



June 26, 2020

NOTICE OF ORGANIZATIONAL MEETING and SPECIAL MEETING

Notice is hereby given that the Board of Commissioners of the Hampton Redevelopment and Housing Authority will hold an Organizational Meeting on Wednesday, July 1, 2020, at 8:30 a.m., which meeting is required to be held on July 1 on even numbered years.

The Board of Commissioners of the Hampton Redevelopment and Housing Authority will also hold a Special Meeting on Wednesday, July 1, 2020, immediately following its Organizational Meeting. The purpose of the Special Meeting is to (1) hold a public hearing on proposed changes to the Section 8 Administrative Plan, (2) consider approving changes to the Section 8 Administrative Plan, and (3) consider approving the implementation of various waivers authorized by the U.S. Department of Housing and Urban Development.

IN ACCORANCE WITH (1) EXECUTIVE ORDER NUMBER FIFTY-ONE (51) OF THE GOVERNOR OF THE COMMONWEALTH OF VIRGINIA DECLARING A STATE OF EMERGENCY, THE NATURE OF WHICH MAKES IT IMPRACTICABLE OR UNSAFE FOR THE AUTHORITY'S BOARD TO ASSEMBLE IN A SINGLE LOCATION AND (2) SECTION 4-0.01(g) OF CHAPTER 1283 OF THE 2020 ACTS OF THE GENERAL ASSEMBLY OF VIRGINIA, THE MEETING WILL BE CONDUCTED BY ELECTRONIC MEANS, BY THE ZOOM VIDEOCONFERENCING APPLICATION.

ANY PERSON INTERESTED IN ATTENDING EITHER MEETING MAY DO SO BY OPENING THIS LINK AT THE MEETING'S START: <https://zoom.us/j/94877990401>

To participate in audio-only mode, dial: 646-558-8656 | Meeting ID: 948 7799 0401

The board agenda packets and materials are attached.

**Aaru Ma'at
Interim Executive Director and
Secretary of the Board of
Commissioners**



Organizational Meeting
Board of Commissioners
Hampton Redevelopment and Housing Authority

July 1, 2020
8:30 a.m.
Meeting held Electronically
by the Zoom
Videoconferencing Platform

1. Call to Order

2. Roll Call Adams_____Eason_____Heath_____Moffett_____
Purcell_____Schmidt_____White_____

3. Election of Officers to the Hampton Redevelopment and Housing Authority
Board of Commissioners

Nomination(s) for Chairperson to Serve for Two Years

_____ by _____
_____ by _____
_____ by _____

Vote on Nomination:

Adams_____Eason_____Heath_____Moffett_____
Purcell_____Schmidt_____White_____

Nomination(s) for Vice Chairperson to Serve for Two Years

_____ by _____
_____ by _____
_____ by _____

Vote on Nomination:

Adams_____Eason_____Heath_____Moffett_____
Purcell_____Schmidt_____White_____

EXHIBIT NO. 1

AGENDA SHEET FOR BOARD
OF COMMISSIONERS

Prepared By: Tammy Emerson, Chief Housing Officer Date: June 25, 2020

Phone: 757-727-2695 E-mail: temerson@hamptonrha.com

Brief Description of Item and Prior Actions

A Public Hearing on the August 2020 Section 8 Administrative Plan of the Hampton Redevelopment & Housing Authority will be held at 8:30 a.m.

Motion Requested: N/A

Staff Recommendation: N/A

List of Attachments: N/A

EXHIBIT NO. 2&3**AGENDA SHEET FOR BOARD
OF COMMISSIONERS**

Prepared By: Tammy Emerson, Chief Housing Officer Date: June 9, 2020

Phone: 757-727-2695 E-mail: temerson@hamptonrha.com

Reviewed By: : Joyce Melvin-Jones, General Counsel Date: June 17, 2020

Phone: 757-759-5482 E-mail: jmelvinj@hamptonrha.com

Brief Description of Item and Prior Actions:

HRHA was awarded 50 Vouchers for the Non-Elderly/Disabled households under the Mainstream Voucher Program Fiscal Year 2019 Notice of Funding Availability (NOFA) (FR-6300-N-43). Part of the application process was to include an Admissions Preference to the Administrative Plan for Non-Elderly/Disabled households.

The Administrative Plan has been updated to include the required non-elderly/disabled preference, along with the other preferences requested and approved at the end of 2019.

Those added preferences include:

- Elderly/Disabled
- Working Families
- Domestic Violence
- Homeless

The attached documents are the proposed changes to the Section 8 Administrative Plan to be effective August 1, 2020. Staff requests that the Board approve the attached Resolution

Motion Requested: Motion to Approve the Resolution adopting revisions to the Section 8 Administrative Plan of the Hampton Redevelopment & Housing Authority to be effective August 1, 2020.

Staff Recommendation: Approval of the Motion

List of Attachments:

1. Letter of Award
2. Summary of Changes
3. Resolution



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

OFFICE OF PUBLIC AND INDIAN HOUSING

November 14 , 2019

VA017
HAMPTON REDEVELOPMENT & HOUSING AUTHORITY
P.O. BOX 280
HAMPTON, VA 23669-0000

Dear Executive Director:

I am pleased to notify you that your public housing agency (PHA) will be awarded funds from the Mainstream Voucher Program Fiscal Year 2019 Notice of Funding Availability (NOFA) (FR-6300-N-43). This letter provides the specific details of the award and information concerning the disbursement of the funds.

The following table identifies the funding obligated for your agency’s awards:

Term	Budget Authority	Number of Units
12	\$386,856	50

Please contact your Financial Analyst at the Financial Management Center (FMC) by December 6, 2019 to select the effective date when your PHA may begin leasing these vouchers. The effective date may be as early as November 1, 2019 and no later than July 1, 2020. If you do not contact your Financial Analyst by December 6, 2019 your effective date will default to January 1, 2020.

It is very important that you select a realistic effective date when your PHA will be ready to lease the awarded vouchers. If this is your first Mainstream Voucher allocation, your agency may consider delaying the effective date to allow time to update your waiting list and finalize your partnerships. Utilizing all of your awarded funding or vouchers within one year of the effective date will help ensure your PHA is eligible for full renewal and prevent any potential recapture of funding. As stated in the NOFA, HUD may recapture funding if the PHA does not maintain at least an 80% utilization rate, however, the goal is always 100% utilization of awarded funds or units.

Please remember, as with the regular voucher program, the awarded budget authority and number of units both serve as a cap. Your agency may only lease until you have reached the lower of your budget authority or number of units allocated. This means some PHAs will lease all of their awarded units and still have money left over, or vice versa. If you have money left but you have leased all the awarded units, this extra funding will go into your agency’s Mainstream HAP reserves. If you are on track to spend all of the awarded funding but still have units left, stop leasing before you run out of money and send an email to MainstreamVouchers@hud.gov for additional guidance.

The FMC will provide your agency with an amended Annual Contributions Contract that reflects the obligation of funds and monthly disbursements will be scheduled. Initially, the first three months of disbursements will be made. Each disbursement will equal 1/12th of your award amount. Thereafter, monthly disbursements will be scheduled based on monthly expenses reported in the Voucher Management System (VMS). If you have not leased any vouchers by month three, you will not receive additional disbursements until VMS data show you are paying HAP. If at any time such disbursements are not sufficient to cover your monthly expenses, your agency should contact your Financial Analyst at the Financial Management Center.

Your agency must follow all Housing Choice Voucher (HCV) program requirements when administering the Mainstream Voucher Program, including the regulations at 24 CFR part 982, and the requirements in the respective NOFA. This award is not an endorsement of your entire application and your PHA is required to follow relevant statutes, regulations, and HUD guidance even if you provided information in your application that conflicts with program policies

To ensure that Mainstream families are recorded properly, you must record MS5 on line 2n of the form HUD-50058 (Family Report). Remember to accurately record families who are homeless at admission on line 4c of the HUD-50058. Mainstream vouchers and corresponding Housing Assistance Payment (HAP) expenses must be accurately reported in the Voucher Management System (VMS). The Mainstream Voucher Program is reported separately in FASS-PH under the CFDA code 14.879.

Additional information regarding the Mainstream Voucher Program can be found at:

https://www.hud.gov/program_offices/public_indian_housing/programs/hcv/mainstream

Please contact MainstreamVouchers@hud.gov if you have any questions.

Sincerely

Danielle L Bastarache

Digital signed by Danielle L Bastarache
DN: CN = Danielle L Bastarache, C = US,
Reason: I am approving this document

Danielle Bastarache
Deputy Assistant Secretary for
Public Housing and Voucher Programs

**SUMMARY OF CHANGES TO
THE HAMPTON REDEVELOPMENT AND HOUSING AUTHORITY
SECTION 8 HOUSING CHOICE VOUCHER ADMINISTRATIVE PLAN
TO BE EFFECTIVE August 1, 2020**

Chapter 4: Establishing Preferences and Maintaining the Waiting List

Current

B. WAITING LIST PREFERENCES

HRHA will use the following preferences:

Local Preference

The PHA will offer a preference to any family that has been terminated from its HCV program due to insufficient program funding.

The PHA will offer a local preference to residents of Hampton's Public Housing when their unit has been slated for demolition and/or disposition only in the event the PHA does not receive replacement or tenant protection vouchers for said unit/s. The preference will be verified at the time of application and re-verified at the time the family's name reaches the top of the Section 8 waiting list.

The PHA will offer a residency preference for admission to persons who live in the City of Hampton, VA. This includes applicants that:

- Work in Hampton

The preference will be verified at the time the family reaches the top of the waiting list.

The Chief Housing Officer or Executive Director may include a Special Circumstance with the Hampton Residency preference.

Proposed

B. WAITING LIST PREFERENCES

The PHA will offer a preference to any family that has been terminated from its HCV program due to insufficient program funding.

The PHA will offer a local preference to residents of Hampton's Public Housing when their unit has been slated for demolition and/or disposition only in the event the PHA does not receive replacement or tenant protection vouchers for said unit/s. The preference will be verified at the time of application and re-verified at the time the family's name reaches the top of the Section 8 waiting list.

HRHA will add the following preferences:

1. **Elderly/Disabled** – Families whose head, spouse, or sole member is age sixty-two (62) or older, or is receiving Social Security disability benefits, Supplemental Security Income (SSI) disability benefits, or any other payments based on an individual's inability to work due to a disability. Section 223 of the Social Security Act defines disability as the inability to engage in any substantial gainful activity by reason of any medically determinable physical or mental impairment, which has lasted or can be expected to last for a continuous period of not less than 12 months.

2. **Working Families** – Verification of gainful employment (at least 20 hours weekly) from continuing employment by the Head of Household, spouse, and/or co-applicant at the time the preference is claimed.
3. **Domestic Violence** – must provide documentation from the Transitions Center, law enforcement agencies, social service agency, or court of competent jurisdiction, or a clergyman, physician or public or private facility that provides shelter or counseling to the victims of domestic violence. They must also complete form 50066.
4. **Homeless** – Families who meet the HUD definition of Homeless
 - i. Individual and families who lack a fixed, regular, and adequate nighttime residence and includes a subset for an individual who is exiting an institution where he or she resided for 90 days or less and who resided in an emergency shelter or a place not meant for human habitation immediately before entering that institution;
 - ii. Individuals and families who will imminently lose their primary nighttime residence;
 - iii. Unaccompanied youth and families with children and youth who are defined as homeless under other federal statutes who do not otherwise qualify as homeless under this definition; or
 - iv. Individuals and families who are fleeing, or are attempting to flee, domestic violence, dating violence, sexual assault, stalking, or other dangerous or life-threatening conditions that relate to violence against the individual or a family member.
5. **Mainstream Non-Elderly/Disabled** – Families who have previously experience homelessness and is a resident of permanent supportive housing or a rapid rehousing program.
6. **No Preference** – Families who claim no preference.

The preference will be verified at the time the family reaches the top of the waiting list.

The Chief Housing Officer or Executive Director may include a Special Circumstance with the Hampton Residency preference.

RESOLUTION NO. _____

Resolution of the Board of Commissioners of the
Hampton Redevelopment & Housing Authority Revising the
Section 8 Administrative Plan Governing the Section 8 Housing Choice Voucher Program

WHEREAS, the Hampton Redevelopment and Housing Authority (HRHA) administers a Section 8 Tenant Based Program and Administrative Plan; and

WHEREAS, the Department of Housing and Urban Development and the Congress issue regulatory and statutory changes to housing policies; and

WHEREAS, the HRHA was awarded 50 vouchers for Non-Elderly/Disabled households under the Mainstream Voucher Program, and part of the application process required inclusion of an admission preference for Non-Elderly/Disabled households; and

WHEREAS, the Administrative Plan has been updated to include the required Non-Elderly/Disabled preference, along with the other preferences requested and approved at the end of 2019; and

WHEREAS, the HRHA is required to revise the Section 8 Administrative Plan in accordance with Authority procedural changes and HUD regulatory and statutory requirements.

NOW, THEREFORE, BE IT RESOLVED THAT the Board of Commissioners of the Hampton Redevelopment and Housing Authority approve the revisions to the Section 8 Administrative Plan on the attached Summary of Changes to be effective August 1, 2020.

ADOPTED this 1st Day of July 2020.

Stephen Adams
Chairman of the Board of Commissioners
Hampton Redevelopment and Housing Authority

Aaru Ma'at
Interim Secretary and Executive Director
Hampton Redevelopment and Housing Authority

EXHIBIT NO. 4&5

AGENDA SHEET FOR BOARD OF COMMISSIONERS

Prepared By: Tammy Emerson, Chief Housing Officer Date: June 9, 2020

Phone: 757-727-2695 E-mail: temerson@hamptonrha.com

Reviewed By: : Joyce Melvin-Jones, General Counsel Date: June 17, 2020

Phone: 757-759-5482 E-mail: jmelvinj@hamptonrha.com

Brief Description of Item and Prior Actions:

PIH Notice 2020-05 states “Pursuant to the authority provided under the Coronavirus Aid, Relief and Economic Security (CARES) Act (Public Law 116-136), HUD is waiving and establishing alternative requirements for numerous statutory and regulatory requirements for the Public Housing program, Housing Choice Voucher (HCV) program, Indian Housing Block Grant (IHBG) program, and Indian Community Development Block Grant (ICDBG) program. These waivers provide administrative flexibilities and relief to public housing agencies (PHAs), Indian tribes, and tribally designated housing entities (TDHEs) in response to the COVID-19 national emergency. With respect to the Public Housing and HCV programs, use of these waivers is at the discretion of the PHA; however, HUD strongly encourages PHAs to utilize any and all waivers and alternative requirements as necessary to keep public housing and HCV programs operational to the extent practicable.”

The attached Exhibit A is a list of waivers we have initiated to allow staff to perform duties under the reduced schedule guidelines set forth by HUD effective April 10, 2020. Also attached is a proposed Resolution approving the implementation of these various waivers. Staff requests that the Board approve the attached Resolution.

Motion Requested: Motion to Approve the Resolution approving the implementation of various waivers authorized by the U.S. Department of Housing and Urban Development (HUD) under PIH Notice 2020-05.

Staff Recommendation: Approval of the Motion

List of Attachments:

1. Exhibit A List of Waivers
2. Resolution

EXHIBIT A to RESOLUTION NO. _____ PIH 2020-05

Public Housing and HCV Waivers and Alternative Requirements

Item	Statutory and regulatory waivers	Summer of alternative requirements	Availability Period Ends	Did PHA implement waiver and alternative requirement?	Date of PHA adoption
PH and HCV-1 PHA 5-Year and Annual Plan	Statutory Authority Section 5A(a)(1), Section 5A(b)(1), Section 5A(g), Section 5A(h) Regulatory Authority § 903.5(a)(3), 903.5(b)(3), 903.21	<ul style="list-style-type: none"> • Alternative dates for submission • Changes to significant amendment process 	<ul style="list-style-type: none"> • Varies based on FYE • 7/31/20 	Yes – FYE 12/31 New due date 1/16/2021	4/10/2020
PH and HCV-2 Family income and composition – delayed annual reexaminations	Statutory Authority Section 3(a)(1) Regulatory Authority § 982.516(a)(1), § 960.257(a)	<ul style="list-style-type: none"> • Permits the PHA to delay the annual reexamination of income and family composition • HCV PHAs must implement HCV-7 for impacted families if they implement this waiver 	• 12/31/20	Yes	4/10/2020
PH and HCV-3 Annual reexamination Income Verification	Regulatory Authority § 5.233(a)(2) Sub-regulatory Guidance PIH Notice 2018-18	• Waives the requirements to use the income hierarchy, including the use of EIV, and will allow PHAs to	• 7/31/20	Yes	4/10/2020

		<p>consider self-certification as the highest form of income verification</p> <ul style="list-style-type: none"> • PHAs that implement this waiver will be responsible for addressing material income discrepancies that may arise later 			
PH and HCV-4 Interim reexaminations	<p>Statutory Authority Section 3(a)(1) Regulatory Authority § 5.233(a)(2), 982.516(c)(2), 960.257(b) and (d) Sub-regulatory Guidance PIH Notice 2018-18</p>	<ul style="list-style-type: none"> • Waives the requirement to use the income verification requirements, including the use of EIV, for interim reexaminations 	<ul style="list-style-type: none"> • 7/31/20 	Yes	4/10/2020
PH and HCV-6 FSS Contract of Participation	<p>Regulatory Authority § 984.303(d)</p>	<ul style="list-style-type: none"> • Provides for extensions to FSS contract of participation 	<ul style="list-style-type: none"> • 12/31/20 	Yes	4/10/2020
PH and HCV-7 Waiting List	<p>Regulatory Authority § 982.206(a)(2) PIH Notice 2012-34</p>	<ul style="list-style-type: none"> • Waives public notice requirements for opening and closing waiting list • Requires alternative process 	<ul style="list-style-type: none"> • 7/31/20 	Yes	4/10/2020

HQS-1 Initial inspection	Statutory Authority Section 8(o)(8)(A)(i), Section 8(o)(8)(C) Regulatory Authority § 982.305(a), 982.305(b), 982.405	<ul style="list-style-type: none"> • Changes initial inspection requirements, allowing for owner certification that there are no life-threatening deficiencies • Where self-certification was used, PHA must inspect the unit no later than October 31, 2020. 	<ul style="list-style-type: none"> • 7/31/20 • 10/31/20 	Yes	4/10/2020
HQS-3 Non-Life Threatening HQS - Initial Unit Approval	Statutory Authority Section 8(o)(8)(A)(ii) Regulatory Authority HOTMA HCV Federal Register Notice January 18, 2017	<ul style="list-style-type: none"> • Allows for extension of up to 30 days for owner repairs of non-life-threatening conditions 	<ul style="list-style-type: none"> • 7/31/20 	Yes	4/10/2020
HQS-5 Biennial Inspections	Statutory Authority Section 8(o)(D) Regulatory Authority §§ 982.405(a), 983.103(d)	<ul style="list-style-type: none"> • Allows for delay in biennial inspections • All delayed biennial inspections must be completed as soon as reasonably possible but by no later than October 31, 2020. 	<ul style="list-style-type: none"> • 10/31/20 	Yes	4/10/2020
HQS-6 Interim Inspections	Statutory Authority Section 8(o)(8)(F) Regulatory Authority	<ul style="list-style-type: none"> • Waives the requirement for the PHA to conduct interim inspection 	<ul style="list-style-type: none"> • 7/31/20 	Yes	4/10/2020

	§§ 982.405(g), § 983.103(e)	and requires alternative method • Allows for repairs to be verified by alternative methods			
HQS-7 PBV Turnover Inspections	Regulatory Authority § 983.103(c)	• Allows for PBV turnover units to be filled based on owner certification there are no life-threatening deficiencies • Allows for delayed full HQS inspection	• 7/31/20 • 10/31/20	Yes	4/10/2020
HQS-8: PBV HAP Contract – HQS Inspections to Add or Substitute Units	Statutory Authority Section 8(o)(8)(A) Regulatory Authority §§ 983.207(a), 983.207(b)	• Allows for PBV units to be added or substituted in the HAP contract based on owner certification there are no life-threatening deficiencies • Allows for delayed full HQS inspection	• 7/31/20 • 10/31/20	Yes	4/10/2020
HQS-9 HQS QC Inspections	Regulatory Authority § 982.405(b)	• Provides for a suspension of the requirement for QC sampling inspections	• 10/31/20	Yes	4/10/2020

HCV-2 PHA Oral Briefing	Regulatory Authority § 982.301(a)(3) § 983.252(a)	<ul style="list-style-type: none"> • Waives the requirement for an oral briefing • Provides for alternative methods to conduct required voucher briefing 	• 7/31/20	Yes	4/10/2020
HCV-3 Term of Voucher - Extensions of Term	Regulatory Authority § 982.303(b)(1)	• Allows PHAs to provide voucher extensions regardless of current PHA policy	• 7/31/20	Yes	4/10/2020
PH-1 Fiscal Closeout of Capital Grant Funds	Regulatory Authority § 905.322(b)	• Extension of deadlines for ADCC and AMCC	• Varies by PHA	Yes New Due Date extended 6 Months	4/10/2020
PH-5 CSSR	Statutory Authority Section 12(c) Regulatory Authority § 960.603(a) and 960.603(b)	• Temporarily suspends CSSR	• 3/31/21	Yes	4/10/2020
PH-8 Resident Council Elections	Regulatory Authority § 964.130(a)(1)	• Provides for delay in resident council elections	• 7/31/20	Yes	4/10/2020
11c Financial Reporting	Regulatory Authority §§ 5.801(c), 5.801(d)(1)	• Allows for extensions of financial reporting	<ul style="list-style-type: none"> • Varies by PHA FYE • 3/31/21 	Yes	4/10/2020
12c Deadline for Reporting Operating and Capital Fund Expenditures	Statutory Authority Section 9(j) Regulatory Authority § 905.306(d)(5)	• Provides a one-year extension	One-year extension however no programmatic expenditure end date shall be extended	Yes New Due Date Extended 1 Year	4/10/2020

			beyond one month prior to closure of relevant appropriations acc		
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RESOLUTION NO. _____

Resolution of the Board of Commissioners of the
Hampton Redevelopment and Housing Authority Approving the Implementation of Various
Waivers Authorized by the U.S. Department of Housing and Urban Development (HUD) under
PIH Notice 2020-05

WHEREAS, the Hampton Redevelopment and Housing Authority administers Public Housing and Section 8 Tenant Based and Project Based Programs; and

WHEREAS, the Department of Housing and Urban Development (HUD) and the Congress issue regulatory and statutory waivers to housing policies; and

WHEREAS, the Department of Housing and Urban Development issued PIH Administrative Notice 2020-05 on Friday, April 10, 2020, which notice covered a variety of waivers and administrative exceptions that HUD is willing to grant to all public housing agencies; and

WHEREAS, the Department of Housing and Urban Development strongly encourages PHAs to utilize any and all such waivers and alternative requirements as necessary to keep public housing and HCV programs operational to the extent practicable; and

WHEREAS, the waivers implemented through this notice provide administrative relief and allow for alternative approaches to various aspects of PHA operations.

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of the Hampton Redevelopment and Housing Authority that

1. The Executive Director or Interim Executive Director is authorized to implement all applicable waivers or exceptions identified in HUD Notice PIH 2020-05 that in his or her discretion are appropriate and necessary for the operations of the Housing Authority and in the best interests of the clients and residents served by the Housing Authority.
2. The Board approves all such waivers implemented.
3. Such waivers shall be for the maximum time allowed by HUD Notice PIH 2020-05 and any revisions.
4. The title of each waiver is attached as Exhibit A to this Resolution.

ADOPTED this 1st Day of July 2020.

Stephen Adams
Chairman of the Board of Commissioners
Hampton Redevelopment and Housing Authority

Aaru Ma'at
Interim Secretary and Executive Director
Hampton Redevelopment and Housing Authority