

Annual PHA Plan <i>(Standard PHAs and Troubled PHAs)</i>	U.S. Department of Housing and Urban Development Office of Public and Indian Housing	OMB No. 2577-0226 Expires: 02/29/2016
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Purpose. The 5-Year and Annual PHA Plans provide a ready source for interested parties to locate basic PHA policies, rules, and requirements concerning the PHA's operations, programs, and services, and informs HUD, families served by the PHA, and members of the public of the PHA's mission, goals and objectives for serving the needs of low- income, very low- income, and extremely low- income families.

Applicability. Form HUD-50075-ST is to be completed annually by **STANDARD PHAs** or **TROUBLED PHAs**. PHAs that meet the definition of a High Performer PHA, Small PHA, HCV-Only PHA or Qualified PHA do not need to submit this form.

Definitions.

- (1) **High-Performer PHA** – A PHA that owns or manages more than 550 combined public housing units and housing choice vouchers, and was designated as a high performer on both of the most recent Public Housing Assessment System (PHAS) and Section Eight Management Assessment Program (SEMAP) assessments if administering both programs, or PHAS if only administering public housing.
- (2) **Small PHA** - A PHA that is not designated as PHAS or SEMAP troubled, or at risk of being designated as troubled, that owns or manages less than 250 public housing units and any number of vouchers where the total combined units exceeds 550.
- (3) **Housing Choice Voucher (HCV) Only PHA** - A PHA that administers more than 550 HCVs, was not designated as troubled in its most recent SEMAP assessment and does not own or manage public housing.
- (4) **Standard PHA** - A PHA that owns or manages 250 or more public housing units and any number of vouchers where the total combined units exceeds 550, and that was designated as a standard performer in the most recent PHAS or SEMAP assessments.
- (5) **Troubled PHA** - A PHA that achieves an overall PHAS or SEMAP score of less than 60 percent.
- (6) **Qualified PHA** - A PHA with 550 or fewer public housing dwelling units and/or housing choice vouchers combined, and is not PHAS or SEMAP troubled.

A. PHA Information.					
A.1	PHA Name: The Housing Authority of the City of Richmond PHA Code: CA010 PHA Type: <input checked="" type="checkbox"/> Standard PHA <input type="checkbox"/> Troubled PHA PHA Plan for Fiscal Year Beginning: (07/2016) PHA Inventory (Based on Annual Contributions Contract (ACC) units at time of FY beginning, above) Number of Public Housing (PH) Units 559 Number of Housing Choice Vouchers (HCVs) 1851 Total Combined Units/Vouchers 2,410 PHA Plan Submission Type: <input checked="" type="checkbox"/> Annual Submission <input type="checkbox"/> Revised Annual Submission Availability of Information. PHAs must have the elements listed below in sections B and C readily available to the public. A PHA must identify the specific location(s) where the proposed PHA Plan, PHA Plan Elements, and all information relevant to the public hearing and proposed PHA Plan are available for inspection by the public. At a minimum, PHAs must post PHA Plans, including updates, at each Asset Management Project (AMP) and main office or central office of the PHA. PHAs are strongly encouraged to post complete PHA Plans on their official website. PHAs are also encouraged to provide each resident council a copy of their PHA Plans. The PHA Plan and all Plan elements are available for inspection by the public at the following locations: <ul style="list-style-type: none"> • 330 24th Street Richmond, CA (main office) • Richmond, CA Main Public Library • www.rhaca.org (RHA website) <input type="checkbox"/> PHA Consortia: (Check box if submitting a Joint PHA Plan and complete table below)				
	Participating PHAs	PHA Code	Program(s) in the Consortia	Program(s) not in the Consortia	No. of Units in Each Program
					PH HCV
	Lead PHA:				

B.	Annual Plan Elements
B.1	<p>Revision of PHA Plan Elements.</p> <p>(a) Have the following PHA Plan elements been revised by the PHA?</p> <p>Y N</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Statement of Housing Needs and Strategy for Addressing Housing Needs</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Deconcentration and Other Policies that Govern Eligibility, Selection, and Admissions.</p> <p><input checked="" type="checkbox"/> <input type="checkbox"/> Financial Resources.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Rent Determination.</p> <p><input checked="" type="checkbox"/> <input type="checkbox"/> Operation and Management.</p> <p><input checked="" type="checkbox"/> <input type="checkbox"/> Grievance Procedures.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Homeownership Programs.</p> <p><input checked="" type="checkbox"/> <input type="checkbox"/> Community Service and Self-Sufficiency Programs.</p> <p><input checked="" type="checkbox"/> <input type="checkbox"/> Safety and Crime Prevention.</p> <p><input checked="" type="checkbox"/> <input type="checkbox"/> Pet Policy.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Asset Management.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Substantial Deviation.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Significant Amendment/Modification</p> <p>(b) If the PHA answered yes for any element, describe the revisions for each revised element(s):</p> <p>Financial Resources have been revised to reflect the resources available for FY2016-2017.</p> <p>Operations and Management will be revised in the following areas:</p> <p>Re-examinations will be revised as provided by HUD 24CFR982.516, 24CFR960.257 to be conducted biennially for Low-Income Public Housing and Section 8 program participants on fixed incomes. Housing Quality Standards (HQS) Inspection schedules will be revised as provided by HUD 24CFR982.405 and 24CFR 983.103 to be conducted biennially. The PHA retains the discretion to inspect annually any properties that warrant more frequent inspections.</p> <p>The Grievance Procedures were revised to provide more detail of the process. The Housing Authority will look into providing senior supportive services for Nevin Plaza and tutoring and parenting services for Nystrom Village. The Housing Authority will re-engage the Richmond Police Department to provide updated monthly reports. The Pet Policy was revised to provide further clarification regarding public housing pet ownership.</p> <p>Statement of Housing Needs. Based on information provided by the applicable Consolidated Plan, information provided by HUD, and other generally available data, make a reasonable effort to identify the housing needs of the low-income, very low-income, and extremely low-income families who reside in the jurisdiction served by the PHA, including elderly families, families with disabilities, and households of various races and ethnic groups, and other families who are on the public housing and Section 8 tenant-based assistance waiting lists. The identification of housing needs must address issues of affordability, supply, quality, accessibility, size of units, and location.</p> <p>Based on the 2010-2015 Consolidated Plan for, the Contra Costa Consortium and the City of Richmond's General Plan, between 2010 and 2030 Richmond is projected to add 10,380 households. This would represent an estimated 519 households per year over the next 20 years. Unfortunately the median household income levels are not growing in the same manner. Based on current data, there will be more households in the coming years earning less money.</p> <p>The generally high cost of housing relative to household income continues to indicate a high priority need for affordable housing. The cost and availability of housing varies significantly across the County; however, especially in Richmond, low-income minority households continue to be challenged finding decent safe and sanitary affordable housing. There is also a priority need for an increase in housing types that are more affordable, such as mixed use and higher-density housing. The Consolidated Plan indicates that this need is greater in the low-income minority communities and in households with seniors and persons with disabilities.</p> <p>In Richmond there is also a significant amount of housing in need of repair. Preservation of existing rental housing is seen as key to preserving housing affordability for renters, either by preserving rent-restricted housing or rehabilitating housing that is currently occupied by low-income households.</p> <p>The high level of foreclosures in Richmond 818 total, as of 1/1/2012 according to Trulia.com, has led to a shift in housing needs. These new needs include preventing foreclosures through homeowner counseling, providing incentives for purchase and re-occupancy of foreclosed homes, and of course an increased need for blight prevention given that the foreclosed homes have resulted in an increased number of vacant properties throughout the City of Richmond.</p> <p>In summary, we must expand housing opportunities for extremely low-income, very low-income, low-income and moderate-income households through an increase in supply of decent, safe and affordable rental housing and rental assistance programs. We need to increase homeownership opportunities, maintain and revitalize existing affordable housing stock and reduce the number and impact of home foreclosures. Richmond's elderly, younger adults with disabilities, large families, youth aging-out of foster care and persons discharged from institutions (prison, jail, mental hospitals) have all been identified as groups with a higher need for affordable housing.</p> <p>Annual Plan Elements Continued After C.1.</p>

<p>B.2</p>	<p>New Activities.</p> <p>(a) Does the PHA intend to undertake any new activities related to the following in the PHA's current Fiscal Year?</p> <p>Y N</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Hope VI or Choice Neighborhoods.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Mixed Finance Modernization or Development.</p> <p><input checked="" type="checkbox"/> <input type="checkbox"/> Demolition and/or Disposition.</p> <p><input checked="" type="checkbox"/> <input type="checkbox"/> Designated Housing for Elderly and/or Disabled Families.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Conversion of Public Housing to Tenant-Based Assistance.</p> <p><input checked="" type="checkbox"/> <input type="checkbox"/> Conversion of Public Housing to Project-Based Assistance under RAD.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Occupancy by Over-Income Families.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Occupancy by Police Officers.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Non-Smoking Policies.</p> <p><input checked="" type="checkbox"/> <input type="checkbox"/> Project-Based Vouchers.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Units with Approved Vacancies for Modernization.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Other Capital Grant Programs (i.e., Capital Fund Community Facilities Grants or Emergency Safety and Security Grants).</p> <p>(b) If any of these activities are planned for the current Fiscal Year, describe the activities. For new demolition activities, describe any public housing development or portion thereof, owned by the PHA for which the PHA has applied or will apply for demolition and/or disposition approval under Section 18 of the 1937 Act under the separate demolition/disposition approval process. If using Project-Based Vouchers (PBVs), provide the projected number of project based units and general locations, and describe how project basing would be consistent with the PHA Plan.</p> <p>Demo-Dispo and Conversion: Two other sites are in the pre-development phase of conversion through the Rental Assistance Demonstration (RAD) Program and/or the Demolition –Disposition process: CA010001 Nystrom Village and CA0100005 Nevin Plaza..</p> <p>Project-Based Vouchers: RHA has already committed 206 project-based vouchers (Richmond Village – 69, City Center – 16, Trinity Plaza – 66, Carquinez – 35, Lillie Mae Jones Plaza- 20). Generally all PBV Developments are located within 2.5 miles of each other, and all fall within the following area: Barrett Ave. to the North, San Pablo Ave. to the East, Garrard Blvd. to the West, 1580 to the South. RHA's program size allows 350 units to be project-based. Additional project-based allocations will be considered for FY2016-2017 and any new allocations will be awarded in compliance with Chapter 17 of the RHA Section 8 Administrative Plan.</p>
<p>B.3</p>	<p>Civil Rights Certification.</p> <p>Form HUD-50077, <i>PHA Certifications of Compliance with the PHA Plans and Related Regulations</i>, must be submitted by the PHA as an electronic attachment to the PHA Plan. ATTACHED</p>
<p>B.4</p>	<p>Most Recent Fiscal Year Audit.</p> <p>(a) Were there any findings in the most recent FY Audit?</p> <p>Y N</p> <p><input checked="" type="checkbox"/> <input type="checkbox"/></p> <p>(b) If yes, please describe:</p> <p>There were five (5) findings identified in the FY2014/2015 Audit.</p> <p>2015-001 Financial Status (expenses exceeded revenues).</p> <p>2015-002 Rent Reasonableness (RR) (1 of 25 files tested was missing the RR Form).</p> <p>2015-003 Housing Quality Standards (HQS) (1 of 25 files tested was missing the HQS Inspection).</p> <p>2015-004 Eligibility for Beneficiary (2 of the 25 files tested had Annual Re-certifications completed late).</p> <p>2015-005 Section 8 Management Assessment Program (SEMAP) (the SEMAP Confirmatory Review was still pending).</p>

<p>B.5</p>	<p>Progress Report.</p> <p>Provide a description of the PHA's progress in meeting its Mission and Goals described in the PHA 5-Year and Annual Plan.</p> <p>In regards to the Low-income Public Housing program, the Housing Authority has improved its vacant unit turnaround process to 15 days or less. The UPCS inspections have yielded fewer major findings and indicate a general improvement in the way the units are being maintained. REAC scores have improved across all developments. Under the Rental Assistance Demonstration Program (RAD) RHA has successfully converted two of its public housing developments to Project-Based Section 8 developments and raised \$37million in tax credit equity to completely renovate them. RHA's demolition-disposition application for the mid-rise Hacienda public housing development has also been approved by HUD and RHA was awarded 101 Section 8 Tenant Protection Vouchers to relocate the residents of the Hacienda, and all residents were successfully relocated. RHA has earned a PHAS rating of 71 "Standard Performer" for FY2014-2015 and a SEMAP rating of 85 "Standard performer" for FY2014-2015.</p> <p>It should be noted that on February 2, 2013 the Housing Authority executed a PHARS Recovery Agreement with the Department of Housing and Urban Development to ensure long term financial stability and ongoing program compliance. The Housing Authority is making steady progress under the PHARS Recovery Agreement.</p> <p>The partnerships RHA has developed with other City of Richmond Departments, Contra Costa County Agencies, non-profits and Community-based Organization have assisted in the Housing Authority's efforts to coordinate the very much needed social service and supportive services programs for its public housing residents and housing program participants.</p>
<p>B.6</p>	<p>Resident Advisory Board (RAB) Comments.</p> <p>(a) Did the RAB(s) provide comments to the PHA Plan?</p> <p>Y N <input checked="" type="checkbox"/> <input type="checkbox"/></p> <p>(c) If yes, comments must be submitted by the PHA as an attachment to the PHA Plan. PHAs must also include a narrative describing their analysis of the RAB recommendations and the decisions made on these recommendations. Comments ATTACHED</p>
<p>B.7</p>	<p>Certification by State or Local Officials.</p> <p>Form HUD 50077-SL, <i>Certification by State or Local Officials of PHA Plans Consistency with the Consolidated Plan</i>, must be submitted by the PHA as an electronic attachment to the PHA Plan. ATTACHED</p>
<p>B.8</p>	<p>Troubled PHA.</p> <p>(a) Does the PHA have any current Memorandum of Agreement, Performance Improvement Plan, or Recovery Plan in place?</p> <p>Y N N/A <input checked="" type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/></p> <p>(b) If yes, please describe:</p> <p>RHA has a PHA Recovery Agreement in place with a term that expires on June 30, 2016.</p>
<p>C. Statement of Capital Improvements. Required for all PHAs completing this form that administer public housing and receive funding from the Capital Fund Program (CFP).</p>	
<p>C.1</p>	<p>Capital Improvements. Include a reference here to the most recent HUD-approved 5-Year Action Plan (HUD-50075.2) and the date that it was approved by HUD. See HUD Form 50075.2 approved by HUD on 02/12/2015.</p>

B.1 Annual Plan Elements Cont.

Deconcentration / Eligibility / Selection / Admissions

The RHA's deconcentration policy will comply with its obligation to meet the income targeting requirement [24 CFR 903.2(c)(5)]. Developments subject to the deconcentration requirement are referred to as 'covered developments' and include general occupancy (family) public housing developments. The following developments are not subject to deconcentration and income mixing requirements: developments operated by RHA with fewer than 100 public housing units; mixed population or developments designated specifically for elderly or disabled families; developments operated by RHA with only one general

occupancy development; developments approved for demolition or for conversion to tenant-based assistance; and developments approved for a mixed-finance plan using HOPE VI or public housing funds [24 CFR 903.2(b)].

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

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

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

RHA Policy

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

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

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

Step 3. RHA must then determine whether each of its covered developments falls above, within, or below the established income range (EIR), which is from 85% to 115% of the average family income determined in Step 1. However, the upper limit must never be less than the income at which a family would be defined as an extremely low income family (30% of median income).

Step 4. RHA with covered developments having average incomes outside the EIR must then determine whether or not these developments are consistent with its local goals and annual plan.

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

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

Providing incentives to encourage families to accept units in developments where their income level is needed, including rent incentives, affirmative marketing plans, or added amenities.

Targeting investment and capital improvements toward developments with an average income below the EIR, to encourage families with incomes above the EIR to accept units in those developments.

Establishing a preference for admission of working families, in developments below the EIR.

Skipping a family on the waiting list, to reach another family in an effort to further the goals of deconcentration.

Providing other strategies permitted by statute and determined by the RHA in consultation with the residents and the community through the annual plan process to be responsive to local needs and RHA strategic objectives.

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

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

ELIGIBILITY & ADMISSION POLICIES

RHA is responsible for ensuring that every individual and family admitted to the public housing program meets all program eligibility requirements. This includes any individual approved to join the family after the family has been admitted to the program. The family must provide any information needed by RHA to confirm eligibility and determine the level of the family's assistance.

To be eligible for the public housing program:

The applicant family must:

- Qualify as a family as defined by HUD and RHA.
- Have income at or below HUD-specified income limits.
- Qualify on the basis of citizenship or the eligible immigrant status of family members.
- Provide social security number information for family members as required.
- Consent to RHA's collection and use of family information as provided for in RHA provided consent forms.
- RHA must determine that the current or past behavior of household members does not include activities prohibited by HUD or RHA.

SELECTION & WAIT LIST

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

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

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

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

Financial Resources

Financial Resources: Planned Sources and Uses		
Sources	Planned \$	Planned Uses
I. Federal Grants (FY 2005 grants)	0	Project REAL (lead based Paint)
a) Public Housing Operating Fund	\$2,418,429	Public Housing Operations
b) Public Housing Capita/ Fund	\$659,235	Public Housing Capital Needs
c) HOPE VI Revitalization	0	HOPE VI development activity
d) HOPE VI Demolition		
e) Annual Contributions for Section 8 Tenant-Based Assistance	\$23,304,575	HCV Sec 8 Program Operations
Other Federal Grants (list below)		
2. Prior Year Federal Grants (unobligated funds only) (list below)		
Capital Funds	\$187,805	Public Housing Capital Needs
3. Public Housing Dwelling Rental Income	\$828,000	Public Housing Operations
4. Other income (list below)		
Misc Tenant Income	\$79,900	Public Housing Operations
Developers Loan Re-payments	\$500,000	RAD Projects
4. Non-federal sources (list below)	\$9,000	Program Operations
Misc. Dwelling Charges	0	
Total Resources	\$27,986,944	

Rent Determination

Public Housing residents are provided the choice of paying an Income Based or a Flat Rent at move in and at annual certifications. Richmond Housing Authority has established a \$50.00 Minimum Rent unless the household qualifies for an exception, requested by the tenant and verified. The flat rents are offered annually as an option for rent payment. The income is reviewed once every three years and if the flat rent becomes a hardship, the family's rent will be switched from Flat Rent to Income Based Rent, in accordance with established policy and procedure for rent reductions.

In the HCV Program, RHA will establish Payment Standards based on HUD published Fair Market Rents. RHA will review proposed rents to ensure they meet the rent reasonableness criteria set by HUD and comparable in unassisted units. The \$50.00 Minimum Rent is established, unless the Participant qualifies for and requests an exception, which must be verified by RHA.

Operation and Management

The Richmond Housing Authority has established the following policies and procedures to ensure consistent compliance with HUD guidelines:

- (a) Public Housing Maintenance Plan
- (b) Housing Choice Voucher Administrative Plan

Grievance Procedures

Grievance Procedures (ACOP Chapter 14)

When RHA makes a decision that has a negative impact on an applicant family, the family is often entitled to appeal the decision. For applicants, the appeal takes the form of a Grievance hearing. This Chapter discusses RHA policies regarding grievance procedures.

Homeownership Programs

N/A

Community Service and Self-Sufficiency

(ACOP Chapter 11)

HUD regulations pertaining to the community service requirement are contained in 24 CFR 960 Subpart F (960.600 through 960.609). RHA and residents must comply with the community service requirement, effective with RHA's fiscal years that commenced on or after October 1, 2000. Per 903.7(1)(i)(iii), the RHA Agency Plan must contain a statement of how RHA will comply with the community service requirement, including any cooperative agreement that RHA has entered into or plans to enter into.

Community service is the performance of voluntary work or duties that are a public benefit, and that serve to improve the quality of life, enhance resident self-sufficiency, or increase resident self-responsibility in the community. Community service is not employment and may not include political activities [24 CFR 960.601(b)].

In administering community service requirements, RHA must comply with all nondiscrimination, and equal opportunity requirements [24 CFR 960.605(c)(5)]. RHA will comply with all federal regulations in its administration of the Community Service and Self-Sufficiency requirement.

Safety and Crime Prevention

RHA is committed to improving resident safety, crime prevention and satisfaction. Some items are designed to be ongoing in an effort to effect long term improvements in resident safety, crime prevention and satisfaction and RHA goals.

COMMUNICATIONS

Public Housing, Eligibility and Maintenance staff will continue to receive training in customer service.

1. A portion of monthly staff meetings will be devoted to communication training and addressing issues dealing with personality types, how to handle difficult situations and stress areas.
2. Solicit Human Resources to provide customer service training for RHA staff.
3. Continue joint meetings with Public Housing, Eligibility and Maintenance staff and resident councils.
4. Administration, Public Housing and Maintenance staff will be represented at resident council meetings.

1. RHA will inform residents of all HUD and RHA future direction covering regulatory changes and development specific issues.
2. Resident input is greatly encouraged.
3. Residents will receive follow-up communication on the issues and concerns, either individually, or at follow-up meetings or newsletter.

- RHA will distribute newsletter twice a year to residents.

1. RHA staff will contribute articles covering communication, safety and appearance, complaint resolution, lease violations and policy issues.
2. Tenants and staff will be encouraged to assist in providing content for the newsletter.
3. RHA will distribute newsletters to residents.
4. Newsletter will be printed in both English and Spanish

- Public Housings staff will be available during normal business hours.

RHA will continue to monitor our "Resident Hotline" number, which serves for reporting fraud, complaints, criminal activity, etc.

1. Hotline number will be published in the newsletter.
2. Asset Manager will monitor the "hotline" calls daily and follow up by appropriate staff.

SAFETY

- Management staff will conduct monthly nighttime inspection at each development.
 1. Resident Manager, on call Maintenance and Management will inspect developments after daylight hours for safety issues.
 2. RHA staff will increase the frequency at problem developments.
 3. RHA will participate with City sponsored safety programs.
- RHA will increase their presence at each development.
 1. Development offices will be open at least twice a week.
 2. RHA will provide more frequent site monitoring.
 3. RHA will coordinate ongoing meetings with the Richmond Police Department, sharing information for the purpose of Lease enforcement.
 4. RHA will encourage resident participation in Neighborhood Watch meetings.

NEIGHBORHOOD APPEARANCE

- Enforcement of RHA and City abandoned/inoperable vehicle policies.
 1. Public Housing and Maintenance staff will review RHA policies and develop policies in line with City policies.
 2. RHA staff will be trained on policies regarding abandoned and inoperable vehicles.
- Developments with playground/recreational equipment will be evaluated for safety and appropriateness.

1. Public Housing and maintenance staff will periodically survey developments regarding residential usage.
 2. RHA staff will meet with recreational committees and residents for feedback at each development to plan for appropriate capital fund expenditures and /or maintenance.
 - RHA will continue graffiti abatement program
 1. All observed graffiti within the development would be removed as quickly as possible,
 2. Asset Manager will coordinate graffiti abatement programs wherever possible to improve the appearance at each development.
 - RHA staff will work to reduce disturbances, noise, loitering within the development.
 1. Articles will be included in RHA newsletter covering disturbances, noise, loitering, and other lease violations that effect the enjoyment of our residents.
 2. RHA staff will work with local agencies and attempt to increase the presence of local law enforcement in an effort to reduce disturbances, noise, and loitering within our developments.
- RHA will increase the rodent/insect prevention and eradication program
1. RHA will increase the frequency of spraying by the contract pest control company.
 2. RHA will implement an abatement program for each development.

The Richmond Housing Authority embraces its residents as valuable partners and has enjoyed an effective dialogue with them in the past. This Plan is designed to continue effective practices already in place and to augment those practices by implementing additional activities to address current resident concerns. Any cost associated with the Plan implementation will be absorbed in the FY 2015-2016 operating budget or included in future capital fund budgets. RHA is committed to maintaining a positive and responsive relationship with our residents by improving communication with residents, their personal safety and the appearance of our developments and the surrounding communities is very important to RHA.

Pet Policy

The ACOP explains the RHA's policies on the keeping of pets and any criteria or standards pertaining to the policies. The rules adopted are reasonably related to the legitimate interest of RHA to provide a decent, safe and sanitary living environment for all tenants, and to protect and preserve the physical condition of the property, as well as the financial interest of RHA.

Asset Management

RHA has fully adopted the five core elements of asset management: Project based funding, budgeting, accounting, management and oversight and performance. RHA is committed to improving the character and quality of affordable housing throughout the City of Richmond. The implementation of asset management has resulted in better management and oversight of RHA's public housing developments by providing more detailed project specific information regarding revenues, operating costs and performance measures.

Substantial Deviation and Significant Amendment

The Housing Authority defines significant amendment or substantial deviation/modification as any change in policy that significantly or substantially alters the Authority's stated Mission or the persons served by the Authority; this would include for example changes to the admissions preferences, demolition /disposition activities, conversion programs, or modification to the way rent is calculated. Discretionary or administrative amendments consistent with the Authority's stated overall mission and basic objectives will not be considered significant amendments or substantial deviations or modifications.

5-Year PHA Plan (for All PHAs)	U.S. Department of Housing and Urban Development Office of Public and Indian Housing	OMB No. 2577-0226 Expires: 02/29/2016
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Applicability. Form HUD-50075-5Y is to be completed once every 5 PHA fiscal years by all PHAs.

A.	PHA Information.
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A.1 PHA Name: The Housing Authority of the City of Richmond PHA Code: CA010

PHA Plan for Fiscal Year Beginning: (07/2016)
 PHA Plan Submission Type: 5-Year Plan Submission Revised 5-Year Plan Submission

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

PHA Consortia: (Check box if submitting a Joint PHA Plan and complete table below)

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

B.	5-Year Plan. Required for <u>all</u> PHAs completing this form.
B.1	<p>Mission. State the PHA's mission for serving the needs of low- income, very low- income, and extremely low- income families in the PHA's jurisdiction for the next five years.</p> <p>The Housing Authority will provide direct services towards and support for the provision of stable, permanent housing for low-income residents in the City of Richmond. RHA will strive through good agency management and the utilization of all available resources to provide, develop, and maintain a wide variety of housing types and choices. RHA will advocate for fair housing rights, promote economic self-sufficiency and coordinate supportive services for its residents and program participants.</p>
B.2	<p>Goals and Objectives. Identify the PHA's quantifiable goals and objectives that will enable the PHA to serve the needs of low- income, very low- income, and extremely low- income families for the next five years.</p> <p>Reduce public housing vacancies, solicit and establish partnerships to create additional housing, build units (Nystrom and Hacienda), improve PHAS and SEMAP scores, increase customer satisfaction, maintain the required amount of operating reserves, establish revenue generating policies, provide voucher mobility counseling, increase payment standards if necessary, promote income mixing in public housing, maintain security services at the senior / disabled public housing sites, work with the Richmond WIB, support the activity of other community-based organizations with common missions, continue to apply for federal, state and local funding.</p>
B.3	<p>Progress Report. Include a report on the progress the PHA has made in meeting the goals and objectives described in the previous 5-Year Plan.</p> <p>In regards to the Low-income Public Housing program, the Housing Authority has improved its vacant unit turnaround process to 15 days or less. The UPCS inspections have yielded fewer major findings and indicate a general improvement in the way the units are being maintained. REAC scores have improved across all developments. Under the Rental Assistance Demonstration Program (RAD) RHA has successfully converted two of its public housing developments to Project-Based Section 8 developments and raised \$37million in tax credit equity to completely renovate them. RHA's demolition-disposition application for the mid-rise Hacienda public housing development has also been approved by HUD and RHA was awarded 101 Section 8 Tenant Protection Vouchers to relocate the residents of the Hacienda, and all residents were successfully relocated. RHA has earned a PHAS rating of 71 "Standard Performer" for FY2014-2015 and a SEMAP rating of 85 "Standard performer" for FY2014-2015.</p> <p>It should be noted that on February 2, 2013 the Housing Authority executed a PHARS Recovery Agreement with the Department of Housing and Urban Development to ensure long term financial stability and ongoing program compliance. The Housing Authority is making steady progress under the PHARS Recovery Agreement.</p> <p>The partnerships RHA has developed with other City of Richmond Departments, Contra Costa County Agencies, non-profits and Community-based Organization have assisted in the Housing Authority's efforts to coordinate the very much needed social service and supportive services programs for its public housing residents and housing program participants.</p>
B.4	<p>Violence Against Women Act (VAWA) Goals. Provide a statement of the PHA's goals, activities objectives, policies, or programs that will enable the PHA to serve the needs of child and adult victims of domestic violence, dating violence, sexual assault, or stalking.</p> <p>The PHA adopts the following policy to help ensure that actual and potential beneficiaries of its public housing program are aware of their rights under VAWA.</p> <p><u>PHA Policy</u></p> <p>The PHA will post the following information regarding VAWA in its offices and on its Web site. It will also make the information readily available to anyone who requests it.</p> <ul style="list-style-type: none"> • A summary of the rights and protections provided by VAWA to public housing applicants and residents who are or have been victims of domestic violence, dating violence, or stalking. • The definitions of <i>domestic violence</i>, <i>dating violence</i>, and <i>stalking</i> provided in VAWA. • An explanation of the documentation that the PHA may require from an individual who claims the protections provided by VA WA. • A copy of form HUD-50066, Certification of Domestic Violence, Dating Violence, or Stalking. A statement of the PHA's obligation to keep confidential any information that it receives from a victim unless (a) the PHA has the victim's written permission to release the information, (b) it needs to use the information in an eviction proceeding, or (c) it is compelled by law to release the information. • The National Domestic Violence Hot Line: 1-800-799-SAFE (7233) or 1-800-787-3224 (TTY). • Contact information for local victim advocacy groups or service providers.

<p>B.5</p>	<p>Significant Amendment or Modification. Provide a statement on the criteria used for determining a significant amendment or modification to the 5-Year Plan.</p> <p>The Housing Authority defines significant amendment or substantial deviation/modification as any change in policy that significantly or substantially alters the Authority's stated Mission or the persons served by the Authority; this would include for example changes to the admissions preferences, demolition /disposition activities, conversion programs, or modification to the way rent is calculated. Discretionary or administrative amendments consistent with the Authority's stated overall mission and basic objectives will not be considered significant amendments or substantial deviations or modifications.</p>
<p>B.6</p>	<p>Resident Advisory Board (RAB) Comments.</p> <p>(a) Did the RAB(s) provide comments to the 5-Year PHA Plan?</p> <p>Y N <input checked="" type="checkbox"/> <input type="checkbox"/></p> <p>(b) If yes, comments must be submitted by the PHA as an attachment to the 5-Year PHA Plan. PHAs must also include a narrative describing their analysis of the RAB recommendations and the decisions made on these recommendations. Comments ATTACHED</p>
<p>B.7</p>	<p>Certification by State or Local Officials.</p> <p>Form HUD 50077-SL, <i>Certification by State or Local Officials of PHA Plans Consistency with the Consolidated Plan</i>, must be submitted by the PHA as an electronic attachment to the PHA Plan. ATTACHED</p>

**PHA Certifications of Compliance
with PHA Plans and Related
R e g u l a t i o n s**

U.S. Department of Housing and Urban Development
Office of Public and Indian Housing
OMB No. 2577-0226
Expires 08/30/2011

**PHA Certifications of Compliance with the PHA Plans and Related Regulations:
Board Resolution to Accompany the PHA 5-Year and Annual PHA Plan**

Acting on behalf of the Board of Commissioners of the Public Housing Agency (PHA) listed below, as its Chairman or other authorized PHA official if there is no Board of Commissioners, I approve the submission of the 5-Year and/or Annual PHA Plan for the PHA fiscal year beginning, hereinafter referred to as "the Plan", of which this document is a part and make the following certifications and agreements with the Department of Housing and Urban Development (HUD) in connection with the submission of the Plan and implementation thereof:

1. The Plan is consistent with the applicable comprehensive housing affordability strategy (or any plan incorporating such strategy) for the jurisdiction in which the PHA is located.
2. The Plan contains a certification by the appropriate State or local officials that the Plan is consistent with the applicable Consolidated Plan, which includes a certification that requires the preparation of an Analysis of Impediments to Fair Housing Choice, for the PHA's jurisdiction and a description of the manner in which the PHA Plan is consistent with the applicable Consolidated Plan.
3. The PHA certifies that there has been no change, significant or otherwise, to the Capital Fund Program (and Capital Fund Program/Replacement Housing Factor) Annual Statement(s), since submission of its last approved Annual Plan. The Capital Fund Program Annual Statement/Annual Statement/Performance and Evaluation Report must be submitted annually even if there is no change.
4. The PHA has established a Resident Advisory Board or Boards, the membership of which represents the residents assisted by the PHA, consulted with this Board or Boards in developing the Plan, and considered the recommendations of the Board or Boards (24 CFR 903.13). The PHA has included in the Plan submission a copy of the recommendations made by the Resident Advisory Board or Boards and a description of the manner in which the Plan addresses these recommendations.
5. The PHA made the proposed Plan and all information relevant to the public hearing available for public inspection at least 45 days before the hearing, published a notice that a hearing would be held and conducted a hearing to discuss the Plan and invited public comment.
6. The PHA certifies that it will carry out the Plan in conformity with Title VI of the Civil Rights Act of 1964, the Fair Housing Act, section 504 of the Rehabilitation Act of 1973, and title II of the Americans with Disabilities Act of 1990.
7. The PHA will affirmatively further fair housing by examining their programs or proposed programs, identify any impediments to fair housing choice within those programs, address those impediments in a reasonable fashion in view of the resources available and work with local jurisdictions to implement any of the jurisdiction's initiatives to affirmatively further fair housing that require the PHA's involvement and maintain records reflecting these analyses and actions.
8. For PHA Plan that includes a policy for site based waiting lists:
 - The PHA regularly submits required data to HUD's 50058 PIC/IMS Module in an accurate, complete and timely manner (as specified in PIH Notice 2006-24);
 - The system of site-based waiting lists provides for full disclosure to each applicant in the selection of the development in which to reside, including basic information about available sites; and an estimate of the period of time the applicant would likely have to wait to be admitted to units of different sizes and types at each site;
 - Adoption of site-based waiting list would not violate any court order or settlement agreement or be inconsistent with a pending complaint brought by HUD;
 - The PHA shall take reasonable measures to assure that such waiting list is consistent with affirmatively furthering fair housing;
 - The PHA provides for review of its site-based waiting list policy to determine if it is consistent with civil rights laws and certifications, as specified in 24 CFR part 903.7(c)(1).
9. The PHA will comply with the prohibitions against discrimination on the basis of age pursuant to the Age Discrimination Act of 1975.
10. The PHA will comply with the Architectural Barriers Act of 1968 and 24 CFR Part 41, Policies and Procedures for the Enforcement of Standards and Requirements for Accessibility by the Physically Handicapped.
11. The PHA will comply with the requirements of section 3 of the Housing and Urban Development Act of 1968, Employment Opportunities for Low-or Very-Low Income Persons, and with its implementing regulation at 24 CFR Part 135.
12. The PHA will comply with acquisition and relocation requirements of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 and implementing regulations at 49 CFR Part 24 as applicable.

13. The PHA will take appropriate affirmative action to award contracts to minority and women's business enterprises under 24 CFR 5.105(a).
14. The PHA will provide the responsible entity or HUD any documentation that the responsible entity or HUD needs to carry out its review under the National Environmental Policy Act and other related authorities in accordance with 24 CFR Part 58 or Part 50, respectively.
15. With respect to public housing the PHA will comply with Davis-Bacon or HUD determined wage rate requirements under Section 12 of the United States Housing Act of 1937 and the Contract Work Hours and Safety Standards Act.
16. The PHA will keep records in accordance with 24 CFR 85.20 and facilitate an effective audit to determine compliance with program requirements.
17. The PHA will comply with the Lead-Based Paint Poisoning Prevention Act, the Residential Lead-Based Paint Hazard Reduction Act of 1992, and 24 CFR Part 35.
18. The PHA will comply with the policies, guidelines, and requirements of OMB Circular No. A-87 (Cost Principles for State, Local and Indian Tribal Governments), 2 CFR Part 225, and 24 CFR Part 85 (Administrative Requirements for Grants and Cooperative Agreements to State, Local and Federally Recognized Indian Tribal Governments).
19. The PHA will undertake only activities and programs covered by the Plan in a manner consistent with its Plan and will utilize covered grant funds only for activities that are approvable under the regulations and included in its Plan.
20. All attachments to the Plan have been and will continue to be available at all times and all locations that the PHA Plan is available for public inspection. All required supporting documents have been made available for public inspection along with the Plan and additional requirements at the primary business office of the PHA and at all other times and locations identified by the PHA in its PHA Plan and will continue to be made available at least at the primary business office of the PHA.
21. The PHA provides assurance as part of this certification that:
 - (i) The Resident Advisory Board had an opportunity to review and comment on the changes to the policies and programs before implementation by the PHA;
 - (ii) The changes were duly approved by the PHA Board of Directors (or similar governing body); and
 - (iii) The revised policies and programs are available for review and inspection, at the principal office of the PHA during normal business hours.
22. The PHA certifies that it is in compliance with all applicable Federal statutory and regulatory requirements.


Housing Authority of the City of Richmond
 PHA Name _____

CA010
 PHA Number/HA Code _____

5-Year PHA Plan for Fiscal Years 2016 2020

Annual PHA Plan for Fiscal Years 2016 2017

I hereby certify that all the information stated herein, as well as any information provided in the accompaniment herewith, is true and accurate. Warning: HUD will prosecute false claims and statements. Conviction may result in criminal and/or civil penalties. (18 U.S.C. 1001, 1010, 1012; 31 U.S.C. 3729, 3802)

Name of Authorized Official Tom Butt	Title Mayor, Housing Authority Board Chairman
Signature 	Date June 29, 2016

HOUSING AUTHORITY RESOLUTION NO. 2020

RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE HOUSING AUTHORITY OF THE CITY OF RICHMOND ADOPTING AND AUTHORIZING THE EXECUTIVE DIRECTOR TO SUBMIT THE 2016 ANNUAL AND FIVE-YEAR PUBLIC HOUSING AUTHORITY (PHA) PLANS AS REQUIRED BY THE U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT (HUD)

WHEREAS, on October 21, 1998, the U.S. Congress enacted into law the Quality Housing Work Responsibility Act of 1998 (QHWRA) which revised Public Housing and the Housing Choice Voucher (Section 8) programs to require every Public Housing Authority to prepare an Agency Plan every year; and

WHEREAS, the proposed Richmond Housing Authority 2016 Annual and Five-Year PHA Plans contain as many of the local decisions possible within the framework of Federal regulations; and

WHEREAS, a notable highlight in the 2016 Annual and Five-Year PHA Plans is the Authority's intent to continue its participation in HUD's Rental Assistance Demonstration Program (RAD); and

WHEREAS, under the RAD program the Authority has converted two of its public housing developments to Section 8 programs and through this effort accessed over \$37,000,000 in resources to address the capital improvement needs of these developments; and

WHEREAS, the 2016 Annual and Five-year PHA Plans also include detailed information regarding the Hacienda revitalization project, and include a reference to the most recent HUD-Approved Capital Fund Program Five-year Action Plan, which contains further detail of the other capital improvement projects supported through RHA's Capital Fund Grant Program; and

WHEREAS, the Annual and Five-Year PHA Plans also document the Housing Authority's intent to revise the Public Housing Program Flat Rent Schedule and Section 8 Program Housing Payment Standards; and

WHEREAS, a copy of the 2016 Agency Plan has been available for review for 45 days as required by the QHWRA, and as of May 27, 2016, which is the date the comment period closed, the Housing Authority had received no written comments; and

WHEREAS, Public Housing Authorities are required by HUD to update comprehensive local plans annually, and the 2016 Annual and Five-Year Plans include updates of local policies as well as summaries of all programs; and

WHEREAS, the 2016 PHA Plan documents significant amendments and, updates to the City of Richmond Housing Authority's housing needs assessment, and also identifies the resources required to achieve the goals and objectives outlined in the Authority's FY2016/2017 Operating Budget.

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSIONERS OF THE HOUSING AUTHORITY OF THE CITY OF RICHMOND, COUNTY OF CONTRA COSTA, STATE OF CALIFORNIA, THAT:

The 2016 Annual and Five-Year PHA Plans are attached hereto as Exhibit A and are hereby adopted and the Executive Director is hereby authorized to submit the plans as required by the U.S. Department of Housing and Urban Development (HUD). The Executive Director is hereby further authorized to take all actions necessary to implement the foregoing resolution.

The foregoing resolution was passed and adopted by the Commissioners of the Housing Authority of the City of Richmond at a special meeting thereof held on June 28, 2016, by the following vote:

AYES: Commissioners Bates, Beckles, McLaughlin, Myrick, Pimplé, Vice Chairperson Martinez, and Chairperson Butt.
NOES: None.
ABSTENTIONS: None.
ABSENT: None.

TOM BUTT
Chairperson

[SEAL]

ATTEST:

PAMELA CHRISTIAN
Secretary

Approved as to form:

BRUCE GOODMILLER
Attorney

State of California }
County of Contra Costa : ss.
City of Richmond }

I certify that the foregoing is a true copy of Resolution No. 2020 finally passed and adopted at a Special Housing Authority Meeting held on June 28, 2016.

Certified as a True Copy

PAMELA CHRISTIAN
CLERK OF THE CITY OF RICHMOND, CALIFORNIA

BY *Robina Sundry*
ASSISTANT

SECRETARY OF THE HOUSING AUTHORITY

Civil Rights Certification

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

Civil Rights Certification**Annual Certification and Board Resolution**

Acting on behalf of the Board of Commissioners of the Public Housing Agency (PHA) listed below, as its Chairman or other authorized PHA official if there is no Board of Commissioner, I approve the submission of the Plan for the PHA of which this document is a part and make the following certification and agreement with the Department of Housing and Urban Development (HUD) in connection with the submission of the Plan and implementation thereof:

The PHA certifies that it will carry out the public housing program of the agency in conformity with title VI of the Civil Rights Act of 1964, the Fair Housing Act, section 504 of the Rehabilitation Act of 1973, and title II of the Americans with Disabilities Act of 1990, and will affirmatively further fair housing.

Housing Authority of the City of Richmond

CA010

 PHA Name

 PHA Number/HA Code

I hereby certify that all the information stated herein, as well as any information provided in the accompaniment herewith, is true and accurate. Warning: HUD will prosecute false claims and statements. Conviction may result in criminal and/or civil penalties. (18 U.S.C. 1001, 1010, 1012; 31 U.S.C. 3729, 3802)

Name of Authorized Official

Tom Butt

Title

Mayor Housing Authority Board Chariman

Signature

Date 06/29/2016

**Certification by State or Local
Official of PHA Plans Consistency
with the Consolidated Plan**

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

**Certification by State or Local Official of PHA Plans Consistency with the
Consolidated Plan**

I, Tim Jones the Richmond Acting Housing Director certify that the Five Year and Annual PHA Plan of the Richmond Housing Authority is consistent with the Consolidated Plan of the City of Richmond prepared pursuant to 24 CFR Part 91.

 6/29/2016
Signed / Dated by Appropriate State or Local Official



CITY OF RICHMOND HOUSING AUTHORITY

ADMINISTRATIVE OFFICE
330-24th Street • Richmond, CA 94804
(510) 621-1300 Voice • (510) 237- 5230 FAX
TDD: 1-800-545-1833, Ext. 563

June 23, 2016

RESIDENT ADVISORY BOARD (RAB)
U.S. Department of Housing and Urban Development
PHA 2016 Annual and Five Year Agency Plans

RE: PHA Annual and Five Year 2016 Agency Plans Resident Advisory Board (RAB) Comments:

By Ordinance of the Richmond City Council, adding Chapter 3.48 to the City's Municipal Code, the Housing Advisory Commission (HAC) was established. The purpose of the HAC, as described in Article III of the bylaws, is to provide for expanded opportunities for participation by residents in the management of the low income housing developments and to advise the Housing Authority Board of Commissioners on all matters concerning the Richmond Housing Authority operations.

The HAC membership is comprised of public housing residents, resident council representatives and other community advocates. The HAC also provides the Housing Authority and its residents with a forum for sharing information about the Authority's Annual and Five Year Agency Plans in accordance with Section 511 of the United States Housing Act and the regulations in 24 CFR Part 903. The HAC meets monthly every second Monday, and also serves as the Richmond Housing Authority's Resident Advisory Board (RAB).

The Richmond Housing Authority published the 2016 Annual and Five Year Agency Plans for public comment on April 12, 2016 for 45 days; the RHA Board of Commissioners then conducted a public hearing to obtain any additional comments from the public on June 7, 2016. The public hearing was opened and closed at the June 7, 2016, meeting, and the item continued to a future meeting following the Housing Advisory Commission's review of the 2016 Annual and Five Year Agency plans. This item was reviewed and recommended for approval by the Housing Advisory Commission at its special meeting held June 23, 2016. The Housing Advisory Commission, which also serves as the Authority's RAB offered the following comments on the RHA 2016 Annual and Five Year Agency Plans:

- *Commissioner Farr commented that RHA should consider submitting a Designated Housing Plan to HUD for Nevin Plaza to become a senior only development, and RHA should also request a special allocation of Section 8 Vouchers to be issued to younger persons with disabilities currently residing at Nevin Plaza. RHA Response: We have tried in the past to have a designated housing plan approved by HUD for Nevin Plaza to become a senior only development; the request was denied because RHA's waitlist demographics did not support the request, but we will submit another designated housing plan for HUD's review.*
- *Commissioner Farr commented that RHA should re-visit establishing community and supportive services programs for Nevin Plaza and Nystrom Village, specifically senior services at Nevin Plaza and tutoring services at Nystrom Village. RHA Response; We agree with this recommendation and we will follow-through.*

- *Commissioner Weeks commented that Nystrom Village would also benefit from parenting programs for young mothers, and that these programs should be on site for ease of access. **RHA Response:** We agree with this recommendation, and we may mitigate the cost of such programs by working with local Community-Based Organizations that provide such services.*
- *Commissioners Farr commented that the PHA Plan should be updated in section B.6 to show that the PHA Plans have been presented to the RAB and that comments will be attached. **RHA Response:** We will update section B.6 of the plan as requested.*
- *Commissioner Hegstrom commented that HUD's new PHA Plan form was not very user friendly; the font was too small and the formatting of the fillable pdf was inconsistent. **RHA Response:** We will be sure to pass this concern on to HUD.*
- *Commissioner Hegstrom commented that in the "Statement of Housing Needs" (5th paragraph) it states that the recent collapse of home values has impacted Richmond significantly. This statement is no longer relevant and should be removed. **RHA Response:** We agree that this statement is outdated and should be removed. We will make the correction.*
- *Commissioner Hegstrom commented that in section B.5 the abbreviation for \$37MM should be spelled out (\$37million) because not everyone will know what that abbreviation stands for. **RHA Response:** We will make the correction in the final draft.*
- *Commissioner Alcantara commented that section B.1 of the PHA Plans regarding revisions of the PHA Plan Elements should be updated to show that the grievance procedures and the pet policy have been revised and should be checked yes. **RHA Response:** We will update the PHA Plan accordingly.*
- *Vice Chair Scott commented that in section B.5 under the progress report where it indicates that the RHA has improved its vacant unit turnaround process to less than 15 days is not correct for Nevin Plaza; some vacant units have taken much longer than 15 days to complete. **RHA Response:** We agree that some units at Nevin Plaza have taken much longer to turn, but we were holding a number of vacant units at Nevin Plaza in reserve just in case we needed them for Section 8 Voucher-holders vacating Hacienda that failed to lease up in the private sector. We will continue to work on improving our performance in this area.*
- *Vice Chair Scott commented that she would like the Housing Authority to re-engage with the Richmond Police Department, so they can start attending the Housing Advisory Commission and Nevin Plaza Resident Council meetings again. **RHA Response:** We will contact the Richmond Police Department and follow-up with this request.*
- *Commissioner Farr commented that since the Housing Authority's budget includes cost allocation amounts to pay for City of Richmond services, which includes legal services, then RHA should request that a representative from the City Attorney's Office attend the Housing Advisory Commission meetings to assist with legal questions. **RHA Response:** We will contact the City Attorney's Office and follow-up with this request.*
- *Commissioner Hegstrom commented that #15 on the Pet Policy reads that the expense of flea elimination as well as bed bugs should be the tenant's responsibility. However, pets do not cause bed bug infestations and therefore this should not be included in the pet policy. **RHA Response:** We will make the correction to the pet policy.*
- *Commissioner Weeks commented and asked why tenants are not charged the full amount of the pet deposit upon move in, and why are they are given the option to pay a portion and the balance over*

time? Commissioner Hegstrom commented in response saying that the residents are on fixed incomes and to pay all of the pet deposit at once along with their other move in expenses would be financially difficult for most public housing residents. **RHA Response:** Commissioner Hegstrom is correct; we allow them to pay a portion of the pet deposit at move in and the balance over time because it would be financially burdensome for the resident to pay all at once.

- Commissioner Farr commented that Nevin Plaza should consider establishing visiting hours, and if the goal is to make Nevin Plaza a senior only development then, like most senior developments, visiting hours would be appropriate. **RHA Response:** We should address this with the Nevin Plaza Resident Council.
- Vice Chair Scott commented that establishing visiting hours was addressed with the Nevin Plaza Resident Council last year, and the majority of the residents were against establishing visiting hours. However, the Nevin Plaza Resident Council will re-visit the issue. **RHA Response:** We agree that perhaps it is time to address the matter again; visiting hours would help to cut down on the non-resident pedestrian traffic coming in and out of the building after hours.
- Commissioner Hegstrom commented that the parking policy refers to tenants receiving a "Registered Vehicle Parking Permit" currently RHA does not issue registered vehicle parking permits and until this practice commences this revision should be excluded from the parking policy. **RHA Response:** We will make that adjustment to the parking policy.
- Commissioner Farr commented that the parking policy should exclude Friendship Manor, Triangle Court and Hacienda since those sites are either converted and under new property management or vacated. **RHA Response:** We will make the correction to the parking policy.
- Commissioner Hegstrom commented that in section B.2 of the Agency Plan, it indicates under demo-dispo that two other sites are in the pre-development phase of conversion through RAD and in Section B.5 under the progress report it indicates that RHA has successfully converted two developments under RAD and this was confusing. **RHA Response:** The two properties referred to under section B.2 as being in the pre-development phase of conversion through RAD and/or demo-dispo are Nystrom Village and Nevin Plaza, additionally, the two developments that RHA successfully converted under RAD that are referred to in the section B.5 progress report are Friendship Manor and Triangle Court. We are sorry for the confusion.
- Commissioner Thorp commented on Section B.4 of the Agency Plan and asked whether or not the Fiscal year Audit for FY2014/2015 was the most recent audit, because he had seen a report on the HUD website dated early June. **RHA Response:** The more recently released HUD OIG audit dated June 3, 2016 was an audit conducted in response to an anonymous telephone allegation which was focused specifically on certain areas of the Housing Authority's financial management operations. However, the audit referred to in section B. 4 of the Agency Plan refers to the Housing Authority's annual fiscal year audit which covers all programs and all areas of operations which we are required to conduct and transmit to HUD annually. The audit for June 30, 2015 is our most recently completed fiscal year audited financial statements.
- Commissioner Alcantara commented on the RHA proposed FY2016/2017 operating budget and asked for an explanation for the significant drop in dwelling rentals. **RHA Response:** The significant drop in dwelling rentals is attributed to the conversion of two-thirds of the Housing Authority's public housing properties over the past year. The RAD conversions of Friendship Manor and Triangle Court, along with vacating the Hacienda reduced the number of rent paying residents by 306, which has reduced the dwelling rental amount in the proposed FY2016/2017 operating budget.
- Commissioner Farr commented on the RHA FY2016/2017 proposed operating budget and asked for an explanation for the drop in salaries and wages. **RHA Response:** We have reduced our staff by

three, going from 24 down to 21 over the past fiscal year, which has resulted in a reduction of staff salaries.

- *Commissioner Farr commented on the budget and asked for more information regarding what the cost pool was. **RHA Response:** The cost pool is the amount that the City of Richmond charges the Housing Authority for city services, such as financial service, payroll services, General Counsel services, purchasing and other overhead cost.*
- *Commissioner Thorp commented on the RHA proposed FY2016/2017 operating budget and asked if the Housing Advisory Commission could discuss the budget in detail if it was not listed on the agenda for today's special meeting, and he also requested a copy of the full RHA FY2016/2017 proposed operating budget as back-up to the summary budget included in the staff report. **RHA Response:** Yes we can discuss the RHA proposed FY2016/2017 operating budget in detail as part of the Agency Plan Review because the proposed FY2016/2017 operating budget reflect the changes in the Housing Authority's financial resources which was checked yes in section B.1 of the Agency plan and should be discussed. We will also provide a copy of the full RHA FY2016/2017 proposed operating budget as requested.*
- *Commissioner Farr commented on the RHA proposed FY2016/2017 operating budget asking what was the reason for the increase in equipment and contract service expenditures and the increase in grant reimbursement revenues. **RHA Response:** The main reason for the increase in equipment and contract service expenditures is the additional amount that we have budgeted this coming fiscal year for mold abatement activity at Nystrom Village, and the main reason for the increase in grant reimbursement revenues is the additional amount of Section 8 Housing Assistant Payment funds and Administrative Fees that we will receive in the coming fiscal year as a result of our public housing conversion activity.*
- *Vice Chair Scott commented that she disagreed with the revised pet policy provision that allows for fish tanks only on the first floor and this provision should be re-visited. **RHA Response:** Upon further review of the revised policy, it was determined that this provision was referring to the first floor in a multi-story apartment or townhouse and not just the ground floor apartment units in a mid-rise building. We will make clarifying edits to the policy.*
- *Commissioner Alcantara commented and asked if pets were allowed only for those residents needing companion animals, or for anyone who wanted a pet. **RHA Response:** Any resident who wants a pet may have one as long as they follow the rules.*
- **END OF RAB COMMENTS:**

On June 28, 2016 the Housing Authority Board of Commissioners adopted the 2016 PHA Annual and Five Year Agency Plans and authorized submission of the 2016 Annual and Five Year Plans as required by the U.S. Department of Housing and Urban Development (HUD). The RAB comments and the Housing Authority's responses were sent as an attachment to the 2016 PHA Annual and Five Year Agency Plans.