



Berkeley Housing Authority

DRAFT MINUTES

BOARD OF THE BERKELEY HOUSING AUTHORITY

REGULAR MEETING

Thursday, October 13, 2011

North Berkeley Senior Center
1901 Hearst Avenue
Berkeley, CA 94709

6:00 p.m.

CAROLE NORRIS, CHAIR

VALERIE AGOSTINO
MARJORIE COX
ADOLPH MOODY

KATHARINE GALE
DOROTHY HUNT
RICHELIEU HEMPHILL

1. **Call to Order**

The meeting was called to order at 6:03 p.m.

2. **Roll Call**

Present Chairperson Norris, Vice-Chair Cox, Commissioners Agostino, Moody, Hemphill; Commissioner Gale absent with notice (Commissioner Hunt arrived at 6:10); legal counsel not present.

3. **Comments from the Public**

Angela Cavanaugh, Affordable Housing Associates addressed the Board.

4. **Report from the Executive Director**

Executive Director will brief 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 will inform the Board of potential significant actions/developments which may transpire prior to the next regular meeting.

Oral report from Executive Director highlighting areas of general administration, HUD reporting, and accomplishments/challenges in the Section 8 and Public Housing program.

5. **Consent Calendar**

- A. Approval of Minutes: Regular Meeting September 8, 2011
- B. Amending the Contract with, EJP Praxis Consulting (LIPH Repositioning Project), extending the term through June 30, 2012, and increasing the budget authority by \$38,200, for a total of \$75,470 – Tia Ingram, Executive Director & Jesy Yturralde, Finance Manager
- C. Authorizing destruction of outdated Administration, Finance and Program records that are beyond the required retention period as per BHA's Record Retention Policy – Tia Ingram, Executive Director & Jesy Yturralde, Finance Manager

It was moved (Hunt/Hemphill) and approved to adopt item A (September 8, 2011 Minutes) and item C (destruction of records). Item B (contract with EJP/Praxis) was pulled by staff.

6. **New Business**

- A. Finance Report: Val Agostino, Chair, Finance Committee & Tia Ingram, Exec Director
 - a. Status Report: Period Ending August 31, 2011
 - b. Receipt of Revised Quadel Report
- B. Independent Audit Report – Fiscal Year ending June 30, 2011
It was moved/seconded (Cox/Hunt) and approved to receive the Independent Report.
- C. Payment Standards for the Section 8 Tenant and Project Based, and Single Room Occupancy, Moderate Rehabilitation Program – Tia Ingram, Executive Director.
It was moved/seconded (Cox/Hunt) and approved to adopt the Payment Standards effective December 1, 2011 (Commissioner Agostino was not present for the vote)
- D. Status Report – LIPH Repositioning Project – Tia Ingram, Executive Director

7. **Commissioners' Questions and Matters**

8. **Communications**

Harmon Gardens – Grand Opening

Commissioner Hunt provided copies of correspondence left at her home from S8 participant Linda Grimes, and former participants Amber Woods-Brown and Tashonna Brown

10. **Adjournment**

It was moved/seconded (Cox/Agostino) and approved to adjourn the meeting at 7:15 p.m.

This agenda was posted on the doors of the Berkeley Housing Authority at 1901 Fairview Street, Berkeley, CA 94703; at North Berkeley Senior Center, 1901 Hearst Avenue, Berkeley, CA 94709; as well as the Berkeley Housing Authority website. The next Regular meeting of the Board is scheduled for Thursday, November 17, 2011 at 6:00 p.m. at the North Berkeley Senior Center.