



Berkeley Housing Authority

Item 6Da

DRAFT MINUTES*

BOARD OF THE BERKELEY HOUSING AUTHORITY

REGULAR MEETING

January 9, 2014

North Berkeley Senior Center
1901 Hearst Avenue
Berkeley, CA 94709

6:00 p.m.

CAROLE NORRIS, CHAIR

VALERIE AGOSTINO
MARJORIE COX
RICHELIEU HEMPHILL

DOROTHY HUNT
ADOLPH MOODY
DANIEL ROSSI

1. **Call to Order**

The meeting was called to order at 6:01 p.m.

2. **Roll Call**

Present – Chairperson Norris, Vice Chair Cox; Commissioners Moody and Rossi; absent Commissioners Agostino, Hemphill and Hunt

3. **Comments from the Public**

Eve Steward, Satellite Affordable Housing Associates addressed the Board regarding the Strawberry Creek Lodge rehabilitation project.

Sinan Sabuncuoglu, owner of 1901 Fairview St, Berkeley, CA addressed the Board regarding the expiration of the BHA Office lease, and the relocation of BHA to 1936 University Avenue.

This meeting is held in a wheelchair accessible location. If you need special assistance to participate in the meetings of the Berkeley Housing Authority's Board of Commissioners, please contact Rachel Gonzales-Levine, Reasonable Accommodation Coordinator, at (510) 981-5485, rgonzales-levine@ci.berkeley.ca.us or via California Relay Service (711). Notification 48 hours prior to the meeting will enable the Authority to make reasonable arrangement to ensure accessibility. Please refrain from wearing scented products at the meeting, as attendees may be sensitive to various scents in products and materials, whether natural or manufactured.



The Board adjourned to closed session at 6:14 p.m.

4. **Closed Session**

Repositioning of Low Income Public Housing Units

Pursuant to Government Code Section 54956.8: Conference with real property negotiators regarding the price and terms of payment for the disposition of the Public Housing and Rental Housing Construction Program properties (Attachment 1)

Agency Negotiators: Tia Ingram, Eric Novak, Scott Jepsen, and Jennifer Bell.

Conference with Labor Negotiators pursuant to the California Government Code Section

54957.6 Designated representatives: Tia Ingram, Jennifer Bell, James Diamond. Employee Organization SEIU 1021.

Conference with Labor Negotiators pursuant to the California Government Code Section

54957.6 Designated representatives: Tia Ingram, Jennifer Bell, James Diamond. Employee Organization Local One.

Executive Director Evaluation

Pursuant to Government Code Section 54957, Public Employee Performance Evaluation: Review of Executive Director's Performance, Fiscal Year 2012-13

The Board returned to open session at 7:20 p.m. There were no reportable actions.

5. **Report from the Executive Director**

Executive Director will brief the Board on the status of activities of the Housing Authority in the areas of overall administration, rental assistance in the Section 8 Voucher, and Authority owned rental housing programs, and will inform the Board of potential significant actions/developments which may transpire prior to the next regular meeting. [Oral report]

Executive Director provided an oral report on the status of activities of the Housing Authority in areas of overall administration, rental assistance in the Section 8 Voucher, and Authority-owned rental housing programs.

- a) *Successful move of office from 1901 Fairview (Dec. 19, 2013) to new location 1936 University Ave, Suite 150 (Jan 2, 2014). Costs of move slightly less than outside limit of \$175,000 authorized by Board. Initial feedback from staff and clients very favorable. Shared thanks from BHA staff for the investment in their work space. Special thanks to BHA's project manager team Rachel Gonzales-Levine, Jesy Yturralde and Celinda Aguilar-Vasquez, and City's Building Department staff (assistance with permits and inspections) and City's IT staff (technical assistance and installation). Open house to be scheduled in February; Board will be polled for convenient time.*
- b) *HUD reporting. Reporting remains above 95% minimum for Section 8 Voucher utilization; HUD reported problems with software preventing generation of data for "late annual recertification and late annual inspections"; staff confident late reporting is minimum, and within the allowed range. Next quarterly report to HUD on the Memorandum of Agreement (public housing program) due January 15th; only remaining item is completion of the disposition project.*
- c) *Affordable housing projects:*

- a. *Ashby/San Pablo. This senior project applied for, and received an allocation of 87 project based vouchers in 2010; project was delayed, and voucher award expired; project now under construction with 0 project based vouchers, and includes 15 affordable housing units (8 up to 50% AMI, and 7 up to 80% AMI).*
- b. *Harper Crossing. This senior project was under consideration for project based vouchers via the method BHA was considering utilizing at the time – the Housing Trust Fund (HTF) application round in late 2012/early 2013; staff did not recommend award of vouchers, suggesting the developer consider a disabled project; Sequestration happened, and no action was taken with regard to award of any project based vouchers that were awarded HTF monies. Project is moving forward with 0 project based vouchers; staff provided letters needed for the application for tax credits (March round).*
- c. *Strawberry Creek Lodge. This senior project was awarded 23 project based vouchers in April 2011; these vouchers will not be placed in service until rehabilitation is complete (estimated August 2015); project also awarded 34 enhanced “Tenant Protection Vouchers” for expiring 202 contract (by HUD); these vouchers can be placed in service immediately (as tenant based) to maintain the rent for existing residents; project has requested some or all of these vouchers be “project based.”*
- d. *Byron Rumford Plaza. This is a family development with 1,2 and 3 bedroom units. Staff has been approached about the availability of receiving an allocation of project based vouchers. Advised they must follow a formal process, but encouraged them to apply when BHA next opens up an RFP – as this project provides the housing most in need by our voucher holders.*
- d) *Personnel.*
 - a. *Acknowledged David Solis, Property Manager for his extraordinary efforts in managing the BHA’s 75 rental housing portfolio, and acknowledged extension of his employment through mid-February 2014.*
 - b. *Work to begin on negotiating strategy for new labor contracts (SEIU 1021 and Local One), both expire June 2014.*
- e) *Community Relations. BHA Executive Director, Commissioner Moody, and various members of City staff and City Councilmembers, attended the town hall meeting in November 2013; used opportunity to share a bit of the post- City separation history, and success stories of BHA, and address concerns previously raised about displaced (relocated) residents.*
- f) *BHA Owned Rental Housing.*
 - a. *Security patrols monitoring each site on a nightly basis; no evidence of any vandalism, loitering or other problems to date.*
 - b. *Occupancy continuing to decline with new moves; successful conclusion of one eviction action from last year; currently 26 occupied units.*
 - c. *No adverse rent collection issues.*
 - d. *No significant maintenance issues.*

6. **New Business**

A. Approval of Minutes: Regular Meeting, October 10, 2013

It was moved/ seconded (Cox/ Rossi) to approve the minutes as submitted; absent Hemphill and Hunt.

B. Finance Report–Period Ending November 30, 2013 - Val Agostino, Chair, Finance Committee & Jesy Yturalde, Finance Manager [*To be delivered*]

Report received; cost of move not anticipated when budget was adopted; increase in cost partially offset for cost saving measures; absent any surprises, existing funds sufficient to carry authority through June 2014. Distributed FY 2012-13 Independent Audit Report; item to accept report at the February 2014 Board meeting.

7. **Commissioners' Questions and Matters**

Chairperson Norris (a) advised of South Berkeley Neighborhood Development Corporation (SBNDC) celebration in honor of the years of contributions to affordable housing development by Chuck ~~Roberts~~ Robinson, February 22, 2014; details to follow; (b) extended kudos to BHA staff for the efforts and service to clients in 2013; and (c) suggested idea of having children in the program contribute art work to decorate the lobby.

8. **Communications**

9. **Adjournment**

The meeting adjourned at 7:40 p.m.

This agenda was posted on the doors of the Berkeley Housing Authority at 1936 University Ave., Suite 150, Berkeley, CA 94704; at North Berkeley Senior Center, 1901 Hearst Avenue, Berkeley, CA 94709; as well as the Berkeley Housing Authority website, www.cityofberkeley.info/bha. The next Regular meeting of the Board is scheduled for **Thursday, February 13, 2014** at 6:00 p.m. at the North Berkeley Senior Center.

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