



Berkeley Housing Authority

# BHA Landlord Newsletter Winter 2022



**Payment Standards Update:** In our last newsletter, we shared that BHA's Payment Standards were set at 110% of the Fair Market Rents for Calendar Year 2022, which was the highest allowable at the time. However, HUD recognizes that in high cost areas, voucher holders are having a difficult time finding units, and invited housing authorities to apply for a waiver to go up to 120% of the FMRs. We are pleased to share HUD approved our request; for New Lease ups/New Contracts, the 120% Payment Standard will be in effect on March 1, 2022; for Existing Contracts, the 120% Payment Standard will be in effect on July 1, 2022.

The 120% Payment Standard figures *only pertain to leaseups in the Housing Choice Voucher Program ("HCV" also called Tenant-based vouchers)*. The Project-based Section 8 and BMR/Tax Credit units are not eligible for this increase.

**Payment Standards for all existing HCV contracts through June 30:**

Studios: \$1,691      1 BR: \$2,039      2 BR: \$2,501      3 BR: \$3,306      4 BR: \$3,935

**NEW Payment Standards eff. March 1-New Contracts & July 1-Existing Contracts (HCV Only):**

Studios: \$1,845      1 BR: \$2,224      2 BR: \$2,728      3 BR: \$3,607      4 BR: \$4,293

We regret that this waiver authority was not provided prior to our establishing new Payment Standards effective Jan. 1 at 110% of the FMR, and hope that for landlords who were granted rent increases thus far, you will understand this was out of our sphere of control. Further, HUD has only approved these rates through the end of the Calendar Year 2022.

Remember that even though the Payment Standards are now set at higher rates than previously, the asking rent, whether for rent increases or new contracts, must pass our Rent Reasonableness (rent comp comparison) test, as required by HUD. If the Rent Comps in our database do not reflect the requested rent, *we will only approve rent equivalent to the highest figure on the Rent Comp. report*—you are also free to provide Rent Comps.

**Rent Increases:** To request a rent increase, at least 60 days prior to the contract anniversary (generally the lease start date), provide a copy of the 60 day Notice of Intent to Increase Rent, as required by State law, both to your tenant and the Housing Specialist (see below), along with a Unit Characteristics Survey, found on our website at [www.cityofberkeley.info/bha](http://www.cityofberkeley.info/bha). Look under the "For Landlords" section of the website, then click on "Rent Increase Information."

**Tax Records/1099's:** 1099 Forms were mailed on January 26th. If you did not receive or have corrections on your 2021-1099 MISC, please contact Maggie Yan at [wyan@cityofberkeley.info](mailto:wyan@cityofberkeley.info) or (5101) 981-5477.

**Inspections and Unit Safety Reminders:** As we have previously announced, and as required by HUD, BHA Annual Inspections have started up again, effective Jan. 1, 2022. Please be on the lookout for letters from Outsourcetit Inc., indicating your inspection date. Please note that in the meantime, you (and your tenant) have the right to request a Special Inspection at any time, should you have concerns about your unit. Email Krystal Coleman at [kcoleman@cityofberkeley.info](mailto:kcoleman@cityofberkeley.info) to schedule a Special Inspection. Please also continue to send RTA forms for new unit move in inspections to Krystal—scan and email or drop box is fine!

For **heating systems** that are non-operable, when it is colder than 60 degrees outside, this will result in an Emergency Fail and reinspection the next day. Some landlords may wish to provide space heaters while awaiting the repair, however, please remind tenants to plug space heaters directly into a properly working outlet only, rather than using extension cords—to avoid fire hazard. In the days leading to a scheduled inspection, is a good time to test smoke and carbon monoxide detectors, as these are common fail items.

**Landlord Incentives!** BHA continues to provide financial incentives for the following:

- (1) **Up to \$1,500 in Unit Turnover Program funds:** to cover expenses to ready a vacant unit for lease up in our Housing Choice Voucher Program (note: Project-based, Moderate Rehab, BMR properties, and new luxury developments not eligible to apply). You will be contacted by BHA staff after an RTA (move-in inspection). *Keep your receipts when prepping a unit for a new vacancy!*
- (2) **\$1,750 New Emergency Housing Voucher Program Signing Bonus:** for entering into lease with those at-Risk of Homelessness or Homeless. Also provided: case management services from a local housing advocacy agency connected to each of the homeless households desperately needing a place to call home.
- (3) **\$1,000 Mainstream Voucher Program Signing Bonus:** for landlords willing to house formerly homeless households. The North County Housing Resource Center, operated by Bay Area Community Services (BACS) provides the bonus as well as case management resources.

For more information on these incentives, or with questions about our incentives program, please send an email to: [bha@cityofberkeley.info](mailto:bha@cityofberkeley.info).

**Document Dropboxes!** Located just outside the front door of our office at 1947 Center Street, and inside the building, to the left of the front doors, are BHA's two document drop boxes for BHA landlords and clients. The drop boxes are checked regularly Mondays through Thursdays. Please use the box when you are not able to email or fax documents to staff. Our fax number is 510-981-5480.

**Contacting BHA Staff:** please reach out to staff with questions, or to schedule a phone meeting, or contactless appointment.

Staff	Position/Client Last Name Begins with:	Phone: 510-981-	Email: @cityofberkeley.info
Lynda DeShazier	Housing Specialist A, B, C, D, K, L, O	5482	ldeshazier
Tracy Jackson	Housing Specialist E, F, G, H, I, J, M, N	5486	tjackson
Althea Maybon	Housing Specialist Mc, P, Q, R, S, T, U, V, W, X, Y, Z	5478	amaybon
Tilda Barnes	Housing Choice Voucher Sup./New Contracts/Ports/Mod Rehab.	5484	tbarnes
Tyra Pumphrey	Receptionist	5470	tpumphrey
Krystal Coleman	Inspections Desk	5490	kcoleman
Celinda Aguilar-Vasquez	Acting Mgmt. Analyst/Exec. Assistant/FSS Coordinator	5483	caguilar-vasquez
Jesy Yturralde	Finance Manager	5488	jyturralde
Jayla Fuentesilla	Office Asst. II/Accounting	5474	bfuentesilla
Maggie Wang	Accountant	5477	ywang
Rachel Gonzales-Levine	Acting Executive Director	5485	rgonzales-levine

BHA will be closed: May 19 (Malcolm X Day); May 30 (Memorial Day); June 20 (Juneteenth); closed every Friday.

 *Property Owners, for partnering with BHA in housing those less fortunate in our community! We couldn't do it without you—and we are grateful!*