

RESOLUTION NO. H.A. 03-16

A RESOLUTION OF THE HOUSING AUTHORITY
OF THE CITY OF LONG BEACH, CALIFORNIA,
APPROVING AN ANNUAL PLAN FOR FISCAL YEAR 2017

WHEREAS, the Quality Housing and Work Responsibility Act (QHWRA),
passed by the U.S. Congress and signed into law by the President in October of 1998
requires local housing authorities to annually prepare and submit to the U.S. Department
of Housing and Urban Development ("HUD") an Annual Plan; and

WHEREAS, prior to the submittal of said Plan, the Housing Authority of the
City of Long Beach, California, is to hold a public hearing to review and approve said
Plan; and

WHEREAS, the Housing Authority of the City of Long Beach, California,
has held the required public hearing and conducted the necessary review of the Housing
Authority's Annual Plan;

NOW, THEREFORE, the Housing Authority of the City of Long Beach,
California, resolves as follows:

Section 1. The Annual Plan of the Housing Authority of the City of Long
Beach, California, attached hereto as Exhibit "A" and incorporated herein by reference, is
hereby approved and adopted.

Section 2. The Clerk will certify to the passage of this resolution by the
Housing Authority of the City of Long Beach, California, and it will immediately take
effect.

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I certify that the foregoing resolution was adopted by the Housing Authority of the City of Long Beach, California, at its meeting of August 2, 2016, by the following vote of the qualified members of the Authority:

Ayes: Commissioners: Gonzalez, Pearce, Price, Supernaw,
Mungo, Uranga, Richardson, Tanzer,
Austin.

Noes: Commissioners: None.

Absent: Commissioners: Andrews.



Maia delo L. Garcia
City Clerk

OFFICE OF THE CITY ATTORNEY
CHARLES PARKIN, City Attorney
333 West Ocean Boulevard, 11th Floor
Long Beach, CA 90802-4684

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CERTIFICATE OF RECORDING OFFICER

I, the undersigned, the duly qualified and acting Clerk of the Housing Authority of the City of Long Beach, California, do certify:

1. That the attached resolution is a true and correct copy of a resolution as finally adopted by a duly called meeting of the Housing Authority of the City of Long Beach, California held on August 2, 2016 and duly recorded in the official records of the Governing Body; that the resolution has not been amended, modified, or rescinded, and is now in full force and effect;

2. That the meeting was duly convened and held in all respects in accordance with law; that to the extent required by law, due and proper notice of the meeting was given; that a legal quorum was present throughout the meeting and that a legally sufficient number of members of the Housing Authority of the City of Long Beach, California voted in the proper manner for adoption of the resolution; that all other requirements and proceedings under the law incident to the proper adoption or passage of the resolution, including publication, if required, have been duly fulfilled, carried out, and otherwise observed; that I am authorized to execute this Certificate; and that the seal affixed below constitutes the official seal of the Housing Authority of the City of Long Beach, California and this Certificate is executed under that official seal.

IN WITNESS WHEREOF, I have set my hand on August 2, 2016.



(Signature)
MARIA GARCIA
CITY CLERK

OFFICE OF THE CITY ATTORNEY
CHARLES PARKIN, City Attorney
333 West Ocean Boulevard, 11th Floor
Long Beach, CA 90802-4664

Exhibit A
2017 Draft Annual Plan

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

Applicability. Form HUD-50075-HCV is to be completed annually by HCV-Only PHAs. PHAs that meet the definition of a Standard PHA, Troubled PHA, High Performer PHA, Small PHA, or Qualified PHA do not need to submit this form. Where applicable, separate Annual PHA Plan forms are available for each of these types of PHAs.

Definitions.

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

A.	PHA Information.				
A.1	PHA Name: <u>Housing Authority City of Long Beach</u> PHA Code: <u>CA068</u> PHA Plan for Fiscal Year Beginning. (MM/YYYY). <u>01/2017</u> PHA Inventory (Based on Annual Contributions Contract (ACC) units at time of FY beginning, above) Number of Housing Choice Vouchers (HCVs) <u>1,351</u> PHA Plan Submission Type: <input checked="" type="checkbox"/> Annual Submission <input type="checkbox"/> Revised Annual Submission				
<p>Availability of Information. In addition to the items listed in this form, PHAs must have the elements listed below readily available to the public. A PHA must identify the specific location(s) where the proposed PHA Plan, PHA Plan Elements, and all information relevant to the public hearing and proposed PHA Plan are available for inspection by the public. Additionally, the PHA must provide information on how the public may reasonably obtain additional information of the PHA policies contained in the standard Annual Plan, but excluded from their streamlined submissions. At a minimum, PHAs must post PHA Plans, including updates, at the main office or central office of the PHA. PHAs are strongly encouraged to post complete PHA Plans on their official website</p>					
<input type="checkbox"/> PHA Consortia. (Check box if submitting a joint Plan and complete table below)					
Participating PHAs		PHA Code	Program(s) in the Consortia	Program(s) not in the Consortia	No. of Units in Each Program
Lead HA					

B. Annual Plan.	
B.1	<p>Revision of PHA Plan Elements. (a) Have the following PHA Plan elements been revised by the PHA since its last Annual Plan submission? Y N</p> <p> <input type="checkbox"/> <input type="checkbox"/> Housing Needs and Strategy for Addressing Housing Needs <input type="checkbox"/> <input type="checkbox"/> Deconcentration and Other Policies that Govern Eligibility, Selection, and Admissions <input type="checkbox"/> <input type="checkbox"/> Financial Resources <input type="checkbox"/> <input type="checkbox"/> Rent Determination <input type="checkbox"/> <input type="checkbox"/> Operation and Management <input type="checkbox"/> <input type="checkbox"/> Informal Review and Hearing Procedures <input type="checkbox"/> <input type="checkbox"/> Homeownership Programs <input type="checkbox"/> <input type="checkbox"/> Self Sufficiency Programs and Treatment of Income Changes Resulting from Welfare Program Requirements <input checked="" type="checkbox"/> <input checked="" type="checkbox"/> Substantial Deviation <input type="checkbox"/> <input type="checkbox"/> Significant Amendment/Modification </p> <p>(b) If the PHA answered yes for any element, describe the revisions for each element(s)</p> <p>The PHA plans to increase payment standards between 110% to 120% of SAFMR in an effort to meet market rate demands and increase success rate of lease up.</p>
B.2	<p>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 Project Based Vouchers <input checked="" type="checkbox"/> <input type="checkbox"/></p> <p>(b) If this activity is planned for the current Fiscal Year, describe the activities Provide the projected number of project-based units and general locations, and describe how project-basing would be consistent with the PHA Plan</p> <p>The PHA is undertaking a new PBV VASH only project at Anchor Place, a community operated by Century Villages on the west side of Long Beach. This will be 80 new vouchers.</p>
B.3	<p>Most Recent Fiscal Year Audit. (a) Were there any findings in the most recent FY Audit? Y N N/A <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/></p> <p>(b) If yes, please describe:</p>
B.4	<p>Civil Rights Certification Form HUD-50077 PHA Certifications of Compliance with the PHA Plans and Related Regulations. must be submitted by the PHA as an electronic attachment to the PHA Plan.</p>
B.5	<p>Certification by State or 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</p>
B.6	<p>Progress Report. Provide a description of the PHA's progress in meeting its Mission and Goals described in its 5-Year PHA Plan</p> <p>The PHA has increased availability of affordable housing with the acceptance or retiring HUD contracts and the expansion of PBV.</p>
B.7	<p>Resident Advisory Board (RAB) Comments. (a) Did the RAB(s) provide comments to the PHA Plan? Y N <input checked="" type="checkbox"/> <input type="checkbox"/></p> <p>(a) 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</p> <p>A RAB meeting was held on 5/3/16. Topics discussed were policies, grievance procedures, home ownership, FSS, activities to further fair housing, voucher search time and LEP access. In short, the RAB agreed to current PHA policies. Their suggestions were taken into consideration and implemented into the PHA Plan. Please see attachment for details.</p>

Instructions for Preparation of Form HUD-50075-HCV Annual PHA Plan for HCV Only PHAs

A. PHA Information. All PHAs must complete this section (24 CFR §903.23(d)(e))

A.1 Include the full PHA Name, PHA Code, PHA Type, PHA Fiscal Year Beginning (MM/YYYY), Number of 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.

PHA Consortia Check box if submitting a Joint PHA Plan and complete the table (24 CFR §943.128(a))

B. Annual Plan. All PHAs must complete this section (24 CFR §903.11(e)(3))

B.1 Revision of 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."

Housing Needs and Strategy for Addressing Housing Needs. Provide a statement addressing the housing needs of low-income, very low-income families who reside in the PHA's jurisdiction and other families who are on the Section 8 tenant-based waiting list. 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 and families with disabilities, and (iii) households of various races and ethnic groups residing in the jurisdiction or on the waiting list based on information provided by the applicable Consolidated Plan, information provided by HUD, and other generally available data. The identification of housing needs must address issues of affordability, supply, quality, accessibility, size of units, and location. (24 CFR §903.7(a)(1) and 24 CFR §903.7(e)(2)(i)). Provide a description of the PHA's strategy for addressing the housing needs of families in the jurisdiction and on the waiting list in the upcoming year. (24 CFR §903.7(a)(2)(ii))

Deconcentration and Other Policies that Govern Eligibility, Selection, and Admissions. A statement of the PHA's policies that govern resident or tenant eligibility, selection and admission including admission preferences for HCV. (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 HCV funding and other anticipated Federal resources available to the PHA, as well as tenant rents and other income available to support 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 rental contributions of families receiving tenant-based assistance, discretionary minimum tenant rents, and payment standard policies. (24 CFR §903.7(d))

Operation and Management. A statement that includes a description of PHA management organization, and a listing of the programs administered by the PHA. (24 CFR §903.7(e)(3)(4))

Informal Review and Hearing Procedures. A description of the informal hearing and review procedures that the PHA makes available to its applicants. (24 CFR §903.7(f))

Homeownership Programs. A statement describing any homeownership programs (including project number and unit count) administered by the agency under section 8y of the 1937 Act, or for which the PHA has applied or will apply for approval. (24 CFR §903.7(k))

Self-Sufficiency Programs and Treatment of Income Changes Resulting from Welfare Program Requirements. A description of any PHA programs relating to services and amenities coordinated, promoted, or provided by the PHA for assisted families, including those resulting from the PHA's partnership with other entities, for the enhancement of the economic and social self-sufficiency of assisted families, including programs provided or offered as a result of the PHA's partnerships with other entities, and activities under section 3 of the Housing and Community Development Act of 1968 and under requirements for the Family Self-Sufficiency Program and others. Include the program's size (including required and actual size of the FSS program) and means of allocating assistance to households. (24 CFR §903.7(l)(i)) Describe how the PHA will comply with the requirements of section 12(c) and (d) of the 1937 Act that relate to treatment of income changes resulting from welfare program requirements. (24 CFR §903.7(l)(iii))

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. Should the PHA fail to define "significant amendment/modification", HUD will consider the following to be "significant amendments or modifications": a) changes to rent or admissions policies or organization of the waiting list, or b) any change with regard to homeownership programs. See guidance on HUD's website at [Notice PIH 1999-51](#). (24 CFR §903.7(r)(2)(ii))

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

B.2 **New Activity.** If the PHA intends to undertake new activity using Housing Choice Vouchers (HCVs) for new Project-Based Vouchers (PBVs) in the current Fiscal Year, mark "yes" for this element, and describe the activities to be undertaken in the space provided. If the PHA does not plan to undertake this activity, mark "no." (24 CFR §983.57(b)(1) and Section 8(13)(C) of the United States Housing Act of 1937)

Project-Based Vouchers (PBV). Describe any plans to use HCVs for new project-based vouchers. If using PBVs, provide the projected number of project-based units and general locations, and describe how project-basing would be consistent with the PHA Plan.

- B.3 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 §903.11(c)(3), 24 CFR §903.7(p))
- B.4 Civil Rights Certification.** Form HUD-50077, *PHA Certifications of Compliance with the PHA Plans and Related Regulation*, 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 AFFH Certification if it can document that it examines its programs and proposed programs to identify any 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))
- B.5 Certification by State or Local Officials.** Form HUD-50077-SL, *Certification by State or Local Officials of PHA Plans Consistency with the Consolidated Plan*, including the manner in which the applicable plan contents are consistent with the Consolidated Plans, must be submitted by the PHA as an electronic attachment to the PHA Plan (24 CFR §903.15)
- B.6 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 §903.11(c)(3), 24 CFR §903.7(r)(1))
- B.7 Resident Advisory Board (RAB) comments.** If the RAB provided comments to 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(e), 24 CFR §903.19)

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 Annual PHA Plan. The Annual PHA Plan provides a ready source for interested parties to locate basic PHA policies, rules, and requirements concerning the PHA's operations, programs, and services, and informs HUD, families served by the PHA, and members of the public for serving the needs of low-income, very low-income, and extremely low-income families.

Public reporting burden for this information collection is estimated to average 4.5 hour 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.

Resident Advisory Board (RAB) Agenda

Housing Authority of the City of Long Beach

521 E. 4th Street

Long Beach, CA 90802

Tuesday, May 3, 2016

4:30 – 7:00 PM

- I. Food and Refreshments
- II. Welcome & Introduction to Housing Authority Staff
- III. Purpose of the Resident Advisory Board (RAB)
- IV. Need for Subsidized Housing in Long Beach
- V. Strategy for Addressing Needs/Housing Authority Programs
 - a. Section 8 Housing Choice Voucher
 - b. Housing Opportunities for People with AIDS/HIV (HOPWA)
 - c. Shelter Plus Care
 - d. VASH (Veterans Initiative)
 - e. Project Based Vouchers
 - f. Family Self Sufficiency (FSS)
 - g. Homeownership
 - h. Homeless Assistance
- VI. Waiting List
- VII. Payment Standards & Subsidy/Occupancy Standards
- VIII. Overview of Five-Year and One-Year Plans
- IX. Comments & Questions
- X. Approval of Proposed Plan

2017 RAB Meeting Comments

At the RAB meeting on May 3, 2016, we reviewed all components of the Annual Plan as well as additional issues. The RAB had the following comments:

Components of the Plan

1. PHA's policies that govern eligibility, selection, and admissions
 - Preferences:
 - The RAB would like the HACLB to make homelessness a preference in addition to setting aside vouchers. The RAB also understood that the HACLB provides vouchers for those who are homeless as part of its continuum of care program and through its project-based housing.
 - The RAB would also like the HACLB to make a preference for seniors (not just those who cannot work due to age). The RAB agreed with the federal definition of senior as someone who is older than 62.
 - The RAB thought that all current preferences should remain in effect.
 - Waiting list
 - The RAB would like seniors and those with disabilities to be given a preference when the waitlist opens for the voucher program.
 - The RAB agreed that current preferences should also be applied.
 - When the waitlist opens, the RAB recommends that the HACLB apply the preferences and then randomize to create the waitlist.
 - The RAB agreed with the Housing Authority's suggestion that the waitlist expire in 5 years. The RAB also thought that the HACLB could create a small preference for those who are on the waitlist when it expires and re-apply when the waitlist opens.
 - Policy for Criminal and Drug Activity screening
 - For violent criminal activity, the RAB recommended increasing the ban to 5 years prior to admission
 - For drug-related criminal activity, the RAB recommended that the HACLB consider successful completion of rehabilitation program or first time offenders as a mitigating factor to relax the timeframe

2. Rent policies: minimum rents and payment standard policies
 - Minimum rent
 - The RAB agreed that an increase to \$50.00 minimum rent would be appropriate
 - Payment standards
 - The RAB would like the HACLB to raise the current payment standards to 120% of fair market rents because rental prices in Long Beach have increased

3. Statement of PHA grievance procedures: informal review procedures for applicants and hearing procedures for participants
 - Grounds for Termination
 - The RAB recommended adopting the language regarding evictions that has been adopted by other housing authorities, which states that a settlement of an eviction case is not sufficient to terminate a participant from the program.
 - The RAB agreed that participants who violated their family obligations should be terminated even if they settled an eviction case out of court. The RAB also agreed that a settlement itself could not be the ground for termination.
 - The RAB recommended considering the following mitigating factors for drug-related and criminal activity in addition to the factors the HACLB already considers:
 - Successful drug rehabilitation or willingness to complete drug rehabilitation
 - Whether crime was a felony
 - Whether person was convicted
 - The RAB recommended that the HACLB not terminate unless the participant was convicted of a crime

4. Statement of home ownership program
 - The RAB suggested that the HACLB reach out to financial institutions to find lenders for the home ownership program.

5. Statement of PHA's self-sufficiency programs: program size (both required and actual size) and means of allocating assistance to households
 - The RAB thought the HACLB should continue with the program as is

6. Conducting Activities to Affirmatively further fair housing
 - The RAB suggested that the HACLB consider the following:
 - Increasing the payment standard in un-impacted areas because these areas are more expensive

- Hire someone to conduct outreach and network in un-impacted areas because landlords in these areas do not want to rent to voucher holders
- Reinstate a housing locator program and hire a housing locator to help voucher holders find housing in un-impacted areas

Additional Issues

1. Voucher Search Time

- The RAB suggested that in addition to its current policies, the HACLB should extend the voucher search-time if the tenant shows proof of searching for housing

2. LEP Access

- The RAB said that the HACLB does not have a consistent process for providing interpretation or translation of vital documents for LEP voucher holders. Increased language access is needed for LEP residents.
- Interpreters are not always available. This is dependent on the availability of a bi-lingual case worker.
- Vital documents are not translated into languages other than English.
- Voucher holders have asked front desk staff to assist with translation of documents or filling out of documents and have been told that they cannot be assisted with this.
- There is a great need for translation of vital documents, such as the voucher packet, move documents, leases and notices.
- There is no signage in the HA lobby explaining that language access assistance is available upon request. This would be very useful.

Other Matters of Interest or Concern to RAB Members

- The RAB requested that a more detailed agenda be provided to members in advance of the meeting, so members could come prepared with questions and suggestions.
- The RAB requested that it be convened again, with additional members, to discuss and share comments regarding the PLA Annual Plan and Admin. Plan.

A motion was made by Commissioner Pearce, seconded by Commissioner Uranga, to approve recommendation. The motion carried by the following vote:

Yes: 8 - Gonzalez, Pearce, Price, Supernaw, Mungo, Uranga, Richardson and Tanzer

Absent: 1 - Andrews

2. 16-0670 Recommendation to receive and file Housing Authority Financial and Operational Performance Report for May 2016. (Citywide)

A motion was made by Commissioner Mungo, seconded by Austin, to approve recommendation. The motion carried by the following vote:

Yes: 8 - Gonzalez, Pearce, Price, Supernaw, Mungo, Uranga, Richardson and Tanzer

Absent: 1 - Andrews

3. 16-0671 Recommendation to conduct a public hearing to review the proposed revision of the Annual Plan (2017), receive supporting documentation into the record, conclude the hearing, adopt resolution to certify the revised Annual Plan, and authorize Deputy Executive Director to transmit them to the Department of Housing and Urban Development (HUD). (Citywide)

A motion was made by Commissioner Supernaw, seconded by Commissioner Gonzalez, to approve recommendation and adopt Resolution No. H.A. 03-16. The motion carried by the following vote:

Yes: 8 - Gonzalez, Pearce, Price, Supernaw, Mungo, Uranga, Richardson and Tanzer

Absent: 1 - Andrews

Enactment No: H.A. 03-16