

Yolo County Housing  
Yolo County, California

December 11, 2008

MINUTES

Yolo County Housing met on the 11th day of December, 2008 in regular session in its Chambers in the Erwin Meier Administration Center, 625 Court Street, Woodland, California at 3:00 p.m. Present were Commissioners Thomson, Rexroad, Chamberlain, McGowan, and Garnes. Chairman McGowan 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. 08-54: Approved the agenda for this meeting as submitted.

MOTION: Thomson. SECOND: Garnes. AYES: Thomson, Chamberlain, McGowan, 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

Minute Order No. 08-55: Presented the following:

2.01 Presentation of Certificate of Achievement to Virginia Heird, WEX Volunteer.

2.02 Presentation of Certificate of Achievement to Tanya Moreno, WEX Volunteer.

2.03 Presentation of Resolution to Steven Tupolo for Service to the Board of Commissioners.

2.04 Presentation of Resolution to Mariko Yamada for Service to the Board of Commissioners.

MOTION: Rexroad. SECOND: Thomson. AYES: Thomson, Rexroad, Chamberlain, McGowan, Garnes.

Recessed at 3:16 p.m. for refreshments and returned at 3:23 p.m.

Agenda Item No. 2.01

Consent Agenda

Minute Order No. 08-56: Acted on the Consent Agenda as follows:

- 4.01 Approved the minutes of the Yolo County Housing meeting of October 2, 2008.
- 4.02 Received and filed letter correspondence from the County Clerk.
- 4.03 Authorized the YCH to destroy personnel records from 1993-2001 in accordance with the Agency's records retention policy and schedules.
- 4.04 Authorized YCH to write off bad debts of the Yolo County Housing Low Income Public Housing Program and Davis Solar Housing of approximately \$4,200 for the quarter ended September 30, 2008.
- 4.05 Reviewed and approved the proposed calendar of meetings for the YCH for calendar year 2009. Lisa Baker, Executive Director, made a note that she will not be able to attend the February meeting.
- 4.06 Ratified the purchase of 2439 Meadowlark, West Sacramento.

MOTION: Rexroad. SECOND: Chamberlain. AYES: Thomson, Rexroad, Chamberlain, McGowan, Ganes.

Agenda Item No. 5.01

Tenant Commissioner Appointment

Minute Order No. 08-57: Appointed Bernita Toney to serve as Tenant Commissioner to the YCH Board of Commissioners for a two-year term, effective January 15, 2009.

MOTION: McGowan. SECOND: Thomson. AYES: Thomson, Rexroad, Chamberlain, McGowan, Ganes.

Agenda Item No. 5.02

CalPERS

Minute Order No. 08-58: Approved and authorized the Chair to sign **Resolution No. 08-14** in support of CalPERS' letter to the Government Accounting Standards Board.

MOTION: Thomson. SECOND: Rexroad. AYES: Thomson, Rexroad, Chamberlain, McGowan, Ganes.

Agenda Item No. 5.03  
Landscaping Services

Minute Order No. 08-59: Approved and authorized the Executive Director to execute an agreement for landscaping services with Machado Landscape Company for a term not to exceed three (3) years.

MOTION: Thomson. SECOND: Rexroad. AYES: Thomson, Rexroad, Chamberlain, McGowan, Garnes.

Agenda Item No. 5.04  
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's environmental analysis and bid package is complete and is currently out for bid. Bid closing ends January 12, 2009 and then construction should begin, once the contractor is selected.
- On ADMH, this Board just ratified the purchase of Meadowlark, the second home in West Sacramento, with design work just about done on Trinity and they are moving forward on this project.
- Met with the City of West Sacramento with their Housing Department and had a very productive meeting where they are looking for ways they can do more partnerships and look at how Yolo County Housing can help further some of their housing and community development initiatives.
- Contract with the City of Davis to provide contract compliance inspections for their HOME-funded units, which are not part of Yolo County Housing.
- Joe from the Maintenance Department and Connie from the social services department have been out but should be returning to work soon.
- YCH staff is a week and a half into their food drive for the Food Bank, and also participating in bell ringing outside Raley's for the Salvation Army.
- New orientation packets for all board members will be delivered in January, as well as NAHRO's second and revised handbooks and new YCH pins. They will be organizing a tour in February for new board members and any others interested.

Agenda Item No. 5.05  
Board of Commissioners Comments

Received comments from the Board of Commissioners with Commissioner Thomson thanking staff for the work they have done with the Salvation Army and for all the work being done at the Putah Creek. Chair McGowan thanked the entire staff commending their outstanding professionalism.

The Housing Commissioners recessed to Closed Session at 3:45 p.m. on the following matters:

Conference with Legal Counsel - Anticipated Litigation  
Significant exposure to litigation pursuant to Government Code  
Section 54956.9(b) 1 case

Conference with Legal Counsel - Existing Litigation  
Government Code Section 54956.9(a)  
Name of case: Bowman and Hencier v. Yolo County, et al.  
U.S. District Court, Eastern District, Case No. 2:8-CV-00498-GEB-EFP

Public Employee Performance Evaluation  
Position Title: Executive Director

Conference with Real Property Negotiator  
Property: 646 3<sup>rd</sup> Street, Woodland, CA  
Agency negotiator: Lisa A. Baker, Executive Director  
Negotiating parties: JTS Communications, Inc.  
Under Negotiation:  Price  Terms of Payment

Commissioner Rexroad recused himself and was not present during this matter.

Agency counsel Sonia Cortés reported that as provided for in the Executive Director's employment agreement, the Board increased the Executive Director's salary by five percent, effective November 20, 2008.

Adjournment

Adjourned this meeting of the Yolo County Housing at 4:30 p.m.

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Mike McGowan, Chairman  
Yolo County Housing

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Julie Dachtler, Deputy Clerk of the Board