

Yolo County Housing
Yolo County, California

June 4, 2009

MINUTES

Yolo County Housing met on the 4th day of June, 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 Dan Cederborg, 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. 09-23: Approved the agenda for this meeting as submitted, with the addition of a Budget Resolution to Agenda Item No. 4.03. This item came to the Board of Commissioners' attention after the posting of the agenda and action was necessary before the next meeting of the Commission.

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

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.

Commissioner McGowan arrived at 2:08 p.m.

The Housing Commissioners recessed to Closed Session at 2:08 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

The Housing Commissioners reconvened at 2:31 p.m. All members were present. There were no reports from Closed Session. Chairwoman Thomson presided.

Agenda Item No. 3.01
Consent Agenda

Minute Order No. 09-24: Acted on the Consent Agenda as follows:

3.01 Approved the minutes of the Yolo County Housing meeting of May 7, 2009.

3.02 Received and filed the letter from the California Department of Housing and Community Development (HCD) regarding the Esparto development project and authorized the Executive Director to prepare a response and work with staff at HCD on development of these lots.

3.03 Took the following actions:

- A. Reviewed and approved the proposed Interim Services to be provided by the Nelrod Company to the Housing Choice Voucher Program.
- B. Approved and authorized the Executive Director to sign **Agreement No. 09-10** with Nelrod Company.

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

Agenda Item No. 4.01
Modernization Declarations of Trust

Minute Order No. 09-25: Took the following actions:

- A. Approved and authorized the Chair to sign **Resolution No. 09-09** approving the signing and recording of Modernization Declarations of Trust in favor of the U.S. Department of Housing and Urban Development (HUD).
- B. Authorized the Executive Director to execute the required documents.

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

Agenda Item No. 4.02
Restructure of the Housing
and Facilities Departments

Minute Order No. 09-26: Approved the proposed restructure of the Housing and Facilities Departments of YCH.

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

Agenda Item No. 4.03
FY 2009-2010 Budget

Minute Order No. 09-27: Adopted FY 2009-2010 **Budget Resolution No. 09-10** for Yolo County Housing.

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

Agenda Item No. 4.04
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 construction is complete except for final approval from UCD.
- Meadowlark – Interior and front yard improvements are complete, with rear yard improvements beginning next week consisting of non-poisonous plantings, mulch, drip irrigation, concrete pad and retractable awning. Preliminary meetings with Turning Point and ADMH determined that YCH will be designated the property manager of this property, with Turning Point being the social services manager in charge of tenant selection and removals from home. Still negotiating MOU's, which will be brought back to the Board.
- Trinity property construction work is almost complete and it is expected to be complete by the third week in June.
- For the Davis Solar, quite a few carports have been finished and due to the very low quote they received, they will have additional funding to put some items back in and seek an additional bid for that work, with a contract extension until 2010 with the City of Davis to use the balance of those funds.
- Finished a VMS (Verification Management System) audit by the Department of Housing and Urban Development, which verifies their numbers and is a basis by which they receive funding. The YCH fared pretty well – there were a few things they needed to tighten up, however, the auditors had some nice things to say about their finance department.
- Sponsoring training for their workforce by bringing in trainers, rather than traveling to training sessions. Also offering this training to other housing agencies, including HUD, so far this program is working out quite well, with the positive feedback they have received.
- Annual planning retreat for staff is being coordinated for the end of June. One of the big topics of discussion will be the 60th anniversary yearlong celebration because 2010 marks the 60th anniversary of Yolo County Housing. They would perhaps like a recognition event for all of the partners who make their existence possible.
- They are also in the climate registry and are the first housing authority and first affordable housing developer in it. They are getting ready to upload their numbers.
- Providing new home for the Woodland Youth Coalition Interagency meetings, since they lost their location at Friday Night Live. This program provides activities and alternatives to gangs for Woodland youth.
- Spoke of the tour and those that went thought it was informative.
- City of Davis did license exempt daycare classes for Woodland and Winters properties,

providing training to some households on how to do daycare from their homes without a state daycare license. YCH extends special thanks to the City of Davis for their ongoing support.

- Provided presentation to the Wayfarer about their programs.
- They have purchased all the furniture and household items for the Trinity and Meadowlark properties by the deadline of May 31st.

Agenda Item No. 4.05

Board of Commissioners Comments

Received comments from the Board of Commissioners. Commissioner Provenza thanked the Executive Director for her hard work on preparing a balanced budget. Commissioner Toney commented that she attended both tours and enjoyed them and encouraged others to take tours to see the improvements to the properties that have been done. Both Commissioners McGowan and Chamberlain echoed Commissioner Provenza's comments and acknowledged a job well done. Commissioner Thomson inquired about touring the TANA property at the July 9th meeting, and the Executive Director will work on the logistics to make that happen.

Adjournment

Adjourned this meeting of the Yolo County Housing at 3:05 p.m.

Helen Thomson, Chairwoman
Yolo County Housing

Ana Morales, Clerk of the Board