



Berkeley Housing Authority

Item 6A

DRAFT MINUTES

BOARD OF THE BERKELEY HOUSING AUTHORITY

SPECIAL MEETING

October 22, 2015

North Berkeley Senior Center
1901 Hearst Avenue
Berkeley, CA 94709

6:00 p.m.

CAROLE NORRIS, CHAIR

VALERIE AGOSTINO
MARVA CREMER
DANIEL ROSSI

MARJORIE COX
ADOLPH MOODY
GERRIS WILKINSON

1. **Call to Order**

The meeting was called to order by Chairperson Norris at 6:00 p.m.

2. **Roll Call**

*Present: Chairperson Norris and Commissioners Agostino, Cox, Cremer, Moody and Rossi;
Commissioner Wilkinson absent.*

3. **Comments from the Public**

Four members from the public addressed the Board: two Section 8 tenant participants (landlord issues); Eve Stewart, SAHA, regarding Project Based Vouchers; Mansour Id-Deen, President NAACP (Gentrification and Executive Director recruitment)

4. **Closed session** pursuant to Government Code Section 54957 to evaluate the performance of the Executive Director.

The meeting adjourned to closed session at 6:20 p.m. The public meeting resumed at 7:08 with no reportable actions.

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.

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

Executive Director Ingram provided highlights from the written report including: (1) concerns about program utilization now at 88% of authorized units [Commissioner Cox added concern that utilization of budget authority (also declining) approaching the 95% baseline]; (2) ongoing efforts via collaboration with housing authorities of Alameda City, Alameda County, Contra Costa County, Livermore, Oakland and Richmond to influence HUDs decision on the 2016 Fair Market Rents; Congresswoman Barbara Lee very engaged; productive conference call with Secretary Castro; awaiting HUD action; (3) shared good news of court decision that allowed disabled family to retain possession of unit; (4) another incremental increase in administrative fee proration to 81%; helpful, but minimal impact if leasing of units does not increase; (5) new 4-bedroom, project based voucher wait list soon to be created with 530 potentiall eligible applicants; Section 8 tenant based voucher wait list reduced to approximately 700; list will be opened early next year; (6) exploring options within the city to identify units that are "off-line" as potential targets for outreach to owners to consider Section 8 participation; some concern that the units may be held off-line pending action by City Council on "AirBnBs;" BHA should engage in this discussion, and perhaps provide comments for City Council consideration; (7) no success to report in terms of "available units;" new voucher briefing held this week: 10 vouchers awarded; 1 family reports possibly leasing in place; (8) Strawberry Creek Lodge has completed rehabilitation; 21 of the 23 project based vouchers awarded are in service, with 21 seniors enjoying reduced rent; the project is attempting to identify an additional 2 households that are income eligible to receive assistance; BHA will hold the vouchers for a maximum of 3 years; (9) owner demands for rent increases have resulted in a new situation: when the rent demanded exceeds the applicable BHA Payment Standard, the Rent Board determines the rent, the assisted family may be required to pay more than 30% of income for rent, and enjoys protections/benefits under the S8 program and Rent Ordinance; to date we have 5 such cases at a single property; (10) new project for support staff in response to observation by auditor; effective immediately the lease and Housing Assistance Payment (HAP) contract are electronically attached to the participants case file. End of report.

6. **New Business**

A. Approval of Minutes:

a. Regular meeting, September 10, 2015

It was moved/ seconded (Cox/Rossi; Agostino abstain; Wilkinson absent) to approve the minutes as presented.

B. Administrative Plan revisions: Chapter 17 Project Based Vouchers

It was moved/ seconded (Rossi/Moody; Wilkinson absent) to approve the changes to the Administrative Plan.

C. Approve a Non-Refundable Fee of \$3,000 for Applications submitted for Project-Based Vouchers

It was moved/ seconded (Moody/Cox; Wilkinson absent) to authorize a \$3,000 non-refundable application fee, per project, for award and/ or renewal of Project Based Voucher awards.

D. Authorization to Solicit Requests for Award of Project Based Vouchers

It was moved/ seconded (Rossi/Moody; Wilkinson absent) to solicit proposals to award a maximum of 25 project based vouchers to projects that will increase the supply of affordable rental units.

E. Finance Report–Period Ending August 31, 2015 - Val Agostino, Chair, Finance Committee & Jesy Yturralde, Finance Manager

Marjorie Cox, Vice Chair of the Finance Committee provided highlights from the written report; no significant changes to report; information will be forthcoming on the impacts of GASB at a later date. Report received.

F. Adoption of new Payment Standards – November 1, 2015

It was moved/ seconded (Cox/Rossi; Wilkinson absent) to adopt a new payment standard, set at 110% of the HUD published 2016 Fair Market Rents effective October 1, 2015. Staff to continue efforts to have HUD issue revised Fair Market Rents that more accurately reflect the cost of rental housing in Berkeley.

G. Adoption – Local One Contract (Corrections)

It was moved/ seconded (Cox/Agostino; Wilkinson absent) to rescind Resolution No. 15-02, and authorize execution of the revised Local One Contract that reflects the agreements negotiated and approved on February 12, 2015.

H. Approval of Adjustments to Executive Director Compensation

It was moved/ seconded (Rossi/Moody; Wilkinson absent) to provide the Executive Director a 3% Cost-of-Living adjustment retroactive to June 21, 2015, and require a 1% contribution to retirement effective September 13, 2015 consistent with other Authority staff.

I. Correction – Final Resolution – CalPERS Contract

It was moved/ seconded (Cox/Agostino; Wilkinson absent) to authorize execution of the Final Resolution required by CalPERS to implement the 1% employee retirement contribution.

7. **Commissioners' Questions and Matters**

Chairperson Norris advised, and invited Commissioners to attend the Housing Advisory Commission meeting, Thursday, December 3rd when staff will present on "The Affordable Housing Crisis," including recommendations for access to Below Market Rent units.

8. **Communications**

Mansour Id-Deen, President NAACP presented a letter addressed to Tia Ingram, Executive Director, with copies to Berkeley City Council.

9. **Adjournment**

It was moved/ seconded (Cremer/Agostino; Wilkinson absent) to adjourn at 7:49 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, November 12, 2015 at 6:00 p.m. at the North Berkeley Senior Center.

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