

Yolo County Housing  
Yolo County, California

March 23, 2022

MINUTES

The Yolo County Housing met on the 23rd day of March, 2022, via teleconference at 3:00 p.m. pursuant to Government Code section 54953(e)(1) (as amended by Assembly Bill 361), available at the following [link](#).

Present: Richard Lansburgh; Pierre Neu; Dawnte Early (joined late); Gary Sandy; Karen Vanderford; Joe Walters

Absent: Gloria Partida

Staff Present: Sandra Sigrist, Interim Executive Director  
Hope Welton, Agency Counsel  
Jim Gillette, Chief Financial Officer  
LaTasha Aje'Scott , Housing Programs Manager  
Irma Jimenez-Perez, Program Supervisor  
Julie Dachtler, Clerk

**CALL TO ORDER**

1. Pledge of Allegiance
2. Roll Call
3. Consider approval of the agenda

Minute Order No. 22-05: Approved agenda as submitted.

MOTION BY: Neu / SECONDED BY: Walters

AYES: Lansburgh, Neu, Sandy, Vanderford, Walters.

NOES: None.

ABSTAIN: None.

ABSENT: Early, Partida.

4. Public Comment: Opportunity for members of the public to address the Housing Authority on subjects not otherwise on the agenda relating to Housing Authority business. The Board reserves the right to impose a reasonable limit on time afforded to any topic or to any individual speaker.

There was no public comment.

## CONSENT AGENDA

Minute Order No. 22-06: Approved Consent Agenda Item Nos. 5-9.

MOTION BY: Neu / SECONDED BY: Vanderford  
AYES: Lansburgh, Neu, Sandy, Vanderford, Walters.  
NOES: None.  
ABSENT: Early, Partida.  
ABSTAIN: None.

5. Authorize remote (teleconference/videoconference) meetings by finding, pursuant to Assembly Bill 361, that local officials continue to recommend measures to promote social distancing as a result of the COVID-19 pandemic

Approved recommended action on Consent.

6. Review and Approve Minutes from January 26, 2022 meeting

Approved minutes from the January 26, 2022 meeting on Consent.

7. Review and Approve Executive Director recruitment and updated position description

Approved recommended action on Consent.

8. Authorize Executive Director to execute contract with Yardi Systems and approve associated costs

Approved **Agreement No. 22-01** on Consent.

9. Review and Approve Amendments with the County of Yolo for Transitional Housing Property Management Services

Approved **Agreement Nos. 22-02 and 22-03** on Consent.

#### TIME SET

10. Presentation and Public Hearing on YCH Annual Plan Update and Capital Fund 5-Year Plan/Annual Statement

Ash Dreyer addressed the Housing Authority on this item.

Minute Order No. 22-07: Held public hearing and approved recommended action by **Resolution No. 22-03** noting the resolution should be corrected from: (Resolution to Chief Executive Officer to Execute 2021 Agency Plan) to: (Resolution to **Authorize Interim Executive Director** to Execute **2022** Agency Plan).

MOTION BY: Neu / SECONDED BY: Walters  
AYES: Early, Lansburgh, Neu, Sandy, Vanderford, Walters.  
NOES: None.  
ABSENT: Partida.  
ABSTAIN: None.

## REGULAR AGENDA

11. Review, approve and adopt mid-year budget adjustments - Jim Gillette, Deputy Director of Finance and Administration

Minute Order No. 22-08: Approved recommended action.

MOTION BY: Lansburgh / SECONDED BY: Early

AYES: Early, Lansburgh, Neu, Sandy, Vanderford, Walters.

NOES: None.

ABSENT: Partida.

ABSTAIN: None.

12. Updates from YCH Interim Executive Director

### **YCH Commission - Interim ED Updates March 23, 2022**

#### **Procurement**

YCH hosted a HUD procurement expert, Mike Gifford, to provide a 4-day training March 14th – 17th. Ten YCH staff participated, along with staff from three other Public Housing Agencies (Sacramento, Madera, and Utah). Mike, who has been on contract with YCH since last fall, is assisting staff to complete a variety of needed procurement solicitations, including the El Rio Villas ADA pavement project, the Yolano Donnelly Security Patrols, and a pool of Architects & Engineers for ongoing and upcoming projects.

#### **Migrant Center – Season Openings**

The Migrant Centers are in the process of re-opening preparations. The opening days will again be conducted with social distancing precautions in place. Opening dates are: Davis April 6th, Madison April 13th and Dixon April 20th.

#### **Executive Director Recruitment**

As approved in today's consent agenda, staff will initiate a recruitment for YCH's next permanent Executive Director ahead of the Interim ED's planned fall retirement and move out of State.

13. Reports from members of the Commission, including announcements and questions to be referred to staff

Commissioner Lansburgh extended a special invitation to an upcoming art show sponsored by Brown Issues on April 1, 2022 from 5:30 p.m. to 7:30 p.m. at the TANA Art Gallery, 1224 Lemen Avenue, Woodland. This event will be hosted by kids from Ceasar Chavez pre-school and Cache Creek and other parts of Yolo County. He also inquired as to when the Commission can expect to go back to in-person meetings, to which the Interim Executive Director, Sandra Sigrist, responded they will follow the lead of the County when they return to the chambers, which also includes zoom. The Clerk confirmed that training will be provided due to the new equipment in the chambers prior to the return to in-person meetings and will work with Sandra in scheduling training for the members.

## **ADJOURNMENT**

Next meeting is April 27, 2022 at 3:00 p.m.