



**HOUSING AUTHORITY OF THE CITY OF LIVERMORE
3202 LEAHY WAY, LIVERMORE, CA 94550**

**BOARD OF COMMISSIONERS
REGULAR MEETING MINUTES
Wednesday, October 10, 2018 – 5:30 PM**

Prior to roll call, Vice Chair Maureen Hamm announced that a portion of this Board of Commissioners meeting is conducted pursuant to California Government Code Section 54953, in that Commissioner Mark Palajac is in transit by personal vehicle in Central California and that he is participating by speaker phone. In accordance with the Ralph M. Brown Act, each teleconference location has been identified in the notice and agenda for this meeting.

1. CALL TO ORDER / ROLL CALL

The meeting was called to order by Vice Chair Maureen Hamm at 5:31pm. Vice Chair Hamm confirmed Commissioner Palajac’s participation by teleconference. Commissioners Wanda Hunter, Richard Knowles, and Konnie Fuller were present. Present on staff was Executive Director Alfred Dulay. Also present was General Counsel Bill Ford.

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

Commissioner Knowles motioned for the approval of the August 8, 2018 Regular Meeting minutes, and Commissioner Palajac seconded the motion. A roll call vote was taken. Commissioner Hunter abstained. Four ayes, motion carried.

<u>VOTING</u>	<u>YES</u>	<u>NO</u>	<u>ABSTAIN</u>
KONNIE FULLER	X		
MAUREEN HAMM	X		
WANDA HUNTER			X
RICHARD KNOWLES	X		
MARK PALAJAC	X		

3. APPROVAL OF MINUTES OF THE REGULAR MEETING OF SEPTEMBER 12, 2018 (ATTACHMENT #2)

Commissioner Fuller motioned for the approval of the September 12, 2018 Regular Meeting minutes, and Commissioner Knowles seconded the motion. A roll call vote was taken. Commissioner Hunter abstained. Four ayes, motion carried.

<u>VOTING</u>	<u>YES</u>	<u>NO</u>	<u>ABSTAIN</u>
KONNIE FULLER	X		
MAUREEN HAMM	X		
WANDA HUNTER			X
RICHARD KNOWLES	X		
MARK PALAJAC	X		

4. PUBLIC COMMENT

None.

5. CLOSED SESSION

The Board entered into Closed Session at 5:43pm to consider the following matter:

A. Conference with Legal Counsel – Anticipated Litigation

Significant exposure to litigation pursuant to § 54956.9(b): One potential case

The Board reconvened into Open Session at 6:10pm. Commissioner Palajac rejoined the meeting by speaker phone. Vice Chair Hamm reported that no action was taken in Closed Session.



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6. UNFINISHED/OLD BUSINESS

Vice Chair Hamm announced that Commissioner Knowles will be leaving the meeting at 6:20pm.

A. Scheduling of the Brown Act Training

The Brown Act Training was tentatively planned for January 2019, with the actual date to be established at future Board meetings. Mr. Ford will provide training materials in advance.

B. Election of Board Chairperson and/or Vice Chairperson

Vice Chair Hamm announced that she is not available to serve as Board Chair for the current term. Commissioner Knowles nominated Commissioner Palajac to serve as Board Chair for the remainder of the calendar year. No other nominations were presented. Commissioner Palajac accepted the nomination. Commissioner Knowles motioned for the appointment of Commissioner Palajac as Board Chair, and Commissioner Fuller seconded the motion. A roll call vote was taken. All ayes, motion carried.

Commissioner Palajac was thereby appointed as Board Chair.

<u>VOTING</u>	<u>YES</u>	<u>NO</u>	<u>ABSTAIN</u>
KONNIE FULLER	X		
MAUREEN HAMM	X		
WANDA HUNTER	X		
RICHARD KNOWLES	X		

C. Resolution #2018-10-10-A: Resolution of Appreciation

Commissioner Knowles motioned for the approval of Resolution 2018-10-10-A, and Commissioner Fuller seconded the motion. A roll call vote was taken. Commissioner Hunter abstained. Four ayes, motion carried.

<u>VOTING</u>	<u>YES</u>	<u>NO</u>	<u>ABSTAIN</u>
KONNIE FULLER	X		
MAUREEN HAMM	X		
WANDA HUNTER			X
RICHARD KNOWLES	X		
MARK PALAJAC	X		

Commissioner Knowles left the meeting at 6:23pm.

D. Resolution #2018-10-10-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

Chair Palajac motioned for the approval of Resolution 2018-10-10-B, and Commissioner Fuller seconded the motion. A roll call vote was taken. All ayes, motion carried.

<u>VOTING</u>	<u>YES</u>	<u>NO</u>	<u>ABSTAIN</u>
KONNIE FULLER	X		
MAUREEN HAMM	X		
WANDA HUNTER	X		
RICHARD KNOWLES	X		
MARK PALAJAC	X		



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7. NEW BUSINESS

A. Consent Items

- 1) Travel and Training: Nan McKay & Associates HCV Executive Management
- 2) Travel and Training: PHADA 2019 Commissioner’s Conference

Mr. Dulay reported the availability of training seminars designed for executive management and Commissioners. Chair Palajac deferred this matter to the Personnel Committee for further consideration.

8. STAFF REPORT

A. Status of Rehabilitation and Financing Strategies for LHA’s Affordable Housing Projects

Mr. Dulay reported that the Board Ad-Hoc Committee is continuing work on the rehabilitation and financing strategies for Bluebell, Chestnut, and Las Posadas properties. Mr. Dulay reported that the Ad-Hoc Committee convened on September 21st with REDS’ participation by teleconference. Subsequently, a phone conference with First Republic Bank was held on October 2nd to provide them with an update. A follow-up meeting with the City was held on October 5th.

Chair Palajac provided a summary of the October 5th meeting as follows:

- 1) Since the City had requested that the LHA present the “Ask” as the City called it, Commissioner Palajac provided a brief recap of the issues and identified possible solutions. The solutions indicated what LHA would need from the City if they were to participate. The revised REDS estimates were also disclosed and addressed. If the City were to participate, they would have to subordinate their notes and either fund or provide guarantees to enable refurbishment for Chestnut and Las Posadas. It would be helpful if they also did this with Bluebell. Alternative solutions could include a non-profit organization to take over Chestnut and Las Posadas.
- 2) The City’s reaction was not encouraging. They indicated the amount of money being requested did not provide adequate value for the investment required. They also indicated it was not clear how much money, if any, was available since the City has been pursuing other endeavors. They also were not comfortable with the financial projections for Bluebell and asked they be put in a non-profit format so they could understand it more easily.
- 3) The actions taken were: (a) Claudia Young to provide a non-profit financial format so Commissioner Palajac can reformat the financial data; (b) Eric Uranga will contact non-profit organizations to understand the viability of a takeover; (c) Eric Uranga may contact First Republic Bank to better understand the bank’s position; (d) we would reconvene as soon as possible in order to pursue an agreeable solution.

Chair Palajac suggested that historical financial analysis and projections would be necessary to assess the agency’s sustainability under a scenario without Bluebell property.

Mr. Dulay reported that the request for proposals (RFP) for Property Management Services deadline was extended to October 24th in the hope that this encourages more bidders. Mr. Dulay indicated that two of the four firms that initially expressed interest decided not to submit and that other two have yet to respond. Mr. Dulay will continue to conduct the RFP outreach. The property management scope of work and on-site staffing at Bluebell would be continued for further discussions at future meetings.



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Commissioner Hunter left the meeting at 7:00pm.

B. 2018 Fair Market Rent Survey

Mr. Dulay reported that HUD's proposed Fiscal Year 2019 Fair Market Rents (FMRs) for the Oakland-Fremont HUD Metro Area is lower by an average of 9.4% compared with the FY2018 FMRs and that they do not accurately reflect the rental market. Mr. Dulay reported that the agency is collaborating with 7 other public housing authorities in the Oakland-Fremont Metro Area to appeal the proposed FY2019 FMRs by hiring a consultant to conduct a rent survey and reevaluation. The local survey data is anticipated to be completed in January 2019, which will then be submitted to HUD for review and determination.

C. Public Housing Assessment System (PHAS) Score Report for Fiscal Year End June 30, 2018

Mr. Dulay reported that the agency received the PHAS Score Report for Fiscal Year End June 30, 2018. Based on the total score of 96%, the agency is eligible to receive the High Performer designation by HUD. Mr. Dulay and the Board commended the Public Housing and Maintenance staff for ensuring that program operations and services are completed in an effective and timely manner.

D. Monthly Financial Statements

Mr. Dulay presented the financial statements for July and August 2018.

9. COMMUNICATIONS

None.

10. REPORTS / ITEMS FROM COMMISSIONERS

None.

11. COMMITTEE REPORTS

A. Executive Committee

None.

B. Finance Committee

None.

C. Personnel Committee

Chair Palajac reported that he would be contacting the Chair of the Oakland Housing Authority to inquire about their own solicitation for human resources consulting firm to conduct the performance evaluation.

D. Ad Hoc Committee

None.

12. ADJOURNMENT

The meeting was adjourned at 7:22pm.