

Housing Authority of the City of Paso Robles
Monthly Board Meeting August 12, 2003

Present:

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

1. The meeting was called to order by the Chairman, Mr. Dotter, at 6:05 p.m. The guest Millie Roberts was introduced. Ms. Roberts was hired to fill the part-time accounting position that was recently created. Mr. Fisher moved to accept the minutes as mailed. Mr. Hampson seconded the motion and was passed.
2. The Board reviewed the Rent Roll, Monthly Report and Checks Written. The Board questioned the amount of the payments for insurance and what is covered. Mr. Bergman explained the \$29,000 was for Commercial Property, Workers Compensation, Theft and Dishonesty. The total amount for all insurance for one year is \$48,265. Mr. Fisher moved to accept the Checks Written and Monthly Report as presented. Ms. Moore seconded, passed. Mr. Bergman informed the Board of an eviction that is in the process. The household that has been given a 30 Day Notice was involved in a physical altercation with another tenant. The household that is being evicted has exercised their right to a hearing. Mr. Bergman at the suggestion of Mike Blank with CRLA has contacted a bi-lingual attorney to act as a hearing officer since all people involved in this incident are Spanish speakers. Mr. Marlow has agreed to act as the hearing officer. The Board questioned why this hearing was taking place. Mr. Bergman explained that this is a step that the Housing Authority is required to do.
3. Mr. Bergman reviewed the completed Year End Report with the Commissioners. There are very few changes from the preliminary version they were first shown. The Capital Fund Allotment that the Housing Authority has applied for will be reduced from initial reported amounts. To compensate for the reduction the line item budgeted for re-paving will be reduced since the bid has come in and is less than anticipated. The Board commented on the condition of the fence between the Community Center and the street. The Commissioners want more supervision at the Center. The damage that they see they feel can be prevented by better supervision of the participants. Several Commissioners want to cut funding to the program unless better care of the facility and supervision of the participants takes place. The Board wants to meet all of the recreation staff at their meeting in October. The need to purchase a new mower was brought before the Board. The current mower has been in service for 9 years and needs to be replaced. Mr. Bergman has a quote for a new mower comparable to the current mower for \$9265.00. The Housing Authority may be eligible for a discount and get the equipment for \$7500-\$8000. Mr. Bergman is checking into the feasibility of repairing the current mower and either keeping it as a back up or selling.
4. Reports:
 - A. Back Street Paving – Work will begin on August 28th. Mr. Bergman has walked the project with Mr. Ferravanti and the work schedule has been outlined. Once work begins it will take approximately 12 days and will be done in 5 stages. Mr. Fisher wants to walk the project with Mr. Bergman and discuss the parking problems and possible solutions. Mr. Fisher suggested that on the interior street, the parking wells be extended. Since the utilities are in the area that is not possible. The other solution is to mark the spaces on a diagonal so the cars can fit in the parking wells and not park over the curb. The other concern that Mr. Fisher has is along the back street a tree and fenced yard that jut out into the street. Mr. Fisher would like to see additional speed bumps put there and no parking in the area because of this area being narrow and a choke point for traffic. The Board also discussed taking a vacant dirt area and putting down gravel and oil to make a parking area.
 - B. The playground equipment will be installed in a couple of weeks. The Housing Authority will need to dismantle the equipment and remove from the area. Arrangements have been made.

5. Scholarship Information- The Board reviewed the financial information and the un-meet needs for two Scholarship applicants. Mr. Fisher moved to authorize awarding to Joel Martinez \$1000 to be made in two payments, one for each semester. The award will be dependent on Mr. Martinez supplying his grades from the last semester and showing improvement. Ms. Moore seconded this motion, passed. Mr. Hampson moved to authorize a one lump sum payment to Ms. Sanchez in the amount of \$1000. Ms. Moore seconded, passed.
6. Mr. Berman outlined to the Board a plan by the Social Service Agencies for landscaping around the modular. They would like a fence on the west side with two gates and lawn planted on the inside of the fenced area. This area would be used as a play area for children while the parents are inside. The Board feels that the ramp area needs to be secured in some way to prevent kids from riding their bikes on the ramp. Mr. Hampson moved to authorize the expenditure of up to \$10,000 for the installation of a fence and improving the landscaping in this area. Mr. Fisher seconded, passed. California Rural Legal Assistance will be responsible for the maintenance.
7. Correspondence:
 - A. Special Appropriation Fund - The Board was informed of the problems with the wording of the grant and the challenges of getting it changed. HUD is now saying that the money will be returned to treasury at the end of September unless it can be obligated before then. Congressman Thomas's office is still working on getting the wording changed and the money channeled through the city rather than the Housing Authority. The Nonprofit Board will be looking for ways to reduce the budget and try to be able to build the project without the \$500,000 Special Appropriations. The good news is the School has waived the fees for new construction.
 - B. Long Term Lease – Mr. Bergman is trying to reach the Assistant Director in Chicago to determine the status of the request for the Long Term Lease. Mr. Bergman has left a message and would like to speak with her before contacting Congressman Thomas's office for assistance. Mr. Dotter requested her name and phone number.
8. The Board discussed the recent shooting that occurred in the apartment complex north of the Housing Authority and any effects on our residents. The main concern was the misconceptions that some residents of the city have about Oak Park and the funding of the C.O.P. Officer by the Housing Authority. Mr. Bergman notified the Board that he has spoken to reporters from the Daily Press and the Telegram Tribune in an effort to correct some of the misinformation that has been spread.
9. New Business - Mr. Fisher questioned the money that had been given to Ms. Berg's program and if she had responded yet to the request of a list of children from Oak Park. Mr. Bergman noted that he has not heard from Ms. Berg and the Housing Authority has not promised any additional money to her program. The Board would like Mr. Bergman to once again write to Ms. Berg requesting a list of children from Oak Park who participate in her program and to send a copy of the letter to Ms. Partridge. Mr. Fisher also had concerns about the money obligated to the After School Program. Mr. Fisher did not feel the contract supplied by the city contained enough detailed information regarding how money was being spent. He would like job descriptions and pay schedule for all of the employees in the program. Also, would like to see the total budget for the program and how much the city contributes. Some members of the Board are concerned about the condition of the building and what they see as willful destruction of the property. These same members are requesting more supervision of the participants of the After School Program to prevent the damage. Mr. Bergman suggested that maybe the Board should meet the After School Program employees. The Board agreed that this would be helpful and suggested that the October meeting would be a good time.
10. Meeting Adjourned at 8:40 P.M.

Secretary

Chairman