

ACTION
MINUTES OF THE ANNUAL BOARD MEETING
OF THE
HOUSING AUTHORITY OF THE COUNTY OF MONTEREY
HELD SEPTEMBER 22, 2003

Commissioners met at the Central Office. The meeting was called to order by Chair Alan Styles at 6:03 p.m. Present: Chair Alan Styles, Vice Chair Lyn Ann Rosen, and Commissioners: York Gin, Mike Nichols, Josh Stewart, Timothy Escamilla, and Carol Schneider. Also Present: Jim Nakashima, Executive Director; Mary Jo Zenk, Deputy Executive Director/Chief Financial Officer; Barry Phillips, Chief Administrative Officer; Jean Goebel; Director of Housing Management; Starla Warren, Director of Housing Development; Lynn Santos, Finance Manager; and Attorney Cheryl Ontiveros. Recorder: Sandy Tebbs.

PRESENTATIONS

- A. Annual Report:** Ms. Zenk provided a PowerPoint presentation of the Housing Authority's Annual Report for 2002-2003 that reflected accomplishments in correlation to the Board's Strategic Plan.
- B. Annual Community Appreciation:** Chair Styles presented Community Appreciation Certificates to Rick Glissman and Linda Sanchez and thanked them for their support to the Housing Authority. Mr. Nakashima noted the following individuals were also recipients of certificates but were unable to attend the meeting: Dave Lopez, Sidney Reade, Rosemary Garcia, and Lily Kotler.
- C. Service Awards:** Chair Styles presented length of service awards to Chris Martinez, Nora Ruvalcaba, and Sandy Tebbs.
- D. Award to HACM:** Dr. Gerry Barrera, Gavilan Youth Soccer League, presented an appreciation plaque to Jean Goebel for the Housing Authority's support to the youth soccer league.

COMMENTS FROM THE PUBLIC: None

CONSENT AGENDA

- A. Minutes--Approval of Minutes of the Regular Board Meeting held August 25, 2003**
B. Proposed Change to HACM Personnel Policy - 390
C. Resolution 2178: Lease Agreement for Head Start Center at 44 Haciendas Place (33-1)
D. Resolution 2182: Revised Section 8 Voucher Program Requisition Budget 2003-2004

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

REPORTS OF COMMITTEES

<u>Finance/Development Committee</u>	Commissioner Stewart, Chairman
<u>Personnel Committee</u>	Commissioner Nichols, Chairman
<u>Monterey County Housing, Inc.</u>	Commissioner Tim Escamilla, Representative
<u>Affordable Acquisitions</u>	Commissioner Tim Escamilla, Representative

Commissioner Escamilla reported that MCHI signed a two-year contract with their Executive Director; Commissioner Nichols commented the MCHI Executive Director was doing a good job. No action required.

REPORT OF SECRETARY

- A. Executive Report:** Mr. Nakashima congratulated staff on no findings for the HOME Inspection. Ms. Zenk noted the PHAS score came out today and HACM received a score of 94%, which is High Performer. No action required.

OLD BUSINESS

A. Set Date for Budget Allocation Workshop

The Board set October 27, 2003, at 5 p.m., for the Budget Allocation Workshop for the Commissioners.

NEW BUSINESS

A. Resolution 2179: Authorization for a 30-Year Loan guarantee for a “Section 8 Increment Loan” for the Front Street Project

Ms. Warren provided a PowerPoint presentation on the Proforma for the Front Street Project.

Upon motion by Commissioner Stewart, seconded by Commissioner Gin, the Board adopted Resolution No. 2179 authorizing the Executive Director to enter into an agreement with an as yet unidentified lender of a “Section 8 Loan Increment Loan” that will include a “30-year guarantee” by HACM for the payment of the Project-Based Section 8 vouchers allocated to the project. Motion carried with the following vote:

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

B. Resolution 2180: Authorization to submit a funding application to the Multifamily Housing Program” for the Front Street Project

Upon motion by Commissioner Stewart, seconded by Commissioner Gin, the Board adopted Resolution No. 2180 authorizing HACM to submit the funding application to the Multifamily Housing Program, and the Executive Director to execute all documents related to this funding application. Motion carried with the following vote:

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

C. Resolution 2181: Revised Agency-wide Budget 2003-2004

Upon motion by Commissioner Escamilla, seconded by Commissioner Stewart, the Board adopted Resolution 2181 approving the Agency-Wide Budget for the 2003-2004 fiscal year. Motion carried with the following vote:

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

The Board moved Closed Session forward to accommodate the attorney. The Board recessed to a break at 6:55 p.m. and convened to Closed Session at 7:05 p.m.

CLOSED SESSION

The Board of Commissioners met in Closed Session for the following purposes and reasons:

- A. With respect to every item to be discussed in Closed Session pursuant to Government Code Section 54957.6: Agency Negotiator: Barry Phillips
Employee Organization: SEIU 817

ACTION: No action taken.

- B. With respect to every item to be discussed in Closed Session pursuant to Government Code Section 54956.95: Liability Claims:
Claimant: Alex Dailey
Agency Claimed Against: Housing
Authority of the County of Monterey

ACTION: The Board rejected the liability claim by Alex Dailey.

C. With respect to every item to be discussed in Closed Session pursuant to Government Code Section 54956.9(b)(1): Anticipated Litigation
ACTION: No action taken.

D. 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 reported the written evaluation had been provided to the Executive Director. The Board approved beginning this date, September 22, 2003, the Executive Director is to have one day off each week with pay until March 1, 2004 and beginning March 1, 2004 the Executive Director is to receive a nine percent pay increase until the end of the year. The Board reported the action for the Executive Director was by a vote of six to one in favor.

The Board directed the Personnel Committee to look into the issue of a sabbatical for the top three Housing Authority positions.

The Board reconvened to regular session at 9:14 p.m.

D. Election of Officers

Chair Styles turned the meeting over to the Election Committee, Commissioners Josh Stewart, York Gin, and Timothy Escamilla. Commissioner Stewart stated the Election Committee had contacted all the Commissioners not on the Committee to find out if they would like to run for the office of Chair or Vice Chair of the Board. Commissioner Stewart reported that Commissioner Rosen was the only individual that was on the ballot for the office of Chair. Commissioner Gin passed out the ballots for the office of the Chair. Commissioner Stewart asked if there were any nominations from the floor for the office of Chair? There were no nominations from the floor. Commissioner Stewart closed the nominations from the floor. Mr. Nakashima and Ms. Zenk collected and counted the ballots for the office of Chair. Commissioner Stewart announced the Board unanimously elects Commissioner Lyn Ann Rosen as the new Chair to the Board of Commissioners.

Commissioner Stewart reported there were two names on the ballot for the office of Vice Chair, Commissioners Mike Nichols and Alan Styles. Commissioner Gin passed out the ballots for the office of the Vice Chair. Commissioner Stewart asked if there were any nominations from the floor for the office of Vice Chair? There were no nominations from the floor. Commissioner Stewart closed the nominations from the floor. Mr. Nakashima and Ms. Zenk collected and counted the ballots for the office of Vice Chair. Commissioner Stewart announced Commissioner Nichols received four votes and Commissioner Styles received three votes; the new Vice Chair is Commissioner Nichols. Commissioner Styles congratulated Commissioner Nichols.

The Election Committee congratulated the winners and thanked Commissioner Styles for a job well done. The Committee also thanked the Commissioners, Mr. Nakashima and Ms. Zenk for their participation.

The newly elected Chair Lyn Ann Rosen stated she would take the gavel at the next Board meeting.

Upon motion by Commissioner Styles, seconded by Commissioner Schneider, the Board approved the destruction of the ballots for the offices of Chair and Vice Chair. Motion carried with the following vote:

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

The Election Committee returned the gavel to Commissioner Styles.

INFORMATION

- A. Administrative Report and Summary of Actions for August/September 2003**
- B. Status Report: July 2003 Financial Statements and August 2003 Disbursements**
- C. Status Reports: Monthly Development Report**
- D. Housing Management Report**
- E. Eligibility/Section 8 Reports**
- F. Legislative Update**
- G. Legislative Correspondence**

There was no discussion under Information.

COMMISSIONER COMMENTS

Commissioner Nichols explained that the map on the table was provided at his request and shows the locations of the Section 8 housing in the City of Salinas. He commented that he was going to the Salinas City Council meeting tomorrow to voice his concerns as a resident of the city regarding the police department's demands on the city's budget. He also noted that there are more shootings in East Salinas than being reported. Commissioner Nichols stated he was going to set up a meeting with the Block Captain and Ms. Warren.

Commissioner Escamilla commented that Commissioner Styles did a good job for the last 24 months. Commissioner Styles thanked Commissioner Escamilla and stated that HACM has come a long way but it took all the Commissioners together. Commissioner Escamilla suggested a letter in support of Commissioner Rosen's reappointment be brought to the next Board meeting for signature by all the Commissioners. Mr. Nakashima recommended that the letter of reappointment be delayed until after the holidays and closer to the expiration date of the Commissioner's appointment. The consensus of the Board was to delay the letter until after the holidays.

Commissioner Stewart commented he is looking forward to another year. He asked Commissioner Rosen if she would like to set the makeup of the Committees now? Commissioner Rosen asked Commissioner Styles if he would like to be on the Personnel Committee? Commissioner Styles replied that was fine. Commissioner Rosen stated the Finance/Development Committee would remain the same and the Personnel Committee would remain the same except for the exchange between herself and Commissioner Styles.

Commissioner Schneider thanked Commissioners Styles and Rosen for two years well served; they both did a very good job. She also congratulated the newly elected Chair and Vice Chair and wished them well in their new jobs.

Commissioner Rosen thanked the Board for electing her and commented that she wished Commissioner Styles could have served another year.

Commissioner Styles thanked the Board and staff for doing a tremendous job (these last two years) and that he was looking forward to another wonderful year.

CLOSED SESSION: See Closed Session between New Business items C and D above.

ADJOURNMENT

There being no further business to come before the Board, the meeting was adjourned at 9:30 p.m.