



HOUSING AUTHORITY OF THE CITY OF LIVERMORE
 3203 LEAHY WAY
 LIVERMORE, CALIFORNIA 94550
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BOARD OF COMMISSIONERS
REGULAR BOARD MEETING MINUTES
 Wednesday, June 9, 2021-5:30 p.m.

1. CALL TO ORDER/ROLL CALL

The meeting was called to order at 5:31 p.m. by Chairperson Mark Palajac. Also present were, Vice-Chairperson Matthew Graves, and Commissioners Marty McFadden, Karen Hutchinson, Heather Casey, and Maureen Hamm. Commissioner Christine Stuart was absent (excused). Present from LHA were Executive Director D’Jon Scott-Miller, Public Housing Manager Diana Thomas, Housing Analyst Monica LiMarzi, and Accountant Jenny King.

2. APPROVAL OF THE MINUTES OF THE REGULAR BOARD MEETING OF: May 12, 2021.

A motion was made by Commissioner Hamm to approve the board meeting minutes of May 12, 2021. Commissioner McFadden seconded the motion and it passed with a vote of 5 ayes and 1 abstention.

<u>VOTING</u>	<u>YES</u>	<u>NO</u>	<u>ABSTAIN</u>
Mark Palajac	X		
Maureen Hamm	X		
Marty McFadden	X		
Karen Hutchinson	X		
Matthew Graves	X		
Heather Casey			X

3. PUBLIC COMMENT

None.

4. NEW BUSINESS

A. Resolution 2021-06-09-A – Approving Submission of PHA Annual Plan FY22

D’Jon advised that on an annual basis the PHA Annual Plan has to be updated and submitted to HUD, and every five years the PHA Five-Year Plan has to be updated and submitted to HUD. The plans are straight forward in stating the PHA plans to provide decent, sanitary, and safe affordable housing to participants. In the new Annual Plan there is much more descriptive detail given for the Section 22 Streamlined Voluntary Conversion.

A motion was made by Chairperson Palajac to approve Resolution 2021-06-09-A. Commissioner Hamm seconded the motion and it passed with a vote of 6 ayes.

<u>VOTING</u>	<u>YES</u>	<u>NO</u>	<u>ABSTAIN</u>
Mark Palajac	X		
Maureen Hamm	X		
Marty McFadden	X		
Karen Hutchinson	X		
Matthew Graves	X		



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Heather Casey X

B. Resolution 2021-06-09-B – FY22 COLA Increase – CalPERS Employee Contribution

Chairperson Palajac reported out on behalf of the Personnel Committee, advising there was a meeting held on May 26, 2021, and a recommendation was made for the Board to approve the Cost of Living Adjustment (COLA) increases as presented. Chairperson Palajac added the increase in employee contributions is a continuation of a decision made three years ago to increase the employee contribution by one percent on an annual basis until LHA is no longer paying the employee’s contribution to CalPERS.

The COLA increase for Classic CalPERS members would be in the amount of 3% and an increase for the PEPRAs members in the amount of 2%.

Classic members will also have an increase in their employee contribution from 3% up to 4%. PEPRAs members are already contributing the full employee amount of 6.75%.

A motion was made by Commissioner Hamm to approve Resolution 2021-06-09-B. Vice-Chairperson Graves seconded the motion and it passed with a vote of 5 ayes and 1 abstention.

<u>VOTING</u>	<u>YES</u>	<u>NO</u>	<u>ABSTAIN</u>
Mark Palajac	X		
Maureen Hamm	X		
Marty McFadden	X		
Karen Hutchinson	X		
Matthew Graves	X		
Heather Casey	X		

C. Resolution 2021-06-09-C – Approval FY22 Operating Budget

D’Jon advised that a motion was made by the Finance Committee during a meeting held on May 27, 2021, to approve the operating budget for FY22. D’Jon noted there are no drastic changes between the FY21 budget and the FY22 aside from an increase in the budget for annual audit expenses which is due to a new RFP going out that will include a more in depth audit that reviews program compliance as well as the financials.

D’Jon also provided the Board with an alternate budget that includes the project-based vouchers of 8 units in the affordable buildings of Bluebell apartments effective July 1, 2021, and Leahy Square converted effective January 1, 2022. With the alternate budget revenues would increase by \$1.5 million over the next fiscal year.

Commissioner Hutchinson inquired why taxes were only shown under Leahy and not split across all properties. D’Jon advised that is apart of an agreement with the City of Livermore under the PILOT program. Chairperson Palajac confirmed the payment is in lieu of paying property taxes and Accountant Jenny King stated it has always been allocated to Leahy.

A motion was made by Chairperson Palajac to approve Resolution 2021-06-09-C. Vice-Chairperson Graves seconded the motion and it passed with a vote of 5 ayes and 1 abstention.

<u>VOTING</u>	<u>YES</u>	<u>NO</u>	<u>ABSTAIN</u>
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Mark Palajac	X	
Maureen Hamm	X	
Marty McFadden	X	
Karen Hutchinson	X	
Matthew Graves	X	
Heather Casey		X

5. STAFF REPORTS

A. Report from the Executive Director

There were 3 housing choice vouchers issued in May and the success rate decreased from 68% to 67%.

There are six (6) voucher types currently, Homeownership (1), Mainstream (4), Port-Ins (6), Project-Based (55), Tenant Based (461), and VASH (8) totaling 535 vouchers currently leased. In the month of May 2021 Housing Assistance Payments (HAP) HAP totaled \$812,026.

The overall occupancy rate increased to 97.60% with 1 move-in for Bluebell and 1 move-in for Leahy, leaving 2 vacancies at Bluebell and 2 at Leahy. Sophia is working with applicants from the Public Housing waiting list to fill the vacant Leahy units.

D’Jon advised EJP consulting reviewed the Section 22 Streamlined Voluntary Conversion draft packet to be submitted to HUD and had a few minor corrections. The corrections will be made and sent to HUD for the courtesy review prior to formally submitting to the Special Applications Center.

A final walk of Leahy Square is scheduled with REDS for June 10, 2021, and LHA is awaiting final approval and payment for ESA-Cam reimbursements of approximately \$74,000 which is being provided for conducting energy efficient upgrades during the renovations at the office and clubhouse.

B. Audit Report FY20 – JRB Accountancy

D’Jon introduced John from JRB Accountancy who conducted the Independent Audit report for FY20. John walked through the 39 page report and noted there are no compliance findings.

John advised the report has been finalized and submitted to HUD. There were no questions from commissioners regarding the report.

No action to take.

6. COMMUNICATIONS

Commissioner McFadden announced that it will be his last Board meeting as he has sold his home and will be moving out of the City of Livermore. He anticipated giving more notice but the home sold faster than expected. Commissioner McFadden thanked all the commissioners and expressed his gratitude. Chairperson Palajac thanked Commissioner McFadden for all his hard work which was echoed by all commissioners.

7. REPORTS/ITEMS FROM COMMISSIONERS



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8. COMMITTEE REPORTS

None.

9. ADJOURNMENT

The board meeting adjourned at 7:06 p.m.