

THIS VIRTUAL MEETING IS HELD PURSUANT TO EXECUTIVE ORDER N-29-20 ISSUED BY GOVERNOR NEWSOM ON MARCH 17, 2020.

**AGENDA
REGULAR MEETING
REDONDO BEACH HOUSING AUTHORITY
TUESDAY, June 1, 2021 - 6:00 P.M.
REDONDO BEACH COUNCIL CHAMBERS
415 DIAMOND STREET**

CALL MEETING TO ORDER

ROLL CALL

A. APPROVAL OF ORDER OF AGENDA

B. ADDITIONAL ITEMS FOR IMMEDIATE CONSIDERATION

B1. BLUE FOLDER ITEMS

Blue folder items are additional back up material to administrative reports and/or public comments received after the printing and distribution of the agenda packet for receive and file.

C. CONSENT CALENDAR #C1 through #C2

Business items, except those formally noticed for public hearing, or those pulled for discussion are assigned to the Consent Calendar. The Authority Members may request that any Consent Calendar item(s) be removed, discussed, and acted upon separately. Items removed from the Consent Calendar will be taken up under the "Excluded Consent Calendar" section below. Those items remaining on the Consent Calendar will be approved in one motion following Oral Communications.

C1. APPROVAL OF AFFIDAVIT OF POSTING for the Regular Housing Authority meeting of June 1, 2021.

C2. APPROVAL OF MOTION TO READ BY TITLE ONLY and waive further reading of all Ordinances and Resolutions listed on the agenda.

D. EXCLUDED CONSENT CALENDAR ITEMS

E. PUBLIC PARTICIPATION ON NON-AGENDA ITEMS

This section is intended to provide members of the public with the opportunity to comment on any subject that does not appear on this agenda for action. This section is limited to 30 minutes. Each speaker will be afforded three minutes to address the Commission. Each speaker will be permitted to speak only once. Written requests, if any, will be considered first under this section.

F. EX PARTE COMMUNICATIONS

This section is intended to allow all officials the opportunity to reveal any disclosure or ex parte communication about the following public hearings.

G. PUBLIC HEARINGS

H. OLD BUSINESS

I. NEW BUSINESS

11. STATUS REPORT ON THE SECTION 8 AND FAIR HOUSING PROGRAMS

Recommendation: That the Chairman and Authority members receive and file the status report on the Section 8 and Fair Housing Programs.

CONTACT: CAMERON HARDING, HOUSING ADMINISTRATOR

J. MEMBERS ITEMS AND REFERRALS TO STAFF

K. ADJOURNMENT

The next scheduled meeting of the Redondo Beach Housing Authority is a Regular meeting on Tuesday, September 7, 2021 at 6:00 p.m. in the City Hall Council Chambers, 415 Diamond Street, Redondo Beach, California.

It is the intention of the City of Redondo Beach to comply with the Americans with Disabilities Act (ADA) in all respects. If, as an attendee or a participant of this meeting you will need special assistance beyond what is normally provided, the City will attempt to accommodate you in every reasonable manner. Please contact the City Clerk's Office at (310) 318-0656 at least forty-eight (48) hours prior to the meeting to inform us of your particular needs and to determine if accommodation is feasible. Please advise us at that time if you will need accommodations to attend or participate in meetings on a regular basis.

An Agenda Packet is available 24 hours a day at www.redondo.org under the City Clerk and during City Hall hours. Agenda Packets are also available for review in the Office of the City Clerk.

Any writings or documents provided to a majority of the members of the Authority regarding any item on this agenda will be made available for public inspection at the City Clerk's Counter at City Hall located at 415 Diamond Street during normal business hours.



Community Services Department

1922 Artesia Boulevard
Redondo Beach, California 90278
www.redondo.org

tel: 310 318-0610
fax: 310 798-8273

STATE OF CALIFORNIA)
COUNTY OF LOS ANGELES) SS
CITY OF REDONDO BEACH)

AFFIDAVIT OF POSTING

In compliance with the Brown Act, the following materials have been posted at the locations indicated below.

Legislative Body Redondo Beach Housing Authority

Posting Type Agenda – June 1, 2021 Regular Meeting

Posting Locations 415 Diamond Street, Redondo Beach, CA 90277
✓ City Hall Kiosk
✓ City Clerk's Counter, Door "1"

Meeting Date & Time June 1, 2021 6:00 p.m.

As Housing Administrator of the City of Redondo Beach, I declare, under penalty of perjury, the document noted above was posted at the date displayed below.

Cameron Harding, Housing Administrator

Date: May 25, 2021

MOTION TO READ BY TITLE ONLY

And waive further reading of all
Ordinances and Resolutions listed on the Agenda.

Recommendation - Approve



Administrative Report

Authority Action Date: June 01, 2021

To: CHAIRMAN AND MEMBERS OF THE HOUSING AUTHORITY

From: CAMERON HARDING, HOUSING ADMINISTRATOR

Subject: STATUS REPORT ON THE SECTION 8 AND FAIR HOUSING PROGRAMS

RECOMMENDATION

Receive and file a quarterly status report on the Section 8 and Fair Housing Programs.

EXECUTIVE SUMMARY

The City of Redondo Beach Housing Authority (RBHA) receives federal funding from the U.S. Department of Housing and Urban Development (HUD) to operate the Section 8 Program. Section 8 is a rent assistance program that enables very low-income persons to live in decent, safe and sanitary, privately-owned housing. Tenants in Redondo Beach select their own rental housing per program guidelines. This report includes information regarding Housing Authority activity for the months of March, April, and May, 2021.

The Redondo Beach Housing Authority continues to operate the Section 8 Program within its available resources. On March 30, 2021, the RBHA received its Calendar Year (CY) 2021 Renewal Funding Allocation notice from HUD. The CY 2021 allocation fully funded the Redondo Beach housing assistance contracts for CY 2021. On October 21, 2020, RBHA received notification from the Los Angeles Community Development Authority (LACDA) of continued funding of the Homeless Incentive Program for Fiscal Year 2020-2021. The amount of funding under this agreement is not to exceed \$28,600.

Consistent with HUD guidelines and current funding levels, the Housing Authority's goal is to backfill vacant voucher slots as they become available through attrition and/or terminations. The vacant slots would be filled by families who are on the Redondo Beach Section 8 waiting list. There are approximately 4,508 families currently on the Redondo Beach Section 8 waiting list. The Housing Authority is providing referral and supportive information to renters of all types who may be under housing stress during the Pandemic.

BACKGROUND

Section 8 Program Activity

The Housing Authority is currently assisting 445 households under the Section 8 Housing Choice Voucher Program. Of those households, approximately 323 are headed by elderly and/or disabled persons; the remaining 122 are families headed by non-elderly, non-disabled persons.

During the months of March, April, and May of 2021, the Housing Authority executed 13 new contracts. The Housing Authority also renewed 127 leases. Eight (8) tenants moved out of their rent assistance units and are permanently off the program. During this reporting quarter, the Housing Authority spent \$1,572,827 on housing assistance payments. The average per-unit client rent subsidy for this period was \$1,191/month. The Housing Authority's goal, as outlined in the 5-year and 1-year agency plans, is to assist an average of approximately 633 families. Attainment of this goal is affected by available units, market pricing and participating landlords.

The Housing Authority's attrition rate is approximately two to three vouchers per month. The Housing Authority has resumed conducting virtual and telephonic eligibility interviews for families who are on the Section 8 waiting list. There are approximately 4,508 families on the Redondo Beach Section 8 waiting list.

HUD-VASH Vouchers

On February 10, 2021, HUD notified the Housing Authority that it will continue to receive funding to support the HUD-Veterans Affairs Supportive Housing (VASH) voucher program. The renewal of these vouchers will be included in the overall renewal calculations.

Veterans experiencing homelessness are referred to the HA by the Veteran's Affairs office. RBHA has a total of 27 veterans housed in Redondo Beach under the HUD-VASH program. The goal of RBHA is to utilize all 40 VASH vouchers allocated to the city.

Section 8 Funding

Housing Assistance Payments (HAP) are comprised of HUD monies provided to the Redondo Beach Housing Authority for rental assistance payments made to landlords on behalf of qualifying Section 8 program participants.

In March of 2021, HUD notified the Housing Authority that it would receive \$6,331,245 in HAP funding for CY 2021 (this is the total funding for the HCV and VASH Program). For comparison purposes, the Housing Authority received \$6,356,065 for CY 2020.

In March of 2021, HUD also provided its determination of the RBHA administrative fee. For FY 21-22, the administrative fee, subject to proration, was set at \$108.66 per unit leased. In comparison, the Housing Authority received approximately \$101.43 per unit leased in CY 2020.

In May of 2020, RBHA was allocated \$111,300 in supplemental administrative expense funding under the Coronavirus, Aid, Relief, and Economic Security Act (CARES Act). Public Housing Authorities must use these funds by December 31, 2020 to prevent, prepare for, and respond to coronavirus (COVID-19), per guidance provided in *PIH Notice 2020-08: CARES Act – HCV Program Administrative Fees*. https://www.hud.gov/program_offices/public_indian_housing/publications/notices. On August 06, 2020, RBHA received notification of a second award of administrative expense funding under the CARES Act in the amount of \$131,625.

RBHA is utilizing CARES Act funding to create a healthy, safe and sanitary environment for staff and program participants. Key purchases include plexiglass barriers on the lobby counter, personal protective equipment and sanitizing supplies. RBHA is also evaluating the procurement of software and equipment to digitize many of the RBHA's client services.

Payment Standards

The Department of Housing and Urban Development (HUD) requires Housing Authorities to establish a payment standard in the "basic" approvable range 90%-110% of the published fair market rent (FMR) for Los Angeles County. The basic range complies with section 24 of the Code of Federal Regulations (CFR) 982.503 and Public and Indian Housing (PIH) Notice 2002-20. Rental rates and rent increases continue to burden many of our low-income families that live in subsidized rental units under the Section 8 program.

In March of 2020, the Department of Housing and Urban Development (HUD) granted RBHA an exception payment standard for the HUD-VASH voucher program. Effective July 1, 2020 the VASH payment standards for RBHA were increased to 140% of the Federal Fiscal Year (FFY) 2020 Fair Market Rents. This increase in payment standard will enable veterans to competitively search and secure housing throughout Los Angeles County.

The Housing Authority reviews and updates its payment standards for the Section 8 rental assistance program on an annual basis or as needed. The payment standards are updated to reflect current rental market conditions to offer Section 8 families greater housing choices. Effective July 1, 2020 RBHA's payment standards for the HCV (Housing

Choice Voucher Program) were increased to 90% of the Federal Fiscal Year (FFY) 2020 Small Area Fair Market Rents. Payment standards for the HCV program had been last increased in January 2018.

The following Payment Standards became effective July 1, 2020:

	90277	90278	VASH (for both Zip Codes)
0 Bedroom	\$1,638	\$1,529	\$1,790
1 Bedroom	\$1,944	\$1,814	\$2,123
2 Bedroom	\$2,511	\$2,337	\$2,738
3 Bedroom	\$3,357	\$3,125	\$3,659
4 Bedroom	\$3,663	\$3,410	\$3,999

Section 8 Staff

The Housing Authority staff consists of 2 full-time and 2 part-time personnel who manage section 8 client files, interview program candidates from the waiting list, perform housing inspections, provide customer service, and submit required information to HUD. The adopted FY 2020-21 Budget for the Housing Authority includes 1 vacant F/T and 1 vacant P/T position.

Section 8 Waiting List

The Section 8 waiting list has been closed to new enrollees since September 2015. This strategy is consistent with funding, the agency's 5-year plan, and the discretionary authority granted to the Redondo Beach Housing Authority (RBHA). There are approximately 4,508 families currently on the Redondo Beach Section 8 waiting list. The goal for the waiting list is to maintain an active pool of approximately 1,000 applicants at all times. Preference on the waiting list is given to Redondo Beach residents and to persons who work in Redondo Beach. Priority is also given to the Elderly, Disabled, Families (2 or more people in a household), honorably discharged Veterans of the U.S. Armed Forces and individuals experiencing homelessness. One of the Housing Authority's goals is to refresh the waiting list and reopen it to attract eligible families already living or working in Redondo Beach.

Section 8 waiting list applicants that wish to check their status on the waiting list are encouraged to visit www.waitlistcheck.com or call (855) 361-9512.

Fair Housing Program

The Housing Authority continues to refer customers who need fair housing assistance to the Housing Rights Center, an agency partially funded by the City's CDBG Program. Persons needing assistance can contact the Housing Rights Center at (213) 387-8400. Their services include housing discrimination investigations, landlord/tenant mediation and counseling services.

COORDINATION

This report was prepared by the Housing Division of the Community Services Department.

FISCAL IMPACT

The Section 8 Program is funded solely with grant monies from the U.S. Department of Housing and Urban Development. The Housing Authority's projected FY 2020-21 revenues and expenditures are detailed below.

<u>Revenue (HUD)</u>	<u>Expenditures</u>
Housing Assistance Payments \$6,584,015	Personnel \$ 374,198
Administration 582,668	M & O 109,929
	ISF/Overhead 147,319
	Housing Assistance Payments 6,032,240
Total:	Total:
\$7,166,683	\$6,663,686

Any unexpended administrative funds are advanced to the administrative reserve account.

Submitted by:
Cameron Harding, Housing Administrator

Approved for forwarding by:
Joe Hoefgen, City Manager

azavala

Attachments:

- March 2021 Renewal Funding Notice
- PowerPoint presentation



U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT
WASHINGTON, DC 20410-5000

OFFICE OF PUBLIC AND INDIAN HOUSING

March 30, 2021

Dear Executive Director:

Subject: Housing Choice Voucher Program Calendar Year (CY) 2021 Renewal Funding Allocation

The purpose of this letter is to advise public housing agencies (PHAs) of the CY 2021 Housing Assistance Payments (HAP) renewal funding allocations for the Housing Choice Voucher Program (HCVP). The funding allocations described herein are based on the requirements of the Consolidated Appropriations Act, 2021, (P.L. 116-260) referred to hereafter as “the 2021 Act,” enacted on December 27, 2020. HUD published PIH Notice 2021-10, describing the 2021 Act funding implementation for the HCVP in detail. This Notice is posted at the following link: http://portal.hud.gov/hudportal/HUD?src=/program_offices/administration/hudclips/notices/pih.

Your agency’s CY 2021 HAP renewal funding is identified at the top of the Enclosure A provided with this letter. Enclosure A sets forth the funding calculations for your PHA and provides estimated RAD 1 funding for the first full year of conversion and CY budget authority associated with tenant protection actions; the calculations are fully explained in the descriptions provided for this enclosure, and you are encouraged to review them thoroughly. Also included are Appendix I and II. Appendix I provides calculations related to the CY 2021 offset for reallocation. Appendix II provides a list of funding increments for which the PHA is receiving an additional inflation factor in CY 2021 to support increased costs since the increments were initially funded. If your agency is administering HUD Veterans Affairs Supported Housing (VASH) vouchers, the renewal of these vouchers is included in the overall renewal calculations. These vouchers are not renewed separately, other than for Moving to Work (MTW) agencies. PHAs must comply, however, with the statutory requirement that VASH vouchers may only be used to assist VASH-eligible participants, both initially and upon turnover.

The 2021 Act requires the Department to establish a new baseline for HAP funding eligibility, based on Voucher Management System (VMS) data for CY 2020 (January 1, 2020 through December 31, 2020). This practice is commonly referred to as re-benchmarking. Consistent with prior years, the Department provided PHAs with the opportunity to review and update all VMS data related to the funding calculations as detailed in this letter and the enclosure. The VMS data used is the data reported by each PHA and accepted in VMS as of the end of the data review period on January 22, 2021, the same date as the December 2020 data submission deadline. There will be no further appeals or adjustments to these data items, except at the direction of the Department.

The 2021 Act provides that HUD may offset PHAs’ CY 2021 allocations based on the excess amounts of PHAs’ Restricted Net Position (RNP), including HUD-held program reserves (in accordance with VMS data in CY 2020 that is verifiable and complete), as determined by the Secretary. The Department has decided to exercise the offset for reallocation authority in CY 2021

(impacting a limited number of PHAs) but only to increase the national HAP proration to 100%. No portion of the offset will be for Shortfall Prevention.

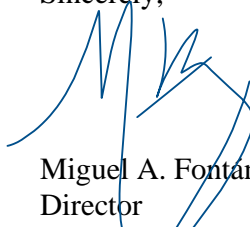
For the months of January through May of 2021, your agency received HAP obligations based on an estimated CY 2021 renewal level. If your PHA has been under-obligated renewal funds through May 2021, based on the prorated funding eligibility indicated on Enclosure A (applicable only to non-MTW PHAs, MTW PHAs will receive a different eligibility enclosure), the additional amount due will be obligated in the immediate future. If your PHA has been over-obligated funds through May 2021, the June obligation will be reduced accordingly, so that your PHA is obligated the accurate amount for the year. HAP disbursements for January through May of 2021, and for the rest of the CY 2021, have and will be based on cash management procedures established in PIH Notice 2017-07.

Except for MTW PHAs, no HAP funds provided for a PHA under the 2021 Act may be used to incur in over leasing, to support prior year deficits or provide for administrative expenses, nor may they be loaned or transferred to cover other program obligations, such as Low-Rent and/or Capital Fund programs. Therefore, it is each PHA's responsibility to retain the appropriate records to support VMS submissions for the collected periods, as they are subject to on-site review by the Quality Assurance Division (QAD). Subsequent recalculation of CY 2021 funding eligibility will occur if a QAD or other HUD review demonstrates that costs were incorrectly reported, resulting in excess funding.

Finally, it is strongly recommended that PHAs utilize the Two-Year Forecasting tool on the HUD web site, in consultation with their local HUD field office, to ensure that correct variables for the PHA are entered into the tool to arrive at the most accurate forecast to enable the PHA to maximize leasing while avoiding the need to terminate assistance to any households. The tool and instructions can be found by clicking on the following link: [Two-Year Tool and Instructions](#). Additionally, HAP Set-Aside funds are available in CY 2021 to address shortfalls, but in order to qualify, a PHA must have the shortfall confirmed by the Shortfall Prevention Team (SPT) and must initiate cost reduction steps. This process is detailed in the implementation notice referenced at the start of this letter.

If you have any questions concerning your CY 2021 HAP renewal funding, please contact your Financial Analyst (FA) at the Financial Management Center (FMC).

Sincerely,



Miguel A. Fontánez
Director
Housing Voucher Financial
Management Division

Enclosure

**Calculation of Calendar Year 2021 Renewal Funding
Housing Choice Voucher Program**

1	HA Number:	CA103
2	HA Name:	REDONDO BEACH HOUSING AUTHORITY

CY 2021 Renewal Funding

3	CY 2021 HCV Renewal Funding after Offset and Amounts Owed HUD	\$6,331,245
---	---	-------------

CY 2021 Non-Renewal Funding

4	CY 2021 Non-Renewal Funding (TPVs, VASH, etc.) to Date	\$24,820
5	CY 2021 Estimated RAD 1 Funding For First Full Year After Conversion	\$0
6	Total CY 2021 HCV Renewal and Non-Renewal Funding	\$6,356,065

ELIGIBILITY

7	Total Unit Months Leased per VMS - CY 2020	5,233
8	Total Unit Months Available - CY 2020	7,576
9	Capping Percentage	100%
10	Total CY 2020 HAP Expenses per VMS	\$5,982,746
11	Total CY 2020 Capped HAP Expenses (Line 10 x Line 9)	\$5,982,746
12	Renewal Funding Inflation Factor	1.05801
13	Inflated Eligibility Sub-Total (Line 11 x Line 12)	\$6,329,805
14	First Time Renewals - Appendix II	\$1,440
15	Transfers In or Out	\$0
16	Total DHAP Eligibility	\$0
17	Total Renewal Eligibility (Line 13 + Line 14 + Line 15 + Line 16)	\$6,331,245
18	Proration Factor	100%
19	Prorated Eligibility (Line 17 x Line 18)	\$6,331,245

FUNDING

20	Total CY 2021 Renewal Funding after Offset	\$6,331,245
21	Renewal Funding Obligations, January through May 2021	\$2,607,624
22	Remaining to Obligate for CY 2021 prior to reduction for funds due HUD (Line 20 - Line 21)	\$3,723,621
23	Reduction for Funds due HUD	\$0
24	Remaining to Obligate for CY 2021 after reduction for funds due HUD (Line 22 - Line 23)	\$3,723,621
25	Total Eligibility Through May 2021	\$2,638,019
26	Additional Obligations Due Through May, 2021 (Line 25 - Line 21, if Line 25 is higher; else 0)	\$30,395
27	Excess Obligations Through May, 2021 (Line 21 - Line 25, if Line 21 is higher; else 0)	\$0
28	CY 2021 Inflated Per Unit Cost	\$1,204.79

This value is calculated as total inflated VMS Expenses, minus HAP Costs After the First of the Month, divided by total Unit Months Leased.

29 Comments

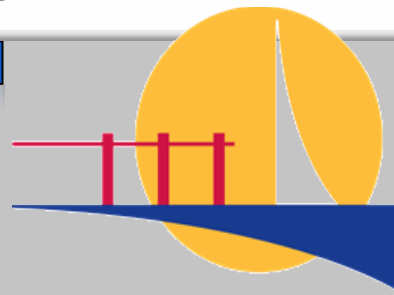
--



Quarterly Status Report

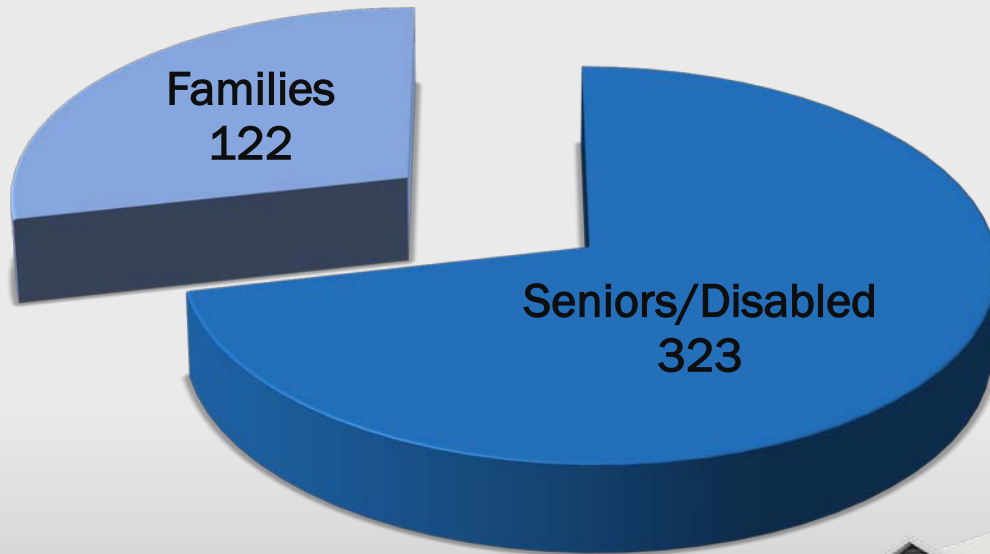
City of Redondo Beach Section 8 and
Fair Housing Programs

June 1, 2021



More To SeaSM
redondo
B E A C H

Current Section 8 Families by Household Type



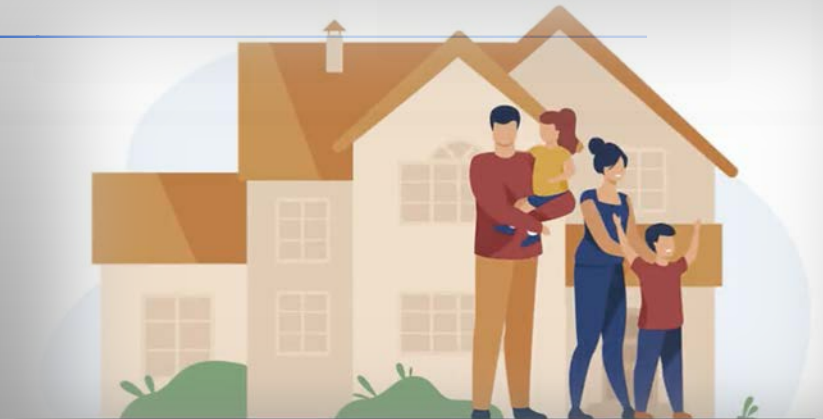
**Total Program
Participants
445**

- Current goal as outlined in the 5 year and 1 year agency plans is 633
- Challenge to reach goal includes rising rents, low vacancy, negative stereotypes about the program and landlord participation



Section 8 Activity for Last Three Months

New Contracts	13
Renewed Leases	127
Moved/Permanently off	8
Average Monthly Housing Payment	\$1,191
Total Housing Payments	\$1,572,827



Section 8 Funding News for FY 2021

1

In March of 2021, the Housing Authority received its CY 2021 funding award letter

2

HAP for 2021 allocation: \$6,331,245 – fully funding the HCV and VASH program (CY 2020 was \$6,356,065)

3

Administrative Fee (AF) for 2021: \$108.66 per unit leased (FY 2020 was approximately \$101.43)

4

CARES Act Supplemental Funding: In May of 2020, RBHA was allocated \$111,300 in additional administrative fee funds for COVID-19 relief. On August 06, 2020, RBHA received notification of a second award of administrative fee funding under the CARES Act in the amount of \$131,625.

5

Designated High Performing Agency

Veterans Affairs Supportive Housing (VASH)

HUD-VASH

Permanent Housing for Homeless Veterans

RBHA

RBHA has a total of 27 veterans housed in Redondo Beach under the HUD-VASH program. The goal of RBHA is to utilize all 40 VASH vouchers allocated to the city

With authorization from HUD DC, RBHA increased the VASH payment standard to 140% of the FY 2020 FMR

An increase in payment standards will enable our Veterans to competitively search and secure housing



Section 8 Waiting List

- ❖ Purpose; Maintain an active pool of qualified applicants for the Section 8 program and comply with HUD's rules and regulations
- ❖ The Section 8 waiting list contains approximately 4,508 families and was last opened in September 2015
- ❖ Applicants who want to check their status on the waiting list should call (855) 361-9512 or visit www.waitlistcheck.com



Fair Housing Program Activity

**Housing Rights Center
(213) 387-8400**

**Discrimination Investigations
Mediation
Counseling**



RECOMMENDATION

Receive and file a status report on the Redondo Beach Section 8 and Fair Housing Programs.

