

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

Thursday, February 4, 2010

A regular meeting of The Long Beach Housing Development Company (LBHDC) Programs Committee was held on Thursday, February 4, 2010 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
Patrice Wong
Anna Ulaszewski
Kristie Kinney Pabst

OTHERS PRESENT: Robin Grainger, Housing Rehabilitation Services Officer;
Christy Valley, Rehabilitation Counselor; Marie Phuc Nguyen,
Rehabilitation Counselor; Susana Paternoster, Rehabilitation
Counselor; Fernando Ponce, Rehabilitation Inspector; Rikki
Page, Rehabilitation Inspector; Yadira Jara, Interim Clerk
Typist; Marian Kjenstad, Clerk Typist.

APPROVAL OF MINUTES: Anna Ulaszewski moved to approve the minutes of the January 14, 2010 meeting. Kristie Kinney Pabst 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. GOMEZ, ROSA ISELA – 6891 WHITE AVENUE – Staff submitted this loan application with a recommendation for approval. Ms. Gomez is 73 years old, retired and a widow. Property was built in 1948 and has an improved living area of 818 square feet with 2 bedrooms and 1 bathroom. Her annual income total from other family member's contribution, pension, and social security benefits is \$15,243.60. Combined Loan to Value Ratio is 21.82%. Applicant is requesting a \$13,000 loan to remove and replace deteriorated 100 amp. electric service

panel with 150 amp. panel & 40 amp. sub-panel; install 220 volt circuit for electric dryer hookup and a 110 volt circuit for washing machine; install waste lines, hot and cold copper water supply lines and vent for laundry; contractor to provide recommended repairs in accordance with termite report and chemically treat identified areas in the report; remove a non-permitted laundry room at rear of building including electrical wiring and plumbing, and correct other existing deficiencies. Kristie Kinney Pabst moved to approve the loan. Anna Ulaszewski seconded the motion. The motion passed.

- b. LIMON, NIDIA – 6839 HARBOR AVENUE - Staff submitted this loan application with a recommendation for approval. Ms. Limon is 35 years old, employed and unmarried with three children. Property was built in 1939 and has an improved living area of 966 square feet with 2 bedrooms and 1 bathroom. Her annual income total from employment is \$37,520.38. Combined Loan to Value Ratio is 59.62%. Applicant is requesting a \$50,000 loan to construct a 160 square feet bedroom and $\frac{3}{4}$ bathroom to existing dwelling; remove damaged/deteriorated vinyl siding from main house and attached garage and install stucco to exterior; remove, close off non-compliant addition to rear of recreation room, and correct other existing deficiencies. Anna Ulaszewski moved to approve the loan. Kristie Kinney Pabst seconded the motion. The motion passed.
- c. MCJUNKIN, DAVID AND KAREN – 6803 EAST ESPANITA - Staff submitted this loan application with a recommendation for approval. Mr. McJunkin is 49 years old and self-employed. Mrs. McJunkin is 48 years old and not employed. Property was built in 1954 and has an improved living area of 1280 square feet with 3 bedrooms and 2 bathrooms. Mr. and Mrs. McJunkin purchased the property through the City of Long Beach Down-Payment Assistance Program. Mr. McJunkin's annual income total is \$58,000. Combined Loan to Value Ratio is 53.09%. Applicants are requesting a \$44,000 loan to remove and replace deteriorated kitchen cabinets; remove and replace 12 deteriorated windows; clean primer and paint all interior walls; remove and replace deteriorated bathroom tub, fiberglass enclosure, valve, and shower door in bathroom # 2, and correct other existing deficiencies. Anna Ulaszewski moved to approve the loan. Kristie Kinney Pabst seconded the motion. The motion passed.

2. PRESENTATION OF MOBILE HOMEOWNERSHIP REHABILITATION
PROGRAM LOAN APPLICATIONS

- a. BRADSHAW, SHERRY – 3595 SANTA FE AVENUE # 161 - Staff submitted this loan application with a recommendation for approval. Ms. Bradshaw is 40 years old, single, and employed. Ms. Bradshaw's annual income total is \$43,002.04. This mobile home is a doublewide coach. Applicant is requesting a \$15,000 loan to remove and replace all horizontal and vertical hot and cold water supply lines to both guest and master bathrooms, kitchen, laundry room with copper, and replacing all exterior water bibs; remove and replace deteriorated roof; remove deteriorated carpeting in living room, guest bedroom, master bedroom, kitchen and replace with laminate flooring, and correct other existing deficiencies. A lengthy discussion took place regarding this application and the followed motions were made: 1.) *Kristie Kinney Pabst moved to not approve the loan. The motion died for lack of a second. Michael McCarthy suggested a motion to refer the loan to the full LBHDC board for consideration. Kristie Kinney Pabst took Michael McCarthy's suggestion and made a motion to refer the loan to the full LBHDC board for consideration. Michael McCarty seconded the motion. A vote was taken by the Committee, which was deadlocked at two votes for approval, and two votes not to approve.* 2.) *Anna Ulaszewski made a two-part motion: first, to approve the loan based on current program criteria; and second, to take Committee concerns involving mobile home debt-to-value to the full LBHDC board, using the Bradshaw loan as an example, and requesting guidance for future mobile home loan applications. Patrice Wong seconded the motion for the first motion. Anna Ulaszewski and Patrice Wong voted for approval, Kristie Kinney Pabst voted against the motion, and Michael McCarthy abstained. The motion passed. Patrice Wong seconded the second part of Anna Ulaszewski's motion. The motion passed unanimously.*
- b. CHAMPION, JANET – 6220 MARINA VIEW DRIVE - Staff submitted this loan application with a recommendation for approval. Ms. Champion is 79 years old, and retired. Her annual income total from pension is \$37,001.66. This mobile home is singlewide. Applicant is requesting a \$9,116 loan to remove and replace aluminum skirting after mobile home is leveled by mobile home park; remove and replace deteriorated kitchen sink, garbage disposal, and faucet; remove and re-install bathtub, shower enclosure, and shower faucet, and correct other existing deficiencies. Patrice Wong moved to approve the change order. Anna Ulaszewski seconded the motion. The motion passed.

3. PRESENTATION OF MULTI-FAMILY REHABILITATION PROGRAM LOAN APPLICATION

- a. WOOLERY, IVIE – 907-909 NEW YORK STREET - Staff submitted this rehabilitation loan application with a recommendation for approval. Ms. Woolery is requesting a rehabilitation loan in the amount of \$126,000. She owns the property free and clear with no mortgage. The property consists of 2 separate structures on one lot: one in the front, and the other in the rear. One structure has 2 bedrooms with 1 bathroom and the other structure has 2 bedrooms with 2 bathrooms. Appraised Value after Rehabilitation is \$278,000. The Property Debt-to-Value Ratio is 45.32%. Applicant is requesting a loan to remove and replace deteriorated windows in both structures; remove and replace deteriorated carpet and pad in both structures; remove and replace approximately 40 linear feet of deteriorated kitchen cabinet base and wall in one structure; remove and replace deteriorated bathroom tub and shower enclosures in both structures; remove and replace deteriorated all galvanized hot and cold water supply lines in both structures with copper piping, and correct other existing deficiencies. Kristie Kinney Pabst moved to approve the loan. Patrice Wong seconded the motion. The motion passed.

4. PRESENTATION OF CHANGE ORDER:

- a. GARDNER, LOREN DAVID – 1060 N. MINERVA PARK - Staff submitted this change order in the amount of \$5,363 with a recommendation for approval. Change order items include removal of all layers of roof material and metal; replace fascia and clay tiles on front façade, and reinforce/repair parapet walls; re-distribute the load of main electrical service panel (one breaker controls majority of the property); reinforce and modify roof rafters for installation of FAU, and paint vinyl windows to meet City Historical Preservation requirements. Approval of the change order amount will increase the existing loan amount to \$30,363. Kristie Kinney Pabst moved to approve the change order. Anna Ulaszewski seconded the motion. The motion passed.

PUBLIC PARTICIPATION: No public participation.

ADJOURNMENT: The meeting was adjourned at 2:55 p.m.

NEXT MEETING

Thursday, March 4, 2010
1:30 p.m. – 3:00 p.m.

444 West Ocean Boulevard, Suite 1700
Long Beach, CA 90802
Conference Room