

ACTION
MINUTES OF THE ANNUAL BOARD MEETING
OF THE
HOUSING AUTHORITY OF THE COUNTY OF MONTEREY
HELD SEPTEMBER 23, 2002

Commissioners met at the Central Office. The meeting was called to order by Chair Alan Styles at 6:08 p.m. Present: Chair Alan Styles, Vice Chair Lyn Ann Rosen, and Commissioners: York Gin, Mike Nichols, Josh Stewart, Tim Escamilla, and Carol Schneider. Also Present: Jim Nakashima, Executive Director; Mary Jo Zenk, Deputy Executive Director/Chief Financial Officer; Barry Phillips, Chief Administrative Officer; Ulysses Pollard, Director of Housing Management; Starla Warren, Director of Housing Development; and Lynn Santos, Finance Manager. Recorder: Sandy Tebbs

PRESENTATIONS

- A. Annual Report: Mr. Phillips presented a pictorial PowerPoint annual report.
- B. Annual Community Appreciation: Chair Styles presented Certificates of Appreciation to the following individuals for their assistance to the Housing Authority during the past year: SGT Don Cline, Officer Chris Swinscoe, and Mildred M. Bogue. The Board also expressed appreciation to the following community leaders who were unable to attend: Larry Coppotelli, Alan Stumpf, Larry Bussard, and SGT Russ Hausfield.
- C. Commission Service Awards: Chair Styles presented past Certificates of Service Awards to Commissioner Nichols for five years of service in 1999; Commissioner Stewart for five years of service in 2000; and Commissioner Rosen for ten years of service in 1996. Commissioner Rosen also received a fifteen year service pin for 2001.

COMMENTS FROM THE PUBLIC:

John Dalessio, Rippling River Focus Group, provided a report on the status of the Rippling River Focus Group. The Board requested the Rippling River Focus Group Report be put under Reports of Committees on future agendas for discussion purposes. The Board further requested the dates and times of the Rippling River Focus Group meetings be provided to each Commissioner through email addresses as information only. Mr. Nakashima reminded that Commissioner Rosen was a member of the Rippling River Focus Group.

Gordon MacKenzie, President of the Rippling River Residents Association, commented he was happy with the Board's help in creating the Rippling River Focus Group.

CONSENT AGENDA:

Commissioner Rosen requested Consent Agenda items D and E be pulled and considered separately.

- A. Minutes--Approval of Minutes of the Regular Board Meeting held August 26, 2002
B. Minutes—Approval of Minutes of the Special Board Meeting held August 29, 2002
C. Minutes—Approval of Minutes of the Board Retreat held September 14, 2002

Upon motion by Commissioner Nichols, seconded by Commissioner Schneider, the Board approved the Consent Agenda. Motion carried with the following vote:

AYES: Styles, Rosen, Gin, Nichols, Stewart, Escamilla, Schneider
NOES: None
ABSENT: None

D. Amended Resolution No. 2136 Re: HELP Loan

Upon motion by Commissioner Escamilla, seconded by Commissioner Stewart, the Board adopted Amended Resolution No. 2136 to recognize the change in the ownership structure of this venture and authorize the Executive Director to apply for additional HELP funds to establish a homeownership revolving loan fund. Motion carried with the following vote:

AYES: Styles, Rosen, Gin, Nichols, Stewart, Escamilla, Schneider
NOES: None
ABSENT: None

E. Moss Landing Re-Hab #2 – 10944 Pieri Court

Upon motion by Commissioner Stewart, seconded by Commissioner Schneider, the Board approved the use of Board Restricted Reserves for the rehab of 10944 Pieri Court, Moss Landing. Motion carried with the following vote:

AYES: Styles, Rosen, Gin, Nichols, Stewart, Escamilla, Schneider
NOES: None
ABSENT: None

REPORTS OF COMMITTEES

Finance/Development Committee
Personnel Committee
Monterey County Housing, Inc.
Affordable Acquisitions

There was nothing to report.

REPORT OF SECRETARY

A. Executive Report: Mr. Nakashima stated he had no changes to his report. He reported the REAC inspection would start at HACM on October 15, 2002; Mr. Pollard commented HACM was in good shape and preparing for the inspection. Commissioner Rosen commented she had learned that Jardines Del Monte means Garden of the Mountains.

OLD BUSINESS

A. **Selection of Retreat date in November:** The Board requested the Clerk to the Board check with Ms. Cade on her availability on November 23, 2002 for the Board Retreat.

NEW BUSINESS

A. **Center for Community Advocacy's Annual Ben Heller Awards Dinner – November 2, 2002**

Upon motion by Commissioner Stewart, seconded by Commissioner Schneider, the Board approved sending a letter of regret to the Center of Community Advocacy's Ben Heller Awards Dinner. Motion carried with the following vote:

AYES: Styles, Rosen, Gin, Nichols, Stewart, Escamilla, Schneider
NOES: None
ABSENT: None

B. Election of Chair and Vice Chair

Chair Styles turned the meeting over to Commissioner Nichols, Chairman of the Election Committee. Commissioner Nichols reported that Commissioner Alan Styles was currently the only name on the ballot for the position of Chair. Commissioner Nichols asked for any nominations from the floor for the position of Chair. There were no nominations from the floor. Commissioner Nichols closed the nominations from the floor.

Upon motion by Commissioner Stewart, seconded by Commissioner Gin, the Board unanimously approved the selection of Commissioner Alan Styles for Chair. Motion carried with the following vote:

AYES: Styles, Rosen, Gin, Nichols, Stewart, Escamilla, Schneider
NOES: None
ABSENT: None

Commissioner Nichols stated that Commissioner Lyn Ann Rosen was currently the only name on the ballot for the position of Vice Chair. Commissioner Nichols asked for any nominations from the floor for the position of Vice Chair. There were no nominations from the floor. Commissioner Nichols closed nominations from the floor.

Upon motion by Commissioner Stewart, seconded by Commissioner Gin, the Board unanimously approved the selection of Commissioner Lyn Ann Rosen for Vice Chair. Motion carried with the following vote:

AYES: Styles, Rosen, Gin, Nichols, Stewart, Escamilla, Schneider
NOES: None
ABSENT: None

The meeting was turned over to the newly elected Chair, Commissioner Alan Styles.

C. City of Salinas Weed & Seed Memorandum of Agreement

Upon motion by Commissioner Rosen, seconded by Commissioner Schneider, the Board approved the addition of item 9C, City of Salinas Weed & Seed Memorandum of Agreement, to the Board agenda. Motion carried with the following vote:

AYES: Styles, Rosen, Gin, Nichols, Stewart, Escamilla, Schneider
NOES: None
ABSENT: None

Chair Styles requested a report from the organization on what they have done for the last five years in Salinas, and would like it strongly emphasized to that organization that they need to focus on HACM properties with their weeding and seeding programs.

Upon motion by Commissioner Stewart, seconded by Commissioner Escamilla, the Board authorized the Executive Director to sign the Memorandum of Agreement for the submission of the grant application by the City of Salinas for the Weed & Seed Program. Motion carried with the following vote:

AYES: Styles, Rosen, Gin, Stewart, Escamilla, Schneider
NOES: None
ABSENT: None
ABSTAIN: Nichols

INFORMATION

- A. Administrative Report and Summary of Actions for August/September 2002
- B. Status Report: July 2002 Financial Statements and August 2002 Disbursements
- C. Status Reports: Monthly Development Report
- D. Housing Management Report
- E. Eligibility/Section 8 Reports
- F. 2002/2003 Administrative Allocation Analysis
- G. Presentations: Vintner Study and Workforce Housing

Chair Styles emphasized that Information items F and G should have been placed under New Business instead of Information. Commissioner Escamilla explained agenda item F, 2002/2003 Administrative Allocation Analysis, was information that will be relevant when the Board discusses Rippling River. Ms. Zenk provided the PowerPoint presentations on the Vintner Study and Workforce Housing. Chair Styles stated each Commissioner should pick up a copy of those two presentations. Chair Styles requested the Vintner Study and Workforce Housing be placed on the next Board agendas.

COMMISSIONER COMMENTS

Chair Styles thanked Ms. Zenk for the excellent presentations.

Commissioner Rosen congratulated Mr. Phillips on the Annual Report; she liked the tone of the report and that it showed the Housing Authority as a nice place to work.

Commissioner Schneider thanked Mr. Phillips, Ms. Zenk, and the staff for the nice presentations.

The Board convened to Closed Session at 9:06 p.m.

CLOSED SESSION

The Board of Commissioners met in Closed Session for the following purpose and reason:

- A. With respect to every item to be discussed in Closed Session pursuant to Government Code Section 54957: PUBLIC EMPLOYMENT PERFORMANCE EVALUATION
Title: Executive Director
ACTION: The Board approved the following timelines for the evaluation for the Executive Director: Evaluations should be completed and turned in to the Clerk to the Board by October 18, 2002 who will in turn provide the evaluations in a confidential envelope to the Finance/Development Committee for a Closed Session at their meeting on October 22, 2002 to compile the evaluation information. The Personnel Committee will have a Closed Session at their meeting on October 15, 2002 to consider the Job Description for the Executive Director. The Board will hold a Special Board Meeting on November 4, 2002 with a Closed Session only to complete the Executive Director's evaluation with the Executive Director.

The Board reconvened to regular session at 9:25 p.m.

ADJOURNMENT

There being no further business to come before the Board, the meeting was adjourned at 9:26 p.m.