

# PHA Plans

## Streamlined Annual Version

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

OMB No. 2577-0226  
(exp. 05/31/2006)

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This information collection is authorized by Section 511 of the Quality Housing and Work Responsibility Act, which added a new section 5A to the U.S. Housing Act of 1937 that introduced 5-year and annual PHA Plans. The full PHA plan provides a ready source for interested parties to locate basic PHA policies, rules, and requirements concerning the PHA's operations, programs, and services, and informs HUD, families served by the PHA, and members of the public of the PHA's mission and strategies for serving the needs of low-income and very low-income families. This form allows eligible PHAs to make a streamlined annual Plan submission to HUD consistent with HUD's efforts to provide regulatory relief for certain types of PHAs. Public reporting burden for this information collection is estimated to average 11.7 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. HUD may not collect this information and respondents are not required to complete this form, unless it displays a currently valid OMB Control Number.

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# Streamlined Annual PHA Plan

## for Fiscal Year: 2006

### PHA Name: Dublin Housing Authority

**NOTE: This PHA Plan template (HUD-50075-SA) is to be completed in accordance with instructions contained in previous Notices PIH 99-33 (HA), 99-51 (HA), 2000-22 (HA), 2000-36 (HA), 2000-43 (HA), 2001-4 (HA), 2001-26 (HA), 2003-7 (HA), and any related notices HUD may subsequently issue.**

## Streamlined Annual PHA Plan Agency Identification

**PHA Name:** Dublin Housing Authority

**PHA Number:** CA-142

**PHA Fiscal Year Beginning:** 07/2006

### PHA Programs Administered:

**Public Housing and Section 8**

Number of public housing units:  
Number of S8 units:

**Section 8 Only**

Number of S8 units:

**Public Housing Only**

Number of public housing units: **150**

**PHA Consortia: (check box if submitting a joint PHA Plan and complete table)**

Participating PHAs	PHA Code	Program(s) Included in the Consortium	Programs Not in the Consortium	# of Units Each Program
Participating PHA 1:				
Participating PHA 2:				
Participating PHA 3:				

### PHA Plan Contact Information:

Name: Kurt Wiest

TDD: (510) 727-8551

Phone: (510) 727-8514

Email (if available): KurtW@haca.net

### Public Access to Information

Information regarding any activities outlined in this plan can be obtained by contacting:  
(select all that apply)

PHA's main administrative office       PHA's development management offices

### Display Locations For PHA Plans and Supporting Documents

The PHA Plan revised policies or program changes (including attachments) are available for public review and inspection.       Yes       No.

If yes, select all that apply:

Main administrative office of the PHA

PHA development management offices

Main administrative office of the local, county or State government

Public library       PHA website       Other (list below)

PHA Plan Supporting Documents are available for inspection at: (select all that apply)

Main business office of the PHA       PHA development management offices

Other (list below)

**Streamlined Annual PHA Plan**  
**Fiscal Year 2006**  
[24 CFR Part 903.12(c)]

**Table of Contents**  
[24 CFR 903.7(r)]

Provide a table of contents for the Plan, including applicable additional requirements, and a list of supporting documents available for public inspection.

**A. PHA PLAN COMPONENTS**

<input type="checkbox"/>	1. Site-Based Waiting List Policies .....	4
	<b>903.7(b)(2) Policies on Eligibility, Selection, and Admissions</b>	
<input checked="" type="checkbox"/>	2. Capital Improvement Needs .....	5
	<b>903.7(g) Statement of Capital Improvements Needed</b>	
<input type="checkbox"/>	3. Section 8(y) Homeownership .....	6
	<b>903.7(k)(1)(i) Statement of Homeownership Programs</b>	
<input type="checkbox"/>	4. Project-Based Voucher Programs .....	7
<input type="checkbox"/>	5. PHA Statement of Consistency with Consolidated Plan. Complete only if PHA has changed any policies, programs, or plan components from its last Annual Plan. ....	7
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**B. SEPARATE HARD COPY SUBMISSIONS TO LOCAL HUD FIELD OFFICE**

**Form HUD-50076, *PHA Certifications of Compliance with the PHA Plans and Related Regulations: Board Resolution to Accompany the Streamlined Annual Plan*** identifying policies or programs the PHA has revised since submission of its last Annual Plan, and including Civil Rights certifications and assurances the changed policies were presented to the Resident Advisory Board for review and comment, approved by the PHA governing board, and made available for review and inspection at the PHA's principal office;

For PHAs Applying for Formula Capital Fund Program (CFP) Grants:

**Form HUD-50070, *Certification for a Drug-Free Workplace*;**

**Form HUD-50071, *Certification of Payments to Influence Federal Transactions*;** and

**Form SF-LLL & SF-LLLa, *Disclosure of Lobbying Activities*.**

**1. Site-Based Waiting Lists (Eligibility, Selection, Admissions Policies)**

[24 CFR Part 903.12(c), 903.7(b)(2)]

Exemptions: Section 8 only PHAs are not required to complete this component.

**A. Site-Based Waiting Lists-Previous Year**

1. Has the PHA operated one or more site-based waiting lists in the previous year? **No**  
 If yes, complete the following table; if not skip to B.

Site-Based Waiting Lists				
Development Information: (Name, number, location)	Date Initiated	Initial mix of Racial, Ethnic or Disability Demographics	Current mix of Racial, Ethnic or Disability Demographics since Initiation of SBWL	Percent change between initial and current mix of Racial, Ethnic, or Disability demographics

2. What is the number of site based waiting list developments to which families may apply at one time?
3. How many unit offers may an applicant turn down before being removed from the site-based waiting list?
4.  Yes  No: Is the PHA the subject of any pending fair housing complaint by HUD or any court order or settlement agreement? If yes, describe the order, agreement or complaint and describe how use of a site-based waiting list will not violate or be inconsistent with the order, agreement or complaint below:

**B. Site-Based Waiting Lists – Coming Year**

If the PHA plans to operate one or more site-based waiting lists in the coming year, answer each of the following questions; if not, skip to next component. **N/A**

1. How many site-based waiting lists will the PHA operate in the coming year?
2.  Yes  No: Are any or all of the PHA’s site-based waiting lists new for the upcoming year (that is, they are not part of a previously-HUD-approved site based waiting list plan)?  
 If yes, how many lists?

3.  Yes  No: May families be on more than one list simultaneously  
If yes, how many lists?
4. Where can interested persons obtain more information about and sign up to be on the site-based waiting lists (select all that apply)?
- PHA main administrative office
  - All PHA development management offices
  - Management offices at developments with site-based waiting lists
  - At the development to which they would like to apply
  - Other (list below)

## **2. Capital Improvement Needs**

[24 CFR Part 903.12 (c), 903.7 (g)]

Exemptions: Section 8 only PHAs are not required to complete this component.

### **A. Capital Fund Program**

1.  Yes  No Does the PHA plan to participate in the Capital Fund Program in the upcoming year? If yes, complete items 7 and 8 of this template (Capital Fund Program tables). If no, skip to B.
2.  Yes  No: Does the PHA propose to use any portion of its CFP funds to repay debt incurred to finance capital improvements? If so, the PHA must identify in its annual and 5-year capital plans the development(s) where such improvements will be made and show both how the proceeds of the financing will be used and the amount of the annual payments required to service the debt. (Note that separate HUD approval is required for such financing activities.).

### **B. HOPE VI and Public Housing Development and Replacement Activities (Non-Capital Fund)**

Applicability: All PHAs administering public housing. Identify any approved HOPE VI and/or public housing development or replacement activities not described in the Capital Fund Program Annual Statement.

1.  Yes  No: Has the PHA received a HOPE VI revitalization grant? (if no, skip to #3; if yes, provide responses to the items on the chart located on the next page, copying and completing as many times as necessary).
2. Status of HOPE VI revitalization grant(s):

<b>HOPE VI Revitalization Grant Status</b>	
a. Development Name:	
b. Development Number:	
c. Status of Grant:	
<input type="checkbox"/>	Revitalization Plan under development
<input type="checkbox"/>	Revitalization Plan submitted, pending approval
<input type="checkbox"/>	Revitalization Plan approved
<input type="checkbox"/>	Activities pursuant to an approved Revitalization Plan underway

3.  Yes  No: Does the PHA expect to apply for a HOPE VI Revitalization grant in the Plan year?  
If yes, list development name(s) below:
4.  Yes  No: Will the PHA be engaging in any mixed-finance development activities for public housing in the Plan year? If yes, list developments or activities below:
5.  Yes  No: Will the PHA be conducting any other public housing development or replacement activities not discussed in the Capital Fund Program Annual Statement? If yes, list developments or activities below:

**3. Section 8 Tenant Based Assistance--Section 8(y) Homeownership Program**  
(if applicable) [24 CFR Part 903.12(c), 903.7(k)(1)(i)]

1.  Yes  No: Does the PHA plan to administer a Section 8 Homeownership program pursuant to Section 8(y) of the U.S.H.A. of 1937, as implemented by 24 CFR part 982 ? (If "No", skip to the next component; if "yes", complete each program description below (copy and complete questions for each program identified.)

2. Program Description:

a. Size of Program

- Yes  No: Will the PHA limit the number of families participating in the Section 8 homeownership option?

If the answer to the question above was yes, what is the maximum number of participants this fiscal year?

b. PHA-established eligibility criteria

- Yes  No: Will the PHA's program have eligibility criteria for participation in its Section 8 Homeownership Option program in addition to HUD criteria?  
If yes, list criteria:

c. What actions will the PHA undertake to implement the program this year (list)?

3. Capacity of the PHA to Administer a Section 8 Homeownership Program:

The PHA has demonstrated its capacity to administer the program by (select all that apply):

- Establishing a minimum homeowner downpayment requirement of at least 3 percent of purchase price and requiring that at least 1 percent of the purchase price comes from the family's resources.
- Requiring that financing for purchase of a home under its Section 8 homeownership will be provided, insured or guaranteed by the state or Federal government; comply with secondary mortgage market underwriting requirements; or comply with generally accepted private sector underwriting standards.
- Partnering with a qualified agency or agencies to administer the program (list name(s) and years of experience below):
- Demonstrating that it has other relevant experience (list experience below):

#### **4. Use of the Project-Based Voucher Program**

##### **Intent to Use Project-Based Assistance**

Yes  No: Does the PHA plan to "project-base" any tenant-based Section 8 vouchers in the coming year? If the answer is "no," go to the next component. If yes, answer the following questions.

1.  Yes  No: Are there circumstances indicating that the project basing of the units, rather than tenant-basing of the same amount of assistance is an appropriate option? If yes, check which circumstances apply:

- low utilization rate for vouchers due to lack of suitable rental units
- access to neighborhoods outside of high poverty areas
- other (describe below):

2. Indicate the number of units and general location of units (e.g. eligible census tracts or smaller areas within eligible census tracts):

#### **5. PHA Statement of Consistency with the Consolidated Plan N/A**

[24 CFR Part 903.15]

For each applicable Consolidated Plan, make the following statement (copy questions as many times as necessary) only if the PHA has provided a certification listing program or policy changes from its last Annual Plan submission.

1. Consolidated Plan jurisdiction: (provide name here)

2. The PHA has taken the following steps to ensure consistency of this PHA Plan with the Consolidated Plan for the jurisdiction: (select all that apply)

- The PHA has based its statement of needs of families on its waiting lists on the needs expressed in the Consolidated Plan/s.
- The PHA has participated in any consultation process organized and offered by the Consolidated Plan agency in the development of the Consolidated Plan.
- The PHA has consulted with the Consolidated Plan agency during the development of this PHA Plan.
- Activities to be undertaken by the PHA in the coming year are consistent with the initiatives contained in the Consolidated Plan. (list below)
- Other: (list below)

3. The Consolidated Plan of the jurisdiction supports the PHA Plan with the following actions and commitments: (describe below)

## **6. Supporting Documents Available for Review for Streamlined Annual PHA Plans**

PHAs are to indicate which documents are available for public review by placing a mark in the “Applicable & On Display” column in the appropriate rows. All listed documents must be on display if applicable to the program activities conducted by the PHA.

<b>List of Supporting Documents Available for Review</b>		
<b>Applicable &amp; On Display</b>	<b>Supporting Document</b>	<b>Related Plan Component</b>
X	<i>PHA Certifications of Compliance with the PHA Plans and Related Regulations and Board Resolution to Accompany the Standard Annual, Standard Five-Year, and Streamlined Five-Year/Annual Plans;</i>	5 Year and Annual Plans
X	<i>PHA Certifications of Compliance with the PHA Plans and Related Regulations and Board Resolution to Accompany the Streamlined Annual Plan</i>	Streamlined Annual Plans
X	<i>Certification by State or Local Official of PHA Plan Consistency with Consolidated Plan.</i>	5 Year and standard Annual Plans
X	Fair Housing Documentation Supporting Fair Housing Certifications: Records reflecting that the PHA has examined its programs or proposed programs, identified any impediments to fair housing choice in those programs, addressed or is addressing those impediments in a reasonable fashion in view of the resources available, and worked or is working with local jurisdictions to implement any of the jurisdictions’ initiatives to affirmatively further fair housing that require the PHA’s involvement.	5 Year and Annual Plans
X	Housing Needs Statement of the Consolidated Plan for the jurisdiction(s) in which the PHA is located and any additional backup data to support statement of housing needs for families on the PHA’s public housing and Section 8 tenant-based waiting lists.	Annual Plan: Housing Needs
X	Most recent board-approved operating budget for the public housing program	Annual Plan: Financial Resources
X	Public Housing Admissions and (Continued) Occupancy Policy (A&O/ACOP), which includes the Tenant Selection and Assignment Plan [TSAP] and the Site-Based Waiting List Procedure.	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Deconcentration Income Analysis	Annual Plan: Eligibility, Selection, and Admissions Policies
	Any policy governing occupancy of Police Officers and Over-Income Tenants in Public Housing. <input type="checkbox"/> Check here if included in the public housing A&O Policy.	Annual Plan: Eligibility, Selection, and Admissions Policies
	Section 8 Administrative Plan	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Public housing rent determination policies, including the method for setting public housing flat rents. <input checked="" type="checkbox"/> Check here if included in the public housing A & O Policy.	Annual Plan: Rent Determination
X	Schedule of flat rents offered at each public housing development. <input checked="" type="checkbox"/> Check here if included in the public housing A & O Policy.	Annual Plan: Rent Determination
	Section 8 rent determination (payment standard) policies (if included in plan, not necessary as a supporting document) and written analysis of Section 8 payment standard policies. <input type="checkbox"/> Check here if included in Section 8 Administrative Plan.	Annual Plan: Rent Determination
X	Public housing management and maintenance policy documents, including policies for the prevention or eradication of pest infestation (including cockroach infestation).	Annual Plan: Operations and Maintenance
X	Results of latest Public Housing Assessment System (PHAS) Assessment (or other applicable assessment).	Annual Plan: Management and Operations
X	Follow-up Plan to Results of the PHAS Resident Satisfaction Survey (if necessary)	Annual Plan: Operations and Maintenance and Community Service & Self-Sufficiency

<b>List of Supporting Documents Available for Review</b>		
<b>Applicable &amp; On Display</b>	<b>Supporting Document</b>	<b>Related Plan Component</b>
	Results of latest Section 8 Management Assessment System (SEMAP)	Annual Plan: Management and Operations
	Any policies governing any Section 8 special housing types <input type="checkbox"/> Check here if included in Section 8 Administrative Plan	Annual Plan: Operations and Maintenance
X	Public housing grievance procedures <input checked="" type="checkbox"/> Check here if included in the public housing A & O Policy	Annual Plan: Grievance Procedures
	Section 8 informal review and hearing procedures. <input type="checkbox"/> Check here if included in Section 8 Administrative Plan.	Annual Plan: Grievance Procedures
	The Capital Fund/Comprehensive Grant Program Annual Statement /Performance and Evaluation Report for any active grant year.	Annual Plan: Capital Needs
	Most recent CIAP Budget/Progress Report (HUD 52825) for any active CIAP grants.	Annual Plan: Capital Needs
	Approved HOPE VI applications or, if more recent, approved or submitted HOPE VI Revitalization Plans, or any other approved proposal for development of public housing.	Annual Plan: Capital Needs
	Self-evaluation, Needs Assessment and Transition Plan required by regulations implementing Section 504 of the Rehabilitation Act and the Americans with Disabilities Act. See PIH Notice 99-52 (HA).	Annual Plan: Capital Needs
	Approved or submitted applications for demolition and/or disposition of public housing.	Annual Plan: Demolition and Disposition
	Approved or submitted applications for designation of public housing (Designated Housing Plans).	Annual Plan: Designation of Public Housing
	Approved or submitted assessments of reasonable revitalization of public housing and approved or submitted conversion plans prepared pursuant to section 202 of the 1996 HUD Appropriations Act, Section 22 of the US Housing Act of 1937, or Section 33 of the US Housing Act of 1937.	Annual Plan: Conversion of Public Housing
	Documentation for required Initial Assessment and any additional information required by HUD for Voluntary Conversion.	Annual Plan: Voluntary Conversion of Public Housing
	Approved or submitted public housing homeownership programs/plans.	Annual Plan: Homeownership
	Policies governing any Section 8 Homeownership program (Section _____ of the Section 8 Administrative Plan)	Annual Plan: Homeownership
X	Public Housing Community Service Policy/Programs <input checked="" type="checkbox"/> Check here if included in Public Housing A & O Policy	Annual Plan: Community Service & Self-Sufficiency
	Cooperative agreement between the PHA and the TANF agency and between the PHA and local employment and training service agencies.	Annual Plan: Community Service & Self-Sufficiency
	FSS Action Plan(s) for public housing and/or Section 8.	Annual Plan: Community Service & Self-Sufficiency
	Section 3 documentation required by 24 CFR Part 135, Subpart E for public housing.	Annual Plan: Community Service & Self-Sufficiency
	Most recent self-sufficiency (ED/SS, TOP or ROSS or other resident services grant) grant program reports for public housing.	Annual Plan: Community Service & Self-Sufficiency
X	Policy on Ownership of Pets in Public Housing Family Developments (as required by regulation at 24 CFR Part 960, Subpart G). <input checked="" type="checkbox"/> Check here if included in the public housing A & O Policy.	Annual Plan: Pet Policy
X	The results of the most recent fiscal year audit of the PHA conducted under the Single Audit Act as implemented by OMB Circular A-133, the results of that audit and the PHA's response to any findings.	Annual Plan: Annual Audit
	Other supporting documents (optional) (list individually; use as many lines as necessary)	(specify as needed)
	Consortium agreement(s) and for Consortium Joint PHA Plans <u>Only</u> : Certification that consortium agreement is in compliance with 24 CFR Part 943 pursuant to an opinion of counsel on file and available for inspection.	Joint Annual PHA Plan for Consortia: Agency Identification and Annual Management and Operations

## 7. Capital Fund Program Annual Statement/Performance and Evaluation Report and Replacement Housing Factor

Annual Statement/Performance and Evaluation Report Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part I: Summary					
PHA Name: <b>DUBLIN HOUSING AUTHORITY</b>		Grant Type and Number Capital Fund Program Grant No: CA39P142006 Replacement Housing Factor Grant No:			Federal FY of Grant: <b>2006</b>
<input checked="" type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/ Emergencies <input type="checkbox"/> Revised Annual Statement (revision no:    ) <input type="checkbox"/> Performance and Evaluation Report for Period Ending: <input type="checkbox"/> Final Performance and Evaluation Report					
Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations	\$273,307			
3	1408 Management Improvements				
4	1410 Administration				
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs				
8	1440 Site Acquisition				
9	1450 Site Improvement				
10	1460 Dwelling Structures				
11	1465.1 Dwelling Equipment—Nonexpendable				
12	1470 Nondwelling Structures				
13	1475 Nondwelling Equipment				
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs				
18	1499 Development Activities				
19	1501 Collateralization or Debt Service				
20	1502 Contingency				
21	Amount of Annual Grant: (sum of lines 2 – 20)				
22	Amount of line 21 Related to LBP Activities				
23	Amount of line 21 Related to Section 504 compliance				
24	Amount of line 21 Related to Security – Soft Costs				
25	Amount of Line 21 Related to Security – Hard Costs				
26	Amount of line 21 Related to Energy Conservation Measures				





## 8. Capital Fund Program Five-Year Action Plan

Capital Fund Program Five-Year Action Plan					
Part I: Summary					
PHA Name <b>DUBLIN HOUSING AUTHORITY</b>				<input checked="" type="checkbox"/> <b>Original 5-Year Plan</b> <input type="checkbox"/> <b>Revision No:</b>	
Development Number/Name/HA-Wide	Year 1	Work Statement for Year 2  FFY Grant: 2007 PHA FY: 2007-2008	Work Statement for Year 3  FFY Grant: 2008 PHA FY: 2008-2009	Work Statement for Year 4  FFY Grant: 2009 PHA FY: 2009-2010	Work Statement for Year 5  FFY Grant: 2010 PHA FY: 2010-2011
HA-WIDE	Annual Statement	\$261,008	\$249,262	\$238,046	\$227,334
CFP Funds Listed for 5-year planning					
Replacement Housing Factor Funds					

**8. Capital Fund Program Five-Year Action Plan**

<b>Capital Fund Program Five-Year Action Plan</b>						
<b>Part II: Supporting Pages—Work Activities</b>						
Activities for Year 1	Activities for Year : <u>2</u> FFY Grant: 2007 PHA FY: 2007-2008			Activities for Year: <u>3</u> FFY Grant: 2008 PHA FY: 2008-2009		
	<b>Development Name/Number</b>	<b>Major Work Categories</b>	<b>Estimated Cost</b>	<b>Development Name/Number</b>	<b>Major Work Categories</b>	<b>Estimated Cost</b>
<b>See</b>						
<b>Annual Statement</b>	HA-WIDE	Operations/Admin	\$261,008	HA-WIDE	Operations/Admin	\$249,262
<b>Total CFP Estimated Cost</b>			<b>\$261,008</b>			<b>\$249,262</b>

**8. Capital Fund Program Five-Year Action Plan**

<b>Capital Fund Program Five-Year Action Plan</b> <b>Part II: Supporting Pages—Work Activities</b>					
Activities for Year : <u>4</u> FFY Grant: 2009 PHA FY: 2009-2010			Activities for Year: <u>5</u> FFY Grant: 2010 PHA FY: 2010-2011		
Development Name/Number	Major Work Categories	Estimated Cost	Development Name/Number	Major Work Categories	Estimated Cost
HA-WIDE	Operations/Admin	\$238,046	HA-WIDE	Operations/Admin	\$227,334
Total CFP Estimated Cost		\$238,046			\$227,334

**Dublin Housing Authority  
Public Housing Resident Advisory Board Meeting Summary  
January 5, 2006, 6:15 p.m.**

Resident Advisory Board Members Present:

Rhenae Keyes  
Glynnis Smith  
Tanisha Williams

Staff Present:

Tom Makin, Deputy Director for Operations  
George Smith, Contracts Manager  
Jim Stelly, Dublin Area Manager  
Kurt Wiest, Deputy Director for Programs

Others Present:

Gregory Bailey  
Carroll Bailey  
Kathy Shouse  
Maisha Safford  
Antone Tucker  
Gretta Evans  
Najia Habad  
Traci Washington

Staff began the meeting by describing how each year the Dublin Housing Authority prepares an Annual Plan which describes the activities, initiatives, policies, and funding priorities for the coming year. The Annual Plan is required by HUD from each Public Housing Authority in the country. The Housing Authority seeks input from residents in the development of the Annual Plan. As in years past, the Resident Council has been invited to act as the Resident Advisory Board (RAB) for purposes of providing input for the Dublin Housing Authority's Agency Plan. Noting persons who were not Resident Council members were also in attendance, staff explained that this was a public meeting and they were free to participate in the discussion.

A draft of the plan will be published and available for review after January 19, 2006. Following the publishing of the draft plan, the Housing Authority will hold a Public Hearing on March 21, 2006 seek additional comments on the Plan. Staff invited RAB members to attend the Hearing. Dublin Housing Authority's Annual Plan is due for submission to HUD by April 17, 2006.

Below is a summary of topics that were discussed in detail with the RAB.

1. Capital Improvements. The Dublin Housing Authority has been allocated approximately \$350,000 in modernization funds from HUD to address physical improvements at Arroyo Vista. Staff anticipate the following projects in the coming year:
  - Repairs to 2 sewer offsets, located under Ventura and Monterey Drives, including obtaining the services of a Civil Engineer to develop the specifications and monitor the work
  - Make some road and parking repairs resulting from information gathered in the Road/Parking assessment. Slurry seal, re-stripe and repaint curbs in parking areas
  - Install headers alongside of residences on the East sides of Ventura and Monterey Drives to halt erosion and enhance appearance, including filling with soil and landscaping areas
  - Repair wrought iron fence gates at residences, including hinges, hasps, and latches
  - Repair storage doors

- Improve access for the disabled to the site office and recreation hall (Childcare center) by replacing doors
- Repair/replacement of selected sidewalks
- Selected tree removal
- Correct drainage/grading deficiencies

RAB and other attendee's comments regarding Capital Improvements:

- A specific suggestion was made to address irrigation and landscaping in the common areas of the complex. Staff commented that in December 2001 the Housing Authority had selected this as a priority item and had received a cost estimate of \$148,452 for selected minimal improvements to both the irrigation system and landscape areas. Due to the high cost, the project was postponed. Staff agreed that improvements could be made to common areas and the Groundworker had systematically been going through the complex installing wood chips over bare dirt areas. This has been a relatively inexpensive project that has improved the appearance of the complex and reduced erosion.
- The issue of installing carports throughout the complex had not been adequately addressed further study was needed. The information that Housing Authority staff presented to the Housing Commission last fall was not adequate.
- Concern was expressed about the status of redevelopment of Arroyo Vista. Staff said that this is separate process and is not relevant to the Annual Plan submission. Staff said that it was the intent of the Housing Authority to not indicate any plans to demolish and dispose of the complex during the time period covered by this Annual Plan. If the Housing Commission at a later date made a determination to move forward with redevelopment, an amendment to the Annual Plan would be required, including soliciting additional comments, holding a public hearing, and resubmitting the amended plan to HUD for approval.
- Concern was expressed about the salaries paid to Authority employees and that they do not work very hard.
- Concern was expressed that the Authority was not affirmatively meeting Section 3 requirements, especially in hiring residents and giving work opportunity to residents for contracted work. Staff stated that all employment and contracting opportunities are posted in the site office. In addition, contractors are encouraged to hire residents for work on-site. Staff stated that this had in fact happened recent improvements to the fire road.
- RAB members expressed an opportunity to meet further on capital fund priorities. Staff readily agreed to additional meetings prior to the March 21, 2006 public hearing.

2. Demolition or Disposal of Obsolete Public Housing:

Staff informed the RAB that the Housing Authority did not intend to demolish or dispose of Arroyo Vista during the period covered by the updated Annual Plan. Staff explained that discussions regarding possible redevelopment of the complex will continue, but no decisions can be made unless an amendment to the Agency Plan is proposed and public hearings are held on the matter.

**Dublin Housing Authority  
Public Housing Resident Advisory Board Meeting Summary  
January 26, 2006, 6:00 p.m.**

Resident Advisory Board Members Present:

Rhenae Keyes  
Glynnis Smith  
Tanisha Williams  
Antone Tucker

Staff Present:

Tom Makin, Deputy Director for Operations  
George Smith, Contracts Manager  
Jim Stelly, Dublin Area Manager  
Kurt Wiest, Deputy Director for Programs

Others Present:

Shirley Sanders  
Flo Shepherd

Housing Authority Staff Presentation

Staff reviewed the previously presented priority of capital improvement funds from the January 26, 2006 Resident Advisory Board meeting.

RAB and other attendee's comments regarding Capital Improvements:

- The Housing Authority did not follow regulations relative to the annual plan process, specifically it did not form a resident advisory board. Staff explained that the regulations state that a resident council can serve as the resident advisory board. This is the process the Authority has used every year in formulating the annual plan
- The Housing Authority hasn't given the kind of detail that residents feel that they should see relative to capital fund expenditures. Staff explained that expenditures are reported regularly to the Housing Commission and are a part of the agenda packet for Commission meetings.
- The Housing Authority didn't complete the capital fund items that were prioritized in previous annual plans. Staff detailed how many prioritized projects have been completed, others are in process and carry over into another year, and others are not initiated because of changes in identified needs at the complex.
- The Housing Authority should reconsider installing carports at Arroyo Vista. Staff responded that this is a very low priority because of cost, loss of parking spaces, and would negatively impact the exterior lighting plan in the complex.
- The Housing Authority doesn't do enough research on issues.
- Landscaping improvements need to be made. Staff explained they are working on an in-house assessment of needs and will soon complete a scope of work that is anticipated, including plantings that are drought tolerant.
- The mulch the Housing Authority is unsightly and needs to be evened out.

**Dublin Housing Authority**  
**Public Housing Resident Advisory Board Meeting Summary**  
**February 26, 2006, 6:00 p.m.**

Resident Advisory Board Members Present:

Tanisha Williams  
Glynnis Smith

Staff Present:

Tom Makin, Deputy Director for Operations  
Kurt Wiest, Deputy Director for Programs

Summary of Meeting & Comments

Tom Makin passed out copies of the Housing Authority's Capital Improvement Program (CIP), revised as of 2/28/06. Tanisha Williams asked if it would be possible to see plans for landscaping improvements. Tom explained that they had not been developed. He said that if the AVRC was aware of an interested vendor they should give him the information. Tom said the Housing Authority would get with the Resident Council regarding types of proposed plants as part of any landscaping improvements to the complex.

Tom discussed repairing side gates adjacent to individual units. These repairs would only be made on those gates that actually were in need of repair. Tanisha suggested improving fences, particularly those visible from the street. She explained that it would make the complex look better and provide better privacy in resident's backyards.

Tom described planned improvements to the Community Room and Office entry doors so they provide greater accessibility for persons with a disability. The Housing Authority will secure the services of a licensed architect for design purposes.

Tom discussed sliding doors in the complex, 142 total. The Housing Authority is proposing to replace these doors with new double-paned sliding doors that will provide greater energy efficiency and to reduce outside noise. Glynnis Smith and Tanisha commented that this would be a good improvement to the individual units.

Tom described a plan to install ceiling fans in all units that currently do not have them. Both Glynnis and Tanisha agreed that this also would be a good improvement to the complex.

Tom discussed the upcoming energy analysis that will be done throughout the complex to evaluate energy needs and to recommend conservation measures that could be made at Arroyo Vista. Glynnis and Tanisha commented that this was needed. Tom said that the report is expected to be completed by the end of June 2006.

Kurt Wiest brought up the status of the dumpster enclosure item on the CIP document. Tom said that a temporary fix had been initiated to reduce overflowing dumpsters by increasing the frequency of pickups to three times a week. Tom said that improvements to the dumpsters will be addressed in more detail after the road work and parking area improvements have been completed in early summer. Tom said they anticipated removing the concrete step in each enclosure, installing gates (to improve appearance from the

street), and enlarging 5 dumpsters. Tanisha said that some residents have expressed concern about the irregular timing of pickup by the garbage vendor.

Tanisha suggested that the Housing Authority should start the Annual Plan process sooner (instead of early January) so that residents will have more time to prepare for comments. Kurt agreed and said that Housing Authority management is desirous for regular (i.e., monthly) meetings with the Resident Council so that the Annual Plan process isn't the only time that issues of mutual concern are addressed. Tanisha and Glynnis supported this idea.

Tanisha also mentioned concerns about exterior lighting. Tom described how a lighting engineer had been hired 7 years ago to develop a plan to improve lighting in the complex. This plan was subsequently reviewed and approved by the City of Dublin and the Housing Commission and was implemented. In the process the Housing Authority removed approximately 100 trees that obscured the new lighting scheme. Tanisha said the basis of her concern was some recent break-ins of cars in one cluster, which made her rethink her earlier suggestion for carports, since they might make it easier for a bugler to conceal him or herself. Tanisha said that perhaps the Housing Authority should re-look at lighting in the complex. Kurt said that since the study was done over 7 years ago, it would be appropriate to review the plan to see if it meets current needs.

On the subject of screen doors, Tanisha said that it appeared that all screen doors that needed repair are in the process of getting fixed by the Housing Authority's contractor. Tom agreed.

Tanisha and Glynnis recommended that the Housing Authority use the recent PG&E and Spectrum Energy Efficiency Analysis (completed for certain units) as a guide before contracting for services. Tanisha offered to refer the PG&E contact information to Tom.