



HOUSING COMMISSION AGENDA
Regular Meeting: November 14, 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, November 8, 2012** duly distributed this Agenda to the Clerk of the Board of Supervisors for posting in the office of the Alameda County Administration Building and has posted it on the bulletin board of the Housing Authority of the County of Alameda.*

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

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MINUTES
October 10, 2012

**HOUSING COMMISSION MINUTES
REGULAR MEETING: OCTOBER 10, 2012, 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 8:01 a.m.

Roll Call

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

Entered after roll call: Cmr. Natarajan

Excused: Cmsrs. Asher and Gerry

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

Conference with Legal Counsel - Anticipated Litigation

Initiation of Litigation Pursuant to Subdivision (c) of Section 54956.9 (one case)

The Commission adjourned into Executive Session at 8:02 a.m. and reconvened in regular session at 8:48 a.m. Brian Washington, Alameda County Counsel, reported that the Commission approved a settlement with Emphasys Software. Chairperson Reed reported that there were no reportable actions taken during the Executive Session on labor negotiations.

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

Recommendation: Approve the minutes of the September 12, 2012 meeting as presented.

Motion/Second: Gacoscos/Steiner.

Ayes: All. Motion passed.

APPROVED AS RECOMMENDED.

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

SEIU representative Bobbi Lopez and others commented on items proposed in the labor contract negotiations.

5. NEW BUSINESS

5-1. PRESENTATION: RECOGNIZE LISA GATCHALLAN AS HACA’S SHINING STAR FOR OCTOBER 2012-MARCH 2013

Linda Evans, Chairperson of HACA’s Communications Committee, presented the staff report. Ms. Evans announced that Lisa Gatchallan, Account Specialist, was selected as HACA’s Shining Star and read the comments that were submitted by those who nominated Lisa. Lisa expressed appreciation for the recognition. The Commission applauded Lisa and Chairperson Reed presented her with a certificate.

5-2. ACTION: APPROVE SECTION 8 BENEFIT PAYMENT STANDARDS

Christine Gouig, Executive Director, and Jennifer Cado, Senior Administrative Analyst, presented the staff report. Ms. Gouig reported that HUD recently published the 2012-2013 Fair Market Rents (FMR) and that staff has conducted an analysis to determine how the newly published FMRs have impacted the Section 8 Benefit Payment Standards (BPS). Ms. Cado described the analysis that was conducted, discussed the findings, and presented the proposed revisions to HACA’s Section 8 BPS.

Recommendation: Approve the proposed Benefit Payment Standards.

Commission Discussion: Cmr. Natarajan asked for the percentage in which the rents have gone up or down since last year. Ms. Cado stated that she would provide that data at the next Commission meeting. Cmr. Biddle and Ms. Gouig discussed the rents in the City of Dublin and the potential impact that the newly published FMRs could have on the development of affordable housing in Dublin. Cmr. Cashmere and Ms. Cado discussed the impact of the changes on Section 8 tenants.

Motion/Second: Natarajan/Biddle.

Ayes: All Motion passed.

APPROVED AS RECOMMENDED.

5-3. PRESENTATION: 7TH/8TH AND DECOTO STREETS: “BEFORE AND AFTER”

Christine Gouig presented the staff report. Ms. Gouig reported that 10 of the 58 scattered-site former public housing units that were successfully converted to Section 8 Project-Based Vouchers have undergone extensive remodeling and renovation. She introduced George Smith, Maintenance and Modernization Manager, who narrated a slideshow of the “before and after” photos of the remodeled units. Ms. Gouig thanked Mr. Smith for his role in the planning and coordination of the remodeling project.

5-4. INFORMATION: QUARTERLY INVESTMENT PORTFOLIO FOR THE QUARTER ENDED SEPTEMBER 30, 2012

Report received with no questions or comments from the Commission.

5-4. INFORMATION: BUDGET STATUS REPORTS

Report received with no questions or comments from the Commission.

5-5. INFORMATION: PROGRAM ACTIVITY REPORTS

Christine Gouig announced that HACA was awarded funding for the Family Self-Sufficiency (FSS) program. She stated that the use of HACA’s reserves to fund and continue the FSS program last year, when HACA’s funding application to HUD was denied, helped to secure HACA’s priority for funding during this year’s selection process.

Commission Discussion: Cmr. Peixoto commented that using the reserves to fund and maintain the FSS program last year is a good example of the strategic use of HACA’s reserves and how reserves should be used.

6. COMMITTEE REPORTS

None.

7. COMMISSIONER REPORTS

Commissioner Steiner reported that the Pleasanton City Council will consider the approval of the construction of a senior housing project in Pleasanton to replace and expand the Kottinger Place and Pleasanton Gardens senior projects.

8. COMMUNICATIONS

None.

9. ADJOURNMENT

There being no further business to discuss Chairperson Reed adjourned the meeting at 9:28 a.m.

Respectfully submitted,

Melissa Taesali
Executive Assistant

Christine Gouig
Executive Director/Commission Secretary

Approved:

Ursula Reed
Chairperson

NEW BUSINESS

November 14, 2012

HOUSING AUTHORITY OF THE COUNTY OF ALAMEDA

AGENDA STATEMENT

Meeting: November 14, 2012

Subject: Letter opposing sequestration

Exhibits Attached: Letter re sequestration

Recommendation: Approve letter and authorize executive director to send it to Congressional representatives and Senators

BACKGROUND

At your October meeting you asked that staff prepare a letter to Alameda County's elected representatives in Washington D.C. regarding the impact that sequestration will have on HACA's programs. A draft letter is attached. If approved, there is a line for each of your signatures.

DISCUSSION AND ANALYSIS

Continuing Resolution

To calculate the sequestration cuts it is important to understand the starting point from which the cuts will be made so staff has described below the current funding pursuant to the Continuing Resolution.

As you know, the federal fiscal year runs from October 1 through September 30 of each year. Congress did not adopt a 2012-2013 budget before the September 30th deadline. Instead, it approved a "Continuing Resolution" (CR), which generally carries forth the same amount of funding for each federal department that the department received in the 2011-2012 budget. The CR expires March 27, 2013. Before that date Congress must either extend the CR or adopt a 2012-2013 budget (which would be retroactive to October 1, 2012). If it extends the CR, it can do so for any period of time, including through the end of the fiscal year (meaning that the entire federal fiscal year's budget would be governed by a CR instead of a budget).

Prior to approval of the CR, housing authorities and NAHRO, the housing authorities' professional association, advocated that Congress include exceptions in the CR dealing with the funding shortfalls in some of HUD's programs. (I wrote a letter on behalf of HACA asking for exceptions for Public Housing, Section 8 HAP and the Section 8 Admin Fee). None of our requests for exceptions were granted.

Public Housing. The Public Housing Operating Subsidy last year was shorted \$750 million in appropriations. HUD took this \$750 million from the reserves of those

housing authorities that had reserves at a certain level (we didn't have sufficient public housing reserves, so nothing was taken from us). HUD then funded all housing authorities at about **95%** of their formula amount, using the funds Congress appropriated plus the \$750 million it took from the housing authorities. When HUD did this it said that this was a "one time" taking of reserves. Of course Congress wasn't bound by HUD's statement and so when the CR was approved it again shorted the Public Housing Operating Subsidy by \$750 million. NAHRO has estimated that this will result in a **75%** proration for Public Housing funding.

Even HUD recognizes that this level of funding is unsustainable and so has proposed what it calls a "front loading" of Operating Subsidy. That is, HUD will use its Operating Subsidy appropriation to fund housing authorities at **86%** of the formula amount for the first quarter of 2013 *in the hope* that Congress will adopt a budget before March 27 that funds Public Housing at 86% of formula. The risk would be on the housing authorities—if Congress *did* adopt a budget and fund Public Housing at 86% the funding would be retroactive to October 1, 2012 and there would be sufficient funds to cover the front loading. If not, the excess 11% that HUD had front loaded would have to be made up in the rest of the fiscal year, meaning that the rest of the year would be funded at **less than 75%** in the CR.

Section 8 Housing Assistance Payments (HAP). Last year, the HAP budget was comprised of the Congressional appropriation plus \$650 million that HUD rescinded from housing authorities with HAP reserves at a certain level (HUD rescinded about \$2.11 million from us). HUD accomplishes this rescission by reducing our HAP funding by \$2.11 million and telling us to use our reserves instead.¹

The CR carried forward only the Congressional appropriation—which, of course, is \$650 million short of what is needed to fund HAP contracts nationwide. We have not yet heard from HUD its solution, if any, to this problem but expect that HUD will rescind additional HAP reserves. Fortunately, we have approximately \$7 million in such reserves so if we had to use a couple million dollars again this year we could.

Section 8 Admin Fee. Last year, Congress appropriated funds for the Admin Fee at **75%** of the formula amount. HUD used excess funding it had on hand and raised this to **80%**. Although the federal fiscal year began in October, HUD didn't tell housing authorities it was raising the Admin Fee to 80% until March 2012.

The CR continued the Admin Fee at **75%**, i.e., the amount appropriated for last year, not the 80% that HUD actually paid. NAHRO has estimated the CR funding level provides for

¹ This is different than the Public Housing Operating Subsidy where HUD took "excess" reserves from housing authorities and then redistributed all the reserves it collected across the board to all housing authorities.

a **68%** proration.² We have not heard whether HUD intends to again augment the Admin Fee with its excess funds. It is possible that HUD will front load the Fee, like the Public Housing Operating Subsidy, on the theory that when Congress finally approves a budget it will appropriate the Admin Fee at **80%**. If Congress does so, great; if not, housing authorities take the risk that the proration for the rest of the fiscal year would be **less than 68%**. NAHRO and the housing authorities are strongly urging HUD to front load the Admin Fee.

It is somewhat ironic that NAHRO and housing authorities are begging for 80% funding. The various cuts that housing authorities had to make last year (lay-offs, salary cuts, furloughs, etc.), were due to Congress reducing the Admin Fee to 84%, down from the typical 90-92%. Now, we're pleased if we get 80%. And, in HACA's case, because ports comprise 22% of our vouchers and we're paid only 80% of the prorated Admin Fee for ports (so, 80% of 80% or 64%), our overall proration, even at 80% from HUD, is 76%.

Budget Timing. The election has consumed the attention of Congress, which was why the CR was approved through March—Congress didn't want to deal with the budget during election season. Now that the election is over, Congress will focus on sequestration in November and December. It is not expected that Congress will take up the budget and CR again until after the inauguration in mid-January.

Federal budget law calls for the president to present his budget in February for the fiscal year that starts October 1. Will Congress tackle the past-due 2012-2013 budget at that time or simply extend the CR through September and begin work on the 2013-2014 budget presented by the president? NAHRO and the housing authorities hope Congress will go back and approve a 2012-2013 budget at a sustainable funding level but at this point no one knows.

Sequestration

On top of this extreme budgetary uncertainty, sequestration, the so-called "fiscal cliff," is due to become effective January 2, 2013. Sequestration refers to across-the-board cuts to both domestic and defense programs, excluding certain entitlement programs such as Social Security, Medicaid and food stamps.

The cuts are part of the consequences of the bipartisan deal struck last summer to raise the nation's debt ceiling. In the Budget Control Act, adopted in August 2011, Congress agreed to appoint a 12-member super committee to come up with a plan to reduce the deficit by \$1.2 trillion over the next 10 years. If the committee failed to reach agreement, the \$1.2 trillion would be skimmed off the top of all federal spending over

² Although last year's proration was 75%, more vouchers were added during the year without a corresponding increase in Admin Fee. Thus, the same Fee is covering more vouchers, resulting in a lower proration since housing authorities are paid per voucher under lease.

the next 10 years, split evenly between domestic and defense programs. Since Congress did not approve the super committee's plan, sequestration is due to kick in.

Under the terms of the Budget Control Act of 2011, the federal Office of Management and Budget (OMB) must trim \$1.2 trillion evenly from the budgets of civilian agencies and the Department of Defense from 2013 through 2021, an annual reduction of \$109 billion. In a report issued on September 14th, OMB started that process, providing initial estimates of what, exactly, would be sequestered from discretionary programs in the 2013 budget, including approximately \$54 billion spread across the domestic agencies and \$54 billion from the defense budget. The same requirement will continue for the next nine years. However, after 2013, Congress will be allowed to determine how it will apply the cuts to live within the Budget Control Act's mandatory reduced spending caps.

No one, neither Congress nor the president, wants sequestration to become effective. "Everyone" thinks that "something" will be done to head it off and a bi-partisan committee of Congress has informally formed to come up with a solution. Now that the election is over, discussions will begin in earnest.

In the case of HUD the cut would be 8.2% for each program. Applying this to our programs based on 2012 funding amounts means:

- Section 8 HAP – a cut of \$6.1 million
- Section 8 Admin Fee – a cut of \$448,000 plus another \$104,000 from portability Admin Fee earned for a total cut of \$552,000
- Public Housing Operating Subsidy – a cut of \$49,410 – (based on 2013 funding which includes 72 public housing units and ARF for the 158 units transferred to PACH)
- Public Housing Capital Fund – a cut of \$19,300 (based on 2012 funding which included 172 public housing units)

NAHRO has drafted a form letter that housing authorities can use to protest cuts of this magnitude. Staff has used this letter as a basis for the letter that is attached. Staff recommends that your Commission review the attached letter, make any revisions, and then sign it and authorize the executive director to send it to our Congressional representatives and Senators.



November 14, 2012

The Honorable Diane Feinstein
United States Senate
331 Hart Senate Office Building
Washington, D.C. 20510

Dear Senator Feinstein:

Below are the signatures of the members of the Alameda County Housing Authority's Housing Commission. We are the governing body of the Commission; most of us are elected council members, mayors or vice-mayors in our cities.

On behalf of the Commission, staff and clients of the Alameda County Housing Authority, our Commission asks you to stand firmly against the devastating funding reductions that would be brought about by sequestration. Automatic cuts to housing programs that are scheduled to take effect January 2, 2013 would inflict severe harm and putting the most vulnerable people at risk is the wrong response to our nation's fiscal situation. We urge you to avert these sequestration cuts.

Based on the 8.2% cut calculated by the Office of Management and Budget (OMB) to arrive at the overall funding reduction for domestic programs, the National Association of Housing and Redevelopment Officials (NAHRO), of which we all are members, reports that the Section 8 Housing Choice Voucher program would be reduced by over \$1.5 billion. It is estimated that 185,000 households nationwide would lose rental assistance vouchers as a result. Here in Alameda County, an 8.2% cut translates to \$6.1 million and will result in 485 fewer families being served. We would try to manage this cut by not renewing turnover vouchers as families leave the program. However, to the very likely extent that we cannot handle the loss this way we would have to cut off *current* participants, undoubtedly making some families homeless.

In addition, this reduction would cripple our ability to administer the Section 8 program. We have lost 7.5 staff due to last year's and this year's downward funding proration and are having great difficulty handling the workload with fewer staff – as NAHRO says, it takes people to help people. An 8.2% reduction translates into a loss of \$552,000 in Section 8 administrative fees and the need to reduce staff by another 7 persons. We can't function with a cut of this magnitude; HUD Secretary Donovan is already on record with his concerns regarding this alarming situation.

Please seek a balanced approach to deficit reduction—one that relies on revenue increases and responsible spending reductions that do not tear the safety net. While efforts to strengthen the nation’s fiscal future will not come without sacrifice, please do not undermine our decades-long commitment to providing a decent, safe and sanitary home for low-income families, the elderly and the disabled. We ask you to stand with us in saving vital housing programs so all can share in the benefits of restored prosperity.

Ana Apodaca
City of Newark

Maxine Haddock
Senior Tenant Commissioner

Jacqueline Asher
City of Emeryville

Helen Iosefa
Tenant Commissioner

Don Biddle
City of Dublin

Anu Natarajan
City of Fremont

Ruth Cashmere
City of Albany

Marvin Peixoto
City of Hayward

Pat Gacoscos
City of Union City

Ursula Reed
City of San Leandro

Mark Gerry
Castro Valley

Christine Steiner
City of Pleasanton

HOUSING AUTHORITY OF THE COUNTY OF ALAMEDA

AGENDA STATEMENT

Meeting: November 14, 2012

Subject:	Extension of Contract for Architect of Record
Exhibits Attached:	None
Recommendation:	Extend Contract with K2A Architecture + Interiors(K2A) for one year with an option for an additional year
Financial Statement:	Funding from Local Funds, Capital Grant, Operating Expenses and/or PACH, depending upon the project

BACKGROUND

At your November 2009 Commission meeting, you awarded a contract to K2A Architecture + Interiors as Architect of Record for a two year period with an option for a third year. The third year will end on November 22, 2012. HUD procurement rules allow housing authorities to contract for professional services for up to five years without soliciting services via a Request for Proposals.

DISCUSSION AND ANALYSIS

K2A is continuing to work on the Office Renovation Project. They are also working on a project to structurally reinforce the Housing Authority's office building located at 29800 Mission Blvd., Hayward. They successfully completed the re-siding and exterior improvements at 7th, 8th and Decoto Rd. in Union City, which staff presented to your Commission at your last meeting.

The on-going projects would not be impacted by the contract extension, as agreements have been signed for that work and the projects are underway. However, staff would like to start the exterior re-siding of the Emery Glen public housing units in Emeryville and, based on the results of the 7th, 8th and Decoto project, staff has every reason to believe that this project will be completed successfully. The contract extension would also allow staff to use K2A for other projects or services should any arise.

Staff recommends your Commission authorize the extension of the contract for architectural and engineering services with K2A Architecture + Interiors as an architect of record for the Housing Authority for a fourth year with an option for a fifth year, and authorize the Executive Director to sign the necessary addendum and related documents.

HOUSING AUTHORITY OF THE COUNTY OF ALAMEDA

AGENDA STATEMENT

Meeting: November 14, 2012

Subject: Recommendation re: Coldbrook Foundation purchase of Manchester Apartments

Exhibits Attached: Sales Flyer; Cooperative Agreement

Recommendation: Recommend to the Board of Supervisors that the Board enter into a Cooperative Agreement with the California Affordable Housing Agency to allow the Agency to issue tax-exempt bonds to support the purchase of the Manchester Apartments by the Coldbrook Foundation

BACKGROUND

In 2001, five California housing authorities formed the California Affordable Housing Agency (CalAHA) through a joint powers agreement (JPA). CalAHA's primary purpose is to issue tax-exempt bonds to enable its members to purchase and renovate existing multi-family housing in their jurisdictions for use as affordable housing. It generally serves small to medium sized housing authorities who don't normally have development staff or the capacity to process and issue bonds on their own. Currently, CalAHA has 18 housing authority members, mostly from the Central and Sacramento valleys.

CalAHA has located a project in unincorporated San Leandro (the Manchester Apartments at 1919 Manchester Road) and has met with staff to see if HACA would like to buy it. If we are interested, CalAHA will process the tax-exempt bond issue (e.g., apply to the state for a bond allocation, work with their investment banker and bond counsel to issue the bonds, etc.). Although we may want to work with CalAHA in the future, staff told their representatives that the timing for this particular purchase isn't good for us. They then asked if HACA would be willing either to join the JPA or to enter into a cooperative agreement with it so that the Coldbrook Foundation, a 501(c)(3) nonprofit organization, could purchase and operate the project as affordable housing in HACA's jurisdiction.

The Coldbrook Foundation (Coldbrook), created in 1998, is not a community-based non-profit. Rather, it serves as a vehicle for the purchase of existing projects to be renovated and converted to affordable housing should neither the local housing authority nor CalAHA want to purchase the project. Twenty-three properties have been

located and financed by CalAHA to date: 18 were purchased by the local housing authority, two were purchased by CalAHA and three were purchased by Coldbrook. All 23 properties are eligible to be exempt from property tax as is done under California law for affordable housing projects.

DISCUSSION AND ANALYSIS

When Alameda County spun off the housing authority in 1977 the Board of Supervisors retained for itself the responsibility for issuing tax-exempt bonds. Staff spoke with County Counsel and we agreed that since the Board must approve the issuance of tax-exempt bonds it would be most appropriate if the Board were to join the CalAHA JPA or enter into a cooperative agreement with it rather than your Housing Commission. Therefore, staff is requesting that your Commission make a recommendation to the Board of Supervisors as it seems likely that the Board would ask for this.

Manchester Apartments and Affordability

The Manchester Apartments is a 44-unit project comprised of 16 one-bedroom units, 27 two-bedroom units and 1 three-bedroom unit. It was built in 1963. Coldbrook plans to rehabilitate the property although the scope of work won't be known until the applications are made to the state for long term financing.

Initially, CalAHA will issue 501(c)(3) bonds to allow Coldbrook to purchase the project. Coldbrook representatives have indicated that the current rents are within the IRS Safe Harbor Guidelines for a non-profit bond issue so "there would be no need to either raise rents or require anyone to move initially." However, the 501(c)(3) bonds are short term bonds (five years) and the plan is to issue tax-exempt private activity bonds and obtain an allocation of Low Income Housing Tax Credits in 2014 for the long term. The long term bonds and Tax Credits have income and rent limits and to the extent any tenant is over income that tenant would have to move at that time.

Staff asked CalAHA representatives for the current rents and they provided the following (as of June 2012). Staff has shown the 2012 Tax Credit rents for comparison. The two sets of rents are fairly close.

	Current Rents	Max Tax Credit Rents (50-55% AMI)
One-bedroom	\$885 - \$925	\$876 - \$964
Two-bedroom	\$1,040 - \$1,095	\$1,052 - \$1,157
Three-bedroom	\$1,275	\$1,215 - \$1,337

Staff also asked for tenant income information but CalAHA representatives indicated that they do not have that as the Manchester Apartments is a market-rate property so there are no income certifications available.

Staff recommends that your approval of this item, should you grant it, include a provision that relocation assistance be provided to any tenant required to move as a direct result of acquisition and rehabilitation of the project.

Cooperative Agreement

The attached cooperative agreement is standard for this type of transaction. It limits CalAHA to issuing tax-exempt bonds for the Manchester Apartments only. If HACA were to join the JPA, then CalAHA would have the authority to issue bonds for any project in HACA's jurisdiction. We may look at this as a future option.

Recommendation

Your recommendation to the Board of Supervisors and the entering into of the cooperative agreement on the part of the Board will allow the Coldbrook Foundation to purchase the project. In addition, Coldbrook will rehabilitate the project (which is 49 years old) to modernize it and extend its useful life.

Although there may not be a significant difference between the current rents and the Tax Credit rents now, the placement of this project into the tax-exempt bond/Tax Credit program will ensure that rents remain regulated at an affordable level for 55 years. For this reason, and with the condition that relocation assistance be provided to any tenant required to permanently move due to the income restrictions or construction work, staff recommends that your Commission recommend to the Board of Supervisors that the Board enter into a Cooperative Agreement with the California Affordable Housing Agency to allow the Agency to issue tax-exempt bonds to support the purchase of the Manchester Apartments by the Coldbrook Foundation.

SEA
Scott Edin
Scott Edin & Associates

& ASSOCIATES

FOR SALE

**Manchester Apartments
1919 Manchester Road
San Leandro, California**



Asking \$5,100,000

44 Unit Apartment Building

16 - 1 Bedroom/1 Bathroom

27 - 2 Bedroom/1 Bathroom

1 - 3 Bedroom/1 Bathroom

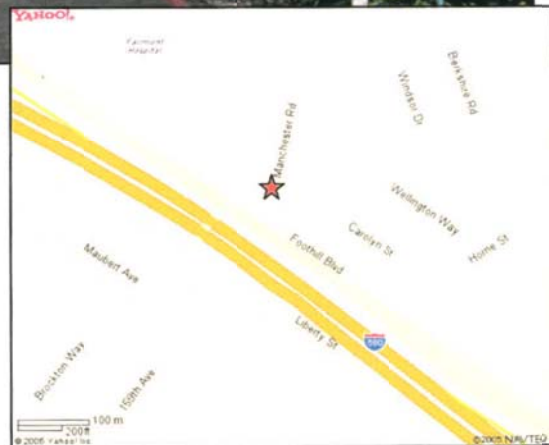
Beautiful San Leandro Hills Location

Neighborhood Setting

On Site Laundry Facilities

Carport Parking

Located 3 miles from Lake Chabot



Scott Edin
Scott Edin & Associates
(510) 614-3060
sedin@sbcglobal.net

Contact Broker for more information and full listing package.

This information has been secured from sources we believe to be reliable, but we make no representations or warranties, Expressed or implied, as to the accuracy of this information. References to square footage or age are approximate. Buyer must verify the information and bears all risk for inaccuracies.

COOPERATIVE AGREEMENT

THIS COOPERATIVE AGREEMENT (the "Agreement") is made and entered into as of the _____ day of _____, 2012 by and between the California Affordable Housing Agency (the "Agency") and the Housing Authority of the County of Alameda (the "Authority").

WHEREAS, the Agency is authorized by Chapter 1 Part 2 of Division 24 of the Health and Safety Code of the State of California, (the "Act"), to issue and sell its revenue bonds for the purpose of financing multifamily rental housing facilities located within an area of operation of the Agency; and

WHEREAS, the Agency desires to issue multifamily housing revenue bonds (the "Bonds") under the Act, to acquire the multifamily rental property listed in Exhibit A hereto (the "Project"), located in the unincorporated area of the City of San Leandro, CA (the "UC Area"); and

WHEREAS, the Authority, having authority to operate within the UC Area, has, in the interests of efficiency and economy, been requested by the Agency to allow the Agency to issue the Bonds under the Act to finance and acquire the Project; and

WHEREAS, pursuant to Section 34324 of the Act, the Agency may act within the jurisdiction of the Authority with respect to the Project if the Authority and the Agency enter into a Cooperative Agreement to such effect;

NOW, THEREFORE, in consideration of the terms and conditions herein set forth it is mutually agreed as follows:

SECTION 1. The Agency shall be authorized and shall use its best efforts to provide for the financing of the Project subject, however, to the applicable provision of the Act, including, but not limited to, Section 34324 of the Act, and the proceedings to be had and taken for the issuance of the above-described Bonds for such purpose.

SECTION 2. In exercising its rights under Section 1, the Agency may exercise within the area of operation of the Authority all of the powers of the Authority to issue the bonds with respect to the Project and to own and operate the Project as set forth in the Act.

SECTION 3. All costs and expenses incurred with respect to the issuance of the Bonds shall be paid solely from the proceeds of sale of the Bonds, or other legally available sources, and neither the Authority nor the Agency shall be, under any circumstances, liable therefor. All services necessary to accomplish the purposes of this Agreement shall be provided by the Agency and financed solely from the sources of funds mentioned in this Section.

SECTION 4. The sole purpose of this Agreement is to invest the Agency with the jurisdiction and bonding capacity to accomplish the financing and acquisition of the Project in the method and manner provided by the Act.

SECTION 5. The parties stipulate and agree that the Authority will not be responsible and/or liable for any actions of the Agency in connection with the proposed acquisition of the Property.

IN WITNESS WHEREOF, the California Affordable Housing Agency and the Housing Authority of the County of Alameda have caused this Agreement to be executed by officers thereunto duly authorized as of the date hereinabove set forth.

CALIFORNIA AFFORDABLE HOUSING AGENCY

BY _____
Chairperson

HOUSING AUTHORITY OF THE
COUNTY OF ALAMEDA

BY _____
Chairperson

EXHIBIT A

The following property located in the unincorporated area of the City of San Leandro, CA:

Manchester Apartments
1919 Manchester Road
San Leandro, CA
(44 units)

HOUSING AUTHORITY OF ALAMEDA COUNTY

AGENDA STATEMENT

Meeting: November 14, 2012

Subject: Procurement Awards

Exhibits Attached: None

Recommendation: Information only

Financial Statement: As indicated below

BACKGROUND

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

DISCUSSION AND ANALYSIS

On August 31, 2012, the Housing Authority issued an Invitation for Bids to remodel a three bedroom residence at 33502 8th Street, Union City. The scope of work included a complete remodel of the bathrooms and kitchen, interior painting, installation of laminate, tile and carpet flooring and some exterior work. The bid was awarded on October 4, 2012 and a contract was executed with Men of All Trades Construction, Oakland, CA. The amount of the contract was \$26,852.00. Funding for this work comes from the PACH budget.

On August 31, 2012, the Housing Authority issued an Invitation for Bids to remodel a three bedroom residence at 33504 8th Street, Union City. The scope of work included a complete remodel of the bathrooms and kitchen, interior painting, replacement of selected windows, installation of laminate, tile and carpet flooring and some exterior work. The bid was awarded on October 4, 2012 and a contract was executed with Men of All Trades Construction, Oakland, CA. The amount of the contract was \$29,297.00. Funding for this work comes from the PACH budget.

On August 31, 2012, the Housing Authority issued an Invitation for Bids to remodel a three bedroom residence at 33512 8th Street, Union City. The scope of work included a complete remodel of the bathrooms and kitchen, interior painting, replacement of all windows, replacement of selected doors, installation of laminate and tile flooring and some exterior work. The bid was awarded on October 4, 2012 and a contract was executed with TSM General Building Contractor, Oakland, CA. The amount of the contract was \$41,025.00. Funding for this work comes from the PACH budget.

BUDGET STATUS **REPORT**

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

FY 2013 - HCV OPERATING BUDGET	Budgeted @ 9/30/2012	Actual @ 9/30/2012	OVER (UNDER)	PROJECTED TO 6/30/13	SCH. NO.	2012 BUDGET	2013 BUDGET	DIFFERENCE
INCOME								
Investment Income	900	571	(329)	2,284	A1	3,600	3,600	0
Misc. Income	52,000	8,104	(43,896)	208,000	A1	345,040	208,000	(137,040)
Administrative Fee Income	1,726,328	1,752,086	25,759	6,878,948	A	7,270,973	6,905,311	(365,662)
TOTAL INCOME	1,779,228	1,760,761	(18,467)	7,089,232		7,619,613	7,116,911	(502,702)
EXPENSES								
Administration								
Salaries	(1,090,536)	(1,025,879)	64,657	(3,910,341)	B-1&2	(4,391,400)	(4,362,145)	29,255
Other Admin.	(290,369)	(324,255)	(33,885)	(1,274,203)	C-1&2	(1,077,012)	(1,161,477)	(84,465)
Total	(1,380,905)	(1,350,134)	30,771	(5,184,544)		(5,468,413)	(5,523,621)	(55,209)
General								
Insurance	(50,398)	(32,900)	17,498	(131,599)	E	(204,029)	(201,590)	2,439
Employee Benefits	(556,173)	(525,039)	31,134	(1,994,274)		(2,195,700)	(2,224,694)	(28,994)
Miscellaneous	0	0	0	0		0	0	0
Total	(606,571)	(557,939)	48,632	(2,125,873)		(2,399,729)	(2,426,284)	(26,555)
Total Routine Expenses	(1,987,476)	(1,908,073)	79,403	(7,310,417)		(7,868,142)	(7,949,905)	(81,763)
Capital Expenditures	0	0	0	0	D2	0	0	0
TOTAL EXPENSES	(1,987,476)	(1,908,073)	79,403	(7,310,417)		(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				(62,578)			(674,387)	
NET INCOME (DEFICIT)	(208,249)	(147,312)	(97,870)	(221,185)		(248,529)	(832,994)	(584,465)

2012 Funding for FSS (unfunded)
Salaries and Benefits FSS expenses
Use of Reserve (unfunded FSS) for 1/2 2012 (July-Dec 2012)

103,020
(261,627)
** (158,607)

Unrestricted Net Assets @ 6/30/12
Use of Reserve (unfunded FSS) for 1/2 2012-July-December
Projected Income/(Deficit) @ 6/30/13
Projected Unrestricted Net Assets @ 6/30/13

\$ 2,478,875
** (158,607)
(62,578)
\$ 2,257,690

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

FY 2013 - PH OPERATING BUDGET	YTD BUDGET 9/30/2012	YTD ACTUALS 9/30/12	OVER/ (UNDER) BUDGET	Projected to 6/30/13	SCH. NO.	2012 BUDGET	2013 BUDGET	Difference
INCOME								
Dwelling Rentals	133,403	161,217	27,815	533,610	A-1	804,948	533,610	(271,338)
Investment Income	550	593	43	2,373	A	2,025	2,200	175
Misc. Income	33,941	21,455	(12,486)	85,819	A-1	85,108	135,764	50,656
Transfer of Reserves from Ocean Ave				500,000			500,000	500,000
Operating Subsidy	95,145	133,506	38,360	380,579	A-1	496,628	380,579	(116,049)
Asset Reposition Fee	49,755	0	(49,755)	199,020	A-1	148,594	199,020	50,426
Capital Grant	64,595	0	(64,595)	258,378	A-1	169,275	258,378	89,103
TOTAL INCOME	377,388	316,771	(60,618)	1,959,779		1,706,579	2,009,551	302,971
EXPENSES								
Administration								
Salaries	(58,273)	(47,811)	10,462	(207,584)	B-1& 2	(383,445)	(233,093)	150,353
Other Admin.	(29,092)	(11,988)	17,104	(47,950)	C-1	(167,363)	(116,368)	50,995
Total	(87,365)	(59,799)	27,567	(255,534)		(550,808)	(349,461)	201,348
Tenant Services								
Resident Managers	(1,375)	(675)	700	(5,500)		(5,500)	(5,500)	0
Recreation	(1,875)	(147)	1,728	(7,500)		(7,500)	(7,500)	0
Total	(3,250)	(822)	2,428	(13,000)		(13,000)	(13,000)	0
Utilities								
Water	(18,500)	(17,849)	650	(74,000)		(74,000)	(74,000)	0
Electricity	(4,750)	(5,073)	(323)	(20,294)		(19,000)	(19,000)	0
Gas	(650)	(414)	237	(1,655)		(2,600)	(2,600)	0
Sewage	(11,900)	(11,421)	479	(47,600)		(47,600)	(47,600)	0
Total	(35,800)	(34,758)	1,044	(143,549)		(143,199)	(143,199)	0
Maintenance								
Salaries	(17,496)	(19,075)	(1,580)	(70,851)	B-2	(139,820)	(69,983)	69,836
Materials	(15,990)	(10,155)	5,835	(59,999)	D	(63,960)	(63,960)	0
Contract Costs	(148,539)	(50,540)	97,999	(616,246)	D	(466,552)	(594,158)	(127,606)
Total	(182,025)	(79,771)	102,254	(747,096)		(670,332)	(728,101)	(57,769)
General								
Insurance	(20,178)	(13,794)	6,385	(72,840)	E	(80,712)	(80,712)	0
Tax-In Lieu Of	(9,760)	(16,544)	(6,783)	(66,175)		(66,175)	(39,041)	27,134
Employee Benefits	(38,642)	(25,604)	13,038	(154,569)		(261,633)	(154,569)	107,064
Collection Loss	(250)	0	250	0		(1,000)	(1,000)	0
Miscellaneous	(250)	0	250	0		(1,000)	(1,000)	0
Total	(69,081)	(55,942)	13,140	(293,584)		(410,520)	(276,322)	134,198
Total Routine Expenses	(377,521)	(231,091)	146,432	(1,452,763)		(1,787,859)	(1,510,083)	277,776
Capital Expenditure-exterior renovation of Emery Glen				(500,000)		0	(500,000)	(500,000)
TOTAL EXPENSES	(377,521)	(231,091)	146,432	(1,952,763)		(1,787,859)	(2,010,083)	(222,224)
NET INCOME (DEFICIT)	(133)	85,680	85,814	7,016		(81,280)	(533)	80,747

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

\$1,318,585
7,016
\$1,325,601

PROGRAM ACTIVITY **REPORT**

HOUSING AUTHORITY OF THE COUNTY OF ALAMEDA

AGENDA STATEMENT

Meeting: November 14, 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 November 1, 2012, the Section 8 Housing Choice Voucher program had 5,783 units under contract. The fiscal year-to-date lease-up average is 97.37% units. The budget authority use average through September 2012 is 100.5%.
- **Program Utilization:** As of November 1, 2012, the average HAP subsidy is \$1,046 and the average tenant-paid rent portion is \$401 for an average Contract Rent of \$1,447.
 - ❖ As of November 1, 2012, HACA had 96 outgoing billed portability contracts (i.e., HACA voucher holders who are housed in another housing authority's jurisdiction).
 - ❖ As of November 1, 2012, HACA billed other housing authorities, primarily the Oakland Housing Authority, for 1,658 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 \$2,861.70 in fraud and debt recovery payments for the month of September 2012. A total of \$19,381.89 was retained over the last six months.

HACA retained \$0 in Housing Assistance Payments (HAP) overpayments for the month of September 2012. A total of \$520 was retained over the last six months.

- **Landlord Rental Listings:** As of November 1, 2012, there were 1,565 landlords with properties in HACA's jurisdiction utilizing the *GoSection8* rental listing service. There were two new landlords added to the Section 8 program this month. There were 63 active properties listed.

FAMILY SELF SUFFICIENCY (FSS)

The Family Self Sufficiency Coordinators hosted two orientations for people interested in joining the program. These Housing Choice Voucher participants had been patiently waiting during the last year for FSS to begin accepting new participants. They demonstrated their enthusiasm by quickly returning their applicant packets. On October 25th, these applicants attended a Goal Setting Workshop. In order to join the program, each person must set self-sufficiency goals. The workshop described the importance of this activity and demonstrated how to establish goals. Each applicant will meet with their Coordinator, finalize goals, and enter into the 5-year FSS contract.

The Champions for Change Network for a Healthy California presented a new workshop on healthy living. The presentation focused on avoiding or controlling significant health risks such as diabetes, high blood pressure, heart disease, and cancer. Gloria Brown followed this presentation with a discussion entitled "The Healing Power of Owning Up and Letting Go." These workshops reflect the FSS emphasis on health and well-being.

PUBLIC HOUSING

- **Occupancy:** As of November 1, 2012, the Public Housing program had 70 of 72 units leased and has a 99.39% fiscal year-to-date lease up rate. HACA successfully disposed of the 50-unit Dyer Street public housing development to PACH on November 1, 2012. All 158 of our former public housing units are now converted to the Project Based Voucher program, leaving 72 public housing units in our Public Housing program.

Housing Authority of the County of Alameda

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

City	Certificates		Vouchers		October 2012 TOTAL		October 2011	October 2010
	Number	HAP*	Number	HAP**	Number	HAP		
Albany	-	\$ -	37	\$ 38,665	37	\$ 38,665	41	44
Castro Valley	14	\$ 12,334	230	\$ 240,350	244	\$ 252,684	250	253
Dublin	2	\$ 1,762	280	\$ 292,600	282	\$ 294,362	304	268
Emeryville	6	\$ 5,286	109	\$ 113,905	115	\$ 119,191	109	90
Fremont	30	\$ 26,430	1,346	\$ 1,406,570	1,376	\$ 1,433,000	1,390	1,406
Hayward	114	\$ 100,434	2,472	\$ 2,583,240	2,586	\$ 2,683,674	2,503	2,432
Newark	2	\$ 1,762	276	\$ 288,420	278	\$ 290,182	290	297
Pleasanton	4	\$ 3,524	138	\$ 144,210	142	\$ 147,734	167	269
San Leandro	15	\$ 13,215	1,425	\$ 1,489,125	1,440	\$ 1,502,340	1,400	1,338
San Lorenzo	2	\$ 1,762	225	\$ 235,125	227	\$ 236,887	206	198
Union City	4	\$ 3,524	818	\$ 854,810	822	\$ 858,334	748	712
TOTALS	193	\$170,033.00	7,356	\$7,687,020.00	7,549	\$7,857,053.00	7,408	7,307

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

***Based on an average October Housing Assistance Payment (HAP) of \$1045 per certificate contract*

HOUSING AUTHORITY OF THE COUNTY OF ALAMEDA

Section 8 Average Contract Rent Report for the Month of: OCTOBER 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	38	\$1,318	\$1,059	\$259	20%
Castro Valley	231	\$1,357	\$952	\$405	30%
Dublin	288	\$1,608	\$1,224	\$384	24%
Emeryville	109	\$1,218	\$848	\$371	30%
Fremont	1,364	\$1,565	\$1,123	\$442	28%
Hayward	2,478	\$1,350	\$976	\$374	28%
Newark	275	\$1,797	\$1,294	\$502	28%
Pleasanton	141	\$1,352	\$957	\$395	29%
San Leandro	1,424	\$1,367	\$987	\$381	28%
San Lorenzo	221	\$1,632	\$1,189	\$443	27%
Union City	772	\$1,626	\$1,207	\$419	26%

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

2012-2013

DEBT COLLECTIONS

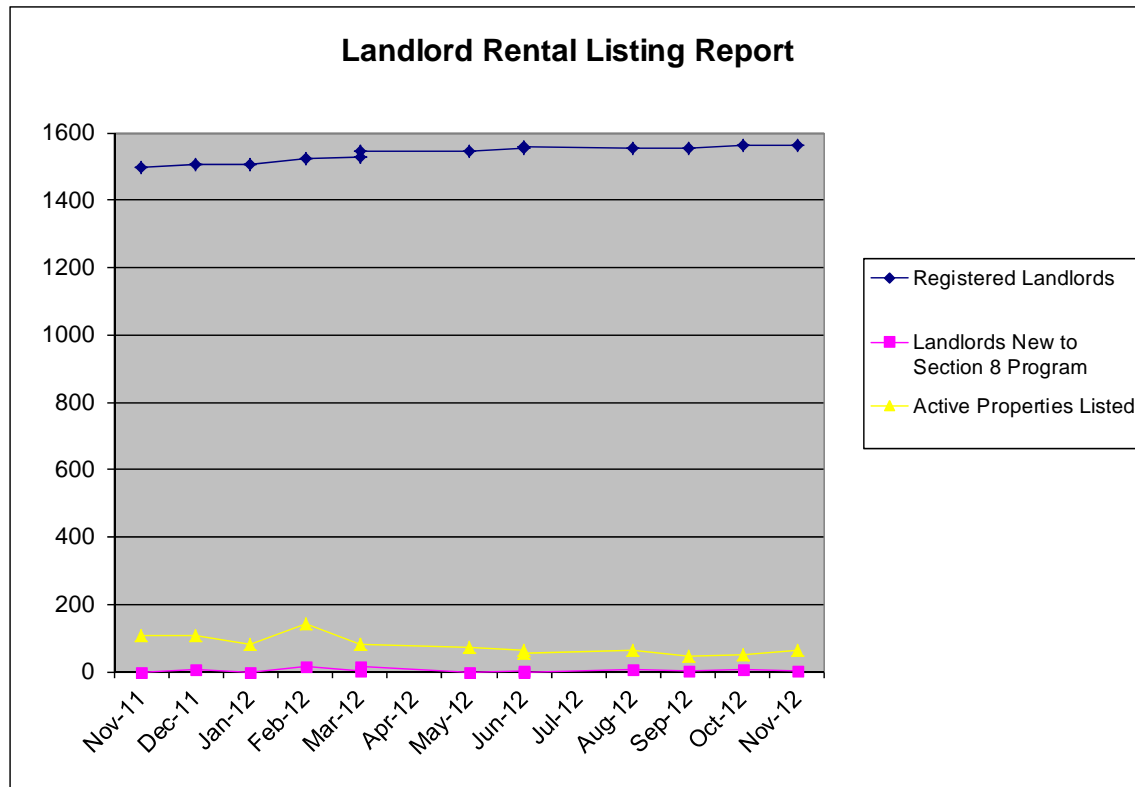
FYE 06/30/13

	JULY	AUGUST	SEPTEMBER	OCTOBER	NOVEMBER	DECEMBER	JANUARY	FEBRUARY	MARCH	APRIL	MAY	JUNE	GRAND
													TOTALS
<i>DAMAGE CLAIMS</i>	\$0.00	\$150.00	\$0.00										\$150.00
<i>FRAUD REPAYMENTS</i>	\$2,719.93	\$2,507.22	\$2,861.70										\$8,088.85
<i>HAP OVERPAYMENTS</i>	\$0.00	\$0.00	\$0.00										\$0.00
TOTALS	\$2,719.93	\$2,657.22	\$2,861.70	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$8,238.85

Landlord Rental Listing Report

Monthly

	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	11/1/2012
Registered Landlords	1498	1504	1504	1523	1527	1544	1547	1552	1558	1552	1556	1562	1565
Landlords New to Section 8 Program	0	5	0	16	2	15	0	4	0	6	3	6	2
Active Properties Listed	109	107	83	141	79	82	70	64	55	64	47	52	63





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

Program Summary	October 2012
Total Clients Under Contract:	152
Graduates:	0
Escrow Disbursed:	\$0
Ports In:	1
Ports Out:	0
Terminations:	7
New Contracts:	0

FSS PROGRAM NEWS:

Work Shops

On Friday October 5, Champions for Change Network for a Healthy California presented “Bringing Healthy Back.” The workshop focused on being healthy, well and enjoying life. The participants learned about diabetes, high blood pressure, heart disease and cancer. They discussed how certain foods and daily exercise can help lower their chances of contracting such diseases. The facilitator was very enthusiastic, which prompted the audience to engage in discussion of the topics.

Following the Champion’s presentation, Gloria Brown held a round table discussion on “The Healing Power of Owning Up and Letting Go.” The focus was on “owning up” to your choices in life and forgiveness. Many participants have stated they always look forward to Gloria’s round table discussions and find them to be a great support network.

FSS Orientation

FSS held two orientations for participants who have been on the waiting list for the past year. Now that funding has been restored for 2013, we will begin to bring in new participants. In addition, we added a SMART Goals workshop for new participants to clarify how goals for the program should be specific, measurable, attainable, realistic, and timely. The next orientation will be in early 2013.

It's Your Time to Shine

FSS staff worked on completing the final details for our annual "It's Your Time to Shine" event that will take place on Thursday, November 8, 2012 at 6:00 p.m. at the San Leandro Main Library. We will recognize participant milestones for the past 12 months, FSS graduates, NAHRO's "What Home Means to Me" poster contest winners, HACA scholarship recipients and the FSS Volunteer of the Year. We will have a catered dinner, socializing, raffles and entertainment. This year, we're inviting our FSS donors and supporters to come out as well so they can meet in person the very people they have supported in the FSS program and hear about some of the accomplishments of the participants.

Referrals

Case Management=61