

**The BOARD of DIRECTORS**

**Of**

**Douglas Housing Corporations I and II**  
(Casas de Esperanza and Pioneer Village)

**will meet**

**Tuesday, May 22, 2012 at 12:00 p.m.**

**At**

**City of Douglas Council Chambers**  
**425 10<sup>th</sup> Street**  
**Douglas AZ**

**Posted at:**  
**City Hall**  
**Douglas Police Department**  
**Douglas Library**  
[www.douglasaz.gov](http://www.douglasaz.gov)  
**Friday, May 18, 2012 @ 3:55 p.m.**

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**Neighborhoods Office**

PURSUANT TO THE AMERICANS WITH DISABILITIES ACT (ADA), THE CITY OF DOUGLAS DOES NOT, BY REASON OF A DISABILITY, EXCLUDE FROM PARTICIPATION IN OR DENY BENEFITS OF SERVICES, PROGRAMS OR ACTIVITIES OR DISCRIMINATE AGAINST ANY QUALIFIED PERSON WITH A DISABILITY. INQUIRIES REGARDING COMPLIANCE WITH ADA PROVISIONS, ACCESSIBILITY OR ACCOMMODATION CAN BE DIRECTED TO ALMA ANDRADE WITHIN 72 HOURS AT (520) 417-7302, FAX (520) 364-7507, 425 10TH STREET, DOUGLAS, ARIZONA 85607.

## Agenda with Actions Taken

### Board of Directors Meeting Douglas Housing Corporations I and II

**Tuesday, May 22, 2012 at 12:00 p.m.**

City of Douglas Council Chambers  
425 10<sup>th</sup> Street  
Douglas, AZ 85607

#### **I. Call to Order**

The meeting was called to order at 12:14 p.m. by Gary Clark.

#### **II. Roll Call**

Members present: Gary Clark, Carol Melis, Rita Rojas

Staff present: City Manager, Curtis Shook; City Attorney, Juan Pablo Flores; Housing Property Manager, Michael Moulinet; Housing Programs Specialist, Xenia Gonzalez

#### **III. Approval of Minutes – February 17, 2012**

Motion to accept the minutes as read by Carol Melis; second by Rita Rojas. Motion passed unanimously.

#### **IV. Resignations/Appointments**

No resignations/appointments.

#### **V. Discussion/Decision (D/D)**

##### a) D/D – To approve the renewal of insurance policy(s)

###### 1) To review Casas De Esperanza

i. Policy is paid through mortgage

###### 2) D/D – To approve Property Insurance Policy for Pioneer Village

i. Premium for renewing entire present coverage from

07-01-2012 to 07-01-2013 (\$7,016.00 – Hazard Policy) + (1,616.00 Umbrella Policy)

Motion to approve the Property Insurance Policy for Pioneer Village as presented was made by Carol Melis; second by Rita Rojas. Motion was passed unanimously.

##### b) D/D – To approve the proposed Fiscal Year Budget for 2012

###### 1) Pioneer Village

Motion to approve the Pioneer Village Fiscal Year Budget for 2012 as presented was made by Carol Melis; second by Rita Rojas. Motion was passed unanimously.

- 2) Casas de Esperanza  
Motion to approve the Casas De Esperanza Fiscal Year Budget for 2012 as presented was made by Carol Melis; second by Rita Rojas. Motion was passed unanimously
- c) D/D - To approve the proposed Capital Replacement Plan for 2012
  - 1) Pioneer Village  
Motion to approve the Pioneer Village Capital Replacement Plan for 2012 as presented was made by Carol Melis; second by Rita Rojas. Motion was passed unanimously.
  - 2) Casas de Esperanza  
Motion to approve the Casas De Esperanza Capital Replacement Plan for 2012 as presented was made by Carol Melis; second by Rita Rojas. Motion was passed unanimously.
- d) D/D - To approve the Management Agreement
  - 1) Pioneer Village  
Motion to approve the Pioneer Village Management Agree as presented was made by Carol Melis; second by Rita Rojas. Motion was passed unanimously.
  - 2) Casas de Esperanza  
Motion to approve the Casas De Esperanza Management Agree as presented was made by Carol Melis; second by Rita Rojas. Motion was passed unanimously.
- e) D/D - To approve the purchase of a new riding mower for use at Casas de Eperanza and Pioneer Village (Approx. \$14,000) and to designate fund from which to pay for purchase & consider lease purchase option for same. Motion to fund 15% of the purchase, if Parks were to purchase a second unit, was made by Carol Melis; second by Rita Rojas. The determination of what funds would be used, will be made at time of purchase. Motion passed unanimously.

**VI. Management Report**

Management report was presented by Michael Moulinet.

**VII. Next Meeting**

September 13, 2012 at 12:00 p.m.

**VIII. Adjournment**

The meeting adjourned at 1:17 p.m. Motion by Carol Melis; second by Rita Rojas. Motion passed unanimously.