



Yolo County Housing

Lisa A. Baker, Executive Director

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BOARD OF COMMISSIONERS

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DATE: October 2, 2008
TO: YCH Board of Commissioners
FROM: Lisa A. Baker, Executive Director
SUBJECT: **Review and Approve Proposed Change in Meeting Time for December Board Meeting**

RECOMMENDED ACTIONS:

Staff recommends that the Board of Commissioners:

1. Review and approve a change in the meeting time for the December Board meeting from 9:00 a.m. to 3:00 p.m.

BACKGROUND / DISCUSSION

The YCH is required to meet at regular times. According to the by-laws of the YCH at "Article III – Meetings," the Authority is required to hold an annual meeting. The by-laws also state that it is normally scheduled on the first Tuesday in March at 6:30 p.m. YCH may hold regular meetings on the first Tuesday of the month, unless determined otherwise by the Commission. Recognizing that the Board of Supervisors and two tenant commissioners are currently serving as the Interim Board of Commissioners for the YCH and that Board members have indicated that the YCH should have a meeting date separate from other County meetings, in its meeting of December 11, 2007, the Board of Commissioners set the meeting calendar for calendar year 2008 and set the time at 9:00 a.m. or as close thereto as possible, depending on the schedule of the Board of Supervisors.

Unfortunately, this schedule has created a schedule conflict for one of the members and it has been requested that the meeting time be moved to a time that will resolve that conflict. Based on schedules, staff recommends that the meeting time be moved to 3:00 p.m. on the same day and date, or as close thereto as possible, depending on the schedule of the Board.

Staff will come back to the Board in December with the proposed meeting schedule for calendar year 2009.

FISCAL IMPACT

No additional fiscal impact. Fulfilling these obligations will keep the YCH in compliance with the requirements of its funding partners and will allow the YCH to conduct business and make required reporting submissions on a timely basis.

CONCLUSION

In accordance with the Authority's by-laws, current practice and the needs of the YCH, staff recommends approval of the above change.