



Berkeley Housing Authority

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Item 7C
NEW BUSINESS
October 27, 2022

Office of the Executive Director

To: Honorable Chair and Members of the Berkeley Housing Authority Board
From: Jhaila R. Brown, Goldfarb & Lipman, LLP
Subject: Contract with Rachel Gonzales-Levine for Professional Services

RECOMMENDATION

Authorize the Chairwoman of the Board of Commissioners of the Berkeley Housing Authority to execute a contract between the Berkeley Housing Authority and Rachel Gonzales-Levine for Executive Director Consulting Services, in the not to exceed amount of \$10,000, from November 1, 2022 through December 31, 2022.

BACKGROUND

On October 22, 2022, the Authority's Acting Executive Director resigned and an Interim Executive Director was appointed by the Board of Commissioners on October 27, 2022. The Berkeley Housing Authority is in the process of recruiting for a qualified individual to fill the Executive Director position, and until such time as a qualified candidate is selected and engaged, the post remains filled by an Interim Executive Director.

Rachel Gonzales-Levine, as the former Acting Executive Director and Management Analyst has the expertise, special skills, knowledge and experience to temporarily provide consulting services to the new Executive Director once engaged to assist with his/her transition into the position and ensure continuity for Authority staff, participants, and other stakeholders, and agrees to provide such services to Authority.

FINANCIAL IMPLICATIONS

Not to exceed \$10,000

CONTACT PERSON

Jhaila R. Brown, Goldfarb & Lipman, LLP, 981-5471

Attachment: Resolution

BERKELEY HOUSING AUTHORITY
RESOLUTION #22-____

AUTHORIZE THE CHAIRWOMAN OF THE BOARD OF COMMISSIONERS OF THE HOUSING AUTHORITY OF THE CITY OF BERKELEY TO EXECUTE A CONTRACT BETWEEN THE HOUSING AUTHORITY OF THE CITY OF BERKELEY AND RACHEL GONZALES-LEVINE FOR EXECUTIVE DIRECTOR CONSULTING SERVICES, IN THE NOT TO EXCEED AMOUNT OF \$10,000, FROM NOVEMBER 1, 2022 THROUGH DECEMBER 31, 2022

WHEREAS, the Housing Authority of the City of Berkeley ("Authority") is a Housing Authority duly created, established and authorized to transact business and exercise its powers, all under and pursuant to the provision of the Housing Authorities Law which is Part 2 of Division 24 of the California Health and Safety Code commencing with Section 34200 et seq.;

WHEREAS, pursuant to the Housing Authorities Law, Authority is authorized to make and execute contracts and other instruments necessary or convenient to exercise its powers;

WHEREAS, on October 22, 2022, the Authority's Acting Executive Director resigned and an Interim Executive Director was appointed by the Board of Commissioners on October 27, 2022;

WHEREAS, Authority is in the process of recruiting for a qualified individual to fill the Executive Director position, and until such time as a qualified candidate is selected and engaged, the post remains filled by an Interim Executive Director;

WHEREAS, Rachel Gonzales-Levine, as the former Acting Executive Director and Management Analyst has the expertise, special skills, knowledge and experience to temporarily provide consulting services to the new Executive Director once engaged to assist with his/her transition into the position and ensure continuity for Authority staff, participants, and other stakeholders, and agrees to provide such services to Authority;

WHEREAS, the Board of Commissioners desire to authorize the Chairwoman of the Board of Commissioners of the Authority to execute a contract between the Authority and Rachel Gonzales-Levine for Executive Director Consulting Services, in the not to exceed amount of \$10,000, from November 1, 2022 through December 31, 2022;

NOW THEREFORE, BE IT RESOLVED, that the Board of Commissioners approve and authorize the Chairwoman of the Board of Commissioners to execute a contract between the Authority and Rachel Gonzales-Levine for Executive Director Consulting Services, in the not to exceed amount of \$10,000, from November 1, 2022, through December 31, 2022; and

BE IT FURTHER RESOLVED, that the Interim Executive Director, on behalf of Authority, is hereby authorized to take all actions necessary to implement the foregoing resolution.

The foregoing Resolution was adopted by the Board of the Housing Authority of the City of Berkeley on October 27, 2022, by the following vote:

Ayes:

Noes:

Abstain:

Absent:

Attest: _____
Jesusa Yturralde, Secretary Pro Tem