



## HOUSING COMMISSION AGENDA

Regular Meeting: March 9, 2011

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 Housing Commission Secretary of the Housing Authority of the County of Alameda has, on Thursday, March 3, 2011, duly distributed this Agenda to the Clerk of the Board of Supervisors for posting in the office of the Alameda County Administration Building and has posted it on the bulletin board of the Housing Authority of the County of Alameda.*

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

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| <b>1. CALL TO ORDER / ROLL CALL</b>  |   |             |
| <b>2. APPROVAL OF MINUTES OF THE FEBRUARY 9, 2011 MEETING</b>  |   | <b>2</b>    |
| <b>3. PUBLIC COMMENT</b>   |   |             |
| On matters not on the Agenda   |   |             |
| <b>4. NEW BUSINESS</b>   |   |             |
| 4-1. Resolution Approving HACA's 5-Year Plan for Fiscal Years 2011-2015 and Annual Plan for Fiscal Year 2011 | <b>ACTION</b><br>PUBLIC HEARING<br>REQUIRED | <b>9</b>    |
| 4-2. Grant Agreement with the City of Dublin   | <b>ACTION</b>                               | <b>12</b>   |
| 4-3. Resolution Approving Assignment Agreement   | <b>ACTION</b>                               | <b>16</b>   |
| 4-4. Appointment of Scholarship Committee  | <b>ACTION</b>                               | <b>20</b>   |
| 4-5. Award Contract for Flooring Services  | <b>ACTION</b>                               | <b>21</b>   |
| 4-6. Painting Services Contract  | <b>INFORMATION</b>                          | <b>23</b>   |
| 4-7. Budget Status Report  | <b>INFORMATION</b>                          | <b>24</b>   |
| 4-8. Program Activity Report   | <b>INFORMATION</b>                          | <b>27</b>   |
| <b>5. COMMITTEE REPORTS</b>  |   |             |
| <b>6. COMMISSIONER REPORTS</b>   |   |             |
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# **MINUTES**

February 9, 2011

**HOUSING COMMISSION MINUTES  
REGULAR MEETING: FEBRUARY 9, 2011 8:00 A.M.  
HACA BOARD ROOM**

**SUMMARY ACTION MINUTES**

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

**Call to Order**

Chairperson Steiner called the meeting to order at 8:04 a.m.

**Roll Call**

Present: Cmr. Atkin, Cashmere, Dutra-Vernaci, Gerry, Haddock, Lockhart, Medina, Natarajan, Peixoto, and Steiner

Entered after Roll Call: Cmr. Iosefa and Reed

**2. APPROVAL OF MINUTES OF THE JANUARY 12, 2011 MEETING**

Recommendation: Approve the minutes of the January 12, 2011 meeting as presented.

Motion/Second: Lockhart/Dutra-Vernaci.

Ayes: All Motion passed.

**APPROVED AS RECOMMENDED.**

**3. PUBLIC COMMENT – On matters not on the agenda  
None.**

**4. NEW BUSINESS**

**4-1. RESOLUTION NO. 04-11: RECOGNIZING CAROL DUTRA-VERNACI FOR SERVICE ON THE  
& COMMISSION**

**4-2. RESOLUTION NO. 05-11: RECOGNIZING JANET LOCKHART FOR SERVICE ON THE COMMISSION**

Christine Gouig, Executive Director, presented two resolutions in recognition of Cmr. Carol Dutra-Vernaci and Janet Lockhart for their years of service on the Housing Commission. Ms. Gouig talked about their service on the Commission, commended them for being outstanding commissioners, praised them for guiding staff through challenges, and stated that staff will miss their experience and active participation. Ms. Gouig announced that in appreciation for their service on the Commission HACA will make a donation to the Washington Hospital Healthcare Foundation on behalf of Cmr. Dutra-Vernaci and a donation to the School of Imagination and Happy Talkers on behalf of Cmr. Lockhart.

Recommendation: Adopt Resolution No. 04-11 recognizing Carol Dutra-Vernaci and Resolution No. 05-11 recognizing Janet Lockhart.

Motion/Second: Natarajan/Reed.

Commission Discussion: Chairperson Steiner commented that Cmr. Dutra-Vernaci and Lockhart have made a great impact in their communities and that these communities are fortunate to have affordable housing advocates such as Cmr. Dutra-Vernaci and Lockhart. Cmr. Natarajan praised Cmr. Dutra-Vernaci and Lockhart for their passion and work with housing issues and commented that it was great to be able to work with such strong women and noted that Cmr. Dutra-Vernaci and Lockhart are valued mentors for a lot of women who are involved in local politics. Cmr. Gerry commented that it was a pleasure serving on the Commission with them both.

Cmr. Lockhart expressed her appreciation for the recognition and stated that it was a privilege to work on housing issues. She thanked staff for inspiring her to urge people to come up with ways to help those in need within their communities and to promote the idea that communities are better served and more enriched when they are comprised of people of different socio-economic levels.

Cmr. Dutra-Vernaci reminisced about the different commissioners that she has had an opportunity to work with. She thanked the Commissioners and some of the staff individually. Cmr. Dutra-Vernaci stated that she will continue to lend her support and to help with housing issues in any way that she can.

The Housing Commissioners, staff, and the public applauded Cmr. Dutra-Vernaci and Cmr. Lockhart.

Ayes: All Motion passed.

**ADOPTED AS RECOMMENDED.**

**4-3. PRESENTATION: OFFICE REMODEL**

Ms. Gouig introduced Henry Kwong, Cheryl Gordon, and Jay Manzo from K2A Architects (K2A). Tom Makin, Deputy Director for Operations, presented the staff report. Mr. Kwong, Ms. Gordon, and Mr. Manzo presented the renderings of the plans for the office building remodel.

Commission Discussion:

Cmr. Dutra-Vernaci asked if the proposed second story of the new building could be expanded later in the event of future growth. Ms. Gordon indicated that expansion was possible since an elevator, a main structural component, will already be in place.

Cmr. Gerry commented about the use of skylights to bring in natural light and asked about the use of skylights over the main lobby. Mr. Manzo explained that one skylight in this area should suffice since there were no workspaces that needed to be illuminated. Ms. Gordon noted that the plans for the lighting were based on use and function as well as cost considerations. Cmr. Atkin asked if K2A conducted light studies to determine the best way to minimize glare from natural light. Mr. Manzo indicated that the design chosen for the skylights, as well as the placement of the skylights, will help to minimize glare from natural light.

Cmr. Cashmere asked if there would be a children's play room where children could wait while their parent(s) meet with staff. Mr. Makin explained that staff had considered this idea and determined that it is not feasible since there is no way for staff to supervise the children.

Comr. Natarajan thanked K2A and commended them for the thought and work that went into the space planning. She also provided some feedback on the designs and suggested that K2A look at the use of color, materials, furniture, texture, and using building signage as art to make the building's interior and exterior more friendly and approachable. Ms. Gordon stated that Comr. Natarajan provided very good feedback and that they will begin looking at furniture designs soon.

Comr. Natarajan asked about the LEED certification and suggested that K2A continue to explore grants that are being offered to offset the costs for "greening" the building. She directed K2A to really try to explore what can be done, particularly if the building will exceed LEED Silver and is close to LEED Gold certification. Mr. Manzo talked about some of the grants that were being considered and provided some technical information on the LEED certification process. Ms. Gordon explained that cost will have an effect on the viability of additional "greening" features.

**4-4. RESOLUTION NO. 01-11: APPROVING DOCUMENTS TO CONSOLIDATE THE ALAMEDA COUNTY AND DUBLIN HOUSING AUTHORITIES**

Ms. Gouig presented the staff report. She indicated that there were some minor revisions to Resolution No. 01-11 and read these revisions into the record. Melissa Taesali, Executive Assistant, distributed copies of the revised resolution.

Recommendation: Adopt Resolution No. 01-11 approving documents to consolidate the Alameda County and Dublin Housing Authorities as presented.

Motion/Second: Lockhart/Dutra-Vernaci

Commission Discussion: Comr. Peixoto asked for clarification on the role of Citation Homes in the redevelopment project. Ms. Gouig explained that Citation will purchase half the property and will develop for-sale units, some of which are below market rate per Dublin's inclusionary ordinance.

Ayes: All Motion passed.

**ADOPTED AS RECOMMENDED.**

**4-5. RESOLUTION NO. 02-11: RESOLUTION APPROVING LOAN DOCUMENTS WITH EDEN HOUSING FOR ARROYO VISTA REDEVELOPMENT**

Recommendation: Adopt Resolution 02-11 approving loan documents with Eden Housing for the Arroyo Vista Redevelopment.

Motion/Second: Lockhart/Haddock

Commission Discussion: None.

Ayes: All Motion passed.

**ADOPTED AS RECOMMENDED.**

**4-6. ACTION: APPROVAL OF EXECUTIVE DIRECTOR'S EVALUATION AND COMPENSATION**

As Chairperson of the Personnel Committee (PC), Cmr. Lockhart presented the staff report. She praised Ms. Gouig for her hard work and commented that although a salary increase was merited, the PC could not offer one at this time due to the situation with the state and federal budgets. Cmr. Lockhart reported that the PC recommends an increase to Ms. Gouig's vacation balance and to the HACA match in her deferred compensation plan. Cmr. Lockhart emphasized the importance of conducting Ms. Gouig's evaluation in a timely manner and recommended that the Commission conduct the Executive Director's evaluation every September, after the close of the fiscal year. Cmr. Lockhart thanked Ms. Gouig for her hard work and stated that HACA was very fortunate to have her.

Recommendation: Approve the Personnel Committee's recommendations for the Executive Director's evaluation and compensation.

Motion/Second: Lockhart/Dutra-Vernaci

Commission Discussion:

Cmr. Natarajan commented that Ms. Gouig's passion for housing issues is evident and that she is recognized nationally as well as regionally for her work. Cmr. Dutra-Vernaci stated that under Ms. Gouig's leadership, HACA is the best housing authority and is very fortunate to have her. Cmr. Cashmere stated that Ms. Gouig's reputation is stellar.

Ayes: All Motion passed.

**APPROVED AS RECOMMENDED.**

**4-7. RESOLUTION NO. 06-11: APPROVING ORGANIZATIONAL DOCUMENTS FOR HACA NON-PROFIT, PRESERVING ALAMEDA COUNTY HOUSING (PACH), INC. AND APPOINTMENT OF BOARD OF DIRECTORS**

Recommendation: Adopt Resolution No. 06-11 approving organizational documents for PACH, Inc. and approve the appointments of Cmr. Mark Gerry and Ronald Dion, Deputy Director of Programs, to the PACH Board of Directors.

Motion/Second: Natarajan/Lockhart.

Commission Discussion: None.

Ayes: All Motion passed.

**ADOPTED AS RECOMMENDED.**

**4-8. RESOLUTION NO. 03-11: APPROVING UPDATE TO UTILITY ALLOWANCE SCHEDULE**

Recommendation: Adopt Resolution No. 03-11 approving an update to the utility allowance schedule.

Motion/Second: Atkin/Natarajan.

Commission Discussion: None.

Ayes: All Motion passed.

**ADOPTED AS RECOMMENDED.**

**4-9. POSSIBLE ACTION: DISCUSSION OF COMMITTEE ASSIGNMENTS AND APPOINTMENTS**

The Commission discussed an appointment to the Vice Chairperson position, two appointments to the Personnel Committee to replace Cmr. Lockhart and Dutra-Vernaci, and appointments to the Budget/Audit Committee and the Negotiating Committee and made the following:

Vice Chairperson: Cmr. Reed

Personnel Committee: Cmr. Haddock and Peixoto

Budget/ Audit Committee and Negotiating Committee (a joint committee): Cmr. Gerry, Natarajan, Reed, and Steiner

Recommendation: Approve the appointments to the Vice Chairperson position, the Personnel Committee, and the joint Budget/Audit Committee and Negotiating Committee.

Motion/Second: Natarajan/Dutra-Vernaci.

Ayes: All Motion passed.

**APPROVED AS RECOMMENDED.**

**4-10. INFORMATION: BUDGET STATUS REPORT FOR QUARTER ENDING DECEMBER 31, 2010**

Report received with no questions or comments from the Commission.

**4-11. INFORMATION: PROGRAM ACTIVITY REPORT**

Report received with no questions or comments from the Commission.

**5. COMMITTEE REPORTS**

None.

**6. COMMISSIONER REPORTS**

None.

**7. COMMUNICATIONS**

None.

**8. ADJOURNMENT**

There being no further business, Chairperson Steiner adjourned the meeting at 9:36 a.m.

Respectfully submitted,

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Melissa Taesali  
Executive Assistant

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Christine Gouig  
Executive Director/Secretary

Approved:

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Christine Steiner  
Commission Chairperson

# **NEW BUSINESS**

March 9, 2011



## **HOUSING AUTHORITY OF THE COUNTY OF ALAMEDA**

### **AGENDA STATEMENT**

Meeting: March 9, 2011

Subject: Annual Plan for Fiscal Year 2011 (Public Hearing Required)

Exhibits: - Board Resolution No. 07-11: PHA Certifications of Compliance with the PHA Plans and Related Regulations  
- Attachment A: Draft Annual Plan

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

Financial Statement: None

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### **BACKGROUND**

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

Staff has prepared the draft Annual Plan, using the template required by HUD. The Annual Plan is due at HUD by April 15. We are bringing the draft Plan to you in March so that you have sufficient time for review prior to the due date. We will present the Plan as an action item at your April 13 meeting. Before the April 13 meeting we will also have met with the Resident Advisory Board (RAB) and will present any comments the RAB has along with staff's responses.

### **DISCUSSION and ANALYSIS**

There are no significant substantive changes proposed in the current draft Annual Plan in comparison to last year's. Changes have been made to Section 7 to reflect activity that has taken place since last year's Annual Plan regarding HACA's disposition of its public housing units and the merger of HACA and the Dublin Housing Authority.

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

|  |  |
|--|--|
| <b>PHA Certifications of Compliance with PHA Plans and Related Regulations</b> | <b>U.S. Department of Housing and Urban Development</b><br>Office of Public and Indian Housing<br>OMB No. 2577-0226<br>Expires 4/30/2011 |
|--|--|

**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, 2011, 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

CA067

PHA Name

PHA Number/HA Code

\_\_\_\_ 5-Year PHA Plan for Fiscal Years 20\_\_\_\_ - 20\_\_\_\_

X \_\_\_\_\_ Annual PHA Plan for Fiscal Years 20<sup>11</sup> - 20<sup>12</sup>\_\_\_\_\_

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

Christine Steiner

Housing Commission Chairperson

Signature

Date

## **HOUSING AUTHORITY OF THE COUNTY OF ALAMEDA**

### **AGENDA STATEMENT**

Meeting: March 9, 2011

|                    |  |
|--------------------|--|
| Subject:           | Grant Agreement with the City of Dublin  |
| Exhibits Attached: | Grant Agreement  |
| Recommendation:    | Approve Grant Agreement and Authorize the Executive Director to Execute it on Behalf of HACA |

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#### **Background**

The Disposition and Development Agreement (DDA) for the redevelopment of the Dublin Housing Authority's Arroyo Vista public housing project was executed in July 2007 by the Alameda County Housing Authority (HACA), Dublin Housing Authority (DHA), the City of Dublin and the developers selected by DHA to redevelop the property, Eden Housing, Inc. and SCS Development Co. dba Citation Homes Central.

The DDA required that Citation pay \$12 million for its half of the project site and develop 198 for-sale homes, 14 of which would be sold at below market prices. Eden was to pay \$1 for the other half of the property and develop 180 affordable rental units (130 for families and 50 for seniors). The DDA provided that one million of the \$12 million of sales proceeds was to be used for relocation of the existing tenants, \$8 million was to be loaned to Eden Housing to develop the affordable units and \$3 million was to be paid to HACA in recognition of its a) processing of the disposition application and HUD approvals for the redevelopment, b) conveyance of the property and c) coordination of relocation activities. In addition, although not noted in the DDA, HACA provided 81 project based Section 8 vouchers, which allows Eden to borrow an additional \$8 million from its lender, Wells Fargo.

While DHA's disposition application was under review, the U.S. Department of Housing and Urban Development (HUD) altered its national guidance with respect to public housing disposition projects throughout the country. The new guidance required all sales proceeds to be used directly for relocation and the redeveloped housing, thus precluding the \$3 million payment to HACA. The City of Dublin and HACA then restructured the allocation of payments so that HACA's \$3 million would be paid by the City from its Affordable Housing Fund.

#### **Discussion and Analysis**

Had HACA's \$3 million been paid from the sales proceeds as originally planned, \$8 million would have remained for DHA to loan to Eden Housing as gap financing. However, Eden needed \$11 million in gap funding, so the City of Dublin had planned to make a loan from its Affordable Housing Fund. When the full \$11 million became available from sales proceeds none of the \$3 million was required from Dublin, so the City had funds available to pay HACA.

The Dublin City Council authorized the Grant Agreement payment on June 22, 2010. HACA must now approve it so the payment can be made. The first installment will be paid when HACA demonstrates that the Arroyo Vista site has been sold to the developers (this is scheduled to occur on March 4) and the second by the end of the fiscal year (June 30). HACA will deposit the funds into its Local Fund to be used for housing software, ECM and building remodel costs.

**GRANT AGREEMENT BETWEEN THE CITY OF  
DUBLIN AND THE HOUSING AUTHORITY OF  
THE COUNTY OF ALAMEDA RELATING TO  
THE REDEVELOPMENT OF ARROYO VISTA**

This Grant Agreement ("Agreement") is entered into as of the \_\_\_\_ day of March, 2010 between the City of Dublin, a municipal corporation (the "City") and the Housing Authority of the County of Alameda, a public body, corporate and politic ("HACA").

**RECITALS**

WHEREAS, the City and HACA, among others, are parties to that certain Disposition and Development Agreement for the Redevelopment of Arroyo Vista, dated July 25, 2007, as amended ("the DDA"), pursuant to which the Arroyo Vista public housing operated by the Dublin Housing Authority would be converted to a privately owned mixed-income development consisting of up to 405 residential units, including a number of below market rate units ("the Redevelopment Project").

WHEREAS, the DDA provided that the for-profit developer, Citation Homes Central, would, in consideration of the transfer of a portion of the Arroyo Vista property to it, transmit \$3,000,000 of the sale proceeds to HACA to support the processing, on behalf of the Dublin Housing Authority, of necessary HUD approvals and the conveyance of the property.

WHEREAS, the redevelopment of Arroyo Vista was subject to the approval of the United States Department of Housing and Urban Development ("HUD"), and HUD guidance changed in such a way that the \$3,000,000 in sales proceeds could not be transmitted directly to HACA.

WHEREAS, on June 22, 2010, the City Council of the City, in order to ensure the completion of the Redevelopment Project and its affordable units, authorized the City Manager to enter into a grant agreement with HACA granting \$3,000,000 to HACA from the City's Affordable Housing Fund to recognize HACA's contributions to the Redevelopment Project.

WHEREAS, the parties anticipate that the Arroyo Vista property will be conveyed from HACA, as the successor-in-interest to Dublin Housing Authority, to the developers on or around March 1, 2011 and that the developers will shortly thereafter commence construction of the Redevelopment Project as specified in the DDA.

NOW, THEREFORE, for good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the Parties to this Agreement agree as follows:

1. City will, in recognition of HACA's contribution to the Redevelopment Project, provide a grant to HACA of \$3,000,000 in two equal installments as follows:

A. The first payment of \$1,500,000 will be disbursed to HACA promptly upon the City being provided with evidence of the conveyance of the Arroyo Vista Property to the developers pursuant to the terms of the DDA.

B. The second payment of \$1,500,000 will be disbursed to HACA only after the first payment is made and no later than June 30, 2011. In the event that the first payment is made after June 30, 2011, the City will disburse the second payment no later than 120 days after the first payment.

IN WITNESS WHEREOF, the parties have duly executed this Agreement by their duly authorized signatories effective on or as of the date written at the commencement of this Agreement.

HOUSING AUTHORITY  
OF THE COUNTY OF ALAMEDA

CITY OF DUBLIN

By:

By:

\_\_\_\_\_  
Christine Gouig, Executive Director

\_\_\_\_\_  
Joni Pattillo, City Manager

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## HOUSING AUTHORITY OF THE COUNTY OF ALAMEDA

### AGENDA STATEMENT

Meeting: March 9, 2011

Subject: Resolution Approving Assignment and Assumption of Disposition and Development Agreement, and Settlement Agreement

Exhibits Attached:     – Resolution 08-11  
                              – Attachment B: Assignment

Recommendation: Adopt Resolution

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#### Background

The Dublin Housing Authority (DHA) solicited proposals for the redevelopment of its 150-unit Arroyo Vista public housing property in January 2006. After analyzing the eight responses received and interviewing a short list, DHA selected the proposal submitted by the development team of Eden Housing, a Hayward-based nonprofit, and SCS Development Company (dba Citation Homes), a Pleasanton-based for-profit, in July 2006.

The development team's proposal contemplated that Citation would purchase approximately one-half the site and develop 198 for-sale homes, 14 of which would be sold at below-market prices to moderate-income households. Eden would purchase the other half of the site and develop 180 units of affordable housing (50 for seniors and 130 for families). The U.S. Department of Housing and Urban Development (HUD) approved this plan in May 2009 as part of its approval of DHA's Arroyo Vista disposition application.

HUD included in its approval the consolidation of DHA with the Alameda County Housing Authority (HACA). At the time of preparation of this staff report, that consolidation was scheduled to occur on Friday, March 4, effective as of March 1, 2011. After this date, any remaining actions with respect to the Arroyo Vista redevelopment, such as the one before you today, will be taken by HACA.

#### Discussion and Analysis

Citation and Eden have submitted a request to transfer responsibility for completion of Citation's portion of the project to KB Home. Citation indicates that it is no longer positioned in the market to construct new homes and that, following a thorough investigation of possible replacements, identified KB Home as the most appropriate. KB Home was chosen due to its strong relationship with Eden Housing (they've worked



together on projects in Hayward), performance record and ability to manage complex projects.

KB Home was founded in 1957 and has delivered over 500,000 homes since then. It was the first homebuilder to be listed on the New York Stock Exchange and was named to Fortune magazine's 2010 list of the "World's Most Admired Companies" and ranked #1 for "Innovation" among homebuilders. Locally, KB Home South Bay is based in Pleasanton and is the largest Bay Area homebuilder by volume. KB Home currently has two other projects underway in Dublin totaling 84 units.

Section 19.8 of the Arroyo Vista Disposition and Development Agreement (DDA) entered into by HACA, DHA, the City of Dublin, Eden and Citation provides for transfers such as the one proposed with the consent of DHA and the City of Dublin. As DHA has consolidated with HACA, HACA is responsible for reviewing and granting the consent.

Bob Mills, our attorney with Goldfarb & Lipman, has prepared an Assignment and Assumption of Disposition and Development Agreement, and Settlement Agreement (Attachment B). In the Assignment, Citation assigns all of its rights, title and interest in the DDA and the Settlement Agreement to KB Home. KB Home accepts the assignment, and agrees and undertakes to be bound by, observe and perform all of the obligations, covenants, and agreements of Citation pursuant to the DDA and the Settlement Agreement. The Assignment must be signed by Citation and KB Home, and consented to by Eden, HACA and the City of Dublin (this matter is scheduled on Dublin's March 15 City Council agenda; City staff is recommending approval).

**HOUSING AUTHORITY OF THE COUNTY OF ALAMEDA**

**RESOLUTION NO. 08-11**

**APPROVING ASSIGNMENT AND ASSUMPTION OF  
DISPOSITION AND DEVELOPMENT AGREEMENT, AND SETTLEMENT AGREEMENT  
(Arroyo Vista Market-Rate-For-Sale Housing)**

**WHEREAS**, the Housing Authority of the County of Alameda (the "Authority") is a public body, corporate and politic of the State of California (the "State"), incorporated pursuant to the provisions of Chapter 1 of Part 2 of Division 24 (commencing with Section 34200) of the California Health and Safety Code), as amended (the "Act"); and

**WHEREAS**, effective March 1, 2011, the Authority and the Dublin Housing Authority ("DHA") entered into a Master Agreement to effect the consolidation of the activities of the two agencies and pursuant to which DHA transferred all its rights and responsibility for owning and operating the low income public housing program in the City of Dublin (the "City") to the Authority; and

**WHEREAS**, the Commissioners of DHA previously approved a resolution to dispose of the low income public housing project known as Arroyo Vista ("Project") for redevelopment pursuant to a Disposition and Development Agreement dated as of July 25, 2007, as amended by the First Amendment to Disposition and Development Agreement entered into as of January 26, 2010 (collectively, the "DDA") by the Authority, DHA, the City, Eden Housing, Inc., a California nonprofit public benefit corporation ("Eden"), and SCS Development Co. dba Citation Homes Central, a California corporation ("Citation") (collectively, the "DDA Parties"); and

**WHEREAS**, the DDA Parties also entered into a settlement agreement dated as of December 1, 2009 to resolve litigation prompted by execution of the DDA (the "Settlement Agreement"); and

**WHEREAS**, pursuant to the terms of the DDA, the Authority sold approximately one-half of the Project site (the "Citation Parcel") to Citation for the purpose of developing 198 for-sale homes, 14 of which would be sold at below-market prices to moderate-income households (the "Citation Project"); and

**WHEREAS**, pursuant to the terms of the DDA the Authority sold approximately one-half of the Project site (the "Eden Parcel") to Eden for the purpose of developing 50 units of affordable senior rental housing and 130 units of affordable family rental housing (the "Eden Project"); and

**WHEREAS**, Citation and Eden have requested that the Citation Parcel be transferred to KB Home, a Delaware corporation, and that KB Home develop the Citation Project; and

**WHEREAS**, Citation desires to assign the DDA and the Settlement Agreement, and all of the rights and obligations under the DDA and Settlement Agreement, to KB Home; and

**WHEREAS**, KB Home desires to accept from Citation all of the rights and obligations of Citation under the DDA and the Settlement Agreement, as such pertain to the Project; and

**WHEREAS**, Section 19.8 of the DDA provides that developer transfers may occur but only with the approval of DHA and the City; and

**WHEREAS**, the Assignment and Assumption of Disposition and Development Agreement, and Settlement Agreement as presented at this meeting has been prepared by Goldfarb & Lipman LLP to effect the transfer; and

**WHEREAS**, as DHA has consolidated its activities with the Authority and has transferred all of its rights, interests and obligations to the Authority, including those specified in the DDA and the Settlement Agreement, and under the terms of the Master Agreement and the Settlement Agreement consent by the Authority shall constitute also consent by DHA;

**NOW, THEREFORE BE IT RESOLVED**, that the Authority finds and determines as follows:

1. The Assignment and Assumption of Disposition and Development Agreement, and Settlement Agreement (Arroyo Vista Market-Rate-For-Sale Housing) presented at this meeting in substantially final form is hereby approved.
2. The Executive Director or her designee is authorized to make and approve any changes to said Assignment on behalf of the Authority.
3. The Executive Director or her designee is authorized to execute the Assignment and any and all documents required by any party to complete the transaction.

**PASSED, APPROVED AND ADOPTED** by the Commissioners of the Housing Authority of the County of Alameda this \_\_\_\_\_ day of \_\_\_\_\_, 2011, by the following vote:

**AYES:**

**NOES:**

**ABSTAIN:**

**EXCUSED:**

**ABSENT:**

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Christine Steiner  
Chairperson

**ATTEST:**

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Christine Gouig  
Executive Director/Secretary

Adopted: \_\_\_\_\_

## HOUSING AUTHORITY OF THE COUNTY OF ALAMEDA

### AGENDA STATEMENT

Meeting: March 9, 2011

|                      |  |
|----------------------|--|
| Subject:             | Scholarship Committee Appointments   |
| Exhibits Attached:   | None   |
| Recommendation:      | Appoint Committee members and discuss a potential change to the Scholarship Program requirements |
| Financial Statement: | None   |

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### BACKGROUND

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. Up to 10 scholarships (not to exceed \$15,000 total) are awarded each year by the Scholarship Committee. Scholarship amounts are based on grade point averages and range from \$750 to \$1,750.

### DISCUSSION/ANAYLSIS

In 2010, Commissioners Ursula Reed and Mark Gerry along with former Commissioner Anna May comprised the Scholarship Committee. Your Commission must appoint a Committee for 2011.

In addition, the 2010 Committee proposed including a requirement that scholarship applicants participate in a personal interview with the Committee. Your Commission did not take action on this recommendation but stated that you would leave it up to the 2011 Committee.

Staff would recommend against conducting interviews. Colleges do not interview their scholarship applicants, instead relying on written applications just as HACA has done. Additionally, setting up and conducting interviews would be very difficult logistically and require a considerable time commitment from both staff and the members of the Scholarship Committee.

## HOUSING AUTHORITY OF THE COUNTY OF ALAMEDA

### AGENDA STATEMENT

Meeting: March 9, 2011

|                      |   |
|----------------------|---|
| Subject:             | Flooring Services Contract Award                    |
| Exhibits Attached:   | Bid Tabulation                                      |
| Recommendation:      | Award Contract to East Bay Floorcovering, Inc.      |
| Financial Statement: | Funding from HUD Capital Funds or Operating Subsidy |

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#### BACKGROUND

Periodically, staff will publicly solicit bids for services required to maintain properties or administer HACA's operations. Based on the HACA Procurement Policy approved by your Commission in October 2008, when such contract awards total more than \$20,000 but do not exceed \$100,000, they are brought to your Housing Commission as an information item. When the lowest responsive and responsible bid received *exceeds* \$100,000, the bid is brought to your Commission for award.

#### DISCUSSION and ANALYSIS

Recently, staff publicly solicited bids for flooring services for HACA properties. Prospective contractors were asked to bid on "tear out" and installation of specified flooring materials. Square footage parameters were supplied by HACA based on historical use and future expectations. Contractors were informed that, per HUD regulations, they will be required to pay prevailing wage rates to all employees providing flooring services for HACA.

Seven bid packages were distributed to interested contractors who contacted us in response to our advertisements (in addition, there were 70 downloads from HACA's website). We received four bids. On February 25, 2011, the Flooring Services bid opening was held and the results are attached. One bidder, DH Carpets dba: House of Carpets, clearly misunderstood the bid sheet and failed to fill it out properly. The lowest responsive and responsible bidder was East Bay Floorcovering, Inc., Hayward. Several years ago, this company provided HACA with quality flooring services. Staff checked their references, which were deemed acceptable.

Staff recommends awarding a one year contract for flooring services to East Bay Floorcovering, Inc., at an estimated first year amount of \$111,569.81, to include an option to extend the contract for three additional one year periods, executed at HACA's discretion. In addition, staff recommends you authorize the Executive Director to execute the contract, any extensions, and any other documents that may be required in connection with the contract.



Housing Authority of the  
County of Alameda

22941 Atherton Street, Hayward, CA 94541-6633

Tel. 510.538.8876 TDD 510.727.8551 Fax 510.886.1964 [www.haca.net](http://www.haca.net)

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## **FLOORING SERVICES OPEN ACCOUNTS** **Friday, February 25, 2011 at 10:00 A.M.**

**Present:**

*Beverly Brewer, Procurement Analyst*  
*George Smith Jr., Contract Manager*  
*Barbara Zimmerman, Secretary*  
*Barbara Barlow, Administrative Assistant*  
*Carol Alves, Administrative Clerk*  
*John Lee, Century Carpet*  
*Dennis Fernandes, East Bay Floorcovering, Inc.*

Ms. Brewer announced that it was 10:00 a.m. and that the submittal for bids was closed. The following bids were opened and announced:

| <b><u>Firm</u></b>   | <b><u>Grand Total</u></b> |
|--|---------------------------|
| <b>Century Carpet</b><br><i>Hayward, CA</i>                    | <b>\$128,500.00</b>       |
| <b>East Bay Floorcovering, Inc.</b><br><i>Hayward, CA</i>      | <b>\$111,569.81</b>       |
| <b>DH Carpets dba: House of Carpets</b><br><i>Richmond, CA</i> | <b>\$ 8.75</b>            |
| <b>Quality Floor Covering</b><br><i>Hayward, CA</i>            | <b>\$157,156.30</b>       |

: bz 2/2011

***Bid Results Flooring Services Open Accounts 2011***

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## **HOUSING AUTHORITY OF THE COUNTY OF ALAMEDA**

### **AGENDA STATEMENT**

Meeting: March 9, 2011

|                      |   |
|----------------------|---|
| Subject:             | Painting Services Contract                          |
| Exhibits Attached:   | None  |
| Recommendation:      | Receive Information                                 |
| Financial Statement: | Funding from HUD Capital Funds or Operating Subsidy |

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### **BACKGROUND**

Periodically, staff will publicly solicit bids for services required to maintain properties or administer HACA's operations. Based on the HACA Procurement Policy approved by your Commission in October 2008, when such a contract totals more than \$20,000 but does not exceed \$100,000 (such as this matter) it is brought to your Commission as an information item.

### **DISCUSSION and ANALYSIS**

Recently, staff publicly solicited bids for painting services for HACA properties. Prospective contractors were asked to bid on interior and exterior painting and exterior power washing. Square footage parameters were supplied by HACA based on historical use and future expectations. Contractors were informed that, per HUD regulations, they will be required to pay prevailing wage rates to all employees providing painting services for HACA.

Ten bid packages were distributed to interested contractors who contacted us in response to our advertisements (in addition, there were 90 downloads from HACA's website). We received eight bids. On February 25, 2011, the Painting Services bid opening was held for a one-year contract to provide painting services for HACA properties. The contract includes an option to extend services for three additional years, in one year increments, executed at the discretion of HACA. The lowest responsive and responsible bidder was Bulldog Brushworks, Campbell, CA, who bid \$77,901.12.

# **BUDGET STATUS** **REPORT**



**Housing Authority of Alameda County**  
**HOUSING CHOICE VOUCHER**  
**Budget Status Report FYE 2010-2011**  
**January 2011**

| <b>FY 2011<br/>OPERATING BUDGET</b> | <b>Budgeted @<br/>1/31/2011</b> | <b>Actual @<br/>1/31/2011</b> | <b>OVER<br/>(UNDER)</b> | <b>PROJECTED<br/>TO 6/30/11</b> | <b>SCH.<br/>NO.</b> | <b>2010<br/>BUDGET</b> | <b>2011<br/>BUDGET</b> | <b>DIFFERENCE</b> |
|-------------------------------------|---------------------------------|-------------------------------|-------------------------|---------------------------------|---------------------|------------------------|------------------------|-------------------|
| <b>INCOME</b>                       |                                 |                               |                         |                                 |                     |                        |                        |                   |
| Investment Income                   | 2,100                           | 2,563                         | 463                     | 4,394                           | A1                  | 34,000                 | <b>3,600</b>           | (30,400)          |
| Misc. Income                        | 208,950                         | 192,105                       | (16,845)                | 329,323                         | A1                  | 348,000                | <b>358,200</b>         | 10,200            |
| (Fees)                              | 4,702,199                       | 4,393,847                     | (308,352)               | 7,532,308                       | A                   | 7,508,129              | <b>8,060,912</b>       | 552,783           |
| <b>TOTAL INCOME</b>                 | <b>4,913,249</b>                | <b>4,588,515</b>              | <b>(324,734)</b>        | <b>7,866,025</b>                |                     | <b>7,890,129</b>       | <b>8,422,712</b>       | 532,583           |
| <b>EXPENSES</b>                     |                                 |                               |                         |                                 |                     |                        |                        |                   |
| Administration                      |                                 |                               |                         |                                 |                     |                        |                        |                   |
| Salaries                            | 2,770,359                       | 2,539,445                     | (230,914)               | 4,371,334                       | B-1& 2              | 4,400,371              | <b>4,749,188</b>       | 348,817           |
| Other Admin.                        | 641,199                         | 642,559                       | 1,360                   | 1,101,530                       | C-1&2               | 1,105,936              | <b>1,099,199</b>       | (6,737)           |
| Total                               | 3,411,559                       | 3,182,004                     | (229,554)               | 5,472,865                       |                     | 5,506,306              | <b>5,848,386</b>       | 342,079           |
| General                             |                                 |                               |                         |                                 |                     |                        |                        |                   |
| Insurance                           | 113,486                         | 99,321                        | (14,164)                | 170,265                         | E                   | 170,807                | <b>194,547</b>         | 23,740            |
| Employee Benefits                   | 1,385,180                       | 1,251,146                     | (134,034)               | 2,205,190                       |                     | 2,200,185              | <b>2,374,594</b>       | 174,409           |
| Miscellaneous                       | 0                               | 0                             | 0                       | 0                               |                     | 0                      | <b>0</b>               | 0                 |
| Total                               | 1,498,665                       | 1,350,467                     | (148,198)               | 2,375,455                       |                     | 2,370,992              | <b>2,569,141</b>       | 198,149           |
| Total Routine Expenses              | 4,910,224                       | 4,532,472                     | (377,752)               | 7,848,319                       |                     | 7,877,298              | <b>8,417,527</b>       | 540,229           |
| Capital Expenditures                | 0                               | 0                             | 0                       | 0                               | D2                  | 0                      | <b>0</b>               | 0                 |
| <b>TOTAL EXPENSES</b>               | <b>4,910,224</b>                | <b>4,532,472</b>              | <b>(377,752)</b>        | <b>7,848,319</b>                |                     | <b>7,877,298</b>       | <b>8,417,527</b>       | 540,229           |
| <b>NET INCOME (DEFICIT)</b>         | <b>3,025</b>                    | <b>56,043</b>                 | <b>53,018</b>           | <b>17,706</b>                   |                     | <b>12,831</b>          | <b>5,185</b>           | <b>(7,646)</b>    |

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

\$ 2,918,420  
5,185  
\$ 2,923,606

**Housing Authority of Alameda County**  
**PUBLIC HOUSING**  
**Budget Status Report FYE 2010-2011**  
**January 2011**

| <b>FY 2011<br/>OPERATING BUDGET</b> | <b>YTD BUDGET<br/>1/1/2011</b> | <b>YTD ACTUALS<br/>1/1/11</b> | <b>OVER/<br/>(UNDER)<br/>BUDGET</b> | <b>Projected<br/>to 6/30/11</b> | <b>SCH.<br/>NO.</b> | <b>2010<br/>BUDGET</b> | <b>2011<br/>BUDGET</b> | <b>Difference</b> |
|-------------------------------------|--------------------------------|-------------------------------|-------------------------------------|---------------------------------|---------------------|------------------------|------------------------|-------------------|
| <b>INCOME</b>                       |                                |                               |                                     |                                 |                     |                        |                        |                   |
| Dwelling Rentals                    | 600,985                        | 585,844                       | (15,141)                            | 1,004,305                       | A                   | 1,111,920              | 1,030,260              | (81,660)          |
| Investment Income                   | 525                            | 898                           | 373                                 | 1,540                           |                     | 9,375                  | 900                    | (8,475)           |
| Misc. Income                        | 92,608                         | 53,462                        | (39,146)                            | 91,649                          | **                  | 171,663                | 158,756                | (12,907)          |
| Operating Subsidy (HUD form 52723)  | 232,294                        | 237,004                       | 4,709                               | 406,293                         |                     | 410,989                | 398,218                | (12,771)          |
| Capital Grant (salaries/benefits)   | 67,427                         | 0                             | (67,427)                            | 0                               |                     | 151,272                | 115,589                | (35,683)          |
| <b>TOTAL INCOME</b>                 | <b>993,838</b>                 | <b>877,208</b>                | <b>(116,631)</b>                    | <b>1,503,786</b>                |                     | <b>1,855,218</b>       | <b>1,703,723</b>       | <b>(151,496)</b>  |
| <b>EXPENSES</b>                     |                                |                               |                                     |                                 |                     |                        |                        |                   |
| Administration                      |                                |                               |                                     |                                 | B-1& 2              | 384,945                | 312,533                | (72,412)          |
| Salaries                            | 182,311                        | 161,131                       | (21,180)                            | 276,225                         | C-1                 | 59,446                 | 64,902                 | 5,456             |
| Other Admin.                        | 37,860                         | 29,315                        | (8,545)                             | 50,254                          |                     | 444,391                | 377,435                | (66,956)          |
| Total                               | 220,171                        | 190,446                       | (29,725)                            | 326,479                         |                     |                        |                        |                   |
| Tenant Services                     |                                |                               |                                     |                                 |                     |                        |                        |                   |
| Resident Managers                   | 3,208                          | 1,575                         | (1,633)                             | 2,700                           |                     | 5,500                  | 5,500                  | 0                 |
| Recreation                          | 4,375                          | 2,132                         | (2,243)                             | 7,500                           |                     | 7,500                  | 7,500                  | 0                 |
| Total                               | 7,583                          | 3,707                         | (3,876)                             | 10,200                          |                     | 13,000                 | 13,000                 | 0                 |
| Utilities                           |                                |                               |                                     |                                 |                     |                        |                        |                   |
| Water                               | 43,166                         | 44,290                        | 1,123                               | 75,925                          |                     | 90,045                 | 74,000                 | (16,045)          |
| Electricity                         | 11,083                         | 15,667                        | 4,583                               | 26,857                          |                     | 19,860                 | 19,000                 | (860)             |
| Gas                                 | 1,517                          | 1,482                         | (34)                                | 2,541                           |                     | 5,693                  | 2,600                  | (3,093)           |
| Sewage                              | 27,767                         | 28,963                        | 1,196                               | 49,650                          |                     | 45,000                 | 47,600                 | 2,600             |
| Total                               | 83,533                         | 90,401                        | 6,870                               | 154,973                         |                     | 160,598                | 143,199                | (17,399)          |
| Maintenance                         |                                |                               |                                     |                                 | B-2                 | 122,424                | 189,144                | 66,720            |
| Salaries                            | 110,334                        | 74,213                        | (36,121)                            | 127,222                         | D                   | 125,461                | 80,600                 | (44,861)          |
| Materials                           | 47,017                         | 28,080                        | (18,937)                            | 48,137                          |                     | (106,385)              | (115,589)              | (9,204)           |
| Capital Fund Grants                 | (67,427)                       | (67,427)                      | 0                                   | (115,589)                       | D                   | 765,562                | 586,151                | (179,411)         |
| Contract Costs                      | 341,921                        | 321,256                       | (20,665)                            | 550,725                         |                     | 907,062                | 740,306                | (166,756)         |
| Total                               | 431,845                        | 356,122                       | (75,723)                            | 610,496                         |                     |                        |                        |                   |
| General                             |                                |                               |                                     |                                 | E                   | 64,891                 | 87,800                 | 22,909            |
| Insurance                           | 51,216                         | 46,362                        | (4,853)                             | 79,478                          |                     | 95,132                 | 88,706                 | (6,426)           |
| Tax-In Lieu Of                      | 51,745                         | 51,745                        | (0)                                 | 88,706                          |                     | 253,685                | 250,839                | (2,846)           |
| Employee Benefits                   | 146,323                        | 116,219                       | (30,103)                            | 199,233                         |                     | 1,000                  | 1,000                  | 0                 |
| Collection Loss                     | 583                            | 0                             | (583)                               | 1,000                           |                     | 1,000                  | 1,000                  | 0                 |
| Miscellaneous                       | 583                            | 0                             | (583)                               | 1,000                           |                     | 415,708                | 429,344                | 13,636            |
| Total                               | 250,451                        | 214,327                       | (36,123)                            | 369,417                         |                     |                        |                        |                   |
| Total Routine Expenses              | 993,583                        | 855,003                       | (138,578)                           | 1,471,565                       |                     | 1,940,759              | 1,703,285              | (237,474)         |
| Capital Expenditure                 |                                |                               |                                     |                                 |                     | 0                      | 0                      | 0                 |
| <b>TOTAL EXPENSES</b>               | <b>993,583</b>                 | <b>855,003</b>                | <b>(138,578)</b>                    | <b>1,471,565</b>                |                     | <b>1,940,759</b>       | <b>1,703,285</b>       | <b>(237,474)</b>  |
| <b>NET INCOME (DEFICIT)</b>         | <b>255</b>                     | <b>22,205</b>                 | <b>21,947</b>                       | <b>32,221</b>                   |                     | <b>(85,541)</b>        | <b>438</b>             | <b>85,978</b>     |

Projected Unrestricted Net Assets @ 6/30/10  
Budgeted Income/(Deficit) @ 6/30/11  
Budgeted Unrestricted Net Assets @ 6/30/11

\$ 117,061  
438  
117,499

# **PROGRAM ACTIVITY**

## **REPORT**

## HOUSING AUTHORITY OF THE COUNTY OF ALAMEDA

### AGENDA STATEMENT

Meeting: March 9, 2011

Subject: Programs Activity Report

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

Recommendation: Receive Report

Financial Statement: None

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### **SECTION 8 HOUSING CHOICE VOUCHERS**

- **Lease-Up:** As of March 1, 2011 the Section 8 Housing Choice Voucher program had 5,500 units under contract. The fiscal year-to-date lease-up average is 97.43% units. The budget authority use average through January 2011 is 99%.
- **Program Utilization:** As of March 1, 2011 the average HAP subsidy is \$1,084 and the average tenant-paid rent portion is \$356 for an average Contract Rent of \$1,440.
  - ❖ As of March 1, 2011 HACA had 43 outgoing billed portability contracts (i.e., HACA voucher holders who are housed in another housing authority's jurisdiction).
  - ❖ As of March 1, 2011 HACA billed other housing authorities, primarily the Oakland Housing Authority, for 1,633 incoming portability contracts. HACA receives only 80% of the HUD-authorized Administrative Fee for billed incoming portability contracts.
- **Section 8 Contract Report:** A copy of the Contract Report is attached.
- **Fraud / Debt Recovery:** HACA retained \$4,754.56 in fraud and debt recovery payments for the month of February 2011. A total of \$33,208.99 was retained over the last six months.

HACA retained \$727.00 in Housing Assistance Payment (HAP) overpayments for the month of February 2011. A total of \$5,463.00 was retained over the last six months.

- **Landlord Rental Listings:** As of March 1, 2011 there were 1,458 landlords with properties in HACA's jurisdiction utilizing the *GoSection8* rental listing service. There were 19 new landlords to the Section 8 program this month. There were 132 active properties listed.

#### **FAMILY SELF SUFFICIENCY (FSS)**

FSS has spent the month planning activities for the coming year. Current enrollment is 203 participants. Two orientations were held for people interested in the program. Those families who submitted applications were added to the FSS Wait List bringing the total on the list to 76. Staff is reviewing all current enrollees to ensure that those who have fulfilled their goals are graduated and those who have stopped actively participating are terminated. This will open slots for new enrollees. The goal for 2011 is to continue focusing on employment outcomes.

#### **PUBLIC HOUSING**

- **Occupancy:** As of March 1, 2011 the Public Housing program had 226 of 230 units leased and has a 98.89% fiscal year-to-date lease up rate.

**HOUSING AUTHORITY OF THE COUNTY OF ALAMEDA**

**SECTION 8 CONTRACT AND HOUSING ASSISTANCE PAYMENT REPORT**

**MONTH: FEBRUARY 2011**

|                  | Certificates |              | Vouchers |                | FEBRUARY 2011<br>TOTAL |                |                  |                  |
|------------------|--------------|--------------|----------|----------------|------------------------|----------------|------------------|------------------|
| City             | Number       | HAP*         | Number   | HAP**          | Number                 | HAP            | February<br>2010 | February<br>2009 |
| Albany           | -            | \$ -         | 45       | \$ 48,825      | 45                     | \$ 48,825      | 45               | 43               |
| Castro<br>Valley | 14           | \$ 12,334    | 233      | \$ 252,805     | 247                    | \$ 265,139     | 255              | 250              |
| Dublin           | 2            | \$ 1,762     | 278      | \$ 301,630     | 280                    | \$ 303,392     | 233              | 206              |
| Emeryville       | 6            | \$ 5,286     | 88       | \$ 95,480      | 94                     | \$ 100,766     | 97               | 100              |
| Fremont          | 31           | \$ 27,311    | 1,388    | \$ 1,505,980   | 1,419                  | \$ 1,533,291   | 1,433            | 1,362            |
| Hayward          | 107          | \$ 94,267    | 2,348    | \$ 2,547,580   | 2,455                  | \$ 2,641,847   | 2,399            | 2,414            |
| Newark           | 2            | \$ 1,762     | 287      | \$ 311,395     | 289                    | \$ 313,157     | 300              | 293              |
| Pleasanton       | 4            | \$ 3,524     | 162      | \$ 175,770     | 166                    | \$ 179,294     | 146              | 147              |
| San<br>Leandro   | 17           | \$ 14,977    | 1,340    | \$ 1,453,900   | 1,357                  | \$ 1,468,877   | 1,331            | 1,286            |
| San<br>Lorenzo   | 1            | \$ 881       | 200      | \$ 217,000     | 201                    | \$ 217,881     | 192              | 180              |
| Union City       | 3            | \$ 2,643     | 710      | \$ 770,350     | 713                    | \$ 772,993     | 704              | 704              |
| <b>TOTALS</b>    | 187          | \$164,747.00 | 7,079    | \$7,680,715.00 | 7,266                  | \$7,845,462.00 | 7,135            | 6,985            |

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

*\*\* Based on an average February Housing Assistance Payment (HAP) of \$1085 per voucher contract*

10-11

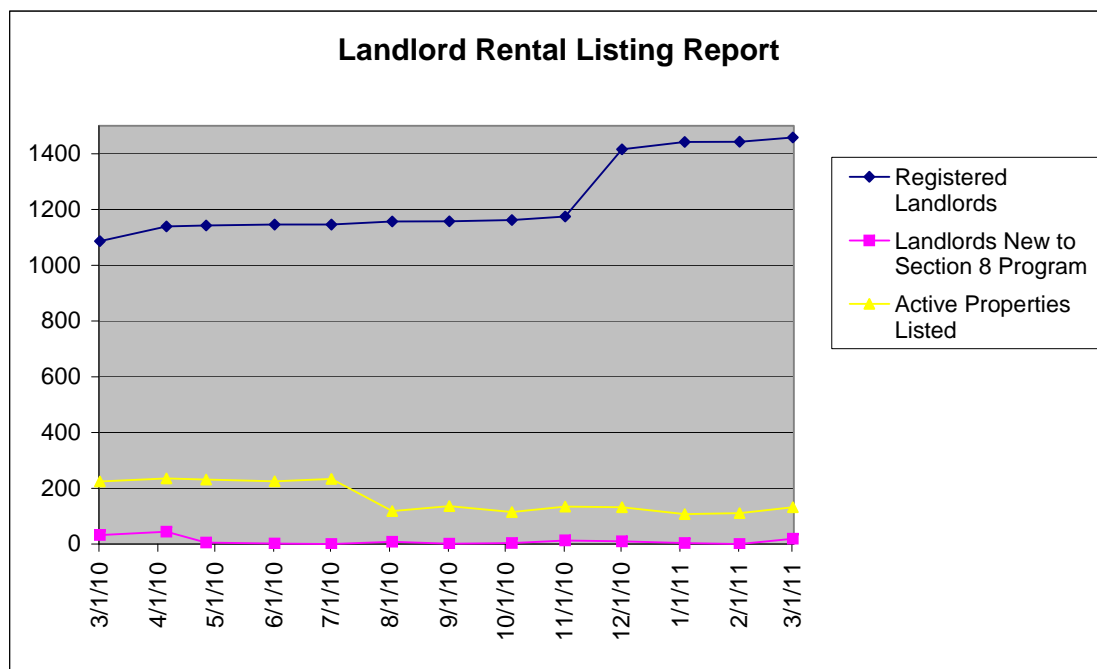
DEBT COLLECTIONS  
FYE 06/30/11

|                         | JULY              | AUGUST            | SEPTEMBER         | OCTOBER           | NOVEMBER          | DECEMBER          | JANUARY           | FEBRUARY          | MARCH         | APRIL         | MAY           | JUNE          | GRAND              |
|-------------------------|-------------------|-------------------|-------------------|-------------------|-------------------|-------------------|-------------------|-------------------|---------------|---------------|---------------|---------------|--------------------|
|                         |                   |                   |                   |                   |                   |                   |                   |                   |               |               |               |               | TOTALS             |
| <i>DAMAGE CLAIMS</i>    | \$85.64           | \$0.00            | \$0.00            | \$1,280.00        | \$0.00            | \$49.84           | \$0.00            | \$0.00            |               |               |               |               | \$1,415.48         |
| <i>FRAUD REPAYMENTS</i> | \$8,469.51        | \$5,201.58        | \$7,358.33        | \$3,688.29        | \$5,537.88        | \$4,617.49        | \$7,252.44        | \$4,754.56        |               |               |               |               | \$46,880.08        |
| <i>HAP OVERPAYMENTS</i> | \$339.50          | \$383.00          | \$1,155.00        | \$665.00          | \$768.00          | \$1,264.00        | \$884.00          | \$727.00          |               |               |               |               | \$6,185.50         |
| <b>TOTALS</b>           | <b>\$8,894.65</b> | <b>\$5,584.58</b> | <b>\$8,513.33</b> | <b>\$5,633.29</b> | <b>\$6,305.88</b> | <b>\$5,931.33</b> | <b>\$8,136.44</b> | <b>\$5,481.56</b> | <b>\$0.00</b> | <b>\$0.00</b> | <b>\$0.00</b> | <b>\$0.00</b> | <b>\$54,481.06</b> |

# Landlord Rental Listing Report

## Monthly

|                                    | 3/1/10 | 4/5/10 | 4/26/10 | 6/1/10 | 7/1/10 | 8/2/10 | 9/1/10 | 10/4/10 | 11/1/10 | 12/1/10 | 1/3/11 | 2/1/11 | 3/1/11 |
|------------------------------------|--------|--------|---------|--------|--------|--------|--------|---------|---------|---------|--------|--------|--------|
| Registered Landlords               | 1086   | 1139   | 1142    | 1146   | 1146   | 1157   | 1158   | 1162    | 1175    | 1416    | 1442   | 1443   | 1458   |
| Landlords New to Section 8 Program | 32     | 44     | 5       | 2      | 0      | 8      | 1      | 3       | 13      | 9       | 3      | 0      | 19     |
| Active Properties Listed           | 224    | 235    | 231     | 225    | 234    | 118    | 136    | 115     | 134     | 132     | 107    | 110    | 132    |







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 2, 2011

---

| <b>Program Summary</b>        | <b>February 2011</b> |
|-------------------------------|----------------------|
| Total Clients Under Contract: | 203                  |
| Graduates:                    | 2                    |
| Escrow Disbursed:             | \$21,786.33          |
| Ports In:                     | 0                    |
| Ports Out:                    | 0                    |
| Terminations:                 | 8                    |
| New Contracts:                | 2                    |

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### **FSS PROGRAM NEWS:**

#### **FSS Orientation**

The FSS Department held two orientations for new participants in February. Fifty enrolled and 46 attended.

#### **Workshop**

On February 10, 2011 Life Coach, Gloria Brown, presented "Turning Dreams into Reality." Participants engaged in learning how to set and reach goals and take calculated risks. The participant feedback showed that they are truly enjoying working with Ms. Brown. Fifteen enrolled and 12 attended.

#### **FSS Waitlist**

FSS now has a waiting list for entry into the program. There are approximately 76 people on the list.

#### **Upcoming Workshops**

On Saturday, March 12, 2011 Consumer Credit Counselors will conduct a credit repair workshop. This workshop was originally scheduled for February but was rescheduled for March. Topics include:

- How to get a free copy of your credit report
- Monitoring your credit report for "free"
- How to solve identity theft issues
- Your rights when dealing with collection agencies
- Disputing items on a credit report

On Saturday, March 26, 2011 Consumer Credit Counselors will present its “Homeward Path-Homeownership Readiness” workshop. This is a free class to help get started on the path to homeownership. The class will cover:

- Credit and budget education-discussion on money management to save for a down payment and tackle credit issues
- The home buying process and how to qualify
- Where to shop for a loan, how to compare fees, the different types of loans and understanding loan terms
- Educational resources

**Referrals**=50 case management

# **ATTACHMENT A**

|                                   |   |  |
|-----------------------------------|---|--|
| <b>PHA 5-Year and Annual Plan</b> | <b>U.S. Department of Housing and Urban Development<br/>Office of Public and Indian Housing</b> | <b>OMB No. 2577-0226<br/>Expires 4/30/2011</b> |
|-----------------------------------|---|--|

|     |   |          |                                      |                               |  |
|-----|---|----------|--------------------------------------|-------------------------------|--|
| 1.0 | <b>PHA Information</b><br>PHA Name: Housing Authority of the County of Alameda PHA Code: CA067<br>PHA Type: <input type="checkbox"/> Small <input checked="" type="checkbox"/> High Performing (Section 8 HCV) <input checked="" type="checkbox"/> Standard (Public Housing) <input type="checkbox"/> HCV (Section 8)<br>PHA Fiscal Year Beginning: (MM/YYYY): 07/2011  |          |                                      |                               |  |
| 2.0 | <b>Inventory</b> (based on ACC units at time of FY beginning in 1.0 above)<br>Number of PH units: 232 Number of HCV units: 5655   |          |                                      |                               |  |
| 3.0 | <b>Submission Type</b><br><input type="checkbox"/> 5-Year and Annual Plan <input checked="" type="checkbox"/> Annual Plan Only <input type="checkbox"/> 5-Year Plan Only  |          |                                      |                               |  |
| 4.0 | <b>PHA Consortia</b> <input type="checkbox"/> PHA Consortia: (Check box if submitting a joint Plan and complete table below.)   |          |                                      |                               |  |
|     | Participating PHAs  | PHA Code | Program(s) Included in the Consortia | Programs Not in the Consortia | No. of Units in Each Program<br>PH HCV |
|     | PHA 1:  |          |                                      |                               |  |
|     | PHA 2:  |          |                                      |                               |  |
|     | PHA 3:  |          |                                      |                               |  |
| 5.0 | <b>5-Year Plan.</b> Complete items 5.1 and 5.2 only at 5-Year Plan update.  |          |                                      |                               |  |
| 5.1 | <b>Mission.</b> State the PHA's Mission for serving the needs of low-income, very low-income, and extremely low income families in the PHA's jurisdiction for the next five years:  |          |                                      |                               |  |
| 5.2 | <b>Goals and Objectives.</b> Identify the PHA's quantifiable goals and objectives that will enable the PHA to serve the needs of low-income and very low-income, and extremely low-income families for the next five years. Include a report on the progress the PHA has made in meeting the goals and objectives described in the previous 5-Year Plan.  |          |                                      |                               |  |
| 6.0 | <b>PHA Plan Update</b><br>(a) Identify all PHA Plan elements that have been revised by the PHA since its last Annual Plan submission.<br>(b) Identify the specific location(s) where the public may obtain copies of the 5-Year and Annual PHA Plan. For a complete list of PHA Plan elements, see Section 6.0 of the instructions.<br>See Annual Plan Attachment.  |          |                                      |                               |  |
| 7.0 | <b>Hope VI, Mixed Finance Modernization or Development, Demolition and/or Disposition, Conversion of Public Housing, Homeownership Programs, and Project-based Vouchers.</b> Include statements related to these programs as applicable.<br>See Annual Plan Attachment.   |          |                                      |                               |  |
| 8.0 | <b>Capital Improvements.</b> Please complete Parts 8.1 through 8.3, as applicable.<br>See Annual Plan Attachment.   |          |                                      |                               |  |
| 8.1 | <b>Capital Fund Program Annual Statement/Performance and Evaluation Report.</b> As part of the PHA 5-Year and Annual Plan, annually complete and submit the <i>Capital Fund Program Annual Statement/Performance and Evaluation Report</i> , form HUD-50075.1, for each current and open CFP grant and CFFP financing.<br>See Annual Plan Attachment.   |          |                                      |                               |  |
| 8.2 | <b>Capital Fund Program Five-Year Action Plan.</b> As part of the submission of the Annual Plan, PHAs must complete and submit the <i>Capital Fund Program Five-Year Action Plan</i> , form HUD-50075.2, and subsequent annual updates (on a rolling basis, e.g., drop current year, and add latest year for a five year period). Large capital items must be included in the Five-Year Action Plan.<br>See Annual Plan Attachment.   |          |                                      |                               |  |
| 8.3 | <b>Capital Fund Financing Program (CFFP).</b><br><input type="checkbox"/> Check if the PHA proposes to use any portion of its Capital Fund Program (CFP)/Replacement Housing Factor (RHF) to repay debt incurred to finance capital improvements.   |          |                                      |                               |  |
| 9.0 | <b>Housing Needs.</b> Based on information provided by the applicable Consolidated Plan, information provided by HUD, and other generally available data, make a reasonable effort to identify the housing needs of the low-income, very low-income, and extremely low-income families who reside in the jurisdiction served by the PHA, including elderly families, families with disabilities, and households of various races and ethnic groups, and other families who are on the public housing and Section 8 tenant-based assistance waiting lists. The identification of housing needs must address issues of affordability, supply, quality, accessibility, size of units, and location.<br>See Annual Plan Attachment. |          |                                      |                               |  |
| 9.1 | <b>Strategy for Addressing Housing Needs.</b> Provide a brief description of the PHA's strategy for addressing the housing needs of families in the jurisdiction and on the waiting list in the upcoming year. <b>Note: Small, Section 8 only, and High Performing PHAs complete only for Annual Plan submission with the 5-Year Plan.</b><br>See Annual Plan Attachment.   |          |                                      |                               |  |

|      |   |
|------|---|
| 10.0 | <p><b>Additional Information.</b> 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. <b>See Annual Plan Attachment.</b></p> <p>(b) Significant Amendment and Substantial Deviation/Modification. Provide the PHA's definition of "significant amendment" and "substantial deviation/modification." <b>None</b></p>   |
| 11.0 | <p><b>Required Submission for HUD Field Office Review.</b> 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. <b>Note:</b> 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 PHA 5-Year and Annual Plan – Attachment Fiscal Year Beginning: 07/2011**

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

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

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

[http://www.haca.net/index.php?option=com\\_remository&Itemid=86&func=select&id=4](http://www.haca.net/index.php?option=com_remository&Itemid=86&func=select&id=4).

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

#### **7.1 Hope VI, Mixed Finance Modernization or Development.**

- 7.1.1 Effective March 1, 2011, HACA will have consolidated with the Dublin Housing Authority (DHA) as DHA has now disposed of Arroyo Vista, its sole public housing project. (DHA does not administer any Section 8 housing or any other federal, state, or local housing program.) Subsequent to the consolidation, HACA will have access to the modest HUD Replacement Housing Factor funds from Arroyo Vista as well as potential remaining development funds from DHA, which it plans to use to create additional public housing units in a mixed finance project. To do this, HACA will seek to partner with an experienced non-profit or for-profit developer to secure a percentage of units as public housing units in a project(s) developed by such developer.

#### **7.2 Demolition and/or Disposition.**

- 7.2.1 Because the combination of tenant rents and fees, HUD Operating Subsidy, and Capital Fund funding is inadequate to finance the long-term viability of HACA's Public Housing units, HACA has begun to dispose of all of its 232 Public Housing units in stages over the next five years. In 2009, HACA submitted an application to HUD to dispose of all 58 of its scattered-site Public Housing units. That application was approved by HUD December 13, 2010. HACA has applied for 58 project-based replacement vouchers and is awaiting HUD approval of that application before proceeding with the disposition.

In late December 2010, 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. As for its approved disposition application for 58 scattered-site Public Housing units, subsequent to HUD's approval of this disposition application, HACA will apply for replacement vouchers or other HUD project-based rental assistance. Upon receipt of the vouchers/assistance, HACA will transfer the units to a HACA-controlled non-profit instrumentality in order to achieve a one-to-one replacement of the Public Housing units with Section 8 Project-Based Voucher units.

7.2.2 Disposition Timetable (estimated):

**Disposition Stage 2: CAL 67-8, All 100 1-Br Elderly and Disabled units, of which 11 units are wheelchair accessible**

|   |               |
|---|---------------|
| Consult with impacted Residents, RAB and City of Union City     | July 2010     |
| Submit Disposition Application                                  | December 2010 |
| HUD Approval of Disposition Application                         | March 2011    |
| Submit application for replacement vouchers to be project based | March 2011    |
| HUD approval of replacement vouchers                            | December 2011 |
| Dispose of units to HACA-affiliated non-profit                  | June 2012     |

**Disposition Stage 3: CAL 67-13, 36 units**

|   |                     |
|---|---------------------|
| Consult with impacted Residents, RAB and City of Union City     | February-March 2012 |
| Submit Disposition Application                                  | August 2012         |
| HUD Approval of Disposition Application                         | January 2013        |
| Submit application for replacement vouchers to be project based | February 2013       |
| HUD approval of replacement vouchers                            | September 2013      |
| Dispose of units to HACA-affiliated non-profit                  | January 2014        |

**Disposition Stage 4: Estimated # of units: 36**

|   |                     |
|---|---------------------|
| Consult with impacted Residents, RAB and City of Emeryville     | February-March 2013 |
| Submit Disposition Application                                  | August 2013         |
| HUD Approval of Disposition Application                         | January 2014        |
| Submit application for replacement vouchers to be project based | February 2014       |
| HUD approval of replacement vouchers                            | September 2014      |
| Dispose of units to HACA-affiliated non-profit                  | January 2015        |

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

**7.4 Homeownership. N/A**

**7.5 Project-Based Vouchers.**

- 7.5.1 HACA anticipates project-basing up to 400 units. The cities of Emeryville, Dublin, Fremont, San Leandro, and Union City are currently-identified



potential locations. Additional locations in Alameda County, such as (but not limited to) Pleasanton and Hayward are possible.

## **8.0 Capital Improvements**

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

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

## **9.0 Housing Needs**

Housing Needs in HACA's jurisdiction are set forth in Part I of the Alameda County HOME Consortium's FY05-09 Consolidated Plan and Annual Action Plan at

<http://www.acgov.org/cda/hcd/documents/Con%20Plan%20Part%20I%20Housing%20Needs%20Assessment.pdf>

The Consolidated Plan's profile of housing and homeless needs and conditions in the Alameda County HOME Consortium states:

In the past five years, the Consortium has seen little growth in the area's economy. This has been coupled with increasing costs of living in Alameda County. The economy and loss of jobs has had negative impacts as workers have had to search for housing in a tight housing market. Home prices have increased dramatically along with the costs of food, clothing and transportation. Rents had stabilized, however, now are starting to increase again. While Welfare to Work Programs moved people off of the welfare rolls, many have found only minimum wage jobs. This and loss of higher paying jobs have led to an increase in the numbers of working poor who need different federal assistance. Instead of welfare, these families need housing rental assistance programs and food programs. The homeless demographics are also changing. While many long term homeless are individuals with dual diagnoses of alcohol or drug addictions with a physical or mental disability, many more families are moving in and out of homelessness as their ability to pay for food and shelter varies from paycheck to paycheck.



While that statement was developed a number of years ago, much of it is still accurate. The housing market, however, has changed dramatically. The Great Recession and the sub-prime mortgage crisis have resulted in a decrease in home prices in HACA's jurisdiction. As of December 2010, unemployment in California continues to be over 12% and exceeds the national average. Notwithstanding, the softness in the rental market, the high rate of unemployment and the reduction in some public benefits has exacerbated housing affordability.

#### **9.1 Strategy for Addressing Housing Needs**

HACA will continue to apply for additional HUD funding and assisted housing contract authority as made available by Notices of Funding Availability (NOFAs), and as any other HUD funding opportunities present themselves, including use of Replacement Housing Factor (RHF) funds and HUD development funds. HACA will also continue to seek to partner with social services providers in order to use housing as a platform for improving quality of life, including as set forth in the FY 2011 and FY 2012 HUD budgets.

### **10.0 Additional Information**

#### **10.1 Progress in Meeting Mission and Goals**

**10.1.1 Mission:** HACA's success in meeting its mission is reflected in its High Performing SEMAP designation and its PHAS 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:** In the current fiscal year, HACA has applied for additional funding as made available by Notices of Funding Availability (NOFAs). It has received 10 Rental Assistance for Non-Elderly vouchers and 75 VASH vouchers and applied for Family Unification Program vouchers. The total number of HACA Section 8 vouchers increased from 5,456 in 2005 to 5,655 today.

**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 five public housing units.

**Performance:** In the past fiscal year, HACA remained a High Performer as measured by SEMAP. HACA is a Standard Performer under PHAS. HACA's transition to a computerized inspection system has been delayed to its 2011 – 2012 fiscal year as a result of delay in the conversion of HACA's current program management software to a new platform.

As of February 28, 2011, HACA has modernized 21 units in the current fiscal year.

**10.1.4 Goal: Increase assisted housing choices**

**Objectives:** Conduct outreach efforts to potential voucher landlords; monitor voucher success and utilization rates and assess adequacy of payment standards; and continue promoting homeownership activities and assisting participants to become homeowners.

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

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

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

**Progress:** In the current fiscal year, HACA staff, at various levels, has participated in a variety of local government forums as part of a continuous effort to provide information and support for HACA's assisted housing programs.

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

**Objectives:** Provide or attract supportive services to improve employability.

**Progress:** HACA's FSS program sponsored and provided supportive services to improve assistance recipients' employability.

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

**Objectives:** Undertake affirmative measures to ensure access to assisted housing, and a suitable living environment for families living in assisted housing, regardless of race, color, religion, national origin, gender, family status, or disability.

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

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

HACA continued to administer a Language Assistance Plan for serving Limited English Proficiency (LEP) 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 (UFAS) requirements.



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

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

| Part I: Summary   |  |   |                      |   |          |
|---|--|---|----------------------|---|----------|
| PHA Name:<br>Housing Authority of Alameda County  |  | Grant Type and Number<br>Capital Fund Program Grant No: CA3906750111      Replacement Housing Factor Grant No:<br>Date of CFFP: _____ |                      | FFY of Grant:<br>2011<br>FFY of Grant Approval:<br>2011 ESTIMATED |          |
| Type of Grant<br><input checked="" type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/Emergencies <input type="checkbox"/> Revised Annual Statement (revision no: )<br><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 <sup>1</sup>                                    |          |
|   |  | Original  | Revised <sup>2</sup> | Obligated   | Expended |
| 1   | Total non-CFP Funds  |   |                      |   |          |
| 2   | 1406 Operations (may not exceed 20% of line 21) <sup>3</sup>             | \$203,463   |                      | \$203,463   |          |
| 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 <sup>4</sup>                                 |   |                      |   |          |
| 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)                            | \$203,463   |                      | \$203,463   |          |
| 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                |   |                      |   |          |

<sup>1</sup> To be completed for the Performance and Evaluation Report.

<sup>2</sup> To be completed for the Performance and Evaluation Report or a Revised Annual Statement.

<sup>3</sup> PHAs with under 250 units in management may use 100% of CFP Grants for operations.

<sup>4</sup> 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

|   |                                       |  |                             |                                       |   |
|---|---------------------------------------|--|-----------------------------|---------------------------------------|---|
| <b>Part I: Summary</b>  |                                       |  |                             |                                       |   |
| <b>PHA Name:</b><br>Housing Authority of Alameda County   |                                       | <b>Grant Type and Number</b><br>Capital Fund Program Grant No: CA3906750111      Replacement Housing Factor Grant No:<br>Date of CFFP: _____ |                             |                                       | <b>FFY of Grant:</b><br>2011<br><b>FFY of Grant Approval:</b><br>2011 ESTIMATED |
| <b>Type of Grant</b><br><input checked="" type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/Emergencies <input type="checkbox"/> Revised Annual Statement (revision no:    )<br><input type="checkbox"/> Performance and Evaluation Report for Period Ending: <input type="checkbox"/> Final Performance and Evaluation Report |                                       |  |                             |                                       |   |
| <b>Line</b>   | <b>Summary by Development Account</b> | <b>Total Estimated Cost</b>  |                             | <b>Total Actual Cost <sup>1</sup></b> |   |
|   |                                       | <b>Original</b>  | <b>Revised <sup>2</sup></b> | <b>Obligated</b>                      | <b>Expended</b>   |
| Signature of Executive Director   |                                       | Date   |                             | Signature of Public Housing Director  |   |
|   |                                       |  |                             | Date                                  |   |

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Expires 4/30/2011

<sup>1</sup> To be completed for the Performance and Evaluation Report or a Revised Annual Statement.  
<sup>2</sup> To be completed for the Performance and Evaluation Report.

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Expires 4/30/2011

<sup>1</sup> To be completed for the Performance and Evaluation Report or a Revised Annual Statement.  
<sup>2</sup> To be completed for the Performance and Evaluation Report.

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Expires 4/30/2011

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



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Expires 4/30/2011

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form HUD-50075.1 (4/2008)

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 4/30/20011

| 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<br>FFY 2011 | Work Statement for Year 2<br>FFY 2012                     | Work Statement for Year 3<br>FFY 2013 | Work Statement for Year 4<br>FFY 2014                    | Work Statement for Year 5<br>FFY 2015 |
| B.                         | Physical Improvements Subtotal                 | Annual Statement                      |   |                                       |  |                                       |
| C.                         | Management Improvements                        |                                       |   |                                       |  |                                       |
| D.                         | PHA-Wide Non-dwelling Structures and Equipment |                                       |   |                                       |  |                                       |
| E.                         | Administration                                 |                                       |   |                                       |  |                                       |
| F.                         | Other  |                                       |   |                                       |  |                                       |
| G.                         | Operations                                     |                                       | \$193,290   | \$183,625                             | \$174,444  | \$165,722                             |
| H.                         | Demolition                                     |                                       |   |                                       |  |                                       |
| I.                         | Development                                    |                                       |   |                                       |  |                                       |
| J.                         | Capital Fund Financing – Debt Service          |                                       |   |                                       |  |                                       |
| K.                         | Total CFP Funds                                |                                       | \$193,290   | \$183,625                             | \$174,444  | \$165,722                             |
| L.                         | Total Non-CFP Funds                            |                                       |   |                                       |  |                                       |
| M.                         | Grand Total                                    |                                       | \$193,290   | \$183,625                             | \$174,444  | \$165,722                             |

U.S. Department of Housing and Urban Development  
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OMB No. 2577-0226  
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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 4/30/20011

| Part II: Supporting Pages – Physical Needs Work Statement(s) |  |          |                |  |          |                |
|--|--|----------|----------------|--|----------|----------------|
| Work<br>Statement for<br>Year 1 FFY<br>2011                  | Work Statement for Year 2<br>FFY 2012                                      |          |                | Work Statement for Year: 3<br>FFY 2013                                     |          |                |
|  | Development Number/Name<br>General Description of Major Work<br>Categories | Quantity | Estimated Cost | Development Number/Name<br>General Description of Major Work<br>Categories | Quantity | Estimated Cost |
| See  | PHA-wide   |          |                | PHA-Wide   |          |                |
| Annual   | CAL 67-7/16-OPERATIONS   |          | \$193,290      | CAL 67-7/16 OPERATIONS   |          | \$183,625      |
| Statement  |  |          |                |  |          |                |
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|  | Subtotal of Estimated Cost   |          | \$ 193,290     | Subtotal of Estimated Cost   |          | \$ 183,625     |

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Expires 4/30/2001

form HUD-50075.2 (4/2008)

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 III: Supporting Pages – Management Needs Work Statement(s) |   |                |   |                |
|---|---|----------------|---|----------------|
| Work Statement for Year 1 FFY 2011                              | Work Statement for Year 2 _____<br>FFY 2012                             |                | Work Statement for Year: 3 _____<br>FFY 2013                            |                |
|   | Development Number/Name<br>General Description of Major Work Categories | Estimated Cost | Development Number/Name<br>General Description of Major Work Categories | Estimated Cost |
| See   | Operations  | \$193,290      | Operations  | \$183,625      |
| Annual Statement  |   |                |   |                |
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|   | Subtotal of Estimated Cost  | \$ 193,290     | Subtotal of Estimated Cost  | \$ 183,625     |

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 III: Supporting Pages – Management Needs Work Statement(s) |   |                |   |                |
|---|---|----------------|---|----------------|
| Work Statement for Year 1 FFY 2011                              | Work Statement for Year 4<br>FFY 2014                                   |                | Work Statement for Year: 5<br>FFY 2015                                  |                |
|   | Development Number/Name<br>General Description of Major Work Categories | Estimated Cost | Development Number/Name<br>General Description of Major Work Categories | Estimated Cost |
| See   | Operations  | \$174,444      | Operations  | \$165,722      |
| Annual Statement  |   |                |   |                |
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|   | Subtotal of Estimated Cost  | \$ 174,444     | Subtotal of Estimated Cost  | \$ 165,722     |



# **ATTACHMENT B**



**ASSIGNMENT AND ASSUMPTION OF  
DISPOSITION AND DEVELOPMENT AGREEMENT, AND SETTLEMENT AGREEMENT**  
(Arroyo Vista Market-Rate-For-Sale Housing)

This Assignment and Assumption of Disposition and Development Agreement, and Settlement Agreement (the "Assignment") is entered into as of March 1, 2011 (the "Effective Date"), by and between SCS Development Co., a California corporation, dba Citation Homes Central ("Assignor") and KB Home, a Delaware corporation ("Assignee"), with reference to the following facts:

**RECITALS**

A. Assignor, the Dublin Housing Authority, a public body, corporate and politic ("DHA"), the City of Dublin, a municipal corporation (the "City"), the Housing Authority of the County of Alameda, a public body, corporate and politic ("HACA"), and Eden Housing, Inc., a California nonprofit public benefit corporation ("Eden") (Assignor, DHA, the City, HACA and Eden shall be referred to herein, collectively, as the "DDA Parties") entered into a Disposition and Development Agreement dated as of July 25, 2007, as amended by the First Amendment to Disposition and Development Agreement entered into as of January 26, 2010 (collectively, the "DDA"), pursuant to which the Parties agreed to the conditions under which Assignor and Eden would acquire that certain low-income housing project commonly known as Arroyo Vista, HUD No. CA142000001 (the "Property") from DHA for the development of up to two hundred ten (210) market-rate for-sale housing units (the "Project").

B. The DDA Parties also entered into a settlement agreement dated as of December 1, 2009 to resolve litigation prompted by execution of the DDA (the "Settlement Agreement").

C. Assignor desires to be released by the Assignee from all obligations in connection with the DDA and the Settlement Agreement and related obligations and rights.

D. Assignor desires to assign to the Assignee, and the Assignee desires to accept from Assignor, the assignment of the DDA and the Settlement Agreement and any related obligations incurred by Assignor, as such pertain to the Project.

E. DHA has consolidated its activities with HACA and has transferred all of its rights, interests and obligations to HACA, including those specified in the DDA and the Settlement Agreement, pursuant to the Master Agreement, dated as of March 1, 2011, by and among DHA, HACA, the City and HUD. Under the terms of the Master Agreement, and the Settlement Agreement, consent by HACA shall constitute also consent by DHA.

F. The consent to such assignment by the City, HACA and Eden are required and are attached hereto as Exhibits A-C.

NOW, THEREFORE, in consideration of the foregoing, of the mutual promises of the parties hereto and for other good and valuable consideration the receipt and sufficiency of which are hereby acknowledged, the parties mutually agree as follows:

1. Assignment by Assignor. Assignor hereby assigns and delegates to Assignee, and Assignee hereby accepts from Assignor, all of Assignor's right, title and interest in and obligations under the DDA and the Settlement Agreement.
2. Acceptance of Assignment. Assignee hereby accepts the above assignment and hereby assumes, agrees, and undertakes to be bound by, observe and perform all of the obligations, covenants, and agreements of Assignor pursuant to the DDA and the Settlement Agreement, to the same extent as if the Assignee had originally been named as a party thereto in the place and stead of the Assignor. Following the Effective Date of this Assignment, as defined below, any reference to Assignor in the Agreement shall be deemed a reference to Assignee.
3. Release of Assignor. Assignee releases Assignor from all obligations imposed under the DDA and the Settlement Agreement. However, nothing herein contained shall be construed as a release of Assignor from any obligations or liability which may have accrued prior to the Effective Date, and which obligations or liability are not expressly assumed herein by the Assignee.
4. Representations and Warranties. Assignor represents and warrants to Assignee that the execution and delivery of this Assignment has been duly authorized, that this Assignment is a valid and legal agreement binding on the Assignor and that Assignor has not previously assigned, pledged, hypothecated or otherwise transferred to a third party any of its rights under the DDA or the Settlement Agreement. Assignee represents and warrants to Assignor that the execution and delivery of this Assignment and the performance of its obligations hereunder have been duly authorized and that this Assignment is a valid and legal agreement binding on the Assignee.
5. Governing Law. This Assignment shall be governed by the laws of the State of California.
6. Effective Date. This Assignment shall be effective as of the Effective Date.
7. Counterparts. This Assignment may be executed in one (1) or more counterparts, each of which shall be deemed an original, but all of which when taken together shall constitute one (1) agreement.

[SIGNATURE PAGE FOLLOWS]

IN WITNESS WHEREOF, Assignor and Assignee have entered into this Assignment as of the date first set forth above.

ASSIGNOR:

SCS DEVELOPMENT CO., a California  
corporation, dba CITATION HOMES  
CENTRAL

By: \_\_\_\_\_  
Name: \_\_\_\_\_  
Title: \_\_\_\_\_

ASSIGNEE:

KB HOME, a \_\_\_\_\_ corporation

By: \_\_\_\_\_  
Name: \_\_\_\_\_  
Title: \_\_\_\_\_

EXHIBIT A

CONSENT BY THE CITY OF DUBLIN

The City of Dublin hereby consents to the assignment of the DDA and the Settlement Agreement, as defined in the attached Assignment Agreement, from SCS Development Co., a California corporation, dba Citation Homes Central, to KB Home, a \_\_\_\_\_ corporation.

CITY OF DUBLIN, a municipal corporation:

By: \_\_\_\_\_

Name: \_\_\_\_\_

Title: \_\_\_\_\_

APPROVED AS TO FORM:

By: \_\_\_\_\_  
\_\_\_\_\_, City Attorney

EXHIBIT B

CONSENT BY THE HOUSING AUTHORITY OF THE COUNTY OF ALAMEDA

The Housing Authority of the County of Alameda hereby consents to the assignment of the DDA and the Settlement Agreement, as defined in the attached Assignment Agreement, from SCS Development Co., a California corporation, dba Citation Homes Central, to KB Home, a \_\_\_\_\_ corporation.

HOUSING AUTHORITY OF THE COUNTY OF  
ALAMEDA, a public body, corporate and politic:

By: \_\_\_\_\_  
Christine Gouig, Executive Director



EXHIBIT C

CONSENT BY EDEN HOUSING, INC.

The Eden Housing, Inc. hereby consents to the assignment of the DDA and the Settlement Agreement, as defined in the attached Assignment Agreement, from SCS Development Co., a California corporation, dba Citation Homes Central, to KB Home, a \_\_\_\_\_ corporation.

EDEN HOUSING, INC., a California nonprofit  
public benefit corporation:

By: \_\_\_\_\_