



Berkeley Housing Authority

**DRAFT MINUTES
BOARD OF THE BERKELEY HOUSING AUTHORITY**

REGULAR MEETING

Thursday, February 9, 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 6:12 p.m.
2. **Roll Call**
*Present: Chairperson Norris, Vice-Chair Cox; Commissioners Moody, Hunt, and Hemphill
Absent: Commissioners Agostino and Gale*
3. **Comments from the Public**
No members of the public were present.
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, including efforts being undertaken in response to concerns that failure on the part of new voucher holders to prepare to apply for a unit (i.e. address credit history, appropriate dress and conduct; not take children) are adversely impacting the ability of new voucher holders to secure housing, even with a Voucher; challenges with aging equipment; confirmation that none of the S8PB

vouchers awarded in April 2011 included an expiration date; and update on paid rent status of LIPH residents (all but 6 families paid as of Feb 9th).

5. Consent Calendar

6. New Business

- A. Approval of Minutes: Regular Meeting, January 12, 2012
Chairperson Norris complimented staff for the clarity in the minutes. It was moved/seconded (Cox/Moody) to approve the minutes.
- B. Finance Report -- Period Ending December 31, 2011 – Marjorie Cox, Vice-Chair, Finance Committee & Tia Ingram, Executive Director.
Copies of the Finance Report were distributed at the beginning of the meeting by Commissioner Cox, Vice-Chair of the Finance Committee. In the absence of Finance Committee Chair Commissioner Agostino, the Finance report was presented by Vice Chair Cox. No new news; current projections continue to anticipate a year end deficit, that is less than what was projected. Notwithstanding the many unknowns about HUD funding, disposition proceeds and timing, staff has prepared the initial draft budget for Fiscal Year 2012-13; the Finance Committee will likely schedule one or more special meetings dedicated to addressing the budget. Appreciation for the staff efforts to contain costs in the current FY was expressed. Report received.
- C. CalPERS Retirement Contract for BHA Employees – Tia Ingram, Executive Director
Executive Director explained the "Resolution of Intent" presented in the next required step in the process to obtain a CalPERS retirement contract for BHA employees. It was further explained that the resolution, as required, is in the exact format and language required by the State. The proposed contract is largely the same as the existing City contract. Executive Director Ingram expressed thanks and appreciation for the efforts of Dave Hodgkins, COB, HR Director who, as part of the contract between BHA and COB, negotiated the contract on behalf of BHA. It was moved/seconded (Cox/Hunt) to approve the resolution.
- D. Approval of the Resident Advisory Board in preparation for the 2012 submission of the Annual Plan – Tia Ingram, Executive Director
Executive Director provided a brief reminder of the Annual Plan process, including posting of the draft documents; appointment of a Resident Advisory Board (RAB); receipt and response to comments; and in this instance, provision of a stipend for meeting attendance. Commissioner Moody advised he was not aware of the invitation extended to LIPH residents to serve on the RAB. Executive Director affirmed a special mailing was conducted, shared special outreach effort to Carol Krezman, and recommended that the two LIPH residents that responded to the invitation (Green and Swain) be appointed; Executive Director advised that three representatives from the Section 8 program are also being sought to serve, consistent with the transition to BHA as a Section 8 only Authority in FY 2012-13. It was moved/seconded (Cox/Moody) to appoint Green and Swain to the RAB; authorize staff to appoint up to 3 representatives from the Section 8 program to the RAB; and to provide a \$15 stipend for attendance at the February 22nd meeting.

E. Status Report: LIPH Repositioning Project – Tia Ingram, Executive Director
Executive Director used the written report included in the packet, as the basis for brief comments on the project status and clarified that the February 2012 resident update was not distributed on Feb 3rd as noted in the report, but rather on February 8th. Chairperson Norris thanked staff for providing a written status report.

F. Status Report: Memorandum of Agreement – Low Income Public Housing Program
Executive Director reminded Commissioners that the MOA was largely over a year ago, with the exception of the one open item “completion of the disposition project”; affirmed that a quarterly report to HUD is still required; and reported missing the January 2012 submission. Executive Director added that HUD has been informed of the omission, and of staff’s request to have the next submission in April – given the significant actions anticipated by BHA Board and Berkeley City Council in early-mid March. Commissioner Hemphill asked about any penalty for missing the submission deadline; Executive Director explained that sanction are possible, but not likely as HUD is aware of the various efforts to complete the disposition project.

7. **Commissioners’ Questions and Matters**

Chairperson Norris encouraged all to be present for the February 13th special meeting/ closed session where the draft Development Disposition and Loan Agreement (DDLA) will be reviewed. Commissioner Hunt advised no knowledge of the special meeting, but agreed to be present as early as possible, after satisfying other prescheduled obligations.

8. **Communications**

9. **Adjournment**

It was moved/seconded (Hunt/Cox) to adjourn the meeting at 6:50 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, March 8, 2012 at 6:00 p.m. at the North Berkeley Senior Center.

.....

