



HOUSING COMMISSION AGENDA
Regular Meeting Date: November 9, 2022
Time: 8:00 a.m.

Due to the COVID-19 public health emergency and in accordance with guidance from state and local public health officials the Housing Commission has made several changes to its meetings to prevent COVID-19 and its variants from spreading in our communities. Here is how to participate in the meetings:

REMOTE/TELECONFERENCE PARTICIPATION:

JOIN MEETING USING ZOOM:

<https://us02web.zoom.us/j/88460095724>

Meeting ID: 884 6009 5724

JOIN MEETING BY PHONE:

Dial: 1+888-788-0099 (US Toll-free)

Meeting ID: 884 6009 5724

IN-PERSON PARTICIPATION

HACA Board Room

22941 Atherton Street

Hayward, CA 94541

Note: Seating and occupancy in the HACA Board Room is reduced to allow for social distancing.

MEETING AGENDA

- | | | |
|---|--------------------|-----------|
| 1. CALL TO ORDER / ROLL CALL | | |
| 2. RESOLUTION NO. 12-22 APPROVING THE IMPLEMENTATION OF TELECONFERENCING REQUIREMENTS UNDER GOVERNMENT CODE SECTION 54953(e) (AB361) | ACTION | 3 |
| 3. CLOSED SESSION
<i>Pursuant to Government Code §54957(a)
Executive Director’s Evaluation</i> | | |
| 4. MINUTES OF THE OCTOBER 12, 2022 HOUSING COMMISSION MEETING | ACTION | 8 |
| 5. PUBLIC COMMENT - <i>On matters not on the agenda</i>
<i>All in-person and remote meeting participants who wish to speak on a matter not on the meeting agenda must wait until the Chairperson calls for PUBLIC COMMENT. To comment on a specific item on the meeting agenda, please wait for the Chairperson to call for public comments on that agenda item. All persons submitting a public comment must state their full name for the record. There is a time limit of 3 minutes for each public speaker. The Chairperson has the discretion to further limit this time if warranted by the number of public speakers. The Brown Act limits the Housing Commission's ability to take action on and/or discuss items that are not on the meeting agenda; therefore, such items are normally referred to staff for comment or to a future agenda. We want to ensure everyone feels comfortable participating in Housing Commission meetings and is not intimidated by any public comments.</i> | | |
| <i>Members of the public who are attending the meeting in-person should obtain a speaker slip from the Housing Commission Clerk, fill it out and turn it in to her/him as soon as possible before the start of the meeting. Members of the public participating remotely should submit written comment(s) to: melissat@haca.net.</i> | | |
| 6. EXECUTIVE DIRECTOR’S REPORT | INFORMATION | 14 |



HOUSING COMMISSION AGENDA
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7. NEW BUSINESS

7-1. Adopt Resolution No. 13-22 Approving the Proposed Payment Standards for the Section 8 Housing Choice Voucher Program **ACTION** 18

7-2. Program Activity Report **INFORMATION** 22

7. COMMISSIONER REPORTS

INFORMATION

9. ADJOURNMENT

TELECONFERENCING REQUIREMENTS

RESOLUTION NO. 12-22

**APPROVING THE IMPLEMENTATION OF TELECONFERENCING
REQUIREMENTS UNDER GOVERNMENT CODE 54953(e) (AB361)**

HOUSING AUTHORITY OF THE COUNTY OF ALAMEDA

AGENDA STATEMENT

Meeting: November 9, 2022

Subject: Consideration to Approve Resolution to Implement
Teleconferencing Requirements Pursuant to Government Code
section 54953 (e) (AB 361)

Exhibits Attached: Resolution No. 12-22

Recommendation: Adopt Resolution

BACKGROUND

On March 17, 2020, to address the need for public meetings during the present public health emergency caused by the COVID-19 virus, Governor Newsom issued Executive Order No. N-29-20, suspending the existing requirements and criteria under the Brown Act, enabling public agencies to conduct their public agenda meetings by teleconference.

On June 11, 2021, Governor Newsom issued Executive Order No. N-8-21, continuing the suspension of the Brown Act's teleconferencing requirements through September 30, 2021. Both these Executive Orders allowed public agencies to meet virtually without providing members of the public the right to access the locations from which members of the public agency's elected officials participated in meetings, thereby eliminating the access requirements under the standard Brown Act teleconference requirements.

On September 16, 2021, Governor Newsom signed into law, Assembly Bill ("AB") 361, amending Government Code section 54953 to provide authority and specific requirements for public agencies to continue to hold virtual meetings after September 30, 2021, during a proclaimed state of emergency and remain in compliance with the Brown Act (Gov. Code §§ 54950, *et seq.*).

DISCUSSION

The new law enacted by AB 361 requires a notice requirement which provides members of the public instructions on how to access the public agency's virtual meetings enabling members of the public to communicate directly with the agency's elected body during

the allotted public comment time. In contrast, the prior Executive Orders issued by Governor Newsom limited public comments to only comments submitted in advance of the meeting.

AB 361 also adds a procedural requirement requiring public agencies to adopt a resolution in advance of conducting any further virtual public meetings. Government Code section 54953(e) permits legislative bodies and public agencies to make decisions whether to hold virtual meetings at the time of the meeting and does not restrict it to one-time use.

At the October 12, 2022 Housing Commission meeting, your Commission adopted Resolution No. 11-22 to approve the implementation of teleconferencing requirements pursuant to AB361. AB 361 requires public agencies to adopt subsequent resolutions every 30 days to continue the use of virtual meetings. Staff is recommending that your Commission approve a resolution implementing the teleconferencing requirements pursuant to Government Code section 54953(e) as amended by AB 361.

Upon approval of the resolution your Commission may proceed with the rest of the regular agenda.

HOUSING AUTHORITY OF THE COUNTY OF ALAMEDA

RESOLUTION NO. 12-22

**APPROVING THE IMPLEMENTATION OF TELECONFERENCING REQUIREMENTS UNDER
GOVERNMENT CODE SECTION 54953 (e) (AB 361)**

WHEREAS, on March 17, 2020, Governor Newsom issued Executive Order N-29-20 that suspended the teleconference rules set forth in the California Open Meeting law, Government Code section 54950, *et seq.* (the “Brown Act”), which provided certain requirements were met and followed; and

WHEREAS, on June 11, 2021, Governor Newsom issued Executive Order N-08-21 that clarified the suspension of the teleconferencing rules set forth in the Brown Act, and further provided that those provisions would remain suspended through September 30, 2021; and

WHEREAS, a further required condition of Government Code section 54953(e) is that state or local officials have imposed or recommended measures to promote social distancing, and;

WHEREAS, due to the seriousness of the current pandemic situation, the Housing Authority of the County of Alameda has implemented several safety measures including a requirement that all employees to wear facial coverings when not alone in a private office or meeting room and remain socially distanced; and

WHEREAS, Government Code section 54953(e) requires that the public agency make additional findings every thirty (30) days to continue virtual meetings.

NOW, THEREFORE, BE IT RESOLVED:

1. All the above recitals are true and correct and are incorporated into this Resolution by this reference.
2. The Commission finds that state and local officials have imposed or recommended measures to promote social distancing.
3. The Commission therefore determines that it and its legislative body shall conduct their meetings virtually by teleconferencing in accordance with Government Code section 54953(e)
4. This Resolution expires thirty (30) days after the date of its adoption only to the extent required by law. Otherwise, this Resolution shall remain in effect until repealed by the Commission or pursuant to action by the Commission.

HOUSING AUTHORITY OF THE COUNTY OF ALAMEDA
RESOLUTION NO.: 12-22: APPROVING THE IMPLEMENTATION OF TELECONFERENCING REQUIREMENTS UNDER GOVERNMENT
CODE SECTION 54953 (e) (AB 361)
NOVEMBER 9, 2022

PASSED, APPROVED AND ADOPTED by the Housing Commission of the Housing Authority
of the County of Alameda on this 9th day of November 2022 by the following vote:

AYES:

NOES:

ABSTAIN:

EXCUSED:

ABSENT:

Attest:

Kurt Wiest
Executive Director/Housing Commission Secretary

Peggy McQuaid
Housing Commission Chairperson

Adopted: November 9, 2022

HOUSING COMMISSION MEETING MINUTES
October 12, 2022



SUMMARY ACTION MINUTES

HOUSING COMMISSION

Regular Meeting: October 12, 2022

Meeting Time: 8:00 a.m.

Due to the COVID-19 public health emergency and in accordance with guidance from state and local public health officers, this meeting was conducted on-site in the HACA Board Room with reduced capacity to promote social distancing and was also available via the Zoom video conference platform, and by phone.

1. CALL TO ORDER / ROLL CALL

CALL TO ORDER:

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

ROLL CALL:

Present in the HACA Board Room:

Commissioner Pete Ballew
Commissioner Mark Gerry
Commissioner Sara Lamnin
Chairperson Peggy McQuaid

Present on Zoom:

Commissioner Angela Finley
Commissioner Pat Gacoscos
Commissioner Michael Hannon

Entered After Roll Call (on Zoom):

Commissioner Shawn Kumagai
Vice Chairperson Yang Shao
Commissioner Courtney Welch

Excused:

Commissioner Monith Ilvarasan

Absent:

Commissioner Andrew Serna

2. RESOLUTION NO. 11-22: APPROVING THE IMPLEMENTATION OF TELECONFERENCING REQUIREMENTS UNDER GOVERNMENT CODE SECTION 54953(e) (AB361)

Melissa Taesali, Executive Assistant, presented the staff report. Report received with no questions or comments from the Housing Commission.

Recommendation: Adopt Resolution No. 11-22 approving the implementation of teleconferencing requirements under Government Code Section 54953(e) (AB361).

Motion/Second: Gacoscos/Gerry.

Upon a roll call of the votes being taken the votes were:

Ayes: Cmr. Ballew, Finley, Gacoscos, Gerry, Hannon, Lamnin, and McQuaid.

Not present for the vote: Cmr. Kumagai, Welch, and Shao.

Motion passed. **APPROVED AS RECOMMENDED.**

3. ACTION: MINUTES OF THE SEPTEMBER 14, 2022 HOUSING COMMISSION MEETING

Recommendation: Approve the meeting minutes of the September 14, 2022 Housing Commission meeting as presented.

Motion/Second: Ballew/Lamnin.

Upon a roll call of the votes being taken the votes were:

Ayes: Cmr. Ballew, Finley, Gacoscoc, Gerry, Hannon, Lamnin, and McQuaid.

Not present for the vote: Cmr. Kumagai, Welch, and Shao.

4. PUBLIC COMMENT: *On items not on the Agenda.*

None.

5. INFORMATION: EXECUTIVE DIRECTOR'S REPORT

Kurt Wiest, Executive Director, presented his report. Mr. Wiest thanked Melissa Taesali, Executive Assistant, and Irving Aragon, Information Technology (IT) Manager for their coordination and work on the IT set-up for the Commission's hybrid meeting and provided an update on COVID-19 relative to HACA's operations. Mr. Wiest announced that HACA's office building will re-open to the public on January 3, 2023. He reported that a small committee has been formed to develop plans for the re-opening. Mr. Wiest also reported that HACA is working on a CARES Act audit with HUD. He explained that HACA, along with other housing authorities in the nation, received additional HUD funding through the CARES Act during the COVID-19 pandemic and that this current HUD audit is a review of how HACA used these CARES Act funds.

Following his updates regarding COVID-19, Mr. Wiest provided the status of HACA's recruitment for the HR Manager position. He indicated that HACA was set to on-board a new HR Manager but at the last minute, she rescinded her acceptance of the job offer. Mr. Wiest reported that HACA will continue to work with Avery & Associates on the recruitment for this critical position.

Mr. Wiest also provided an update on the status of the labor contract negotiations between HACA and SEIU Local 1021.

Commission Discussion: Chairperson McQuaid asked if the Housing Commission meetings will return to "in-person" once the building re-opens. Mr. Wiest indicated that staff may continue hybrid meetings for the short-term and will make adjustments as needed. Cmr. Ballew commented that it is not a surprise that it has been difficult to fill the Human Resources Manager position. Cmr. Ballew, Chairperson McQuaid, and Mr. Wiest discussed the feasibility of exploring the option of offering evening and/or weekend hours for services. Commissioner Hannon commented that he agrees with Chairperson McQuaid about returning to in-person meetings once the office re-opens.

6. NEW BUSINESS

6-1. ACTION: APPROVE AMENDMENT TO CONTRACT WITH HOWROYD-WRIGHT EMPLOYMENT AGENCY FOR TEMPORARY EMPLOYMENT SERVICES

Mansoorali Hudda, Finance Director, presented the staff report. Mr. Hudda reported that the current contract with Howroyd-Wright Employment Agency (AppleOne) is set to expire on October 31, 2022 and that staff is proposing to amend the contract in order to extend it through April 30, 2023. Mr. Hudda reported that staff had issued a Request for Proposals (RFP) for temporary employment services in July and that the proposals received were poorly done and/or non-responsive. He indicated that staff is planning to revise and reissue the RFP with an intent to select a firm before or by April 2023. Mr. Hudda explained that HACA has an ongoing need for temporary staffing services due to unexpected staffing shortages, extended employee leaves and special projects and that this contract extension will allow HACA to meet these needs until the temporary employment services solicitation process is completed and an award is made.

Recommendation: Authorize the Executive Director to execute an amendment to the contract with Howroyd-Wright Employment Agency as presented.

Motion/Second: Gerry/Lamnin.

Upon a roll call of the votes being taken the votes were:

Ayes: Cmr. Ballew, Finley, Gacoscos, Gerry, Hannon, Kumagai, Lamnin, McQuaid, Welch.

Not present for the vote: Cmr Shao.

Motion passed. **APPROVED AS RECOMMENDED.**

6-2. INFORMATION: PROGRAM ACTIVITY REPORT

Daniel Taylor, Special Programs Manager, presented the staff report. Mr. Taylor reported that the FSS Coordinators held a workshop on estate planning and thanked Chairperson McQuaid for her coordination with the City of Albany's Rotary Club for that workshop. He also invited the Commissioners to attend HACA's annual *It's Your Time to Shine* event scheduled for Thursday, November 10, at 6:30 p.m.

Commission Discussion: Mr. Wiest apologized and stated that he missed the workshop due to the passing of his mother and thanked Chairperson McQuaid for connecting FSS staff with Mr. Hayes from Albany's Rotary Club. He commented that estate planning is extremely important and hopes that FSS can hold more workshops such as these in the future.

Commissioner Ballew commented on the lease-up of the Preserving Alameda County Housing, Inc. (PACH) units. Laura Broussard Rosen, Deputy Executive Director, indicated that there have been delays in HACA's ability to turn over units quickly and that delays are related to the availability of contractors and material shortages. Commissioner Ballew and Jennifer Cado, Senior Administrative Analyst, discussed the significant increase in the number of failed inspections for the 3rd quarter of 2022. Ms. Cado indicated that landlords are having a harder time finding contractors for unit work and repairs.

Commissioner Gerry commented that this has been a challenge for many landlords. Commissioner Ballew stated that while he understands there are challenges with the availability of contractors, he'd like staff to explore ways to ensure that these unit inspection fails are being addressed immediately and with a sense of urgency. Commissioner Hannon expressed agreement with Commissioner Ballew and commented that 20% unit inspection fail rate is too high. He also expressed concern about the number of abatements. Commissioner Hannon asked that staff report back to the Commission on how long it is taking to bring units into compliance and what if any, financial responsibilities the landlord has if they are not showing up to appointments and/or completing repairs in a timely manner. Cmr. Lamnin commented that almost every industry is hurting for employees. She asked staff to explore ways to engage HACA's program participants who are looking for work and facilitate connections between them and other agencies for job training and placement. Chairperson McQuaid agreed and asked staff to think about ways that these ideas could be carried out. Commissioner Finley commented on unit repairs and inspections. She asked if inspections can be done from time to time during a participant's tenancy instead of only being done when the tenant is moving in or moving out of a unit. Mr. Wiest commented that HACA does not have the staff capacity to conduct any inspections that would be in addition to those inspections that are required by regulations.

7. COMMISSIONER REPORTS

Cmr. Lamnin gave a heads up that city council assignments are usually set in December and that this may affect appointments to the Housing Commission.

Commissioner Hannon expressed his condolences to Mr. Wiest on the recent passing of his mother.

Commissioner Ballew reported that the City of San Leandro recently broke ground on a mixed-use affordable housing project.

Chairperson McQuaid reported that the City of Albany will be breaking ground in January on a 100% affordable 66-unit housing project.

Commissioner Hannon reported that the City of Newark recently approved the plans for a 200-unit affordable housing project. He commended the City of Newark for participating in the HomeKey project.

Commissioner Gerry shared that he has built 3 mini-homes to help families.

Vice Chairperson Shao reported that the City of Fremont will develop 795 units of affordable housing through the year 2025.

9. **ADJOURNMENT**

There being no further business to discuss Chairperson McQuaid adjourned the meeting at 8:48 a.m.

Respectfully submitted,

Melissa Taesali
Executive Assistant/Housing Commission Clerk

Kurt Wiest
Executive Director/Housing Commission Secretary

Approved:

Peggy McQuaid
Housing Commission Chairperson

EXECUTIVE DIRECTOR'S REPORT
November 9, 2022

HOUSING AUTHORITY OF THE COUNTY OF ALAMEDA

EXECUTIVE DIRECTOR'S REPORT

Meeting Date: November 9, 2022

1. **COVID-19 Update, Lobby Reopening, and End of Remote/Hybrid Commission Meetings:** As discussed in recent Housing Commission meetings, we continue to see consistent improvements in community-wide resistance to the harmful health effects of the COVID-19 virus. Consequently, two specific actions are being taken at the beginning of the New Year to end changes put into place at the beginning of the pandemic in March 2020. First, HACA's lobby will reopen to the public beginning Tuesday, January 3rd. Second, Housing Commission meetings will return to in-person gatherings beginning with the January 11th regular meeting.

Protocols for public health and safety will continue to be followed. This includes social distancing within the workplace and supporting wearing of face coverings for those who choose to wear them based on individual health needs and circumstances. We will continue to monitor and follow public health orders from Alameda County's Public Health Officer as well as recommendations from the federal Centers for Disease Control.

2. **Human Resources Manager Recruitment:** Our recruitment consultant, Avery Associates, is still actively seeking qualified candidates for HACA's Human Resources Manager position. In the meantime, we are working with another employment agency, Robert Half, to secure the services of an interim Human Resources Manager as soon as possible.
3. **CARES Act HUD Review:** Last month HUD completed their routine review of HACA's expenditure of funds under the pandemic-related Coronavirus Aid, Relief, and Economic Security (CARES) Act of 2020 and the Coronavirus Response and Consolidated Appropriations Act of 2021. A total of \$3,138,543 was allocated to HACA during the first two years of the pandemic. Although we have yet to receive the final report, an exit conference was held on October 17 and HUD staff indicated our utilization of funds was appropriate and preliminarily there are no findings in the audit.
4. **Follow-up on Housing Quality Standards Reporting:** At the October 12th Housing Commission meeting, the Commission requested additional information regarding Housing Quality Standards (HQS) inspections. Commissioner interest was focused on statistics related to the number of HCV properties that failed HQS inspections.

In a previous Housing Commission meeting, in February 2022, HACA staff gave a presentation on HQS inspections and shared the following:

- Types of HQS inspections: 1) Initial inspections prior to the execution of the HAP contract, 2) Annual/Biennial inspections through the term of the HAP contract, and 3) Special inspections that are initiated by concerns raised by tenants, owners, or members of the public.
- Categories of failed HQS inspections: 1) Life-threatening conditions, such as inoperable smoke detectors and major plumbing leaks, must be corrected within 24 hours. 2) Non-Life-threatening conditions, such as a cracked electrical outlet cover or inoperable stove, must be corrected within 30 days.
- Abatement: If repairs are not completed within the specified correction period, including any extensions, HACA will abate the HAP beginning the first of the month following the expiration of the specified correction period. The HAP contract will be terminated after 90 days of abatement.

Based on a recent review of failed inspection rates for the last three years, the average annual failed inspection rate has been consistent at 14% during the pandemic. While failed inspection rates for individual quarters have fluctuated, the average annual rate has remained steady for 2020, 2021, and 2022.

An analysis of average HQS abatements over the last three years shows a slight increase as HACA continues to improve processes and tracking. Because abatements are applied at the first of the month following the end of the correction period, in some cases, repairs are promptly made by the landlord as required and the unit passes reinspection prior to the effective date of an abatement. These cases are not captured in the average abatements because abatement was not actually applied.

Overall staff believes there continues to be consistency in the quality of housing available to HACA HCV participants. No trend appears to be evident by the data of either a deterioration in the local rental housing stock or management practices by participating landlords.

NEW BUSINESS
November 9, 2022

HOUSING AUTHORITY OF THE COUNTY OF ALAMEDA

AGENDA STATEMENT

Meeting: November 9, 2022

Subject:	Section 8 HCV Payment Standards
Exhibits Attached:	Resolution 13-22
Recommendation:	Adopt the Attached Resolution Approving the Proposed Payment Standards for the HCV Program
Financial Statement:	None

BACKGROUND

A housing authority's payments to landlords to subsidize the rents of Section 8 Housing Choice Voucher (HCV) Program participants are called "Housing Assistance Payments" (HAP). A formula determines the total HAP funding 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. 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 may run out of HAP funds and will have to reduce the size of its program, possibly having to terminate participating families unless HUD provides additional shortfall funding.

The rents that a housing authority allows participating families to pay are determined, in large part, by HUD. Every year, HUD publishes "fair market rents" for each market area in the United States to be effective October 1 of that year (October 1 is the beginning of the federal fiscal year). Fair market rent (FMR) is the rent, including the cost of utilities (except telephone, internet and cable TV), that are paid in the market area to rent privately owned, decent, safe and sanitary rental housing that is *modest* (i.e., non-luxury and pegged at the 40th percentile of rents in the market area). 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, every housing authority must then adopt one or more "payment standard" schedules based on those FMRs. A county housing authority like HACA may either adopt a single payment standard for its entire FMR area or a separate payment standard for each city. HACA adopts payment standards by city and groups together those with the same payment standards.

The payment standard serves as a cap on HAP payments. It establishes the **maximum gross rent** (i.e., rent plus a utility allowance) that will be used by the housing authority to compute the monthly HAP that it will pay the landlord on behalf of the Section 8 family. However, HUD regulations require the housing authority to conduct a 'rent reasonableness' review of the requested rent based on comparisons to similar units in the same general neighborhood, so some units rent for less than the payment standard as a result.

For the Housing Choice Voucher (HCV) program, the housing authority may establish the payment standard amount for a unit size at any level between 90% and 110% of the published FMR for that unit size. This is called the “basic range.” HUD regulations allow the Emergency Housing Voucher program payment standards to be set at 120% of the FMR, which is what HACA adopted through Administrative Plan changes at the program’s inception.

DISCUSSION and ANALYSIS

At your October 2021 meeting, you authorized HACA to leave its payment standards mostly unchanged; however, HACA was required to slightly reduce the Dublin/Pleasanton 3 BR payment standard due to a slight drop in HUD’s FMRs.

HUD published the 2023 FMRs on September 1, 2022. For 2023, HUD is using private sector data to estimate changes in FMRs to address a temporary data availability challenge due to the pandemic, and to align with market conditions. The basic methodology that HUD uses to estimate FMRs remains the same. The 2023 FMRs range from 4 to 8 percent higher than the previous year’s FMRs across all bedroom sizes.

To determine our 2023 HCV payment standards, staff first reviewed current HCV program data, including:

- gross rents currently being paid by Section 8 participants, paying close attention to those that moved in the previous year;
- 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);
- number of contracts denied for the participant due to unaffordability;
- projected HAP liability with increase in payment standards;
- the number of families whose rent exceeds 30 percent of their adjusted monthly income,
- likely increases in the utility allowances; and
- the impact on the total tenant rent portion of current participants.

After reviewing all of the factors listed above, staff proposes an increase in the HCV payment standards ranging from 3-5 percent across the different bedroom sizes and cities. Due to HACA’s conservative approach last year in keeping most of its payment standards unchanged, HACA had the flexibility this year to target its most impacted cities and bedroom sizes on a case-by-case basis. Staff proposes the following HCV payment standard adjustments to be made effective January 1, 2023:

- For the cities of Albany, Castro Valley and Emeryville:
 - Increase the current payment standard by 4 percent for the studio and one-bedroom units; and
 - Increase the current payment standard by 3 percent for the two-, three-, four-, and five-bedroom units.
- For the cities of Dublin, Pleasanton, Fremont, Newark, and Union City:
 - Increase the current payment standard by 5 percent for the studio, one-, two-, four-, and five-bedroom units; and
 - Increase the current payment standard by 3 percent for the three-bedroom units.

- For the cities of Hayward, San Leandro, and San Lorenzo:
 - Increase the current payment standard by 5 percent for the studio and one-bedroom units; and
 - Increase the current payment standard by 3 percent for the two- three-, four- and five-bedroom units

As the Housing Commission previously approved setting Emergency Housing Voucher payment standards at 120% of the FMR, HACA will continue to implement this standard.

The effect of the proposed increase in the HCV and Emergency Housing Voucher payment standards should make it easier for voucher holders to access affordable housing in most housing markets, while expanding the range of housing opportunities available to households. This should increase the participant’s ability to lease-up and may increase the amount of Housing Assistance Payments being made by HACA over the next year. The effect of the increase in the payment standards will be phased in over the coming year as annual reexaminations become effective and as participants move.

Below are charts of the new proposed payment standards:

HOUSING CHOICE VOUCHER PAYMENT STANDARDS BY CITY

City	Unit Size by Bedrooms					
	0br	1br	2br	3br	4br	5br
Albany	\$1,614	\$1,938	\$2,421	\$3,360	\$3,761	\$4,325
Castro Valley	\$1,614	\$1,938	\$2,421	\$3,360	\$3,761	\$4,325
Emeryville	\$1,614	\$1,938	\$2,421	\$3,360	\$3,761	\$4,325
Dublin	\$1,659	\$2,010	\$2,510	\$3,405	\$3,978	\$4,575
Pleasanton	\$1,659	\$2,010	\$2,510	\$3,405	\$3,978	\$4,575
Fremont	\$1,659	\$1,994	\$2,504	\$3,380	\$3,905	\$4,492
Newark	\$1,659	\$1,994	\$2,504	\$3,380	\$3,905	\$4,492
Union City	\$1,659	\$1,994	\$2,504	\$3,380	\$3,905	\$4,492
Hayward	\$1,598	\$1,919	\$2,375	\$3,297	\$3,733	\$4,292
San Leandro	\$1,598	\$1,919	\$2,375	\$3,297	\$3,733	\$4,292
San Lorenzo	\$1,598	\$1,919	\$2,375	\$3,297	\$3,733	\$4,292

EMERGENCY HOUSING VOUCHER PAYMENT STANDARDS BY CITY

City	Unit Size by Bedrooms					
	0br	1br	2br	3br	4br	5br
All	\$1,989	\$2,362	\$2,886	\$3,772	\$4,447	\$5,114

RECOMMENDATION

Staff recommends that your Housing Commission adopt the attached Resolution approving the HCV payment standards.

HOUSING AUTHORITY OF THE COUNTY OF ALAMEDA

RESOLUTION NO. 13-22

APPROVING UPDATE TO THE BENEFIT PAYMENT STANDARDS

WHEREAS, the U. S. Department of Housing and Urban Development (“HUD”) requires the Housing Authority of the County of Alameda (“HACA”) to adopt one or more payment standard schedules for its Housing Choice Voucher program based on the Fair Market Rents (“FMRs”) published by HUD; and

WHEREAS, HUD further requires that such payment standards be set within 90 percent to 110 percent of the FMRs (known as the “basic range”); and

WHEREAS, HUD published FMRs for the Alameda County/Contra Costa County HUD FMR Metro Area on September 1, 2022; and

WHEREAS, HACA now desires to adopt payment standards within the basic range for the Housing Choice Voucher program, based on the 2023 FMRs;

NOW, THEREFORE, BE IT RESOLVED, that the Housing Commission of the Housing Authority of the County of Alameda does hereby adopt the payment standards presented at this meeting with an effective date of January 1, 2023 for the Housing Choice Voucher program.

PASSED, APPROVED, AND ADOPTED by the Housing Commission of the Housing Authority of the County of Alameda on November 9, 2022 by the following vote:

AYES:

NAYS:

ABSTAIN:

EXCUSED:

ABSENT:

Peggy McQuaid
Housing Commission Chairperson

Attest:

Kurt Wiest
Executive Director

Adopted: _____

PROGRAM ACTIVITY
REPORT

HOUSING AUTHORITY OF THE COUNTY OF ALAMEDA

AGENDA STATEMENT

Meeting: November 9, 2022

Subject: Programs Activity Report

Exhibits Attached: Section 8 Contract and Housing Assistance Payments (HAP) Report; Section 8 Average Contract Rent Report; FSS Program Monthly Report

Recommendation: Receive Report

SECTION 8 HOUSING CHOICE VOUCHERS (HCV)

- **Lease-Up:** The below chart provides the number of Section 8 HCV program units under contract. This number includes HACA vouchers and portability clients for which we are being billed by the receiving housing authority but excludes portability clients for which we are billing the initial housing authority.

	11/1/2022	10/1/2021	11/1/2020
	6,747	6,501	6,123

- **HCV Program Utilization:** The below chart provides the average HAP subsidy, average tenant-paid portion, and average contract rent. These amounts include HACA vouchers, but do not include incoming and outgoing portability clients.

	11/1/2022	10/1/2021	11/1/2020
Average HAP Subsidy	\$1,755	\$1,751	\$1,728
Average Tenant-Paid Rent	\$597	\$558	\$541
Average Contract Rent	\$2,351	\$2,309	\$2,270

- ❖ The below chart provides the outgoing billed portability contracts (i.e., HACA voucher holders who are housed in another housing authority's jurisdiction) and incoming portability contracts where HACA billed other housing authorities.

	11/1/2022	10/1/2021	11/1/2020
Outgoing Billed Portability Contracts	90	77	157
Incoming Portability Contracts	52	128	438

- ❖ PACH has 230 project-based voucher (PBV) units. The chart below provides the number of these units that are leased.

11/1/2022	10/1/2021	11/1/2020
223	224	227

- **Section 8 Contract Reports:** Copies of the Contract Reports are attached. The Section 8 Contract and HAP Report includes HACA certificates, HACA vouchers and portability clients for which we are billing the initial housing authority. The Section 8 Average Contract Rent Report includes HACA vouchers and portability clients for which we are billing the initial housing authority.
- **Landlord Rental Listings:** As of November 1, 2022, there were 44 active properties listed.

	12/1/21	1/3/22	2/7/22	3/1/22	4/4/22	5/2/22	6/1/22	7/5/22	7/29/22	9/1/22	10/3/22	11/1/22
Units	50	44	49	42	37	47	40	49	41	44	42	44

HOUSING AUTHORITY OF THE COUNTY OF ALAMEDA
Section 8 Contract and HAP Report for the month of October 2022

City	Certificates		Vouchers		OCTOBER 2022 TOTAL		OCTOBER 2021	OCTOBER 2020
	Number	HAP*	Number	HAP**	Number	HAP		
		based on avg		based on avg				
		\$2,053		\$1,755				
Albany	0	\$0	10	\$17,550	10	\$17,550	13	12
Castro Valley	3	\$6,159	238	\$417,690	241	\$423,849	235	224
Dublin	3	\$6,159	418	\$733,590	421	\$739,749	411	405
Emeryville	4	\$8,212	156	\$273,780	160	\$281,992	154	157
Fremont	20	\$41,060	1,226	\$2,151,630	1,246	\$2,192,690	1,178	1,110
Hayward	39	\$80,067	1,867	\$3,276,585	1,906	\$3,356,652	1,846	1,877
Newark	6	\$12,318	223	\$391,365	229	\$403,683	229	227
Pleasanton	3	\$6,159	299	\$524,745	302	\$530,904	286	256
San Leandro	17	\$34,901	1,373	\$2,409,615	1,390	\$2,444,516	1,314	1,322
San Lorenzo	2	\$4,106	180	\$315,900	182	\$320,006	177	179
Union City	12	\$24,636	701	\$1,230,255	713	\$1,254,891	700	705
TOTALS	109	223,777	6,691	11,742,705	6,800	11,966,482	6,543	6,474

* Based on an average October Housing Assistance Payment (HAP) of \$2,053 per certificate contract

**Based on an average October Housing Assistance Payment (HAP) of \$1,755 per voucher contract

HOUSING AUTHORITY OF THE COUNTY OF ALAMEDA
Section 8 Average Contract Rent Report for the Month of October 2022

City	Number of HAP Contracts (HCV Only)	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	10	\$1,657	\$1,310	\$347	21%
Castro Valley	238	\$2,361	\$1,737	\$624	26%
Dublin	418	\$2,354	\$1,771	\$586	25%
Emeryville	156	\$1,923	\$1,424	\$499	26%
Fremont	1,226	\$2,481	\$1,903	\$578	23%
Hayward	1,867	\$2,262	\$1,674	\$588	26%
Newark	223	\$2,659	\$1,907	\$752	28%
Pleasanton	299	\$2,180	\$1,686	\$494	23%
San Leandro	1,373	\$2,266	\$1,687	\$579	26%
San Lorenzo	180	\$2,566	\$1,873	\$694	27%
Union City	701	\$2,512	\$1,870	\$642	26%

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

This report includes HACA vouchers and portability clients for which we are billing the initial housing authority.

HOUSING AUTHORITY OF THE COUNTY OF ALAMEDA

AGENDA STATEMENT

Meeting: November 9, 2022

Subject: Family Self-Sufficiency Program Summary

Exhibits Attached: None

Recommendation: Receive Report



FSS PROGRAM NEWS

FSS Program Activities

It's Your Time to Shine

The 13th annual *It's Your Time to Shine* celebration will be held over Zoom on Thursday, November 10, 2022, from 6:00-7:30 pm. We will celebrate the accomplishments of our FSS families. FSS program participants and their family members will be acknowledged for achievements, including obtaining a GED or high school diploma, graduating college, getting a new job, or receiving a promotion. Additionally, we will honor recent graduates of the FSS program.

HCV Homeownership Program Orientation

On Wednesday, October 26, 2022, Leasing Services Leadworker, Leah Fuller partnered with the FSS team to present a Housing Choice Voucher (HCV) Homeownership orientation. A representative from Neighborhood Assistance Corporation of America (NACA) joined the event to present homeownership programs that their agency offers. NACA's mission is to help the underserved build generational wealth through access to affordable mortgages and financial assistance. Thirty-five (35) participants attended the orientation.

Grant from Albany Rotary

The FSS team is excited to announce that the Albany Rotary Foundation awarded a grant to FSS for FSS awards. The grant will allow the FSS Team to increase the current award amounts for the NAHRO *What Home Means to Me* Poster contest winners, the Christine Steiner Inspiration Award, and the Christine Gouig Youth Leadership Award. The FSS team would like to thank HACA Commission Chairperson, Peggy McQuaid, for efforts in assisting the FSS team with obtaining the grant.

2022 Giving Connection Program

The FSS team is preparing for our annual holiday *Giving Connection* program. Through generous donations from HACA Commissioners, HACA staff and others, we are able to make the holidays a little brighter for our FSS participant families. This year donations will be used to purchase electronic gift cards. Our participant families are always grateful and some FSS participants participate by giving instead of receiving. The *Giving Connection* will run throughout the month of December.

FSS Program Summary

Program Summary	October 2022
Total Clients Under Contract:	191
Graduates:	5
Escrow Disbursed:	\$ 89,581.74
Ports In:	0
Ports Out:	0
Terminations:	3
New Contracts:	0
Case Management Referrals:	11
Job Referrals:	72