



Berkeley Housing Authority

MINUTES

BOARD OF THE BERKELEY HOUSING AUTHORITY

March 8, 2018

North Berkeley Senior Center
1901 Hearst Avenue
Berkeley, CA 94709

6:00 pm

CAROLE NORRIS, CHAIR

DAMION MCNEIL, VICE CHAIR
MARVA CREMER
DANIEL ROSSI

VALERIE AGOSTINO
ADOLPH MOODY
CHRIS SCHILDT

1. **Call to Order** - The meeting was called to order at 6:02 p.m.
2. **Roll Call** – All members of the Board were present.
3. **Comments from the Public** – Chairperson Norris opened the floor for public comment, however the only public present declined to speak.
4. **Approval of Minutes** – Moved and seconded by Commissioners Rossi and Agonstino, the Minutes of the February 8, 2018 Board Meeting was approved. Chairperson Norris and Vice-chair McNeil abstained.
5. **Old Business**
none
6. **New Business**
 - A. Executive Director’s Monthly Report – The Executive Director reported that BHA was awarded five (5) Veterans Assistance Supportive Housing (VASH) Vouchers. Details of the award will be disclosed through a formal press release from HUD no later than May 30, 2018. Mr. Wilkins also provided update about the anticipated \$3.4 million shortfall in 2018 and the Administrative Plan Review process with the Resident Advisory Board (RAB).
 - B. Finance Report – Actual vs Budget, January 31, 2018 – Jesy Yturralde reported about a slight improvement in revenue due to a small increase in the 2018 Administrative Fee rates and higher

than originally budgeted pro-ration for 2018 resulting in a reduction by \$27,963 in projected deficit from that reported last month. The anticipated annual deficit is down to \$382,152. Jesy also informed that Board about the proposed President Budget for FY2019 that includes more cuts in the Section 8 program. Cash Disbursements summary for the month of February 2018 were provided.

- C. Approval of 2018 Utility Allowance Schedules. The approval of the revised Utility Allowance schedule for the Section 8 Housing Choice Voucher Program Tenant-based and Project-based Programs effective July 1, 2018 for new and existing contracts was moved and seconded by Commissioners Rossi and Agostino. All agreed except for Commissioner Moody.
 - D. Sterling Inspections, Co. Contract Amendment The approval of the second year renewal Option with iSterling, extending the term of the Housing Quality Standard (HQS) Inspection Services contract to four (4) years, through June 20, 2019, for an additional amount of \$76,000, and a not to exceed amount of \$308,200 was moved and seconded by Commissioners Schildt and Rossi.
 - E. Goldfarb and Lipman, LLP Contract Amendment The approval of the amendment of the existing contract with Goldfarb and Lipman, LLP increasing the contract amount by \$28,000 for a not to exceed amount of \$179,640; and exercising the third one-year renewal option extending the term through June 30, 2019 and increasing contract amount by another \$36,000 for a total contract amount not to exceed \$215,640 was moved and seconded by Commissioners Cremer and Rossi.
7. At this point, a motion to adjust Agenda to allow public to speak was moved and seconded by Vice-chair McNeil and Commissioner Agostino. One member of the public spoke, Jim Beatty voiced his concern about having to pay more than the 30% of Adjusted Gross Income, which he said was mandated by HUD.
8. **Commissioners' Questions and Matters** The following matters were raised and discussed:
- Executive Director's Assessment – Chairperson Norris would like for Boardmembers to give her feedback on the various goals and objectives established for the executive director.
 - 3 x 3 meeting is schedule on April 9 at 5:30-7:30 p.m..
 - Board retreat – the Board directed staff to complete a “place holder” for two dates in May 2018, and have the Board provide their respective availability for dates.
9. **Communications** -None
10. **Adjournment** -Moved and seconded by Commissioners Cremer and Rossi, the meeting adjourned at 7:40. p.m.