



Berkeley Housing Authority

Regular Board Meeting

Minutes

Thursday, June 19, 2025

4:31 pm

1. **Call to Order** The meeting was called to order at 4:40 p.m.
2. **Roll Call** All present, except Commissioner Davis; absent.
3. **Agenda Adjustments** none
4. **Comments from the Public** none
5. **Approval of Minutes**
May 15, 2025, minutes were approved with the following corrections, moved by Vice Chair Kashani, seconded by Commissioner Matthews, all present and all in favor except Commissioner Davis, absent.

7B Final - corrected to
Adopted a resolution approving a 10% increase including retroactive pay to November of 2024 for the BHA Executive Director's Compensation; moved by Vice Chair Kashani seconded by Commissioner Matthews, all present, all in favor except for Commissioner Rossi; four ayes and one no.
ADHOC committee was formed consisting of the following appointees, Chair Chris Schildt, Vice Chair Ali Kashani, and Commissioner Matthew who will work on the BHA ED contract which is scheduled to expire in November of 2025.

7C Final – corrected to
Finance Quarterly Report; presented by Jesy Yturralde, Finance Manager, Berkeley Housing Authority.

9 Final - corrected to
Change name from Christi to Christina Murphy.
6. **Report from the Executive Director**
BHA, Executive Director, James Williams, spoke on several items related to the Finance Budget Report FY25-26, The open positions for an Operations Director and S8 Housing Specialist positions were reviewed. SWOT analysis update was provided.
7. **New Business:**
 - a) Adoption of the Fiscal Year 2025-2026 Budget of the Berkeley Housing Authority;
Approved; with corrections to paragraphs 8, 10, 12, 13, of the attached resolution, moved by Vice Chair Ali Kashani, seconded by Commissioner Rossi, all in favor, all present except Commissioner Davis, absent.
 - b) Allocation of 4 (Four) Project Based Section 8 Vouchers for North Berkeley BART 1429 Delaware Street Berkeley, CA 94702 Pursuant to Application Based on Limited Opportunity for Selection Based on Previous Competition Only Under 24 CFR 983.51(b)(2).
Approved; with correction to paragraph 1 of the attached resolution, moved by Commissioner Thomas-Rodriguez, seconded by Vice Chair Ali Kashani, all in favor, all present except Commissioner Davis, absent.

- c) Approve a resolution authorizing the Executive Director to amend & to ratify payments made in excess of the contract amount for the Administrative Components of Inspection Services with OutsourcIT, Inc. through June 30, 2025.
Approved; with correction to typo in paragraph 1 of the attached resolution, moved by Commissioner Matthews, seconded by Commissioner Rossi, all in favor, all present except Commissioner Davis, absent.
- d) Approve a resolution authorizing the Executive Director to amend & to ratify payments made in excess of the contract amount for the Moving to Work Supplement Program Services, PHA Strategies, Inc., through June 30, 2025.
Approved; moved by Vice Chair Ali Kashani, seconded by Commissioner Thomas-Rodriguez, all in favor, all present except Commissioner Davis, absent.
- e) Approve a resolution authorizing the Executive Director to amend & to ratify payments made in excess of the contract amount & extend the terms for the Public Housing Voucher Programs Technical Assistance Services, Section Eight and Associates LLC through June 30, 2026.
Approved; moved by Commissioner Thomas-Rodriguez, seconded by Commissioner Matthews, all in favor, all present except Commissioner Davis, absent.
- f) Approve a resolution authorizing the Executive Director to amend & to ratify payments made in excess of the contract amount & extend the terms for Human Resource Services, WillConsult through June 30, 2026.
Approved; moved by Vice Chair Ali Kashani, seconded by Commissioner Rossi, all in favor, all present except Commissioner Davis, absent and Commissioner Levine, excused for a break and returned.
- g) Approve a resolution authorizing the Executive Director to extend the project-based voucher contract for Northern California Land Trust (NCLT); 1342,1348 Blake St/ 3011 Shattuck Ave#3/ 2425 California St #6.
Approved; with corrections to paragraph 1; 10yr to 5yr and to list the preferences through the entire attached resolution, moved by Commissioner Rossi, seconded by Commissioner Thomas-Rodriguez, all in favor, all present except Commissioner Davis, absent.
- h) North Berkeley BART Station Development, Phase 1, Parcel D; Undertake U.S. Department of Housing and Urban Development Restore-Rebuild Process for An Allocation of 11 Vouchers to an Approximately 60 Unit Affordable Housing Project (EBALDC).
Approved; moved by Commissioner Rossi, seconded by Vice Chair Ali Kashani, all in favor, all present except Commissioner Davis, absent.
- i) North Berkeley BART Station Development, Phase 1, Parcel A; Undertake U.S. Department of Housing and Urban Development Restore-Rebuild Process for An Allocation of 50 Vouchers to an Approximately 85 Unit Permanent Supportive Housing Affordable Housing Project (BRIDGE Housing Corporation/Insight Housing, Inc.).
Approved; with correction to the attached resolution to change the typo for the figure \$802,800 to the correct figure of \$1,123,740.00, moved by Commissioner Matthews, seconded by Vice Chair Ali Kashani, all in favor, all present except Commissioner Davis, absent.

8. **Closed Session:**

Public Employee Performance Evaluation: Government Code sections 54957(b); Title Executive Director; began at 638 p.m. and ended at 8:04p.m with nothing to report.

9. **Commissioners' Questions and Matters:** There was a review of the SWOT Training Conference Dates. Vice Chair Ali Kashani nominated the Agenda Item for Consent Calendar to be included on the BHA BOC Agenda's.

10. **Communications:** none

11. **Adjournment:** Meeting ended at 8:05 p.m., motioned to adjourn by Commissioner Levine and seconded by Commissioner Thomas-Rodriguez, all present, all in favor except Commissioners Davis, absent.