

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

Thursday, December 3, 2009

A regular meeting of The Long Beach Housing Development Company (LBHDC) Programs Committee was held on Thursday, December 3, 2009 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

MEMBER ABSENT: Kristie Kinney Pabst

OTHERS PRESENT: Angela Reynolds, Manager, Neighborhood Services Bureau;
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; Bob Mossler, Community
Development Analyst; Griselda Perez, Clerk Typist.

APPROVAL OF MINUTES: Patrice Wong moved to approve the minutes of the November 5, 2009 meeting. Anna Ulaszewski 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. FOX, GEORGIANA – 1865 FANWOOD AVENUE – Staff submitted this loan application with a recommendation for approval. Ms. Fox is a 73-year old widow. Property was built in 1952 and has an improved living area of 1,283 square feet with 3 bedrooms and 1 bathroom. Ms. Fox's annual income total from pension, social security benefits and asset conversion is \$32,501.70.

AGENDA ITEM NO. 8 B(2)

Combined Loan to Value Ratio is 32.65%. Applicant is requesting a \$60,000 loan to remove all layers of roofing and install required sheathing, felt, metal, vent caps and 30-year composite shingles on 6/12 pitch; replace 12 windows; re-pipe all galvanized with copper to City connection; install forced air system per current energy efficiency requirements; install vent into each room; replace 3 exterior doors and security hardware, and correct other existing deficiencies. Patrice Wong moved to approve the loan. Anna Ulaszewski seconded the motion. The motion passed.

- b. SUPPLE, SUSANA – Staff submitted this loan application with a recommendation for approval. Ms. Supple is a 68-year old widow and retired. Ms. Supple receives contributions from family members and receives income from social security benefits. She also receives income from the rent of one of her duplex units. Her annual income total is \$22,750.20. Combined Loan to Value Ratio is 75.58%. Property is a duplex and was built in 1949 and has an improved living area of 1,705 square feet with 4 bedrooms and 2 bathrooms. Applicant is requesting a \$50,000 loan to remove and replace service line as well as horizontal and vertical galvanized plumbing with copper for both units, for all bathrooms, kitchens, water heaters, and all exterior water bibs; remove and replace 24 deteriorated windows; clean primer and clean all exterior wall and trim including garage; remove and replace deteriorated kitchen cabinets, and correct other existing deficiencies. Anna Ulaszewski moved to approve the loan. Patrice Wong seconded the motion. The motion passed.

2. PRESENTATION OF MOBILE HOMEOWNERSHIP REHABILITATION PROGRAM LOAN

- a. RAWSON, MELINDA – 6249 BEACHCOMBER DRIVE – Staff submitted this rehabilitation loan application with a recommendation for approval. Ms. Supple is a 70-year old widow. Ms. Supple's annual income total from social security benefits is \$12,333.49. Mobile home is double-wide and was built in 1963 and has an improved living area of 1,120 square feet with 2 bedrooms and 2 bathrooms. Applicant is requesting a \$15,000~~0~~ loan to remove and replace 14 deteriorated windows; re-pipe 2 bathrooms, kitchen, laundry room; remove and replace deteriorated steps, landing and deck with steps leading to side of building, and correct other existing deficiencies. Patrice Wong moved to approve the loan. Anna Ulaszewski seconded the motion. The motion passed. ✓

3. PRESENTATION OF CHANGE ORDERS

- a. HERNANDEZ, JOEL AND JOSE – 6510 BRAYTON AVENUE - Staff submitted this change order in the amount of \$7,500 with a recommendation for approval. Change order items include removal and replacement of deteriorated FAU with 5-ton, 120K BTU's forced air heating unit and install ducting to new construction, and repair damaged roof around heating unit and removal of existing roofing material to wood deck and install 3 layer hot mop. Approval of the change order amount will cause the loan amount exceed the maximum limit loan of \$60,000. Patrice Wong moved to submit the change order to the full board for review and approval. Anna Ulaszewski seconded the motion. The motion passed.

PUBLIC PARTICIPATION: No public participation.

ADJOURNMENT: The meeting was adjourned at 2:09 p.m.

NEXT MEETING

Thursday, January 7, 2010

1:30 p.m. – 3:00 p.m.

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