



## Stanislaus Regional Housing Authority

ALPINE | AMADOR | CALAVERAS | INYO | MARIPOSA  
MONO | STANISLAUS | TUOLUMNE COUNTIES

### MINUTES

Special Board Meeting  
September 26, 2019 5:30 P.M.

The meeting was called to order by Chairperson Estacio at 5:30 P.M.

#### ROLL CALL:

PRESENT: Commissioner Ploof, Commissioner Cheeseman, Commissioner Haile, Commissioner Degele, Commissioner Griggs, Vice-Chair Hoek, and Chairperson Estacio

ABSENT: None

OFFICERS: Barbara Kauss, Executive Director  
Thomas E. Lewis, 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 Special Board Meeting held on July 29, 2019 was made by Vice-Chair Hoek and seconded by Commissioner Haile and unanimously approved.

#### CONSENT CALENDAR:

##### Financial Report

Linh Luong, Financial Director, presented the Financial Reports and Check Register for the months of June and July 2019.

On a motion by Commissioner Degele and seconded by Commissioner Haile the Financial Report and Check Register on the Consent Calendar was accepted by unanimous vote.

#### ACTION AGENDA

1. Consideration of Resolution No. 18-19-42 Approving Stanislaus Regional Housing Authority Write-Off of the Uncollectible Accounts from Tenants vacating from Conventional Public Housing.

On a motion by Commissioner Haile and a second by Commissioner Ploof, Resolution No. 18-19-42 was approved by the following roll call vote:

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



Abstain: None

Nays: None

Absent: None

2. Consideration of Resolution No. 18-19-43 Approving Stanislaus Regional Housing Authority Write-Off of the Uncollectible Accounts from Tenants vacated from Farm Labor 91 and 265.

On a motion by Commissioner Haile and a second by Commissioner Ploof, Resolution No. 18-19-43 was approved by the following roll call vote:

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

Abstain: None

Nays: None

Absent: None

3. Consideration of Resolution No. 18-19-44 Approving Stanislaus Regional Housing Authority Write-Off of the Uncollectible Accounts from Tenants vacated from Conant Place.

On a motion by Commissioner Haile and a second by Commissioner Ploof, Resolution No. 18-19-44 was approved by the following roll call vote:

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

Abstain: None

Nays: None

Absent: None

4. Consideration of Resolution No. 18-19-45 Approving Stanislaus Regional Housing Authority Write-Off of the Uncollectible Accounts from Tenants vacated from Pine Meadows, Miller Point, Paramount, Village I.

On a motion by Commissioner Haile and a second by Commissioner Ploof, Resolution No. 18-19-45 was approved by the following roll call vote:

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

Abstain: None

Nays: None

Absent: None

5. Consideration of Resolution No. 18-19-46 Approving Stanislaus Regional Housing Authority Write-Off of the Uncollectible Accounts from Tenants vacated from Valley Manor.

On a motion by Commissioner Haile and a second by Commissioner Ploof, Resolution No. 18-19-46 was approved by the following roll call vote:

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

Abstain: None

Nays: None

Absent: None

**COMMISSIONERS COMMENTS:**

None

**WRITTEN CORRESPONDENCE:**

None

**MOTION TO ENTER CLOSED SESSION**

On a motion by Vice-Chair Hoek and Seconded Commissioner Haile the meeting entered Closed Session at 6:00 p.m. by unanimous vote.

**MOTION TO RETURN TO REGULAR SESSION**

On a motion by Commissioner Haile and Seconded Commissioner Cheeseman the meeting returned to Regular Session 8:01 p.m. by unanimous vote.

The board chair indicated that no action was taken in closed session. Direction was given to staff to make a contingent offer for property located at 1612 Sisk Road, Modesto, CA APN: 005-053-022

On a motion by Commissioner Degele and a second by Commissioner Haile, the board moved by unanimous vote to approve and proceed with a new contract for Executive Director Barbara Kauss on the following terms effective October 1, 2019:

Title Change: CEO/Executive Director

Term: Term of this contract shall be for three (3) years commencing October 1, 2019 and terminating on October 1, 2022. The initial term shall be automatically extended for two (2) consecutive one (1) year periods unless one party gives the other party written notice of their intent not to renew within ninety (90) days of either the expiration of the initial term or any successive one (1) year renewal period.

CEO/Executive Director Compensation:

- a. Base Salary: As compensation for the duties to be performed by the CEO/Executive Director, the CEO/Executive Director shall receive an annual base salary of two hundred and five thousand, three hundred and one dollars and seventy-two cents (\$205,301.72)

per year payable in installments at the same time as other employees as the Authority are paid and subject to customary withholding.

- b. Cost of Living Adjustments: The CEO/Executive Director's base salary shall be subject to adjustments on January 1<sup>st</sup> of each year during the term of this Agreement, by an amount equivalent to the cost of living adjustment, if any, granted by the Authority to its other management employees.
- c. Other Adjustments to Base Salary: The Authority reserves the right, in its sole discretion, to increase or decrease the CEO/Executive Director's base salary at any time.
- d. Car Allowance: CEO/Executive Director shall receive a car allowance in the sum of four hundred and fifty dollars (\$450.00) per month as and for reimbursement for the use of her personal vehicle in the performance of the CEO/Executive Director's duties and transportation to and from CEO/Executive Director's residence.

Employment Benefits:

- a. Public Employees' Retirement System ("PERS") Contributions: Subject to governing California law, for the term of this Agreement, the Authority agrees to contribute to PERS, on behalf of the CEO/Executive Director, a sum equivalent to six percent (6%) of gross salary.
- b. Fringe Benefits: The CEO/Executive Director shall be entitled to the same fringe benefits, including but not limited to, vacation, sick leave, holiday leave, administrative leave, medical insurance, life insurance, dental insurance, and vision care insurance that the Authority currently provides for the position of CEO/Executive Director.
- c. Paid Administrative Leave: The CEO/Executive Director shall be entitled to one hundred and twelve (112) hours of paid administrative leave annually and continuing each year thereafter for the term of employment.
- d. Vacation Accrual: CEO/Executive Director's vacation days shall accrue per the Authority's established personnel policy.
- e. Life Insurance: The Authority will pay premiums for a life insurance policy for CEO/Executive Director in the amount of \$100,000.00 during the term of her employment with the Authority.
- f. Medical Benefits Upon Retirement: The term "medical insurance" shall include eligibility for receipt of medical benefits upon retirement in accordance with Authority policy.

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

Abstain: None

Nays: None

Absent: None

**MEETING ADJOURNED**

On a motion by Commissioner Haile and Seconded Vice-Chair Hoek the meeting was adjourned at 8:25 p.m. by unanimous vote.