

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 SEPTEMBER 14, 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 (In Person at the City of Madera Council Chambers)
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 ()
Commissioner Anita Evans (ABSENT-EXCUSED)
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 (In Person)
HACM Financial Manager Jua Xiong (In Person)
HACM Compliance Technician/ Housing Programs Lead Blanca Navarro Mendoza (In Person)
HACM Housing Manager Lucia Avila (In Person)

INVOCATION:

The invocation was rendered by Roger leach, Valley West Christian Center

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by Marisela Lopez.

MOTION TO APPROVE MEETING AGENDA:

Commissioner Steve Montes moved to approve the September 14, 2022, proposed meeting agenda, as amended, and posted on August 02, 2022. Commissioner Cece Gallegos seconded the motion. The motion passed unanimously:

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

NOES: (0)

ABSENT: (2) Commissioner Anita Evans, Commissioner Elsa Mejia

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: (5) Chairperson Santos Garcia,
Vice-Chairperson Artemio Villegas,
Commissioner Cece Gallegos,
Commissioner Steve Montes, and
Commissioner Jose Rodriguez,

NOES: (0)

ABSENT: (2) Commissioner Anita Evans, Commissioner Elsa Mejia

ABSTAIN :(0)

B. PRESENTATIONS:

B-1 Executive Director Renee Wright stated there is no update for today.

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 August 2022.

D-2 Approval of the City of Madera remote tele-conferencing of all HACM Board of Commissioner meeting commencing September 14, 2022 to October 12, 2022.

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

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

NOES: (1) Commissioner Cece Gallegos,

ABSENT: (2) Commissioner Anita Evans, Commissioner Elsa Mejia

ABSTAIN: (0)

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

Executive Director Renee Wright presented E-1 as a financial presentation and introduction of our new Financial Manager, Jua Xiong.

Financial Manager Jua Xiong gave a brief introduction. She has been in Accounting for 12 years. As a refugee the housing authority has help her family to have a home. She is excited to be part of HACM.

Chairperson Santos Garcia Welcomed her.

Financial Manager Jua Xiong presented resolution # 1224 to Board members.

Executive Renee Wright took over and presented the end of resolution # 1224.

E-1 Motion to Approve Proposed Resolution #1224. HACM Financial Manager Jua Xiong presented proposed Resolution #1224 approving the designated persons with check signing authority for LAIF investment account.

No public comment.

Commissioner Cece Gallegos moved to approve Item E-1, proposed Resolution #1224. Commissioner Steve Montes 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 (Came in at 6:13 pm)

NOES: (0)

ABSENT: (1) Commissioner Anita Evans

ABSTAIN: (0)

E-2 Motion to Approve Proposed Resolution #1225. HACM Executive Director Renee Wright presented proposed Resolution #1225 approving the 2022-2023 2.5% salary COLA increase effective 10/01/2022.

The motion was introduced by Ms. Wright she stated the 2.5% COLA increase has not been offered for 2.5 years.

No public comment.

Commissioner Jose Rodriguez had questions regarding the yearly difference. He wanted to confirm the yearly difference would be \$105,000 when adopted?

Executive Renee Wright responded Correct.

Commissioner Jose Rodriguez stated he would like when we have any budget amendments or revision to the budget that we look at our state of finances. He asked if that should not put a big impact in our agency.

Executive Renee Wright responded No it shouldn't.

No public comment.

Commissioner Steve Montes moved to approve Item E-2, proposed Resolution #1225. Vice-Chairperson 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-3 Motion to Approve Proposed Resolution #1226. HACM Executive Director Renee Wright presented proposed Resolution #1226 approving the Maintenance employee boot benefit allowance.

The motion was introduced by Ms. Wright.

Ms. Wright address the boot allowance throughout the central valley has including the boot allowance. Maintenance has not had one in the last 5 years. We have an agreement with Boot Barn here in town. Staff recommends the Board adopt this resolution for the 2022-2023 fiscal year.

No public comment.

Commissioner Steve Montes had question regarding the \$120 benefit, if it was an exclusive deal with Boot Barn. Is it something new or was it parted out of the uniform allowance?

Executive Renee Wright stated it is an exclusive deal with Boot Barn it's a standard range for all agencies. An analyses was done and it ranged from \$120 to \$175.

Commissioner Steve Montes so the uniform allowance is intact and this is just an addition

Executive Renee Wright said this is an addition. It covers the purchase and cleaning of the boots.

Interim Financial Manager Sally Bompreszi said this is not a new thing. Linda Shaw had brought it back. Boots are very expensive. So it's coming back.

Commissioner Cece Gallegos stated it probably had fallen off the radar with all the new executives.

Executive Renee Wright stated it's new to be a resolution there has never been a resolution.

Commissioner Jose Rodriguez had questions regarding its only 7 employees but since the initial allowance was this always part of our budget? So it's just been sitting there and now we are bringing it back effective date of this resolution

Commissioner Steve Montes moved to approve Item E-3, proposed Resolution #1226. 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-4 Motion to Approve Proposed Resolution #1227. HACM Housing Services Manager Lucia Avila presented proposed Resolution #1227 approving the request for Public Housing Write-off's.

The motion was introduced by Ms. Avila.

Ms. Avila requested write-offs have been past the 90 day acceptance meaning the families have not made any attempt to pay off debt. HACM is requesting approval to send it to collections. This also help letting other Housing Authorities know not to provide services until balance is paid in full.

No public comment.

Commissioner Jose Rodriguez would like to have a financial impact completed on any items with money amounts..

Commissioner Steve Montes was concerned about the social security numbers on the write offs and the document being public record.

Executive Renee Wright let commissioners know that they get the packet only not for public viewing.

Commissioner Jose Rodriguez commented that he would rather just have the name or black out social security numbers.

Commissioner Steve Montes moved to approve Item E-4, proposed Resolution #1227. Commissioner Jose Rodriguez 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-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.

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 that our numbers are moving forward with our vacancies. Nan McKay will be taking over some of our annual recertification's.

No public comment.

Commissioner Jose Rodriguez asked about a discrepancy on the Monthly Housing Activity report on the waiting list it has dropped down a lot.

Executive Renee Wright stated because we have been purging and if they are no longer eligible we move down the list.

Commissioner Jose Rodriguez just wanted to know if we were really down to 14 and make sure it was not a typo.

Commissioner Cece Gallegos was concerned about the work orders that have gone up to 68. Will it be a long time before they get repaired?

Executive Renee Wright stated a lot of the work orders are due to the air conditioners and getting the parts that are taking longer than expected. Delays have come because we are trying to get leased up.

Chairperson Santos Garcia wanted to comment on the issue of the housing numbers. Cleaning it up is what we want.

Commissioner Jose Rodriguez we are still down like 900 that is still a great strive. It looked kind of off this is why I had a question.

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

Ms. Wright gave her Executive Director report. She continues to have her bi-weekly meetings with HUD. They are starting to see the light at the end of the tunnel with us. A lot of things are being cleaned up and caught up so, meeting will be dropped to monthly meetings. Monthly meetings are being held with the Consortium for training and making sure we are still in compliance. We will be partnering up with them for some developments. For HCV we are raising our fair market rents so we can be more competitive we are right now at only 90%. It is hard to compete at 90% they were going to raise them to 110% across the board. We should have clarification in November 2022.

We continue to have our trainings with Yardi. We just finished phase one with implementation. Staff is super excited. We will have one system.

She did an annual contract with HUD for some training for some of the staff (housing programs) HCV had a very invasive training for housing supervisor (Blanca).

We finished the VMS audits. We are finishing up Price Paige audit. There are a few things left which Sally Bompreszi has been helping with.

Jim and Renee have been meeting with some developers and some proposed developers because they are trying to work on some new developments in the community. Steve and Renee will be meeting with RH builders in the next couple of weeks.

Community engagement thank you Mayor for coming to our community partners and landlords event. One thing that will help us with leased up will be having that partnership. That we get first dibs on units. Community partners are assisting our families that are seeing a struggle do to COVID.

Pomona Ranch project a lot of our partners CVOC has helped with assisting in helping paying there rents. They did the backpack for some of the kids and food vouchers.

No public comment.

I. COMMISSIONER REPORTS:

Commissioner Cece Gallegos liked to thank all staff and a shout out to Mr. Taubert and Ms. Bompreszi for hanging in there with us.

Commissioner Jose Rodriguez reported on the MORES meeting and questions as to financial discrepancies. At this time, he recused himself from close session because he is part of MORES and HACM board. He asked Attorney Huerta if he can do it now or when item is called. Attorney Emilio Huerta stated he can recuse himself when item is called.

Commissioner Artemio Villegas thanked Executive Director for her report.

Chairperson Santos Garcia thanked Renee and staff for the good work.

Commissioner Jose Rodriguez reiterated he will excuse himself from closed session.

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. The Board of Commissioners will adjourn into closed session to discuss the following items:

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

J-2 Potential litigation

Attorney Emilio Huerta discussed one (1) item in closed session in respect to the MORES Corp. and correspondence received on August 26 and 29th legal counsel was asked to investigate possible responses and to these correspondence and to investigate and make a proposed recommendation to the commissioner with the Housing Authority relationship with MORES. No action was taken.

K. ADJOURNMENT:


Chairperson Santos Garcia announced that the next regularly monthly scheduled meeting of the Board of Commissioners will be held on Wednesday, October 12, 2022 at 6 p.m., in the City of Madera Council Chambers.

The meeting was adjourned the meeting at 7:06 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 12th day of October, 2022.

By: 
Marisela Lopez
Housing Authority of the City of Madera