



**HOUSING COMMISSION AGENDA**  
**Regular Meeting: September 11, 2013**

Time: 8:00 a.m.

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

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

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

*The Housing Commission Secretary of the Housing Authority of the County of Alameda has, on Thursday, September 5, 2013 duly distributed this Agenda to the Clerk of the Board of Supervisors for posting in the office of the Alameda County Administration Building and has posted it on the bulletin board of the Housing Authority of the County of Alameda.*

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

	<u>PAGE</u>
<b>1. CALL TO ORDER / ROLL CALL</b>	
<b>2. CLOSED SESSION</b> <i>Contract Negotiations with SEIU Local 1021 and the Housing Authority of the County of Alameda Labor Negotiations Pursuant to Government Code 54957.6</i>	
<b>3. APPROVAL OF THE MINUTES OF THE AUGUST 14, 2013 MEETING</b>	<b>ACTION 2</b>
<b>4. PUBLIC COMMENT</b> On matters not on the Agenda	
<b>5. NEW BUSINESS</b>	
5-1. 2014 Section 8 Payment Standards	<b>ACTION 8</b>
5-2. News Story: <i>Priced Out: Sequester Cuts Devastate Silicon Valley's Most Vulnerable</i>	<b>PRESENTATION 10</b>
5-3. Financial Status Report for the Quarter and Year Ending June 30, 2013	<b>INFORMATION 12</b>
5-4. Program Activity Report	<b>INFORMATION 14</b>
<b>6. COMMITTEE REPORTS</b>	
<b>7. COMMISSIONER REPORTS</b>	
<b>8. COMMUNICATIONS</b>	
- NAHRO Award of Excellence	
- Change in date for the October Commission meeting	
<b>9. ADJOURNMENT</b>	

**MINUTES**  
**August 14, 2013**



**HOUSING COMMISSION MINUTES  
REGULAR MEETING: AUGUST 14, 2013, 8:00 A.M.  
HACA BOARD ROOM**

**SUMMARY ACTION MINUTES**

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

**Call to Order**

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

**Roll Call**

Present: Cmsrs. Apodaca, Asher, Biddle, Cashmere, Gacoscos, Gerry, Haddock, Iosefa, Reed and Steiner

Excused: Cmsrs. Natarajan and Peixoto

**2. EXECUTIVE SESSION**

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

The Commission adjourned into Executive Session at 8:04 a.m. and reconvened in regular session at 8:15 a.m. Chairperson Reed reported that there were no reportable actions taken during the Executive Session.

**3. APPROVAL OF THE MINUTES OF THE JULY 10, 2013 MEETING**

Recommendation: Approve the minutes of the July 10, 2013 meeting as presented.

Motion/Second: Biddle/Asher. Ayes: All Motion passed.

**APPROVED AS RECOMMENDED.**

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

Seneca Scott, representative from SEIU Local 1021, introduced himself to the Commission and said that he would be acting as chief negotiator for SEIU should HACA and SEIU enter into labor contract negotiations.

**5. NEW BUSINESS**

**5-1. RESOLUTION NO. 13-07: APPROVING THE SECTION EIGHT MANAGEMENT ASSESSMENT PROGRAM CERTIFICATIONS**

Jennifer Cado, Senior Administrative Analyst, presented the staff report. Ms. Cado explained that the Section Eight Management Assessment Program (SEMAP) uses key performance indicators to measure a housing authority's performance in the administration of the Section 8 program. She reported that HACA received an overall SEMAP rating of "high performer" for the fiscal year ending June 30, 2013. Christine Gouig, Executive Director, commented that the "high performer" rating was not easy to

achieve given the staff shortages and funding cuts and praised staff for their hard work.

Recommendation: Adopt Resolution No. 13-07 approving the SEMAP certification for the fiscal year ending June 30, 2013 and submission of the certification to HUD.

Commission Discussion: Cmr. Biddle and Ms. Gouig discussed how staff shortages and the funding cuts could affect future SEMAP scores. Cmr. Asher and Ms. Gouig discussed how SEMAP measures deconcentration.

Motion/Second: Biddle/Steiner. Ayes: All Motion passed.

**APPROVED AS RECOMMENDED.**

**5-2. ACTION: MEMORANDUM OF UNDERSTANDING WITH MDRC FOR FAMILY SELF-SUFFICIENCY PROGRAM NATIONAL STUDY**

Sharon DeCray, acting Special Programs Manager, presented the staff report. Ms. DeCray reported that HACA was selected to participate in a national study of the effectiveness of the Family Self-Sufficiency (FSS) program. She reported that the study will be conducted by MDRC, a nationally recognized research firm, and described what the study will entail. Ms. DeCray explained that the Memorandum of Understanding (MOU) outlines HACA's and MRDC's roles and responsibilities in the study.

Recommendation: Approve HACA's participation in the study conducted by MDRC and authorize the Executive Director to approve any changes to the draft MOU and execute the final MOU.

Commission Discussion: Cmr. Asher and Ms. DeCray discussed how this study will measure success.

Motion/Second: Steiner/Biddle. Ayes: All Motion passed.

**APPROVED AS RECOMMENDED.**

**5-3. ACTION: HACA SCHOLARSHIP PROGRAM AWARD AMOUNTS**

Sharon DeCray presented the staff report. Ms. DeCray reported that the 2013 HACA Scholarship Committee (Cmrs. Apodaca, Asher, Cashmere and Gacoscos) has recommended that the Housing Commission discuss the award amount of \$1,000 that has been set for the "for-profit colleges and universities" category in the HACA Scholarship program and consider reducing the award amount. Cmr. Asher stated that some of these schools employ predatory marketing tactics, have low graduation rates and often create a debt burden on students. She suggested reducing the amount of the award for this category to \$500.

Commission Discussion: Cmrs. Cashmere and Gerry commented that while they agree with Cmr. Asher's points, they did not want to reduce the award amount so much. Ms. DeCray commented that many of the FSS participants work full-time and that in some instances these types of schools are the only option for these participants. Cmr. Steiner outlined some of the benefits that these types of schools offer for students who work full-time and stated that she also did not want to reduce the amount by half. Cmr. Biddle suggested that the Commission reduce the award amount for this category to \$750.

Recommendation: Beginning with the 2014 HACA Scholarship Program, reduce the amount of the award set for the "for-profit colleges and universities" category from \$1,000 to \$750 and use available

resources to review the accreditation and/or ratings of a for-profit school if a scholarship applicant is planning to attend one.

Motion/Second: Biddle/Asher. Ayes: All Motion passed.

**APPROVED AS RECOMMENDED.**

**5-4. INFORMATION: PROCUREMENT AWARD INFORMATION**

Beverly Brewer, Procurement Analyst, presented the staff report. Ms. Brewer reported that a contract in the amount of \$32,300 for the remodel of a unit on Ocean Avenue in Emeryville was awarded to Bay Cities Construction. Ms. Brewer also reported that a contract in the amount of \$411,000 for the exterior re-siding at the Emery Glen project in Emeryville was awarded to World Priority Construction. Ms. Brewer noted that plans for additional improvements to the exterior of Emery Glen, including the repaving of the parking lot and the base of a new playground, are no longer feasible under the current budget due to an unexpected sewer lateral replacement requirement. Ms. Brewer indicated that staff will look into other public housing funding sources to see if any funds can be used to carry out these exterior improvements.

Commission Discussion: Cmr. Asher reported that she had discussed the \$6,000 in permit fees with city staff to see if these permit fees can be waived given that this is an affordable housing project. Cmr. Steiner commented that the City of Pleasanton has waived permit fees in the past for affordable housing projects.

**5-5. INFORMATION: PROGRAM ACTIVITY REPORT**

Ms. DeCray reported that the Family Self-Sufficiency (FSS) program was awarded a grant in the amount of \$1,500 from the Oakland Methodist Foundation and that this grant will be used to help defray the costs of the annual FSS health fair. Ms. DeCray also reported that FSS staff plans to apply for another grant for the annual *It's Your Time to Shine* event that is held in November. She announced that this year's *It's Your Time to Shine* event will be held on November 7<sup>th</sup> at the San Leandro Public Library and thanked Cmr. Reed for her assistance in securing the venue for the event.

**6. COMMITTEE REPORTS**

None.

**7. COMMISSIONER REPORTS**

Cmr. Gerry announced that the demolition of Cal State East Bay's iconic Warren Hall building will take place on Saturday, August 17<sup>th</sup> at 9:00 a.m. and extended an invitation to view the implosion from his house. Cmr. Steiner reported on her meeting with the task force for the Kottinger Place project. Cmr. Gacoscos and Tom Makin, Deputy Director for Programs, discussed the upcoming office relocation. Mr. Makin provided the Commission with an update on the status of the HACA office building remodel.

**8. COMMUNICATIONS**

Ms. Gouig reported on her attendance at the 2013 NAHRO Summer Conference. She announced that HACA was awarded a NAHRO Award of Merit for its paperless portability documentation process and described this process. A copy of the write-up that was presented at the conference was distributed to

the Commission and the certificate from the NAHRO awards ceremony was displayed. Ms. Gouig also announced that NAHRO has nominated our portability process for the prestigious NAHRO Award of Excellence and that the winners of this award will be announced in the next few weeks. Ms. Gouig also reported on the findings of the Rental Assistance Demonstration (RAD) program feasibility study that was conducted by CSG Advisors. She explained that the study found it feasible for HACA to move forward with a RAD application and described the next steps in this process.

9. **ADJOURNMENT**

There being no further business, Chairperson Reed adjourned the meeting at 9:03 a.m.

Respectfully submitted,

Melissa Taesali  
Executive Assistant

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Christine Gouig  
Executive Director/Housing Commission Secretary

**Approved:**

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Ursula Reed  
Housing Commission Chairperson

**NEW BUSINESS**  
**September 11, 2013**

**HOUSING AUTHORITY OF THE COUNTY OF ALAMEDA**

**AGENDA STATEMENT**

Meeting: September 11, 2013

Subject: Section 8 Payment Standards

Exhibits Attached: None

Recommendation: Approve the Proposed Payment Standards

Financial Statement: None

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**BACKGROUND**

A housing authority's payments to landlords to subsidize the rents of Section 8 Housing Choice Voucher Program participants are called "Housing Assistance Payments" (HAP). A formula determines the total HAP that HUD provides annually to each housing authority. Congress may or may not appropriate sufficient funds to fund 100% of that formula. (This year we are funded at only 94% of the formula due to sequestration.)

A housing authority must manage the HAP funds that it receives from HUD to pay landlords enough so that families can afford modest housing and yet not run out of money before the end of the year when new funding is provided. If a housing authority sets the rents that families are allowed to pay too low for its market area, families won't be able to find suitable housing and/or will have to pay too much of their income (i.e., more than 30% - 40%) for rent. If the housing authority sets rents too high, it will run out of HAP funds and will have to reduce the size of its program, possibly having to terminate the leases of participating families.

The rents that a housing authority allows participating families to pay are determined, in large part, by HUD. Every year, HUD publishes proposed "fair market rents" for each market area in the United States and then publishes the final fair market rents to be effective on October 1 of that year. Fair market rent (FMR) is the rent, including the cost of utilities (except telephone and cable TV), that is typically paid in the market area to rent privately owned, decent, safe and sanitary rental housing that is *modest* (i.e., non-luxury). It is not intended that the FMRs enable a participating family to rent every type of unit in a community.

After HUD publishes the FMRs, a housing authority must then adopt one or more "payment standard" schedules based on the FMRs. A housing authority may either adopt a single payment standard amount for the whole FMR area, or a separate payment standard amount for each designated part of the FMR area (e.g., each city).

The payment standard establishes the voucher amount for each unit size, i.e., the **maximum** gross rent (rent plus utilities) that will be used by the housing authority to compute the monthly HAP that it will pay the landlord on behalf of the family. (The **actual** gross rent that the housing authority will use is based on the reasonableness of the rent in comparison to that of similar units in the same neighborhood; it is not automatically the payment standard.)



The housing authority may establish the payment standard amount for a unit size at any level between 90 percent and 110 percent of the published FMR for that unit size. HUD approval is not required to establish a payment standard amount in that range (called the “basic range”), but *is* required to establish a payment standard amount that is higher or lower than the basic range.

**DISCUSSION AND ANALYSIS**

HUD has published the 2013-2014 proposed FMRs. These proposed FMRs are about 16 percent higher than the 2012-2013 final FMRs for all bedroom sizes.

Staff has analyzed our Section 8 program data, including 1) gross rents currently being paid by Section 8 participants, 2) the number of “over-housed” families (that is, families living in a unit larger than their voucher size), 3) the number of families whose rent exceeds the current payment standard (where the tenant pays the overage), 4) the number of families whose rent exceeds 30 percent of their adjusted monthly income, 5) recently approved increases in the utility allowances, and 6) the impact on the total tenant rent portion of existing participants. After a thorough analysis of its data, staff proposes the following:

- Set the payment standards at the percentage of the new FMRs that will allow us to keep last year’s payment standards intact. The exception to this is where the increased FMRs have required staff to set the payment standards at 90 percent in order to keep those payment standards within the HUD basic range.
- For unit sizes where staff had no average gross rent data (due to our not having any units of a particular size in a city), or the average gross rent data was at or below 90 percent of the FMR, set the payment standards at 90 percent of the FMR.

Staff recommends that your Housing Commission approve the payment standards shown below. All proposed payment standards are within the basic HUD range of 90 – 110% of FMR and do not require HUD approval. Should the final FMRs (expected to be published in October) differ from the proposed FMRs, staff recommends your Housing Commission authorize staff to adjust only those payment standards that fall outside the basic range in order to bring them into the basic range.

**Payment Standards by City**

City	Unit Size by Bedrooms							
	Studio	1	2	3	4	5	6	7
Albany	\$944	\$1,140	\$1,497	\$1,984	\$2,434	\$2,799	\$3,164	\$3,528
Castro Valley (u)	\$932	\$1,130	\$1,421	\$1,984	\$2,495	\$2,799	\$3,164	\$3,528
Dublin	\$1,070	\$1,298	\$1,633	\$2,281	\$2,798	\$2,799	\$3,164	\$3,528
Emeryville	\$932	\$1,130	\$1,421	\$1,984	\$2,434	\$2,799	\$3,164	\$3,528
Fremont	\$981	\$1,133	\$1,460	\$2,052	\$2,490	\$2,799	\$3,164	\$3,528
Hayward	\$981	\$1,130	\$1,421	\$1,984	\$2,434	\$2,808	\$3,164	\$3,528
Newark	\$981	\$1,190	\$1,479	\$2,070	\$2,565	\$2,799	\$3,164	\$3,528
Pleasanton	\$981	\$1,130	\$1,421	\$2,062	\$2,565	\$2,799	\$3,164	\$3,528
San Leandro	\$932	\$1,130	\$1,421	\$1,984	\$2,434	\$2,850	\$3,164	\$3,528
San Lorenzo (u)	\$932	\$1,130	\$1,451	\$2,000	\$2,439	\$2,799	\$3,164	\$3,528
Union City	\$932	\$1,130	\$1,428	\$1,984	\$2,434	\$2,799	\$3,164	\$3,528

**HOUSING AUTHORITY OF THE COUNTY OF ALAMEDA**

**AGENDA STATEMENT**

Meeting: September 11, 2013

Subject: News Story: *Priced Out: Sequester Cuts Devastate Silicon Valley's Most Vulnerable*

Exhibits Attached: None

Recommendation: Receive presentation

Financial Statement: None

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**DISCUSSION**

Silicon Valley De-Bug and the Community Homeless Alliance Ministries, working with the Santa Clara County Housing Authority, produced a video featuring testimonies of Section 8 tenants impacted by federal sequester cuts. Staff will present the video.

Silicon Valley De-Bug is a media, community organizing, and entrepreneurial collective based in San Jose. The journalist who developed the video is Fernando J Perez, a video journalist and a digital media instructor at Silicon Valley De-Bug.

Following is the text that accompanied the video:

“SAN JOSE -- Automatic spending cuts to certain federal programs, or sequester cuts, are now hitting Silicon Valley's elderly, disabled, and low-income families especially hard. In one of the costliest places to live in the nation, Section 8 tenants are seeing rents skyrocket as a result of the sequester, and many now face homelessness.

Some 17,000 tenants on the Federal Section 8 housing program in Santa Clara County recently received rent hikes of 10 percent or more due to the draconian spending cuts triggered at the beginning of 2013 after elected officials were unwilling to reach an agreement on reducing the federal deficit. As a result, some families in Silicon Valley have received astonishing rent increases of \$900 or more.

Fifty-seven percent of Section 8 voucher holders in Santa Clara County are seniors or disabled and 61 percent are on fixed incomes. There is simply no way they can afford rent increases of this magnitude. In many cases the result will be homelessness, dislocation, and destruction of families.

With some elected officials continuing to threaten inaction on reducing the federal debt ceiling, additional unbearable cuts are projected to continue into next year.

A group of affected tenants in Silicon Valley is calling for the government to immediately halt the sequester, and for allocation of adequate affordable housing funds to meet the needs of the American people. Local members of Congress have been invited to attend and receive the petitions of the tenants, who will be taking action against the devastating rent increases caused by the federal sequester at noon on Thursday, August 29 at San Jose City Hall.

According to our Constitution, the role of government is to promote the general welfare of the people, not the private benefit of corporations. Silicon Valley is the richest area in the richest country in the world, and we are richer now than ever before in our history. There is nothing except shortsightedness to prevent us from taking care of our most vulnerable people. There is nothing but a lack of social vision to prevent us from putting the needs of our residents before tax breaks for corporations. There is nothing, except a tragic moral blindness, that prevents us from paying attention to the human suffering going on right here in our own community.”

**Financial Status Report for the**  
**Quarter and Year Ending June 30, 2013**  
**(Unaudited)**

**HOUSING AUTHORITY OF ALAMEDA COUNTY**  
**Financial Status Report for the Quarter and Year Ending June 30, 2013 (Unaudited)**

	Low Rent Public Housing	Housing Choice Vouchers	Housing Development Fund	Park Terrace	Ocean Avenue	Totals
<u>Operating revenues</u>						
Rental revenue - tenants	\$ 457,625	\$ -	\$ 143,000	\$ 135,000	\$ 68,382	\$ 804,007
Other revenue	5,822	-	0	395	3,319	9,536
Total operating revenues	<u>463,447</u>	<u>-</u>	<u>143,000</u>	<u>135,395</u>	<u>71,701</u>	<u>813,543</u>
<u>Operating expenses</u>						
Administration	(347,224)	(6,870,644)	(44,529)	(33,782)	(26,497)	(7,322,676)
Tenant service	(2,847)	-	-	-	-	(2,847)
Utilities	(91,753)	-	(53,483)	-	(7,412)	(152,648)
Ordinary maintenance and operations	(606,386)	-	(109,442)	(38,055)	(23,668)	(777,551)
General expenses	(69,423)	(204,304)	-	(1,046)	(949)	(275,722)
Total operating expenses	<u>(1,117,633)</u>	<u>(7,074,948)</u>	<u>(207,454)</u>	<u>(72,883)</u>	<u>(58,526)</u>	<u>(8,531,444)</u>
Operating (loss)	<u>(654,186)</u>	<u>(7,074,948)</u>	<u>(64,454)</u>	<u>62,512</u>	<u>13,175</u>	<u>(7,717,901)</u>
<u>Non-operating revenues</u>						
HUD PHA grants	626,371	5,424,897	-	-	-	6,051,268
Capital Fund Grant for operations	73,079	-	-	-	-	73,079
Other revenue	102,900	1,359,393	16,667	-	-	1,478,960
Investment income	2,347	3,860	26,216	1,273	986	34,682
Gain on sale of disposed furn/eqpt	3,227	-	-	-	-	3,227
Total non-operating revenues	<u>807,924</u>	<u>6,788,150</u>	<u>42,883</u>	<u>1,273</u>	<u>986</u>	<u>7,641,216</u>
<b>Unaudited Income/(loss)</b>	<b>\$ 153,738</b>	<b>\$ (286,798)</b>	<b>\$ (21,571)</b>	<b>\$ 63,785</b>	<b>\$ 14,161</b>	<b>\$ (76,685)</b>
Adj for capital purchases/improvements	<u>\$ (129,170)</u>	<u>\$ 0</u>	<u>\$ (139,839)</u>	<u>\$ 8,323</u>	<u>\$ (8,050)</u>	<u>\$ (268,735)</u>
NET ASSETS Balance @ FYE 6/30/13:						
Invested in Capital Assets	\$ 1,658,943	\$ 16,213	\$ 2,524,942	\$ 429,884	\$ 691,878	\$ 5,321,860
Restricted for HAP (NRA)		8,172,462				8,172,462
Restricted (LRPH Eden Loan, security deposits held)	11,036,882			5,324	3,581	11,045,787
Unrestricted	1,378,833	2,192,077	11,763,248	1,004,942	714,737	17,053,837
TOTAL	<u>\$ 14,074,658</u>	<u>\$ 10,380,752</u>	<u>\$ 14,288,190</u>	<u>\$ 1,440,150</u>	<u>\$ 1,410,196</u>	<u>\$ 41,593,946</u>
Program Reserves (for HAP- held by HUD) bal @ FYE 6/30/13:		<u>\$ 972,208</u>				
HAP Funding Received		<u>\$ 73,979,041</u>				
Other Income (Fraud Recovery, FSS forfeitures)		<u>78,678</u>				
HAP Expenses		<u>(73,945,580)</u>				
Addition to NRA - restricted for HAP		<u>\$ 112,139</u>				

# **PROGRAM ACTIVITY** **REPORT**

**HOUSING AUTHORITY OF THE COUNTY OF ALAMEDA**

**AGENDA STATEMENT**

Meeting: September 11, 2013

Subject: Programs Activity Report

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

Recommendation: Receive Report

Financial Statement: None

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**SECTION 8 HOUSING CHOICE VOUCHERS**

- **Lease-Up:** As of September 1, 2013, the Section 8 Housing Choice Voucher program had 6,211 units under contract. The fiscal year-to-date lease-up average is 96.11% units. The budget authority use average through July 2013 is 105.01%.
- **Program Utilization:** As of September 1, 2013, the average HAP subsidy is \$1,038 and the average tenant-paid rent portion is \$417 for an average Contract Rent of \$1,455.
  - ❖ As of September 1, 2013, HACA had 126 outgoing billed portability contracts (i.e., HACA voucher holders who are housed in another housing authority's jurisdiction).
  - ❖ As of September 1, 2013, HACA billed other housing authorities, primarily the Oakland Housing Authority, for 1,186 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 \$1,738.00 in fraud and debt recovery payments for the month of July 2013. A total of \$13,336.48 was retained over the last six months.
- **Landlord Rental Listings:** As of September 3, 2013, there were 1,592 landlords with properties in HACA's jurisdiction utilizing the *GoSection8* rental listing service. There were three new landlords added to the Section 8 program this month. There were 16 active properties listed.

**FAMILY SELF SUFFICIENCY (FSS)**

The FSS Department spent the month of August preparing for the upcoming national FSS study. The Coordinators have been working with MDRC staff to plan the process and procedures that will be implemented. The anticipated start date of the study is October 22, 2013. FSS's new

partner for financial literacy training, Safe America Credit Union, presented two workshops that focused on banking skills and credit management skills. Participants were engaged in these workshops and indicated that the information provided was valuable to them.

As with all HACA departments, FSS has been preparing for our upcoming move by organizing, storing, shredding, and scanning files. Volunteers have assisted staff with scanning the many documents associated with the program. Staff has nearly reached their goal of moving only those files and other documents that are current and needed in hard copy form.

### **PUBLIC HOUSING**

- **Occupancy:** As of September 1, 2013, the Public Housing program had 68 of 72 units leased and has a 95.37% fiscal year-to-date lease up rate.



**HOUSING AUTHORITY OF THE COUNTY OF ALAMEDA**

Section 8 Contract and HAP Report for the month of **August 2013**

City	Certificates		Vouchers		August 2013 TOTAL		August 2012	August 2011
	Number	HAP*	Number	HAP**	Number	HAP		
Albany	-	\$ -	34	\$ 35,292	34	\$ 35,292	39	43
Castro Valley	14	\$ 12,334	216	\$ 224,208	230	\$ 236,542	242	255
Dublin	2	\$ 1,762	358	\$ 371,604	360	\$ 373,366	290	299
Emeryville	6	\$ 5,286	105	\$ 108,990	111	\$ 114,276	116	108
Fremont	29	\$ 25,549	1,268	\$ 1,316,184	1,297	\$ 1,341,733	1,400	1,404
Hayward	114	\$ 100,434	2,401	\$ 2,492,238	2,515	\$ 2,592,672	2,599	2,512
Newark	2	\$ 1,762	263	\$ 272,994	265	\$ 274,756	279	290
Pleasanton	4	\$ 3,524	126	\$ 130,788	130	\$ 134,312	147	165
San Leandro	16	\$ 14,096	1,468	\$ 1,523,784	1,484	\$ 1,537,880	1,428	1,410
San Lorenzo	2	\$ 1,762	232	\$ 240,816	234	\$ 242,578	220	208
Union City	4	\$ 3,524	818	\$ 849,084	822	\$ 852,608	782	729
<b>TOTALS</b>	193	\$170,033.00	7,289	\$7,565,982.00	7,482	\$7,736,015.00	7,542	7,423

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

\*\*Based on an average August Housing Assistance Payment (HAP) of \$1038 per voucher contract

**HOUSING AUTHORITY OF THE COUNTY OF ALAMEDA**  
**Section 8 Average Contract Rent Report for the month of: August 2013**

<b>City</b>	<b>Number of HAP Contracts</b>	<b>Average Contract Rent</b>	<b>Average HAP Paid by HACA</b>	<b>Average Rent Paid by Family</b>	<b>Average Family-Paid Rent as a Percentage of Average Contract Rent</b>
Albany	36	\$1,296	\$978	\$318	25%
Castro Valley	218	\$1,378	\$923	\$455	33%
Dublin	358	\$1,578	\$1,210	\$368	23%
Emeryville	107	\$1,230	\$863	\$367	30%
Fremont	1,281	\$1,577	\$1,111	\$466	30%
Hayward	2,410	\$1,361	\$969	\$392	29%
Newark	267	\$1,804	\$1,272	\$532	29%
Pleasanton	126	\$1,380	\$974	\$406	29%
San Leandro	1,467	\$1,364	\$971	\$393	29%
San Lorenzo	231	\$1,664	\$1,239	\$425	26%
Union City	735	\$1,643	\$1,195	\$448	27%

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

**DEBT COLLECTIONS**

2013-2014

FYE 06/30/14

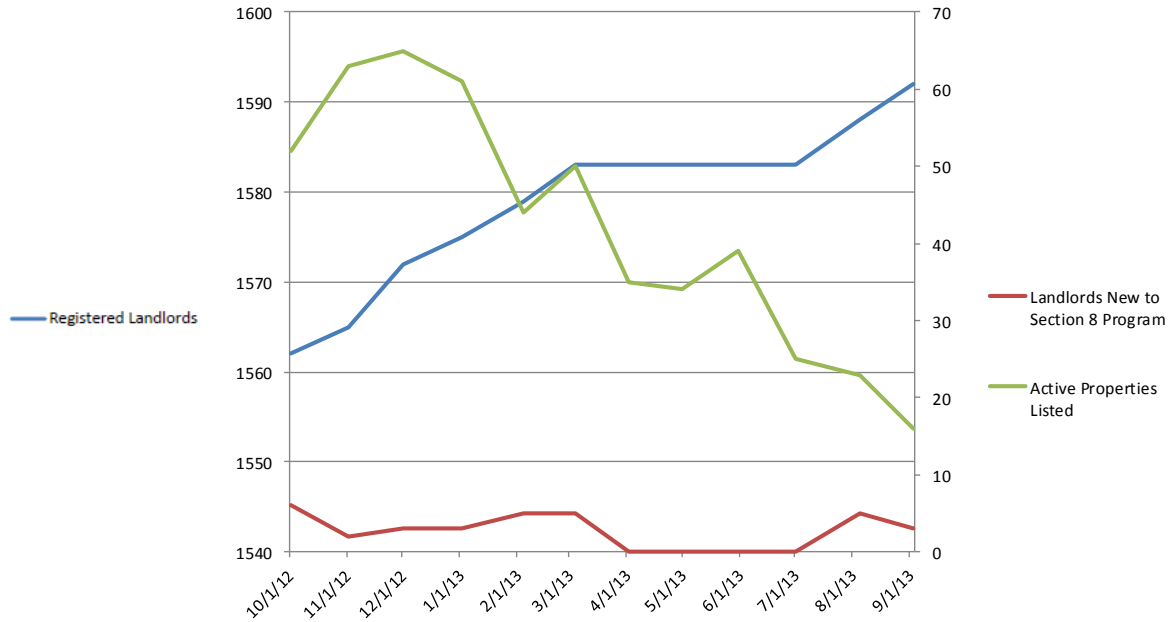
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	JULY	AUGUST	SEPTEMBER	OCTOBER	NOVEMBER	DECEMBER	JANUARY	FEBRUARY	MARCH	APRIL	MAY	JUNE	GRAND
													TOTALS
<i>DAMAGE CLAIMS</i>	\$0.00												\$0.00
<i>FRAUD REPAYMENTS</i>	\$1,738.00												\$1,738.00
<b>TOTALS</b>	<b>\$1,738.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$1,738.00</b>

## Landlord Rental Listing Report

### Monthly

	10/1/2012	11/1/2012	12/1/2012	1/2/2013	2/4/2013	3/4/2013	4/2/2013	5/1/2013	5/31/2013	7/1/2013	8/5/2013	9/3/2013
<b>Registered Landlords</b>	1562	1565	1572	1575	1579	1583	1583	1583	1583	1583	1588	1592
<b>Landlords New to Section 8 Program</b>	6	2	3	3	5	5	0	0	0	0	5	3
<b>Active Properties Listed</b>	52	63	65	61	44	50	35	34	39	25	23	16





**To:** Christine Gouig, Executive Director  
**From:** Sharon DeCray, HAFS Manager  
**Re:** **FSS Program Summary**  
**CC:** Ron Dion, Linda Evans, Phyllis Harrison, Mary Sturges  
**Date:** August 28, 2013

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<b>Program Summary</b>	<b>August 2013</b>
Total Clients Under Contract:	130
Graduates:	0
Escrow Disbursed:	\$21,059.91
Ports In:	0
Ports Out:	1
Terminations:	1
New Contracts:	3

#### **FSS PROGRAM NEWS:**

##### **New FSS Coordinator**

On Thursday, August 22, Eli Isaacs started as HACA's new FSS Coordinator. Eli comes to HACA with approximately five years of case management experience working with families similar in income and demographics to our FSS families.

##### **Workshops**

On Saturday, August 10, the FSS Department partnered with Safe America Credit Union and facilitated a Money Management Workshop on "Budgets and Checking Accounts." The participants were shown how to:

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

On Saturday, August 24, Safe America Credit Union presented “Understanding Credit and Identity Theft.” Topics included:

- Understanding a credit report
- What determines a credit score
- How to start repairing a credit score
- Protection from identity theft
- Common identity theft scams

The participants were highly engaged throughout the entire workshop and gave excellent reviews on the material and the presenter on their workshop evaluations.

### **National FSS Study**

The FSS Coordinators have met via conference calls with the program evaluator, MDRC, to plan implementation of the study. The projected start date is October 22, 2013.

**Referrals=** Case Management = 55