**BUFFALO CROSSING APARTMENTS – FAQs**

**Background***The Buffalo Crossing Apartments are a collaboration between the City of Cross Plains and the Cross Plains Housing Authority, with the City responsible for project construction, initial marketing and lease-up and the Housing Authority responsible for ongoing operation, leasing, and maintenance of the units.*

1. What are the income restrictions to live at Buffalo Crossing Apartments?
* *All units will be rented at rates affordable to those earning at or below 80% of the area median family income (AMFI).*
1. Where are the Buffalo Crossing Apartments?
* *The Buffalo Crossing Apartments are located at 708 Foster Bond Street in Cross Plains, TX 76443. The four-unit complex is on Foster Bond Street between NE Seventh and NE Eighth St*
1. How do I get an application to apply for housing?
* You can obtain an application for housing at the Cross Plains Housing Authority building located at 233 N. Main Street, Cross Plains, TX 76443. You may also request an application electronically from the following email address: **cpha@txol.net**
1. Where do I turn in my application?
* You must return your application to the Cross Plains Housing Authority building located at 233 N. Main Street, Cross Plains, TX 76443. A hard copy with original signatures is required.
1. How do I get on the waitlist?
	1. *If units are available upon receipt of your application, your application will serve as holding your spot on the waiting list as eligibility is being determined. If no units are available upon receipt of your application, you will be placed on a waitlist and asked to fill out and sign a waitlist certification. You will be contacted in the order the applications were received should a unit become available.*

1. How does the waitlist work?
	1. *When you apply for housing, the application is reviewed by the housing staff for eligibility. If you qualify for a unit – and there are no vacant units – you will be placed on a waiting list on a first-come, first-serve basis. You will be contacted by our staff if you are next in line when a unit becomes available. If you are contacted by our staff, your income status and information will be requested again for reverification.*
2. Will I be required to report an income change while I’m on the waitlist or living in a unit?
	1. *If it decreases, please report it immediately. Only report the increase if it is in excess of $200.*
3. Are pets allowed?
	1. *No pets are allowed on the property.*
4. Can I smoke in my unit? On the property?
	1. *Smoking is not allowed in the units.* *If a resident, their guests or agents smoke, they must smoke outside – away from other residents and guests and must dispose of their cigarette butts properly.*
5. Are washers and dryers included in my unit?
	1. *No, but there are hook ups available for your own machines.*
6. How often is my income reviewed and reverified?
	1. *Yearly on the anniversary of the start of your lease.*
7. How is my unit size determined?
	1. *By family size.*
8. Can the landlord and/or maintenance staff enter my unit anytime?
	1. *Yes, with a courtesy 24-hour notice.*
9. Who do I contact for maintenance issues?
	1. *Please contact the Landlord at (254) 725-6116 during office hours, and (325) 899-2182 after hours.*
10. Who do I contact for leasing issues or issues pertaining to the property in general?
	1. *Kristin Boggs, PO Box 487, Cross Plains, TX 76443, cpha@txol,net, or call (254) 725-6116*
11. Which internet provider do I use?
	1. *AMA TechTel, Viasat, HughesNet and Windstream all offer internet services in Cross Plains, Texas*
12. What utilities am I responsible for setting up and paying?
	1. *Buffalo Crossing pays for water for the property. Tenants will be responsible for Electricity, Internet, and Cable.*