



Berkeley Housing Authority

Item 6Aa

DRAFT MINUTES

BOARD OF THE BERKELEY HOUSING AUTHORITY

REGULAR MEETING

June 12, 2014

North Berkeley Senior Center
1901 Hearst Avenue
Berkeley, CA 94709

6:00 p.m.

CAROLE NORRIS, CHAIR

VALERIE AGOSTINO
MARJORIE COX

ADOLPH MOODY
DANIEL ROSSI

1. **Call to Order**

The meeting was called to order by Chairperson Norris at 6:05 p.m

2. **Roll Call**

Present: Chairperson Norris; Commissioners Agostino, Cox, Moody and Rossi. Two vacancies on the Board

3. **Comments from the Public**

During public comment (Catherine Birchett), and during a brief recess period (Raleigh Bellard), family of the late Rodney Bellard, addressed the Commission, and received thanks from Board members in recognition of the efforts of Mr. Bellard to provide quality housing, and eliminate illegal drugs in South Berkeley

The meeting adjourned to closed session at 6:15 p.m.

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. **Closed Session**

Conference with Labor Negotiators pursuant to the California Government Code Section 54957.6 Designated representatives: Tia Ingram, Jennifer Bell, James Diamond. Employee Organization SEIU 1021.

Conference with Labor Negotiators pursuant to the California Government Code Section 54957.6 Designated representatives: Tia Ingram, Jennifer Bell, James Diamond. Employee Organization Local One.

Executive Director Evaluation

Pursuant to Government Code Section 54957, Public Employee Performance Evaluation:
Review of Executive Director's Performance, Fiscal Year 2012-13

Board returned to open session at 6:57 to allow public comment from a relative of Rodney Ballard, the immediately returned to closed session; the closed session concluded 7:20.

5. **Report from the Executive Director**

Executive Director briefed the Board on the status of activities of the Housing Authority in the areas of overall administration, rental assistance in the Section 8 Voucher, and Authority owned rental housing programs, and informed the Board of potential significant actions/ developments which may transpire prior to the next regular meeting

Highlights from the written report include (a) 99% 50058 reporting, with only 4 reported late annual recertification and unit inspections; special acknowledgement of the efforts of the Housing Specialist and Office Assistant II; (b) Human Resources consultant RFP issued to provide expert "human resource management" review and recommendations regarding our policies, procedures and practices to ensure the Authority is in full compliance (an effort delayed from the time the City ceased to perform the HR function); this is work not performed by Goldfarb and Lipman; (c) considerable discussion about the RFP and anticipated contract for the strategic planning session facilitator; explained consultant will not only facilitate the meeting, but perform considerable upfront work; Finance committee (Agosgino and Cox) expressed concern that the expenditure is not a part of the approved budget, and they had no prior knowledge of the expense; (d) the committee appointed by the Board has met, and given staff direction on strategies for the labor negotiations; the full Board was briefed during the closed session; (e) alerted Board to anticipated additions to leasing (utilization) and possible offsetting due to absorption by other PHAs of outgoing vouchers; processing of applications from the S8 wait list has begun; first briefing scheduled for June 16th; (f) staff has initiated renewal process for the expiring allocation of project based vouchers awarded to University Neighborhood Apartments (Board suggested the documents requested from the owner include financials); (g) owner retention/ expansion remains a critical goal in terms of increasing the supply of available units, and achieving 100% lease up, in unit count; (h) similar "over-housed" situation occurring in the S8 program, that was experienced in the public housing program; increasing number of households (seniors or near seniors) are facing significant rent increases (and potentially eviction) because their voucher size is smaller than the number of bedrooms in the unit; staff is able to negotiate rent reductions with some landlords; other landlords want rent consistent with the unit size; (i) summary information about ongoing demand (need) for affordable housing and the extreme hardship situations shared by those inquiring about admission to BHA's S8 voucher program; information may be useful as the Board grapples with the allocation of S8 Project Based voucher awards/ renewals.

6. **New Business**

A. Approval of Minutes: Regular Meeting, May 8, 2014

It was moved/ seconded (Moody/ Agostino) to approve the minutes as presented.

B. Status of Rehabilitation Project – Berkeley 75 Housing Partners LP (oral report)

Construction is moving forward, with some improvement in leasing; BHA continues to stress with Related importance of leasing “by the 1st of the month”; currently, 17 occupied units with S8PB assistance; 15 units on Francisco, 2 units on Virginia; Lydia Tan has been helpful in resolving transition issues; some unresolved issues with (a) wage compliance (by contractor) and (b) exchange of information/ documents required to complete the S8 contract.

C. Finance Report–Period Ending April 30, 2014 - Val Agostino, Chair, Finance Committee & Jesy Yturralde, Finance Manager

No significant variances to report for the period ending April 30th; initial budget anticipated a year end deficit of \$700,394; currently project a year end deficit of \$782,599 that includes cost of office move and disposition expenses that we did not anticipate at the beginning of the fiscal year; and payment of Section 108 loan that we thought we were going to make in FY2013.

D. Continuing Resolution for FY 2014-15 Budget

*It was moved/ seconded (Rossi/ Cox) to adopt the resolution as presented.
Finance Committee and Finance Director have been focused, spending considerable hours working through iterations of the proposed budget; a final budget proposal will be completed and included in the packet so Commissioners will have an opportunity to review the materials before being asked to act on the recommendation at the July meeting.*

E. Contract Amendment – Goldfarb & Lipman, LLC

It was moved/ seconded (Cox/ Moody) to amend (extend) the contract for 30-days.

7. **Commissioners' Questions and Matters**

8. **Communications**

9. **Adjournment**

This agenda was posted on the doors of the Berkeley Housing Authority at 1936 University Ave., Suite 150, Berkeley, CA 94704; at North Berkeley Senior Center, 1901 Hearst Avenue, Berkeley, CA 94709; as well as the Berkeley Housing Authority website, www.cityofberkeley.info/bha. The next Regular meeting of the Board is scheduled for **Thursday, July 10, 2014** at 6:00 p.m. at the North Berkeley Senior Center.

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