

CHESTER BOWLES PARK 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 Bowles Park Resident Participation Plan ("RPP"), is being entered into between and among The Housing Authority of the City of Hartford ("HACH"), Overlook Village Redevelopment Associates, LP ("Developer") and the Chester Bowles Park Tenant Association ("CBP-TA"), collectively, ("Parties").

HACH is focused on providing its residents with the best possible affordable housing options. In furtherance of this, HACH has engaged Developer and is embarking on a study to determine the best way to revitalize Chester Bowles Park ("CBP"). This study and, ultimately, the revitalization of CBP is necessary because the development is presently in need of major physical improvements and code compliance. The study, which will solicit and as appropriate include input from the CBP-TA and CBP residents, will be the basis for the Master Planning Process for the entire CBP site.

HACH and the CBP-TA entered into a Resident Participation Plan MOA on August 14, 2012, and an addendum to the MOA in January 2014, reflecting HACH's commitment to engage the residents of CBP in the overall redevelopment process, including the process of selecting the Developer. HACH and Developer intend to engage the residents of CBP to solicit their input for the Master Plan for the redevelopment. It is the intent of HACH and Developer to continue to do so throughout the entire process to ensure that CBP residents have a voice, not only throughout the redevelopment process, but, also, in the ongoing management and operations of CBP.

The new development will be owned by Overlook Village, LLC, a to-be-formed entity, or its affiliate or designee, ("Owner") and the land, where CBP is presently located, will continue to be owned by HACH 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 CBP, 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 present residents of CBP as directed and approved by the Connecticut Department of Housing. Given the size of the overall site and the potential for redevelopment, the Developer anticipates that it will construct all the elements of the Master Plan in phases. The schedule of those phases, including which elements will be built in which phase, will all be established in the Master Plan, which may be amended from time to time.

The Parties shall jointly plan meetings to ensure meaningful resident participation throughout the redevelopment process. Regular meetings, including (1) all resident meetings; (2) tenant 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 CBP-TA is provided the opportunity to participate throughout the redevelopment process. 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. Support for Resident Association – Prior to redevelopment, HACH will use its best efforts to: (1) arrange for CBP-TA to use the existing community space at the Boys and Girls Club, when available; and (2) apply for and secure a grant in the amount of \$5,000 from CHFA that will be utilized to provide a computer, printer, file cabinet, copier, copy paper and general office supplies for the CBP-TA office.
2. CBP 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, former resident or applicant 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;
3. Each of the Parties will 1) maintain copies of all appropriate materials in one identified central location, 2) upon request, provide a reasonable number of copies of such materials to the requesting party, with the cost of providing copies to be borne by the requesting party and paid in full at the time the request is made, 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 and Spanish. Residents whose primary language is neither English nor Spanish may, upon giving notice to Developer and HACH, request that such communications be made available to a translator. All reasonable requests for translation services will be accommodated by the Developer and HACH. All redevelopment notices, meeting minutes and appropriate materials will be posted on the HACH website on a dedicated page for Redevelopment Activities, and Developer will, from time to time, prepare newsletters for distribution to residents. Developer and HACH will consider requests for reasonable accommodation for residents with documented special needs.
4. Design of future Community Space – Any redevelopment of CBP will include community space (“Community Room”) which can be used by the CBP-TA. Developer will seek input from residents on the various uses of the Community Room. Initially, Developer expects the Community Room will be designed to include appropriate bathroom and kitchen facilities as well as a computer room furnished

with computers, internet access, a printer; and one file cabinet in the Manager's office which will be available during normal business hours.

5. All existing residents of CBP, who remain in good standing, will be provided the opportunity to return and rent a unit in the redevelopment, once completed. While it is anticipated that rents will remain substantially the same as HACH is currently charging existing residents, it is understood that each individual's rent will be calculated 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;
6. A plan for relocation that complies with all applicable state and local relocation statutes and regulations will be developed jointly by HACH, the Developer and residents of CBP .With respect to this, Developer will engage the services of the Housing Education Resource Center ("HERC") to meet with and interview each and every existing resident of CBP 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. HACH will provide to HERC 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;
7. Employment – Chester Bowles Park residents will have access to the Developer's job notices and employment training opportunities which will be made available online on the Chester Bowles Park Redevelopment Page of the HACH website: www.hartfordhousing.org. In addition, residents will have access to internal and external job postings through physical distribution of notices to Resident Association leaders and HACH's website

Developer will notify the CBP-TA of all opportunities for employment at Chester Bowles Park 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 Chester Bowles Park.

The Developer plans to focus on identifying employment opportunities and business creation strategies for low income and minority residents, following the model set forth below. Developer will seek input from CBP residents on additional ways to enhance employment opportunities for residents, and work to adjust these strategies where necessary to assure the maximum benefit for residents, especially based upon the experience of each completed phase.

- a. Designate a Community Hiring Coordinator.
- b. As appropriate and applicable, the Developer will incorporate Section 3 type requirements in all bid solicitations for subcontractors.
- c. Require that bidders indicate in their proposals the number of positions anticipated from the project, the job classifications and salaries and whether those positions are full or part time, and training opportunities.
- d. Encourage bidders to consider positions beyond the site such as in their main office and include long-term opportunities.
- e. Conduct at least two job fairs on-site or at a location near the property at each phase of development to provide an opportunity for residents to apply for employment openings;
- f. Work with those CBP residents who indicate interest to help identify opportunities for existing resident-owned businesses or opportunities to start resident-owned businesses.
- g. Strive to develop partnerships with contractors that have successful minority hiring/Section 3 track records and with state, local, and community employment training organizations.
- h. Develop a process with the general contractor to provide that, when filling employment openings, it will give priority to qualified applicants who are also CBP residents.
- i. Notify residents of employment and training opportunities. Each notification should include, among other information, specific qualifications necessary to fill the available position(s) as well as the application and selection process.
- j. Hold periodic meetings with the contractor and subcontractors to review Section 3 goals.

Following construction of each phase, it is anticipated that Owner and the property manager will hire full-time personnel for various positions related to the on-going operation of each phase of the CBP housing community. To fill positions that are available, an affirmative outreach will be made to minority and women candidates as well as Section 3 individuals and businesses.

8. Design Phase – For the initial Master Planning Process, CBP-TA shall engage the CBP residents to establish a “Redevelopment Committee”, consisting of not more than three CBP residents, to represent the residents throughout the design and construction phases. Developer will hold meetings throughout all stages the Master 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 charrettes will be scheduled for the Redevelopment Committee:

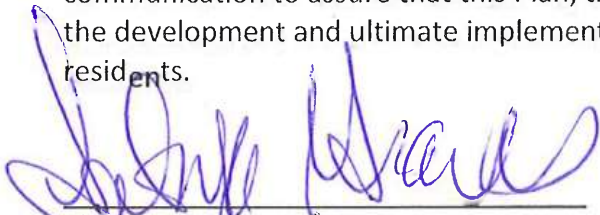
- a. Upon development of the preliminary site plan;
- b. Upon development of initial floor plans;
- c. Once building design and elevations have been established;
- d. At the time of final site plan and building design;
- e. Prior to the start of construction to present proposed fixtures, appliances, floor coverings; trim and landscaping.

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

9. Participation – As required by statute, the CBP residents shall participate with the Developer and HACH in all aspects of the prospective transformation of the Bowles Park Redevelopment, including but not limited to: (A) the details of the major physical transformation or disposition activities that HACH and the Developer intend to undertake and the projected time-line for such activities; (B) notification of Developers intent to pursue financing; (C) CBP will be 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) 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.

10. Construction Phases – Prior to the beginning of construction for each phase, Developer will provide 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 CBP-TA;
11. Management – Developer will provide CBP-TA with advance notice and opportunities for input on drafts of any policies and procedures to be implemented, including but not limited to application procedures, form of lease, maintenance procedures, grievance procedures and 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 Chester Bowles Park, and the development and ultimate implementation of the Master Plan will benefit the residents.



Chester Bowles Park Tenant Association
By: LaToya Graves, Vice-President

6/11/2015

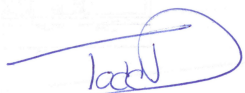
Date



Housing Authority of the City of Hartford
By: Annette Sanderson, Executive Director

6/11/2015

Date



Overlook Village Redevelopment Associates, LP
By: Overlook, LLC
By: Todd D. McClutchy, Manager

6/11/2015

Date