

MINUTES OF A SPECIAL MEETING
OF THE LONG BEACH HOUSING DEVELOPMENT COMPANY
PROGRAMS COMMITTEE

Thursday, January 13, 2011

A special meeting of The Long Beach Housing Development Company (LBHDC) Programs Committee was held on Thursday, January 13, 2011, at 1:30 p.m. in the Conference Room of the City of Long Beach, Neighborhood Services Bureau office located at 444 West Ocean Boulevard, Suite 1700.

CALL THE MEETING TO ORDER: Michael McCarthy called the meeting to order.

MEMBERS PRESENT: Michael McCarthy
Anna Ulaszewski
Patrice Wong

OTHERS PRESENT: Robin Grainger, Housing Rehabilitation Services Officer; Marie Phuc Nguyen, Housing Rehabilitation Counselor; Susana Paternoster, Housing Rehabilitation Counselor; Christy Valley, Housing Rehabilitation Counselor; Fernando Ponce, Housing Rehabilitation Inspector; Michele York, Clerk Typist.

APPROVAL OF MINUTES: Anna Ulaszewski moved to approve the minutes of the December 2, 2010 meeting. Patrice Wong seconded the motion. The motion passed.

**OPEN SESSION PURSUANT TO GOVERNMENT CODE SECTION 54956.9
REGARDING THE FOLLOWING LOAN APPLICATIONS:**

1. PRESENTATION OF SINGLE FAMILY LOW-INCOME HOMEOWNERSHIP REHABILITATION PROGRAM LOANS
 - a. FRIAS/ ARIZMENDI, MARIO AND MARIA – 480 E. MOUNTAINVIEW STREET
- Staff submitted this loan application with a recommendation for approval. Mario Frias and Maria Arizmendi are married, with an annual income of \$59,868.84. Their dwelling was built in 1928 and has an improved living area of 1133 square feet with 3 bedrooms and 2 bathrooms. The combined loan to value ratio projects is 47.54%. Applicants are requesting a \$47,000 loan to replace garage door; replace a picket fence; replace garage side entry door; replace main house rear entry door; seal off kitchen door to hall to provide

AGENDA ITEM NO. 6A(1)

additional cabinets; replace deteriorated kitchen cabinets; replace deteriorated kitchen ceramic tile countertop and backsplash; replace deteriorated kitchen dishwasher with existing comparable; install kitchen range hood with existing comparable; clean primer and paint all kitchen walls and ceiling; restore hardwood floors; replace flooring in bathroom and hallway; install 200 AMP service; rewire kitchen to meet current codes; replace floor furnace with energy efficient FAU; and obtain permits and post on site; and correct other existing deficiencies. Patrice Wong moved to approve the loan application and Anna Ulaszewski seconded the motion. The motion passed.

- b. BASTA, MICHAEL – 1111 FREEMAN AVENUE - Staff submitted this loan application with a recommendation for approval. Mr. Basta is a 43 year old single loan applicant whose annual income is \$46,113.18. His dwelling was built in 1913 and has an improved living area of 837 square feet with 2 bedrooms and 1 bathroom. The combined loan to value ratio projects is 99.22%. Applicant is requesting a \$35,000 loan to clean primer and all exterior walls of main house and garage along with fascia and eaves; re-roof deteriorated main dwelling; paint all deteriorated walls; remove and replace floor furnace with 35,000 BTU unit; replace hard wood flooring to match existing; remove and replace deteriorated electrical wiring and install 200 amp panel; remove and replace all deteriorated galvanized plumbing with copper; remove and replace bathroom tub shower enclosure and valve; remove non permitted rear patio cover install 2 beams and 8 posts to bring up to code; obtain permits and post on site; and correct other existing deficiencies. Anna Ulaszewski moved to approve the loan application conditionally pending modification of the first trust deed. Patrice Wong seconded the motion. The motion passed.
- c. HERRERA, ARMINDO - 5020 PACIFIC AVENUE - Staff submitted this loan application with a recommendation for approval. Mr. Herrera is a 36 year old single applicant whose annual income total for his household is \$35,364.03. His dwelling was built in 1943 and has an improved living area of 629 square feet with 2 bedrooms and 1 bathroom. The combined loan to value ratio projects is 95.60%. Applicant is requesting a \$58,000 loan to construct a 235 square feet bedroom and $\frac{3}{4}$ bathroom to existing dwelling; remove and relocate main electrical panel and rewire kitchen electrical to code; remove 11 linear feet of kitchen and exterior wall to accommodate new construction; remove and replace deteriorated dining room door with vinyl slider; remove

and replace deteriorated bathroom cast iron tub and 3 tile walls; remove and replace deteriorated bathroom ceramic tile flooring; repair unfinished drywall in bathroom; remove and replace deteriorated kitchen cabinets; remove and replace deteriorated 40 gal. water heater; remove and replace deteriorated kitchen Formica countertop; remove and replace kitchen flooring with VCT; obtain permits and post on site; and correct other existing deficiencies. Patrice Wong moved to approve the loan application. Anna Ulaszewski seconded the motion. The motion passed.

- d. NUNEZ, DAVID AND LEILA – 406 E. HARDING STREET - Staff submitted this loan application with a recommendation for approval. David and Leila Nunez are married, with an annual income of \$61,793.66. Their property was built in 1946 and has an improved living area of 1,003 square feet with 2 bedrooms and 1 bathroom. The combined loan to value ratio projects is 102.12%. Applicants are requesting a \$35,000 loan to re-roof over existing roof with 30 year composition shingles; replace 12 windows with Title 24 Low E-3 vinyl units in house and 5 louver windows in workshop; replace entry door and install weather stripping; provide dedicated circuit and install a 3 ton HVAC system; replace two car garage door; install roof support in garage; replace inadequate ceiling light; pull combination building permit and post on site; and correct other existing deficiencies. Anna Ulaszewski moved to approve the loan application. Patrice Wong seconded the motion. The motion passed.

- e. SAUNDERS, ELOIS – 910 E. HILL STREET – Staff submitted this loan application with a recommendation for approval. Ms. Saunders is a 62 year old unmarried applicant whose annual income total for his household is \$56,692.40. Her property was built in 1906 and has an improved living area of 1,100 square feet with 4 bedrooms and 2 bathrooms. The combined loan to value ratio projects is 83.17%. Applicant is requesting a \$51,000 loan to clean primer and paint all exterior walls and trim; remove and replace 13 deteriorated windows with E-3 vinyl units; remove and replace roof of main house and garage and install 15 lb. felt and shingles; remove all deteriorated lath and plaster porch ceiling; fill in cracked foundation at rear of building; remove and replace deteriorated carpeting in both up-stairs bedrooms and stairs to second floor; obtain permits to post on site; and correct other existing deficiencies. Patrice Wong moved to approve the loan application. Anna Ulaszewski seconded the motion. The motion passed.

2. PRESENTATION OF MULTI-FAMILY REHABILITATION PROGRAM LOAN

- a. WESTERN MUTUAL GROUP, INC. – 1455 CHESTNUT AVENUE – Staff submitted this rehabilitation loan application with a recommendation for approval. The two building two-story structure containing 3 two-bedroom one-bath units and 1 four-bedroom two-bath housing unit. The “after rehabilitation” appraised value is \$450,000. The combined loan to-to-value ratio projects is 65.16%. Western Mutual Group, Inc., owner of the property, is requesting a rehabilitation loan in the amount of \$293,205 to replace horizontal waste from City connection to property; replace all roofing and repair parapet walls; replace 16 windows; rewire interior to meet code; repair stucco and apply paint to all exterior walls; repair subflooring of each unit and install VCT; replace 18 linear feet of kitchen base cabinets and 15 linear feet of overhead in each unit; repair damaged interior wall surfaces to match existing plaster using Lead Safe work practices to apply primer and color in each laundry room and correct other existing deficiencies. Anna Ulaszewski moved to approve the loan application. Patrice Wong seconded the motion. The motion passed.

3. PRESENTATION OF CHANGE OF ORDER

- a. WARREN, JANET – 3811 E. FOUNTAIN STREET - Staff submitted this change order in the amount of \$3,903 with a recommendation for approval. Changes to the original contract include: remove all aluminum siding, patch stucco to match existing; install insulation and plywood along face of structure; remove debris from rear of garage; replace 11 kitchen cabinet doors; and replace bathroom floor. Approval of the change order amount will increase the existing loan amount to \$48,903. Anna Ulaszewski moved to approve the change order. Patrice Wong seconded the motion. The motion passed.

4. EMERGENCY ACTION ITEM- MOBILE HOME

- a. BOYD, JANICE – 3595 SANTA FE STREET #221 - Staff submitted this loan application with a recommendation for approval. Ms. Boyd is a 71 year old unmarried applicant whose annual income total for her household is \$20,840.01. Her property was built in 1978 and has an improved living area of 1,344 square feet with 2 bedrooms and 2 bathrooms. Applicant is requesting a \$15,000 loan to replace complete roofing system; repair interior ceiling damage and replace insulation; replace prefab shower enclosure in master bath; replace deteriorated dishwasher; replace built-in cook top;

repair subfloor in den; apply decking material on floor of covered patio; repair subfloor in bathrooms and kitchen; and correct other existing deficiencies. Patrice Wong moved to approve the loan application. Anna Ulaszewski seconded the motion. The motion passed

PUBLIC PARTICIPATION: No public participation.

NEW BUSINESS: Opportunity for members of the Programs Committee to introduce items of interest within the subject matter jurisdiction of the Committee.

- Staff discussed improving community outreach program to further advertise our services; present forms of outreach include direct mail to zip codes that can benefit from the program and newspaper ads. Staff suggested opportunity to expand advertising to video format where beneficiaries of the program and staff are interviewed.

ADJOURNMENT: The meeting was adjourned at 3:05 p.m.

NEXT MEETING

Thursday, February 10, 2010

1:30 p.m. – 3:00 p.m.

444 West Ocean Boulevard, Suite 1700

Long Beach, CA 90802

Conference Room