DRAFT MINUTES

BOARD OF THE BERKELEY HOUSING AUTHORITY

January 10, 2019
South Berkeley Senior Center
2939 Ellis Street
Berkeley, CA 94703
6:00 pm

CAROLE NORRIS, CHAIR
DAMION MCNEIL, VICE CHAIR
ADOLPH MOODY
DANIEL ROSSI
MARVA CREMER
DARRYL MOORE
CHRIS SCHILDT

1. Call to Order
   The meeting was called to order at 6:04 p.m.

2. Roll Call
   Present: Commissioners Moody, Moore, Rossi and Schiltz; Comm. Cremer arrived at 6:28 p.m.
   Absent with prior notice: Chairperson Norris and Vice-Chair McNeil

3. Comments from the Public – Limited to 3 minutes per speaker
   None.

4. Approval of Minutes
   A. November 8, 2018
   Moved and seconded by Commissioners Cremer and Moody, the Minutes of the November 8, 2018 meeting were approved. Comm. Moore abstained.

5. New Business
   A. Executive Director’s Monthly Report – this report is intended to provide the Board of Commissioners with information pertaining to the general administration of the Housing Choice Voucher Program occurring since the last meeting. It will also provide important information on matters that may affect operations prior to the next scheduled meeting.

   ED Wilkins provided an update about the government shutdown that began on December 22. HUD funding for Section 8 payments are expected to be available through February 2019, however funding for both Housing Assistance Payments and S8 administration/operations for March 2019 are not yet available. HUD Offices, including the SF Regional Office, remain closed.
Once again, BHA was designated as a high performing agency by HUD under SEMAP for FY2017-2018. This is the ninth year BHA as been a high performing agency under SEMAP, since coming out of “troubled” status in 2008, and being a “standard” agency in 2009.

ED Wilkins welcomed our new Board of Commissioner, Daryl Moore, replacing Valerie Agostino who resigned from the Board.

Dashboard through November 2018 was presented. In response to Comm. Schildt inquiry, ED Wilkins provided an update of the 40 Mainstream Vouchers that were awarded to BHA in September 2018.

B. Finance Reports
   a. FY2018 Audit Report
      The Audit Report for FY2018 was presented by John Cropper, CPA of Cropper Accountancy Corp. An Unmodified opinion was issued and there were no findings noted during the audit. The Board accepted the report as presented.

   b. Actual vs Budget, November 30, 2018
      Jesy reported that the projected actual expenditures for FY2019 are reasonably within the annual budget approved by the Board in June 2018. The agency anticipates a deficit of $408,047 in the current fiscal year, $774 higher than the original projection at the beginning of the fiscal year.

      Jesy also informed the Board that the report does not include the cost IT services allocated by the City of Berkeley to the housing authority in the amount of approximately $54,000 because of a prior notice that Mayor Arreguin verbally agreed to waive such cost. However, should the City of Berkeley deny this waiver, our projected deficit of $408K could potentially increase by $54K.

      Checks and Direct Deposits for the months of October and November 2018 were presented.

6. Commissioners’ Questions and Matters
   A. Appointment of new Board member(s)
      Commissioner Moore was sworn into office by ED Wilkins at the beginning of the meeting.

   B. Discussion on possible future development of low income housing
      Board members discussed various options for development and agreed the item should be agendized for a later meeting, with more information from staff.

   C. Scheduling 3 x3 Committee meeting
      Proposed to schedule the 3x3 meeting in February or March 2019. The Board also instructed ED Wilkins to develop an agenda for discussion during the 3x3, including critical issues affecting the viability of the BHA.

7. Communications
   None

8. Adjournment
   Moved and seconded by Commissioners Moore and Cremer, the meeting was adjourned at 8:11 p.m.