

REGIONAL HOUSING AUTHORITY OF SUTTER AND NEVADA COUNTIES
Minutes
Regular Board Meeting
October 2, 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, Suzanne Gallaty, Jeffrey Brown and Terry Lamphier were present. Commissioner Tej Maan arrived later in the meeting. Legal Council Duane Oliveira was also present.

ITEM NO. B. – PUBLIC PARTICIPATION: None

ITEM NO. C. 1. FAMILY SELF-SUFFICIENCY GRADUATE JOEL VARELA:

Interim Housing Services Manager Jeni Bobadilla introduced Joel Varela. She provided him with a plaque and a check for his escrow account. Mr. Varela started in the program in July 2012 and was able to accomplish his goals in one year. He is currently working as a car salesman in Folsom.

ITEM NO. C. 2. FAMILY SELF-SUFFICIENCY GRADUATE LISA ORTIZ:

Ms. Ortiz was unable to attend the meeting. Ms. Bobadilla mentioned Ms. Ortiz came to the Housing Authority through the Cold Weather Shelter and has now graduated the program with over \$23,000 in her escrow account.

ITEM NO. C. 3. MARILEE SMITH, SMITH AND NEWELL:

This item has been continued to the next meeting.

ITEM NO. D. - CONSENT CALENDAR:

Commissioner Brown made a motion to approve the consent calendar as submitted. Commissioner Epp made the second. All were in favor by voice vote. Chairperson Hodges and Commissioner Cleveland abstained.

ITEM NO. E.2. – FINANCE UPDATE:

Chief of Finance Gail Allen went over the report that was included in the Board packet. She explained the monies received from HUD are being prorated. Ms. Allen also went over which projects are restricted and which projects are unrestricted.

ITEM NO. E.3. – OCCUPANCY/ELIGIBILITY UPDATE:

Ms. Bobadilla mentioned the numbers for the Housing Choice Voucher program are going down. She said the

Rural Development units continue to be under rehab. Ms. Bobadilla mentioned the units at Centennial Arms are being left vacant due to the upcoming rehabilitation.

ITEM NO. E.4. – ADMINISTRATIVE UPDATE:

Executive Director Linda Nichols said people can go on whitehouse.gov to see the contingency plans for the different agencies. The Housing Authority website will hopefully be rolled out sometime next week.

ITEM NO. F. – OLD BUSINESS: None

ITEM NO. G. 5. – APPROVAL OF RESOLUTION 13-1308 – FAMILY SELF-SUFFICIENCY GRADUATE JOEL VARELA:

Commissioner Maan made a motion to approve Resolution 13-1308, Family Self-Sufficiency Graduate Joel Varela. Commissioner Cleveland made the second. The following roll call vote was taken:

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

ITEM NO. G. 6. – APPROVAL OF RESOLUTION 13-1309 – FAMILY SELF-SUFFICIENCY GRADUATE LISA ORTIZ:

Commissioner Maan made a motion to approve Resolution 13-1309, Family Self-Sufficiency Graduate Lisa Ortiz. Commissioner Cleveland made the second. The following roll call vote was taken:

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

ITEM NO. G.7. – ACCEPTANCE OF AUDIT FYE 2013:

Ms. Allen explained the security deposit accounts have all been reconciled. Ms. Allen stated the Housing Authority OPEBs are not pre-funded, they are paid as needed. Ms. Nichols and Interim Chief of Maintenance Raj Samra explained what the Housing Authority considers deferred maintenance.

Commissioner Cleveland made a motion to accept into record, as submitted, the audit report for fiscal year ending March 31, 2013. Commissioner Gallaty made the second. All were in favor by voice vote.

ITEM NO. G.8. – APPROVAL TO AWARD BID FOR THE INTERIOR AND EXTERIOR IMPROVEMENTS AT CENTENNIAL ARMS APARTMENTS:

Planning and Community Development Manager Gustavo Becerra explained there was an amended staff

report due to the low bidder Bayview Construction & Painting, Inc withdrawing their bid. Mr. Becerra stated USDA approved the funds for this project approximately 2 ½ years about and just recently approved staff to go out to bid.

Commissioner Brown made a motion to approve the bid from Fletcher’s Plumbing & Contracting, Inc., in the amount of \$554,336.00 for the interior and exterior improvements planned for the Centennial Arms Apartments located at 9829 N Street in Live Oak, and authorize the Executive Director to execute the construction contract and all required documents. Commissioner Griese made the second. The following roll call vote was taken:

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

ITEM NO. G.9. – APPROVAL OF RESOLUTION 13-1310 – APPROVAL OF OFFICE OF MIGRANT SERVICES OPERATING CONTRACT, 13-OMS-975:

Ms. Allen explained this is a two year contract. She explained Office of Migrant Services will be coming out with a Notice of Funding Available (NOFA) that Housing Authorities can apply for for those items that are not covered by the budget.

Commissioner Richards made a motion to approve Resolution 13-1310, and give authorization that Linda J. Nichols, Executive Director, be designated as signature authority for Contract 13-OMS-975. Commissioner Epp made the second. The following roll call vote was taken:

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

ITEM NO. H. – CLOSED SESSION: SIGNIFICANT EXPOSURE TO LITIGATION PURSUANT TO SUBDIVISION (b) OF GOVERNMENT CODE 54956.9, ANTICIPATED LITIGATION: ONE (1) CASE:

Chairperson Hodges reported there was no action taken.

ITEM NO. I. OTHER BUSINESS INCLUDING HOUSING COMMISSIONERS’ COMMENTS:

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

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