

Housing Authority of the City of Madera



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MINUTES OF THE MARCH 9, 2022 REGULAR MEETING OF THE HOUSING AUTHORITY OF THE CITY OF MADERA

CALL TO ORDER:

The March 9, 2022, Regular Meeting of the Housing Authority for the City of Madera was called to order by Commissioner Santos Garcia at 6:00 p.m. The meeting was held via Zoom pursuant to California Assembly Bill AB 361, California Government Code Section 54953.

COMMISSIONERS PRESENT:

Chairperson Santos Garcia (Via Zoom)
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 Jose Rodriguez (Via Zoom)
Commissioner Anita Evans (Via Zoom)
Commissioner Steve Montes (In Person at the City of Madera Council Chambers)
Commissioner Elsa Mejia (Via Zoom)

GUESTS PRESENT:

HACM Executive Director James Taubert (In Person)
HACM Interim Executive Administrative Assistant Marisela Maria Aranda (In Person)
HACM Legal Counsel Emilio J. Huerta (Via Zoom)
Nick Benjamin – Vice Chair for the Madera Opportunities for Resident Enrichment and Services, Inc.
Thomas Lewis, Attorney for the Madera Opportunities for Resident Enrichment and Services, Inc.

INVOCATION:

The Invocation was rendered by Pam Grewal of the Madera Sikh Temple.

PLEDGE OF ALLEGIANCE:

The Pledge of Allegiance was led by Attorney Emilio J. Huerta.

MOTION TO APPROVE MEETING AGENDA:

Commissioner Steve Montes moved to approve the March 9, 2022, proposed meeting agenda, as amended, and posted March 4, 2022. Commissioner Cece Gallegos seconded the motion. The motion passed unanimously:

AYES: (7) Chairperson Santos Garcia,
Vice-Chairperson Artemio Villegas,
Commissioner Cece Gallegos,
Commissioner Jose Rodriguez,
Commissioner Anita Evans,
Commissioner Steve Montes, and
Commissioner Elsa Mejia

NOES: 0

ABSENT: 0

ABSTAIN: 0

PUBLIC COMMENTS: There were no comments from the public.

A. PRESENTATION

A-1 HACM Executive Administrative Assistant Maria Aranda made a presentation regarding IMAGO Employee Team Building, Organizational Development, and Team Leadership. A handout was provided with the Board packet.

A-2 The HACM Board recognized HACM Resident Thomas Lyden for his community service to the HACM.

A-3 Nick Benjamin provided a power-point presentation of the Madera Opportunities for Resident Enrichment and Services, Inc. (MORES), a California non-profit corporation. MORES was incorporated in 2001 by the HACM. MORES was established to develop affordable housing for low-income families in partnership with the HACM. A copy of such presentation is attached hereto.

1. The MORES Board of Directors consists of:

Herman Perez - CEO
Nick Benjamin – Vice Chair
Lana Giddings – CFO
David Hernandez – Secretary
Robert Poythress – Director
Marty Marx – Director
Jose Rodriguez - Director

2. MORES owns Yosemite Manor, Arbor Point, and Esperanza Village.

3. Mr. Benjamin discussed that Yosemite Manor is managed by the HACM, as the agent of record. As the Management Agent the HACM owes a fiduciary duty to the Project. The Project has been without a Maintenance Person since 2021 and there is a back log of work orders. The tenants feel abandoned, overlooked and scared as to what is going in. The Project

- has been without a Resident Manager since the departure of Ms. Sonia De La Torre two weeks ago. Mr. Taubert is in the process of attempting to hire a new Manager. The Management Agent serves at the will of Enterprise, the low-income tax credit equity investor.
4. Yosemite Manor is entering the final year of the low-income housing tax credit compliance period. MORES and HACM is eligible to re-syndicate the Project in 2023. The Project will still be subject to the rental and income eligible restrictive covenants.
 5. Commissioner Jose Rodriguez asked which MORES properties were managed by the HACM? Mr. Benjamin stated that Buckingham is the Management Agent for Arbor Point and Esperanza. HACM only manages Yosemite Manor.
 6. Mr. Benjamin also stated that the benefit to managing a property, the management agent generates fees for the agency. The California tax Credit Allocation Committee reserves the right to approve the management agent. The outside benefit is that the agency earns management experience.
 7. Commissioner Jose Rodriguez mentioned that it is difficult for the HACM to become a Resident Manager of additional low-income housing tax credit funded projects without adequate experience.
 8. Commissioner Jose Rodriguez also asked who pays for the cost of maintenance and up keep of Yosemite Manor. Mr. Benjamin stated that the Project cost are paid from tenant rental income. There is an income from tenant rental income to pay all the costs associated with the Project, including the mortgage to CAL FHA.
 9. Mr. Benjamin believes that a property management agent needs to have managed three projects in order to qualify to manage a tax credit project.
 10. Commissioner Cece Gallegos commented that the MORES Board of Directors should have notified the HACM of the 80-90 outstanding work orders with this governing body.
 11. Commissioner Cece Gallegos also asked why the MORES Board of Directors amended their Bylaws to eliminate the participation and appointment of representatives of the HACM Board of Commissioners. Mr. Benjamin responded that this was done under Ms. Shaw's leadership and is not sure why this was done. Mr. Benjamin feels that the association of the HACM and MORES is preferred. Mr. Benjamin would agree to pass on this request to the MORES Board of Directors. Commissioner Garcia echoed Ms. Gallegos' request that the two bodies work closer together.
 12. Chairman Santos Garcia inquired as to whether MORES can provide the HACM with copies of the Buckingham Property Management Agreements.
 13. Chairman Santos Garcia also inquired possessed any financial interest in any of the properties either owned or sold by MORES? Nick Benjamin responded that the HACM had purchased a bunch of single-family homes and that revenue was used to loan money to MORES. The HACM still has a note of 308 N. B and a loan on Yosemite Manor. There is some confusion on the loan for 308 N. B. MORES received a note that the note was not paid

from February of 2021 until September of 2021, the note was not paid. The HACM would just deduct this payment and reimburse itself.

14. Mr. Benjamin stated that once MORES gains the financial records from HACM, MORES will settle up on all accounts and anything else owed to the HACM.

15. Attorney Emilio Huerta encouraged the HACM to be active in the re-syndication of Yosemite Manor given that the property will stay subject to the affordability covenants on title.

WORKSHOP: No workshops were conducted.

B. MOTION TO APPROVE CONSENT CALENDAR ITEMS:

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.

B-1 Approval of Minutes of Regular Meeting on 2/9/2022

B-2 Approval of Minutes of Special Meeting on 2/25/2022

B-3 Approval of Register of Audited Demands February 2022

B-4 Approval of James Taubert as the new Executive Director for HACM

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

AYES: (7) Chairperson Santos Garcia,
Vice-Chairperson Artemio Villegas,
Commissioner Cece Gallegos,
Commissioner Jose Rodriguez,
Commissioner Anita Evans,
Commissioner Steve Montes, and
Commissioner Elsa Mejia

NOES: 0

ABSENT: 0

ABSTAIN: 0

C. APPROVAL OF PROPOSED RESOLUTIONS:

C-1 Motion to Approve Proposed Resolution # 1202: HACM Interim Executive Administrative Assistant Marisela Maria Aranda presented proposed Resolution # 1202 approving schedule of accounts chargeable to collection losses for Pomona Ranch Housing Center for season ending 2019 and 2020.

Commissioner Steve Montes moved to approve Item C-1, proposed Resolution # 1202. Commissioner Anita Evans seconded the motion. The motion passed unanimously:

AYES: (7) Chairperson Santos Garcia,
Vice-Chairperson Artemio Villegas,
Commissioner Cece Gallegos,
Commissioner Jose Rodriguez,
Commissioner Anita Evans,
Commissioner Steve Montes, and
Commissioner Elsa Mejia

NOES: 0
ABSENT: 0
ABSTAIN: 0

C-2 Motion to Approve Proposed Resolution # 1203: HACM Interim Executive Administrative Assistant Marisela Maria Aranda presented proposed Resolution # 1203 approving a reasonable accommodation policy and procedures for housing services.

Vice-Chairperson Artemio Villegas moved to approve Item C-2, proposed Resolution # 1203. Commissioner Anita Evans seconded the motion. The motion passed unanimously:

AYES: (7) Chairperson Santos Garcia,
Vice-Chairperson Artemio Villegas,
Commissioner Cece Gallegos,
Commissioner Jose Rodriguez,
Commissioner Anita Evans,
Commissioner Steve Montes, and
Commissioner Elsa Mejia

NOES: 0
ABSENT: 0
ABSTAIN: 0

C-3 Motion to Approve Continuation of Resolution # 1199: HACM Interim Executive Administrative Assistant Marisela Maria Aranda and Legal Counsel Emilio Huerta made a presentation regarding continuation of previously approved Resolution #1199 extending HACM Resolution #1199 authorizing remote tele-conferencing of the upcoming HACM Board of Commissioner's meeting from March 10, 2022, until April 10, 2022 pursuant to California Govt. Code 54953.

There was no motion to approve continuation of HACM Resolution # 1199.

C-4 Motion to Approve Proposed Resolution # 1204: HACM Interim Executive Administrative Assistant Marisela Maria Aranda and Emilio Huerta presented proposed Resolution # 1204 authorizing Interim Executive Director James Taubert to execute one of

more finance agreements relating to certain operations of the HACM in furtherance of the HACM’s business interests, commencing February 28, 2022.

Commissioner Steve Montes moved to approve Item C-4, proposed Resolution # 1204. Commissioner Vice-Chairperson Artemio Villegas seconded the motion. The motion passed unanimously:

AYES: (7) Chairperson Santos Garcia,
 Vice-Chairperson Artemio Villegas,
 Commissioner Cece Gallegos,
 Commissioner Jose Rodriguez,
 Commissioner Anita Evans,
 Commissioner Steve Montes, and
 Commissioner Elsa Mejia

NOES: 0
 ABSENT: 0
 ABSTAIN: 0

D. WRITTEN COMMUNICATIONS:
 There were no written communication received.

E. ADMINISTRATIVE REPORTS:
 HACM Executive Director James Taubert presented the following administrative report.

E-1

	22-Jan	22-Feb	22-Mar	22-Apr	22-May	22-Jun	22-Jul	22-Aug	22-Sep	22-Oct	22-Nov	22-Dec
Section 8	Section 8											
Households Assisted	738	731										
YTD Lease Up projection	93%	92%										
MTD HAP Expenses	\$410,449	\$407,207										
Waiting List	1246	1246										
Public Housing	Public Housing											
Vacancies	9	8										
Waiting List	2129	2107										
Unit Turnover	51	51										
Farm Labor	Farm Labor											
Vacancies	6	6										
Waiting List	8	10										

Unit Turnover	75	75											
Maintenance	MAINTENANCE												
Public Housing	Public Housing												
Open Work Orders	16	21											
Average days	7	5											
Farm Labor	Farm Labor												
Open Work Orders	8	9											
Average days	5	4											

E- 2 Pomona Ranch Monthly Report

HACM Executive Director James Taubert reported that there was no action to report.

F. EXECUTIVE DIRECTOR REPORT

1. HACM Executive Director James Taubert reported that he and Attorney Emilio Huerta that they met with the MORES Board and MORES indicated that they want to work with the HACM to clear things up.
2. HUD has made several overtures to us to provide technical assistance.
3. Sally Bompreszi has received a separate reach out from another HUD representative regarding Section 9.
4. Lucia and Leticia have received contact regarding the Emergency Housing Voucher Program. This is a partnership with CAP MC. There was only three or four processed last year.
5. I have some staffing issues to discuss in closed session.
6. Yosemite Manor was audited yesterday and that was handled by Sally, Lucia and Leticia. The tenants believe that the MORES relationship was over and that we don't have to replace Sonia. The requests for maintenance will be addressed tomorrow. Also, looking for a replacement for Sonia De La Torre.
7. We are working through request for rental increase freeze. We have asked to have one person placed on this full time. Freezing anything that came in after March 1, 2022.
8. Meeting with Mirna Jimenez and Maria Aranda regarding payroll issues so that similar incidents that happened before would not re-occur.

9. We also had a HUD REAC (Real Estate Assessment Center). A HUD representative audited our files and we received a score of 91. There will be another audit next week. If we receive a high score, we will not have another audit for three years. Jorge Almieda deserves the credit for this success.

G. COMMISSIONER REPORTS:

1. Commissioner Cece Gallegos reported that she wanted to remind everyone that there will be a ribbon cutting at Esperanza Village on March 22, 2022 at 3:30 p.m.
2. Commissioner Jose Rodriguez wanted to express his gratitude to Nick Benjamin and HACM staff for the MORES presentation.

H. CLOSED SESSION

H-1 HACM Legal Counsel Emilio J. Huerta requested that the Board of Commissioner temporarily adjourn open session and meet in closed session to discuss employee personnel matters pursuant to CA Govt. Code Section 54957(b) (1). The Board proceeded to meet in closed session at 7:16 p.m.

The Board of Commissioner resumed Open Session at 8:22 p.m.

I. ADJOURNMENT:

Chairperson Santos Garcia announced that the next regular meeting of the Board of Commissioners will be Wednesday, April 13, 2022 at 6 p.m., in the City of Madera Council Chambers.

The meeting was adjourned the meeting at 8:24 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 HACM Board of Commissioners at a duly noticed meeting on March 9, 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

ATTACHMENT
A-3 POWER POINT PRESENTATION BY MORES

Nick Benjamin the following power-point presentation of the Madera Opportunities for Resident Enrichment and Services, Inc. (MORES).

MADERA OPPORTUNITIES FOR RESIDENT ENRICHMENT AND SERVICES, INC.



**Providing Affordable Housing
while strengthening
communities in Madera County.**



Incorporated 2001

**MORES, INC. (MORES) was created as a
non-profit corporation on
March 26, 2001**

EIN #77-0571797



MISSION

Assist low income families and individuals in self-sufficiency and to develop affordable housing.



We take pride in preserving affordable housing as an important cause for Madera County. Not only do we invest in properties, we invest in communities.



Vision

To raise the standards in affordable housing by strengthening our partnership with the Madera Housing Authority, the City of Madera and other local providers realizing investment opportunities, ownership, and development with integrity, excellence, teamwork and accountability.





MORES BOARD

HERMAN PEREZ - Chair & Chief Executive officer

NICK BENJAMIN - Vice Chair


LANA GIDDINGS - Chief Financial Officer

DAVID HERNANDEZ - Secretary

ROBERT POYTHRESS - Board Member

MARTI MARX - Board Member

JOSE RODRIGUEZ - Board Member



MORES - Acquisition: The following properties were made possible through a partnership with the Housing Authority of the City of Madera.

- 308 North B Street **SOLD**
- 704 & 708 Greenway **SOLD**
- 708 Greenway **SOLD**
- Story Road Property **SOLD**
- Chowchilla Four-Plex **SOLD**
- MORES - Yosemite Manor
- Arbor Point
- Esperanza Downtown Project

