



Office of the Executive Officer

CONSENT CALENDAR
May 22, 2007

To: Honorable Chairperson and
Members of the Housing Authority
From: *PK* Phil Kamlarz, Executive Officer
Submitted by: Pamyla Means, Authority Clerk
Subject: Minutes for Approval

RECOMMENDATION

Approve the minutes for the Housing Authority meeting of February 13, 2007 (special), February 27, 2007 (regular), March 20, 2007 (regular) and April 24, 2007 (regular).

CONTACT PERSON

Pamyla Means, Authority Clerk, City Clerk Department, 981-6900

Attachments:

- 1: February 13, 200 Special Housing Authority Minutes
- 2: February 27, 2007 Housing Authority Minutes
- 3: March 20, 2007 Housing Authority Minutes
- 4: April 24, 2007 Housing Authority Minutes

MINUTES

BERKELEY HOUSING AUTHORITY SPECIAL MEETING

TUESDAY, FEBRUARY 13, 2007

Council Chambers, 2134 Martin Luther King Jr. Way
Teleconference Location – 1636 Channing Way, Berkeley, CA

Preliminary Matters

Roll Call: 6:01 p.m.

Present: Authority Members Anderson, Capitelli, Hunt, Maio, Moody, Moore, Olds, Spring, Worthington, Wozniak, and Mayor Bates.

Absent: None.

Public Comment – Limited to items on this agenda only – 4 speakers.

Consent Calendar

Action: M/S./C (Maio/Wozniak) adopted the Consent Calendar:

1. Minutes for Approval

From: Executive Officer

Recommendation: Approve the minutes for the Housing Authority meeting of December 12, 2006.

Financial Implications: None

Contact: Pamyla C. Means, Authority Clerk, 981-6900

Action: Approved minutes as submitted.

Action Calendar

2. Oral Report: Section 8 Housing Choice Voucher Payment Standards

From: Executive Officer

Contact: Stephen Barton, Housing, 981-5400

Action: Action and report regarding Governance Structure status scheduled for February 27, 2007.

Staff explained the subsidy payment standards provided by the Berkeley Housing Authority and how those standards affect the number of assisted units available; and how variables such as utility costs and size of the unit factor into the number of households that can be assisted. Under the current standard, with HUD funding at a reduced rate, the BHA is operating at a deficit of \$100,000 per month, and using its reserves. The challenge is how to balance the needs of individual households vs. the costs to the entire subsidy program. If the current standard is, raised to provide more assistance to individual households, fewer clients could be served in total.

Action Calendar

3. Oral Report: Annual Plans for FY 2006 and FY 2007 – Administrative Plan on Use of Project-Based Section 8

From: Executive Officer

Contact: Stephen Barton, Housing, 981-5400

Action: Action scheduled for February 27, 2007.

Staff explained that in order to address the allocation of project based Section 8 for the Brower Center Project; the Housing Authority Administrative Plan must be amended to deal with the issue of de-concentration of poverty.

Adjournment – 6:49 p.m.

This is to certify that the foregoing is a true and correct copy of the minutes of the special meeting of February 13, 2007 as approved by the Berkeley Housing Authority.

Pamyla Means, Secretary

MINUTES

BERKELEY HOUSING AUTHORITY TUESDAY, FEBRUARY 27, 2007

Council Chambers, 2134 Martin Luther King Jr. Way
Teleconference Location – 1636 Channing Way, Berkeley, CA

Preliminary Matters

Roll Call: 6:31 p.m.

Present: Authority Members Anderson, Capitelli, Hunt, Maio, Moody, Moore, Olds, Spring, Worthington, Wozniak, and Mayor Bates. (Maio present 6:32 p.m.)

Absent: None.

Public Comment Public Comment on Consent Calendar Items Only – 7

Consent Calendar

Action: M/S/C (Maio/Wozniak) adopted the Consent Calendar in one motion (Absent – Worthington).

1. **Utility Allowance Schedule** (*Held over from December 12, 2006*) and Revised Report

From: Executive Officer

Recommendation: Adopt a Resolution establishing a revised Utility Allowance Schedule for use in the administration of the Section 8 and Public Housing programs, and rescinding Resolution No. 722 effective March 1, 2007.

Financial Implications: See report

Contact: Stephen Barton, Housing, 981-5400

Action: Adopted Resolution No. 730 (Absent – Worthington).

Staff reported that the utility allowance schedule is similar to surrounding jurisdictions. This allowance is an average that is not designed to pay full costs. Payment standards for studio and one-bedroom units have been increased to provide protection to those clients. Non-elderly and non-disabled clients will see an increase.

Action Calendar

2. **Section 8 Housing Choice Voucher Payment Standards**

From: Executive Officer

Recommendation: Adopt a Resolution approving a new Payment Standard schedule for the Section 8 Housing Choice Voucher program effective March 1, 2007.

Action Calendar

Financial Implications: None

Contact: Stephen Barton, Housing, 981-5400

Action: M/S/C (Maio/Wozniak) adopted Resolution No. 731 (Abstain – Moore, Anderson; Noes – Worthington).

Staff reported that the Federal Government has required a reduction in payment standards and reiterated that currently the City is operating on a \$100,000 per month deficit to maintain the program standard. Discussion centered on the City's subsidy, it was suggested that hardships be reviewed on a case by case basis and that efforts be made to get cooperation from landlords in accepting reduced payments when necessary.

3. Annual Plans for FY 2006 and FY 2007 - Administrative Plan on Use of Project-Based Section 8

From: Executive Officer

Recommendation: Reapprove the annual plans for FY 2006 and FY 2007 and approve an amendment to the administrative plan on use of project-based Section 8.

Financial Implications: None

Contact: Stephen Barton, Housing, 981-5400

Action: M/S/C (Worthington/Maio) approved recommendation (Abstain –Wozniak, Moody; Noes – Olds).

Information Reports

4. Berkeley Housing Authority Governance Structure

From: Executive Officer

Contact: Stephen Barton, Housing, 981-5400

Action: Received and filed.

Staff reported that the new governance structure will include a reconstituted Authority Board appointed by the City Council and that it is hoped that this board will be in place by May 2006. Council requested regular status reports.

Public Comment on Items not Listed on the Agenda - 0

Adjourned – 7:15 p.m.

This is to certify that the foregoing is a true and correct copy of the minutes of the regular meeting of February 27, 2007 as approved by the Berkeley Housing Authority.

Pamyla Means, Secretary

MINUTES

**BERKELEY HOUSING AUTHORITY
TUESDAY, MARCH 20, 2007**

Council Chambers, 2134 Martin Luther King Jr. Way
Teleconference Location – 1636 Channing Way, Berkeley, CA

Preliminary Matters

Roll Call: 6:29 p.m.

Present: Authority Members Anderson, Capitelli, Hunt, Maio, Moody, Moore, Spring, Worthington, Wozniak, and Mayor Bates.

Absent: Authority Member Olds.

Public Comment – 1

Action Calendar

1. **Annual Management Assessment for Public Housing Agencies** *(To be delivered)*
From: Executive Officer
Recommendation: Adopt a Resolution authorizing the November 30, 2006 electronic submission of the Annual Public Housing Assessment System (PHAS) management operations certification report to the U.S. Department of Housing and Urban Development (HUD) for Fiscal Year ending June 30, 2006.
Financial Implications: See report
 Contact: Stephen Barton, Housing, 981-5400
Action: Withdrew from agenda.

Information Reports

Authority Member Worthington absent

2. **Berkeley Housing Authority Status Report** *(To be delivered)*
From: Executive Officer
 Contact: Stephen Barton, Housing, 981-5400
Action: M/S/C (Maio/Wozniak) discuss without written report. Staff provided an oral report indicating that the Section 8 wait list has been updated, two sites have been leased, the Administrative Plan has been revised with major changes and staff is addressing significant challenges within the department. No action taken.

Adjournment – 6:43 p.m.

.This is to certify that the foregoing is a true and correct copy of the minutes of the regular meeting of March 20, 2007 as approved by the Berkeley Housing Authority.

Pamyla Means, Secretary

SUMMARY MINUTES

BERKELEY HOUSING AUTHORITY TUESDAY, APRIL 24, 2007

Council Chambers, 2134 Martin Luther King Jr. Way
Teleconference Location – 1636 Channing Way, Berkeley, CA

Preliminary Matters

Roll Call: 6:02 p.m.

Present: Authority Members Anderson, Capitelli, Hunt, Maio, Moody, Moore, Olds, Spring, Worthington, Wozniak, and Mayor Bates.

Absent: None.

Public Comment – 4

Information Reports

- Berkeley Housing Authority Status Report**
From: Executive Officer
Contact: Stephen Barton, Housing, 981-5400
Action: Received and filed.

Adjournment – 6:27 p.m.

This is to certify that the foregoing is a true and correct copy of the minutes of the regular meeting of April 24, 2007 as approved by the Berkeley Housing Authority.

Pamyla Means, Secretary

