



HOUSING COMMISSION AGENDA
Regular Meeting: October 10, 2012

Time: 8:00 a.m.

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

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

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

The Housing Commission Secretary of the Housing Authority of the County of Alameda has, on Thursday, October 4, 2012 duly distributed this Agenda to the Clerk of the Board of Supervisors for posting in the office of the Alameda County Administration Building and has posted it on the bulletin board of the Housing Authority of the County of Alameda.

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

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1. CALL TO ORDER / ROLL CALL	
2. EXECUTIVE SESSION	
<i>Conference with Legal Counsel - Anticipated Litigation</i>	
<i>Initiation of Litigation Pursuant to Subdivision (c) of Section 54956.9 (one case)</i>	
<i>Contract Negotiations with SEIU Local 1021 and the Housing Authority of the County of Alameda</i>	
<i>Labor Negotiations Pursuant to Government Code 54957.6</i>	
3. APPROVAL OF THE MINUTES OF THE SEPTEMBER 12, 2012 MEETING	ACTION 2
4. PUBLIC COMMENT	
On matters not on the Agenda	
5. NEW BUSINESS	
5-1. Recognize Lisa Gatchallan as HACA's Shining Star	PRESENTATION 7
5-2. Approve Section 8 Benefit Payment Standards	ACTION 8
5-3. 7 th /8 th and Decoto Streets: "Before and After"	PRESENTATION 10
5-4. Quarterly Investment Portfolio for the Quarter Ended September 30, 2012	INFORMATION 11
5-5. Budget Status Report	INFORMATION 13
5-6. Program Activity Report	INFORMATION 16
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7. COMMISSIONER REPORTS	
8. COMMUNICATIONS	
9. ADJOURNMENT	

MINUTES
September 12, 2012

**HOUSING COMMISSION MINUTES
REGULAR MEETING: SEPTEMBER 12, 2012, 8:15 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 8:16 a.m.

Roll Call

Present: Cmr. Apodaca, Asher, Biddle, Gacoscos, Gerry, Haddock, Iosefa, Natarajan, Peixoto, Reed and Steiner

Excused: Cmr. Cashmere

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 an Executive Session at 8:18 a.m. and reconvened in regular session at 8:53 a.m. Chairperson Reed reported that there were no reportable actions taken in the Executive Session.

3. APPROVAL OF THE MINUTES OF THE AUGUST 8, 2012 MEETING

Recommendation: Approve the minutes of the August 8, 2012 meeting as presented.

Motion/Second: Biddle/Gacoscos.

Ayes: All. Motion passed.

APPROVED AS RECOMMENDED.

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

Chairperson Reed set a 2 minute time limit for each speaker due to the number of speakers.

HACA employees Sandra Guy, Vicki Dobbeck, Linda Morgan-Lyles, Teresa Hernandez, Rhonda Smith, Qais Aziz, Staci Collier, Michelle Aragon, Liza Simmons and Nanci Scheevel and SEIU representative Bobbi Lopez commented on proposals made in the contract labor negotiations, including furlough days, as well as actions taken by the Personnel Committee regarding lay-off and demotion.

5. NEW BUSINESS

5-1. ACTION: CONTRACT AWARDS FOR UNIT REMODELING SERVICES AT NIDUS AND DYER SENIOR HOUSING PROPERTIES

Thomas Makin, Deputy Director for Operations, presented the staff report. Mr. Makin reported on the bid opening for unit remodeling services at the Nidus and Dyer senior housing properties that was held on September 5. He recommended the award of a contract in the amount of \$29,100 to Bay Cities Construction, the award of a contract in the amount of \$30,776 to Randy's Custom Carpentry, Inc., and the award of a contract in the amount of \$31,595 to IIC Construction.

Recommendation: Award contracts for unit remodeling services at the Nidus and Dyer senior housing properties and authorize the Executive Director to sign contracts and related documents.

Comments from the Commission: Cmr. Peixoto and George Smith, Maintenance and Modernization Manager, discussed independent cost estimates and how they are completed before projects go out to bid. Cmr. Asher asked if the term "Acceptable" is a typical term used to rank contractors and Mr. Makin indicated that it is.

Motion/Second: Steiner/Biddle.

Ayes: All. Motion passed.

APPROVED AS RECOMMENDED.

5-2. INFORMATION: UPDATE ON PLANNED PROJECT-BASED VOUCHER DEVELOPMENTS

Christine Gouig, Executive Director, presented the staff report. Ms. Gouig provided the Commission with an update on 2 planned Project-Based Voucher (PBV) developments, one in the City of Dublin and another in the City of Emeryville. She described these developments and how PBVs will be used to provide permanent affordable units.

Cmr. Biddle commented that the site for the planned development in Dublin is in a great location. Cmr. Asher commented that the City of Emeryville is very excited about the plans for the development in their city.

5-3. INFORMATION: QUARTERLY BUDGET STATUS REPORT FOR THE QUARTER ENDED JUNE 30, 2012

Cathy Leoncio, Finance Director, presented the staff report. Ms. Leoncio summarized the expenses and income for the quarter.

Commission Discussion: Chairperson Reed and Ms. Leoncio discussed the factors that contributed to the deficit reported for the June 30, 2012 quarter end.

5-4. INFORMATION: PROGRAM ACTIVITY REPORT

Christine Gouig presented the staff report. Ms. Gouig noted that staff had planned to discuss

the Section 8 reports in greater detail but will postpone this presentation to the October meeting. As part of the FSS report, Ms. Gouig announced that the child of an FSS participant was selected as a national honoree in NAHRO's *What Home Means to Me* poster contest.

Commission Discussion: Cmr. Steiner reminded Commissioners about the *It's Your Time to Shine* event that the FSS Department is planning for November at the San Leandro Library.

6. COMMITTEE REPORTS

None.

7. COMMISSIONER REPORTS

Cmr. Steiner reported that Mid-Pen has been selected as the developer for the Kottinger Place public housing redevelopment project in the City of Pleasanton.

8. COMMUNICATIONS

Christine Gouig reported that the Continuing Resolution to fund the federal government until March 27, 2013 was passed by the House of Representatives and talked about the likelihood of additional cuts to funding. Ms. Gouig also reported that HUD issued its draft of the Fair Market Rents (FMRs) and that the amounts are significantly lower than this year. Ron Dion, Deputy Director of Operations, indicated that staff is exploring the feasibility of conducting a survey, in partnership with other housing authorities in the area, to challenge HUD's proposed FMRs. Cmr. Steiner and Mr. Dion discussed plans to open the Section 8 waitlist in the future. Cmr. Steiner and Tom Makin discussed the progress of the plans for the building remodel. Chairperson Reed and Mr. Makin discussed the use of HACA's reserves. Ms. Gouig commented that based HUD's current level of funding cuts and funding practices, it is likely that HACA will not accumulate any additional reserves.

9. ADJOURNMENT

There being no further business to discuss Chairperson Reed adjourned the meeting at 10:10 a.m.

Respectfully submitted,

Melissa Taesali
Executive Assistant

Christine Gouig
Executive Director/Commission Secretary

Approved:

Ursula Reed
Chairperson

NEW BUSINESS

October 10, 2012

HOUSING AUTHORITY OF ALAMEDA COUNTY

AGENDA STATEMENT

Meeting: October 10, 2012

Subject: Recognize Lisa Gatchallan as HACA's Shining Star for October 2012 - March 2013

Exhibits Attached: None

BACKGROUND

In 2006, HACA created a Communications Committee composed of staff from all departments. The Committee created an "Employee of the Quarter" recognition program to acknowledge exceptional individual contributions of HACA employees. At the end of 2011 the Committee decided to revamp the program to allow more time for chosen employees to enjoy their recognition. The Committee re-named the award "HACA's Shining Star" and extended the recognition period to six months, thus providing for two Shining Stars per year.

DISCUSSION

HACA is privileged to have on its staff Lisa Gatchallan, an Account Specialist in the Accounting Department. Her selection was announced at an all-staff meeting held on September 26. Those who nominated Lisa recognized her for her outstanding work in the following categories: Team Effort & Flexibility in Working with Others and Problem Solving. Some of the comments made by those who nominated Lisa were:

"Lisa is a very effective team player. She is not only a valuable team player within her own department but beyond that, she is an invaluable team player across departmental lines as well..."

"...she reached out to see how we could make payroll and HR function more smoothly and was more than willing to listen to new ideas for process improvements. She is always willing to go the extra mile..."

"To be a team player on your own team (in your own department) is one thing, but to be a team player on someone else's team requires greater than the normal commitment. And even beyond that, Lisa has the capacity to put management/non-management divisions and lines aside to achieve that sense of team and overall agency goal. And once more beyond that, she can do this when the issues are especially sensitive. That quality is very special and unique..."

Staff recommends that your Housing Commission recognize Lisa as HACA's Shining Star for October 2012 - March 2013.

HOUSING AUTHORITY OF THE COUNTY OF ALAMEDA

AGENDA STATEMENT

Meeting: October 10, 2012

Subject: Section 8 Payment Standards

Exhibits Attached: None

Recommendation: Approve the Proposed Payment Standards

Financial Statement: None

BACKGROUND

A housing authority's payments to landlords to subsidize the rents of Section 8 Housing Choice Voucher Program (HCVP) 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.

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 (i.e., more than 30% - 40% of their income) as 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. Each year, HUD publishes the fair market rents for each market area in the United States 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 must be 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, each 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 now published the 2012-2013 final FMRs, which were effective October 1.

Staff has analyzed data including gross rents currently being paid by Section 8 participants, the number of “over-housed” families (that is, families living in a unit larger than their voucher size), the number of families whose rent exceeds the current payment standard (where the tenant pays the overage), recently approved increases in the utility allowances, and the impact on the total tenant rent portion of existing participants. From a thorough analysis of its data, staff concluded the following:

- Staff has set the payment standards at the percentage of the new FMRs that most closely equals our average gross rents or that will allow us to keep last year’s payment standards intact, whichever is higher. The exception to this is where the decreased FMRs have required staff to set the payment standards at 110 percent in order to keep those payment standards within the 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), staff carried over the payment standard set last year with the following exceptions: the Newark studio and one-bedroom payment standards were decreased in order to keep them within the basic range; the Pleasanton studio payment standard was increased to the amount used for the Fremont and Newark payment standards because these cities have similar rents for this bedroom size; and the San Leandro studio payment standard was increased to the amount used for the San Lorenzo and Union City payment standards because these cities have similar rents for this bedroom size.
- Additionally, Dublin payment standards are higher due to the commitment to relocate Arroyo Vista residents. Once the redevelopment of the property is complete and residents can return, Dublin’s payment standards can be revised as appropriate.

Staff recommends that your Housing Commission approve the payment standards shown below. With the exception of the 120% payment standards proposed for Dublin, all other proposed payment standards are within the basic 90 -110% range that does not require HUD approval.

Payment Standards by City

City	Unit Size by Bedrooms							
	Studio	1	2	3	4	5	6	7
Albany	\$944	\$1,140	\$1,497	\$1,871	\$2,309	\$2,635	\$2,979	\$3,323
Castro Valley (u)	\$905	\$1,065	\$1,339	\$1,862	\$2,495	\$2,769	\$3,131	\$3,492
Dublin	\$1,070	\$1,298	\$1,633	\$2,281	\$2,798	\$3,194	\$3,610	\$4,027
Emeryville	\$921	\$1,105	\$1,420	\$1,832	\$2,285	\$2,608	\$2,948	\$3,289
Fremont	\$981	\$1,133	\$1,460	\$2,052	\$2,490	\$2,725	\$2,754	\$3,072
Hayward	\$981	\$1,065	\$1,335	\$1,876	\$2,300	\$2,808	\$2,948	\$3,289
Newark	\$981	\$1,190	\$1,479	\$2,070	\$2,565	\$2,928	\$3,100	\$3,458
Pleasanton	\$981	\$1,105	\$1,410	\$2,062	\$2,565	\$2,608	\$2,948	\$3,289
San Leandro	\$915	\$1,065	\$1,357	\$1,905	\$2,418	\$2,850	\$3,192	\$3,560
San Lorenzo (u)	\$915	\$1,105	\$1,451	\$2,000	\$2,439	\$2,742	\$3,100	\$3,458
Union City	\$915	\$1,105	\$1,428	\$1,926	\$2,379	\$2,927	\$3,131	\$3,492

HOUSING AUTHORITY OF THE COUNTY OF ALAMEDA

AGENDA STATEMENT

Meeting: October 10, 2012

Subject: 7th/8th and Decoto: “Before and After”

Exhibits Attached: None

Recommendation: Receive presentation

BACKGROUND

Over the past several years, staff has brought to your Commission’s attention the challenging Public Housing Program structural income deficit and how that deficit has greatly constrained HACA’s ability to make necessary improvements to its Public Housing units.

It was clear that HUD wasn’t going to provide sufficient funds yet HACA still had the responsibility for the long-term sustainability of its housing. To address this, staff proposed converting 158 of our 230 Public Housing units to the more adequately-funded Section 8 Project-Based Voucher (PBV) program. HUD approved our proposal and the first units to be converted were our 58 scattered site units.

Some of these 58 are 10 units located on 7th/8th Street and Decoto Street in Union City. Built in 1977, these units were in need of extensive improvements that could not be accomplished while they were operated as Public Housing. Since their conversion to the PBV program, these units have undergone extensive renovation. The work included: interior and exterior rehabilitation and modernization, asbestos abatement, complete remodel of the kitchens and bathrooms, the installation of new exterior siding, and landscape enhancements.

These units are now both physically sound and rentable in the market. Staff has assembled the “before and after” photos of the work that was done and will present a slideshow at your October meeting.

HOUSING AUTHORITY OF THE COUNTY OF ALAMEDA

AGENDA STATEMENT

Meeting: October 10, 2012

Subject: Quarterly Investment Portfolio Report

Exhibits Attached: Investment Portfolio Report for Quarter ended September 30, 2012

Recommendation: Receive Report

Financial Statement: \$21,383,482 Invested at an Average Monthly Yield ranging from 0.10% to 0.36% (excluding FSS Escrow Participant Accounts)

BACKGROUND

Public Agencies are required to file an investment policy with their governing boards and to provide quarterly financial reports on the status of the Agency's investments and to certify to their compliance with the approved investment policy.

DISCUSSION AND ANALYSIS

The investment portfolio report that is attached reflects the investments at September 30, 2012 for each program that HACA administers.

The Housing Choice Voucher program has a total investment of \$7,999,300, which is 37% of the total investment portfolio.

The Housing Development Fund has a total investment of \$10,668,812, which is 50% of the total investment portfolio. Approximately 63% of its portfolio is in the State of California Local Agency Investment Fund (LAIF).

The Public Housing program has a total investment of \$1,005,625, which is 5% of the total investment portfolio.

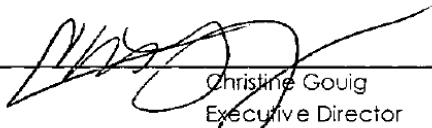
Ocean Avenue and Park Terrace investments are 3% and 5% of the total investment, respectively.

The FSS Participant Escrow Accounts are maintained in a savings account, in accordance with HUD regulations, at Union Bank.

Housing Authority of Alameda County
Investment Portfolio
For the Quarter ended September 30, 2012

PROGRAM NAME	TYPE OF ACCOUNT	AMOUNT	INTEREST RATE	MATURITY DATE
HCV	Union Bank N.A.	\$ 1,999,816.67	0.10001%	10/15/12
	Union Bank N.A.	\$ 5,999,483.33	0.10010%	10/1/12
Ocean Avenue	Union Bank N.A.	\$ 719,892.20	0.11002%	10/31/12
Park Terrace	Union Bank N.A.	\$ 989,851.78	0.11002%	10/31/12
Housing Dev Fund	Union Bank N.A.	\$ 1,999,827.78	0.10001%	10/1/12
	Union Bank N.A.	\$ 1,999,827.78	0.10001%	10/1/12
	State of CA - Local Agency Investment Fund	\$ 6,666,262.22	0.36000%	LAIF Avg Eff Yield 7/31/12
Local Fund (formerly DHA)	State of CA - Local Agency Investment Fund	\$ 2,894.56	0.36000%	LAIF Avg Eff Yield 7/31/12
Public Housing	Union Bank N.A.	\$ 499,998.61	0.10010%	10/1/12
	State of CA - Local Agency Investment Fund	\$ 505,626.84	0.36000%	LAIF Avg Eff Yield 7/31/12
TOTAL		\$ 21,383,481.77		

The above investment portfolio is in compliance with the policy approved by the Housing Commission.



Christine Gouig
Executive Director

10-3-12
Date

BUDGET STATUS **REPORT**

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

FY 2013 - HCV	Budgeted @	Actual @	OVER	PROJECTED	SCH.	2012	2013	
OPERATING BUDGET	8/30/2012	8/30/2012	(UNDER)	TO 6/30/13	NO.	BUDGET	BUDGET	DIFFERENCE
INCOME								
Investment Income	600	547	(53)	3,282	A1	3,600	3,600	0
Misc. Income	34,667	2,720	(31,947)	208,000	A1	345,040	208,000	(137,040)
Administrative Fee Income	1,150,885	1,166,581	15,696	6,878,948	A	7,270,973	6,905,311	(365,662)
TOTAL INCOME	1,186,152	1,169,848	(16,304)	7,090,230		7,619,613	7,116,911	(502,702)
EXPENSES								
Administration								
Salaries	(727,024)	(599,539)	127,485	(3,910,341)	B-1& 2	(4,391,400)	(4,362,145)	29,255
Other Admin.	(193,579)	(209,498)	(15,919)	(1,350,684)	C-1&2	(1,077,012)	(1,161,477)	(84,465)
Total	(920,604)	(809,037)	111,566	(5,261,025)		(5,468,413)	(5,523,621)	(55,209)
General								
Insurance	(33,598)	(21,984)	11,614	(131,904)	E	(204,029)	(201,590)	2,439
Employee Benefits	(370,782)	(362,009)	8,773	(1,994,274)		(2,195,700)	(2,224,694)	(28,994)
Miscellaneous	0	0	0	0		0	0	0
Total	(404,381)	(383,993)	20,388	(2,126,178)		(2,399,729)	(2,426,284)	(26,555)
Total Routine Expenses	(1,324,984)	(1,193,030)	131,954	(7,387,203)		(7,868,142)	(7,949,905)	(81,763)
Capital Expenditures	0	0	0	0	D2	0	0	0
TOTAL EXPENSES	(1,324,984)	(1,193,030)	131,954	(7,387,203)		(7,868,142)	(7,949,905)	(81,763)
Income (Deficit) Unfunded 2012 FSS (1/2 year) - Use of Reserve				(158,607)	**		(158,607)	
Income (Deficit) UNSPECIFIED BUDGET REDUCTION				(138,366)			(674,387)	
NET INCOME (DEFICIT)	(138,832)	(23,182)	(148,258)	(296,973)		(248,529)	(832,994)	(584,465)
2012 Funding for FSS (unfunded)						103,020		
Salaries and Benefits FSS expenses						(261,627)		
Use of Reserve (unfunded FSS) for 1/2 2012 (July-Dec 2012)						**	(158,607)	
Unrestricted Net Assets @ 6/30/12							\$ 2,478,875	
Use of Reserve (unfunded FSS) for 1/2 2012-July-December						**	(158,607)	
Projected Income/(Deficit) @ 6/30/13							(138,366)	
Projected Unrestricted Net Assets @ 6/30/13							\$ 2,181,902	

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

FY 2013 - PH		YTD BUDGET	YTD ACTUALS	OVER/ (UNDER)	Projected	SCH.	2012	2013	
OPERATING BUDGET		8/31/2012	8/31/12	BUDGET	to 6/30/13	NO.	BUDGET	BUDGET	Difference
INCOME									
Dwelling Rentals		88,935	115,459	26,524	533,610	A-1	804,948	533,610	(271,338)
Investment Income		367	551	185	3,309	A	2,025	2,200	175
Misc. Income		22,627	14,555	(8,072)	87,329	A-1	85,108	135,764	50,656
Transfer of Reserves from Ocean Ave					500,000			500,000	500,000
Operating Subsidy		63,430	102,906	39,475	380,579	A-1	496,628	380,579	(116,049)
Asset Reposition Fee		33,170	0	(33,170)	199,020	A-1	148,594	199,020	50,426
Capital Grant		43,063	0	(43,063)	258,378	A-1	169,275	258,378	89,103
TOTAL INCOME		251,592	233,471	(18,121)	1,962,225		1,706,579	2,009,551	302,971
EXPENSES									
Administration									
Salaries		(38,849)	(42,752)	(3,904)	(222,313)	B-1& 2	(383,445)	(233,093)	150,353
Other Admin.		(19,395)	(5,500)	13,895	(33,000)	C-1	(167,363)	(116,368)	50,995
Total		(58,243)	(48,253)	9,991	(255,313)		(550,808)	(349,461)	201,348
Tenant Services									
Resident Managers		(917)	(450)	467	(5,500)		(5,500)	(5,500)	0
Recreation		(1,250)	(81)	1,169	(7,500)		(7,500)	(7,500)	0
Total		(2,167)	(531)	1,636	(13,000)		(13,000)	(13,000)	0
Utilities									
Water		(12,333)	(6,485)	5,848	(74,000)		(74,000)	(74,000)	0
Electricity		(3,167)	(3,311)	(144)	(19,866)		(19,000)	(19,000)	0
Gas		(433)	(292)	143	(1,751)		(2,600)	(2,600)	0
Sewage		(7,933)	(7,614)	319	(45,684)		(47,600)	(47,600)	0
Total		(23,867)	(17,702)	6,166	(141,300)		(143,199)	(143,199)	0
Maintenance									
Salaries		(11,664)	(13,585)	(1,921)	(70,642)	B-2	(139,820)	(69,983)	69,836
Materials		(10,660)	(7,879)	2,781	(69,876)	D	(63,960)	(63,960)	0
Contract Costs		(99,026)	(42,434)	56,592	(615,903)	D	(466,552)	(594,158)	(127,606)
Total		(121,350)	(63,899)	57,451	(756,421)		(670,332)	(728,101)	(57,769)
General									
Insurance		(13,452)	(9,075)	4,378	(72,114)	E	(80,712)	(80,712)	0
Tax-In Lieu Of		(6,507)	(11,029)	(4,522)	(66,175)		(66,175)	(39,041)	27,134
Employee Benefits		(25,761)	(17,607)	8,154	(154,569)		(261,633)	(154,569)	107,064
Collection Loss		(167)	0	167	0		(1,000)	(1,000)	0
Miscellaneous		(167)	0	167	0		(1,000)	(1,000)	0
Total		(46,054)	(37,711)	8,343	(292,858)		(410,520)	(276,322)	134,198
Total Routine Expenses		(251,681)	(168,095)	83,587	(1,458,892)		(1,787,859)	(1,510,083)	277,776
Capital Expenditure-exterior renovation of Emery Glen					(500,000)		0	(500,000)	(500,000)
TOTAL EXPENSES		(251,681)	(168,095)	83,587	(1,958,892)		(1,787,859)	(2,010,083)	(222,224)
NET INCOME (DEFICIT)		(89)	65,376	65,466	3,333		(81,280)	(533)	80,747
							Unrestricted Net Assets @ 6/30/12	\$1,318,585	
							Projected Income/(Deficit) @ 6/30/13	3,333	
							Projected Unrestricted Net Assets @ 6/30/13	\$1,321,918	

PROGRAM ACTIVITY **REPORT**

HOUSING AUTHORITY OF THE COUNTY OF ALAMEDA

AGENDA STATEMENT

Meeting: October 10, 2012

Subject: Programs Activity Report

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

Recommendation: Receive Report

Financial Statement: None

SECTION 8 HOUSING CHOICE VOUCHERS

- **Lease-Up:** As of October 1, 2012, the Section 8 Housing Choice Voucher program had 5,817 units under contract. The fiscal year-to-date lease-up average is 97.66% units. The budget authority use average through August 2012 is 106.6%.
- **Program Utilization:** As of October 1, 2012, the average HAP subsidy is \$1,045 and the average tenant-paid rent portion is \$402 for an average Contract Rent of \$1,447.
 - ❖ As of October 1, 2012, HACA had 101 outgoing billed portability contracts (i.e., HACA voucher holders who are housed in another housing authority's jurisdiction).
 - ❖ As of October 1, 2012, HACA billed other housing authorities, primarily the Oakland Housing Authority, for 1,652 incoming portability contracts. HACA receives only 80% of the HUD-authorized Administrative Fee for billed incoming portability contracts.
- **Section 8 Contract Report:** A copy of the Contract Report is attached.
- **Fraud / Debt Recovery:** HACA retained \$2,507.22 in fraud and debt recovery payments for the month of August 2012. A total of \$19,228.37 was retained over the last six months.

HACA retained \$0 in Housing Assistance Payments (HAP) overpayments for the month of August 2012. A total of \$655 was retained over the last six months.

- **Landlord Rental Listings:** As of October 1, 2012, there were 1,562 landlords with properties in HACA's jurisdiction utilizing the *GoSection8* rental listing service. There

were six new landlords added to the Section 8 program this month. There were 52 active properties listed.

FAMILY SELF SUFFICIENCY (FSS)

HUD announced the FSS funding awards for next year. HACA's FSS program will receive \$276,000 in funding for four coordinators. Staff immediately began to schedule orientations and plans to bring in people from the FSS waitlist. It is the goal of staff to bring our enrollment back to 200 as soon as possible. Once a new coordinator is added, the FSS Department will be able to grow its enrollment to meet the demand for slots in the program.

Linda Evans, FSS Lead Worker, has joined the Alameda County Workforce Investment Board to represent the Housing Authority. She was aware of the work of the WIB due to the partnership FSS has with the WIB's "One Stop Centers." Due to the emphasis on employment in the FSS program, Linda's involvement at the board level will benefit FSS and all the participants of HACA programs.

Work continues on *"It's Your Time to Shine."* Please plan to join our participants, supporters and volunteers for an evening of recognition on Thursday, November 8 at 6:30 p.m. at the San Leandro Library.

PUBLIC HOUSING

- **Occupancy:** As of October 1, 2012, the Public Housing program had 122 of 122 units leased and has a 99.66% fiscal year-to-date lease up rate.

Housing Authority of the County of Alameda

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

City	Certificates		Vouchers		September 2012 TOTAL		September	
	Number	HAP*	Number	HAP**	Number	HAP	2011	2010
Albany	-	\$ -	38	\$ 39,672	38	\$ 39,672	43	44
Castro Valley	14	\$ 12,334	231	\$ 241,164	245	\$ 253,498	252	253
Dublin	2	\$ 1,762	288	\$ 300,672	290	\$ 302,434	298	268
Emeryville	6	\$ 5,286	110	\$ 114,840	116	\$ 120,126	109	90
Fremont	29	\$ 25,549	1,364	\$ 1,424,016	1,393	\$ 1,449,565	1,391	1,406
Hayward	114	\$ 100,434	2,479	\$ 2,588,076	2,593	\$ 2,688,510	2,514	2,432
Newark	2	\$ 1,762	277	\$ 289,188	279	\$ 290,950	288	297
Pleasanton	4	\$ 3,524	141	\$ 147,204	145	\$ 150,728	165	158
San Leandro	15	\$ 13,215	1,424	\$ 1,486,656	1,439	\$ 1,499,871	1,403	1,343
San Lorenzo	2	\$ 1,762	222	\$ 231,768	224	\$ 233,530	206	198
Union City	4	\$ 3,524	818	\$ 853,992	822	\$ 857,516	736	712
TOTALS	192	\$169,152.00	7,392	\$7,717,248.00	7,584	\$7,886,400.00	7,405	7,201

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

***Based on an average September Housing Assistance Payment (HAP) of \$1,044 per certificate contract*

HOUSING AUTHORITY OF THE COUNTY OF ALAMEDA

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

City	Number of HAP Contracts	Average Contract Rent	Average HAP Paid by HACA	Average Rent Paid by Family	Average Family-Paid Rent as a Percentage of Average Contract Rent
Albany	39	\$1,324	\$1,067	\$257	19%
Castro Valley	228	\$1,352	\$949	\$403	30%
Dublin	288	\$1,599	\$1,213	\$386	24%
Emeryville	108	\$1,220	\$842	\$378	31%
Fremont	1,372	\$1,565	\$1,126	\$439	28%
Hayward	2,492	\$1,351	\$976	\$375	28%
Newark	278	\$1,801	\$1,301	\$500	28%
Pleasanton	143	\$1,353	\$967	\$385	28%
San Leandro	1,416	\$1,365	\$988	\$376	28%
San Lorenzo	221	\$1,627	\$1,195	\$432	27%
Union City	777	\$1,625	\$1,204	\$421	26%

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

12-13

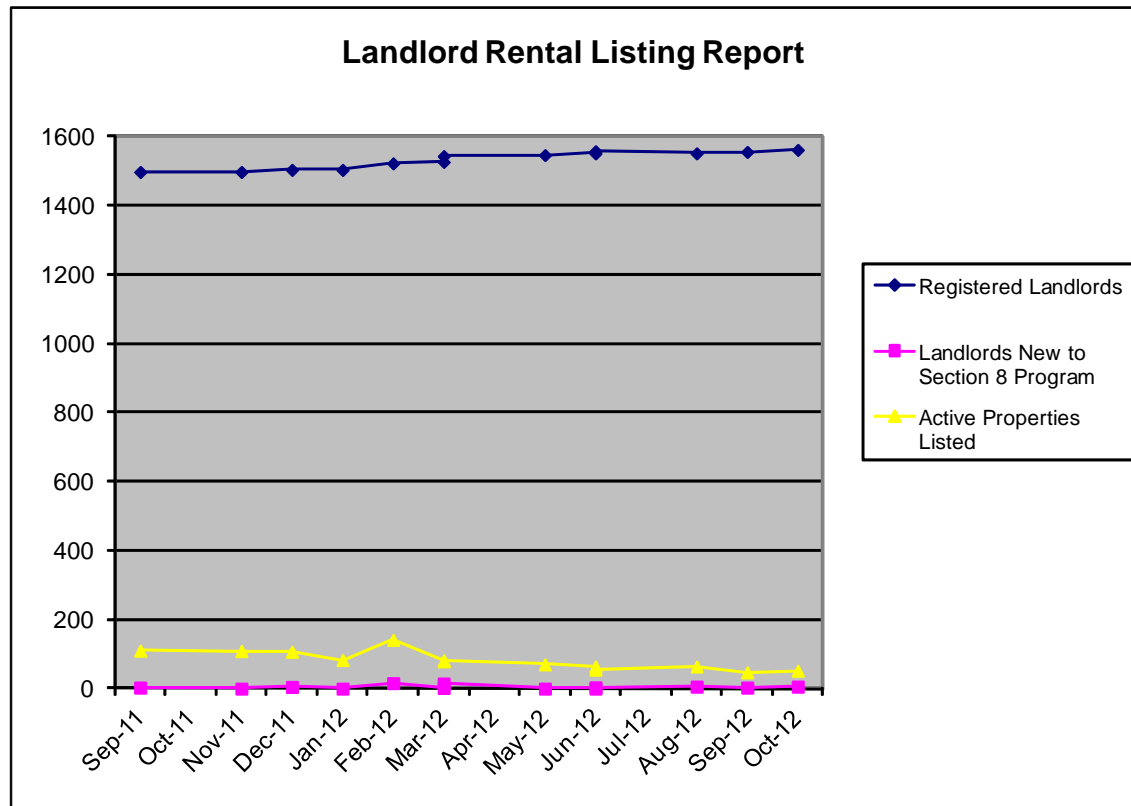
DEBT COLLECTIONS
FYE 06/30/13

	JULY	AUGUST	SEPTEMBER	OCTOBER	NOVEMBER	DECEMBER	JANUARY	FEBRUARY	MARCH	APRIL	MAY	JUNE	GRAND TOTALS
<i>DAMAGE CLAIMS</i>	\$0.00	\$150.00											\$150.00
<i>FRAUD REPAYMENTS</i>	\$2,719.93	\$2,507.22											\$5,227.15
<i>HAP OVERPAYMENTS</i>	\$0.00												\$0.00
TOTALS	\$2,719.93	\$2,657.22	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$5,377.15

Landlord Rental Listing Report

Monthly

	9/29/2011	11/1/2011	12/1/2011	1/3/2012	2/1/2012	3/1/2012	3/29/2012	5/1/2012	6/1/2012	6/29/2012	8/1/2012	9/4/2012	10/1/2012
Registered Landlords	1498	1498	1504	1504	1523	1527	1544	1547	1552	1558	1552	1556	1562
Landlords New to Section 8 Program	3	0	5	0	16	2	15	0	4	0	6	3	6
Active Properties Listed	110	109	107	83	141	79	82	70	64	55	64	47	52





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

Program Summary	September 2012
Total Clients Under Contract:	158
Graduates:	1
Escrow Disbursed:	\$31,271.85
Ports In:	1
Ports Out:	1
Terminations:	2
New Contracts:	0

FSS PROGRAM NEWS:

FSS Funding

The FSS program was granted \$276,000 in HUD funding for four FSS Coordinators for 2013! Our strategy worked -- fund the FSS program with a one-time use of HACA reserves so that our program could continue while we applied for renewal funding. Existing programs had first priority for funding so if we had cancelled our program we would have dropped to fourth priority and probably would not have been funded.

During this past year we did not bring any new clients onto the FSS program as we did not know if we would have a program next year. The total number of clients under contract is 158 as shown above. Last October that number was 198. With the commitment of funding again we are ready to add clients and FSS staff has scheduled orientations for the month of October for the individuals on the waiting list. Approximately 80 people are on the waiting list for the October orientations.

Workshops

On Monday, September 17, the Alameda County Registrar of Voters was on site in the HACA courtyard from 10:00 AM until 2:00 PM registering voters, updating new addresses, answering questions and recruiting poll workers for Election Day. The assistance from the Registrar's Office was available to all of HACA's clients, not just FSS participants. Some filled out the form to change their address, others registered for the first time and a large number signed up to work the polls. Due to the excellent

outcome, the Registrar's staff will return to HACA on October 9 to assist additional HACA clients with voter registration. Registration forms were left with the FSS staff to hand out in case people ask for them as Election Day approaches.

On Wednesday, September 19, the Alameda County Lead Poisoning Prevention Program & Healthy Homes Project (ACLPPP) facilitated a workshop and distributed information on lead poisoning. They discussed the variety of services provided by ACLPPP to support property owners, employers, medical providers and families to reduce lead poisoning risks and maintain healthier homes. The attendees were actively interested in the topic and engaged in asking many questions. The ACLPPP staff distributed pamphlets with lead poisoning myths and facts as well as contact information to get additional questions answered.

Also on Wednesday September 19, after the presentation from ACLPPP, Life Coach Gloria Brown piggy backed off the lead poisoning topic and held a round table discussion entitled, "Learn to Save Yourself from Toxic Situations and Negative People". The FSS participants' interest in Ms. Brown's round table discussions continues to grow. FSS staff consistently get comments from participants about how relevant her topics and discussions are to their everyday lives.

Mental Health Training

On Thursday, September 20 and Friday September 21, FSS staff attended a free 12-hour course and training in Mental Health First Aid. The course was presented and facilitated by Alameda County Behavioral Health Care Services in coordination with the National Council for Community Behavioral Healthcare. The training focused on how to provide initial help to people experiencing mental health problems such as depression, anxiety disorders, psychosis and substance use disorders. FSS staff found this training to be very insightful. We hope the training will help us identify mental health issues when we have contact with clients and will enable us to refer them to resources that will assist them.

Workforce Investment Board

HACA is now a member of the Alameda County Workforce Investment Board (WIB). The WIB is the oversight group for the development of a new Workforce Development System, mandated by the 1998 Workforce Investment Act. Linda Evans, FSS Lead Worker, is the HACA representative on the WIB. Meetings are held quarterly and an official WIB orientation for new members is scheduled for Thursday, October 25, 2012.

Case Management=52