



Berkeley Housing Authority

DRAFT MINUTES

BOARD OF THE BERKELEY HOUSING AUTHORITY

REGULAR MEETING

June 9, 2016

North Berkeley Senior Center
1901 Hearst Avenue
Berkeley, CA 94709

6:00 p.m.

CAROLE NORRIS, CHAIR

VALERIE AGOSTINO

MARJORIE COX

MARVA CREMER

DAMION McNEIL

ADOLPH MOODY

DANIEL ROSSI

1. **Call to Order**

The meeting was called to order at 6:07 p.m. by Vice-Chair Cox

2. **Roll Call**

Present: Vice Chair Cox; Commissioners Agostino, Cremer, Moody, and Rossi.

Chairperson Norris was absent with notice. Commissioner McNeil reported a late arrival, and joined the meeting at 6:23.

3. **Comments from the Public**

Public comments are limited to three minutes per speaker.

No one from the public addressed the Commission.

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.



4. **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 programs, and will inform the Board of potential significant actions/developments which may transpire prior to the next regular meeting.

Executive Director shared highlights from the written report including: (a) ongoing annual recertification and inspections on schedule; (b) concern remains about low utilization in units and now in dollars (even without HUD increasing funding in response to increased FMRs); (c) chart illustrates how poor utilization is diminishing the additional revenue that could be achieved (approx. \$400,000); (d) discussions with HUD regarding FSS waiver, project move-up, and PBVs; (e) working in collaboration with other Alameda County agencies on the Affirmatively Furthering Fair Housing (AFFH) assessment due in Oct 2019; (f) encouraged Commissioners to attend City Council meeting (June 14th) where support for BHA has been agendized; (g) consideration of option within Board authority - to increase capacity to award PBV by adopting a separate payment standard for the PBV program, between 95 and 105% of FMR; will provide required public notice of the Admin Plan revision; Board can take action at September meeting

5. **New Business**

A. Approval of Executive Director contract with William E. Wilkins *(to be delivered)*

It was moved/ seconded (Agostino/Cremer) Norris absent, to approve the contract as presented.

B. Approval of Minutes:

- a. Special Meeting, May 5, 2016
- b. Special Meeting, May 26, 2016

It was moved/ seconded (Agostino/Cremer) Norris absent, to approve the minutes as presented.

C. Authorize submission of the FY 2015-16 SEMAP Certification

Discussed three scenarios for the final certification (subject to quality control reviews) were reviewed, including the possibility that BHA may not retain the "High Performer" designation. *It was moved/ seconded (Moody/McNeil) Norris absent, to approve the contract as presented.*

D. Finance Reports – *(to be delivered)*

- a. Period Ending April; 30, 2016 - Val Agostino, Chair, Finance Committee & Jesy Yturralde, Finance Manager

Finance Committee Chair Agostino introduced the item, noting no significant changes; improved year end projections based on vacant positions and increases in Admin Fee proration. Report received.

- b. FY 2016-2017 Budget - Val Agostino, Chair, Finance Committee & Jesy Yturralde, Finance Manager

Finance Committee Chair Agostino introduced the item; the budget was reviewed by Jesy Yturralde, Finance Manager. Highlights include (a) -\$369,016 projected annual deficit; (b) 13 budgeted positions; (c) slight over-lap with Ingram and Wilkins; (d) budget noted pay out to Ingram for balance of accrued vacation and sick leave exceeding 320 hours; (e) significant increase in timing of residual receipt payments based on Related's higher than anticipated gross receipts for the disposition project; (f) use of proceeds projected to extend life of BHA through Fiscal Year 2032. It was moved/seconded (Cremer, Agostino) Norris absent, to approve the FY 2016-17 budget as presented.

E. Contract Amendment (extension) –

Legal: Goldfarb and Lipman LLC

It was moved/seconded (Rossi/Cremer) Norris absent, to approve the contract amendment (1st one-year option) as presented.

6. **Commissioners' Questions and Matters**

None

7. **Communications**

A. Communication from Elidia Duarte dated April 28, 2016, May 3, 2016, May 4, 2016 and June 1, 2016 (*distributed to Board upon receipt of communication - prior to Board meeting*).

B. Communication from Tashonna Brown dated May 3, 2016 (*distributed to Board upon receipt of communication - prior to Board meeting*).

Both communications were received. Clarified that Brown is not a current program participant.

8. **Adjournment**

Meeting adjourned at 7:00 p.m.

This agenda was posted on the doors of the Berkeley Housing Authority at 1936 University Avenue, Suite 150, Berkeley, CA 94704; at North Berkeley Senior Center, 1901 Hearst Avenue, Berkeley, CA 94709; and the Berkeley Housing Authority website. Board in recess during August. The next Regular meeting of the Board is scheduled for Thursday, July 14, 2016 at 6:00 p.m. at the North Berkeley Senior Center.
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