



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

LEAHY SQUARE
Phone: (925) 447-3600
Fax: (925) 447-0942
TDD/TTY (800) 545-1833 x917

SECTION 8 PROGRAMS
Phone: (925) 447-0288
Fax: (925) 447-0942

www.livermoreha.org

BOARD OF COMMISSIONERS
REGULAR BOARD MEETING MINUTES
Wednesday, October 9, 2019-5:30 pm

1. CALL TO ORDER/ROLL CALL

The meeting was called to order at 5:30 p.m. by Chairperson Mark Palajac. Present were Commissioners Maureen Hamm, Richard Knowles, Wanda Hunter, and Vice-Chairperson Marty McFadden.

2. APPROVAL OF THE MINUTES OF THE REGULAR BOARD MEETING OF AUGUST 14, 2019.

Commissioner Hunter requested that Section 7 COMMUNICATIONS be amended to reflect that she raised an issue regarding how Board Materials are delivered to Commissioners. With that correction, Commissioner Maureen Hamm moved to approve the minutes. Commissioner Richard Knowles seconded the motion and it was passed with a vote of 5 ayes and none opposed.

<u>VOTING</u>	<u>YES</u>	<u>NO</u>	<u>ABSTAIN</u>
Richard Knowles	x		
Maureen Hamm	x		
Wanda Hunter	x		
Marty Mc Fadden	x		
Mark Palajac	x		

APPROVAL OF THE MINUTES OF THE REGULAR BOARD MEETING SEPTEMBER 11, 2019.

Commissioner Hamm requested that a typographical error on page 4 be corrected. With that correction, Commissioner McFadden moved to approve the minutes. Commissioner Richard Knowles seconded the motion, but then abstained from the vote. The motion passed with a vote of 4 ayes, none opposed, and one abstention.

<u>VOTING</u>	<u>YES</u>	<u>NO</u>	<u>ABSTAIN</u>
Richard Knowles			x
Maureen Hamm	x		
Wanda Hunter	x		
Marty Mc Fadden	x		
Mark Palajac	x		

3. PUBLIC COMMENT

One person asked to address the Commissioners. Christian VanderHeuval, the president of the local PTA, spoke about the proposed License Agreement with the Livermore School District for the temporary parking lot. He thanked the Board and the community for their efforts in discussing and reaching agreement on the parking lot. He also expressed his interest in having the PTA be proactive in ensuring that students and members of the public follow traffic laws and to communicate regarding any concerns or issues that may arise during the period of time that the temporary parking lot is in place.



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4. EXECUTIVE SESSION

At approximately 5:40 p.m., Chairperson Palajac announced that the Board would meet in Closed Executive Session for approximately 30 to 45 minutes. The Board Meeting reconvened at 6:13 p.m.

5. UNFINISHED/OLD BUSINESS

A. Status of Search for ED

Chairperson Palajac informed the Board that despite the fact that the search had produced a candidate to whom the Search Committee wished to extend an offer, that candidate had received and accepted a competing offer. He then stated that the search would start anew and that the Search Committee hoped for more positive results shortly. Commissioner Hamm queried whether the restarted search would utilize any new approaches given that the original search was unsuccessful. Palajac indicated that additional advertising and communications with additional national housing organizations would be added to the efforts. Interim Executive Director Ammarell also indicated that he would be attending a housing conference in San Antonio and would network with contacts there to identify potential candidates.

6. NEW BUSINESS

A. Approval of License Agreement with Livermore School District – Resolution No. 2019-10-09-A

Interim Executive Director Ammarell recounted for the Commissioners both the history of the negotiations and discussions with the School District regarding its request for an easement over LHA property to support the proposed temporary parking lot, as well as the Authority's discussions with its residents and members of the public in the neighborhood. Ammarell summarized some of the major concerns and informed the Commissioners that those concerns prompted the Authority to request that the temporary parking lot be restricted for use during school hours and not available in the evenings or on weekends and that the School District had agreed. Commissioner Hamm noted her agreement with the additional restriction and then moved that the Board approve the resolution. Commissioner Knowles seconded the motion. A vote was taken and the measure was approved unanimously.

<u>VOTING</u>	<u>YES</u>	<u>NO</u>	<u>ABSTAIN</u>
Richard Knowles	x		
Maureen Hamm	x		
Wanda Hunter	x		
Marty Mc Fadden	x		
Mark Palajac	x		

B. Discussion of July and August 2019 Financials

Interim Executive Director Ammarell presented the July and August financial information to the Board. He started by noting that at the composite level, the Authority experienced an operating loss in July which was nearly offset by an operating surplus in August. In order to understand the specifics, Ammarell then presented information regarding the specific programs which experienced either revenue shortfalls or expense overages. Ammarell began with the public



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housing program at Leahy Square. The majority of the impact is from a revenue shortfall in both July and August regarding the non-receipt of government grant funds. Ammarell explained that the \$84,00 shortfall did not represent the loss of a grant, but rather was an issue with respect to timing and the Authority's ability to timely draw down funds from the government system. Ammarell expects that the Authority will catch up with its draw downs in the near future. On the expense side, Ammarell explained that the inconsistency in salary expenses between July and August was due to the number of pay periods in each month and will even out over the course of the year.

With respect to the Housing Choice Voucher program, Ammarell explained that the revenue shortfall was due to the number of port-ins and that there was a corresponding savings on related expenses. As to the affordable properties at Bluebell, Chestnut, and Las Posadas, Ammarell reviewed both revenue and expenses and explained that the final positions needed to be adjusted for mortgage principal payments and accumulated depreciation which would have a negative effect for each property. While Bluebell would remain in surplus, both Chestnut and Las Posadas would result in a net loss to each property.

C. REAC Inspection Results

Interim Executive Director Ammarell reported to the Board on the results of the recent HUD REAC Inspection of Leahy Square. The Authority received a point score of 87 which resulted in achieving a "Standard" rating. The biggest deductions resulted from non-life-threatening issues such as tripping hazards on the sidewalks and overgrown vegetation that impacted the exterior surfaces of the buildings. The former will be addressed by LHA in the coming months and the latter was determined to be the result of tenant infractions which will be reviewed and resolved by the property management department in the coming weeks.

Commissioner McFadden requested additional information regarding the scoring range for Standard Scores and High Performance Scores. Ammarell agreed to obtain that information and forward it to the Board.

7. STAFF REPORTS

Interim Executive Director Ammarell then gave a report on several issues impacting the Authority. First, Ammarell informed the Board that HUD had confirmed the self-reported SEMAP score explained in detail at the August Board meeting as a High Performer. Congratulations were given to the Housing Choice Voucher staff for their hard work. Ammarell also informed the Board that he was working with LHA's retained architect to develop a specific rehabilitation plan for Bluebell Apartments and that he had conducted an inspection of the Bluebell property with the architect the previous day. Last, Ammarell informed the Board that the Physical Needs Assessment for the Leahy Square property would commence on October 17th as the initial step necessary to start the repositioning strategy.

8. COMMUNICATIONS

Commissioner, Maureen Hamm Inquired as to the continuing necessity of having an Ad Hoc Strategic Planning Committee. Chairman, Mark Palajac responded that while the initial goals of the



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Committee had been met, he believed that it would be wise to continue the Committee in the event that additional input was necessary to complete the projects underway.

9. REPORTS/ITEMS FROM COMMISSIONERS

NONE

10. COMMITTEE REPORTS

NONE

11. ADJOURNMENT

Commissioner Rick Knowles left the meeting at 6:30 p.m. due to a prior commitment.
The board meeting adjourned at 6:57p.m.