

MIDDLEFIELD HOUSING AUTHORITY
BOARD OF COMMISSIONERS
REGULAR MEETING, APRIL 28, 2016

Present: Alma Elder (Chair), Barbara-Jean DiMauro (Secretary), Barbara Schiffert (Treasurer), Peter Sibley (Executive Director), Fred Vincent (Resident Commissioner)

The meeting was called to order at 3:10 P.M. by the Chair.

Approval of Agenda

On a motion by Barbara-Jean, seconded by Barbara, the agenda was accepted.

Public Session/Comments

No comments

Approval of Minutes

On a motion by Barbara, seconded by Fred, the minutes were approved as presented.

Correspondence—Resident Memos

A Resident Memo was deferred to Executive Session.

Executive Director's Report

a) Financial Report: Income is over budget due to fewer vacancies and better than expected occupancy of storage cubicles.

Pete discussed the Financial Statements submitted to CHFA and explained the new spread format for the Projected Annual Operating Budget. On a motion by Barbara-Jean, seconded by Barbara, the proposed budget was unanimously accepted.

b) Waiting List: The list fluctuates between 52 and 60 applicants due to some applicants withdrawing and others applying.

c) Rent Schedule/Budget: Commissioners received a copy of Amendment Twenty-five, a schedule showing the number of Sugarloaf Terrace units by size and applicable rents and utility allowance. A brief discussion ensued re utility allowance, which HUD has increased by \$6.

Maintenance Report

a) General Operations: Everything is running smoothly.

b) Buildings: Painting and minor repairs have been completed.

Maintenance Report (continued)

c) Grounds: Spring cleanup is in effect. Alma questioned the use of chemicals for weed control. A brief discussion ensued re replacing chemicals with environmentally safe products. Pete is to follow up.

Pete reported that the upper parking lot has been completed.

d) Water System: Supplies for upcoming water testing have been purchased.

New Business

a) Alma reported that a resident in Number 2 Courtyard complained about the maintenance of plantings in that courtyard. This issue was previously addressed, resulting in the conclusion that all other residents in that courtyard are satisfied with the maintenance of the plantings.

Old Business

a) Update on Sugarloaf Rehab Grant: Pending, due to personal issues at Arcari

b) Update on Raspberry Ridge: Following a review of the Fresnel Status and Progress Report, Commissioners agreed to a Special Meeting to discuss Raspberry Ridge and to finalize a “unit mix” for the project. The Special Meeting is scheduled for May 12 at 3:00 P.M.

c) Update on Solar Panels: Installation is to begin the middle of May and should be completed within a week or two.

d) RSC Grant—Budget Rescissions: Since the cost of resident services is an eligible cost of operations, MHA will supplement the grant by the amount of the rescission.

The meeting recessed to Executive Session at 4:05 P.M.

Commissioners returned to the Regular Meeting at 4:25 P.M. There being no further business, the meeting adjourned.

Respectively submitted,

Barbara-Jean DiMauro
Secretary