



Berkeley Housing Authority

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Item 6A
NEW BUSINESS

Office of the Executive Director

TO: Honorable Chairperson and
Members of the Berkeley Housing Authority Board

FROM: William E. Wilkins, Executive Director

SUBJECT: Monthly Report – June 2018

2018 HOUSING ASSISTANCE PAYMENTS SHORTFALL:

During the Shortfall Prevention Team meeting of May, HUD advised staff the projected shortfall for 2018 is now \$790,995. If BHA complies with requirements, HAP set-aside funding will be made available to prevent the termination of families due to insufficient funding.

3X3 COMMITTEE MEETING:

A scheduled meeting between the Mayor and two Council Members, along with the Board Chair and two Board Members was scheduled for Wednesday, June 27, 2018. This is a quarterly meeting between the two entities to provide updates related to the BHA and City related to affordable housing.

VOUCHER MANAGEMENT SYSTEMS AUDIT:

BHA is currently undergoing an on-site VMS audit regarding the monthly submission of VMS reports to HUD over the past 12 months. HUD staff will be on-site June 12-14.

NAHRO SUMMER CONFERENCE:

This year's NAHRO Summer Conference is scheduled for San Francisco Marriott Marquis Hotel, July 27-29, 2018.

In an effort to make training for commissioners more accessible, NAHRO Professional Development is offering Summer Conference registrants a special opportunity to attend either our Commissioners' Fundamentals seminar or our Commissioners Guide to Monitoring & Oversight Seminar. Please note you can attend either seminar, but not both, and they are not interchangeable. You must complete one or the other in its entirety in order to receive credit.

Commissioners' Fundamentals Seminar:

Presented by NAHRO Faculty Member Jim Inglis: Commissioners' Fundamentals explores the roles and responsibilities of commissioners, enhancing participants' understanding of the commissioner's multi-faceted position as advocate, leader, team-builder, strategist, and more. Increase your effectiveness as a board member and leader, while exploring the intricacies of

board-staff relationships – and boundaries. The seminar also provides an excellent training foundation for new commissioners. Seminar attendees receive a Certificate of Completion and earn 1.2 Continuing Education Units. Along with *Ethics for Commissioners, Commissioners' Fundamentals* is a requirement for obtaining the NAHRO Commissioners Certification. ***Please note no exam is needed for the Commissioners Certification, just the two seminars and a completed application.***

Commissioners' Guide to Monitoring & Oversight Seminar:

Presented by NAHRO Faculty Member Veronica Bukowski: For commissioners who have completed NAHRO's Commissioners' Fundamentals or for those looking for recertification opportunities, Commissioners' Guide to Monitoring & Oversight seminar is intended to enhance an agency's governing body's members with a deeper understanding of their roles and responsibilities in assuring their agency's viability and health. This program is appropriate for board chairs and other commissioners, and for executive leaders and staff members. As a member of an agency board, monitoring to assure the responsible administration of board-approved policies governing programs requires information from both business and social perspectives. This program will address the business elements relative to agency program operations. It provides a survey of typical housing and community development and redevelopment programs to meet community needs. The program offers a perspective on the importance of commissioners' involvement in strategic planning, and the benefits of this activity in shaping the future of the agency in meeting the unique needs of their community. The financial viability of the agency overall is also addressed, and linked to operational and program requirements for continued viability.

SEMINAR SCHEDULE:

FRIDAY, JULY 27

10:15 a.m. - 11:45 a.m.

Seminar, Part 1

11:45 a.m. - 1:15 p.m.

LUNCH ON OWN

1:15 p.m. - 5:00 p.m.

Seminar, Part 2

SATURDAY, JULY 28

10:15 a.m. – 11:45 a.m.

Seminar, Part 3

11:45 a.m. – 1:15 p.m.

LUNCH ON OWN

1:15 p.m. – 5:00 p.m.

Seminar, Part 4

HOUSEHOLDS PAYING OVER 30% OF INCOME

There are approximately 403 or 26% of households served (1,551) by BHA paying >30% of adjusted income due to the following reasons:

1. Over housed – participant pays for any bedroom size above authorized voucher
2. Gross rent > payment standard – available to participants only after first year on program
3. Non eligible member in the household – ineligible non-citizens (those who are unable to provide verification of legal residence in the U.S.)
4. Zero income HH paying minimum rent (\$50)

JUNE 2018 BHA DASHBOARD REPORT:

**Berkeley Housing Authority
50058 Reporting**

		Nov-17	Dec-17	Jan-18	Feb-18	Mar-18	Apr-18	May-18
A	Utilization (%)	81.50%	81.65%	81.29%	80.67%	80.62%	80.52%	80.16%
	(Units)	1577/1935	1580/1935	1573/1935	1561/1935	1560/1935	1558/1935	1551/1935
	Tenant Based %	79.57%	79.68%	79.08%	78.23%	78.11%	78.11%	77.74%
	(Units)	1312	1314	1304	1290	1288	1288	1282
	Project Based%	94.41%	93.36%	94.06%	94.76%	94.41%	93.71%	94.06%
	(Units)	270	267	269	271	270	268	269
B	Utilization (\$)	124.02%	124.43%	100.11%	100.91%	99.68%	99.51%	100.31%
C	Mod Rehab %	97.00%	96.94%	95.92%	96.94%	97.96%	97.96%	95.92%
	(Units)	95/98	95/98	94/98	95/98	96/98	96/98	94/98
D	Project Move Up	9/10	9/10	9/10	9/10	9/10	9/10	9/10
E	FSS	37 (23 enrolled, 5 pending, 9 dropped out)	37 (23 enrolled, 5 pending, 9 dropped out)	37 (23 enrolled, 5 pending, 9 dropped out)	37 (24 enrolled, 4 pending, 9 dropped out)	37 (24 enrolled, 3 pending, 10 dropped out)	37 (24 enrolled, 2 pending, 11 dropped out)	37 (24 enrolled, 2 pending, 11 dropped out)
F	Port In	0	1	5	0	3	6	3
	Port Outs	0	1	9	1	8	6	8
H	Late/Missing Annual Recert	6	9	8	1	11		7
I	Late HQS	2	0	0	2	1		5
J	Rent Increases - Received	16	22	17	2	5	15	12
	Rent Increases - Processed	29	19	27	15	28	15	29
K	Re-exams - Processed	120	171	319	157	273	216	222
L	New Landlords/Unit	0	0	1	0	1	0	0
O	New Admissions	0	0	0	0	2		2
P	Terminations	9	10	9	7	7	11	4
Q	# of disabled in program	916	916	915	917	914	912	902
	# of elderly in program	682	681	680	687	689	686	685
	# of families in program	502	490	479	472	467	465	458
	# eman. youth in prog.	5	5	5	5	5	5	5
	# of HOPWA in program	7	7	7	7	7	7	7
R	# of Families on WL	2508	2497	2492	2484	1856	1756	1714
S	Success Rate	N/A	N/A	N/A	N/A	N/A	N/A	N/A