



Berkeley Housing Authority

Item 5A

## DRAFT MINUTES

### BOARD OF THE BERKELEY HOUSING AUTHORITY

#### REGULAR MEETING

November 9, 2016

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. (6:06)*
2. **Roll Call** – *Present: Chairperson Norris; Commissioners Agostino, Cremer, Moody, Rossi and Tiedemann. Vice Chair McNeil joined the meeting at 6:15 p.m.*
3. **Comments from the Public** – *No one from the public addressed the Commission.*
4. **Approval of Minutes**  
A. Regular Meeting, October 13, 2016 - *It was moved and seconded by Comm. Tiedemann and Comm. Cremer. All voted yes, except for Vice Chair McNeil (arrived late.)*

This meeting is held in a wheelchair accessible location. 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](mailto: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. Please refrain from wearing scented products at the meeting, as attendees may be sensitive to various scents in products and materials, whether natural or manufactured.



5. **Old Business (None)**

6. **New Business**

A. Audit Report for FY2016 – Cropper Rowe, LLC

*Wallace Rowe, CPA presented the Independent Audit Report for the fiscal year ending June 30, 2016 to the Commission, noting an overall deficit of \$121,868 across all programs. There were no audit-findings reported, and the auditor issued an unqualified opinion that the financial statements present fairly, in all material respects, the final position of the BHA for the fiscal year just ended. Report accepted by all Commissioners.*

B. Executive Director’s Monthly Report – this report is intended to provide the Board of Commissioners with information pertaining to the general administration of the Housing Choice Voucher Program occurring since the last meeting. It will also provide important information on matters that may affect operations prior to the next scheduled meeting.

*The Executive Director briefed the Commissioners about (1) City of Berkeley reserving very low income in-lieu units for Section 8; (2) invitation from the City of Berkeley’s Health, Housing and Community Services Department landlord recruitment event in December; (3) attendance at the California Association of Local Housing Finance Agencies in Sacramento, CA; (4) Board workshop; (5) Family Self Sufficiency (FSS) Program update; (6) wait list update; and (7) schedule of BHA office closures in November and December 2016.*

C. Finance Report–Period Ending September 30, 2016 - Val Agostino, Chair, Finance Committee & Jesy Yturralde, Finance Manager

*Commissioner Agostino presented the Finance Report for the period ending September 30, 2016. The projected annual deficit is \$332,317, a slight reduction in September primarily resulting from salary savings. The report was accepted by all Commissioners.*

D. Resolution Awarding 17 Section 8 Project Based Vouchers for Grayson Street Apartments (a new construction project by SAHA)

*This item was removed from the agenda and will be tabled for the December 2016 meeting..*

7. **Commissioners’ Questions and Matters**

*A doodle poll will be conducted for a social gathering of the Board for the holiday season.*

8. **Communications - (None)**

9. **Adjournment**

*The meeting was adjourned at 7:03 p.m. Moved and seconded by Comm. Cremer and Comm. Tiedemann.*

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This agenda was posted on the doors of the Berkeley Housing Authority at 1936 University Avenue, Suite 150, Berkeley, CA 94704; 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, 2016** at 6:00 p.m. at the North Berkeley Senior Center.