

ACTION
MINUTES OF THE ANNUALL BOARD MEETING
OF THE
HOUSING AUTHORITY OF THE COUNTY OF MONTEREY
HELD SEPTEMBER 27, 2004

Commissioners met at the Central Office. The meeting was called to order by Chair Michael Nichols at 5:18 p.m. Present: Chair Michael Nichols, Vice Chair Alan Styles (departed at 6:30 p.m.) and Commissioners: York Gin, Josh Stewart (arrived at 5:22 p.m.), Timothy Escamilla (departed at 6:05 p.m.), and Carol Schneider. Absent: Commissioner John Dalessio. Also Present: Jim Nakashima, Executive Director; Mary Jo Zenk, Deputy Executive Director/Chief Financial Officer; Barry Phillips, Chief Administrative Officer; Tony Caldwell, Chief Information Technology; Rosie Anderson, Director of Housing Assistance Programs; Jean Goebel, Director of Housing Management; Lynn Santos, Director of Finance; and Cheryl Ontiveros, Attorney. Recorder: Sandy Tebbs

The Board moved New Business item 10A, Election of Officers, forward to accommodate two Commissioners that need to depart the meeting early.

NEW BUSINESS

A. Election of Officers

Upon motion of Commissioner Escamilla, seconded by Commissioner Styles, the Board approved the procedure for election of officers. Motion carried with the following vote:

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

Secret ballots were provided to the Commissioners for the Chair position. Commissioner Alan Styles was the only Commissioner declaring his desire to run for Chair. Commissioner Styles was elected to the office of Chair with a vote of five to zero. Chair Styles to take the gavel at the next Board meeting.

Commissioner Stewart arrived at 5:22 p.m.

Secret ballots were provided to the Commissioners for the Vice Chair position. Commissioners declaring their desire to run for Vice Chair were Commissioners Michael Nichols, Carol Schneider, and Josh Stewart. Commissioner Nichols was elected to the office of Vice Chair with a vote of four to two.

Commissioner Nichols stated there was a nice gathering this afternoon for the staff to show appreciation and he wanted to personally add that he is very proud of the staff of this Housing Authority. Well done!

Commissioner Escamilla applauded Mr. Nakashima and staff

PRESENTATIONS

A. Year in Review: Ms. Zenk presented a PowerPoint of the Annual Report for the Housing Authority for 2003-2004. Commissioner Stewart requested a copy of the re-RIM letter and stated magnificent job by staff.

B. Recognition of Community Members: The Board presented Certificates of Appreciation to Brian Contreas, Dr. Wayne Clark, Pat Dyas, and Henry Ruhnke and thanked them for their support to the Housing Authority this last year. Mr. Nakashima stated Marilyn Dorman was included in this group but could not attend the meeting tonight. Her certificate will be mailed to her.

C. Service Awards: The Board presented Teresa Morales a Certificate and Pin for her Five Years of service to HACM. Chris Samanez and Teresa Leal were also to be awarded service certificates and pins, but were unable to attend the meeting tonight. Their certificates and pins will be presented to them by staff.

D. Special Recognition of HACM Commissioner: The Board presented Resolution 2263 to Commissioner York Gin for his 35 years of dedicated service as a Commissioner to this Board. Monterey County Board of Supervisor's Chair, Lou Calcagno, presented a County Resolution to Commissioner Gin for his years of service to the Housing Authority. HACM also presented a crystal vase to Mrs. Gin.

Commissioner Escamilla asked to make his Commissioner Comments at this time because he was departing the meeting early. Commissioner Escamilla commented that at our Annual meeting one can obviously reflect back at the outstanding work of the Housing Authority. It is based on leadership and I commend Mr. Nakashima and all of you (staff). As we have come through some difficult times and worked closely together, we find out truly what we are about in terms of integrity. I really commend all of you for that. Sometimes there were tough decisions to make in terms of time commitments and the sacrifices such as Commissioner Gin demonstrated with 35 years. In the private world it seems like we're always motivated for profit or self-serving and it is quite refreshing to see all of you here time and time again giving support to Mr. Nakashima so he can illustrate the right leadership and it trickles all the way down and I think it shows that it is evident and I want him (Mr. Nakashima) to know.

Commissioners Stewart and Escamilla requested New Business agenda item 10B, Bylaws, be tabled for a later time.

Commissioner Escamilla departed at 6:05 p.m.

BREAK: The Board recessed to a break from 6:05 to 6:30 p.m. to honor Commissioner Gin and the Housing Authority's special guests with a reception.

Commissioner Styles departed at 6:30 p.m.

The Board moved the Closed Session forward. The Board convened to Closed Session at 6:35 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 54956.9(a): Conference with Legal Counsel – Existing Litigation
Pamela Webster v. HACM
ACTION: No action taken

The Board reconvened to regular session at 6:50 p.m.

COMMENTS FROM THE PUBLIC: None

PUBLIC HEARING

Housing Authority of the County of Monterey PHA Plan: Vice Chair Nichols opened the Public Hearing on the Housing Authority of the County of Monterey PHA Plan at 6:52 p.m. Ms. Anderson explained the displacement points have been changed from 10 to 30 points. There were no comments from the public. Vice Chair Nichols closed the Public Hearing at 6:53 p.m.

CONSENT AGENDA

- A. **Resolution 2272: Personnel Complement Changes**
- B. **Conflict of Interest Code Local Biennial Notice**
- C. **Resolution 2275: Replacement Reserve Withdrawal - Parcel B Fence**
- D. **Resolution 2276: Approval of Revised Section 8 Voucher Requisition Budgets 2004/2005**

Commissioner Stewart pulled Consent Agenda item A, Resolution 2272: Personnel Complement Changes.

Upon motion by Commissioner Stewart, seconded by Commissioner Gin, the Board approved the Consent Agenda items B, C, and D. Motion carried with the following vote:

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

A. Resolution 2272: Personnel Complement Changes

To Commissioner Stewart's query, staff explained there was only one position increase for an Eligibility Specialist.

Upon motion by Commissioner Stewart, seconded by Commissioner Gin, the Board adopted Resolution 2272 revising the Personnel Complement to increase the number of Eligibility Specialist positions by one. Motion carried with the following vote:

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

REPORTS OF COMMITTEES

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

Commissioner Stewart complimented Starla Warren for obtaining the funds for the King City Migrant Center. Mr. Nakashima stated for the record that he also appreciated Pat Dyas for his efforts in the King City project.

REPORT OF SECRETARY

A. Executive Report: Mr. Nakashima stated it is a pleasure to serve a Board with such integrity.

NEW BUSINESS

A. Election of Officers: This item considered above.

B. Resolution 2273: Revised Bylaws: The Board tabled this item until January 2005.

C. Discussion of Duties of Commissioners: The Board Tabled this item until January 2005

INFORMATION

A. Administrative Report/Summary of Actions August/September 2004: No discussion; no action required.

B. Status Report: July 2004 Financial Statements and August 2004 Disbursements: No discussion; no action required.

C. Status Report: Monthly Development Report: No discussion; no action required.

D. Status Report: Monthly Housing management Report: No discussion; no action required.

E. Status Report: Eligibility/Section 8 Reports: No discussion; no action required.

F. Legislative Update: To Board query, staff explained that this report was not taking political sides on the issues, but rather reporting on the issues only.

G. Report on King City Migrant Reconstruction: No discussion; no action required.

H. Report on Commissioner Stipends: No discussion; no action required.

I. Follow-up and Referral Items: Commissioner Nichols pointed out for the record that the referral item on the union steward's request is attached.

COMMISSIONERS COMMENTS

Commissioner Stewart thanked Congressman Farr and the person from the State that came to this meeting. He congratulated Commissioners Styles and Nichols on winning the elections and stated he looks forward to working with them this next year; he hopes that the Board can resolve some of the problems that the Board has worked on this year. Commissioner Stewart thanked staff for the magnificent job on the Annual Report; that was a magnificent job. Keep up the good work; the Board is going to have to figure out a way to reward staff. Thank you again.

Commissioner Schneider congratulated Commissioner Gin for his service award and stated she was glad that Mrs. Gin was able to surprise him by attending tonight's award ceremony. Commissioner Schneider further commented staff did a really good job here and at the Staff Appreciation event at the Community Center; everything was very nice. Congratulations on a job well done!

Commissioner Nichols commented that everything was great today; it was very well orchestrated; staff did a good job. He enjoyed watching staff and you could tell by the reaction (of the employees) and just by their own pride that morale is up where it should be even with what HACM has been going through. Commissioner Nichols further commented depending on what develops in the morning that he either had a good long run at this job or he would be gone.

Mr. Nakashima asked to comment also. He thanked Commissioners Nichols and Schneider and stated it is always nice to see Commissioner representation at the staff appreciation events. It is good to know that the bosses are there to watch the employees get recognized. He stated HACM is only as good as the people that we have working for us--as he has stated many times. It means a lot to staff when the Commissioners tell them that they are appreciated. Mr. Nakashima relayed a story about a staff member that had received a direct call from the HUD Assistant Secretary of Section 8 in Washington, DC and the Specialist responded with confidence and professionalism; the Assistant Secretary was very impressed. Mr. Nakashima complimented Ms. Goebel, Ms. Anderson, and HACM's Receptionists for being the best reflection of this Housing Authority. He applauded the Directors and their staffs for their positive attitudes and professionalism when inspections take place. Mr. Nakashima applauded the Board for their knowledge and participation in the successes of HACM.

Commissioner Stewart thanked the Clerk to the Board for the job that she does for the Board.

ADJOURNMENT

There being no further business to come before the Board, the meeting was adjourned at approximately 7:20 p.m.