

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 APRIL 18, 2023 SPECIAL MEETING OF THE HOUSING AUTHORITY OF THE CITY OF MADERA

CALL TO ORDER:

The Special Meeting of the Housing Authority for the City of Madera was called to order by Chairperson, Elsa Mejia on April 18, 2023, at 6:00 p.m.

The meeting was held in person at the City of Madera Council Chambers, located at 205 West 4th Street, Madera, CA 93637. Pursuant to California Assembly Bill AB 361, AB 2449, and CA Govt. Code §§ 54953 and 54954.2, the meeting was held in person and simultaneously via Zoom.

COMMISSIONERS PRESENT:

Chairperson Elsa Mejia	(In Person at the City of Madera Council Chambers)
Vice-Chairperson Anita Evans	(In Person at the City of Madera Council Chambers)
Commissioner Artemio Villegas	(In Person at the City of Madera Council Chambers)
Commissioner Steve Montes	(In Person at the City of Madera Council Chambers)
Commissioner Cece Gallegos	(In Person at the City of Madera Council Chambers)
Commissioner Santos Garcia	(In Person at the City of Madera Council Chambers)
	(Arrived at 6:24 pm)

COMMISSIONERS ABSENT:

Commissioner Jose Rodriguez (Absent)

GUESTS/STAFF PRESENT:

HACM Executive Director Renee Wright (In Person)
HACM Executive Secretary Marisela Lopez (In Person)
HACM Legal Counsel Emilio J. Huerta (In Person)
HACM Housing Program Compliance Manager Blanca Navarro Mendoza (In Person)
HACM Financial Services Manager Betty Gonzalez (In Person)
HACM Housing Services Manager Lucia Avila (In Person)

INVOCATION:

The invocation was given by Vice-Chairperson Anita Evans from the Board of Commissioners

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by Commissioner S. Montes

MOTION TO APPROVE MEETING AGENDA:

Commissioner Gallegos moved to approve the April 18, 2023, proposed meeting agenda, as amended, and as posted on April 11, 2023. Commissioner S. Montes seconded the motion. The motion passed unanimously:

AYES: (5) Chairperson Elsa Mejia
Vice-Chairperson Anita Evans
Commissioner Cece Gallegos
Commissioner Steve Montes, and
Commissioner Artemio Villegas

NOES: (0)

ABSENT: (2) Commissioner Santos Garcia; Commissioner Jose Rodriguez

ABSTAIN: (0)

PUBLIC COMMENT: There were no comments from the public in attendance nor via Zoom.

A. **WORKSHOPS:** No workshops were conducted.

B. **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.

B-1 Approval of Register of Audited Demands March 2023.

B-2 Approval of March Regular Board Meeting Minutes.

Motion to Approve Consent Calendar

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

AYES: (5) Chairperson Elsa Mejia
Vice-Chairperson Anita Evans
Commissioner Cece Gallegos
Commissioner Steve Montes, and
Commissioner Artemio Villegas

NOES: (0)

ABSENT: (2) Commissioner Santo Garcia; Commissioner Jose Rodriguez

ABSTAIN: (0)

PUBLIC COMMENT: There were no comments from the public in attendance nor via Zoom.

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

C-1: Motion to Approve Proposed Resolution # 1239 approving the designation of the Executive Director Renee A. Wright, Chairperson Elsa Mejia and Financial Services Manager Betty Gonzalez as the persons with check signing authority for LAIF Investment account.

Betty Gonzalez Financial Services Manager presented proposed Resolution # 1239. Due to the hiring of a new Financial Services Manager, it is necessary to change the signer of the LAIF Account.

There was no public comment.

Commissioner Gallegos moved to approve Item C-1, proposed Resolution #1239. Vice-Chair Evans seconded the motion. The motion passed unanimously:

AYES: (5) Chairperson Elsa Mejia
Vice-Chairperson Anita Evans
Commissioner Cece Gallegos
Commissioner Steve Montes, and
Commissioner Artemio Villegas

NOES: (0)

ABSENT: (2) Commissioner Santo Garcia; Commissioner Jose Rodriguez

ABSTAIN: (0)

C-2: Motion to Approve Proposed Resolution # 1240 Removal of Jose Rodriguez, Diana Beza Martinez, Sally J. Bompreszi, Sara Ann Brookes, Steve Montes and Jua Xiong, as signers from citizen business Bank Accounts: 5108152,5108020, and 5107067.

Betty Gonzalez Financial Services Manager presented the proposed Resolution #1240 for removal of existing signers.

There was no public comment.

Commissioner Montes moved to approve Item C-2, proposed Resolution #1240. Vice Chair Evans seconded the motion. The motion passed unanimously:

AYES: (5) Chairperson Elsa Mejia
Vice-Chairperson Anita Evans
Commissioner Cece Gallegos
Commissioner Steve Montes, and
Commissioner Artemio Villegas

NOES: (0)

ABSENT: (2) Commissioner Santo Garcia; Commissioner Jose Rodriguez

ABSTAIN: (0)

C-3: Motion to Approve Proposed Resolution # 1241, adding Executive Director Renee Wright; Financial Service Manager, Betty Gonzalez and USDA, Mr. Rollin Brossart as authorized signers on HACM's Citizen Bank Account: 5108152, 5108020, and 5107067.

Financial Service Manager, Betty Gonzalez presented proposed Resolution #1241 approving adding Executive Director Renee Wright; Financial Service Manager, Betty Gonzalez and USDA, Mr. Rollin Brossart as authorized signers on HACM's Citizen Bank Account: 5108152, 5108020, and 5107067.

There was no public comment.

Commissioner Gallegos stated that she was under the impression that we were trying to move away from Citizens Bank? Renee Wright Executive Director said they would have signers authorized to move close the account with Citizens Bank.

Commissioner Montes moved to approve Item C-3, proposed Resolution #1241. Vice-Chair Evans seconded the motion. The motion passed unanimously:

AYES: (5) Chairperson Elsa Mejia
Vice-Chairperson Anita Evans
Commissioner Cece Gallegos
Commissioner Steve Montes, and
Commissioner Artemio Villegas

NOES: (0)

ABSENT: (2) Commissioner Santo Garcia; Commissioner Jose Rodriguez

ABSTAIN: (0)

C-4: Motion to Approve Proposed Resolution # 1242, approving the disposal of non-working appliances from the Public Housing and Farm Labor programs.

Renee Wright Executive Director presented proposed Resolution #1242.

There was no public comment.

Commissioner Montes moved to approve Item C-3, proposed Resolution #1242. Vice-Chair Evans seconded the motion. The motion passed unanimously:

AYES: (5) Chairperson Elsa Mejia
Vice-Chairperson Anita Evans
Commissioner Cece Gallegos
Commissioner Steve Montes, and
Commissioner Artemio Villegas

NOES: (0)

ABSENT: (2) Commissioner Santo Garcia; Commissioner Jose Rodriguez

ABSTAIN: (0)

C-5: Motion to Approve Proposed Resolution # 1243, the 2023 Admissions and Continued Occupancy Policy revisions (ACOP).

Housing Program Compliance Manager Blanca Mendoza-Navarro presented proposed Resolution #1243 approving the 2023 Admissions and Continued Occupancy Policy revisions (ACOP).

Handouts were attached to the Board Meeting Packet. Housing Program Compliance Manager Blanca Mendoza-Navarro reiterated the attachments in the packet.

There was no public comment.

Commissioner Gallegos moved to approve Item C-3, proposed Resolution #1243. Commissioner Montes seconded the motion. The motion passed unanimously:

AYES: (5) Chairperson Elsa Mejia
Vice-Chairperson Anita Evans
Commissioner Cece Gallegos
Commissioner Steve Montes, and
Commissioner Artemio Villegas

NOES: (0)

ABSENT: (2) Commissioner Santo Garcia; Commissioner Jose Rodriguez

ABSTAIN: (0)

C-6: Motion to Approve Proposed Resolution # 1244, the Project Base Voucher (PBV) updated contracts for Arbor Pointe and Esperanza Village.

Housing Service Manager Lucia Avila presented proposed Resolution #1244 approving the Project Base Voucher (PBV) updated contracts for Arbor Pointe and Esperanza village.

Housing Service Manager Lucia Avila reiterated that the handouts attached to the packet are being revised.

Renee Wright Executive Director reiterated that the contracts are old contracts that need to be updated.

Housing Service Manager Lucia Avila said that Esperanza is more up to date than Arbor Pointe.

Commissioner Gallegos asked Renee Wright Executive Director for clarity regarding updating the room size for the vouchers and questioned the Veteran vouchers that are being used for that, but we do not have veterans in that facility.

Renee Wright Executive Director said if they are not assigned to a veteran and that there are other criteria that have been met. Everyone that is assigned a unit is in the right units this time.

Commissioner Gallegos asked if there are any veterans at Esperanza? Housing Service Manager Lucia Avila said there are two.

Commissioner Gallegos said she is good with Arbor Pointe but not with Esperanza so she will be voting "No". Commissioner Montes responded by stating that he thought Esperanza was only for Veteran Vouchers, but they are not restricted to Veterans only. Renee Wright Executive Director said "No". That's why contracts have been updated because they were not in compliance and to bring them up to compliance. Vouchers are not restricted to Veterans at this time.

Vice-Chairperson Evans stated that we have two facilities that are for residents, and we have only two veterans in there at this time.

Commissioner Montes there is nothing restricting veterans from going there. Renee Wright Executive Director said "No". It's an open list.

Housing Service Manager Lucia Avila said we work with the Fresno Veterans. Commissioner Gallegos asked how about Madera. They said yes.

(Chairperson Elsa Mejia welcomed Commissioner Santos Garcia to the meeting at 6:24 pm.)

There was no public comment.

Commissioner Montes moved to approve Item C-6, proposed Resolution #1244. Vice-Chair Evans seconded the motion. The motion passed unanimously:

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

NOES: (1) Commissioner Cece Gallegos

ABSENT: (1) Commissioner Jose Rodriguez

ABSTAIN: (0)

C-7: Motion to Approve Proposed Resolution # 1245, Memorandum of Understanding for RH Community Builders.

Renee Wright Executive Director presented Resolution # 1245 Memorandum of Understanding for RH Community Builders. They are servicing landlords now. They were before just a construction management company. They will assist in navigating residents and landlords that are harder to house.

Commissioner Montes asked for clarification as to the scope of work? Renee Wright responded that RH builders does a lot of good work and proposed entering into an MOU for information Sharing.

Renee Wright further stated that they will help with Landlord engagement in relation to harder to house, lower income people.

Commissioner Montes asked if this engagement would go out for BID. He knows it's not going to be for free. Renee Wright Executive Director started another partnership.

There was no public comment.

Commissioner Garcia moved to approve Item C-7, proposed Resolution #1245. Commissioner Montes seconded the motion. The motion passed unanimously:

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

NOES: (0)

ABSENT: (1) Commissioner Jose Rodriguez

ABSTAIN: (0)

D. WRITTEN COMMUNICATIONS:

No written communications were received.

E. ADMINISTRATIVE REPORTS:

Renee Wright Executive Director provided the following administrative reports.

E-1: Monthly Housing Activity Report:

Ms. Wright reiterated the numbers from the "Housing Activity" chart on the agenda. Commissioner Gallegos said, "hats off to your staff those are really good numbers".

There was no public comment.

F. EXECUTIVE DIRECTOR REPORT:

Renee Wright Executive Director provided the following reports:

Renee Wright Executive Director spoke about HCV department has transitioned into our new software. Everyone is happy. All the kinks have been worked out.

Consulting with Nan McKay is still underway and 85% complete. We need another 15% for them to be done. They will also assist in doing inspections.

Renee Wright Executive Director touched on the BIDS that are online for our Capital Funding. Numbers are low.

Renee Wright Executive Director has met with Good Jobs Challenge. They will be assisting with the FSS/ROSS program. They are charging half the cost for one employee. CIVIC will also be assisting with our residents with immigrations issues. Career Nexus will provide five interns for 200 hours each this will be a paid internship. This will be an ongoing thing.

Commissioner Garcia said that was amazing trying to get new folks on board and assisting in immigration.

No public comment.

G. COMMISSIONER REPORTS:

Vice-Chairperson Evans thanked HACM. The atmosphere is awesome over at HACM. Partnerships are awesome. We have a new 4-way stop sign.

Commissioner Gallegos wanted to get an update on the camera system. She would like neighborhood meetings. She would like Daren Camarena to go out and let the community know they have the new women's facility in town.

Renee Wright Executive Director responded you will see camaras in the next three months.

Commissioner Montes thanked HACM for all that HACM does, but he wanted an update on the Bylaws.

Legal Counsel Emilio J. Huerta said he will reach out in the next week or so to set up a meeting for the Bylaws.

Chairperson E. Mejia stated that she would like an update on where we are at with the shade for E. Yosemite-PH. Renee Wright Executive Director stated the five-year plan has been designated and we are looking for funding in other areas for that. She will have an update withing 45 days with the grant to provide shade.

Commissioner Villegas thanked the HACM and is looking forward to seeing more results.

Commissioner Garcia stated that he was late as a result of having to secure a new cell phone; he put his cell in a bag and then placed the bag in the microwave. He thanked everyone and said he has seen improvement since Renee has been here at HACM. He acknowledged Emilio Huerta, Attorney.

Legal Counsel Emilio J. Huerta stated that last month the City of Madera and the Madera Community College honored his mother – Dolores Huerta. His mother was impressed along with his sisters. He expressed his gratitude.

Renee Wright Executive Director presented Commissioner Garcia with a plaque for being Chairperson last year 2022.

H. CLOSED SESSION:

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

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

H-2 Potential litigation

The Board of Commissioners adjourned into closed session.

At 6:46 p.m. the Commissioners resumed open session. Attorney Emilio Huerta reported that there was no action taken in closed session.

I. ADJOURNMENT:

Chairperson Mejia announced that the next regularly monthly scheduled meeting of the Board of Commissioners will be held on Wednesday, May 10, 2023, at 6 p.m., in the City of Madera Council Chambers.

The meeting was adjourned the meeting at 7:03 p.m.

CERTIFICATE BY THE CLERK 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 April 18, 2023, where a quorum was present in accordance with the HACM Bylaws.

Executed on this 10th day of May, 2023.

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