DRAFT MINUTES
BOARD OF THE BERKELEY HOUSING AUTHORITY

June 13, 2019

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

DANIEL ROSSI, Chair
Chris Schildt, Vice Chair
Marva Cremer
Adolph, Moody
Max Levine

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

2. **Roll Call**
Present: Chairperson Rossi; Vice Chair Schildt; Commissioners Moody and Levine.
Commissioner Cremer arrived at 6:04 p.m.

3. **Comments from the Public** – Limited to 3 minutes per speaker
Three members of the public spoke regarding: (a) challenges with leasing a unit with a Mainstream Voucher (two people); (b) an annual reexam submission submitted in a timely manner. One additional member from the public asked to speak at the end of the meeting (7:17 pm) as she was not present during the public comment period, to discuss difficulties with her neighbor’s service or emotional support animal around the property.

4. **Approval of Minutes**
Moved and seconded by Vice-Chair Schildt and Commissioner Cremer, the Minutes of the May 9, 2019 meeting were approved.

5. **New Business**
   A. Executive Director’s Monthly Report.

   Management Analyst Rachel Gonzales-Levine reported on: (a) HUD’s proposed Mixed-status Family Rule whereby only legal residents and US citizens would be eligible for HUD housing programs, should the rule become implemented, likely to cause an increase in shelter utilization and homelessness. BHA has approximately 4 mixed status households currently assisted through Section 8 programs, and will continue to monitor the status of the proposed rule and legal/legislative/advocacy efforts to block it.

   (b) HUD’s proposed changes to the methodology to determine Fair Market Rents (FMRs) which are used by housing authorities to determine Payment Standards. The proposed changes would use local rent forecasting and data from adjacent zip codes. BHA, should this methodology be
approved, would see an increase in FMRs. A question was posed by the Board as to whether HUD would increase budget authority with an increase in FMRs. In the past with FMR increases, HUD has increased the “adjustment factor” by 10% thus providing an increase in budget authority for HAP. Staff will continue to monitor.

(c) an application submitted by BHA to HUD for Family Self-Sufficiency Coordinator funding; we will hear in the fall whether our application is funded. Through the application process, a new contact with the local workforce investment staff at the Peralta Colleges was made; funding through this program is available for our program participants to take training career advancement courses free of cost.

(d) a new receptionist will begin on July 1; the application deadline for the accountant position has been extended in an effort to obtain additional applicants.

B. Finance Report – Actual vs Budget, April 30, 2019
Rachel reported that the projected deficit on April 30 is $121,741 less than the original deficit of $407,273 projected at the beginning of the fiscal year. Operating revenue exceeded the budget by approximately $96,000 due to higher pro-ration, of 80% rather than 76%. However, actual utilization was less than budgeted, and we have more outgoing portable vouchers being managed by other housing authorities, so the increase dropped. Projected operating expenses are less than our original projection by approximately $25,000 due to a staff vacancy (receptionist), lowered legal expenses, and decreased inspections which were more than enough to cover the City of Berkeley IT services costs.

6. Commissioners’ Questions and Matters
The Board: (a) requested that staff consider planning for a strategic retreat, and/or bringing the topic of acquisition rehab. to the July Board meeting; (b) indicated that there is an effort taking place to pass local legislation on banning discrimination of those with a criminal history from obtaining housing; and (c) expressed a desire to honor previous Chair Norris with a proclamation at the next Board meeting. ED Wilkins indicted the Mayor has three potential new board members for BHA vacancies.

7. Communications
None.

8. Adjournment
Moved and seconded by Vice Chair Schildt and Commissioner Cremer, the meeting of the Berkeley Housing Authority Board of Commissioners was adjourned at 7:21 p.m.