



Berkeley Housing Authority

Item 6A

DRAFT MINUTES

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

May 10, 2012

**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 6:03 p.m.

2. **Roll Call**

Present: Chairperson Norris, Vice-Chair Cox; Commissioners Agostino, Gale, Moody (Hunt arrived at 6:27). Absent: Commissioner Hemphill

3. **Comments from the Public**

No members of the public spoke.

4. **Ceremonial Matters**

Sabrina Burler, Director of Asset Management at RCD, and member of East Bay Housing Organizations (EBHO), accepted BHA's Proclamation endorsing EBHO's 16th annual Affordable Housing Week: May 11-20, 2012.

5. **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.

(A) Noted the “correction” in data reported for late Annual Recertifications (we previously reported our belief that the February score was erroneous); shared the scores for April (not reflected in the written report due to timing issues) were 100% (with rounding) for 50058’s (Section 8) and 50059’s (public housing), with no significant variances for late Annual Recertifications or late Housing Quality Standards inspections. Utilization remains a concern, with approximately 120 additional units that can be leased (confirmed, in response to comment from Commissioner Cox, that we remain at 95% utilization (as reflected in the approved budget) based on annual budget authority). (B) Staff submitted the required documentation/reports to appeal the “troubled” designation (Public Housing) and anticipate a final ruling from HUD by the end of the month. (C) Commissioner Gale expressed concern about termination of the Security Deposit Loan Fund program noting that (1) a lot of the agencies that currently provide assistance will have funding cut, and (2) there was no opportunity for input from Board members. (D) Shared highlights from the 3x3 meeting (Mayor Tom Bates, Council members Moore and Arreguin), including discussion about relocation benefits, and compliments for BHA for extraordinary efforts to minimize any adverse impact on displaced residents; official minutes from the 3x3 meeting will be distributed after they are approved at the next 3x3 meeting. Positive results from follow up meeting with Interim City Manager, Christine Daniel around SDLF and payroll/benefit issue). (E) Positive comments from staff regarding the Mental Health Training, how it can facilitate our service to our external and internal clients. Schedule for opening the S8 Project Based wait list pushed back (from June to August) in response to competing demands for IT resources. (F) Discussion about the status of project-based vouchers awarded last April – and still not utilized to house qualified families. Confirmed that under-utilization would be improved if the units were leased, but not completely resolved; any future awards have specific deliverables and timelines; further suggested we invite holders of Project-based vouchers to attend the next Board meeting to explain the lack of progress, and why they should be allowed to retain the vouchers. Discussion of a workshop to discuss our goals for the Project-Based voucher program, identify Board concerns, discuss the most efficient means for new projects: BHA solicitation or linking to City awards; and to plan for a new round of vouchers late Fall (Chairperson Norris added the City is interested in our announcing a new round this calendar year). (G) Operations in the Public Housing Program are on target; noted significant reduction in monthly maintenance expenditure, without any adverse impact on resident service. (H) Representative of the Finance Committee (Commissioner Cox) will attend the LIPH Feasibility Committee meeting on Monday, May 14th for information critical to preparation of the FY2012-13 budget. The meeting will be noticed to avoid a violation of the Brown Act. (I) Council members Anderson, Moore and Arreguin continue efforts to facilitate a Community meeting (including the NAACP) regarding the repositioning project; the most recent date suggested is June 23rd at Saint Paul’s Church; the Board will be advised as soon as a date and location are confirmed.

6. New Business

A. Approval of Minutes: Regular Meeting, March 8, 2012

It was moved/seconded and approved (Agostino/Moody) to accept the minutes as presented; commissioner Hemphill absent.

B. Approval of Minutes: Regular Meeting, April 12, 2012

It was moved/seconded and approved (Gale/Hunt) to accept the minutes as presented; commissioner Hemphill absent.

- C. CalPERS Retirement Contract for BHA Employees– Tia Ingram, Executive Director
Commissioners raised questions about the plan components and cost. Requested a more detailed explanation of the plan before acting. Item withdrawn.
- D. Amending the Contract with EJP Praxis Consulting (LIPH Repositioning Project), extending the term through December 31, 2012; no increase in budget authority – Tia Ingram, Executive Director & Jesy Yturalde, Finance Manager
It was moved/seconded and approved (Gale/Hunt) to accept the staff recommendation, and extend the term of the contract; Commissioner Hemphill absent.
- E. Finance Report–Period Ending February 29, 2012 - Val Agostino, Chair, Finance Committee & Tia Ingram, Executive Director
Finance Committee Vice-Chair Agostino made the presentation, calling Commissioners attention to the 1st 3 paragraphs of the written report; revised budget projection for FY 2012 now shows deficit of \$121,000; to maximize use of the public housing reserve, these funds will be used to fund part of relocation activities; appears BHA exposure from a employment related law suit may be limited to \$25,000 (Commissioner Cox noted this is subject to change); ongoing meetings between Staff and Finance Committee to develop the FY 2012-13, budget with a goal of Board action at the June meeting, or, if necessary, a continuing resolution that will allow operations to continue while allowing more time to refine the budget. Executive Director to poll members for a budget workshop,

7. **Commissioners' Questions and Matters**

8. **Communications**

9. **Closed Session**

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: (Attachment 1)
Agency Negotiators: Tia Ingram, Eric Novak, Scott Jepsen, and Jennifer Bell

10. **Adjournment**

It was moved/seconded and approved (Moody/Hunt) to suspend the Regular meeting, and go into closed session at 7:15; Commissioner Hemphill absent.

The closed session ended without any action. It was moved/seconded and approved (Gale/Agostino) to adjourn the regular meeting at 8:03 p.m.; Commissioner Hemphill absent.

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, June 14, 2012** at 6:00 p.m. at the North Berkeley Senior Center.