

DRAFT AGENDA

BERKELEY HOUSING AUTHORITY SPECIAL MEETING

SEPTEMBER 21, 2004 – 6:00 P.M.

Council Chambers, 2134 Martin Luther King Jr. Way

Preliminary Matters

Roll Call

Public Comment: *A total of 30 minutes is scheduled. Each speaker is limited to a maximum of 3 minutes.*

Authority Action: *The Housing Authority may take action related to any subject listed on the Agenda.*

Consent Calendar

The Authority will consider removal and addition of items to the Consent Calendar prior to voting on the Consent Calendar. All items remaining on the Consent Calendar will be approved in one motion. Items removed from the Consent Calendar will be taken up after the "Action Calendar" unless the Authority reorders the agenda.

1. Minutes for Approval

From: Executive Officer

Recommendation: Approve the minutes for the Authority meeting of July 20, 2004 (special).
Contact: Sherry Kelly, City Clerk, 981-6900

2. Contract: Fire Wall and Attic Ventilation

From: Executive Officer

Recommendation: Adopt a Resolution: 1) approving plans and specifications for construction of 1-hour rated fire walls and ventilation of attic spaces of 61 units; 2) accepting the bid of Axkner Construction; and 3) authorizing the Executive Officer to execute a contract and any amendments in an amount not to exceed \$132,000.

Financial Implications: See report.

Contact: Stephen Barton, Housing, 981-5400

3. Contract: Scattered Sites/Window Replacements

From: Executive Officer

Recommendation: Adopt a Resolution: 1) approving plans and specifications to replace the windows or sliding glass doors in 69 units; 2) accepting the bid of Precision Building & Design and negotiating an increased number of windows of the base bid from 406 windows to 668; and 3) authorizing the Executive Officer to execute a contract and any amendments in an amount not to exceed \$477,734.

Financial Implications: See report.

Contact: Stephen Barton, Housing, 981-5400

Action Calendar – Public Hearing

4. FY 2004-2005 Annual Plan Update

From: Executive Officer

Recommendation: Conduct a public hearing and upon conclusion, adopt a Resolution approving the Housing Authority's Annual Plan Update for FY 2004-2005 and authorizing the Executive Officer to certify and submit the Annual Plan to the U.S. Department of Housing and Urban Development (HUD).

Financial Implications: None.

Contact: Stephen Barton, Housing, 981-5400

Action Calendar – New Business

5. Annual Management Assessment for Public Housing Agencies

From: Executive Officer

Recommendation: Adopt a Resolution authorizing the Executive Officer to electronically submit the required annual Public Housing Assessment System (PHAS) Management Operations Certification report to the U.S. Department of Housing and Urban Development (HUD) for FY 2003-2004.

Financial Implications: None.

Contact: Stephen Barton, Housing, 981-5400

6. Coordination with Police Department (CF 48-04)

From: Executive Officer

Recommendation: Adopt a Resolution in support of the procedures in place between the Housing Authority (BHA) and the Police Department (BPD) for tracking crime and drug-related activities for participants in the Section 8 and Public Housing programs.

Financial Implications: None.

Contact: Stephen Barton, Housing, 981-5400

Communications

Authority rules limit action on Communications to referral to the Executive Officer and/or Boards and Commissions for investigation and/or recommendations.

Agenda Item Number and Title

1. Author

Adjournment