

**HOUSING AUTHORITY of the  
COUNTY OF CONTRA COSTA**  
**CALENDAR FOR THE BOARD OF COMMISSIONERS**  
**BOARD CHAMBERS, COUNTY ADMINISTRATION BUILDING**  
**1025 ESCOBAR STREET**  
**MARTINEZ, CALIFORNIA 94553-1229**

**DIANE BURGIS, CHAIR**  
**FEDERAL D. GLOVER, VICE CHAIR**  
**JOHN GIOIA**  
**CANDACE ANDERSEN**  
**KAREN MITCHOFF**

**JOSEPH VILLARREAL, EXECUTIVE DIRECTOR, (925) 957-8000**

**To slow the spread of COVID-19, in lieu of a public gathering, the Board of Supervisors meeting will be accessible via television and live-streaming to all members of the public as permitted by the Governor's Executive Order N08-21. Board meetings are televised live on Comcast Cable 27, ATT/U-Verse Channel 99, and WAVE Channel 32, and can be seen live online at [www.contracosta.ca.gov](http://www.contracosta.ca.gov).**

PERSONS WHO WISH TO ADDRESS THE BOARD DURING PUBLIC COMMENT OR WITH RESPECT TO AN ITEM THAT IS ON THE AGENDA MAY CALL IN DURING THE MEETING BY DIALING **888-251-2949** FOLLOWED BY THE ACCESS CODE **1672589#**. To indicate you wish to speak on an agenda item, please push "#2" on your phone. Access via Zoom is also available via the following link: <https://ems8.intellor.com/join/5KGUTBO1Us> . To indicate you wish to speak on an agenda item, please "raise your hand" in the Zoom app.

Meetings of the Board of Supervisors are closed-captioned in real time. Public comment generally will be limited to two minutes. Your patience is appreciated. A Spanish language interpreter is available to assist Spanish-speaking callers.

A lunch break or closed session may be called at the discretion of the Board Chair. Staff reports related to open session items on the agenda are also accessible online at [www.contracosta.ca.gov](http://www.contracosta.ca.gov).

**AGENDA**  
**July 13, 2021**

**1:00 P.M.** Convene and call to order.

Closed Session

A. CONFERENCE WITH LABOR NEGOTIATORS (Gov. Code § 54957.6)

1. Agency Negotiators: Joseph Villarreal and Stacey Cue.

Employee Organization: Public Employees Union, Local One

2. Agency Negotiators: Joseph Villarreal and Stacey Cue.

Unrepresented Employees: All unrepresented employees.

## **DISCUSSION ITEMS**

D.1 CONSIDER accepting a report concerning the indefinite opening for three- and four- bedroom units at Terraces Senior in Richmond, CA.

D.2 CONSIDER authorizing the Executive Director to execute the Housing Assistance Payments (HAP) contract under the Project-Based Voucher program for the Terraces Family Apartments located at 2300 Nevin Avenue in Richmond, CA.

D.3 PUBLIC COMMENT (2 Minutes/Speaker)

## **ADJOURN**

### **GENERAL INFORMATION**

Persons who wish to address the Board of Commissioners should complete the form provided for that purpose and furnish a copy of any written statement to the Clerk.

All matters listed under CONSENT ITEMS are considered by the Board of Commissioners to be routine and will be enacted by one motion. There will be no separate discussion of these items unless requested by a member of the Board or a member of the public prior to the time the Commission votes on the motion to adopt.

Persons who wish to speak on matters set for PUBLIC HEARINGS will be heard when the Chair calls for comments from those persons who are in support thereof or in opposition thereto. After persons have spoken, the hearing is closed and the matter is subject to discussion and action by the Board.

Comments on matters listed on the agenda or otherwise within the purview of the Board of Commissioners can be submitted to the office of the Clerk of the Board via mail: Board of Commissioners, 1025 Escobar Street, Martinez, CA 94553; by fax: 925-655-2006; or via email to [clerkoftheboard@cob.cccounty.us](mailto:clerkoftheboard@cob.cccounty.us).

The County will provide reasonable accommodations for persons with disabilities planning to attend Board meetings who contact the Clerk of the Board at least 24 hours before the meeting, at (925) 655-2000. An assistive listening device is available from the Clerk. Copies of taped recordings of all or portions of a Board meeting may be purchased from the Clerk of the Board. Please telephone the Office of the Clerk of the Board, (925) 655-2000, to make the necessary arrangements.

Applications for personal subscriptions to the monthly Board Agenda may be obtained by calling

the Office of the Clerk of the Board, (925) 655-2000. The monthly agenda may also be viewed on the County's internet Web Page: [www.co.contra-costa.ca.us](http://www.co.contra-costa.ca.us)

The Closed session agenda is available each month upon request from the Office of the Clerk of the Board, 1025 Escobar Street, Martinez, California, and may also be viewed on the County's Web Page.

**AGENDA DEADLINE: Thursday, 12 noon, 12 days before the Tuesday Board meetings.**

To: Contra Costa County Housing Authority Board of Commissioners  
 From: Joseph Villarreal, Housing Authority  
 Date: July 13, 2021



**Contra  
Costa  
County**

Subject: AUTHORIZE THE EXECUTIVE DIRECTOR TO EXECUTE THE HOUSING ASSISTANCE PAYMENTS (HAP) CONTRACT UNDER THE PROJECT BASED VOUCHER PROGRAM FOR THE TERRACES FA

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### **RECOMMENDATIONS**

Authorize the Executive Director to execute the Housing Assistance Payments (HAP) contract under the Project-Based Voucher program for the Terraces Family Apartments located at 2300 Nevin Avenue in Richmond, CA.

### **BACKGROUND**

A housing authority can utilize up to 20% of its Housing Choice Voucher (HCV) funding to “attach” rent subsidies to specific housing units. The attached subsidy is known as a project-based voucher (PBV). PBVs are a component of the HCV program and share most of the same rules and regulations. PBVs are attached to units via a contract with the owner that requires the units be rented to families eligible for the HCV program. While tenants living in a PBV unit may move with regular voucher assistance, the PBV remains attached to the unit and the owner must select another HCV-eligible tenant for that unit. The advantage of PBVs for owners is that the PBV commitment from a housing authority can be used to leverage financing for the construction, rehabilitation or preservation of housing for low-income families by providing a greater cash-flow than the property would otherwise generate. This is because most funding available to owners of affordable projects restricts the rent that can be collected from tenants to an affordable amount that is usually

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Action of Board On: **07/13/2021** ☐ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

### **VOTE OF COMMISSIONERS**

I hereby certify that this is a true and correct copy of an action taken and entered on the minutes of the Board of Supervisors on the date shown.

ATTESTED: July 13, 2021

Joseph Villarreal, Executive Director

Contact: 925-957-8028

By: , Deputy

cc:

## BACKGROUND (CONT'D)

far less than a comparable unit would merit on the open market.

However, because the HCV program pays market rate rents by subsidizing the difference between an affordable rent for the tenant and the market rate rent for a particular unit, and the PBV program uses this same basic formula, the amount of rent that an owner can collect from a PBV unit is usually significantly higher than otherwise available to the project. This allows the owner to leverage far more financing than if PBVs were not available and thus can be crucial to the success of a given project. The primary advantage of PBVs to a housing authority is that they help increase or preserve the supply of permanent, affordable housing available to both the community and to HCV recipients.

As part of the assumption of the Richmond Housing Authority's (RHA) Housing Choice Voucher (HCV) Program, HACCC took control of the PBV commitment RHA made to TPC Holdings VI, LLC for 162 units at 2100 - 2300 Nevin Avenue, known as the Terraces. While the other PBV projects assumed by HACCC from RHA were completed and occupied, the Terraces have been under construction for the past two and a half years. HACCC split the project into two properties so that occupancy for one building could happen without holding up occupancy of the other building while it was still under construction. The first completed building was a Senior development that included 127 PBV units. The Board authorized execution of the HAP Contract for Terraces Senior at our May 18th meeting. The second building is a family development that will include 35 PBV units and is now complete. Construction at Terraces Family Apartments is now complete, and the management is ready to proceed with occupancy. This Board order is brought before you to receive authorization to execute the HAP Contract, thus allowing Terraces Family to proceed with lease-up.

## FISCAL IMPACT

Approximately \$77,756,934 of funding will be provided to this project over a forty-year span. All funding will be provided as part of HACCC's annual budget from the U. S. Department of Housing and Urban Development (HUD).

## CONSEQUENCE OF NEGATIVE ACTION

Should the Board not authorize the Executive Director to execute the PBV HAP contract for the Terraces Family Apartments located at 2300 Nevin Avenue in Richmond, CA, the project will not be able to house 35 low-income families at the property with rents that will remain affordable due to the PBV assistance. Further, the entire property could be jeopardized as funding relies significantly on the receipt of PBVs.

## ATTACHMENTS


Presentation

Welcome to

# The Terraces at Nevin

CONTACT OUR OFFICE

 510-806-7716

 EMAIL US

2100 & 2200 Nevin Avenue | Richmond, CA 94801

[HOME](#)

[AMENITIES](#)

[PHOTOS](#)

[MAPS & DIRECTIONS](#)

[FLOOR PLANS](#)

[CONTACT US](#)

## Photos





To: Contra Costa County Housing Authority Board of Commissioners  
 From: Joseph Villarreal, Housing Authority  
 Date: July 13, 2021



Contra  
Costa  
County

Subject: LARGE BEDROOM WAIT LIST OPENING FOR TERRACES SENIOR PBV SITE IN RICHMOND

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### **RECOMMENDATIONS**

ACCEPT a report concerning the indefinite opening for three- and four- bedroom units at Terraces Senior in Richmond, CA.

### **BACKGROUND**

At its May 18, 2021 meeting, the Board of Commissioners authorized the Executive Director to execute the Housing Assistance Payments (HAP) contract under the Project-Based Voucher program for the Terraces Senior Apartments located at 2100 Nevin Avenue in Richmond, CA. While the wait list used to lease the Senior Terraces was opened in March 2021, we need to reopen the waitlist to ensure the building stays leased.

On August 10, 2021 at 10:00 a.m., the wait list for all units at Terraces Senior will be reopened and will stay open indefinitely. Applications will only be accepted from households where the head of household or spouse is 62 years of age, or older (elderly). Applications from non-elderly applicants will be rejected.

These are nice, brand new units. They should not remain empty while so many people are unhoused. Please share with your networks. Attached are application instructions in both English and Spanish.

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Action of Board On: **07/13/2021** ☐ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

### **VOTE OF COMMISSIONERS**

I hereby certify that this is a true and correct copy of an action taken and entered on the minutes of the Board of Supervisors on the date shown.

ATTESTED: July 13, 2021

Joseph Villarreal, Executive Director

Contact: 925-957-8028

By: , Deputy

cc:

FISCAL IMPACT

None. Information item only.

CONSEQUENCE OF NEGATIVE ACTION

None. Informational item only.

ATTACHMENTS

Wait List Opening

Wait List Opening Spanish



**HOUSING AUTHORITY OF THE COUNTY OF CONTRA COSTA**  
**ANNOUNCES THE OPENING OF THE LISTED**  
**PROJECT-BASED VOUCHER (PBV) WAITING LIST**

**Monday, August 2, 2021 at 10 AM and will remain open until further notice.**

**Beginning Monday, August 2, 2021 at 10 AM, pre-applications will be accepted for the property listed below ONLY:**

**THIS IS NOT FOR THE HOUSING CHOICE VOUCHER WAITING LIST.**

**Pre-applications can only be submitted on-line at:**

**[www.contracostahousing.org](http://www.contracostahousing.org).**

Note: There will not be any on-site applications and HACCC office locations will not be distributing pre-applications. ALL PRE-APPLICATIONS MUST BE SUBMITTED ON-LINE.

**Incomplete pre-applications or partially completed pre-applications will not be accepted.**

Eligible families will be referred to units subsidized with Section 8 Project-Based Vouchers from the Housing Authority of the County of Contra Costa in partnership with non-profit housing owners. The housing assistance is only available at the designated properties for families meeting the property restrictions as indicated in this notice. After twelve months of residency, families will be eligible for a Housing Choice Voucher, subject to availability.

All requests for Reasonable Accommodation will be considered. Pre-Applications are available in foreign languages. All questions can be directed to (925) 957-7081.

**SEE NEXT PAGE FOR AVAILABLE PROPERTIES**



**ONLY THE FOLLOWING PROPERTY IS AVAILABLE AT THIS TIME**

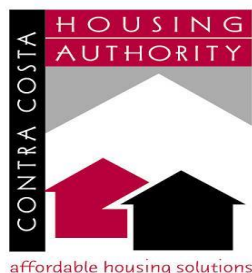
PROPERTY NAME	ADDRESS	0 BR	1 BR	2 BR	3 BR	4 BR	PROPERTY RESTRICTIONS
The Terraces Senior Apartments	2100 Nevin Ave., Richmond, CA 94801	X	X	X	X	X	Senior - 62 or older

**TO APPLY, YOU MUST BE 62 YEARS OF AGE OR OLDER.**

**LARGE HOUSEHOLDS FOR THREE AND FOUR BEDROOM  
UNITS ARE HIGHLY ENCOURAGED TO APPLY**

**ALL NON-ELDERLY APPLICATIONS, WILL BE REJECTED.**

**NOTE: The Terraces Senior waiting list will remain open on an on-going basis until further notice.**



Housing Choice Voucher - Assisted Housing Division  
2870 Howe Road, Martinez, CA 94553  
Phone (925) 957-7001 Fax (925) 957-1280 TDD (925) 957-1685  
[www.contracostahousing.org](http://www.contracostahousing.org)



# HOUSING AUTHORITY OF THE COUNTY OF CONTRA COSTA (HACCC)

## ANUNCIA AVERTURA DE LA LISTA DE ESPERA DE VOUCHER PROYECTOS BASADOS (PBV)

A partir de Lunes, 2 de Agosto del 2021 a las 10:00 AM y permanecerá abierta hasta fecha indefinida.

Comenzado el Lunes, 2 de Agosto a las 10:00 AM, se estarán aceptando pre-solicitudes SOLAMENTE para las siguientes propiedades:

### **ESTO NO ES PARA LA LISTA DE ESPERA DE HOUSING CHOICE VOUCHER.**

Los pre-solicitudes solo se pueden enviar por el internet en:

[www.contracostahousing.org](http://www.contracostahousing.org).

Attn: No habrá solicitudes disponibles en los apartamentos ni tampoco se distribuirán pre-solicitudes en las oficinas del HACCC. **TODAS LOS PRE-SOLICITUDES DEBEN SER ENVIADAS SOLAMENTE POR EL INTERNET.**

**No se aceptarán pre-solicitudes que son incompletas o pre-solicitudes parcialmente completadas.**

Las familias elegibles serán recomendadas a unidades subsidios por la Sección 8 Proyecto Basado por el Housing Authority of the Contra Costa County junto con propietarios de viviendas sin fines de lucro. La asistencia de vivienda solo está disponible en las propiedades designadas para las familias que cumplen con los requisitos de la propiedad como se indicó anteriormente. Después de doce meses de residencia, las familias serán elegibles para un Housing Choice Voucher, dependiendo disponibilidad.

Todas las solicitudes de Alojamiento Razonable se tomaran en considerarán. Las pre-aplicaciones estarán disponibles en diferentes idiomas. Todas preguntas que tienen pueden dirigirse al (925) 957-7081.

**CONSULTE LA PÁGINA SIGUIENTE PARA VER  
LAS PROPIEDADES DISPONIBLES**



**SÓLO EL SIGUIENTE PROPIEDAD ESTÁ**  
**DISPONIBLE PARA SOLICITUD EN ESTE MOMENTO**

NOMBRE DE LA PROPIEDAD	DOMICILIO	0 BR	1 BR	2 BR	3 BR	4 BR	RESTRICCIONES DE LA PROPIEDAD
The Terraces Senior Apartments	2100 Nevin Ave., Richmond, CA 94801	X	X	X	X	X	Personas de la tercera edad – 62 años o mas

**PARA APLICAR TIENE QUE TENER 62 AÑOS DE EDAD O MÁS.**

**SE LES RECOMIENDA A FAMILIAS GRANDES QUE COMPLETAN**  
**SOLICITUDES PARA LAS UNIDADES DE TRES Y CUATRO**  
**DORMITORIOS.**

**TODAS LAS SOLICITUDES QUE NO SEAN DE PERSONAS DE 62**  
**AÑOS DE EDAD O MÁS SERÁN RECHAZADAS.**

**NOTA: La lista de espera para The Terraces permanecerá abierta permanecerá abierta hasta fecha indefinida.**





Housing Choice Voucher - Assisted Housing Division  
2870 Howe Road, Martinez, CA 94553  
**Phone** (925) 957-7001 **Fax** (925) 957-1280 **TDD** (925) 957-1685  
[www.contracostahousing.org](http://www.contracostahousing.org)

