



Berkeley Housing Authority

BOARD OF THE BERKELEY HOUSING AUTHORITY

DRAFT MINUTES

Tuesday, April 16, 2013
North Berkeley Senior Center
1901 Hearst Avenue
Berkeley, CA 94709

6:00 p.m.

CAROLE NORRIS, CHAIR

VALERIE AGOSTINO
MARJORIE COX
ADOLPH MOODY

DOROTHY HUNT
RICHELIEU HEMPHILL

1. **Call to Order**

The meeting was called to order at 6:07 p.m.

2. **Roll Call**

*Present Chairperson Norris, Vice-Chair Cox, Commissioners Agostino, Hunt and Moody;
Absent Commissioner Hemphill*

3. **Comments from the Public**

No public comment

The meeting adjourned to closed session 6:10 p.m.

4. **Closed Session**

Conference with Labor Negotiators pursuant to the California Government Code Section 54957.6 Designated representatives: Tia Ingram, Jennifer Bell, James Diamond. Employee Organization SEIU 1021.

Conference with Labor Negotiators pursuant to the California Government Code Section 54957.6 Designated representatives: Tia Ingram, Jennifer Bell, James Diamond. Employee Organization Local One.

If you need special assistance to participate in the meetings of the Berkeley Housing Authority's Board of Commissioners, please contact Rachel Gonzales-Levine, Reasonable Accommodation Coordinator, at (510) 981-5485, rgonzales-levine@ci.berkeley.ca.us or via California Relay Service (711). Notification 48 hours prior to the meeting will enable the Authority to make reasonable arrangement to ensure accessibility.



Repositioning of Low Income Public Housing Units

Pursuant to Government Code Section 54956.8: Conference with real property negotiators regarding the price and terms of payment for the disposition of the Public Housing and Rental Housing Construction Program properties: Agency Negotiators: Tia Ingram, Eric Novak, Scott Jensen, and Jennifer Bell

The closed session concluded with no reportable actions, and the open session resumed at 6:25 p.m.

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.

6. New Business

A. Approval of Minutes February 14, 2013

It was moved/seconded (Hunt/Cox; Hemphill absent) to approve the minutes as presented.

B. Contract amendment for Overland, Pacific and Cutler for Relocation Services: increasing authority by \$75,000 for a total contract amount not to exceed \$282,000

It was moved/seconded (Cox/Hunt; Hemphill absent) to authorize the recommended contract amendments.

C. Termination of Cooperation Agreement with City of Berkeley – Payment In Liew of Taxes (PILOT)

It was moved/seconded (Moody/Agostino; Hemphill absent) to authorize termination of the Cooperation Agreement concurrent with the change of ownership of the BHA owned family rental units.

D. Authorize Contract amendments for legal services, inspection services, and building and grounds maintenance

a. Legal Services—Goldfarb and Lipman: Exercise the third renewal option year of July 1, 2013 through June 30, 2014 for an additional amount of \$86,000 bringing total contract amount to \$641,000.

b. Housing Quality Standards (HQS) & UPCS Inspection Services—Sterling Inspection Company: Enter into the second year of the two year contract for the period of July 1, 2013 to June 30, 2014, for an additional amount of \$65,071 bringing the total contract amount to \$155,000.

c. Building and Grounds Maintenance—K and S Management Company: Extend contract term through December 31, 2013 for an additional amount of \$58,000 bringing the total contract amount to \$233,940.

It was moved/seconded (Cox/Hunt; Hemphill absent) to authorize the contract amendments as presented.

E. Utility Allowance for Section Housing Choice 8 Voucher Program, Section 8 Project-Based Program, and Low Income Public Housing Program

Following a brief discussion about the consolidated Utility Allowance for S8 programs and the Public Housing programs, and the impact a higher utility allowance has on rental subsidy payments, it was moved/seconded (Cox/Agostino; Hemphill absent) to approve the proposed utility allowance schedule, effective July 1, 2013.

- F. 2013 Annual Plan Hearing and Adoption, for Submission to HUD on April 12, 2013
Following a brief discussion of the substantive changes to the Administrative Plan and Admissions and Continued Occupancy Plan, it was moved/seconded (Hunt/Moody) to close the public hearing, approve and authorize submission of the Annual Plan: Administrative Plan, Admissions and Continued Occupancy Policy, and Capital Plan.

- G. Finance Report: Val Agostino, Chair, Finance Committee & Jesy Yturalde, Finance Manager
 - a. Fiscal Year FY 2012-13: Period ending January 31, 2013
Increase in projected deficit due primarily to Sequestration; staff and Finance Committee continue to track revenue and expenses closely; goal to present FY 2014 budget for adoption at the June meeting; critical that committee be apprised of development in the labor negotiations and the schedule for the disposition project; initial payment of \$100k received from Related; current projection is that proceeds will sustain BHA for ten (reduced from previous 13) years: note-reporting as of February 28th, not Jan 31st. Report accepted.

- H. Contract award to Wallace Rowe and Associates for Independent Auditor.
It was moved/seconded (Hunt/Moody; Hemphill absent) to authorize the contract; Commissioner Cox acknowledged the stellar service from the prior auditor, Patel and Associates.

- I. CalPERS Employer Paid Member Contributions
No action; item was carried over to a future meeting.

7. Commissioners' Questions and Matters

Chairperson Norris:

- a. *Announced and invited all Commissioners to attend the 3x3 Committee meeting, Thursday, May 23rd at 5:30 p.m., North Berkeley Senior Center; staff to distribute a reminder and agenda.*
- b. *April 2, 2013 City Council meeting. Briefed Board on the exchange and decision relative to the \$300,000 Housing Trust Fund Loan.*

8. Communications

- A. *Email from landlord Howard Chiang dated March 5, 2013*
- B. *Emails from April Green, landlord, dated February 22, 2013, February 27, 2013 and March 1, 2013*

8. Adjournment

Meeting adjourned at 7:58 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, May 9, 2013 at 6:00 p.m. at the North Berkeley Senior Center.

