

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

REGULAR BOARD MEETING OF THE HOUSING AUTHORITY OF THE CITY OF MADERA

Notice and Agenda

6:00 PM
Wednesday, November 13, 2024

Madera City Hall
Council Chambers
205 W. 4th Street
Madera, CA 93637

This Notice, Meeting Agendas, Board Meeting Packets, and Meeting Minutes can be viewed electronically on the Housing Authority's website - located at www.maderaha.org. There, you can access the tab "About Us" and then open the tab "Board Meeting Agenda."

This meeting of the Housing Authority's Board of Commissioners is open to the public. Members of the public may participate in the meeting and comment on an Agenda item in person or remotely by logging onto Zoom:

[Zoom Meeting Link](https://cityofmadera.zoom.us/j/81027188118?pwd=hP5bMAABL8QVn20nOyyG2uiis8CtT9.1)

<https://cityofmadera.zoom.us/j/81027188118?pwd=hP5bMAABL8QVn20nOyyG2uiis8CtT9.1>

or alternatively by telephone by dialing (669) 900-6833 and then entering Meeting ID No: 456 605 1574.

Written materials related to an item on the Agenda for the open session portion of this meeting distributed to the Board of Commissioners less than 72 hours before this scheduled meeting, are available for public inspection during normal business hours at the Housing Authority's office located at 205 N G Street, Madera, CA 93637.

Comments may also be sent via email to Ms. Giselle Flores at giselle@maderaha.org or by regular mail sent to the Housing Authority at 205 N G Street, Madera, CA 93637, Attention Giselle Flores.

The meeting room is accessible to the physically disabled and the services of a translator can be made available upon request. Any accommodation for the disabled, language signers, assistive listening devices, or translation services needed to facilitate an individual's participation in this public meeting should be made at least seventy-two (72) hours prior to the meeting by contacting the City of Madera's Human Resources Dept. at (559) 661-5400, Ext. 8704 or the Housing Authority at (559) 674-5695 Ext. 222 between the business hours of 8:00 a.m. to 5:00 p.m., Monday through Friday. Those who are hearing impaired can call 711 or 1.800.867.4323 for a TTY Relay Service.

CALL TO ORDER: Chairperson Elsa Mejia

ROLL CALL:
Chairperson Elsa Mejia,
Vice-Chairperson Anita Evans,
Commissioner Cece Gallegos,
Commissioner Jose Rodriguez,
Commissioner Santos Garcia,
Commissioner Steve Montes, and
Commissioner Artemio Villegas.

INVOCATION: Vice-Chair Anita Evans will lead the invocation.

PLEDGE OF ALLEGIANCE:

APPROVAL OF AGENDA:

PUBLIC COMMENT:

The first fifteen minutes of the meeting are reserved for members of the public to address the Board of Commissioners on items which are within the subject matter jurisdiction of the Housing Authority. Speakers shall be limited to three (3) minutes. Speakers will be asked, but are not required, to identify themselves and state the subject of their comment. If the subject is an item on the Agenda, the Chairperson has the option of asking the speaker to hold their comment until that item is called. Comments regarding items listed for “Public Hearing” on the agenda, should be held until the Public Hearing is opened. The Board is prohibited by law from taking any action on matters discussed that are not on the agenda, and no adverse conclusions should be drawn if the Board does not respond to a public comment at this time.

A. PRESENTATIONS: Presentation of Family Self-Sufficiency (FSS) Graduation recipients:

FSS Graduate R. Ruiz

FSS Graduate B. McDaniel

B. CONSENT CALENDAR:

Matters listed under the Consent Calendar are considered routine and will be enacted by one motion and a single vote. There will be no separate discussion of each of these items. If any Commissioner or member of the public wishes to discuss a matter listed on the Consent Calendar, they can request that such an item be removed from the Consent Calendar and such an item will be considered separately.

B-1 Approval of October 9, 2024, Board Meeting Minutes, Special and Regular meeting.

B-2 Approval of Register Audited Demands for October 2024.

B-3 2025 HACM Calendar and Holiday Schedule

B-4 Informational item only: Update to the Public Housing Flat Rents and Utility Allowance rates.

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

C-1 RESOLUTION NO. 1308 of The Housing Authority of the City of Madera to Consider Authorizing the Operating Budget Fiscal Year 2024-2025.

C-2 RESOLUTION NO. 1309 of The Housing Authority of the City of Madera to Consider Authorizing the Executive Director to Submit the Section Eight Management Assessment Program (SEMAP) Certification to the U.S. Department of Housing and Urban Development.

C-3 RESOLUTION NO. 1310 of The Housing Authority of the City of Madera to Consider Authorizing approval of Housing Programs Manager Job Description.

C-4 RESOLUTION NO. 1311 of The Housing Authority of the City of Madera to Consider Authorizing approval of Executive Administrative Assistant Job Description.

D. WRITTEN COMMUNICATIONS: Giselle Flores, Executive Administrative Assistant

E. ADMINISTRATIVE REPORTS: Blanca Mendoza-Navarro, Executive Director

E-1: Monthly Housing Activity Report

	24-Jan	24-Feb	24-Mar	24-Apr	24-May	24-Jun	24-Jul	24-Aug	24-Sep	24-Oct	24-Nov	24-Dec
Section 8	Section 8											
Households Assisted	748	761	734	751	715	731	736	788	730	773		
YTD Lease Up projection	93%	95%	91%	93%	89%	91%	92%	98%	91%	96%		
MTD HAP Expenses	\$437,236	\$444,106	\$444,106	\$464,536	\$486,624	\$466,894	\$467,991	\$496,536	\$592,583	\$525,877		
Waiting List	516	516	516	269	270	270	270	270	216	269		
Public Housing	Public Housing											
Vacancies	2	5	2	2	2	2	2	0	5	2		
Waiting List	2794	2800	2800	4382	2,825	2,830	2830	2831	2831	2831		
Unit Turnover	0	1	2	2	1	1	1	3	3	2		
Farm Labor	Farm Labor											
Vacancies	2	2	1	2	2	2	2	3	4	5		
Waiting List	17	20	17	17	14	11	14	12	7	9		
Unit Turnover	1	0	1	2	1	1	1	0	2	2		
Maintenance	MAINTENANCE											
Public Housing	Public Housing											
Open Work Orders	17	14	17	65	52	53	218	213	210	153		
Average days	5	2.4	2.5	15.5	2.4	2.9	26.1	21.2	12.5	23.52		
Farm Labor	Farm Labor											
Open Work Orders	3	2	3	13	25	20	18	21	24	21		

Average days	7.8	4.8	2.6	3.4	3.5	3.6	6.23	3.9	10.9	20.4		
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F. EXECUTIVE DIRECTOR REPORT: Blanca Mendoza-Navarro, Executive Director

G. COMMISSIONER REPORTS:

H. CLOSED SESSION: Attorney Emilio J. Huerta

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

H-1: Discussion of litigation matters pursuant to CA Govt. Code Sections listed below:

- A. Labor Negotiations: CA Govt. Code Section 54954.5(f) – Classification Compensation/Salary Study discussion.
- B. Anticipated Litigation: CA Govt. Code Section 54956.9(d)(4) - 3 cases;
- C. Real Estate Negotiations: CA Govt. Code Section 54956.8
 - 1. Beal Property, Woodward Way, Madera, CA 93637
 - 2. Cal Trans Property, Woodward Way, Madera, CA 93637

I. ADJOURNMENT:

The next Regular Monthly Meeting will be Wednesday December 11th, at 6:00 p.m., in the City of Madera, Council Chambers.

Certificate of Posting

I, Giselle Flores, declare under the penalty of perjury under the laws of the State of California, that I am an employee of the Housing Authority of the City of Madera, and that **on November 8, 2024, I** posted the above **November 13th** Agenda for the Regular Meeting of the Housing Authority of the City of Madera’s Board of Commissioners, near the front entrance of the office of Housing Authority located at 205 North G Street, Madera, CA 93637, on the Housing Authority’s Website, and at the front entrance of the Madera City Hall, located at 205 W. 4th Street, Madera, CA 93637, at or about 3:45 p.m.

Executed this 8th day of November.

Giselle Flores

 Giselle Flores
 Executive Administrative Assistant
 Housing Authority of the City of Madera