR	2 BR	3 BR	4 BR	5 BR		
Fair Market Rent (FMR)	\$735	\$794	\$944	\$1,185	\$1,513	\$1,739		
Voucher Payment Standards	\$812	\$877	\$1,043	\$1,309	\$1,671	\$1,921		
% of FMR	110%	110%	110%	110%	110%	110%		
Mills County Median Family Income: \$70,100								
	1 PERSON	2 PERSON	3 PERSON	4 PERSON	5 PERSON	6 PERSON	7 PERSON	8 PERSON
Extremely Low- 30% Of Median	\$15,200	\$19,700	\$24,860	\$30,000	\$35,140	\$40,280	\$44,750	\$47,600
Very Low- 50% Of Median	\$25,250	\$28,850	\$32,450	\$36,050	\$38,950	\$41,850	\$44,750	\$47,600
Low Income- 80% Of Median	\$40,400	\$46,150	\$51,900	\$57,650	\$62,300	\$66,900	\$71,500	\$76,100
Bedroom Size	0 BR	1 BR	2 BR	3 BR	4 BR	5 BR		
Fair Market Rent (FMR)	\$705	\$729	\$905	\$1,275	\$1,345	\$1,546		
Voucher Payment Standards	\$779	\$804	\$995	\$1,408	\$1,486	\$1,708		
% of FMR	110%	110%	110%	110%	110%	110%		
San Saba County Median Family Income: \$65,600								
	1 PERSON	2 PERSON	3 PERSON	4 PERSON	5 PERSON	6 PERSON	7 PERSON	8 PERSON
Extremely Low- 30% Of Median	\$15,200	\$19,720	\$24,860	\$30,000	\$35,140	\$40,280	\$44,750	\$47,600
Very Low- 50% Of Median	\$25,250	\$28,850	\$32,450	\$36,050	\$38,950	\$41,850	\$44,750	\$47,600
Low Income- 80% Of Median	\$40,400	\$46,150	\$51,900	\$57,650	\$62,300	\$66,900	\$71,500	\$76,100
Bedroom Size	0 BR	1 BR	2 BR	3 BR	4 BR	5 BR		
Fair Market Rent (FMR)	\$771	\$776	\$1,020	\$1,233	\$1,516	\$1,743		
Voucher Payment Standards	\$851	\$857	\$1,127	\$1,362	\$1,675	\$1,926		
% of FMR	110%	110%	110%	110%	110%	110%		

FMR's larger than 4 BR are calculated by adding 15 percent for each additional bedroom over the 4 BR FMR.

Example1: 5 Bedroom FMR= 1.15 X 4 Bedroom FMR Example2: 6 Bedroom FMR= 1.30 X 4 Bedroom FMR



**RESOLUTION TO APPROVE THE CENTRAL TEXAS COUNCIL OF GOVERNMENT HOUSING DIVISION'S
CHANGES TO UTILITY ALLOWANCES FOR THE JURISDICTION TX 482
10-23-HAP02**

Whereas, all agencies administering the Section 8 Housing Choice Voucher Program funded by the United States Department of Housing and Urban Development (HUD), by official rules, regulations and notices, are required annually to review Utility Allowances provided to families receiving housing assistance; and

Whereas, upon completion of the annual review for the seven counties under the jurisdiction of the Central Texas Council of Governments the Central Texas Council of Governments/ Housing Division has determined that changes are required for the CTCOG jurisdiction utility allowances and has recommended that this change become effective January 1, 2024, and

Whereas, the Executive Committee of the Central Texas Council of Governments, after having reviewed the changes to the Utility Allowances, has determined that the change complies with HUD Requirements and local policies to promote adequate and affordable housing, economic opportunity and a suitable living environment within the Central Texas Council of Governments' jurisdiction;

Now, therefore, be it resolved that the Central Texas Council of Governments Executive Committee does hereby approve the change to the 2024 Utility Allowances for the Central Texas Council of Governments/ Housing Division, as presented.

Passed and approved by the Central Texas Council of Governments Executive Committee on this 26th day of October 2023.

Judge Randall J Hoyer, President

Commissioner Russell Schneider, Secretary/Treasurer

Utility Allowance Schedule

See Public Reporting and Instructions on back.

U.S Department of Housing and

Urban Development

Office of Public and Indian Housing

OMB Approval No. 2577-0169

exp. 04/30/2026

The following allowances are used to determine the total cost of tenant-furnished utilities and appliances.

Locality/PHA BELL COUNTY, TEXAS			Unit Type HCV PROGRAM				Date (mm/dd/yyyy) 9-1-2-23	
Utility or Service	Fuel Type	0 BR	1 BR	2 BR	3 BR	4 BR	5 BR	
Heating	Natural Gas	4	6	8	10	12	14	
	Bottled Gas							
	Electric	10	14	18	22	27	32	
	Electric – Heat Pump	6	10	13	15	19	23	
	Fuel Oil							
	Other							
Cooking	Natural Gas	1	2	3	4	5	6	
	Bottled Gas							
	Electric	1	3	4	6	7	9	
	Other							
Other Electric		13	25	32	40	47	58	
Air Conditioning		18	27	35	40	49	61	
Water Heating	Natural Gas	5	7	9	12	15	17	
	Bottled Gas							
	Electric	12	17	22	26	32	39	
	Electric – Heat Pump							
	Fuel Oil							
Water		13	13	21	28	35	43	
Sewer		18	18	28	38	48	58	
Trash Collection		20	20	20	20	20	20	
Other – specify								
Range/Microwave		15	15	15	15	15	15	
Refrigerator		15	15	15	15	15	15	
Actual Family Allowances – May be used by the family to compute allowance while searching for a unit.					Utility/Service/Appliance		Allowance	
					Heating			
Head of Household Name					Cooking			
					Other Electric			
					Air Conditioning			
					Water Heating			
					Water			
Unit Address					Sewer			
					Trash Collection			
					Other			
					Range/Microwave			
					Refrigerator			
Number of Bedrooms					Total			

Utility Allowance Schedule

See Public Reporting and Instructions on back.

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

OMB Approval No. 2577-0169

exp. 04/30/2026

The following allowances are used to determine the total cost of tenant-furnished utilities and appliances.

Locality/PHA CORYELL COUNTY, TEXAS		Unit Type HCV PROGRAM					Date (mm/dd/yyyy) 9-1-2-23	
Utility or Service	Fuel Type	0 BR	1 BR	2 BR	3 BR	4 BR	5 BR	
Heating	Natural Gas	4	6	8	10	12	14	
	Bottled Gas							
	Electric	10	14	18	22	27	32	
	Electric – Heat Pump	6	10	13	15	19	23	
	Fuel Oil							
	Other							
Cooking	Natural Gas	1	2	3	4	5	6	
	Bottled Gas							
	Electric	1	3	4	6	7	9	
	Other							
Other Electric		13	25	32	40	47	58	
Air Conditioning		18	27	35	40	49	61	
Water Heating	Natural Gas	5	7	9	12	15	17	
	Bottled Gas							
	Electric	12	17	22	26	32	39	
	Electric – Heat Pump							
	Fuel Oil							
Water		26	29	37	44	52	59	
Sewer		20	24	33	42	51	60	
Trash Collection		23	23	23	23	23	23	
Other – specify								
Range/Microwave		15	15	15	15	15	15	
Refrigerator		15	15	15	15	15	15	
Actual Family Allowances – May be used by the family to compute allowance while searching for a unit.					Utility/Service/Appliance		Allowance	
Head of Household Name					Heating			
					Cooking			
					Other Electric			
					Air Conditioning			
Unit Address					Water Heating			
					Water			
					Sewer			
					Trash Collection			
					Other			
Number of Bedrooms					Range/Microwave			
					Refrigerator			
					Total			

Utility Allowance Schedule

See Public Reporting and Instructions on back.

**U.S Department of Housing and
Urban Development**

Office of Public and Indian Housing

OMB Approval No. 2577-0169

exp. 04/30/2026

The following allowances are used to determine the total cost of tenant-furnished utilities and appliances.

Locality/PHA HAMILTON COUNTY, TEXAS		Unit Type HCV PROGRAM					Date (mm/dd/yyyy) 9-1-2-23	
Utility or Service	Fuel Type	0 BR	1 BR	2 BR	3 BR	4 BR	5 BR	
Heating	Natural Gas	4	6	8	10	12	14	
	Bottled Gas							
	Electric	10	14	18	22	27	32	
	Electric – Heat Pump	6	10	13	15	19	23	
	Fuel Oil							
	Other							
Cooking	Natural Gas	1	2	3	4	5	6	
	Bottled Gas							
	Electric	1	3	4	6	7	9	
	Other							
Other Electric		13	25	32	40	47	58	
Air Conditioning		18	27	35	40	49	61	
Water Heating	Natural Gas	5	7	9	12	15	17	
	Bottled Gas							
	Electric	12	17	22	26	32	39	
	Electric – Heat Pump							
	Fuel Oil							
Water		46	53	65	78	90	103	
Sewer		33	36	42	48	54	60	
Trash Collection		20	20	20	20	20	20	
Other – specify								
Range/Microwave		15	15	15	15	15	15	
Refrigerator		15	15	15	15	15	15	
Actual Family Allowances – May be used by the family to compute allowance while searching for a unit.					Utility/Service/Appliance		Allowance	
Head of Household Name					Heating			
					Cooking			
					Other Electric			
					Air Conditioning			
Unit Address					Water Heating			
					Water			
					Sewer			
					Trash Collection			
					Other			
Number of Bedrooms					Range/Microwave			
					Refrigerator			
					Total			

Utility Allowance Schedule

See Public Reporting and Instructions on back.

**U.S Department of Housing and
Urban Development**

Office of Public and Indian Housing

OMB Approval No. 2577-0169

exp. 04/30/2026

The following allowances are used to determine the total cost of tenant-furnished utilities and appliances.

Locality/PHA LAMPASAS COUNTY, TEXAS		Unit Type HCV PROGRAM					Date (mm/dd/yyyy) 9-1-2-23	
Utility or Service	Fuel Type	0 BR	1 BR	2 BR	3 BR	4 BR	5 BR	
Heating	Natural Gas	4	6	8	10	12	14	
	Bottled Gas							
	Electric	8	12	15	18	23	27	
	Electric – Heat Pump	5	8	11	13	16	19	
	Fuel Oil							
	Other							
Cooking	Natural Gas	1	2	3	4	5	6	
	Bottled Gas							
	Electric	1	2	4	5	6	7	
	Other							
Other Electric		11	21	27	33	39	48	
Air Conditioning		15	23	29	34	41	51	
Water Heating	Natural Gas	5	7	9	12	15	17	
	Bottled Gas							
	Electric	10	14	18	22	27	32	
	Electric – Heat Pump							
	Fuel Oil							
Water		34	39	48	57	67	76	
Sewer		28	31	38	45	52	60	
Trash Collection		21	21	21	21	21	21	
Other – specify								
Range/Microwave		15	15	15	15	15	15	
Refrigerator		15	15	15	15	15	15	
Actual Family Allowances – May be used by the family to compute allowance while searching for a unit.					Utility/Service/Appliance		Allowance	
Head of Household Name					Heating			
					Cooking			
					Other Electric			
					Air Conditioning			
Unit Address					Water Heating			
					Water			
					Sewer			
					Trash Collection			
					Other			
Number of Bedrooms					Range/Microwave			
					Refrigerator			
					Total			

Utility Allowance Schedule

See Public Reporting and Instructions on back.

**U.S Department of Housing and
Urban Development**

Office of Public and Indian Housing

OMB Approval No. 2577-0169

exp. 04/30/2026

The following allowances are used to determine the total cost of tenant-furnished utilities and appliances.

Locality/PHA MILAM COUNTY, TEXAS		Unit Type HCV PROGRAM					Date (mm/dd/yyyy) 9-1-2-23	
Utility or Service	Fuel Type	0 BR	1 BR	2 BR	3 BR	4 BR	5 BR	
Heating	Natural Gas	4	6	8	10	12	14	
	Bottled Gas							
	Electric	10	14	18	22	27	32	
	Electric – Heat Pump	6	10	13	15	19	23	
	Fuel Oil							
	Other							
Cooking	Natural Gas	1	2	3	4	5	6	
	Bottled Gas							
	Electric	1	3	4	6	7	9	
	Other							
Other Electric		13	25	32	40	47	58	
Air Conditioning		18	27	35	40	49	61	
Water Heating	Natural Gas	5	7	9	12	15	17	
	Bottled Gas							
	Electric	12	17	22	26	32	39	
	Electric – Heat Pump							
	Fuel Oil							
Water		42	47	57	66	77	89	
Sewer		23	29	42	55	68	81	
Trash Collection		15	15	15	15	15	15	
Other – specify								
Range/Microwave		15	15	15	15	15	15	
Refrigerator		15	15	15	15	15	15	
Actual Family Allowances – May be used by the family to compute allowance while searching for a unit.					Utility/Service/Appliance		Allowance	
Head of Household Name					Heating			
					Cooking			
					Other Electric			
					Air Conditioning			
Unit Address					Water Heating			
					Water			
					Sewer			
					Trash Collection			
					Other			
Number of Bedrooms					Range/Microwave			
					Refrigerator			
					Total			

Utility Allowance Schedule

See Public Reporting and Instructions on back.

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

OMB Approval No. 2577-0169

exp. 04/30/2026

The following allowances are used to determine the total cost of tenant-furnished utilities and appliances.

Locality/PHA MILLS COUNTY, TEXAS		Unit Type HCV PROGRAM					Date (mm/dd/yyyy) 9-1-2-23	
Utility or Service	Fuel Type	0 BR	1 BR	2 BR	3 BR	4 BR	5 BR	
Heating	Natural Gas	4	6	8	10	12	14	
	Bottled Gas							
	Electric	10	14	18	22	27	32	
	Electric – Heat Pump	6	10	13	15	19	23	
	Fuel Oil							
	Other							
Cooking	Natural Gas	1	2	3	4	5	6	
	Bottled Gas							
	Electric	1	3	4	6	7	9	
	Other							
Other Electric		13	25	32	40	47	58	
Air Conditioning		18	27	35	40	49	61	
Water Heating	Natural Gas	5	7	9	12	15	17	
	Bottled Gas							
	Electric	12	17	22	26	32	39	
	Electric – Heat Pump							
	Fuel Oil							
Water		29	31	36	40	45	49	
Sewer		14	17	21	26	31	36	
Trash Collection		14	14	14	14	14	14	
Other – specify								
Range/Microwave		15	15	15	15	15	15	
Refrigerator		15	15	15	15	15	15	
Actual Family Allowances – May be used by the family to compute allowance while searching for a unit.					Utility/Service/Appliance		Allowance	
Head of Household Name					Heating			
					Cooking			
					Other Electric			
					Air Conditioning			
Unit Address					Water Heating			
					Water			
					Sewer			
					Trash Collection			
					Other			
Number of Bedrooms					Range/Microwave			
					Refrigerator			
					Total			

Utility Allowance Schedule

See Public Reporting and Instructions on back.

**U.S Department of Housing and
Urban Development**

Office of Public and Indian Housing

OMB Approval No. 2577-0169

exp. 04/30/2026

The following allowances are used to determine the total cost of tenant-furnished utilities and appliances.

Locality/PHA SAN SABA COUNTY, TEXAS		Unit Type HCV PROGRAM					Date (mm/dd/yyyy) 9-1-2-23	
Utility or Service	Fuel Type	0 BR	1 BR	2 BR	3 BR	4 BR	5 BR	
Heating	Natural Gas	4	6	8	10	12	14	
	Bottled Gas							
	Electric	10	14	18	22	27	32	
	Electric – Heat Pump	6	10	13	15	19	23	
	Fuel Oil							
	Other							
Cooking	Natural Gas	1	2	3	4	5	6	
	Bottled Gas							
	Electric	1	3	4	6	7	9	
	Other							
Other Electric		13	25	32	40	47	58	
Air Conditioning		18	27	35	40	49	61	
Water Heating	Natural Gas	5	7	9	12	15	17	
	Bottled Gas							
	Electric	12	17	22	26	32	39	
	Electric – Heat Pump							
	Fuel Oil							
Water		28	28	33	38	44	51	
Sewer		35	35	35	35	39	43	
Trash Collection		23	23	23	23	23	23	
Other – specify								
Range/Microwave		15	15	15	15	15	15	
Refrigerator		15	15	15	15	15	15	
Actual Family Allowances – May be used by the family to compute allowance while searching for a unit.					Utility/Service/Appliance		Allowance	
Head of Household Name					Heating			
					Cooking			
					Other Electric			
					Air Conditioning			
Unit Address					Water Heating			
					Water			
					Sewer			
					Trash Collection			
					Other			
Number of Bedrooms					Range/Microwave			
					Refrigerator			
					Total			

PHAs must maintain a completed HUD Form-52667 Utility Allowance Schedule for each unit type that is typical in the PHA's jurisdiction. The utility allowance schedule is based on the typical cost of utilities and services paid by energy-conservation households that occupy housing of similar size and type in the same locality. In developing the schedule, the PHA must use normal patterns of consumption for the community as a whole and current utility rates.

This form includes the utilities that the PHA must consider: heating (space), cooking, other electric (e.g. lights, appliances, general usage), air conditioning (if the majority of housing units in the market provide centrally air-conditioned units or there is appropriate wiring for tenant-installed air conditioners), water heating, water, sewer, trash, the cost to provide a range, and the cost to provide a refrigerator. This form includes several fuel types, however, the PHA is not required to have a utility allowance for every fuel type listed on the form. The PHA is only required to have an allowance for the fuel types that are typical in the PHA's jurisdiction.

Electric resistance vs. electric heat pump: The most recent update to the HUD-52667 includes "Electric Heat Pump" as a fuel type under "Heating" and "Water Heating". PHAs may choose to provide an allowance on the schedule for electric (resistance), electric heat pump, or both. Heat pumps are more efficient and are associated with lower consumption. By adding this to the form, HUD is not requiring PHAs to consider both. This is up to the PHA, however, the [HUD Utility Schedule Model](#) tool available on HUDUser.gov provides an allowance for both electric resistance and electric heat pump.

Determining Allowances: In general, PHAs use local sources of information on the cost of utilities and services, such as:

1. Electric utility suppliers
2. Natural gas utility suppliers
3. Water and sewer suppliers
4. Fuel oil and bottled gas suppliers
5. Public service commissions
6. Real estate and property management firms
7. State and local agencies
8. Appliance sales and leasing firms

PHAs may use the HUD Utility Schedule Model (HUSM) available on HUDuser.org to determine their Utility Allowance Schedules. The tool uses geographic-specific utility consumption rates combined with user entered data on utility rates to determine the overall monthly allowance.

OMB Burden Statement: The public reporting burden for this information collection is estimated to be up to 0.25 hours, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. The information collected is required to determine the amount of utility allowance necessary to calculate the family's tenant portion. Assurances of confidentiality are not provided under this collection. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions to reduce this burden, to the Office of Public and Indian Housing, US. Department of Housing and Urban Development, Washington, DC 20410. HUD may not conduct and sponsor, and a person is not required to respond to, a collection of information unless the collection displays a valid control number.

Privacy Notice: The Department of Housing and Urban Development (HUD) is authorized to collect the information required on this form by Section 8 of the U.S. Housing Act of 1937 (42 U.S.C. 1437f). The information collected specifies which utilities and appliances are to be supplied by the owner, and what utilities and appliances are to be supplied to the tenant. The Personally Identifiable Information (PII) data collected on this form are not stored or retrieved within a system of record.

BASE CONSUMPTION DATA - HUD FORM 52667

DWELLING UNIT MULTIPLIERS

Size of Unit Factor

0-BR 0.5

1-BR 0.7

2-BR 0.9

3-BR 1.1

4-BR 1.4

5-BR 1.6

Consumptions are for housing insulated for the heating system installed. Normally a building designed for electric space heating is better insulated than one designed for gas or oil space heating equipment. Climatic conditions assumed to be 4,000 heating degree days and 0° F outside design temperature. Consumption must be adjusted for the normal heating degree days and the outside design temperature in the given geographic area. Consumption estimated for 1,000 degree days cooling. Actual consumption will depend on many variables.

Note: The consumption amounts listed above are inexact averages and must be used with caution when establishing allowances for actual projects.

MONTHLY CONSUMPTION

Based on 2 1/2-BR

I. Electricity

- a. Lighting and Refrigeration - KWH 250-400**
- b. Cooking KWH - 110**
- c. Domestic Hot Water - KWH 340**
- d. Space Heating - KWH 680**
- e. Air Conditioning - KWH 180**

II. Natural Gas And Bottle Gas

- a. Cooking Therms - 8**
- b. Domestic Hot Water Therms - 21**
- c. Space Heating Therms - 48**

III. Fuel Oil

- a. Domestic Hot Water Gals - 17**
- b. Space Heating Gals - 40**

The data indicated above is used to determine monthly consumption allowances based on conservative household operation ("Household of Modest Means"). Calculations for heating and cooling are based on the total annual consumption and then divided by 12 to determine the monthly amount (see below).

Sample Calculation:

$$\frac{(400 \text{ kWh/month}) (5 \text{ heating months})}{12 \text{ months}} = 165 \text{ kWh month for allowance purposes}$$

UTILITY ALLOWANCE WORKSHEET

SHEET 1 OF 1

LOCATION CTLOG (BETONITE HQ)

UNIT TYPE HLV ALL TYPES

DATE 9/1/2023

0 BEDROOM HEATING

NAT GAS 400F
BOTTLED GAS
ELECTRIC 70 kWh
HEAT PUMP 40 kWh
FUEL OIL
OTHER

COOKING

NAT GAS 100F
BOTTLED GAS
ELECTRIC 10 kWh
OTHER
OTHER ELECTRIC 90 kWh
AIR CONDITIONING 125 kWh

WATER HEATING

NAT GAS 500F
BOTTLED GAS
ELECTRIC 85 kWh
OTHER
WATER/SEWER 1050 GAL

2 BEDROOM HEATING

NAT GAS 300F
BOTTLED GAS
ELECTRIC 125 kWh
HEAT PUMP 90 kWh
FUEL OIL
OTHER

COOKING

NAT GAS 300F
BOTTLED GAS
ELECTRIC 30 kWh
OTHER
OTHER ELECTRIC 225 kWh
AIR CONDITIONING 240 kWh

WATER HEATING

NAT GAS 900F
BOTTLED GAS
ELECTRIC 150 kWh
OTHER
WATER/SEWER 9200 GAL

4 BEDROOM HEATING

NAT GAS 1200F
BOTTLED GAS
ELECTRIC 190 kWh
HEAT PUMP 130 kWh
FUEL OIL
OTHER

COOKING

NAT GAS 500F
BOTTLED GAS
ELECTRIC 50 kWh
OTHER
OTHER ELECTRIC 325 kWh
AIR CONDITIONING 340 kWh

WATER HEATING

NAT GAS 1500F
BOTTLED GAS
ELECTRIC 225 kWh
OTHER
WATER/SEWER 8400 GAL

1 BEDROOM HEATING

NAT GAS 600F
BOTTLED GAS
ELECTRIC 100 kWh
HEAT PUMP 70 kWh
FUEL OIL
OTHER

COOKING

NAT GAS 200F
BOTTLED GAS
ELECTRIC 20 kWh
OTHER
OTHER ELECTRIC 175 kWh
AIR CONDITIONING 190 kWh

WATER HEATING

NAT GAS 700F
BOTTLED GAS
ELECTRIC 120 kWh
OTHER
WATER/SEWER 2100 GAL

3 BEDROOM HEATING

NAT GAS 1000F
BOTTLED GAS
ELECTRIC 150 kWh
HEAT PUMP 105 kWh
FUEL OIL
OTHER

COOKING

NAT GAS 900F
BOTTLED GAS
ELECTRIC 40 kWh
OTHER
OTHER ELECTRIC 275 kWh
AIR CONDITIONING 260 kWh

WATER HEATING

NAT GAS 1200F
BOTTLED GAS
ELECTRIC 180 kWh
OTHER
WATER/SEWER 6200 GAL

5 BEDROOM HEATING

NAT GAS 1400F
BOTTLED GAS
ELECTRIC 225 kWh
HEAT PUMP 160 kWh
FUEL OIL
OTHER

COOKING

NAT GAS 600F
BOTTLED GAS
ELECTRIC 60 kWh
OTHER
OTHER ELECTRIC 400 kWh
AIR CONDITIONING 425 kWh

WATER HEATING

NAT GAS 1700F
BOTTLED GAS
ELECTRIC 270 kWh
OTHER
WATER/SEWER 10,500 GAL