

Yolo County Housing
Yolo County, California

July 9, 2009

MINUTES

Yolo County Housing met on the 9th day of July, 2009 in regular session in its Chambers in the Erwin Meier Administration Center, 625 Court Street, Woodland, California at 2:00 p.m. Present were Commissioners Rexroad, Provenza, Chamberlain, McGowan, Thomson, and Toney. Commissioner Garnes was absent. Chairwoman Thomson presided. Lisa A. Baker, Executive Director and Sonia Cortés, Agency Counsel, were present.

Agenda Item No. 1.01
Pledge of Allegiance

This meeting of the Board of Commissioners commenced with the Pledge of Allegiance.

Agenda Item No. 1.02
Approval of the Agenda

Minute Order No. 09-28: Approved the agenda for this meeting as submitted.

MOTION: Rexroad. SECOND: McGowan. AYES: Rexroad, Provenza, Chamberlain, McGowan, Thomson, Toney. ABSENT: Garnes.

Agenda Item No. 1.03
Public Comment

The Chair invited individuals of the public to make statements on matters relating to Yolo County Housing business. Ellen Riegel addressed the Board of Commissioners.

Chairwoman Thomson introduced Tyler Chuck as her new intern.

Agenda Item No. 2.01
Consent Agenda

Minute Order No. 09-29: Acted on the Consent Agenda as follows:

2.01 Approved the minutes of the Yolo County Housing meeting of June 4, 2009.

2.02 Received and filed copies of correspondence sent to residents during calendar year 2009 for informational purposes only.

MOTION: McGowan. SECOND: Rexroad. AYES: Rexroad, Provenza, Chamberlain, McGowan, Thomson, Toney. ABSENT: Garnes.

Agenda Item No. 3.01
Procurement Policy

Minute Order No. 09-30: Took the following actions:

- A. Approved and authorized the Chair to sign **Resolution No. 09-11** authorizing an addendum Procurement and Contracting Policy for Yolo County Housing.
- B. Reviewed and approved conforming changes to the Procurement Policy and increased the threshold contracts to \$250,000.
- C. Authorized the Executive Director to implement.

MOTION: Rexroad. SECOND: Chamberlain. AYES: Rexroad, Provenza, Chamberlain, McGowan, Thomson, Toney. ABSENT: Garnes.

Agenda Item No. 3.02
Voucher Cost Containment

Minute Order No. 09-31: Took the following actions authorizing the Executive Director to:

- A. Request a short term advance of funds from the end of the calendar year.
- B. Reduce Payment Standards across the board to 90% of FMR in both the City of Davis and the balance of the jurisdiction and request a waiver from HUD to allow for immediate across-the-board implementation.
- C. Use a portion of its Administrative Fee Reserve in an amount not to exceed \$125,000 to cover HAP costs where it is deemed feasible and in the Agency's best interest.
- D. As a last resort, Reduce Payment Standards across the board to 85% of FMR for the City of Davis and the balance of the jurisdiction and request authorization from HUD for the 85% standard and a waiver for immediate implementation and to return to the Board for consideration prior to implementation.
- E. Report to the Board monthly on progress made in cost containment.

MOTION: Rexroad. SECOND: McGowan. AYES: Rexroad, Provenza, Chamberlain, McGowan, Thomson, Toney. ABSENT: Garnes.

Agenda Item No. 3.03
Davis Migrant Center

Minute Order No. 09-32: Took the following actions:

- A. Approved and authorized the Chair to sign **Resolution No. 09-12** authorizing approval of Standard Agreement No. 09-OMS-906 (RD) for the Davis Migrant Center.

- B. Approved and authorized the Executive Director to sign **Agreement No. 09-11** with the State of California.

MOTION: Rexroad. SECOND: Provenza. AYES: Rexroad, Provenza, Chamberlain, McGowan, Thomson, Toney. ABSENT: Garnes.

Agenda Item No. 3.04
Madison Migrant Center

Minute Order No. 09-33: Took the following actions:

- A. Approved and authorized the Chair to sign **Resolution No. 09-13** authorizing approval of Standard Agreement No. 09-OMS-907 (RD) for the Madison Migrant Center located in the Township of Madison, Yolo County.
- B. Approved and authorized the Executive Director to sign **Agreement No. 09-12** with the State of California pertaining to funding for FY 2009-2010.

MOTION: Rexroad. SECOND: Provenza. AYES: Rexroad, Provenza, Chamberlain, McGowan, Thomson, Toney. ABSENT: Garnes.

Agenda Item No. 5.03
Executive Director Comments

Received comments from the Executive Director, Lisa Baker, who addressed the Board of Commissioners and provided an update on the following issues:

First, Fred Ichtertz provided a brief overview of various projects to date:

- Received notification from the City of Woodland they were awarded a grant for \$100,000 for playground equipment in the Donnelly/Yolano area in Woodland.
- Update on various projects: Both the TANA and Meadowlark projects are complete, and the Trinity project is almost complete.
- 2007 capital fund outlay project is going out to bid soon for roof replacement (cool roof project), dry rot repair, backup generator, and asbestos abatement. Contract has to be executed by September 12, 2009.
- RFP for architectural services for the 'ARRA' grant and also for some upcoming capital fund improvements utilizing 2008 and 2009 funds.
- \$1,000,000 grant from RD received for water system improvements at Davis for a new well development.

Executive Director Baker announced:

- They are in the middle of developing the comprehensive energy plan the Board spoke about at their retreat.

- The YCH is a water and sewer operator, so instead of contracting this service out, staff is working on obtaining their water operator class I licenses. Also, the State of California has new mandates on sewer systems, so they are working on developing a sewer plan.

Agenda Item No. 5.04

Board of Commissioners Comments

There were no comments from the Board of Commissioners.

Adjourned in memory of Josephine "Zenda" James and the Housing Commissioners recessed to Closed Session at 2:46 p.m. on the following matter:

Conference with Labor Negotiator: Lisa A. Baker, Executive Director; Janis R. Holt, Resource Administrator; Sonia Cortes, Agency Counsel
Bargaining Unit: General Unit; Management Unit

Adjournment

Adjourned this meeting of the Yolo County Housing at 3:30 p.m.

Helen Thomson, Chairwoman
Yolo County Housing

Ana Morales, Clerk of the Board