

Yolo County Housing  
Yolo County, California

March 5, 2009

MINUTES

Yolo County Housing met on the 5th day of March, 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, Toney and Garnes. Chair 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. 09-08: Approved the agenda for this meeting as submitted.

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

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  
Consent Agenda

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

2.01 Approved the minutes of the Yolo County Housing meeting of January 15, 2009.

2.02 Approved and authorized the Chair to sign **Resolution No. 09-03** adopting the Housing Choice Voucher Program Administrative Plan Update.

2.03 Took the following actions:

- A. Approved and authorized the Chair to sign **Resolution No. 09-04** adopting Memorandum of Understanding (MOU) between Yolo County Housing and the Woodland Police

Department.

- B. Approved and authorized the Executive Director to execute **Agreement No. 09-05** and implement immediately.

2.04 Took the following actions:

- A. Approved and authorized the Chair to sign **Resolution No. 09-05** adopting Memorandum of Understanding (MOU) between Yolo County Housing and the Yolo County Sheriff's Department.
- B. Authorized the Executive Director to execute **Agreement No. 09-06** and implement immediately.

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

Agenda Item No. 3.01  
Service Recognition Program

Minute Order No. 09-10: Approved implementation of a "Years of Service" Recognition Program.

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

Agenda Item No. 3.02  
Budget Reallocation

Minute Order No. 09-11: Took the following actions:

- A. Appropriated additional identified revenue and approved the budgeting and expenditure of the additional funds as identified in the mid year budget reallocation.
- B. Approved the expenditure of funds for line item expenses that were not included in the original budget.
- C. Approved the layoff of the property manager position at Cottonwood Meadows.
- D. Reviewed and approved recommendations and course of action to stabilize Voucher Housing Assistance Payments as outlined in the staff report.
- E. Authorized the Executive Director to implement the revised budget and recommendations.

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

Agenda Item No. 3.03  
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:

- The entire phone system has been recently replaced with a new, electronic system, called "Allworxs," in six offices and two counties. This also solves a security flaw and provides a significant cost savings over the previous system. Several features make this system beneficial including better voice mail, fraud feature, recorded messages to better answer the public's questions and more control at each individual's desk for overall better customer service.
- New business cards are being printed up for employees with frequently called phone numbers on the back. Each commissioner will be receiving their own business cards as well.
- A new research library for staff is now open and there is a dedicated internet terminal available for searches. So far it has been well received by staff and the comfortable chairs were provided as a gift from the Executive Director, her husband and son.
- YCH is partnering with the County to provide training workshops for various things like stress, emotional intelligence, motivating employees and effective communication. It's a great partnership with the County and these workshops have proved to be beneficial and they hope to continue them in the future.
- 4-H re-enrollment has begun in the Winters Chapter, which has several programs benefiting the kids in the community. They also did an identity theft and financial issues education workshop through Legal Services of Northern California for residents of Winters to train them on identity theft. In Woodland, the first resident council meeting was held about California low cost car insurance program and para-transit. Finished a senior garden project in West Sacramento, which is a collaboration between the City Sac Town Heroes, the City of West Sacramento and the Housing Authority with a dedication ceremony in the near future. West Sac Fire Department provided fire education. Will make sure they are going quarterly to residents about in-service training.
- YCH proudly received an award from HUD for "Most Improved PHAS (Public Housing Assessment Systems)."
- A contract has been finalized with JDS to construct the TANA project and the YCH has been offered to apply for the CDBG funds from the City of Woodland for the two tot lots in the Woodland area to replace the one that was removed.
- Regarding the Davis solar rehabilitation projects, funding has been provided by the City of Davis to re-do the car ports.
- Received \$1 million in rural development money for improvements at the Madison and Davis Migrant Centers.
- They will be receiving about \$1.2 million in Stimulus Funds (American Recovery Act) for capital funds for improvement to fill in the backlog to fixing up properties. The money is meant to improve the lives of residents, like electrical upgrades and general property improvements.
- For Prop 63, homes in final review at the Trinity and Meadowlark Properties. Meadowlark started its maintenance work this week and Trinity will be going out to bid shortly.

Agenda Item No. 3.04  
Board of Commissioners Comments

There were no comments from the Board of Commissioners.

The Housing Commissioners recessed to Closed Session at 2:49 p.m. on the following matters:

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

Conference with Legal Counsel - Anticipated Litigation

Significant exposure to litigation pursuant to Government Code  
Section 54956.9(b): 1 case

There were no reports from Closed Session.

Adjournment

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

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Helen Thomson, Chairwoman  
Yolo County Housing

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Ana Morales, Clerk of the Board