



HOUSING COMMISSION AGENDA
Regular Meeting: March 13, 2013

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, March 7, 2013 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.*

	<u>PAGE</u>
1. CALL TO ORDER / ROLL CALL	
2. EXECUTIVE SESSION	
<i>Contract Negotiations with SEIU Local 1021 and the Housing Authority of the County of Alameda</i>	
<i>Labor Negotiations Pursuant to Government Code 54957.6</i>	
3. APPROVAL OF THE MINUTES OF THE FEBRUARY 13, 2013 MEETING	ACTION 2
4. PUBLIC COMMENT	
On matters not on the Agenda	
5. NEW BUSINESS	
5-1. Resolution Approving a Memorandum of Understanding with SEIU Local 1021 for the Fiscal Year 2012-2013 OR Resolution Adopting the Housing Authority's Last, Best and Final Bargaining Proposal to SEIU Local 1021 for the Fiscal Year 2012-2013 Labor Negotiations	ACTION 7, 9
5-2. Resolution Approving HACA's Annual PHA Plan for Fiscal Year 2013	ACTION 21
5-3. Budget/Audit/Negotiating Committee Appointments	ACTION 28
5-4. Scholarship Committee Appointments	ACTION 29
5-5. HUD's Rental Assistance Demonstration (RAD) Program	PRESENTATION 30
5-6. Procurement Awards	INFORMATION 36
5-7. Budget Status Report	INFORMATION 37
5-8. Program Activity Report	INFORMATION 40
6. COMMITTEE REPORTS	
7. COMMISSIONER REPORTS	
8. COMMUNICATION	
9. ADJOURNMENT	

MINUTES
February 13, 2013



**HOUSING COMMISSION MINUTES
REGULAR MEETING: FEBRUARY 13, 2013, 8:00 A.M.
HACA BOARD ROOM**

SUMMARY ACTION MINUTES

1. CALL TO ORDER/ROLL CALL

Call to Order

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

Roll Call

Present: Cmrs. Asher, Biddle, Cashmere, Gacoscos, Gerry, Haddock, Iosefa, Natarajan, Peixoto, Reed, and Steiner

Excused: Cmr. Apodaca

2. EXECUTIVE SESSION

*Contract Negotiations with SEIU Local 1021 and the Housing Authority of the County of Alameda
Labor Negotiations Pursuant to Government Code 54957.6*

Chairperson Reed stated that the Executive Session would be called later in the meeting as HACA's negotiator was delayed. She moved on to the next item of business on the agenda.

3. APPROVAL OF THE MINUTES OF THE JANUARY 9, 2013 MEETING

Recommendation: Approve the minutes of the January 9, 2013 meeting as presented.

Motion/Second: Natarajan/Peixoto.

Ayes: All. Motion passed.

APPROVED AS RECOMMENDED.

4. PUBLIC COMMENT - On matters not on the agenda.

None.

5. NEW BUSINESS

5-1. ACTION: RESOLUTION NO. 13-01 ADOPTING LAST, BEST, AND FINAL BARGAINING PROPOSAL TO SEIU LOCAL 1021

Chairperson Reed indicated that this item is on hold and moved on to the next item of business on the agenda.

5-2. ACTION: APPROVE REVISIONS TO HACA'S SECTION 8 ADMINISTRATIVE PLAN

Ron Dion, Deputy Director for Programs, presented the staff report. Mr. Dion reported that HUD has implemented some changes to the processes associated with annual and interim reexaminations. He described the revisions that staff is proposing to chapters 6, 7, 11 and 16 of HACA's Administrative

Plan (Admin Plan). Mr. Dion stated that subsequent to the posting of the meeting agenda packet, staff determined that some of the proposed revisions to certain sections of chapters 6 & 7 of the Admin Plan require further analysis before changes can be implemented. He noted that these revisions pertain to the use of a participant's past income to determine annual income and amended the staff recommendation to exclude these particular revisions.

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

Commission Discussion: Cmr. Biddle asked if these changes are going to be beneficial and Mr. Dion indicated that the changes will streamline these processes and save HACA time and money. Christine Gouig, Executive Director, explained how redundancies would be eliminated. Chairperson Reed asked for clarification on the amended recommendation and Mr. Dion specified which revisions should be excluded.

Amended Recommendation: Approve the proposed revisions to HACA's Section 8 Administrative Plan excluding those revisions proposed for sections in chapter 6 & 7 of the Admin Plan pertaining to the use of a participant's past income to determine annual income.

Motion/Second: Biddle/Gacoscos.

Ayes: All. Motion passed.

APPROVED AS RECOMMENDED.

5-3. INFORMATION: ANNUAL PLAN FOR FISCAL YEAR 2013 - PUBLIC HEARING

Ron Dion presented the staff report. Mr. Dion presented the Commission with a draft of HACA's Annual PHA Plan (Plan) for fiscal year 2013. He stated that this matter had been noticed as a public hearing to receive comments from the public on the Plan.

Chairperson Reed opened the public hearing at 8:15 a.m.

Commissioner Discussion: Cmr. Cashmere and Ms. Gouig discussed HUD's Rental Assistance Demonstration (RAD) Program and Ms. Gouig indicated that staff would do a presentation on RAD at the March meeting. Cmr. Steiner and Ms. Gouig talked about the number of units that HUD is planning to allocate to RAD. Cmr. Asher and Ms. Gouig discussed how the RAD program will work and why HUD refers to RAD as a demonstration program.

Public Comment: None.

Chairperson Reed closed the public hearing at 8:18 a.m.

5-4. INFORMATION: BUDGET STATUS REPORT

Christine Gouig presented the staff report. Ms. Gouig reported that the sequestration cuts are scheduled to be implemented on March 1st and described how these cuts will impact funding for HACA's programs. She also provided an update on the federal budget and debt ceiling issue.

5-5. INFORMATION: PROGRAM ACTIVITY REPORT

Christine Gouig presented the staff report. Ms. Gouig explained the significance of the data contained in the lease-up and program utilization reports. She also gave a detailed explanation of the "Section 8 Contracts by City" report.

Commission Discussion: Cmr. Steiner and Ms. Gouig discussed the possible causes for the decrease in the number of Section 8 contracts in the City of Pleasanton. Cmr. Peixoto and Ms. Gouig discussed portability and some of the factors that Section 8 participants may be considering when they choose to port from one city to another. Chairperson Reed asked if staff can provide data on the number of landlords, by city, that participate in the Section 8 program. Jennifer Cado, Senior Administrative Analyst, indicated that GoSection8, the listing service that HACA's landlords use, does not offer a reporting tool that could provide this type of report. Cmr. Natarajan and Ms. Cado talked about the process of referring landlords to GoSection8. Chairperson Reed and Mary Rizzo-Shuman, HAHM Program Manager, discussed the damage claims report. Cmr. Gacoscos asked if the number of Section 8 contracts in a city is proportionate to the size of the city. Ms. Gouig explained that the size of a city does not determine the number of Section 8 contracts since it is up to the Section 8 participant to choose where they want to live.

6. COMMITTEE REPORTS

None.

7. COMMISSIONER REPORTS

None.

8. COMMUNICATIONS

None.

2. EXECUTIVE SESSION

*Contract Negotiations with SEIU Local 1021 and the Housing Authority of the County of Alameda
Labor Negotiations Pursuant to Government Code 54957.6*

The Commission adjourned into Executive Session at 8:38 a.m. and reconvened in regular session at 9:19 a.m. Chairperson Reed reported that there were no reportable actions taken during the Executive Session.

9. ADJOURNMENT

There being no further business to discuss Chairperson Reed adjourned the meeting at 9:20 a.m.

Respectfully submitted,

Melissa Taesali
Executive Assistant

Christine Gouig, Executive Director/Commission Secretary

Approved:

Ursula Reed, Commission Chairperson

NEW BUSINESS

March 13, 2013

HOUSING AUTHORITY OF ALAMEDA COUNTY

AGENDA STATEMENT

Meeting: March 13, 2013

Subject: Resolution Approving Memorandum of Understanding (MOU) with SEIU Local 1021

Exhibits Attached: Resolution No. 13-01

Recommendation: Adopt the attached resolution

BACKGROUND

On June 7, 2012, the Housing Authority and SEIU Local 1021 began negotiations for a successor to the Parties' Memorandum of Understanding (MOU) labor agreement. The Authority had sought to begin negotiations for approximately two months and secured an initial bargaining session with SEIU Local 1021 on June 7, the date the outgoing MOU expired. The Authority presented all of its initial proposals to SEIU Local 1021 with supporting financial information at this first bargaining session. The Parties went on to have 11 bargaining sessions between June and September 2012, during which it became apparent that the Parties would not be able to reach agreement on a successor MOU for the 2012-2013 fiscal year. As a result, the Housing Authority provided its last, best and final proposal to SEIU Local 1021 on September 21, 2012 and, after two more bargaining sessions, declared an impasse on November 1, 2012 and provided a written Notice of Impasse to SEIU Local 1021 on the same date.

Prior to your Commission's meeting on February 13, at which the imposition of the Housing Authority's last, best and final proposal was on the agenda, SEIU Local 1021 contacted the Authority and asked for additional time in which to possibly come to agreement. Your Commission granted the union's request and deferred the agenda item. Around the same time, the union filed a request for fact-finding with the California Public Employment Relations Board (PERB) but PERB denied the request as having missed the filing deadline.

DISCUSSION AND ANALYSIS

The union has indicated to the Housing Authority's bargaining team that it will hold a meeting with the represented employees on Friday March 8 to discuss and vote on a possible MOU. As the agenda for your March 13th meeting goes out on Thursday, March 7, we do not know the outcome of the meeting/vote. Therefore, staff has placed two items on your agenda: one carried over from your February 13 meeting imposing the Housing Authority's last, best and final proposal and another (this one) approving an MOU. At your meeting staff will advise which item is to be considered.

HOUSING AUTHORITY OF THE COUNTY OF ALAMEDA

RESOLUTION NO. 13-01

**RESOLUTION APPROVING A MEMORANDUM OF UNDERSTANDING (MOU) WITH SEIU LOCAL 1021
FOR THE FISCAL YEAR 2012-2013**

WHEREAS, the Housing Authority of the County of Alameda (“Authority”) recognizes Service Employees International Union (SEIU) Local 1021 as the exclusive representative for the Authority’s general employees bargaining unit, the classifications for which are listed in Appendix A to the Parties’ Memorandum of Understanding (“MOU”) for fiscal year 2011-2012; and

WHEREAS, during the Spring of 2012, the Authority sought to begin labor negotiations for an MOU to replace the fiscal year 2011-2012 MOU which expired on June 7, 2012; and

WHEREAS, the Parties began negotiations on June 7, 2012; and

WHEREAS, the Parties had 13 bargaining sessions between June 7, 2012 and November 1, 2012; and

WHEREAS, the Authority provided a written notice of impasse to SEIU Local 1021 at the end of the bargaining session held on November 1, 2012; and

WHEREAS, the Parties have now come to agreement on an MOU for the 2012-2013 fiscal year;

NOW, THEREFORE, BE IT RESOLVED, by the Housing Commission of the Housing Authority of the County of Alameda that the Commission does hereby approve and authorize execution of the Memorandum of Understanding with SEIU Local 1021 for the 2012-2013 fiscal year as presented at this meeting.

PASSED, APPROVED AND ADOPTED by the Housing Commission of the Housing Authority of the County of Alameda on this _____ day of _____ 2013 by the following vote:

AYES:

NOES:

ABSTAIN:

EXCUSED:

ABSENT:

Ursula Reed
Housing Commission Chairperson

Attest:

Christine Gouig
Executive Director/Housing Commission Secretary

Adopted: _____

HOUSING AUTHORITY OF ALAMEDA COUNTY

AGENDA STATEMENT

Meeting: March 13, 2013

Subject: Resolution adopting the Housing Authority's last, best and final bargaining proposal to SEIU Local 1021 for the Fiscal Year 2012-2013 labor negotiations

Exhibits Attached: Resolution No. 13-01; Comprehensive HACA Offer; Notice of Impasse

Recommendation: Adopt the attached resolution

BACKGROUND

On June 7, 2012, the Housing Authority and SEIU Local 1021 began negotiations for a successor to the Parties' Memorandum of Understanding ("MOU") labor agreement. The Authority had sought to begin negotiations for approximately two months and finally secured an initial bargaining session with SEIU Local 1021 on June 7, the date the outgoing MOU expired. The Authority presented all of its initial proposals to SEIU Local 1021 with supporting financial information at this first bargaining session. The Parties went on to have 11 bargaining sessions between June and September 2012, during which it became apparent that the Parties would not be able to reach agreement on a successor MOU for the 2012-2013 fiscal year. As a result, the Housing Authority provided its last, best and final proposal to SEIU Local 1021 on September 21, 2012 and, after two more bargaining sessions, declared an impasse on November 1, 2012 and provided a written Notice of Impasse (attached) to SEIU Local 1021 on the same date.

DISCUSSION AND ANALYSIS

The Housing Authority and SEIU Local 1021 are at an impasse in their negotiations. The Authority has determined that all employees of the Authority must accept up to seven (7) days of unpaid furlough or an equivalent salary reduction and begin to pay for a small portion of their health benefit premium. The Authority's determination arises because its current year Federal appropriation is below that required to fully fund the agency's operations and make all of its compensation commitments to its workforce. The Authority is further concerned that it cannot use its one-time reserve funding, which cannot be replenished for the foreseeable future, to fund ongoing compensation for Authority employees without threatening the overall financial health of the agency.

SEIU Local 1021 has repeatedly declined the Housing Authority's proposal seeking furloughs or an equivalent wage reduction and declined the Authority's proposal

seeking employee participation in the payment of health care premiums. SEIU Local 1021 has proposed that the Authority reduce management staffing and/or compensation, spend reserves and/or reduce material purchases used to operate the agency instead of reducing represented employees' compensation. SEIU Local 1021 is also adamant that employees should not have to pay for a portion of their health care premium.

The Parties also differ on the term of the next MOU. SEIU Local 1021 insists upon a two year MOU. While the Authority also wishes to have a multi-year agreement, it cannot responsibly enter into an agreement longer than one year because it does not know what its Federal funding will be for the fiscal 2013-2014 budget year. Congress allowed the sequester to take effect on March 1, resulting in a 5% cut to the Authority's funding and could extend the in-place Continuing Resolution, which expires March 27, through the balance of the federal fiscal year, resulting in the Authority receiving only 75% of its formula funding allocation. The potential impacts of such cuts are too severe to commit to a multi-year MOU.

The Parties have also been unable to reach agreement on a variety of other issues, including but not limited to contracting out for certain inspection services and the use of temporary employees.

Due to the urgent need for a balanced budget and the fact that the Authority's fiscal year ends in 3 ½ months, staff recommends that your Housing Commission adopt its last, best and final proposal to SEIU Local 1021. The terms of the Authority's last, best and final proposal are described in the Authority's September 21, 2012 Comprehensive Offer, which is attached to the proposed resolution for this matter.

HOUSING AUTHORITY OF THE COUNTY OF ALAMEDA

RESOLUTION NO. 13-01

**RESOLUTION ADOPTING THE AUTHORITY'S LAST, BEST AND
FINAL BARGAINING PROPOSAL TO SEIU LOCAL 1021 FOR THE
FISCAL YEAR 2012-2013 LABOR NEGOTIATIONS**

WHEREAS, the Housing Authority of the County of Alameda ("Authority") recognizes Service Employees International Union (SEIU) Local 1021 as the exclusive representative for the Authority's general employees bargaining unit, the classifications for which are listed in Appendix A to the Parties' Memorandum of Understanding ("MOU") for fiscal year 2011-2012; and

WHEREAS, the Parties began exchanging information relevant to the labor negotiations in April, 2012; and

WHEREAS, during the Spring of 2012, the Authority sought to begin labor negotiations for an MOU to replace the fiscal year 2011-2012 MOU which expired on June 7, 2012; and

WHEREAS, SEIU Local 1021 agreed to and then cancelled two initial bargaining dates during May, 2012 and finally agreed to begin negotiations on June 7, 2012, at which time the Authority presented all of its opening proposals and financial data to the SEIU Local 1021 bargaining team; and

WHEREAS, the Parties had 11 bargaining sessions between June 7, 2012 and September 21, 2012, during which they exchanged proposals, ideas and information, but were unable to reach agreement on terms for an MOU for fiscal year 2012-2013; and

WHEREAS, the Authority's bargaining team has presented all SEIU Local 1021 proposals to the Authority's Housing Commission; and

WHEREAS, the Authority provided its last, best and final proposal to SEIU Local 1021 during the bargaining session held on September 21, 2012; and

WHEREAS, in an effort to reach agreement with SEIU Local 1021, the Authority had two further bargaining sessions with the SEIU Local 1021 bargaining team on October 3 and November 1, 2012; and

WHEREAS, the Authority provided a written notice of impasse to SEIU Local 1021 at the end of the bargaining session held on November 1, 2012; and

WHEREAS, the Authority determined that the Parties' impasse was not amenable to resolution via mediation and SEIU Local 1021 did not request fact finding; and

WHEREAS, the Authority has exhausted its impasse procedures;

NOW, THEREFORE, BE IT RESOLVED, by the Housing Commission of the Housing Authority of the County of Alameda that the Authority exercises its responsibility under the Meyers-Miliias-Brown Act to unilaterally adopt to the extent allowed by law its last, best and final proposal to SEIU Local 1021 for wages, hours, terms and conditions of employment, the terms of which are described in the Authority's September 21, 2012 Comprehensive Offer to SEIU Local 1021 which is attached and incorporated by reference into this Resolution.

PASSED, APPROVED AND ADOPTED by the Housing Commission of the Housing Authority of the County of Alameda on this _____ day of _____ 2013 by the following vote:

AYES:

NOES:

ABSTAIN:

EXCUSED:

ABSENT:

Ursula Reed
Housing Commission Chairperson

Attest:

Christine Gouig
Executive Director/Housing Commission Secretary

Adopted: _____

**Housing Authority of Alameda County and SEIU Local 1021
2012 MOU Labor Negotiations**

Comprehensive HACA Offer

Offered: **September 21, 2012**

Subjects: **All Subjects of Negotiations**

HACA makes the following comprehensive package offer to SEIU Local 1021 regarding all pending proposals for a successor labor agreement. The Authority is nearing a fourth month without a successor MOU and would like to conclude negotiations promptly.

Open Management Proposals

1. Section 35 – Term

One year from June 8, 2012 to June 7, 2013.

2. Section 12 – Wages

Alternative A.

Wages shall remain unchanged during the term of this Agreement. To address HACA's reduced funding and to stabilize wages for the year, HACA proposes the following savings measures:

- A) All employees shall take at least seven unpaid furlough days during the term of this Agreement. The dates are to be agreed-upon by the Parties if possible.
- B) Sections 12C and 12D shall be deleted from the MOU.
- C) The MOU shall include a clause providing that the Authority may reduce the number of furlough days if its finances improve.
- D) 2% increase in the employer health benefit contribution.
- E) No change in step freeze language.

Alternative B.

- A) The base hourly rate of all employees shall be reduced by an amount equivalent to the savings of a seven day unpaid furlough during the term of this Agreement. This wage reduction shall continue during the period of any negotiations for a successor MOU. There will come a point during the fiscal year when unpaid furloughs are no longer viable and as a result wage reduction is the only responsible choice. Furthermore, a wage reduction avoids the pitfalls of unpaid furloughs identified by the Parties during their negotiations
- B) Sections 12C and 12D shall be deleted from the MOU.
- C) The MOU shall include a clause providing that the Authority may reduce the wage adjustment if its finances improve.
- D) 2% increase in the employer health benefit contribution.
- E) No change in wage freeze language.

3. Section 24

The Authority may contract-out for housing inspection services during the term of this Agreement without further negotiations with the Union.

4. Staffing

The Authority is prepared to receive Union proposals regarding impacts caused by the pending elimination of two Account Specialist positions (one filled) and two Housing Inspector positions (one filled) and the ongoing vacancy of two additional Housing Specialist positions. The Authority has provided an opportunity for the Account Specialist to be laid off to accept a demotion in lieu of lay-off. The Authority has also provided an opportunity for the Housing Inspector who would be laid off to apply for another vacant, funded position within the agency.

Open SEIU Local 1021 Proposals

Section 2 – No Discrimination

Withdrawn.

Section 4C – Job Site Access

Withdrawn.

Section 4I – Commission Meetings

The Authority agrees to clarify Section 4I to indicate that the Union can designate two employees who might attend Commission meetings, only one of whom may be released for each meeting.

Section 10 – Vacation Leave

The Authority agrees to amend Section 10L to provide for two vacation cash-out opportunities per year in Section 10L(2) and to clarify that minimum vacation balances to be eligible to cash-out must be either 40 or 37.5 hours depending on the employee's classification in Section 10L(3).

Section 11G – Sick Leave

Withdrawn.

Section 11H – Catastrophic Leave

The Authority agrees to add a reference to domestic partners in Section 11H.

Section 11J – FMLA / PDL

Withdrawn.

Section 12 – Wages

Declined – The Authority needs to make spending cuts, not increase costs. This is not the Authority's doing but rather is a consequence of ongoing Federal funding reductions. Notice that the Authority's proposal *reduces* the unpaid furloughs and/or wage reduction from the previously proposed 10 days to the currently proposed 7 days. The Authority may further reduce concessions during the term of the MOU if its finances improve. The Authority has no desire to reduce employee compensation any more than necessary.

Section 14 – Health Plans

Declined – The Authority is not in a position to increase the costs of the vision benefit (which is already more generous than the management benefit) or the cost of employees foregoing health coverage. Furthermore, increasing the employer contribution for the health premium from the Authority's proposed 2% to the Union's requested 7.16% would create further deficit that would have to be recaptured in further wage concessions.

Section 18 – Safety

Declined – The proposed preamble language is vague and therefore gives no specific direction to the Authority. The Authority already has a legally required Injury and Illness Prevention Policy, a Safety Committee and a plan to rehabilitate the property at 22941 Atherton to enhance employee safety.

Section 19 – Vacancies

Declined – The proposed amendment to Section 19 has nothing to do with the transfer challenges that the employees discussed during negotiations.

Section 20 – Grievance Procedure

The Authority agrees as part of a package to the Union's August 14, 2012 amended proposal.

Section 21 – Disciplinary Appeals

Withdrawn.

Section 24 – Contracting Out

Declined – The Union’s proposal violates management rights.

Section 25 – Temporary Employees

Declined – The existing 12 month term for use of temporary employees is not being abused by the Authority and is necessary in the exigent circumstances in which it is used. Restricting or eliminating temporary employees would 1) exacerbate the Authority’s deficit, 2) not generate revenue to reduce the concessions proposed in this package and 3) exacerbate full-time employee workload issues proposed to be addressed by the Union.

Section 26 – Notice of Layoffs

Withdrawn.

Section 29 – Life Insurance

Withdrawn.

Section 30 – Uniforms

Agreed as part of the package. The Authority can accept this proposal so long as the Union accepts its financial proposals.

Addendum A – Death in Family

Withdrawn.

Personnel Policies

Withdrawn.

Me Too Clause

Declined – The Union already has terms more favorable than management in several areas and the Union has refused the Authority's invitation to explore a bilateral me too clause.

Side Letter – Caseloads

The Parties have agreed as part of a package proposal to the following, "The Union and the Authority, through the Labor Management Committee shall discuss workload expectations within 90 days of completion of negotiations. These discussions shall be conducted pursuant to the Parties' Labor Management Committee side letter dated September 8, 2004."

**Housing Authority of Alameda County and SEIU Local 1021
2012 MOU Labor Negotiations**

Notice of Impasse

Delivered to SEIU Local 1021 on November 1, 2012

HACA made its best offer to SEIU Local 1021 on September 21, 2012. HACA has had further negotiations with SEIU Local 1021 in an effort to reach agreement on that best offer. HACA understands that the points of disagreement between the Parties are as follows:

Section 12 – Wage

- A. The employer proposes seven days of unpaid furlough. The Parties have discussed the possibility of reducing the unpaid furlough to four days in exchange for freezing a vacant administrative clerk position. SEIU Local 1021 has not made a formal offer to HACA seeking to amend the Authority's final offer to make this change. SEIU Local 1021 has stated that this change alone will not result in an agreement. Instead, SEIU Local 1021 would also need the other three issues lists below resolved to its satisfaction.
- B. SEIU Local 1021 wants Sections 12C and 12D suspended instead of deleted from the MOU.
- C. SEIU Local 1021 does not want employees to pay for any portion of the medical benefit premium.

Staffing

- A. SEIU Local 1021 seeks a severance for Housing Inspector Liza Simmons who will be laid-off as a result of the Authority's staffing proposal. The MOU does not include a severance provision.

SEIU Local 1021 has indicated that it would withdraw and/or accept HACA's position declining SEIU's proposals to amend Sections 18, 19, 24,

25 and to add a “me too” clause if the Parties were able to reach agreement on the four items listed above.

HACA wishes to emphasize to SEIU Local 1021 that the Authority would have to resort to Alternative B described in its best offer if this labor negotiation is not resolved by January, 2013. The period of time between Christmas and New Year’s Day is the most logical point in time to institute many of the unpaid furlough days. HACA believes that it would need to reduce employee hourly wages if this negotiation is not resolved by January, 2013 because the opportunity to institute unpaid furloughs without having an undue impact on public service would be lost.

HOUSING AUTHORITY OF THE COUNTY OF ALAMEDA

AGENDA STATEMENT

Meeting: March 13, 2013

Subject: Annual Plan for Fiscal Year 2013

Exhibits: – Resident Advisory Board (RAB) Meeting Minutes
– Resolution No. 13-02 PHA Plan Certifications
– Attachment A: HACA’s Annual Plan for Fiscal Year 2013

Recommendation: Authorize staff to submit the Plan to HUD

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 brought the draft Annual Plan to you in February for your review prior to the due date and to provide for a public hearing. No members of the public asked to be heard.

Staff met with the Resident Advisory Board (RAB) on February 26, 2013. Minutes of the meeting along with staff responses are attached (Attachment “A”). No changes to the draft Plan are proposed in response to RAB input.

DISCUSSION and ANALYSIS

This iteration of the Annual Plan for Fiscal Year 2013 contains no changes to the one presented to your Commission at your February meeting. As stated then, the main changes to the 2013 Plan are the following:

- Section 7 has been modified to reflect activity that has taken place since last year’s Annual Plan regarding HACA’s disposition of its public housing units and its receipt of Section 8 replacement vouchers.
- Content has been added to address HACA’s potential participation in HUD’s Rental Assistance Demonstration (RAD) program and the possible allocation of project-based vouchers to several projects.

- Progress toward Goal 10.1.2., “Expand the supply of assisted housing”, has been updated to reflect HACA’s receipt of 25 VASH vouchers last fiscal year and the project-basing of the former Nidus Court and Dyer Street Public Housing elderly developments.
- The narratives for Goal 10.1.3., “Improve the quality of assisted housing”, and Goal 10.1.6., Promote self-sufficiency and asset development of assisted households, have also been updated.
- Goal 10.1.7., “Ensure equal opportunity and affirmatively further fair housing”, has been expanded to add age, marital status, sexual orientation, source of income, and ancestry as bases on which to undertake affirmative measures to ensure access to assisted housing and a suitable living environment for families living in assisted housing.

As in recent years, total Capital Funds are 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 HUD’s PHAS reporting system. Capital Fund allocations are determined by HUD formula.

Staff has prepared the Annual Plan, using the template required by HUD. The Plan is due at HUD by April 16. HUD has 75 days to approve it. It will then post the approved Annual Plan on the HUD website.

Staff recommends that your Commission approve the Plan and authorize staff to submit it to HUD.

**Housing Authority of the County of Alameda (HACA)
Resident Advisory Board (RAB) Meeting
February 28, 2013, 6:00 P.M.
Summary**

Resident Advisory Board Members Present:	Staff Present:
Sherrett Lawrence	Ron Dion, Deputy Director for Programs
Goljan Zamani	
Absent:	
Tonja Fuller-Bryant	
Maxine Haddock	
Helen Iosefa	
Swameka Martin	

The RAB met by conference call at 6:00 PM, at which time Ron Dion (RD) described the Agency Plan (Plan) requirements to the participants and the process that HACA followed in developing the Plan, namely:

- staff development of the draft Plan;
- submission of the draft Plan to the HACA Housing Commission for information and comments;
- review of the draft Plan with the RAB for information and comments;
- submission of the proposed Plan to the HACA Housing Commission for approval along with any comments from the RAB; and,
- submission of the Plan approved by the Housing Commission to HUD by the April 16, 2013 deadline.

RAB members had been mailed the draft Plan prior to the conference call.

RD described the substantive changes that have been made to the Plan to reflect activity that has taken place since last year's submission to HUD, namely:

- Section 7 has been modified to reflect activity that has taken place since last year's Annual Plan regarding HACA's disposition of its public housing units and its receipt of Section 8 replacement vouchers.
- Content has been added to address HACA's potential participation in HUD's Rental Assistance Demonstration (RAD) program and the possible allocation of project-based vouchers to several projects.

- Progress toward Goal 10.1.2., “Expand the supply of assisted housing”, has been updated to reflect HACA’s receipt of 25 VASH vouchers last fiscal year and the project-basing of the former Nidus Court and Dyer Street Public Housing elderly developments.
- The narratives for Goal 10.1.3., “Improve the quality of assisted housing”, and Goal 10.1.6., Promote self-sufficiency and asset development of assisted households, have also been updated.
- Goal 10.1.7., “Ensure equal opportunity and affirmatively further fair housing”, has been expanded to add age, marital status, sexual orientation, source of income, and ancestry as bases on which to undertake affirmative measures to ensure access to assisted housing and a suitable living environment for families living in assisted housing.

There were no questions or comments.

RD thanked the RAB participants for their participation and invited them to attend the March 13 Housing Commission meeting at which time the Commission would act on the Plan.

No change to the HACA 2013-2014 Annual Plan is recommended in response to RAB input.

The meeting adjourned at 6:20 PM.

**PHA Certifications of Compliance
with PHA Plans and Related
R e g u l a t i o n s**

U.S. Department of Housing and Urban Development
Office of Public and Indian Housing
OMB No. 2577-0226
Expires 08/30/2011

Resolution No. 13-02

**PHA Certifications of Compliance with the PHA Plans and Related Regulations:
Board Resolution to Accompany the PHA 5-Year and Annual PHA Plan**

Acting on behalf of the Board of Commissioners of the Public Housing Agency (PHA) listed below, as its Chairman or other authorized PHA official if there is no Board of Commissioners, I approve the submission of the ___ 5-Year and/or ___ Annual PHA Plan for the PHA fiscal year beginning, July 1, 2013, hereinafter referred to as "the Plan", of which this document is a part and make the following certifications and agreements with the Department of Housing and Urban Development (HUD) in connection with the submission of the Plan and implementation thereof:

1. The Plan is consistent with the applicable comprehensive housing affordability strategy (or any plan incorporating such strategy) for the jurisdiction in which the PHA is located.
2. The Plan contains a certification by the appropriate State or local officials that the Plan is consistent with the applicable Consolidated Plan, which includes a certification that requires the preparation of an Analysis of Impediments to Fair Housing Choice, for the PHA's jurisdiction and a description of the manner in which the PHA Plan is consistent with the applicable Consolidated Plan.
3. The PHA certifies that there has been no change, significant or otherwise, to the Capital Fund Program (and Capital Fund Program/Replacement Housing Factor) Annual Statement(s), since submission of its last approved Annual Plan. The Capital Fund Program Annual Statement/Annual Statement/Performance and Evaluation Report must be submitted annually even if there is no change.
4. The PHA has established a Resident Advisory Board or Boards, the membership of which represents the residents assisted by the PHA, consulted with this Board or Boards in developing the Plan, and considered the recommendations of the Board or Boards (24 CFR 903.13). The PHA has included in the Plan submission a copy of the recommendations made by the Resident Advisory Board or Boards and a description of the manner in which the Plan addresses these recommendations.
5. The PHA made the proposed Plan and all information relevant to the public hearing available for public inspection at least 45 days before the hearing, published a notice that a hearing would be held and conducted a hearing to discuss the Plan and invited public comment.
6. The PHA certifies that it will carry out the Plan in conformity with Title VI of the Civil Rights Act of 1964, the Fair Housing Act, section 504 of the Rehabilitation Act of 1973, and title II of the Americans with Disabilities Act of 1990.
7. The PHA will affirmatively further fair housing by examining their programs or proposed programs, identify any impediments to fair housing choice within those programs, address those impediments in a reasonable fashion in view of the resources available and work with local jurisdictions to implement any of the jurisdiction's initiatives to affirmatively further fair housing that require the PHA's involvement and maintain records reflecting these analyses and actions.
8. For PHA Plan that includes a policy for site based waiting lists:
 - The PHA regularly submits required data to HUD's 50058 PIC/IMS Module in an accurate, complete and timely manner (as specified in PIH Notice 2006-24);
 - The system of site-based waiting lists provides for full disclosure to each applicant in the selection of the development in which to reside, including basic information about available sites; and an estimate of the period of time the applicant would likely have to wait to be admitted to units of different sizes and types at each site;
 - Adoption of site-based waiting list would not violate any court order or settlement agreement or be inconsistent with a pending complaint brought by HUD;
 - The PHA shall take reasonable measures to assure that such waiting list is consistent with affirmatively furthering fair housing;
 - The PHA provides for review of its site-based waiting list policy to determine if it is consistent with civil rights laws and certifications, as specified in 24 CFR part 903.7(c)(1).
9. The PHA will comply with the prohibitions against discrimination on the basis of age pursuant to the Age Discrimination Act of 1975.
10. The PHA will comply with the Architectural Barriers Act of 1968 and 24 CFR Part 41, Policies and Procedures for the Enforcement of Standards and Requirements for Accessibility by the Physically Handicapped.
11. The PHA will comply with the requirements of section 3 of the Housing and Urban Development Act of 1968, Employment Opportunities for Low-or Very-Low Income Persons, and with its implementing regulation at 24 CFR Part 135.
12. The PHA will comply with acquisition and relocation requirements of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 and implementing regulations at 49 CFR Part 24 as applicable.

13. The PHA will take appropriate affirmative action to award contracts to minority and women's business enterprises under 24 CFR 5.105(a).
14. The PHA will provide the responsible entity or HUD any documentation that the responsible entity or HUD needs to carry out its review under the National Environmental Policy Act and other related authorities in accordance with 24 CFR Part 58 or Part 50, respectively.
15. With respect to public housing the PHA will comply with Davis-Bacon or HUD determined wage rate requirements under Section 12 of the United States Housing Act of 1937 and the Contract Work Hours and Safety Standards Act.
16. The PHA will keep records in accordance with 24 CFR 85.20 and facilitate an effective audit to determine compliance with program requirements.
17. The PHA will comply with the Lead-Based Paint Poisoning Prevention Act, the Residential Lead-Based Paint Hazard Reduction Act of 1992, and 24 CFR Part 35.
18. The PHA will comply with the policies, guidelines, and requirements of OMB Circular No. A-87 (Cost Principles for State, Local and Indian Tribal Governments), 2 CFR Part 225, and 24 CFR Part 85 (Administrative Requirements for Grants and Cooperative Agreements to State, Local and Federally Recognized Indian Tribal Governments).
19. The PHA will undertake only activities and programs covered by the Plan in a manner consistent with its Plan and will utilize covered grant funds only for activities that are approvable under the regulations and included in its Plan.
20. All attachments to the Plan have been and will continue to be available at all times and all locations that the PHA Plan is available for public inspection. All required supporting documents have been made available for public inspection along with the Plan and additional requirements at the primary business office of the PHA and at all other times and locations identified by the PHA in its PHA Plan and will continue to be made available at least at the primary business office of the PHA.
21. The PHA provides assurance as part of this certification that:
 - (i) The Resident Advisory Board had an opportunity to review and comment on the changes to the policies and programs before implementation by the PHA;
 - (ii) The changes were duly approved by the PHA Board of Directors (or similar governing body); and
 - (iii) The revised policies and programs are available for review and inspection, at the principal office of the PHA during normal business hours.
22. The PHA certifies that it is in compliance with all applicable Federal statutory and regulatory requirements.

Housing Authority of the County of Alameda
PHA Name

CA067
PHA Number/HA Code

5-Year PHA Plan for Fiscal Years 20 - 20

XX Annual PHA Plan for Fiscal Years 2013 - 2014

Thereby certify that all the information stated herein, as well as any information provided in the accompaniment herewith, is true and accurate. Warning: HUD will prosecute false claims and statements. Conviction may result in criminal and/or civil penalties. (18 U.S.C. 1001, 1010, 1012; 31 U.S.C. 3729, 3802)

Name of Authorized Official	Title
Ursula Reed	Housing Commission Chairperson
Signature	Date
	March 13, 2013

Civil Rights Certification

U.S. Department of Housing and Urban Development
 Office of Public and Indian Housing
 Expires 08/30/2011

Civil Rights Certification**Annual Certification and Board Resolution**

Acting on behalf of the Board of Commissioners of the Public Housing Agency (PHA) listed below, as its Chairman or other authorized PHA official if there is no Board of Commissioner, I approve the submission of the Plan for the PHA of which this document is a part and make the following certification and agreement with the Department of Housing and Urban Development (HUD) in connection with the submission of the Plan and implementation thereof:

The PHA certifies that it will carry out the public housing program of the agency in conformity with title VI of the Civil Rights Act of 1964, the Fair Housing Act, section 504 of the Rehabilitation Act of 1973, and title II of the Americans with Disabilities Act of 1990, and will affirmatively further fair housing.

Housing Authority of the County of Alameda

CA067

PHA Name

PHA Number/HA Code

I hereby certify that all the information stated herein, as well as any information provided in the accompaniment herewith, is true and accurate. Warning: HUD will prosecute false claims and statements. Conviction may result in criminal and/or civil penalties. (18 U.S.C. 1001, 1010, 1012; 31 U.S.C. 3729, 3802)

Name of Authorized Official	Title
Ursula Reed	Housing Commission Chairperson
Signature	Date
	March 13, 2013

form HUD-50077-CR (1/2009)
 OMB Approval No. 2577-0226

HOUSING AUTHORITY OF THE COUNTY OF ALAMEDA

AGENDA STATEMENT

Meeting: March 13, 2013

Subject: Budget/Audit/Negotiations Committee

Exhibits Attached: None

Recommendation: Appoint Committee Members

Financial Statement: None

DISCUSSION

In February 2011, your Commission combined the Budget/Audit Committee with the Negotiations Committee since the outcomes of the budget and the negotiations processes are so closely linked to one another.

The duties of the Budget/Audit/Negotiations Committee include:

- Reviewing the draft budget prepared by staff and communicating to the Commission its recommendations related to the budget;
- Meeting and consulting with management during the labor negotiating process as it relates to the memorandum of understanding (MOU) between HACA and SEIU 1021;
- Overseeing the independence and performance of the independent auditors;
- Providing an avenue of communication among the independent auditors, staff, and the Commissioners; and
- Representing and providing assistance to the Commission in fulfilling its fiduciary obligations with respect to matters involving the accounting, auditing, and financial reporting functions of the Housing Authority.

Your Commission needs to appoint a Budget/Audit/Negotiations Committee for the Fiscal Year 2013-2014. Commissioners Jac Asher, Mark Gerry, Anu Natarajan, Ursula Reed and Christine Steiner comprised the Committee last year. These Commissioners can be appointed to this year's Committee, if they wish to serve again, or your Commission may appoint new members.

HOUSING AUTHORITY OF THE COUNTY OF ALAMEDA

AGENDA STATEMENT

Meeting: March 13, 2013

Subject: Scholarship Committee Appointments

Exhibits Attached: None

Recommendation: Appoint Committee Members

Financial Statement: None

DISCUSSION

Each year, the HACA Scholarship Program provides an opportunity for residents of the Public Housing program and participants of the Family Self-Sufficiency (FSS) program to apply for a scholarship that can be used to pay for eligible expenses related to their education. Scholarships, not to exceed \$15,000 in total, are awarded each year by the Scholarship Committee.

Your Commission needs to appoint a Scholarship Committee for 2013 to work with staff on reviewing this year's scholarship applications and making award recommendations to the Commission for final approval. The Scholarship Committee usually has one meeting.

Commissioners Don Biddle, Ruth Cashmere, Pat Gacoscos and Mark Gerry comprised the Committee last year. These Commissioners can be appointed to this year's Committee, if they wish to serve again, or your Commission may appoint new members.

HOUSING AUTHORITY OF THE COUNTY OF ALAMEDA

AGENDA STATEMENT

Meeting: March 13, 2013

Subject: HUD's Rental Assistance Demonstration (RAD)

Exhibits Attached: Powerpoint slides

Recommendation: Receive presentation

BACKGROUND

At your February meeting some Commissioners asked about HUD's new Rental Assistance Demonstration (RAD) program. Staff has prepared a brief presentation on RAD to give your Commission a better understanding of how the program will work to convert public housing units to another form of subsidy.

RENTAL ASSISTANCE DEMONSTRATION (RAD) PROGRAM

HUD's New Program to Convert Public Housing

What is RAD?

- Allows Housing Authorities to:
 - Get out from under the Public Housing Program laws, rules and regulations while maintaining the housing units as affordable
 - Convert Public Housing to another form of subsidy
 - Borrow against the property income to do rehab
 - Apply to their state for Low Income Housing Tax Credits and Tax-exempt Bonds to do rehab

Why Did HUD Create RAD?

- Public Housing nationwide needs \$26 billion worth of capital repairs
- Little support in Congress for Public Housing; Congress continually cuts the Public Housing operating subsidy and capital fund
- HUD views RAD as the future for Public Housing
- HUD wants Public Housing to operate using practices from private market housing

How is the Conversion Funded?

- (Unfortunately) the Housing Authority gets the same amount of funds it gets now
- Funding comprised of tenant rent, operating subsidy and capital fund; for HACA this is about \$775 per month
- Increased annually by OCAF
- Can use any accumulated Public Housing reserves to do rehab

Two Conversion Options

- Project Based Contract Assistance (PBCA)
- Project Based Vouchers (PBV)
- PBCA: 100% of units; PBV: 50% of units
- PBCA: Oversight by HUD PBCA Administrator (currently CAHI)
- PBV: HACA oversight
- Resident Mobility: PBCA: 2 years; PBV 1 year

How Does HACA Apply?

- Housing Authority applies to HUD; special unit set up to process RAD applications
- 60,000 units authorized under demonstration; only 14,000 applied for under competitive round so now open window
- HUD eager for applications; essentially all are being approved

Some Issues for HACA

- What is the per unit cost of rehab that is needed at HACA's projects?
- When combined with Public Housing operating reserves can the income from the properties support a loan sufficient to do the rehab?
- Is there a lender likely to make a loan to HACA on terms that work for the project?

Some Issues for HACA (cont.)

- Would HACA be a successful applicant for Low Income Housing Tax Credits and tax-exempt bonds?
- Is there a tax credit investor that would purchase HACA's tax credits, if awarded?
- With the PBCA option HACA would have to learn a different HUD program (forms, reporting, regulations)

What's Next?

- Contract with CSG Advisors to develop feasibility analysis
- Work with CSG Advisors to determine lender interest
- If project appears feasible, meet with Public Housing residents (required)
- Work with CSG Advisors to complete HUD application (Commission approval required)

HOUSING AUTHORITY OF ALAMEDA COUNTY

AGENDA STATEMENT

Meeting: March 13, 2013

Subject: Procurement Award Information

Exhibits Attached: None

Recommendation: Information only

Financial Statement: As indicated below

BACKGROUND

The information below is provided in accordance with the Housing Authority's Procurement Policy, which requires that procurement actions valued between \$25,000 and \$100,000 be brought to your Housing Commission as an information item.

DISCUSSION AND ANALYSIS

On November 30, 2012, staff issued an Invitation for Bids to provide structural repairs to our former office building located at 29800 Mission Boulevard in Hayward. After a thorough review of the five bids received, Green Earth Engineering and Construction (Milpitas, CA) was awarded the contract on January 9, 2013 in the amount of \$46,800. The scope of work includes a new steel column and reinforced concrete foundation to support the existing cantilevered roof beam. The replacement of the front entry, exterior brick veneer, brick pavers, adjacent windows, and new carpet at the entry was also included. As this building is owned by the Public Housing Program, funding for this project comes from the Public Housing reserves.

Some Housing Authority staff will relocate to this building during the remodel of our office building. Once the remodel is complete and staff returns, the building will be advertised for lease.

BUDGET STATUS **REPORT**

**Housing Authority of Alameda County
HOUSING CHOICE VOUCHER
Budget Status Report FYE 2012-2013
January 2013**

FY 2013 - HCV OPERATING BUDGET	Budgeted @ 1/31/2013	Actual @ 1/31/2013	OVER (UNDER)	PROJECTED TO 6/30/13	SCH. NO.	2012 BUDGET	2013 BUDGET	DIFFERENCE
INCOME								
Investment Income	2,100	2,201	101	3,773	A1	3,600	3,600	0
Misc. Income	121,333	45,785	(75,548)	208,000	A1	345,040	208,000	(137,040)
Administrative Fee Income	4,028,098	4,079,687	51,588	6,833,655	A	7,270,973	6,905,311	(365,662)
TOTAL INCOME	4,151,532	4,127,672	(23,859)	7,045,428		7,619,613	7,116,911	(502,702)
EXPENSES								
Administration								
Salaries	(2,544,584)	(2,383,880)	160,705	(3,873,805)	B-1& 2	(4,391,400)	(4,362,145)	29,255
Other Admin.	(677,528)	(749,824)	(72,296)	(1,415,602)	C-1&2	(1,077,012)	(1,161,477)	(84,465)
Total	(3,222,112)	(3,133,704)	88,409	(5,289,406)		(5,468,413)	(5,523,621)	(55,209)
General								
Insurance	(117,594)	(89,855)	27,739	(154,037)	E	(204,029)	(201,590)	2,439
Employee Benefits	(1,297,738)	(1,230,751)	66,987	(1,975,640)		(2,195,700)	(2,224,694)	(28,994)
Miscellaneous	0	0	0	0		0	0	0
Total	(1,415,332)	(1,320,606)	94,726	(2,129,678)		(2,399,729)	(2,426,284)	(26,555)
Total Routine Expenses	(4,637,445)	(4,454,310)	183,135	(7,419,084)		(7,868,142)	(7,949,905)	(81,763)
Capital Expenditures	0	0	0	0	D2	0	0	0
TOTAL EXPENSES	(4,637,445)	(4,454,310)	183,135	(7,419,084)		(7,868,142)	(7,949,905)	(81,763)
Income (Deficit) Unfunded 2012 FSS (1/2 year) - Use of Reserve				(158,607) **			(158,607)	
Income (Deficit) UNSPECIFIED BUDGET REDUCTION				(215,049)			(674,387)	
NET INCOME (DEFICIT)	(485,913)	(326,637)	(206,994)	(373,656)		(248,529)	(832,994)	(584,465)

2012 Funding for FSS (unfunded)	103,020
Salaries and Benefits FSS expenses	(261,627)
Use of Reserve (unfunded FSS) for 1/2 2012 (July-Dec 2012) **	(158,607)

Unrestricted Net Assets @ 6/30/12	\$ 2,478,875
Use of Reserve (unfunded FSS) for 1/2 2012-July-December	** (158,607)
Projected Income/(Deficit) @ 6/30/13	(215,049)
Projected Unrestricted Net Assets @ 6/30/13	<u>\$ 2,105,219</u>

**Housing Authority of Alameda County
PUBLIC HOUSING
Budget Status Report FYE 2012-2013
January 2013**

FY 2013 - PH OPERATING BUDGET	YTD BUDGET 1/31/2013	YTD ACTUALS 1/31/13	OVER/ (UNDER) BUDGET	Projected to 6/30/13	SCH. NO.	2012 BUDGET	2013 BUDGET	Difference
INCOME								
Dwelling Rentals	311,273	299,054	(12,219)	533,610	A-1	804,948	533,610	(271,338)
Investment Income	1,283	1,614	331	2,767	A	2,025	2,200	175
Misc. Income	79,196	46,330	(32,865)	79,423	A-1	85,108	135,764	50,656
Transfer of Reserves from Ocean Ave				500,000			500,000	500,000
Operating Subsidy	222,004	348,693	126,688	380,579	A-1	496,628	380,579	(116,049)
Asset Reposition Fee	116,095	0	(116,095)	199,020	A-1	148,594	199,020	50,426
Capital Grant	150,721	0	(150,721)	258,378	A-1	169,275	258,378	89,103
TOTAL INCOME	880,571	695,692	(184,881)	1,953,777		1,706,579	2,009,551	302,971
EXPENSES								
Administration								
Salaries	(135,971)	(124,152)	11,819	(215,196)	B-1& 2	(383,445)	(233,093)	150,353
Other Admin.	(67,881)	(30,951)	36,931	(53,058)	C-1	(167,363)	(116,368)	50,995
Total	(203,852)	(155,102)	48,750	(268,254)		(550,808)	(349,461)	201,348
Tenant Services								
Resident Managers	(3,208)	(1,575)	1,633	(5,500)		(5,500)	(5,500)	0
Recreation	(4,375)	(147)	4,228	(7,500)		(7,500)	(7,500)	0
Total	(7,583)	(1,722)	5,861	(13,000)		(13,000)	(13,000)	0
Utilities								
Water	(43,166)	(32,886)	10,280	(74,000)		(74,000)	(74,000)	0
Electricity	(11,083)	(11,808)	(724)	(20,242)		(19,000)	(19,000)	0
Gas	(1,517)	(912)	605	(1,564)		(2,600)	(2,600)	0
Sewage	(27,767)	(14,156)	13,611	(47,600)		(47,600)	(47,600)	0
Total	(83,533)	(59,762)	23,773	(143,405)		(143,199)	(143,199)	0
Maintenance								
Salaries	(40,824)	(43,753)	(2,929)	(75,838)	B-2	(139,820)	(69,983)	69,836
Materials	(37,310)	(26,820)	10,490	(61,796)	D	(63,960)	(63,960)	0
Contract Costs	(346,592)	(164,103)	182,489	(620,195)	D	(466,552)	(594,158)	(127,606)
Total	(424,726)	(234,676)	190,050	(757,829)		(670,332)	(728,101)	(57,769)
General								
Insurance	(47,082)	(25,008)	22,075	(71,065)	E	(80,712)	(80,712)	0
Tax-In Lieu Of	(22,774)	(22,774)	0	(39,041)		(66,175)	(39,041)	27,134
Employee Benefits	(90,165)	(58,107)	32,058	(154,569)		(261,633)	(154,569)	107,064
Collection Loss	(583)	0	583	0		(1,000)	(1,000)	0
Miscellaneous	(583)	0	583	0		(1,000)	(1,000)	0
Total	(161,188)	(105,890)	55,299	(264,675)		(410,520)	(276,322)	134,198
Total Routine Expenses	(880,882)	(557,152)	323,732	(1,447,163)		(1,787,859)	(1,510,083)	277,776
Capital Expenditure-exterior renovation of Emery Glen				(500,000)		0	(500,000)	(500,000)
TOTAL EXPENSES	(880,882)	(557,152)	323,732	(1,947,163)		(1,787,859)	(2,010,083)	(222,224)
NET INCOME (DEFICIT)	(311)	138,540	138,851	6,614		(81,280)	(533)	80,747

Unrestricted Net Assets @ 6/30/12
 Projected Income/(Deficit) @ 6/30/13
 Projected Unrestricted Net Assets @ 6/30/13

\$1,318,585
 6,614
 \$1,325,199

PROGRAMS' ACTIVITY **REPORT**

HOUSING AUTHORITY OF THE COUNTY OF ALAMEDA

AGENDA STATEMENT

Meeting: March 13, 2013

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 March 1, 2013, the Section 8 Housing Choice Voucher program had 5,769 units under contract. The fiscal year-to-date lease-up average is 95.94% units. The budget authority use average through January 2013 is 99.1%.
- **Program Utilization:** As of March 1, 2013, the average HAP subsidy is \$1,045 and the average tenant-paid rent portion is \$402 for an average Contract Rent of \$1,447.
 - ❖ As of March 1, 2013, HACA had 77 outgoing billed portability contracts (i.e., HACA voucher holders who are housed in another housing authority's jurisdiction).
 - ❖ As of March 1, 2013, HACA billed other housing authorities, primarily the Oakland Housing Authority, for 1,652 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 \$2,294.11 in fraud and debt recovery payments for the month of January 2013. A total of \$15,242.35 was retained over the last six months.
- **Landlord Rental Listings:** As of March 4, 2013, there were 1,583 landlords with properties in HACA's jurisdiction utilizing the *GoSection8* rental listing service. There were five new landlords added to the Section 8 program this month. There were 50 active properties listed.

FAMILY SELF SUFFICIENCY (FSS)

Sixty-four people attended the FSS orientations in February. Over half of them have already submitted their intake packages and the FSS Coordinators have begun meeting with prospective participants. Applicants often struggle to structure their aspirations. The Coordinators work closely with each applicant to transform a dream into a Specific, Measurable, Attainable, Realistic, and Timely (SMART) goal. These goals form the core of the FSS Contract and Service Plan. The enrollment process typically requires several meetings to establish goals and develop the 5-year self-sufficiency plan.

Planning has already begun for the annual Health and Resource Fair. The Fair is scheduled for July 27th. Fund development has begun so that the various costs of the event will be covered. Vendors are already being recruited. Mark your calendar and plan to join us for this event!

PUBLIC HOUSING

- **Occupancy:** As of March 1, 2013, the Public Housing program had 69 of 72 units leased and has a 98.10% fiscal year-to-date lease up rate.

HOUSING AUTHORITY OF THE COUNTY OF ALAMEDA
Section 8 Contract and HAP Report for the month of February 2013

City	Certificates		Vouchers		February 2013 TOTAL		February 2012	February 2011
	Number	HAP*	Number	HAP**	Number	HAP		
Albany	-	\$ -	36	\$ 37,656	36	\$ 37,656	39	45
Castro Valley	14	\$ 12,334	226	\$ 236,396	240	\$ 248,730	244	247
Dublin	2	\$ 1,762	294	\$ 307,524	296	\$ 309,286	302	280
Emeryville	6	\$ 5,286	104	\$ 108,784	110	\$ 114,070	112	94
Fremont	30	\$ 26,430	1,314	\$ 1,374,444	1,344	\$ 1,400,874	1,425	1,419
Hayward	114	\$ 100,434	2,453	\$ 2,565,838	2,567	\$ 2,666,272	2,562	2,455
Newark	2	\$ 1,762	280	\$ 292,880	282	\$ 294,642	287	289
Pleasanton	4	\$ 3,524	134	\$ 140,164	138	\$ 143,688	164	166
San Leandro	16	\$ 14,096	1,437	\$ 1,503,102	1,453	\$ 1,517,198	1,426	1,357
San Lorenzo	2	\$ 1,762	230	\$ 240,580	232	\$ 242,342	217	201
Union City	4	\$ 3,524	855	\$ 894,330	859	\$ 897,854	774	713
TOTALS	194	\$ \$170,914.00	7,363	\$ \$7,701,698.00	7,557	\$7,872,612.00	7,552	7,266

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

** Based on an average February 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 2013

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	36	\$1,298	\$1,022	\$276	21%
Castro Valley	228	\$1,363	\$940	\$423	31%
Dublin	287	\$1,611	\$1,209	\$402	25%
Emeryville	107	\$1,226	\$862	\$365	30%
Fremont	1,326	\$1,565	\$1,121	\$444	28%
Hayward	2,447	\$1,355	\$977	\$378	28%
Newark	278	\$1,793	\$1,251	\$542	30%
Pleasanton	134	\$1,351	\$950	\$400	30%
San Leandro	1,437	\$1,367	\$987	\$381	28%
San Lorenzo	226	\$1,635	\$1,195	\$440	27%
Union City	762	\$1,630	\$1,213	\$417	26%

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

2012-2013

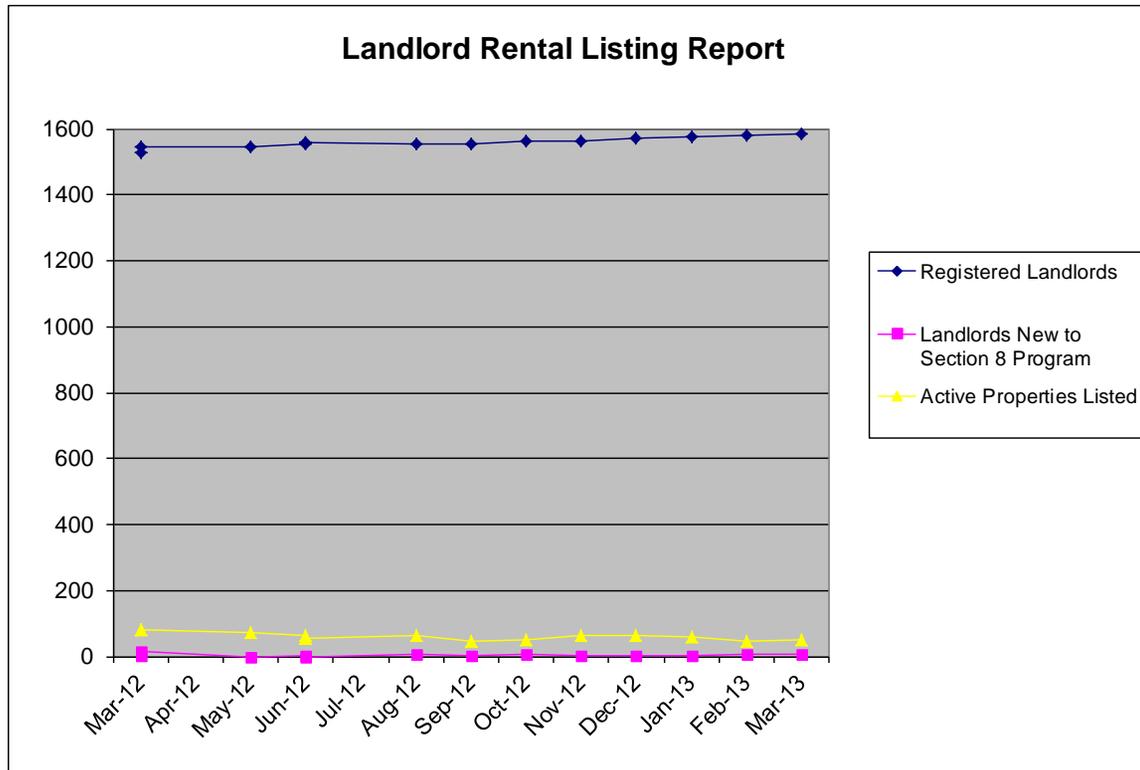
DEBT COLLECTIONS
FYE 06/30/13

	JULY	AUGUST	SEPTEMBER	OCTOBER	NOVEMBER	DECEMBER	JANUARY	FEBRUARY	MARCH	APRIL	MAY	JUNE	GRAND
													TOTALS
<i>DAMAGE CLAIMS</i>	\$0.00	\$150.00	\$0.00	\$0.00	\$50.00	\$50.00	\$0.00						\$250.00
<i>FRAUD REPAYMENTS</i>	\$2,719.93	\$2,507.22	\$2,861.70	\$2,712.85	\$2,140.42	\$2,079.05	\$2,294.11						\$17,315.28
TOTALS	\$2,719.93	\$2,657.22	\$2,861.70	\$2,712.85	\$2,190.42	\$2,129.05	\$2,294.11	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$17,565.28

Landlord Rental Listing Report

Monthly

	3/1/2012	3/29/2012	5/1/2012	6/1/2012	6/29/2012	8/1/2012	9/4/2012	10/1/2012	11/1/2012	12/1/2012	1/2/2013	2/4/2013	3/4/2013
Registered Landlords	1527	1544	1547	1552	1558	1552	1556	1562	1565	1572	1575	1579	1583
Landlords New to Section 8 Program	2	15	0	4	0	6	3	6	2	3	3	5	5
Active Properties Listed	79	82	70	64	55	64	47	52	63	65	61	44	50





To: Christine Gouig, Executive Director
From: Sharon DeCray, HAFS Manager
Re: **FSS Program Summary**
CC: Ron Dion, Linda Evans, Phyllis Harrison, Mary Sturges
Date: March 5, 2013

Program Summary	February 2013
Total Clients Under Contract:	150
Graduates:	5
Escrow Disbursed:	\$79,946.36
Ports In:	1
Ports Out:	0
Terminations:	1
New Contracts:	1

FSS PROGRAM NEWS:

Workshops

On Saturday, February 9, the FSS Department partnered with Safe America Credit Union and facilitated a Money Management Workshop called "Budgets and Checking Accounts." The participants were shown how to:

- Create a monthly budget
- Learn about "smart spending"
- Plan for financial emergencies
- Use their checking accounts to manage their budgets
- Avoid overdrafts and use ChexSystems

Working with Safe America Credit Union is a new collaboration for FSS. We look forward to having them again in March for the second part of their Money Management Workshop series.

Planning has begun for the annual Health and Resource Fair. It is scheduled for July 27th.

Orientations

In February, the FSS Department held three orientations for prospective participants. Sixty-four (64) people attended and over half have submitted their application and intake package. With our funding now restored, we plan to have a regular schedule of orientations every quarter.

Referrals= 54

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>
-------------	-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------

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>
-------------	--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------

HUD-50075 Annual Plan Attachment Fiscal Year Beginning: 07/2013

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 #4: Operation and Management; and
- 6.1.4 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/phdownloads/category/7-plans-policies>.

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

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 project, 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 may use to create additional public housing units in either a stand-alone or mixed finance project. For a mixed-finance project, 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 to purchase existing units for conversion to public housing or to develop new public housing units using modular housing.
- 7.1.3 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 to support the renovation of its existing public housing units after such units are converted under HUD's Rental Assistance Demonstration (RAD) program, should HACA apply for RAD.

Demolition and/or Disposition.

- 7.1.4 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 and has completed the disposition as of June 29, 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. That application was approved by HUD February 14, 2012. HACA subsequently received 100 replacement vouchers and has completed the disposition as of November 1, 2012.
- 7.1.5 Disposition Timetable for remaining 72 Public Housing units: HACA will consider applying to HUD for approval to include one or both of its two remaining 36-unit Public Housing projects in the Rental Assistance Demonstration (RAD) program. HACA will evaluate whether or not to submit a RAD application this year.

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

Homeownership. N/A

Project-Based Vouchers.

- 7.1.6 HACA anticipates project-basing up to 500 units. The cities of Emeryville, Dublin, Fremont, Hayward, and Union City as well as the unincorporated areas of Castro Valley and San Lorenzo are currently-identified locations. Additional locations in Alameda County, such as (but not limited to) Albany, Newark, Pleasanton and San Leandro are possible.
- 7.1.7 HACA is planning to project-base up to 25 units in a non-impacted census tract in Dublin in order to expand housing opportunities for homeless veterans in the eastern part of Alameda County. HACA will apply to HUD and the VA to project base up to 25 VASH vouchers in the project to replace some or all of HACA's regular project based vouchers so as to ensure the veterans in the project receive the supportive services provided under VASH.
- 7.1.8 HACA is planning to project-base up to eight units in central and southern Alameda County to serve the disabled population. It is working with Alameda County and the Neighborhood Stabilization Program on this project.
- 7.1.9 HACA is planning to project-base up to 25 units in the City of Emeryville to support the development of housing for families.

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.

Form HUD-50075.1, *Capital Fund Program Annual Statement/Performance and Evaluation Report* has been completed as required and is enclosed.

Form HUD-50075.2, *Capital Fund Program Five-Year Action Plan* has been completed as required and is enclosed.

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

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 Standard 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: There have been no Notices of Funding Availability (NOFAs) for additional rental vouchers for which HACA was eligible to apply during the current fiscal year; however, HACA received an award of an additional 25 Veterans Affairs Supportive Housing (VASH) vouchers. HACA currently has 100 VASH vouchers and 10 Rental Assistance for Non-Elderly Disabled (NED) vouchers.

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 Fremont project providing housing and services to the homeless and mentally ill; has leased 5 project-based units at Magnolia Terrace, an Emeryville project providing housing and services to the disabled; has leased 3 project based units at FESCO, a Hayward project providing housing and services to homeless families with children; and has leased 98 project based units at Nidus Court and Dyer Street, HACA's former Union City Public Housing developments for the elderly.

HACA is planning to project base up to 25 VASH units in a non-impacted census tract in Dublin in order to expand housing opportunities for homeless veterans in the eastern part of Alameda County.

Additionally, HACA is planning to project base up to 25 units in the north-county city of Emeryville in order to expand housing opportunities for families and up to 8 units in central and southern Alameda County for the disabled.

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 fifteen (15) public housing units.

HACA has a small public housing program that currently consists of 72 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, mold abatement, interior and exterior painting, common area 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 15 of these units 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
4125 Dyer Street #1	General Occupancy	Initial Approval Completed
4125 Dyer Street #10	General Occupancy	Initial Approval Completed
4125 Dyer Street #11	General Occupancy	Initial Approval Completed
4125 Dyer Street #12	General Occupancy	Initial Approval Completed
4125 Dyer Street #13	General Occupancy	Initial Approval Completed
4125 Dyer Street #14	General Occupancy	Initial Approval Completed
4125 Dyer Street #15	General Occupancy	Initial Approval Completed
4125 Dyer Street #16	General Occupancy	Initial Approval Completed
4125 Dyer Street #17	General Occupancy	Initial Approval Completed
4125 Dyer Street #18	General Occupancy	Initial Approval Completed
4125 Dyer Street #19	General Occupancy	Initial Approval Completed
4125 Dyer Street #2	General Occupancy	Initial Approval Completed
4125 Dyer Street #20	General Occupancy	Initial Approval Completed
4125 Dyer Street #21	General Occupancy	Initial Approval Completed
4125 Dyer Street #22	General Occupancy	Initial Approval Completed
4125 Dyer Street #23	General Occupancy	Initial Approval Completed
4125 Dyer Street #24	General Occupancy	Initial Approval Completed
4125 Dyer Street #25	General Occupancy	Initial Approval Completed
4125 Dyer Street #26	General Occupancy	Initial Approval Completed
4125 Dyer Street #27	General Occupancy	Initial Approval Completed
4125 Dyer Street #28	General Occupancy	Initial Approval Completed
4125 Dyer Street #29	General Occupancy	Initial Approval Completed
4125 Dyer Street #3	General Occupancy	Initial Approval Completed
4125 Dyer Street #30	General Occupancy	Initial Approval Completed
4125 Dyer Street #31	General Occupancy	Initial Approval Completed
4125 Dyer Street #32	General Occupancy	Initial Approval Completed
4125 Dyer Street #33	General Occupancy	Initial Approval Completed
4125 Dyer Street #34	General Occupancy	Initial Approval Completed
4125 Dyer Street #35	General Occupancy	Initial Approval Completed
4125 Dyer Street #36	General Occupancy	Initial Approval Completed
4125 Dyer Street #4	General Occupancy	Initial Approval Completed
4125 Dyer Street #5	General Occupancy	Initial Approval Completed
4125 Dyer Street #6	General Occupancy	Initial Approval Completed
4125 Dyer Street #7	General Occupancy	Initial Approval Completed
4125 Dyer Street #8	General Occupancy	Initial Approval Completed
4125 Dyer Street #9	General Occupancy	Initial Approval Completed
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

Performance: In the past fiscal year, HACA remained a High Performer as measured by SEMAP and was rated a Standard Performer under PHAS.

HACA’s transition to a computerized inspection system has been delayed to its 2013 – 2014 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, 2013, HACA extensively renovated and improved 8 units in the current fiscal year, all of which 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 HCV program in publications of the Rental Housing Association of Southern Alameda County. 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 three participants were 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 recent fiscal years, 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: In 2012, HACA's FSS program focused on employability and provided referrals and job leads to over 179 participants. Eighty (80) participants were employed full time and 39 part-time; 56 families increased their income an average of \$4,474 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, sex, religion, familial status, age,

disability, national origin, marital status, sexual orientation, source of income or ancestry.

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 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.

Part I: Summary					
PHA Name: Housing Authority of Alameda County		Grant Type and Number Capital Fund Program Grant No: CA3908750113 Replacement Housing Factor Grant No: Date of CFFP: _____		FFY of Grant: 2013 FFY of Grant Approval: 2013	
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	\$100,000		\$100,000	
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)	\$100,000		\$100,000	
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: CA3906750113 Replacement Housing Factor Grant No: Date of CFFP: _____		FFY of Grant: 2013 FFY of Grant Approval: 2013	
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	

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: _____ Date of CFFP: _____		Replacement Housing Factor Grant No: CA39R06750113	
				FFY of Grant: 2013	
				FFY of Grant Approval: 2013	
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				
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	\$209,867		\$209,867	
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 3% of line 20)				
20	Amount of Annual Grant: (sum of lines 2 - 19)	\$209,867		\$209,867	
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.

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
 Expires 4/30/2011

Part I: Summary					
PHA Name: Housing Authority of Alameda County		Grant Type and Number Capital Fund Program Grant No: Date of CFFP: _____		Replacement Housing Factor Grant No: CA39R06750113	
				FFY of Grant: 2013 FFY of Grant Approval: 2013	
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	

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 2013	Work Statement for Year 2 FFY 2014	Work Statement for Year 3 FFY 2015	Work Statement for Year 4 FFY 2016	Work Statement for Year 5 FFY 2017
B.	Physical Improvements Subtotal	Annual Statement				
C.	Management Improvements					
D.	PHA-Wide Non-dwelling Structures and Equipment					
E.	Administration					
F.	Other					
G.	Operations		\$95,000	\$90,000	\$85,000	\$80,000
H.	Demolition					
I.	Development					
J.	Capital Fund Financing - Debt Service					
K.	Total CFP Funds		\$95,000	\$90,000	\$85,000	\$80,000
L.	Total Non-CFP Funds					
M.	Grand Total		\$95,000	\$90,000	\$85,000	\$80,000

Part II: Supporting Pages – Physical Needs Work Statement(s)						
Work Statement for Year 1 FFY 2013	Work Statement for Year 4 FFY 2016			Work Statement for Year: 5 FFY 2017		
	Development Number/Name General Description of Major Work Categories	Quantity	Estimated Cost	Development Number/Name General Description of Major Work Categories	Quantity	Estimated Cost
See Annual Statement	PHA Wide			PHA Wide		
	CAL 67-12/13 OPERATIONS		\$85,000	CAL 67-12/13 OPERATIONS		\$80,000
	Subtotal of Estimated Cost		\$ 85,000	Subtotal of Estimated Cost		\$ 80,000

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 2013	Work Statement for Year 2 FFY 2014	Work Statement for Year 3 FFY 2015	Work Statement for Year 4 FFY 2016	Work Statement for Year 5 FFY 2017
B.	Physical Improvements Subtotal	Annual Statement				
C.	Management Improvements					
D.	PHA-Wide Non-dwelling Structures and Equipment					
E.	Administration					
F.	Other					
G.	Operations					
H.	Demolition					
I.	Development		\$209,867	\$209,867	\$209,867	
J.	Capital Fund Financing - Debt Service					
K.	Total CFP Funds		\$209,867	\$209,867	\$209,867	
L.	Total Non-CFP Funds					
M.	Grand Total		\$209,867	\$209,867	\$209,867	

