



Berkeley Housing Authority

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

Thursday, September 16, 2010

**South Berkeley Senior Center
2939 Ellis St.
Berkeley, CA 94703**

6:00 p.m. REGULAR MEETING

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 6:02 p.m.

2. **Roll Call**

Board members present: Chairperson Norris, Agostino, Cox, and Moody. Commissioner Hunt arrived at 6:50 p.m.; Commissioner Gale was absent with notice.

3. **Comments from the Public**

Comments were received from Keith Carlisle, President, Residents' Awareness in Action; two public housing residents; and residents from Strawberry Creek Lodge.

The following documents were received from the public, and entered into the official record:

- a. September 16, 2010 letter from Residents' Awareness in Action
- b. August 25, 2010 letter from Rose Flippin, Public Housing Resident
- c. August 20, 2010 memo from Demetrius Shelton
- d. August 25, 2010 letter from Keith & Delanie Carlisle

4. **Consent Calendar**

It was moved/seconded and approved (Agostino/Moody) to approve the recommendations in items 4A, 4C, and 4D.

Item 4.B was removed from the Consent Calendar and taken up later.

- A. Approval of Minutes: Regular Meeting, July 8, 2010
- B. Approval of Minutes: Special Meeting, July 23, 2010
- C. Consideration of a resolution authorizing the adoption of a new Payment Standard schedule for the Section 8 Tenant Based and Project Based Voucher Programs, and the Moderate Rehabilitation, Single Room Occupancy Program, effective December 1, 2010
- D. Consideration of a resolution authorizing an amendment to the contract with Cornerstone Select Builders, Inc., (Cornerstone) increasing the contract authority by \$5,078.21, for a total not to exceed \$179,078.21
- E. Consideration of a resolution authorizing an amendment of the contract with Rosewood & Associates, (Rosewood) increasing the contract authority by \$20,000, for a total not to exceed \$54,200, and extending the term through February 28, 2011

It was moved/seconded and approved to approve item 4B, the July 23, 2010 minutes, with the correction, noting Commissioner Agostino was in attendance.

5. **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 will inform the Board of potential significant actions/developments which may transpire prior to the next regular meeting.

Report received.

6. **Information**

- A. Financial Report/Financial Statements, FY 2009-2010 – Marjorie Cox, Chair, Finance Committee & Tia Ingram, Executive Director

Report received.

- B. Report: Status of FY 2010-2011 Budget as of July 31, 2010 – Marjorie Cox, Chair, Finance Committee & Tia Ingram, Executive Director

Report received.

7. **Action Calendar**

- A. Receive public comment and consider 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 referred to BHA by the study team, (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 (Cox/Hunt) to adopt the recommendation

B. Consideration of a resolution adopting a Conflict of Interest Code for the Berkeley Housing Authority, establishing categories for staff reporting requirements, and authorizing transmittal to the Berkeley City Manager for approval by the City Council

It was moved/seconded and approved (Cox/Hunt) to adopt the recommendation.

C. Consideration of a resolution adopting revisions to the Bylaws for the Berkeley Housing Authority

It was moved/seconded and approved (Cox/Hunt) to adopt the Bylaws as proposed, with one revision, deletion of Section 3, Article 5.

D. Annual Election of Chair and Vice-Chair

It was moved/seconded and approved (Cox/Moody) to appoint Carole Norris Board Chair.

It was moved/seconded and approved (Agostino/Hunt) to appoint Marjorie Cox Board Vice- Chair.

8. Communications

None

9. Adjournment

The meeting was adjourned at 8:10 p.m.

This agenda was posted: on the doors of the Berkeley Housing Authority at 1901 Fairview Street, Berkeley, CA 94703; at the South Berkeley Senior Center, 2939 Ellis Street, Berkeley, CA 94703; 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, October 14, 2010 at 6:00 p.m. at the North Berkeley Senior Center.

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