



Berkeley Housing Authority

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

Thursday, May 13, 2010

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

6:00 p.m.

CAROLE NORRIS, CHAIR

**VALERIE AGOSTINO
MARJORIE COX
GEORGE AUSTIN**

**KATHARINE GALE
DOROTHY HUNT
ADOLPH MOODY**

1. **Call to Order**

The meeting was called to order at 6:10 p.m.

2. **Roll Call**

Board members present: Vice Chair Cox and Commissioners Agostino, Gale, and Moody; Commissioner Hunt arrived at 6:14 p.m.; Chairperson Norris and Commissioner Austin were absent with advance notice.

3. **Comments from the Public**

Rose Flippin (Public Housing Resident) and James Beatty (S8 Program participant) addressed the Commission.

4. **Consent Calendar**

A. Approval of Minutes: Regular Meeting, April 8, 2010.

B. Approval of Minutes: Special Meeting (LIPH Disposition Workshop), April 23, 2010.

It was moved, seconded and approved (Hunt/Agostino; Abstain: None; Opposed: None; Absent: Norris and Austin) to adopt the draft minutes of the April 8, 2010 regular meeting, and the revised "draft minutes" of the April 23, 2010 special meeting that were distributed earlier in the day, and provided at the meeting.

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 informed the Board of potential significant actions/developments which may transpire prior to the next regular meeting.

Executive Director acknowledged Renee Davis for her academic achievements, and presented her with a card and flowers. Young Ms. Davis (daughter of Yvette Davis) is a resident in the BHA Public Housing Program, and within the next few days, will graduate from the University of California with a Bachelor's degree in Social Work and continue her studies in a Master's Program, where she will pursue a degree in Early Childhood Education.

Executive Director shared summary comments on various items discussed in the written status report. *Commissioner Agostino, acknowledging comments expressed during the public comment period, and her own observations, acknowledged the need to secure the vacant unit at the corner of MLK and Ward, but requested that other methods be used that do not create such an eyesore, or reflect so negatively on BHA.*

6. **Information**

A. **Report: Status of FY 2009-2010 Budget as of March 31, 2010 - Marjorie Cox, Chair, Finance Committee & Tia Ingram, Executive Director.**

Presentation by Finance Committee member, Commissioner Agostino; report received.

B. **Memorandum of Agreement with HUD: April 15, 2010 Submission – Tia Ingram, Executive Director.**

Executive Director advised staff is awaiting response from HUD (due June 1st, 45 days after submission) confirming items that have been satisfactorily completed; also awaiting response to request for waiver of the requirement to contract out management of the units, pending disposition.

C. **SEMAP Corrective Action Plan with HUD: Status Update (oral report) – Tia Ingram, Executive Director.**

Executive Director advised still awaiting response from HUD to the draft Corrective Action Plan submitted in February, 2010. Further advised changes in HUD staff, and new Public Housing Revitalization Specialist assigned to BHA.

7. **New Business**

A. **Abolishing the Write-Off Policy adopted in April 2008, and Adopting a new Write-Off Policy.** Moved, seconded and approved (Gale/Agostino; Abstain: None; Opposed: None; Absent: Norris and Austin).

B. **Approve a resolution authorizing receipt of the 2010 Capital Fund Grant Award.** Moved, seconded and approved (Hunt/Agostino; Abstain: None; Opposed: None; Absent: Norris and Austin).

- C. Approve a Resolution adopting a Statement of “Goals and Outcomes” and “Principles for Process” related to repositioning of the 75 units of Housing Authority owned rental units. Moved, seconded and approved (Agostino/Hunt; Abstain: None; Opposed: None; Absent: Norris and Austin).
- D. Approve a resolution authorizing the Executive Director to amend the contract with Basis Architectural Services extending the term through June 30, 2010 (no increase in cost). Moved, seconded and approved (Hunt/Gale; Abstain: None; Opposed: None; Absent: Norris and Austin).
- E. Approve a resolution adopting the Berkeley Housing Authority, Fiscal Year 2010-2011 Budget. Considerable Board discussion, observations, conclusions, and identification of issues including: (a) FY 2010-11 budget is balanced with some one-time efforts, including use of unrestricted reserves, but problems await FY 2011-12; (b) question about the ability to adopt a deficit budget; (c) the \$300,000 deficit for FY 2010-11 is comparable to the General Fund subsidy from the current fiscal year; (d) need to identify if any more of the LIPH disposition project costs (including consultants) are CDBG eligible; (e) need to engage soon in forecasting the FY 2012 and beyond budgets; (f) importance of maximizing revenue stream, if any, from the disposition project; (g) direction to staff to continue exploring and implementing as necessary, the cost reduction efforts identified in the accompanying resolution. Moved, seconded and approved (Hunt/Gale; Abstain: None; Opposed: None; Absent: Norris and Austin).
- F. Approve a resolution adopting a Certified energy efficient Utility Allowance for Multi-Family units leased in the Section 8 Housing Choice Tenant or Project Based Voucher Program effective July 1, 2010. Moved, seconded and approved (Agostino/Moody; Abstain: None; Opposed: None; Absent: Norris and Austin).
- G. Approve a resolution authorizing the Executive Director to execute a two-year contract with Patel and Associates as the Independent Public Auditor for Single Audit Services for Fiscal Years ending June 30, 2010 and June 30, 2011, with a one-year option to renew. Moved, seconded and approved (Moody/Gale; Abstain: None; Opposed: None; Absent: Norris and Austin).

8. **Communications**

A. Letter to Commission from Chairperson Carole Norris.

Vice Chair Cox expressed her utmost regard for Chairperson Norris - her character and her integrity, and affirmed her full support of the Chairperson. She further characterized the various allegations as totally unfounded and highly regrettable.

Commissioner Gale added that Norris' letter clarifies that her employer ICF International has not had a contract with the City of Berkeley in over 15 years, a period clearly beyond any period that could be considered a conflict under HUD's rules. She further declared her opinion that there is no "conflict of interest" with regard to Carole Norris' role as a member of the Board, and her employment with ICF International.

9. **Adjournment**

Moved, seconded and approved (Hunt/Gale; Abstain: None; Opposed: None; Absent: Norris and Austin) to adjourn at 7:20 p.m.

The Special meeting of May 28, 2010 is CANCELLED. The next Regular meeting of the Board is scheduled Thursday, June 10, 2010 at 6:00 p.m. at the North Berkeley Senior Center, 1901 Hearst Ave.

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