



Berkeley Housing Authority

Item 4A

DRAFT MINUTES

BOARD OF THE BERKELEY HOUSING AUTHORITY

REGULAR MEETING

February 9, 2017

North Berkeley Senior Center
1901 Hearst Avenue
Berkeley, CA 94709

6:00 pm

CAROLE NORRIS, CHAIR

DAMION MCNEIL, VICE CHAIR
MARVA CREMER
DANIEL ROSSI

VALERIE AGOSTINO
ADOLPH MOODY
CHRISTIANA TIEDEMANN

1. **Call to Order** - *Chairperson Norris called the meeting to order at 6:00 p.m.*
2. **Roll Call** - *Present: Chairperson Norris; Vice Chair McNeil; Commissioners Agostino, Cremer, Rossi, Moody, Tiedemann.*
3. **Comments from the Public** - *Two members from the public spoke.*
4. **Approval of Minutes**
A. Regular Meeting, January 12, 2017 - *Motioned and seconded to approve the minutes of Regular Board on January 12, 2017 by Commissioners Cremer and Rossi. Vice Chair McNeil and Commissioners Agostino and Tiedemann abstained.*
5. **Old Business**
None
6. **New Business**
A. Executive Director's Monthly Report - *The Executive Director briefed the Board about (1) meeting with BHLA general counsel regarding letter to HUD's Special Action Center for utilization of "sale proceeds"; (2) Rentry Program for Bay Area Housing Authorities, a program for individuals being released from penal institutions to have access to assisted housing; (3) letters to 40 voucher holders currently seeking housing reminding them of the upcoming expiration date (March 2017); (4) Landlord Recruitment Meeting scheduled for Saturday, April 8 between 10 a.m. - 12 noon; (5) efforts to identify investment/ development opportunities;*

(6) monthly landlord meeting; and (7) Step up Housing – an initiative to build 100 micro-housing units to house homeless and very low-income people.

- B. Resolution for procurement of BHA Audit Services – *Moved and seconded by Commissioners Tiedemann and Agostino to approve resolution authorizing the Executive Director to issue an RFP for Independent Audit Services for a three-year contract covering FY2017, 2018 and 2019, with an option for two-one year contracts for FY2020 and 2021.*
- C. Resolution for procurement of Union Contract Negotiator - *Moved and seconded by Commissioners Tiedemann and Agostino to approve resolution authorizing the Executive Director to solicit written proposals that includes qualification, approach and price from at least three firms for purchase of professional services of a labor negotiator AND execute a contract with the most competitive firm that provides the best value for BHA for a term of one year, with an option to renew for another year, for a not to exceed amount of \$50,000.*
- D. Appointment of Resident Advisory Board (RAB) *Moved and seconded by Commissioners Tiedemann and Vice Chair McNeil to approve a resolution (1) appointing Section 8 participants: Jimmie Clark, Theodore Belvin, Pamela Jacob, Antoinette Brewer and Donna Turner to the 2017 Resident Advisory Board (RAB), and (2) providing a stipend of \$50 to each for attendance at the RAB meeting(s).*
- E. Finance Report–Period Ending December 31, 2016 - Val Agostino, Chair, Finance Committee & Jesy Yturralde , Finance Manager – *The Board accepted the finance report presented by Jesy Yturralde for the period ending December 31, 2016 where projected deficit dropped to \$328,890, \$48,000 less than the original projection of \$369,071. Jesy reported that BHA has already drawn approximately \$621,000 from the \$2.7 million disposition proceeds that HUD approved for covering Section 8 shortfall, leaving a balance of approximately \$2.079 million for the coming years' Section 8 shortfalls. Jesy also briefed the Board about the projected Budget Authority (BA) for CY2017 under the Continuing Resolution in effect through April 2017 and the impact of the pro-rated (95%) BA on our utilization.*

7. **Commissioners' Questions and Matters** - None

8. **Communications** - None

9. **Closed Session** – *Moved and seconded by Commissioners Tiedemann and Cremer to adjourn the regular meeting at 7:13 p.m. and proceed to closed session discussion.*

Closed session pursuant to Government Code Section 54957: Performance Evaluation of the Executive Director.

10. **Adjournment**