



## Meeting Minutes

# CONTRA COSTA COUNTY HOUSING AUTHORITY

FEDERAL D. GLOVER, CHAIR  
CANDACE ANDERSEN, VICE CHAIR  
JOHN GIOIA  
DIANE BURGIS  
KEN CARLSON  
CYNTHIA JORDAN  
JOANN SEGURA

JOSEPH VILLARREAL, EXECUTIVE  
DIRECTOR, (925) 957-8001

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**Tuesday, July 9, 2024**

**1:00 PM**

**Board Chambers 1025 Escobar Street,  
Martinez |  
<https://cccounty-us.zoom.us/j/87344719204> |  
Call in: 888-278-0254 access code 843298#**

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1:00 P.M. Convene and call to order

**Present**

Commissioner John Gioia, Commissioner Candace Andersen, Commissioner Diane Burgis, Commissioner Federal D. Glover, Commissioner Cynthia Jordan, Commissioner Joann Segura, and Commissioner Ken Carlson

- 1. CONSIDER CONSENT ITEMS (Items listed as C.1 through C.2 on the following agenda) – Items are subject to removal from Consent Calendar by request of any Commissioner. Items removed from the Consent Calendar will be considered with the Discussion Items.**

**Motion: Andersen**

**Second: Burgis**

**Aye: Commissioner Gioia, Commissioner Andersen, Commissioner Burgis, Commissioner Glover, Commissioner Jordan, Commissioner Segura, and Commissioner Carlson**

**Result: Passed**

**2. DISCUSSION ITEMS**

- D.1 HEARING** to consider adoption of Resolution No. 5262 to make amendments to the Housing Choice Voucher administrative plan in response to HUD's updates of sections 102 and 104 of the Housing Opportunities Through Modernization Act of 2016.

[24-1967](#)

**Attachments:**            [RES 5256](#)  
[C.3 CA011 FY25 50077.ST.HCV.HP](#)  
[HCV Summary of Changes - 7.2024](#)  
[HCV Admin Plan - Draft - 7.9.2024](#)  
[Signed Resolution No. 5262.pdf](#)

**Motion:**                    **Andersen**

**Second:**                   **Carlson**

**Aye:**                        **Commissioner Gioia, Commissioner Andersen, Commissioner Burgis, Commissioner Glover, Commissioner Jordan, Commissioner Segura, and Commissioner Carlson**

**Result:**                    **Passed**

- D.2** CONSIDER adopting Resolution No. 5260 approving the Successor Memorandum of Understanding with Public Employees Union, Local #1/AFSCME, providing for wages, non-healthcare benefits, and other employment conditions for the period July 1, 2024 through June 30, 2027. [24-1969](#)

**Attachments:**            [Resolution 5260 for MOU.docx](#)  
[BOC FINAL APPROVED CCCHA - L1 MOU 2024-2027.pdf](#)  
[Signed Resolution No. 5260.pdf](#)

**Motion:**                    **Burgis**

**Second:**                   **Carlson**

**Aye:**                        **Commissioner Gioia, Commissioner Andersen, Commissioner Burgis, Commissioner Glover, Commissioner Jordan, Commissioner Segura, and Commissioner Carlson**

**Result:**                    **Passed**

- D.3** CONSIDER adopting Resolution No. 5261 regarding compensation and benefits for the unrepresented employees of the Housing Authority of the County of Contra Costa. [24-1970](#)

**Attachments:**            [Resolution 5261 for MGMT WAGE.BENEFITS 2024-2027.docx](#)  
[Signed Resolution No. 5261.pdf](#)

**Motion:**                    **Andersen**

**Second:**                   **Segura**

**Aye:**                        **Commissioner Gioia, Commissioner Andersen, Commissioner Burgis, Commissioner Glover, Commissioner Jordan, Commissioner Segura, and Commissioner Carlson**

**Result:**                    **Passed**

#### **D.4 PUBLIC COMMENT (2 Minutes)**

**There were no requests to speak at public comment.**

### **3. CONSENT ITEMS**

CONSIDER CONSENT ITEMS

**A motion was made by Commissioner Andersen, seconded by Commissioner Burgis, to approve the Consent Agenda. The motion carried by the following vote:**

**Aye:** Commissioner Gioia, Commissioner Andersen, Commissioner Burgis, Commissioner Glover, Commissioner Jordan, Commissioner Segura, and Commissioner Carlson

**Result:** Passed

**C.1** DENY claim filed by Shannon O. Murphy, Esq. [24-1971](#)

**approved**

**C.2** APPROVE and AUTHORIZE the Housing Authority Executive Director, or designee, to execute a contract with S&K Janitorial, Inc., in an amount not to exceed \$101,448 and Universal Building Services in an amount not to exceed \$72,636, to perform janitorial cleaning services for Housing Authority offices and associated common areas throughout Contra Costa County for a period of one year from the date of execution, with an option for two 2-year renewals with a total payment limit of \$870,420 for a five-year period, if exercised. (100% U.S. Department of Housing and Urban Development funds) [24-1968](#)

**approved**

**4. ADJOURN**

**Adjourned todays meeting at 1:41 p.m.**

**AGENDA DEADLINE: Thursday, 12 noon, 12 days before the Tuesday Board meetings.**

## GENERAL INFORMATION

The Board meets in all its capacities pursuant to Ordinance Code Section 24-2.402.

Any disclosable public records related to an open session item on a regular meeting agenda and distributed by the Clerk of the Board to a majority of the members of the Board of Supervisors less than 96 hours prior to that meeting are available for public inspection at 1025 Escobar Street, First Floor, Martinez, CA 94553, during normal business hours.

All matters listed under CONSENT ITEMS are considered by the Board to be routine and will be enacted by one motion. There will be no separate discussion of these items unless requested by a member of the Board before the Board votes on the motion to adopt. Each member of the public will be allowed two minutes to comment on the entire consent agenda.

Persons who wish to speak on matters set for PUBLIC HEARINGS will be heard when the Chair calls for public testimony. Each speaker during public testimony will be limited to two minutes. After public testimony, the hearing is closed and the matter is subject to discussion and action by the Board. Comments on matters listed on the agenda or otherwise within the purview of the Board of Supervisors can be submitted to the office of the Clerk of the Board via mail: Board of Supervisors, 1025 Escobar Street, First Floor, Martinez, CA 94553 or to [clerkoftheboard@cob.cccounty.us](mailto:clerkoftheboard@cob.cccounty.us).

Time limits for public speakers may be adjusted at the discretion of the Chair.

The County will provide reasonable accommodations for persons with disabilities planning to attend Board meetings who contact the Clerk of the Board at least 24 hours before the meeting, at (925) 655-2000.

Anyone desiring to submit an inspirational thought nomination for inclusion on the Board Agenda may contact the Office of the County Administrator or Office of the Clerk of the Board, 1025 Escobar Street, Martinez, California.

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## DISCLOSURE OF CAMPAIGN CONTRIBUTIONS

Pursuant to Government Code section 84308, members of the Board of Supervisors are disqualified and not able to participate in any agenda item involving contracts (other than competitively bid, labor, or personal employment contracts), franchises, discretionary land use permits and other entitlements if the Board member received, since January 1, 2023, more than \$250 in campaign contributions from the applicant or contractor, an agent of the applicant or contractor, or any financially interested participant who actively supports or opposes the County's decision on the agenda item. Members of the Board of Supervisors who have received, and applicants, contractors or their agents who have made, campaign contributions totaling more than \$250 to a Board member since January 1, 2023, are required to disclose that fact for the official record of the subject proceeding. Disclosures must include the amount of the campaign contribution and identify the recipient Board member, and may be made either in writing to the Clerk of the Board of Supervisors before the subject hearing or by verbal disclosure at the time of the hearing.