



Berkeley Housing Authority

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Item 6B
NEW BUSINESS
January 11, 2018

Office of the Executive Director

TO: Honorable Chairperson and
Members of the Berkeley Housing Authority Board

FROM: William E. Wilkins, Executive Director

SUBJECT: Monthly Report

HAP SHORTFALL PREVENTION TEAM MEETING:

The December 2017 Shortfall Prevention Team meeting occurred on December 12th with HUD staff to discuss updates. BHA received full payment to cover the projected deficit and ended the calendar year with \$127,824 "HUD-held reserves" (available to BHA upon request).

Moving into 2018 BHA will continue to operate with a deficit, as such no vouchers will be issued to new waitlist participants. Staff will also continue working with the Shortfall Prevention Team in anticipation of resolving the Housing Assistance Payments issue in 2018.

**STATUS OF CONTRACTS WITH SEIU LOCAL 1021 AND LOCAL ONE; AND
AMENDED UNREPRESENTED EMPLOYEES MANUAL:**

During the November 2017 BHA Board Special Meeting, staff failed to present the Board with Resolutions to support your approvals for:

- a. SEIU Local 1021
- b. Local One
- c. Unrepresented employees

To correct this matter, the required resolutions are provided within the agenda for your review and approval.

SECTION 8 PARTICIPANT NEWS LETTER:

Two separate newsletters were sent out to all current Section 8 participants and owners, during the months of November and December. Newsletters are posted on the BHA website.

APPOINTMENT OF NEW HEARING OFFICER:

Effective January 2018, staff has been able to obtain the services of Omar Calimbas, with the Berkeley Rent Stabilization Board. Arrangements have been made for BHA to make payments for services provided. Mr. Calimbas will only be engaged for the Informal Hearings scheduled

through BHA for clients that have made requests in a timely manner for issues such as proposed termination of Section 8 assistance. Many thanks to Jay Kelekian, Executive Director of the Berkeley Rent Stabilization Board for making this possible.

RENEWAL OF CONTRACT FOR UTILITY ALLOWANCE SCHEDULE:

The BHA has hired Alan Fox to produce the utility allowance schedule for the next three years; the costs will be under \$2,000 (\$600 in 2018; \$650 in 2019 and \$700 in 2020). Mr. Fox has conducted the utility rate research, calculations, and allowance updates since 2012, with only very modest pricing increases. He is an economist and former HUD employee that focused on utility allowance calculations and methodology.

BIENNIAL INSPECTIONS

As a cost-savings measure, in 2018 BHA will be moving to biennial inspections. This means that for 2018 inspections that pass on the first attempt, our inspector will return to the unit in 2020 (skipping a year). If the 2018 inspection fails on the first attempt, that unit will be reinspected until it passes, as per our normal protocol (28 days later or 1 day if an emergency fail item). But the following inspection will not skip a year; our inspector will return again in 2019 to conduct another Housing Quality Standards inspection. For all participating units, landlords and tenants may request a special inspection at any time, no matter how long it has been since the most recent inspection.