



HOUSING ASSISTANCE AGENCY

A G E N D A

Tuesday, April 8, 2014
Regular Meeting-6:00 p.m.
Council Chambers
6615 Passons Blvd.

Next Resolution No. HA-90
Next Agreement No. HA-16

ROLL CALL:

- Brent A. Tercero, Chairman
- Gregory Salcido, Vice Chairman
- Bob J. Archuleta, Member
- David W. Armenta, Member
- Gustavo V. Camacho, Member

1st PERIOD OF PUBLIC COMMENTS- IF YOU WOULD LIKE TO OFFER PUBLIC COMMENT ON ANY LISTED AGENDA ITEMS, PLEASE FILL OUT A GREEN PUBLIC COMMENT REQUEST FORM AND PROVIDE IT TO THE STAFF MEMBER AT THE BACK TABLE BEFORE THE MEETING STARTS.

When you are called to speak, please come forward and state your name and city of residency for the record. You have three (3) minutes to make your remarks.

CONSENT CALENDAR:

All items listed on the Consent Calendar may be acted on by a single motion without separate discussion. Any motion relating to a Resolution or Ordinance shall also waive the reading of the titles in full and include its adoption as appropriate. If discussion or separate vote on any item is desired by a Councilmember or staff, that item may be pulled from the Consent Calendar for separate consideration.

PLEASE TURN OFF ALL PAGERS AND/OR PHONES WHILE MEETING IS IN SESSION AND PLEASE REFRAIN FROM TEXTING DURING THE MEETING

In compliance with the Americans with Disabilities Act of 1990, the City of Pico Rivera is committed to providing reasonable accommodations for a person with a disability. Please call City Clerk's office at (562) 801-4389 if special accommodations are necessary and/or if information is needed in an alternative format. Special requests must be made in a reasonable amount of time in order that accommodations can be arranged.

PUBLIC HEARING:

1. Public Hearing – Housing Assistance Annual Agency Plan FY 2014-2015 (Section 8).

- a. Open Hearing
- b. Memo from Executive Director
- c. Written Communications
- d. Oral Communications
- e. Close Hearing
- f. **Recommendation:**

1. Adopt resolution approving the Section 8 Program 2014-2015 Housing Assistance Annual Plan and authorize the submittal of the Civil Rights Certification form to the U.S. Department of Housing and Urban Development.

Resolution No. _____ A RESOLUTION OF THE PICO RIVERA HOUSING ASSISTANCE AGENCY, APPROVING SUBMITTAL OF THE PICO RIVERA HOUSING ASSISTANCE ANNUAL AGENCY PLAN 2014-2015

CONSENT CALENDAR:

2. Minutes.

- Housing Assistance Agency meeting of March 11, 2014

Recommendation:

1. Approve.

3. Summary for CDBG/Home/CalHome – Funded Loan - Rehabilitation Programs as of March 2014.

- a. Status of Funds Report and Program Summary – CDBG Grant & Home/CALHome Loan Housing Rehabilitation Programs as of March 2014.
- b. Monthly Activity Report
Section 8 Housing Program March 2014.

Recommendation:

1. Receive and File.

LEGISLATION: None.

NEW BUSINESS:

OLD BUSINESS:

2ND PERIOD OF PUBLIC COMMENTS – THIS TIME IS RESERVED FOR COMMENTS THAT HAVE NOT BEEN ADDRESSED DURING THE MEETING OR THAT ARE NOT LISTED ON THE AGENDA. PLEASE FILL OUT A BLUE PUBLIC COMMENT REQUEST FORM AND PROVIDE IT TO THE STAFF MEMBER AT THE BACK TABLE BEFORE THE MEETING STARTS.

When you are called to speak, please come forward and state your name and city of residency for the record. You have three (3) minutes to make your remarks.

ADJOURNMENT:

AFFIDAVIT OF POSTING

I, Anna M. Jerome, City Clerk, for the City of Pico Rivera Housing Assistance Agency, DO HEREBY CERTIFY, under penalty of perjury under the laws of the State of California, that the foregoing notice was posted at the Pico Rivera City Hall bulletin Board, Pico Rivera website, Pico Rivera Post Office and Parks: Smith, Pico and Rivera as well as the Pico Rivera County Public Libraries on this the 4th, day of April 2014.

Dated this 4th, day of April 2014

Anna M. Jerome, CMC
City Clerk

SB343 NOTICE

In compliance with and pursuant to the provisions of SB343 any public writing distributed by the City Clerk to at least a majority of the City Council Members regarding any item on this regular meeting agenda will be available on the back table at the entrance of the Council Chamber at the time of the City Council meeting and at the counter of City Hall at 6615 Passons Boulevard, Pico Rivera, California during normal business hours.



To: Chairman and Commissioners

From: Executive Director

Meeting Date: April 8, 2014

Subject: PUBLIC HEARING – HOUSING ASSISTANCE ANNUAL AGENCY PLAN FY 2014-2015 (SECTION 8)

Recommendation:

Adopt Resolution approving the Section 8 Program 2014-2015 Housing Assistance Annual Plan and authorize the submittal of the Civil Rights Certification form to the U.S. Department of Housing and Urban Development.

Fiscal Impact:

None. Approximately \$5.6 million in U.S. Housing and Urban Development (HUD) funds are used yearly to carry out the Section 8 program.

Discussion:

The U.S. Department of Housing and Urban Development (HUD) requires Housing Assistance Agencies to file an annual Agency Plan. The Agency Plan is a comprehensive guide to the Agency's policies, programs, operations and strategies for meeting local housing needs and goals. Housing Division staff has prepared the Housing Assistance Annual Plan which covers the period of July 1, 2014 – June 30, 2015.

HUD categorizes the Pico Rivera Housing Assistance Agency as a High Performer. As such, the Agency is only required to obtain comments from the Resident Advisory Board, hold a public hearing to invite public comment on the adoption of the Annual Agency Plan, and submit a Civil Rights Certification form to HUD. There were no changes made to the Annual Agency Plan this year. The Civil Rights form certifies that

HSG. ASSISTANCE AGENDA MEMO – MTG. OF APRIL 8, 2014
PICO RIVERA HOUSING AGENCY ANNUAL AGENCY
PLAN FY 2014-2015 (SECTION 8)

Page 2

the Agency will carry out the program in conformity with the Civil Rights Act of 1964, the Fair Housing Act, and the Americans with Disabilities Act. The Resident Advisory Board reviewed the plan and expressed their appreciation that the Agency Plan included adherence to the Violence Against Women Act as required by HUD. A copy of the Section 8 Program 2014-2015 Housing Assistance Annual Plan is available in the Housing Assistance Agency office upon request for review.

Staff recommends that the City Council adopts the 2014-2015 Housing Assistance Agency Plan and authorize the submittal of the Civil Rights Certification form to the U.S. Department of Housing and Urban Development.



Ronald Bates

RB:BM:ID:pg

Enc: Resolution
Civil Rights Certification Form

RESOLUTION NO. _____

A RESOLUTION OF THE PICO RIVERA HOUSING ASSISTANCE AGENCY, APPROVING SUBMITTAL OF THE PICO RIVERA HOUSING ASSISTANCE ANNUAL AGENCY PLAN 2014-2015

WHEREAS, the Pico Rivera Housing Assistance Agency administers a Section 8 Housing Choice Voucher Program with funds provided by the U.S. Department of Housing and Urban Development (HUD); and

WHEREAS, the U.S. Department of Housing and Urban Development requires each Housing Agency to prepare an Annual Agency Plan in order to continue to receive federal funding for the Section 8 Housing Choice Voucher program;

WHEREAS, the Pico Rivera Housing Assistance Agency held a duly noticed public hearing on April 8, 2014 to allow public participation regarding the adoption of the Pico Rivera Housing Assistance Annual Plan.

NOW, THEREFORE, BE IT RESOLVED by the Housing Assistance Agency of the City of Pico Rivera that:

SECTION 1. That the Pico Rivera Housing Assistance Agency has completed an Annual Agency Plan in accordance with the U.S. Department of Housing and Urban Development guidelines. The Annual Agency Plan dated July 1, 2014, is on file with the City Clerk.

SECTION 2. That the Pico Rivera Housing Assistance Agency is prepared to submit the Annual Agency Plan as required by the U.S. Department of Housing and Urban Development upon adoption of this Resolution.

SECTION 3. The Pico Rivera Housing Assistance Agency approves the Annual Agency Plan and the submittal of the Plan.

SECTION 4. The Pico Rivera Housing Assistance Agency approves the submittal of the Civil Rights Certification form to the U.S. Department of Housing Program Development.

SECTION 5. The Agency Secretary shall certify to the adoption this Resolution and hereafter the same shall be in full force and effect.

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RESOLUTION NO. _____

Page 2 of 2

APPROVED AND ADOPTED this 8th day of April, 2014.

Brent A. Tercero, Chairperson

ATTEST:

APPROVED AS TO FORM:

Anna M. Jerome, Agency Secretary

Arnold M. Alvarez-Glasman, Agency Counsel

AYES:

NOES:

ABSENT:

ABSTAIN:



Tuesday, March 11, 2014

A Regular Meeting of the Housing Assistance Agency was held in the Council Chamber, Pico Rivera City Hall, 6615 Passons Boulevard, Pico Rivera, California.

Chairman Tercero called the meeting to order at 6:00 p.m.

PRESENT: Archuleta, Armenta, Camacho, Salcido, Tercero

ABSENT: None

CONSENT CALENDAR:

1. Minutes.

- Approved Housing Assistance Agency special meeting of February 11, 2014

2. Summary for CDBG/Home/CalHome – Funded Loan - Rehabilitation Programs as of February 2014.

- a. Status of Funds Report and Program Summary – CDBG Grant & Home/CALHome Loan Housing Rehabilitation Programs as of February 2014.
- b. Monthly Activity Report
Section 8 Housing Program February 2014.

1. Received and Filed.

Motion by Vice Chairman Salcido, seconded by Commissioner Armenta to approve Consent Calendar Items 1 and 2. Motion carries by the following roll call vote:

AYES: Archuleta, Armenta, Camacho, Salcido, Tercero

NOES: None

LEGISLATION: None.

NEW BUSINESS:

OLD BUSINESS: None.

2ND PERIOD OF PUBLIC COMMENTS – ALL OTHER CITY-RELATED BUSINESS:

None.

ADJOURNMENT:

The Housing Assistance Agency meeting was adjourned at 7:28 p.m. There being no objection it was so ordered.

AYES: Archuleta, Armenta, Camacho, Salcido, Tercero

NOES: None

Brent A. Tercero, Chairman

ATTEST:

Anna M. Jerome, Agency Secretary

I hereby certify that the foregoing is a true and correct report of the proceedings of the Housing Assistance Agency Regular Meeting dated March 11, 2014, and approved by the Housing Assistance Agency on April 8, 2014.

Anna M. Jerome, Agency Secretary



To: Chairman and Commissioners
From: Executive Director
Meeting Date: April 8, 2014
Subject: SUMMARY FOR CDBG/HOME/CALHOME-FUNDED LOAN-REHABILITATION PROGRAMS AS OF MARCH

| FUNDING | BUDGET | ENCUMBERED | FISCAL YEAR EXPENDITURES | BALANCE | NOTES |
|-----------------------------|--------------------|------------------|--------------------------|------------------|--|
| Grant Program | | | | | |
| CDBG Housing Rehabilitation | \$187,678 | \$177,253 | \$10,425 | \$0 | Fifteen projects are in the construction phase. One project is completed. |
| GRANT PROGRAM TOTALS | \$187,678 | \$177,253 | \$10,425 | \$0 | |
| Loan Program | | | | | |
| 2010 CALHOME | \$1,000,000 | \$548,636 | \$451,364 | \$0 | Twelve projects have been completed. Ten projects are in the construction phase. The grant expires October 2014. |
| HOME Program Income | \$323,062 | \$0 | \$0 | \$323,062 | There is no expiration for program income. |
| CALHOME Program Income | \$86,861 | \$0 | \$0 | \$86,861 | There is no expiration date for program income. |
| LOAN PROGRAM TOTALS | \$1,409,923 | \$548,636 | \$451,364 | \$409,923 | |



To: Chairman and Commissioners
From: Executive Director
Meeting Date: April 8, 2014
Subject: MONTHLY ACTIVITY REPORT – SECTION 8 HOUSING PROGRAM – MARCH 2014

ACTIVITY:

| | |
|--|-----|
| Clients processed (including recertifications) | 195 |
| Monthly Recertifications | 53 |

INSPECTIONS SCHEDULED: 34

| | |
|-----------|----|
| a) Passed | 27 |
| b) Failed | 7 |

VOUCHERS

| | |
|---|-----|
| Allocated Under Annual Contributions Contract | 517 |
| Issued | 0 |
| Expired | 0 |
| Searching | 0 |
| Under Contract | 471 |
| Available | 35 |
| Outgoing Clients to another PHA | 0 |
| Terminated | 5 |
| Portability Contracts | 5 |
| New Port-ins to Pico Rivera | 1 |

HOUSING WARRANT REGISTER – MARCH 2014

Total checks for 03/01/2014 \$379,741