



**Kings County Management  
& Development Corporation**

**SPECIAL BOARD OF DIRECTORS MEETING**

JUNE 23, 2021

AGENDA

LOCATION:

KINGS COUNTY GOVERNMENT CENTER  
1400 WEST LACEY BLVD.  
HANFORD, CALIFORNIA  
10:00 AM

**THIS MEETING IS CONDUCTED IN ACCORDANCE WITH THE  
REQUIREMENTS OF GOVERNOR'S EXECUTIVE ORDER  
N-33-20**

**NO PUBLIC MEMBERS WILL BE ALLOWED IN THE MEETING,  
THE MEETING WILL BE HELD BY TELECONFERENCE AT THE ABOVE LOCATION.  
MEMBERS OF THE PUBLIC MAY DIAL IN.**

United States: [+1 \(312\) 757-3121](tel:+13127573121)

**Access Code: 527-057-253**

- 1) Roll Call
- 2) Appointment of Officers- President and Vice President.
- 3) Unscheduled Appearances  
Any person may address this Board at this time on any item on the agenda, or on any other item of interest to the public, that is within the subject matter jurisdiction of the Board. Three (3) minutes are allowed for each item.
- 4) Review and Approval of March 26, 2019 Special Board Meeting Minutes Pages 1-2
- 5) New Business:
  - A. Review and Approval by Resolution the authorization of new bank signature cards for WestAmerica Bank, effective July 1, 2021. **Resolution #20-01** Pages 3
  - B. Review and Approval of write-off's for Anchors and Corcoran Station for quarter ending March 31, 2021 Pages 4-5
- 6) Open Session
- 7) Adjournment



**Kings County Management  
& Development Corporation**

SPECIAL BOARD OF DIRECTORS MEETING OF  
KINGS COUNTY MANAGEMENT & DEVELOPMENT CORPORATION,  
A CALIFORNIA NON PROFIT

The Special Meeting of the Board of Directors of the Kings County Management & Development Corporation was called to order March 26, 2019 at 1:53 p.m. by Chairman Valle.

1) **ROLL CALL**

Sandra Jackson-Bobo called the roll:

**PRESENT:** Director Craig Pedersen  
Director Richard Valle  
Director Harold Nikoghosian  
Director Jeff Garner

**ABSENT:** NONE

Also present were the following:

Sandra Jackson-Bobo	-	HACK Executive Director
Michele Christensen	-	HAKC Finance Manager
Jennifer Molina	-	HACK Staff
Bob Gin	-	HACK Attorney

The Secretary declared a quorum was present; the meeting was in order and ready to transact business.

2) **APPOINTMENT OF OFFICERS-PRESIDENT, VICE PRESIDENT, SECRETARY, CHIEF FINANCAIL OFFICER, AND ASSISTANT SECRETARY.**

A motion was presented by Director Valle to keep officers the same as last year being, Craig Pedersen as President, Richard Valle Vice-President, Sandra Jackson-Bobo as Secretary, Harold Nikoghosian as Chief Financial Officer, and Jeff Garner as Assistant Secretary. The motion was seconded by Director Jeff Gardner and the motion was approved unanimously by all those present.

3) **UNSCHEDULED APPEARANCES:**

NONE

4) **REVIEW AND APPROVAL OF SEPTEMBER 25, 2018 SPECIAL BOARD MEETING:**

A motion was presented by Director Richard Valle to approve the Special Meeting Minute for September 25, 2018, Director Craig Pederson seconded the motion and the minutes were approved unanimously by all those present.



**Kings County Management  
& Development Corporation**

5) **UNFINISHED BUSINESS**

NONE

6) **NEW BUSINESS**

A.) **Review and Approval of write-off's for TFH Lemoore, and Corcoran Station for quarter ending December 31, 2018.**

After a brief review of the write-off's for TFH Lemoore and Corcoran Station for quarter ending December 31, 2018 a motion to approve was presented by Director Richard Valle. Director Harold Nikoghosian seconded the motion and the write-off's were approved unanimously by all present.

7) **CORRESPONDENCE**

NONE

8) **BOARD MEMBER'S ITEMS**

9) **ADJOURNMENT**

2:01 P.M.

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Secretary

**RESOLUTION 20-01**

**THE BOARD OF DIRECTORS OF  
KINGS COUNTY MANAGEMENT AND DEVELOPMENT CORPORATION  
AUTHORIZING EXECUTION OF DOCUMENTS IN REGARDS TO THE  
AUTHORIZATION OF NEW BANK SIGNATURE CARDS FOR WESTAMERICA BANK**

WHEREAS, SANDRA JACKSON-BOBO, Executive Director of the Housing Authority and RICHARD VALLE, as Commissioner of the Board of Commissioners of the Housing Authority, are authorized to enter into deposit account, funds transfer, investment, cash management and deposit service agreements on behalf of the Housing Authority; and

WHEREAS, RICHARD VALLE was appointed and authorized to enter into deposit account, funds transfer, investment, cash management and deposit service agreements on behalf of the Housing Authority because there was a vacancy in the position of Finance Manager of the Housing Authority; and

WHEREAS, MICHELE RODRIGUES is now the Finance Manager for the Housing Authority; and

WHEREAS, the Board has determined that it is necessary and appropriate to designate the persons who will be authorized to enter into deposit account, funds transfer, investment, cash management and deposit service agreements, and to sign checks and make other financial transactions on behalf of the Housing Authority of the County of Kings.

NOW THEREFORE BE IT RESOLVED that SANDRA JACKSON-BOBO, Executive Director, and MICHELE RODRIGUES, Finance Manager, are authorized to enter into deposit account, funds transfer, investment, cash management and deposit service agreements on behalf of the Housing Authority, effective June 23, 2020.

BE IT FURTHER RESOLVED that the Executive Director is empowered to designate staff authorized to conduct activities under such agreements, and upon such designation, the staff so designated has authority to conduct activities under such agreements of the Housing Authority, as designated by the Executive Director.

BE IT FURTHER RESOLVED that this authorization shall remain in force until the financial institution receives written notice of its revocation, or receives a Resolution of the Board of Commissioners dated subsequent to the date of this Resolution.

The foregoing Resolution was adopted upon a motion presented by Commissioner \_\_\_\_\_ and seconded by Commissioner \_\_\_\_\_, at a Special Meeting held on the 23<sup>th</sup> day of June, 2020, and carried by the following vote:

AYES:

NAYS:

ABSTAIN:

ABSENT:

**UNCOLLECTABLE ACCOUNTS  
TO BE CHARGED TO  
COLLECTION LOSS**

Project Name: \_\_\_\_\_

Anchor's \_\_\_\_\_

Quarter Ending: \_\_\_\_\_

**March 31, 2021**

UNIT	NAME	SOCIAL SECURITY NUMBER	RENT	MAINT CHARGES	LEGAL COSTS	CLOSING COSTS	TOTAL CHARGES	DATE UNIT VACATED
ANC-004						\$78.65	\$78.65	
							\$0.00	
							\$0.00	
							\$0.00	
							\$0.00	
							\$0.00	
							\$0.00	
							\$0.00	
							\$0.00	
							\$0.00	
							\$0.00	
							\$0.00	
							\$0.00	
							\$0.00	
							\$0.00	
<b>Total</b>			\$0.00	\$0.00	\$0.00	\$78.65	\$78.65	

Total Charges to Tenants for Period      January 1, 2021      Through      March 31, 2021      **\$6,826.41**

Total Loss of Rent      \$0.00      =      0.00000%      of Total Charges  
 Total Loss of Maintenance      \$0.00      =      0.00000%      of Total Charges  
 Total Loss of Legal      \$0.00      =      0.00000%      of Total Charges  
 Total Loss of Closing Costs      \$78.65      =      1.1521%      of Total Charges  
**Total**      **\$78.65**

**ATTENTION:  
THIS ACCOUNT  
IS WRITTEN-OFF ONCE  
PER YEAR!**

\_\_\_\_\_  
*Lori Hatfield, Area Manager*

\_\_\_\_\_  
*Sandra Jackson-Bobo, Executive Director*

Project Name:

Corcoran Station

Quarter Ending:

March 31, 2021

<u>UNIT</u>	<u>NAME</u>	<u>SOCIAL SECURITY NUMBER</u>	<u>RENT</u>	<u>MAINT CHARGE \$</u>	<u>LEGAL COSTS</u>	<u>CLOSING COSTS</u>	<u>TOTAL CHARGE \$</u>	<u>DATE UNIT VACATE D</u>
COR105			\$149.33			\$601.16	\$750.49	02/08/21
COR222			\$412.57		\$5,826.15	\$1,058.04	\$7,296.76	01/24/20
COR121						\$829.75	\$829.75	05/26/20
COR109						\$184.41	\$184.41	07/01/19
							\$0.00	
<b>Total</b>			\$561.90	\$0.00	\$5,826.15	\$2,673.36	\$9,061.41	

Total Charges to Tenants for Per January 1, 2021

Through

December 31, 2021

\$60,523.39

Total Loss of Rent	\$561.90	=	0.9284%	of Total Charges
Total Loss of Maintenance		=	0.0000%	of Total Charges
Total Loss of Legal	\$5,826.15	=	9.6263%	of Total Charges
Total Loss of Closing Costs	\$2,673.36	=	4.4171%	of Total Charges
<b>Total</b>	<b>\$9,061.41</b>		<b>\$0.15</b>	

Area Manager Kelly Moore

Executive Director Sandra Jackson-Bobo