



Berkeley Housing Authority

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

DRAFT MINUTES

Thursday, May 12, 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 6:02 p.m.

2. **Roll Call**

Recorded present: Chairperson Norris; Board members Agostino, Moody, and Hunt. Board Member Hemphill arrived at 6:10; Board Members Gale and Cox were absent with prior notice.

3. **Comments from the Public**

No members of the public addressed the Board.

4. **Ceremonial Matters**

None

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.

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 as discussed in the written status report.

6. **Consent Agenda**

- A. Approval of Minutes: Special Meeting April 14, 2011
- B. Approval of Minutes: Regular Meeting April 14, 2011
- C. Approval of Minutes: Special Meeting April 28, 2011
- D. Adopt a Resolution authorizing the Executive Director to exercise the one-year renewal option of the contract with the law offices of Goldfarb & Lipman, LLP extending the term of the contract through June 30, 2012 with contract authority not to exceed \$150,000 per year; total contract amount of \$450,000
- E. Adopt a resolution authorizing the Executive Director to make a second amendment to the contract with the Law Office of Charles T. Ramsey, legal services for LIPH/RHCP, increasing the contract authority by \$35,000, for a total not to exceed \$113,000, and extending the term through June 30, 2012
- F. Authorizing the Executive Director to amend the October 1, 2009 contract with EJP Consulting Group, LLC, planning consultant for the Public Housing disposition project, extending the term through December 31, 2011
- G. Adopt a resolution authorizing the Executive Director, working with the LIPH Feasibility Committee, to refine the scope of services and execute a contract with Overland, Pacific and Cutler (OPC) for Phase II of the LIPH disposition project relocation services, effective May 16, 2011 through June 30, 2012, in an amount not to exceed \$147,000.

Items "D" (Goldfarb and Lipman contract option), "E" (Charles Ramsey contract amendment) and "G" (Overland, Pacific, Cutler contract Phase II) were withdrawn by staff.

The balance of the consent calendar (items A-C and F) were moved/seconded and approved (Hunt/Hemphill; Absent: Cox and Gale)

7. **Old Business**

- A. Finance Report: Period Ending March 31, 2011

Report was presented by Board Member Agostino, Chair of the Finance Committee

- B. Preliminary Discussion: Fiscal Year 2011-12 Budget

Report was presented by Board Member Agostino, Chair of the Finance Committee.

- i. Discussion about a "budget workshop" for the full Board.
- ii. Possible joint meeting of the Finance and LIPH Feasibility Committees.
- iii. Possible change in the Board meeting schedule for June – to provide additional time for development of the budget.

8. **New Business**

- A. Side Letter Agreement with City of Berkeley and Retiree Health Premium Assistance Plans and Trust Agreements for Berkeley Housing Authority Employees.

Dave Hodgkins, City of Berkeley Human Resources Director presented the item and responded to questions. It was moved/seconded and approved (Agostino/Hunt: Absent: Cox and Gale) to adopt the four resolutions:

- i. Authorizing the Side Letter Agreement between the City of Berkeley and the Berkeley Housing Authority recognizing the City of Berkeley as an employer sponsor for Retiree Health Premium Assistance Plan for BHA employees.
- ii. Approving the Retiree Health Premium Assistance Plan for BHA employees represented by SEIU 1021.
- iii. Approving the Retiree Health Premium Assistance Plan for BHA Confidential Executive and Professional employees in Representation Unit Z7 and Confidential Clerical Employees in Representation Unit Z8.
- iv. Approving the Retiree Health Premium Assistance Plan for BHA employees represented by Public Employee Union Local 1.

B. Approve a Resolution adopting the Relocation Plan for the Repositioning of BHA Owned Family Rental Units/Scattered Public Housing Sites Repositioning Project.

It was moved/seconded and approved (Moody/Hunt; Absent: Cox and Gale) to adopt the Relocation Plan.

C. Consideration of a resolution providing that any annual adjustment to the Executive Director's compensation authorized by the Board will be effective on July 1st, unless otherwise negotiated.

It was moved/seconded and approved (Hunt/Moody; Absent: Cox and Gale) to approve the staff recommendation.

9. **Board Member Questions and Matters**

A motion was made to establish a committee to perform the 2011 annual performance appraisal for the Executive director, which was moved/seconded and approved (Agostino/Hunt; Absent: Cox and Gale).

Chairperson Norris appointed Board Members Cox as Chair and Board Members Hemphill and Hunt, as members.

10. **Communications**

None.

11. **Adjournment**

Meeting adjourned at 7:08 p.m. Moved/seconded and approved (Moody/Hemphill; Absent: Cox and Gale).