



Berkeley Housing Authority

DRAFT MINUTES

Special Meeting

BOARD OF THE BERKELEY HOUSING AUTHORITY

Thursday, December 8, 2022
5:31 pm

CHRIS SCHILDT, Chair

Max Levine, Vice Chair

Adolph Moody

Ali Kashani

Dan Rossi

Alexandria Thomas-Rodriguez

1. **Call to Order** – *The meeting was called to order at 5:43 p.m.*
2. **Roll Call** – *All present.*
3. **Comments from the Public** – Limited to 3 minutes per speaker
-Joe Liesner from People's Park Advisory Group spoke about People's Park Project in Berkeley.
4. **Consent Calendar**
 - A. Adoption of a Resolution of the Board of Commissioners of the Housing Authority of the City of Berkeley Making Findings Authorizing Continued Remote Teleconference Meetings of the Board of Commissioners Pursuant to the Ralph M. Brown Act, as Amended by Assembly Bill 361 – *Moved and seconded by Commissioners Rossi and Kashani, the motion passed. All in favor.*
5. **Closed Session:**
 - A. Public Employment (Ca. Government Code § 54957) Title: Management Analyst and Executive Assistant
 - B. Public Employment (Ca. Government Code § 54957) Title: Executive Director*-Closed session ended at 6:43 p.m. with nothing to report out.*
6. **Approval of Minutes:**
 - A. November 10, 2022 Regular Meeting – *Moved and seconded by Commissioner Kashani and Vice Chair Levine, the Minutes of the November 10, 2022 meeting was approved. All in favor.*
7. Report from the Executive Director – *James Williams talked about various strategies to improve voucher utilization, including absorption of all incoming vouchers, training staff on how to use the Two-Year-Toll and increasing availability of monthly; he also discussed about customer service, new work schedule, trainings and MTW implementation*
8. **New Business**
 - A. Finance Report – Actual vs Budget for Period Ending October 31, 2022 – *Jesy reported a projected deficit of 418,194 as of October 31, 2022, that is \$7,337 higher than the originally projected deficit of \$410,857. The projection primarily resulted from lower than budgeted utilization on all programs; and changes in salary and benefits due to staff turn-over. She also informed the Board about the write off of fully depreciated assets from the general ledger amounting to \$132,605.88 and presented the disbursements for the month of October 2022. Finance report accepted.*

- B. Approval of Strawberry Creek Lodge Amendment to Exhibit A of HAP contract to update three units with project-based assistance from Units A106, B416 and C428 to Units A109, C340 and C440. *-Moved and seconded by Commissioners Kashani and Rossi, the Resolution was approved. All in favor.*
- C. Adopt Resolution Amending the Executive Director Employment Agreement between the Berkeley Housing Authority and James Williams to amend the relocation allowance from a one time relocation fee of \$15,000 to net of \$15,000. *-Moved and seconded by Vice Chair Levine and Commissioner Thomas-Rodriguez the motion was approved with a correction on the amount of relocation allowance to \$22,000.*
- D. Report from General Counsel on Assembly Bill 2449 and options for remote meetings after the end of the Governor Declared State of Emergency on February 28, 2023. *-Legal Counsel Jhaila Brown spoke about the changes on how to run remote meetings after February 28, 2023.*

9. **Commissioners' Questions and Matters** - None

10. **Communications** - None

10. **Adjournment** – *Moved and seconded by Commissioners Rossi and Thomas-Rodriguez, the meeting adjourned at 8:05 p.m. in acknowledgment and appreciation of all the Celinda Aguilar-Vasquez, Acting BHA Management Analyst, has done for BHA in the last 14 years. All in favor except for Commissioner Kashani who left at 8:04 p.m.*

1.

This agenda was posted on the doors of the Berkeley Housing Authority at 1947 Center Street, Berkeley, CA 94704; as well as the Berkeley Housing Authority website www.cityofberkeley.info/bha. The next Special Board meeting is scheduled for January 5, 2023, at 5:31 pm as a teleconference unless otherwise noted.
