

## PARKSIDE VILLAGE I RESIDENT PARTICIPATION PLAN

In accordance with the State of Connecticut Public Act 11-72, Connecticut General Statute, Section 8-64c, "An act concerning resident participation in the revitalization of public housing", this document, hereinafter referred to as the Parkside Village Resident Participation Plan ("PVRPP"), is being entered into between and among the Branford Housing Authority (BHA), Beacon Communities LLC ("Developer") and the Parkside Village Resident Association (PVRA), collectively, ("Parties").

Branford Housing Authority is focused on providing its residents with the best possible affordable housing options. In furtherance of this, Branford Housing Authority has selected a Developer to be a partner in the redevelopment of Parkside Village I. The Developer and the BHA are in the process of identifying the best way to revitalize Parkside Village I. The revitalization of Parkside Village is necessary because the development is presently in need of major physical improvements. In this effort the Developer will solicit and as appropriate include input from the Parkside Village Resident Association and Parkside Village I residents to establish a Plan for revitalization of Parkside Village I.

Branford Housing Authority and Developer intend to engage the residents of Parkside Village I to solicit their input for the Plan for the redevelopment. It is the intent of Branford Housing Authority and Developer to continue to do so throughout the entire process to ensure that residents have a voice, not only throughout the redevelopment process, but, also, in the ongoing management and operations of Parkside Village I.

The new development will be owned by BC Parkside Village I LLC, a to-be-formed entity, or its affiliate or designee, ("Owner") and the land will continue to be owned by Branford Housing Authority and will be leased to Owner. At this time, it is anticipated that the new development may consist of more units than presently exist at Parkside Village I, but, at a minimum, it will contain no fewer units than the number of units, representing a one for one replacement necessary to house all residents of Parkside Village I as directed and approved by the Connecticut Department of Housing.

The Parties shall jointly plan meetings with each other and residents to ensure meaningful resident participation throughout the redevelopment process. Regular meetings, including (1) meetings where all residents are invited; (2) Resident Association Meetings; and (3) Redevelopment Committee meetings, will be scheduled by the Parties for the purpose of discussing redevelopment plans and updates as well as to ensure that Parkside Village Resident Association is provided the opportunity to participate throughout the redevelopment process. The Developer and the Resident Association expect to meet on a monthly basis. A minimum of 5 days advance notification will be provided to all parties of all such scheduled meetings.

Additionally, the Parties agree to the following:

1. Parkside Village I residents have the legal right to organize and advocate without interference and the right to representation by an advocate of their choice, who may participate with them in meetings and other communications. A written authorization form will be provided to any and all involved parties prior to any communications whereby a current resident is utilizing the services of an advocate. In each case it is the responsibility of the individual utilizing the services of an advocate to ensure that the appropriate documents have been completed and filed;
2. Each of the Parties will 1) maintain copies of all appropriate materials, including but not limited to architectural drawings/plans, financing applications, notices, agendas and minutes of special and public hearings, planning and zoning meetings, resident meetings and local planning meeting and redevelopment updates in one identified central location, 2) upon request, provide a reasonable number of copies of such materials to the requesting party, and 3) provide resident access to appropriate files upon written request, such access will be for the purposes of reviewing files where they are stored during normal business hours and under the supervision of the party responsible for maintaining the files. Communications regarding any aspect of the redevelopment process will be made available in English. Residents whose primary language is not English may, upon giving notice to Developer and Branford Housing Authority, request that such communications be made available by a translator. All reasonable requests for translation services will be accommodated by the Developer and Branford Housing Authority. All redevelopment notices, meeting minutes and appropriate materials will be posted on the Redevelopment Bulletin Board in the community room. The Developer will, periodically, prepare newsletters providing development related updates for distribution to residents. Developer and Branford Housing Authority will consider requests for reasonable accommodation for residents with documented special needs.
3. Design of future Community Space – Any redevelopment of Parkside Village I will include community space including a community room outfitted with bathrooms, kitchen facilities and internet access, fitness facility, computer facility, barbecue and picnic area, community vegetable/flower gardens, open space and walking paths which can be used by all Parkside Village I residents. The Developer will seek input from residents on any additional amenities including laundry facilities and other various uses of the Community Room and property. A locked filing cabinet will be provided for the Resident Association's use in the Manager's office or other agreed upon location which will be available during normal business hours.
4. All existing residents of Parkside Village I, who remain in good standing, will be provided the opportunity to return and rent a unit in the redevelopment, once completed. The Developer agrees to ensure that all existing residents' new rents will be calculated at an amount which does not exceed 30% of their adjusted gross income

in accordance with all appropriate regulatory requirements, including, but not limited to, those of the Connecticut Housing Finance Authority and the United States Internal Revenue Service for the perpetuity of their residency. It is understood that project based or other permanent rental assistance will be necessitated to ensure that rents remain comparable to that which the Branford Housing Authority is currently charging existing residents. Furthermore, the owner and Developer agree to make every effort to minimize the impact of relocation, and will endeavor to limit the number of moves to a total of two per household.

5. A plan for relocation that complies with all applicable state and local relocation statutes and regulations will be developed by the Branford Housing Authority, and the Developer in consultation with Redevelopment Committee. The relocation plan will be distributed to all residents of Parkside Village I in advance of its implementation. With respect to this, Developer will engage the services of the Relocation Specialist to meet with and interview each and every existing resident of Parkside Village to determine, among other things, each household's needs, income and relocation requirements; it is understood that these meetings/interviews are mandatory and that each resident is required to attend and provide all necessary documentation, including all documentation necessary for income certification where appropriate. Branford Housing Authority will provide the Relocation Team with the results of any prior surveys and other data collection related to relocation assistance. Also, Owner shall have the right to have a management representative attend any, or all of these meetings/interviews;
6. Employment – Parkside Village I residents will have access to the Developer's job notices and employment training opportunities. In addition, residents will have access to internal and external job postings through physical distribution of notices to Resident Association leaders and posting on the Redevelopment Community Bulletin Board.

Developer will notify the Parkside Village Resident Association of opportunities for employment at Parkside Village that may become available during both the design phase and construction phases of the redevelopment of the site as well as for those employment opportunities that may become available during the ongoing operations of Parkside Village.

In addition, the Developer will comply with CHFA's Very Low-Income Construction Employment policy as specified in policy statement CHFA-2010-3 revised as of 10/27/2016. The CHFA implementation guidelines, which is an excerpt from the policy statement, are listed below for reference. Note that the points mentioned in #2 are points under the employment guidelines and are not related to the LIHTC allocation process.

1. Good faith efforts to hire and train very low-income residents in the area can be demonstrated by a range of advertising and outreach activities as well as participation in and cooperation with, a variety of local job training and employment initiatives.
  2. CHFA will identify activities that constitute good faith efforts. These activities will be weighted and assigned points according to the degree of effort required. Completing a combination of efforts that totals four points of which no more than two can be from the first category will satisfy CHFA's requirement.
  3. Good faith efforts will be undertaken by recipients of LIHTC and mortgagors and reported according to guidance provided by CHFA.
  4. Failure to undertake these good faith efforts will result in the principals being barred from applying to CHFA for multifamily mortgages or LIHTCs for a period of 12 months unless waived by the board.
7. Design Phase – For the initial Planning Process, the Parkside Village I Resident Association have already engaged the Parkside Village residents to establish a “Redevelopment Committee”, consisting of not more than three Parkside Village residents, to represent the residents throughout the design and construction phases. Developer will hold meetings throughout all stages the planning and development process and will engage the Redevelopment Committee throughout the process, including inviting it to attend scheduled meetings and solicit its members’ input. It is presently anticipated that the following five meetings will be scheduled for the Redevelopment Committee:
- a. Upon development of the preliminary site plan;
  - b. Upon development of initial floor plans;
  - c. Once building design and elevations have been established;
  - d. At the time of final site plan and building design;
  - e. Prior to the start of construction to select proposed fixtures, appliances, floor coverings; trim and landscaping.

It is acknowledged that the first of the above meetings has already been held with the broader resident committee, although if the design changes substantially, these meetings will be held again and may be consolidated into a single meeting if appropriate.

Once basic designs and layouts have been established, building components identified and landscaping and decorating have been chosen, all Parkside Village I residents will be invited to a meeting to review and comment;

8. Participation – As required by statute, the Developer and Branford Housing Authority will provide opportunities for Parkside Village I resident involvement, advice and recommendations concerning such major physical transformation activities, including, where applicable: (A) the details of the major physical transformation or disposition activities that Branford Housing Authority and the Developer intend to undertake and the projected time-line for such activities; (B) notification of Developers intent to pursue financing; (C) provided with an overview and an opportunity to provide input to such overview as applicable of financial applications; (D) notification of Developers award of funding; (E) input in the design of housing units, buildings, amenities and common areas, including architectural design and landscaping; (F) resident employment or the use of resident-owned businesses in such major physical transformation or disposition activities and in future property management operations; (G) future resident services, property management, security and any enrichment features affecting residents' quality of life; (H) the level of occupancy that will be maintained in advance of the major physical transformation or disposition activities; (I) new rent levels, the affordability of such new rent levels for current residents and the duration of any affordability restrictions; (J) home ownership opportunities; (K) displacement of current residents, temporary and permanent relocation plans and relocation benefits; (L) the number of housing units that will be lost due to such major physical transformation or disposition activities and any plans to replace such housing units; (M) plans, procedures and qualifications for the occupancy of units by current residents, at the conclusion of such major physical transformation or disposition activities; and (N) the governance of the entity that will own, lease or otherwise control the real property or portion thereof and how such governance may affect such residents, including any changes to grievance procedures, residents' rights and residents' opportunities to participate in management decisions.
9. Construction Phases – Prior to the beginning of construction, Developer will provide the Redevelopment Committee with the initial construction schedule. Subsequent to the start of construction, Developer will schedule meetings with Redevelopment Committee to, among other things, review scheduled progress and identify any changes to the schedule. These meetings will be scheduled to take place immediately prior to Developer's regularly scheduled meetings with Parkside Village Resident Association;
10. Management – Developer will provide Parkside Village Resident Association with advance notice and opportunities for input on drafts of any policies and procedures to be implemented, including but not limited to application procedures, tenant

selection plan, form of lease, maintenance procedures, grievance procedures and community rules and regulations.


The Parties have each authorized the signatories below to commit to the terms and the spirit of this Resident Participation Plan, and commit to retain an open line of communication to assure that this Plan, the redevelopment of Parkside Village I, and the development and ultimate implementation of the Redevelopment Plan will benefit the residents.

  
Parkside Village Resident Association  
By: James G. Kavanaugh, President

9/6/17  
Date

  
Branford Housing Authority  
By: Douglas Denes, Chairman

9.6.17  
Date

  
Beacon Communities Development LLC  
By:

5.18.17  
Date

