

Housing Authority of the City of Madera



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MINUTES OF THE JUNE 08, 2022 REGULAR MEETING OF THE HOUSING AUTHORITY OF THE CITY OF MADERA

CALL TO ORDER:

The June 08, 2022, Regular Meeting of the Housing Authority for the City of Madera was called to order by Commissioner Artemio Villegas at 6:10 p.m.

The meeting was held via Zoom pursuant to California Assembly Bill AB 361, California Government Code Section 54953, and simultaneously in person at the City of Madera Council Chambers, located at 205 West 4th Street, Madera, CA 93637.

COMMISSIONERS PRESENT:

Chairperson Santos Garcia (participated Via Zoom at 6:26 p.m.)
Vice-Chairperson Artemio Villegas (In Person at the City of Madera Council Chambers)
Commissioner Cece Gallegos (In Person at the City of Madera Council Chambers)
Commissioner Steve Montes (participated Via Zoom at 6:18p.m.)
Commissioner Elsa Mejia (In Person at the City of Madera Council Chambers)

COMMISSIONERS ABSENT:

Commissioner Anita Evans

GUESTS/STAFF PRESENT:

HACM Executive Director Renee Wright (In Person)
HACM Former Interim Executive Director James Taubert (In Person)
HACM Interim Executive Secretary Marisela Lopez (In Person)
HACM Legal Counsel Emilio J. Huerta (Via Zoom)
HACM Maintenance Manager Jorge Almeida (In Person)
HACM Housing Services Manager Lucia Avila (In Person)
HACM Migrant Center Supervisor Nora Rivera (In Person)

INVOCATION:

The invocation was rendered by Former Interim Executive Director, James Taubert

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by Artemio Villegas

MOTION TO APPROVE MEETING AGENDA:

Commissioner Jose Rodriguez moved to approve the June 08, 2022, proposed meeting agenda, as amended, and posted on June 06, 2022. Commissioner Elsa Mejia seconded the motion. The motion passed unanimously:

AYES: (4) Vice-Chairperson Artemio Villegas,
Commissioner Cece Gallegos,
Commissioner Jose Rodriguez and
Commissioner Elsa Mejia

NOES: 0

ABSENT: (3) Commissioner Anita Evans
Chairperson Santos Garcia, and
Commissioner Steve Montes

ABSTAIN: 0

PUBLIC COMMENT: There were no comments from the public.

A. APPROVAL OF MEETING MINUTES:

A-1 Commissioner Jose Rodriguez moved to approve the May 19, 2022, Special Meeting Minutes. Commissioner Cece Gallegos seconded the motion. The motion passed unanimously.

AYES: (4) Vice-Chairperson Artemio Villegas,
Commissioner Cece Gallegos,
Commissioner Jose Rodriguez and
Commissioner Elsa Mejia

NOES: 0

ABSENT: (3) Commissioner Anita Evans,
Chairperson Santos Garcia, and
Commissioner Steve Montes

ABSTAIN: 0

B. PRESENTATIONS:

B-1 Update Regarding Madera Opportunities for Resident Enrichment and Services, Inc. (MORES) and Yosemite Manner Apartments. Renee Wright, Executive Director

HACM Executive Director, Renee Wright reported that she met with MORES Executive Director Nick Benjamin regarding the ongoing concerns of MORES. The HACM Property Management Team had a meet and greet with some of the residents. Residents expressed concerns such as bringing back activities and maintenance concerns.

On May 26, 2022, there was a physical audit of the Yosemite Manner Apartments - there were 3-4 findings. All findings have been addressed.

Maintenance Staff Presentation on Yosemite Manner Apartments, Presented by HACM Maintenance Manager, Jorge Almeida. Mr. Almeida reported that positive strides have taken place at Yosemite Manor. Maintenance has addressed all items that were outstanding on property. A CAL FHA inspection took place on May 27, 2022. Three findings were found and addressed. This same day, a HUD inspection occurred with two findings. These issues were resolved within 24 hours.

Maintenance worker, Federico was out on medical leave for over 7 months. The maintenance department that handled Public Housing and Pomona Ranch had to scramble to assist Yosemite Manor. The Maintenance Department is fully staffed now. The meet and greet with the residents at Yosemite Manor gave them a chance to meet the residents on a personal level. Residents would like to have more activities. The kitchen has been closed for a long time due to COVID and the flooring is damaged. This project has been put on the capital expense. We are currently waiting on quotes to have kitchen completely renovated. It will make a big change in the quality of life for residents.

Executive Director, Renee Wright spoke about getting a contract worked out with MORES. Attorney Emilio Huerta reported that there were no updates regarding the contract from MORES.

Commissioner Gallegos thanked HACM employees for their hard work put into Yosemite Manor to making residents more comfortable.

Commissioner Rodriguez welcomed new Executive Director, Renee Wright. He looks forward to working with her. Acknowledge staff for working at Yosemite Manor and having someone there permanent to address any issues.

- C. **WORKSHOP:** Chairperson Santos Garcia resumed Chairmanship of the meeting via Zoom. There were no workshops conducted.

Commissioner Steve Montes also joined the meeting via Zoom.

- D. **CONSENT CALENDAR:**
Matters listed under the Consent Calendar are considered routine and were enacted by a single motion and single vote. There was no separate discussion of any of the listed items.

D-1 Approval of Register of Audited Demands May 2022.

Commissioner Cece Gallegos moved to approve the above listed consent calendar items. Commissioner Artemio Villegas seconded the motion. The motion passed unanimously:

AYES: (6) Chairperson Santos Garcia,
Vice-Chairperson Artemio Villegas,
Commissioner Cece Gallegos,
Commissioner Jose Rodriguez
Commissioner Steve Montes, and
Commissioner Elsa Mejia

NOES: 0
ABSENT: (1) Commissioner Anita Evans,
ABSTAIN: 0

E. RESOLUTIONS, AGREEMENTS, BIDS, HEARINGS, AND/OR PETITIONS:

E-1 Motion to Approve Proposed Resolution #1213. HACM Executive Director Renee Wright presented proposed Resolution #1213 approving the 2022-2023 State of California Employment Development Department Contract NO. 0000000357.

The motion was introduced by HACM Housing Program Manager Lucia Avila.

Ms. Avila presented the annual State of California Employment Development Department Contract regarding tenant income information.

Commissioner Jose Rodriguez moved to approve Item E-1, proposed Resolution #1213. Commissioner Cece Gallegos seconded the motion. The motion passed unanimously:

AYES: (6) Chairperson Santos Garcia,
Vice-Chairperson Artemio Villegas,
Commissioner Cece Gallegos,
Commissioner Jose Rodriguez,
Commissioner Steve Montes, and
Commissioner Elsa Mejia

NOES: 0

ABSENT: (1) Commissioner Anita Evans

ABSTAIN: 0

E-2 Motion to Approve Proposed Resolution #1214. HACM Executive Director Renee Wright presented proposed Resolution #1214 approving remote Teleconferencing of all HACM Board of Commissioner Meetings, Commencing June 13, 2022, to July 13, 2022.

The motion was introduced by Ms. Wright.

Commissioner Jose Rodriguez moved to approve Item E-2, proposed Resolution #1214. Commissioner Artemio Villegas seconded the motion. The motion passed unanimously:

AYES: (5) Chairperson Santos Garcia,
Vice-Chairperson Artemio Villegas,
Commissioner Jose Rodriguez
Commissioner Steve Montes, and
Commissioner Elsa Mejia

NOES: (1) Commissioner Cece Gallegos,

ABSENT: (1) Commissioner Anita Evans,

ABSTAIN: 0

F. WRITTEN COMMUNICATIONS:

No written communications were received.

G. ADMINISTRATIVE REPORTS:

HACM Executive Director Renee Wright provided the following administrative report.

G-1: Monthly Housing Activity Report:

Ms. Wright reiterated the previous Housing Report wanting Commissioners to pay attention to the number of vacancies. There is a 90-day plan to get these vacancies filled and annuals complete.

H. EXECUTIVE DIRECTOR REPORT: HACM Executive Director Renee Wright provide the following reports:

Ms. Wright has been amending relationships with partners. Dealing with leaders of the community Debby Brey, CEO of the Chamber of Commerce and Tracy Scott Contreras of Workforce Development. Workforce Development has agreed to assist with posting our jobs.

Meetings will be held with HUD on a bi-weekly basis. Staff will receive technical assistance for the next six months. Ms. Wright has begun the process to implement the Yardi software. The roll out for Yardi will be February 2023.

I. COMMISSIONER REPORTS:

Commissioner Cece Gallegos thanked everyone for voting and congratulated everyone that chose to run for office, even though they may not have been elected.

J. CLOSED SESSION:

HACM Legal Counsel Emilio J. Huerta requested that the Board of Commissioners temporarily adjourn the meeting, and meet in closed session to discuss the following items:

J-1 Employee personnel matters pursuant to CA Govt. Code Section 54957(b) (1).

The Board of Commissioner adjourned to closed session at 6:45 p.m.

The Board of Commissioner resumed Open Session at 7:12 p.m.

K. ADJOURNMENT:

Chairperson Santos Garcia announced that the next regularly monthly scheduled meeting of the Board of Commissioners will be held on Wednesday, July 13, 2022, at 6 p.m., in the City of Madera Council Chambers.

The meeting was adjourned the meeting at 7:15 p.m.

CERTIFICATE BY SECRETARY OF THE BOARD OF COMMISSIONERS

The undersigned hereby certifies that the foregoing Board Meeting Minutes were reviewed and approved by the Housing Authority of the City of Madera’s Board of Commissioners at a duly noticed meeting on July 13, 2022, where a quorum was present in accordance with the HACM Bylaws.

Executed on this ____ day of _____, 2022.

By: _____
Marisela Lopez
Housing Authority of the City of Madera