

Housing Authority of the City of Paso Robles
Monthly Board Meeting May 13, 2003

Present:	Chairman:	Mr. Chet Dotter
	Vice Chairman:	Mr. Raymond Hampson
	Commissioners:	Mr. Leo Fisher
		Mr. David Rouff
		Ms. Pearl Munak
		Ms. Gladys Moore
		Mr. Gene Bergman
	Sec/Dir:	Ms. Jessica Aguilar
	Recorder:	Mr. Richard Stainbrook
	Absent:	Ms. Blair Lowery
Guest:	Mr. Ed Gallagher	
	Mr. Frank Grand	

1. The meeting was called to order at 6:03 pm by the Chairman, Mr. Chet Dotter. Mr. Fisher moved to accept the minutes of the April 8, 2003 meeting as mailed. Seconded by Mr. Rouff, passed.
2. The Checks Written and Monthly Report were reviewed. Mr. Hampson moved to accept the Checks Written and Monthly Report as presented. Seconded by Ms. Moore, passed. Mr. Bergman notified the Commissioners that Life Fitness is closing and JIT has laid off quite a few employees and he is not sure how much this will affect our Rent Roll, since some of our tenants work at these factories. At the next meeting, Mr. Bergman will have the budget revision for the Fiscal Year ending 6/30/03.
3. Mr. Frank Grand, Journeyman Plumber, was present to explain Unions in America. Mr. Grand explained that there are several programs available. A High School diploma is required. Mr. Grand said that he knows that many students do have the mechanical ability to learn. This program is a 5-year apprenticeship but the good thing is that, once you start the apprenticeship, you start getting paid. Each apprentice is required to take classes 2-3 nights per week. At the next board meeting, Mr. Rouff will present the board with more information.
4. Unit Inspection following new HUD Requirements-Proposal from U.S. Inspections Group Inc. Mr. Bergman will accomplish the required Unit Inspection before the end of the fiscal year. U.S. Inspections Group proposes to inspect each unit for \$12.60 or a total of \$1,864.80. They are also doing the San Luis Obispo Housing Authority. Mr. Fisher moved to sign the contract for one year with U.S. Inspections Group Inc. Seconded by Mr. Rouff, passed.
5. Playground Equipment Update- Mr. Bergman recommended that the Board appoint a sub-committee to evaluate the proposals. Mr. Dotter appointed a sub-committee that consists of Mr. Rouff, Mr. Hampson and Ms. Moore. At the next board meeting, they will give the board their recommendation.

6. Scholarship Program-Mr. Bergman advised the Board to make a decision regarding Ms. Elvia Espinoza. She has submitted all of her paperwork. Mr. Fisher made a motion to give \$1,000. to Ms.Espinoza, seconded by Mr. Hampson, passed. Mr. Dotter would like Ms. Espinoza to receive this check as soon as possible. Mr. Joel Martinez who attends Chico has still not supplied the requested information.
7. Senior Project Update
 - a. Cannon & Associates-City is requiring new drawings with some minor changes. The original fee was \$18,900 but with the new changes the bill would be an additional \$4,675 more. Mr. Fisher made a motion to pay Cannon & Associates, seconded by Ms. Moore, passed.
 - b. Revised Management Contract-is ready to submit, it just requires Mr. Dotters signature. The Nonprofit Board has already approved it. Mr. Fisher made the motion, seconded by Ms. Moore, passed.
 - c. Current Status of Project-Mr. Dotter reported he is working with the City to expedite the time necessary to get the Building Permit approved. Mr. Bergman announced that due to Mr. Gallagher's efforts, a \$100,000 Home Grant has been obtained through the County of SLO for construction of the Senior Center. Mr. Bergman reported that the NEPA Environmental Review completed by Mr. Gallagher has been received by the Special Application Center in Chicago and Los Angeles. The reviewer of the 60 year lease application in Chicago indicates he has all of the information necessary and that he has to wait 15 days after the NEPA Document is published before finalizing approval. He also needs a positive recommendation from the Los Angeles HUD Office. The Los Angeles HUD Office has indicated they approve.

Mr. Bergman has been in close contact with Mike Holland, Legislative Director for Congressman Thomas. Mr. Holland has written HUD requesting a yes or no on the use of the Special Appropriations Grant. If a no response is given, Mr. Thomas will work out details of getting the correct wording with Mr. Walch, head of the Appropriations Committee. Mr. Bergman reported that Mr. Thomas' Office has take a proactive, lets get this problem resolved, approach to obtaining the \$500,000 for construction purposes.

By unanimous consent, the Board of Commissioners wants to recognize the constant positive efforts of Ed Gallagher, Housing Programs Director for the City of Paso Robles. Mr. Gallagher has been instrumental in getting the Senior Housing Plans and Development through the City process. He has gone beyond his normal duties to obtain additional funds. All of the Board Members thank Ed for his contributions.
8. Proposed Agreement between Housing Authority and CRLA. Mike Blank has gotten the approval from the San Francisco office to take the lead. Mr. Hampson suggested that in the contract we state that CRLA is responsible for the interior maintenance and the Housing Authority be responsible for the exterior maintenance. Ms. Moore made the motion to accept the sub-lease agreement with changes, Mr. Rouff seconded, passed. Mr. Bergman said that the Housing Authority will put a gate at the end of the ramp.

9. Work Projects

- a. Air Conditioners are ready to be used. Mr. Bergman has paid Wysong 90% of the bill and is holding back 10% until the permits are signed.
- b. Tree Trimming on the back street and interior work has been completed. Grant money should be approved by 7/1/03. Mr. Bergman stated that all bids for the work on the back street will be submitted by July's meeting.

10. New Business

- a. The Board was given the "Lease Agreement"-from the City, to review and discuss at the next Board Meeting.
- b. Letter to Recreation Department-Mr. Bergman advised the Board that a letter in response to the letter to Ms. Barbara Partridge would be coming soon.
- c. Mr. Fisher said that he wants the Housing Authority to hire another part-time office person. Mr. Bergman said this person will start 7/1/03 and the advertising interview process would start soon. The position will require accounting/computer skills. Mr. Hampson and Mr. Fisher will be on the committee for the interviews of this position.
- d. The Board wants Officer Ruiz to attend the next Board Meeting.
- e. Mr. Fisher wants the golf net to be put up. Mr. Fisher let the Board know that there is a program called "The First Tee-Central Coast." Mr. Fisher said that there is a small fee of \$2.00 to play 18 holes at the Paso Robles Country Club or the Links. There is a yearly membership required in the amount of \$25.00.

11. Meeting Adjourned at 8:10PM

Secretary

Chairman