

**THE MINUTES OF THE REGULAR MEETING
OF THE COMMISSIONERS
OF THE HOUSING AUTHORITY
OF THE COUNTY OF SAN JOAQUIN
HELD FEBRUARY 18, 2021**

The Commissioners of the Housing Authority of the County of San Joaquin met in a Regular Meeting attended by teleconference (Zoom) at 4:05 p.m. on February 18, 2021, as permitted by California Government Code §54953 and Executive Order N-29-20.

The Chairperson called the meeting to order and upon roll call, those present and absent were as follows:

Present: Patricia Barrett, Second Vice Chairperson
 Stephen Beckham, Commissioner
 Ryan Gresham, Chairperson
 Jon Mendelson, Commissioner
 Lester Patrick, First Vice Chairperson
 Crisanne Santini, Commissioner

Absent: Rudy Willey, Commissioner

The Chairperson declared a quorum present and called for the Pledge of Allegiance.

Peter W. Ragsdale – Executive Director, Alan R. Coon – General Counsel, Gerald “Chip” Jones – Deputy Director, Melinda Hazard – Director of Finance, Carena Lane – Director of Occupancy and Housing Compliance, Anita Renteria – Lead Workforce Development Specialist, Adam Hernandez – Workforce Development Specialist, and Bob Harmon from F & M Bank, were in attendance.

APPROVAL OF THE MINUTES:

Following a discussion, Commissioner Patrick moved, seconded by Commissioner Barrett that the following Resolution be approved as read:

**AMENDED
RESOLUTION NO. 21-01**

RESOLUTION APPROVING MINUTES

RESOLVED AND ORDERED by the Board of Commissioners of the Housing Authority of the County of San Joaquin meeting in a Regular Meeting this 18th day of February, 2021, that the Minutes of the Regular Meeting held January 21, 2021, be, and the same hereby are approved and adopted and the Secretary be, and he hereby is authorized and directed to sign said Minutes for and on behalf of the Authority.

Roll Call:

Ayes: Commissioners Barrett, Beckham, Gresham, Mendelson, Patrick, and Santini

Noes: None

Abstain: None

Absent: Commissioner Willey

Upon roll call, the Chairperson declared the foregoing Resolution passed and adopted.

SPECIAL PRESENTATION:

The Housing Authority of the County of San Joaquin staff, Carena Lane – Director of Occupancy and Housing Compliance, Anita Renteria – Lead Workforce Development Specialist, and Adam Hernandez – Workforce Development Specialist, presented a Special presentation via Zoom video conference regarding information on the Jobs Plus Conway Homes program.

The Chairperson announced that the Board of Commissioners' meeting is recessed at this time, 4:30 p.m., so that the Commissioners could conduct the Delta Community Developers Corp. Board meeting.

The Board of Commissioners' meeting reconvened at 4:33 p.m.

The Chairperson called the meeting to order and upon roll call, those present and absent were as follows:

Roll Call:

Ayes:	Commissioners Barrett, Beckham, Gresham, Mendelson, Patrick, and Santini
Noes:	None
Abstain:	None
Absent:	Commissioner Willey

EXECUTIVE DIRECTOR'S REPORT:

1. Mr. Peter W. Ragsdale, Executive Director, participated on a HUD sponsored panel with Jobs Plus Cohort, Federally Qualified Health Centers (FQHC), Housing Authorities and other health partners. COVID Vaccination to HACSJ Community as priority.
2. Mr. Ragsdale, Executive Director, announced that Dignity Health/St. Joseph's Medical Center 2021 Community Grants Program has awarded \$57,537 to the Boys & Girls Club at Sierra Vista. With collaboration with Delta Sculling Center – Row and Rise Together!, this comprehensive program brings a unique opportunity to incorporate the sport of rowing into the Club's traditional health and wellness programs.
3. Mr. Ragsdale, Executive Director, gave an update on the Development projects of Victory Gardens, 32 W. Park Street, 2000 S. Sutter Street, Turnpike Commons, City of Lodi HEAP Project, Escalon Senior property, City of Tracy – Article 34.

REPORTS:

Each Commissioner received either a paper copy or an electronic copy of the Significant Purchases and Contracts Report; Capital Fund Projects Report; Draft Financials Report; Unlawful Detainer Report; Stockton Police Department Activity Report for Conway Homes, Sierra Vista and HCVP Liaison; Vacancy Report; and Cash Balances and Investments Report.

PUBLIC COMMENTS:

None.

INFORMATION ITEMS:

As part of Agenda Packet, each Commissioner received either a paper copy or an electronic copy of the following information items:

1. Mr. Alan R. Coon, General Counsel, gave an update on the Dismissal Without Prejudice: Government Code §54956.9(a). Claimant: Combs v. Housing Authority County of San Joaquin: San Joaquin County Superior Court Case No. STK-CV-UPI-2019-5843.

CONSENT ITEMS:

None.

ACTION ITEMS:

1. Following a discussion, Commissioner Patrick moved, seconded by Commissioner Barrett that the following Resolution be approved as read:

RESOLUTION NO. 21-02

**RESOLUTION APPROVING AMENDMENT TO
HOUSING AUTHORITY COUNTY OF SAN JOAQUIN
PERSONNEL POLICY, BEREAVEMENT LEAVE,
SECTION 905 (F)
EFFECTIVE MARCH 18, 2021**

WHEREAS, the Executive Director has reviewed the existing Personnel Policy and San Joaquin Housing Authority Employee Association (“SJHAEA”) Memorandum of Understanding (“MOU”) and San Joaquin Housing Authority Management Association (“SJHAMA”) Memorandum of Understanding (“MOU”) and now seeks to amend Housing Authority’s Personnel Policy, Bereavement Leave, Section 905 (F) as follows:

WHEREAS, current Authority MOUs’ allow employees to travel 200 miles to attend the funeral services of an immediate family member; and

WHEREAS, current Authority Personnel Policy allows employees to travel 300 miles one way, to attend the funeral services of a family member; and

- 1) Amend the Authority’s Personnel Policy Bereavement section 905 (F) to allow 200 miles of travel in order to attend the funeral service of an immediate family to be consistent with represented employees; and

NOW, THEREFORE, BE IT RESOLVED AND ORDERED by the Commissioners of the Housing Authority of the County of San Joaquin meeting in a Regular Meeting this 18th day of February, 2021, that Personnel Policy, Bereavement Leave, Section 905 (F), is Amended as set out below, and the same

hereby are, approved and adopted.

Roll Call:

Ayes: Commissioners Barrett, Beckham, Gresham,
Mendelson, Patrick, and Santini

Noes: None

Abstain: None

Absent: Commissioner Willey

Upon roll call, the Chairperson declared the foregoing Resolution passed and adopted.

2. Following a discussion, Commissioner Patrick moved, seconded by Commissioner Barrett that the following Resolution be approved as read:

RESOLUTION NO. 21-03

**RESOLUTION AMENDING APPROVED
2020-2021 PAY SCHEDULE
FOR THE ADDITION OF
TWO (2) NEW POSITION TITLES**

NOW, THEREFORE, BE IT RESOLVED AND ORDERED by the Commissioners of the Housing Authority of the County of San Joaquin meeting, in a Regular Meeting this 18th day of February, 2021 that those certain historical salary schedules, as updated to include the change of title from Director of Information Technology to Director of Administration and a new position, Compliance Analyst be, and the same hereby approved and adopted.

Roll Call:

Ayes: Commissioners Barrett, Beckham, Gresham,
Mendelson, Patrick, and Santini

Noes: None

Abstain: None

Absent: Commissioner Willey

Upon roll call, the Chairperson declared the foregoing Resolution passed and adopted.

3. Following a discussion, Commissioner Mendelson moved, seconded by Commissioner Barrett that the following Resolution be approved as read:

RESOLUTION NO. 21-04

**RESOLUTION ACCEPTING PROPOSAL
AND AWARDING CONTRACT
FOR BANKING SERVICES**

WHEREAS, the Housing Authority of the County of San Joaquin ("Authority") solicited proposals for banking services by publishing Request for Proposals (RFP) No. 2021-003 in a manner and for the time prescribed by the policy of this Authority; and resolution:

WHEREAS, the following described proposals for said Banking Services are the only proposals by this Authority in response to said RFP, to wit"

FIRM

F & M Bank (Stockton, CA)
US Bank (Los Angeles, CA)

WHEREAS, all proposals were deemed to be responsive and therefore progressed to the evaluation process; and

WHEREAS, to evaluate non-price factors the Authority established an evaluation panel of knowledgeable financial professions from agencies outside of the Authority; and

WHEREAS, F & M Bank was the proposer with the highest ranking score; and

WHEREAS, it is in the best interests of this Authority to award a contract for the Banking Services, pursuant to the Request for Proposals to F & M Bank.

NOW, THEREFORE, BE IT RESOLVED by the Commissioners of the Authority meeting in a Regular Meeting this 18th day of February, 2021 as follows:

- 1) That the proposal of F & M Bank be, and the same hereby is, approved and accepted; and
- 2) That the Executive Director be, and hereby is authorized and directed to enter into a contract with F & M Bank.

RESOLVED FURTHER: That Staff shall thereafter provide notice and information about the application to the Board at the next regular scheduled meeting.

FURTHER RESOLVED: That to the extent that any actions authorized herein have already been performed, such actions are ratified and approved.

FURTHER RESOLVED: That this resolution shall take immediate effect upon adoption.

Upon motion duly made and unanimously accepted, adopted, approved and enacted this 18th day of February, 2021, at Stockton, California by a vote of 6 yeas and 0 nays:

AYES: 6 NAYS: 0 ABSTAIN: 0
ABSENT: 1

Roll Call:

Ayes: Commissioners Barrett, Beckham, Gresham, Mendelson, Patrick, and Santini

Noes: None

Abstain: None

Absent: Commissioner Willey

Upon roll call, the Chairperson declared the foregoing Resolution passed and adopted.

4. Following a discussion, Commissioner Patrick moved, seconded by Commissioner Barrett that the following Resolution be approved as read:

RESOLUTION NO. 21-05

**HOUSING AUTHORITY OF THE COUNTY OF SAN JOAQUIN
AUTHORIZING RESOLUTION**

**RE: OMNIBUS AUTHORIZATION TO SUBMIT
APPLICATIONS FOR GRANTS AND TO EXECUTE SERVICE
CONTRACTS RELATED TO APPLICATIONS**

Housing Authority of the County of San Joaquin (“AUTHORITY”) do hereby adopt the following resolution:

WHEREAS, AUTHORITY is a public entity that was formed in 1942 to provide federally subsidized housing and housing assistance to low-income families, within San Joaquin County and created under California Health & Safety Code 34,200 et seq.;

WHEREAS, the Board of Commissioners of AUTHORITY acts as the Governing Board for AUTHORITY (“Board”);

WHEREAS, AUTHORITY, independently or jointly with other unrelated entities, acquire properties to develop, rehabilitate and/or operate and manage as housing projects of various levels of income and need (“Projects”);

WHEREAS, AUTHORITY routinely seeks grant opportunities to support development projects, rehabilitation and operation activities;

WHEREAS, Notices of Funding Availability (“NOFAs”) and other grant opportunities are published related to affordable housing applications within the County of San Joaquin that require governing board approval to apply and accept any funding awards;

WHEREAS, based on the timing of these NOFAs and announcements of these competitive and non-competitive grant funding opportunities, it is not always possible to seek Board approval specific for an application;

WHEREAS, as part of due diligence AUTHORITY may need to procure and enter into professional and service contracts with third parties in order to provide certain services required in connection with the application, including, but not limited to, architectural and design services contracts, environmental consultant contracts, and legal services contracts,

NOW, THEREFORE,

BE IT RESOLVED: That the staff of AUTHORITY are hereby granted discretion and authority to apply for grant funding from local, state and federal governments including, but not limited to, County of San Joaquin and all cities within County of San Joaquin.

RESOLVED FURTHER: That the staff of AUTHORITY and Affiliated Entities are hereby authorized to apply for other grants related to the Projects from philanthropic or other private organizations.

RESOLVED FURTHER: That as part of due diligence necessary for submission of the applications, staff for AUTHORITY and Affiliated Entities are given discretion and granted budget authority to procure, negotiate and execute professional and service contracts with third parties, including, but not limited to, temporary staff, grant writers, architectural and design services contracts, environmental consultant contracts, and legal services contracts (collectively the "Service Contracts").

RESOLVED FURTHER: That the Executive Director, Peter Ragsdale, or Deputy Director, Gerald Jones, or Director of Finance, Melinda Hazard ("Executive Staff"), or Alan Coon, General Counsel, or Ryan Gresham, the Chairman of the Board of AUTHORITY are hereby authorized to execute said applications, Service Contracts, the grant funding agreements and all ancillary and additional actions related and necessary for the grant funding awarded by federal, state and local governments and/or from philanthropic or other private organizations.

RESOLVED FURTHER, Executive Staff shall be authorized to execute and certify any other form of resolution required by grant provider or other third party involved in the grant transaction when it determines, with the advice of General

Counsel, that the substance of such resolution does not materially conflict with the substance of this resolution.

RESOLVED FURTHER: That Staff shall thereafter provide notice and information about the application to the Board at the next regular scheduled meeting.

FURTHER RESOLVED: That to the extent that any actions authorized herein have already been performed, such actions are ratified and approved.

FURTHER RESOLVED: That this resolution shall take immediate effect upon adoption.

Upon motion duly made and unanimously accepted, adopted, approved and enacted this 18th day of February, 2021, at Stockton, California by a vote of 6 yeas and 0 nays:

AYES: 6 NAYS: 0 ABSTAIN: 0
ABSENT: 1

Roll Call:

Ayes: Commissioners Barrett, Beckham, Gresham, Mendelson, Patrick, and Santini
Noes: None
Abstain: None
Absent: Commissioner Willey

Upon roll call, the Chairperson declared the foregoing Resolution passed and adopted.

WRITTEN COMMUNICATIONS:

1. Complaint Letter Regarding Rent Changes and Housing Choice Voucher Staff – The claimant has withdrawn her complaint.

**COMMISSIONERS' QUESTIONS & COMMENTS/AGENDA
BUILDING:**

Pursuant to unanimously concurrence, the HACSJ BOC created the Development Committee as a Standing Committee to meet on an ad hoc basis to allow Commissioners to attend, get Staff updates and discuss status of current and future developments for HACSJ and its nonprofit, DCDC.

CLOSED SESSION ITEMS:

Conference with Legal Counsel - Existing Litigation. Government Code §54956.9(a). **Claimant:** *Lynn Fochs v. City of Stockton*; Housing Authority of the County of San Joaquin; San Joaquin County Superior Court Case No. STK-CV-UPI-2020-0001096.

Conference with Real Property Negotiators. Government Code §54956.8. **Property:** Consider Development and Financing of APN No. 169-050-15 – Victory Gardens/Manthey Road, French Camp, CA. **Agency Negotiator:** Peter W. Ragsdale. **Under Negotiation:** Land Use, Development and Financing.

Conference with Real Property Negotiators. Government Code §54956.8. **Property:** APN No. [TBD] – Tracy Property, Tracy, CA. **Agency Negotiator:** Peter W. Ragsdale and Alan R. Coon. **Negotiating Parties:** Housing Authority of the County of San Joaquin, DFA Development.

Conference with Real Property Negotiators. Government Code §54956.8. **Property:** Purchase of 1310 Irwin Ave., Escalon, CA and 706 California Street, Escalon, CA. **Agency Negotiator:** Peter W. Ragsdale and Alan R. Coon. **Negotiating Parties:** Housing Authority of the County of San Joaquin, DFA Development.

Conference with Legal Counsel – Existing Litigation. Government Code §54956.9(a). **Claimant:** Tort Claim filed by Maricela Chaidez.

Commencing Housing Authority of the County of San Joaquin Closed Session at 5:15 p.m., the Chairperson called the meeting to order and upon roll call, those present and absent were as follows:

Present: Patricia Barrett, Second Vice Chairperson
Stephen Beckham, Commissioner
Ryan Gresham, Chairperson
Jon Mendelson, Commissioner
Lester Patrick, First Vice Chairperson
Crisanne Santini, Commissioner

Absent: Rudy Willey, Commissioner

The Chairperson declared a quorum present.

ADJOURNMENT:

There being no further business at hand, there was a unanimous vote, that the meeting be adjourned.

Roll Call:

Ayes: Commissioners Barrett, Beckham, Gresham,
Mendelson, Patrick, and Santini

Noes: None

Abstain: None

Absent: Commissioner Willey

Upon roll call, the Chairperson declared the meeting adjourned at 5:16 p.m.



Peter W. Ragsdale, Secretary