

**CALL AND NOTICE OF
REGULAR MEETING
AT 6:45 PM
OF THE
VALLEJO HOUSING AUTHORITY
VIA TELECONFERENCE
MARCH 24, 2020**

CHAIR
Bob Sampayan

MEMBERS:
Hermie R. Sunga, Vice Chair
Hakeem Brown
Pippin Dew
Robert H. McConnell
Katy Miessner
Rozzana Verder-Aliga
Margie Verdan

1. CALL TO ORDER

2. ROLL CALL

3. CONSENT CALENDAR AND APPROVAL OF AGENDA

A. APPROVAL OF MINUTES

Recommendation: Approve the Housing Authority minutes for the special meetings of January 28, 2020

Contact: Dawn G. Abrahamson, Secretary (707) 648-4528

Dawn.Abrahamson@cityofvallejo.net

B. SCHEDULE OF REGULAR VALLEJO HOUSING AUTHORITY MEETING DATES FOR 2020 AND 2021

Recommendation: Adopt a Resolution establishing a schedule of regular Vallejo Housing Authority meeting dates for 2020 and 2021.

Contact: Dawn G. Abrahamson, Secretary, (707) 648-4528

Dawn.Abrahamson@cityofvallejo.net

4. ACTION CALENDAR

NOTICE: Due to the current Shelter at Home Order and in conformance with the Governor's Executive Order N-29-30, the Housing Authority of the City of Vallejo has opted to hold Housing Authority meetings via teleconference. Any interested members of the public desiring to communicate with the Housing Authority as part of the Action Calendar must do so by accessing the link at the end of this paragraph. There will be no public access to City Hall for any Housing Authority meetings until further notice. <https://www.opentownhall.com/8416>

Due to the Coronavirus emergency, all Regular Housing Authority meetings will be held via teleconference. Members of the public will be able to submit public comment. Members of the public interested in participating or observing the Regular Housing Authority meeting may either click the link above or type the link into an internet browser. You will be taken to the internet platform where the meeting is being held.

A. **PUBLIC HEARING ON THE FIVE-YEAR AND ANNUAL PUBLIC HOUSING AGENCY PLANS**

Recommendation: Conduct the public hearing and upon conclusion, approve the Vallejo Housing Authority's Fiscal Year (FY) 2020-25 Five-Year (for the period covering July 1, 2020 – June 30, 2025) and FY 2020-21 Annual (for the period covering July 1, 2020 – June 30, 2021) Public Housing Agency (PHA) Plans, and authorize their submission to the U.S. Department of Housing and Urban Development (HUD) Office of Public and Indian Housing.

Contact: Judy Shepard-Hall, Housing and Community Development Manager
(707) 648-4408

judy.shepard-hall@cityofvallejo.net

5. **ADJOURNMENT**

Dated: Friday, March 20, 2020

A handwritten signature in blue ink, appearing to read "Dawn G. Abrahamson for", written over a horizontal line.

Bob Sampayan, Chair

I, Dawn Abrahamson, Secretary, do hereby certify that I have caused a true copy of the above notice and agenda to be delivered to each of the members of the Vallejo Housing Authority, at the time and in the manner prescribed by law and that this agenda was posted at City Hall, 555 Santa Clara Street, CA at 5:00 p.m., Friday, March 20, 2020.

Dated: Friday, March 20, 2020

A handwritten signature in blue ink, appearing to read "Dawn G. Abrahamson", written over a horizontal line.

Dawn G. Abrahamson, City Clerk

**VALLEJO HOUSING AUTHORITY
SPECIAL MEETING MINUTES**

COUNCIL CHAMBERS

JANUARY 28, 2020

1. CALL TO ORDER

The meeting was called to order at 6:09 p.m.

2. ROLL CALL

Present: Chair Sampayan, Vice Chair Sunga, Boardmembers Brown, Dew, McConnell, Miessner, Verder-Aliga, and Verdan

Absent: None

Staff present: Executive Director Nyhoff, Chief Assistant City Attorney Risner, Secretary Abrahamson, Assistant City Manager Cardwell, Housing & Community Development Manager Shepard-Hall, Planning & Development Services Director Hayes, and Real Property & Asset Manager Peters

The Housing Authority convened into Closed Session in the Council Conference Room at 6:10 p.m.

3. CLOSED SESSION

A. Conference with Real Property Negotiators: Property: (Jamella Court, Corner of Mini & Stanford), Vallejo, CA 94590; Agency Negotiator: Greg Nyhoff, Executive Director and Judy Shepard-Hall, Housing & Community Development Manager; Negotiating Parties: City of Vallejo and Community Housing Capital (CHC); Under Negotiation: Price and Terms of Payment

4. ADJOURNMENT

The meeting adjourned at 6:42 p.m.

BOB SAMPAYAN, CHAIR

ATTEST:

DAWN G. ABRAHAMSON
SECRETARY

**VALLEJO HOUSING AUTHORITY
SPECIAL MEETING MINUTES
COUNCIL CHAMBERS**

JANUARY 28, 2020

1. CALL TO ORDER

The meeting was called to order at 6:45 p.m.

2. ROLL CALL

Present: Chair Sampayan, Vice Chair Sunga, Boardmembers Brown, Dew, McConnell, Miessner, Verder-Aliga, and Verdan

Absent: None

Staff present: Executive Director Nyhoff, Chief Assistant City Attorney Risner and Secretary Abrahamson

3. CONSENT CALENDAR AND APPROVAL OF AGENDA

Action: Moved by Vice Chair Sunga and carried unanimously, unless otherwise noted, approval of the Agenda and the Consent Calendar.

A. APPROVAL OF MINUTES

Recommendation: Approve the Housing Authority minutes for the regular meeting of December 17, 2019

Contact: Dawn G. Abrahamson, Secretary (707) 648-4528

Dawn.Abrahamson@cityofvallejo.net

Action: Approved minutes.

4. ACTION CALENDAR

A. FISCAL YEAR 2019-20 MID-YEAR BUDGET AMENDMENT

Recommendation: Adopt a Resolution amending the Vallejo Housing Authority (VHA) Fiscal Year (FY) 2019-20 Adopted Budget.

Contact: Judy Shepard-Hall, Housing and Community Development Manager (707) 648-4408

judy.shepard-hall@cityofvallejo.net

Housing & Community Development Manager Shepard-Hall outlined the proposed amendments to the budget.

Speakers: None.

Staff responded to questions from Boardmembers. Boardmembers provided comment.

Action: Moved by Vice Chair Sunga and carried unanimously to adopt Resolution No. 20-001.

5. ADJOURNMENT

The meeting adjourned at 6:51 p.m.

BOB SAMPAYAN, CHAIR

ATTEST:

DAWN G. ABRAHAMSON
SECRETARY



DATE: March 24, 2020
TO: Chair and Members of the Vallejo Housing Authority Board
FROM: Dawn G. Abrahamson, Secretary
SUBJECT: **SCHEDULE OF REGULAR VALLEJO HOUSING AUTHORITY MEETING DATES FOR 2020 AND 2021**

RECOMMENDATION

Adopt a Resolution establishing a schedule of regular Vallejo Housing Authority meeting dates for 2020 and 2021.

REASONS FOR RECOMMENDATION

Article IV, Section I of the By-laws of the Vallejo Housing Authority state that “the Housing Authority shall hold regular meetings at such time and place as may from time to time be determined by Resolution of the Authority.”

Resolution No. 96-06 adopted on September 17, 1996, established the schedule for regular meetings of the Vallejo Housing Authority to be held quarterly or as needed on the third Tuesday of the month at 6:45 p.m. in the Council Chambers.

BACKGROUND AND DISCUSSION

On December 10, 2019 the City Council adopted Resolution No. 19-117 N.C. establishing a meeting schedule for 2020 and 2021 for regular meetings to be held at 7:00 p.m. on the second and fourth Tuesdays of each month, with the exception of meetings held in the months of November and December. In consideration of the schedule already adopted by the City Council and historically the number of meetings held by the Vallejo Housing Authority in recent years, staff proposes that the Authority Board establish a regular quarterly meeting schedule, and that these meetings be scheduled to coincide with the second meeting of the month of the City Council at 6:45 p.m., prior to the City Council meetings.

The attached Resolution provides for specific dates for regular Vallejo Housing Authority meetings for calendar years 2020 and 2021. The Board may also continue to hold special meetings as necessary.

FISCAL IMPACT

There is no fiscal impact associated with the adoption of the meeting schedule.

ENVIRONMENTAL REVIEW

This action is exempt from the California Environmental Quality Act (CEQA) because it is not a project which has a potential for resulting in either a direct physical change in the environment, or a reasonably foreseeable indirect physical change in the environment, pursuant to CEQA Guideline section 15378.

ATTACHMENTS

1.	Schedule+of+Regular+Meetings+Dates+2020+2021
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CONTACT

Dawn G. Abrahamson, Secretary, (707) 648-4528

Dawn.Abrahamson@cityofvallejo.net

RESOLUTION NO. 20-

**A RESOLUTION ESTABLISHING A VALLEJO HOUSING AUTHORITY REGULAR MEETING
SCHEDULE FOR CALENDAR YEARS 2020 AND 2021**

WHEREAS, Resolution No. 96-06 adopted on September 17, 1996, the schedule for regular meetings of the Vallejo Housing Authority to be held quarterly or as needed on the third Tuesday of the month at 6:45 p.m.; and

WHEREAS, the Vallejo Housing Authority desires to hold its meetings on the same dates of City Council meetings, just prior to the City Council's regular meetings; and

WHEREAS, it has been determined that regular meetings should be scheduled quarterly, and that special meetings may be held as necessary.

NOW, THEREFORE, BE IT RESOLVED that the Board of the Vallejo Housing Authority will hold its regular meetings of the Vallejo Housing Authority at 6:45 p.m. in the Council Chambers, located at 555 Santa Clara Street, Vallejo, California on the following dates for the Calendar Years 2019 and 2020.

2020

March 24

June 23

September 22

December 15

2021

March 23

June 22

September 28

December 21

Adopted by the Board of the Vallejo Housing Authority of the City of Vallejo at a regular meeting held on March 24, 2020 by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

Approved as to form:

By: Shamail Edueyer for
Claudia Quintana
City Attorney

BOB SAMPAYAN, CHAIR

ATTEST: _____

DAWN G. ABRAHAMSON, SECRETARY



DATE: March 24, 2020
TO: Chair and Members of the Vallejo Housing Authority Board
FROM: Judy Shepard-Hall, Housing & Community Development Manager
SUBJECT: PUBLIC HEARING ON THE FIVE-YEAR AND ANNUAL PUBLIC HOUSING AGENCY PLANS

RECOMMENDATION

Conduct the public hearing and upon conclusion, approve the Vallejo Housing Authority's Fiscal Year (FY) 2020-25 Five-Year (for the period covering July 1, 2020 – June 30, 2025) and FY 2020-21 Annual (for the period covering July 1, 2020 – June 30, 2021) Public Housing Agency (PHA) Plans, and authorize their submission to the U.S. Department of Housing and Urban Development (HUD) Office of Public and Indian Housing.

REASONS FOR RECOMMENDATION

Submission of the 5-Year and Annual PHA Plans (Attachments 1 and 2, respectively) are HUD requirements for continued funding of the Housing Choice Voucher Program for extremely low- and very low-income households.

BACKGROUND AND DISCUSSION

The Public Housing Agency (PHA) Plan is a comprehensive guide to public housing agency policies, programs, operations, and strategies for meeting local housing needs and goals. It informs HUD, residents, and the public of the Vallejo Housing Authority's (VHA) mission for serving the needs of low-income and very low-income families and the VHA's strategy for addressing those needs. There are two parts to the PHA Plan. The 5-Year Plan, which each PHA submits to HUD once every 5th fiscal year, describes the mission for the next five years, and its goals and objectives; and includes a summary report on the progress the PHA has made in meeting the goals and objectives, and any significant amendment or modification described in the previous 5-Year Plan. The VHA's current 5-Year Plan expires June 30, 2020. The second part is the Annual Plan, which is submitted to HUD every year, and covers any revision of the PHA Plan Elements, new activities undertaken by the PHA and progress report of the agency.

With over 2,300 vouchers authorized, the City of Vallejo's Housing Choice Voucher (HCV) Program provides a housing subsidy to low-income families with an additional 81 vouchers set aside for homeless veterans. These vouchers provide eligible households with a monthly subsidy, paid directly to the landlord, to help provide a stable housing situation conducive to self-sufficiency. Housing units assisted by these vouchers are disbursed throughout the City, with their location being determined primarily by the participant family's choosing as required by fair housing laws. The VHA has a policy to encourage participant families to search for housing outside of areas of high poverty or minority concentration. The VHA does not own or operate any public housing units; therefore, participant families must rent directly from private landlords. Assisted units at all times must meet basic health and safety requirements as determined by HUD, known as Housing Quality Standards (HQS), while occupied by a families are also encouraged to participate in the VHA's Self-

Sufficiency Program, which aim at increasing success outside of the Housing Choice Voucher/Section 8 in removing obstacles preventing from achieving self-homeownership.

The VHA's Waiting list includes:

<u>Total Number of Families on the Waiting List at the Start of FY July 1, 2018 - June 30, 2019</u>	<u>Number of Families Selected from the Waiting List during FY July 1, 2018 - June 30, 2019</u>	<u>Number of New Voucher Admissions Issued to Applicants from the Waiting List during FY July 1, 2018 - June 30, 2019</u>
3,744	464	108

The 5-Year and Annual Plan documents are templates created and required by HUD. Because every housing authority must use the same template, there are many sections that do not apply to the VHA because it does not own or administer any public housing units; these sections are clearly marked as not applicable. All goals in the Plans are in line with the components of the City's Housing Element.

The VHA's Resident Advisory Board (RAB) reviews and provides comments on the 5-Year and Annual Plans. The RAB consists of Vallejo residents currently receiving HCV Program assistance, and a VHA staff person. On February 21, 2020, the RAB met and reviewed the Plans. They agreed with the goals and policies included in the Plans and made several additional suggestions such as offering mentors, tutors, housing near transit, market, and schools. The Housing and Community Development Commission will review the 5-Year Plan on March 5, 2020 and vote to recommend approval by the VHA Board.

The 5-Year Plan and the Annual PHA Plan which covers FY 2020-25 and FY 2020-21 must be submitted to HUD by April 10, 2020. HUD requirements state that a draft Plan must be available for a comment period of at least 45 days. The VHA posted its Annual PHA Plan for public comment on January 17, 2020 and will close the comment period after this public hearing. Comments from the public will be incorporated as an attachment to the Plans. To date, the VHA has received comments from the RAB, but has not received any public comments.

FISCAL IMPACT

The HCV Program is federally funded and has no direct impact on the General Fund budget. Submission of these documents enables the Vallejo Housing Authority to maintain its eligibility for federal housing program funding.

ENVIRONMENTAL REVIEW

Approval of the Public Housing Agencies (PHA) Plan is exempt from the California Environmental Quality Act (CEQA) because it is not a project which has a potential for resulting in either a direct physical change in the environment, or a reasonably foreseeable indirect physical change in the environment, pursuant to CEQA Guideline section 15378.

ATTACHMENTS

1.	VHA 5-Year PHA Plan FY 2020-25
2.	VHA Annual PHA Plan FY 2020-21

CONTACT

Judy Shepard-Hall, Housing and Community Development Manager (707) 648-4408

judy.shepard-hall@cityofvallejo.net

5-Year PHA Plan (for All PHAs)

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

OMB No. 2577-0226
Expires: 02/29/2016

Purpose. The 5-Year and Annual PHA Plans provide a ready source for interested parties to locate basic PHA policies, rules, and requirements concerning the PHA's operations, programs, and services, and informs HUD, families served by the PHA, and members of the public of the PHA's mission, goals and objectives for serving the needs of low- income, very low- income, and extremely low- income families

Applicability. Form HUD-50075-5Y is to be completed once every 5 PHA fiscal years by all PHAs.

A.	PHA Information.																																
A.1	PHA Name: <u>City of Vallejo Housing Authority</u> PHA Code: <u>CA055</u> PHA Plan for Fiscal Year Beginning: (MM/YYYY): <u>07/2020</u> PHA Plan Submission Type: ☒ 5-Year Plan Submission ☐ Revised 5-Year Plan Submission Availability of Information. In addition to the items listed in this form, PHAs must have the elements listed below readily available to the public. A PHA must identify the specific location(s) where the proposed PHA Plan, PHA Plan Elements, and all information relevant to the public hearing and proposed PHA Plan are available for inspection by the public. Additionally, the PHA must provide information on how the public may reasonably obtain additional information on the PHA policies contained in the standard Annual Plan, but excluded from their streamlined submissions. At a minimum, PHAs must post PHA Plans, including updates, at each Asset Management Project (AMP) and main office or central office of the PHA. PHAs are strongly encouraged to post complete PHA Plans on their official websites. PHAs are also encouraged to provide each resident council a copy of their PHA Plans. ☐ PHA Consortia: (Check box if submitting a Joint PHA Plan and complete table below) <table border="1"><thead><tr><th rowspan="2">Participating PHAs</th><th rowspan="2">PHA Code</th><th rowspan="2">Program(s) in the Consortia</th><th rowspan="2">Program(s) not in the Consortia</th><th colspan="2">No. of Units in Each Program</th></tr><tr><th>PH</th><th>HCV</th></tr></thead><tbody><tr><td>Lead PHA:</td><td></td><td></td><td></td><td></td><td></td></tr><tr><td></td><td></td><td></td><td></td><td></td><td></td></tr><tr><td></td><td></td><td></td><td></td><td></td><td></td></tr><tr><td></td><td></td><td></td><td></td><td></td><td></td></tr></tbody></table>	Participating PHAs	PHA Code	Program(s) in the Consortia	Program(s) not in the Consortia	No. of Units in Each Program		PH	HCV	Lead PHA:																							
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Lead PHA:																																	

B.	5-Year Plan. Required for <u>all</u> PHAs completing this form.
B.1	Mission. State the PHA's mission for serving the needs of low- income, very low- income, and extremely low- income families in the PHA's jurisdiction for the next five years. The mission of the VHA over the next 5 years is to provide quality housing in high resource neighborhoods as a foundation to create access to opportunities that make a positive change in the lives of low-income, very low-income, and extremely low-income families, seniors and people with special needs, introduce effective social service programs, and guide residents to educational, job training, and employment opportunities that aim at increasing success outside of the Housing Choice Voucher/Section 8 program.
B.2	Goals and Objectives. Identify the PHA's quantifiable goals and objectives that will enable the PHA to serve the needs of low- income, very low- income, and extremely low- income families for the next five years. FY 2020-2025: GOALS • Create equity-based policies; • Create access to housing in high opportunity area; • Create effective upward income mobility programs; • Create tools to develop economic self-sufficiency. • Create housing at all spectrum of income levels • Preserve existing affordable housing • Protect vulnerable households from housing instability and displacement • Preventing households at risk of homelessness OBJECTIVES • Revise the Admin Plan to revisit areas that can be improved to encourage leasing; and policies that reduce displacement and homelessness; • Develop pre-inspection checklist and maintenance work order form; • Introduce a Housing Retention Framework to mediate just cause evictions; • Implement landlord incentive program; • Create Self-Sufficiency Life Skills Curriculum; • Develop internship program by partnering with local businesses; • Enhance landlord fair; • Work with Housing Developers to increase number of Project Based Vouchers for Veterans and Foster Youth; • Develop online landlord training and tenant-landlord property management workshops; • Establish housing strategy and framework for implementation of policies that will incorporate spur 3 Ps; • Producing more affordable housing to service low, very low, and extremely low income families in neighborhoods that offer more opportunities for and more resources; • Identify two processes that can be automated and converted to paperless; and • Automate Wait List Management; • Maintain High Performer Status

B.3	Progress Report. Include a report on the progress the PHA has made in meeting the goals and objectives described in the previous 5-Year Plan. FY 19-20: GOALS & OBJECTIVES The Vallejo Housing Authority (VHA) has continued to issue vouchers and interview applicants from the waiting list in order to assist families with rental assistance. During Calendar year 2017, the Vallejo Housing Authority pulled 791 families from its active waiting list, and issued 203 vouchers to eligible families. Information is made available to all families of the Housing Choice Voucher Program regarding the benefits of renting in areas of low-poverty in order to increase diversity in these area. FY 18-19: GOALS & OBJECTIVES The VHA ran a RFP for Project Based Vouchers for new construction permanent supportive housing for homeless Vallejo residents. This is in-line with the 5-year plans, goals and objectives to increase affordable housing opportunities, and to provide services to the homeless and at-risk population. One applicant received and awarded. The VHA ran a RFP for Project Based Vouchers for existing housing. Two application received and one awarded. FY 17-18: GOAL & OBJECTIVES The Vallejo Housing Authority has continued to issue vouchers and interview applicants from the waiting list in order to assist families with rental assistance. FY 16-17: GOALS & OBJETCIVES The Vallejo Housing Authority has continued to issue vouchers and interview applicants from the waiting list in order to assist families with rental assistance. Information is made available to all families of the Housing Choice Voucher Program regarding the benefits of renting in areas of low-poverty in order to increase diversity in these areas. FY 15-16: GOALS & OBJECTIVES The Vallejo Housing Authority has continued to issue vouchers and interview applicants from the waiting list in order to assist families with rental assistance.
B.4	Violence Against Women Act (VAWA) Goals. Provide a statement of the PHA's goals, activities objectives, policies, or programs that will enable the PHA to serve the needs of child and adult victims of domestic violence, dating violence, sexual assault, or stalking.
B.5	Significant Amendment or Modification. Provide a statement on the criteria used for determining a significant amendment or modification to the 5-Year Plan. Chapter 4: Lease in place preference added to the Admin Plan. The Vallejo Housing Authority (VHA) made modifications to its subsidy standards. The previous standards allowed for two people per bedroom. With the implementation of the new subsidy standards, the head of household is not required to share with a minor. All other bedrooms will be allocated for two people per bedroom regardless of age.
B.6	Resident Advisory Board (RAB) Comments. (a) Did the RAB(s) provide comments to the 5-Year PHA Plan? Y N ☒ ☐ (b) If yes, comments must be submitted by the PHA as an attachment to the 5-Year PHA Plan. PHAs must also include a narrative describing their analysis of the RAB recommendations and the decisions made on these recommendations.
B.7	Certification by State or Local Officials. Form HUD 50077-SL, <i>Certification by State or Local Officials of PHA Plans Consistency with the Consolidated Plan</i>, must be submitted by the PHA as an electronic attachment to the PHA Plan.

Instructions for Preparation of Form HUD-50075-5Y

5-Year PHA Plan for All PHAs

A. PHA Information [24 CFR §903.23\(4\)\(e\)](#)

A.1 Include the full **PHA Name**, **PHA Code**, **PHA Fiscal Year Beginning** (MM/YYYY), **PHA Plan Submission Type**, and the **Availability of Information**, specific location(s) of all information relevant to the hearing and proposed PHA Plan.

PHA Consortia: Check box if submitting a Joint PHA Plan and complete the table.

B. 5-Year Plan.

B.1 Mission. State the PHA's mission for serving the needs of low- income, very low- income, and extremely low- income families in the PHA's jurisdiction for the next five years. ([24 CFR §903.6\(a\)\(1\)](#))

B.2 Goals and Objectives. Identify the PHA's quantifiable goals and objectives that will enable the PHA to serve the needs of low- income, very low- income, and extremely low- income families for the next five years. ([24 CFR §903.6\(b\)\(1\)](#)) For Qualified PHAs only, if at any time a PHA proposes to take units offline for modernization, then that action requires a significant amendment to the PHA's 5-Year Plan.

B.3 Progress Report. Include a report on the progress the PHA has made in meeting the goals and objectives described in the previous 5-Year Plan. ([24 CFR §903.6\(b\)\(2\)](#))

B.4 Violence Against Women Act (VAWA) Goals. Provide a statement of the PHA's goals, activities objectives, policies, or programs that will enable the PHA to serve the needs of child and adult victims of domestic violence, dating violence, sexual assault, or stalking. ([24 CFR §903.6\(a\)\(3\)](#))

B.5 Significant Amendment or Modification. Provide a statement on the criteria used for determining a significant amendment or modification to the 5-Year Plan.

B.6 Resident Advisory Board (RAB) comments.

(a) Did the public or RAB provide comments?

(b) If yes, submit comments as an attachment to the Plan and describe the analysis of the comments and the PHA's decision made on these recommendations. ([24 CFR §903.17\(a\)](#), [24 CFR §903.19](#))

This information collection is authorized by Section 511 of the Quality Housing and Work Responsibility Act, which added a new section 5A to the U.S. Housing Act of 1937, as amended, which introduced the 5-Year PHA Plan. The 5-Year PHA Plan provides the PHA's mission, goals and objectives for serving the needs of low- income, very low- income, and extremely low- income families and the progress made in meeting the goals and objectives described in the previous 5-Year Plan.

Public reporting burden for this information collection is estimated to average .76 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. HUD may not collect this information, and respondents are not required to complete this form, unless it displays a currently valid OMB Control Number.

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

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

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

Definitions.

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

A.	PHA Information.																																			
A.1	PHA Name: _Vallejo Housing Authority_____ PHA Code: ____CA055_____ PHA Plan for Fiscal Year Beginning: (MM/YYYY): _07/2020_____ PHA Inventory (Based on Annual Contributions Contract (ACC) units at time of FY beginning, above) Number of Housing Choice Vouchers (HCVs) _____2333_____ PHA Plan Submission Type: ☒ Annual Submission ☐ Revised Annual Submission Availability of Information. In addition to the items listed in this form, PHAs must have the elements listed below readily available to the public. A PHA must identify the specific location(s) where the proposed PHA Plan, PHA Plan Elements, and all information relevant to the public hearing and proposed PHA Plan are available for inspection by the public. Additionally, the PHA must provide information on how the public may reasonably obtain additional information of the PHA policies contained in the standard Annual Plan, but excluded from their streamlined submissions. At a minimum, PHAs must post PHA Plans, including updates, at the main office or central office of the PHA. PHAs are strongly encouraged to post complete PHA Plans on their official website. ☐ PHA Consortia: (Check box if submitting a joint Plan and complete table below) <table border="1"> <thead> <tr> <th>Participating PHAs</th> <th>PHA Code</th> <th>Program(s) in the Consortia</th> <th>Program(s) not in the Consortia</th> <th>No. of Units in Each Program</th> </tr> </thead> <tbody> <tr> <td>Lead HA:</td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> </tbody> </table>	Participating PHAs	PHA Code	Program(s) in the Consortia	Program(s) not in the Consortia	No. of Units in Each Program	Lead HA:																													
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B.	Annual Plan.
B.1	Revision of PHA Plan Elements. (a) Have the following PHA Plan elements been revised by the PHA since its last Annual Plan submission? Y N ☐ ☒ Housing Needs and Strategy for Addressing Housing Needs. ☐ ☒ Deconcentration and Other Policies that Govern Eligibility, Selection, and Admissions. ☐ ☒ Financial Resources. ☐ ☒ Rent Determination. ☐ ☒ Operation and Management. ☐ ☒ Informal Review and Hearing Procedures. ☐ ☒ Homeownership Programs. ☐ ☒ Self Sufficiency Programs and Treatment of Income Changes Resulting from Welfare Program Requirements. ☐ ☒ Substantial Deviation. ☐ ☒ Significant Amendment/Modification. (b) If the PHA answered yes for any element, describe the revisions for each element(s):
B.2	New Activities (a) Does the PHA intend to undertake any new activities related to the following in the PHA's current Fiscal Year? Y N ☒ ☐ Project Based Vouchers. (b) If this activity is planned for the current Fiscal Year, describe the activities. Provide the projected number of project-based units and general locations, and describe how project-basing would be consistent with the PHA Plan. The Vallejo Housing Authority plans on taking on at least 50 new project based vouchers for permanent and supportive housing for homeless Vallejo residents. This is consistent with the VHA 5-year plan and goals to increase affordable housing opportunities, and to provide services to the homeless and at-risk population. The VHA issued a Request for Proposal (RFP) for project-based vouchers during fiscal year 18-19, two proposals were received and one was awarded a HAP Contract for 50 units.
B.3	Most Recent Fiscal Year Audit. (a) Were there any findings in the most recent FY Audit? Y N N/A ☐ ☒ ☐ (b) If yes, please describe:
B.4	Civil Rights Certification Form HUD-50077, <i>PHA Certifications of Compliance with the PHA Plans and Related Regulations</i>, must be submitted by the PHA as an electronic attachment to the PHA Plan.
B.5	Certification by State or Local Officials. Form HUD 50077-SL, <i>Certification by State or Local Officials of PHA Plans Consistency with the Consolidated Plan</i>, must be submitted by the PHA as an electronic attachment to the PHA Plan.
B.6	Progress Report. Provide a description of the PHA's progress in meeting its Mission and Goals described in its 5-Year PHA Plan. The VHA has continued to issue vouchers and interview applicants from the waiting list in order to assist families with rental assistance. During Calendar year 2019, the Vallejo Housing Authority pulled approximately 464 families from its active waiting list, and issued 108 vouchers to eligible families. Information is made available to all families of the Housing Choice Voucher Program regarding the benefits of renting in areas of low-poverty in order to increase diversity in these area.

B.7	Resident Advisory Board (RAB) Comments. (a) Did the RAB(s) provide comments to the PHA Plan? Y N ☐ ☐ (a) If yes, comments must be submitted by the PHA as an attachment to the PHA Plan. PHAs must also include a narrative describing their analysis of the RAB recommendations and the decisions made on these recommendations.
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Instructions for Preparation of Form HUD-50075-HCV Annual PHA Plan for HCV Only PHAs

A. PHA Information. All PHAs must complete this section. ([24 CFR §903.23\(4\)\(e\)](#))

A.1 Include the full **PHA Name**, **PHA Code**, **PHA Type**, **PHA Fiscal Year Beginning** (MM/YYYY), **Number of Housing Choice Vouchers (HCVs)**, **PHA Plan Submission Type**, and the **Availability of Information**, specific location(s) of all information relevant to the public hearing and proposed PHA Plan.

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

B. Annual Plan. All PHAs must complete this section. ([24 CFR §903.11\(c\)\(3\)](#))

B.1 Revision of PHA Plan Elements. PHAs must:

Identify specifically which plan elements listed below that have been revised by the PHA. To specify which elements have been revised, mark the “yes” box. If an element has not been revised, mark “no.”

☐ **Housing Needs and Strategy for Addressing Housing Needs.** Provide a statement addressing the housing needs of low-income, very low-income families who reside in the PHA’s jurisdiction and other families who are on the Section 8 tenant-based waiting list. The statement must identify the housing needs of (i) families with incomes below 30 percent of area median income (extremely low-income), (ii) elderly families and families with disabilities, and (iii) households of various races and ethnic groups residing in the jurisdiction or on the waiting list based on information provided by the applicable Consolidated Plan, information provided by HUD, and other generally available data. The identification of housing needs must address issues of affordability, supply, quality, accessibility, size of units, and location. ([24 CFR §903.7\(a\)\(1\)](#) and [24 CFR §903.7\(a\)\(2\)\(i\)](#)). Provide a description of the PHA’s strategy for addressing the housing needs of families in the jurisdiction and on the waiting list in the upcoming year. [24 CFR §903.7\(a\)\(2\)\(ii\)](#)

☐ **Deconcentration and Other Policies that Govern Eligibility, Selection, and Admissions.** A statement of the PHA’s policies that govern resident or tenant eligibility, selection and admission including admission preferences for HCV. ([24 CFR §903.7\(b\)](#))

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

☐ **Rent Determination.** A statement of the policies of the PHA governing rental contributions of families receiving tenant-based assistance, discretionary minimum tenant rents, and payment standard policies. ([24 CFR §903.7\(d\)](#))

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

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

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

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

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

☐ **Significant Amendment/Modification.** PHA must provide its criteria for determining a “Significant Amendment or Modification” to its 5-Year and Annual Plan. Should the PHA fail to define ‘significant amendment/modification’, HUD will consider the following to be ‘significant amendments or modifications’: a) changes to rent or admissions policies or organization of the waiting list; or b) any change with regard to homeownership programs. See guidance on HUD’s website at: [Notice PIH 1999-51](#). ([24 CFR §903.7\(r\)\(2\)\(ii\)](#))

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

- B.2 New Activity.** If the PHA intends to undertake new activity using Housing Choice Vouchers (HCVs) for new Project-Based Vouchers (PBVs) in the current Fiscal Year, mark “yes” for this element, and describe the activities to be undertaken in the space provided. If the PHA does not plan to undertake this activity, mark “no.” ([24 CFR §983.57\(b\)\(1\)](#) and Section 8(13)(C) of the United States Housing Act of 1937.
- ☒ **Project-Based Vouchers (PBV).** Describe any plans to use HCVs for new project-based vouchers. If using PBVs, provide the projected number of project-based units and general locations, and describe how project-basing would be consistent with the PHA Plan.
- B.3 Most Recent Fiscal Year Audit.** If the results of the most recent fiscal year audit for the PHA included any findings, mark “yes” and describe those findings in the space provided. ([24 CFR §903.11\(c\)\(3\)](#), [24 CFR §903.7\(p\)](#))
- B.4 Civil Rights Certification.** Form HUD-50077, *PHA Certifications of Compliance with the PHA Plans and Related Regulation*, must be submitted by the PHA as an electronic attachment to the PHA Plan. This includes all certifications relating to Civil Rights and related regulations. A PHA will be considered in compliance with the AFFH Certification if: it can document that it examines its programs and proposed programs to identify any impediments to fair housing choice within those programs; addresses those impediments in a reasonable fashion in view of the resources available; works with the local jurisdiction to implement any of the jurisdiction’s initiatives to affirmatively further fair housing; and assures that the annual plan is consistent with any applicable Consolidated Plan for its jurisdiction. ([24 CFR §903.7\(o\)](#))
- B.5 Certification by State or Local Officials.** Form HUD-50077-SL, *Certification by State or Local Officials of PHA Plans Consistency with the Consolidated Plan*, including the manner in which the applicable plan contents are consistent with the Consolidated Plans, must be submitted by the PHA as an electronic attachment to the PHA Plan. ([24 CFR §903.15](#))
- B.6 Progress Report.** For all Annual Plans following submission of the first Annual Plan, a PHA must include a brief statement of the PHA’s progress in meeting the mission and goals described in the 5-Year PHA Plan. ([24 CFR §903.11\(c\)\(3\)](#), [24 CFR §903.7\(r\)\(1\)](#))
- B.7 Resident Advisory Board (RAB) comments.** If the RAB provided comments to the annual plan, mark “yes,” submit the comments as an attachment to the Plan and describe the analysis of the comments and the PHA’s decision made on these recommendations. ([24 CFR §903.13\(c\)](#), [24 CFR §903.19](#))

This information collection is authorized by Section 511 of the Quality Housing and Work Responsibility Act, which added a new section 5A to the U.S. Housing Act of 1937, as amended, which introduced the Annual PHA Plan. The Annual PHA Plan provides a ready source for interested parties to locate basic PHA policies, rules, and requirements concerning the PHA’s operations, programs, and services, and informs HUD, families served by the PHA, and members of the public for serving the needs of low- income, very low- income, and extremely low- income families.

Public reporting burden for this information collection is estimated to average 4.5 hour per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. HUD may not collect this information, and respondents are not required to complete this form, unless it displays a currently valid OMB Control Number.

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