

Housing Authority of the City of Madera



205 North G Street • Madera, CA 93637 • (559) 674-5695 • Fax: (559) 674-5701 • TTY: 711 • www.maderaha.org

MINUTES OF THE MAY 19, 2022 SPECIAL MEETING OF THE HOUSING AUTHORITY OF THE CITY OF MADERA

CALL TO ORDER:

The May 19, 2022, Special Meeting of the Housing Authority of the City of Madera was called to order by Commissioner Santos Garcia at 6:00 p.m.

The meeting was held in person at the City of Madera Council Chambers.

The public was invited to participate via Zoom.

COMMISSIONERS PRESENT:

Chairperson Santos Garcia
Vice-Chairperson Artemio Villegas
Commissioner Cece Gallegos
Commissioner Steve Montes

COMMISSIONERS ABSENT:

Commissioner Jose Rodriguez
Commissioner Anita Evans
Commissioner Elsa Mejia

GUESTS PRESENT:

HACM Interim Executive Director James Taubert
HACM Interim Executive Administrative Assistant Marisela Lopez
HACM Legal Counsel Emilio J. Huerta
Ms. Renee Wright
HACM Housing Program Manager Lucia Avila
HACM Jorge Almeida

INVOCATION:

The Invocation was rendered by HACM Executive Director James Taubert.

PLEDGE OF ALLEGIANCE:

The Pledge of Allegiance was led by Commissioner Cece Gallegos

MOTION TO APPROVE MEETING AGENDA:

Commissioner Steve Montes moved to remove Item E-4 from the Section E- RESOLUTIONS, AGREEMENTS, BIDS, HEARINGS, AND/OR PETITIONS, and advance such item to the top of the agenda. Commissioner Cece Gallegos seconded the motion.

The motion passed unanimously:

AYES: (4) Chairperson Santos Garcia
Vice-Chairperson Artemio Villegas
Commissioner Cece Gallegos
Commissioner Steve Montes

NOES: 0

ABSENT: 3 Commissioner Jose Rodriguez,
Commissioner Anita Evans,
Commissioner Elsa Mejia

ABSTAIN: 0

PUBLIC COMMENTS: There were no comments from the public.

A. MOTION TO APPROVE MEETING MINUTES:

A-1 March 9, 2022, Regular Meeting Minutes

A-2 April 13, 2022, Regular Meeting Minutes

A-3 April 19, 2022, Special Meeting Minutes

Commissioner Cece Gallegos moved to remove Items A-1 through A-3. Vice-Chairperson Artemio Villegas seconded the motion.

The motion passed unanimously:

AYES: (4) Chairperson Santos Garcia
Vice-Chairperson Artemio Villegas
Commissioner Cece Gallegos
Commissioner Steve Montes

NOES: 0

ABSENT: 3 Commissioner Jose Rodriguez,
Commissioner Anita Evans,
Commissioner Elsa Mejia

ABSTAIN: 0

E-4 MOTION TO APPROVE RESOLUTION #1212, AN EMPLOYMENT AGREEMENT WITH RENEE WRIGHT AS HACM'S EXECUTIVE DIRECTOR.

HACM Executive Director James Taubert introduced Item E-4 and reported that by previous action, the full Board interviewed Ms. Wright. The Board also appointed a committee of Commissioner Garcia, Commissioner Gallegos and Commissioner Evans to and work out an employment agreement with Ms. Wright. All of those actions have been completed. Mr. Taubert recommends that the Board of Commissioners adopt Resolution 1212 approving an employment agreement with Ms. Wright.

Commissioner Steve Montes moved to approve Resolution No. 1212 (Item E-4). Vice-Chairperson Artemio Villegas seconded the motion.

The motion passed unanimously:

AYES: (4) Chairperson Santos Garcia
Vice-Chairperson Artemio Villegas
Commissioner Cece Gallegos
Commissioner Steve Montes

NOES: 0

ABSENT: 3 Commissioner Jose Rodriguez,
Commissioner Anita Evans,
Commissioner Elsa Mejia

ABSTAIN: 0

Mr. Taubert introduced Ms. Wright.

B. PRESENTATION:

B-1: Mr. Taubert postponed making staff introductions.

B-2 Mr. Taubert provided an update regarding the Madera Opportunities for Resident Enrichment and Services, Inc. (MORES). Mr. Taubert reported that there were monthly meetings be held with MORES and HACM, but the group felt that those meeting were longer necessary.

At the monthly MORES Board of Director meeting, I reported about Renee Wright. They would like a Memorandum of Authority between MORES and HACM. Thomas Lewis, as the attorney for MORES is preparing a draft for Emilio Huerta's review.

CAL FHA is doing an inspection of Yosemite Manor Apartments. Jorge Almeida is preparing the 76 units to be inspected.

Last night we met with Charles Farnsworth, CPA and Nick Benjamin of MORES regarding unreimbursed invoices by MORES. The meeting went well.

Emilio Huerta reported that the issue of the meeting yesterday was focused on what believe is close to \$500 thousand owed by MORES to HACM. We hope to have this issue resolved in 60 days.

C. **WORKSHOP:** No workshops were conducted.

D. MOTION TO APPROVE CONSENT CALENDAR ITEMS:

Commissioner Steve Montes moved to approve Item D-1-Approval of Register of Audited Demands for April 2022, as listed in the Consent Calendar. Commissioner Cece Gallegos seconded the motion.

The motion passed unanimously:

AYES: (4) Chairperson Santos Garcia
Vice-Chairperson Artemio Villegas
Commissioner Cece Gallegos
Commissioner Steve Montes

NOES: 0

ABSENT: 3 Commissioner Jose Rodriguez,
Commissioner Anita Evans,
Commissioner Elsa Mejia

ABSTAIN: 0

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

E-1 MOTION TO APPROVE RESOLUTION #1209 REGARDING THE 2022 ANNUAL EMERGENCY HOUSING VOUCHER PLAN.

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

Ms. Avila reported that the Community Action Partnership of Madera has been assisting by processing applicants through their continuum of care thereby becoming immediately eligible for the HACM Emergency Voucher Program. 19 vouchers were issued last month.

Commissioner Steve Montes moved to approve Item E-1. Commissioner Cece Gallegos seconded the motion.

The motion passed unanimously:

AYES: (4) Chairperson Santos Garcia
Vice-Chairperson Artemio Villegas
Commissioner Cece Gallegos
Commissioner Steve Montes

NOES: 0
ABSENT: 3 Commissioner Jose Rodriguez,
Commissioner Anita Evans,
Commissioner Elsa Mejia
ABSTAIN: 0

**E-2 MOTION TO APPROVE RESOLUTION #1210 REGARDING AUTHORIZATING
REMOTE TELECONFERENCING COMMENCING MAY 19, 2022, TO JUNE 19, 2022.**

The motion was introduced by Mr. Taubert.

Commissioner Steve Montes moved to approve Item E-2. Vice-Chairperson Artemio Villegas seconded the motion.

The motion passed unanimously:

AYES: (3) Chairperson Santos Garcia
Vice-Chairperson Artemio Villegas
Commissioner Steve Montes

NOES: (1) Commissioner Cece Gallegos

ABSENT: 3 Commissioner Jose Rodriguez,
Commissioner Anita Evans,
Commissioner Elsa Mejia

ABSTAIN: 0

**E-3 MOTION TO APPROVE RESOLUTION #1211 REGARDING THE POMONA RANCH
FLOORING CONTRACT TO MICHAEL FLOORING IN THE AMOUNT OF
\$295,505.26.**

The motion was introduced by HACM Employee Jorge Almeida. Commissioner Steve Montes asked whether the HACM offers a preference for local vendors.

Commissioner Cece Gallegos moved to approve Item E-3. Commissioner Steve Montes seconded the motion.

The motion passed unanimously:

AYES: (4) Chairperson Santos Garcia
Vice-Chairperson Artemio Villegas
Commissioner Cece Gallegos
Commissioner Steve Montes

NOES: 0

ABSENT: 3 Commissioner Jose Rodriguez,
Commissioner Anita Evans,
Commissioner Elsa Mejia

ABSTAIN: 0

F. WRITTEN COMMUNICATIONS: NONE

G. ADMINISTRATIVE REPORTS:

Mr. Taubert reported that the HACM the HACM Monthly Activity Report.

H. EXECUTIVE DIRECTOR REPORT:

Mr. Taubert reported that most of his activity regarding MORES has been reported. He has completed the hiring process for a new Executive Director, the Yosemite Manor Property Manager, and SSF Manager, an Occupancy Specialist and a Finance Manager.

Crystal Cortez has taken training zealously and has done a tremendous job of scheduling these sessions.

G. COMMISSIONER REPORTS:

Commissioner Steve Montes asked legal counsel to identify areas, such as written rules and procedures, training or action items that legal recommends.

Attorney Huerta reported that there are “best practices” ideas that he could recommend, including training. Chairman Garcia recommended that HACM contact City Attorney Hilda Montoy.

Commissioner Cece Gallegos asked if Attorney Huerta could organize a work shop regarding the HACM Bylaws.

H. CLOSED SESSION:

HACM Legal Counsel Emilio J. Huerta requested that the Board of Commissioner cancel Closed Session for this meeting.

I. ADJOURNMENT:

Chairperson Santos Garcia announced that the next regular monthly meeting of the Board of Commissioners will be Wednesday, June 8, 2022, at 6 p.m., in the City of Madera Council Chambers.

The meeting was adjourned at 6:41 p.m.

CERTIFICATE 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 June 8, 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