



## **NOTICE OF REGULAR MEETING**

**Sacramento Housing and  
Redevelopment Commission**

**TELECONFERENCE MEETING ONLY**

**Wednesday, August 18, 2021 – 6:00 pm  
801 12<sup>th</sup> Street Commission Room  
Sacramento CA**

**Meetings of the Sacramento Housing and Redevelopment Commission are closed to the public until further notice in compliance with state guidelines on social distancing, in accordance with the Brown Act, (as currently in effect under the State Emergency Services Act), the Governor’s Emergency Declaration related to COVID-19, and the Governor’s Executive Order N-29-20 issued on March 17, 2020. These measures facilitate participation by members of the Commission, staff, and the public and allow meetings to be conducted by teleconference, videoconference, or both.**

**The Sacramento Housing and Redevelopment Commission meeting will be broadcast live on YouTube. To view the meeting please visit:**

**YouTube Link:** <https://youtu.be/loIrePb7TE8>

**Members of the public who wish to make comments can do so in two ways:**

1. Email comments to [publiccomments@shra.org](mailto:publiccomments@shra.org) which will be read into the record by the Clerk during the meeting.
2. Comment by phone during the meeting by dialing (888) 970-1444. Please call and indicate if you wish to comment during the general ‘Citizens Comments’ period or on a specific agenda item.

Please contact the Agency Clerk’s office at 916-440-1332, if you have questions about the public comment procedure. In compliance with the Americans with Disabilities Act (ADA), SHRA requests that individuals who require special accommodations to access and/or participate in Commission meetings contact the office at (916) 440-1332 at least 24 hours before the scheduled meeting. Agenda materials are available for review online at [www.shra.org](http://www.shra.org). If you need assistance with locating reports contact the Agency Clerk at (916) 440-1332 for assistance.

### **ROLL CALL**

### **APPROVAL OF AGENDA**

### **CITIZENS COMMENTS**

While the Commission welcomes and encourages participation in the Commission meetings, please limit your comments to three minutes, so that everyone may be heard. SHRA provides opportunities for the public to address the Commission at this time in order to listen to opinions regarding non-agendized matters within the subject matter jurisdiction of SHRA. Consistent with the Brown Act, the public comment

periods on the agenda are not intended to be “question and answer” periods or conversations with Commission members. Members of the public with questions are encouraged to contact staff before or after the meeting. Members of the public wishing to provide comment should either email comments to [publiccomments@shra.org](mailto:publiccomments@shra.org) or be present them verbally by calling (888) 970-1444.

## APPROVAL OF MINUTES – August 4, 2021

### CONSENT

1. Approval of Updated Records Management Policy and Retention / Disposition Schedule for the Sacramento Housing and Redevelopment Agency

### PUBLIC HEARING

2. 2021 Mid-Year Significant Changes to the PHA Plan, Admissions and Continued Occupancy Plan (ACOP) and Housing Choice Voucher Administrative Plan – Public Hearing

### PRESENTATIONS

3. Update on the Sacramento Emergency Rental Assistance Program
4. 2021 Sacramento Housing and Redevelopment Agency Midyear Budget Overview
5. 2022 SHRA Budget Workshop – Revenue Trends and Projections Overview

### EXECUTIVE DIRECTOR REPORT

### COMMISSION CHAIR REPORT

### ITEMS AND QUESTIONS OF COMMISSION MEMBERS

### ADJOURNMENT



**MINUTES**  
**Sacramento Housing and Redevelopment Commission (SHRC)**  
**Regular Meeting**  
**August 4<sup>th</sup>, 2021**

Meeting noticed on July 30<sup>th</sup>, 2021

**ROLL CALL**

The Sacramento Housing and Redevelopment Commission meeting was called to order at 6:02 p.m. by Chair Morgan. Note that meeting was held via teleconference following the Governor's executive order during the coronavirus pandemic.

**MEMBERS PRESENT:** Amanfor, Boyd, Morgan, Nunley, Osmany , Ross, Staajabu, Starks,, Woo

**MEMBERS ABSENT:** Nunley, Schumacher-Hodge, Griffin

**STAFF PRESENT:** La Shelle Dozier, Tyrone Roderick Williams, Brad Nakano, Susana Jackson, Christine Weichert, Mark Hamilton, Peter Masih, Lira Goff, Vickie Smith, Anne Nicholls

**APPROVAL OF AGENDA**

The Agenda was approved as submitted. Items number 3 and 4 were heard together.

**CITIZENS COMMENTS**

Katie Donohoe submitted comments about the SERA Program.

Nakisha Barthell submitted comments about SHRA policy and procedure changes related to housing.

**APPROVAL OF MINUTES** – July 7, 2021 minutes were approved, as submitted.

**BUSINESS ITEMS**

1. Tax Equity and Fiscal Responsibility Act (TEFRA) Hearing, Approval of Tax-Exempt Bonds and Commitment of HOME Investment Partnerships Program (HOME) funds to Northview Pointe (Project)

Christine Weichert presented the items.

Commissioner Amanfor requested information on the paint used at the development and the level of VOC's it may contain.

Commissioner Staajabu motioned to approve the staff recommendation for the item listed above. Commissioner Ross seconded the motion. The votes were as follows:

AYES: Amanfor, Boyd, Morgan, Osmany, Ross, Staajabu, Starks, Woo

NOES: None

ABSENT: Griffin, Nunley, Schumacher-Hodge

2. Approval of Loan Documents for the 4995 Stockton Boulevard Affordable Housing Development

Anne Nicholls presented the items.

Commissioner Staajabu motioned to approve the staff recommendation for the item listed above. Commissioner Woo seconded the motion. The votes were as follows:

AYES: Amanfor, Boyd, Morgan, Osmany, Ross, Staajabu, Starks, Woo

NOES: None

ABSENT: Griffin, Nunley, Schumachr-Hodge

3. Approval of Amendment and Restatement of Lease Financing Documents Related to 2008 Acquisition and Rehabilitation of Office Building at 801 12<sup>th</sup> Street, Sacramento, California - City

4. Amendment and Restatement of Lease Financing Related to 2008 Acquisition and Rehabilitation of Office Building at 801 12<sup>th</sup> Street, Sacramento California - County

Susana Jackson presented the items.

Commissioner Staajabu motioned to approve the staff recommendation for the item listed above. Commissioner Woo seconded the motion. The votes were as follows:

AYES: Amanfor, Boyd, Morgan, Osmany, Ross, Staajabu, Starks, Woo

NOES: None

ABSENT: Griffin, Nunley, Schumacher-Hodge

ABSTAIN: None

## EXECUTIVE DIRECTOR'S REPORT

LaShelle Dozier reviewed the following:

- The next meeting will be held on August 18, 2021.

## COMMISSION CHAIR REPORT

Chair Morgan commended staff for their work on the difficult 801 12<sup>th</sup> Street refinance report.

## ITEMS AND QUESTIONS OF COMMISSION MEMBERS

Commissioner Starks indicated that SMUD will be inviting the Executive Director and Commission Chair to a rate action meeting coming up so that they can present information about SHRA programs.

Commissioner Ross asked if SHRA has veterans housing. Staff indicated that we do have vouchers for veterans.

Commissioner Ross asked if meeting can be held in person periodically. General Counsel Brad Nakano indicated that the Governors stay at home directive related to public meetings has not been lifted and that we would not resume in person meetings until that occurs

Commissioner Starks requested that staff confirm that when an individual makes a public comment that these comments will be followed up on by staff. The Executive Director confirmed that staff already follows up on public comments that address issues applicable to the Agency. Commissioner Starks agreed that follow-up by staff should be conducted on a case by case basis as staff determines is necessary.

## ADJOURNMENT

As there was no further business to be conducted, Chair Morgan adjourned the meeting at 7:20 pm.

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Clerk



August 18, 2021

**Sacramento Housing and Redevelopment Commission  
Sacramento, California**

**Honorable Members in Session:**

**SUBJECT Approval of Updated Records Management Policy and Retention /  
Disposition Schedule for the Sacramento Housing and Redevelopment Agency**

**RECOMMENDATION**

Staff recommends approval of the attached resolution which 1) adopts an updated Records Management Policy (Policy) and Retention/Disposition Schedule for the Sacramento Housing and Redevelopment Agency (Agency), and 2) authorizes disposition of certain records as outlined in the document.

**CONTACT PERSONS**

James Shields, Deputy Executive Director, (916) 440-1319  
Brad Nakano, General Counsel, (916) 440-1330  
Lira Goff, Interim Agency Clerk, (916) 440-1332

**BACKGROUND**

This report recommends the adoption of minor amendments to the Agency-wide record retention schedule which outlines requirements for the retention and disposition of various Agency records. This minor update proposed in this report is needed to provide guidance for retention of social media posts and video surveillance. The reduction in the retention period for social media posts is being made due to the difficulty in accessing and producing records that are older than the Agency's stated retention period when requests for these records are made pursuant to the public records acts. Because these records are controlled by third party sites like Twitter and Facebook, challenges can arise with searching through and obtaining older social media posts created by the Agency but located on these platforms. The retention period for video surveillance was not included in the 2020 update so inclusion of that requirement is needed at this time to provide direction for staff.

The Agency's original retention schedule was approved in August of 2009 and at that time, the City Council and County Board of Supervisors, along with the City and County Housing Authority Boards, delegated authority for future revisions to the Sacramento Housing and Redevelopment Commission. The Policy was updated in May of 2020 to reflect all current state and federal requirements. The adoption of periodic updates to the Agency retention schedule and records policy allows for consistent procedures and helps ensure compliance with various laws related to the funding administered by the Agency.

## SACRAMENTO HOUSING AND REDEVELOPMENT AGENCY

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### FINANCIAL CONSIDERATIONS

There are no financial implications associated with this report.

### POLICY CONSIDERATIONS

No policy changes are recommended.

### ENVIRONMENTAL REVIEW

This report is not a project as defined by the California Environmental Quality Act (CEQA) Guidelines Section 15378 (b) (5). The National Environmental Policy Act (NEPA) does not apply.

### M/WBE AND SECTION 3 CONSIDERATIONS

The items discussed in this report have no M/WBE or Section 3 impact; therefore, M/WBE considerations do not apply.

Respectfully submitted,

  
LA SHELLE DOZIER  
Executive Director

### Attachments

- 1 -- Resolution
- 2 -- Records Management Policy and Retention/Distribution Schedule



**SACRAMENTO HOUSING AND  
REDEVELOPMENT AGENCY  
RECORDS MANAGEMENT POLICY AND  
RETENTION/DISPOSITION SCHEDULE**

**Draft for August 18, 2020 Approval**

**Approved on May 20, 2020**

**Supersedes version adopted on May 20, August 14, 2020**

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**SACRAMENTO HOUSING AND REDEVELOPMENT AGENCY  
RECORDS MANAGEMENT POLICY AND RETENTION/DISPOSITION SCHEDULE**

<b>RESPONSIBLE DEPARTMENT</b>	<b>RECORD CATEGORY NAME</b>	<b>REQUIRED RETENTION PERIOD</b>	<b>LEGAL CITATIONS</b>	<b>DESCRIPTION/COMMENTS</b>
General Administrative Records - All Departments	Department Procedures and Forms	Until superseded	GOV 26202 (2Y) GOV 34090 (2Y) 2 CFR 200.333 (FY+3Y)	
General Administrative Records - All Departments	General Administrative Policies	Until superseded	GOV 26202 (2Y) GOV 34090 (2Y) 2 CFR 200.333 (FY+3Y)	
General Administrative Records - All Departments	Video Surveillance	In accordance with the current storage capacity of each Agency property's Video Surveillance System, but never less than 14 calendar days.	None	

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**SACRAMENTO HOUSING AND REDEVELOPMENT AGENCY  
RECORDS MANAGEMENT POLICY AND RETENTION/DISPOSITION SCHEDULE**

**XX. RETENTION AND DISPOSITION SCHEDULE – PUBLIC INFORMATION OFFICE RECORDS**

<b>RESPONSIBLE DEPARTMENT</b>	<b>RECORD CATEGORY NAME</b>	<b>REQUIRED RETENTION PERIOD</b>	<b>LEGAL CITATIONS</b>	<b>DESCRIPTION/COMMENTS</b>
Public Information Office	Promotional and Public Relations Materials Prepared by or for SHRA	Current year plus 4 years	2 CFR 200.333 (FY+3Y) GOV 26202 (2Y) GOV 34090 (2Y)	Includes official copies of promotional and public relations materials including audiovisual items, photographs, fliers and brochures, newsletters, press releases, published reports, bulletins and educational and informational materials prepared by or for SHRA. Retain records containing significant information or substantial evidence of plans and directions for Agency activities, and materials containing critical information not contained in other SHRA records for as long as useful, but not less than 4 years.
Public Information Office	Publications and Reference Materials Prepared by or for SHRA	Current year plus 4 years	2 CFR 200.333 (FY+3Y) GOV 26202 (2Y) GOV 34090 (2Y)	Includes official copies of publications, including newsletters, periodicals, pamphlets, journals, press releases, published reports, bulletins, homepage or other website files and educational or informational program materials prepared by or for SHRA. Retain publications containing significant information or substantial evidence of plans and directions for Agency activities, or publications containing critical information not found elsewhere in SHRA records for as long as useful, but not less than 4 years.
Public Information Office	Social Media Postings	60 days	None	

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GOV 26202 (2Y)  
GOV 34090 (2Y)

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## **RESOLUTION NO. SHRC 2021-**

**ADOPTED BY THE SACRAMENTO HOUSING AND REDEVELOPMENT COMMISSION UNDER THE AUTHORITY DELEGATED TO THE COMMISSION PURSUANT TO CALIFORNIA HEALTH AND SAFETY CODE, SECTION 33202 BY RESOLUTION NO. RA 81-083 ADOPTED BY THE REDEVELOPMENT AGENCY OF THE CITY OF SACRAMENTO ON OCTOBER 20, 1981, AND BY RESOLUTION NO. RA-83 ADOPTED BY THE REDEVELOPMENT AGENCY OF THE COUNTY OF SACRAMENTO ON OCTOBER 27, 1981, AND PURSUANT TO CALIFORNIA HEALTH AND SAFETY CODE SECTION 34292 BY RESOLUTION NO. HA 81-098 ADOPTED BY THE HOUSING AUTHORITY OF THE CITY OF SACRAMENTO ON OCTOBER 20, 1981, AND BY RESOLUTION NO. HA-1497 ADOPTED BY THE HOUSING AUTHORITY OF THE COUNTY OF SACRAMENTO ON OCTOBER 27, 1981.**

ON DATE OF

**August 18, 2021**

### **ADOPTION OF AN UPDATED RECORDS MANAGEMENT AND RETENTION/DISPOSITION SCHEDULE AND AUTHORIZATION TO DESTROY CERTAIN RECORDS**

WHEREAS, the Sacramento Housing and Redevelopment Agency (SHRA) provides staff services to the City and the County of Sacramento, and the Housing Authorities for the City and the County of Sacramento for the purpose of carrying out the housing and redevelopment functions within the City and the County and devising, proposing, conducting, evaluating, and administering public social service programs which may from time to time be approved by both City and County for joint administration, and

WHEREAS, in the course of performing such services, SHRA generates records, papers and documents and has a need for an orderly and controlled plan for the retention, management and systematic destruction of such records, papers, and documents, and

WHEREAS, on August 11, 2009 the City and County approved a Records Retention Schedule for SHRA (City Council Resolution No. 2009-522, City Housing Authority Resolution No. 2009-014, County Board of Supervisors Resolution No. 2009-0625, County Housing Authority Resolution No. 2009-2312) and at that time delegated authority for future revisions to the SHRA Commission, and

WHEREAS, on May 20, 2021 the Sacramento Housing and Redevelopment Commission, adopted an update of the SHRA Records Management and Retention/Disposition Schedule and Authorization to Destroy Certain Records.

WHEREAS, Section 6509 of the California Government Code requires that SHRA exercise its powers subject to the restrictions upon the manner of exercising the power of one of the contracting parties, which party has been designated to be the County of Sacramento by the Joint Powers Agreement, and

WHEREAS, Government Code section 26202 provides that the legislative body of the County of Sacramento may authorize the destruction or disposition of any record, paper, or document which is more than two years old and was received in any manner other than pursuant to a state statute or county charter, and

WHEREAS, Government Code section 26202 provides that the legislative body may, by a 4/5 vote, authorize the destruction of any record, paper, or document that is over two years old,

Adoption Of An Updated Records Management And Retention/Disposition Schedule And  
Authorization To Destroy Certain Records

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which was prepared or received pursuant to a state statute, and which is not expressly required by law to be filed and preserved, if the legislative body determines that the record is no longer necessary for County purposes, and

WHEREAS, Government Code section 26201 provides that the legislative body may authorize the destruction, at any time, of duplicate copies of records, and

WHEREAS, the Executive Director has determined that certain records in her possession have no apparent historical significance and have no further administrative or programmatic value, and therefore, is seeking continuing authorization to destroy the records and documents set forth in the attached retention and disposition schedule.

NOW THEREFORE, BE IT RESOLVED BY THE SACRAMENTO HOUSING AND REDEVELOPMENT COMMISSION:

Section 1. The Sacramento Housing and Redevelopment Agency Records Management Policy and Retention/Disposition Schedule attached is hereby approved and adopted.

Section 2. The Executive Director, or her designee, is hereby granted authority to destroy certain records as outlined in the attached Records Management Policy and Retention/Disposition Schedule.

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CHAIR

ATTEST:

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CLERK

August 18, 2021



Sacramento Housing and Redevelopment Commission  
Sacramento, California

Honorable Members in Session:

**SUBJECT 2021 Mid-Year Significant Changes to the PHA Plan, Admissions and Continued Occupancy Plan (ACOP) and Housing Choice Voucher Administrative Plan – Public Hearing**

**RECOMMENDATION**

Staff recommends adoption of the attached resolution(s) which: 1) certifies that the required public hearing has been held and comments have been received and considered; 2) approves the 2021 Mid-Year Revision to the Public Housing Agency (PHA) Annual Plan (Plan); 3) Authorizes the PHA to adopt the 60%/40% RAD Blend; 4) authorizes the Executive Director or her designee to make non-substantive changes to the Plan based on additional public comments; 5) authorizes the Executive Director or her designee to make changes to the PHA Plan, as directed by the United States Department of Housing and Urban Development (HUD) or as required for compliance with the Quality Housing and Work Responsibility Act of 1998; 6) certifies that the Plan is consistent with the Consolidated Plan per 24 Code of Federal Regulations (CFR) §903.15, and 7) authorizes the Executive Director or her designee to execute and submit all required documents for the submission and certification of the 2021 Mid-Year Revision to the PHA Annual Plan to HUD.

**CONTACT PERSONS**

Trish Simpson, Management Analyst, 916-440-1347  
Cecette Hawkins, Project Manager, 916-449-6218

**SUMMARY**

This report recommends approval of the 2021 Mid-Year Revision to the PHA Annual Plan (Plan) (Attachment 1), and the Administrative Plan for the Housing Choice Voucher

## SACRAMENTO HOUSING AND REDEVELOPMENT AGENCY

Sacramento Housing and Redevelopment Commission  
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program (Attachment 2) for the Housing Authority of the City of Sacramento and the Housing Authority of the County of Sacramento.

### **BACKGROUND**

Applicable federal law and HUD regulations require that each Housing Authority develop and adopt a Five-Year PHA Plan and update it on an annual basis. The PHA Annual Plan provides detail about Housing Authority programs, services, and general policies. Applicable federal law and HUD regulations allow Housing Authorities to amend or modify their PHA Plans after submitting their *Annual Plans* to HUD by submitting a Mid-Year revision.

HUD regulations require a public outreach process, which includes a 45-day public comment period when there are significant changes made to the Plan, ACOP, and/or the Administrative Plan. Notices were published in local English language and non-English language newspapers providing the location of the draft documents available for review. Notices and documents were also posted on the Agency's website at [www.shra.org](http://www.shra.org) for review.

After the public comment review period and upon approval by the Commission, the final changes will be made and the documents will be submitted to HUD for review and approval. HUD has 75 days to issue a notification of approval or denial of the revised Plan. Once the Plan is approved, staff can implement changes immediately.

Staff updated the 2021 PHA Plan to include significant changes which are detailed below, including:

- Amending the PHA Plan to include updated PIH Notice: PIH 2021-07 Demolition Disposition of Public Housing Properties which will include a RAD blend of 60%/40%.
- Adding Attachment R – Rental Assistance Demonstration (RAD)

Information on all significant changes can be found in Attachment 2 – 2021 Mid-Year Significant Changes to the PHA Plan.

### **FINANCIAL CONSIDERATIONS**

The recommended action before the Commission requires no additional funding considerations.

## SACRAMENTO HOUSING AND REDEVELOPMENT AGENCY

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### POLICY CONSIDERATIONS

The Housing Authority complies with applicable federal laws and regulations, including the Quality Housing and Work Responsibility Act of 1998 (QHWRA).

### ENVIRONMENTAL REVIEW

**California Environmental Quality Act (CEQA):** The recommended actions are considered administrative and therefore determined not to be a project subject to provisions of CEQA pursuant to 14 California Code of Regulations (CCR) §15378(b). Physical improvements to properties under the RAD or Capital Fund Program have been reviewed for compliance with CEQA and have been found to be exempt under CEQA Guidelines §15301.

**National Environmental Policy Act (NEPA):** The recommended actions are considered administrative and planning activities are therefore determined to be Exempt from NEPA pursuant to 24 CFR §58.34(a)(1) and (3). Physical improvements to properties under the RAD or Capital Fund Program have been reviewed for compliance with NEPA and have been found to be categorically excluded pursuant to 24 CFR 58.35(a)(3)(i) or (ii).

### M/WBE AND SECTION 3 CONSIDERATIONS

Section 3 and Minority and Women's Business Enterprise requirements will be applied to all activities to the extent required by federal funding.

Respectfully submitted,

  
LA SHELLE DOZIER  
Executive Director

### Attachments

SHRA Resolution

Attachment 1 - 2021 Mid-Year Revision to the PHA Annual Plan – City

Attachment 2 - 2021 Mid-Year Significant Changes

## **RESOLUTION NO. SHRC-0818-04**

ADOPTED BY THE SACRAMENTO HOUSING AND REDEVELOPMENT COMMISSION UNDER THE AUTHORITY DELEGATED TO THE COMMISSION PURSUANT TO CALIFORNIA HEALTH AND SAFETY CODE, SECTION 33202 BY RESOLUTION NO. RA 81-083 ADOPTED BY THE REDEVELOPMENT AGENCY OF THE CITY OF SACRAMENTO ON OCTOBER 20, 1981, AND BY RESOLUTION NO. RA-83 ADOPTED BY THE REDEVELOPMENT AGENCY OF THE COUNTY OF SACRAMENTO ON OCTOBER 27, 1981, AND PURSUANT TO CALIFORNIA HEALTH AND SAFETY CODE SECTION 34292 BY RESOLUTION NO. HA 81-098 ADOPTED BY THE HOUSING AUTHORITY OF THE CITY OF SACRAMENTO ON OCTOBER 20, 1981, AND BY RESOLUTION NO. HA-1497 ADOPTED BY THE HOUSING AUTHORITY OF THE COUNTY OF SACRAMENTO ON OCTOBER 27, 1981.

ON DATE OF

**August 18, 2020**

### **2021 MID-YEAR REVISION TO THE PUBLIC HOUSING AGENCY ANNUAL PLAN FOR THE HOUSING AUTHORITY OF THE CITY OF SACRAMENTO**

**WHEREAS**, the 2020-2024 Consolidated Plan is a planning document that identifies overall housing and community development needs in the City and County of Sacramento, and outlines a strategy to address those needs;

**WHEREAS**, The U.S. Department of Housing and Urban Development (HUD) issued PIH 2021-07, a notice expanding the ways public housing authorities (PHAs) can use the Rental Assistance Demonstration (RAD) and Section 18 disposition authority together. The 60%/40% construction blend (60/40 RAD Blend) establishes a sliding scale to approve a greater proportion of units for conversion under Section 18 when more construction or rehabilitation is being done at the property. This replaces the former PIH 2018-04 with a 75%/25% blend.

**WHEREAS**, the proposed 2021 Mid-year Revision to the Public Housing Agency (PHA) Plan is consistent with the 2020-2024 Consolidated Plan, which was approved by the City and County of Sacramento;

**WHEREAS**, beginning with the 2001 fiscal year budget and associated resolutions and thereafter each subsequent year in the resolutions approving the budgets for the Housing Authorities of the City and County of Sacramento (collectively, the Housing Authorities), the Sacramento Housing and Redevelopment Agency (SHRA) and its Executive Director, or her designee, are delegated authority by the governing boards of the Housing Authorities to conduct a public hearing on behalf of the Housing Authority to discuss the Public Housing Agency Annual Plan (PHA Plan) and invite public comment on the plan;

**WHEREAS**, the proposed PHA Plan changes were made available to the Resident Committees, the Resident Advisory Board and public on June 21, 2021;



**WHEREAS**, a public hearing, duly noticed for more than a 45-day period, was held on August 18, 2021 on the 2021 Mid-year Revision to the PHA Annual Plan on behalf of the Housing Authority and comments received were considered by the Sacramento Housing and Redevelopment Commission; and

**WHEREAS**, the recommended actions are administrative in nature and therefore are not considered a project subject to provisions of the California Environmental Quality Act (CEQA) pursuant to 14 California Code of Regulations (CCR) §15378(b), and are determined to be exempt from the National Environmental Policy Act (NEPA) pursuant to 24 Code of Federal Regulations (CFR) §58.34(a)(1) and (3). Physical improvements to properties under the RAD or Capital Fund Program have been reviewed for compliance with CEQA and NEPA and have been found to be exempt under CEQA pursuant to CEQA Guidelines §15301, and categorically excluded under NEPA pursuant to 24 CFR 58.35(a)(3)(i) or (ii).

**BE IT RESOLVED BY THE SACRAMENTO HOUSING AND REDEVELOPMENT COMMISSION:**

Section 1. All evidence presented having been duly considered, the findings, including environmental findings regarding this action, as stated above, are found to be true and accurate and are hereby approved adopted.

Section 2. The Public Housing 2021 Mid-year Revised Agency Annual Plan, for the Housing Authority of the City of Sacramento, including the authorization of the 60/40 RAD Blend, is hereby approved.

Section 3. The Executive Director or her designee is authorized to make non-substantive changes to the Plan based on any additional public comments received.

Section 4. The Executive Director or her designee is authorized to make changes to the PHA Plan as directed by the Department of Housing and Urban Development (HUD) or as required to comply with the Quality Housing and Work Responsibility Act of 1998.

Section 5. The Public Housing Agency certifies that the Plan is consistent with the Consolidated Plan per 24 CFR §§ 903.5 and 903.15.

Section 6. The Executive Director or her designee is authorized to execute and submit all required documents for the submission and certification of compliance of the 2021 Mid-year Revised PHA Annual Plan to HUD or to comply with the Quality Housing and Work Responsibility Act of 1998.

CHAIR: \_\_\_\_\_

ATTEST:

\_\_\_\_\_  
CLERK

## **2021 Mid-Year Significant Changes to the PHA Plan, Admissions and Continued Occupancy Plan, and Housing Choice Voucher Administrative Plan**

The Public Housing Authority (PHA) must define any significant changes to its policies or plans. The PHA defines a “substantial deviation” and “significant amendment/modification” as any change in policy which significantly and substantially alters the Authority’s stated mission and the persons the Authority serves. The proposed changes below have not been deemed “significant”.

New language is indicated in red. Deleted language is shown in ~~strikeout~~.

### **PUBLIC HOUSING AGENCY PLAN (PHA PLAN)**

The PHA Plan is being amended to include the following attachments and updates:

1. **Attachment R - Rental Assistance Demonstration (RAD)**
2. H-2019-09 PIH 2019-23 (HA), Rental Assistance Demonstration REV-4 – Final Implementation for resident rights, participation, waiting list, and grievance procedures required for RAD Conversion.
3. **Blending Section 18 Disposition approvals with Rental Assistance Demonstration (RAD) Conversion.**

***Explanation of the Change:***

The U.S. Department of Housing and Urban Development (HUD) issued PIH 2021-07, a notice expanding the ways public housing authorities (PHAs) can use the Rental Assistance Demonstration (RAD) and Section 18 disposition authority together. The 60%/40% construction blend establishes a sliding scale to approve a greater proportion of units for conversion under Section 18 when more construction or rehabilitation is being done at the property. This replaces the former PIH 2018-04 with a 75%/25% blend.

## Attachment R – Rental Assistance Demonstration (RAD)

The Housing Authority of the City of Sacramento is amending its annual and 5-year PHA Plan because it was a successful applicant in the Rental Assistance Demonstration (RAD) program. As a result, the Housing Authority of the City of Sacramento will be converting to Project Based Vouchers under the guidelines of H 2019-09/PIH 2019-23, REV-4 and any successor Notices. Upon conversion to Project Based Vouchers, the Authority will adopt the resident rights, participation, waiting list and grievance procedures listed in Section 1.6 of H 2019-09/PIH 2019-23 (HA), REV-4; and H-2016-17/PIH 2016-17. These resident rights, participation, waiting list and grievance procedures are appended to this Attachment. Additionally, the Housing Authority of the City of Sacramento certifies that it is currently compliant with all fair housing and civil rights requirements.

RAD was designed by Housing and Urban Development to assist in addressing the capital needs of public housing by providing the Housing Authority of the City of Sacramento with access to private sources of capital to repair and preserve its affordable housing assets. Please be aware that upon conversion, the Authority's Capital Fund Budget will be reduced by the pro rata share of Public Housing Developments converted as part of the Demonstration, and that the Housing Authority of the City of Sacramento may also borrow funds to address their capital needs. The Housing Authority of the City of Sacramento will also be contributing Capital Funds in the amount up to \$1,500,000 towards the conversion.

Below, please find specific information related to the Public Housing Development(s) selected for RAD:

### Development #1

Name of Public Housing Project:	<b>Capitol Terrace 1820 Capitol Avenue Sacramento, CA 95814 CA005000103 Project Based Vouchers 84 N/A Senior Senior \$625,636 One Bedroom 84 84 RAD/Section 18 Blend: 34 units Section 18 Disposition 49 units RAD 1 manager unit</b>
PIC Development ID:	
Conversion type:	
Total Units:	
Transfer of Assistance:	
Pre- RAD Unit Type:	
Post-RAD Unit Type:	
Capital Fund Allocation of Development:	
Bedroom Type:	
Number of Units Pre-Conversion:	
Number of Units Post-Conversion:	
Change in Number of Units per Bedroom Type and Why	

**Development #2**

Name of Public Housing Project:	<b>Edgewater Apts. 626 I Street Sacramento, CA 95816 CA005000103</b>
PIC Development ID:	<b>CA005000103</b>
Conversion type:	<b>Project Based Vouchers</b>
Total Units:	<b>108</b>
Transfer of Assistance:	<b>N/A</b>
Pre- RAD Unit Type:	<b>Senior</b>
Post-RAD Unit Type:	<b>Senior</b>
Capital Fund allocation of Development:	<b>\$672,539</b>
Bedroom Type:	<b>One Bedroom</b>
Number of Units Pre-Conversion:	<b>108</b>
Number of Units Post-Conversion:	<b>108</b>
Change in Number of Units per Bedroom Type and Why:	<b>RAD/Section 18 Blend: 43 units Section 18 Disposition 64 units RAD 1 manager unit</b>

**Resident Rights, Participation, Waiting List and Grievance Procedures**

See Section H 2019-09/PIH 2019-23, REV-4 Section 1.6.C & Section 1.6.D, and H-2016-17/PIH 2016-17, as attachments. See attachments #1, #2 and #3 into this Attachment to the PHA Plan.

**Significant Amendment Definition**

As part of the Rental Assistance Demonstration (RAD) program, the Housing Authority of the City of Sacramento is redefining the definition of a substantial deviation from the PHA Plan to exclude the following RAD-specific items:

- a. The decision to convert to either Project Based Rental Assistance or Project Based Voucher Assistance;
- b. Changes to the Capital Fund Budget produced as a result of each approved RAD Conversion, regardless of whether the proposed conversion will include use of additional Capital Funds;
- c. Changes to the construction and rehabilitation plan for each approved RAD conversion; and
- d. Changes to the financing structure for each approved RAD conversion.