



HOUSING COMMISSION AGENDA
Regular Meeting: February 8, 2012

Time: 8:00 a.m.

HACA Board Room, 22941 Atherton Street, Hayward, CA 94541-6633

*The public is welcome at all Housing Commission meetings. If you wish to speak on a matter **NOT** on the Agenda, please file a Public Comment card with the Commission Clerk. Upon recognition by the Chairperson during Public Comment, state your name, comments and/or questions. Anyone wishing to address the Commission on an agenda item or on business introduced by the Housing Commission may do so when the Chairperson calls for comments on the agenda item. Please be brief and limit your comments to the specific subject under discussion. **NOTE:** Only matters within the Housing Commission's jurisdiction may be addressed.*

To allow the opportunity for all to speak, a time limit of 3 minutes has been set for public speakers wishing to address the Housing Commission. The Chairperson has the discretion to further limit this time if warranted by the number of speakers.

*The Housing Commission Secretary of the Housing Authority of the County of Alameda has, on **Thursday, February 2, 2012**, duly distributed this Agenda to the Clerk of the Board of Supervisors for posting in the office of the Alameda County Administration Building and has posted it on the bulletin board of the Housing Authority of the County of Alameda.*

AMERICANS WITH DISABILITIES: In compliance with the Americans with Disabilities Act, if special assistance to participate in this meeting is needed, please contact the Housing Authority office at (510) 727-8511. Notification at least 48 hours prior to the meeting will enable the Housing Authority to make reasonable arrangements.

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MINUTES
January 11, 2012



**HOUSING COMMISSION MINUTES
REGULAR MEETING: JANUARY 11, 2012, 8:00 A.M.
HACA BOARD ROOM**

SUMMARY ACTION MINUTES

1. CALL TO ORDER/ROLL CALL

Call to Order

Chairperson Steiner called the meeting to order at 8:03 a.m.

Roll Call

Present: Cmr. Atkin, Biddle, Cashmere, Gacoscos, Haddock, Iosefa, Medina, Natarajan, Peixoto, Reed, and Steiner

Excused: Cmr. Gerry

2. ACTION: APPROVAL OF THE MINUTES OF THE NOVEMBER 9, 2011 MEETING

Recommendation: Approve the minutes of the November 9, 2011 meeting as presented.

Motion/Second: Natarajan/Gacoscos.

Ayes: All Motion passed.

APPROVED AS RECOMMENDED.

3. PUBLIC COMMENT – On matters not on the agenda

Cmr. Atkin announced that she will be leaving the Commission. She commented that she has served on the Commission for over a decade and that it is time to give another representative from the City of Emeryville the opportunity to learn about the Housing Authority and its programs. Cmr. Atkin indicated that the City of Emeryville has appointed Councilmember Jac Asher to replace her on the Commission.

Before moving on to New Business, Chairperson Steiner announced that Cmr. Roberto Medina is leaving the Commission and that this is his last meeting. She introduced Resolution No. 01-12 to recognize Cmr. Medina for his years of service. Christine Gouig, Executive Director, read the resolution and copies were distributed at the meeting. The Commission applauded Cmr. Medina. Cmr. Medina expressed his appreciation for the recognition and thanked the staff and Commission for their support during his term.

4. NEW BUSINESS

4-1. ACTION: REVISIONS TO HACA'S SECTION 8 ADMINISTRATIVE PLAN

Ron Dion, Deputy Director for Programs, presented the staff report. Mr. Dion stated that staff is proposing to amend two sections of the Section 8 Administrative Plan (Admin Plan). He described the revisions that 1) would allow modifications to the process for correcting Housing Quality Standards (HQS) failures and 2) would enable HACA to implement a discretionary subsidy

standard for Project-Based Voucher (PBV) units targeted for families with children.

Recommendation: Approve the proposed revisions to HACA's Section 8 Administrative Plan.

Commission Discussion: Cmr. Reed asked if the owners and/or participants are now going to be responsible for inspecting their own units. Mr. Dion replied that they won't be doing the inspections but will be responsible for certifying that any HQS deficiencies cited during HACA's inspection of the unit have been corrected.

Cmr. Cashmere asked how the revisions to the PBV subsidy standard would help to house more families. Jennifer Cado, Senior Administrative Analyst, explained that implementing this subsidy standard provides HACA with the flexibility needed to house families with children in the smaller PBV units. Christine Gouig commented that HACA needs this type of flexibility for special service type projects such as those that provide transitional housing.

Cmr. Peixoto asked if allowing the owners and participants to certify that HQS failures have been corrected exposes HACA to legal liabilities. Mr. Dion replied that while the possibility exists, the risk is minimal since a majority of the owners and/or participants in the program comply when they are required to correct HQS failures. Ms. Gouig commented that HACA is not prohibited from conducting any special inspections if deficiencies appear excessive or if HACA determines that a re-inspection is warranted. Mr. Dion stated that HACA will put quality control measures in place and evaluate the process to ensure that it is working. Cmr. Atkin commented that while having both the owner and participant certify the corrections provides a good system of checks and balances, the owners and participants may lack the expertise to make a proper certification of the corrections. Ms. Gouig stated that HACA's inspectors are very seasoned and the expectation is that the inspectors will alert their managers of severe HQS deficiencies that may require that HACA re-inspect the unit. Cmr. Natarajan commented that HACA needs to try this approach since funding and resources are extremely limited.

Public Comment:

A member of the public asked about possible cost savings with the change to the process for the HQS failure corrections. Mr. Dion indicated that the specific cost savings is not yet known but will be substantial over time given the severe cuts to HACA's funding.

Motion/Second: Natarajan/Atkin.

Ayes: All Motion passed.

APPROVED AS RECOMMENDED.

Before moving on to item 4-2., Chairperson Steiner called for a motion to adopt Resolution No. 01-12 recognizing Roberto Medina for his years of service on the Commission. Cmr. Natarajan made a motion to adopt the resolution and Cmr. Atkin seconded the motion. The motion passed unanimously.

4-2. INFORMATION: REPORT ON 3- AND 4-BEDROOM PUBLIC HOUSING AND PROJECT-BASED WAIT LIST OPENING

Jennifer Cado presented the staff report. Ms. Cado stated that on December 19-22 HACA held an opening for the 3- and 4-bedroom public housing and project-based voucher waitlist and that 3800 applications were received. She described HACA's outreach activities, provided the names of the community-based organizations that assisted HACA with the opening, and talked about the various activities that took place in preparation for the opening.

Commission Discussion: Cmr. Peixoto asked if staff communicated with CalWorks about this opening and Ms. Cado confirmed that staff reached out to the CalWorks centers, including the one-stop career center in Hayward. Cmr. Natarajan inquired about the number of applications received from this opening. Ms. Cado indicated that the number is consistent with the number of applications that were received in 2004 when the waitlist was last opened for these same bedroom sizes. Cmr. Natarajan commended staff for developing and using a web-based application for this opening.

Mr. Dion praised Ms. Cado for all the work that she did to prepare for and carry out this opening. Ms. Gouig commented that opening a waitlist is a massive undertaking and explained that there are many logistical details that need to be carried out. She summarized some of the activities that took place and named the HACA staff that helped with these activities, reading the following names into the record: Tom Makin, Ron Dion, Sharon DeCray, Irv Aragon, Jim McRoberts, George Smith, Filo Lopez, Jesus Flores, Corey White, Jamshid Galehzan, Lienchi Le, Roger Escobar, Carmen Contreras, Peggy VanDerBeek, Theresa Hernandez, Michelle Aragon, Daniel Taylor, Megan MacMahon, Michael Hodges, Linda Morgan-Lyles, Beth Nguyen, Ramona Flores, Donna Payne, Tonya Edmonds, Cathy Leoncio, Melissa Taesali and Barbara Zimmerman.

Chairperson Steiner asked if additional staff will be needed when the Section 8 waitlist is opened. Mr. Dion described plans that are in development to streamline the Section 8 waitlist. Chairperson Steiner asked if housing authorities within Alameda County are still working on plans to combine waitlists and create a regional waitlist. Ms. Gouig indicated that while this is still a goal among the housing authorities in Alameda County, there is a lack of funding to carry it out.

Cmr. Natarajan asked how applicants will be selected from the waitlist if date and time of application submittal is not a factor. Mr. Dion explained that applicants will receive preferences based on various criteria in the Admin Plan. He described some of these preferences and explained that applicants will be assigned to a category and entered into a lottery for that particular category.

4-3. INFORMATION: PROCUREMENT OF PAINTING SERVICES CONTRACT

Tom Makin, Deputy Director for Operations, presented the staff report. Mr. Makin reported that a contract for painting services, in the amount of \$79, 690, was awarded to Satellite Painting. He noted this is the second contract awarded from the original painting services bid.

Report received with no questions or comments from the Commission.

4-4. INFORMATION: PROCUREMENT OF REMODELING SERVICES CONTRACT

Tom Makin presented the staff report. Mr. Makin reported that a contract for remodeling services, in the amount of \$29,996, was awarded to Men of All Trades.

Report received with no questions or comments from the Commission.

4-5. INFORMATION: PROCUREMENT OF PLUMBING SERVICES CONTRACT

Tom Makin presented the staff report. Mr. Makin reported that a contract for plumbing services, in the amount of \$84,000, was awarded to Chris's Plumbing.

Report received with no questions or comments from the Commission.

4-6. INFORMATION: QUARTERLY INVESTMENT PORTFOLIO FOR THE QUARTER ENDED DECEMBER 31, 2011

Cathy Leoncio, Finance Director, presented the staff report. Ms. Leoncio spoke briefly about HACA's investment accounts and activities for the quarter.

Report received with no questions or comments from the Commission.

4-7. INFORMATION: BUDGET STATUS REPORT

Christine Gouig presented the staff report. After presenting the monthly reports, Ms. Gouig reported that the president signed the federal budget on November 23, 2011 and that additional cuts are forthcoming. She explained how these cuts will impact the public housing and Section 8 programs and indicated that HUD also plans to take back a portion of the reserves for these programs from housing authorities.

Com. Natarajan commented on the ruling to eliminate California's redevelopment agencies and asked if any have asked HACA to be the successor housing agency. Ms. Gouig stated that no one has approached HACA and commented that HACA would not be able to carry out all of the duties of a successor housing agency given the current funding situation.

Ms. Gouig announced that HUD approved HACA's request to use funding allocated for an additional Family Self-Sufficiency (FSS) Coordinator position to keep HACA's existing FSS program running.

4-8. INFORMATION: PROGRAM ACTIVITY REPORT

Christine Gouig presented the staff report. Ms. Gouig reported that Com. Iosefa hosted a very successful FSS workshop on couponing. Sharon DeCray, HAFS Program Manager, commented that Com. Iosefa had a captive audience as she shared practical tips on how to save money using coupons, stated that the workshop attendees received coupons to get started and that Com. Iosefa generously supplied workshop attendees with various household products that she had purchased using coupons. Ms. DeCray thanked Com. Iosefa and extended her appreciation to Com. Iosefa's sister who assisted with the workshop. Com. Iosefa expressed her appreciation for the opportunity to present the workshop and commented that it was a great experience.

5. COMMITTEE REPORTS

None.

6. COMMISSIONER REPORTS

Com. Natarajan announced that Fremont Mayor Bob Wasserman had passed away. She stated that a memorial service was held for him on January 6th and that he was memorialized at the January 10th Fremont City Council meeting. Com. Natarajan reported that the City of Fremont is now in transition and that she is filling in as Mayor Pro Tem until a new appointment is made.

Com. Biddle reported that the construction of the new Emerald Vista development appears to be going well. He indicated that some structures are already up at the former Arroyo Vista site.

Com. Steiner reported that the City of Pleasanton selected MidPen Housing as the developer for the redevelopment of the Kottinger Place senior project.

7. COMMUNICATIONS

Tom Makin gave an update on the status of the HACA office remodel. He indicated that staff is planning to go out to bid for construction by the end of January and that the office relocation will likely occur in April.

8. ADJOURNMENT

There being no further business Chairperson Steiner adjourned the meeting at 9:13 a.m.

Respectfully submitted,

Melissa Taesali
Executive Assistant

Christine Gouig
Executive Director/Commission Secretary

Approved:

Christine Steiner, Chairperson

NEW BUSINESS
February 8, 2012

HOUSING AUTHORITY OF THE COUNTY OF ALAMEDA

AGENDA STATEMENT

Meeting: February 8, 2012

Subject: Resolution Recognizing Ruth Atkin

Exhibits Attached: Resolution No. 02-12

Recommendation: Adopt Resolution

BACKGROUND

The City of Emeryville appointed Ruth Atkin to your Commission in 2001.

Throughout her years on the Commission, Ruth has provided staff with valuable guidance and sound advice on the matters that have been brought forward to the Commission. She has served on the Personnel Committee for many years as well as on the Budget/Audit Committee. In addition, Ruth has held both the chair and vice-chair positions.

Ruth's term on the Housing Commission ends in December 2013. She has indicated that the City of Emeryville has reassigned its regional appointments and that this is an appropriate time for another city council member to serve on the Commission and learn about HACA's programs. The February Housing Commission meeting will be her last meeting.

Ruth will be greatly missed. In addition to a resolution to recognize Ruth, HACA will make a \$100 donation to the Emery Education Foundation in her name. The Commission and staff wish Ruth all the best in her future endeavors.

HOUSING AUTHORITY OF THE COUNTY OF ALAMEDA

RESOLUTION NO. 02-12

**RECOGNIZING RUTH ATKIN FOR HER YEARS OF SERVICE ON THE HOUSING COMMISSION
OF THE HOUSING AUTHORITY OF THE COUNTY OF ALAMEDA**

WHEREAS, the Housing Authority of the County of Alameda (“HACA”) administers a number of programs that provide rental housing assistance and other related services to low-income families; and

WHEREAS, in 2001, the City of Emeryville appointed Ruth Atkin to serve on the Housing Commission, the 12-member body that governs HACA; and

WHEREAS, throughout her many years of service, Ruth has actively engaged in the matters that have come before the Housing Commission and provided staff with valuable guidance and sound advice; and

WHEREAS, Ruth served on the Housing Commission’s various committees including the Budget/Audit Committee and Negotiating Committee but in particular the Personnel Committee where she has served for many years, providing thoughtful direction and decisions; and

WHEREAS, as an enthusiastic and participatory member of the Housing Commission, Ruth’s insightful observations, constructive feedback, and prudent recommendations on many complex issues demonstrated her strong and sincere interest in HACA’s programs, goals, and operations; and

WHEREAS, Ruth will be greatly missed by the Commissioners and staff of HACA;

NOW THEREFORE BE IT RESOLVED, that the Housing Commissioners and staff of the Housing Authority of the County of Alameda extend their appreciation to Ruth Atkin for her years of dedicated service on the Housing Commission and wish her the best in her future endeavors.

PASSED, APPROVED, AND ADOPTED, by the Housing Commissioners of the Housing Authority of the County of Alameda on this 8th day of February, 2012 by the following vote:

AYES:

NAYS:

ABSTAIN:

EXCUSED:

ABSENT:

Christine Steiner
Housing Commission Chairperson

Attest:

Christine Gouig
Executive Director/Housing Commission Secretary

Adopted: February 8, 2012

HOUSING AUTHORITY OF THE COUNTY OF ALAMEDA

AGENDA STATEMENT

Meeting: February 8, 2012

Subject: Personnel Committee Appointment

Exhibits Attached: None

Recommendation: Discuss, and if practical, make appointment

Financial Statement: None

BACKGROUND

The Housing Authority's by-laws provide for a four-person Personnel Committee to assist the Commission in various Housing Authority personnel actions designated within the scope of the Housing Authority's Personnel Rules. The current membership of the Personnel Committee is as follows:

Ruth Atkin
Maxine Haddock
Marvin Peixoto (Chairperson)
Christine Steiner

With the departure of Commissioner Atkin your Commission will need to appoint a member to the Personnel Committee. You may appoint a nominating committee to recommend a candidate for your March meeting or make an appointment at today's meeting.

HOUSING AUTHORITY OF THE COUNTY OF ALAMEDA

AGENDA STATEMENT

Meeting: February 8, 2012

Subject: Resolution Authorizing Transfer of Funds for Exterior Renovation at Emery Glen Public Housing

Exhibits Attached: Resolution 03-12

Recommendation: Adopt the Resolution

Financial Statement: \$500,000 from Ocean Avenue Reserves

BACKGROUND

The Emery Glen public housing development was constructed over 25 years ago, in 1983. It is located in Emeryville and comprises 36 units for families, with 10 three-bedroom units and 26 two-bedroom units.

The project’s exterior is covered with T-111 siding materials. This was a popular product in the affordable housing market at the time because it was moderately priced and easy to install. It is not a long lasting product and although it has been painted three times and has had repair work done to it, it is failing substantially, has dry rot in several places and needs replacement.

Removal of the siding presents an opportunity to upgrade other exterior features in a cost-effective manner. All the windows are single pane and would be replaced with energy-efficient dual paned windows. The exterior doors would also be replaced with an insulated, more durable and attractive product. Finally, the exterior lighting would be upgraded with new, energy-efficient fixtures.

DISCUSSION AND ANALYSIS

Cost Estimate and Sources of Funding

The engineer’s estimate for the siding and related work is \$488,536. The architect’s fees for preparing the bid specifications, working with the City’s building department and monitoring bidding and construction is \$31,080.

Although the architect’s fee will be paid with HUD Capital Funds the cost estimate for the actual work is greater than the annual amount (\$310,900) the Housing Authority receives in HUD Capital Funds for our entire Public Housing program. We would either have to accumulate funds over four to five years until we had enough or simply not do

any other capital improvement work for almost two years so as to be able just to renovate Emery Glen. Neither of these are viable solutions.

Staff had been working with Fannie Mae to use a HUD program that allowed housing authorities to borrow against future Capital Fund grants to fund major improvement projects like this. However, just prior to submittal of the application, Fannie Mae discontinued the program.

Staff then approached the City of Emeryville for redevelopment funding that might be available. Staff met with the City of Emeryville staff several times and last May made a presentation to the City's Housing Committee. The Committee recommended the project for funding. However, before City staff could take the project to the City Council for authorization, the governor's budget was approved eliminating redevelopment agencies and lawsuits were filed. Recently, the State Supreme Court upheld the elimination of redevelopment agencies and City staff recommended we look elsewhere for funding.

We are hopeful that some modest amount of redevelopment funds still may be available from the City if SB654, which allows redevelopment agencies to keep any existing remaining housing funds, is passed and signed by the governor, and have informed City staff that we remain interested. However, in the event the bill is not passed/signed or there are insufficient funds remaining in Emeryville's housing account to complete our project we need to develop another source of funding. As a result, staff turned to our Ocean Avenue project reserves.

Ocean Avenue Project

The Housing Authority owns a six- unit development on Ocean Avenue in Emeryville, approximately three blocks from Emery Glen. The project was developed in 1996 and is not part of the federal Public Housing program. The development is in very good condition and in 2006 was re-painted and re-landscaped.

The development is comprised of four three-bedroom units and two two-bedroom units. Unit rents, while below market, are not based on 30% of a tenant's actual income like the Public Housing program and so generate real income for the Housing Authority. In addition, at times some of the units are occupied by Section 8 voucher holders and the Housing Authority can pay itself market rents as it does with other Section 8 owners. As a result of being able to generate reasonable rental income, this property has reserves of \$670,387, which is far more than necessary to maintain the property.

Authorization

Staff requests your Commission adopt the attached resolution authorizing transfer of \$500,000 of the Ocean Avenue property reserves to the Public Housing account to renovate the Emery Glen Public Housing. Renovation work includes the replacement of the exterior siding, window framing, windows, exterior doors and exterior lighting. Staff

will supplement the Ocean Avenue reserves with HUD Capital Funds to pay for repainting the exterior fencing, resurfacing the parking lot, installing a new surface in the small playground area, and the previously-mentioned architect's fee. We estimate the Capital Fund outlay to total \$93,420.00. In addition, the Capital Fund will cover change orders should any be necessary. The result will be an entire new exterior, energy efficiencies, and preservation of the development.

HOUSING AUTHORITY OF THE COUNTY OF ALAMEDA

RESOLUTION NO. 03-12

**AUTHORIZING TRANSFER OF FUNDS FROM THE OCEAN AVENUE PROPERTY RESERVE
ACCOUNT TO THE PUBLIC HOUSING PROGRAM ACCOUNT**

WHEREAS, the Housing Authority of the County of Alameda (“HACA”) owns a 36-unit public housing project known as Emery Glen located in the city of Emeryville; and

WHEREAS, the U.S. Department of Housing and Urban Development (HUD) provides an annual Capital Fund grant to housing authorities for the maintenance of public housing projects such as Emery Glen; and

WHEREAS, Emery Glen is in critical need of renovation, the cost of which is estimated to exceed the annual amount of the Capital Fund grant that HACA receives from HUD for HACA’s entire public housing program; and

WHEREAS, HACA explored alternative sources of funding, all of which were unavailable; and

WHEREAS, HACA owns a non-public housing development on Ocean Avenue in the city of Emeryville with available funds in its reserve account which, if supplemented with Capital Funds from the public housing program, is a viable source of funding that HACA can draw upon to cover the costs of the Emery Glen renovations;

NOW, THEREFORE, BE IT RESOLVED that the Housing Commission of the Housing Authority of the County of Alameda authorizes the transfer of five hundred thousand dollars (\$500,000.00) from the Ocean Avenue property reserve account to the Public Housing account to undertake renovations at the Emery Glen public housing project.

PASSED, APPROVED, AND ADOPTED by the Housing Commission of the Housing Authority of the County of Alameda on this _____ day of _____ 2012 by the following vote:

- AYES:**
- NAYS:**
- ABSTAIN:**
- EXCUSED:**
- ABSENT:**

Attest:

Christine Gouig
Executive Director/Commission Secretary

Christine Steiner
Housing Commission Chairperson

Adopted: _____

HOUSING AUTHORITY OF ALAMEDA COUNTY

AGENDA STATEMENT

Meeting: February 8, 2012

Subject: Appointment of Resident Advisory Board (RAB)

Exhibits Attached: List of Proposed Appointees

Recommendation: Approve RAB Appointees

Financial Statement: None

BACKGROUND

The HACA Agency Plan is a summary guide to HACA's policies, programs, operations, and strategies for meeting local housing needs and goals. HUD regulations require that housing authorities develop an annual plan and a five-year plan. The HACA Plan is due at HUD by April 16.

Each housing authority that owns public housing is required to establish a Resident Advisory Board (RAB) to assist in making recommendations regarding the development or significant modification of the Plan. Membership has to "adequately reflect and represent the residents assisted by the PHA." In submitting its Plan to HUD, a housing authority must include a copy of the recommendations made by the RAB and a description of the manner in which HACA addressed the recommendations.

DISCUSSION AND ANALYSIS

HACA's past attempts to develop and maintain a RAB from among Public Housing (PH) residents and Section 8 participants has met limited success. A RAB is a mandated entity. Its sole purpose is to, once a year, provide input to HACA's draft Agency Plan for the next fiscal year. The Agency Plan is a very summary mandated document submitted on mandated forms. Even staff finds the Agency Plan of limited practical use in guiding future initiatives. Rather, it serves more to summarily document planning efforts that staff has otherwise undertaken.

This year, HACA tried a different approach in an attempt to develop a representative RAB to provide input to the Agency Plan. In part, it turned to participants in its Family Self-Sufficiency (FSS) Program. FSS Coordinators secured interest from the attached FSS participants. HACA also reached out to its two tenant commissioners, both of whom

agreed to participate. Finally, staff is recommending the appointment of one member of last year's RAB who fully participated in last year's Agency Plan process.

Staff recommends appointment of the attached to a 3-year term as the HACA RAB for purposes of the submission and any modifications of HACA Agency Plans beginning with the FY 2012-2013 Plan.

Proposed RAB Appointees

- Tonya Fuller-Bryant – FSS participant (Section 8)
- Maxine Haddock – Senior Tenant Commissioner (Elderly Public Housing)
- Helen Iosefa – Tenant Commissioner (Section 8 [Formerly Public Housing])
- Sherrett Lawrence – FSS participant (Section 8)
- Swameka Martin – FSS participant (Section 8)
- Goljan Zamani – Elderly Public Housing tenant

HOUSING AUTHORITY OF ALAMEDA COUNTY

AGENDA STATEMENT

Meeting: February 8, 2012

Subject: Annual Plan for Fiscal Year 2012 (Public Hearing Required)

Exhibits: Attachment A: Draft of HACA's Annual Plan for Fiscal Year 2012

Recommendation: Receive Draft Plan and Conduct Public Hearing to Accept Comments

Financial Statement: None

BACKGROUND

The HACA Annual Plan is a guide to HACA's policies, programs, operations, and strategies for meeting the local housing needs and goals set forth in HACA's 5-Year Plan for Fiscal Years 2010-2014. HUD regulations require that housing authorities update their Annual Plan each year.

Staff has prepared the draft Annual Plan, using the template required by HUD. The Annual Plan is due at HUD by April 16. We are bringing the draft Plan to you in February so that you have sufficient time for review prior to the due date. We will present the Plan as an action item at your March 14 meeting. Before the March 14 meeting we will also have met with the Resident Advisory Board (RAB) and will present any comments the RAB has along with staff's responses.

DISCUSSION AND ANALYSIS

There are few significant substantive changes proposed in the current draft Annual Plan in comparison to last year's. Changes have been made to Section 7 to reflect activity that has taken place since last year's Annual Plan regarding HACA's disposition of its public housing units and the merger of HACA and the Dublin Housing Authority. Progress toward Goal 10.1.2., Expand the supply of assisted housing, has been expanded to describe HACA's utilization of Section 8 HCV Project-Basing to increase housing opportunities for special needs populations, The narrative for Goal 10.1.3., Improve the quality of assisted housing, has been expanded to describe HACA's modernization plans in greater detail. Goal 10.1.6., Promote self-sufficiency and asset development of assisted households, has been expanded to describe the FY 2011 funding of the Family Self-Sufficiency Program (FSS) and to describe the program's focus.

As in recent years, total Capital Funds are now shown as a transfer to operations rather than being separately budgeted for each project. This is allowed for housing authorities with fewer than 250 public housing units and that, like HACA, are, at a minimum, standard performers under the PHAS reporting system. Capital Fund allocations are determined by HUD formula.

QUARTERLY
BUDGET STATUS REPORT

HOUSING AUTHORITY OF ALAMEDA COUNTY
Financial Status Report for the Quarter Ending December 31, 2011

	Low Rent Public Housing	Housing Choice Vouchers	Housing Development Fund	Park Terrace	Ocean Avenue	Totals
<u>Operating revenues</u>						
Rental revenue - tenants	\$ 470,911	\$ -	\$ 71,500	\$ 32,602	\$ 31,700	\$ 606,713
Other revenue	42,416	-	5,000	16	460	47,891
Total operating revenues	<u>513,326</u>	<u>-</u>	<u>76,500</u>	<u>32,618</u>	<u>32,160</u>	<u>654,604</u>
<u>Operating expenses</u>						
Administration	430,470	3,671,987	17,933	16,823	12,382	4,149,594
Tenant service	7,967	-	-	0	0	7,967
Utilities	80,106	-	28,587	0	4,098	112,791
Ordinary maintenance and operations	431,326	-	62,264	16,897	2,844	513,332
General expenses	62,775	85,154	3,245	945	851	152,970
Total operating expenses	<u>1,012,644</u>	<u>3,757,140</u>	<u>112,029</u>	<u>34,665</u>	<u>20,175</u>	<u>4,936,653</u>
Operating (loss)	<u>(499,318)</u>	<u>(3,757,140)</u>	<u>(35,529)</u>	<u>(2,047)</u>	<u>11,985</u>	<u>(4,282,050)</u>
<u>Non-operating revenues</u>						
HUD PHA grants	288,799	3,059,770	-	-	-	3,348,569
Capital grants	84,368	-	-	-	-	84,368
Other revenue	0	697,169	0	0	0	697,169
Investment income	734	2,073	16,075	1,049	770	20,700
Total non-operating revenues	<u>373,900</u>	<u>3,759,012</u>	<u>16,075</u>	<u>1,049</u>	<u>770</u>	<u>4,150,806</u>
Income/(loss)	\$ (125,417)	\$ 1,872	\$ (19,455)	\$ (999)	\$ 12,755	\$ (131,244)
Unrestricted Net Assets balance 7/1/11	\$ 1,279,237	\$ 2,868,794	\$ 11,436,156	\$ 912,163	\$ 670,388	\$ 17,166,738

**Housing Authority of Alameda County
HOUSING CHOICE VOUCHER
Budget Status Report FYE 2011-2012
December 2011**

FY 2012 OPERATING BUDGET	Budgeted @ 12/31/2011	Actual @ 12/31/2011	OVER (UNDER)	PROJECTED TO 6/30/12	SCH. NO.	2011 BUDGET	2012 BUDGET	DIFFERENCE
INCOME								
Investment Income	1,800	2,073	273	4,147	A1	3,600	3,600	0
Misc. Income	172,520	180,752	8,232	361,504	A1	358,200	345,040	(13,160)
(Fees)	3,635,487	3,576,188	(59,299)	6,809,661	A	8,060,912	7,270,973	(789,939)
TOTAL INCOME	3,809,807	3,759,013	(50,794)	7,175,311		8,422,712	7,619,613	(803,099)
EXPENSES								
Administration								
Salaries	2,195,700	2,125,771	(69,929)	4,251,542	B-1&2	4,749,188	4,391,400	(357,788)
Other Admin.	538,506	463,555	(74,951)	927,109	C-1&2	1,099,199	1,077,012	(22,187)
Total	2,734,206	2,589,325	(144,881)	5,178,651		5,848,386	5,468,412	(379,975)
General								
Insurance	102,015	85,154	(16,861)	170,307	E	194,547	204,029	9,482
Employee Benefits	1,097,850	1,082,661	(15,189)	2,165,323		2,374,594	2,195,700	(178,894)
Miscellaneous	0	0	0	0		0	0	0
Total	1,199,864	1,167,815	(32,050)	2,335,630		2,569,141	2,399,729	(169,412)
Total Routine Expenses	3,934,070	3,757,140	(176,930)	7,514,281		8,417,527	7,868,141	(549,386)
Capital Expenditures	0	0	0	0	D2	0	0	0
TOTAL EXPENSES	3,934,070	3,757,140	(176,930)	7,514,281		8,417,527	7,868,141	(549,386)
Income (Deficit) Unfunded 2012 FSS (1/2 year) - Use of Reserve				(158,607)				
Income (Deficit)	(124,264)	1,872	126,136	(180,362)		5,185	(248,527)	(253,713)
Total Net income (Deficit)				(338,969)				

Unrestricted Net Assets @ 6/30/10
Unaudited Income (Deficit) @ 6/30/11
Budgeted Income/(Deficit) @ 6/30/12
Budgeted Unrestricted Net Assets-AF @ 6/30/12

\$ 2,919,589
(50,795)
(248,527)
\$ 2,620,267

**Housing Authority of Alameda County
PUBLIC HOUSING
Budget Status Report FYE 2011-2012
DECEMBER 2011**

FY 2012 OPERATING BUDGET	YTD BUDGET 12/31/2011	YTD ACTUALS 12/31/11	OVER/ (UNDER) BUDGET	Projected to 6/30/12
INCOME				
Dwelling Rentals	402,474	470,911	68,437	941,822
Investment Income	1,013	734	(279)	1,468
Misc. Income	42,554	42,416	(139)	84,831
Operating Subsidy	248,314	288,799	40,484	496,628
Asset Reposition Fee	74,297	0	(74,297)	148,594
Capital Grant	84,638	0	(84,638)	169,275
TOTAL INCOME	853,290	802,859	(50,431)	1,842,618
EXPENSES				
Administration				
Salaries	191,723	178,970	(12,753)	423,019
Other Admin.	83,682	159,009	75,328	318,019
Total	275,404	337,979	62,575	741,038
Tenant Services				
Resident Managers	2,750	1,350	(1,400)	2,700
Recreation	3,750	6,617	2,867	13,234
Total	6,500	7,967	1,467	15,934
Utilities				
Water	37,000	43,832	6,832	87,663
Electricity	9,500	11,251	1,751	22,503
Gas	1,300	1,106	(193)	2,212
Sewage	23,800	23,917	117	47,834
Total	71,600	80,106	8,508	160,212
Maintenance				
Salaries	69,910	73,517	3,607	147,033
Materials	31,980	42,011	10,031	84,022
Contract Costs	233,276	315,798	82,522	631,597
Total	335,166	431,326	96,160	862,652
General				
Insurance	40,356	36,961	(3,394)	73,923
Tax-In Lieu Of	33,087	25,814	(7,274)	51,627
Employee Benefits	130,816	92,491	(38,325)	184,982
Collection Loss	500	0	(500)	0
Miscellaneous	500	0	(500)	0
Total	205,260	155,266	(49,993)	310,532
Total Routine Expenses	893,930	1,012,644	118,717	2,090,369
Capital Expenditure				
TOTAL EXPENSES	893,930	1,012,644	118,717	2,090,369
NET INCOME (DEFICIT)	(40,640)	(209,785)	(169,148)	(247,750)

SCH. NO.	2011 BUDGET	2012 BUDGET	Difference
A-1	1,030,260	804,948	(225,312)
A	900	2,025	1,125
A-1	158,756	85,108	(73,648)
A-1	398,218	496,628	98,410
A-1	0	148,594	148,594
A-1	231,178	169,275	(61,902)
	1,819,312	1,706,579	(112,732)
B-1& 2	312,533	383,445	70,912
C-1	64,902	167,363	102,461
	377,435	550,808	173,373
	5,500	5,500	0
	7,500	7,500	0
	13,000	13,000	0
	74,000	74,000	0
	19,000	19,000	0
	2,600	2,600	0
	47,600	47,600	0
	143,199	143,199	0
B-2	189,144	139,820	(49,324)
D	80,600	63,960	(16,640)
D	586,151	466,552	(119,599)
	855,895	670,332	(185,564)
E	87,800	80,712	(7,087)
	88,706	66,175	(22,531)
	250,839	261,633	10,794
	1,000	1,000	0
	1,000	1,000	0
	429,344	410,520	(18,824)
	1,818,874	1,787,859	(31,015)
	0	0	0
	1,818,874	1,787,859	(31,015)
	438	(81,280)	(81,718)

Unrestricted Net Assets @ 6/30/11
 Budgeted Income/(Deficit) @ 6/30/12
 Budgeted Unrestricted Net Assets @ 6/30/12
 Combined Net Assets Balance

		DHA
\$	40,322	\$ 1,238,915
	(81,280)	
	(40,959)	\$ 1,238,915
		\$ 1,197,957

PROGRAM ACTIVITY **REPORT**

HOUSING AUTHORITY OF THE COUNTY OF ALAMEDA

AGENDA STATEMENT

Meeting: February 8, 2012

Subject: Programs Activity Report

Exhibits Attached: Section 8 Contract Report; Section 8 Average Contract Rent Report; Fraud Payments Report; Landlord Rental Listing Report; FSS Program Monthly Report

Recommendation: Receive Report

Financial Statement: None

SECTION 8 HOUSING CHOICE VOUCHERS

- **Lease-Up:** As of February 1, 2012 the Section 8 Housing Choice Voucher program had 5,807 units under contract. The fiscal year-to-date lease-up average is 98.31% units. The budget authority use average through December 2011 is 99.3%.
- **Program Utilization:** As of February 1, 2012 the average HAP subsidy is \$1,047 and the average tenant-paid rent portion is \$392 for an average Contract Rent of \$1,439.
 - ❖ As of February 1, 2012 HACA had 89 outgoing billed portability contracts (i.e., HACA voucher holders who are housed in another housing authority's jurisdiction).
 - ❖ As of February 1, 2012 HACA billed other housing authorities, primarily the Oakland Housing Authority, for 1,620 incoming portability contracts. HACA receives only 80% of the HUD-authorized Administrative Fee for billed incoming portability contracts.
- **Section 8 Contract Report:** A copy of the Contract Report is attached.
- **Fraud / Debt Recovery:** HACA retained \$4,563.48 in fraud and debt recovery payments for the month of December 2011. A total of \$36,063.23 was retained over the last six months.

HACA retained \$135.00 in Housing Assistance Payment (HAP) overpayments for the month of December 2011. A total of \$1,363.00 was retained over the last six months.

- **Landlord Rental Listings:** As of February 1, 2012 there were 1,523 landlords with properties in HACA's jurisdiction utilizing the *GoSection8* rental listing service. There were 16 new landlords added to the Section 8 program this month. There were 141 active properties listed.

FAMILY SELF SUFFICIENCY (FSS)

Throughout the year FSS reports on programs and other accomplishments to the Housing Commission. In January every participant family's file is reviewed and results are compiled and submitted to HUD. Our report showed that 2011 was a highly successful year:

- ❖ 210 families participated in the program
- ❖ 53 households (25% of participants) had increased income
- ❖ The average income increase for all participants was \$5,346 per household
- ❖ 125 Heads of Household worked during the year
- ❖ 37 new escrow accounts were established for families who had increased their earned income since coming to the program bringing the total of families with active escrow accounts to 102.
- ❖ One participant purchased a home in Hayward

We were particularly pleased to see that FSS participants continue to produce increases in household income and earnings in spite of the stagnant economy and high unemployment rates for this demographic.

PUBLIC HOUSING

- **Occupancy:** As of February 1, 2012 the Public Housing program had 188 of 206 units leased and has a 96.80% fiscal year-to-date lease up rate. The lower number of leased units is due to the fact that we are converting some of the Public Housing units to Section 8 Project-Based Vouchers and some families have chosen to move with a voucher rather than remain in their former Public Housing unit.

Housing Authority of the County of Alameda

SECTION 8 CONTRACTS AND HAP REPORT FOR THE MONTH OF: JANUARY 2012

City	Certificates		Vouchers		January 2012 TOTAL		January 2011	January 2010
	Number	HAP*	Number	HAP**	Number	HAP		
Albany	-	\$ -	39	\$ 40,794	39	\$ 40,794	46	45
Castro Valley	14	\$ 12,334	237	\$ 247,902	251	\$ 260,236	249	251
Dublin	2	\$ 1,762	302	\$ 315,892	304	\$ 317,654	281	234
Emeryville	5	\$ 4,405	106	\$ 110,876	111	\$ 115,281	92	98
Fremont	30	\$ 26,430	1,396	\$ 1,460,216	1,426	\$ 1,486,646	1,414	1,435
Hayward	112	\$ 98,672	2,429	\$ 2,540,734	2,541	\$ 2,639,406	2,453	2,394
Newark	2	\$ 1,762	284	\$ 297,064	286	\$ 298,826	297	297
Pleasanton	4	\$ 3,524	163	\$ 170,498	167	\$ 174,022	165	148
San Leandro	15	\$ 13,215	1,411	\$ 1,475,906	1,426	\$ 1,489,121	1,366	1,344
San Lorenzo	2	\$ 1,762	213	\$ 222,798	215	\$ 224,560	197	194
Union City	4	\$ 3,524	770	\$ 805,420	774	\$ 808,944	710	701
TOTALS	190	\$167,390.00	7,350	\$7,688,100.00	7,540	\$7,855,490.00	7,270	7,141

* Based on an average January Housing Assistance Payment (HAP) of \$881 per certificate contract

**Based on an average January Housing Assistance Payment (HAP) of \$1046 per voucher contract

HOUSING AUTHORITY OF THE COUNTY OF ALAMEDA

Section 8 Average Contract Rent Report for the Month of: FEBRUARY 2012

City	Number of HAP Contracts	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	39	\$1,311	\$1,051	\$260	20%
Castro Valley	235	\$1,354	\$924	\$430	32%
Dublin	303	\$1,603	\$1,238	\$366	23%
Emeryville	106	\$1,249	\$886	\$363	29%
Fremont	1,393	\$1,556	\$1,132	\$424	27%
Hayward	2,419	\$1,340	\$975	\$365	27%
Newark	284	\$1,790	\$1,316	\$474	26%
Pleasanton	163	\$1,354	\$969	\$384	28%
San Leandro	1,411	\$1,362	\$994	\$368	27%
San Lorenzo	214	\$1,611	\$1,194	\$417	26%
Union City	771	\$1,606	\$1,186	\$420	26%

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

11-12

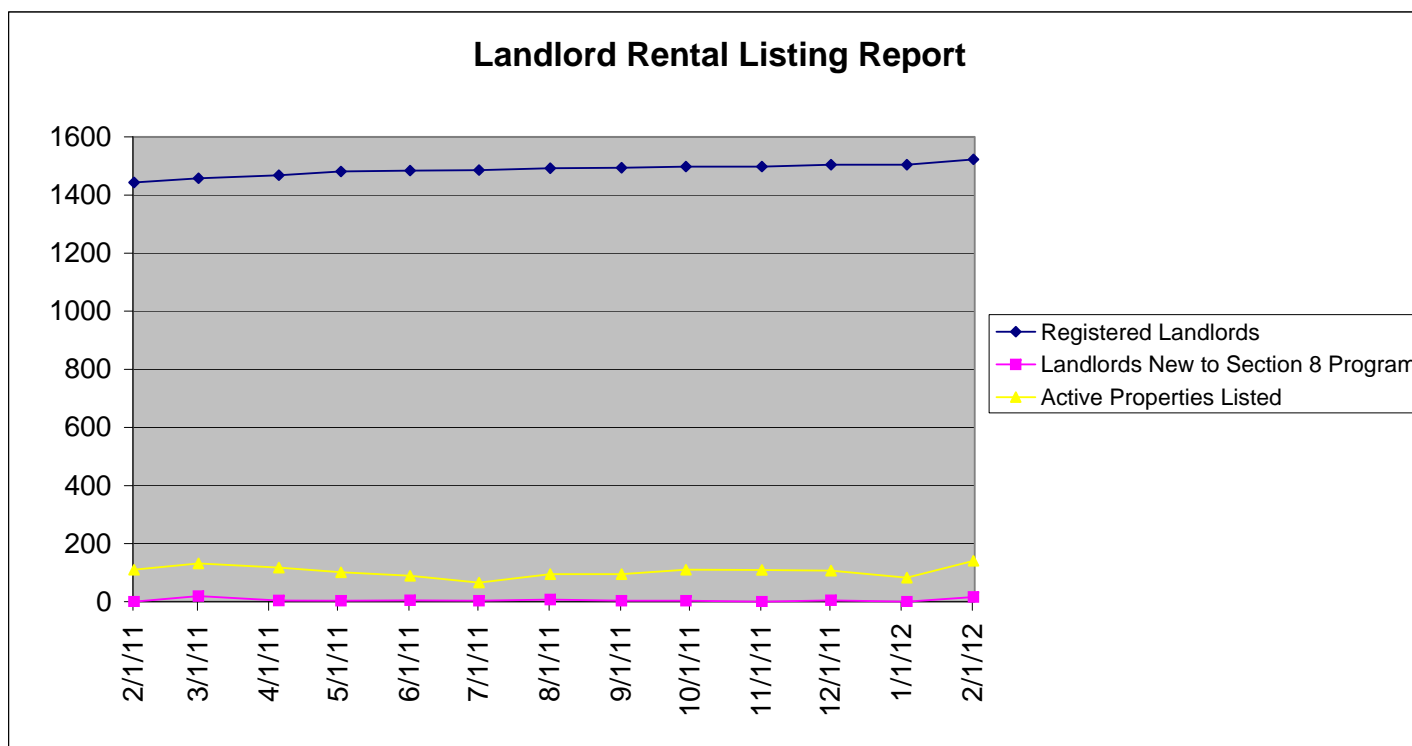
DEBT COLLECTIONS
FYE 06/30/12

	JULY	AUGUST	SEPTEMBER	OCTOBER	NOVEMBER	DECEMBER	JANUARY	FEBRUARY	MARCH	APRIL	MAY	JUNE	GRAND TOTALS
<i>DAMAGE CLAIMS</i>	\$0.00	\$0.00	\$0.00	\$0.00	\$50.00	\$0.00							\$50.00
<i>FRAUD REPAYMENTS</i>	\$6,603.63	\$13,226.48	\$3,941.52	\$4,775.18	\$2,952.94	\$4,563.48							\$36,063.23
<i>HAP OVERPAYMENTS</i>	\$200.00	\$350.00	\$343.00	\$200.00	\$135.00	\$135.00							\$1,363.00
TOTALS	\$6,803.63	\$13,576.48	\$4,284.52	\$4,975.18	\$3,137.94	\$4,698.48	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$37,476.23

Landlord Rental Listing Report

Monthly

	2/1/11	3/1/11	4/5/11	5/2/11	6/1/11	7/1/11	8/1/11	9/1/11	9/29/11	11/1/11	12/1/11	1/3/12	2/1/12
Registered Landlords	1443	1458	1468	1481	1484	1486	1492	1494	1498	1498	1504	1504	1523
Landlords New to Section 8 Program	0	19	4	3	5	3	7	3	3	0	5	0	16
Active Properties Listed	110	132	117	101	89	66	95	95	110	109	107	83	141





To: Christine Gouig, Executive Director
From: Sharon DeCray, HAFS Manager
Re: **FSS Program Summary**
CC: Ron Dion, Linda Evans, Phyllis Harrison, Mary Sturges
Date: February 1, 2012

Program Summary	January 2012
Total Clients Under Contract:	188
Graduates:	2
Escrow Disbursed:	\$1,530.32
Ports In:	0
Ports Out:	2
Terminations:	0
New Contracts:	0

FSS PROGRAM NEWS:

Workshops

Saturday, January 28, 2012, Meriwest Credit Union presented a Money Management I workshop on budgets and checking accounts. Participants learned how to:

- Create a monthly budget
- Start “spending smart”
- Plan for financial emergencies
- Use a checking account to manage a budget
- Avoid overdrafts and ChexSystems

Forty-one participants registered for the workshop, and thirty-seven attended.

2011 FSS HUD Reporting

FSS staff audited 210 participant files in preparation for our annual reporting to HUD. Some of the highlights are:

- 1 family purchased a home with the assistance of our Section 8 Homeownership program
- 53 families increased their household annual income with an average dollar increase of \$5,346
- 46 household increased their self-sufficiency earned income
- 14 families had a reduction in their welfare assistance
- 181 families received employment counseling and / or job referrals

- 74 individuals were employed full-time
- 51 individuals were employed part-time
- 77 individuals completed credit repair and financial education
- 37 escrow accounts were established
- 110 escrow accounts had positive balances
- 7 participants successfully graduated from the FSS program
- 44 enrolled into college

Referrals= 27 Case Management Referrals

ATTACHMENT A

10.0	<p>Additional Information. Describe the following, as well as any additional information HUD has requested.</p> <p>(a) Progress in Meeting Mission and Goals. Provide a brief statement of the PHA's progress in meeting the mission and goals described in the 5-Year Plan. See Annual Plan Attachment.</p> <p>(b) Significant Amendment and Substantial Deviation/Modification. Provide the PHA's definition of "significant amendment" and "substantial deviation/modification." None</p>
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11.0	<p>Required Submission for HUD Field Office Review. In addition to the PHA Plan template (HUD-50075), PHAs must submit the following documents. Items (a) through (g) may be submitted with signature by mail or electronically with scanned signatures, but electronic submission is encouraged. Items (h) through (i) must be attached electronically with the PHA Plan. Note: Faxed copies of these documents will not be accepted by the Field Office.</p> <p>(a) Form HUD-50077, <i>PHA Certifications of Compliance with the PHA Plans and Related Regulations</i> (which includes all certifications relating to Civil Rights)</p> <p>(b) Form HUD-50070, <i>Certification for a Drug-Free Workplace</i> (PHAs receiving CFP grants only)</p> <p>(c) Form HUD-50071, <i>Certification of Payments to Influence Federal Transactions</i> (PHAs receiving CFP grants only)</p> <p>(d) Form SF-LLL, <i>Disclosure of Lobbying Activities</i> (PHAs receiving CFP grants only)</p> <p>(e) Form SF-LLL-A, <i>Disclosure of Lobbying Activities Continuation Sheet</i> (PHAs receiving CFP grants only)</p> <p>(f) Resident Advisory Board (RAB) comments. Comments received from the RAB must be submitted by the PHA as an attachment to the PHA Plan. PHAs must also include a narrative describing their analysis of the recommendations and the decisions made on these recommendations.</p> <p>(g) Challenged Elements</p> <p>(h) Form HUD-50075.1, <i>Capital Fund Program Annual Statement/Performance and Evaluation Report</i> (PHAs receiving CFP grants only)</p> <p>(i) Form HUD-50075.2, <i>Capital Fund Program Five-Year Action Plan</i> (PHAs receiving CFP grants only)</p>
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HUD-50075 PHA 5-Year and Annual Plan – Attachment Fiscal Year Beginning: 07/2012

6.0 The following PHA Plan elements have been revised since HACA's last Annual Plan submission:

- 6.1.1 Element #1: Eligibility, Selection and Admission Policies, including Deconcentration and Wait List Procedures;
- 6.1.2 Element #2: Financial Resources;
- 6.1.3 Element #3: Rent Determination;
- 6.1.4 Element #4: Operation and Management; and
- 6.1.5 Element #11: Fiscal Year Audit.

This completed form HUD-50075 with attachments is available at the PHA's Business Office, 22941 Atherton St., Hayward, CA 94541. It's also available on the HACA website at

http://www.haca.net/index.php?option=com_remository&Itemid=86&func=select&id=4.

7.0 Hope VI, Mixed Finance Modernization or Development, Demolition and/or Disposition, Conversion of Public Housing, Homeownership Programs, and Project-based Vouchers.

7.1 Hope VI, Mixed Finance Modernization or Development.

- 7.1.1 Effective March 1, 2011, HACA consolidated with the Dublin Housing Authority (DHA) subsequent to DHA's disposal of the 150-unit Arroyo Vista, its sole public housing project. (DHA did not administer any Section 8 housing or any other federal, state, or local housing program.) HACA will now have access to the modest HUD Replacement Housing Factor (RHF) funds from Arroyo Vista and may have access to remaining development funds from DHA, which it plans to use to create additional public housing units in a mixed finance project. To do this, HACA will seek to partner with an experienced non-profit or for-profit developer to secure a percentage of units as public housing units in a project(s) developed by such developer.
- 7.1.2 HACA may also use the RHF funds resulting from the Arroyo Vista disposition along with RHF funds from disposition of certain of its own public housing units (see below) to purchase existing units for conversion to public housing or to develop new units using modular housing.

7.2 Demolition and/or Disposition.

- 7.2.1 Because the combination of tenant rents and fees, HUD Operating Subsidy, and Capital Fund funding is inadequate to finance the long-term viability of HACA's Public Housing units, HACA has begun to dispose of all of its 232 Public Housing units in stages. In stage 1, HACA submitted an application to HUD to dispose of all 58 of its scattered-site Public

Housing units in 2009. That application was approved by HUD December 13, 2010. HACA subsequently received 58 replacement vouchers which it project based and is now proceeding with the disposition which will be completed by 7/1/2012.

In stage 2, HACA submitted another disposition application to HUD, this time to dispose of all 100 of its Public Housing units designated for elderly or disabled tenants in December 2010. As was the case with its approved disposition application for 58 scattered-site Public Housing units, subsequent to HUD's approval of this disposition application, HACA will apply for replacement vouchers. Upon receipt of the vouchers, HACA will project base them and transfer the units to a HACA-controlled non-profit instrumentality in order to achieve a one-to-one replacement of the Public Housing units with Section 8 Project-Based Voucher units.

7.2.2 Disposition Timetable for remaining 72 Public Housing units: HACA will consider applying to HUD for approval to include one or both of the two remaining 36-unit Public Housing projects in the Rental Assistance Demonstration (RAD) program. It is not yet known whether HUD will consider the RAD units to be "disposed of," "transferred," or some other form of change from Public Housing status. The timing of HACA's application will be dependent on HUD's issuance of a NOFA or other document seeking proposals but HACA expects such issuance to occur within the next couple years.

7.3 Conversion of Public Housing (to tenant-based assistance). N/A

7.4 Homeownership. N/A

7.5 Project-Based Vouchers.

7.5.1 HACA anticipates project-basing up to 500 units. The cities of Emeryville, Dublin, Fremont, Hayward, and Union City as well as the unincorporated area of Castro Valley are currently-identified locations. Additional locations in Alameda County, such as (but not limited to) Pleasanton and San Leandro are possible.

8.0 Capital Improvements

HACA will use 100 percent of funds from the Capital Fund program for activities that are eligible under the Operating Fund, including capital improvements.

- 8.1 Form HUD-50075.1, *Capital Fund Program Annual Statement/Performance and Evaluation Report* has been completed as required and is enclosed.
- 8.2 Form HUD-50075.2, *Capital Fund Program Five-Year Action Plan* has been completed as required and is enclosed.
- 8.3 HACA does not propose to pledge any portion of its CPF/RHF funds to repay debt incurred to finance capital improvements.

9.0 Housing Needs

Housing Needs for renters in HACA's jurisdiction are set forth in Part I of the Alameda County HOME Consortium's FY10-14 Consolidated Plan as follows:

Housing Problems of Renter Households

Low, very low and extremely low income households face a broad range of housing problems. At one end are the homeless households living in shelters or those who are in and out of temporary housing. Moving toward the middle of the range are those who have a place to call home, but who have tentative housing situations. These households often live from pay check to pay check and cannot afford to pay for both their housing and other basic necessities, such as food and clothing. They often do not have access to housing near work which is affordable and may face discrimination in finding affordable housing. Given the above factors, the housing they may find may be overcrowded, unsafe or rundown.

Nature and Extent of Renter Housing Problems

Fifty-one percent (51 %) of all renters in the Consortium had housing cost burdens; of those with cost burdens, 15% had severe cost burdens (paying over 50% of income for rent) and another 36% had moderate cost burdens (paying 30-50% of income) (2000 Census).

Sixty-four percent (64%) of extremely low income households (18,262) are renters. Small related households are the predominant family type among extremely low income renters (35%), followed by elderly one and two member households (27%). Eleven percent (11 %) of the extremely low income renters are in large related households; the remaining 27% are other household types.

Of renters in the Consortium who have housing problems (49%), the extremely low income households have the highest percentage of housing problems. Eighty-one percent (81 %) of extremely low income renters have

housing problems. More than 78% of the extremely low income renters spend more than 30% of their incomes on housing, i.e. are "cost-burdened." Sixty-six percent (66%) of the extremely low income renter households spend in excess of 50% of their incomes on housing (severe cost burden). Large related extremely low income renter households have the highest percentage of housing problems (95%).

Low-income renter households (with incomes between 50-80% of median) also have acute housing problems. Fully 88% of these low income renters had severe or moderate housing problems; 33% had severe cost burdens and 80% had moderate cost burdens. According to the National Low Income Housing Coalition, these figures make it clear that creating subsidized housing for renters with incomes above 50% of median will do very little to reduce the number of households with severe problems. Most renters with severe problems were either in Other Not Related Households (48%), in Small Related Households (31%), or Elderly (38%).

10.0 Additional Information

10.1 Progress in Meeting Mission and Goals

10.1.1 **Mission:** HACA's success in meeting its mission is reflected in its High Performing SEMAP designation and its PHAS High Performer designation.

10.1.2 **Goal:** Expand the supply of assisted housing

Objectives: Apply for additional rental vouchers; and, depending on available funding, utilize Section 8 HCV Project-Basing to increase housing opportunities for special needs populations.

Progress: Last fiscal year, HACA applied for additional funding as made available by Notices of Funding Availability (NOFAs). It received 10 Rental Assistance for Non-Elderly Disabled (NED) vouchers and 75 VASH vouchers. HACA also applied for 100 Family Unification Program vouchers, but was not awarded any. The total number of HACA Section 8 vouchers increased from 5,456 in 2005 to 5,884 today. There were no NOFAs for additional rental vouchers for which HACA was eligible to apply during the current fiscal year.

Re: utilizing Section 8 HCV Project-Basing to increase housing opportunities for special needs populations, HACA has leased up 32 project-based units at Main Street Village, a project providing housing and

services to the homeless mentally ill; has leased 5 project-based units at Magnolia Terrace, a project providing housing and services to the disabled; and is leasing 3 project based units at FESCO, a project providing housing and services to homeless families with children.

10.1.3 **Goal:** Improve the quality of assisted housing

Objectives: Maintain Public Housing Assessment System (PHAS) and Section Eight Management Assessment Program (SEMAP) scores of 90 or higher; transition to a computerized inspection system and inspections conducted by census tract; and modernize up to fifty (50) public housing units.

HACA has a small public housing program that currently consists of 206 units but, once disposition of approved units is concluded this fiscal year, will consist of 172 units. Because HACA’s public housing program is so small and fully leased except for turnover, HACA does not have vacancies into which to float existing tenants while modernizing their unit. Consequently, HACA modernizes units as they become vacant.

HACA understands that units undergoing modernization improvements are those that require the unit to become or remain vacant to accomplish the improvements. HACA’s modernization efforts will include, but not be limited to, Asbestos Containing Material abatement activities, interior upgrades including sink and countertop replacements, installing energy efficient appliances, cabinet replacement, window and/or door replacement, 504/ADA reasonable accommodations, accessibility modifications, heating, electrical and plumbing upgrades, concrete restoration, roofing, siding, paving repairs, lead and mold abatement, interior and exterior painting, common space improvements and completion of comprehensive and individual modernization activities funded through CFP.

HACA’s public housing portfolio is shown on the following table. HACA will schedule the modernization of up to 50 of these units, including those that have been proposed for disposition where the disposition has not yet been approved or occurred, as they become available due to vacancy, casualty loss, and court litigation or due to changes in market conditions beyond HACA’s control.

Address	Unit Designation	Unit Status Type
2000 Nidus Court #1	General Occupancy	DemoDispo - Proposed
2000 Nidus Court #2	General Occupancy	DemoDispo - Proposed
2000 Nidus Court #3	General Occupancy	DemoDispo - Proposed
2000 Nidus Court #4	General Occupancy	DemoDispo - Proposed
2004 Nidus Court #5	General Occupancy	DemoDispo - Proposed

4135 Dyer Street #8	General Occupancy	DemoDispo - Proposed
4139 Dyer Street #10	General Occupancy	DemoDispo - Proposed
4139 Dyer Street #11	General Occupancy	DemoDispo - Proposed
4139 Dyer Street #12	General Occupancy	DemoDispo - Proposed
4139 Dyer Street #9	General Occupancy	DemoDispo - Proposed
4143 Dyer Street #13	General Occupancy	DemoDispo - Proposed
4143 Dyer Street #14	General Occupancy	DemoDispo - Proposed
4143 Dyer Street #15	General Occupancy	DemoDispo - Proposed
4143 dyer Street #16	General Occupancy	DemoDispo - Proposed
4147 Dyer Street #17	General Occupancy	DemoDispo - Proposed
4147 Dyer Street #18	General Occupancy	DemoDispo - Proposed
4147 Dyer Street #19	General Occupancy	DemoDispo - Proposed
4147 Dyer Street #20	General Occupancy	DemoDispo - Proposed
4151 Dyer Street #21	General Occupancy	DemoDispo - Proposed
4151 Dyer Street #22	General Occupancy	DemoDispo - Proposed
4151 Dyer Street #23	General Occupancy	DemoDispo - Proposed
4151 Dyer Street #24	General Occupancy	DemoDispo - Proposed
4155 Dyer Street #25	General Occupancy	DemoDispo - Proposed
4155 Dyer Street #26	General Occupancy	DemoDispo - Proposed
4155 Dyer Street #27	General Occupancy	DemoDispo - Proposed
4155 Dyer Street #28	General Occupancy	DemoDispo - Proposed
4159 Dyer Street #29	General Occupancy	DemoDispo - Proposed
4159 Dyer Street #30	General Occupancy	DemoDispo - Proposed
4159 Dyer Street #31	General Occupancy	DemoDispo - Proposed
4159 Dyer Street #32	General Occupancy	DemoDispo - Proposed
4167 Dyer Street #33	General Occupancy	DemoDispo - Proposed
4167 Dyer Stret #34	General Occupancy	DemoDispo - Proposed
4171 Dyer Street #35	General Occupancy	DemoDispo - Proposed
4171 Dyer Street #36	General Occupancy	DemoDispo - Proposed
4171 Dyer Street #37	General Occupancy	DemoDispo - Proposed
4171 Dyer Street #38	General Occupancy	DemoDispo - Proposed
4175 Dyer Street #39	General Occupancy	DemoDispo - Proposed
4175 Dyer Street #40	General Occupancy	DemoDispo - Proposed
4175 Dyer Street #41	General Occupancy	DemoDispo - Proposed
4175 Dyer Street #42	General Occupancy	DemoDispo - Proposed
4179 Dyer Street #43	General Occupancy	DemoDispo - Proposed
4179 Dyer Street #44	General Occupancy	DemoDispo - Proposed
4179 Dyer Street #45	General Occupancy	DemoDispo - Proposed
4179 Dyer Street #46	General Occupancy	DemoDispo - Proposed
4183 Dyer Street #47	General Occupancy	DemoDispo - Proposed
4183 Dyer Street #50	General Occupancy	DemoDispo - Proposed
4186 Dyer Street #47	General Occupancy	DemoDispo - Proposed
4186 Dyer Street #48	General Occupancy	DemoDispo - Proposed
6200 Doyle Street # 10	General Occupancy	Initial Approval Completed
6200 Doyle Street #1	General Occupancy	Initial Approval Completed
6200 Doyle Street #11	General Occupancy	Initial Approval Completed
6200 Doyle Street #12	General Occupancy	Initial Approval Completed
6200 Doyle Street #13	General Occupancy	Initial Approval Completed

6200 Doyle Street #14	General Occupancy	Initial Approval Completed
6200 Doyle Street #15	General Occupancy	Initial Approval Completed
6200 Doyle Street #16	General Occupancy	Initial Approval Completed
6200 Doyle Street #17	General Occupancy	Initial Approval Completed
6200 Doyle Street #18	General Occupancy	Initial Approval Completed
6200 Doyle Street #19	General Occupancy	Initial Approval Completed
6200 Doyle Street #2	General Occupancy	Initial Approval Completed
6200 Doyle Street #20	General Occupancy	Initial Approval Completed
6200 Doyle Street #21	General Occupancy	Initial Approval Completed
6200 Doyle Street #22	General Occupancy	Initial Approval Completed
6200 Doyle Street #23	General Occupancy	Initial Approval Completed
6200 Doyle Street #24	General Occupancy	Initial Approval Completed
6200 Doyle Street #25	General Occupancy	Initial Approval Completed
6200 Doyle Street #26	General Occupancy	Initial Approval Completed
6200 Doyle Street #27	General Occupancy	Initial Approval Completed
6200 Doyle Street #28	General Occupancy	Initial Approval Completed
6200 Doyle Street #29	General Occupancy	Initial Approval Completed
6200 Doyle Street #3	General Occupancy	Initial Approval Completed
6200 Doyle Street #30	General Occupancy	Initial Approval Completed
6200 Doyle Street #31	General Occupancy	Initial Approval Completed
6200 Doyle Street #32	General Occupancy	Initial Approval Completed
6200 Doyle Street #33	General Occupancy	Initial Approval Completed
6200 Doyle Street #34	General Occupancy	Initial Approval Completed
6200 Doyle Street #35	General Occupancy	Initial Approval Completed
6200 Doyle Street #36	General Occupancy	Initial Approval Completed
6200 Doyle Street #4	General Occupancy	Initial Approval Completed
6200 Doyle Street #5	General Occupancy	Initial Approval Completed
6200 Doyle Street #6	General Occupancy	Initial Approval Completed
6200 Doyle Street #7	General Occupancy	Initial Approval Completed
6200 Doyle Street #8	General Occupancy	Initial Approval Completed
6200 Doyle Street #9	General Occupancy	Initial Approval Completed
703 Decoto Road	General Occupancy	DemoDispo - Approved
711 Decoto Road	General Occupancy	DemoDispo - Approved

Performance: In the past fiscal year, HACA remained a High Performer as measured by SEMAP, and became a High Performer under PHAS. HACA’s transition to a computerized inspection system has been delayed to its 2012 – 2013 fiscal year as a result of delay in the conversion of HACA’s current program management software to a new platform.

As of January 31, 2012, HACA extensively renovated and improved 22 units in the current fiscal year, of which 8 qualified as “Undergoing Modernization” per HUD.

10.1.4 **Goal:** Increase assisted housing choices

Objectives: Conduct outreach efforts to potential voucher landlords;

monitor voucher success and utilization rates and assess adequacy of payment standards; and continue promoting homeownership activities and assisting participants to become homeowners.

Progress: In the current fiscal year, HACA has continued to promote the HCVP in publications of the Rental Housing Owners of Southern Alameda County (RHO). HACA assessed the adequacy of its payment standards relative to voucher success rates, gross rents, and budgeted funds and modified the standards accordingly. HACA also continued to implement its Family Self Sufficiency (FSS) homeownership program, although only one participant was able to purchase a home last year due to tighter lending practices and valuations which remain out of reach, notwithstanding easing sales prices.

10.1.5 **Goal:** Provide an improved living environment

Objectives: Work proactively with local governments to foster understanding and support of HACA and its assisted housing programs.

Progress: In the current fiscal year, HACA staff has participated in ongoing Alameda County Department of Housing and Community Development forums as part of a continuous effort to provide information and support for HACA's assisted housing programs.

10.1.6 **Goal:** Promote self-sufficiency and asset development of assisted households

Objectives: Provide or attract supportive services to improve employability.

Progress: HACA's FSS program was funded by HUD through December 31, 2011 and then de-funded for 2012 due to a minor technical deficiency that HACA was unsuccessful in appealing and which HACA believes to be highly unfair. HACA was successful in applying to HUD for a waiver to be allowed to use \$69,000 from its 2011 funding to help continue its FSS program in 2012, augmented with local funds. Due to the Great Recession, in 2010, HACA's FSS program focused on employability and provided referrals and job leads to over 150 participants. Eight-three participants were employed full time and 60 part-time; 66 families increased their income an average of \$4,400 over the previous year.

10.1.7 **Goal:** Ensure equal opportunity and affirmatively further fair housing

Objectives: Undertake affirmative measures to ensure access to assisted housing, and a suitable living environment for families living in assisted

housing, regardless of race, color, religion, national origin, gender, family status, or disability.

Progress: HACA has continued to administer a Section 504 Grievance Procedure (discrimination on the basis of handicap) and to provide hard-copy weekly rental listings which include units designated for the disabled. (As a public service, HACA also lists privately owned subsidized developments in its jurisdiction, including those with accessibility features, regardless of whether the developments accept Housing Choice Vouchers.)

HACA monitored its weekly rental listing to insure that at least 35% of the listed units are located in non-impacted (minority/poverty) areas. (In fact, well over 90% of the units on the rental listing are typically located in areas outside of areas of minority or poverty concentration.)

HACA continued to administer a Language Assistance Plan for serving Limited English Proficiency populations in its jurisdiction; a Public Housing Affirmative Fair Housing Marketing Plan; and a Transition Plan in order to reach compliance with Uniform Federal Accessibility Standards requirements.

Annual Statement/Performance and Evaluation Report
 Capital Fund Program, Capital Fund Program Replacement Housing Factor and
 Capital Fund Financing Program

U.S. Department of Housing and Urban Development
 Office of Public and Indian Housing
 OMB No. 2577-0226
Expires 4/30/2011

Part I: Summary					
PHA Name: Housing Authority of Alameda County		Grant Type and Number Capital Fund Program Grant No: CA3906750112 Replacement Housing Factor Grant No: Date of CFFP: _____			FFY of Grant: 2012 FFY of Grant Approval: 2012
Type of Grant <input checked="" type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/Emergencies <input type="checkbox"/> Revised Annual Statement (revision no:) <input type="checkbox"/> Performance and Evaluation Report for Period Ending: <input type="checkbox"/> Final Performance and Evaluation Report					
Line	Summary by Development Account	Total Estimated Cost		Total Actual Cost ¹	
		Original	Revised ²	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations (may not exceed 20% of line 21) ³	\$213,930		\$213,930	
3	1408 Management Improvements				
4	1410 Administration (may not exceed 10% of line 21)				
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs				
8	1440 Site Acquisition				
9	1450 Site Improvement				
10	1460 Dwelling Structures				
11	1465.1 Dwelling Equipment—Nonexpendable				
12	1470 Non-dwelling Structures				
13	1475 Non-dwelling Equipment				
14	1485 Demolition				
15	1492 Moving to Work Demonstration				
16	1495.1 Relocation Costs				
17	1499 Development Activities ⁴				
18a	1501 Collateralization or Debt Service paid by the PHA				
18ba	9000 Collateralization or Debt Service paid Via System of Direct Payment				
19	1502 Contingency (may not exceed 8% of line 20)				
20	Amount of Annual Grant: (sum of lines 2 – 19)	\$213,930		\$213,930	
21	Amount of line 20 Related to LBP Activities				
22	Amount of line 20 Related to Section 504 Activities				
23	Amount of line 20 Related to Security – Soft Costs				
24	Amount of line 20 Related to Security – Hard Costs				
25	Amount of line 20 Related to Energy Conservation Measures				

¹ To be completed for the Performance and Evaluation Report.
² To be completed for the Performance and Evaluation Report or a Revised Annual Statement.
³ PHAs with under 250 units in management may use 100% of CFP Grants for operations.
⁴ RHF funds shall be included here.

Part I: Summary				
PHA Name: Housing Authority of Alameda County		Grant Type and Number Capital Fund Program Grant No: CA3906750112 Replacement Housing Factor Grant No: Date of CFFP: _____		FFY of Grant: 2012 FFY of Grant Approval: 2012
Type of Grant <input checked="" type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/Emergencies <input type="checkbox"/> Revised Annual Statement (revision no:) <input type="checkbox"/> Performance and Evaluation Report for Period Ending: <input type="checkbox"/> Final Performance and Evaluation Report				
Line	Summary by Development Account	Total Estimated Cost		Total Actual Cost ¹
		Original	Revised ²	Obligated Expended
Signature of Executive Director		Date	Signature of Public Housing Director	
			Date	

Part III: Implementation Schedule for Capital Fund Financing Program					
PHA Name: Housing Authority of Alameda County					Federal FFY of Grant: 2012
Development Number Name/PHA-Wide Activities	All Fund Obligated (Quarter Ending Date)		All Funds Expended (Quarter Ending Date)		Reasons for Revised Target Dates ¹
	Original Obligation End Date	Actual Obligation End Date	Original Expenditure End Date	Actual Expenditure End Date	
CAL 67-8/13 PHA-wide	06/30/2013		6/30/2014		

¹ Obligation and expenditure end dated can only be revised with HUD approval pursuant to Section 9j of the U.S. Housing Act of 1937, as amended.

Capital Fund Program—Five-Year Action Plan

U.S. Department of Housing and Urban Development
 Office of Public and Indian Housing
 OMB No. 2577-0226
 Expires 4/30/2011

Part I: Summary							
PHA Name/Number HACA CA067			Locality (City/County & State) Alameda County, California			<input checked="" type="checkbox"/> Original 5-Year Plan	<input type="checkbox"/> Revision No:
A.	Development Number and Name	Work Statement for Year 1 FFY 2012	Work Statement for Year 2 FFY 2013	Work Statement for Year 3 FFY 2014	Work Statement for Year 4 FFY 2015	Work Statement for Year 5 FFY 2016	
B.	Physical Improvements Subtotal	Annual Statement					
C.	Management Improvements						
D.	PHA-Wide Non-dwelling Structures and Equipment						
E.	Administration						
F.	Other						
G.	Operations		\$183,625	\$174,444	\$165,722	\$157,436	
H.	Demolition						
I.	Development						
J.	Capital Fund Financing – Debt Service						
K.	Total CFP Funds		\$183,625	\$174,444	\$165,722	\$157,436	
L.	Total Non-CFP Funds						
M.	Grand Total		\$183,625	\$174,444	\$165,722	\$157,436	

Capital Fund Program—Five-Year Action Plan

U.S. Department of Housing and Urban Development
 Office of Public and Indian Housing
 OMB No. 2577-0226
 Expires 4/30/2011

Part I: Summary (Continuation)						
PHA Name/Number HACA CA067		Locality (City/county & State) Alameda County, California			<input checked="" type="checkbox"/> Original 5-Year Plan <input type="checkbox"/> Revision No:	
Development Number and Name	Work Statement for Year 1 FFY 2012	Work Statement for Year 2 FFY 2013	Work Statement for Year 3 FFY 2014	Work Statement for Year 4 FFY 2015	Work Statement for Year 5 FFY 2016	
PHA-Wide	Annual Statement					
CAL 67-8/13						

Part III: Supporting Pages – Management Needs Work Statement(s)				
Work Statement for Year 1 FFY 2012	Work Statement for Year ² _____ FFY 2013		Work Statement for Year: ³ _____ FFY 2014	
	Development Number/Name General Description of Major Work Categories	Estimated Cost	Development Number/Name General Description of Major Work Categories	Estimated Cost
See Annual Statement	Operations	\$183,625	Operations	\$174,444
	Subtotal of Estimated Cost	\$ 183,625	Subtotal of Estimated Cost	\$ 174,444

