



Berkeley Housing Authority

## DRAFT MINUTES

### BOARD OF THE BERKELEY HOUSING AUTHORITY

#### SPECIAL MEETING

Thursday, November 17, 2011

North Berkeley Senior Center  
1901 Hearst Avenue/Classroom C (2<sup>nd</sup> Floor)  
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 6:07 p.m.

2. **Roll Call**

*Present Chairperson Norris, Vice-Chair Cox, commissioners Agostino, Moody, Hunt, Hemphill; Commissioner Gale absent with notice.*

3. **Comments from the Public**

*One resident addressed the Board regarding the LIPH repositioning project.*

4. **Report from the Executive Director**

Executive Director will brief 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 shared highlights from the written status report, and acknowledged and thanked Commissioner Hunt for her assistance at the BHA office.*

5. **Consent Calendar**

- A. Approval of Minutes: Regular Meeting October 13, 2011
- B. Amending the Contract with EJP Praxis Consulting (LIPH Repositioning Project), extending the term through June 30, 2012, and increasing the budget authority by \$38,200, for a total of \$75,470 – Tia Ingram, Executive Director & Jesy Yturralde, Finance Manager  
*It was moved (Agostino/Hunt) and approved to adopt the consent calendar.*

6. **New Business**

- A. Finance Report: Val Agostino, Chair, Finance Committee & Tia Ingram, Exec. Director

- a. Status Report: Period Ending September 30, 2011

*Presentation by Commissioner Agostino, with comments from Vice-Chair Cox*

- b. Status Report – Quadel Report

*Presentation by Vice-Chair Cox and Executive Director Ingram. Board agreed to revise the date for the report (recommendations) on items included in the Quadel report from the December 2011 meeting to the January 2012 meeting.*

- B. Revising Record Retention Policy, adopting a revised Record Schedule – Tia Ingram, Executive Director

*It was moved (Cox/Moody) and adopt the resolution.*

- C. Emergency Expenditures – Technology Upgrades – Tia Ingram, Executive Director  
*Report received; no action required.*

- D. Status Report: LIPH Repositioning Project – Tia Ingram, Executive Director  
*Oral report received.*

- E. 2012 Board Meeting Calendar – Tia Ingram, Executive Director

*Report received. Staff to explore a special meeting (work session) in January 2012 to discuss the Development Disposition Agreement.*

7. **Commissioners' Questions and Matters**

8. **Communications**

9. **Closed Session**

Purpose: Conference with legal counsel pursuant to Government Code Section 54956.9(a) regarding Williams vs. BHA, and Williams vs. City of Berkeley, Case No. RG11595598.

10. **Adjournment**

*It was moved (Cox/Moody) to adjourn at 7:55 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; 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, December 8, 2011 at 6:00 p.m. at the North Berkeley Senior Center.

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