

The BOARD of DIRECTORS

Of

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

will meet

Wednesday, January 22, 2014 at 12:00 p.m.

At

City of Douglas Council Chambers
425 10th Street
Douglas AZ

Posted at:
City Hall
Douglas Police Department
Douglas Library
www.douglasaz.org
Friday, January 17, 2014 at 9:45 a.m.

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

Board of Directors Meeting Douglas Housing Corporations I and II

Wednesday, January 22, 2014 at 12:00 p.m.

City of Douglas Council Chambers
425 10th Street
Douglas, AZ 85607

I. Call to Order

II. Roll Call

III. Approval of Minutes – August 6, 2013

IV. Resignations/Appointments and possible Discussion/Decision on:

- a) Discussion/Direction item to informally recommend to Mayor, Danny Ortega Jr., candidates for possible appointment to the one (1) vacant seat on the Board(s), and entertain possible resignations.

V. Discussion/Decision

- a) Discussion/Decision on approval of Resolution 14-0002, a Resolution of the board of Directors of the City of Douglas Housing Corporations I & II to authorize the entry into an agreement of limited partnership with Cochise Pacific Associates, an Arizona L.P. to operate a housing project known as Sun Ray Family Apartments.
- b) Discussion/Decision on approval to authorize the Accounts Receivable write-offs for Douglas Housing Corporations I & II as presented by Management.
- c) Discussion/Decision on approval to authorize the amortization of checks outstanding over 90 days for Douglas Housing Corporations I & II as presented by Management.
- d) Discussion/Decision on acceptance and approval of the Fiscal Year 2012-2013 Audit for Douglas Housing Corporation I completed by C. Wesley Addison, P.C.

- e) Discussion/Decision on acceptance and approval of the Fiscal Year 2012-2013 Audit for Douglas Housing Corporation II completed by C. Wesley Addison, P.C.
- f) Discussion/Decision on approval of purchase of one (1) commercial coin operated washer in the estimated amount of \$1,087.91 and one (1) commercial coin operated dryer in the estimated amount of \$793.88 to be installed and used at Pioneer Village 1260 16th Street Laundromat.
- g) Discussion /Decision on approval of purchase of one (1) Apple iPhone 5 in the amount of \$222.48 to replace a malfunctioning phone for management.
- h) Discussion/Decision on approval of the proposed adjustment for uniform allowance for maintenance personnel. Management requesting an increased uniform allowance of \$200.00 per staff member to allocate for a winter coat and footwear purchase.
- i) Discussion/Decision on approval to make changes to the Casas De Esperanza and Pioneer Village signature card for Chase Bank. The changes would include the removal of Christina Gomez and the addition of Xenia Gonzalez granting her access to conduct business in the Casas De Esperanza and Pioneer Village Operating and Trust (Security Deposit) accounts.

VI. Management Report

- a) City Manager, Carlos De La Torre
- b) Property Manager to discuss all corresponding issues pertaining to Casas De Esperanza and Pioneer Village.

VII. Persons wishing to address the Board in writing or verbally, on any item not on the agenda.

VIII. Next Meeting

IX. Adjournment

For questions, please call Michael Moulinet at (520) 417-7314