

WATERTOWN HOUSING AUTHORITY

**55 WAVERLEY AVENUE
WATERTOWN, MASSACHUSETTS 02472-3613**

(617) 923-3950 – Office
(617) 923-3961 – Maintenance

TDD
1-800-545-1833 ext. 569

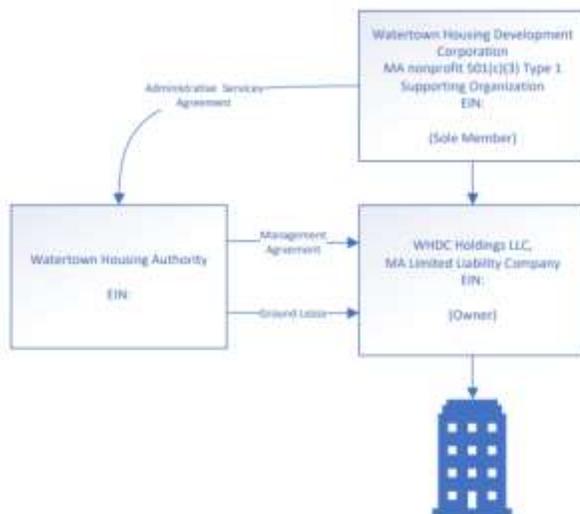
(617) 923-3954 - Leased Housing
(617) 923-2466 – FAX

Section 18 Disposition: Watertown Housing Authority (“WHA”) plans to convert 50 Federal Public Housing Units into 50 Section 8 Project Based Vouchers through the HUD Section 18 Program of the Federal Housing Act of 1937 (42 U.S.C. § 1437p). This section authorizes a PHA to convert and dispose of public housing, with local government, resident, and HUD approval. The criteria to reposition federal public housing under Section 18’s 50 and under streamlined program requires that the PHA certifies it has determined the streamlined disposition to be appropriate for reasons that are in the best interests of the residents and the PHA, consistent with the goals of the PHA and the PHA Plan and are otherwise consistent with the 1937 Act (24 CFR 970.17(c)).

Watertown Housing Authority owns and operates 50 federal public housing units in pristine condition thanks to ARRA grant funding and an intelligent capital plan. Watertown Housing Authority has determined that it will benefit the residents and PHA to close out its Section 9 public housing program in accordance with Notice PIH 2016-23. Section 18 provides additional revenue streams and funding sources that will allow Watertown Housing Authority to achieve WHA’s ongoing mission of providing safe, affordable housing to our most vulnerable populations in Massachusetts. The project will take place in the Joyce E. Munger Building at 100 Warren Street A Side, Watertown MA 02472.

The 50 federal public housing units would be transferred to the Watertown Housing Development Corporation (“WHDC”), a non-profit instrumentality of the Watertown Housing Authority, and the single-member LLC controlled by the WHDC. Through the Section 18 application, WHA will apply for 50 TPVs that would be project-based at this site and administered by the WHA. Please refer to the diagram below:

Watertown Housing – E.Joyce Munger Apartments



WHA plans to continue to operate all 50 units as affordable housing with the same income limits as our current Section 8 program. The proceeds and increase in funding will be spent on these 50 units and WHDC operation costs. The Section 18 Disposition application requirements for the demolition and/or disposition of public housing in accordance with Section 18 of the 1937 Act, 24 CFR part 970, and PIH Notice 2018-04 are described below. Watertown Housing Authority has provided narratives describing the process of meeting these requirements and fulfilling them to ensure compliance with law and agency policies.

Property Description: Units and buildings have been reported in PIC and are attached to the Section 18 Application. Acreage Information has been attached to the Section 18 Application. A description of land, including a site map has been attached to the Section 18 Application. A recorded Declaration of Trust (DOT) has been attached to the Section 18 Application. There is no personal property (e.g., equipment, supplies, computer centers, furniture, and vehicles) that exclusively or primarily supports the project (do not include central office personal property). A description of UFAS accessible units' distribution (at development and proposed for removal under S18) is attached to the Section 18 Application.

PHA Plan: The demolition/disposition is included in a (HUD-approved) PHA Annual Plan or in a Significant Amendment to an Annual Plan. The description of the demolition/disposition in the Annual Plan is identical to the description in the SAC application.

Local Government Consultation: Watertown Housing Authority has successfully proposed Section 18 to local government. It began this process by approaching the Watertown Housing Partnership, who unanimously approved of this project on October 20th, 2020. Town Council forward the project to the Local State and Federal Government subcommittee to review the Section 18 proposal and approved of the project unanimously on January 26th, 2021. Within the month, Town Council voted to approve of the repositioning of the 50 federal public housing units. Following, the Town Manager Michael Driscoll and Town of Watertown officially endorsed WHA's Section 18 proposal.

Included in the Section 18 Application:

- Letter of approval from the Town Council
- Minutes from the Town Council Meeting
- Letter of endorsement from Watertown Housing Partnership

Resident Consultation: On November 6th, 2020 WHA sent letters to the residents of 100 Warren Street A Side summarizing Section 18 and invited residents to join meetings (11/12/2020 & 11/13/2020) to begin discussing repositioning. Sent with the letter was a Section 18 informational brochure created by the WHA staff. These meetings took place in the community room and were available on Zoom, at four various times on dates mentioned above. Prior to the meetings, residents were instructed to RSVP and indicate if they would be joining in person or remotely. Once the meeting began, attendance was taken, questions and comments were also recorded. Residents were offered a copy of the Section 18 brochure and one page fact sheet. Residents were encouraged to contact the Executive Director, Michael Lara, Elderly and Disabled Resident Managers, Patricia Richardson and Fiona Huang and Section 8 Manager, Emily Horgan for more information on the process. Staff contact information was include in the initial letter. There is no Resident Council.

The documentation from resident consultation includes:

- Federal Public Housing Repositioning Letter
- Section 18 Brochure
- One Page Fact Sheet
- 100 Warren A Side RSVP/Sign in Lists
- Recorded Questions and Answers

The resident meetings were positive. The residents understood the Section 18 Process and were quick to ask important questions, WHA staff reflected on the questions asked and determined that the residents shared the same goal of continuing to provide affordable housing and the benefits of going through Section 18. The questions asked at the meeting included:

Unit	Question	Answer
***	Will my rent change?	No, the rent calculations for federal public housing and section 8 both take 30% of monthly adjusted income as TTP.
***	Do I have the option to stay in my unit?	Yes, everyone can remain in their unit.
***	Will there be updates to the dryers?	There will be opportunity to buy new dryers with our increased funding.

After the resident consultation concluded, WHA solicited residents to join a newly formed Resident Advisory Board (RAB). There were four RAB meetings that took place at 100 Warren Street A Side community room on December 13th, 2020 and December 14th, 2020. Informational letters were delivered to each unit on December 3rd. Interested residents were required to RSVP to an initial meeting to review the role and responsibilities of an RAB. The participants could join over Zoom or in person. At the meeting WHA staff presented a slideshow and handed out a one-pager. There were four attendees who all volunteered for the Warrant Street A Side Resident Advisory Board. Their contact information was recorded on an excel sheet. At the meeting, the residents asked informed questions to fully understand the scope of their responsibilities and great opportunity to serve their fellow residents.

The RAB documentation for the Section 18 application includes:

- RAB Introductory Letter
- RAB Info Sheet
- RAB Presentation
- RAB Sign in Sheet
- RAB member volunteer contact information

Environmental Review: The Environmental Review requirements have been met and are attached to the Section 18 Application.

Board Resolution: The Board Resolution requirements are contingent upon public review and a board extract of that pending resolution will be attached to the Section 18 Application. The May meeting of the WHA Board of Commissioners is scheduled for May 11, 2021 at 4:00 pm, and there will be a board agenda item to review the

Section 18 application public comments from the May 4th, 2021 public hearing being held at 100 Warren St. at 1:00 pm.

Disposition and Proceeds: The PHA will dispose of the property to the PHA's instrumentality for a nominal fee of \$1 and a minimum ground lease of 99 years at \$1 per year. WHA will not realize proceeds from the disposition because the consideration is nominal as such Section 3.5 of the 52860-a has been marked "to be determined" to represent this. There is no need to acquire or pay off a loan with interest as the disposition is a transaction for a nominal fee.

Offer of Sale to Resident Organization: There were no resident entities that expressed an interest in purchasing the property for continued use as low-income housing. Additionally, per 24 CFR 970.9 (b)(4), WHA conducted resident consultation in compliance with CFR 970.0 (a) as described in the "Resident Consultation" section noted above.

Timetable: The Timetable requirements have been met and are attached to the Section 18 Application.