

**RICHMOND HOUSING AUTHORITY (RHA)**  
**Housing Advisory Commission Meeting**

**DATE: Monday, October 16, 2023, TIME: 3:30 p.m.**  
**LOCATION: Richmond Room (1<sup>st</sup> floor) 450 Civic Center Plaza, Richmond CA 94804**

The meeting will be in person. If you need to access the meeting online the information to access ZOOM is below. Join from a PC, Mac, iPad, iPhone or Android device:

Please click this URL to join.

<https://ci-richmond-ca-us.zoom.us/j/93895279399?pwd=cGRzTjNJZUVRMUNZYW1HbzN2a3Z3dz09>  
Webinar ID: 151391

Or join by phone: Dial (for higher quality, dial a number based on your current location) US: +1 669 444 9171 or +1 669 900 6833 or +1 253 205 0468 or +1 253 215 8782 or +1 346 248 7799 or +1 719 359 4580 or +1 360 209 5623 or +1 386 347 5053 or +1 507 473 4847 or +1 564 217 2000 or +1 646 931 3860 or +1 689 278 1000 or +1 929 205 6099 or +1 301 715 8592 or +1 305 224 1968 or +1 309 205 3325 or +1 312 626 6799

**Public comments may be submitted in multiple ways:**

1. Via email to [aarredondo@rhaca.org](mailto:aarredondo@rhaca.org) **by 1:30 p.m. on October 16, 2023** or during the meeting as set forth below. Email must contain in the subject line public comments – not on the agenda or public comments – agenda item #. Email must contain in the subject line **public comments – not on the agenda or public comments – agenda item #.**
2. Via mail received by 1:30 p.m. Monday, October 16, 2023, sent to Richmond Housing Authority 450 Civic Center Plaza, Second Floor, Richmond, CA 94804.
3. Via phone voice message received by 1:30 p.m. Monday, October 16, 2023, phone: 510-621-1300. Please leave your comment on the voicemail or with staff member that answers the phone.
4. In person, please fill out a comment card to be called upon when the item is heard.
5. Via zoom during the meeting please press the raise hand function or \*9 if accessing by phone when the item gets called.

**Comments received by 1:30 p.m. October 16, 2023, during the day of the meeting will be handled as follows:**

All email, phone, and mail comments received **by 1:30 p.m. on** October 16, 2023, will be provided to the Commissioners.

**Record of all public comments:**

All public comments will be considered a public record, put into the official meeting record, and considered before Commission action. All public comments will be available after the meeting as supplemental materials and will be posted as an attachment to the meeting minutes when the minutes are posted.

**Accessibility for Individuals with Disabilities**

Upon request, the RHA will provide for written agenda materials in appropriate alternative formats, or disability-related modification or accommodation, including auxiliary aids or services and sign language

interpreters, to enable individuals with disabilities to participate in and provide comments at/related to public meetings. Please submit a request, including your name, phone number and/or email address, and a description of the modification, accommodation, auxiliary aid, service or alternative format requested. Requests should be emailed to [aarredondo@rhaca.org](mailto:aarredondo@rhaca.org) or submitted by phone at 510-620-1300. Requests can be made by mail to Gabino Arredondo 450 Civic Center Plaza, 2<sup>nd</sup> Floor, Richmond, CA 94804. Requests will be granted whenever possible and resolved in favor of accessibility.

**Commissioners**

**Carol Hegstrom  
Chair**

**Jaycine Scott  
Vice-Chair**

**Dena Nelson  
Secretary**

**Philena Cosby**

**Y'Anad Burrell**

**Cesar Zepeda  
Council Liaison**

**AGENDA**

1. Call to Order and Pledge of Allegiance (1 min.)
2. Roll Call (1 min.)
3. Welcome and Meeting Procedures (1 min.) – Individuals who would like to address the commission on matters not listed on the Agenda may do so under Open Forum. Please file a speaker's card with the note taker prior to the commencement of Open Forum. Individuals, who want to comment on an individual item, please file a speaker's card before the item is called. The standard amount of time for each speaker will be three minutes.
4. Agenda Review and Adoption (4 min.)  
The order in which items will be heard may be adjusted at this time. Items may be removed from the Agenda at this time.
5. Approval of Minutes (1 min.)
6. Introduction of Invited Guests
7. Executive Director's Update
8. Housing Advisory Commissioners' Reports (3 min.)
9. Recommendations to the Housing Authority Board of Commissioners (3 min.).
  - 2nd Review, submission of the proposed Annual Plan to the US Department of Housing and Urban Development (HUD).
10. Open Forum (Limit to 3 minutes per person)

**Commissioners**

**Carol Hegstrom  
Chair**

**Jaycine Scott  
Vice-Chair**

**Dena Nelson  
Secretary**

**Philena Cosby**

**Y'Anad Burrell**

**Cesar Zepeda  
Council Liaison**

11. New Business

12. Old Business

-Asset Repositioning Update

- Hacienda
- Nevin Plaza
- Nystrom
- Richmond Village

12. Next Scheduled Meeting November 13, 2023.

This Commission meets every 2nd Monday at 3:30 p.m. To request disability-related accommodation(s) to participate in the meeting, including auxiliary aids or services, please contact ADA Coordinator, at (510) 620-6509 before the meeting date. At 4:30 p.m., any items remaining on the Agenda that require immediate attention may be moved to this time.



Richmond Housing Authority (RHA)

Economic Development

# AGENDA REPORT

<b>DATE:</b>	October 24, 2023
<b>TO:</b>	Mayor Martinez and Members of the City Council
<b>FROM:</b>	Nannette Beacham, Director of Economic Development Gabino Arredondo, RHA Interim Executive Director
<b>Subject:</b>	United States Department of Housing and Urban Development (HUD) Housing Authority Annual Plan
<b>FINANCIAL IMPACT:</b>	There is no financial impact. However, submission of the Annual Plan is a HUD requirement, and failure to do so can result in sanctions including reduced funding.
<b>PREVIOUS COUNCIL ACTION:</b>	None.
<b>STATEMENT OF THE ISSUE:</b>	Every Public Housing Authority administering a Low-Income Public Housing Program (Section 9) is required to submit an Annual Plan to HUD. Staff is requesting that the Board receive comments and adopt a resolution approving the Housing Authority Annual Plan.
<b>RECOMMENDED ACTION:</b>	HOLD a public hearing and ADOPT a resolution approving the Richmond Housing Authority (RHA) Annual Plan; and AUTHORIZE submission of the proposed Annual Plan to the US Department of Housing and Urban Development (HUD) - Richmond Housing Authority (Gabino Arredondo 620-6606).

## DISCUSSION:

Every Public Housing Authority administering a Low-Income Public Housing Program is required to submit an Annual Plan to HUD.

The elements of the Annual Plan are found at 24 Code of Federal Regulations, Part 903 Public Housing Plans, and were addressed as follows:

1. Public Annual Notice. Initiation of the Annual Plan process, and the ability to provide comment, was posted on September 7, 2020, on the RHA website and Housing Advisory Commission meeting and agenda packet notification listserv which can also be accessed on the RHA website. This commenced the 45-day comment period. During the Housing Advisory Commission meeting staff added an Agenda Item on September 11, 2023, regarding the annual plan process. Background information on the annual plan was presented and options the commissioners and the public can provide public comments.
  - a. HAC Agenda Website  
<https://www.ci.richmond.ca.us/Archive.aspx?AMID=153>  
September 11, 2023, Meeting Agenda
  - b. RHA Annual Plan Website  
<https://www.ci.richmond.ca.us/3925/Policies-and-Annual-Plan>
2. Dissemination of Information. The Annual Plan was posted on RHA's website and distributed electronically to the Housing Advisory Commissioners and members who are on the listserv for the meeting. A hard copy of the Annual Plan was also made available at the RHA Administrative Office.
3. Opportunity for Comment. The Housing Advisory Commission met on September 11, 2019, to review the Annual Plan and allow the public to ask questions and provide comments. The Annual Plan was also posted on the RHA website and Housing Advisory listserv with details on how to provide comments electronically or in person. A copy of the Annual Plan is available for review at the RHA offices.
4. Public Hearing. The meeting on the evening of October 24, 2023 represents the final opportunity for the public to comment on the Annual Plan before adoption.

It is important that the Board of Commissioners acts at this meeting, authorizing submission of the Annual Plan.

**DOCUMENTS ATTACHED:**

Attachment 1 - Resolution

Attachment 2 - Housing Authority Annual Plan for Fiscal Year 2023-24

**RESOLUTION NO. \_\_\_\_\_**

**A RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE HOUSING AUTHORITY OF THE CITY OF RICHMOND, CALIFORNIA, ADOPTING A RESOLUTION APPROVING THE HOUSING AUTHORITY ANNUAL PLAN AND AUTHORIZING SUBMISSION OF THE PROPOSED ANNUAL PLAN TO THE US DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT (HUD)**

---

**WHEREAS**, housing authorities are required to submit an Annual Plan to the U.S. Department of Housing and Urban Development (HUD); and

**WHEREAS**, discretionary priorities, activities, and policies utilized in the Public Housing program are contained in the Annual Plan; and

**WHEREAS**, the Annual Plan was made available for public review and comment by posting on the Richmond Housing Authority (RHA) website on September 8, 2023; and

**WHEREAS**, on September 11, 2023 the Housing Advisory Commission met to review the Annual Plan, provided comments that were incorporated, and consented to the documents being presented to the Board of Commissioners for approval; and

**WHEREAS**, additional comments may be forthcoming and will be accepted and incorporated till the date of the public hearing; and

**WHEREAS**, the public at large will be given an opportunity to present additional comments or questions during the public hearing scheduled for October 24, 2023.

**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 Housing Authority Annual Plan is approved and the Executive Director is authorized to submit of the Annual Plan to HUD.

**BE IT FURTHER RESOLVED** that the Executive Director is hereby authorized to take all actions necessary to implement this 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 October 24, 2023, by the following vote:

AYES:

NOES:

ABSTENTIONS:

ABSENT:

\_\_\_\_\_  
Chairperson

[SEAL]

Attest:

\_\_\_\_\_  
Secretary

Approved as to form:

\_\_\_\_\_  
City Attorney

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

I certify that the foregoing is a true copy of **Resolution No.** \_\_\_\_\_ finally passed and adopted at a Special Housing Authority Meeting held on October 24, 2023.

\_\_\_\_\_  
CLERK OF THE HOUSING AUTHORITY

**Annual PHA Plan**  
*(Standard PHAs and Troubled PHAs)*

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

OMB No. 2577-0226  
Expires: 03/31/2024

**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, including changes to these policies, and informs HUD, families served by the PHA, and members of the public of the PHA's mission, goals and objectives for serving the needs of low- income, very low- income, and extremely low- income families.

**Applicability.** The 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 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, that owns or manages less than 250 public housing units and any number of vouchers where the total combined units exceed 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 exceed 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	<p>PHA Name: <u>Richmond Housing Authority (RHA)</u> PHA Code: <u>CA010</u>            PHA Type: <input type="checkbox"/> Standard PHA <input checked="" type="checkbox"/> Troubled PHA            PHA Plan for Fiscal Year Beginning: (MM/YYYY): <u>07/2023</u>            PHA Inventory (Based on Annual Contributions Contract (ACC) units at time of FY beginning, above)            Number of Public Housing (PH) Units <u>267</u> Number of Housing Choice Vouchers (HCVs) <u>0</u> Total Combined Units/Vouchers <u>267</u>            PHA Plan Submission Type: <input checked="" type="checkbox"/> Annual Submission <input type="checkbox"/> Revised Annual Submission</p> <p><b>Availability of Information.</b> 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. 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.</p> <p><b>Richmond Housing Authority</b>            450 Civic Center Plaza, 2<sup>nd</sup> Floor            Richmond, CA 94804</p> <p><input type="checkbox"/> <b>PHA Consortia:</b> (Check box if submitting a Joint PHA Plan and complete table below)</p> <table border="1" style="width: 100%; border-collapse: collapse; margin-top: 10px;"> <thead> <tr> <th rowspan="2" style="width: 25%;">Participating PHAs</th> <th rowspan="2" style="width: 10%;">PHA Code</th> <th rowspan="2" style="width: 25%;">Program(s) in the Consortia</th> <th rowspan="2" style="width: 20%;">Program(s) not in the Consortia</th> <th colspan="2" style="width: 20%;">No. of Units in Each Program</th> </tr> <tr> <th style="width: 10%;">PH</th> <th style="width: 10%;">HCV</th> </tr> </thead> <tbody> <tr> <td>Lead PHA:</td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td> </td> <td> </td> <td> </td> <td> </td> <td> </td> <td> </td> </tr> <tr> <td> </td> <td> </td> <td> </td> <td> </td> <td> </td> <td> </td> </tr> <tr> <td> </td> <td> </td> <td> </td> <td> </td> <td> </td> <td> </td> </tr> </tbody> </table>	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:																							
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.	Plan Elements																																

**B.1 Revision of Existing PHA Plan Elements.**

(a) Have the following PHA Plan elements been revised by the PHA?

Y N

- Statement of Housing Needs and Strategy for Addressing Housing Needs
- Deconcentration and Other Policies that Govern Eligibility, Selection, and Admissions.
- Financial Resources.
- Rent Determination.
- Operation and Management.
- Grievance Procedures.
- Homeownership Programs.
- Community Service and Self-Sufficiency Programs.
- Safety and Crime Prevention.
- Pet Policy.
- Asset Management.
- Substantial Deviation.
- Significant Amendment/Modification

(b) If the PHA answered yes for any element, describe the revisions for each revised element(s):

Financial Resources - Changes in the flow of HUD funding will result from implementation of the Public Housing Recovery and Sustainability Agreement (2019 PHARS, Attachment 1) with HUD as units are removed from PIC.

Substantial Deviation – Continuation of asset repositioning transitioning public housing to section 8 platform. At the end RHA will not own or manage the units under section 9 program.

(c) The PHA must submit its Deconcentration Policy for Field Office review.

**B.2 New Activities.**

(a) Does the PHA intend to undertake any new activities related to the following in the PHA’s current Fiscal Year?

Y N

- Hope VI or Choice Neighborhoods.
- Mixed Finance Modernization or Development.
- Demolition and/or Disposition.
- Designated Housing for Elderly and/or Disabled Families.
- Conversion of Public Housing to Tenant-Based Assistance.
- Conversion of Public Housing to Project-Based Rental Assistance or Project-Based Vouchers under RAD.
- Occupancy by Over-Income Families.
- Occupancy by Police Officers.
- Non-Smoking Policies.
- Project-Based Vouchers.
- Units with Approved Vacancies for Modernization.
- Other Capital Grant Programs (i.e., Capital Fund Community Facilities Grants or Emergency Safety and Security Grants).

(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.

Richmond Housing Authority intends to pursue either RAD or Section 18 Disposition approval for its existing Public Housing properties. These include:

Nystrom Village	100
Richmond Village I	70
Richmond Village II	61
Richmond Village III	36

RHA will work with the Housing Authority of Contra Costa County (Housing Choice Voucher Administrator), to obtain the necessary Tenant Protection Vouchers and/or Project-Based Vouchers (using either RAD PBV or local PBV) to support RHA’s conversion of its Public Housing.

Statement of Housing Need

Housing need in the City of Richmond resembles the need within Contra Costa County. The 2020- 2025 Consolidated plan for Contra Costa County, "The area of greatest need is among renters in the extremely low-income category: 30,485 households, or 45 percent, experience substandard housing, overcrowding, or cost burden. Of those, 69 percent suffer from a cost burden of greater than 50 percent of Income." While the nominal data will be different within the City of Richmond, the magnitude of need will be similar.

Citation and access to additional information - 2020 - 2025 Consolidated Plan  
<https://www.contracosta.ca.gov/7204/2020---2025-Consolidated-Plan>

	<p>An additional resource which outlines the housing need is the recently adopted City of Richmond Housing Element Section II Projected Housing Need (pg. 17 to 18). “The Regional Housing Needs Allocation (RHNA) for Richmond is shown in Table II-2. The City has a total allocation of 3,614 units for the 2023 to 2031 planning period. Extremely Low and Very Low = 840, Low = 485, Moderate = 638, Above Moderate = 1,651” (pg. 18, 2023-2031 Housing Element) and Appendix A: Demographic Housing Needs Assessment pg. 63 to 136</p> <ul style="list-style-type: none"> <li>- Richmond has a higher rate of overcrowding than the rest of the region. In 2017, 9.4 percent of Richmond residents faced overcrowded conditions, while 5.1 percent of Contra Costa County residents and 6.9 percent of residents in the Bay Area experienced overcrowding.</li> <li>- Household income in Richmond is lower than in Contra Costa County. In 2019, the County’s median household income of \$99,716 was 46 percent higher than Richmond’s median household income of \$68,472.</li> <li>- In Richmond, 15 percent of the total population (14,712 residents) is below the federal poverty level, which is higher than the rate of Contra Costa County residents (9 percent).</li> <li>- A greater share of Richmond households are cost-burdened households compared to Contra Costa County. Of Richmond’s households, nearly half are cost-burdened, spending 30 percent or more of their income on housing. Among cost-burdened households in Richmond, 20 percent are severely cost-burdened. In the County and the Bay Area, 36 percent of households are cost-burdened and 16 percent are severely cost-burdened.</li> <li>- Renters in Richmond are typically more often cost-burdened than homeowners. Over half of renter households are cost-burdened, spending 30 percent or more of their income on housing, while around a third of households that own their home are cost-burdened. Additionally, 25 percent of renters are severely cost-burdened, while 14 percent of owners are severely cost-burdened.</li> <li>- Seniors (65 years and above) make up approximately 13.4 percent of Richmond’s population. Out of the total senior population, approximately 39 percent are cost-burdened. Seniors are a designated special needs population under housing element law. Seniors can face higher levels of housing insecurity because they are more likely to be on a fixed income while requiring higher levels of care.</li> <li>- Richmond’s other special housing needs populations include persons with a disability that may require accessible housing (12.6 percent of residents) and female-headed households who are often at greater risk of housing insecurity (17 percent of households).</li> </ul> <p>Citation and access to additional information - 2023-2031 Housing Element  <a href="https://www.ci.richmond.ca.us/DocumentCenter/View/66913/6th-Cycle-Housing-Element_Certified?bidId=">https://www.ci.richmond.ca.us/DocumentCenter/View/66913/6th-Cycle-Housing-Element_Certified?bidId=</a></p> <p>Richmond’s Plan to Address Need</p> <ul style="list-style-type: none"> <li>- RHA’s fundamental plan and contribution for addressing the affordable housing need in the City of Richmond is to preserve or replace the existing Public Housing units in RHA’s portfolio through either RAD or Section 18 Disposition. RHA will work with partners to bring about the preservation or redevelopment projects that provide housing options for a similar population that are currently housed. This activity goes directly to addressing the housing need within the City of Richmond and implementation of the 2019 PHARS Agreement with HUD. Recent accomplishments include the rehabilitation and lease up of Hacienda (150 units) and commencing the rehabilitation construction of Nevin Plaza (140 Units).</li> </ul>
<b>B.3</b>	<p><b>Progress Report.</b></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> <ul style="list-style-type: none"> <li>- Please see attached Recovery Agreement and Action Plan Report Update (Attachment 2).</li> </ul>
<b>B.4</b>	<p><b>Capital Improvements.</b> Include a reference here to the most recent HUD-approved 5-Year Action Plan in EPIC and the date that it was approved.</p> <p>5-Year Action Plan. Approved 2/28/22.</p>
<b>B.5</b>	<p><b>Most Recent Fiscal Year Audit.</b></p> <p>(a) Were there any findings in the most recent FY Audit?</p> <p>Y N  <input checked="" type="checkbox"/> <input type="checkbox"/></p> <p>(b) If yes, please describe:  There were findings related to incomplete tenants files. A Corrective Action Plan for the Findings was submitted to HUD Regional Office and accepted.</p>
<b>C. Other Document and/or Certification Requirements.</b>	
<b>C.1</b>	<p><b>Resident Advisory Board (RAB) Comments.</b></p> <p>(a) Did the RAB(s) have comments to the 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 PHA Plan. PHAs must also include a narrative describing their analysis of the RAB recommendations and the decisions made on these recommendations. Comments are attached from Housing Advisory Meeting minutes from Meeting Monday, September 11, 2023 (Attachment 3). The Housing Advisory recommendation to include more information on the statement of need was accepted by RHA since a recent analysis</p>

	was conducted of housing needs for the City of Richmond creation of a new Housing Element for the City of Richmond's General Plan which is a State mandate to accomplish.			
<b>C.2</b>	<p><b>Certification by State or Local Officials.</b></p> <p><a href="#">Form HUD 50077-SL</a>, <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.</p>			
<b>C.3</b>	<p><b>Civil Rights Certification/ Certification Listing Policies and Programs that the PHA has Revised since Submission of its Last Annual Plan.</b></p> <p>Form HUD-50077-ST-HCV-HP, <i>PHA Certifications of Compliance with PHA Plan, Civil Rights, and Related Laws and Regulations Including PHA Plan Elements that Have Changed</i>, must be submitted by the PHA as an electronic attachment to the PHA Plan.</p>			
<b>C.4</b>	<p><b>Challenged Elements.</b> If any element of the PHA Plan is challenged, a PHA must include such information as an attachment with a description of any challenges to Plan elements, the source of the challenge, and the PHA's response to the public.</p> <p>(a) Did the public challenge any elements of the Plan?</p> <p>Y N  <input type="checkbox"/> <input checked="" type="checkbox"/></p> <p>If yes, include Challenged Elements.</p>			
<b>C.5</b>	<p><b>Troubled PHA.</b></p> <p>(a) Does the PHA have any current Memorandum of Agreement, Performance Improvement Plan, or Recovery Plan in place?  Y N N/A  <input checked="" type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/></p> <p>(b) If yes, please describe: 2019 PHARS, Attachment 1</p>			
<b>D.</b>	<b>Affirmatively Furthering Fair Housing (AFFH).</b>			
<b>D.1</b>	<p><b>Affirmatively Furthering Fair Housing (AFFH).</b></p> <p>Provide a statement of the PHA's strategies and actions to achieve fair housing goals outlined in an accepted Assessment of Fair Housing (AFH) consistent with 24 CFR § 5.154(d)(5). Use the chart provided below. (PHAs should add as many goals as necessary to overcome fair housing issues and contributing factors.) Until such time as the PHA is required to submit an AFH, the PHA is not obligated to complete this chart. The PHA will fulfill, nevertheless, the requirements at 24 CFR § 903.7(o) enacted prior to August 17, 2015. See Instructions for further detail on completing this item.</p> <table border="1" style="width: 100%;"> <tr> <td><b>Fair Housing Goal: N/A</b></td> </tr> <tr> <td><u>Describe fair housing strategies and actions to achieve the goal</u></td> </tr> <tr> <td style="height: 150px;"></td> </tr> </table> <p><b>Fair Housing Goal:</b></p>	<b>Fair Housing Goal: N/A</b>	<u>Describe fair housing strategies and actions to achieve the goal</u>	
<b>Fair Housing Goal: N/A</b>				
<u>Describe fair housing strategies and actions to achieve the goal</u>				

	<p><u><i>Describe fair housing strategies and actions to achieve the goal</i></u></p>
	<p><b>Fair Housing Goal:</b></p> <p><u><i>Describe fair housing strategies and actions to achieve the goal</i></u></p>

## Instructions for Preparation of Form HUD-50075-ST Annual PHA Plan for Standard and Troubled PHAs

- A. PHA Information.** All PHAs must complete this section. (24 CFR §903.4)
- A.1** Include the full **PHA Name, PHA Code, PHA Type, PHA Fiscal Year Beginning (MM/YYYY), PHA Inventory, Number of Public Housing Units and or Housing Choice Vouchers (HCVs), PHA Plan Submission Type,** and the **Availability of Information,** specific location(s) of all information relevant to the public hearing and proposed PHA Plan. ([24 CFR §903.23\(4\)\(e\)](#))

**PHA Consortia:** Check box if submitting a Joint PHA Plan and complete the table. ([24 CFR §943.128\(a\)](#))

- B. Plan Elements.** All PHAs must complete this section.
- B.1 Revision of Existing PHA Plan Elements.** PHAs must:

Identify specifically which plan elements listed below that have been revised by the PHA. To specify which elements have been revised, mark the “yes” box. If an element has not been revised, mark “no.” ([24 CFR §903.7](#))

**Statement of Housing Needs and Strategy for Addressing Housing Needs.** Provide a statement addressing the housing needs of low-income, very low-income and extremely low-income families and a brief description of the PHA’s strategy for addressing the housing needs of families who reside in the jurisdiction served by the PHA and other families who are on the public housing and Section 8 tenant-based assistance waiting lists. The statement must identify the housing needs of (i) families with incomes below 30 percent of area median income (extremely low-income); (ii) elderly families (iii) households with individuals with disabilities, and households of various races and ethnic groups residing in the jurisdiction or on the public housing and Section 8 tenant-based assistance waiting lists based on information provided by the applicable Consolidated Plan, information provided by HUD, and other generally available data. The statement of housing needs shall be based on information provided by the applicable Consolidated Plan, information provided by HUD, and generally available data. The identification of housing needs must address issues of affordability, supply, quality, accessibility, size of units, and location. Once the PHA has submitted an Assessment of Fair Housing (AFH), which includes an assessment of disproportionate housing needs in accordance with 24 CFR §5.154(d)(2)(iv), information on households with individuals with disabilities and households of various races and ethnic groups residing in the jurisdiction or on the waiting lists no longer needs to be included in the Statement of Housing Needs and Strategy for Addressing Housing Needs. (24 CFR §903.7(a)).

The identification of housing needs must address issues of affordability, supply, quality, accessibility, size of units, and location. ([24 CFR §903.7\(a\)\(2\)\(i\)](#)) Provide a description of the ways in which the PHA intends, to the maximum extent practicable, to address those housing needs in the upcoming year and the PHA’s reasons for choosing its strategy. ([24 CFR §903.7\(a\)\(2\)\(ii\)](#))

**Deconcentration and Other Policies that Govern Eligibility, Selection, and Admissions.** PHAs must submit a Deconcentration Policy for Field Office review. For additional guidance on what a PHA must do to deconcentrate poverty in its development and comply with fair housing requirements, see [24 CFR 903.2](#). ([24 CFR §903.23\(b\)](#)) Describe the PHA's admissions policy for deconcentration of poverty and income mixing of lower-income families in public housing. The Deconcentration Policy must describe the PHA's policy for bringing higher income tenants into lower income developments and lower income tenants into higher income developments. The deconcentration requirements apply to general occupancy and family public housing developments. Refer to 24 CFR §903.2(b)(2) for developments not subject to deconcentration of poverty and income mixing requirements. ([24 CFR §903.7\(b\)](#)) Describe the PHA's procedures for maintain waiting lists for admission to public housing and address any site-based waiting lists. ([24 CFR §903.7\(b\)](#)). A statement of the PHA's policies that govern resident or tenant eligibility, selection and admission including admission preferences for both public housing and HCV. ([24 CFR §903.7\(b\)](#)) Describe the unit assignment policies for public housing. ([24 CFR §903.7\(b\)](#))

**Financial Resources.** A statement of financial resources, including a listing by general categories, of the PHA's anticipated resources, such as PHA operating, capital and other anticipated Federal resources available to the PHA, as well as tenant rents and other income available to support public housing or tenant-based assistance. The statement also should include the non-Federal sources of funds supporting each Federal program, and state the planned use for the resources. ([24 CFR §903.7\(c\)](#))

**Rent Determination.** A statement of the policies of the PHA governing rents charged for public housing and HCV dwelling units, including applicable public housing flat rents, minimum rents, voucher family rent contributions, and payment standard policies. ([24 CFR §903.7\(d\)](#))

**Operation and Management.** A statement of the rules, standards, and policies of the PHA governing maintenance and management of housing owned, assisted, or operated by the public housing agency (which shall include measures necessary for the prevention or eradication of pest infestation, including cockroaches), and management of the PHA and programs of the PHA. ([24 CFR §903.7\(e\)](#))

**Grievance Procedures.** A description of the grievance and informal hearing and review procedures that the PHA makes available to its residents and applicants. ([24 CFR §903.7\(f\)](#))

**Homeownership Programs.** A description of any Section 5h, Section 32, Section 8y, or HOPE I public housing or Housing Choice Voucher (HCV) homeownership programs (including project number and unit count) administered by the agency or for which the PHA has applied or will apply for approval. ([24 CFR §903.7\(k\)](#))

**Community Service and Self Sufficiency Programs.** Describe how the PHA will comply with the requirements of ([24 CFR §903.7\(l\)](#)). Provide a description of: **1)** Any programs relating to services and amenities provided or offered to assisted families; and **2)** Any policies or programs of the PHA for the enhancement of the economic and social self-sufficiency of assisted families, including programs subject to Section 3 of the Housing and Urban Development Act of 1968 (24 CFR Part 135) and FSS. ([24 CFR §903.7\(l\)](#))

**Safety and Crime Prevention (VAWA).** Describe the PHA's plan for safety and crime prevention to ensure the safety of the public housing residents. The statement must provide development-by-development or jurisdiction wide-basis: (i) A description of the need for measures to ensure the safety of public housing residents; (ii) A description of any crime prevention activities conducted or to be conducted by the PHA; and (iii) A description of the coordination between the PHA and the appropriate police precincts for carrying out crime prevention measures and activities. ([24 CFR §903.7\(m\)](#)) A description of: **1)** Any activities, services, or programs provided or offered by an agency, either directly or in partnership with other service providers, to child or adult victims of domestic violence, dating violence, sexual assault, or stalking; **2)** Any activities, services, or programs provided or offered by a PHA that helps child and adult victims of domestic violence, dating violence, sexual assault, or stalking, to obtain or maintain housing; and **3)** Any activities, services, or programs provided or offered by a public housing agency to prevent domestic violence, dating violence, sexual assault, and stalking, or to enhance victim safety in assisted families. ([24 CFR §903.7\(m\)\(5\)](#))

**Pet Policy.** Describe the PHA's policies and requirements pertaining to the ownership of pets in public housing. ([24 CFR §903.7\(n\)](#))

**Asset Management.** State how the agency will carry out its asset management functions with respect to the public housing inventory of the agency, including how the agency will plan for the long-term operating, capital investment, rehabilitation, modernization, disposition, and other needs for such inventory. ([24 CFR §903.7\(q\)](#))

**Substantial Deviation.** PHA must provide its criteria for determining a "substantial deviation" to its 5-Year Plan. ([24 CFR §903.7\(r\)\(2\)\(i\)](#))

**Significant Amendment/Modification.** PHA must provide its criteria for determining a "Significant Amendment or Modification" to its 5-Year and Annual Plan. For modifications resulting from the Rental Assistance Demonstration (RAD) program, refer to the 'Sample PHA Plan Amendment' found in Notice PIH-2012-32 REV-3, successor RAD Implementation Notices, or other RAD Notices.

If any boxes are marked "yes", describe the revision(s) to those element(s) in the space provided.

PHAs must submit a Deconcentration Policy for Field Office review. For additional guidance on what a PHA must do to deconcentrate poverty in its development and comply with fair housing requirements, see [24 CFR 903.2](#). ([24 CFR §903.23\(b\)](#))

**B.2 New Activities.** If the PHA intends to undertake any new activities related to these elements in the current Fiscal Year, mark "yes" for those elements, and describe the activities to be undertaken in the space provided. If the PHA does not plan to undertake these activities, mark "no."

**HOPE VI or Choice Neighborhoods.** **1)** A description of any housing (including project number (if known) and unit count) for which the PHA will apply for HOPE VI or Choice Neighborhoods; and **2)** A timetable for the submission of applications or proposals. The application and approval process for Hope VI or Choice Neighborhoods is a separate process. See guidance on HUD's website at:

[https://www.hud.gov/program\\_offices/public\\_indian\\_housing/programs/ph/hope6](https://www.hud.gov/program_offices/public_indian_housing/programs/ph/hope6) . ([Notice PIH 2011-47](#))

**Mixed Finance Modernization or Development.** **1)** A description of any housing (including project number (if known) and unit count) for which the PHA will apply for Mixed Finance Modernization or Development; and **2)** A timetable for the submission of applications or proposals. The application and approval process for Mixed Finance Modernization or Development is a separate process. See guidance on HUD's website at:

[https://www.hud.gov/program\\_offices/public\\_indian\\_housing/programs/ph/hope6/mfph#4](https://www.hud.gov/program_offices/public_indian_housing/programs/ph/hope6/mfph#4)

**Demolition and/or Disposition.** With respect to public housing only, describe any public housing development(s), or portion of a public housing development projects, owned by the PHA and subject to ACCs (including project number and unit numbers [or addresses]), and the number of affected units along with their sizes and accessibility features) for which the PHA will apply or is currently pending for demolition or disposition approval under section 18

of the 1937 Act (42 U.S.C. 1437p); and (2) A timetable for the demolition or disposition. This statement must be submitted to the extent that approved and/or pending demolition and/or disposition has changed as described in the PHA's last Annual and/or 5-Year PHA Plan submission. The application and approval process for demolition and/or disposition is a separate process. Approval of the PHA Plan does not constitute approval of these activities. See guidance on HUD's website at: [http://www.hud.gov/offices/pih/centers/sac/demo\\_dispo/index.cfm](http://www.hud.gov/offices/pih/centers/sac/demo_dispo/index.cfm). (24 CFR §903.7(h))

**Designated Housing for Elderly and Disabled Families.** Describe any public housing projects owned, assisted or operated by the PHA (or portions thereof), in the upcoming fiscal year, that the PHA has continually operated as, has designated, or will apply for designation for occupancy by elderly and/or disabled families only. Include the following information: **1)** development name and number; **2)** designation type; **3)** application status; **4)** date the designation was approved, submitted, or planned for submission; **5)** the number of units affected and; **6)** expiration date of the designation of any HUD approved plan. **Note:** The application and approval process for such designations is separate from the PHA Plan process, and PHA Plan approval does not constitute HUD approval of any designation. (24 CFR §903.7(i)(C))

**Conversion of Public Housing under the Voluntary or Mandatory Conversion programs.** Describe any public housing building(s) (including project number and unit count) owned by the PHA that the PHA is required to convert or plans to voluntarily convert to tenant-based assistance; **2)** An analysis of the projects or buildings required to be converted; and **3)** A statement of the amount of assistance received to be used for rental assistance or other housing assistance in connection with such conversion. See guidance on HUD's website at: <http://www.hud.gov/offices/pih/centers/sac/conversion.cfm>. (24 CFR §903.7(j))

**Conversion of Public Housing under the Rental Assistance Demonstration (RAD) program.** Describe any public housing building(s) (including project number and unit count) owned by the PHA that the PHA plans to voluntarily convert to Project-Based Rental Assistance or Project-Based Vouchers under RAD. See additional guidance on HUD's website at: [Notice PIH 2012-32 REV-3, successor RAD Implementation Notices, and other RAD notices.](#)

**Occupancy by Over-Income Families.** A PHA that owns or operates fewer than two hundred fifty (250) public housing units, may lease a unit in a public housing development to an over-income family (a family whose annual income exceeds the limit for a low income family at the time of initial occupancy), if all the following conditions are satisfied: (1) There are no eligible low income families on the PHA waiting list or applying for public housing assistance when the unit is leased to an over-income family; (2) The PHA has publicized availability of the unit for rental to eligible low income families, including publishing public notice of such availability in a newspaper of general circulation in the jurisdiction at least thirty days before offering the unit to an over-income family; (3) The over-income family rents the unit on a month-to-month basis for a rent that is not less than the PHA's cost to operate the unit; (4) The lease to the over-income family provides that the family agrees to vacate the unit when needed for rental to an eligible family; and (5) The PHA gives the over-income family at least thirty days notice to vacate the unit when the unit is needed for rental to an eligible family. The PHA may incorporate information on occupancy by over-income families into its PHA Plan statement of deconcentration and other policies that govern eligibility, selection, and admissions. See additional guidance on HUD's website at: [Notice PIH 2011-7.](#) (24 CFR 960.503) (24 CFR 903.7(b))

**Occupancy by Police Officers.** The PHA may allow police officers who would not otherwise be eligible for occupancy in public housing, to reside in a public housing dwelling unit. The PHA must include the number and location of the units to be occupied by police officers, and the terms and conditions of their tenancies; and a statement that such occupancy is needed to increase security for public housing residents. A "police officer" means a person determined by the PHA to be, during the period of residence of that person in public housing, employed on a full-time basis as a duly licensed professional police officer by a Federal, State or local government or by any agency of these governments. An officer of an accredited police force of a housing agency may qualify. The PHA may incorporate information on occupancy by police officers into its PHA Plan statement of deconcentration and other policies that govern eligibility, selection, and admissions. See additional guidance on HUD's website at: [Notice PIH 2011-7.](#) (24 CFR 960.505) (24 CFR 903.7(b))

**Non-Smoking Policies.** The PHA may implement non-smoking policies in its public housing program and incorporate this into its PHA Plan statement of operation and management and the rules and standards that will apply to its projects. See additional guidance on HUD's website at: [Notice PIH 2009-21 and Notice PIH-2017-03.](#) (24 CFR §903.7(e))

**Project-Based Vouchers.** Describe any plans to use Housing Choice Vouchers (HCVs) for new project-based vouchers, which must comply with PBV goals, civil rights requirements, Housing Quality Standards (HQS) and deconcentration standards, as stated in 983.57(b)(1) and set forth in the PHA Plan statement of deconcentration and other policies that govern eligibility, selection, and admissions. If using project-based vouchers, provide the projected number of project-based units and general locations, and describe how project-basing would be consistent with the PHA Plan (24 CFR §903.7(b)).

**Units with Approved Vacancies for Modernization.** The PHA must include a statement related to units with approved vacancies that are undergoing modernization in accordance with [24 CFR §990.145\(a\)\(1\).](#)

**Other Capital Grant Programs** (i.e., Capital Fund Community Facilities Grants or Emergency Safety and Security Grants).

For all activities that the PHA plans to undertake in the current Fiscal Year, provide a description of the activity in the space provided.

**B.3 Progress Report.** For all Annual Plans following submission of the first Annual Plan, a PHA must include a brief statement of the PHA's progress in meeting the mission and goals described in the 5-Year PHA Plan. (24 CFR §903.7(r)(1))

**B.4 Capital Improvements.** PHAs that receive funding from the Capital Fund Program (CFP) must complete this section (24 CFR §903.7(g)). To comply with this requirement, the PHA must reference the most recent HUD approved Capital Fund 5 Year Action Plan in EPIC and the date that it was approved. PHAs can reference the form by including the following language in the Capital Improvement section of the appropriate Annual or Streamlined PHA Plan Template: "See Capital Fund 5 Year Action Plan in EPIC approved by HUD on XX/XX/XXXX."

**B.5 Most Recent Fiscal Year Audit.** If the results of the most recent fiscal year audit for the PHA included any findings, mark "yes" and describe those findings in the space provided. (24 CFR §903.7(p))

## C. Other Document and/or Certification Requirements.

**C.1 Resident Advisory Board (RAB) comments.** If the RAB had comments on the annual plan, mark "yes," submit the comments as an attachment to the Plan and describe the analysis of the comments and the PHA's decision made on these recommendations. (24 CFR §903.13(c), 24 CFR §903.19)

**C.2 Certification by State of Local Officials.** Form HUD-50077-SL, *Certification by State or Local Officials of PHA Plans Consistency with the Consolidated Plan*, must be submitted by the PHA as an electronic attachment to the PHA Plan. (24 CFR §903.15). Note: A PHA may request to change its fiscal year to better coordinate its planning with planning done under the Consolidated Plan process by State or local officials as applicable.

**C.3 Civil Rights Certification/ Certification Listing Policies and Programs that the PHA has Revised since Submission of its Last Annual Plan.** Provide a certification that the following plan elements have been revised, provided to the RAB for comment before implementation, approved by the PHA board, and made available for review and inspection by the public. This requirement is satisfied by completing and submitting form HUD-50077 ST-HCV-HP, *PHA Certifications of Compliance with PHA Plan, Civil Rights, and Related Laws and Regulations Including PHA Plan Elements that Have Changed*. Form HUD-50077-ST-HCV-HP, *PHA Certifications of Compliance with PHA Plan, Civil Rights, and Related Laws and Regulations Including PHA Plan Elements that Have Changed* must be submitted by the PHA as an electronic attachment to the PHA Plan. This includes all certifications relating to Civil Rights and related regulations. A PHA will be considered in compliance with the certification requirement to affirmatively further fair housing if the PHA fulfills the requirements of §§ 903.7(o)(1) and 903.15(d) and: (i) examines its programs or proposed programs; (ii) identifies any fair housing issues and contributing factors within those programs, in accordance with 24 CFR 5.154 or 24 CFR 5.160(a)(3) as applicable; (iii) specifies actions and strategies designed to address contributing factors, related fair housing issues, and goals in the applicable Assessment of Fair Housing consistent with 24 CFR 5.154 in a reasonable manner in view of the resources available; (iv) works with jurisdictions to implement any of the jurisdiction's initiatives to affirmatively further fair housing that require the PHA's involvement; (v) operates programs in a manner consistent with any applicable consolidated plan under 24 CFR part 91, and with any order or agreement, to comply with the authorities specified in paragraph (o)(1) of this section; (vi) complies with any contribution or consultation requirement with respect to any applicable AFH, in accordance with 24 CFR 5.150 through 5.180; (vii) maintains records reflecting these analyses, actions, and the results of these actions; and (viii) takes steps acceptable to HUD to remedy known fair housing or civil rights violations, impediments to fair housing choice within those programs; addresses those impediments in a reasonable fashion in view of the resources available; works with the local jurisdiction to implement any of the jurisdiction's initiatives to affirmatively further fair housing; and assures that the annual plan is consistent with any applicable Consolidated Plan for its jurisdiction. (24 CFR §903.7(o)).

**C.4 Challenged Elements.** If any element of the Annual PHA Plan or 5-Year PHA Plan is challenged, a PHA must include such information as an attachment to the Annual PHA Plan or 5-Year PHA Plan with a description of any challenges to Plan elements, the source of the challenge, and the PHA's response to the public.

**C.5 Troubled PHA.** If the PHA is designated troubled, and has a current MOA, improvement plan, or recovery plan in place, mark "yes," and describe that plan. Include dates in the description and most recent revisions of these documents as attachments. If the PHA is troubled, but does not have any of these items, mark "no." If the PHA is not troubled, mark "N/A." (24 CFR §903.9)

#### **D. Affirmatively Furthering Fair Housing (AFFH).**

**D.1 Affirmatively Furthering Fair Housing.** The PHA will use the answer blocks in item D.1 to provide a statement of its strategies and actions to implement each fair housing goal outlined in its accepted Assessment of Fair Housing (AFH) consistent with 24 CFR § 5.154(d)(5) that states, in relevant part: "To implement goals and priorities in an AFH, strategies and actions shall be included in program participants' ... PHA Plans (including any plans incorporated therein) .... Strategies and actions must affirmatively further fair housing ...." Use the chart provided to specify each fair housing goal from the PHA's AFH for which the PHA is the responsible program participant – whether the AFH was prepared solely by the PHA, jointly with one or more other PHAs, or in collaboration with a state or local jurisdiction – and specify the fair housing strategies and actions to be implemented by the PHA during the period covered by this PHA Plan. If there are more than three fair housing goals, add answer blocks as necessary.

Until such time as the PHA is required to submit an AFH, the PHA will not have to complete section D., nevertheless, the PHA will address its obligation to affirmatively further fair housing in part by fulfilling the requirements at 24 CFR 903.7(o)(3) enacted prior to August 17, 2015, which means that it examines its own programs or proposed programs; identifies any impediments to fair housing choice within those programs; addresses those impediments in a reasonable fashion in view of the resources available; works 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. Furthermore, under Section 5A(d)(15) of the U.S. Housing Act of 1937, as amended, a PHA must submit a civil rights certification with its Annual PHA Plan, which is described at 24 CFR 903.7(o)(1) except for qualified PHAs who submit the Form HUD-50077-CR as a standalone document.

---

This information collection is authorized by Section 511 of the Quality Housing and Work Responsibility Act, which added a new section 5A to the U.S. Housing Act of 1937, as amended, which introduced the 5-Year and Annual PHA Plan.

Public reporting burden for this information collection is estimated to average 7.52 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. HUD may not collect this information, and respondents are not required to complete this form, unless it displays a currently valid OMB Control Number.

**Privacy Act Notice.** The United States Department of Housing and Urban Development is authorized to solicit the information requested in this form by virtue of Title 12, U.S. Code, Section 1701 et seq., and regulations promulgated thereunder at Title 12, Code of Federal Regulations. Responses to the collection of information are required to obtain a benefit or to retain a benefit. The information requested does not lend itself to confidentiality.



U.S. Department of Housing and Urban Development  
San Francisco Regional Office - Region IX  
One Sansome Street, Suite 1200  
San Francisco, California 94104-4430  
[www.hud.gov](http://www.hud.gov)

[espanol.hud.gov](http://espanol.hud.gov)

Ms. Nannette Beacham  
Executive Director  
Richmond Housing Authority  
330 24th Street  
Richmond, CA 94804

SEP 10 2019

Subject: Recovery Agreement & Action Plan

Dear Ms. Beacham:

On June 28, 2019, our office provided a draft 2019 Recovery Agreement Action Plan for your review. During our August 9, 2019, PHARS biweekly call, we discussed your requested modifications of timelines in that action plan. On July 10, 2019, we emailed the amended draft 2019 Recovery Agreement Action Plan. This letter retransmits the action plan and includes the 2019 PHARS Agreement for your signature and execution (enclosed).

The Recovery Agreement and Action Plan is a binding contract required by federal statute 42 U.S.C. 1437d(j)(2), that delineates performance outcomes, timelines, and reporting requirements that must be strictly adhered to. It also specifies remedies to achieve agreed-upon levels of performance.

We look forward to working with the Richmond Housing Authority to reposition the RHA Public Housing (PH) portfolio. If you have any questions or recommended modifications to the draft Agreement tasks, please contact Benjamin Palmer, Portfolio Management Specialist, at (415) 489-6445 or [benjamin.r.palmer@hud.gov](mailto:benjamin.r.palmer@hud.gov).

Sincerely,

A handwritten signature in blue ink, appearing to read "Gerard R. Windt".

Gerard R. Windt  
Director  
Office of Public Housing

Enclosure

cc:  
Board of Commissioners  
c/o Mayor Tom Butt, Board Chair  
City of Richmond  
450 Civic Center Plaza  
Richmond, CA 94804

**Richmond Housing Authority (RHA) PHARS Action Plan**

<b>TASK NUMBER</b>	<b>TASK</b>	<b>TARGET DATE</b>
	<b>Hacienda</b>	
1.1	Finalize Financial Terms btw RHA and Mercy (Confirmation of a current Development Agreement to repositioning Hacienda)	12/28/2019
1.2	Request Revised Disposition Appl from SAC	1/28/2020
1.3	Submit Financing Plan to SFRO and submit Financing Applications to TCAC/HCD	3/1/2020
1.4	Conveyance / Closing of Hacienda	2/28/2021
1.5	SAC acceptance of a complete Section 18 PIC disposition application for Hacienda Remainder Parcel	12/31/2021
	<b>Admin. Building</b>	
2.1	Submission of disposition application to SAC	10/1/2019
2.2	SAC acceptance of a complete Section 18 PIC application	3/29/2020
2.3	Submit Financing Plan to SFRO and submit Financing Applications to TCAC/HCD	8/30/2020
	<b>Nevin</b>	
3.1	Issue RFP for Development Partner w/ elevator addendum	1/28/2020
3.2	Select a Development Partner	4/29/2020
3.3	SAC acceptance of a complete Section 18 PIC application	5/29/2020
3.4	Submit Financing Plan to SFRO and submit Financing Applications to TCAC/HCD	6/30/2021
3.5	Closing /Conveyance /Start Construction	3/1/2022
	<b>Nystrom</b>	
4.1	Issue RFQ for Master Plan	2/28/2020
4.2	Finalize terms btw RHA and Developer	5/29/2020
4.3	SAC acceptance of a complete Section 18 PIC application	9/1/2020
4.4	Closing /Conveyance /Start Construction	11/28/2022
	<b>Richmond Village 1&amp;2</b>	
5.1	Submit RAD Application	10/1/2019
5.2	Submit RAD Financing Plan	11/28/2020
5.3	Close RAD conversion	12/1/2020
	<b>Richmond Village 3</b>	
6.1	SAC acceptance of a complete Section 18 PIC application	5/30/2021
6.2	Receive Tenant Protection Vouchers	6/30/2021
6.3	Closing /Conveyance /Start Construction	12/31/2021
	<b>Other</b>	
7.1	Submit PH organizational chart of RHA staff; charts to include names, titles, and responsibilities and duties.	1/28/2020
7.2	Complete HCV Close Out Audit	4/26/2020
7.3	Submit operating budgets for each AMP and Central Office Cost Center (COCC).	2/28/2020

**Recovery Agreement between**  
**Housing Authority of the City of Richmond**  
**And**  
**the United States Department of Housing and Urban Development**

This Recovery Agreement is entered into between the Housing Authority of the City of Richmond (RHA), and the UNITED STATES DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT (“HUD”) as of this 22 day of October, 2019.

**RECITALS**

**WHEREAS**, under the United States Housing Act of 1937, as amended, (“Act”), 42 U.S.C. § 1437 *et seq.*, the United States Department of Housing and Urban Development (“HUD”) is responsible for administering low income housing programs, and pursuant to the Act, HUD has entered into an Annual Contributions Contract (“ACC”) with the RHA to develop and operate public housing projects of the RHA; and

**WHEREAS**, pursuant to the Act, HUD must evaluate public housing performance and has instituted the Public Housing Assessment System (“PHAS”); and

**WHEREAS**, on the basis of an annual PHAS score, the RHA has been designated Troubled or Substandard for financial, physical and/or management indicators, or other such deficiencies as HUD has identified; and

**WHEREAS**, the Act requires HUD to enter into agreements that establish performance targets, set out strategies for meeting targets, provide for incentives and sanctions for effective implementation of the strategies leading to recovery of performance and attain an improved status of at least a Standard Performer; and

**WHEREAS**, the recovery of performance is intended to lead to a sustainable sound fiscal management and good governance; and

**WHEREAS**, the parties desire to correct all HUD-identified deficiencies through the implementation of this Recovery Agreement, (“Agreement”);

**NOW THEREFORE**, in consideration of the mutual covenants and agreements herein contained, HUD, the RHA and the City of Richmond agree as follows:

- I. The RHA agrees to achieve the outcomes outlined in the Action Plan and incorporated into this Agreement as Exhibit A.
- II. The RHA will work with key local constituents, including the City of Richmond, to develop and implement a Sustainability Plan if necessary, to achieve recovery.
- III. The Action Plan describes the results following HUD’s review and assessments of PHA performance, the measures that need to be implemented to improve the

performance and the desired outcomes to be achieved and establishes a timetable to achieve those outcomes. The Action Plan also identifies the available remedies to resolve HUD's determination of non-performance.

- IV. Upon execution of the Agreement, the RHA will commence with the required actions listed in the Plan within the timeframes set forth therein.
- V. The RHA will cure identified deficiencies within the timeframes established in the Action Plan.
- VI. Subject to section XII, regardless of possible changes in the RHA's Board composition, or the decision-making individuals for HUD, the term of this Agreement is effective as of the execution date of this document and will continue until completion of the Action Plan in accordance with 6(j) (2) and (3) of the Act, and any agreed upon extensions. This Agreement will remain in effect until the RHA has completed all items listed in the Plan, even if HUD removes the RHA's troubled/substandard designation.
- VII. HUD, in its discretion, may provide technical assistance, including training or contract support, to the RHA to facilitate accomplishment of the items in the Action Plan. The RHA's compliance with the Action Plan, however, shall not be contingent on HUD's provision of any technical assistance or other discretionary assistance.
- VIII. The RHA shall provide HUD with deliverables as identified in the Action Plan and progress reports upon HUD request. Additionally, RHA and HUD will meet monthly to discuss the status of the PHARS Agreement Action Plan.
- IX. HUD will confirm in writing to the RHA as to the receipt of the deliverables required by the Action Plan and will notify RHA promptly in writing of any perceived inadequacy of the submitted deliverables and what actions RHA can take to revise the deliverable to meet Department regulatory requirements.
- X. If the RHA disagrees with HUD's determination concerning the completion of any deliverable, the RHA may request a reconsideration of the determination and submit additional information to support its position. HUD will provide the RHA with a written notice of its decision.

- XI. The failure of the RHA, its employees, officers, agents, or contractors to comply with this Agreement, including the failure to achieve the agreed upon outcomes or to take the actions or comply with the time frame set forth in the Action Plan, may result in HUD seeking any available remedies, including any of the following actions sequentially or simultaneously:
- a. Consolidation;
  - b. Consortia/Joint Venture;
  - c. Contraction of Operational Activities;
  - d. Cooperative Endeavor Agreement;
  - e. Debarment;
  - f. Deliver possession and control of project(s) to HUD;
  - g. Limited Denial of Participation;
  - h. Receivership; and/or
  - i. Suspension.
- XII. The parties by mutual written agreement may agree to extend the timeframes set forth in the Action Plan from time to time. In the event said timeframes are extended, HUD agrees that it will not take any of the actions against the RHA as set forth in this section of the Agreement for noncompliance with original timeframes.
- XIII. This agreement is intended solely for use in addressing compliance matters identified in the Action Plan and does not waive or release RHA or the City of Richmond from claims or promises pertaining to operating a PH program per HUD statutory, regulatory or RHA policies.
- XIII. Communication related to the Recovery Agreement and Action Plan shall be submitted electronically to Gerard R. Windt, San Francisco Public Housing at [Gerard.Windt@hud.gov](mailto:Gerard.Windt@hud.gov) or his successor.
- XIV. HUD and the RHA and their employees, subcontractors, partners or assigns shall comply with all applicable federal, state, and local laws and regulations relating to the performance of this Agreement to which their activities are subject.
- XV. Notwithstanding any provisions of this Agreement to the contrary, the parties shall not be held liable for any failure or delay in the performance of this Agreement that arises from fires, floods, strikes, embargoes, acts of the public enemy, unusually severe weather, outbreak of war, riots, civil commotion, force majeure, acts of God, or for any other cause of same character which is unavoidable through the exercise of due care and beyond the control of the parties, provided that said failure or delay in the performance of this Agreement attributed to any of the events described herein is acknowledged in writing by HUD. Upon the issuance of HUD's written acknowledgement, the failure to perform shall be deemed excused during the continuance of such circumstances as determined by HUD, but this Agreement shall otherwise remain in effect.

- XVI. In the event of any conflict between terms in this Agreement, including all exhibits, attachments and all other documents specifically incorporated by reference, and HUD's applicable Public Housing requirements including, but not limited to, the Act, HUD regulations there under (and, to the extent applicable, any HUD-approved waivers of regulatory requirements), the ACC, HUD notices, the HUD-approved Declaration of Trust or Declaration of Restrictive Covenants in favor of HUD, and all applicable Federal statutory, executive order and regulatory requirements, as those requirements may be amended from time to time, the applicable Public Housing requirements shall prevail. HUD reserves the right to resolve any conflict.
- XVII. Any modification or amendment of any condition or provision in this Agreement by either party will not imply or constitute a further modification or amendment of the same or any other condition or provision, nor shall it relieve the parties from performing any subsequent obligations strictly in accordance with the term of this Agreement. No modification or amendment shall be effective unless in writing and signed by the party against whom enforcement is sought. Such modification or amendment shall be limited to provisions of this Agreement specifically referred to therein and shall not be deemed a modification or amendment of any other provision. No modification or amendment of this Agreement shall constitute a HUD-approved waiver of regulatory requirements.
- XVIII. Should any term or provision of this Agreement be held, to any extent invalid or unenforceable, as against any person, entity or circumstance during the term hereof, by force of any statute, law, or ruling of any forum of competent jurisdiction, such invalidity shall not affect any other term or provision of this Agreement to the extent that the Agreement shall remain operable, enforceable and in full force and effect to the extent permitted by law.
- XIX. This Agreement may be amended by mutual agreement of the parties; and as required by any applicable amendments to the Act and amendments to or new HUD regulations.
- XX. This Agreement states the entire understanding and agreement between the parties and supersedes any and all written or oral representations, statements, negotiations, or agreements previously existing between the parties with respect to the subject matter of this Agreement. However, this Agreement does not supersede, modify or amend the ACC as further described in Paragraph XXII. The parties recognize that any representations, statements or negotiations made by the staff of either party does not suffice to legally bind either party in a contractual relationship unless they have been reduced to writing and signed by their authorized representative(s). This Agreement shall inure to the benefit of and shall be binding upon the parties, their respective assigns, and successors in interest.

- XXI. This Agreement may be executed and delivered in separate counterparts, which, when so executed and delivered, shall be deemed an original.
- XXII. This Agreement does not supersede, modify or amend the ACC between HUD and the RHA, or in any way excuse the RHA from complying fully with its obligations under the ACC. HUD does not waive its statutory, regulatory or contractual rights. Nothing contained in this Agreement shall serve to limit, modify or preclude HUD's right to take any remedial action allowed by the ACC or any provision of the Act or related regulations. Nothing contained in this Agreement shall serve to limit, modify or preclude HUD or the RHA's right to take any remedial action allowed by the Agreement.
- XXIII. The parties agree that any cost associated with the implementation of this Agreement, the Action Plan and the Sustainability Plan shall be their individual responsibility unless specifically agreed in writing between the parties.
- XXIV. If RHA fails to achieve the goals set forth above within six months of the Recovery Agreement being signed, HUD will notify the PHA in writing of its non-compliance. RHA shall have 90 days from receipt of the written notice of non-compliance to cure any violation within that timeframe. If the non-compliance is not cured during such period, the PHA may be deemed to be in substantial default of this agreement and subject to remedies prescribed at 42 U.S.C. 1437d(j)(3)(A)(iii), at HUD's discretion, including but not limited to withholding discretionary funding; petitioning for administrative receivership and transferring the Public Housing and Housing Choice Voucher programs to another well managed PHA.

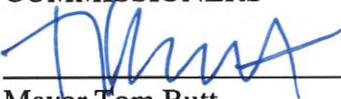
[Signature page follows]

IN WITNESS WHEREOF, the parties or their duly authorized representatives hereby execute this Agreement on the date first written above.

UNITED STATES DEPARTMENT OF HOUSING  
AND URBAN DEVELOPMENT

By:   
Gerard R. Windt  
Public Housing Director  
San Francisco Field Office

RHA  
ATTEST: BY ITS BOARD OF  
COMMISSIONERS

By:   
Mayor Tom Butt  
Board Chair  
RHA

By:   
Nannette Beacham  
Executive Director  
RHA

Acknowledgement by the City of Richmond

The City of Richmond acknowledges the importance of effective governance as part of the recovery and sustainability of the RHA. The City of Richmond agrees to work in good faith to assist the RHA and HUD accomplish the tasks described in the Action Plan. Should HUD determine that RHA has not complied with this Agreement and that remedies described in this Agreement are appropriate, to the extent that action from the City is required to effectively implement a remedy, the City will cooperate in good faith to facilitate such remedies.

CITY OF RICHMOND, CALIFORNIA

By:   
[Mayor]



City of Richmond Housing Authority  
450 Civic Center Plaza, 2<sup>nd</sup> Floor, Richmond CA 94804  
(510) 621-1300

August 24, 2023

Re: Recovery Agreement and Action Plan Report Update Response

Since the inception of the 2019 Public Housing Authority Recovery and Sustainability (PHARS) Agreement and Action Plan, the Richmond Housing Authority (RHA), City of Richmond, and U.S. Department of Housing and Urban Development (HUD) Region 9 office have collaborated to produce many accomplishments for our residents and the housing authority in general.

HUD staff has emphasized to RHA that throughout this PHARS process the residents of our public housing portfolio should be prioritized, and we are happy to report this is being accomplished. Since our last PHARS update for Hacienda, the property has been repositioned, the rehabilitation construction has been completed, and 150 units are now fully occupied in a beautiful new building with supportive services. At Nevin Plaza, the property has been repositioned and construction has commenced for the rehabilitation of 140 units. Residents are being temporarily relocated as rehabilitation proceeds. We are negotiating with the Nevin Plaza developer regarding the new construction of approximately 70 affordable multifamily units on the adjacent RHA owned site that is currently being used for construction staging.

At Nystrom Village, which is the oldest and most challenging property in our portfolio, unit turnover activities are ongoing, and RHA maintenance staff are responding to various work orders from residents. Concurrently, we are negotiating a Master Development Agreement (MDA) with the developer that was previously selected through a competitive process and with whom an Exclusive Rights to Negotiate Agreement (ERNA) was executed. The MDA will be consistent with the terms set forth in the ERNA and will address replacement of the existing public housing units with project-based voucher subsidized housing and the new construction of affordable and mixed-income housing on the adjacent three-block area owned by RHA.

Work on Richmond Village was originally delayed in order to exit the investor limited partner from the ownership entity. Richmond Village had reached its "year 15", prompting the need for RHA to exercise its Option and Right of First Refusal rights. This was complicated by the investor limited partner selling its national portfolio of Low-Income Housing Tax Credit (LIHTC) investments. RHA worked with McCormick Baron Salazar to negotiate a sale of the investor limited partner interest for \$1.00. HUD's approval was needed for this transaction. The Rental Assistance Demonstration (RAD) conversion was put on hold while the investor limited partner exit was completed.

By the time this transaction was complete, and we were ready to return to the RAD application, our technical assistance provided was put on hold pending a contract renewal. We have resumed this effort and we anticipate submittal of a RAD application this Fall.

Completion of all of the PHARS tasks continues to be a high priority for RHA. Experiencing the above-mentioned accomplishments gives the team additional momentum and motivation to address the remaining PHARS tasks. The RHA acknowledges that not all tasks have been completed by the initially established deadlines. However, RHA is confident that despite taking more time, especially in the area of asset repositioning, the resulting outcomes reflect appropriate due diligence review and negotiations for the benefit of RHA and its residents, and the long-term preservation of affordable housing.

We acknowledge that there have been ongoing challenges for RHA in meeting all of the PHARS task deadlines, including the COVID-19 pandemic, challenges in assembling multiple funding sources for affordable housing development in the competitive California Bay Area, and rising construction costs and interest rates. Despite these challenges, with the support of the City of Richmond and your team at the HUD Region 9 Office of Public Housing, we continue to make progress. In addition to our biweekly PHARS meeting updates, we provide in this letter and in the summary below, updates on deliverables in response to your correspondence.

Asset Management Project (AMP)	PHARS Item No.	Task Description	Original Target Completion Date
Hacienda	1.5	SAC acceptance of a complete Section 18 PIC disposition application for Hacienda Remaining Parcel	12/31/2021
Update 1.5:		As reported in our last communication, the first strategy to hire a broker to advertise and market the property was not successful. The Hacienda Remaining Parcel recently is back in full control by the RHA. The parcel was being used for Hacienda construction staging. RHA staff prioritized the closing of the Nevin Plaza project this last year which impacted the creation of the Request for Proposals (RFP) and solicitation. The new date to release the RFP is December 2023. Once a developer is chosen, the Section 18 Disposition will commence.	
Nystrom	4.2	Finalize terms btw RHA and Developer	5/29/2020
Nystrom	4.3	SAC acceptance of a complete Section 18 PIC Application	9/1/2020
Nystrom	4.4	Closing/Conveyance/Start Construction	9/1/2020

Update 4.2 and 4.4:		RHA was not successful in negotiating a final agreement by the first established Exclusive Right to Negotiate Agreement (ERNA) deadline with the selected developer, McCormick Baron Salazar (MBS) and Richmond Neighborhood Housing Services (RHNS). The developer expressed interest in continuing negotiations and commitment to develop a final agreement in the short term. The RHA negotiated an extension of the ERNA with the developer, and it was approved by the RHA Board of Commissioners on June 20, 2023. The ERNA extension sets the date of a final agreement to be executed by October 31, 2023. Once the final agreement is executed, the Section 18 Disposition application will commence.	
Richmond Village I & II	5.1	Submit RAD Application	10/1/2019
Richmond Village I & II	5.2	Submit RAD Financing Plan	11/28/2020
Richmond Village I & II	5.3	Close RAD Conversion	12/01/2020
Update 5.1 to 5.3:		<p>As mentioned in the last update, converting to Rental Assistance Demonstration (RAD) involves three (3) tasks:</p> <ol style="list-style-type: none"> <li>1) Exit of the investor limited partner - Completed.</li> <li>2) Negotiate new terms with McCormack Baron Salazar (MBS) and Community Housing Development Corporation (CHDC) for the future ownership and operations of Richmond Village. A Memorandum of Understanding among RHA, MBS and CHDC was approved by the Housing Authority Board of Commissioners on September 13, 2022 - Completed.</li> <li>3) Submission of RAD application - For RAD applications RHA relies on the HUD funded Technical Assistance (TA) provider, Mike Andrews, to support the preparation and submission of the application. This year there was some service interruption due to contracting that impacted the preparation of the RAD application. HUD staff has informed RHA there are still some hours available for TA assistance and will also research the possibility of extending the contract. RHA has also notified the HUD local office that RHA will also research the possibility of a contract with the TA provider. With access to additional TA hours, the goal is to submit the RAD application by October 2023.</li> </ol> <p>Approach - RHA and MBS assume a “non-debt” RAD/Section 18 Small PHA Blend conversion for Richmond Village I, II, and III. This</p>	

		is a change from the plan reflected in the PHARS Agreement. At the time the PHARS Agreement was executed, this option was not available. "No debt" conversions are the most streamlined of all RAD conversions.	
Richmond Village III	6.1	SAC Acceptance of a complete Section 18 PIC Application	05/30/2021
Richmond Village III	6.2	Receive Tenant Protection Vouchers	06/30/21
Richmond Village III	6.3	Closing/Conveyance/Start Construction	12/31/2021
Update 6.1 to 6.3		<p>Close RAD Conversion</p> <p>This task no longer applies as a result of the change mentioned above under Richmond Village I &amp; II task 5.2.</p> <p>Closing will occur for Richmond Village I, II, and III simultaneously as part of a RAD/Section 18 Small PHA Blend conversion</p>	
Other	7.2	Complete HCV Close Out Audit	04/26/2020
Update 7.2:		<p>As you are aware, in order to complete the 2019 HCV, Close out Audit, RHA had to address previous year audits that were not submitted. 2017 Audited Financial statements were completed, issued, submitted to REAC and approved. 2018 Audited Financial statements were completed, issued, submitted to REAC, and RHA is waiting for HUD review and approval. 2019 Financial data, including updated trial balances and bank reconciliations, was submitted to the auditor for review. The current goal is to complete the HCV Close Out Audit by December 2023. RHA has also had success in submitting the Unaudited/Single Audit -- we have submitted to REAC the 2020 unaudited and received HUD approval, and staff is now working on 2021 unaudited for submission.</p>	

**HOUSING ADVISORY COMMISSION**  
**Monday, September 11, 2023 – 3:30 PM**  
**450 Civic Center Plaza, Richmond, CA 94804**  
**Zoom**

**MINUTES**

**1. Call to order**

The meeting was called to order by Housing Advisory Commissioner and Chair Carol Hegstrom at 3:38pm.

**2. Roll Call**

*Present:*

Commissioners: Carol Hegstrom (Chair), Jaycine Scott (Vice Chair), Dena Nelson (Secretary), Philena Cosby, Y'Anad Burrell

RHA Staff: Gabino Arredondo (RHA Executive Director), Gregory Palamino

Council Liaison: Cesar Zepeda

*Absent:* Toni Autry

*Vacancies:* 1

**3. WELCOME AND MEETING PROCEDURES**

**4. AGENDA REVIEW AND ADOPTION** – No change.

**5. APPROVAL OF MINUTES**- June minutes approved and seconded; motion passes unanimously.

**6. INTRODUCTION OF INVITED GUESTS:**

None

**7. EXECUTIVE DIRECTOR'S UPDATE:**

- RHA's annual budget was approved. It will provide transparency on the city subsidy and demonstrates that RHA is fully staffed (Note that after RHA no longer needs the staff due to asset repositioning the staff can be integrated back into other City of Richmond positions)
- RHA staff are working on transitioning Nystrom units to new tenants as smoothly as possible.
  - 4 units had fires so can't easily be made ready for occupancy
  - Waitlist is down to about 250 participants

- RHA is now able to do better lease enforcement
- Monitoring work at Nevin Plaza
- RHA has been completing financial audits: 2017 and 2018 are now done and 2019 will be next (note that 2019 will cover the last year that Section 8 was run by RHA)
- RHA has been working with Public Works on trash pickup issue
- Board meeting tomorrow September 12th at City Council meeting

## 8. HOUSING ADVISORY COMMISSIONERS' REPORTS

- Commissioner Burrell: Upcoming EPA mandated testing on housing that had lead pipes in the 1940s. East Bay MUD will be doing a community presentation. Hundreds of addresses in Richmond impacted, but not RHA properties.
- Chair Hegstrom: Will need to resign from this Housing Advisory Commission in order to stay on city police commission.

## 9. HOUSING ADVISORY COMMISSIONER APPOINTMENTS

None

## 10. PRESENTATIONS

## 11. RECOMMENDATIONS TO THE HOUSING AUTHORITY BOARD OF COMMISSIONERS

- ADOPT a resolution approving a first contract amendment with Doherty's Truck & Auto Rental increasing the contract amount by \$30,858, for a total contract amount not to exceed \$40,858, with a term extending through June 30, 2025, for the rental of a truck used for maintenance and unit turnover activities
  - Councilmember Zepeda: Could the city buy a truck and rent it to you?
  - Director Arredondo: RHA has asked that in the past. Usually RHA has to pay for its own truck.
  - Councilmember Zepeda: Will provide an update on purchasing an electric vehicle
  - **Moved, seconded, passed unanimously**
- ADOPT a resolution authorizing an emergency contract with Nichols Consulting Engineers (NCE) for \$13,600 plus a 10 percent contingency of \$1,360, for a total contract amount not to exceed \$14,960, with a term ending August 1, 2024, to complete a Part 58 Environmental Review - Richmond Housing Authority (Gabino Arredondo 510-620-6606).
  - Environmental review is six weeks in, twelve weeks total

- The city paid up front for Nevin elevator repairs. RHA needs environmental review to use the HUD capital fund
- The review will allow for future use of funds at Nystrom including playground repairs. This requires Native American consultation.
- **Moved, seconded, passed unanimously**
- Review and Authorizing submission of the proposed Annual Plan to the US Department of Housing and Urban Development (HUD).
  - The PHA plan will be presented to the board on October 26th
  - It aligns with the Public Housing Agency Recovery and Sustainability (PHARS) agreement
  - Reflects movement forward on Nystrom Village and Richmond Village I, II and III
  - Commissioner comment to add more information on Statement of Need. A recommendation was to include information from the recently adopted Housing element.
  - **Moved, seconded, passed unanimously**

## 12. OPEN FORUM

Cordell Himler: Upcoming El Cerrito Chamber of Commerce mixer event

## 13. OLD BUSINESS

- Nevin Plaza update: once property finishes construction, needs to transition to permanent financing, hope to close in November; have pre-approval, have to show that the construction went well and that they will be getting the Section VIII vouchers
  - need to get rid of comcast agreement from the 80s
  - receiving complaints about empty lot from neighbor. Working toward landscaping contract
  - EAH shared an update with pictures on Nevin Plaza progress that Director Arredondo shared with commissioners; and it was noted that Brian from EAH should be posting their updates at Nevin; not just presenting at North & East
    - Commissioner Scott: they say they will do certain things at certain times but then they change it after we've planned around it
- Nystrom:
  - Sent draft Master Development Agreement (MDA) to McCormick Baron Salazar

(MBS) last Friday, hope to get it approved by end of the month

- Richmond Village
  - Need to submit application - will be getting help from Mike Andrews again
  - Currently RHA is a pass-through for tenant rent
  - John Stewart serves as the property manager
  - The property doesn't need full rehab, but once application is approved, rent can go directly to the McCormick Baron Salazar

#### **14. NEW BUSINESS**

- Updating commission stipends
  - Housing advisory commission meetings:
    - previously stipend was \$25; documentation in municipal code shows \$12.50 per meeting
    - Commissioner Proposal: minimum wage x2= \$35
    - Proposal to only pay stipends to commissioners living in public housing
  - Richmond Housing Authority board meeting
    - previously were paid \$50; municipal code \$30
    - meetings last hours, night meeting, recommend \$50

#### **15. NEXT SCHEDULED MEETING**

Monday October 9, 2023

#### **16. ADJOURNMENT 4:49 pm**

**Certification by State or Local  
 Official of PHA Plans Consistency  
 with the Consolidated Plan or  
 State Consolidated Plan  
 (All PHAs)**

U. S Department of Housing and Urban Development

Office of Public and Indian Housing

OMB No. 2577-0226

Expires 3/31/2024

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

I, Gabino Arredondo, the Interim Executive Director  
*Official's Name* *Official's Title*

certify that the 5-Year PHA Plan for fiscal years 2023-2028 and/or Annual PHA Plan for fiscal  
 year 2023 of the Richmond Housing Authority is consistent with the  
*PHA Name*

Consolidated Plan or State Consolidated Plan including the Analysis of Impediments (AI) to Fair  
 Housing Choice or Assessment of Fair Housing (AFH) as applicable to the

City of Richmond, CA  
*Local Jurisdiction Name*

pursuant to 24 CFR Part 91 and 24 CFR §§ 903.7(o)(3) and 903.15.

Provide a description of how the PHA Plan's contents are consistent with the Consolidated Plan or State  
 Consolidated Plan.

Richmond's Consolidated Plan addresses both present and future housing needs of its residents. Housing  
 needs for renters and homeowners are identified at various income levels. Reducing excessive cost burden  
 emerges as the most significant need across the board for the majority of household groups. It is also one of  
 the leading precursors to becoming homeless, particularly when there is a limited availability of affordable  
 housing units. Related needs include reducing overcrowding, reducing difficulties for first-time  
 homebuyers, and creating more housing opportunities.

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: Gabino Arredondo	Title: Interim Executive Director
Signature:	Date:

The United States Department of Housing and Urban Development is authorized to solicit the information requested in this form by virtue of Title 12, U.S.  
 Code, Section 1701 et seq., and regulations promulgated thereunder at Title 12, Code of Federal Regulations. Responses to the collection of information  
 are required to obtain a benefit or to retain a benefit. The information requested does not lend itself to confidentiality. This information is collected to  
 ensure consistency with the consolidated plan or state consolidated plan.

Public reporting burden for this information collection is estimated to average 0.16 hours per year per response, including the time for reviewing  
 instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. HUD  
 may not collect this information, and respondents are not required to complete this form, unless it displays a currently valid OMB Control Number.

**Certifications of Compliance with  
PHA Plans and Related Regulations  
(Standard, Troubled, HCV-Only, and  
High Performer PHAs)**

U.S. Department of Housing and Urban Development  
Office of Public and Indian Housing  
OMB No. 2577-0226  
Expires 02/29/2016

**PHA Certifications of Compliance with the PHA Plan and Related Regulations including  
Required Civil Rights Certifications**

*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 has established a Resident Advisory Board or Boards, the membership of which represents the residents assisted by the PHA, consulted with this Resident Advisory Board or Boards in developing the Plan, including any changes or revisions to the policies and programs identified in the Plan before they were implemented, and considered the recommendations of the RAB (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.
4. 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.
5. 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.
6. The PHA will affirmatively further fair housing by examining their programs or proposed programs, identifying any impediments to fair housing choice within those programs, addressing 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 by maintaining records reflecting these analyses and actions.
7. For PHA Plans 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 2010-25);
  - 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 a 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 a 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).
8. The PHA will comply with the prohibitions against discrimination on the basis of age pursuant to the Age Discrimination Act of 1975.
9. 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.
10. 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.
11. 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.

12. The PHA will take appropriate affirmative action to award contracts to minority and women's business enterprises under 24 CFR 5.105(a).
13. 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.
14. 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.
15. The PHA will keep records in accordance with 24 CFR 85.20 and facilitate an effective audit to determine compliance with program requirements.
16. 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.
17. 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).
18. 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.
19. 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.
22. The PHA certifies that it is in compliance with applicable Federal statutory and regulatory requirements, including the Declaration of Trust(s).

---

PHA Name

---

PHA Number/HA Code

\_\_\_\_\_ Annual PHA Plan for Fiscal Year 20\_\_\_\_\_

\_\_\_\_\_ 5-Year PHA Plan for Fiscal Years 20\_\_\_\_\_ - 20\_\_\_\_\_

---

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

---

Title

---

Signature

---

Date

---



## **NOTICE OF PUBLIC HEARING**

### HOUSING AUTHORITY OF THE CITY OF RICHMOND Richmond, California

Notice is hereby given that a Public Hearing will be held before the Richmond Housing Authority (RHA) Board of Commissioners on Tuesday, October 24, 2023, at 6:25 PM in the City Council Chambers, 440 Civic Center Plaza, 1<sup>st</sup> Floor, Richmond, California, 94804. The Board of Commissioners will receive public comment on the following matter:

The 2023 Annual Public Housing Agency Plan (2023 Annual PHA Plan), which includes goals and objectives for the Housing Authority's future involvement in the provision of affordable housing in Richmond, through its Public Housing developments. The 2023 Annual PHA Plan will be submitted to the U.S. Department of Housing and Urban Development (HUD) after it is adopted by the RHA Board of Commissioners following the Public Hearing on October 24, 2023.

All interested people may appear and be heard.

Public notice of the 45-day public review period to consider the 2023 Annual PHA Plan was posted on the RHA Website as an agenda item on September 7, 2023, for discussion at the Housing Advisory Commission (HAC) Meeting held on September 11, 2023, comments were solicited. A webpage dedicated to the 2023 Annual PHA Plan was created on the RHA website to give background information on the plans development and ways for the public to provide feedback:

- [HAC Agenda Website](https://www.ci.richmond.ca.us/Archive.aspx?AMID=153)  
<https://www.ci.richmond.ca.us/Archive.aspx?AMID=153>
  - September 11, 2023, Meeting
- [RHA Annual Plan Website](https://www.ci.richmond.ca.us/3925/Policies-and-Annual-Plan)  
<https://www.ci.richmond.ca.us/3925/Policies-and-Annual-Plan>

The public may still submit written comments by addressing them to Gabino Arredondo, Interim Executive Director of the Housing Authority of the City of Richmond, 450 Civic Center Plaza, 2<sup>nd</sup> Floor, Richmond, California 94804 or send an email to [aarredondo@rhaca.org](mailto:aarredondo@rhaca.org) or call (510) 620-6606.

A copy of the draft 2023 Annual PHA Plan will be available for public inspection at the RHA Administrative Offices (450 Civic Center Plaza, 2<sup>nd</sup> floor, Richmond CA 94804) during regular working hours, 8:30 a.m. to 4:30 p.m.

This Public Hearing is required by the U.S. Department of Housing and Urban Development as part of the Quality Housing and Work responsibility Act of 1998.