



HOUSING COMMISSION AGENDA

Regular Meeting Date: January 10, 2024

Time: 8:00 a.m.

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

The meeting location is open to the public. Members of the public also have the option to observe and participate in the meeting remotely at the following link: <https://us02web.zoom.us/j/88460095724>

If attending in person and you wish to speak on a matter, please request a speaker slip from the Housing Commission Clerk, fill it out then return the speaker slip to her as soon as possible before the start of the meeting. Members of the public who are participating remotely should submit their written comment(s) to: melissat@haca.net.

For both in-person and remote attendees, if you wish to comment on a matter NOT on the Housing Commission’s agenda, please wait until the Chairperson calls for PUBLIC COMMENT. To comment a specific item on the meeting agenda, please wait for the Chairperson to call for public comments on that agenda item. 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 restricts the Housing Commission from discussing and/or taking action on any matters that are not on the meeting agenda. Therefore, matters that are raised during public comment will be referred to staff. We want to ensure everyone feels comfortable participating in Housing Commission meetings and is not intimidated by any public comments.

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HOUSING COMMISSION
MEETING MINUTES
November 29, 2023



HOUSING COMMISSION

Special Meeting Date: November 29, 2023

Meeting Time: 8:00 a.m.

SUMMARY ACTION MINUTES

1. CALL TO ORDER/ROLL CALL

CALL TO ORDER:

Vice Chairperson McCorriston called the meeting to order at 8:01 a.m.

ROLL CALL:

Commissioners present in the Board Room:

Commissioner Pete Ballew
Commissioner Seema Chawla
Commissioner Mark Gerry
Commissioner Daniel Goldstein
Commissioner Michael Hannon
Commissioner Helen Mayfield
Commissioner Michael McCorriston (Vice Chair)
Commissioner Peggy McQuaid
Commissioner Scott Sakakihara

Entered after Roll Call:

Commissioner Angela Finley

Excused:

Commissioner Yang Shao (Chair)

Absent:

Commissioner Courtney Welch

2. ACTION: APPROVAL OF THE MINUTES OF THE OCTOBER 11, 2023 HOUSING COMMISSION REGULAR MEETING

The meeting minutes were received with no questions or comments from the Housing Commission.

Recommendation: Approve the minutes of the Housing Commission’s regular meeting held on October 11, 2023 as presented.

Motion/Second: Chawla/Gerry.

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

Ayes: Cmr. Ballew, Chawla, Gerry, Goldstein, Hannon, Mayfield, McCorriston, McQuaid, and Sakakihara.

Not present for the vote: Cmr. Finley.

Motion passed. **APPROVED AS RECOMMENDED.**

3. PUBLIC COMMENT – *On matters not on the Agenda.*

There were no comments from the public.

4. INFORMATION: EXECUTIVE DIRECTOR'S REPORT

Kurt Wiest, Executive Director, presented his report.

Mr. Wiest reported that the Governor recently signed legislation under Assembly Bill (AB) 1528 and explained that AB1528 further expands the law related to tax exemptions for properties owned by PHAs and other non-profit public benefit corporations controlled by a PHA, such as HACA's non-profit instrumentality, Preserving Alameda County Housing, Inc. (PACH). He reported that he met with the Phong La, County of Alameda Assessor, regarding the intent and application of AB1528 and that the new legislation will have minimal impact on HACA and PACH. Mr. Wiest briefly discussed the impact this new legislation may have on an agreement for city services that HACA currently has in place with the City of Emeryville.

Mr. Wiest announced that the County of Alameda Board of Supervisors held a special meeting on November 14, 2023 and approved the Housing Commission's recommendation to hire Laura Broussard Rosen for the Executive Director position. Mr. Wiest reported that Ms. Broussard Rosen's employment agreement and the recommendation will be presented at the Housing Commission's regular meeting scheduled for December 13.

Commission Discussion:

Cmr. Hannon, Personnel Committee Chair, congratulated Ms. Broussard Rosen on her selection as HACA's next Executive Director and the Housing Commission applauded. Cmr. Hannon reported on his participation in the special meeting with the Board of Supervisors. He commented that he asked the County Administrator to consider delegating the authority to hire the Executive Director to the Housing Commission and the County Administrator expressed interest in pursuing this suggestion.

Cmr. Hannon commented that he is proud of Ms. Broussard Rosen's interview with the Board of Supervisors. Cmr. Mayfield asked that the employment agreement is provided to the commissioners in advance of the meeting. Cmr. Hannon thanked Mr. Wiest for all the efforts he put into developing a succession plan in preparation for his retirement and for his outstanding work at HACA. Mr. Wiest commented that a nationwide search was conducted and Ms. Broussard Rosen's selection was the result of that exhaustive process.

5-1. ACTION: APPROVE APPOINTMENTS TO THE RESIDENT ADVISORY BOARD (RAB)

Jennifer Cado, Senior Administrative Analyst, presented the staff report. Ms. Cado reported that every public housing authority (PHA) is required to prepare an annual as well as a 5-Year PHA Plan (Plan) and submit it to the U.S. Department of Housing and Urban Development (HUD). She indicated that the Plan is a guide to a housing authority's policies, programs and strategies for meeting local housing needs. Ms. Cado reported that as part of the PHA Plan process, PHAs are required to establish a Resident Advisory Board (RAB) to

represent the residents who are assisted by a PHA's programs. She indicated that the terms for the current RAB members will expire in February 2024 and that staff is proposing to keep the current members of the RAB for an additional term to ensure consistency. Ms. Cado reported that staff is also proposing to adjust the appointment terms for 2 years through November 30, 2025 and that future appointments end on November 30 so that these terms align better with the PHA Plan process.

Recommendation: Approve the appointments to the Resident Advisory Board for two-year terms through November 30, 2025.

Commission Discussion: Cmr. McQuaid, Ms. Cado, and Ms. Broussard Rosen had a brief discussion on the RAB terms and the feasibility of setting staggering terms. Ms. Broussard Rosen indicated that staff will look at that possibility for the future. Cmr. Mayfield and Ms. Broussard Rosen discussed the number of members on the RAB. Cmr. Mayfield expressed concern that there are only 4 members on the RAB and asked if that is a sufficient amount of members to represent the program participants. Ms. Broussard Rosen indicated that the current membership is a sample of the types of programs HACA has and that the number of members is sufficient for programs of HACA's size. Cmr. Mayfield and Ms. Broussard Rosen discussed the role of the RAB. Ms. Broussard Rosen explained that the RAB participates in the preparation of the PHA Plan only. Cmr. Mayfield requested a meeting at a later day to further discuss this. Vice Chair McCorriston and Ms. Broussard Rosen discussed the process for incorporating and responding to any comments and recommendations that the RAB may have on the Annual Plan. She indicated that HACA staff typically meets with staff via a video platform or by phone. Cmr. Mayfield commented that she would like to observe a RAB meeting. Mr. Wiest indicated that staff will share a copy of the last Plan that was approved and submitted. Cmr. Ballew asked if staff still presents an orientation for new commissioners and if the Plan process is part of the orientation. Mr. Wiest indicated that staff will review the orientation materials and if the Plan process is not included, staff will include it the future. Cmr. Hannon asked if HACA provides a stipend for the RAB members and Mr. Wiest indicated that staff will explore this idea.

Motion/Second: McQuaid/Goldstein.

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

Ayes: Cmr. Ballew, Chawla, Finley, Gerry, Goldstein, Hannon, Mayfield, McCorriston, McQuaid, and Sakakihara.

Motion passed. **APPROVED AS RECOMMENDED.**

5-2. RESOLUTION NO. 15-23: APPROVING UPDATES TO THE BENEFIT PAYMENT STANDARDS

Jennifer Cado presented the staff report. Ms. Cado described what the Section 8 Housing Choice Voucher (Section 8) Benefit Payment Standards (BPS) are and explained that the BPS for each city in HACA's jurisdiction is set based on the Fair Market Rents (FMRs) that are issued by the HUD each year. She described the analysis of the FMRs, summarized the findings and the recommended updates to the BPS.

Recommendation: Adopt Resolution No. 15-23 approving updates to HACA's Benefit Payment Standards.

Commission Discussion: Cmr. Ballew thanked staff for the analysis and report. Cmr. Ballew and Ms. Cado discussed the joint study that HACA and other PHAs conducted a few years ago that revealed the significant impact that HUD's FMRs was having on high rent areas. Ms. Cado indicated that a joint study was not necessary this time. Cmr. Hannon and Ms. Cado discussed rent burden. Ms. Cado indicated that when conducting the analysis of the FMRs, staff will look at how the BPS are impacting the rents for families. Cmr. Finley, Ms. Cado, and Ms. Broussard Rosen discussed rent increases. Ms. Broussard Rosen indicated that an increase to the BPS does not necessarily mean that a landlord can increase the rent to the new maximum BPS. She further indicated that there are several other factors that are considered when HACA is reviewing and/or approving rent increase requests. Cmr. Mayfield shared her experience in the rising cost of rent for a tax credit apartment and requested to meet with staff to further discuss the process. Cmr. Hannon commented that the HUD regulations and the funding from the federal government drive many of the decisions that HACA makes. Ms. Broussard Rosen indicated that HUD's current FMRs work for our market and that HACA has some discretion when setting the BPS. She further indicated that she would be happy to meet to further discuss this process. Cmr. Sakakihara noticed that the numbers shifted from data provided previously and asked what had changed. Ms. Cado indicated that an additional review of data showed an error in one of the formulas and staff corrected it. Cmr. McQuaid asked if any budget amendments were required as a result of this proposed update and Mansoorali Hudda, Finance Director, indicated that an amendment is not necessary.

Motion/Second: Hannon/Gerry.

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

Ayes: Cmr. Ballew, Chawla, Finley, Gerry, Goldstein, Hannon, Mayfield, McCorriston, McQuaid, and Sakakihara.

Motion passed. **APPROVED AS RECOMMENDED.**

5-3. RESOLUTION NO. 16-23: APPROVING REVISIONS AND UPDATES TO HACA'S INVESTMENT POLICY

Mansoorali Hudda, Finance Director, presented the staff report. Mr. Hudda reported that HACA's Investment Policy was last updated in 1999. He further reported that staff is proposing to amend HACA's Investment Policy in order to update investment objectives, roles and responsibilities, and other investment practices. Mr. Hudda summarized the proposed revisions and thanked Vice Chair McCorriston for his input and guidance in developing these updates. Mr. Hudda recommended that the Housing Commission approve these revisions and updates to HACA's Investment Policy.

Report received with no questions or comments.

Motion/Second: McQuaid/Gerry.

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

Ayes: Cmr. Ballew, Chawla, Finley, Gerry, Goldstein, Hannon, Mayfield, McCorriston, McQuaid, and Sakakihara.

Motion passed. **APPROVED AS RECOMMENDED.**

5-4. INFORMATION: QUARTERLY INVESTMENT REPORT

Mansoorali Hudda presented the staff report. Report received with no questions or comments.

5-5. INFORMATION: HACA'S NON-HOUSING ASSETS

Kurt Wiest presented the staff report. Mr. Wiest presented a brief informational report on HACA's non-housing assets. He presented a slide deck of the 4 non-residential assets owned by HACA and provided a short summary of each property which included its history, current usage and financial impact.

Commission Discussion: Cmr. Hannon and Mr. Wiest discussed the property located at 10th Street in Union City. Cmr. Sakakihara commented that this property is on the City's radar for future consideration on how this can be developed for residential use. Cmr. Mayfield commented that she hoped HACA would consider partnerships with housing developers and asked what that partnership would look like. Cmr. McQuaid suggested that in the interest of time, the Housing Commission move on to the next item on the agenda since the discussion is leading to other topics that are unrelated to the presentation.

Public Comment: Sara Lamnin, Director of the Hayward Area Recreation District and former Housing Commissioner, asked that the Housing Commission think beyond rental housing and explore strategies and initiatives that would allow opportunities for home ownership.

5-6. INFORMATION: BUDGET STATUS REPORT AS OF SEPTEMBER 30, 2023

Mansoorali Hudda presented the staff report. Report received with no questions or comments.

5-7. INFORMATION: PROGRAM ACTIVITY REPORT

Report received with no questions or comments.

5-8. INFORMATION: COMMISSIONER REPORTS

Cmr. McQuaid presented Mr. Wiest a gift from the Housing Commission in honor of his upcoming retirement from HACA. She expressed her appreciation for his work at HACA. Cmr. McQuaid commented that he started at HACA in the middle of the pandemic and managed to

keep the agency on course during a time of tremendous change. The Housing Commission gave Mr. Wiest a standing ovation and shared their words of appreciation. Cmr. Gerry presented Mr. Wiest with an authentic Samurai sword. Mr. Wiest thanked the Housing Commission for the recognition and expressed his appreciation for the support he's received in his time at HACA.

6. ADJOURNMENT

There being no further business to discuss, Vice Chair McCorriston adjourned the meeting at 9:36 a.m.

Respectfully submitted,

Melissa Taesali
Executive Assistant/Housing Commission Clerk

HOUSING COMMISSION
MEETING MINUTES
December 13, 2023



HOUSING COMMISSION

Regular Meeting Date: December 13, 2023

Meeting Time: 8:00 a.m.

SUMMARY ACTION MINUTES

1. CALL TO ORDER/ROLL CALL

CALL TO ORDER:

Chairperson Shao called the meeting to order at 8:03 a.m.

ROLL CALL:

Commissioners present in the Board Room:

Commissioner Pete Ballew
Commissioner Seema Chawla
Commissioner Mark Gerry
Commissioner Daniel Goldstein
Commissioner Michael Hannon
Commissioner Michael McCorriston (Vice Chair)
Commissioner Peggy McQuaid
Commissioner Scott Sakakihara
Commissioner Shao (Chair)

Commissioners on Zoom:

Commissioner Courtney Welch
(entered after Roll Call)

Excused:

Commissioner Angela Finley
Commissioner Helen Mayfield

Chairperson Shao announced that Commissioners Finley and Welch are expected to join the meeting via Zoom under the Just Cause provisions of AB2449. He indicated that he will confirm their attendance once they join the Zoom.

2. CLOSED SESSION:

Pursuant to Government Code §54957(b)

Public Employee Recruitment/Appointment: Executive Director

The Housing Commission entered into a Closed Session at 8:05 a.m. and returned to open session at 8:32 a.m. Chairperson Shao reported that no reportable actions were taken in the closed session.

3. PUBLIC COMMENT – *On matters not on the Agenda.*

There were no comments from the public.

Chairperson Shao announced that Commissioner Welch was present on Zoom. Cmr. Welch answered a series of questions to confirm that she meets the criteria under the Just Cause provisions of AB2449 for remote participation.

4. ACTION: APPROVE THE EMPLOYMENT CONTRACT FOR EXECUTIVE DIRECTOR

Kurt Wiest, Executive Director, presented the staff report. He reported that Laura Broussard Rosen was selected for the HACA Executive Director position and that her selection was approved by the Alameda County Board of Supervisors at a Special Meeting held on November 14. He further reported that an employment contract outlining the terms of her employment and compensation was prepared for the Housing Commission's consideration and action. He indicated that the contract was developed with guidance from the Housing Commission's Personnel Committee and recruitment consultant then reviewed by County of Alameda Counsel. Mr. Wiest recommended that the Housing Commission approve the employment contract for Laura Broussard Rosen.

Commission Discussion: Cmr. Gerry thanked Mr. Wiest for the incredible job he has done as HACA's Executive Director and commented that he is excited to work with Ms. Broussard Rosen.

Motion/Second: Goldstein/Chawla.

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

Ayes: Cmr. Ballew, Chawla, Finley, Gerry, Goldstein, Hannon, McCorriston, McQuaid, Sakakihara, and Shao.

Motion passed. **APPROVED AS RECOMMENDED.**

5. ADJOURNMENT

There being no further business to discuss Chairperson Shao adjourned the meeting at 8:39 a.m.

Respectfully submitted,

Melissa Taesali
Executive Assistant/Housing Commission Clerk

NEW BUSINESS
January 10, 2024

HOUSING AUTHORITY OF ALAMEDA COUNTY

AGENDA STATEMENT

Meeting Date: January 10, 2024

Subject: Contract for Services to be Provided by Retiree Under Exception to the 180-Day Wait Rule

Exhibits Attached: - Resolution No. 01-24
 - Certification of Compliance for Post-Retirement Employment and/or Contract for Services

Recommendations: Adopt Resolution Approving Contract for Services to be Provided by Retiree Under Exception to the 180-Day Wait Rule

Financial Statement: The estimated cost of \$60,000 will be absorbed in the current budget.

BACKGROUND

Governor Brown signed into law the California Public Employees' Pension Reform Act (C-PEPRA), which took effect on January 1, 2013. This legislation comprehensively revised how public agency retirement system benefits are accrued and administered.

Among many changes, C-PEPRA created a provision known as the 180-Day Wait Rule to govern how public entities employ retired annuitants. The Rule requires retired annuitants to wait at least 180 days before being brought back as an employee, contract employee, temporary employee or independent contractor. However, the statute delineating the Rule, Government Code Section 7522.56, also provides some exceptions when:

- The employer certifies the nature of the employment and that the appointment is necessary to fill a critically needed position before 180 days has passed; and
- The appointment has been approved by the governing body of the employer in a public meeting; and
- The retiree annuitant certifies in writing to the employer upon accepting an offer of employment or contract for services to be performed that the retiree is in compliance with the requirements of Government Code Section 7522.56.

DISCUSSION and ANALYSIS

HACA currently has one Information Technology (IT) Manager position; a single incumbent classification. The previous incumbent, Irving Aragon, retired effective December 29, 2023.

The IT Department at HACA consists of one person, the IT Manager, thus the role is critical at HACA. The IT Manager is responsible for the oversight and maintenance of all software systems that support operations and all other HACA networks, office programs, and computer equipment. There is no other HACA staff who has the expertise and knowledge necessary to handle this role.

A recruitment for the vacancy created by Mr. Aragon's retirement is currently in progress. Given the critical importance of the IT Manager position to Housing Authority operations, staff proposes to retain Mr. Aragon in the IT Manager position as independent contractor until HACA hires and fully trains a new IT Manager. Staff anticipates that Mr. Aragon will initially assist with full responsibilities of the IT Manager position but will shift to training a new IT manager and ensuring a seamless transition.

Mr. Aragon has completed the Certification of Compliance Form for purposes of establishing that he has met the requirements for the exception to the 180-Day Wait Rule for the performance of services in the capacity as Information Technology Manager. The Certification of Compliance Form is attached for your reference.

FISCAL IMPACT

The estimated cost for Mr. Aragon's contract is \$60,000. This is based on an hourly rate of \$89.07, which is the maximum of the same salary range assigned to him when he was a Housing Authority employee. The contract is for a period of six months to allow sufficient time for hiring and fully transitioning to a new IT Manager. As Mr. Aragon will not be a Housing Authority employee during this time, no benefits are paid. The cost of the contract will be covered in the current approved budget through salary savings and no additional budget authority is required.

HOUSING AUTHORITY OF THE COUNTY OF ALAMEDA

RESOLUTION NO.: 01-24

**RESOLUTION APPROVING CONTRACT FOR SERVICES TO BE PROVIDED BY RETIREE
UNDER EXCEPTION TO 180-DAY WAIT RULE**

WHEREAS, in compliance with Government Code section 7522.56, the Housing Authority of the County of Alameda (“HACA”) Housing Commission must provide the Alameda County Employees Retirement Association (“ACERA”) this certification resolution when hiring a retiree before one-hundred and eighty (180) days has passed since his or her retirement date; and

WHEREAS, Irving Aragon retired from HACA in the position of Information Technology Manager, effective December 29, 2023; and

WHEREAS, section 7522.56 generally requires that post-retirement employment commence no earlier than 180 days after the retirement date, which would be June 24, 2024 without this certification resolution; and

WHEREAS, section 7522.56 provides for an exception to the 180-day wait period; and

WHEREAS, the exception in section 7522.56 states that the exception shall not apply if the retiree accepts any retirement-related incentive; and

WHEREAS, the HACA Housing Commission, HACA, and Irving Aragon certify that Irving Aragon has not and will not receive a Golden Handshake or any other retirement-related incentive; and

WHEREAS, the HACA Housing Commission hereby approves a contract for services to be provided by Irving Aragon, a retiree annuitant, to perform in the capacity as interim Information Technology Manager under Government Code section 2122(h), with an effective date to be determined within the 180 day waiting period; and

WHEREAS, the employment shall be limited to nine-hundred and sixty (960) hours per fiscal year; and

WHEREAS, the compensation paid to retirees cannot be less than the minimum nor exceed the maximum monthly base salary paid to other employees performing comparable duties divided by 173.333 to equal the hourly rate for the period of this exception under section 7522.56; and

WHEREAS, the hourly rate paid to Irving Aragon will be \$89.07 per hour, for the period of this exception, which is the maximum of the same salary range assigned to him when he was a Housing Authority employee; and

WHEREAS, the estimated cost for Mr. Aragon’s contract is not to exceed \$60,000; and

Housing Authority of the County of Alameda
January 10, 2024
Resolution No. 01-24: Approving Exception to the 180-Day Wait Period Rule
Page 2

WHEREAS, after this 180-day waiting period HACA may offer to increase the hourly rate of pay if it continues to employ Mr. Aragon; and

WHEREAS, Irving Aragon has not and will not receive any other benefit incentive, compensation in lieu of benefit or other form of compensation in addition to this hourly pay rate.

NOW, THEREFORE, BE IT RESOLVED, by the Housing Commission of the Housing Authority of the County of Alameda that it hereby certifies the nature of the contract for services for Irving Aragon as described herein and that this contract for services is necessary to fill the critically needed position of Information Technology Manager for the Housing Authority of the County of Alameda because no current staff member is qualified to perform the duties of the Information Technology Manager.

PASSED, APPROVED AND ADOPTED by the Housing Commission of the Housing Authority of the County of Alameda on this 10th day of January 2024 by the following vote:

AYES:

NOES:

ABSTAIN:

EXCUSED:

ABSENT:

Attest:

Laura Broussard Rosen
Housing Commission Secretary/Executive Director

Approved:

Yang Shao
Housing Commission Chairperson

Adopted: January 10, 2024



CERTIFICATION OF COMPLIANCE FOR POST-RETIREMENT EMPLOYMENT AND/OR CONTRACT FOR SERVICES

NOTICE:

ACERA retirees cannot serve, be employed by, or be employed through a contract directly by any ACERA employer without reinstatement from retirement, except as permitted by state law. The information provided in response to Part A, below, will assist the employing department to determine the retiree's eligibility to return as an annuitant or contract employee. This certification should be completed and filed. Contact the employing department representative if there are any questions.

RETIREE INFORMATION:				
Last Name: Aragon	First Name: Irv	MI:	ID #: 000128	Expected Break In Service*: 12 Days
Date of Retirement: 12-29-2023	Desired Date of Return as Annuitant: 01-11-2023			

*The expected break in service is the number of calendar days between the date of retirement and the expected date of return as a retired annuitant as contract employee or contractor.

PART A: BREAK IN SERVICE INFORMATION (to be completed by retiree):	CIRCLE ONE:
1. Did you or will you receive any unemployment insurance compensation within the 12 months prior to the expected date of reemployment or starting date for contract for services?	YES – not eligible <input type="checkbox"/> NO – continue to #2 <input checked="" type="checkbox"/>
2. Is your expected break in service at least 180 days as a general member?	YES – go to Part B <input type="checkbox"/> NO – state # of days <input checked="" type="checkbox"/>
3. If you answered "NO" to question 2, were you given any retirement incentive (e.g., a "golden handshake" such as an additional year of service) upon retirement?	YES – stop and notify HR <input type="checkbox"/> NO – continue to #4 <input checked="" type="checkbox"/>
4. Name and address of employer(s) prior to ACERA retirement, if any:	

PART B: TERMS OF POST-RETIREMENT SERVICE (to be signed by retiree):	Please initial your acknowledgment:
There is a limit of 960 hours of employment per fiscal year. Post-retirement employment shall not exceed a total of 960 hours each fiscal year for all services to any ACERA employers.	I have read and understand this: <i>Irv Aragon</i>
Limits on hourly rate of pay. The rate of pay for the employment or services to be performed shall not be less than the minimum hourly rate nor greater than the maximum hourly rate as set forth on a published pay schedule for other employees performing comparable duties.	I have read and understand this: <i>Irv Aragon</i>
No service credit or other retirement benefits. The retiree will not acquire any service credit or retirement benefits under such reemployment without reinstatement to active service and suspension of retirement benefits.	I have read and understand this: <i>Irv Aragon</i>

I certify that my answers to the questions in Part A are true and correct to the best of my knowledge. I also understand that my re-employment or services provided as a retired annuitant or contract employee must be in compliance with [California Government Code Section 7522.56](#). Initials: ^{1A} _____

I further understand that reemployment or providing services to employer must be in compliance with the terms of post-retirement service listed in Part B of this form. Initials: ^{1A} _____

Name of ACERA employer prior to retirement:	Housing Authority of the County of Alameda
Name of employer who made offer to return as retired annuitant or contract employee:	Housing Authority of the County of Alameda
Retiree Signature: 	Date: Dec 20, 2023
Human Resources or Representative Signature: 	Date: Dec 21, 2023
Human Resources or Representative Name: Mildred Otis	Title: Human Resources Manager

PROGRAM ACTIVITY REPORT

January 10, 2024

HOUSING AUTHORITY OF THE COUNTY OF ALAMEDA

AGENDA STATEMENT

Meeting: January 10, 2024

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.

1/1/2024	1/1/2023	12/1/2021
6,892	6,743	6,562

- **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.

	1/1/2024	1/1/2023	12/1/2021
Average HAP Subsidy	\$1,798	\$1,760	\$1,736
Average Tenant-Paid Rent	\$620	\$599	\$536
Average Contract Rent	\$2,419	\$2,359	\$2,272

- ❖ 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.

	1/1/2024	1/1/2023	12/1/2021
Outgoing Billed Portability Contracts	86	98	78
Incoming Portability Contracts	59	80	79

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

1/1/2024	1/1/2023	12/1/2021
221	223	224

- **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 January 2, 2024, there were 68 active properties listed.

	2/1/23	2/27/23	4/3/23	5/1/23	6/1/23	7/3/23
Units	58	73	82	90	90	100
	7/31/23	9/5/23	10/4/23	11/1/23	12/4/23	1/2/24
Units	89	76	60	66	66	68

- **HCV Housing Quality Standards (HQS) Inspections and Abatements:** The below chart provides quarterly information on HQS inspections and HQS abatements.

	Q4 2023		Q3 2023		Q2 2023	
Scheduled Annual Inspections	906		906		910	
Passed the Day Inspected	681	75%	648	72%	536	59%
Failed Inspection	144	16%	95	10%	163	18%
No Shows or Deferred Due to COVID-19	239	26%	163	18%	207	23%
Moved Out Prior to Inspection	10	1%	0	0%	4	0%
HAP Abatements for Non-Compliance with HQS*	38		7		3	

* HACA has implemented new processes for inspections enforcement, which has increased the number of abatements.

HOUSING AUTHORITY OF THE COUNTY OF ALAMEDA
Section 8 Contract and HAP Report for the Month of December 2023

City	Certificates		Vouchers		DECEMBER 2023 TOTAL		DECEMBER 2022	DECEMBER 2021
	Number	HAP*	Number	HAP**	Number	HAP		
		based on avg		based on avg				
		\$ 2,115		\$ 1,797				
Albany	0	\$0	11	\$19,767	11	\$19,767	11	12
Castro Valley	3	\$6,345	241	\$433,077	244	\$439,422	240	216
Dublin	3	\$6,345	435	\$781,695	438	\$788,040	424	397
Emeryville	6	\$12,690	157	\$282,129	163	\$294,819	163	147
Fremont	20	\$42,300	1,251	\$2,248,047	1,271	\$2,290,347	1,268	1,094
Hayward	37	\$78,255	1,897	\$3,408,909	1,934	\$3,487,164	1,925	1,926
Newark	5	\$10,575	283	\$508,551	288	\$519,126	228	230
Pleasanton	3	\$6,345	303	\$544,491	306	\$550,836	300	220
San Leandro	17	\$35,955	1,427	\$2,564,319	1,444	\$2,600,274	1,395	1,339
San Lorenzo	1	\$2,115	177	\$318,069	178	\$320,184	180	186
Union City	13	\$27,495	705	\$1,266,885	718	\$1,294,380	714	696
TOTALS	108	228,420	6,887	12,375,939	6,995	12,604,359	6,848	6,463

* Based on an average December Housing Assistance Payment (HAP) of \$2,115 per certificate contract.

**Based on an average December Housing Assistance Payment (HAP) of \$1,797 per voucher contract.

HOUSING AUTHORITY OF THE COUNTY OF ALAMEDA
Section 8 Average Contract Rent Report for the Month of December 2023

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	11	\$1,709	\$1,343	\$366	21%
Castro Valley	241	\$2,451	\$1,811	\$636	26%
Dublin	435	\$2,469	\$1,846	\$624	25%
Emeryville	157	\$1,998	\$1,457	\$541	27%
Fremont	1,251	\$2,552	\$1,936	\$615	24%
Hayward	1,897	\$2,337	\$1,732	\$605	26%
Newark	283	\$2,515	\$1,927	\$588	23%
Pleasanton	303	\$2,273	\$1,745	\$524	23%
San Leandro	1,427	\$2,323	\$1,698	\$625	27%
San Lorenzo	177	\$2,592	\$1,848	\$744	29%
Union City	705	\$2,586	\$1,927	\$658	25%

*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 Date: January 10, 2024

Subject: Family Self-Sufficiency (FSS) Program Summary

Exhibits Attached: None

Recommendation: Receive Report



FAMILY SELF-SUFFICIENCY (FSS) PROGRAM NEWS

FSS PROGRAM ACTIVITIES

2023 Giving Connection

During the holiday season the FSS staff operationalizes the *Giving Connection*, with a goal of providing gift cards to our FSS families. This year, friends and supporters of the *Giving Connection* included: HACA’s Housing Commissioners, HACA staff, former HACA Staff, a landlord, and the Oakland Methodist Foundation (OMF). The FSS team distributed Target store gift cards to one hundred and seventy-four (174) FSS families. The families were extremely grateful and many of them reached out through e-mail to express their gratitude. Additionally, our FSS participants attended the BART Police Shop with a Cop event.



Program Coordinating Committee (PCC)

On Wednesday, December 13, 2023, the FSS team held its quarterly PCC meeting. The PCC consists of Alameda County agencies, non-profit organizations and FSS participants. Its purpose is to offer guidance and strengthen our FSS program. The PCC members provided program updates regarding their respective agencies and shared valuable information. Our next PCC meeting will be held on Wednesday, March 13, 2023, from 3:00 p.m. – 4:30 p.m.

FSS PROGRAM SUMMARY

Program Summary	December 2023
Total Clients Under Contract:	231
Graduates:	0
Escrow Disbursed:	\$0
Ports In:	0
Ports Out:	0
Terminations:	0
New Contracts:	1
Case Management Referrals:	8
Job Referrals:	44