
HUD50075

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

PHAPlan

Annual Plan for Fiscal Year 2002
Five Year Plan 2002 - 2006

Housing Authority of the County of Contra Costa

HUD50075
OMB Approval No. 2577 -0226
Expires: 03/31/2003

**NOTE: THIS PHAPLAN TEMPLATE (HUD50075) IS TO BE COMPLETED IN
ACCORDANCE WITH INSTRUCTIONS LOCATED IN APPLICABLE PIH NOTICES**

**PHA Plan
Agency Identification**

PHAName: Housing Authority of the County of Contra Costa

PHANumber: CA011

PHA Fiscal Year Beginning: 4/1/2002

Public Access to Information

Information regarding any activities outlined in this plan can be obtained by contacting: (select all that apply)

- Main administrative office of the PHA
- PHA development management offices
- PHA local offices

Display Locations For PHA Plans and Supporting Documents

The PHA Plans (including attachments) are available for public inspection at: (select all that apply)

- Main administrative office of the PHA
- PHA development management offices
- PHA local offices
- Main administrative office of the local government
- Main administrative office of the County government
- Main administrative office of the State government
- Public library
- PHA website
- Other (list below)

PHA Plan Supporting Documents are available for inspection at: (select all that apply)

- Main business office of the PHA
- PHA development management offices
- Other (list below)

PHA Identification Section, Page 1

**AnnualPHAPlan
PHAFiscalYear200 2**
[24CFRPart903.7]

i. AnnualPlanType:

SelectwhichtypeofAnnualPlanthePHAwillsubmit.

StandardPlan

StreamlinedPlan:

- HighPerformingPHA**
- SmallAgency(<250PublicHousingUnits)**
- AdministeringSection8Only**

TroubledAgencyPlan

ii. ExecutiveSummaryoftheAnnualPHAPlan

[24CFRPart903.79(r)]

ProvideabriefoverviewoftheinformationintheAnnualPlan,includinghighlightsofmajorinitiatives anddiscretionarypolicies,thePHAhasincludedintheAnnualPlan.

ThisAnnualPlanincludesanewlyupdatedandsignificantlychanged Section8 AdministrativePlan and PublicHousingPlan ,tobeadoptedwithin60daysofthis submittal.Thegeneraldirectionofthenewpoliciesisasfollows:

- QualityHousingandWorkResponsibilityAct(QHWRA)conformance.
- Improvedhousingquality.
- Increasingchoicesandflexibilityforhouseholds.
- Providingvehiclesforgreaterincomemixesandbalances.
- Creating safer andhealthiercommunities.
- Maintainingfairandconsistentpracticesandsystems.

Housingassessments,financialstatus,capitalneeds,deconcentrationplans,rent strategyandotherplanninginformationisincludedherein.

Someinformationnotrequired ofhighperformingagenciesisalsoincludedasaprudentmeasure.

Annual Plan Table of Contents

[24CFR Part 903.79(r)]

Provide a table of contents for the Annual Plan, including attachments, and a list of supporting documents available for public inspection.

Table of Contents

	<u>Page#</u>
Annual Plan	
i. Executive Summary.....	4
ii. Table of Contents.....	5
1. Housing Needs.....	8 -15
2. Financial Resources.....	15
3. Policies on Eligibility, Selection and Admissions.....	16-25
4. Rent Determination Policies.....	25 -29
5. Operations and Management Policies	-NOTREQUIRED
6. Grievance Procedures	-NOTREQUIRED
7. Capital Improvement Needs.....	31 -33
8. Demolition and Disposition.....	33-34
9. Designation of Housing	-NOTREQUIRED
10. Conversion of Public Housing	-REQUIRED
11. Homeownership	--NOTREQUIRED
12. Community Service Programs	-NOTREQUIRED
13. Crime and Safety	-PHDEP -NOTREQUIRED
14. Pets	-NOTREQUIRED
15. Civil Rights Certifications (included with PHA Plan Certifications)	
16. Audit.....	43
17. Asset Management	-NOTREQUIRED
18. Other Information.....	44 -47
PHA Plans Certifications	
Certificate of Consistency with the <u>Contra Costa County Consolidated Plan</u>	

Attachments

Indicate which attachments are provided by selecting all that apply. Provide the attachment's name (A, B, etc.) in the space to the left of the name of the attachment. Note: If the attachment is provided as a **SEPARATE** file submission from the PHA Plans file, provide the filename in parentheses in the space to the right of the title.

Required Attachments:

- Admissions Policy for Deconcentration
- FY2002 Capital Fund Program Annual Statement
- Most recent board -approved operating budget (Required Attachment for PHAs that are troubled or at risk of being designated troubled ONLY)
- Component 3(6), Deconcentration and Income Mixing
- Component 10(B) Voluntary Conversion Initial Assessments

Optional Attachments:

- PHA Management Organizational Chart
- Public Housing Drug Elimination Program (PHDEP) Plan –see PHDEP template
- Comments of Resident Advisory Board or Boards (must be attached if not included in PHA Plan text)
- Other (List below, providing each attachment name)
 - Attachment A: Minutes Resident Advisory Board (RAB) 01/16/02
 - Attachment B: List of Members of Governing Board of Commissioners
 - Attachment C: List of Members of Advisory Housing Commission
 - Attachment D: Statement of Progress
 - Attachment E: Contra Costa Consolidated Plan, April 2000, Cover Sheet
 - Attachment F: HUD50075; Annual Statement/Performance and Evaluation Report Capital Fund Program
 - Attachment G: List of Members of Resident Advisory Board (RAB), 2002
 - Attachment H: Minutes of RAB; June 26, 2002
 - Attachment I: Public Hearing Agenda; July 15, 2002
 - Attachment J Public Hearing Minutes; July 15, 2002

Supporting Documents Available for Review

Indicate which documents are available for public review by placing a mark in the “Applicable & On Display” column in the appropriate rows. All listed documents must be on display if applicable to the program activities conducted by the PHA.

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Applicable Plan Component
X	PHA Plan Certifications of Compliance with the PHA Plans and Related Regulations	5 Year and Annual Plans
X	State/Local Government Certification of Consistency with the Consolidated Plan	5 Year and Annual Plans
X	Fair Housing Documentation: Records reflecting that the PHA has examined its programs or proposed programs, identified any impediments to fair housing choice in those programs, addressed or is addressing those impediments in a reasonable fashion in view of the resources available, and worked or is working with local jurisdiction to implement any of the jurisdiction's initiatives to affirmatively further fair housing that require the PHA's involvement.	5 Year and Annual Plans
X	Consolidated Plan for the jurisdiction/s in which the PHA is located (which includes the Analysis of Impediments to Fair Housing Choice (AI)) and any additional backup data to support statement of housing needs in the jurisdiction	Annual Plan: Housing Needs
X	Most recent board -approved operating budget for the public housing program	Annual Plan: Financial Resources;

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Applicable Plan Component
X	Public Housing Admissions and (Continued) Occupancy Policy (A&O), which includes the Tenant Selection and Assignment Plan [TSAP]	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Section 8 Administrative Plan	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Public Housing Deconcentration and Income Mixing Documentation: 1. PHA board certifications of compliance with deconcentration requirements (section 16(a) of the US Housing Act of 1937, as amended in the 2/18/99 <i>Quality Housing and Work Responsibility Act Initial Guidance; Notice</i> and any further HUD guidance) and 2. Documentation of the required deconcentration and income mixing analysis	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Public housing rent determination policies, including the methodology for setting public housing flat rents <input type="checkbox"/> check here if included in the public housing A&O Policy	Annual Plan: Rent Determination
X	Schedule of flat rents offered at each public housing development <input type="checkbox"/> check here if included in the public housing A&O Policy	Annual Plan: Rent Determination
X	Section 8 rent determination (payment standard) policies <input type="checkbox"/> check here if included in Section 8 Administrative Plan	Annual Plan: Rent Determination
X	Public housing management and maintenance policy documents, including policies for the prevention or eradication of pest infestation (including cockroach infestation)	Annual Plan: Operations and Maintenance
X	Public housing grievance procedures <input checked="" type="checkbox"/> check here if included in the public housing A&O Policy	Annual Plan: Grievance Procedures
X	Section 8 informal review and hearing procedures <input checked="" type="checkbox"/> check here if included in Section 8 Administrative Plan	Annual Plan: Grievance Procedures
X	The HUD - approved Capital Fund/Comprehensive Grant Program Annual Statement (HUD 52837) for the active grant year	Annual Plan: Capital Needs
X	Most recent CIAP Budget/Progress Report (HUD 52825) for any active CIAP grant	Annual Plan: Capital Needs
X	Most recent, approved 5 Year Action Plan for the Capital Fund/Comprehensive Grant Program, if not included as an attachment (provided at PHA option)	Annual Plan: Capital Needs
NA	Approved HOPE VI applications or, if more recent, approved or submitted HOPE VI Revitalization Plans or any other approved proposal for development of public housing	Annual Plan: Capital Needs

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Applicable Plan Component
X	Approvedorsubmittedapplicationsfordemolitionand/or dispositionofpublichousing	AnnualPlan:Demolition andDisposition
NA	Approvedorsubmittedapplicationsfordesignationofpublic housing(DesignatedHousingPlans)	AnnualPlan:Designationof PublicHousing
NA	Approvedorsubmittedassessmentsofreasonable revitalizationofpublichousingandapprovedorsubmitted conversionplanspreparedpursuanttosection202ofthe 1996HUDAppropriationsAct	Annual Plan:Conversionof PublicHousing
NA	Approvedorsubmittedpublichousinghomeownership programs/plans	AnnualPlan: Homeownership
NA	PoliciesgoverninganySection8Homeownershipprogram <input type="checkbox"/> checkhereifincludedinth eSection8 AdministrativePlan	AnnualPlan: Homeownership
NA	AnycooperativeagreementbetweenthePHAandtheTANF agency	AnnualPlan:Community Service&Self -Sufficiency
X	FSSActionPlan/sforpublichousingand/orSection8	AnnualPlan:Community Service&Self -Sufficiency
X	Mostrecentself -sufficiency(ED/SS,TOPorROSSorother residentservicesgrant)grantprogramreports	AnnualPlan:Community Service&Self -Sufficiency
X	ThemostrecentPublicHousingDru gEliminationProgram (PHEDEP)semi -annualperformancereportforanyopen grantandmostrecentlysubmittedPHDEPApplication (PHDEPPlan)	AnnualPlan:Safetyand CrimePrevention
X	ThemostrecentfiscalyearauditofthePHAconducted underse ction5(h)(2)oftheU.S.HousingActof1937(42U. S.C.1437c(h)),theresultsofthatauditandthePHA’s responsetoanyfindings	AnnualPlan:AnnualAudit
NA	TroubledPHAs:MOA/RecoveryPlan	TroubledPHAs
X	Othersupportingdocumen ts(optional) (listindividually;useasmanylinesasnecessary)	(specifyasneeded)
	DetachedExecutiveSummary	

1.StatementofHousingNeeds

[24CFRPart903.79(a)]

A.HousingNeedsofFamiliesintheJurisdiction/sServedbythePHA

BasedupontheinformationcontainedintheConsolidatedPlan/sapplicabletothejurisdiction,and/or otherdataavailabletothePHA,provideastatementofthehousingneedsinthejurisdictionby completingthefollowingtable.Inthe“Overall”Needscolumn,providetheestimatednumberofrenter familiesthathavehousingneeds.Fortheremainingcharacteristics,ratetheimpactofthatfactoronthe housingneedsforeachfamilytype,from1to5,with1being“noimpact”and5being“severeimpact.” UseN/AtoindicatethatnoinformationisavailableuponwhichthePHAcannmakethisassessment.

Revised4/04/01

HousingNeedsofFamiliesintheJurisdiction byFamilyType							
FamilyType	Overall	Afford-ability	Supply	Quality	Access-ibility	Size	Loca-tion

Housing Need of Families in the Jurisdiction by Family Type							
Family Type	Overall	Afford-ability	Supply	Quality	Access-ibility	Size	Loca-tion
Income <= 30% of AMI	11,296	5	5	3	2	5	5
Income > 30% but <= 50% of AMI	9,810	5	5	3	2	4	5
Income > 50% but < 80% of AMI	9,363	5	5	3	2	3	4
Elderly	6,136	5	5	4	4	2	3
Families with Disabilities	8,208	5	4	4	4	3	3
Race/Ethnicity White	30,569	4	3	3	2	2	2
Race/Ethnicity Hispanic	4,607	5	5	4	3	5	4
Race/Ethnicity Asian/Pac. Island	1,166	2	2	2	2	2	2
Race/Ethnicity Black	3,088	5	5	4	3	4	4

What sources of information did the PHA use to conduct this analysis? (Check all that apply; all materials must be made available for public inspection.)

- Consolidated Plan of the Jurisdiction/s
Indicate year: 2000 - 2005
- U.S. Census data: the Comprehensive Housing Affordability Strategy ("CHAS") dataset
- American Housing Survey data
Indicate year:
- Other housing market study
Indicate year:
- Other sources: (list and indicate year of information)
Consolidated Plan of the City of Richmond 1997 - 2002
Consultant - 1999

B. Housing Need of Families on the Public Housing and Section 8 Tenant-Based Assistance Waiting Lists

State the housing needs of the families on the PHA's waiting list/s. **Complete one table for each type of PHA - wide waiting list administered by the PHA.** PHA may provide separate tables for site - based or sub - jurisdictional public housing waiting lists at their option.

Revised4/04/01

HousingNeedsofFamiliesontheWaitingList			
Waitinglisttype:(selectone)			
<input checked="" type="checkbox"/> Section8tenant -basedassistance			
<input type="checkbox"/> PublicHousing			
<input type="checkbox"/> CombinedSection8andPublicHousing			
<input type="checkbox"/> PublicHousingSite -Basedorsub -jurisdictionalwaitinglist(optional)			
Ifused,identifywhichdevelopment/subjurisdiction:			
	#offami lies	%oftotalfamilies	AnnualTurnover
Waitinglisttotal	7,773		1,755
Extremelylowincome <=30%AMI	5,441	70	
Verylowincome (>30%but<=50% AMI)	1,632	21%	
Lowincome (>50%but<80% AMI)	700	9%	
Familieswithchildren	4,376	73%	
Elderly families	233	4%	
Familieswith Disabilities	760	13%	
Race/ethnicity Blacknon -Hispanic	4,316	56%	
Race/ethnicity White,non -Hispanic	2,576	33%	
Race/ethnicity Asian,non -Hispanic	88	1%	
Race/ethnicity NativeAmerican	415	5%	
Race/ethnicity WhiteHispanic	378	5%	
Characteristicsby BedroomSize (PublicHousing Only)	NA	NA	NA
1BR	NA	NA	NA
2BR	NA	NA	NA
3BR	NA	NA	NA
4BR	NA	NA	NA

HousingNeedsofFamiliesontheWaitingList			
5BR	NA	NA	NA
5+BR	NA	NA	NA
Isthewaitinglistclosed(selectone)? <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes			
Ifyes:			
Howlonghasitbeenclosed(#ofmonths)?11			
DoesthePHAexpecttoreopentheListinthePHAPlanyear? <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes			
DoesthePHApermitspecificcategoriesoffamiliesontothewaitinglist,evenifgenerallyclosed? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes			
Revised4/04/01			

HousingNeedsofFamiliesontheWaitingList			
Waitinglisttype:(selectone)			
<input type="checkbox"/> Section8tenant -basedassistance			
<input checked="" type="checkbox"/> PublicHousing			
<input type="checkbox"/> CombinedSection8andPublicHousing			
<input type="checkbox"/> PublicHousingSite -Basedorsub -jurisdictionalwaitinglist(optional)			
Ifused,identifywhichdevelopment/subjurisdiction:			
	#offamilies	%oftotalfamilies	AnnualTurnover
Waitinglisttotal	4,073		955
Extremelylow income<=30%AMI	3,649	89.6%	
Verylowincome (>30%but<=50%AMI)	365	9.3%	
Lowincome (>50%but<80%AMI)	59	1.1%	
Familieswith children	3,268	80%	
Elderlyfamilies	325	8%	
Familieswith Disabilities	480	12%	
Race/ethnicity White	1,303	32%	
Race/ethnicity Hispanic	573	14%	
Race/ethnicity Asian/Pac.Islander	283	7%	
Race/ethnicity Black	1,914	47%	

Housing Needsof Familiesonthe WaitingList			
Characteristicsby BedroomSize (PublicHousing Only)			
1BR	1,744	43%	0
2BR	1,533	38%	74
3BR	629	15%	42
4BR	165	4%	58
5BR	2	0%	0
5+BR	NA	NA	NA
Isthewaitinglistclosed(selectone)?No <input type="checkbox"/> Yes <input checked="" type="checkbox"/> Ify es: Howlonghasitbeenclosed(#ofmonths)?24months DoesthePHAexpecttoreopenthe listinthePHAPlanyear? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes DoesthePHApermitspecificcategoriesoffamiliesontothewaitinglist,evenif generallyclosed? <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes			

C.StrategyforAddressingNeeds

ProvideabriefdescriptionofthePHA'sstrategyforaddressingthehousingneedsoffamiliesinthe jurisdictionandonthewaitinglist **INTHEUPCOMINGYEAR**,an dtheAgency'sreasonsfor choosingthisstrategy.TheHAanticipatestheopeningoftheSection8Waitlist.TheHAcontinuesto havethePublicHousingWaitlistopentoseniorsandthedisabled.

(1)Strategies

Need:Shortageofaffordablehousingfor alleligiblepopulations

Strategy1.MaximizethenumberofaffordableunitsavailabletothePHAwithin itscurrentresourcesby:

Selectallthatapply

- Employeffectivemaintenanceandmanagementpoliciestominimizethe numberofpublichousingunitsoff -line
- Reduceturnovertimeforvacatedpublichousingunits
- Reducetimetorenovatepublichousingunits
- Seekreplacementofpublichousingunitslosttotheinventorythroughmixed financedevelopment
- Seekreplacementofpublichousingunitslosttotheinventorythroughsection 8replacementhousingresources
- Maintainorincreasesection8lease -upratesbyestablishingpaymentstandards thatwillenablefamielstorenthroughoutthejurisdiction
- Undertakemeasurestoensureaccesstoaffordablehousingamongfamilies assistedbythePHA,regardlessounitsizerequired

- Maintain or increase section 8 lease -uprates by marketing the program to owners, particularly those outside of areas of minority and poverty concentration
- Maintain or increase section 8 lease -uprates by effectively screening Section 8 applicants to increase owner acceptance of program
- Participate in the Consolidated Plan development process to ensure coordination with broader community strategies
- Other (list below)

Strategy 2: Increase the number of affordable housing units by:

Select all that apply

- Apply for additional section 8 units should they become available
- Leverage affordable housing resources in the community through the creation of mixed -finance housing
- Pursue housing resources other than public housing or Section 8 tenant -based assistance.
- Other: (list below)

Need: Specific Family Types: Families at or below 30% of median

Strategy 1: Target available assistance to families at or below 30% of AMI

Select all that apply

- Exceed HUD federal targeting requirements for families at or below 30% of AMI in public housing
- Exceed HUD federal targeting requirements for families at or below 30% of AMI in tenant -based section 8 assistance
- Employ admissions preferences aimed at families with economic hardships
- Adopt rent policies to support and encourage work
- Other: (list below)

Need: Specific Family Types: Families at or below 50% of median

Strategy 1: Target available assistance to families at or below 50% of AMI

Select all that apply

- Employ admissions preferences aimed at families who are working
- Adopt rent policies to support and encourage work
- Other: (list below)

Need: Specific Family Types: The Elderly

Strategy 1: Target available assistance to the elderly:

Select all that apply

- Seek designation of public housing for the elderly

- Apply for special -purpose voucher targeted to the elderly, should they become available
- Other: (list below)
Consider near elderly outreach in future.

Need: Specific Family Types: Families with Disabilities

Strategy 1: Target available assistance to Families with Disabilities:

Select all that apply

- Seek designation of public housing for families with disabilities
- Carry out the modifications needed in public housing based on the section 504 Needs Assessment for Public Housing
- Apply for special -purpose voucher targeted to families with disabilities, should they become available
- Affirmatively market to local non -profit agencies that assist families with disabilities
- Other: (list below)

Need: Specific Family Types: Races or ethnicities with disproportionate housing needs

Strategy 1: Increase awareness of PHA resources among families of races and ethnicities with disproportionate needs:

Select if applicable

- Affirmatively market to races/ethnicities shown to have disproportionate housing needs
- Other: (list below)

Strategy 2: Conduct activities to affirmatively further fair housing

Select all that apply

- Counsel section 8 tenants as to location of units outside of areas of poverty or minority concentration and assist them to locate those units
- Market the section 8 program to owners outside of areas of poverty/minority concentrations
- Other: (list below)

Other Housing Needs & Strategies: (list needs and strategies below)

(2) Reasons for Selecting Strategies

Of the factors listed below, select all that influenced the PHA's selection of the strategies it will pursue:

- Funding constraints
- Staffing constraints

- Limited availability of sites for assisted housing
- Extent to which particular housing needs are met by other organizations in the community
- Evidence of housing needs as demonstrated in the Consolidated Plan and other information available to the PHA
- Influence of the housing market on PHA programs
- Community priorities regarding housing assistance
- Results of consultation with local or state government
- Results of consultation with residents and the Resident Advisory Board
- Results of consultation with advocacy groups
- Other: (list below)

Federal funding priorities.

Housing Authority's experience and knowledge.

2. Statement of Financial Resources

[24CFR Part 903.79(b)]

List the financial resources that are anticipated to be available to the PHA for the support of Federal public housing and tenant-based Section 8 assistance programs administered by the PHA during the Plan year. Note: the table assumes that Federal public housing or tenant-based Section 8 assistance grant funds are expended on eligible purposes; therefore, uses of these funds need not be stated. For other funds, indicate the use for those funds as one of the following categories: public housing operations, public housing capital improvements, public housing safety/security, public housing support services, Section 8 tenant-based assistance, Section 8 support services or other.

Financial Resources: Planned Sources and Uses		
Sources	Planned \$	Planned Uses
1. Federal Grants (FY 2001 grants)		
a) Public Housing Operating Fund	\$2,451,224	
b) Public Housing Capital Fund	2,827,093	
c) HOPEVI Revitalization	0	
d) HOPEVI Demolition	0	
e) Annual Contributions for Section 8 Tenant -Based Assistance	48,117,600	
f) Public Housing Drug Elimination Program (including any Technical Assistance funds)	314,239	
g) Resident Opportunity and Self - Sufficiency Grants	80,000	
h) Community Development Block Grant	200,000	
i) HOME	NA	
2. Prior Year Federal Grants (unobligated funds only) (list below)		
See above	0	

Financial Resources: Planned Sources and Uses		
Sources	Planned \$	Planned Uses
	0	
	0	
3. Public Housing Dwelling Rental Income	3,210,000	PH Operations
		Revised 4/04/01
4. Other income (list below)		
Charges	55,000	PH Operations
Management Fees	147,478	Other
5. Non-federal sources (list below)		
County Head Start facilities		Other
County Homeless facilities	266,689	Other
Total resources	57,669,323	Total page 12 & 13

3. PHA Policies Governing Eligibility, Selection, and Admissions

[24 CFR Part 903.79(c)]

A. Public Housing

Exemptions: PHA that do not administer public housing are not required to complete subcomponent 3A.

(1) Eligibility

a. When does the PHA verify eligibility for admission to public housing? (select all that apply)

- When families are within a certain number of being offered a unit: (state number)
- When families are within a certain time of being offered a unit: (state time)
- Other: (describe)
At initial application and re-verified prior to admission.

b. Which non-income (screening) factors does the PHA use to establish eligibility for admission to public housing (select all that apply)?

- Criminal or Drug-related activity
- Rental history
- Housekeeping
- Other (describe)

- c. Yes No: Does the PHA request criminal records from local law enforcement agencies for screening purposes?
- d. Yes No: Does the PHA request criminal records from State law enforcement agencies for screening purposes?
- e. Yes No: Does the PHA access FBI criminal records from the FBI for screening purposes? (either directly or through an NCIC authorized source)

(2) Waiting List Organization

a. Which methods does the PHA plan to use to organize its public housing waiting list (select all that apply)

- Community-wide list
- Sub-jurisdictional lists
- Site-based waiting lists

b. Where may interested persons apply for admission to public housing?

- PHA main administrative office
- PHA development site management office
- Other (list below)

Central Waiting List Office and area offices

c. If the PHA plan to operate one or more site-based waiting lists in the coming year, answer each of the following questions; if not, skip to subsection (3) Assignment

1. How many site-based waiting lists will the PHA operate in the coming year?

2. Yes No: Are any or all of the PHA's site-based waiting lists new for the upcoming year (that is, they are not part of a previously HUD-approved site-based waiting list plan)?
If yes, how many lists?

3. Yes No: May families be on more than one list simultaneously?
If yes, how many lists?

4. Where can interested persons obtain more information about and sign up to be on the site-based waiting lists (select all that apply)?

- PHA main administrative office
- All PHA development management offices
- Management offices at developments with site-based waiting lists
- At the development to which they would like to apply
- Other (list below)

(3)Assignment

a. How many vacant unit choices are applicants ordinarily given before they fall to the bottom of or are removed from the waiting list? (select one)

- One
- Two
- Three or More

b. Yes No: Is this policy consistent across all waiting list types?

c. If answer to b is no, list variations for any other than the primary public housing waiting list/s for the PHA:

(4)AdmissionsPreferences

a. Income targeting:

Yes No: Does the PHA plan to exceed the federal targeting requirements by targeting more than 40% of all new admissions to public housing to families at or below 30% of median area income?

b. Transfer policies:

In what circumstances will transfer take precedence over new admissions? (list below)

- Emergencies
- Overhoused
- Underhoused
- Medical justification
- Administrative reasons determined by the PHA (e.g., to permit modernization work)
- Resident choice: (state circumstances below)
- Other: (list below)
Victim/Witness Protection

c. Preferences

1. Yes No: Has the PHA established preferences for admission to public housing (other than date and time of application)? (If "no" is selected, skip to subsection **(5)Occupancy**)

2. Which of the following admission preferences does the PHA plan to employ in the coming year? (select all that apply from either former Federal preferences or other preferences)

Former Federal preferences:

- Involuntary Displacement (Disaster, Government Action, Action of Housing Owner, Inaccessibility, Property Disposition)
- Victims of domestic violence

- Substandard housing
- Homelessness
- High rent burden (rent is > 50 percent of income)

Other preferences: (select below)

- Working families and those unable to work because of age or disability
- Veterans and veterans' families
- Residents who live and/or work in the jurisdiction
- Those enrolled currently in educational, training, or upward mobility programs
- Households that contribute to meeting income goals (broad range of incomes)
- Households that contribute to meeting income requirements (targeting)
- Those previously enrolled in educational, training, or upward mobility programs
- Victims of reprisals or hate crimes
- Other preference(s) (list below)
 - Terminally Ill
 - Victim/Witness protection issues
 - Lease in place

3. If the PHA will employ admissions preferences, please prioritize by placing a "1" in the space that represents your first priority, a "2" in the box representing your second priority, and so on. If you give equal weight to one or more of these choices (either through an absolute hierarchy or through a points system), place the same number next to each. That means you can use "1" more than once, "2" more than once, etc.

1 Date and Time

Former Federal preferences:

- Involuntary Displacement (Disaster, Government Action, Action of Housing Owner, Inaccessibility, Property Disposition)
- 2 Victims of domestic violence
- Substandard housing
- Homelessness
- High rent burden

Other preferences (select all that apply)

- Working families and those unable to work because of age or disability
- 3 Veterans and veterans' families
- 1 Residents who live and/or work in the jurisdiction
- Those enrolled currently in educational, training, or upward mobility programs
- Households that contribute to meeting income goals (broad range of incomes)
- Households that contribute to meeting income requirements (targeting)
- Those previously enrolled in educational, training, or upward mobility programs
- 2 Victims of reprisals or hate crimes

- 2 Other preference(s) (list below)
 Terminally Ill
 Victim/Witness Protection
 Lease in Place

4. Relationship of preferences to income targeting requirements:

- The PHA applies preferences within income tiers
 Not applicable: the pool of applicant families ensures that the PHA will meet income targeting requirements

(5) Occupancy

a. What reference materials can applicants and residents use to obtain information about the rules of occupancy of public housing (select all that apply)

- The PHA - resident lease
 The PHA's Admissions and (Continued) Occupancy policy
 PHA briefing seminars or written materials
 Other source (list)
 Family Obligations document
 "One Strike" document

b. How often must residents notify the PHA of changes in family composition? (select all that apply)

- At an annual reexamination and lease renewal
 Anytime family composition changes
 At family request for revision
 Other (list)

(6) Deconcentration and Income Mixing (Revised Template per PIH2001 -04 attached to Component 18(D) on page 45)

- a. Yes No: Did the PHA's analysis of its family (general occupancy) developments to determine concentrations of poverty indicate the need for measures to promote deconcentration of poverty or income mixing?
- b. Yes No: Did the PHA adopt any changes to its **admissions policies** based on the results of the required analysis of the need to promote deconcentration of poverty or to assure income mixing?
- c. If the answer to b was yes, what changes were adopted? (select all that apply)
 Adoption of site based waiting lists
 If selected, list targeted developments below:

- Employing waiting list “skipping” to achieve deconcentration of poverty or income mixing goals at targeted developments
If selected, list targeted developments below:
- Employing new admission preferences at targeted developments
If selected, list targeted developments below:
- Other (list policies and developments targeted below)
Safeguard policies for correction of possible future imbalances.
Affirmative actions adopted to attract higher income households.

d. Yes No: Did the PHA adopt any changes to **other** policies based on the results of the required analysis of the need for deconcentration of poverty and income mixing?

e. If the answer to “d” was yes, how would you describe these changes? (select all that apply)

- Additional affirmative marketing
- Actions to improve the marketability of certain developments
- Adoption or adjustment of ceiling rents for certain developments
- Adoption of rent incentives to encourage deconcentration of poverty and income-mixing
- Other (list below)
Adoption of reasonable flat rents in highly inflationary rental market.

f. Based on the results of the required analysis, in which developments will the PHA make special efforts to attract or retain higher income families? (select all that apply)

- Not applicable: results of analysis did not indicate a need for such efforts
- List (any applicable) developments below:
All.

g. Based on the results of the required analysis, in which developments will the PHA make special efforts to assure access for lower income families? (select all that apply)

- Not applicable: results of analysis did not indicate a need for such efforts
- List (any applicable) developments below:

B. Section 8

Exemptions: PHA that do not administer section 8 are not required to complete sub -component 3B. **Unless otherwise specified, all questions in this section apply only to the tenant -based section 8 assistance program (vouchers, and until complete merged into the voucher program, certificates).**

(1) Eligibility

a. What is the extent of screening conducted by the PHA? (select all that apply)

- Criminal or drug -related activity only to the extent required by law or regulation
- Criminal and drug -related activity, more extensively than required by law or regulation
- More general screening than criminal and drug -related activity (list factors below)
- Other (list below)
 - Income Verification through third party
 - Credit History, if fraud is suspected

b. Yes No: Does the PHA request criminal records from local law enforcement agencies for screening purposes?

c. Yes No: Does the PHA request criminal records from State law enforcement agencies for screening purposes?

d. Yes No: Does the PHA access FBI criminal records from the FBI for screening purposes? (either directly or through an NCIC - authorized source)

e. Indicate what kinds of information you share with prospective landlords? (select all that apply)

- Criminal or drug -related activity
- Other (describe below)
 - Rental history and related lease compliance.

(2) Waiting List Organization

a. With which of the following program waiting lists is the section 8 tenant -based assistance waiting list merged? (select all that apply)

- None
- Federal public housing
- Federal moderate rehabilitation
- Other federal or local program (list below)
 1. The Section 8 Community Investment demonstration program
 2. Designated housing for persons with disabilities (Special 200)

b. Where may interested persons apply for admission to section 8 tenant -based assistance? (select all that apply)

- PHA main administrative office
- Other (list below)
 - Central Waiting List Office.

(3) Search Time

a. Yes No: Does the PHA give extensions on standard 60 -day period to search for a unit? Revised 4/01/01

If yes, state circumstances below:

Extensions beyond 120 days given if applicant demonstrates extensive but futile efforts.

(4) Admissions Preferences

a. Incometargeting

Yes No: DoesthePHAplantoexceedthefederaltargetingrequirementsby targetingmorethan75%ofallnewadmissionsto thesection8 programtofamiliesatorbelow30%ofmedianareaincome?

b. Preferences

1. Yes No: Has the PHA established preferences for admission to Section 8 tenant-based assistance? (other than date and time of application) (if no, skip to subcomponent **(5) Special purpose Section 8 assistance programs**)

2. Which of the following admission preferences does the PHA plan to employ in the coming year? (select all that apply from either former Federal preferences or preferences)

Former Federal preferences

- Involuntary Displacement (Disaster, Government Action, Action of Housing Owner, Inaccessibility, Property Disposition)
- Victims of domestic violence
- Substandard housing
- Homelessness
- High rent burden (rent is > 50 percent of income)

Other preferences (select all that apply)

- Working families and those unable to work because of age or disability
- Veterans and veterans' families
- Residents who live and/or work in your jurisdiction
- Those enrolled currently in educational, training, or upward mobility programs
- Household that contribute to meeting income goals (broad range of incomes)
- Household that contribute to meeting income requirements (targeting)
- Those previously enrolled in educational, training, or upward mobility programs
- Victims of reprisals or hate crimes
- Other preference(s) (list below)
 - Terminally Ill.
 - Victim/Witness Protection.
 - Lottery Selections (if utilized).

3. If the PHA will employ admissions preferences, please prioritize by placing a "1" in the space that represents your first priority, a "2" in the box representing your second priority, and so on. If you give equal weight to one or more of these choices (either through an absolute hierarchy or through a points system), place the

same number next to each. That means you can use “1” more than once, “2” more than once, etc.

1 Date and Time

Former Federal preferences

Involuntary Displacement (Disaster, Government Action, Action of Housing Owner, Inaccessibility, Property Disposition)

2 Victims of domestic violence

Substandard housing

Homelessness

High rent burden

Other preferences (select all that apply)

Working families and those unable to work because of age or disability

3 Veterans and veterans' families

1 Residents who live and/or work in your jurisdiction

Those enrolled currently in educational, training, or upward mobility programs

Households that contribute to meeting income goals (broad range of incomes)

Households that contribute to meeting income requirements (targeting)

Those previously enrolled in educational, training, or upward mobility programs

2 Victims of reprisals or hate crimes

Other preference(s) (list below)

Terminally Ill -2

Victim/Witness Protection -2

Lottery Selections (if utilized) --1

4. Among applicants on the waiting list with the equal preference status, how are applicants selected? (select one)

Date and time of application

Drawing (lottery) or other random choice technique

5. If the PHA plans to employ preferences for “residents who live and/or work in the jurisdiction” (select one)

This preference has previously been reviewed and approved by HUD

The PHA requests approval for this preference through this PHA Plan

6. Relationship of preference to income targeting requirements: (select one)

The PHA applies preferences within income tiers

Not applicable: the pool of applicant families ensure that the PHA will meet income targeting requirements

(5) Special Purpose Section 8 Assistance Programs

a. In which documents or other reference materials are the policies governing eligibility, selection, and admission to any special -purpose section 8 program administered by the PHA contained? (select all that apply)

- The Section 8 Administrative Plan
- Briefing sessions and written materials
- Other (list below)

b. How does the PHA announce the availability of any special -purpose section 8 program to the public?

- Through published notices
- Other (list below)
Through direct service providers.

4. PHA Rent Determination Policies

[24CFR Part 903.79(d)]

A. Public Housing

Exemptions: PHA that do not administer public housing are not required to complete sub -component 4A.

(1) Income Based Rent Policies

Describe the PHA's income based rent setting policy/ies for public housing using, including discretionary (that is, not required by statute or regulation) income disregards and exclusions , in the appropriate spaces below.

a. Use of discretionary policies: (select one)

- The PHA will not employ any discretionary rent -setting policies for income based rent in public housing. Income -based rents are set at the higher of 30% of adjusted monthly income, 10% of unadjusted monthly income, the welfare rent, or minimum rent (less HUD mandatory deductions and exclusions). (If selected, skip to sub -component (2))

---or---

- The PHA employs discretionary policies for determining income based rent (If selected, continue to question b.)

b. Minimum Rent

1. What amount best reflects the PHA's minimum rent? (select one)

- \$0
- \$1-\$25
- \$26-\$50

2. Yes No: Has the PHA adopted any discretionary minimum rent hardship exemption policies?

3.If yestoquestion2,listthesepoliciesbelow :

c. Rents set at less than 30% than adjusted income

1. Yes No: Does the PHA plan to charge rents at a fixed amount or percentage less than 30% of adjusted income?

2.If yestoabove,listtheamountsorpercentageschargedandthecircumstances under which these will be used below:

d. Which of the discretionary (optional) deductions and/or exclusions policies does the PHA plan to employ (select all that apply)

For the earned income of a previously unemployed household member

For increases in earned income

Fixed amount (other than general rent -setting policy)

If yes, state amount/s and circumstances below:

Fixed percentage (other than general rent -setting policy)

If yes, state percentage/s and circumstances below:

For household heads

For other family members

For transportation expenses

For the non-reimbursed medical expenses of non-disabled or non-elderly families

Other (describe below)

e. Ceiling rents

1. Do you have ceiling rents? (rents set at a level lower than 30% of adjusted income) (select one)

Yes for all developments

Yes but only for some developments

No

2. For which kinds of developments are ceiling rents in place? (select all that apply)

For all developments

For all general occupancy developments (not elderly or disabled or elderly only)

For specified general occupancy developments

For certain parts of developments; e.g., the high-rise portion

- For certain size units; e.g., larger bedroom sizes
- Other (list below)

3. Select the space or spaces that best describe how you arrive at ceiling rents (select all that apply)

- Market comparability study
- Fair market rents (FMR)
- 95th percentile rents
- 75 percent of operating costs
- 100 percent of operating costs for general occupancy (family) developments
- Operating costs plus debt service
- The "rental value" of the unit
- Other (list below)

f. Rent determination:

1. Between income reexaminations, how often must tenants report changes in income or family composition to the PHA such that the changes result in an adjustment to rent? (select all that apply)

- Never
- At family option
- Anytime the family experiences an income increase, or a change in family composition
- Anytime a family experiences an income increase above a threshold amount or percentage: (if selected, specify threshold) _____
- Other (list below)
Anytime the family experiences an income decrease or a change in family composition.

g. Yes No: Does the PHA plan to implement individual savings accounts for residents (ISAs) as an alternative to the required 12-month disallowance of earned income and phasing in of rent increases in the next year?

(2) Flat Rents

1. In setting the market-based flat rents, what sources of information did the PHA use to establish comparability? (select all that apply.)

- The section 8 rent reasonableness study of comparable housing
- Survey of rents listed in local newspaper
- Survey of similar unassisted units in the neighborhood
- Other (list/describe below)
Rental market and operating costs plus reasonable reserve.

B. Section 8 Tenant -Based Assistance

Exemptions: PHAs that do not administer Section 8 tenant -based assistance are not required to complete sub -component 4B. **Unless otherwise specified, all questions in this section apply only to the tenant -based section 8 assistance program (vouchers, and until completely merged into the voucher program, certificates).**

(1) Payment Standards

Describe the voucher payment standards and policies .

a. What is the PHA’s payment standard?(select the category that best describes your standard)

- At or above 90% but below 100% of FMR
- 100% of FMR
- Above 100% but at or below 110% of FMR
- Above 110% of FMR (if HUD approved; describe circumstances below)

b. If the payment standard is lower than FMR, why has the PHA selected this standard?(select all that apply)

- FMRs are adequate to ensure success among assisted families in the PHA’s segment of the FMR area
- The PHA has chosen to serve additional families by lowering the payment standard
- Reflects market or submarket
- Other (list below)

c. If the payment standard is higher than FMR, why has the PHA chosen this level? (select all that apply)

- FMRs are not adequate to ensure success among assisted families in the PHA’s segment of the FMR area
- Reflects market or submarket
- To increase housing options for families
- Other (list below)
 - Preserve high lease -uprate.
 - Maintain landlord interest and participation.
 - Minimize rent burden of households.

d. How often are payment standards reevaluated for adequacy?(select one)

- Annually
- Other (list below)
 - Regularly as needed; requesting administrative authority to revise 90% - 110% as conditions change. May also ask HUD approval for 110% - 120%.

e. What factors will the PHA consider in its assessment of the adequacy of its payment standard?(select all that apply)

- Success rates of assisted families
- Rent burden of assisted families
- Other (list below)

Mix of market pressure, landlord participation, lease-up rate and greatest number of households served.

(2) Minimum Rent

a. What amount best reflects the PHA's minimum rent? (select one)

- \$0
- \$1-\$25
- \$26-\$50

b. Yes No: Has the PHA adopted any discretionary minimum rent hardship exemption policies? (if yes, list below)
 Hardships granted only through clear documentation demonstrated in an informal hearing.

5. Operations and Management --NOT REQUIRED

[24CFR Part 903.79(e)]

Exemptions from Component 5: High performing and small PHAs are not required to complete this section. Section 8 only PHAs must complete parts A, B, and C(2)

A. PHA Management Structure

Describe the PHA's management structure and organization. (select one)

- An organization chart showing the PHA's management structure and organization is attached.
- A brief description of the management structure and organization of the PHA follows:

B. HUD Programs Under PHA Management

List Federal programs administered by the PHA, number of families served at the beginning of the upcoming fiscal year, and expected turnover in each. (Use "NA" to indicate that the PHA does not operate any of the programs listed below.)

Program Name	Units or Families Served at Year Beginning	Expected Turnover
Public Housing		
Section 8 Vouchers		
Section 8 Certificates		
Section 8 Mod Rehab		

Special Purpose Section 8 Certificates/Vouchers (list individually)		
Public Housing Drug Elimination Program (PHDEP)		
Other Federal Programs (list individually)		

C. Management and Maintenance Policies

List the PHA's public housing management and maintenance policy documents, manuals and handbooks that contain the Agency's rules, standards, and policies that govern maintenance and management of public housing, including a description of any measures necessary for the prevention or eradication of pest infestation (which includes cockroach infestation) and the policies governing Section 8 management.

- (1) Public Housing Maintenance and Management: (list below)
- (2) Section 8 Management: (list below)

6. PHA Grievance Procedures --NOT REQUIRED

[24CFR Part 903.79(f)]

Exemptions from component 6: High performing PHAs are not required to complete component 6. Section 8 - Only PHAs are exempt from sub-component 6A.

A. Public Housing

1. Yes No: Has the PHA established any written grievance procedures in addition to federal requirements found at 24CFR Part 966, Subpart B, for residents of public housing?

If yes, list additions to federal requirements below:

2. Which PHA offices should residents or applicants stop public housing contact to initiate the PHA grievance process? (select all that apply)

- PHA main administrative office
- PHA development management offices
- Other (list below)

B. Section 8 Tenant -Based Assistance

1. Yes No: Has the PHA established informal review procedures for applicants to the Section 8 tenant -based assistance program and informal hearing procedures for families assisted by the Section 8 tenant -

based assistance program in addition to federal requirements found at 24 CFR 982?

If yes, list in addition to federal requirements below:

2. Which PHA offices should applicants or assisted families contact to initiate the informal review and informal hearing processes? (select all that apply)

- PHA main administrative office
- Other (list below)

7. Capital Improvement Needs

[24 CFR Part 903.79(g)]

Exemptions from Component 7: Section 8 only PHAs are not required to complete this component and may skip to Component 8.

A. Capital Fund Activities

Exemptions from sub-component 7A: PHAs that will not participate in the Capital Fund Program may skip to component 7B. All other PHAs must complete 7A as instructed.

(1) Capital Fund Program Annual Statement

Using parts I, II, and III of the Annual Statement for the Capital Fund Program (CFP), identify capital activities the PHA is proposing for the upcoming year to ensure long-term physical and social viability of its public housing developments. This statement can be completed by using the CFP Annual Statement tables provided in the table library at the end of the PHA Plan template OR, at the PHA's option, by completing and attaching a properly updated HUD-52837.

Select one:

- The Capital Fund Program Annual Statement is provided as an attachment to the PHA Plan at Attachment HUD-52834.

-or-

- The Capital Fund Program Annual Statement is provided below: (if selected, copy the CFP Annual Statement from the Table Library and insert here)

(2) Optional 5 -Year Action Plan

Agencies are encouraged to include a 5 -Year Action Plan covering capital work items. This statement can be completed by using the 5 Year Action Plan table provided in the table library at the end of the PHA Plan template OR by completing and attaching a properly updated HUD-52834.

- a. Yes No: Is the PHA providing an optional 5 -Year Action Plan for the Capital Fund? (if no, skip to sub-component 7B)

b. If yes to question a, select one:

- The Capital Fund Program 5 -Year Action Plan is provided as an attachment to the PHA Plan at Attachment (state name)

-or-

- The Capital Fund Program 5 - Year Action Plan is provided below: (if selected, copy the CF P optional 5 Year Action Plan from the Table Library and insert here)

B. HOPEVI and Public Housing Development and Replacement Activities (Non -Capital Fund)

Applicability of sub -component 7B: All PHAs administering public housing. Identify any approved HOPEVI and/or public housing development or replacement activities not described in the Capital Fund Program Annual Statement.

- Yes No: a) Has the PHA received a HOPEVI revitalization grant? (if no, skip to question c; if yes, provide responses to question b for each grant, copying and completing as many times as necessary)
- b) Status of HOPEVI revitalization grant (complete one set of questions for each grant)

1. Development name:
2. Development (project) number:
3. Status of grant: (select the statement that best describes the current status)

- Revitalization Plan under development
- Revitalization Plan submitted, pending approval
- Revitalization Plan approved
- Activities pursuant to an approved Revitalization Plan underway

- Yes No: c) Does the PHA plan to apply for a HOPEVI Revitalization grant in the Plan year?
- If yes, list development name/s below:
Possible: Las Deltas (C A011006; 011009A; 011009B)

- Yes No: d) Will the PHA be engaging in any mixed -financed development activities for public housing in the Plan year?
- If yes, list developments or activities below:
(11-2) Los Medanos, Bay Point

- Yes No: e) Will the PHA be conducting any other public housing development or replacement activities not discussed in the Capital Fund Program Annual Statement?
- If yes, list developments or activities below:
(11-2) Los Medanos, Bay Point

8. Demolition and Disposition

[24 CFR Part 903.79(h)]

Applicability of component 8: Section 8 only PHAs are not required to complete this section.

1. Yes No: Does the PHA plan to conduct any demolition or disposition activities (pursuant to section 18 of the U.S. Housing Act of 1937 (42 U.S.C. 1437p)) in the plan Fiscal Year? (If "No", skip to component 9; if "yes", complete one activity description for each development.) Demolition/Disposition 11 -9A & 11 -9B

2. Activity Description

Yes No: Has the PHA provided the activities description information in the **optional** Public Housing Asset Management Table? (If "yes", skip to component 9. If "No", complete the Activity Description table below.)

Demolition/Disposition Activity Description
1a. Development name: Las Deltas 1b. Development (project) number: 11009A, 11009B
2. Activity type: Demolition <input checked="" type="checkbox"/> Disposition <input checked="" type="checkbox"/>
3. Application status (select one) Approved <input type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application <input checked="" type="checkbox"/>
4. Date application approved, submitted, or planned for submission: <u>(02/28/02)</u>
5. Number of units affected: 12 6. Coverage of action (select one) <input checked="" type="checkbox"/> Part of the development <input type="checkbox"/> Total development
7. Timeline for activity: a. Actual or projected start date of activity: 09/02 b. Projected end date of activity: 09/04

Demolition/Disposition Activity Description No. 2
1a. Development name: Las Medanos Pueblo 1b. Development (project) number: CA011002
2. Activity type: Demolition <input type="checkbox"/> Disposition <input checked="" type="checkbox"/>
3. Application status (select one) Approved <input type="checkbox"/> Submitted, pending approval <input checked="" type="checkbox"/> Planned application <input type="checkbox"/>
4. Date application approved, submitted, or planned for submission: <u>(10/18/01)</u>

5. Number of units affected: 86
6. Coverage of activity (select one) <input type="checkbox"/> Part of the development <input checked="" type="checkbox"/> Total development
7. Timeline for activity: a. Actual or projected start date of activity: 09/02 b. Projected end date of activity: 04/04

9. Designation of Public Housing or Occupancy by Elderly Families or Families with Disabilities or Elderly Families and Families with Disabilities

[24 CFR Part 903.79(i)]

Exemptions from Component 9; Section 8 only PHAs are not required to complete this section.

1. Yes No: Has the PHA designated or applied for approval to designate or does the PHA plan to apply to designate any public housing for occupancy only by the elderly families or only by families with disabilities, or by elderly families and families with disabilities or will apply for designation for occupancy by only elderly families or only families with disabilities, or by elderly families and families with disabilities as provided by section 7 of the U.S. Housing Act of 1937 (42 U.S. C. 1437e) in the upcoming fiscal year? (If "No", skip to component 10. If "yes", complete one activity description for each development, unless the PHA is eligible to complete a streamlined submission; PHAs completing streamlined submissions may **skip to component 10.**)

2. Activity Description

Yes No: Has the PHA provided all required activity description information for this component in the **optional** Public Housing Asset Management Table? If "yes", skip to component 10. If "No", complete the Activity Description table below.

Designation of Public Housing Activity Description	
1a. Development name:	
1b. Development (project) number:	
2. Designation type:	
Occupancy by only the elderly	<input type="checkbox"/>
Occupancy by families with disabilities	<input type="checkbox"/>
Occupancy by only elderly families and families with disabilities	<input type="checkbox"/>

3. Application status (select one)	
Approved; included in the PHA's Designation Plan	<input type="checkbox"/>
Submitted, pending approval	<input type="checkbox"/>
Planned application	<input type="checkbox"/>
4. Date this designation approved, submitted, or planned for submission: <u>(DD/MM/YY)</u>	
5. If approved, will this designation constitute a (select one)	
<input type="checkbox"/> New Designation Plan	
<input type="checkbox"/> Revision of a previously -approved Designation Plan?	
6. Number of units affected:	
7. Coverage of action (select one)	
<input type="checkbox"/> Part of the development	
<input type="checkbox"/> Total development	

10. Conversion of Public Housing to Tenant -Based Assistance

[24CFR Part 903.79(j)]

Exemptions from Component 10; Section 8 only PHAs are not required to complete this section.

A. Assessment of Reasonable Revitalization Pursuant to Section 202 of the HUD FY1996H UD Appropriations Act

1. Yes No: Have any of the PHA's developments or portions of developments been identified by HUD or the PHA as covered under section 202 of the HUD FY1996 HUD Appropriations Act? (If "No", skip to component 11; if "yes", complete one activity description for each identified development, unless eligible to complete as streamlined submission. PHAs completing streamlined submissions may **skip to component 11.**)

2. Activity Description
 Yes No: Has the PHA provided all required activity description information for this component in the **optional** Public Housing Asset Management Table? If "yes", skip to component 11. If "No", complete the Activity Description table below.

Conversion of Public Housing Activity Description
1a. Development name:
1b. Development (project) number:
2. What is the status of the required assessment?
<input type="checkbox"/> Assessment underway
<input type="checkbox"/> Assessment results submitted to HUD
<input type="checkbox"/> Assessment results approved by HUD (if marked, proceed to next question)
<input type="checkbox"/> Other (explain below)

3. <input type="checkbox"/> Yes <input type="checkbox"/> No: Is a Conversion Plan required? (If yes, go to block 4; if no, go to block 5.)	o
4. Status of Conversion Plan (select the statement that best describes the current status) <ul style="list-style-type: none"> <input type="checkbox"/> Conversion Plan in development <input type="checkbox"/> Conversion Plan submitted to HUD on: (DD/MM/YYYY) <input type="checkbox"/> Conversion Plan approved by HUD on: (DD/MM/YYYY) <input type="checkbox"/> Activities pursuant to HUD - approved Conversion Plan underway 	
5. Description of how requirements of Section 202 are being satisfied by means other than conversion (select one) <ul style="list-style-type: none"> <input type="checkbox"/> Units addressed in a pending or approved demolition application (date submitted or approved: _____) <input type="checkbox"/> Units addressed in a pending or approved HOPE VI demolition application (date submitted or approved: _____) <input type="checkbox"/> Units addressed in a pending or approved HOPE VI revitalization Plan (date submitted or approved: _____) <input type="checkbox"/> Requirements no longer applicable: vacancy rates are less than 10 percent <input type="checkbox"/> Requirements no longer applicable: site now has less than 300 units <input type="checkbox"/> Other: (describe below) 	

B. Reserved for Conversions pursuant to Section 22 of the U.S. Housing Act of 1937 (See Page 46 for Component 10B)

C. Reserved for Conversions pursuant to Section 33 of the U.S. Housing Act of 1937

11. Homeownership Programs Administered by the PHA

[24CFR Part 903.79(k)]

A. Public Housing

Exemptions from Component 11A: Section 8 only PHAs are not required to complete 11A.

1. Yes No: Does the PHA administer any homeownership programs administered by the PHA under an approved section 5(h) homeownership program (42 U.S.C. 1437c(h)), or an approved HOPE I program (42 U.S.C. 1437aaa) or has the PHA applied or plan to apply to administer any homeownership programs under section 5(h), the HOPE I program, or section 32 of the U.S. Housing Act of 1937 (42 U.S.C. 1437z -4). (If "No", skip to component 11B; if "yes", complete one activity description for each applicable program/plan, unless eligible to complete a streamlined submission due to **small PHA** or **high performing**

PHA status. PHAs completing streamlined submissions may **skip to component 11B** .)

2. Activity Description

Yes No: Has the PHA provided all required activity description information for this component in the **optional** Public Housing Asset Management Table? (If “yes”, skip to component 12. If “No”, complete the Activity Description table below.)

Public Housing Homeownership Activity Description (Complete one for each development affected)
1a. Development name: 1b. Development (project) number:
2. Federal Program authority: <input type="checkbox"/> HOPEI <input type="checkbox"/> 5(h) <input type="checkbox"/> Turnkey III <input type="checkbox"/> Section 32 of the USHA of 1937 (effective 10/1/99)
3. Application status: (select one) <input type="checkbox"/> Approved; included in the PHA’s Homeownership Plan/Program <input type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Plan not application
4. Date Homeownership Plan/Program approved, submitted, or planned for submission: (DD/MM/YYYY)
5. Number of units affected: 6. Coverage of action: (select one) <input type="checkbox"/> Part of the development <input type="checkbox"/> Total development

B. Section 8 Tenant Based Assistance

1. Yes No: Does the PHA plan to administer a Section 8 Homeownership program pursuant to Section 8(y) of the U.S.H.A. of 1937, as implemented by 24 CFR part 982? (If “No”, skip to component 12; if “yes”, describe each program using the table below (copy and complete questions for each program identified), unless the PHA is eligible to complete a streamlined submission due to high performer status. **High performing PHAs** may skip to component 12.)

2. Program Description:

a. Size of Program

Yes No: Will the PHA limit the number of families participating in the section 8 homeownership option?

If the answer to the question above was yes, which statement best describes the number of participants? (select one)

- 25 or fewer participants
- 26- 50 participants
- 51 to 100 participants
- more than 100 participants

b. PHA -established eligibility criteria

Yes No: Will the PHA's program have eligibility criteria for participation in its Section 8 Homeownership Option program in addition to HUD criteria?

If yes, list criteria below:

12. PHA Community Service and Self -sufficiency Programs --NOT REQUIRED

[24CFR Part 903.79(1)]

Exemptions from Component 12: High performing and small PHAs are not required to complete this component. Section 8 - Only PHAs are not required to complete sub -component C.

A. PHA Coordination with the Welfare (TANF) Agency

1. Cooperative agreements:

Yes No: Has the PHA entered into a cooperative agreement with the TANF Agency, to share information and/or target supportive services (as contemplated by section 12(d)(7) of the Housing Act of 1937)?

If yes, what was the date that agreement was signed? DD/MM/YY

2. Other coordination efforts between the PHA and TANF Agency (select all that apply)

- Client referrals
- Information sharing regarding mutual clients (for rent determinations and otherwise)
- Coordinate the provision of specific social and self -sufficiency services and program to eligible families
- Jointly administer programs
- Partner to administer a HUD Welfare -to-Work voucher program
- Joint administration of other demonstration program
- Other (describe)

B. Services and programs offered to residents and participants

(1) General

a. Self-Sufficiency Policies

Which, if any of the following discretionary policies will the PHA employ to enhance the economic and social self-sufficiency of assisted families in the following areas? (select all that apply)

- Public housing rent determination policies
- Public housing admissions policies
- Section 8 admissions policies
- Preference in admission to section 8 for certain public housing families
- Preferences for families working or engaging in training or education programs for non-housing programs operated or coordinated by the PHA
- Preference/eligibility for public housing home ownership option participation
- Preference/eligibility for section 8 home ownership option participation
- Other policies (list below)

b. Economic and Social self-sufficiency programs

Yes No: Does the PHA coordinate, promote or provide any program to enhance the economic and social self-sufficiency of residents? (If "yes", complete the following table; if "no" skip to sub-component 2, Family Self Sufficiency Programs. The position of the table may be altered to facilitate its use.)

Services and Programs				
Program Name & Description (including location, if appropriate)	Estimated Size	Allocation Method (waiting list/random selection/specific criteria/other)	Access (development office / PHA main office/ other provider name)	Eligibility (public housing or section 8 participants or both)

(2) Family Self Sufficiency program/s

a. Participation Description

Family Self Sufficiency (FSS) Participation		
Program	Required Number of Participants (start of FY 2001 Estimate)	Actual Number of Participants (As of: DD/MM/YY)

PublicHousing		
Section8		

- b. Yes No: If the PHA is not maintaining the minimum program size required by HUD, does the most recent FSS Action Plan address the steps the PHA plan to take to achieve at least the minimum program size?
If no, list steps the PHA will take below:

C. Welfare Benefit Reductions

1. The PHA is complying with the statutory requirements of section 12(d) of the U.S. Housing Act of 1937 (relating to the treatment of income changes resulting from welfare program requirements) by: (select all that apply)

- Adopting appropriate changes to the PHA's public housing rent de termination policies and train staff to carry out those policies
- Informing residents of new policy on admission and reexamination
- Actively notifying residents of new policy at times in addition to admission and reexamination.
- Establishing or pursuing a cooperative agreement with all appropriate TANF agencies regarding the exchange of information and coordination of services
- Establishing a protocol for exchange of information with all appropriate TANF agencies
- Other: (list below)

D. Reserved for Community Service Requirement pursuant to section 12(c) of the U.S. Housing Act of 1937

13. PHA Safety and Crime Prevention Measures – NOT REQUIRED

[24 CFR Part 903.79(m)]

Exemptions from Component 13: High performing and small PHAs not participating in PHDEP and Section 8 Only PHAs may skip to component 15. High performing and small PHAs that are participating in PHDEP and are submitting a PHDEP Plan with this PHA Plan may skip to sub-component D.

A. Need for measures to ensure the safety of public housing residents

1. Describe the need for measures to ensure the safety of public housing residents (select all that apply)

- High incidence of violent and/or drug -related crime in some or all of the PHA's developments
- High incidence of violent and/or drug -related crime in the area surrounding or adjacent to the PHA's developments
- Residents fearful for their safety and /or the safety of their children

- Observed lower -level crime, vandalism and/or graffiti
- People on waiting list unwilling to move into one or more developments due to perceived and/or actual level of violent and/or drug -related crime
- Other (describe below)

2. What information or data did the PHA use to determine the need for PHA actions to improve safety of residents (select all that apply).

- Safety and security survey of residents
- Analysis of crime statistics over time for crimes committed "in and around" public housing authority
- Analysis of cost trends over time for repair of vandalism and removal of graffiti
- Resident reports
- PHA employee reports
- Police reports
- Demonstrable, quantifiable success with previous or ongoing anti crime/anti drug programs
- Other (describe below)

3. Which developments are most affected? (list below)

B. Crime and Drug Prevention activities the PHA has undertaken or plan to undertake in the next PHA fiscal year

1. List the crime prevention activities the PHA has undertaken or plan to undertake: (select all that apply)

- Contracting with outside and/or resident organizations for the provision of crime- and/or drug -prevention activities
- Crime Prevention Through Environmental Design
- Activities targeted to at -risk youth, adults, or seniors
- Volunteer Resident Patrol/Block Watchers Program
- Other (describe below)

2. Which developments are most affected? (list below)

C. Coordination between PHA and the police

1. Describe the coordination between the PHA and the appropriate police precincts for carrying out crime prevention measures and activities: (select all that apply)

- Police involvement in development, implementation, and/or ongoing evaluation of drug -elimination plan
- Police provide crime data to housing authority staff for analysis and action
- Police have established a physical presence on housing authority property (e.g., community policing office, officer in residence)

- Policeregularlytestifyinandotherwisesupportevictioncases
- PoliceregularlymeetwiththePHAmangementandresidents
- AgreementbetweenPHAandlocalawenforcementagencyforprovisionof above-baselinelawenforcement services
- Otheractivities(listbelow)

3. Whichdevelopmentsaremostaffected?(listbelow)

D.AdditionalinformationasrequiredbyPHDEP/PHDEPPlan

PHAseligibleforFY2001PHDEPfundsmustprovideaPHDEPPlanmeetingspecifiedrequirements priortoreceiptofPHDEPfunds.

- Yes No: IsthePHAeligibletoparticipateinthePHDEPinthefiscalyear coveredbythisPHAPlan?
- Yes No: HasthePHAincludedthePHDE PPlanforFY2001inthisPHA Plan?
- Yes No: ThisPHDEPPlanisanAttachment.(Attachment:PHDEPTemplate)

14.RESERVEDFORPETPOLICY

[24CFRPart903.79(n)] – **NOTREQUIRED**

15.CivilRightsCertifications

[24CFRPart903.79(o)]

CivilrightscertificationsareincludedinthePHAPlanCertificationsofCompliance withthePHAPlansandRelatedRegulations.

16.FiscalAudit

[24CFRPart903.79(p)]

- 1. Yes No: Isthe PHArequiredtohaveanauditconductedundersection 5(h)(2)oftheU.S.HousingActof1937(42US.C.1437c(h))? (Ifno,skiptocomponent17.)
- 2. Yes No: WasthemostrecentfiscalauditsubmittedtoHUD?
- 3. Yes No: Werethereanyfindingsastheresultofthataudit?
- 4. Yes No: Iftherewereanyfindings,doanyremainunresolved? Ifyes,howmanyunresolvedfindingsremain?__ 3__
- 5. Yes No: Haveresponsestoanyunresolvedfindingsbeensubmittedto HUD? Ifnot,whenaretheydue(statebelow)?

17.PHAAssetManagement --NOTREQUIRED

[24CFRPart903.79(q)]

Exemptions from component 17 : Section 8 Only PHAs are not required to complete this component. High performing and small PHAs are not required to complete this component.

1. Yes No: Is the PHA engaging in any activities that will contribute to the long-term asset management of its public housing stock, including how the Agency will plan for long-term operating, capital investment, rehabilitation, modernization, disposition, and other needs that have **not** been addressed elsewhere in this PHA Plan?

2. What types of asset management activities will the PHA undertake? (select all that apply)
 - Not applicable
 - Private management
 - Development-based accounting
 - Comprehensive stock assessment
 - Other: (list below)

3. Yes No: Has the PHA included descriptions of asset management activities in the **optional** Public Housing Asset Management Table?

18. Other Information

[24 CFR Part 903.79 (r)]

A. Resident Advisory Board Recommendations

1. Yes No: Did the PHA receive any comments on the PHA Plan from the Resident Advisory Board/s?

2. If yes, the comments are: (if comments were received, the PHA **MUST** select one)
 - Attached at Attachment (Filename)
 - Provided below:
 - Capital improvements in PH developments
 - Discussion of Community Services Requirements suspension for fiscal year 2002
 - Denial HOPEV IA Application
 - New 180 unit De Anza Development replacing Los Medanos Development in Bay Point, CA

3. In what manner did the PHA address those comments? (select all that apply)
 - Considered comments, but determined that no changes to the PHA Plan were necessary.

Resident Services Manager to conduct RAB quarterly meetings
 More input is needed from Bayo Vista residents regarding installation of new playground equipment

Other:(listbelow)

B.DescriptionofElectionprocessforResidentsonthePHABoard

1. Yes No: DoesthePHAmeeettheexemptioncriteriaprovidedsection 2(b)(2)oftheU.S.HousingActof1937?(Ifno,continuetto question2;ifyes,skiptosub -componentC.)

2. Yes No: WastheresidentwhoservesonthePHABoarddelectedbythe residents?(Ifyes,continuettoquestion3;ifno,skiptosub - componentC.)

3.DescriptionofResidentElectionProcess

a.Nominationofcand idatesforplaceontheballot:(selectallthatapply)

- Candidateswerenominatedbyresidentandassistedfamilyorganizations
- CandidatescouldbenominatedbyanyadultrecipientofPHAassistance
- Self-nomination:CandidatesregisteredwiththePHAandrequestedaplacoon ballot
- Other:(describe)

b.Eligiblecandidates:(selectone)

- AnyrecipientofPHAassistance
- Anyheadofhouseholdreiv ingPHAassistance
- AnyadultrecipientofPHAassistance
- Anyadultmemberofaresidentorassistedfamilyorganization
- Other(list)

c. Eligiblevoters:(selectallthatapply)

- AlladultrecipientsofPHAassistance(publichousingandsection8tenant basedassistance)
- RepresentativesofallPHAresidentandassistedfamilyorganizations
- Other(list)

C.StatementofConsistencywiththeConsolidate dPlan

ForeachapplicableConsolidatedPlan,makethefollowingstatement(copyquestionsasmanytimesas necessary).

1.ConsolidatedPlanjurisdiction:ContraCostaCounty(excludingthecityof Richmond) RevisedApril4,2001

2.ThePH AhastakenthefollowingstepsensureconsistencyofthisPHAPlanwith theConsolidatedPlanforthejurisdiction:(selectallthatapply)

- ThePHAhasbaseditsstatementofneedsoffamiliesinthejurisdictiononthe needsexpress edintheConsolidatedPlan/s.
- ThePHAhasparticipatedinanyconsultationprocessorganizedandofferedby theConsolidatedPlanagencyinthedevelopmentoftheConsolidatedPlan.
- ThePHAhasconsultedwiththeConsolidatedPlanagencyduringthe developmentofthisPHAPlan.
- ActivitiestobeundertakenbythePHAinthecomingyearareconsistentwith theinitiativescontainedintheConsolidatedPlan.(listbelow)
 - Fullutilizationofassistedhousingprograms.
 - Rentalrehabilitationprogram.
- Other:(listbelow)

4.TheConsolidatedPlanofthejurisdictionssupportsthePHAPlanwiththefollowing actionsandcommitments:(describebelow)

- Coordinationandconsultationwithplanningprocess.
- Partnershipinhousingactivities.

D.OtherInformationRequiredbyHUD

Use this section to provide any additional information requested by HUD.

Component 3,(6) Deconcentration and Income Mixing

- a. Yes No: DoesthePHAhaveanygeneraloccupancy(family)public housingdevelopmentscoveredbythedeconcentrationrule?If no,thissectioniscomplete.Ifyes,continuetothenext question.
- b. Yes No: Doany ofthesecovereddevelopmentshaveaverageincomes aboveorbelow85%to115%oftheaverageincomesofallsuch developments?Ifno,thissectioniscomplete.

Ifyes,listthesedevelopmentsasfollows:

Deconcentration Policy for Covered Developments			
Development Name :	Number of Units	Explanation (if any) [see step 4 at §903.2(c)(1)(iv)]	Deconcentration policy (if no explanation) [see step 5 at §903.2(c)(1)(v)]

Component 10(B) Voluntary Conversion Initial Assessment

- a. How many of the PHA’s developments are subject to the Required Initial Assessments?

Response: Eleven (11) PHA developments are subject to the Required Initial Assessment.

- b. How many of the PHA’s developments are not subject to the Required Initial Assessments based on exemptions (e.g. elderly and/or disabled developments not general occupancy projects)?

Response: Five of the PHA’s developments.

- c. How many Assessments were conducted for the PHA’s covered developments?

Response: Eleven assessments were conducted.

- d. Identify PHA developments that may be appropriate for conversion based on the Required Initial Assessments:

Las Deltas CA011-009A	81 Units
Las Deltas CA011-009B	56 Units
Los Medanos CA011-002	86 Units

- e. If the PHA has not completed the Required Initial Assessments, describe the status of these assessments. N/A

Attachments

Use this section to provide any additional attachments referenced in the Plans.

**PHA Plan
Table Library**

**Component 7
Capital Fund Program Annual Statement
Parts I, II, and III**

**Annual Statement
Capital Fund Program (CFP) Part I: Summary**

Capital Fund Grant Number CA39P011709FFY of Grant Approval: (04/2002)

Original Annual Statement

Line No.	Summary by Development Account	Total Estimated Cost
1	Total Non -CGP Funds	
2	1406 Operations	
3	1408 Management Improvements	574,000
4	1410 Administration	287,000
5	1411 Audit	2,000
6	1415 Liquidated Damages	
7	1430 Fees and Costs	241,093
8	1440 Site Acquisition	
9	1450 Site Improvement	161,000
10	1460 Dwelling Structures	1,320,000
11	1465.1 Dwelling Equipment - Nonexpendable	
12	1470 Nondwelling Structures	
13	1475 Nondwelling Equipment	190,000
14	1485 Demolition	
15	1490 Replacement Reserve	
16	1492 Moving to Work Demonstration	
17	1495.1 Relocation Costs	
18	1498 Mod Used for Development	
19	1502 Contingency	52,000
20	Amount of Annual Grant (Sum of lines 2 - 19)	2,827,093
21	Amount of line 20 Related to LBP Activities	
22	Amount of line 20 Related to Section 504 Compliance	
23	Amount of line 20 Related to Security	232,000
24	Amount of line 20 Related to Energy Conservation Meas.	272,000

**AnnualStatement
CapitalFundProgram(CFP)PartII :SupportingTable**

Development Number/Name HA-WideActivities	GeneralDescriptionofMajorWork Categories	Development Account Number	Total Estimated Cost
HA-Wide	ManagementImprovements	1408	574,000
	Administration	1410	287,000
	Audit	1411	2,000
	ProjectManagement,Plan ningCosts	1430	241,093
CA011005 ElPueblo	SewerLineRepair	1450	70,000
	RepaintUnitExteriors	1460	560,000
CA011010/ BayoVista	Remodelselectunits	1460	547,000
	Replaceplaygroundequipment	1450	91,000
CA011015/ ElderWinds	UnitRemodels	1460	213,000
HA-Wide	2Trucks	1475	50,000
	Computerhardware	1475	100,000
	Officeworkstations	1475	40,000
	Contingency	1502	52,000
	GrantTotal		\$2,827,093

**AnnualStatement
CapitalFundProgram(CFP)PartIII:ImplementationSchedule**

Development Number/Name HA-WideActivities	AllFundsObligated (QuarterEndingDate)	AllFundsExpend ed (QuarterEndingDate)
CA011/HA-Wide	12/31/03	12/31/04
CA011005/ ELPUEBLO	12/31/03	12/31/04
CA011010/ BAYOVISTA	12/31/03	12/31/04
CA011015/ ELDERWINDS	12/31/03	12/31/04

Housing Authority of the County of Contra Costa
3133 Estudillo Street, P.O. Box 2759, Martinez, CA 94553

PHAPLAN

PROPOSED ANNUAL PLAN FOR FISCAL YEAR 2002

Public Hearing Minutes

Wednesday ☞ January 16, 2002 ☞ 5:30 p.m.

Attendees:

RESIDENTS:

Cathie M. Matson	Bayo Vista
Wendell Booth	Elder Winds
Geneva Green	Elder Winds
Dianne Angle	Elder Winds
Karl G. Mezei	Bayo Vista
Kaylene Smith	Bayo Vista
Lillie Bairos	Bayo Vista
Beleu Ramioz	Bayo Vista
Releu	
Charla Norris	Bayo Vista

Housing Authority of the County of Contra Costa:	George Brown	Housing Advisory Commissioner
	Rudy Tamayo	Deputy Exec. Dir. of Housing Operations
	Jay Daley	Director of Development
	Ralph Rosario	Assistant Director of Housing Operations
	Robert Moore	Housing Technical Officer
	Ron Guelden	Facilities Manager
	Bakulesh Patel	Director of Finance
	Colleen L. Morillo	Secretary to the Development Department

Mr. Tamayo began the meeting at 5:38 p.m. by making introductions of Housing Staff in attendance. He also pointed out that Commissioner George Brown, one of the Advisory Housing Board Members was present this evening.

Mr. Tamayo explained that Capital Fund Program activity is part of the Housing Authority's Annual Plan. He then spoke about the topic on page 34 of the Annual Plan, disposition at two developments; namely, Las Deltas (CA011009A) and Los Medanos (CA011002). At Las Deltas four units on three land parcels at scattered sites will be disposed of. The entire Los Medanos development in Bay Point will be disposed. Discussion proceeded on the Los Medanos project in

Public Hearing Minutes
Proposed Annual Plan for Fiscal Year 2002
Page 2

which Mr. Tamayo informed those present that Los Medanos was originally built in 1942 and has 86 units. The proposed new 180 unit, DeAnza Development, replacing Los Medanos (CA011002) will be constructed under the DeAnza Corporation which is the Housing Authority's new non-profit organization. Housing Authority of the County of Contra Costa plans on issuing Section 8 Vouchers to the existing residents during the construction and once completed, the tenants will have the option of returning to the new development or living elsewhere permanently on the Section 8 Voucher. The new development will not be Public Housing nor will it be operated by HUD. It will be affordable housing.

Mr. Daley was introduced as the Director of Development and continued the meeting by explaining that the Housing Authority of the County of Contra Costa is a co-sponsor with the County Redevelopment Agency of the Youth Build Project application to get funds from the Government.

Three sites at Las Deltas (CA011009A) have been selected for replacement homes built by the Youth Build Project utilizing HOME Program financing and HUD Administrative funds.

The Youth Build Project will train at-risk youths to complete their education needs and obtain a GED. This could effect their economic careers for their lifetimes. Participants will also be taught leadership skills and be counseled for other needs. The Resident Service Coordinator will bring these people into a pre-apprenticeship program that will help them apprentice through the union to develop a career.

Right now at these three disposal lots, buildings are totally destroyed. The Housing Authority's plan is to dispose of these properties and that is why we are here tonight informing you of that plan. The majority of the Federally awarded Youth Build money, \$400,000.00, will go toward training and rebuilding the three Las Deltas sites (CA011009A) from the ground up.

Mr. Booth inquired if any work was going to be completed at the CA011006, Las Deltas development. Mr. Daley informed him that the Housing Authority had been holding off doing anything at that development as they made an application to HOPE VI but, unfortunately, was not awarded any money. Now, work needed at Las Deltas is being scheduled. The Housing Authority would like to leave its options open when meeting with our consultants and possibly reapplying.

Mr. Tamayo further stated that HOPE VI application efforts were targeted for the North Richmond area as it needs to be revitalized. However, he pointed out that the funding is running out and this is the last year for the HOPE VI money.

The self-sufficiency aspect does exist under the Ross Grant and the Resident Council can apply for a sum of money.

Mr. Mezei raised his hand and informed all of us that he was sent a Notice PIH 2000-36 Transmittal of Guidance on the Requirement for Appointment and Role of Resident Advisory Boards in the Development of Public Housing Agency Plans from HUD. He asked that he be allowed to read the following portions from that Notice:

It is the purpose of assisting and making recommendations regarding the development of the PHA Plan, and any significant amendment or modification to it.

PHA's must ensure the RAB's are actively involved in the development of PHA Plans, and should set up timelines and procedures for RAB notification and involvement.

The role of the RAB's is to assist and make recommendations regarding the development of the PHA Plan and any significant amendments or modification to it. RAB's should be involved in the planning process as soon as it is feasible and must be given sufficient time to fully participate in the process so that they can carry out their proper role and provide representation that is meaningful and relevant to the development of the Plan.

PHA's may do preliminary work prior to involving the RAB's such as gathering and compiling data and materials to help residents participate in the process.

Mr. Mezei then continued inquiring if the Resident Advisory Board Members are all low income tenants under the jurisdiction of the Housing Authority of the County of Contra Costa? I believe they have been deprived of representation of the RAB board. Mr. Mezei then left the meeting.

Ms. Angle announced that she received a packet regarding being a member of the RAB in the mail just before she was to leave for Washington D. C. She was astonished as she was not aware that she was actually a member of the Board.

Ms. Matson asked that she may read her letter she wrote directed at Mr. Rosario:

Greetings from the heart. The purpose of this letter is to provide you with my written, as well as my public comments concerning the HUD Comprehensive Grant Program which I'll provide you with my written, as well as my public comments concerning the HUD CGP which I'll provide at tonight's meeting. Firstly though, I want to thank you sincerely for including me in this important process. I sincerely appreciate and feel honored to have been invited to participate as an appointed member of the Advisory Board. This will be my first year to serve in this capacity and tonight I'll meet with the other Advisory Board members for the first time.

Please forgive me for the limited amount of time & resources I've been able to pull together in preparation for tonight's meeting. Since receiving my draft copy of the PHA plan exactly 45 days ago, the basic questions and contextual references I hoped to get more information on were left unanswered by both Tommie Hodge and Karl Mezei who I contacted numerous times for this purpose. I had hoped to contact the other Advisory Panel members for their comment on the plan before tonight's meetings to get some idea about what's important to discuss and what's not.

The fact that I do believe strongly in the benefits of keeping lines of communication open is such as I did intend to drop each panel member a card requesting them to call me. There was a pending death in my family, however, and I simply didn't have time before leaving for the last two weeks to Ohio.

In order not to take up too much time at tonight's meeting, I'd like to start off by introducing myself to the other Advisory Board members and getting some sort of understanding about what my role and responsibilities are as a new member. This, of course, could have happened before now but as I said before, I was limited by the resources and opportunity I had.

My first advice I'd like to provide the Housing Authority with is to be more supportive in establishing these lines of communication with me, other panel members, the Housing Authority and HUD. How else are we gonna get things done?

Since Tommie Hodge and Karl Mezei were either unable or unwilling to provide me with the phone numbers of the other panel members, I'm afraid that many of the questions I'll be raising tonight will be procedural in nature and bog down the progressive discussions that I'm hopeful will be of the greatest benefit to the communities concerned.

Had I been able to contact the other Advisory Board Members before tonight's meetings, there would be no need for me to apologize beforehand for my inexperience and lack of knowledge on procedural questions and need for clarification on certain aspects of the plan.

I feel it's important to establish open lines of communication between panel members and the Housing Authority in order for a good partnership to develop with each other and HUD. I expressed this to Tommie Hodge and Mr. Mezei both personally over the phone and publicly at our board meeting and taken back when told that if I felt this was so important I could have written to each of them instead of repeating my request for phone numbers.

Yours truly

Mr. Hodge noted that the resident portion of the Annual Plan is in draft form and this is the opportunity to make their comments and suggestions. He pointed out that he informed Ms. Mats on that the phone numbers were private numbers and he felt he could not, in good faith, give them to her. He did, however, suggest that she give him her number and he could inform the other members of the RAB that she would like to talk to them and give them her number. They would be on their own for the business of contacting her. Ms. Mats said she was not interested in personal phone numbers, all she wanted was a contact number.

It was pointed out that Mr. Tamayo is trying to reach out to the other board members and obtain their input, questions and discuss the line of communication with residents.

Forty-five days is a minimum amount of time for the residents comments. Mr. Tamayo noted that when he has been involved with the Resident Councils in the past, the Resident Councils will get together and become active in the public comment portion.

Mr. Tamayo reported that Mr. Mezei should have posted the notice in the Resident Council building. Regarding this issue, it was noted by Bayo Vista residents present, that he did not post it and they never saw it.

Ms. Angle said that the fencing at Elder Winds needs to be completed. Mr. Booth commented that the deterioration of security at Elder Winds Senior Complex is awful. He said that the newer tenants have no regard for the existing rules. He wanted the Housing Authority to be aware of the matter and decide on a plan which would save what he termed, "the sinking ship". He said there was a mugging during the Christmas Season and a car which had its disabled license plates stolen. Mr. Tamayo suggested that the Resident Council invite the Housing Authority staff to their next meeting. Ms. Angle said they have done that in the past, however, no one actually attends. She said that their meetings are always held on the 2nd Tuesday of every month. The meeting on February 12th has the Fire Department on the agenda. He asked if there could possibly be a "Special Meeting" held. Both Ms. Angle and Mr. Booth said that they do not get a good turn out with Special Meetings. They decided they would consider having both the Fire Department and the Housing Authority attend next month's meeting.

The issue of disabled people living in a senior development was raised and Mr. Hodge pointed out that he worked at HUD when they passed the HUD rule for the inclusion of the disabled in a HUD project. A question was raised whether there are disabled tenants at our Oakley developments and Mr. Rosario said yes Oakley does have such tenants. There are problems of which Karis is made aware of and there could be efforts made, however, the tenants may not know about them due to confidentiality.

Mr. Moore, the Housing Technical Director, was introduced and he began by verifying the residing developments for the tenants present.

Mr. Moore said the comments and the effectiveness of the RAB has a tremendous impact for him. They have always been received well and welcomed. The RAB has an impact on the Annual Plan. He pointed out that the last funding round budgeted for the parking lot issue and there is

going to be reserved parking installed at Bayo Vista and they will also be replacing the worn out playground equipment at Bayo Vista. Another issue is the garden at Elder Winds. The RAB has a significant impact on how we prioritize the work items.

Mr. Moore explained that in the past years the budget was called the CIAP Program and then it changed to CGP and now it is changed again and is called the Capital Fund Program. We have to project a five year budget for the money proposed in 2002 there is actually only three developments effected. We are starting more of an ambitious program for those developments.

Ms. Smith inquired if the tenants get to be involved in selecting the playground equipment or do we get what has already been decided on and ordered? Mr. Moore said that he will definitely consider their comments and suggestions.

Discussion drifted back to the Las Deltas and Los Medanos developments. It was disclosed that some vacant Las Deltas units were gutted because of vandalism and may need to be demolished. Alternatively, the Housing Authority of the County of Contra Costa may have them totally rebuilt and sold to low-income people under affordable programs. At Los Medanos, the land will be leased by the HA to the developer, and a new development constructed.

Mr. Mezei returned to the meeting as Mr. Moore directed the topic back to Bayo Vista and the tenants claimed that there are still vines growing on the buildings. Mr. Moore was dismayed and gave his phone number 372-7400 Ext. 2025 and asked them to phone him and let him know which units they were referring to. He would like to know since exterior painting would be hindered if the vines are still present.

Ms. Smith pointed out that her kitchen sink in the Bayo Vista development is not set in the counter properly and rocks back and forth. She has even resorted to washing her dishes in her bathtub. Mr. Moore said that he will be addressing plumbing issues throughout the units, that could reveal systematic problems.

Ms. Angle pointed out several items at Elder Winds that need attention; heaters, carpeting, screen doors and the air conditioning units are the original ones. They are inefficient and noisy. She also stated that the bathroom and kitchen flooring needs to be looked at as she has three different levels in her bathroom floor alone, and new fencing would be a nice addition.

Mr. Moore said that he intends on replacing the fencing with new, however, we will not have the money to spend on such items until late Spring.

An inquiry was made as to if remodeling of the interior of the units was being considered along with new appliances. Mr. Moore confirmed that is highly possible and apologized for his vagueness but he is trying to keep it flexible because if the suggested work items would not be feasible this year, they could be placed on another budget for another year.

One issue raised was providing Fire Extinguishers available in the units. Mr. Tamayo said he would definitely look into that matter.

Mr. Moore stated that he always wants input from the RAB and discuss their issues for remodeling the units. The RAB will not have the ultimate decision but will have considerable input. He stated that part of what he does at this agency is take calls from residents about issues regarding their units. He said he wanted them to be aware that he welcomes calls from the residents.

Mr. Booth noted that there are several residents at Elder Winds who do not speak English and need interpreters so they can be aware of upcoming work or potential work items. Without interpreters they cannot voice their opinions.

Mr. Tamayo continued the meeting stating that the development Bayo Vista was hit with a lot of things this past year and that curb appeal is always an issue. However, some things have to be delayed as the Capital Fund Program money needs to go to more urgent issues. He asked if the tenants present were aware that the San Pablo development had four units burn. When this happens, the Capital Fund Program funding is pulled away from assigned projects and spent on repairing the more urgent issue of fire damages.

Ms. Smith recalled that when Frank Sorisio was the Maintenance Supervisor in Antioch there was a program sponsored by PG & E where we turned in our old refrigerator and received a new more efficient one. She asked if there was anything like that available for Bayo Vista residents? No one was aware of such a program at this time.

Mr. Tamayo suggested that there be a fifteen minute recess at 7:15 p.m.

The meeting resumed at 7:30 p.m. with Mr. Rosario pointing out that the Community Service requirement is going to be suspended as of March 1st. Consequently, it will not be enforced for this Fiscal Year.

With that requirement gone, Ms. Smith pointed out the importance of the work the Resident Council does, and in looking at the big picture, how their decisions effect the rest of the United States.

Ms. Angle inquired about the responsibility of caregivers. She wondered if they had the right to ask Management to disclose the names of the people on the lease. Mr. Rosario said that live-in aides can live in the unit as long as they are approved by the Manager and documented with a physician's letter, however, they are not recognized as part of the family. Meaning, should the resident no longer be in occupancy, the caretaker is not allowed to continue living in the unit. They have no tenant rights.

Mr. Booth asked if the person is not listed on the lease but getting their mail delivered, wouldn't that be enough to ask them to leave. Mr. Rosario said that if you have been seeing the particular person on a daily basis you might have to testify in court but that he has yet to see a Judge rule on a decision based on receiving mail at a unit.

Mr. Rosario continued, stating that the Housing Authority does whatever it can to terminate folks that are involved in illegal criminal activity. Cases take a long time. One in particular took 18 months. We look to settle the problem. He asked that if any tenant has concerns about something that Management is not doing right, let him know about it.

Mr. Mezei asked about the rent status of a resident who recently was married and he was with the understanding that even though the income goes up at the time of the marriage, the rent could be locked into for a year. Mr. Rosario said that he would discuss the matter with Jodie, the Manager of Bayo Vista, tomorrow.

Mr. Rosario pointed out that RAB was formerly known as Council of Presidents and had been in existence for many years. HUD mandated that the Housing Authority recognize the resident's group and therefore the Council of Presidents then became the Resident Advisory Board (RAB). He ended

by saying that Mr. Hodge, Resident Services Manager would commence scheduling quarterly RAB meetings beginning April 2002. Mr. Hodge would inform Resident Council's in writing as to meeting date, time and location.

The discussion then proceeded to cover issues that were unrelated to the main topic and the meeting was adjourned at 8:15 p.m.

Attachment A (Continued, Members of Resident Advisory Board notified of Public Hearing)

HOUSING AUTHORITY
of the
COUNTY OF CONTRACOSTA

3133 Estudillo Street • P.O. Box 2759 • Martinez, California 94553
PHONE: (925) 372-7400 FAX: (925) 372-0236

RESIDENT ADVISORY BOARD MEMBERS

Karl Mezei, President
Bayo Vista Resident Council
148 Dempsey Way
Rodeo, CA 94572

Miner Von Jurgens, President
Casa Serena Resident Council
1035 Clearland Drive
Bay Point, CA 94565

Geneva Green, President
Elder Winds Resident Council
2100 Buchanan Road, Apr. 504
Antioch, CA 94509

Robert Barlow
Los Medanos Resident Council
Bay Point, CA 94565

Wendell Booth, Vice President
Elder Winds Resident Council
2100 Buchanan Road, Apt. A 104
Antioch, CA 94509

Kaylene Smith
Bayo Vista Resident Council
Rodeo, CA 94572

Diane Angle, Secretary
Elder Winds Resident Council
2100 Buchanan Road

Lillie Bairos
Bayo Vista Resident Council
Rodeo, CA 94572

Antioch,CA94509

Cathie Matson, Officer
Bayo Vista Resident Council
23 California Street
Rodeo,CA94572

Beleu Ramios Releu
Bayo Vista Resident Council
Rodeo,CA94572

Charla Norris
Bayo Vista Resident Council
Rodeo,CA94572

AttachmentB

**HOUSINGAUTHORITY
ofthe
COUNTYOFCONTRACOSTA**

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MEMBERSOFGOVERNINGBOARDOF COMMISSIONERS

District1

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GayleB.Uilkema,Chair
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Danville,CA94526

District4

MarkDeSaulnier
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District5

FederalD.Glover
315EastLelandRoad
Pittsburg,CA94565

JulieMedina
HousingAuthorityResidentCommissioner
112CordovaWay,Apt.19
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AttachmentC

**HOUSINGAUTHORITY
ofthe
COUNTYOFCONTRACOSTA**

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AttachmentD

**HOUSING AUTHORITY
of the
COUNTY OF CONTRACOSTA**

3133 Estudillo Street • P.O. Box 2759 • Martinez, California 94553
PHONE: (925) 372-7400 FAX (925) 372-0236

Statement of Progress in meeting the 5 year plan mission and goals:

The Housing Authority of the County of Contra Costa (HACCC) in its efforts to increase the availability of decent, safe and affordable housing in a good state of repair (DSA/GR) has implemented or accomplished the following:

- The HACCC has applied for and received 179 additional Section 8 Housing Choice Vouchers.
- The HACCC has increased its public housing occupancy from 96.6% in March, 2001 to 98.8% occupancy rate for October, 2001. This increase represents 25 additional family households in HACCC public housing complexes.
- The HACCC has developed a five-year action plan to increase the available housing in the Bay Point Community of the county from 86 to 180 units by developing available land and leveraging available funds. The new development will be known as De Anza Gardens.

In addition to the above, the HACCC has also implemented or initiated the following activities to meet its 5 year goals:

- A strategic planning meeting for the upcoming fiscal year has been scheduled for April, 2002 to assess the HACCC goals' accomplishments and activities. This meeting includes HACCC management staff and advisory board members.
- Created a land lord newsletter to develop better communications between Section 8 property owners and the HACCC.
- Increased security at HACCC targeted public housing complexes by increasing communications and cooperation with local law enforcement agencies. This was accomplished through the renewal security service agreements and purchasing direct voice communication devices between management staff and local sheriffs at two public housing complexes. The HACCC future plans include the installation of security devices to protect staff and buildings and exploring other remedies to diminish crime at its public housing locations which include a Neighbor Hood Watch and Block Captains programs.
- Through the Tenants Opportunity Program (TOP) grant provide to the Resident Council of the Bayo Vista public housing apartments an English as a Second Language (ESL) program is currently in progress and plans are to start a General Education Diploma (GED) program and a job skill training program.
- Through the Public Housing Drug Elimination Program the HACCC is currently operating a recreational facility for the youths at the Las Deltas Public Housing complex in North Richmond. This program will be re-evaluated for other funding sources since Congress has stopped grant funding the Public Housing Drug Elimination Program.
- The HACCC Family Self-Sufficiency (FSS) increased enrollment in the program from sixty-nine participants in October 2000 to approximately 160 participants by October 1, 2001. Since January 1, 2000 there have been thirty-seven graduates from the FSS Program.

AttachmentE

FY2001/02 –2004/5

**ContraCosta
ConsolidatedPlan
April2000**

**CityofAntioch
California**

Concord

**TheSealof
ContraCostaCountyCalifornia**

Pittsburg

**City of
Walnut Creek**

AttachmentF

**Annual Statement/Performance and Evaluation Report
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part 1: Summary**

PHAName: Housing Authority of the County of Contra Costa	Grant Type and Number Capital Fund Program Grant No: CA39P01150102 Replacement Housing Factor Grant No:	Federal FY of Grant: 2002
--	--	-------------------------------------

Original Annual Statement
 Reserve for Disasters/Emergencies
 Revised Annual Statement (revision no:)
 Performance and Evaluation Report for Period Ending:
 Final Performance and Evaluation Report

Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total Non -CFP Funds				
2	1406 Operations				
3	1408 Management Improvements Soft Costs	342,000			
	Management Improvements Hard Costs	232,000			
4	1410 Administration	287,000			
5	1411 Audit	2,000			
6	1415 Liquidated Damages				
7	1430 Fees and Costs	241,093			
8	1440 Site Acquisition				
9	1450 Site Improvement	161,000			
10	1460 Dwelling Structures	1,320,000			
11	1465.1 Dwelling Equipment — Nonexpendable				
12	1470 Nondwelling Structures				
13	1475 Nondwelling Equipment	190,000			
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs				
18	1499 Development Activities				
19	1502 Contingency	52,000			
20	Amount of Annual Grant: (sum of lines 2 -19)	2,827,093			
	Amount of line 20 Related to LBP Activities				
	Amount of line 20 Related to Section 504 compliance				
	Amount of line 20 Related to Security — Soft Costs	232,000			
	Amount of Line 20 Related to Security -- Hard Costs				
	Amount of line 20 Related to Energy Conservation Measures	272,000			
	Collateralization Expenses or Debt Service				

Annual Statement/Performance and Evaluation Report Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part 1: Summary				
PHAName: Housing Authority of the County of Contra Costa		Grant Type and Number Capital Fund Program Grant No: CA39P01150102 Replacement Housing Factor Grant No:		Federal FY of Grant: 2002
<input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/Emergencies <input type="checkbox"/> Revised Annual Statement (revision no:)				
<input type="checkbox"/> Performance and Evaluation Report for Period Ending: <input type="checkbox"/> Final Performance and Evaluation Report				
Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost

Annual Statement/Performance and Evaluation Report
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF)
Part II: Supporting Pages

PHAName: Housing Authority of the County of Contra Costa		Grant Type and Number Capital Fund Program Grant No: CA39P01150102 Replacement Housing Factor Grant No:				Federal FY of Grant: 2002		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
HA-Wide	Resident Services Manager	1408		50,000				
	Asst. Dir. Facilities Management	1408		60,000				
	Agencywide Security	1408		232,000				
	Computer Database Conversion	1408		232,000				
	Administration	1410		287,000				
	Audit	1411		2,000				
	Project Management, Planning Costs	1430		241,093				
CA011005/ El Pueblo	Sewer Line Repairs	1450		70,000				
	Repaint Unit Exteriors	1460		560,000				
CA011010/ Bayo Vista	Replace Playground Equipment	1450		91,000				
	Remodel Select Units	1460		547,000				
CA0110015/ Elder Winds	Unit Remodels	1460		213,000				
HA -Wide	Computer Hardware	1475		100,000				
	2 Trucks	1475		50,000				
	Office Work Stations	1475		40,000				
	Contingency	1502		52,000				
	Grant Total			2,827,093				

Annual Statement/Performance and Evaluation Report Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part III: Implementation Schedule							
PHA Name: Housing Authority of the County of Contra Costa			Grant Type and Number Capital Fund Program No: CA39P01150102 Replacement Housing Factor No:			Federal FY of Grant: 2002	
Development Number Name/HA-Wide Activities	All Fund Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates
	Original	Revised	Actual	Original	Revised	Actual	
HA -Wide	12/31/03			12/31/04			
CA011005/ El Pueblo	12/31/03			12/31/04			
CA011010/ Bayo Vista	12/31/03			12/31/04			
CA011015/ Elder Winds	12/31/03			12/31/04			

Capital Fund Program Five - Year Action Plan Part I: Summary

PHAName:Housing Authority of the County of Contra Costa

Original 5 - Year Plan
 Revision No:

Development Number/Name/HA-Wide	Year 1	Work Statement for Year 2 FFY Grant: 2003 PHAFY: 2003	Work Statement for Year 3 FFY Grant: 2004 PHAFY: 2004	Work Statement for Year 4 FFY Grant: 2005 PHAFY: 2005
	Annual Statement			
CA011001/ Alhambra Terrace		316,000	278,000	40,000
CA011002/ Los Medanos				
CA011003/ Bridgemont		107,000	215,000	144,000
CA011004/ Los Nogales				176,000
CA011005/ El Pueblo		446,000	407,000	411,000
CA011006/ Las Deltas		103,000	45,000	80,000
CA011008/ Los Arboles		100,000		120,000
CA011009A/ Las Deltas Annex 1			68,000	
CA011009B/ Las Deltas Annex 2				
CA0110010/ Bayo Vista		410,000	411,000	401,000
CA0110011/ Hacienda		165,000		92,000
CA0110012/ Casade Manana				40,000
CA0110013/ Casa Serena			168,000	
CA0110015/ Elder Winds		110,000		180,000
CA045001/ Vista del Camino		25,000	212,000	45,000
CA045002/ Kidd Manor		22,000		75,000
HA-Wide		40,000	40,000	40,000
Contingency		21,000	21,000	21,000
Total Work Items		1,865,000	1,865,000	1,865,000
Mgmt. Improvements		574,000	574,000	574,000
Administration		287,000	287,000	287,000
Audit		2,000	2,000	2,000
Fees & Costs		99,093	99,093	99,093
Total CFP Funds (Est.)		2,827,093	2,827,093	2,827,093

Capital Fund Program Five - Year Action Plan
Part II: Supporting Pages — Work Activities

Development Number/Name/HA-Wide	Activities for Year 1 FFY2001	Activities for Year 2 FFY2003	Activities for Year 3 FFY2004	Activities for Year 4 FFY2005
CA011001/ Alhambra Terrace	(SEE	Utility Line Repairs; Add ½ Baths to 3 BR Units; Add Porch Lights & Lighted Address Signs	Repair Creek Wall Repaint Central Office	Replace Storage Sheds
CA011002/ Los Medanos	ANNUAL			
CA011003/ Bridgemont	PLAN)	Repair Landscape Components; New Parking Spaces; Add Porch Lights	Replace Sheds Reroof Units	Repaint Unit Exteriors
CA011004/ Los Nogales				Repaint Unit Exteriors
CA011005/ El Pueblo		Repair Bath Flooring and Kitchen Ceilings	Repair Bath Flooring and Kitchen Ceilings	Repair Bath Flooring & Kitchen Ceilings; Utility Line Repairs Repave Parking Lots
CA011006/ Las Deltas		Utility Line Repairs	Install Playground	Utility Line Repairs
CA011008/ Los Arboles		Utility Line Repairs		Repaint Unit Exteriors
CA011009A/ Las Deltas Annex 1			Replace Sheds	
CA011009B/ Las Deltas Annex 2				
CA0110010/ Bayo Vista		Repair Landscape Components; Replace Kitchen/Bath Sinks; Resurface Parking Lots; Install Site Signage; Utility Line Repairs; Remodel Select Units	Replace Office Flooring; Reroof Office; Remodel Select Units	Remodel Select Units; Replace Sheds; Repair Landscape Components; Repave Parking Lots
CA0110011/ Hacienda		Repair Deck Rails		Reroof Buildings
CA0110012/ Casad eManana				Repair Landscape Components
CA0110013/ Casa Serena			Reroof Units	
CA0110015/ Elder Winds		Landscape Improvements		Paint Unit Exteriors
CA045001/ Vista del Camino		Replace Door Hardware	Utility Line Repairs; Landscape Component Repairs; Install Concrete Patios	Repave Parking Lots
CA045002/ Kidd Manor		Replace Trash Enclosure Door; Replace Radiator Valves		Repair Parking and Landscaping
Total Physical Improvements		1,804,000	1,804,000	1,804,000

AttachmentG

**HOUSINGAUTHORITY
ofthe
COUNTYOFCONTRACOSTA**

3133EstudilloStreetP.O.Box2759Martinez,CA94553
Telephone(925)372 -7400Fax(925)372 -3206

RESIDENTADVISORYBOARDMEMBERS

2002

PaulHardin,VicePresident
BayoVis taResidentCouncil
23CaliforniaStreet
Rodeo,CA94572

CynthiaAvila
BayoVistaResidentCouncil
23CaliforniaStreet
Rodeo,CA94572

DianeAngle,Secretary
ElderWindsResidentCouncil
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Antioch,CA94509

WendellBooth
ElderWindsResidentCouncil
2100BuchananRoad,#A104
Antioch,CA94509

MaryDempsey,President
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2100BuchananRoad,#B314
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GenevaGreen
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1

FrancesMoore
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ReneeRoberts
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AttachmentH

**HOUSING AUTHORITY
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COUNTY OF CONTRA COSTA**

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**MINUTES
RESIDENT ADVISORY BOARD**

Wednesday, June 26, 2002, 5:30 P.M.

Attendees: **Robert Bartlow**, President Los Medanos Resident Council, Bay Point; **Wendell Booth**, Elder Winds Resident Council; **Dianne Angle**, Secretary Elder Winds Resident Council, Antioch; **Mary Dempsey**, Elder Winds Resident Council, Antioch; **Behran Laskani**, Casa Serena Resident Council; **Paul Hardin**, Vice President Bayo Vista Resident Council; **Frances Moore**, Casa Serena Resident Council; **Rudy Tamayo**, Deputy Executive Director HACCC; **Tommie Hodge**, Resident Services Manager, HACCC.

The meeting opened at 5:45 P.M.

Tommie Hodge stated that this is the second quarterly meeting of the Resident Advisory Board (RAB). In this meeting we will be discussing some revisions to the Annual Plan for the Housing Authority of the County of Contra Costa (HACCC), which is the most important item on the Agenda tonight.

The RAB is a resident organization, not an organization of the Housing Authority. We want the leadership to reflect the needs of the residents. We need a Chairperson for the RAB, and suggest the members seated here tonight make a decision to choose someone to facilitate the meetings and coordinate the activities. Dianne Angle has been acting in that capacity, Diane has attended two trainings by HUD regarding resident leadership: one in April of 2001 and a second class for "Training the Trainers" in December of 2001. It is important to choose some local person to organize the group, who has the availability to attend every meeting.

Tommie Hodge stated that he works with many of the residents here. Robert Bartlow helps me with one of my senior groups in Bay Point. If you have any feelings about this agenda tonight, please express yourselves.

Mary Dempsey stated that Dianne Angle would be a very good choice for Chairperson. Paul Hardin reiterated this choice. Wendell Booth reiterated this choice.

Tommie Hodge stated that he thought someone on the Board should make a motion to nominate Dianne Angle to act as Chair for this meeting.

Motion made by Mary Dempsey to nominate Dianne Angle to be acting Chairperson.

Motion Seconded by Robert Bartlow.

Motion Carried by a show of hands unanimously electing Dianne Angle to be acting Chairperson for this meeting.

Dianne Angle stated that we can ask for discussion among the members of the group a little later. However, the revisions to the Annual Plan for the HACCC need to be addressed first.

Rudy Tamayo stated that after going through the plan several times, I hope to get this one through. I introduced the latest version of the plan. Component 7 will be moved to page 32. The big changes are on pages 4 – 5 with some new information added. Page 46 Component 10 is new. Rudy explained the Deconcentration Plan and each of the revisions to that plan. Los Medanos development in Bay Point may be appropriate for conversion.

Paul Hardin raised the question of who will be responsible for the De Anza development. Rudy Tamayo replied that the Housing Authority will be responsible for that development as a partner, and the investors as the tax credit partner. The only other item significant to the Board in the Annual Plan is on pages 61 – 64, the Capital Fund Program Annual Statement/Performance and Evaluation Report is new, and pages 5 – 7 in the Five Year Plan.

Discussion followed regarding the proposed landscaping and other improvements planned for Elder Winds in Antioch.

Frances Moore had questions about the proposed roof replacement and tree trimming in the Casa Serena development in Bay Point.

Dianne Angle inquired whether these are all of the revisions to the Annual Plan. Is there a vote needed from the RAB Board today?

Ben Laskani inquired about how the figures are fixed for these repairs.

Rudy Tamayo answered that cost estimates are completed based upon historical information and priorities set by need and funding.

Tommie Hodgestated that we know that we need work done, but sometimes we must wait for the funding to be available.

Dianne Angel requested that someone make a motion to accept the revised Annual Plan.

Rudy Tamayo stated that we could discuss the questions regarding non-capital improvement projects for individual complexes at a later time during this meeting.

Ben Laskani stated that the whole plumbing system in the Casa Serena development is badly clogged, bath tubs fill with dirty water, and the pipes seem to be clogged with oil.

Rudy Tamayo asked if they have sent in a work order for this repair.

Ben Laskani replied that they have sent in the work orders, which were completed, but the system is soon clogged again just as badly.

Rudy Tamayo stated that he will have Robert Moore in our Development Department take a look at it, and it may require an entire new sewer system for the entire area. Some of these pipes cross under the freeway. We would like to connect to that system, and we will be making a study of the best solution. If there are clay pipes, that may be the problem.

Wendell Booth discussed air conditioning and other appliances at Elder Winds are getting very old. Dianne Angle joined this discussion, saying that the elderly depend on their air conditioning.

Rudy Tamayo stated that those things would be covered in the unit developments -remodeling project planned for those

Robert Barton discussed the issue in Los Medanos development of several families living in two bedroom units with up to five children. They need some extra garbage cans.

Rudy Tamayo suggested they request them through Linda Russo, Housing Manager or Ralph Rosario, Director of Affordable Housing Programs.

Paul Hardin suggested using the recycling program to reduce the amount of garbage in Los Medanos.

Dianne Angle replied that some of the tenants use the recycle bins for garbage, and BFI will not take them away in that condition. She offered to call for information about the problem.

Tommie Hodges said that some of the residents have mentioned that problem to him before, and that he will find out who to talk to at BFI.

Ben Laskani brought up a complaint about broken mailboxes in Bay Point.

Dianne Angle stated that should be reported to the Post Office, through their 800 number, and the Postmaster will respond.

Dianne Angle suggested going ahead and giving the Board approval to the revised Annual Plan.

Motion made by Dianne Angle.
Motion seconded by Robert Bartlow.
Passed unanimously by a show of hands.

Tommie Hodges stated that the HA is taking a proactive approach to HUD Section 3 offerings. The HUD policy requires that the HA make use of whatever Federal funds are available for employment, and make them available to the communities we serve. If a resident has a business of their own, we continue to encourage this. The HA is now approaching painting contractor to hire apprentices from the housing developments. 251 units of housing will be painted this year. The contracts granted to painting companies will require them to hire six apprentices who are residents in HA developments. We have a training contract with the Cypress/Mandela organization in Oakland to oversee the apprenticeship painting training program at Las Deltas North Richmond and El Pueblo Pittsburg developments. These graduates will belong to the Painters Union, and will learn all the different skills needed to begin a career as painters. Wages start at \$13.00 per hour, and they will be able to go to the Union hall and look for work after the HA painting project.

Tommie Hodges spoke about the IDA Program, Individual Development Account, for residents saving for homeownership. Cal Fed Bank will match up to \$10,000 for this purpose, and both Section 8 and Public Housing resident can participate in this program. We are investigating this more, and will make the Resident Councils aware of it.

Dianne Angle opened the discussion for general topics.

Rudy Tamayo suggested that each member of the RAB remain active. This Annual Plan will be the basis for the Fiscal Year 2003 Annual Plan.

Dianne Angle said we still plan on quarterly meetings, and if needed, we could arrange for emergency meetings in between.

Ben Laskani is the newly elected acting Vice President of the Casa Serena, Bay Point Resident Council residents participated in the election. He inquired whether the HA is beginning to reward the richer segment of the population with this deconcentration program. Tommie Hodges answered that HUD must provide housing for people in different income levels.

Rudy Tamayo stated that the HA is committed to providing housing for those who are most in need. The bigger we get, the stronger we will be.

Dianne Angle suggested a goal for the RAB would be to stay more active with the HA, to keep ourselves informed.

Rudy Tamayo stated that we lost PHDEP funding, and that a week ago President Bush visited the Washington, DC, HUD office to see about giving them new funding.

Robert Bartlow remarked that 60 years ago Pittsburg was a thriving city in California. They had ship building plants, and a shipping industry. Education and training is needed in that community these days.

Tommie Hodge answered that we will get someone to assist with that. Further, we need to encourage communication between the resident council groups.

Discussion followed about how to increase attendance at the resident council meetings.

Dianne Angle asked for a motion to adjourn the meeting.

Motion made by Frances Moore to adjourn.

Seconded by Wendell Booth.

Passed unanimously to adjourn the meeting at 7:15 P.M.

Respectfully submitted,

Mary F. Granacha
Secretary of Housing Operations

HOUSING AUTHORITY
of the
COUNTY OF CONTRACOSTA
3133 Estudillo Street P.O. Box 2759 Martinez, CA 94553
Telephone (925) 372-7400 Fax (925) 372-0236

PUBLIC HEARING

July 15, 2002, 6:00 P.M.

AGENDA

The Annual Plan for Fiscal Year 2002 for the Housing Authority of the County of Contra Costa will be made available to all interested persons attending this public hearing.

This plan includes goals and objectives for the Housing Authority's future involvement in the provision of affordable housing in Contra Costa County, particularly through its Public Housing and Section 8 rental subsidy programs.

This hearing is being held to solicit public comment .

HOUSING AUTHORITY
of the
COUNTY OF CONTRACOSTA
3133 Estudil lo Street P.O. Box 2759 Martinez, CA 94553
Telephone (925) 372 -7400 Fax (925) 372 -0236

Public Hearing Minutes

Proposed Annual Plan for Fiscal Year 2002

Monday ☺ July 15, 2002 ☺ 6:00 p.m.

Attendees from the Housing Authority: Rudy Tamayo, Deputy Executive Director for Operations, HACCC; Elizabeth Campbell, Internal Auditor, HACCC; Tommie Hodge, Resident Services Manager, HACCC; Mary F. Granacha, Secretary to Housing Operations .

Attendees from the public: None Present when the public hearing was called to order or when the public hearing was adjourned.

The public hearing was called to order at 6:00 P.M. by Rudy Tamayo, Deputy Executive Director for Operations.

Copies of the revised Annual Plan were available for the perusal of the members of the public whomay have been in attendance. There was nobody present representing the public or residents.

Upon waiting a reasonable time for any late participants from the public or from public housing sites, the public hearing was adjourned at 6:30 P.M.

Respectfully submitted,

Mary F. Granacha
Secretary of Housing Operations