



Housing Authority of the City of San Buenaventura
PHA Annual Plan Update
Fiscal Year 2014, beginning 10/1/2013

PHA Annual Plan Update Section 6.0(a) Identify all PHA Plan elements that have been revised by the PHA since its last Annual Plan submission:

Admissions and Continued Occupancy Policy:

1. Chapter 2: Fair Housing and Equal Opportunity
 - a. List of federal laws governing nondiscrimination will be updated to reflect reauthorization of the Violence Against Women Act in 2013

Citywide RAB Comment:

The Citywide RAB concurs with this update.

HACSB Response:

The HACSB appreciates the concurrence of the CWRAB.

- b. Nondiscrimination policies will be updated to clarify that there shall be no discrimination based on actual or perceived sexual orientation, and shall further include gender identity as a basis of nondiscrimination (amendments to bring into compliance with HUD's Equal Access Rule)

Citywide RAB Comment:

The Citywide RAB concurs with this update.

HACSB Response:

The HACSB appreciates the concurrence of the CWRAB.

2. Chapter 3: Eligibility
 - a. HUD definition of "family" updated to include the Equal Access final rule language to now read: Family as defined by HUD includes but is not limited to the following, regardless of actual or perceived sexual orientation, gender identity, or marital status, a family with a child or children, two or more elderly or disabled persons living together, one or more elderly or disabled persons living with one or more live-in aides, or a single person (amendments to bring into compliance with HUD's Equal Access Rule)

Citywide RAB Comment:

The Citywide RAB concurs with this update.

HACSB PHA Annual Plan Update FY 2014 § 11.0(f): Resident Advisory Board (RAB) Comments

HACSB Response:

The HACSB appreciates the concurrence of the CWRAB.

- b. Applicant Suitability will require home visits to determine applicant's ability to care for the unit.

Citywide RAB Comment:

The Citywide RAB concurs with this policy amendment.

HACSB Response:

The HACSB appreciates the concurrence of the CWRAB.

- 3. Chapter 4: Applications, Waiting List and Tenant Selection
 - a. Technical, non-substantive amendment clarifying wait list update policy

Citywide RAB Comment:

The Citywide RAB concurs with this policy amendment.

HACSB Response:

The HACSB appreciates the concurrence of the CWRAB.

- b. Amendment to Applicant Interview policy providing that an application will be withdrawn from the waiting list after 2 notices and failure to respond.

Citywide RAB Comment:

The Citywide RAB concurs with this policy amendment.

HACSB Response:

The HACSB appreciates the concurrence of the CWRAB.

4. Chapter 6: Income and Rent Determinations – checking account valuation policy is being amended to match savings account valuation policy; will no longer be based on a 6 month statement balance average.

Citywide RAB Comment:

The Citywide RAB concurs with this policy amendment.

HACSB Response:

The HACSB appreciates the concurrence of the CWRAB.

5. Chapter 7: Verification – Streamlining policy regarding Requirements for Acceptable Documents

Citywide RAB Comment:

The Citywide RAB concurs with this policy amendment.

HACSB Response:

The HACSB appreciates the concurrence of the CWRAB.

6. Chapter 9: Reexaminations – where a resident transfers to another PHA unit, the Housing Authority will no longer conduct an annual reexamination with the transfer.

Citywide RAB Comment:

The Citywide RAB concurs with this policy amendment.

HACSB Response:

The HACSB appreciates the concurrence of the CWRAB.

7. Chapter 10: Pets
 - a. Number of Pets policy will be amended to read as follows: “Residents may own a maximum of 2 pets, only 1 of which may be a dog or a cat.”

Citywide RAB Comment:

The Citywide RAB disagrees with this policy amendment and recommends a policy that maintains a maximum of two pets, but allows residents discretion regarding the mix of pet types (e.g. 2 dogs, 1 dog and 1 cat, 2 cats).

HACSB Response:

The HACSB appreciates the concerns of the CWRAB regarding this proposed policy amendment. The HACSB will not revise the Pets Policy as stated, but will maintain the policy as it currently exists and will work with the CWRAB to develop a policy revision that balances the expectations of residents and management staff. If necessary, the HACSB will undertake a significant amendment to effect a revised policy that the CWRAB approves.

- b. Cleanliness policy amended to remove requirement of the Housing Authority to provide a waste basket for pet waste disposal.

Citywide RAB Comment:

The Citywide RAB concurs with this policy amendment.

HACSB Response:

The HACSB appreciates the concurrence of the CWRAB.

- 8. Chapter 16: Program Administration – PHAS Indicators updated to reflect current HUD scoring, including replacement of Resident Service & Satisfaction Factor with Capital Fund Factor.

Citywide RAB Comment:

The Citywide RAB concurs with this policy amendment.

HACSB Response:

The HACSB appreciates the concurrence of the CWRAB.

Housing Choice Voucher Administrative Plan:

1. The ACOP Revisions detailed in Numbers 1 and 2(a) above are also being made to the Administrative Plan (amendments to bring into compliance with HUD's Equal Access Rule).

Citywide RAB Comment:

The Citywide RAB concurs with these updates.

HACSB Response:

The HACSB appreciates the concurrence of the CWRAB.

2. Chapter 4: Applications, Waiting List and Tenant Selection
 - a. Application policy amended to clarify the process undertaken by the Housing Authority to communicate with applicants once an application is received.

Citywide RAB Comment:

The Citywide RAB concurs with this policy amendment.

HACSB Response:

The HACSB appreciates the concurrence of the CWRAB.

- b. Waiting List policy amended to provide for separate waiting lists for HCV tenant-based vouchers and project-based vouchers; project-based voucher waiting lists will be site-specific as needed.

Citywide RAB Comment:

The Citywide RAB concurs with this policy amendment.

HACSB Response:

The HACSB appreciates the concurrence of the CWRAB.

- c. Waiting List Purging policy amended to clarify the process undertaken by the Housing Authority to communicate with applicants and reduce allowable response time from 15 business days to 14 calendar days.

Citywide RAB Comment:

The Citywide RAB concurs with this policy amendment.

HACSB Response:

The HACSB appreciates the concurrence of the CWRAB.

- d. Waiting List removal policy amended to provide that applicant failure to respond to communications in a timely manner will result in removal from waiting list.

Citywide RAB Comment:

The Citywide RAB concurs with this policy amendment.

HACSB Response:

The HACSB appreciates the concurrence of the CWRAB.

- e. Local preferences policy amended to provide one point for families of two or more members; Family Unification Program voucher set-aside amended from 15 to 12 to reflect actual allocation.

Citywide RAB Comment:

The Citywide RAB concurs with this policy amendment.

HACSB Response:

The HACSB appreciates the concurrence of the CWRAB.

3. Chapter 5: Briefings and Voucher Issuance – Determining Family Unit (Voucher) Size
 - a. Voucher size determination policy is being amended to make consistent with HUD’s Equal Access Rule and to allow the Housing Authority to provide vouchers based on studio (0 Bedroom) size to certain families

Citywide RAB Comment:

The Citywide RAB concurs with this policy amendment.

HACSB Response:

The HACSB appreciates the concurrence of the CWRAB.

- b. Voucher size determination chart updated to reflect more accurate minimum and maximum family sizes accounting for sleeping areas in addition to bedrooms

Citywide RAB Comment:

The Citywide RAB concurs with this policy amendment.

HACSB Response:

The HACSB appreciates the concurrence of the CWRAB.

4. Chapter 7: Verification – Verification of Student Status policy being amended to clarify definition of “full-time student” and what acceptable verifications must be provided

Citywide RAB Comment:

The Citywide RAB concurs with this policy amendment.

HACSB Response:

The HACSB appreciates the concurrence of the CWRAB.

5. Chapter 9: General Leasing Policies – Policies governing provision of participant information to owners are being made consistent with HUD guidance.

Citywide RAB Comment:

The Citywide RAB concurs with this policy amendment.

HACSB Response:

The HACSB appreciates the concurrence of the CWRAB.

6. Chapter 10: Moving With Continued Assistance and Portability - Policy governing restrictions on elective moves being amended for consistency with HUD regulations

Citywide RAB Comment:

The Citywide RAB concurs with this policy amendment.

HACSB Response:

The HACSB appreciates the concurrence of the CWRAB.

7. Chapter 11: Reexaminations
 - a. New Household Members Approval Policy amended to allow broader, more flexible process for approving additions to households.

Citywide RAB Comment:

The Citywide RAB concurs with this policy amendment.

HACSB Response:

The HACSB appreciates the concurrence of the CWRAB.

- b. Interim reexamination policy is amended so that the Housing Authority will now conduct interim reexaminations for increases in income.

Citywide RAB Comment:

The Citywide RAB concurs with this policy amendment.

HACSB Response:

The HACSB appreciates the concurrence of the CWRAB.

- c. Reporting Method policy is amended to require notification to the Housing Authority in writing.

Citywide RAB Comment:

The Citywide RAB concurs with this policy amendment.

HACSB Response:

The HACSB appreciates the concurrence of the CWRAB.

- 8. Chapter 15: Special Housing Types – The Housing Authority will adopt a policy approving Shared Housing, but only for use only by elderly person or persons with disabilities.

Citywide RAB Comment:

The Citywide RAB concurs with this policy amendment.

HACSB Response:

The HACSB appreciates the concurrence of the CWRAB.

PHA Annual Plan Update Section 7.0 Hope VI, Mixed Finance Modernization or Development, Demolition and/or Disposition, Conversion of Public Housing, Homeownership Programs, and Project-based Vouchers

- The PHA has not received a Choice Neighborhoods (CNI) or HOPE VI grant, but plans to apply for one or both grants when offered again for the demolition and disposition of public housing inventory, resulting in a density increase of units: CA16P035-01&02 Westview Village (potential replacement of 180 public housing units plus additional 170 affordable units).

Citywide RAB Comment:

The Citywide RAB concurs with this policy amendment.

HACSB Response:

The HACSB appreciates the concurrence of the CWRAB.

- The PHA may engage in mixed-finance development activities for public housing in the Plan year, which would be affiliated only with the above-referenced projects, if the PHA receives funding or financing for the project in the Plan year.

Citywide RAB Comment:

The Citywide RAB concurs with this policy amendment.

HACSB Response:

The HACSB appreciates the concurrence of the CWRAB.

- The PHA plans to submit to the Special Applications Center (SAC) demolition/disposition applications for a multi-phased revitalization of Westview Village.
 - Phase I: Demolition of 46 Family public housing units on a 3.62 acre parcel bordered by Riverside, Flint, Warner and Snow Court Alley, Project numbers 035-1 (231/405 W. Vince, 232/242 W. Flint, 1051/1156 Riverside St.) and 035-2 (246 & 260 W. Vince, 233/237/243/257 W. Flint, 229/356 W. Warner, 236/357 W. Barnett, 913/949/985 Snow Court); to be replaced by 120 units – 85 Family units and 35 Elderly units. The 46 existing units will be demolished in the first phase of the master plan. All are currently occupied. Beginning in November/December 2013, the Authority will begin to leave vacant any units vacated. The average monthly attrition rate is 2-3 units a month. Thus, 9-10 units should be vacant by the time tenant relocations must start occurring in January 2014, at least three months before the intended demolition. Tenants remaining at this time will be relocated pursuant to a HUD approved relocation plan still in the process of being developed in cooperation with the residents.

Citywide RAB Comment:

The Citywide RAB concurs with this policy amendment.

HACSB PHA Annual Plan Update FY 2014 § 11.0(f): Resident Advisory Board (RAB) Comments

HACSB Response:

The HACSB appreciates the concurrence of the CWRAB.

- The following information is for the remainder of the revitalization project, which has a long-term horizon (3-5 years prior to commencement); all phases after Phase I are contingent upon funding availability: 134 public housing units located in project numbers 035-1 (231/405 W. Vince, 232/242 W. Flint, 1051/1156 Riverside St.) and 035-2 (246 & 260 W. Vince, 233/237/243/257 W. Flint, 229/356 W. Warner, 236/357 W. Barnett, 913/949/985 Snow Court). The project as a whole is described in the PHA 5-Year and Annual Plan, this Annual Plan Update provides detail on Phase I.

Citywide RAB Comment:

The Citywide RAB concurs with this policy amendment.

HACSB Response:

The HACSB appreciates the concurrence of the CWRAB.

- The PHA plans to submit to the SAC demolition/disposition applications for 2 units located in project number 035-010 (114/116 Mission Avenue).

Citywide RAB Comment:

The Citywide RAB concurs with this policy amendment.

HACSB Response:

The HACSB appreciates the concurrence of the CWRAB.

- The PHA may also redevelop eight (8) housing units located in project number 035-08 (217/233 Harrison Ave.) and 323/329 W. Park Row Avenue in the future, increasing the number of units on the site.

Citywide RAB Comment:

The Citywide RAB concurs with this policy amendment.

HACSB Response:

The HACSB appreciates the concurrence of the CWRAB.

- The PHA plans to submit for disposition the following units to the Agency's affiliate non-profit TRIAD Properties:
Project numbers 035-08 (206 Kellogg St., 332 Valmore Ave., 1330 Elsinor Ct., 3157 & 3158 Channel Dr.,), 035-10 (10373 Darling Road, 10408 Jamestown St., 218 E. Kellogg St., 1325 Cachuma Dr., 239 Dos Caminos Ave.), and 035-12 (135 Harding Ave.). ACC units will be replaced by increasing the density of the units at Westview, Harrison and Park Row described above, transferring the 11 units from scattered sites to these two sites.

Citywide RAB Comment:

The Citywide RAB concurs with this policy amendment.

HACSB Response:

The HACSB appreciates the concurrence of the CWRAB.

- The PHA administers a Section 8 Homeownership program pursuant to Section 8(y) of the Housing Act of 1937, as implemented by 24 CFR Part 982. The minimum qualifications for this program are:
 - An active Family Self-Sufficiency (FSS) Program Participant or FSS graduate who is still on the Voucher
Program with a minimum escrow balance of \$5,000, or Voucher participant with personal savings of \$5,000.
 - A first-time homebuyer or have not had ownership in any home within the past three years.
 - Employed full-time (at least 32 hours per week), unless disabled or elderly
 - Have been continuously employed for at least 12 months, unless disabled or elderly
 - Cannot owe money to any Housing Authority and must be in good standing with the Voucher program.
 - Both pre and post Homeownership counseling and education is required.
 - Must qualify for a mortgage loan at a financial institution.
 - Annual earned income should be at least 50% of the County Median income adjusted for family size
 - Balloon payment mortgages, variable interest rate loans, adjustable loans and interest only loans are prohibited
 - Agency approval must be obtained for refinancing a home purchased through the Housing Choice Voucher Homeownership Program; refinancing for an amount greater than the current loan balance is prohibited
 - HCV Homeownership participants must comply with the responsibilities outlined in HUD Form 52649 and also establish a savings account earmarked specifically for home repairs within 90 days of closing escrow

Citywide RAB Comment:

The Citywide RAB concurs with this policy amendment.

HACSB Response:

The HACSB appreciates the concurrence of the CWRAB.

- The PHA plans to project-base Section 8 vouchers in the coming year. Project-basing is a more viable option over tenant-based vouchers because of the following circumstances: access to neighborhoods outside of high poverty areas, source of stable operating funds for new construction and to ensure well-maintained units for very low income persons. Project-basing is consistent with the PHA 5-Year and Annual Plan objectives of expanding the supply of assisted housing, improving the quality of assisted housing and increasing assisted housing choices.

The Agency currently has 115 (8.55% of HCV count) project based vouchers providing subsidy as follows:

Chapel Lane Senior Apartments	38
The WAV	15
Triad	22
Soho	12
El Patio	28

In the upcoming PHA Plan Year, the agency will consider requesting proposals to project-base up to 157 vouchers in the following neighborhoods: East Ventura, Midtown, Downtown, and the Westside Neighborhood Revitalization Strategy Area. The PHA will give preference to proposals that target the following families: senior/disabled, homeless and at risk of homelessness, and very low income families.

Citywide RAB Comment:

The Citywide RAB concurs with this policy amendment.

HACSB Response:

The HACSB appreciates the concurrence of the CWRAB.

- The PHA is converting Asset Management Project (AMP) 2, which consists of 144 public housing units at the following properties, to Rental Assistance Demonstration (RAD) program assistance:
 - The Palms, 137 South Palm St. (Elderly/Disabled, 0 Bedrooms: 26, 1 Bedrooms: 49)
 - Mission Park, 66 North Ventura Ave. (Elderly/Disabled, 1 Bedrooms: 52, 2 Bedrooms: 1)
 - Training for Independent Living, 148 South Palm St. (Family, 1 Bedrooms: 3, 2 Bedrooms: 11, Offices: 2)

Of the 144 units, two are currently being used as offices, and will remain as office use after conversion.

PHA staff plans to work with HUD, residents, and other stakeholders to prepare for and undertake necessary modernization work at these properties, which may involve temporary relocations during construction. The PHA will provide current residents with additional information regarding this program and the rights afforded to them during the conversion process. New policies and procedures may be developed consistent with HUD guidance for the program, and the PHA will keep residents informed of all proposed changes/modifications relating thereto.

Citywide RAB Comment:

The Citywide RAB concurs with this policy amendment.

HACSB Response:

The HACSB appreciates the concurrence of the CWRAB.

- Should the Moving to Work Demonstration Program be expanded, the PHA will apply for participation

Citywide RAB Comment:

The Citywide RAB concurs with this policy amendment.

HACSB Response:

The HACSB appreciates the concurrence of the CWRAB.

PHA Annual Plan Update Section 8.0 Capital Improvements

Citywide RAB Comment:

The Citywide RAB concurs with the Capital Improvement plans.

HACSB Response:

The HACSB appreciates the concurrence of the CWRAB.