



**HOUSING AUTHORITY OF THE CITY OF LIVERMORE**  
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**BOARD OF COMMISSIONERS**  
**REGULAR BOARD MEETING MINUTES**  
Wednesday, April 8, 2020-5:30 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 Commissioners Marty McFadden, Maureen Hamm, and Richard Knowles. Unexcused absences; Vice-Chairperson Wanda Hunter.

**2. APPROVAL OF THE MINUTES OF THE REGULAR BOARD MEETING OF: FEBRUARY 12, 2020 AND MARCH 11, 2020.**

A motion was made by Commissioner McFadden to approve the board meeting minutes of February 12, 2020. Commissioner Hamm seconded the motion and it passed with a vote of 3 ayes and 1 abstention.

<u>VOTING</u>	<u>YES</u>	<u>NO</u>	<u>ABSTAIN</u>
Maureen Hamm	X		
Mark Palajac			X
Marty McFadden	X		
Richard Knowles	X		

Commissioner Hamm noted that she agreed to be an alternate on the Executive Committee which was decided during the March meeting. A motion was made by Commissioner Hamm to approve the board meeting minutes of March 11, 2020. Commissioner Knowles seconded the motion and it passed with a vote of 3 ayes and 1 abstention.

<u>VOTING</u>	<u>YES</u>	<u>NO</u>	<u>ABSTAIN</u>
Mark Palajac	X		
Marty McFadden	X		
Maureen Hamm	X		
Richard Knowles			X

**3. PUBLIC COMMENT**

None.

**4. NEW BUSINESS**

None.

**5. STAFF REPORTS**

**A. Report from the Executive Director**

D' Jon reported no HCV vouchers were issued in the month of March 2020. HCV had transfers from one assisted unit to another.



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Public housing had 1 move-out, and there is 1 existing vacancy at Leahy Square. The Leahy move is apart of the “right sizing” of units to move those that are under-housed into a larger unit and those that are over-housed into a smaller unit.

Accounts Receivables for all properties are above 90%. There is an expected drop to happen in April 2020 as residents are impacted by COVID-19 and calls have been received from those that are out of work. LHA will need to enter into repayment agreements for residents who do not have subsidies attached to their units once the shelter in place orders lift.

Annual Reexaminations are up to date. Added to the report are Interim Reexaminations and they have increased as voucher holders and public housing residents have lost income due to COVID-19. As a result, HAP expenses increased for the month of April 2020 and with the uncertainty of the pandemic we do not know how long it may last.

D’Jon advised the Board that HUD will be issuing waivers within the coming weeks for the HCV and PH programs. D’Jon stated that individual waivers were submitted to HUD requesting waivers for SEMAP, HQS, and Financial Reporting. Because HUD has received an influx of waiver requests they decided to issue broad waivers across all housing authorities instead of responding to each individual housing authority.

D’Jon advised the Board that HUD mentioned an additional two months of admin fees and operating funds are expected to be issued to housing authorities for expenses related to COVID-19 under the CARES Act. HUD will also provide additional HAP funding as expenses are increasing, housing authorities may go into shortfall.

Chairperson Palajac inquired about the possibility of a new voucher being issued to an applicant since there was an end of participation in the HCV program during March 2020. D’Jon advised that prior to the shelter in place orders, HCV Manager, Katherine Keller completed a waitlist pull of 25 applicants as there was additional funding available to support more participants. With the pandemic, intake and briefing appointments will be held via telephone and web conference.

Chairperson Palajac requested an update on REDS and the work at Leahy Square. D’Jon advised that the work has slowed due to the pandemic. With the shelter in place orders the vendors that were scheduled to do walk throughs and inspections postponed until the orders are lifted. There were 3 vendors that were able to visit the empty unit for assessment. There is an architect that needs to draw updated plans due to the existing plans being outdated which is on hold until the shelter in place lifts. REDS is also taking lead on weatherization upgrades with PG&E.

**6. COMMUNICATION**

None

**5. REPORTS/ITEMS FROM COMMISSIONERS**

None

**6. COMMITTEE REPORTS**

**A. Executive Committee Report Out**



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Chairperson Palajac advised that the Bluebell bid was approved during the March 25, 2020 Executive Committee meeting. The work on the units has been impacted by COVID-19 as the permits from the City are being delayed.

**7. ADJOURNMENT**

The board meeting adjourned at 6:07 p.m.