



**HOUSING COMMISSION AGENDA**  
**Regular Meeting Date: December 8, 2021**  
**Time: 8:00 a.m.**

Due to the COVID-19 public health emergency, the Housing Commission meetings are teleconferenced to protect the public’s health and prevent the disease and its variants from spreading in our communities. The public can attend, comment and participate in the Housing Commission meetings through Zoom or by telephone. Here are the instructions on how to access this meeting:

<b>How to attend this meeting using the Zoom Video Conference platform:</b>		
<p><b>Join by clicking on this link:</b> <a href="https://us02web.zoom.us/j/88460095724">https://us02web.zoom.us/j/88460095724</a></p>	<p>Use your computer or laptop and go to: <a href="https://zoom.us/join">https://zoom.us/join</a></p> <p>Type in/enter Meeting ID: <u>884 6009 5724</u></p>	<p>Use your mobile device such as a cell phone, iPad and/or tablet. If you don’t have the Zoom app on your device, first download the Zoom app to your device (it’s free) then go in the app and tap on “Join Meeting.”</p> <p>Type in/enter Meeting ID: <u>884 6009 5724</u></p>

<b>How to participate in this meeting by phone:</b>
Dial: 1-888-788-0099 then when prompted, enter Meeting ID: <u>884 6009 5724</u>

**PUBLIC COMMENT**

Members of the public can email their comment(s) to [melissat@haca.net](mailto:melissat@haca.net) and/or give their comment(s) at the meeting during the “Public Comment” portion of the agenda. If the comments are on a particular agenda item, the public may comment on that item when the Housing Commission Chair calls for public comments on that agenda item. Public comments submitted by email should include the person’s name, meeting date and if applicable, the agenda item. Members of the public who speak during the Commission meeting should state their name for the record. There is a time limit of 3 minutes for each public speaker. The Chairperson has the discretion to further limit this time if warranted by the number of public speakers who wish to address the Housing Commission. Thank you for your understanding and flexibility during the COVID-19 public health emergency. If you have any questions, please email [melissat@haca.net](mailto:melissat@haca.net) or call (510)727-8511.

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**HOUSING COMMISSION AGENDA**  
**Regular Meeting: December 8, 2021**  
**Time: 8:00 a.m.**

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<b>1. CALL TO ORDER / ROLL CALL</b>		
<b>2. RESOLUTION NO. 12-21 APPROVING THE IMPLEMENTATION OF TELECONFERENCING REQUIREMENTS UNDER GOVERNMENT CODE SECTION 54953(e) (AB361)</b>	<b>ACTION</b>	<b>3</b>
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**TELECONFERENCING REQUIREMENTS**

**RESOLUTION NO. 12-21**

**APPROVING THE IMPLEMENTATION OF TELECONFERENCING  
REQUIREMENTS UNDER GOVERNMENT CODE 54953(e) (AB361)**

**HOUSING AUTHORITY OF THE COUNT OF ALAMEDA**

**AGENDA STATEMENT**

Meeting: December 8, 2021

Subject: Consideration to Approve Resolution to Implement  
Teleconferencing Requirements Pursuant to Government Code  
section 54953 (e) (AB 361)

Exhibits Attached: Resolution No. 12-21

Recommendation: Adopt Resolution

Financial Statement: None

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**BACKGROUND**

On March 17, 2020, to address the need for public meetings during the present public health emergency caused by the COVID-19 virus, Governor Newsom issued Executive Order No. N-29-20, suspending the existing requirements and criteria under the Brown Act enabling public agencies to conduct their public agenda meetings by teleconference.

On June 11, 2021, Governor Newsom issued Executive Order No. N-8-21, continuing the suspension of the Brown Act's teleconferencing requirements through September 30, 2021. Both these Executive Orders allowed public agencies to meet virtually without providing members of the public the right to access the locations from which members of the public agency's elected officials participated in meetings, thereby eliminating the access requirements under the standard Brown Act teleconference requirements.

On September 16, 2021, Governor Newsom signed into law, Assembly Bill ("AB") 361, amending Government Code section 54953 to provide authority and specific requirements for public agencies to continue to hold virtual meetings after September 30, 2021, during a proclaimed state of emergency and remain in compliance with the Brown Act (Gov. Code §§ 54950, *et seq.*).

**DISCUSSION**

The new law enacted by AB 361 requires a notice requirement which provides members of the public instructions on how to access the public agency's virtual meetings enabling members of the public to communicate directly with the agency's elected body during the allotted public comment time. In contrast, the prior Executive Orders issued by Governor Newsome limited public comments to only comments submitted in advance of the meeting.

AB 361 also adds a procedural requirement requiring public agencies to adopt a resolution in advance of conducting any further virtual public meetings. Government Code section 54953(e) permits legislative bodies and public agencies to make decisions whether to hold virtual meetings at the time of the meeting and does not restrict it to one-time use. At your October meeting, your Commission adopted Resolution No. 10-21 to approve the implementation of teleconferencing requirements pursuant to AB361. AB 361 requires public agencies to adopt subsequent resolutions every 30 days to continue the use of virtual meetings. Since your Commission did not hold its regular meeting in November staff is recommending that your Commission approve a resolution implementing the teleconferencing requirements pursuant to Government Code section 54953(e) as amended by AB 361.

Upon approval of the resolution your Commission may proceed with the rest of the regular agenda.

**HOUSING AUTHORITY OF THE COUNTY OF ALAMEDA**

**RESOLUTION NO. 12-21**

**APPROVING THE IMPLEMENTATION OF TELECONFERENCING REQUIREMENTS UNDER  
GOVERNMENT CODE SECTION 54953 (e) (AB 361)**

**WHEREAS**, on March 17, 2020, Governor Newsom issued Executive Order N-29-20 that suspended the teleconference rules set forth in the California Open Meeting law, Government Code section 54950, *et seq.* (the “Brown Act”), which provided certain requirements were met and followed; and

**WHEREAS**, on June 11, 2021, Governor Newsom issued Executive Order N-08-21 that clarified the suspension of the teleconferencing rules set forth in the Brown Act, and further provided that those provisions would remain suspended through September 30, 2021; and

**WHEREAS**, a further required condition of Government Code section 54953(e) is that state or local officials have imposed or recommended measures to promote social distancing, and;

**WHEREAS**, due to the seriousness of the current pandemic situation, the Housing Authority of the County of Alameda requires all employees to wear facial coverings indoors when not in a private office and remain socially distanced; and

**WHEREAS**, Government Code section 54953(e) requires that the public agency make additional findings every thirty (30) days to continue virtual meetings.

**NOW, THEREFORE, BE IT RESOLVED:**

1. All the above recitals are true and correct and are incorporated into this Resolution by this reference.
2. The Commission finds that state and local officials have imposed or recommended measures to promote social distancing.
3. The Commission therefore determines that it and its legislative body shall conduct their meetings virtually by teleconferencing in accordance with Government Code section 54953(e)
4. This Resolution expires thirty (30) days after the date of its adoption only to the extent required by law. Otherwise, this Resolution shall remain in effect until repealed by the Commission or pursuant to action by the Commission.

HOUSING AUTHORITY OF THE COUNTY OF ALAMEDA  
RESOLUTION NO.: 12-21: APPROVING THE IMPLEMENTATION OF TELECONFERENCING REQUIREMENTS UNDER  
GOVERNMENT CODE SECTION 54953 (e) (AB 361)  
DECEMBER 8, 2021

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**PASSED, APPROVED AND ADOPTED** by the Housing Commission of the Housing Authority of the County of Alameda on this 8<sup>th</sup> day of December 2021 by the following vote:

**AYES:**

**NOES:**

**ABSTAIN:**

**EXCUSED:**

**ABSENT:**

**ATTEST:**

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Kurt Wiest  
Housing Commission Secretary/Executive Director

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Peggy McQuaid  
Housing Commission Chairperson

Adopted: December 8, 2021

**MINUTES**  
**October 13, 2021**





**SUMMARY ACTION MINUTES**

**HOUSING COMMISSION**

**Regular Meeting: October 13, 2021**

**Meeting Time: 8:00 a.m.**

*Based on guidance provided by the Centers for Disease Control Prevention, Governor Newsom’s Executive Orders and Alameda County Public Health officials, HACA’s office building is temporarily closed to the public and in-person meetings have been suspended until further notice. This Housing Commission meeting was conducted on the Zoom video conference platform and by phone.*

**1. CALL TO ORDER / ROLL CALL**

**CALL TO ORDER:**

Chairperson McQuaid called the meeting to order at 8:00 a.m.

**ROLL CALL:**

**Present:**

Commissioner Pete Ballew	Commissioner Monith Ilavarasan
Commissioner Scott Donahue	Commissioner Shawn Kumagai
Commissioner Angela Finley	Commissioner Sara Lamnin
Commissioner Pat Gacoscos	Chairperson Peggy McQuaid
Commissioner Michael Hannon	

**Excused:**

Commissioner Andrew Serna  
Vice Chairperson Yang Shao

**2. RESOLUTION 10-21: APPROVING THE IMPLEMENTATION OF TELECONFERRING REQUIREMENTS UNDER AB361**

Kurt Wiest, Executive Director, introduced this item. Mr. Wiest indicated that all HACA staff are in strict compliance with various safety protocols including wearing masks and continued social distancing. Melissa Taesali, Executive Assistant, presented the staff report. She explained that newly enacted Assembly Bill 361 (AB361) amends the Brown Act and summarized the amendments that allows for continued teleconferencing. Charla Freckmann, Human Resources Manager, described some of the specific requirements of AB361. Ms. Taesali recommended that the Commission adopt Resolution No. 10-21.

Recommendation: Adopt Resolution No. 10-21 approving the implementation of teleconferencing requirements under AB361.

Commission Discussion: Cmr. Hannon and Mr. Wiest discussed factors that staff will consider for re-opening HACA’s office building to the public. Chairperson McQuaid noted

that the meeting agenda shows the resolution number as 10-01. Ms. Taesali stated for the record that the correct resolution number is 10-21.

Motion/Second: Hannon/Donahue.

Upon a roll call of the votes being taken the votes were:

Ayes: C Mrs. Ballew, Donahue, Finley, Gacoscos, Gerry, Hannon, Kumagai, Ilavarasan, Lamnin, and McQuaid.

Motion passed. **APPROVED AS RECOMMENDED.**

**3. ACTION: APPROVAL OF THE MINUTES OF THE SEPTEMBER 8, 2021 MEETING**

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Recommendation: Approve the summary action minutes of the September 8, 2021 Housing Commission meeting with the following correction:

*Chairperson McQuaid called the meeting to order at 8:02 a.m.*

Motion/Second: Gacoscos/Ballew.

Upon a roll call of the votes being taken the votes were:

Ayes: Ayes: C Mrs. Ballew, Donahue, Finley, Gacoscos, Gerry, Hannon, Kumagai, Ilavarasan, Lamnin, and McQuaid.

Abstain: C Mrs. Donahue and Gerry.

Motion passed. **APPROVED AS RECOMMENDED.**

**4. PUBLIC COMMENT- ON MATTERS NOT ON THE AGENDA**

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None.

**5. INFORMATION: EXECUTIVE DIRECTOR'S REPORT**

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Kurt Wiest, Executive Director, presented his report. Mr. Wiest welcomed new Commissioners Scott Donahue, Emeryville's representative on the Housing Commission and Andrew Serna, HACA's new Senior Tenant Commissioner. He also announced that Charla Freckmann, Human Resources Manager, has accepted a new opportunity at the City of Petaluma, and will be leaving HACA. The Housing Commission congratulated Ms. Freckmann. Mr. Wiest provided the status of federal, state and local eviction moratoriums and provided an update on HACA's operations relative to COVID-19.

**6. NEW BUSINESS**

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**6-1. RESOLUTION NO. 11-21: APPROVING THE PROPOSED BENEFIT PAYMENT STANDARDS FOR THE SECTION 8 HOUSING CHOICE VOUCHER PROGRAM**

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Mr. Wiest introduced this item. Oscar Macias, Administrative Analyst II, presented the staff report. Mr. Macias explained what the Section 8 Housing Choice Voucher (Section8) Benefit Payment Standards (BPS) are and that the BPS for each city is set based on the Fair Market Rents (FMRS) that HUD issues each year. He described the analysis of the FMRS that staff conducted, summarized the findings and recommended that the Housing Commission adopt Resolution No. 11-21 approving the proposed Section 8 BPS. Ms. Taesali stated for the record that the correct resolution number is Resolution 11-21.

Recommendation: Adopt Resolution No. 11-21 approving the Benefit Payment Standards for the Section 8 Housing Choice Voucher Program.

Public Comment: Marquita Stroud, a member of the public who was participating in the meeting by phone, commented on an issue she is having with the Section 8 Housing Choice Voucher Program.

Commission Discussion: None.

Motion/Second: Gerry/Ilvarasan.

Upon a roll call of the votes being taken the votes were:

Ayes: Ayes: Cmr. Ballew, Donahue, Finley, Gacoscos, Gerry, Hannon, Kumagai, Ilvarasan, Lamnin, and McQuaid.

Motion passed. **APPROVED AS RECOMMENDED.**

**6-2. ACTION: APPROVE THE COST OF LIVING ADJUSTMENT FOR HACA MANGEMENT EMPLOYEES AND CONTINUE THE MANGEMENT COMPENSATION POLICY**

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Mr. Wiest introduced this item. Charla Freckmann presented the staff report. In follow-up to Mr. Wiest's announcement that she will be leaving HACA, Ms. Freckmann thanked the Housing Commission for working with her throughout the years. Ms. Freckmann described HACA's Management Compensation Policy and reported that a survey of housing authorities, cities and counties in HACA's comparability pool was conducted to determine the Cost of Living Adjustment (COLA) for HACA's management employees. She reported that based on the results of the survey the average COLA is Ms. Freckmann recommended that the Housing Commission approve a salary adjustment of 2.7% retroactive to June 12, 2021, the beginning of the first pay period of the fiscal year and that the Housing Commission authorize the continuation HACA's Management Compensation Policy.

Recommendation: Approve a salary adjustment of 2.7% retroactive to June 12, 2021, the beginning of the first pay period of the fiscal year, and continue HACA's Management Compensation Policy.

Commission Discussion: Chairperson McQuaid and Commissioners Mark Gerry and Pete Ballew thanked Charla and wished her the best. Commissioner Lamnin and Ms. Freckmann discussed the COLA for HACA’s non-management employees that was negotiated for the current Memorandum of Understanding (MOU) between SEIU Local 1021 and HACA. Commissioner Hannon and Ms. Freckmann discussed the number of management employees.

Motion/Second: Hannon/Donahue.

Upon a roll call of the votes being taken the votes were:

Ayes: Cmr. Ballew, Donahue, Finley, Gacoscos, Gerry, Hannon, Kumagai, Ilavarasan, Lamnin, and McQuaid.

Motion passed. **APPROVED AS RECOMMENDED.**

**6-3. INFORMATION: PROGRAM ACTIVITY REPORT**

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Jennifer Cado, Senior Administrative Analyst, presented the staff report. Daniel Taylor, Special Programs Manager, announced that the Family Self-Sufficiency (FSS) Program’s annual *It’s Your Time to Shine* event will be virtual and is scheduled for November 10. He invited all Commissioners to attend.

Commission Discussion: Cmr. Hannon thanked staff for the cumulative report. He and Ms. Laura Broussard Rosen, Deputy Executive Director, discussed plans for an future presentation on the Housing Quality Standards inspection process. Cmr. Finley and Ms. Cado discussed HACA’s Section 8 Wait List.

**7. COMMISSIONER REPORTS**

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Chairperson McQuaid reported on the City of Albany’s *Property Owners Forum* virtual event held on October 7 and thanked Mr. Macias and Ms. Taesali for their help on this event. Cmr. Lamnin all to attend an upcoming memorial dedicated to children who have been lost to violence scheduled for October 22 at 7:30 p.m. Cmr. Kumagai, Cmr. Gerry and Chairperson McQuaid discussed the incoming families from Afghanistan who are seeking refuge in Alameda County and working together with other organizations on efforts to support these families. Chairperson Hannon thanked Ms. Freckmann for her 10 years of service.

**8. ADJOURNMENT**

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There being no further business to discuss Chairperson McQuaid adjourned the meeting at 9:00 a.m.

Respectfully submitted,

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Melissa Taesali  
Executive Assistant/Housing Commission Clerk

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Kurt Wiest  
Executive Director/Housing Commission Secretary

**Approved:**

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Peggy McQuaid  
Housing Commission Chairperson

# **EXECUTIVE DIRECTOR'S REPORT**

**December 8, 2021**

**HOUSING AUTHORITY OF THE COUNTY OF ALAMEDA**

**EXECUTIVE DIRECTOR'S REPORT**

Meeting Date: December 8, 2021

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1. **Management Staff Change – Financial Accounting Manager:** Earlier this year an accountant position in HACA's Finance department became open upon the retirement of Andre Velarde. We welcome Alicja Hermanson as our new Financial Accounting Manager.

Alicja brings a wealth of direct experience to the position, along with a Bachelor's degree in Accounting and a Masters in Business Administration. Alicja comes to us from Contra Costa County government, where she most recently was the Departmental Fiscal Officer in the Employment & Human Services department. We are pleased to have Alicja join our management team.

2. **Recruitment Update for Open Management Positions:** We are currently actively recruiting for three management classifications: Housing Programs Manager (2), Human Resources Manager, and Procurement Manager. Interviews for the two Housing Programs Manager were held on December 2. Staff is in the process of scheduling the interviews for the Procurement Manager and Human Resources Manager positions for later this month.
3. **Upgrade of Atherton Building Security System:** In November we completed a total revamp of the security alarm and surveillance camera systems for our main office building. The original systems were based on technologies that have been vastly improved over the last decade. There is a significant amount of foot traffic during the day and after-hours activity in the cul-de-sac where the Atherton building is situated and we desire to have systems in place to ensure safety and security for our staff and property.
4. **COVID-19 and HACA Operations:** The challenges of the health pandemic continue into the 22<sup>nd</sup> month. HACA staff are doing an exemplary job meeting the needs of households we serve. COVID-19 virus variants are the most recent obstacle, coupled with less-than-desired percentages of individuals in the Bay Area, Alameda County, and HACA staff who have been immunized. We continue to follow strict health and safety guidelines within our workspace.

We are monitoring closely the actions of other public and private entities regarding appropriate measures and timelines to resume in-person contact with those we serve. At present we aren't instituting vaccine mandates among HACA employees but continue to encourage all to receive the vaccine and boosters as they are proven to be the most effective deterrent to the perils of the coronavirus. HACA offices remain closed to the public.

We will evaluate changes in operations at such time as when Alameda County's Public Health Order is modified.

**NEW BUSINESS**  
**December 8, 2021**

**BUDGET STATUS**  
**REPORT**



HOUSING AUTHORITY OF THE COUNTY OF ALAMEDA  
 BUDGET STATEMENT OF REVENUES, AND EXPENSES  
 FOR THE PERIOD ENDED SEPTEMBER 30, 2021

	Housing Choice Voucher			Housing Development Fund			PACH		
	Approved Budget FY 2021-2022	Budget 09/30/2021	Actuals 09/30/2021	Approved Budget FY 2021-2022	Budget 09/30/2021	Actuals 09/30/2021	Approved Budget FY 2021-2022	Budget 09/30/2021	Actuals 09/30/2021
<b>Housing Assistance Payments (HAP)</b>									
Est. HUD PHA grants-HAP	135,496,077	33,874,019	34,528,153						
Less: Est. HAP expenses	135,537,912	33,884,478	33,509,899						
<b>Operating Income</b>									
Rental revenue - tenants	-	-	-	143,000	35,750	35,785	1,417,176	354,294	326,023
Other revenue -tenants	-	-	-	-	-	-	110,081	27,520	27,519
HUD PHA grants (Including Covid 19 Admin. Funds)	7,836,815	1,959,204	1,946,546	-	-	-	3,760,704	940,176	966,947
Other revenue	327,518	81,880	78,475	42,500	10,625	-	3,500	875	2,531
Other revenue - property management fees	-	-	-	1,762,440	440,610	440,610	-	-	-
Investment income	-	-	-	19,000	4,750	2,217	16,460	4,115	5,780
<b>Total</b>	<b>8,164,333</b>	<b>2,041,084</b>	<b>2,025,021</b>	<b>1,966,940</b>	<b>491,735</b>	<b>478,612</b>	<b>5,307,921</b>	<b>1,326,980</b>	<b>1,328,800</b>
<b>Operating Expenses</b>									
Administrative salaries	(4,830,163)	(1,207,541)	(906,641)	(511,713)	(137,769)	(75,609)	-	-	-
Administrative expenses	(1,993,080)	(498,270)	(447,073)	(104,620)	(26,155)	(28,297)	(896,678)	(224,170)	(336,887)
Property Management and Administrative Service Fees							(1,670,400)	(417,600)	(417,600)
Utilities	-	-	-	(44,190)	(11,048)	(16,369)	(229,153)	(57,288)	(58,882)
Covid 19 Expenses	-	-	-	-	-	-	-	-	-
Maintenance services	-	-	-	(147,164)	(36,791)	(38,048)	(1,279,634)	(319,909)	(166,875)
General expenses	(181,375)	(45,344)	(22,834)	(14,137)	(3,534)	(9,131)	(194,946)	(48,737)	(46,981)
Employee benefits	(2,753,193)	(688,298)	(556,493)	(368,110)	(92,028)	(66,897)	-	-	-
<b>Total</b>	<b>(9,757,811)</b>	<b>(2,439,453)</b>	<b>(1,933,041)</b>	<b>(1,189,934)</b>	<b>(307,325)</b>	<b>(234,351)</b>	<b>(4,270,811)</b>	<b>(1,067,704)</b>	<b>(1,027,225)</b>
<b>Income (Loss)</b>	<b>(1,593,478)</b>	<b>(398,369)</b>	<b>91,980</b>	<b>777,006</b>	<b>184,410</b>	<b>244,261</b>	<b>1,037,110</b>	<b>259,276</b>	<b>301,575</b>

<b>Cash &amp; Investments as of 09/30/2021</b>			<b>4,459,932</b>			<b>4,755,773</b>			<b>12,760,061</b>
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Restricted	2,612,000
Unrestricted	10,148,061
<b>Total</b>	<b>12,760,061</b>

**HOUSING AUTHORITY OF THE COUNTY OF ALAMEDA**

**AGENDA STATEMENT**

Meeting: December 8, 2021

Subject: HACA's Financial Sustainability

Exhibits Attached: None

Recommendation: Receive presentation

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**DISCUSSION**

At the June 2021 Housing Commission meeting, your Commission directed staff to review HACA's short- and long-term financial stability.

At your December Commission meeting, staff will present a PowerPoint presentation that outlines the steps that are being taken in the short-term to reduce deficits, the long-term risks associated with HUD's administrative funding, and some of the strategies that staff is exploring to address HACA's operating fund deficits.

# **PROGRAMS ACTIVITY** **REPORT**

**HOUSING AUTHORITY OF THE COUNTY OF ALAMEDA**

**AGENDA STATEMENT**

Meeting: December 8, 2021

Subject: Programs Activity Report

Exhibits Attached: Section 8 Contract and Housing Assistance Payments (HAP) Report; Section 8 Average Contract Rent Report; Landlord Rental Listing Report; FSS Program Monthly Report

Recommendation: Receive Report

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**SECTION 8 HOUSING CHOICE VOUCHERS (HCV)**

- **Lease-Up:** The below chart provides the number of Section 8 HCV program units under contract. This number includes HACA vouchers and portability clients for which we are being billed by the receiving housing authority but excludes portability clients for which we are billing the initial housing authority.

	12/1/2021	11/1/2021	11/1/2020
	6,562	6,540	6,123

- **HCV Program Utilization:** The below chart provides the average HAP subsidy, average tenant-paid portion, and average contract rent. These amounts include HACA vouchers, but do not include incoming and outgoing portability clients.

	12/1/2021	11/1/2021	11/1/2020
Average HAP Subsidy	\$1,736	\$1,769	\$1,728
Average Tenant-Paid Rent	\$536	\$548	\$541
Average Contract Rent	\$2,272	\$2,316	\$2,270

- The below chart provides the outgoing billed portability contracts (i.e., HACA voucher holders who are housed in another housing authority’s jurisdiction) and incoming portability contracts where HACA billed other housing authorities.

	12/1/2021	11/1/2021	11/1/2020
Outgoing Billed Portability Contracts	78	79	157
Incoming Portability Contracts	79	79	438

- PACH has 230 project-based voucher (PBV) units. The chart below provides the number of these units that are leased.

12/1/2021	11/1/2021	11/1/2020
224	224	227

- **Section 8 Contract Reports:** Copies of the Contract Reports are attached. The Section 8 Contract and HAP Report includes HACA certificates, HACA vouchers and portability clients for which we are billing the initial housing authority. The Section 8 Average Contract Rent Report includes HACA vouchers and portability clients for which we are billing the initial housing authority.
- **Landlord Rental Listings:** As of December 1, 2021, there were 58 active properties listed.

	1/4/21	2/1/21	3/1/21	4/1/21	5/3/21	6/1/21	7/1/21	8/1/21	9/1/21	10/1/21	11/1/21	12/1/21
Units	92	97	95	111	97	89	72	67	58	51	54	50

**HOUSING AUTHORITY OF THE COUNTY OF ALAMEDA**  
**Section 8 Contract and HAP Report for the month of November 2021**

City	Certificates		Vouchers		NOVEMBER 2021 TOTAL		NOVEMBER 2020	NOVEMBER 2019
	Number	HAP* based on avg \$ 2,044	Number	HAP** based on avg \$ 1,774	Number	HAP		
Albany	0	\$0	12	\$21,288	12	\$21,288	12	12
Castro Valley	3	\$6,132	231	\$409,794	234	\$415,926	225	216
Dublin	3	\$6,132	417	\$739,758	420	\$745,890	409	401
Emeryville	6	\$12,264	155	\$274,970	161	\$287,234	157	146
Fremont	19	\$38,836	1,184	\$2,100,416	1,203	\$2,139,252	1,120	1,086
Hayward	36	\$73,584	1,836	\$3,257,064	1,872	\$3,330,648	1,884	1,928
Newark	6	\$12,264	228	\$404,472	234	\$416,736	228	228
Pleasanton	3	\$6,132	288	\$510,912	291	\$517,044	259	217
San Leandro	14	\$28,616	1,307	\$2,318,618	1,321	\$2,347,234	1,321	1,345
San Lorenzo	2	\$4,088	176	\$312,224	178	\$316,312	179	185
Union City	9	\$18,396	706	\$1,252,444	715	\$1,270,840	705	698
<b>TOTALS</b>	<b>101</b>	<b>206,444</b>	<b>6,540</b>	<b>11,601,960</b>	<b>6,641</b>	<b>11,808,404</b>	<b>6,499</b>	<b>6,462</b>

\* Based on an average November Housing Assistance Payment (HAP) of \$2,044 per certificate contract

\*\*Based on an average November Housing Assistance Payment (HAP) of \$1,774 per voucher contract

## HOUSING AUTHORITY OF THE COUNTY OF ALAMEDA

Section 8 Average Contract Rent Report for the Month of November 2021

City	Number of HAP Contracts (HCV Only)	Average Contract Rent	Average HAP Paid by HACA	Average Rent Paid by Family	Average Family-Paid Rent as a Percentage of Average Contract Rent
Albany	12	\$1,669	\$1,286	\$383	23%
Castro Valley	231	\$2,349	\$1,804	\$545	23%
Dublin	417	\$2,311	\$1,798	\$513	22%
Emeryville	155	\$1,926	\$1,425	\$501	26%
Fremont	1,184	\$2,450	\$1,917	\$533	22%
Hayward	1,836	\$2,234	\$1,690	\$545	24%
Newark	228	\$2,617	\$1,927	\$690	26%
Pleasanton	288	\$2,139	\$1,699	\$440	21%
San Leandro	1,307	\$2,241	\$1,703	\$537	24%
San Lorenzo	176	\$2,540	\$1,904	\$636	25%
Union City	706	\$2,492	\$1,891	\$601	24%

\*Some rents may vary by \$1 due to rounding

This report includes HACA vouchers and portability clients for which we are billing the initial housing authority.

**HOUSING AUTHORITY OF THE COUNTY OF ALAMEDA**

**AGENDA STATEMENT**

Meeting: December 8, 2021

Subject: Family Self-Sufficiency Program Summary

Exhibits Attached: None

Recommendation: Receive Report

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**FSS PROGRAM NEWS**

**12th Annual It's Your Time to Shine Celebration**

On Wednesday, November 10, 2021, the FSS team held its 12th annual "It's Your Time to Shine" event. This year's event was held through Zoom. The celebration began with a welcoming statement from HACA's Executive Director, Kurt Wiest, and Chairperson Peggy McQuaid. The evening was hosted by HACA's Special Programs Manager, Daniel Taylor. The accomplishments of FSS participants and graduates were recognized and the NAHRO "What Home Means to Me" poster contest winner from HACA were acknowledged.

The fourth annual Christine Steiner Inspiration Award winner, Jasmine V., was acknowledged for her determination and perseverance to overcome challenges, while serving as a role model to inspire others. The second annual Christine Gouig Youth Leadership Award was presented to, Mitchell O. Mitchell was acknowledged for his outstanding achievements in one or more of the following areas: academics, athletics, community service, and the arts.

HACA Commissioners Pete Ballew, Angela Finley, Pat Gacoscos, Michael Hannon, Sara Lamnin, Peggy McQuaid, Yang Shao attended. Former HACA Executive Director Christine Gouig, former HACA Finance Director Cathy Leoncio and HACA staff also attended. The celebration was an inspiring and successful event.

**2021 Giving Connection Program**

The FSS team is preparing for our annual holiday Giving Connection program. Through generous donations from HACA Commissioners, HACA staff and others, we can make the holidays a little brighter for our FSS participant families. The donations will be used to purchase electronic Target gift cards for the families. Our participant families are always grateful. The Giving Connection will run throughout the month of December.



**FSS PROGRAM SUMMARY**

<b>Program Summary</b>	<b>November 2021</b>
Total Clients Under Contract:	215
Graduates:	0
Escrow Disbursed:	\$0
Ports In:	0
Ports Out:	0
Terminations:	0
New Contracts:	6
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Case Management Referrals:	16
Job Referrals:	5