



**HOUSING AUTHORITY OF THE CITY OF LIVERMORE**  
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**BOARD OF COMMISSIONERS  
REGULAR BOARD  
MEETING  
DISCUSSION SUMMARY  
DUE TO LACK OF QUORUM  
Wednesday, February 12, 2020 – 5:30 PM**

**1. CALL TO ORDER / ROLL CALL**

Present were Vice-Chairperson Marty Mc Fadden, Commissioner Maureen Hamm, Commissioner Richard Knowles. Excused Absence, Chairperson Mark Palajac, Commissioner, Wanda Hunter. Also, present D'Jon Paul Scott-Miller, Executive Director.

**2. APPROVAL OF THE MINUTES OF THE REGULAR BOARD MEETINGS OF DECEMBER 11, 2019 and JANUARY 8, 2020**

No errors noted for the January 8, 2020 meeting minutes. No approval due to a lack of a quorum.

**3. PUBLIC COMMENT:**

None.

**4. EXECUTIVE SESSION – Closed to the Public – (approximately 30 minutes)**

**A. Discuss Personnel Matters**

There was no closed session.

**5. UNFINISHED/OLD BUSINESS**

None.

**6. NEW BUSINESS**

**A. Election of Board Chair and Vice-Chair**

Due to a lack of quorum, Board elections were tabled until next scheduled board meeting.

**B. Resolution No. 2020-02-12-A – Approval of Expenditure Authority for Executive Director**

Due to a lack of quorum, Resolution No. 2020-02-12A was tabled until next scheduled board meeting.

**C. Resolution No. 2020-02-12-B – Authorization for Chair and Executive Director to Establish New Banking Accounts**

Due to a lack of quorum, Resolution No. 2020-02-12B was tabled until next scheduled board meeting.

**D. Resolution No. 2020-02-12-C – Approval of amendment to the Personnel Policies, Rules, and Procedures. Specifically, 11.01 Attendance and Hours of Work.**

Due to a lack of quorum, Resolution No. 2020-02-12C was tabled until next scheduled board meeting.

**E. Resolution No. 2020-02-12-D – Approval of modification to existing REDS contract**

Due to a lack of quorum, Resolution No. 2020-02-12D was tabled until next scheduled board meeting.

## **7. STAFF REPORTS**

### **A. Report from the Executive Director**

D'Jon recognized Jenny King for completing 15 years of service to the Livermore Housing Authority.

D'Jon reported the monthly breakdown on all programs. HCV vouchers lease up rate is 78 percent, due to multifamily complexes in Livermore, and having owners willing to participate.

Occupancy rate at bluebell 96 %, having Two (2) vacancies, no vacancies at Chestnut and Los Posadas. One (1) move-out at Leahy Square, and accounts receivables all above 100%.

Inspections, work orders, and annual reexams are being are being processed in a timely manner.

### **Chestnut Family Site Update**

D'Jon reported, Chestnut Family is a new development being built on chestnut street, Chestnut Senior, opened last year, the next phase of construction is chestnut family a total of 42 units; 23 of them will be below marker tax credit units; 10 project-based; and 8 units for disabled, projected to be completed in October.

### **Leahy Square Update**

D'Jon gave an update on upcoming work to be done at Leahy. There was a newsletter sent to residents notifying them of some construction to include; roofing, landscaping, paving, lights, etc.

## **8. COMMUNICATIONS**

None.

## **9. REPORTS/ITEMS FROM COMMISSIONERS**

Commissioner Maureen Hamm discussed the NAHRO conference in Napa was interesting information. Commissioner Richard Knowles discussed the need to recruit more board members, and that the board presently has 2 openings, and wanted to know if anyone is interested in applying. We have one seat available for age 62 and older, must be a resident at Leahy Square, and the other is a regular open seat available. Richard explained applications are available on the LHA website and the City of Livermore's website.

## **10. COMMITTEE REPORTS**

None.

## **11. ADJOURNMENT**

Meeting adjourned at 5:59PM.

Under Government Code §54957.5, any **supplemental material** distributed to the Board members of the Livermore Housing Authority after the posting of this agenda will be available for public review in the office lobby, Housing Authority of the City of Livermore, 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.

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### **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.