



**Housing Authority of the City of Long Beach**  
**521 E. Fourth Street**  
**Long Beach, CA 90802**  
[www.haclb.org](http://www.haclb.org)

**Fiscal Year 2018-2019**

**Annual Public Housing Agency Plan**



<b>Streamlined Annual PHA Plan</b> <i>(High Performer PHAs)</i>	U.S. Department of Housing and Urban Development (HUD) Office of Public and Indian Housing	OMB No. 2577-0226 Expires 2/29/2016
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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-HP is to be completed annually by **High Performing PHAs**. PHAs that meet the definition of a Standard PHA, Troubled PHA, HCV-Only PHA, Small PHA, or Qualified PHA do not need to submit this form.

**Definition.**

- (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.

<b>A.</b>	<b>PHA Information.</b>														
<b>A.1</b>	<p>PHA Name: <a href="#">Housing Authority of City of Long Beach (HACLB)</a> PHA Code: <a href="#">CA068</a></p> <p>PHA Type: <input type="checkbox"/> Small <input checked="" type="checkbox"/> High Performer</p> <p>PHA Fiscal Year (FY) Beginning: (MM/YYYY): <a href="#">10/2018</a></p> <p>PHA Inventory (Based on Annual Contributions Contract (ACC) units at time of FY beginning above)</p> <p>Number of PH units: <a href="#">0</a> Number of HCV units: <a href="#">7,498</a> Total Combined units: <a href="#">7,498</a></p> <p>PHA Plan Submission Type: <input checked="" type="checkbox"/> Annual Submission <input type="checkbox"/> Revised Annual Submission</p> <p>Availability of Information. In addition to the items listed in this form, PHAs must have the elements listed below readily available to the public. A PHA must identify the specific location(s) where the proposed PHA Plan, PHA Plan Elements, and all information relevant to the public hearing and proposed PHA Plan are available for inspection by the public. Additionally, the PHA must provide information on how the public may reasonably obtain additional information of the PHA policies contained in the standard Annual Plan, but excluded from their streamlined submissions. At a minimum, PHAs must post PHA Plans, including updates, at each Asset Management Project (AMP) and main office or central office of the PHA. PHAs are strongly encouraged to post complete PHA Plans on their official website. PHAs are also encouraged to provide each resident council a copy of their PHA Plans.</p> <p><a href="#">HACLB's FY18-19 Annual PHA Plan, PHA Plan Elements and all other information relevant to the public hearing are available for inspection at the following locations:</a></p> <ul style="list-style-type: none"> <li>• <a href="#">Housing Authority of the City of Long Beach, 521 E. 4<sup>th</sup> Street, Long Beach CA 90802</a></li> <li>• <a href="#">HACLB's website: www.haclb.org</a></li> </ul> <p><b>PHA Consortia:</b> (Check box if submitting a joint Plan and complete table below.)</p>														
	Participating PHAs	PHA Code	Program(s) in the Consortia	Programs Not in the Consortia	<table border="1"> <thead> <tr> <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> </tr> <tr> <td></td> <td></td> </tr> <tr> <td></td> <td></td> </tr> </tbody> </table>	No. of Units in Each Program		PH	HCV	Lead PHA:					
No. of Units in Each Program															
PH	HCV														
Lead PHA:															

<b>B.</b>	<b>Annual Plan Elements.</b>
<b>B.1</b>	<p><b>Revision of PHA Plan Elements.</b></p> <p>(a) Have the following PHA Plan elements been revised by the PHA since its last <b>Annual PHA Plan</b> submission?</p> <p>Y N</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Statement of Housing Needs and Strategy for Addressing Housing Needs.</p> <p><input checked="" type="checkbox"/> <input type="checkbox"/> Deconcentration and Other Policies that Govern Eligibility, Selection, and Admissions.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Financial Resources.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Rent Determination.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Homeownership Programs.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Safety and Crime Prevention.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Pet Policy.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Substantial Deviation.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Significant Amendment/Modification.</p> <p>(b) The PHA must submit its Deconcentration Policy for Field Office Review.</p> <p>N/A – HACL B does not administer Public Housing units.</p> <p>(c) If the PHA answered yes for any element, describe the revisions for each element below:</p> <p>Clarification of local preference titles and points. Preference titles and points were updated, in order to ensure a clear selection method. The “other singles” preference was removed for consistency with HUD regulations – “the order of the waiting list may not be based on family size, or the unit size for which the family qualifies under the PHA occupancy policy”. (24 CFR §982.204(d))</p>
<b>B.2</b>	<p><b>New Activities.</b></p> <p>(a) Does the PHA intend to undertake any new activities related to the following in the PHA’s current Fiscal Year?</p> <p>Y N</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Hope VI or Choice Neighborhoods.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Mixed Finance Modernization or Development.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Demolition and/or Disposition.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Conversion of Public Housing to Tenant Based Assistance.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Conversion of Public Housing to Project-Based Assistance under RAD.</p> <p><input checked="" type="checkbox"/> <input type="checkbox"/> Project Based Vouchers.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Units with Approved Vacancies for Modernization.</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/> Other Capital Grant Programs (i.e., Capital Fund Community Facilities Grants or Emergency Safety and Security Grants).</p> <p>(b) If any of these activities are planned for the current Fiscal Year, describe the activities. If using Project-Based Vouchers (PBVs), provide the projected number of project based units and general locations, and describe how project basing would be consistent with the PHA Plan.</p> <p>(1) <u>Projected project-based units.</u> Two Project-Based Voucher (PBV) HAP contracts are anticipated for FY 2019, with an additional 200 PBV housing units. The communities are adjacent to a transit hub, gentrified neighborhoods with job and educational opportunities, as well as healthy and fresh fare.</p> <p>(2) <u>Describe how project-basing would be consistent with the PHA Plan.</u>  Additional project-based housing units are consistent with HACL B’s PHA Plan as new PBV units align with the following PHA Plan Goals:</p> <ul style="list-style-type: none"> <li>• Goal # 2 - increases owner participation with HACL B’s programs; and</li> <li>• Goal # 6 - enhances housing opportunities for Long Beach residents.</li> </ul>

<b>B.</b>	<b>Annual Plan Elements - continued</b>
<b>B.3</b>	<p><b>Progress Report.</b> Provide a description of the PHA's progress in meeting its Mission and Goals described in the PHA 5-Year Plan.</p> <p><b><u>Goal #1 Progress:</u></b> HACLB will continue to improve management to better service customers.</p> <ul style="list-style-type: none"> <li>• HACLB hired an Ombudsperson/Community Liaison to assist in resolving owner and program participant concerns and identifying areas for improved customer service.</li> <li>• Customer service was increased by accepting lease-up documents electronically in order to expedite the lease-up process and improve response time.</li> <li>• HACLB added educational videos to the reception area.</li> <li>• Mobility counseling is offered to provide assistance for Voucher holders challenged in the housing search process.</li> </ul> <p><b><u>Goal #2 Progress:</u></b> HACLB will continue to reach out to additional property owners.</p> <ul style="list-style-type: none"> <li>• HACLB continues to increase marketing and outreach to owners by providing information on the Homeless Incentive Program and local initiatives, focus groups to identify ways to better serve owners, continuing to hold bimonthly owner orientations and providing opportunities to assist owners in navigating the Housing Choice Voucher (HCV) program.</li> <li>• The owner newsletter was increased from quarterly to bi-monthly.</li> </ul> <p><b><u>Goal #3 Progress:</u></b> HACLB will continue to promote self-sufficiency and asset development of assisted households.</p> <ul style="list-style-type: none"> <li>• The Family Self-Sufficiency (FSS) program currently has 440 FSS participants, and approximately 49% of the participants have an escrow account held by HACLB.</li> <li>• HACLB projects a continued increase in FSS graduates, with 14 graduated FSS participants during the first quarter of 2018.</li> </ul> <p><b><u>Goal #4 Progress:</u></b> HACLB will continue to educate staff on changing regulations that pertain to policies and procedures that affect a family's eligibility and assistance.</p> <ul style="list-style-type: none"> <li>• Implemented weekly time opportunity for staff meetings, to provide regulation updates and professional development training.</li> <li>• All current Housing Specialists hold Housing Choice Voucher program certifications.</li> <li>• Management staff have completed Executive and Financial Management training through Nan McKay and Associates.</li> </ul> <p><b><u>Goal #5 Progress:</u></b> HACLB will investigate any additional, available, and affordable rental subsidy programs that could address local housing needs.</p> <ul style="list-style-type: none"> <li>• HUD awarded HACLB an additional 100 Veterans Affairs Supportive Housing (VASH) vouchers within the most recent Fiscal Year. The VASH program total is 805 vouchers.</li> <li>• HACLB became a sub recipient of "Measure H" funds under Los Angeles County's recently passed Measure H, which aims to support persons experiencing homelessness. The program provides additional resources to assist homeless persons in search of housing, while encouraging landlord acceptance of tenants who have been issued vouchers.</li> <li>• Two Project-Based Voucher (PBV) HAP contracts are anticipated for FY 2019, with an additional 200 PBV housing units at minimum.</li> </ul> <p><b><u>Goals #6 and # 7 Progress:</u></b> Maintain a leasing rate that maximizes available funding for the HCV program and strive to use 98% - 100% of available funding for all other programs.</p> <ul style="list-style-type: none"> <li>• For FY 2017-2018, HACLB Public Housing Agency obtained "High Performer" status by improving HCV program management, utilizing 106% of available HCV funds.</li> <li>• HACLB continued owner outreach, retention and pursued additional project-based funding housing opportunities.</li> </ul>

<b>B.</b>	<b>Annual Plan Elements - continued.</b>
<b>B.4</b>	<p><b>Most Recent Fiscal Year Audit.</b></p> <p>(a) Were there any findings in the most recent FY Audit?</p> <p>Y N</p> <p><input type="checkbox"/> <input checked="" type="checkbox"/></p> <p>(b) If yes, please describe: <i>N/A.</i></p>
<b>C.</b>	<b>Other Document and/or Certification Requirements.</b>
<b>C.1</b>	<p><b>Certification Listing Policies and Programs that the PHA has Revised since Submission of its Last Annual Plan.</b></p> <p>Form 50077-ST-HCV-HP, <i>Certification of Compliance with PHA Plans and Related Regulations</i>, must be submitted by the PHA as an electronic attachment to the PHA Plan.</p> <p><i>Please see Attachment A.</i></p>
<b>C.2</b>	<p><b>Civil Rights Certification.</b></p> <p>Form 50077-CR, <i>Civil Rights Certification</i>, must be submitted by the PHA as an electronic attachment to the PHA Plan.</p> <p><i>Please see Attachment B.</i></p>
<b>C.3</b>	<p>Resident Advisory Board (RAB) Comments.</p> <p>(a) Did the RAB(s) provide comments to the PHA Plan?</p> <p>Y N</p> <p><input checked="" type="checkbox"/> <input type="checkbox"/></p> <p>If yes, comments must be submitted by the PHA as an attachment to the PHA Plan. PHAs must also include a narrative describing their analysis of the RAB recommendations and the decisions made on these recommendations.</p> <p><i>Please see Attachment C.</i></p>
<b>C.4</b>	<p><b>Certification by State or Local Officials.</b></p> <p>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.</p> <p><i>Please see Attachment D.</i></p>
<b>D.</b>	<b>Statement of Capital Improvements.</b> Required in all years for all PHAs completing this form that administer public housing and receive funding from the Capital Fund Program (CFP).
<b>D.1</b>	<p><b>Capital Improvements.</b> Capital Improvements. Include a reference here to the most recent HUD-approved 5-Year Action Plan (HUD-50075.2) and the date that it was approved by HUD.</p> <p><i>N/A.</i></p>

# **Attachment A**

*Certification of Compliance with PHA Plans  
and Related Regulations*

*Form 50077-ST-HCV-HP*

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

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

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

*Acting on behalf of the Board of Commissioners of the Public Housing Agency (PHA) listed below, as its Chairman or other authorized PHA official if there is no Board of Commissioners, I approve the submission of the \_\_\_ 5-Year and/or X Annual PHA Plan for the PHA fiscal year beginning 2018, hereinafter referred to as "the Plan", of which this document is a part and make the following certifications and agreements with the Department of Housing and Urban Development (HUD) in connection with the submission of the Plan and implementation thereof:*

1. The Plan is consistent with the applicable comprehensive housing affordability strategy (or any plan incorporating such strategy) for the jurisdiction in which the PHA is located.
2. The Plan contains a certification by the appropriate State or local officials that the Plan is consistent with the applicable Consolidated Plan, which includes a certification that requires the preparation of an Analysis of Impediments to Fair Housing Choice, for the PHA's jurisdiction and a description of the manner in which the PHA Plan is consistent with the applicable Consolidated Plan.
3. The PHA has established a Resident Advisory Board or Boards, the membership of which represents the residents assisted by the PHA, consulted with this Resident Advisory Board or Boards in developing the Plan, including any changes or revisions to the policies and programs identified in the Plan before they were implemented, and considered the recommendations of the RAB (24 CFR 903.13). The PHA has included in the Plan submission a copy of the recommendations made by the Resident Advisory Board or Boards and a description of the manner in which the Plan addresses these recommendations.
4. The PHA made the proposed Plan and all information relevant to the public hearing available for public inspection at least 45 days before the hearing, published a notice that a hearing would be held and conducted a hearing to discuss the Plan and invited public comment.
5. The PHA certifies that it will carry out the Plan in conformity with Title VI of the Civil Rights Act of 1964, the Fair Housing Act, section 504 of the Rehabilitation Act of 1973, and title II of the Americans with Disabilities Act of 1990.
6. The PHA will affirmatively further fair housing by examining their programs or proposed programs, identifying any impediments to fair housing choice within those programs, addressing those impediments in a reasonable fashion in view of the resources available and work with local jurisdictions to implement any of the jurisdiction's initiatives to affirmatively further fair housing that require the PHA's involvement and by maintaining records reflecting these analyses and actions.
7. For PHA Plans that includes a policy for site based waiting lists:
  - The PHA regularly submits required data to HUD's 50058 PIC/IMS Module in an accurate, complete and timely manner (as specified in PIH Notice 2010-25);
  - The system of site-based waiting lists provides for full disclosure to each applicant in the selection of the development in which to reside, including basic information about available sites; and an estimate of the period of time the applicant would likely have to wait to be admitted to units of different sizes and types at each site;
  - Adoption of a site-based waiting list would not violate any court order or settlement agreement or be inconsistent with a pending complaint brought by HUD;
  - The PHA shall take reasonable measures to assure that such a waiting list is consistent with affirmatively furthering fair housing;
  - The PHA provides for review of its site-based waiting list policy to determine if it is consistent with civil rights laws and certifications, as specified in 24 CFR part 903.7(c)(1).
8. The PHA will comply with the prohibitions against discrimination on the basis of age pursuant to the Age Discrimination Act of 1975.
9. The PHA will comply with the Architectural Barriers Act of 1968 and 24 CFR Part 41, Policies and Procedures for the Enforcement of Standards and Requirements for Accessibility by the Physically Handicapped.
10. The PHA will comply with the requirements of section 3 of the Housing and Urban Development Act of 1968, Employment Opportunities for Low-or Very-Low Income Persons, and with its implementing regulation at 24 CFR Part 135.
11. The PHA will comply with acquisition and relocation requirements of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 and implementing regulations at 49 CFR Part 24 as applicable.

12. The PHA will take appropriate affirmative action to award contracts to minority and women's business enterprises under 24 CFR 5.105(a).
13. The PHA will provide the responsible entity or HUD any documentation that the responsible entity or HUD needs to carry out its review under the National Environmental Policy Act and other related authorities in accordance with 24 CFR Part 58 or Part 50, respectively.
14. With respect to public housing the PHA will comply with Davis-Bacon or HUD determined wage rate requirements under Section 12 of the United States Housing Act of 1937 and the Contract Work Hours and Safety Standards Act.
15. The PHA will keep records in accordance with 24 CFR 85.20 and facilitate an effective audit to determine compliance with program requirements.
16. The PHA will comply with the Lead-Based Paint Poisoning Prevention Act, the Residential Lead-Based Paint Hazard Reduction Act of 1992, and 24 CFR Part 35.
17. The PHA will comply with the policies, guidelines, and requirements of OMB Circular No. A-87 (Cost Principles for State, Local and Indian Tribal Governments), 2 CFR Part 225, and 24 CFR Part 85 (Administrative Requirements for Grants and Cooperative Agreements to State, Local and Federally Recognized Indian Tribal Governments).
18. The PHA will undertake only activities and programs covered by the Plan in a manner consistent with its Plan and will utilize covered grant funds only for activities that are approvable under the regulations and included in its Plan.
19. All attachments to the Plan have been and will continue to be available at all times and all locations that the PHA Plan is available for public inspection. All required supporting documents have been made available for public inspection along with the Plan and additional requirements at the primary business office of the PHA and at all other times and locations identified by the PHA in its PHA Plan and will continue to be made available at least at the primary business office of the PHA.
22. The PHA certifies that it is in compliance with applicable Federal statutory and regulatory requirements, including the Declaration of Trust(s).

Housing Authority of the City of Long Beach

CA068

PHA Name

PHA Number/HA Code

X Annual PHA Plan for Fiscal Year 2019

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

I hereby certify that all the information stated herein, as well as any information provided in the accompaniment herewith, is true and accurate. **Warning:** HUD will prosecute false claims and statements. Conviction may result in criminal and/or civil penalties. (18 U.S.C. 1001, 1010, 1012; 31 U.S.C. 3729, 3802).

Name of Authorized Official

Vice Mayor Rex Richardson

Title

Chairman

Signature



Date

July 10, 2018

# **Attachment B**

*Civil Rights Certification*

*Form 50077-CR*

**Civil Rights Certification**  
*(Qualified PHAs)*

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

**Civil Rights Certification**

**Annual Certification and Board Resolution**

*Acting on behalf of the Board of Commissioners of the Public Housing Agency (PHA) listed below, as its Chairman or other authorized PHA official, I approve the submission of the 5-Year PHA Plan for the PHA of which this document is a part, and make the following certification and agreements with the Department of Housing and Urban Development (HUD) in connection with the submission of the public housing program of the agency and implementation thereof:*

The PHA certifies that it will carry out the public housing program of the agency in conformity with title VI of the Civil Rights Act of 1964, the Fair Housing Act, section 504 of the Rehabilitation Act of 1973, and title II of the Americans with Disabilities Act of 1990, and will affirmatively further fair housing by examining their programs or proposed programs, identifying any impediments to fair housing choice within those program, addressing those impediments in a reasonable fashion in view of the resources available and working with local jurisdictions to implement any of the jurisdiction's initiatives to affirmatively further fair housing that require the PHA's involvement and by maintaining records reflecting these analyses and actions.

Housing Authority of the City of Long Beach

CA068

PHA Name

PHA Number/HA Code

I hereby certify that all the information stated herein, as well as any information provided in the accompaniment herewith, is true and accurate. **Warning:** HUD will prosecute false claims and statements. Conviction may result in criminal and/or civil penalties. (18 U.S.C. 1001, 1010, 1012; 31 U.S.C. 3729, 3802)

Name of Authorized Official

Vice Mayor Rex Richardson

Title

Chairman

Signature



Date

July 10, 2018

# **Attachment C**

*Resident Advisory Board (RAB) Comments  
and Public Housing Agency (PHA) Narrative*



Department of Health and Human Services  
HOUSING ASSISTANCE  
521 E. Fourth Street  
Long Beach, CA 90802  
Tel 562 570-6153  
Fax 562 499-1061

**Resident Advisory Board (RAB) Agenda  
Wednesday, April 11, 2018  
3:30 p.m.**

**Housing Authority of the City of Long Beach  
Michelle Obama Library  
5870 Atlantic Avenue  
Long Beach, CA 90805**

**Topics of Discussion**

- 1. Purpose of the Resident Advisory**
- 2. Overview of 2017 Changes**
- 3. State of the Local Rental Market**
- 4. Payment and Occupancy standards**
- 5. Proposed Administrative Plan Change Overview**

Please Note: Any individual with a disability who needs accommodation with respect to this meeting should inform this office.



## **Resident Advisory Board (RAB) Comments and Public Housing Agency (PHA) Narrative**

RAB Meeting Minutes 4/11/18. Meeting called to order at 3:54 p.m.

<b>HCV Participants</b>
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Thomas "Tommy" Hudson, Tenant Commissioner Arnold Caples Sharan Floyd Mr. Flowers Melissa Hayes Chanay Holmes Rentina Arper - guest
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<b>PHA Staff</b>
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Alison King, Housing Authority Bureau Manager Nida Watkins, Housing Assistance Officer Xochitl Ortega, Housing Specialist III Gerlanda Larry, Program Integrity Housing Assistance Coordinator Joi Dailey, Occupancy Housing Assistance Coordinator Maria Campa, Housing Specialist III Marlem Landa, Bureau Secretary
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### **Welcome and Introduction of Participants and Housing Authority Staff**

Alison King welcomed the RAB attendees. The attendees introduced themselves. Staff introduced themselves.

### **Purpose of the Resident Advisory Board (RAB)**

Alison King explained:

- RAB participation is voluntary;
- The U.S. Dept. of Housing and Urban Development (HUD) regulates Public Housing Authorities (PHAs);
- PHAs also have an Administrative Plan and PHA Plan. The local plan allows HACLB to go further to best meet the [needs of the] population served.
- More than 200 invitations were sent out. We wanted to identify a day which works best with families.
- This year HACLB worked with a company that provides Housing Authorities expert guidance with Administrative Plans.
- After the meeting, HACLB will use feedback given to address/edit the proposed HCV Administrative Plan (and PHA Plan).
- RAB attendees were invited to ask questions at any time if further clarification is needed.

### **Overview of 2017 Changes**

The RAB attendees were informed that the drafted Administrative Plan differs mainly in format and layout; however, there are a few changes to report from last year's conversations. This RAB meeting focuses on proposed changes and updates based on recent HUD regulations, notices and directives.

Recently, Measure H was on the ballot and HACLB is a sub-recipient of funds from LA County. Measure H funds permit HACLB to administer a Homeless Incentive Program (HIP). The HIP program incentivizes owners to lease housing units to Homeless families, creates resources for Homeless families, and helps with some challenges experienced as a result of homelessness. With Measure H funds, HACLB is able to hold housing units for homeless families.

The City of Long Beach Multi-Service Center identifies persons/families experiencing homelessness. Once identified, they are given information to apply for a previously approved and inspected housing unit. The housing unit is held from the market. The Homeless Incentive Program (HIP) provides essential household items for families experiencing homelessness, for example, a refrigerator, stove, cooking utensils. Down payment assistance and application fees are also covered by the HIP program.

HACLB has hired an Ombudsman/Community Services Liaison for the HIP program. The Ombudsman/Community Services Liaison will help resolve concerns from owners and tenants. HACLB's Ombudsman/Community Services Liaison is Kari Faithful. Her contact information is located on the "Administrative Plan Overview" sheet. This position is new to HACLB in 2017.

HACLB began accepting lease-up documents, for example, Request for Tenancy Approvals and Housing Assistance Payments contracts by fax and electronically.

Increased the number of staff to address issues. There was mention of HACLB being short staffed based on the budget.

With the current economic environment, there is a housing supply shortage in the entire community. Affordable housing is in even greater need. To address this issue, HACLB:

- A) Hired an Ombudsman/Community Liaison to improve housing authority and landlord relationships and increase program participation with the Housing Choice Voucher (HCV) program.
- B) Created more project-based voucher opportunities, to increase affordable housing stock.

### **State of the Local Rental Market**

There was mention of shortage of affordable housing. HACLB's goal is to increase the number of project based voucher housing units.

HACLB is utilizing success rate and exception Payment Standards. The Payment Standards are applied by zip code. There was mention of owner concerns on rent control - if it will be on the ballot in November. If rent control passes, there will be a cap on the rent.

### **Payment and Occupancy Standards**

HACLB uses "GoSection8.com" to determine approved rent increases. The challenge regarding rent increases is when requests are completed between the annual reexamination, which means participants generally absorb the increase because the housing assistance is already at the maximum. There was mention that any owner can advertise on GoSection8.com.

### **Proposed Administrative Plan Change Overview**

Last year, a complete walk through of the HCV Administrative Plan took place. The new Administrative Plan will be on HACLB's website for review in draft and final form.

The new Administrative Plan:

- Clarifies "business" days. HACLB's current Administrative Plan describes "10 days" to submit documents. However, the type of days was not defined - whether the days were calendar or business days.
- Contains active links to HUD regulations and references. This will make the document more user friendly for participants to review regulations.
- Defines common terms used and a glossary was added.

### **Fair Housing and Equal Opportunity**

The new Administrative Plan includes more information on Fair Housing. For example, HUD's Equals Access and Gender Identity Final Rule, HACLB's Affirmatively Further Fair Housing and the City of Long Beach's Assessment of Fair Housing (AFH) reports.

### **Eligibility**

Mentioned changes to HUD's definition of Family. HACLB implemented a process for proposed denials, in order to provide applicants an opportunity to respond prior to a denial of preference or program eligibility.

RAB attendees were informed on the Violence Against Women Act (VAWA) and considerations afforded for persons who have been victims of domestic violence. HACLB notifies applicants and participants of their rights under VAWA at admission and with proposed denials/denials. Under VAWA, consideration is given as protections for victims who are evicted from their homes because of events related to domestic violence, sexual assault, dating violence or stalking.

### **Applications, Waiting List and Tenant Selection**

The new Administrative Plan removes the “Other Singles” preference for consistency to HUD regulations.

Clarified preferences for homeless, domestic violence and family preservation. The preferences were placed under the title “Coordinated Entry System (CES)/Continuum of Care (COC)”. HACLB sets aside vouchers for persons experiencing homelessness. HACLB provides subsidy and the Multi-Service Center delivers supportive services. Mention was made of the federal system which identifies homeless persons and that HUD differentiates between a person who is homeless and a person who is couch surfing.

### **Briefings and Voucher Issuance**

Mentioned updates to the Voucher Briefing and packet. The Violence Against Women Act (VAWA) form was recently updated form from HUD. Also, the Family Obligations includes regulation prohibiting alcohol abuse.

### **Income and Subsidy Determinations**

Mentioned recent HUD criteria and policy updates in the new Administrative Plan:

- HUD criteria regarding the Earned Income Disallowance.
- HACLB's minimum rent of \$50. RAB attendees were asked for comments and/or objections regarding the \$50 minimum rent. There were no objections.
- Student Financial Assistance – financial assistance, in excess of amounts received for tuition and fees is counted as income. This is a HUD regulatory requirement.

### **Verification**

For clarification on how verifications are processed, HUDs verification hierarchy was added. Regarding verification of assets, the new Administrative Plan institutes self-certification of assets less than \$5,000 and third party verification conducted every third year. Mention was made on how assets are calculated and HUD's passbook savings rate 0.06%. A RAB attendee inquired about reporting work as a poll worker. Alison responded and mentioned best to err on the side caution - best to report. However, sporadic income is excluded, but participants are required to report.

### **Housing Quality Standards and Rent Reasonableness**

HACLB implemented biennial inspections, as permitted by HUD. Mention was made that there may be situations when an inspection is done twice, in order to get the housing unit in the biennial rotation.

Update to HACLB's HAP abatement timeframe. Emergency deficiencies must be repaired within 24 hours and non-emergency items repaired within 30 calendar days. Abatement of housing assistance will begin the first of the month following the correction period. The participant still needs to pay their share of the rent. Added information on lead-based paint and HUD's Lead-Safe Rule.

**General Leasing Policies**

Addition of references, regulations, and program details.

**Moving with Continued Assistance and Portability**

Update to initial billing due deadline to within 90 days of Voucher expiration.

**Reexaminations**

Addition of references, regulations, and program details (from HUD's HCV Guidebook).

**Termination of Assistance and Tenancy**

Program termination processed for evictions and family moves after a legal eviction order or judgment has been issued. Added family obligation of prohibition alcohol abuse – HUD regulation.

**Owners**

Owner actions that may result in disapproval of tenancy request. The RAB attendees were informed that if an owner violates program requirements, and it can be documented, HACLB can disbar or suspend the owner from the housing program.

**Program Integrity**

New chapter that covers HUD and HACLB policies to prevent, detect, investigate and resolve instances of program abuse or fraud. Also describes corrective measure and penalties for errors and program abuse.

**Special Housing Types**

New chapter that describe special housing types and HACLB - approved programs HUD-VASH voucher policies added (veterans' affairs supportive housing).

**Program Administration**

Update to the administrative fee reserve. Expenditures not to exceed \$10,000 per occurrence without prior approval of HACLB's Board of Commission.  
Requests for Informal Review deadline increased to ten business days.  
Reporting and record keeping for children with elevated blood lead levels.  
Violence Against Women Act (VAWA) - new forms are in use and HACLB established an Emergency Transfer Plan.

**Project-Based Vouchers and Glossary** – References and regulations added.

**Comments and Questions**

Participant asked a question about what to do regarding an owner asking her to pay for shower doors. Alison responded that sometimes items don't have a definite answer – that HACLB needs to make ensure that items the owner provides are in working condition. If the tenant requests new items that are not required, the tenant pays for it. The owner's responsibility is to make sure the housing unit is functional and safe.

**Information provided regarding HACLB's Public Hearing for the Annual PHA Plan**

**The participants in attendance approved the Plan**

**Meeting adjourned at 5:30pm**

**PHA Narrative**

HACLB analysis of the recommendations is that the RAB participants are in agreement with the proposed Administrative Plan and PHA Plan. The new Administrative Plan provides greater program detail and references, in order to continue to provide successful HCV program management. The new Administrative Plan will greatly assist HACLB to accomplish agency goals and our mission to provide high quality housing assistance to the city of Long Beach's low-income households.

# **Attachment D**

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

*Form HUD 50077-SL*

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

U. S Department of Housing and Urban Development  
Office of Public and Indian Housing  
OMB No. 2577-0226  
Expires 2/29/2016

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

I, Tom Modica, the Assistant City Manager, City of Long Beach  
*Official's Name* *Official's Title*

certify that the 5-Year PHA Plan and/or Annual PHA Plan of the

Housing Authority of the City of Long Beach

*PHA Name*

is consistent with the Consolidated Plan or State Consolidated Plan and the Analysis of Impediments (AI) to Fair Housing Choice of the city of

Long Beach, California

*Local Jurisdiction Name*

pursuant to 24 CFR Part 91.

Provide a description of how the PHA Plan is consistent with the Consolidated Plan or State Consolidated Plan and the AI.

The City of Long Beach and the Housing Authority of the City of Long Beach (HACLB)  
strive to provide housing opportunities, community services and social services to  
the residents of Long Beach. HACLB's Annual Public Housing Agency Plan is  
consistent with the Consolidated Plan of the City of Long Beach by working towards  
these objectives.

I hereby certify that all the information stated herein, as well as any information provided in the accompaniment herewith, is true and accurate. **Warning:** HUD will prosecute false claims and statements. Conviction may result in criminal and/or civil penalties. (18 U.S.C. 1001, 1010, 1012; 31 U.S.C. 3729, 3802)

Name of Authorized Official  
Tom Modica

Title  
Assistant City Manager, City of Long Beach

Signature



Date

7/17/18

Tom Modica  
Assistant City Manager

EXECUTED PURSUANT  
TO SECTION 301 OF  
THE CITY CHARTER

# **Attachment E**

*FY 2018-2019  
Public Housing Agency Plan*

*Challenged Elements*

# Challenged Elements

There were no challenged elements during the Public Review period, to include the Public Hearing.