

REGIONAL HOUSING AUTHORITY OF SUTTER AND NEVADA COUNTIES
Minutes
Special Board Meeting
March 27, 2013

ITEM NO. A - CALL TO ORDER:

Chairperson Diane Hodges called the meeting to order at Yuba-Sutter Economic Development Corporation, 1227 Bridge Street, Suite C, Yuba City, CA 95991.

ITEM NO. A - ROLL CALL:

Chairperson Diane Hodges, Commissioners Judy Richards, Stanley Cleveland Jr., Charles Epp, Martha Griese, and Suzanne Gallaty were present. Commissioner Tej Maan arrived later in the meeting. Commissioners Jeffrey Brown and Terry Lamphier were absent. Legal Council Duane Oliveira was also present.

ITEM NO. B. – PUBLIC PARTICIPATION: None

ITEM NO. C. - AWARDS AND PRESENTATIONS: None

ITEM NO. D.1. - CONSENT CALENDAR:

Commissioner Cleveland made a motion to approve the minutes of the February 6, 2013 meeting as submitted. Commissioner Griese made the second. All were in favor by voice vote. Commissioner Epp abstained.

ITEM NO. E.2. – ADMINISTRATIVE UPDATE:

Ms. Nichols gave an update on her trip to Washington D.C. and sequestration.

ITEM NO. F. – OLD BUSINESS: None

ITEM NO. G.3. – APPROVAL OF FISCAL YEAR ENDING 2014 OPERATING BUDGET:

Ms. Allen explained the budget in the packet was prepared before all of the sequester talk. She stated the administrative fee for the Housing Choice Voucher program was budgeted at 98% and now HUD is saying they will be anywhere between 69% and 72%. She also stated the housing assistance payments will be around 93.1%. She explained the utilization rate is approximately 97%.

Ms. Allen also explained the various budgets for the different programs ran by the Housing Authority.

Commissioner Maan made a motion to approve the operating budget for fiscal year ending

2014. Commissioner Griese made the second. The following roll call vote was taken:

Vote: Ayes: Chairperson Diane Hodges Commissioners Judy Richards,
Martha Griese, Suzanne Gallaty, Tej Maan, Charles Epp and
Stanley Cleveland Jr.

Nays: None

Abstain: None

Absent: Commissioners Terry Lamphier and Jeffrey Brown

ITEM NO. G. 4. – APPROVAL OF RESOLUTION 13-1288 – APPROVAL OF PUBLIC HOUSING
BUDGET:

Commissioner Maan made a motion to approve Resolution 13-1288, Approval of Public Housing Budget. Commissioner Griese made the second. The following roll call vote was taken:

Vote: Ayes: Chairperson Diane Hodges Commissioners Judy Richards,
Martha Griese, Suzanne Gallaty, Tej Maan, Charles Epp and
Stanley Cleveland Jr.

Nays: None

Abstain: None

Absent: Commissioners Terry Lamphier and Jeffrey Brown

ITEM NO. G.5. – APPROVAL OF RESOLUTION 13-1289 – APPROVAL OF STANDARD CHARGES TO
RESIDENTS FOR MAINTENANCE SERVICES AND RESIDENT CAUSED DAMAGES:

Interim Chief of Maintenance Operations Raj Samra stated this is a list of what tenants would be charged for any tenant caused damages. She stated this will be attached to the lease when a tenant moves in.

Commissioner Maan made a motion to approve Resolution 13-1289, Approval Standard Charges to Residents for Maintenance Services and Resident Caused Damages. Commissioner Cleveland made the second. The following roll call vote was taken:

Vote: Ayes: Chairperson Diane Hodges Commissioners Judy Richards,
Martha Griese, Suzanne Gallaty, Tej Maan, Charles Epp and
Stanley Cleveland Jr.

Nays: None

Abstain: None

Absent: Commissioners Terry Lamphier and Jeffrey Brown

ITEM NO. G. 6. – APPROVAL OF RESOLUTION 13-1290, APPROVAL OF OFFICE OF MIGRANT
SERVICES CONTRACT 12-OMS-975:

Ms. Allen stated this was approved at a previous meeting but staff needed to add names to the Resolution as to those who are authorized to sign.

Commissioner Maan made a motion to approve Resolution 13-1290, Approval of Office of Migrant Services Contract 12-OMS-975. Commissioner Richards made the second. The following roll call vote was taken:

Vote: Ayes: Chairperson Diane Hodges Commissioners Judy Richards, Martha Griese, Suzanne Gallaty, Tej Maan, Charles Epp and Stanley Cleveland Jr.
Nays: None
Abstain: None
Absent: Commissioners Terry Lamphier and Jeffrey Brown

ITEM NO. G. 7. – APPROVAL OF RESOLUTION 13-1291, APPROVAL OF ADMISSIONS AND CONTINUED OCCUPANCY POLICY (ACOP) FOR THE LOW-INCOME PUBLIC HOUSING PROGRAM:

Jeni Bobadilla, Interim Housing Services Manager stated this is similar to a management plan for Public Housing. She stated there were a few updates that were needed to update due to changes from HUD.

Commissioner Griese made a motion to approve Resolution 13-1291, Approval of Admissions and Continued Occupancy Policy (ACOP) for the Low-Income Public Housing Program. Commissioner Gallaty made the second. The following roll call vote was taken:

Vote: Ayes: Chairperson Diane Hodges Commissioners Judy Richards, Martha Griese, Suzanne Gallaty, Tej Maan, Charles Epp and Stanley Cleveland Jr.
Nays: None
Abstain: None
Absent: Commissioners Terry Lamphier and Jeffrey Brown

ITEM NO. G. 8. – APPROVAL OF RESOLUTION 13-1292, APPROVAL OF ADMINISTRATIVE PLAN FOR THE HOUSING CHOICE VOUCHER PROGRAM:

Ms. Bobadilla stated this is the management plan for the Housing Choice Voucher program. There were changes in the administration of the program along with some clean up items.

Commissioner Maan made a motion to approve Resolution 13-1292, Approval of Administrative Plan for the Housing Choice Voucher Program. Commissioner Epp made the second. The following roll call vote was taken:

Vote: Ayes: Chairperson Diane Hodges Commissioners Judy Richards, Martha Griese, Suzanne Gallaty, Tej Maan, Charles Epp and Stanley Cleveland Jr.
Nays: None
Abstain: None
Absent: Commissioners Terry Lamphier and Jeffrey Brown

ITEM NO. G.9. – APPROVAL OF RESOLUTION 13-1293, PUBLIC HOUSING COLLECTION LOSS WRITE-OFF IN THE AMOUNT OF \$2,182.44:

Commissioner Maan made a motion to approve Resolution 13-1293, Public Housing Collection Loss Write-off in the amount of \$2,182.44. Commissioner Griese made the second. The following roll call vote was taken:

Vote: Ayes: Chairperson Diane Hodges Commissioners Judy Richards, Martha Griese, Suzanne Gallaty, Tej Maan, Charles Epp and Stanley Cleveland Jr.

Nays: None

Abstain: None

Absent: Commissioners Terry Lamphier and Jeffrey Brown

ITEM NO. G.10. – APPROVAL OF RESOLUTION 13-1294, KINGWOOD COMMONS COLLECTION LOSS WRITE-OFF IN THE AMOUNT OF \$3,795.11:

Commissioner Maan made a motion to approve Resolution 13-1294, Kingwood Commons Collection Loss Write-off in the amount of \$3,795.11. Commissioner Griese made the second. The following roll call vote was taken:

Vote: Ayes: Chairperson Diane Hodges Commissioners Judy Richards, Martha Griese, Suzanne Gallaty, Tej Maan, Charles Epp and Stanley Cleveland Jr.

Nays: None

Abstain: None

Absent: Commissioners Terry Lamphier and Jeffrey Brown

ITEM NO. G.11. – APPROVAL OF LEAVE OF ABSENCE FOR SUPERVISING MAINTENANCE MECHANIC:

Commissioner Richards made a motion to deny a leave of absence for Supervising Maintenance Mechanic. Commissioner Cleveland made the second. The following roll call vote was taken:

Vote: Ayes: Chairperson Diane Hodges Commissioners Judy Richards, Martha Griese, Suzanne Gallaty, Tej Maan, Charles Epp and Stanley Cleveland Jr.

Nays: None

Abstain: None

Absent: Commissioners Terry Lamphier and Jeffrey Brown

ITEM NO. G.12. – APPROVAL OF MEMORANDUM OF UNDERSTANDING WITH THE YUBA-SUTTER EMPLOYEES ASSOCIATION, LOCAL #1:

Commissioner Richard made a motion to approve the Memorandum of Understanding with the Yuba-Sutter Employees Association, Local #1. Commissioner Maan made the second. The following roll call vote was taken:

Vote: Ayes: Chairperson Diane Hodges Commissioners Judy Richards, Martha Griese, Suzanne Gallaty, Tej Maan, Charles Epp and Stanley Cleveland Jr.

Nays: None

Abstain: None

Absent: Commissioners Terry Lamphier and Jeffrey Brown

ITEM NO. H. OTHER BUSINESS INCLUDING HOUSING COMMISSIONERS' COMMENTS:

Chairperson Diane Hodges stated Maple Park looks very nice. Ms. Nichols stated the ribbon cutting will be sometime the end of April. She stated CHIP will be organizing the ribbon cutting.

Commissioner Griese stated on April 27, 2013 she will be hosting a comedy night with proceeds going to Red Cross and the local hospital.

Commissioner Cleveland said the library will be holding a spelling bee fundraiser on April 27, 2013.

Commissioner Richards wanted to welcome Commissioner Epp to the Board.

Commissioner Epp stated this was his first meeting out of retirement.

Chairperson Hodges stated the City of Live is very busy. There are sidewalks and a stop light being put in on Elm Street. She also mentioned Relay for Life will be April 27 and April 28, 2013 at the Live Oak High School. She said there will be demolition and grading taking place by Myrtle Street getting ready for a Dollar General store.

ITEM NO. I.13. – CLOSED SESSION: PURSUANT TO SECTION 54957 OF THE CALIFORNIA GOVERNMENT CODE, CONFERENCE WITH LABOR NEGOTIATOR, AGENCY NEGOTIATOR: PATRICK CLARK:

Chairperson Hodges said there was no action taken.

ITEM NO. I.14. – CLOSED SESSION: PURSUANT TO SECTION 54957 OF THE CALIFORNIA GOVERNMENT CODE, PUBLIC EMPLOYEE PERFORMANCE EVALUATION: SUPERVISING MAINTENANCE MECHANIC:

Chairperson Hodges said there was no action taken.

ITEM NO. K – NEXT MEETING: To be scheduled.

ITEM NO. J - ADJOURNMENT: The meeting was adjourned.

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