



## Berkeley Housing Authority

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*Office of the Executive Director*

March 7, 2012

Dear Resident,



I am pleased to report that the wheels of change are starting to turn –in a way that will create new and improved housing conditions for you and your family.

I look forward to the next several weeks – following is some important information and items to plan for:

**(1) Group Meetings:** We will hold two group meetings at the North Berkeley Senior Center (Hearst and MLK Jr. Way) to introduce you to representatives of the new owner “The Related Companies of California,” give you a briefing on the rehabilitation scope and schedule, and provide a general overview of how the S8 Voucher Program works. You may pick from two dates:

- Wednesday, March 14, 2012 10 a.m. – 12 noon; or
- Thursday, March 15, 2012 5:30 – 7:30 p.m.

**(2) One on One Interviews:** Overland, Pacific and Cutler (OPC) will start performing one-on-one interviews with each household to identify what you think is best for your family in terms of where you will reside, and to calculate the specific relocation benefits (services and cash) your family is eligible to receive.

**(3) We’re adding a Resident Liaison to our Project Team:** The new resident liaison will help us ensure that your concerns are heard objectively, and that we provide you a complete and timely response to anything that arises during (a) the voucher process, (b) the temporary relocation phase, (c) the rehabilitation phase, and (d) the permanent relocation phase.

This is also an opportunity to remind you that we have obtained approval from HUD for **(1)** additional Section 8 tenant based vouchers – for families that are S8 eligible and decide to move to other rental housing in the community, and **(2)** attaching “project based assistance” to all 75 units to ensure that any household that is S8 eligible, can continue to live in one of the rehabilitated units. We are very excited about these two developments!

## Critical Next Steps

Enclosed is a standard **Recertification Packet**. Please complete and return this information as soon as possible. You can bring it to one of the meetings listed above, or return it to the Housing Authority **no later than March 19, 2012**. This information will allow us to (1) determine the level of housing assistance your family needs (number of bedrooms), (2) provide OPC information that can begin using to determine your relocation benefits, and (3) help us determine the number of families qualifying for 1, 2, 3 or 4 bedroom assistance.

**Group Meeting.** You are strongly encouraged to attend one of the two meetings on March 14 and 15 (see above) – where you can receive first hand information about the project. If you are comfortable doing so, you can ask general questions (specific questions pertaining to your particular household's situation should be reserved for your one-on-one interview). If you are not comfortable asking questions in the public session, you can email questions to [tingram@ci.berkeley.ca.us](mailto:tingram@ci.berkeley.ca.us), or submit questions in writing, or hold them for your one-on-one interview with OPC representatives.

**One-on-One Interview.** In the next 3-5 days you will receive a letter from OPC advising of its services, and asking you to contact them to schedule a convenient time for your interview (you can also select a date/time at the conclusion of either of the group meetings). **This is a very important meeting.** This is where you get to express the needs and wants your family has, and most importantly, to describe what you want in your future housing (for example, to rent a house, apartment, duplex, single or multiple story unit) – so that OPC can begin looking for units that meet your objectives. You may even opt to find your own unit; in that case OPC can assist with negotiations with the owner.

As you can see, a lot is happening. We understand that ALL change is difficult while you are going through it and respect that it can be stressful and difficult. We remain committed to sharing information with you as soon as it is available, assisting you as best we can overcome your fears and anxieties, and making your transition to your new housing or new housing subsidy as smooth and painless as possible. I will see you on March 14<sup>th</sup> or 15<sup>th</sup>!

*Tia M. Ingram*  
*Executive Director*