



Berkeley Housing Authority

**REGULAR MEETING OF THE BOARD OF THE
BERKELEY HOUSING AUTHORITY**

DRAFT MINUTES

Thursday, July 8, 2010

**North Berkeley Senior Center
1901 Hearst Avenue
Berkeley, CA 94709**

5:30 p.m. CLOSED SESSION

Closed Session

1. Pursuant to Government Code Section 54957, Public Employee Performance Evaluation:
Executive Director.
The closed session was cancelled.

6:00 p.m. REGULAR MEETING

CAROLE NORRIS, CHAIR

**VALERIE AGOSTINO
MARJORIE COX
ADOLPH MOODY**

**KATHARINE GALE
DOROTHY HUNT**

1. **Call to Order**
The meeting was called to order at 6:03 p.m.
2. **Roll Call**
Board members present: Chairperson Norris, Agostino, Gale, Moody and Hunt; Commissioner Cox was absent with prior notice.
3. **Comments from the Public**
Four members of the public addressed the Commission
4. **Report from the Executive Director**
Executive Director briefed the Board on the status of activities of the Housing Authority in the areas of overall administration, rental assistance in the Section 8 Voucher, and Authority

owned rental housing programs, and informed the Board of potential significant actions/developments which transpired prior to the regular meeting.

Oral report. Executive Director shared highlights from areas of operations including Board activity, General Administration, Section 8 Voucher Program, Housing Authority owned units, and Finance.

Kathleen Sims, LIPH Disposition Project Manager shared update regarding the LIPH Community Advisory Committee and process for responding to inquiries about the project, including the recordation and tracking of same.

5. **Information**

A. Report advising process for responding to questions from Public Housing Residents.
Report received.

B. Overview – Fiscal Year 2009-10 Budget and Report regarding Cost Saving Measures Fiscal Year 2010-11, Marjorie Cox, Chair, Finance Committee & Tia Ingram, Executive Director.
Report received.

C. Financial Information – Ashby Arts, Proposed New Senior Housing Development.
Report received. Legal Counsel confirmed that a new recommendation can be presented to the Board regarding the number of vouchers awarded and the term of the reservation. Board requested additional information from staff on the financial implications, and impact on current utilization of vouchers.

6. **New Business**

A. Approval of Minutes: Regular Meeting, June 10, 2010.
No action; hold over to next regular meeting.

B. Appointing a committee to work with staff on comprehensive revisions to the By-Laws.
It was moved/seconded and approved (Moody/Agostino; Abstain: None; Noes: None; Absent: Cox) to appoint a Bylaws committee. Board members Gale, Moody, and Hunt were appointed.

C. Approving a resolution amending the By-Laws for the Berkeley Housing Authority, changing the Annual Meeting to the first meeting in September of each year.
It was moved/seconded and approved (Agostino/Gale; Abstain: None; Noes: None; Absent: Cox) to change the Annual Meeting to the first meeting in September.

D. Approving a resolution adopting the Board meeting schedule for Fiscal Year (FY) 2010-2011, which includes a regular meeting each month, and recess period in April and August.
It was moved/seconded and approved (Gale/Hunt; Abstain: None; Noes: None; Absent: Cox) to adopt the meeting schedule for FY 2010-2011. The meeting originally scheduled for Friday, July 23, 2010 at 8:30 a.m. was reinstated.

E. Approve a resolution authorizing the following actions to allow for participation in the “subsidy only” component of HUD’s Homeless Intervention Study being conducted by ABT Associates, Inc : (a) amend the Administrative Plan to include a preference for homeless families in 2010 the Study, (b) amend the Administrative Plan to allocate a maximum of 10 vouchers for use in the Study, and (c) authorize the Executive Director to

open the Section 8 Wait List for individuals in the Study for the duration of the project, or until the 10 vouchers have been utilized.

It was moved, seconded and approved (Agostino/Hunt: Abstain: None; Noes: None; Absent: Cox) to approve the three actions in furtherance of BHA's participation in the 2010 HUD Homeless Intervention Study.

F. Approve a resolution authorizing the submission of the Section Eight Management Assessment Program (SEMAP) certification for Fiscal Year June 30, 2010.

It was moved, seconded and approved (Gale/Hunt: Abstain: None; Noes: None; Absent: Cox) to authorize submission of the 2010 SEMAP Certification.

G. Approve a resolution authorizing the submission of the Management Operations Assessment System (MASS) certification for Fiscal Year ending June 30, 2010.

It was moved, seconded and approved (Hunt/Agostino: Abstain: None; Noes: None; Absent: Cox) to authorize submission of the 2010 MASS Certification.

H. Election of Chair and Vice-Chair of the Commission for Fiscal Year 2010-2011, effective July 9, 2010

Withdrawn based on rescheduling of the Annual Meeting to the first meeting in September.

7. **Communications**

A. Communication to and from Resident Awareness in Action
Received.

8. **Adjournment**

Meeting adjourned at 8:20 p.m.