



HOUSING AUTHORITY OF THE CITY OF LIVERMORE
3203 LEAHY WAY
LIVERMORE, CALIFORNIA 94550

LEAHY SQUARE
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SECTION 8 PROGRAM
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www.livermoreha.org

BOARD OF COMMISSIONERS
REGULAR MEETING AGENDA
Wednesday, September 12, 2018 - 5:30 PM

1. CALL TO ORDER / ROLL CALL

2. APPROVAL OF MINUTES OF THE REGULAR MEETING OF AUGUST 8, 2018 (ATTACHMENT #1)

3. PUBLIC COMMENT

Members of the public may speak to the Board of Commissioners on items within the purview or jurisdiction of the Housing Authority of City of Livermore (LHA). Comments are limited to a maximum of 3 minutes.

4. UNFINISHED/OLD BUSINESS

5. NEW BUSINESS

- A. Training on the Brown Act by the Law Offices of Bill Ford
- B. Election of Board Chairperson
- C. Resolution #2018-09-12-A: *Resolution of Appreciation (EXHIBIT #1)*
- D. Resolution #2018-09-12-B: *Authorization Enter into Memorandum of Understanding with the Housing Authority of the County of Alameda to Provide Reciprocal Office Space in the Event of a Disaster (EXHIBIT #2)*

6. STAFF REPORT

- A. Status of Rehabilitation and Financing Strategies for LHA's Affordable Housing Projects
- B. HUD-VASH Voucher Program Administration
- C. Contract Renewals
 - 1) Legal Services - HUD/Development
 - 2) Legal Services - Local/General Counsel/Evictions
 - 3) Fee Accounting Services
- D. Monthly Financial Statements (EXHIBIT #3)

7. COMMUNICATIONS

8. REPORTS / ITEMS FROM COMMISSIONERS

9. COMMITTEE REPORTS

- A. Executive Committee, if any
- B. Finance Committee, if any
- C. Personnel Committee, if any
- D. Ad Hoc Committee, if any

10. ADJOURNMENT



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*Under Government Code §54957.5, any **supplemental material** distributed to the Board members of the Housing Authority of the City Livermore after the posting of this agenda will be available for public review in the office lobby located at 3203 Leahy Way, Livermore, CA. If supplemental materials are made available to the Board members at the meeting, a copy will be available for public review at the same location.*

Pursuant to Title II of the Americans with Disabilities Act (Codified at 42 United States Code Section 12101 and 28 Code of Federal Regulations Part 35), the Livermore Housing Authority does not discriminate on the basis of race, color, religion, national origin, ancestry, sex, disability, age, or sexual orientation in the provision of any services, programs, or activities. To arrange an accommodation in order to participate in this public meeting, please call (925) 447-3600 or (800) 545-1833 ext. 917 TDD/TTY at least 72 hours in advance of the meeting.

PROCEDURE FOR PUBLIC COMMENT

Public Comment is an opportunity for the public to speak regarding items not listed on the agenda. Speakers are limited to a maximum of three minutes per person. The Chair may reduce the amount of time based on the number of persons wishing to speak. Please be aware that the Board of Commissioners is prohibited by State law from taking action on any items that are not listed on the agenda. However, if your item requires action, the Board of Commissioners may place it on a future agenda or direct staff to work with you and/or report to the Board of Commissioners on the issue.

Speaker Cards - If you wish to address the Board of Commissioners, you must complete a speaker card for each item about which you want to speak. Speakers are limited to a maximum of three minutes per person. The speaker card box is located in the West Wing entrance. Place your speaker card in this box before the item is to be considered. Staff will collect the cards and give the speaker cards to the Chair. The Chair will call speakers. No cards will be accepted once the presentation on that item has commenced.



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3202 LEAHY WAY, LIVERMORE, CA 94550

BOARD OF COMMISSIONERS
REGULAR MEETING MINUTES

Wednesday, August 8, 2018 – 5:30 P.M.

1. CALL TO ORDER / ROLL CALL

The meeting was called to order by Chair Mary Rizzo-Shuman at 5:32pm. Vice Chair Maureen Hamm, Commissioner Richard Knowles, Commissioner Konnie Fuller, and Commissioner Mark Palajac were present. Unexcused absences included Commissioner Wanda Hunter. Present on staff was Executive Director Alfred Dulay.

2. APPROVAL OF MINUTES OF THE REGULAR MEETING OF JULY 11, 2018

Vice Chair Hamm motioned for the approval of the July 11, 2018 Regular Meeting minutes, and Commissioner Palajac seconded the motion. All ayes, motion carried.

<u>VOTING</u>	<u>YES</u>	<u>NO</u>	<u>ABSTAIN</u>
KONNIE FULLER	X		
MAUREEN HAMM	X		
RICHARD KNOWLES	X		
MARK PALAJAC	X		
MARY RIZZO-SHUMAN	X		

3. PUBLIC COMMENT

None.

4. UNFINISHED/OLD BUSINESS

None.

5. NEW BUSINESS

A. Resolution #2018-08-08: Resolution Authorizing Submission of Section Eight Management Assessment Program (SEMAP) Certification for Fiscal Year End June 30, 2018

Mr. Dulay provided an overview of the Section Eight Management Assessment Program (SEMAP) Performance Indicators. The annual SEMAP Certification must be submitted to the Department of Housing and Urban Development (HUD) no later than August 29th. Commissioner Palajac motioned for the approval of the resolution, and Commissioner Fuller seconded the motion. All ayes, motion carried.

<u>VOTING</u>	<u>YES</u>	<u>NO</u>	<u>ABSTAIN</u>
KONNIE FULLER	X		
MAUREEN HAMM	X		
RICHARD KNOWLES	X		
MARK PALAJAC	X		
MARY RIZZO-SHUMAN	X		

B. Board of Commissioners Ad-Hoc Committee Appointment

Mr. Dulay reported that an Ad-Hoc Committee is being assembled and necessary in order to address development-related activities at Bluebell, Chestnut, and Las Posadas properties in a timely and effective manner. Vice Chair Hamm, Commissioner Knowles, and Commissioner Palajac were appointed to serve on the Ad-Hoc Committee, with Commissioner Fuller as an alternate member.



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**BOARD OF COMMISSIONERS
REGULAR MEETING MINUTES**

Wednesday, August 8, 2018 – 5:30 P.M.

<u>VOTING</u>	<u>YES</u>	<u>NO</u>	<u>ABSTAIN</u>
KONNIE FULLER	X		
MAUREEN HAMM	X		
RICHARD KNOWLES	X		
MARK PALAJAC	X		
MARY RIZZO-SHUMAN	X		

6. STAFF REPORT

A. Status of Real Estate Development Consulting and Financial Analysis for the LHA’s Affordable Housing Projects

Mr. Dulay reported that the Finance Committee convened on July 24, 2018, and that significant progress was made by the Committee towards formulating strategies to address the physical and financing needs of the properties. Mr. Dulay requested a motion from the Board to move Agenda Item #9B, Finance Committee Report, to coincide with this item so that Commissioner Palajac can provide more details. Vice Chair Hamm motioned to move Agenda Item #9B to coincide with Agenda Item #6A, and Commissioner Fuller seconded the motion. All ayes, motion carried.

<u>VOTING</u>	<u>YES</u>	<u>NO</u>	<u>ABSTAIN</u>
KONNIE FULLER	X		
MAUREEN HAMM	X		
RICHARD KNOWLES	X		
MARK PALAJAC	X		
MARY RIZZO-SHUMAN	X		

Commissioner Palajac reported that the Finance Committee discussed various rent scenarios provided by staff in conjunction with the financial data from LHA’s real estate development consultant, REDS. Commissioner Palajac reported that the Committee has developed a number of recommendations, including establishing income-based and flat-rate rents which will be phased in before and after renovations, establishing rents for the transitional units pending further clarification from the City about the Transitional Housing Program requirements, notifying residents and the City about the LHA’s intentions with regard to Bluebell rent change, rehabilitation, and property management, as well as alternative to ownership of Chestnut and Las Posadas properties. Commissioner Palajac reported that an Ad-Hoc Committee will be established at the August 8th Regular Meeting to receive the Finance Committee recommendations and address other planning considerations.

Mr. Dulay reported that the notice of request for proposals (RFP) for Property Management Services was issued on August 8th with a submission deadline in mid-September 2018. The RFP encompasses the Bluebell, Chestnut, and Las Posadas properties. At the conclusion of the RFP evaluations, Mr. Dulay anticipates presentation of the contract award at the October 10th Regular Meeting.

B. Status of Human Resources Consulting Services Piggyback Option

Mr. Dulay reported that the LHA will not execute a contract with Human Capital Initiative as its consultant to facilitate the Executive Director performance evaluation. In lieu of a Board motion to move Agenda



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Item #9C, Personnel Committee Report, to coincide with Agenda Item #6B, Mr. Dulay requested a supplemental report from Commissioner Palajac to provide more details regarding the status of Human Resources Consulting Services piggyback option. Commissioner Palajac reported that the LHA's general counsel had reviewed the contract agreement with Human Capital Initiatives and determined that it contained provisions that were not in the best interest of the Livermore Housing Authority; therefore, the LHA will not be moving forward.

C. LHA Bylaws Amended and Adopted by Resolution #2017-03-08A

Mr. Dulay presented the LHA Bylaws as amended and adopted by Resolution #2017-03-08A to highlight the provisions regarding Commissioner attendance. Per Article II, Section 1, "*Board members may not miss more than 3 unexcused regular meetings per year.*" Chair Rizzo-Shuman admonished the Board about the Commissioner's duties and participation as defined in the Bylaws. Mr. Dulay reported that both staff and the City Clerk Office conducted an outreach to eligible Leahy Square residents and invited them to consider serving on the LHA Board of Commissioners.

D. LHA Program and Resident Services Updates

Housing Assistance Payment (HAP) Funding Shortfall Status

Mr. Dulay reported that the LHA's HAP funding shortfall status was updated to **Resolved** by HUD Shortfall Prevention Team (SPT) as of August 2, 2018, meaning the LHA is no longer projected to incur a shortfall for CY2018. Mr. Dulay reported that the LHA will proceed with caution with regard to voucher leasing and so that it does not fall back into another shortfall scenario for the remainder of 2018.

HCV Landlord Handbook

As part of LHA's effort to promote and market the HCV Program to owners/landlords, Mr. Dulay reported that the HCV Landlord Handbook was developed to provide information about the HCV Program, benefits, contracts, and roles and responsibilities. The same handbook is available for viewing and/or download at LHA's website, livermoreha.org.

GoSection8

Mr. Dulay announced that GoSection8 is now available to owners/landlords effective August 1, 2018. GoSection8 is a web portal designed with the purpose of improving the way families searched for affordable housing by creating the largest affordable housing network in the country, making it possible for owners/landlords to list their properties and help families with their housing needs. Additionally, GoSection8 serves as an independent tool for determining rent reasonableness.

Public Housing Program (Leahy Square) Resident Services

Following the success of the Health and Wellness Fair in October 2017, Mr. Dulay reported that LHA has delivered and continues to connect residents with community resources that promote health, economic, and social well-being, including Financial Literacy Workshops, "*What Home Means To Me*" Art Competition, Stress Management, Young Rembrandt Art Class, Smoking Cessation, "*Basket of Basics*" Housekeeping Supplies Giveaway, and Back-to-School Backpack Giveaway. Mr. Dulay thanked LHA staff, Diana Thomas, Sophia Nava, and Monica LiMarzi, for facilitating these events. Based on resident



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**BOARD OF COMMISSIONERS
REGULAR MEETING MINUTES**

Wednesday, August 8, 2018 – 5:30 P.M.

feedback, these efforts are very much appreciated and valuable towards meeting a family's needs.

E. Proposed Continuity Facility Agreement Between Housing Authority of the County of Alameda and Livermore Housing Authority

Mr. Dulay reported that in early March 2018, the Housing Authority of the County of Alameda (HACA) reached out to LHA to explore the possibility of establishing an Memorandum of Understanding (MOU) with LHA as an alternate work facility for some of HACA's key staff for a short period of time in the event their facility was adversely affected by an emergency or disaster. Likewise, the MOU would enable the LHA to use HACA's facility as an alternate work site in the event the LHA office was compromised. In mid-July, HACA submitted the draft MOU agreement for LHA review. Mr. Dulay reported that LHA's general counsel provided suggested edits to the MOU agreement before returning the draft back to HACA. Once the MOU agreement has been finalized, both LHA and HACA would like to move forward with executing the MOU agreement subject to approval of their respective Boards.

F. Contract Renewals

Mr. Dulay reported that the LHA intends to renew two contracts due to expire in August 2018. The Architectural and Engineering Services contract with Kodama Diseno Architects will be from August 15, 2018 to August 14, 2019 with a not-to-exceed (NTE) amount of \$10,000. The Procurement Consulting Services contract with Housing Authority Procurement Assistance (HAPA) will be from August 30, 2018 to August 29, 2019 with a NTE amount of \$15,000.

G. Monthly Financial Statements

Due to financial year-end reconciliation and adjustments, Mr. Dulay reported that the monthly financial statements for June 2018 will be available at the next regular meeting.

7. COMMUNICATIONS

Chair Rizzo-Shuman announced her resignation from the Board effective August 9, 2018 so that the City can move forward with processing all commission applications and appointments. Chair Rizzo-Shuman will continue to avail herself as a public citizen in case any of the Commissioner has questions. Board members and staff thanked Chair Rizzo-Shuman for her service.

8. REPORTS / ITEMS FROM COMMISSIONERS

Vice Chair Hamm and Commissioner Palajac reported on their attendance at the NAHRO Summer Conference on August 27-28, 2018 in San Francisco, CA. The training seminars and resources for Commissioners were very beneficial. Vice Chair Hamm reported that there were over a hundred *Award of Merit* recipients represented at the conference, and that the LHA was recognized as a merit winner for its *Health and Wellness Fair* in October 2017.

9. COMMITTEE REPORTS

A. Executive Committee

None.

B. Finance Committee

Report under Agenda Item #6A.



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REGULAR MEETING MINUTES
Wednesday, August 8, 2018 – 5:30 P.M.**

C. Personnel Committee

Report under Agenda Item #6B. In addition, Commissioner Palajac reported that he is in the process of contacting Oakland Housing Authority to obtain more information on the firm presently conducting the performance evaluation of its Executive Director.

10. ADJOURNMENT

The meeting was adjourned at 7:37pm.

**HOUSING AUTHORITY OF THE CITY OF LIVERMORE
ALAMEDA COUNTY, CALIFORNIA**

RESOLUTION NO. 2018-09-12-A

RESOLUTION OF APPRECIATION

**A RESOLUTION HONORING AND THANKING MARY RIZZO-SHUMAN
FOR HER SERVICE TO THE LIVERMORE HOUSING AUTHORITY AND ITS CONSTITUENTS**

WHEREAS, Mary Rizzo-Shuman has served with distinction on the Livermore Housing Authority Board of Commissioners since January 1, 2015; and

WHEREAS, Mary Rizzo-Shuman has retired from service on August 9, 2018; and

WHEREAS, Mary Rizzo-Shuman brought to the Board a strong commitment to serve the community with commitment, insight, and dedicated advocacy for the betterment of Livermore.

NOW, THEREFORE, BE IT RESOLVED by the Livermore Housing Authority Board of Commissioners hereby take official recognition of Mary Rizzo-Shuman’s dedicated service and extend to her this statement of appreciation for her contributions to the Livermore Housing Authority and its constituents.

PASSED AND ADOPTED THIS 12th DAY OF SEPTEMBER 2018.

LIVERMORE HOUSING AUTHORITY BOARD OF COMMISSIONERS

CHAIRPERSON

VICE-CHAIRPERSON

COMMISSIONER

COMMISSIONER

COMMISSIONER

COMMISSIONER

COMMISSIONER

ATTEST:

(SEAL)

ALFRED DULAY, EXECUTIVE SECRETARY
LIVERMORE HOUSING AUTHORITY



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Date: September 4, 2018 Board Agenda Date: September 12, 2018
To: Honorable Chair and Members of the Board of Commissioners
From: Alfred Dulay, Executive Director
Subject: Agenda Item 5D, Resolution #2018-09-12-B: *Authorization Enter into Memorandum of Understanding with the Housing Authority of the County of Alameda to Provide Reciprocal Office Space in the Event of a Disaster*

RECOMMENDATION

Approve Resolution to Enter into Memorandum of Understanding with the Housing Authority of the County of Alameda to Provide Reciprocal Office Space in the Event of a Disaster.

DISCUSSION

The mission of the Livermore Housing Authority (LHA) is to provide decent, safe and sanitary affordable housing to low-income households, primarily through the federally-funded Housing Choice Voucher program and Public Housing Program.

LHA personnel must be capable of operating on a continual basis, even if an emergency or disaster has rendered its facility uninhabitable. An off-site facility needs to be available to house LHA personnel if its facility is uninhabitable.

The Housing Authority of the County of Alameda (HACA) has agreed that LHA may use a portion of its office space in such event. In a reciprocal arrangement, LHA is agreeable to HACA using a portion of its office in the event the HACA office is rendered uninhabitable.

Both LHA and HACA have developed the attached Memorandum of Understanding (MOU) that permits each to occupy the offices of the other in the event a disaster renders one or the other's offices uninhabitable.

FISCAL IMPACT

None.

ATTACHMENT(S)

1. Resolution
2. Memorandum of Understanding – Continuity Facility Agreement

**HOUSING AUTHORITY OF THE CITY OF LIVERMORE
ALAMEDA COUNTY, CALIFORNIA**

RESOLUTION NO. 2018-09-12-B

**AUTHORIZATION TO ENTER INTO MEMORANDUM OF UNDERSTANDING WITH THE HOUSING AUTHORITY
OF THE COUNTY OF ALAMEDA TO PROVIDE RECIPROCAL OFFICE SPACE IN THE EVENT OF A DISASTER**

WHEREAS, the mission of the Livermore Housing Authority (LHA) is to provide decent, safe and sanitary affordable housing to very low- and extremely low-income households, primarily through the federally-funded Housing Choice Voucher program and Public Housing Program; and

WHEREAS, LHA personnel must be capable of operating on a continual basis, even if an emergency or disaster has rendered its facility uninhabitable; and

WHEREAS, an off-site facility needs to be available to house LHA personnel if its facility is uninhabitable; and

WHEREAS, the Housing Authority of the County of Alameda (HACA) has agreed that LHA may use a portion of its office space in such event; and

WHEREAS, in a reciprocal arrangement, LHA is agreeable to HACA using a portion of its office in the event the HACA office is rendered uninhabitable; and

WHEREAS, LHA and HACA have developed a Memorandum of Understanding (MOU) that permits each to occupy the offices of the other in the event a disaster renders one or the other's offices uninhabitable;

NOW, THEREFORE, BE IT RESOLVED, that in consideration of the benefit to the clients of both parties to be derived by this MOU, the Livermore Housing Authority Board of Commissioners hereby approves the MOU presented at this meeting between LHA and HACA.

RESOLVED FURTHER, that Alfred Dulay, Executive Director of LHA, acting alone on behalf of LHA, is hereby authorized, directed and empowered, on behalf of LHA and in its name, to execute the MOU and to, acknowledge, deliver, file and record any amendments or supplements thereto, or to do and to cause to be done any and all other acts and things as he may, in his sole discretion, deem necessary or appropriate in order to carry out and perform the purposes and intent of this resolution and MOU.

DATED: September 12, 2018

(SEAL)

ATTEST:

HOUSING AUTHORITY OF THE CITY OF LIVERMORE

ALFRED DULAY
EXECUTIVE SECRETARY

CHAIRPERSON, BOARD OF COMMISSIONERS

MEMORANDUM OF UNDERSTANDING – CONTINUITY FACILITY AGREEMENT

The following Memorandum of Understanding (MOU) sets forth the terms between the Housing Authority of the County of Alameda (“HACA”) and the Livermore Housing Authority (“LHA”), hereinafter the “Parties” and each a “Party,” with regard to the activation of this continuity facility agreement in the event of an emergency or disaster.

This MOU is dated for reference purposes only as of _____, and is entered into voluntarily by and among the undersigned Parties for the purpose of providing mutual aid at the time of a disaster.

Nothing in this MOU is intended to create any relationship by or between the Parties other than that of independent entities agreeing with each other solely for the purposes set forth in this MOU.

This MOU is not legally binding on the Parties, but rather is a voluntary agreement based on the belief and commitment of the undersigned Parties that as a result of any community emergency or disaster, regardless of cause, which exceeds the effective response capabilities of either of the Parties, an affected Party may request assistance from the other Party as described herein.

HACA’s Mission Statement:

HACA’s mission is to provide decent, safe and sanitary affordable housing to very low and extremely low income households, primarily through the federally-funded Housing Choice Voucher programs.

Livermore Housing Authority’s Mission Statement:

LHA’s mission is to provide safe, decent, and quality affordable housing for low-income families, seniors, and persons with disabilities in the City of Livermore.

I. Purpose of MOU

The purpose of this MOU is to establish responsibilities of the Parties as they relate to a mutual agreement that would require HACA and LHA personnel to operate in the other Party’s facility.

II. Duration of MOU

This MOU is effective upon signature of the Parties, and shall remain in full force and effect unless cancelled by either party pursuant to the provisions set forth herein.

III. Program Description

HACA and LHA personnel must be capable of operating on a continual basis, even if an emergency or disaster has rendered their respective facilities uninhabitable. In this instance,

HACA and LHA personnel must be available to provide direction and guidance to staff, clients, or representative customers during emergency conditions and/or declarations. To perform these duties, an off-site facility needs to be available to house emergency personnel.

IV. General Provisions

It is understood by the Parties that HACA and LHA should be capable of fulfilling their responsibilities under this MOU. If at any time either Party is unable to perform its functions under this MOU, the affected Party shall immediately provide notice to the other.

Each Party undertakes that it will not at any time use, divulge or communicate to any person, except to its professional representatives or advisers or as may be required by law or any legal or regulatory authority, any Confidential Information concerning the business or affairs of the other Party which may have come to its knowledge as a result of entering into this MOU and each of the Parties shall use reasonable endeavors to prevent the publication or disclosure of any Confidential Information concerning such matters.

For the purpose of this MOU, "Confidential Information" shall mean: All information (of whatever nature and however recorded or preserved) disclosed by one Party to the other, which: (a) is marked as or has been otherwise indicated to be confidential; or (b) derives value to a Party from being confidential; or (c) would be regarded as confidential by a reasonable business person; except to the extent that such information is already in the public domain at the time of disclosure or enters the public domain otherwise than by a breach of any obligation of confidentiality.

V. Responsibilities of the Parties Under MOU

In consideration of the benefit to the clients of both parties to be derived by this MOU, LHA and HACA agree that their responsibilities are as follows:

A. LHA agrees to:

In the event HACA requires the use of LHA's facility

(1) LHA will provide HACA with access to parking, keys to specific facility locations and access within a prescribed time frame but no later than 12 hours, restrooms, telephone/computer connections (if available), photocopy, fax, and other supplies as deemed necessary.

(2) If there are costs associated with use of this equipment beyond that of normal usage the Parties will enter into an Inter-Agency Agreement to provide for payment as set forth in Paragraph VI.

(3) LHA will cease activities that would preclude HACA's personnel from gaining access to the room or rooms being occupied.

In the event LHA requires the use of HACA's facility

(4) When an event results in the activation of this MOU, LHA will notify HACA immediately of LHA's need to occupy HACA's facility. LHA will occupy the facility for a period not to exceed thirty (30) calendar days.

(5) LHA will provide HACA with a list of personnel who will occupy HACA's facility during an emergency or disaster situation. In addition, this listing should include the names of persons authorized to verify the activation of this MOU. The allowable number of LHA personnel will be determined by HACA.

(6) LHA will maintain the facility in a clean, sanitary, and serviceable condition.

B. HACA agrees to:

In the event LHA requires the use of HACA's facility:

(1) HACA will provide LHA with access to parking, keys to specific facility locations and access within a prescribed time frame but no later than 12 hours, restrooms, telephone/computer connections (if available), photocopy, fax, and other supplies as deemed necessary.

(2) If there are costs associated with use of this equipment beyond that of normal usage the Parties will enter into an Inter-Agency Agreement to provide for payment as set forth in Paragraph VI.

(3) HACA will cease activities that would preclude LHA's personnel from gaining access to the room or rooms being occupied.

In the event HACA requires the use of LHA's facility:

(4) When an event results in the activation of this agreement, HACA will notify LHA immediately of HACA's need to occupy LHA's facility. HACA will occupy the facility for a period not to exceed thirty (30) calendar days.

(5) HACA will provide LHA with a list of personnel who will occupy LHA's facility during an emergency or disaster situation. In addition, this listing should include the names of persons authorized to verify the activation of this MOU. The allowable number of HACA personnel will be determined by LHA.

(6) HACA will maintain the facility in a clean, sanitary, and serviceable condition.

VI. Allocation of Costs

There are no anticipated costs associated with this MOU. Should any costs be incurred, however, such costs will be the full responsibility of the Party that incurs them and HACA and LHA will enter into an Inter-Agency Agreement to provide for payment.

VII. Amendment or Cancellation of MOU

This MOU may be amended or cancelled in writing at any time by either LHA or HACA.

VIII. Indemnification and Hold Harmless

Each Party agrees to indemnify and hold harmless the other Party, including its commissioners, agents, or employees, for its sole negligence or willful misconduct in performing the activities described herein, including any attorneys' fees arising therefrom.

VIV. Points of Contact (POC)

For HACA:

Oscar Macias
22941 Atherton Street
Hayward, CA 94541
510-727-8541
oscarm@haca.net

For LHA:

Alfred Dulay
3203 Leahy Way
Livermore, CA 94550
925-447-3600
adulay@livermoreha.org

The Parties hereto signify their agreement with this MOU by signing below:

For HACA

Signature

Title

Date

For LHA

Signature

Title

Date

HOUSING AUTHORITY OF THE CITY OF LIVERMORE
INCOME STATEMENT
PUBLIC HOUSING (LEAHY SQUARE)
June 30, 2018

	Period to Date Actual 6/30/18	Year to Date Actual 7/1/17-6/30/18	Year to Date Budget 7/1/17-6/30/18	Variance	Annual Budget 7/1/17-6/30/18	Comments
REVENUES:						
GRANTS	\$ 23,924	\$ 541,515	\$ 607,791.00	\$ (66,276)	\$ 607,791	Actual CFP and Operating Subsidy lower than projected.
RENTAL INCOME	\$ 79,632	\$ 955,074	\$ 902,020.00	\$ 53,054	\$ 902,020	Higher due to rent increases.
INVESTMENT INCOME	\$ 791	\$ 5,233	\$ 689.00	\$ 4,544	\$ 689	
OTHER INCOME	\$ 1,972	\$ 43,545	\$ 24,462.00	\$ 19,083	\$ 24,462	Higher due to tenant charges.
FEE INCOME	\$ -	\$ -	\$ -	\$ -	\$ -	
TOTAL REVENUES	\$ 106,319	\$ 1,545,367	\$ 1,534,962	\$ 10,405	\$ 1,534,962	
EXPENSES:						
ADMINISTRATIVE SALARIES	\$ 40,032	\$ 383,537	\$ 370,699.00	\$ 12,838	\$ 370,699	Higher due to adjustment in program cost allocation.
LEGAL	\$ 1,277	\$ 12,747	\$ 46,750.00	\$ (34,003)	\$ 46,750	Lower due to under-utilization of services.
TRAVEL/TRAINING	\$ 12	\$ 7,047	\$ 11,000.00	\$ (3,953)	\$ 11,000	
AUDIT	\$ -	\$ 1,200	\$ 4,400.00	\$ (3,200)	\$ 4,400	
SUNDRY ADMINISTRATIVE	\$ -	\$ -	\$ -	\$ -	\$ -	
OFFICE RENT	\$ -	\$ -	\$ -	\$ -	\$ -	
PUBLICATIONS & SUBSCRIPTIONS	\$ 8	\$ 339	\$ 1,033.00	\$ (694)	\$ 1,033	
MEMBERSHIP FEES	\$ 364	\$ 1,623	\$ 2,365.00	\$ (742)	\$ 2,365	
NON-DWELLING SERVICE CONTRACTS	\$ 5,391	\$ 64,182	\$ 64,421.00	\$ (239)	\$ 64,421	
OFFICE SUPPLIES & EXPENSE	\$ 1,751	\$ 11,096	\$ 9,346.00	\$ 1,750	\$ 9,346	
POSTAGE & SHIPPING	\$ 147	\$ 1,811	\$ 1,943.00	\$ (132)	\$ 1,943	
OFFICE EQUIPMENT	\$ -	\$ 1,604	\$ -	\$ 1,604	\$ -	
ADVERTISING & MARKETING	\$ -	\$ 1,625	\$ 2,435.00	\$ (810)	\$ 2,435	
TELEPHONE & COMMUNICATIONS	\$ 281	\$ 3,425	\$ 4,891.00	\$ (1,466)	\$ 4,891	
BANK FEES & MISC EXPENSE	\$ 3	\$ 2,644	\$ 2,420.00	\$ 224	\$ 2,420	
TENANT SERVICES CONTRACTS	\$ -	\$ 218	\$ 5,000.00	\$ (4,782)	\$ 5,000	
UTILITIES	\$ -	\$ -	\$ -	\$ -	\$ -	
WATER	\$ 8,471	\$ 71,803	\$ 68,870.00	\$ 2,933	\$ 68,870	
ELECTRICITY	\$ 1,102	\$ 11,809	\$ 11,939.00	\$ (130)	\$ 11,939	
GAS	\$ 25	\$ 940	\$ 1,455.00	\$ (515)	\$ 1,455	
SEWER	\$ 4,640	\$ 54,569	\$ 41,660.00	\$ 12,909	\$ 41,660	Higher due to increased utility rates.
GARBAGE	\$ 7,850	\$ 85,499	\$ 88,307.00	\$ (2,808)	\$ 88,307	
MAINTENANCE	\$ -	\$ -	\$ -	\$ -	\$ -	
LABOR	\$ 18,061	\$ 181,747	\$ 177,266.00	\$ 4,481	\$ 177,266	
MATERIALS	\$ 5,153	\$ 43,118	\$ 68,425.00	\$ (25,307)	\$ 68,425	
CONTRACTS	\$ 2,622	\$ 20,186	\$ 110,385.00	\$ (90,199)	\$ 110,385	Lower due to under-utilization of services.
PROTECTION SERVICES	\$ 812	\$ 10,916	\$ 10,993.00	\$ (78)	\$ 10,993	
GENERAL EXPENSES	\$ -	\$ -	\$ -	\$ -	\$ -	
INSURANCE	\$ 3,195	\$ 62,606	\$ 32,858.00	\$ 29,748	\$ 32,858	Higher due to increased premiums.
PILOT/REAL ESTATE TAXES	\$ 4,825	\$ 44,403	\$ 65,000.00	\$ (20,597)	\$ 65,000	Actual PILOT expense lower than projected.
EMPLOYEE BENEFITS	\$ 180,120	\$ 420,747	\$ 244,467.00	\$ 176,280	\$ 244,467	Higher due to CalPERS UAL and Pension Expense
COLLECTION LOSSES	\$ 3,936	\$ 3,936	\$ -	\$ 3,936	\$ -	
CASUALTY LOSSES	\$ -	\$ -	\$ -	\$ -	\$ -	
EXTRAORD MAINT / EQUIPT REPL	\$ -	\$ -	\$ -	\$ -	\$ -	
PROPERTY BETTER / ADDITIONS	\$ -	\$ -	\$ -	\$ -	\$ -	
OTHER GENERAL EXPENSE	\$ -	\$ -	\$ -	\$ -	\$ -	
HAPS	\$ -	\$ -	\$ -	\$ -	\$ -	
MORTGAGE INTEREST	\$ -	\$ -	\$ -	\$ -	\$ -	
TOTAL OPERATING EXPENSES	\$ 290,079	\$ 1,505,376	\$ 1,448,328	\$ 57,048	\$ 1,448,328	
REPLACEMENT RESERVE DEPOSIT - 5%						
OPERATING RESERVE DEPOSIT - 3%						
NET INCOME (LOSS)	\$ (183,760)	\$ 39,991	\$ 86,634	\$ (46,643)	\$ 86,634	

HOUSING AUTHORITY OF THE CITY OF LIVERMORE
INCOME STATEMENT
HOUSING CHOICE VOUCHER
June 30, 2018

	Period to Date Actual 6/30/18	Year to Date Actual 7/1/17-6/30/18	Year to Date Budget 7/1/17-6/30/18	Variance	Annual Budget 7/1/17-6/30/18	Comments
REVENUES:						
GRANTS	\$ 796,955	\$ 8,830,521	\$ 6,962,134.00	\$ 1,868,387	\$ 6,962,134	Higher due to increased HAP funding.
RENTAL INCOME	\$ -	\$ -	\$ -	\$ -	\$ -	
INVESTMENT INCOME	\$ -	\$ -	\$ 131.00	\$ (131)	\$ 131	
OTHER INCOME	\$ 45,846	\$ 337,465	\$ 24,271.00	\$ 313,194	\$ 24,271	Higher due to Portin Admin HAP and Fraud Recovery.
FEE INCOME	\$ 50,772	\$ 599,008	\$ 582,570.00	\$ 16,438	\$ 582,570	Higher due to Admin Fee Pro-ratio.
TOTAL REVENUES	\$ 893,573	\$ 9,766,994	\$ 7,569,106	\$ 2,197,888	\$ 7,569,106	
EXPENSES:						
ADMINISTRATIVE SALARIES	\$ 27,651	\$ 362,701	\$ 370,891.00	\$ (8,190)	\$ 370,891	Lower due to adjustment in program cost allocation.
LEGAL	\$ 836	\$ 7,916	\$ 30,600.00	\$ (22,684)	\$ 30,600	Lower due to under-utilization of services.
TRAVEL/TRAINING	\$ 8	\$ 4,048	\$ 7,200.00	\$ (3,152)	\$ 7,200	
AUDIT	\$ -	\$ 6,160	\$ 2,880.00	\$ 3,280	\$ 2,880	
SUNDRY ADMINISTRATIVE						
OFFICE RENT	\$ 1,200	\$ 14,400	\$ 14,400.00	\$ -	\$ 14,400	
PUBLICATIONS & SUBSCRIPTIONS	\$ 5	\$ 4,471	\$ 676.00	\$ 3,795	\$ 676	
MEMBERSHIP FEES	\$ 239	\$ 2,053	\$ 1,548.00	\$ 505	\$ 1,548	
NON-DWELLING SERVICE CONTRACTS	\$ 17,125	\$ 73,456	\$ 59,128.00	\$ 14,328	\$ 59,128	Higher due to timing of services and payments.
OFFICE SUPPLIES & EXPENSE	\$ 594	\$ 10,544	\$ 17,144.00	\$ (6,600)	\$ 17,144	Actual office supplies expense lower than projected.
POSTAGE & SHIPPING	\$ 505	\$ 6,097	\$ 6,804.00	\$ (707)	\$ 6,804	
OFFICE EQUIPMENT	\$ -	\$ -	\$ -	\$ -	\$ -	
ADVERTISING & MARKETING	\$ -	\$ 845	\$ 1,594.00	\$ (749)	\$ 1,594	
TELEPHONE & COMMUNICATIONS	\$ 184	\$ 2,789	\$ 3,201.00	\$ (412)	\$ 3,201	
BANK FEES & MISC EXPENSE	\$ -	\$ 103	\$ 1,584.00	\$ (1,481)	\$ 1,584	
TENANT SERVICES CONTRACTS	\$ -	\$ -	\$ -	\$ -	\$ -	
UTILITIES						
WATER	\$ -	\$ -	\$ -	\$ -	\$ -	
ELECTRICITY	\$ -	\$ -	\$ -	\$ -	\$ -	
GAS	\$ -	\$ -	\$ -	\$ -	\$ -	
SEWER	\$ -	\$ -	\$ -	\$ -	\$ -	
GARBAGE	\$ -	\$ -	\$ -	\$ -	\$ -	
MAINTENANCE	\$ -	\$ -	\$ -	\$ -	\$ -	
LABOR	\$ -	\$ -	\$ -	\$ -	\$ -	
MATERIALS	\$ 33	\$ 192	\$ 336.00	\$ (144)	\$ 336	
CONTRACTS	\$ -	\$ -	\$ -	\$ -	\$ -	
PROTECTION SERVICES	\$ -	\$ -	\$ -	\$ -	\$ -	
GENERAL EXPENSES						
INSURANCE	\$ 3,283	\$ 18,379	\$ -	\$ 18,379	\$ -	Higher due to increased premiums.
PILOT/REAL ESTATE TAXES	\$ -	\$ -	\$ -	\$ -	\$ -	
EMPLOYEE BENEFITS	\$ 14,292	\$ 168,063	\$ 165,366.00	\$ 2,697	\$ 165,366	
COLLECTION LOSSES	\$ -	\$ -	\$ -	\$ -	\$ -	
CASUALTY LOSSES	\$ -	\$ -	\$ -	\$ -	\$ -	
EXTRAORD MAINT / EQUIP REPL	\$ -	\$ -	\$ -	\$ -	\$ -	
PROPERTY BETTER / ADDITIONS	\$ -	\$ -	\$ -	\$ -	\$ -	
OTHER GENERAL EXPENSE	\$ 2,701	\$ 28,388	\$ -	\$ 28,388	\$ -	Higher due to Portout Admin Fee expense.
HAPS	\$ 762,111	\$ 9,072,385	\$ 6,962,134.00	\$ 2,110,251	\$ 6,962,134	Higher due to increased HAP expense.
MORTGAGE INTEREST	\$ -	\$ -	\$ -	\$ -	\$ -	
TOTAL OPERATING EXPENSES	\$ 830,766	\$ 9,782,990	\$ 7,645,486	\$ 2,137,504	\$ 7,645,486	
REPLACEMENT RESERVE DEPOSIT - 5%						
OPERATING RESERVE DEPOSIT - 3%						
NET INCOME (LOSS)	\$ 62,807	\$ (15,996)	\$ (76,380)	\$ 60,384	\$ (76,380)	

HOUSING AUTHORITY OF THE CITY OF LIVERMORE
INCOME STATEMENT
GENERAL FUND
June 30, 2018

	Period to Date Actual 6/30/18	Year to Date Actual 7/1/17-6/30/18	Year to Date Budget 7/1/17-6/30/18	Variance	Annual Budget 7/1/17-6/30/18	Comments
REVENUES:						
GRANTS	\$ -	\$ -	\$ -	\$ -	\$ -	
RENTAL INCOME	\$ -	\$ -	\$ -	\$ -	\$ -	
INVESTMENT INCOME	\$ 10	\$ 119	\$ 118	\$ 1	\$ 118	
OTHER INCOME	\$ -	\$ 6,063	\$ 7,155	\$ (1,093)	\$ 7,155	
FEE INCOME	\$ -	\$ -	\$ -	\$ -	\$ -	
TOTAL REVENUES	\$ 10	\$ 6,182	\$ 7,273	\$ (1,091)	\$ 7,273	
EXPENSES:						
ADMINISTRATIVE SALARIES	\$ -	\$ -	\$ -	\$ -	\$ -	
LEGAL	\$ -	\$ 1,000	\$ -	\$ 1,000	\$ -	
TRAVEL/TRAINING	\$ -	\$ -	\$ -	\$ -	\$ -	
AUDIT	\$ -	\$ 160	\$ -	\$ 160	\$ -	
SUNDRY ADMINISTRATIVE	\$ -	\$ -	\$ -	\$ -	\$ -	
OFFICE RENT	\$ -	\$ -	\$ -	\$ -	\$ -	
PUBLICATIONS & SUBSCRIPTIONS	\$ -	\$ -	\$ -	\$ -	\$ -	
MEMBERSHIP FEES	\$ -	\$ -	\$ -	\$ -	\$ -	
NON-DWELLING SERVICE CONTRACTS	\$ -	\$ -	\$ -	\$ -	\$ -	
OFFICE SUPPLIES & EXPENSE	\$ -	\$ -	\$ -	\$ -	\$ -	
POSTAGE & SHIPPING	\$ -	\$ -	\$ -	\$ -	\$ -	
OFFICE EQUIPMENT	\$ -	\$ -	\$ -	\$ -	\$ -	
ADVERTISING & MARKETING	\$ -	\$ -	\$ -	\$ -	\$ -	
TELEPHONE & COMMUNICATIONS	\$ -	\$ -	\$ -	\$ -	\$ -	
BANK FEES & MISC EXPENSE	\$ -	\$ 486	\$ -	\$ 486	\$ -	
TENANT SERVICES CONTRACTS	\$ -	\$ -	\$ -	\$ -	\$ -	
UTILITIES	\$ -	\$ -	\$ -	\$ -	\$ -	
WATER	\$ -	\$ -	\$ -	\$ -	\$ -	
ELECTRICITY	\$ -	\$ -	\$ -	\$ -	\$ -	
GAS	\$ -	\$ -	\$ -	\$ -	\$ -	
SEWER	\$ -	\$ -	\$ -	\$ -	\$ -	
GARBAGE	\$ -	\$ -	\$ -	\$ -	\$ -	
MAINTENANCE	\$ -	\$ -	\$ -	\$ -	\$ -	
LABOR	\$ -	\$ -	\$ -	\$ -	\$ -	
MATERIALS	\$ -	\$ -	\$ -	\$ -	\$ -	
CONTRACTS	\$ -	\$ -	\$ -	\$ -	\$ -	
PROTECTION SERVICES	\$ -	\$ -	\$ -	\$ -	\$ -	
GENERAL EXPENSES	\$ -	\$ -	\$ -	\$ -	\$ -	
INSURANCE	\$ -	\$ -	\$ -	\$ -	\$ -	
PILOT/REAL ESTATE TAXES	\$ -	\$ -	\$ -	\$ -	\$ -	
EMPLOYEE BENEFITS	\$ -	\$ -	\$ -	\$ -	\$ -	
COLLECTION LOSSES	\$ -	\$ -	\$ -	\$ -	\$ -	
CASUALTY LOSSES	\$ -	\$ -	\$ -	\$ -	\$ -	
EXTRAORD MAINT / EQUIPT REPL	\$ -	\$ -	\$ -	\$ -	\$ -	
PROPERTY BETTER / ADDITIONS	\$ -	\$ -	\$ -	\$ -	\$ -	
OTHER GENERAL EXPENSE	\$ -	\$ 1,016	\$ -	\$ 1,016	\$ -	
HAPS	\$ -	\$ -	\$ -	\$ -	\$ -	
MORTGAGE INTEREST	\$ -	\$ -	\$ -	\$ -	\$ -	
TOTAL OPERATING EXPENSES	\$ -	\$ 2,662	\$ -	\$ 2,662	\$ -	
REPLACEMENT RESERVE DEPOSIT - 5%						
OPERATING RESERVE DEPOSIT - 3%						
NET INCOME (LOSS)	\$ 10	\$ 3,519	\$ 7,273	\$ (3,754)	\$ 7,273	

**HOUSING AUTHORITY OF THE CITY OF LIVERMORE
INCOME STATEMENT
BLUEBELL
June 30, 2018**

	Period to Date Actual 6/30/18	Year to Date Actual 7/1/17-6/30/18	Year to Date Budget 7/1/17-6/30/18	Variance	Annual Budget 7/1/17-6/30/18	Comments
REVENUES:						
GRANTS	\$ -	\$ -	\$ -	\$ -	\$ -	
RENTAL INCOME	\$ 24,677	\$ 300,150	\$ 272,383	\$ 27,767	\$ 272,383	Higher due to HAP revenue.
INVESTMENT INCOME	\$ 145	\$ 930	\$ 68	\$ 862	\$ 68	
OTHER INCOME	\$ 87	\$ 1,861	\$ 3,275	\$ (1,414)	\$ 3,275	
FEE INCOME	\$ -	\$ -	\$ -	\$ -	\$ -	
TOTAL REVENUES	\$ 24,909	\$ 302,941	\$ 275,726	\$ 27,215	\$ 275,726	
EXPENSES:						
ADMINISTRATIVE SALARIES	\$ 2,532	\$ 29,200	\$ 38,179.00	\$ (8,979)	\$ 38,179	Lower due to adjustment in program cost allocation.
LEGAL	\$ 139	\$ 2,319	\$ 5,100.00	\$ (2,781)	\$ 5,100	
TRAVEL/TRAINING	\$ 1	\$ 1,206	\$ 1,200.00	\$ 6	\$ 1,200	
AUDIT	\$ -	\$ 320	\$ 480.00	\$ (160)	\$ 480	
SUNDRY ADMINISTRATIVE						
OFFICE RENT	\$ 125	\$ 1,500	\$ 1,500.00	\$ -	\$ 1,500	
PUBLICATIONS & SUBSCRIPTIONS	\$ 1	\$ 39	\$ 113.00	\$ (74)	\$ 113	
MEMBERSHIP FEES	\$ 40	\$ 202	\$ 258.00	\$ (56)	\$ 258	
NON-DWELLING SERVICE CONTRACTS	\$ 2,433	\$ 21,900	\$ 5,256.00	\$ 16,644	\$ 5,256	Higher due to timing of services/payments.
OFFICE SUPPLIES & EXPENSE	\$ 36	\$ 335	\$ 610.00	\$ (275)	\$ 610	
POSTAGE & SHIPPING	\$ 28	\$ 338	\$ 403.00	\$ (65)	\$ 403	
OFFICE EQUIPMENT	\$ -	\$ -	\$ -	\$ -	\$ -	
ADVERTISING & MARKETING	\$ -	\$ 141	\$ 266.00	\$ (125)	\$ 266	
TELEPHONE & COMMUNICATIONS	\$ 31	\$ 336	\$ 534.00	\$ (198)	\$ 534	
BANK FEES & MISC EXPENSE	\$ -	\$ 478	\$ 264.00	\$ 214	\$ 264	
TENANT SERVICES CONTRACTS	\$ 3,016	\$ 3,455	\$ -	\$ 3,455	\$ -	
UTILITIES						
WATER	\$ 1,723	\$ 20,479	\$ 15,478.00	\$ 5,001	\$ 15,478	Higher due to increased utility rates.
ELECTRICITY	\$ 39	\$ 122	\$ -	\$ 122	\$ -	
GAS	\$ 6	\$ 12	\$ -	\$ 12	\$ -	
SEWER	\$ 965	\$ 11,350	\$ 8,665.00	\$ 2,685	\$ 8,665	
GARBAGE	\$ 1,849	\$ 22,448	\$ 22,837.00	\$ (389)	\$ 22,837	
MAINTENANCE						
LABOR	\$ 501	\$ 16,450	\$ 9,634.00	\$ 6,816	\$ 9,634	Higher due to adjustment in program cost allocation.
MATERIALS	\$ 538	\$ 12,819	\$ 28,037.00	\$ (15,218)	\$ 28,037	Actual expense lower than projected.
CONTRACTS	\$ 7,202	\$ 16,875	\$ 89,887.00	\$ (73,012)	\$ 89,887	Lower due to timing of services/payments
PROTECTION SERVICES	\$ -	\$ -	\$ -	\$ -	\$ -	
GENERAL EXPENSES						
INSURANCE	\$ 1,838	\$ 10,019	\$ 3,584.00	\$ 6,435	\$ 3,584	Higher due to increased premiums.
PILOT/REAL ESTATE TAXES	\$ -	\$ -	\$ -	\$ -	\$ -	
EMPLOYEE BENEFITS	\$ (13,086)	\$ 1,361	\$ 20,492.00	\$ (19,131)	\$ 20,492	Lower due to adjustment in program cost allocation.
COLLECTION LOSSES	\$ (518)	\$ (638)	\$ -	\$ (638)	\$ -	
CASUALTY LOSSES	\$ -	\$ -	\$ -	\$ -	\$ -	
EXTRAORD MAINT / EQUIP REPL	\$ 12,879	\$ 12,879	\$ -	\$ 12,879	\$ -	Higher due to abatement work.
PROPERTY BETTER / ADDITIONS	\$ -	\$ -	\$ -	\$ -	\$ -	
OTHER GENERAL EXPENSE	\$ -	\$ -	\$ -	\$ -	\$ -	
HAPS	\$ -	\$ -	\$ -	\$ -	\$ -	
MORTGAGE INTEREST	\$ -	\$ -	\$ -	\$ -	\$ -	
TOTAL OPERATING EXPENSES	\$ 22,317	\$ 185,946	\$ 252,777	\$ (66,831)	\$ 252,777	
REPLACEMENT RESERVE DEPOSIT - 5%	\$ -	\$ -	\$ 8,629.00	\$ (8,629)	\$ 8,629	
OPERATING RESERVE DEPOSIT - 3%	\$ -	\$ -	\$ 7,583.00	\$ (7,583)	\$ 7,583	
NET INCOME (LOSS)	\$ 2,592	\$ 116,994	\$ 2,246	\$ 114,748	\$ 6,737	

**HOUSING AUTHORITY OF THE CITY OF LIVERMORE
INCOME STATEMENT
CHESTNUT
June 30, 2018**

	Period to Date Actual 6/30/18	Year to Date Actual 7/1/17-6/30/18	Year to Date Budget 7/1/17-6/30/18	Variance	Annual Budget 7/1/17-6/30/18	Comments
REVENUES:						
GRANTS	\$ -	\$ -	\$ -	\$ -	\$ -	
RENTAL INCOME	\$ 7,803	\$ 93,636	\$ 96,363	\$ (2,727)	\$ 96,363	
INVESTMENT INCOME	\$ 1	\$ 11	\$ 6	\$ 5	\$ 6	
OTHER INCOME	\$ -	\$ 844	\$ 1,016	\$ (172)	\$ 1,016	
FEE INCOME	\$ -	\$ -	\$ -	\$ -	\$ -	
TOTAL REVENUES	\$ 7,804	\$ 94,491	\$ 97,385	\$ (2,894)	\$ 97,385	
EXPENSES:						
ADMINISTRATIVE SALARIES	\$ 816	\$ 5,370	\$ 5,015	\$ 355	\$ 5,015	
LEGAL	\$ 23	\$ 220	\$ 850	\$ (630)	\$ 850	
TRAVEL/TRAINING	\$ 0	\$ 82	\$ 200	\$ (118)	\$ 200	
AUDIT	\$ -	\$ 80	\$ 80	\$ -	\$ 80	
SUNDRY ADMINISTRATIVE	\$ -	\$ -	\$ -	\$ -	\$ -	
OFFICE RENT	\$ -	\$ -	\$ -	\$ -	\$ -	
PUBLICATIONS & SUBSCRIPTIONS	\$ 0	\$ 10	\$ 19	\$ (9)	\$ 19	
MEMBERSHIP FEES	\$ 7	\$ 40	\$ 43	\$ (3)	\$ 43	
NON-DWELLING SERVICE CONTRACTS	\$ 2,098	\$ 2,805	\$ 1,029	\$ 1,776	\$ 1,029	
OFFICE SUPPLIES & EXPENSE	\$ 8	\$ 54	\$ 29	\$ 25	\$ 29	
POSTAGE & SHIPPING	\$ 7	\$ 84	\$ 93	\$ (9)	\$ 93	
OFFICE EQUIPMENT	\$ -	\$ -	\$ -	\$ -	\$ -	
ADVERTISING & MARKETING	\$ -	\$ 23	\$ 44	\$ (21)	\$ 44	
TELEPHONE & COMMUNICATIONS	\$ 5	\$ 63	\$ 89	\$ (26)	\$ 89	
BANK FEES & MISC EXPENSE	\$ -	\$ 3,554	\$ 44	\$ 3,510	\$ 44	
TENANT SERVICES CONTRACTS	\$ -	\$ 1,272	\$ -	\$ 1,272	\$ -	
UTILITIES						
WATER	\$ 372	\$ 3,880	\$ 3,664	\$ 216	\$ 3,664	
ELECTRICITY	\$ -	\$ -	\$ -	\$ -	\$ -	
GAS	\$ -	\$ -	\$ -	\$ -	\$ -	
SEWER	\$ 223	\$ 2,619	\$ 2,000	\$ 619	\$ 2,000	
GARBAGE	\$ 584	\$ 7,082	\$ 7,177	\$ (95)	\$ 7,177	
MAINTENANCE						
LABOR	\$ 83	\$ 1,863	\$ 1,927	\$ (64)	\$ 1,927	
MATERIALS	\$ 9	\$ 1,845	\$ 1,895	\$ (50)	\$ 1,895	
CONTRACTS	\$ 165	\$ 3,829	\$ 23,678	\$ (19,849)	\$ 23,678	Lower due to timing of services/payments.
PROTECTION SERVICES	\$ -	\$ -	\$ -	\$ -	\$ -	
GENERAL EXPENSES						
INSURANCE	\$ 357	\$ 2,607	\$ 597	\$ 2,010	\$ 597	
PILOT/REAL ESTATE TAXES	\$ -	\$ -	\$ -	\$ -	\$ -	
EMPLOYEE BENEFITS	\$ 3,633	\$ 6,179	\$ 2,979	\$ 3,200	\$ 2,979	
COLLECTION LOSSES	\$ 25	\$ (177)	\$ -	\$ (177)	\$ -	
CASUALTY LOSSES	\$ -	\$ -	\$ -	\$ -	\$ -	
EXTRAORD MAINT / EQUIPT REPL	\$ -	\$ -	\$ -	\$ -	\$ -	
PROPERTY BETTER / ADDITIONS	\$ -	\$ -	\$ -	\$ -	\$ -	
OTHER GENERAL EXPENSE	\$ -	\$ -	\$ -	\$ -	\$ -	
HAPS	\$ -	\$ -	\$ -	\$ -	\$ -	
MORTGAGE INTEREST	\$ 3,944	\$ 47,359	\$ 49,796	\$ (2,437)	\$ 49,796	
TOTAL OPERATING EXPENSES	\$ 12,359	\$ 90,741	\$ 101,248	\$ (10,507)	\$ 101,248	
REPLACEMENT RESERVE DEPOSIT - 5%		\$ -	\$ -	\$ -	\$ -	
OPERATING RESERVE DEPOSIT - 3%		\$ -	\$ -	\$ -	\$ -	
NET INCOME (LOSS)	\$ (4,555)	\$ 3,750	\$ (1,609.58)	\$ 5,359	\$ (3,863)	

**HOUSING AUTHORITY OF THE CITY OF LIVERMORE
INCOME STATEMENT
LAS POSADAS
June 30, 2018**

	Period to Date Actual 6/30/18	Year to Date Actual 7/1/17-6/30/18	Year to Date Budget 7/1/17-6/30/18	Variance	Annual Budget 7/1/17-6/30/18	Comments
REVENUES:						
GRANTS	\$ -	\$ -	\$ -	\$ -	\$ -	
RENTAL INCOME	\$ 8,526	\$ 108,680	\$ 121,575	\$ (12,895)	\$ 121,575	Lower due to deferred rent increase and vacancy/loss
INVESTMENT INCOME	\$ 1	\$ 12	\$ 6	\$ 6	\$ 6	
OTHER INCOME	\$ 50	\$ 4,864	\$ 6,053	\$ (1,189)	\$ 6,053	
FEE INCOME	\$ -	\$ -	\$ -	\$ -	\$ -	
TOTAL REVENUES	\$ 8,577	\$ 113,556	\$ 127,634	\$ (14,078)	\$ 127,634	
EXPENSES:						
ADMINISTRATIVE SALARIES	\$ 1,558	\$ 10,665	\$ 10,029.00	\$ 636	\$ 10,029	
LEGAL	\$ 46	\$ 440	\$ 1,700.00	\$ (1,260)	\$ 1,700	
TRAVEL/TRAINING	\$ 0	\$ 151	\$ 400.00	\$ (249)	\$ 400	
AUDIT	\$ -	\$ 80	\$ 160.00	\$ (80)	\$ 160	
SUNDRY ADMINISTRATIVE						
OFFICE RENT	\$ -	\$ -	\$ -	\$ -	\$ -	
PUBLICATIONS & SUBSCRIPTIONS	\$ 0	\$ 15	\$ 38.00	\$ (23)	\$ 38	
MEMBERSHIP FEES	\$ 13	\$ 63	\$ 86.00	\$ (23)	\$ 86	
NON-DWELLING SERVICE CONTRACTS	\$ 2,122	\$ 3,128	\$ 1,450.00	\$ 1,678	\$ 1,450	
OFFICE SUPPLIES & EXPENSE	\$ 14	\$ 149	\$ 213.00	\$ (64)	\$ 213	
POSTAGE & SHIPPING	\$ 14	\$ 169	\$ 186.00	\$ (17)	\$ 186	
OFFICE EQUIPMENT	\$ -	\$ -	\$ -	\$ -	\$ -	
ADVERTISING & MARKETING	\$ -	\$ 47	\$ 89.00	\$ (42)	\$ 89	
TELEPHONE & COMMUNICATIONS	\$ 10	\$ 112	\$ 178.00	\$ (66)	\$ 178	
BANK FEES & MISC EXPENSE	\$ -	\$ 82	\$ 88.00	\$ (6)	\$ 88	
TENANT SERVICES CONTRACTS	\$ -	\$ 194	\$ -	\$ 194	\$ -	
UTILITIES						
WATER	\$ 503	\$ 4,129	\$ 5,156.00	\$ (1,027)	\$ 5,156	
ELECTRICITY	\$ 86	\$ 1,076	\$ 810.00	\$ 266	\$ 810	
GAS	\$ 141	\$ 2,538	\$ 3,305.00	\$ (767)	\$ 3,305	
SEWER	\$ 334	\$ 3,929	\$ 3,000.00	\$ 929	\$ 3,000	
GARBAGE	\$ 954	\$ 11,591	\$ 11,780.00	\$ (189)	\$ 11,780	
MAINTENANCE						
LABOR	\$ 266	\$ 3,824	\$ 3,854.00	\$ (30)	\$ 3,854	
MATERIALS	\$ 9	\$ 6,530	\$ 11,947.00	\$ (5,417)	\$ 11,947	Actual expense lower than projected.
CONTRACTS	\$ 1,782	\$ 7,587	\$ 31,055.00	\$ (23,469)	\$ 31,055	Lower due to timing of services/payments.
PROTECTION SERVICES	\$ -	\$ -	\$ -	\$ -	\$ -	
GENERAL EXPENSES						
INSURANCE	\$ 569	\$ 3,920	\$ 1,195.00	\$ 2,725	\$ 1,195	
PILOT/REAL ESTATE TAXES	\$ -	\$ -	\$ -	\$ -	\$ -	
EMPLOYEE BENEFITS	\$ 8,268	\$ 13,308	\$ 5,959.00	\$ 7,349	\$ 5,959	Higher due to adjustment in program cost allocation.
COLLECTION LOSSES	\$ 123	\$ 123	\$ -	\$ 123	\$ -	
CASUALTY LOSSES	\$ -	\$ -	\$ -	\$ -	\$ -	
EXTRAORD MAINT / EQUIPT REPL	\$ -	\$ -	\$ -	\$ -	\$ -	
PROPERTY BETTER / ADDITIONS	\$ -	\$ -	\$ -	\$ -	\$ -	
OTHER GENERAL EXPENSE	\$ -	\$ -	\$ -	\$ -	\$ -	
HAPS	\$ -	\$ -	\$ -	\$ -	\$ -	
MORTGAGE INTEREST	\$ 2,613	\$ 32,651	\$ 31,728.00	\$ 923	\$ 31,728	
TOTAL OPERATING EXPENSES	\$ 19,427	\$ 106,501	\$ 124,406	\$ (17,905)	\$ 124,406	
REPLACEMENT RESERVE DEPOSIT - 5%						
OPERATING RESERVE DEPOSIT - 3%						
NET INCOME (LOSS)	\$ (10,850)	\$ 7,055	\$ 3,228	\$ 3,827	\$ 3,228	