1. **Call to Order**
The meeting was called to order at 6:07 pm.

2. **Roll Call**
   Present: Chairperson Rossi; Vice Chair Schildt; Commissioner Moody; Commissioner Levine arrived at 6:06; Commissioner Cremer arrived at 6:13 pm.

3. **Comments from the Public** – Limited to 3 minutes per speaker
   Two members from the public spoke at the end of the agenda, beginning at 7:30 pm: (a) one person with a Mainstream voucher about her questions on identifying a unit; (b) one person on her request for public records and the Project Move-up program.

4. **Ceremonial Matters**
   None.

5. **Approval of Minutes**
   Moved by Commissioner Schildt and seconded by Commissioner Moody, the minutes of the June 13, 2019 meeting were approved.

6. **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. Management Analyst Rachel Gonzales-Levine reported: (a) on BHA’s participation in the County of Alameda’s HUD-required Regional Analysis of Fair Housing (“Assessment of Fair Housing”), which will include gathering of Section 8 program participants’ views on their
impediments to obtaining and remaining in affordable housing in Berkeley through a survey and invitation to attend a City of Berkeley Fair Housing meeting, to be held Aug. 13, 1 pm at the Central Library; (b) Mainstream Voucher program updates: all 30 vouchers from the Homeless Hub have been issued, with 10 being leased up in Berkeley, and 12 porting to other jurisdictions. The Hub is now being managed by Bay Area Community Services (BACS). (c) construction on Grayson Street Apartments is slated to be completed in September, and staff is working with SAHA on leasing up of the 17 Project-based units at the property—prior to move in, the units will be inspected and a master HAP contract will be signed for 20 years in the first term. (d) Lease up efforts in the tenant-based program included a briefing on July 3 and requests for documents sent to the next 112 applicants on the tenant-based waitlist. (e) BHA commented opposition to HUD’s proposed mixed-status family rule. (f) Dashboard report highlights including 102% lease up rate in terms of HAP funds expended, 33% success rate of voucher holders, and 2 new landlords.

B. Finance Report – Actual vs Budget, May 2019
Finance Manager Jesty Yturralde stated that the fiscal year has ended, eff. 6/30/19, however the report presented includes a summary of financial status effective month ending May, 2019. She reported: (a) Admin. Fee revenue increased due to a higher proration, though HUD has since informed housing authorities the proration has been reduced slightly from 80% to 79.569%, effective January 1, 2019. (b) Salary savings from the receptionist position, which has since been filled; (c) savings in legal expenses; (d) operational savings was reduced due to IT costs charged by the City of Berkeley; (e) anticipating no significant change in the final financial report due to GASB (Accounting Standard Board) 68 and 75 requirement on Pension and OPEB (Post employment Benefits); (f) Finance has extended the deadline for Accountant applications.

C. Resolution Authorizing Submission of 2019 Section 8 Management Assessment Program (SEMAP) Certification Report
Rachel reported that the SEMAP submission is due to HUD in August, and because the Board is in recess then, it must be approved in July. From the progress made in terms of quality control checks on the various SEMAP indicators thus far, it appears BHA is likely to be a high-performing agency once again (for the 10th year in a row). Staff will inform the Board at the September meeting the final scoring submitted to HUD in August, including details on the analysis of the “Deconcentration of Poverty” bonus indicator. Moved and seconded by Commissioners Schildt and Cremer, this item was approved with a correction on item# 7 to “N/A”.

D. Oral Discussion on Acquisition/Rehab (capacity and risk)
The Board discussed the concept of acquiring a smaller-sized property, such as a 4-plex, and criteria for making the decision on whether to move forward with this process, after enough information is gathered. The decision-making criteria shared by Chairperson Rossi is: (a) whether a project will generate revenue for BHA; (b) that investment is low-risk; and (c) that it be consistent with BHA’s mission.

Commissioner Schildt indicated that in addition to the possibility of acquisition/rehab as an item for discussion, the Board has also been thinking about whether BHA could once again become a department of the City, with the Berkeley Library system as an organizational model. This discussion is not mutually exclusive of the acquisition/rehab discussion.

BHA would need to form a non-profit development entity in order to invest in an acquisition/rehab project, and obtain permission from HUD to utilize disposition proceeds.
from the sale of the 75 Low Income Public Housing units for investing in such a housing development project.

Commissioner Levine offered to continue to do research, including costs of purchasing a property, discussing with the executive directors of the Alameda City and County housing authorities how they went about participating in developing low income housing in their communities, and how those projects are managed.

7. **Commissioners’ Questions and Matters**
Commissioner Moody asked if another 3 x 3 Committee meeting has been scheduled and suggested the City Manager should be requested to be in attendance; questions arose as to whether Chairperson Rossi could meet with the Mayor and whether new Commissioners have been appointed to BHA’s Board.

8. **Communications**
None.

9. **Adjournment**
Moved and seconded by Commissioner Schildt and Chairperson Rossi, the meeting was adjourned at 7:46 pm.