

Yolo County Housing
Yolo County, California

August 6, 2009

MINUTES

Yolo County Housing met on the 6th day of August, 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 Provenza, McGowan, Thomson, and Toney. Commissioners Rexroad, Chamberlain and Garnes were 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. 09-34: Approved the agenda for this meeting as submitted.

MOTION: McGowan. SECOND: Toney. AYES: Provenza, McGowan, Thomson, Toney. ABSENT: Rexroad, Chamberlain, 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. There was no public comment.

Agenda Item No. 2.01
Presentations

Janis Holt, Resource Administrator, presented Certificates of Appreciation for WEX Participants.

Agenda Item No. 3.01
Consent Agenda

Minute Order No. 09-35: Acted on the Consent Agenda as follows:

3.01 Approved the minutes of the Yolo County Housing meeting of July 9, 2009.

3.02 Authorized staff to write off bad debts of the Yolo County Housing Low Income Public Housing Program and Davis Solar Housing of approximately \$1,000 for the four months ended 6/30/2009.

3.03 Approved changes to the signature Authority, Approvals and Purchases Policy.

3.04 Received and filed the status reports to the U.S. Department of Housing and Urban Development (HUD) regarding progress on the Memorandum of Agreement. (MOA)

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

Agenda Item No. 4.01
Proposed 5 Step Salary Ranges

Minute Order No. 09-36: Approved proposed salary ranges for the restructured Housing and Facilities Departments effective July 1, 2009.

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

Agenda Item No. 4.02
Collective Bargaining Agreement
with the General Unit

Minute Order No. 09-37: Took the following actions:

- A. Approved and authorized the Chair to sign the Collective Bargaining **Agreement No. 09-13** with the General Unit effective July 1, 2009.
- B. Commended the staff and representatives from the International Brotherhood of Teamsters, Local 856 for their work on behalf of YCH.

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

Agenda Item No. 4.03
Collective Bargaining Agreement
with the Management Unit

Minute Order No. 09-38: Took the following actions:

- A. Approved and authorized the Chair to sign the Collective Bargaining **Agreement No. 09-14** with the Management Unit effective July 1, 2009.
- B. Commended the staff and representatives from the International Brotherhood of Teamsters, Local 856 for their work on behalf of YCH.

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

Agenda Item No. 4.04
PHAS Management
Operations Certification

Minute Order No. 09-39: Approved and authorized the Chair to sign **Resolution No. 09-14**, the Public Housing Assessment System (PHAS) Management Operations Certification of Yolo County Housing (YCH) to the Department of Housing and Urban Development (HUD).

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

Agenda Item No. 4.05
Section 8 Management
Assessment Program (SEMAP)

Minute Order No. 09-40: Approved and authorized the Chair to sign **Resolution No. 09-15** approving the Yolo County Housing Self-Certification score for Section 8 Management Assessment Program (SEMAP) Certification and analysis for Fiscal Year 2008-2009.

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

Agenda Item No. 4.06
Capital Fund Improvements

Minute Order No. 09-41: Authorized the Executive Director to execute a contract with lowest responsible, responsive bidder for 2007-2008 Capital Fund Improvements at El Rio Villa I and El Rio Villa III housing complexes at Winters, California contingent upon Agency's architect and staff review and recommendation of received bids.

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

Agenda Item No. 4.07
Voucher Cost Containment

Received oral update from the Executive Director regarding Voucher Cost Containment.

Agenda Item No. 4.08
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:

- TANA project is almost complete, except for a few items UCD has requested. They will be turning the keys over shortly and are planning a grand opening ceremony for September 30,

2009. Trinity and Meadowlark projects are completed.

- Financing Plan – declaration of trust is now complete and they are now finalizing the collateralization.
- Regarding the Energy Issue, Lisa has been asked to serve on the Capay Energy Shed Advisory Committee, the Local Government Steering Committee for the Climate Change Compact, and co-chair of the Voucher Issues for the State of California.
- Davis Solar Construction Project will be complete within a week and they replaced several sidewalks, driveways, installed smoke alarms in the bedrooms and painted all the exteriors. Supervisor Thomson suggested sending a letter of thanks to the City of Davis for their efforts in this project.

Agenda Item No. 4.09

Board of Commissioners Comments

Received comments from the Board of Commissioners. Chair Thomson praised Executive Director Lisa Baker for her leadership in the voucher area and in all of the other housing issues and thanked the staff for all they do to support the organization.

Supervisor Provenza commented that he and Executive Director Baker met and discussed having Yolo County Housing make a report to upcoming City/County 2x2 meetings and that he would work on setting that up.

Chair Thomson advised that Executive Director Baker hosted a tour for the members of the Mental Health Board of the two houses in Woodland and West Sacramento that were funded with Prop 63 funds. The Board members were very appreciative of how nice they looked as well as all the work the staff was able to accomplish. Thank you to Lisa and her staff for all the work they did and in turn, Lisa thanked her staff and all those involved.

Chair Thomson announced that she will be absent at the September 3, 2009 meeting.

Adjournment

Adjourned this meeting of the Yolo County Housing at 2:58 p.m.

Helen Thomson, Chairwoman
Yolo County Housing

Julie Dachtler, Deputy Clerk of the Board