

# DRAFT

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

Thursday, September 8, 2011

A regular meeting of The Long Beach Housing Development Company (LBHDC) Programs Committee was held on Thursday, September 8, 2011, at 1:38 p.m. in the Conference Room of the City of Long Beach, Neighborhood Services Bureau office located at 444 West Ocean Boulevard, Suite 1700.

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

II. **MEMBERS PRESENT:** Michael McCarthy  
Patrice Wong  
Anna Ulaszewski

MEMBERS ABSENT: Jeffrey Price

**OTHERS PRESENT:** Robin Grainger, Housing Rehabilitation Services Officer; Christy Valley, CD Specialist V; Marie Phuc Nguyen, Housing Rehabilitation Counselor; Bob Mossler, CD Analyst I; Susana Paternoster, Housing Rehabilitation Counselor; Fernando Ponce, Housing Rehabilitation Counselor; Rikki Page, Housing Rehabilitation Counselor; and Irene Stewart, Clerk Typist.

III. **APPROVAL OF MINUTES:** Anna Ulaszewski moved to approve the minutes of the August 11, 2011, regular meeting. Patrice Wong seconded the motion. The motion passed. Michael McCarthy abstained.

IV. **ACTION ITEMS:** None

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

1. PRESENTATION OF MOBILE HOMEOWNERSHIP REHABILITATION PROGRAM LOAN

AGENDA ITEM NO. 6

- a. NESTOR, LORETTA – 4922 HOLLY AVENUE - Staff submitted this loan application with a recommendation for approval. Ms. Nestor is a 77 year-old widowed loan applicant with an annual income of \$19,806.00. Her singlewide mobile home was built in 1977 and has an improved living area of 672 square feet with 2 bedrooms and 1.25 bathrooms. Applicant is requesting a \$10,000 loan to replace the deteriorated water heater with a tank-less and installed compliant gas and water lines to the water heater. Replace forced-air heating unit 56,000 BTU. Contractor to provide fumigation and recommended repairs based on the owner selected pest control company. Bid to include 3 days of lodging at local hotel-motel with kitchen facilities provided tenting is selected. Replace deteriorated tub and shower enclosure with fiberglass surround walk-in shower stall and handicap bars. Replace deteriorated front door with pre-hung steel door with all hardware and deadbolt. Correct other existing deficiencies. Addendum requested for work order #7 to include corrected square footage for exterior walls. Committee Member Anna Ulaszewski requested Housing Rehab Counselors offer more suggestions to disabled loan applicants to access their needs. Anna Ulaszewski moved to approve the loan application. Patrice Wong seconded the motion. The motion passed.
- b. HAHN, DAVID – 304 SILVER SHOALS DRIVE - Staff submitted this loan application with a recommendation for approval. Mr. Hahn is a 56 year old, disabled, single man with an annual income of \$24,458.04. His doublewide mobile home was built in 1963 and has 2 bedrooms and 2 bathrooms. He is requesting a \$11,500.00 loan to remove and replace deteriorated carpeting with laminate flooring and install a ceramic tile at the front entry. Clean primer and paint all exterior walls, fascia, trim and address plate. Remove and replace and install deteriorated built-in gas range. Remove and replace deteriorated exterior front porch carpeting and repair the damaged area of deck and stairs. Remove and replace 2 deteriorated windows with title 24 vinyl windows. Remove and replace deteriorated kitchen range hood and correct other existing deficiencies. Patrice Wong moved to approve the loan application. Anna Ulaszewski seconded the motion. The motion passed.
- c. WOLFF, MOLLIE – 6252 BEACHCOMBER DRIVE - Staff submitted this loan application with a recommendation for approval. Ms. Wolff is a 65

year old, disabled, single woman with an annual income of \$36,517.44. Her doublewide mobile home was built in 1967 with 2 bedrooms and 2 bathrooms. Applicant is requesting a \$15,000 loan to remove and replace 17 windows with vinyl units. Remove and replace the deteriorated carpeting in the living room, dining room, guest bedroom, master bedroom and hall and repair soft spots in the sub-floor. Remove and replace front deteriorated front entry door including hardware. Level coach to as close to zero as possible. Owner to provide a termite report from company of own choosing, and contractor to provide completion certificate upon final. Remove and replace deteriorated VCT in kitchen and Laundry room, 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. OCEAN STRUCTURE, INC. – 1483 MARTIN LUTHER KING JR. AVENUE – Staff submitted this rehabilitation loan application with a recommendation for approval. This structure contains 8 units. The “after rehabilitation” appraised value is \$925,000. The combined loan-to-value ratio project is 72.97%. Ocean Structure, Inc., President, Mr. Rod Rosenstein, owner of the property, is requesting a rehabilitation loan in the amount of \$542,990 to install solar panels, replace clay waste from each unit to street connection, replace sub-flooring of each unit and hall and install Vinyl Composite Tile (VCT) in kitchens and bathrooms. In each unit, replace kitchen base cabinets and overhead, all galvanized plumbing, with copper to street connection, all gas lines from main to each unit. Repair stucco and apply paint to all exterior surfaces using Lead Safe Work Practices. Replace 24 interior doors and steel tub in each unit and wall heaters and install tub/shower faucet and 12,000 BTU A/C units in each unit. Replace exterior staircase with wrought iron frame and concrete steps. Replace kitchen countertops with tile. Replace 16 exterior doors with pre-hung steel doors. Install 16 Energy Star refrigerators, and 4-burner range for each unit. Replace kitchen sink with under mount – two sided units with disposer and faucet in each unit. Install closet organizers. Install irrigation system and drought tolerant landscaping. Remove two 30’ trees. Replace toilets, sinks, vanities, and sink faucets in each unit. Replace kitchen range hood and fluorescent

light. Replace 4 garage doors. Install 400 AMP service with 9 meters and repair all other existing deficiencies. Anna Ulaszewski moved to approve the recommendation. Patrice Wong seconded the motion. The motion passed. Anna requested more information on the solar paneling.

- VI. **PUBLIC PARTICIPATION:** No public participation.
- VII. **NEW BUSINESS:** None
- VIII. **ADJOURNMENT:** The meeting was adjourned at 2:08 p.m.

**THE NEXT MEETING**

**Thursday, October 13, 2011**  
**1:30 p.m. – 3:00 p.m.**

**\*\*\*NEW LOCATION\*\*\***

**100 West Broadway, Suite 550**  
**Long Beach, CA 90802**