

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 AUGUST 10, 2022 REGULAR MEETING OF THE HOUSING AUTHORITY OF THE CITY OF MADERA

CALL TO ORDER:

The August 10, 2022, Regular Meeting of the Housing Authority for the City of Madera was called to order by Chairperson, Santo Garcia at 6:00 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)
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 (In Person at the City of Madera Council Chambers)
Commissioner Elsa Mejia (In Person at the City of Madera Council Chambers)
Commissioner Anita Evans (In Person at the City of Madera Council Chambers)
Commissioner Jose Rodriguez (In Person at the City of Madera Council Chambers)

GUESTS/STAFF PRESENT:

HACM Executive Director Renee Wright (In Person)
HACM Executive Secretary Marisela Lopez (In Person)
HACM Legal Counsel Emilio J. Huerta (Via Zoom)
HACM Interim Financial Manager Sally Bompreszi (Via Zoom)

INVOCATION:

The invocation was rendered by Pam Grewal, Madera Sikh Temple.

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by Steve Montes.

MOTION TO APPROVE MEETING AGENDA:

Commissioner Jose Rodriguez moved to approve the August 10, 2022, proposed meeting agenda, as amended, and posted on August 02, 2022. Commissioner Anita Evans seconded the motion. The motion passed unanimously:

AYES: (7) Chairperson Santos Garcia

9/26/2022 5:37 PM

Vice-Chairperson Artemio Villegas,
Commissioner Cece Gallegos,
Commissioner Steve Montes,
Commissioner Jose Rodriguez,
Commissioner Anita Evans, and
Commissioner Elsa Mejia

NOES: (0)

ABSENT: (0)

ABSTAIN: (0)

PUBLIC COMMENT: There were no comments from the public.

A. APPROVAL OF MEETING MINUTES:

A-1 Commissioner Steve Montes moved to approve the August 10, 2022, Regular Meeting Minutes. Vice-Chairperson Artemio Villegas seconded the motion. The motion passed unanimously.

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

NOES: (0)

ABSENT: (0)

ABSTAIN :(0)

B. PRESENTATIONS:

B-1 MORES Board met July 15, 2022 at 9:00 a.m. nominations were held for two open seats. Commissioner Steve Montes and Nick Salinas from the County of Madera were put on the table. Talks about financial were submitted July 05, 2022 and are under review. All clarifications were submitted.

Nick Benjamin and Attorney Thomas Lewis came to HACM and made copies of files. Continued talks are in progress on outside property management. The TCAC audit is clear. HUD audit is still in process deadline is August 23, 2022. Future projects were discussed.

C. WORKSHOP: No workshops were conducted.

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 July 2022.

Commissioner Cece Gallegos moved to approve the above listed consent calendar items. Commissioner 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)

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

E-1 Motion to Approve Proposed Resolution #1218. HACM Executive Director Renee Wright presented proposed Resolution #1218 approving the child-care facility lease agreements with the Community Action Partnership of Madera County (Pomona Ranch, 800 Lilly St., and 131 Mace)

No public comment.

Commissioner Jose Rodriguez moved to approve Item E-1, proposed Resolution #1218. 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)

E-2 Motion to Approve Proposed Resolution #1219. HACM Executive Director Renee Wright presented proposed Resolution #1219 approving the letter of Certification of Legal Counsel.

The motion was introduced by Ms. Wright.

Commissioner Steve Montes had questions regarding the Personnel Consultant that was approved months ago.

Attorney Emilio Huerta referenced Danene Aguilar was hired for purposes to helping with Human Resources issues and HACM negotiated a monthly retainer for her. Danene is currently working closely with Executive Director and Attorney Emilio Huerta on a regular basis in developing and revising personnel policies.

HARRP is requesting HACM to give assurances that we have protocols and practices that will deal with employee relation issues. Sample of letter is in your packet for review.

Commissioner Steve Montes states this is a separate issue.

Attorney Emilo Huerta to answer your question yes we do have a HR consultant on board.

No public comment.

Commissioner Anita Evans moved to approve Item E-2, proposed Resolution #1219. 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)

E-3 Motion to Approve Proposed Resolution #1220. HACM Executive Director Renee Wright presented proposed Resolution #1220 approving the 2021-2022 Annual Agency Housing Plan.

The motion was introduced by Ms. Wright.

Ms. Wright there was a couple of revisions per HUD regarding the fees. These were updated for the Emergency Housing Plan.

No public comment.

Commissioner Anita Evans moved to approve Item E-3, proposed Resolution #1220. Commissioner Steve Montes 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)

E-4 Motion to Approve Proposed Resolution #1221. HACM Maintenance Manager Jorge Almeida presented proposed Resolution #1221 approving the request for proper vehicle disposal.

The motion was introduced by Mr. Almeida.

Mr. Almeida requested proper disposal of four (4) vehicles either by auctioning, donating or metal recycling.

Chairperson Santos Garcia asked what years on the vehicles.

Mr. Almeida stated 1999-2002.

Ms. Wright said it will cost more to fix them than replace them.

Commissioner Jose Rodriguez addressed Mr. Almeida about disposal of vehicles. What is the proper channel to take? Auction? Donation? If so who do we donate too?

Mr. Almeida the City of Madera will provide us with the knowledge they have to dispose of these vehicles this will be our first plan of action. It will be difficult to have them auctioned because of the condition and year of vehicle.

No public comment.

Commissioner Steve Montes moved to approve Item E-4, proposed Resolution #1221. 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)

E-5 Motion to Approve Proposed Resolution #1222. HACM Executive Director Renee Wright presented proposed Resolution #1222 approving the 2021 Financial Audit request for services from Price Paige & Company.

The motion was introduced by Ms. Wright.

Ms. Wright original audit request was submitted December 2021 due to financial issues it has been pushed out. The new date is scheduled for August 29, 2022.

No public comment.

Commissioner Steve Montes moved to approve Item E-5, proposed Resolution #1222. 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)

E-6 Motion to Approve Proposed Resolution #1223. HACM Executive Director Renee Wright presented proposed Resolution #1223 approving the remote tele-conferencing of all HACM Board of Commissioners Meeting commencing August 10, 2022 to September 10, 2022.

The motion was introduced by Ms. Wright.

Ms. Wright would like HACM Board of Commissioners to approve our remote tele-conferencing.

No public Comment.

Commissioner Jose Rodriguez would like to know if this item would be better off on the consent calendar as it is common. If there is someone that does not want to do that we can always pull it as a separate discussion item.

Attorney Emilio Huerta yes we can see that coming in the future coming meeting.

Commissioner Jose Rodriguez he would like to ask his colleagues if they are opposed to that and if so this would be the right time to have that conversation.

Chairperson Santos Garcia second the motion.

Commissioner Jose Rodriguez I just want to be clear the motion that just past was for the item before us, but Chairperson you made a motion in regards to adding it to the consent calendar. I want to be clear that this is a separate motion?

Chairperson Santos Garcia no sir I was making it second to your motion of putting it on the consent calendar. Mr. Huerta will make sure we are in compliance. I was just seconding your motion to put it on the consent calendar.

Attorney Huerta it was clear to put the motion on the consent calendar, but we still need the motion to approve resolution #1223.

Commissioner Anita Evans moved to approve Item E-6, proposed Resolution #1223. Commissioner Jose Rodriguez seconded the motion. The motion passed unanimously:

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

NOES: (1) Commissioner Cece Gallegos

ABSENT: (0)

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 presented the Housing Report letting Commissioners know this number went in a different direction. Consortium and HACM made a plan of action for the next 90 days.

No public comment.

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

Ms. Wright welcomed new employee Blanca Navarro. She will conduct a brief introduction. She is the Compliance Technician and Programs Manager. She has 23 years of experience in Public Housing and Affordable Housing. She is council member for the City of Selma. She is in the second year of her first term. She started off as an Office Assistant. She has completed audits, updated and reviewed Housing policies and procedures. Programs she worked with include. but not limited to low income public housing, farm labor, migrant, HUD (various rental assistance), tax credit, HOME including CBDG, project based voucher, Home Key, RAD conversions, permanent supportive housing and home ownership. She has experience with audits with various agencies. She has various certifications that include. but not limited to California Certified Regional Manager, Tax credit certification, blended housing specialist HOME, Certified Farm Labor Manager and others. She is excited to be here.

Commissioner Antia Evans welcomed Blanca.

Chairperson Santos Garcia congratulated Blanca.

Blanca spoke about collaborating by other housing employees.

Ms. Wright gave her Executive Director report. She continues to have her bi-weekly meetings with HUD. She completed the Executive Director orientation. She was able to set up a meeting with the Consortium to find out what services and benefits are available to us. Monthly meetings will be scheduled with them. They offer trainings and HR services. It puts HACM at a better standing with HUD. Blanca will finalize the MORES audit for us. Yardi is a BEAST! HACM has a few proposed projects on the table. Ms. Wright reached out to Commissioner Montes to help out with reaching out to RH Builders. They submitted a couple of locations one of the locations is Gateway Inn, the second location is Knights Inn and third is Springfield suites for our home key project. Main focus will be chronically homeless and DSS. They will be Board Meeting to finalize the location. We set up a Landlord community event. Invitations were sent out. We are hoping you can join us. The purpose is to put us at the forefront and reestablish the relationships, and also to reestablish our landlord relationships.

Sadly, our Police Officer has retired and moved to Fresno. Unfortunately we will not get a Community Officer for some time. Commander said they are so short staffed that it will take a while before we get an Officer.

No public comment.

Chairperson Santos Garcia would like to visit again this topic of our Community Officer/Security. Chairperson Santos Garcia inquired with Commissioner Jose Rodriguez if he had any questions in regards to the Consortium.

Commissioner Jose Rodriguez did not have any questions as he feels HACM is on the right path and that we take advantage of the benefits of the Consortium.

I. COMMISSIONER REPORTS:

Commissioner Cece Gallegos thanked Jorge for cleaning up the shop. She welcomed, Blanca to the team. She congratulated Renee for flying solo. She sent out prayers to Sally for the passing of her uncle.

Commissioner Jose Rodriguez congratulated Blanca. He came back to the nomination of Commissioner Steve Montes and said if he is selected if he would accept.

Commissioner Anita Evans welcomed Renee and congratulated her on the great job.

Chairperson Santos Garcia reminded everybody that Madera is sponsoring the United Farm Workers (UFW) march to Sacramento and for waiving the fees at the pavilion.

Chairperson Santos Garcia wished our Attorney Emilio Huerta a belated Happy Birthday.

Commissioner Steve Montes sent out his condolences to Sally and thanked Renee for reaching out.

J. CLOSED SESSION:

Commissioner Jose Rodriguez moved to approve the removal of Closed Session from the agenda. Commissioner Anita Evans seconded the motion.

K. ADJOURNMENT:

Chairperson Santos Garcia announced that the next regularly monthly scheduled meeting of the Board of Commissioners will be held on Wednesday, September 14, 2022 at 6 p.m., in the City of Madera Council Chambers.

The meeting was adjourned the meeting at 6:54 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