



Housing Advisory Commission

<b>Regular Meeting</b> <b>Thursday, May 1, 2025</b> <b>7:00 pm</b>	<b>South Berkeley Senior Center</b> 2939 Ellis Street  Anna Cash, Secretary HAC@berkeleyca.gov
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**Written communications submitted by mail or e-mail to the Housing Advisory Commission by 5:00 p.m. the day before the meeting** will be distributed to the members of the Committee in advance of the meeting and retained as part of the official record.

**All agenda items are for discussion and possible action.**

**Public comment policy:** Members of the public may speak on any items on the Agenda and items not on the Agenda during the initial Public Comment period. Members of the public may also comment on any item listed on the agenda as the item is taken up. Members of the public may not speak more than once on any given item. The Chair may limit public comments to 3 minutes or less.

1. **Roll Call**
2. **Land Acknowledgement** (Attachment 1)
3. **Agenda Approval**
4. **Public Comment**
5. **Approval of April 3, 2025 Regular Meeting Minutes** (Attachment 2)
6. **Receive Presentation on the City of Berkeley's Unpermitted Dwelling Units Amnesty Program** – Staff
7. **Discussion and Possible Action to Recommend Funding to the 2024 Housing Trust Fund Request for Proposals Applications** – HTF Subcommittee/Staff (Attachment 3)
8. **Discussion and Possible Action to Recommend Housing Trust Fund (HTF) Program Funding for Resources for Community Development's Maudelle Miller Shirek Community (2001 Ashby)** – HTF Subcommittee/Staff (Attachment 4)
9. **Discussion and Possible Action: Commission Work Plan Process** (Attachments 5 and 6)
10. **Update on Council Items (Future Dates Subject to Change)**
  - a. 2025 City Council Referral Prioritization Results Using Re-Weighted Range Voting (RRV) (3/25/2025)
  - b. Submission of the 2025-2030 Consolidated Plan and Program Year 2025 Annual Action Plan (4/29/2025)

## 11. Announcements/Information Items

- a. Update on Litigation Related to Ordinance to Prohibit the Sale or Use of Pricing Algorithms to Set Rents or Manage Occupancy Levels for Residential Dwelling Units (Berkeley Municipal Code Chapter 13.63)

## 12. Future Items

- a. Appoint Subcommittees (June)
  - i. Housing Trust Fund Subcommittee
  - ii. Public Facilities Improvements NOFA Applications Review Subcommittee

## 13. Adjourn

### Attachments

1. Land Acknowledgment
2. Draft April 3, 2025 Regular Meeting Minutes
3. Lourdes Chang, HHCS, 2024 Rehabilitation Housing Trust Fund Request for Proposals Funding Recommendations
4. Jenny Wyant, HHCS, Funding Reservation for Resources for Community Development's Maudelle Miller Shirek Community Project
5. Anna Cash, HHCS, Annual Commission Work Plan
6. Fiscal Year 2024-25 Commission Work Plan

Communications to Berkeley boards, commissions or committees are public record and will become part of the City's electronic records, which are accessible through the City's website. Please note: e-mail addresses, names, addresses, and other contact information are not required, but if included in any communication to a City board, commission or committee, will become part of the public record. If you do not want your e-mail address or any other contact information to be made public, you may deliver communications via U.S. Postal Service or in person to the Secretary of the commission. If you do not want your contact information included in the public record, please do not include that information in your communication. Please contact the Secretary for further information.

This meeting will be conducted in accordance with the Brown Act, Government Code Section 54953. Any member of the public may attend this meeting. Questions regarding this matter may be addressed to Mark Numainville, City Clerk, (510) 981-6900.

### COMMUNICATION ACCESS INFORMATION:



To request a disability-related accommodation(s) to participate in the meeting, including auxiliary aids or services, please contact the Disability Services specialist at (510) 981-6418 (V) or (510) 981-6347 (TDD) at least three business days before the meeting date.

## ATTACHMENT 1

### **Land Acknowledgement Statement**

*The City of Berkeley recognizes that the community we live in was built on the territory of xučyun (Huchiun (Hooch-yoon)), the ancestral and unceded land of the Chochenyo (Cho-chen-yo)-speaking Ohlone (Oh-low-nee) people, the ancestors and descendants of the sovereign Verona Band of Alameda County. This land was and continues to be of great importance to all of the Ohlone Tribes and descendants of the Verona Band. As we begin our meeting tonight, we acknowledge and honor the original inhabitants of Berkeley, the documented 5,000-year history of a vibrant community at the West Berkeley Shellmound, and the Ohlone people who continue to reside in the East Bay. We recognize that Berkeley's residents have and continue to benefit from the use and occupation of this unceded stolen land since the City of Berkeley's incorporation in 1878. As stewards of the laws regulating the City of Berkeley, it is not only vital that we recognize the history of this land, but also recognize that the Ohlone people are present members of Berkeley and other East Bay communities today. The City of Berkeley will continue to build relationships with the Lisjan Tribe and to create meaningful actions that uphold the intention of this land acknowledgement.*



Housing Advisory Commission

## HOUSING ADVISORY COMMISSION DRAFT MINUTES

<b>Regular Meeting</b> <b>Thursday, April 3, 2025</b> <b>7:01 pm</b>	<b>South Berkeley Senior Center</b> 2939 Ellis Street  Anna Cash, Secretary HAC@berkeleyca.gov
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### 1. **Roll Call**

Present: Sarah Bell, Karen Haycox, Debbie Potter, Sean Vaughn Scott, David Shere, and Alfred Twu.

Absent: Truman Braslaw (unexcused) and Leah Simon-Weisberg (excused).

Staff Present: Anna Cash and Snow Zhu.

Commissioners in attendance: 6 of 7.

Members of the public: 9

Public Speakers: 5

### 2. **Land Acknowledgement**

### 3. **Agenda Approval**

Action: M/S/C (Potter/Twu) to approve the agenda.

Vote: Ayes: Bell, Haycox, Potter, Scott, Shere, and Twu. Noes: None. Abstain: None.

Absent: Braslaw (unexcused), Simon-Weisberg (excused).

### 4. **Public Comment**

There were two speakers during public comment.

### 5. **Approval of March 6, 2025 Meeting Minutes**

Action: M/S/C (Shere/Haycox) to approve the March 6, 2025 Regular Meeting minutes.

Vote: Ayes: Bell, Haycox, Potter, Scott, Shere, and Twu. Noes: None. Abstain: None.

Absent: Braslaw (unexcused), Simon-Weisberg (excused).

### 6. **Berkeley Housing Authority Status Update**

Public Speakers: 3

### 7. **Update on Council Items (Future Dates Subject to Change)**

### 8. **Announcements/Information Items**

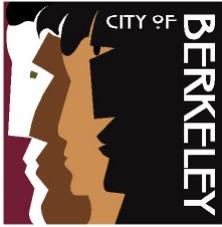
### 9. **Future Items**

### 10. **Adjourn**

Housing Advisory Commission  
April 3, 2025  
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Action: M/S/C (Shere/Haycox) to adjourn at 8:53 pm.

Vote: Ayes: Bell, Haycox, Potter, Scott, Shere, and Twu. Noes: None. Abstain: None.  
Absent: Braslaw (unexcused), Simon-Weisberg (excused).



Health Housing and  
Community Services Department  
**Housing & Community Services Division**

## MEMORANDUM

**To:** Housing Advisory Commission

**From:** Lourdes Chang, Senior Community Development Project Coordinator

**Date:** May 1, 2025

**Subject:** **2024 Housing Trust Fund RFP Applications and Funding Recommendations**

### **Recommendations:**

Recommend that City Council:

1. Reserve \$2,990,000 in funding for Resources for Community Development's Adeline Street Apartments;
2. Reserve \$2,868,571 in funding for Satellite Affordable Housing Associates' Ashby Lofts project;
3. Consider increasing allocations to the Housing Trust Fund from any available sources, including but not limited to Measure U1, in order to support the funding requests for the following projects:
  - \$1,669,334 for Resources for Community Development's Dwight Way project (1518 Dwight Way)
  - \$750,000 for Housing Consortium of the East Bay/MPI Properties' University Homes project (1461 University)
  - \$56,258 for Satellite Affordable Housing Associates' Ashby Lofts project
4. Authorize the City Manager to refinance existing HTF loans for each project into new loans with terms consistent with the HTF Guidelines
5. Waive Section IV.C.1 of the Housing Trust Fund Guidelines for projects receiving funds through this Request for Proposals process.
6. Approve multiyear operating funding contracts for Resources for Community Development and Satellite Affordable Housing Associates, starting Fiscal Year FY26 and ending FY30, estimated at up to \$30,000 per organization per FY;
7. Authorize City Manager or designee to determine the amount of funding to be awarded to Resources for Community Development and Satellite Affordable Housing Associates annually from FY26 to FY30, based on the amount of the City's annual allocation of HOME funds and availability of General Fund match; and

8. Authorize the City Manager or designee to execute all original or amended documents or agreements to effectuate this action.

**Current Situation and Effects:**

On April 17, 2025, the Housing Trust Fund (HTF) Subcommittee of the Housing Advisory Commission voted to approve the recommendations listed above. M/S/C Haycox/Bell. Ayes: Bell, Haycox. Noes: None. Abstain: None. Absent: None.

Housing Trust Fund Request for Proposals

The City released its 2024 Housing Trust Fund Request for Proposals (HTF RFP) in November 2024 with two overarching goals: 1) allocate HOME funds to previously funded affordable housing developments in need of renovations, and 2) allocate operating funds to eligible organizations.

The City's portfolio of HTF-funded projects is aging, and while projects with limited cash flow can typically address regular maintenance and unit turnovers, they may not be able to build sufficient reserves to address major capital projects. Through this RFP, the City has approximately \$5.8M to support the rehabilitation of existing projects, including \$1.2M in HOME funds. The HOME funds must be committed (in an executed loan agreement) by December 2025, or the City risks losing those funds. HOME-funded projects must meet certain federal requirements related to rehab standards, affordability, and must be completed by an organization certified by the City as a Community Housing Development Organization. Through this RFP, the City will prioritize projects that are HOME-eligible and able to meet the commitment deadline. The City will also prioritize projects with urgent health and safety needs.

In addition to the rehabilitation funds, up to 5% of the City's annual HOME allocation is available to certified Community Housing Development Organizations (CHDOs) for operating funding, to support their work on existing and future HOME-funded projects. The amount of CHDO operating funds is expected to fluctuate annually, depending on the year's HOME allocation, for a total of up to \$60k per year, to be split amongst the organizations that certify. Each certified CHDO will enter into a 5-year operating grant.

The City received five (5) applications representing \$11.5M in rehab funding requests and three (3) applications for operating subsidy funds. The HTF Subcommittee recommended that City Council consider increasing the allocation of additional funds to the Housing Trust Fund due to the overwhelming need for rehabilitation funds, and in order to address the life safety issues identified in the proposals.

**A. Rehabilitation Projects**

This section details Housing staff's analysis of the five proposals received for rehabilitation. Housing staff used the categories high, medium, and low to rate each scoring category identified in the HTF RFP and listed considerations for each rating.

- Developer Capacity (40%)
- Feasibility (25%)
- Local Needs and Priorities (20%)
- Readiness to Proceed (15%)

### **Adeline Street – Resources for Community Development (RCD)**

RCD requested \$2,990,000 for the rehabilitation of Adeline Street Apartments located at 3222-24 Adeline Street. In addition to the new funds, RCD requested that the City waive the accrued interest on the project's original loan, currently estimated at \$2.6M.

Forgiving the accrued interest for Adeline Street Apartments would bring down the project's total debt, which could help facilitate future debt or tax credit financing.

However, since there is no direct impact on project operations or the proposed rehab project, staff is not recommending forgiveness of accrued interest at this time.

Adeline Street Apartments provides 18 units of accessible, affordable housing to low-income households with incomes at no more than 30% AMI who also have physical disabilities. The building, which opened in 2003, features 100% of units and all common spaces built to serve those with disabilities.

RCD's proposed renovation includes rebuilding the exterior walkways, which are exposed to sun and rain, and are now damaged and pose health and safety risk to residents. The addition of a roof structure over the third-floor walkways will prevent the repeated deterioration of the walkways from happening again (and, notably, would keep Berkeley Housing Authority from abating subsidy payments due to outstanding deck damages). Four private balconies are at risk of collapse and need to be demolished and rebuilt. The flat roofs will be replaced, dry rot will be repaired, and the building will be repainted. To address security needs, RCD plans to enhance exterior lighting, create a fobbed entry to the rear gate, supplement the camera system, and add fencing and gates in the open-air garage. The rehabilitation will include rehabilitation of the fire alarm system, free broadband/Wi-Fi for residents, an HVAC system and ADA improvements for the commercial tenant's space.

- Developer Capacity. Staff rating: High. RCD is an experienced nonprofit developer well known to City staff and the community, with a portfolio of over 450 affordable housing units in Berkeley and over 5,000 units throughout the San Francisco Bay Area. RCD is in a stable financial position.
- Feasibility. Staff rating: High. The requested funding is sufficient to meet the capital needs identified in the PNA.
- Local Needs and Priorities. Staff rating: High. RCD is a certified CHDO, and the proposed project is HOME-eligible. The rehab scope addresses serious safety issues at the project, which serves people with disabilities.
- Readiness to Proceed. Staff rating: High. Other than obtaining a building permit, there are no impediments to starting work.

### **Staff Recommendation:**

Fund RCD's Adeline Street renovation at the full request - \$2,990,000. Refinance the original HTF loan into a new loan with terms consistent with the HTF Guidelines. Waive Section IV.C.1 of the HTF Guidelines to allow a City subsidy greater than 40% of the project's total development costs.

### **Ashby Lofts – Satellite Affordable Housing Associates (SAHA)**

SAHA requested \$2,924,829 for the renovation of Ashby Lofts, located at 2909-2919 Ninth Street.

Ashby Lofts is a 54-unit project in West Berkeley that serves households with incomes at 50% AMI and below. The project also has a small commercial space. City Council approved a \$850K reservation for the project in 2021. Since that initial reservation, SAHA determined that additional City support is necessary to be competitive for rehab tax credits.

The proposed rehabilitation includes substantial life and safety upgrades to the building exterior, including repairing water intrusion damages of the exterior decks and stairs. Extensive shoring was performed in 2019 to address immediate concerns but repairs and replacement of these building elements is needed to maintain safe access for the building's lifetime. Other immediate repairs and replacement of building systems, such as heating, electrical, preventative measures in building exteriors, will be addressed as identified in the Physical Needs Assessment.

- Developer Capacity. Staff rating: High. SAHA and its predecessors developed and renovated over 650 units of affordable housing in Berkeley and are in compliance with monitoring and property management practices. SAHA is in a stable financial position.
- Feasibility. Staff rating: High. The scope addresses life and safety items in addition to other major systems. The project will secure tax credits to leverage City funds.
- Local Needs and Priorities. Staff rating: High. The project includes safety and 'green' upgrades to an occupied affordable housing project. The proposed rehab at Ashby Lofts is HOME-eligible.
- Readiness to Proceed. Staff rating: Medium-High. Ashby Lofts will require a minimal level of environmental review. The project depends on receiving a competitive tax credit allocation to proceed. SAHA needs the additional allocation of HTF funds to be more competitive in their application for rehab tax credits.

#### **Staff Recommendation:**

Fund SAHA's Ashby Lofts renovation at \$2,868,571. Refinance the original HTF loan into a new loan with terms consistent with the HTF Guidelines. Consider increasing allocations to the Housing Trust Fund from any available sources, including but not limited to Measure U1, in order to support the remaining request of \$56,258.

### **Dwight Way – Resources for Community Development (RCD)**

RCD requested \$1,669,334 for the rehabilitation of Dwight Way property located at 1518 Dwight Way.

Dwight Way Apartments is a 16-unit building completed in 1999 and serves households at or below 50% of the Area Median Income. The project has Section 811 financing from the U.S. Department of Housing and Urban Development (HUD).

The proposed rehabilitation is for the repair of exterior balconies and walkways on the second floor, and the replacement of waterproof topping on the second-floor walkway. The damage was caused by water intruding beneath the walkways and balconies. The damage to the framing is substantial, with dry rot on the joists and in the frame. All the damaged framing will need to be replaced, and the waterproof topping will need to be restored. In addition, the accessibility scope includes adjustments to common area kitchenette under sink clearances and pipe insulation, counter and wall cabinet heights, paper towel dispenser, and laundry folding counter, and widening of the laundry room door.

The City funds would be the primary source of funding for these repairs (99%), with minimal contribution from replacement reserves and income from operations. RCD is unable to add new debt to the property due to a prohibition on HUD 811 projects to take on first mortgages.

- Developer Capacity. Staff rating: High. RCD is an experienced nonprofit developer well known to City staff and the community, with a portfolio of over 450 affordable housing units in Berkeley and over 5,000 units throughout the San Francisco Bay Area. RCD is in a stable financial position.
- Feasibility. Staff rating: High. The scope is supported by a physical needs assessment, and the budget is sufficient to address the project's immediate needs.
- Local Needs and Priorities. Staff rating: High. The rehab scope addresses serious life safety issues at the project, which serves people with disabilities.
- Readiness to Proceed. Staff rating: High. Other than obtaining a building permit, there are no impediments to starting work.

**Staff Recommendation:**

Consider increasing allocation to the Housing Trust Fund from any available sources, including but not limited to Measure U1, in order to support the funding request of \$1,669,334 for Dwight Way. If funded, City Council would need to approve to waive Section IV.C.1 of the HTF Guidelines to allow a City subsidy greater than 40% of the project's total development costs.

**University Homes – Housing Consortium of the East Bay (HCEB)/MPI Properties**  
HCEB/MPI requested \$750,000 for the rehabilitation of University Homes, located at 1461 University.

University Homes, a 43-unit permanent supportive housing project serving formerly homeless individuals. In August 2024, HCEB/MPI University Homes acquired the property utilizing \$8.5M in City of Berkeley funds along with Alameda County and Homekey funding for capital and operating subsidies. The property also includes four commercial units along the University Avenue frontage, three of which are vacant and will be remodeled to accommodate additional site amenities including an accessible laundry room, property management office, supportive services offices, and a community room with kitchen. The scope of work also includes landscaping improvements to enhance the

outdoor environment and to provide accessible pathways throughout the property. The project is currently undergoing plan check review and is in the bidding process. However, the preliminary rehabilitation estimate from general contractors have come in higher than what was budgeted during the Homekey application. The funds requested will cover the additional costs of the rehabilitation.

The additional City funds are needed to fill a funding gap caused by an increase in construction costs and rising inflation due to tariffs imposed by the Trump Administration on lumber, steel and other consumer products from Mexico and Canada. The requested funds are needed to ensure project completion, and a safe community for its formerly homeless residents.

- Developer Capacity. Staff rating: Medium. The development team of HCEB and MPI Properties is experienced and capable of carrying out the proposed project. However, some of HCEB's financial metrics are lower than recommended.
- Feasibility. Staff rating: High. The scope of the project is supported by a physical needs assessment, and the funding request is relatively small.
- Local Needs and Priorities. Staff rating: High. The proposed renovations address health and safety needs of occupied affordable housing project serving an extremely vulnerable population. All of the units are reserved for formerly homeless or at-risk individuals, and the project provides comprehensive onsite supportive services.
- Readiness to Proceed. Staff rating: High. Other than obtaining a building permit, there are no impediments to starting work.

**Staff Recommendation:**

Consider increasing allocations to the Housing Trust Fund from any available sources, including but not limited to Measure U1, in order to support the funding request of \$750,000 for University Homes.

**William Byron Rumford Plaza – Resources for Community Development (RCD)**

RCD requested \$3,221,221 for the renovation of Rumford Plaza located at 3017 Stanton.

William Byron Rumford, Sr. Plaza (Rumford Plaza) is a 43-unit residential apartment complex that includes ten wood-frame residential buildings consisting of townhouses and stacked flats. The buildings are on land a ground lease from the City of Berkeley that extends until 2064. Rumford Plaza has 27 restricted units (30 to 60% AMI) and 16 conventional/market rate units, including one (1) unrestricted manager unit. Some units have not been substantially renovated since construction in 1991.

In 2017, Rumford Plaza undertook a much-needed recapitalization and renovation. The original intention was to address upgrade of unit interiors of all 43 units and exterior elements. The project was not eligible for tax credits and financing was limited to a first mortgage from CalHFA, residual receipts loan from California Department of Housing and Community Development, and \$3.3M from the City of Berkeley. The project stabilized the building envelope, replacing the roof, windows, exterior stairs, balconies, siding, fencing, irrigation at all the buildings and renovating three (3) ADA units. It also

addressed some common area improvements, including landscaping, fence replacement, some improvements to ADA path of travel, site lighting and parking lot. The interior renovations had to be removed from the project scope.

The primary goal of the proposed rehabilitation is to complete unit renovations in the unrenovated affordable units. This includes replacing kitchen cabinets, counters, sinks, faucets, selected appliances, and improving kitchen venting. In the bathrooms this includes replacing the shower valves and surrounds, installing bathroom fans, and selected accessories. The renovation includes replacement of unit flooring and interior paint. The light fixtures will be replaced with energy efficient fixtures. The proposed scope would also include minor repairs identified in the project's physical needs assessment, including sidewalk improvements, replacing site lighting, adding security cameras, hard wiring the smoke detectors, and upgrading finishes in the community building. The conventional units will not be renovated as they are not eligible to use City loan funds.

The project is unable to secure additional funding from other sources. Nearly all the project cash flow is dedicated to making the required first mortgage payments to CalHFA.

- Developer Capacity. Staff rating: High. RCD is an experienced nonprofit developer well known to City staff and the community, with a portfolio of over 450 affordable housing units in Berkeley and over 5,000 units throughout the San Francisco Bay Area. RCD is in a stable financial position.
- Feasibility. Staff rating: Medium-High. The scope is generally consistent with the PNA, but does not include plumbing repairs which could have a substantial impact on the budget. RCD does not propose to leverage any outside funds.
- Local Needs and Priorities. Staff rating: Medium. The project includes upgrades to an occupied affordable housing project serving very low-income households.
- Readiness to Proceed. Staff rating: High. Other than obtaining a building permit, there are no impediments to starting work.

**Staff Recommendation:**

Compared with the urgent, life safety issues identified in the other proposals, staff do not recommend funding RCD's Rumford Plaza project at this time.

**B. CHDO Operating Support**

Local nonprofit developers were invited to apply for certification as Community Housing Development Organizations (CHDO) through this HTF RFP. A portion of the City's annual HOME allocation is reserved for CHDOs, including both operating and development funds. Because of the CHDO development set-aside, the City only provides HOME funding to projects developed by certified CHDOs.

The amount of CHDO operating funds will fluctuate, based on each year's HOME allocation to the City. The HOME CHDO operating funds, estimated at up to \$30k per year, will be matched with City general funds. Under HUD regulations, the HOME funding is available to a CHDO that is expected to have a HOME-funded project within the two years. Staff will determine which entity will receive the HOME portion and general fund

portion each year,

Federal HOME program regulations define a CHDO as an organization that meets certain criteria for organizational and financial capacity including having a certain board composition and certain policies in place. To be “certified” as a CHDO, eligible organizations must provide related documentation to the City for review and approval. Staff determined applicants’ eligibility for CHDO certification based on submittals that demonstrated compliance with the metrics related to:

- Legal Status
- Organizational Structure
- Organizational Capacity
- Financial Capacity

### **The Northern California Land Trust (NCLT)**

NCLT is a nonprofit community land trust founded in 1973. NCLT has developed 180 units of affordable housing and 7 commercial units for nonprofits and small businesses. NCLT has 8 properties in Berkeley. NCLT did not submit sufficient documentation demonstrating that it meets the financial standards required by HUD, so will not be certified as a CHDO for this five-year cycle.

### **Resources for Community Development**

RCD is an experienced nonprofit developer well known to City staff and the community, with a strong portfolio of over affordable housing in Berkeley. RCD recently completed Maudelle Miller Shirek Community. RCD has been a certified Berkeley CHDO since at least 2005, and submitted sufficient documentation to be recertified and eligible for the FY26-FY30 operating support.

### **Satellite Affordable Housing**

SAHA is an experienced nonprofit developer known to City staff and the community. The Grinnell is the most recent project completed by SAHA. SAHA has also been a certified Berkeley CHDO since at least 2005, and submitted sufficient documentation to be recertified and eligible for the FY26-FY30 operating support.

### **Staff Recommendation:**

Approve multiyear operating funding contracts for Resources for Community Development and Satellite Affordable Housing Associates, starting FY26 and ending FY30, estimated at up to \$30,000 per organization per fiscal year.

**Affordable Housing Project Funding**

Projects	Units	Encumbered	Reservations	Pending Requests	Project Total
Berkeley Way BRIDGE Affordable	89	2,774,925			2,774,925
Berkeley Way - Hope Center PSH	53	7,727,630			7,727,630
Berkeley Way - Hope Center TH	44	16,964,507			16,964,507
Maudelle Miller Shirek Community (2001 Ashby)	87	17,000,000		500,000	17,500,000
Woolsey Gardens	65	1,000,000			1,000,000
Russell Street Renovations	25	4,500,000			4,500,000
Golden Bear Homes (Homekey)	43	8,463,535			8,463,535
University Inn (Homekey 3)	42	8,500,000			8,500,000
2321 10th Street (NCLT)	8	3,324,225			3,324,225
MLK House	11	2,000,988			2,000,988
California Street Apartments	12	3,599,948			3,599,948
NBB BRIDGE Phase 1 Project	120	905,661	10,657,975		11,563,636
NBB EBALDC Project	60	452,830	5,473,534		5,926,364
NBB BRIDGE Insight PSH Project	85	641,509	8,368,491		9,010,000
Ephesian Legacy Court	80	3,556,400	14,531,301		18,087,701
1740 San Pablo	54	7,500,000	4,496,669		11,996,669
St. Paul Terrace	50	3,698,960	12,055,359		15,754,319
BUSD Workforce Housing	110		26,500,000		26,500,000
Supportive Housing in People's Park	119		14,359,593		14,359,593
Ashby BART Projects*	425		26,500,000		26,500,000
Ashby Lofts	54		850,000		850,000
FY25 Small Sites Program Allocation	tbd		900,052		900,052
Haste (NCLT)	8		500,000		500,000
NBB BRIDGE Phase 2 Project	116				0
2024 HTF Rehab	TBD			5,867,571	5,867,571
	<b>1760</b>	<b>92,611,118</b>	<b>125,192,974</b>	<b>6,367,571</b>	<b>224,171,663</b>

\*Estimated affordable units, based on 50% affordability, subject to change based on final BART-City term sheet and developer proposals.

Affordable Housing Funds	Fund Balance	Encumbered	Reservations**	Pending**	Project Total	Unallocated
HTF (AHMF, inclusionary, condo conv, commercial fee, HOME)	51,146,853	20,336,482	26,765,236	4,045,134	51,146,853	-
Measure U1 Allocated to HTF Program	27,812,005	22,816,324	4,995,681	-	27,812,005	-
Measure O - issuances 1 + 2	65,259,512	33,994,777	31,264,735	-	65,259,512	-
Measure O - issuances 3 + 4***	55,330,000	-	53,488,472	-	53,488,472	1,841,528
Measure P Allocated to HTF Program	11,825,341	11,825,341	-	-	11,825,341	-
CA HCD Permanent Local Housing Allocation Funds****	8,260,631	1,138,194	4,800,000	2,322,437	8,260,631	-
CA HCD Local Housing Trust Funds	6,378,850	2,500,000	3,878,850	-	6,378,850	-
	<b>226,013,191</b>	<b>92,611,118</b>	<b>125,192,974</b>	<b>6,367,571</b>	<b>224,171,663</b>	<b>1,841,528</b>

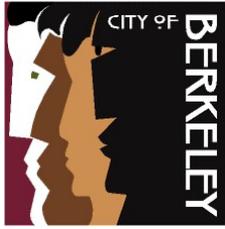
**Total Unallocated Housing Funds 1,841,528**

**Total Available Currently (before 3rd + 4th Measure O Issuances) -**

\*\*Exact amounts for each source subject to change prior to loan closings.

\*\*\*Funds will be available after the 3rd and 4th issuances, estimated for 2025 and 2027.

\*\*\*\*Includes \$3.45M in future PLHA funds for operating support for supportive housing.



Health Housing and  
Community Services Department  
**Housing & Community Services Division**

## MEMORANDUM

**To:** Housing Advisory Commission

**From:** Jenny Wyant, Program Manager

**Date:** May 1, 2025

**Subject:** **Funding Reservation for Resources for Community Development's Maudelle Miller Shirek Community Project**

### **Recommendation:**

Recommend that City Council reserve an additional \$500,000 from the available FY25 Small Sites Program funds for Resources for Community Development's (RCD) Maudelle Miller Shirek Community project.

### **Current Situation and Its Effects:**

In March 2025, RCD submitted a request for \$1M for Maudelle Miller Shirek Community (MMSC) – a Housing Trust Fund (HTF) project. Though RCD requested \$1M to help close its financing gap, they indicated that \$500,000 was the minimum they need from the City. The HTF Guidelines allow consideration of funding for at-risk projects outside of a competitive funding process. As a previously funded project that has not yet completed its conversion to permanent financing, MMSC meets the definition of an at-risk project.

The City has approximately \$5.8M in housing funds through the HTF program, all of which is expected to be allocated through the active HTF Request for Proposals for occupied affordable projects with rehab needs. Because the rehab needs of the City's portfolio projects are high, staff do not recommend reducing that pool of funding. The only other unallocated housing funds are the \$1.4M in FY25 Small Sites Program funds. A snapshot of the City's housing programs is included for reference, and shows encumbrances, funding reservations approved by Council, and the funding balances.

*A Vibrant and Healthy Berkeley for All*

*Funding Reservation for RCD's Maudelle Miller Shirek Community Project  
May 1, 2025*

### **Project Overview: Maudelle Miller Shirek Community Project**

MMSC provides permanently affordable housing for 86 extremely low-, very low-, and low-income households, including 12 apartments dedicated to previously homeless residents. RCD completed construction earlier this year, and is in the process of leasing up the units to eligible households. The City has an existing \$17M HTF loan for MMSC, and this is the first project to which the City's preference policy is being applied.

For funding requests for at-risk projects, applicants are required to demonstrate and document the urgency of the need for additional funding, steps they have taken to avoid the need for additional City funds, and that no other funds are available to meet the current need.

RCD closed MMSC's construction financing in early 2022, but faced delays throughout the project, including a 6-month delay in securing approvals from Alameda County Department of Environmental Health before construction could even start, a 4-month delay in securing power from PG&E, and delays from the City's approval process. The delays directly contributed to significant increases in the project's total development costs. Specifically, the construction loan interest went up \$2.5M due to the interest rate increasing from 4% to 6.5%, insurance increased due to the delays and insurance market changes, costs for environmental mitigation and oversight increased by \$1M due to the County's extended processes, and the cost of tax-exempt bond financing increased by \$600k to accommodate increased loan and legal fees.

RCD took the following steps to reduce costs and increase other funding to the project before requesting additional City funds:

- Value engineered approximately \$1M in construction costs
- Applied for and secured \$1M in AHP funds through the Federal Home Loan Bank
- Applied for supplemental bond funds through CDLAC to increase construction period financing needed to complete construction
- Negotiated an increase of \$2M in additional equity from the tax credit equity investor
- Negotiated an extended permanent loan from a 30-year amortization to 35 years to leverage additional debt
- Deferred \$660,000 in additional developer fees

If the City is unable to help fund the gap, RCD may need to considering reductions in operating and services staff and programs that contribute to ensuring a stable and healthy community.

### Organization Capacity. *Staff rating: High*

RCD is a highly experienced, Berkeley-based nonprofit developer well known to Housing staff and the community. RCD owns and operates 13 affordable housing developments in Berkeley and serve nearly 1,000 Berkeley residents. RCD partners with the John Stewart Company for project management; both entities have demonstrated sound asset and property management for their Berkeley projects.

*Funding Reservation for RCD's Maudelle Miller Shirek Community Project  
May 1, 2025*

Feasibility. *Staff rating: High*

The project has all of its construction and permanent financing secured, but for this funding gap. At this late stage of the project, the most significant development costs are known.

Local Needs and Priorities. *Staff rating: High*

Additional City funds will help mitigate the need for RCD to reduce its staffing or programs at MMSC that contribute to a healthy and successful community. The project reflects the priorities of the South Berkeley neighborhood for more transit-friendly affordable housing, and serves low-income families and formerly homeless households.

Readiness to Proceed. *Staff rating: High*

RCD is targeting October 2025 for the conversion to permanent financing. If additional funding is approved, the City would need to amend its existing loan within that timeframe.

**Affordable Housing Project Funding**

**4/22/2025**

Projects	Units	Encumbered	Reservations	Pending Requests	Project Total
Berkeley Way BRIDGE Affordable	89	2,774,925			2,774,925
Berkeley Way - Hope Center PSH	53	7,727,630			7,727,630
Berkeley Way - Hope Center TH	44	16,964,507			16,964,507
Maudelle Miller Shirek Community (2001 Ashby)	87	17,000,000		500,000	17,500,000
Woolsey Gardens	65	1,000,000			1,000,000
Russell Street Renovations	25	4,500,000			4,500,000
Golden Bear Homes (Homekey)	43	8,463,535			8,463,535
University Inn (Homekey 3)	42	8,500,000			8,500,000
2321 10th Street (NCLT)	8	3,324,225			3,324,225
MLK House	11	2,000,988			2,000,988
California Street Apartments	12	3,599,948			3,599,948
NBB BRIDGE Phase 1 Project	120	905,661	10,657,975		11,563,636
NBB EBALDC Project	60	452,830	5,473,534		5,926,364
NBB BRIDGE Insight PSH Project	85	641,509	8,368,491		9,010,000
Ephesian Legacy Court	80	3,556,400	14,531,301		18,087,701
1740 San Pablo	54	7,500,000	4,496,669		11,996,669
St. Paul Terrace	50	3,698,960	12,055,359		15,754,319
BUSD Workforce Housing	110		26,500,000		26,500,000
Supportive Housing in People's Park	119		14,359,593		14,359,593
Ashby BART Projects*	425		26,500,000		26,500,000
Ashby Lofts	54		850,000		850,000
FY25 Small Sites Program Allocation	tbd		900,052		900,052
Haste (NCLT)	8		500,000		500,000
NBB BRIDGE Phase 2 Project	116				0
2024 HTF Rehab	TBD			5,867,571	5,867,571
	<b>1760</b>	<b>92,611,118</b>	<b>125,192,974</b>	<b>6,367,571</b>	<b>224,171,663</b>

\*Estimated affordable units, based on 50% affordability, subject to change based on final BART-City term sheet and developer proposals.

Affordable Housing Funds	Fund Balance	Encumbered	Reservations**	Pending**	Project Total	Unallocated
HTF (AHMF, inclusionary, condo conv, commercial fee, HOME)	51,146,853	20,336,482	26,765,236	4,045,134	51,146,853	-
Measure U1 Allocated to HTF Program	27,812,005	22,816,324	4,995,681	-	27,812,005	-
Measure O - issuances 1 + 2	65,259,512	33,994,777	31,264,735	-	65,259,512	-
Measure O - issuances 3 + 4***	55,330,000	-	53,488,472	-	53,488,472	1,841,528
Measure P Allocated to HTF Program	11,825,341	11,825,341	-	-	11,825,341	-
CA HCD Permanent Local Housing Allocation Funds****	8,260,631	1,138,194	4,800,000	2,322,437	8,260,631	-
CA HCD Local Housing Trust Funds	6,378,850	2,500,000	3,878,850	-	6,378,850	-
	<b>226,013,191</b>	<b>92,611,118</b>	<b>125,192,974</b>	<b>6,367,571</b>	<b>224,171,663</b>	<b>1,841,528</b>

**Total Unallocated Housing Funds**

**1,841,528**

**Total Available Currently (before 3rd + 4th Measure O Issuances)**

**-**

\*\*Exact amounts for each source subject to change prior to loan closings.

\*\*\*Funds will be available after the 3rd and 4th issuances, estimated for 2025 and 2027.

\*\*\*\*Includes \$3.45M in future PLHA funds for operating support for supportive housing.



Health Housing and  
Community Services Department  
**Housing & Community Services Division**

## MEMORANDUM

**To:** Housing Advisory Commission

**From:** Anna Cash, Community Development Project Coordinator

**Date:** May 1, 2025

**Subject:** **Annual Commission Work Plan**

In July 2016, the City Council directed all commissions (with certain exceptions) to submit a work plan detailing its goals and objectives for the year. Plans will be submitted annually at the start of the fiscal year. As a best practice, commissions are encouraged to establish a process for creating a work plan before discussing the plan itself. The Council report attached to this memo provides additional context on this process. The components outlined in the report are recommended but not required.

Adopting items in a work plan does not preclude commissioners from bringing items for the Commission's consideration at a later time. It is intended to assist the commission with organizing and scheduling projects.

The HAC has pursued the following projects in 2025 that may be considered for inclusion:

- Housing Trust Fund Oversight
- Public Facilities Improvements Oversight
- Artist Housing Initiatives

Work Plans are set at the Fiscal Year (June/July). Commissioners should bring items for adoption for the June 5, 2025, meeting.

### Attachments

1. Commission Work Plans



Lori Droste, District 8  
Susan Wengraf, District 6

CONSENT CALENDAR  
July 19, 2016

TO: Honorable Mayor and City Council

FROM: Councilmembers Lori Droste, Susan Wengraf,  
Linda Maio, and Kriss Worthington

SUBJECT: Commission Work Plans

RECOMMENDATION

Commissions—with the exception of the Board of Library Trustees, Design Review Committee, and the Zoning Adjustments Board—will submit a work plan detailing its goals and objectives for the year. Plans will be submitted at the start of the fiscal year, annually.

FINANCIAL IMPLICATIONS

Although additional staff time will be needed to assist commissions in drafting work plans, staff time will be reduced overall if misaligned commission referrals are reduced. In addition, if boards and commissions do not direct city staff to perform research, gather information, or otherwise engage in activities involving projects or matters that are not aligned with the City's Strategic Plan, staff will be able to make more efficient use of their time.

BACKGROUND

The City of Berkeley is in the process of introducing its first strategic plan. To ensure that Berkeley's commissions are in alignment with the overall mission of the City, commissions should submit annual work plans. Each work plan should contain the following information:

1. Commission mission statement
2. What are the commission's goals? In order to achieve these objectives, please specify:
  - a. Resources
    - i. What specific resources are needed and available to achieve desired change? (i.e. staff time, \$, time, materials, equipment)
  - b. Program activities
    - i. What will the commission do with its resources?
    - ii. Processes, tools, events, technology, actions that are employed to bring about the intended objectives.

- c. Output(s)
  - i. What will be the direct results of commission activities?
  - ii. How much will be done? (i.e. Number of forums/meetings held, # of participants reached, etc.)
- d. Outcomes
  - i. The specific changes desired/achieved in the short-term (1-3 years) and long-term (4-6 years)

Outcomes should be measurable, action-oriented, and realistic (W. K Kellogg Foundation, 2004).

#### ENVIRONMENTAL SUSTAINABILITY

Not applicable

#### CONTACT PERSON

Lori Droste, City Councilmember District 8, 510-981-7180

Susan Wengraf, City Councilmember District 6, 510-981-7160

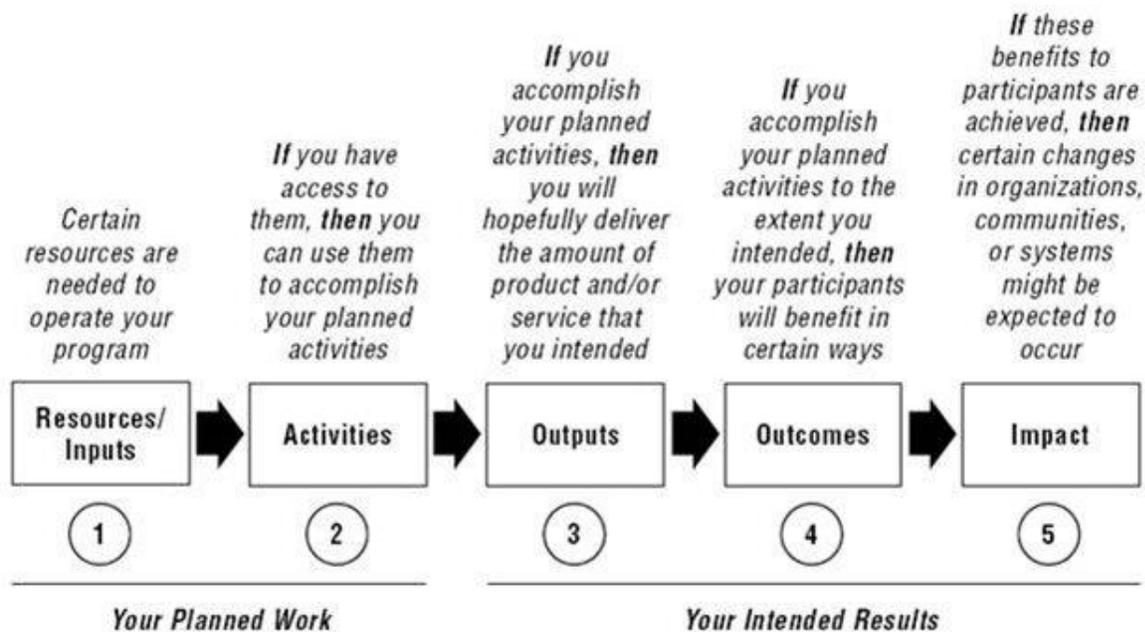
#### Attachments:

1: Logic Model Summary (W.K. Kellogg Foundation)

# Logic Model Summary

A logic model brings program concepts and dreams to life. It lets stakeholders try an idea on for size and apply theories to a model or picture of how the program would function.

The program logic model is defined as a picture of how your organization does its work – the theory and assumptions underlying the program. A program logic model links outcomes (both short- and long-term) with program activities/processes and the theoretical assumptions/principles of the program.



The Basic Logic Model components shown above are defined below. These components illustrate the connection between your planned work and your intended results.

They are depicted numerically by steps 1 through 5.

YOUR PLANNED WORK describes what resources you think you need to implement your program and what you intend to do.

**1. Resources** include the human, financial, organizational, and community resources a program has available to direct toward doing the work. Sometimes this component is referred to as Inputs.

**2. Program Activities** are what the program does with the resources. Activities are the processes, tools, events, technology, and actions that are an intentional part of the program implementation. These interventions are used to bring about the intended program changes or results.

YOUR INTENDED RESULTS include all of the program's desired results (outputs, outcomes, and impact).

**3. Outputs** are the direct products of program activities and may include types, levels and targets of services to be delivered by the program.

**4. Outcomes** are the specific changes in program participants' behavior, knowledge, skills, status and level of functioning. Short-term outcomes should be attainable within 1 to 3 years, while longer-term outcomes should be achievable within a 4 to 6 year timeframe. The logical progression from short-term to long-term outcomes should be reflected in impact occurring within about 7 to 10 years.

**5. Impact** is the fundamental intended or unintended change occurring in organizations, communities or systems as a result of program activities within 7 to 10 years. In the current model of WKKF (W.K. Kellogg Foundation) grantmaking and evaluation, impact often occurs after the conclusion of project funding.

Compiled from:  
W.K. Kellogg Foundation. "Logic Model Development Guide." (2004)

## **FY 2024-25 HAC WORK PLAN**

### Mission Statement:

The Housing Advisory Commission:

- Advises the City Council on housing matters, including affordable housing programs and policies and Community Development Block Grant (CDBG) and Emergency Services Grant (ESG) programs and their funding allocations;
- Recommends to the City Council Housing Trust Fund (HTF) allocations;
- Serves as the oversight body for Measure O, the \$135 million General Obligation bond to fund development of affordable housing; and
- Reviews and makes recommendations on items referred by the City Council, HAC members, or other commissions.

In addition, as necessary, the HAC:

- Hears matters regarding abatement of substandard buildings pursuant to Chapter 19.40; and
- Serves as the appeals board for relocation and correction of code violations as provided in Chapter 19.40.

When advising the City Council, the HAC is committing to addressing past and present racial and social inequities in housing and other community development service delivery and approaching its recommendations through a social justice lens.

### Goal:

Recommend affordable housing and community development programs and policies that further social justice and address systemic racism, classism and inequity in the city of Berkeley as outlined in HAC's FY 2024-25 work plan.

### FY 2024-25 Work Plan Activities:

- Convene year-round subcommittees to work with staff on proposed HTF allocations and CDBG-funded public facilities improvements and make funding recommendations to the full HAC.
- Work with the Civic Arts Commission, via a joint subcommittee, regarding proposed artist housing initiatives for HAC's and the Civic Arts Commission's approval and City Council consideration of any recommended initiatives.
- Undertake a process to: 1) better inform the HAC about General Fund-funded workforce development programs and agencies, and ESG and CDBG-funded agencies, programs, and funding needs, and 2) enhance public participation and the public's feedback on program effectiveness ahead of recommending five-year and annual program and funding allocations to City Council.

- Increase opportunities for more direct participation, including exploring hybrid meeting access, with community members and groups to gather input to be included in decision-making and recommendations.
- Review and make recommendations to City Council regarding various affordable housing policies including the Housing Preference Program discrimination study report (if funded), the proposed amendments to the City's linkage fees program, etc.
- Seek information via presentations, subcommittee work, etc. about Citywide initiatives that impact affordable housing preservation and development and make recommendations to City Council as appropriate. Initiatives include proposed amendments to the demolition ordinance, the San Pablo Avenue Specific Plan, proposed "upzoning" to provide opportunities for more middle-income housing.
- As part of the CDBG five-year Consolidated Plan adoption, provide recommendations to the City Council regarding the City's single-family rehabilitation programs, including emergency home repair, accessibility improvements, and major rehabilitation.

Outcomes:

- HTF monies pledged to affordable housing projects serving families and housing-insecure households
- CDBG-funded public facilities constructed in support of non-profits
- Proposed initiatives to promote affordable artist housing to retain and build the city's cultural infrastructure
- Five-Year and Annual CDBG/ESG/Workforce Development Plans/programs and funding recommendations that are grounded in service to the city's low-income and historically marginalized residents
- Citywide initiatives that enhance opportunities for affordable housing preservation and development
- A more efficient and effective CDBG-funded affordable housing preservation strategy that maximizes services that allow people to stay in their homes and thrive
- Outcomes that are reflective of the community's actual needs and concerns through increased consideration and inclusion of community voices.