



Meeting Minutes

CONTRA COSTA COUNTY HOUSING AUTHORITY

CANDACE ANDERSEN, CHAIR
JOHN GIOIA
DIANE BURGIS, VICE CHAIR
KEN CARLSON
SHANELLE SCALES-PRESTON
CYNTHIA JORDAN
JOANN SEGURA

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

Tuesday, September 9, 2025

11:00 AM Administration Building 1025 Escobar Street,
Martinez |
<https://cccounty-us.zoom.us/j/89586041575> |
Call in: 888-278-0254 access code 843298#

Special Meeting

11:00 A.M. Convene and call to order

Present Commissioner John Gioia, and Commissioner Shanelle
Scales-Preston

1. **CONSIDER CONSENT ITEMS (Items listed as C.1 through C.3 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: Scales-Preston
Second: Burgis
Aye: Burgis, Commissioner Scales-Preston, Andersen, Jordan,
Commissioner Gioia, and Segura
Result: Passed

2. **DISCUSSION ITEMS**

- D.1 **CONSIDER** waiving the 180-day “sit out period” for Robert Moore, former
Director of Development– Exempt, at the Housing Authority of the County
of Contra Costa; **FIND** that the appointment of retiree Mr. Moore as a
temporary Housing Authority employee is necessary to fill a critically
needed position; and **APPROVE** and **AUTHORIZE** the hiring of Mr.
Moore as a temporary Housing Authority employee for the period of
September 15, 2025 through September 14, 2026.

[25-3470](#)

Motion: Burgis
Second: Segura

Aye: Commissioner Scales-Preston, Andersen, Burgis, Jordan, Segura, and Commissioner Gioia

Result: Passed

- D.2** RECEIVE a preliminary oral report on the Housing Authority's procurement of a consultant(s) to assist in the financial analysis and transition of the Authority's existing public housing properties into other, more sustainable forms of affordable housing. [25-3475](#)

Aye: Commissioner Gioia, Commissioner Scales-Preston, Segura, Jordan, Andersen, and Burgis

Absent: Carlson

Result: Passed

- D.3** CONSIDER accepting a report concerning existing and upcoming HUD-required citizenship status reporting requirements. [25-3476](#)

Motion: Burgis

Second: Scales-Preston

Aye: Commissioner Gioia, Commissioner Scales-Preston, Segura, Jordan, Andersen, and Burgis

Absent: Carlson

Result: Passed

- D.4** CONSIDER accepting a report on the status of the early sunset of the U.S. Department of Housing and Urban Development's Emergency Housing Voucher program. [25-3479](#)

Attachments: [7 EHV Expiration Article.pdf](#)

Public comment: Zelon Harrison

Aye: Commissioner Gioia, Commissioner Scales-Preston, Segura, Jordan, Andersen, and Burgis

Absent: Carlson

Result: Passed

- D.5** PUBLIC COMMENT (2 Minutes)

3. CONSENT ITEMS

CONSIDER CONSENT ITEMS

A motion was made to approve the Consent Agenda. The motion carried by the following vote:

Aye: Commissioner Gioia, Commissioner Scales-Preston, Segura, Jordan, Andersen, and Burgis

Absent: Carlson

Result: Passed

- C.1** RECEIVE the Housing Authority of the County of Contra Costa's investment report for the quarter ending on June 30, 2025. [25-3471](#)

Attachments: [Investment Report for Board- Qtr 06-30-25.pdf](#)

CONSIDER CONSENT ITEMS

A motion was made to approve the Consent Agenda. The motion carried by the following vote:

Aye: **Commissioner Gioia, Commissioner Scales-Preston, Segura, Jordan, Andersen, and Burgis**

Absent: **Carlson**

Result: **Passed**

- C.2** ADOPT Resolution No. 5272 to invest HUD and non-HUD funds according to HACCC's Investment Policy. [25-3473](#)

Attachments: [4. Annual Investment Policy Resolution 5272 Form.docx](#)
 [4. HACCC Investment Policy.pdf](#)

approved

- C.3** ADOPT the revised Procurement Policy for the Housing Authority of the County of Contra Costa (HACCC) to align with updated federal and State procurement regulations, incorporate the Buy America Preference, clarify roles and responsibilities, and modernize internal practices for efficiency, accountability, and equity. [25-3472](#)

Attachments: [HACCC Procurement Policy](#)

approved

4. ADJOURN

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.

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 (the Levine Act), members of the Board of Supervisors are disqualified and not able to participate in any agenda item involving contracts (except for contracts exempt from the Levine Act under Government Code section 84308(a)), franchises, discretionary land use permits and other entitlements, if the Board member received, within the previous 12 months, more than \$500 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 \$500 to a Board

member within the previous 12 months 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.

Rollcall

Present

Commissioner John Gioia, and Commissioner Shanelle
Scales-Preston