

## Housing Authority of the County of Stanislaus

*...also serving Alpine ▪ Amador ▪ Calaveras ▪ Inyo ▪ Mariposa ▪ Mono ▪ Tuolumne Counties.*

### MINUTES

#### HOUSING AUTHORITY OF THE COUNTY OF STANISLAUS

Special Board Meeting  
July 24, 2018, 5:30 P.M.

The meeting was called to order by Chairperson Estacio at 5:34 P.M.

#### **ROLL CALL:**

PRESENT: Commissioner Ploof, Commissioner Haile, Commissioner Cheeseman,  
Commissioner Griggs, Vice Chair Hoek, and Chairperson Estacio  
ABSENT: Commissioner Degele  
OFFICERS: Barbara Kauss, Executive Director  
Claudia Stevens, substitute for Phil Avila, General Counsel  
Jim Kruse, Clerk of the Board/Deputy Director

#### **PUBLIC COMMENT PERIOD AND RECOGNITION OF GUESTS**

Chairperson Estacio welcomed guests and staff, opened the floor for Public Comment. The Public Comment period was closed when there were no requests to address the Board.

#### **APPROVAL OF MINUTES**

Approval of the Minutes of the Board Meeting of June 14, 2018 was made by Commissioner Haile and seconded by Commissioner Griggs and unanimously approved.

#### **EXECUTIVE DIRECTOR REPORT**

The Housing Choice Voucher ("HCV") Program assisted 4106 households, is at 87.4% Year to Date lease up and has utilized 92.7% of the Annual Budget Authority through the end of June, 2018.

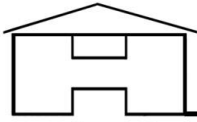
Announced NAHRO Summer Conference.

#### **Vacancy Report:**

Barbara Kauss, Executive Director, presented the Vacancy Report and discussed vacancy turnover issues and response plan.

#### **Development Report:**

Jim Kruse, Deputy Director, presented the Development Report.



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### **Information Technology Report:**

Eric Arguello, Director of IT, presented the Information Technology Report

### **INFORMATION ITEMS**

Barbara Kauss, Executive Director, presented the Draft Strategic Plan and proposed a Commission Planning Meeting in September of 2018. The Commission agreed.

Barbara Kauss, Executive Director, proposed conducting a Housing Authority property tour in lieu of the August 2018 Regular Board meeting in preparation for a Strategic Planning Workshop Meeting in September. The Commission agreed.

### **CONSENT CALENDAR**

#### **Financial Report**

Joseph Wood, Property Management Division Manager, presented the Conventional Public Housing Financial Report and the Housing Choice Voucher Program Financial Report.

The motion to approve the Financial Report and Check Register was made by Commissioner Hoek and seconded by Commissioner Cheeseman and unanimously approved.

#### **Edible Extravaganza**

Barbara Kauss, Executive Director, recommended sponsoring Edible Extravaganza presented by the Center for Human Services.

On a motion by Commissioner Haile and a second by Commissioner Griggs this recommendation was unanimously approved

### **ACTION AGENDA**

1. Consideration of Resolution No. 17-18-22 - Resolution approving the Housing Authority of the County of Stanislaus Conventional Public Housing Operating Budget.

Chairperson Estacio invited Public Comment, hearing none, moved to ask for Board Discussion and vote.

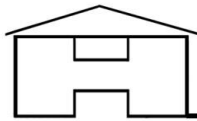
On a motion by Vice Chair Hoek and a second by Commissioner Haile Resolution No. 17-18-22 was approved by the following roll call vote:

Ayes: Commissioner Ploof, Commissioner Cheeseman, Commissioner Haile, Commissioner Griggs, Vice Chair Hoek, and Chairperson Estacio.

Abstain: None

Nays: None

Absent: Commissioner Degele



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2. Consideration of Resolution No. 17-18-23 - Resolution approving the Housing Authority of the County of Stanislaus Housing Choice Voucher Program Operating Budget for Fiscal Year 2018-2019.

Chairperson Estacio invited Public Comment, hearing none, moved to ask for Board Discussion and vote.

On a motion by Vice Chair Hoek and a second by Commissioner Haile Resolution No. 17-18-23 was approved by the following roll call vote:

Ayes: Commissioner Ploof, Commissioner Cheeseman, Commissioner Haile, Commissioner Griggs, Vice Chair Hoek, and Chairperson Estacio.

Abstain: None

Nays: None

Absent: Commissioner Degele

3. Consideration of Resolution No. 17-18-24 - Resolution approving the Housing Authority of the County of Stanislaus Shelter Plus Care Program Operating Budget for Fiscal Year 2018-2019.

Chairperson Estacio invited Public Comment, hearing none, moved to ask for Board Discussion and vote.

On a motion by Vice Chair Hoek and a second by Commissioner Haile Resolution No. 17-18-24 was approved by the following roll call vote:

Ayes: Commissioner Ploof, Commissioner Cheeseman, Commissioner Haile, Commissioner Griggs, Vice Chair Hoek, and Chairperson Estacio.

Abstain: None

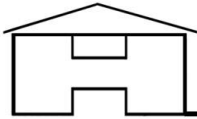
Nays: None

Absent: Commissioner Degele

4. Consideration of Resolution No. 17-18-25 - Resolution approving the Housing Authority of the County of Stanislaus Permanent Farm Labor Centers LC-28, 29, 30 and 31 Operating Budget for Fiscal Year 2018-2019.

Chairperson Estacio invited Public Comment, hearing none, moved to ask for Board Discussion and vote.

On a motion by Commissioner Haile and a second by Vice-Chair Hoek Resolution No. 17-18-25 was approved by the following roll call vote:



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Ayes: Commissioner Ploof, Commissioner Cheeseman, Commissioner Haile, Commissioner Griggs, Vice Chair Hoek, and Chairperson Estacio.

Abstain: None

Nays: None

Absent: Commissioner Degele

5. Consideration of Resolution No. 17-18-26 - Resolution approving the Housing Authority of the County of Stanislaus Conant Place Operating Budget for Fiscal Year 2018-2019.

Chairperson Estacio invited Public Comment, hearing none, moved to ask for Board Discussion and vote.

On a motion by Commissioner Griggs and a second by Commissioner Haile Resolution No. 17-18-26 was approved by the following roll call vote:

Ayes: Commissioner Ploof, Commissioner Cheeseman, Commissioner Haile, Commissioner Griggs, Vice Chair Hoek, and Chairperson Estacio.

Abstain: None

Nays: None

Absent: Commissioner Degele

6. Consideration of Resolution No. 17-18-27 - Resolution approving the Housing Authority of the County of Stanislaus Local Account Budget for Fiscal Year 2018-2019.

Chairperson Estacio invited Public Comment, hearing none, moved to ask for Board Discussion and vote.

On a motion by Vice-Chair Hoek and a second by Commissioner Ploof Resolution No. 17-18-27 was approved by the following roll call vote:

Ayes: Commissioner Ploof, Commissioner Cheeseman, Commissioner Haile, Commissioner Griggs, Vice Chair Hoek, and Chairperson Estacio.

Abstain: None

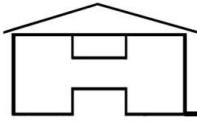
Nays: None

Absent: Commissioner Degele

7. Consideration of Resolution No. 17-18-27 - Resolution approving the Housing Authority of the County of Stanislaus Local Account Budget for Fiscal Year 2018-2019.

Chairperson Estacio invited Public Comment, hearing none, moved to ask for Board Discussion and vote.

On a motion by Vice Chair Hoek and a second by Commissioner Haile Resolution



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No. 17-18-27 was approved by the following roll call vote:

Ayes: Commissioner Ploof, Commissioner Cheeseman, Commissioner Haile, Commissioner Griggs, Vice Chair Hoek, and Chairperson Estacio.

Abstain: None

Nays: None

Absent: Commissioner Degele

8. Consideration of Resolution No. 17-18-28 - Resolution approving the Housing Authority of the County of Stanislaus Small Programs Operating Budget for Brighton, Randazzo, Porsche Strasse, Pine Meadows, Miller Point, Paramount, Village I, Palm Valley, NSP City of Modesto, NSP County of Stanislaus, Edith Kirk Richards Senior Place, Meadow Glen, Downey Terrace and Leon for Fiscal Year 2018-2019.

Chairperson Estacio invited Public Comment, hearing none, moved to ask for Board Discussion and vote.

On a motion by Commissioner Haile and a second by Commissioner Cheeseman Resolution No. 17-18-28 was approved by the following roll call vote:

Ayes: Commissioner Ploof, Commissioner Cheeseman, Commissioner Haile, Commissioner Griggs, Vice Chair Hoek, and Chairperson Estacio.

Abstain: None

Nays: None

Absent: Commissioner Degele

9. Consideration of Resolution No. 17-18-29 - Resolution approving the Housing Authority of the County of Stanislaus Valley Manor Operating Budget for Fiscal Year 2018-2019.

Chairperson Estacio invited Public Comment, hearing none, moved to ask for Board Discussion and vote.

On a motion by Commissioner Cheeseman and a second by Commissioner Haile Resolution No. 17-18-29 was approved by the following roll call vote:

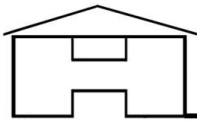
Ayes: Commissioner Ploof, Commissioner Cheeseman, Commissioner Haile, Commissioner Griggs, Vice Chair Hoek, and Chairperson Estacio.

Abstain: None

Nays: None

Absent: Commissioner Degele

10. Consideration of Resolution No. 17-18-30 - Resolution approving the Housing Authority of the County of Stanislaus Annual Public Housing Authority (PHA) Plan Update, Housing Choice



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Voucher Administrative Plan, the Public Housing Admissions and Continued Occupancy Plan (ACCOP) and authorizing its submission to the Department of Housing and Urban Development.

Chairperson Estacio invited Public Comment, hearing none, moved to ask for Board Discussion and vote.

On a motion by Vice-Chair Hoek and a second by Commissioner Griggs Resolution No. 17-18-30 was approved by the following roll call vote:

Ayes: Commissioner Ploof, Commissioner Cheeseman, Commissioner Haile, Commissioner Griggs, Vice Chair Hoek, and Chairperson Estacio.

Abstain: None

Nays: None

Absent: Commissioner Degele

11. Consideration of Resolution No. 17-18-31 - Resolution authorizing the Execution of an Agreement with the State of California Employment Development Department.

Chairperson Estacio invited Public Comment, hearing none, moved to ask for Board Discussion and vote.

On a motion by Commissioner Haile and a second by Vice-Chair Hoek Resolution No. 17-18-31 was approved by the following roll call vote:

Ayes: Commissioner Ploof, Commissioner Cheeseman, Commissioner Haile, Commissioner Griggs, Vice Chair Hoek, and Chairperson Estacio.

Abstain: None

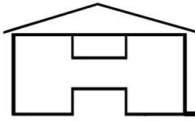
Nays: None

Absent: Commissioner Degele

12. Consideration of Resolution No. 17-18-32 - Resolution approving rehabilitation projects at the 201 E. Coolidge Apartment Complex (Palm Valley) and acceptance of any City of Modesto Community Development Block Grant (CDBG) of HOME Funds for rehabilitation projects subject to the Executive Directors review and approval.

Chairperson Estacio invited Public Comment, hearing none, moved to ask for Board Discussion and vote.

On a motion by Vice-Chair Hoek and a second by Commissioner Haile Resolution No. 17-18-32 was approved by the following roll call vote:



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Ayes: Commissioner Ploof, Commissioner Cheeseman, Commissioner Haile, Commissioner Griggs, Vice Chair Hoek, and Chairperson Estacio.

Abstain: None

Nays: None

Absent: Commissioner Degele

13. Consideration of Resolution No. 17-18-33 - Resolution approving the award of construction contract for the Westley Bunkhouse Project.

Chairperson Estacio invited Public Comment, hearing none, moved to ask for Board Discussion and vote.

On a motion by Commissioner Haile and a second by Commissioner Cheeseman Resolution No. 17-18-33 was approved by the following roll call vote:

Ayes: Commissioner Ploof, Commissioner Cheeseman, Commissioner Haile, Commissioner Griggs, Vice Chair Hoek, and Chairperson Estacio.

Abstain: None

Nays: None

Absent: Commissioner Degele

14. Consideration of Resolution No. 17-18-34 - Resolution approving the purchase of a manufactured double wide unit in Westley California for the purpose of a conversion to affordable housing.

Chairperson Estacio invited Public Comment, hearing none, moved to ask for Board Discussion and vote.

On a motion by Commissioner Haile a second by Commissioner Cheeseman Resolution No. 17-18-34 was approved by the following roll call vote:

Ayes: Commissioner Ploof, Commissioner Cheeseman, Commissioner Haile, Commissioner Griggs, Vice Chair Hoek, and Chairperson Estacio.

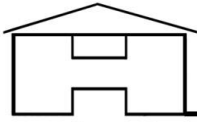
Abstain: None

Nays: None

Absent: Commissioner Degele

15. Consideration of Resolution No. 17-18-35 - Resolution approving the purchase of Excess Cal Trans Property located in Tuolumne County California for the purpose of development affordable housing

Chairperson Estacio invited Public Comment, hearing none, moved to ask for Board Discussion and vote.



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On a motion by Commissioner Haile a second by Commissioner Cheeseman Resolution No. 17-18-35 was approved by the following roll call vote:

Ayes: Commissioner Ploof, Commissioner Cheeseman, Commissioner Haile, Commissioner Griggs, Vice Chair Hoek, and Chairperson Estacio.

Abstain: None

Nays: None

Absent: Commissioner Degele

### **COMMISSIONERS COMMENTS:**

None

### **ADJOURNMENT TO CLOSED SESSION:**

On a motion by Commissioner Haile and seconded by Commissioner Ploof the meeting adjourned to closed session at 6:59 p.m. by unanimous vote.

### **REGULAR SESSION**

On a motion by Commissioner Haile and Seconded Commissioner Ploof by the meeting returned to Regular session at 7:15 p.m. by unanimous vote.

### **MEETING ADJOURNED**

On a motion by Vice Chair Hoek and Seconded Commissioner Haile the meeting was adjourned at 7:15 p.m. by unanimous vote.