



Berkeley Housing Authority

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

**DRAFT MINUTES**

**Thursday, June 10, 2010  
Regular Board Meeting**

**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**

1. **Call to Order**  
The meeting was called to order at 6:03 p.m.
2. **Roll Call**  
Board members Present: Chairperson Norris, Agostino, Cox, Gale; Board members Moody and Hunt arrived at 6:10 p.m.
3. **Comments from the Public**  
Eighteen members of the public addressed the public, including multiple representatives from Strawberry Creek Lodge (senior housing development) and Oregon Park (senior housing development), and Keith Carlisle, Public Housing resident and officer of *Resident Awareness In Action*.
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 transpired prior to the meeting.

Executive Director:

- clarified an earlier report regarding the HUD system for tracking debts due the BHA, noting that it only tracks debts owed by program participants, not Section 8 landlords;
- and informed that:
  - a. PIC reporting remains over the minimum required 95%;
  - b. BHA still is awaiting response from HUD on the draft SEMAP Corrective Action Plan submitted in February, 2010, noting concern that staff has operated within the draft plan, and there is no opportunity to modify operations prior to the June 30<sup>th</sup> year end, if HUD disagrees with the proposed plan elements;
  - c. Secretary Donovan provided Congressional testimony on May 25 with regards to the Transforming Rental Assistance Initiative—and provided highlights of such;
  - d. the Special joint meeting of BHA and Berkeley City Council is scheduled for July 13, 2010 at 5:30 p.m. Agenda to include review of BHA operations, and update on disposition activities. Executive Director also clarified that “City” questions regarding the disposition are from individual members of the Housing Advisory Board and/or City Council, but not official questions from the representative bodies;
  - e. BHA may consider applying for funds for CDBG eligible activities during the City’s next CDBG funding cycle;
  - f. staff participation in training with IT department was rescheduled to accommodate a Court appearance by several staff members in response to a lawsuit filed by a former S8 Program participant;
  - g. with regard to the Request for Proposals, only one response to the RFP for inspection services was received and, two responses to the RFP for hearing officer services were received;
  - h. on-going dialogue is occurring with Alameda County, Alameda City and Oakland Housing Authority around Notice of Funding Availability (NOFA) for homeless families;
  - i. ongoing meetings are occurring with Rent Board staff regarding if/how the Rent Control Ordinance applies to “rent registration exemption” in the Section 8 Program, and the Public Housing disposition;
  - j. Staff working on written materials or community workshop presentation on the Section 8 program, and specifically about applying for, and grounds under which BHA can terminate rental assistance;
  - k. The authorized parking space at the site of the vacant LIPH unit (MLK and Ward) as a deterrent to vandalism and loitering is helping the matter;
  - l. Staff is looking for ways within the approved budget to fund installation of carbon monoxide detectors in the LIPH units not serviced by the Community Energy Services Corporation program;
  - m. facing year end, Executive Director has reviewed list of critical projects where staff resources will be focused for next few weeks;
  - n. there is agreement on the need for a formal orientation process and materials for Commissioners.

Chairperson Norris announced the resignation of Commissioner George Austin from the Board due to health and personal issues.

Commissioner Gale acknowledged staff’s efforts under the MOA, and the short and long term benefits of securing inclusion in the HUD/ABT study around housing for the homeless.

5. **Information**

- A. 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. *Presentation by Board Vice-Chair/Finance Committee Chair Marjorie Cox received.*
- B. Report providing information on how “subsidy standards” are established, for use in determining the appropriate bedroom size for families assisted in the Section 8 Housing Choice Voucher Program.  
*Report received. Chairperson Norris asked staff to provide new Board members copy of workshop materials previously provided regarding subsidy standards.*
- C. Report providing information on the Section 8 Housing Choice Voucher Homeownership Program.  
*Report received. Commissioner Gale sought clarification that this report pertained to the Section 8 Housing Choice Voucher Homeownership program as a vehicle by which households in the Section 8 Program could purchase a home in the open market, and not specifically with regard to the Public Housing disposition project.*
- D. Report providing information on Re-Housing Options for “over-housed” and “over-income” residents in the 75 units of BHA owned large family rental units with Section 8 Project Based assistance, including the financial implications.  
*Report received. Commissioner Gale requested clarification, via the legal opinion obtained, about any regulations that allow or prohibit households defined as “over-housed” or “over-income” to remain in the property.*

6. **New Business**

- A. Approval of Minutes: Regular Meeting, May 13, 2010.  
*It was moved, seconded and approved (Agostino/Cox; Abstain: None; Noes: None; Absent: None) to adopt the draft minutes of the May 13, 2010 regular meeting.*
- B. Approve a resolution establishing a LIPH Repositioning Advisory Committee, with up to seven members, adopting a selection process, and authorizing the LIPH Feasibility Committee to appoint one member each from the legal community, the housing community, the City of Berkeley, and the faith community and three members that are current public housing residents.  
*Item withdrawn. Return after determination and clarification of details as per Committee, e.g. charge, term, etc., are defined.*
- C. Approve a resolution approving the request by CityCentric to extend, through December 31, 2010 the 87 Section 8 Project Based Vouchers allocated on February 11, 2010 to the “Ashby Arts” project, a proposed 98 unit senior housing development, provided a similar extension is granted by the City on or before July 6, 2010.  
*It was moved, seconded and approved (Cox, Hunt; Abstain: None; Noes: Moody, Gale; Absent: None) to extend the reservation of 45 Section 8 Project Based Vouchers through December 31, 2010 on condition that (a) the City approves a similar extension of the Housing Trust Fund allocation, and (b) Bridge Housing Corporation remains a Managing General Partner on the project.*

D. Approve a resolution authorizing the Executive Director to award a one-year contract to the lowest responsive bidder(s) to provide Housing Quality Standard inspections (Section 8) and Uniform Physical Condition Standards inspections (Public Housing), including clerical support activities, effective July 1, 2010, with a one-year renewal option.

*It was moved, seconded and approved (Cox, Moody; Abstain: None; Noes: Hunt; Absent: None)*

E. Approve a resolution authorizing staff to write-off the Tenant Account Receivable Balances of three current Berkeley Housing Authority tenants in the Low Income Public Housing Program.

*It was moved, seconded and approved (Cox, Gale; Abstain: Hunt; Noes: None; Absent: None). Commissioner Hunt requested a copy of the previous report recommending write-off of BHA tenant account receivables.*

F. Approve a resolution authorizing submission of the Management Operations Assessment System (MASS) certification for Fiscal Year ending June 30, 2009.

*It was moved, seconded and approved (Cox, Hunt; Abstain: None; Noes: None; Absent: None).*

7. **Communications**

8. **Adjournment**

*It was moved, seconded and approved (Hunt, Agostino; Abstain: None; Noes: Hunt; Absent: None) to adjourn the meeting at 9:10 p.m.*

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This agenda was posted on the doors of the Berkeley Housing Authority at 1901 Fairview Street, Berkeley, CA 94703 and at the North Berkeley Senior Center located at 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, July 8, 2010 at 6:00 p.m. at the North Berkeley Senior Center.

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