

ACTION
MINUTES OF THE REGULAR BOARD MEETING
OF THE
HOUSING AUTHORITY OF THE COUNTY OF MONTEREY
HELD JUNE 27, 2005

Commissioners met at the Central Office. The meeting was called to order by Chair Alan Styles at 6:10 p.m. Present: Chair Alan Styles and Commissioners: York Gin, Timothy Escamilla, John Dalessio, and Richard Rangel. Absent: Vice Chair Josh Stewart and Commissioner Merri Bilek. Also Present: Jim Nakashima, Executive Director; Mary Jo Zenk, Deputy Executive Director/Chief Financial Officer; Barry Phillips, Chief Administrative Officer; Rosie Anderson, Director of Housing Assistance Programs; Starla Warren, Director of Housing Development; and Lynn Santos, Director of Finance. Recorder: Sandy Tebbs.

PRESENTATION

Certificate of Service: Employee unable to attend.

COMMENTS FROM THE PUBLIC:

Brad Houston commented that he was the new President of the Monte Del Lago Mobile Home Park Homeowners' Association and hoped the Housing Authority had not forgotten about Monte Del Lago.

Mr. Elbert Cole commented about the issue of eminent domain, which was discussed in a previous meeting, that he didn't think there should be a restriction that would limit the homeowners' investment in his home.

CONSENT AGENDA

- A. Minutes—Approval of Minutes of the Board Meeting held May 20, 2005**
- B. Resolution 2332: Resolution to Modify Retirement Plan (MassMutual)
Resolution 2333: Resolution to Modify Deferred Compensation Plan (AIG Valic)**
- C. Resolution 2337: Housing Choice Voucher Landlord Write-off Debts**
- D. Resolution 2340: Approve \$4,000,000 Line of Credit with Community Bank**
- E. Resolution 2341: Resolution of Acceptance for Tynan Village**
- F. Resolution 2342: Re-Loan of Funds from the HELP Revolving Loan Fund #091099-05**
- G. Resolution 2343: Initial Loan of Funds from the HELP Revolving Loan Fund #020703-09**

Commissioner Escamilla requested Consent Agenda item B be pulled.

Upon motion by Commissioner Gin, seconded by Commissioner Rangel, the Board approved Consent Agenda items A, C, D, E, F, and G. Motion carried with the following vote:

AYES: Styles, Gin, Escamilla, Dalessio, Rangel
NOES: None
ABSENT: Stewart, Bilek

- B. Resolution 2332: Resolution to Modify Retirement Plan (MassMutual)
Resolution 2333: Resolution to Modify Deferred Compensation Plan (AIG Valic)**

Commissioner Escamilla stated for the record that these changes are statutory.

Upon motion by Commissioner Dalessio, seconded by Commissioner Escamilla, the Board approved Consent Agenda item B. Motion carried with the following vote:

AYES: Styles, Gin, Escamilla, Dalessio, Rangel
NOES: None
ABSENT: Stewart, Bilek

REPORTS OF COMMITTEES

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|-------------------------------------|--------------------------------------|
| Personnel Committee | Commissioner Josh Stewart, Chairman |
| Finance/Development Committee | Commissioner Tim Escamilla, Chairman |
| Monterey County Housing, Inc. | Commissioner Tim Escamilla, Rep. |
| Affordable Acquisitions | Commissioner Tim Escamilla, Rep. |
| Ad Hoc Committee for Rippling River | Commissioner Alan Styles, Chairman |
| Resident Advisory Council | Commissioner Richard Rangel, Rep. |

Commissioner Dalessio reported that items from the Personnel Committee are on the agenda.

Commissioner Escamilla reported the Finance/Development Committee just had a Special Committee meeting on an item that is on the Board agenda.

Commissioner Escamilla reported on Monterey County Housing, Inc. (MCHI) and Affordable Acquisitions (MCHI-AA) that MCHI forgave the Housing Authority \$100K based on a transaction that took place a long time ago. For the record Commissioner Escamilla requested the Board review the financial transactions between the Housing Authority and MCHI and MCHI-AA. Commissioner Escamilla further requested he be replaced as the Housing Authority Representative to MCHI and MCHI-AA and that a term length for this Representative be considered.

Chair Styles requested Commissioner Escamilla's name be placed on the agenda as the Chairman of the Ad Hoc Committee for Rippling River. Commissioner Escamilla reported that the Joint Ad Hoc Committee has requested another joint meeting on July 8th. Ms. Zenk stated the Joint Ad Hoc Committee meeting is to plan the agenda for the Joint Board meeting.

Commissioner Rangel reported the Resident Advisory Council meetings have been going well and residents from Monterey are also attending. To query, Commissioner Dalessio stated that Rippling River residents have been meeting with Supervisor Potter.

REPORT OF SECRETARY

A. Executive Report

Mr. Nakashima reported that his report is tailored to the federal and state issues affecting Housing Authorities. He congratulated Ms. Zenk and Staff for HACM's High Performer status again. Mr. Nakashima stated there was still no selection for the Assistant Secretary for Indian and Public Housing. In a short discussion on the lack of HUD's ability to financially help Housing Authorities, Commissioners Dalessio and Escamilla suggested a letter be sent to the Governor of California explaining how HUD's inability to help this Housing Authority is affecting our high performance status with an emphasis on the assets and efficiency of HACM. Mr. Nakashima stated he would submit a draft letter for the Board's approval. To query on comparison of performance scores with other Housing Authorities, Mr. Nakashima reported that HUD couldn't give out that information.

OLD BUSINESS

A. Board Retreat

The Board selected July 22, 2005 as the date of the Board Retreat and requested Mr. Nakashima contact the facilitators for an agenda.

NEW BUSINESS

A. Resolution 2335: Semi-Annual Write-offs

Commissioner Escamilla requested the comparison chart on these write-offs be included in future write-offs with less detail and that the write-offs be included on the Board referral report to determine if there are any trends that might lead to reduced write-offs.

Upon motion by Commissioner Dalessio, seconded by Commissioner Rangel, the Board adopted Resolution 2335, approval of the Housing Management Write-offs as submitted in the total of \$47,070.27. Motion carried with the following vote:

AYES: Styles, Gin, Escamilla, Dalessio, Rangel
NOES: None
ABSENT: Stewart, Bilek

B. Resolution 2336: Housing Choice Voucher Program Participants Write-off Debts

Commissioner Escamilla requested that this be added to the Board Referral list also and that the next write-off chart show the amount of outstanding notes, write-offs, and collections.

Upon motion by Commissioner Escamilla, seconded by Commissioner Gin, the Board adopted Resolution 2336, approval of the Housing Choice Voucher Program Participants Write-offs in the total of \$29,213.74 for the period ending June 27, 2005. Motion carried with the following vote:

AYES: Styles, Gin, Escamilla, Dalessio, Rangel
NOES: None
ABSENT: Stewart, Bilek

C. Resolution 2338: Revised Inducement Resolution – Tynan Village

Upon motion by Commissioner Escamilla, seconded by Commissioner Rangel, the Board adopted Resolution 2338, approval of the revised Tynan Village Inducement Resolution. Motion carried with the following vote:

AYES: Styles, Gin, Escamilla, Dalessio, Rangel
NOES: None
ABSENT: Stewart, Bilek

D. Resolution 2339: Approve Contract for Auditors

The Board requested the process of selecting the Auditors and the Commissioners' involvement in that process be placed on the agenda for the next Board meeting. Mr. Nakashima recommended that the contracts requiring Board policy be included.

Upon motion by Commissioner Dalessio, seconded by Commissioner Escamilla, the Board adopted Resolution 2339 approving the contract to Hayashi and Wayland for the Housing Authority Auditors. Motion carried with the following vote:

AYES: Styles, Gin, Dalessio, Rangel
NOES: None
ABSENT: Stewart, Bilek
ABSTAIN: Escamilla

E. Resolution 2334: Agency-wide Budget 2005-2006

Ms. Santos presented a PowerPoint on the recommended Agency-wide Budget 2005-2006. During the presentation, Commissioner Escamilla requested the policy on the use of development fees be added to the agenda for the retreat. Ms. Zenk suggested a chart

be set up to show the history and projections of the development fees. The Board requested more information be provided on the financial future of HACM.

Upon motion by Commissioner Escamilla, seconded by Commissioner Rangel, the Board Adopted Resolution 2334 approving the Agency-Wide Budget for the 2005-2006 fiscal year. Motion carried with the following vote:

AYES: Styles, Gin, Escamilla, Rangel
NOES: None
ABSENT: Stewart, Bilek
ABSTAIN: Dalessio

F. Request for \$100 for Resident Advisory Council Start-up Funds

Upon motion by Commissioner Escamilla, seconded by Commissioner Gin, the Board approved \$100 from the Commissioners' budget be provided to the Resident Advisory Council for start-up funds. Motion carried with the following vote:

AYES: Styles, Gin, Escamilla, Dalessio, Rangel
NOES: None
ABSENT: Stewart, Bilek

INFORMATION

- A. Administrative Report/Summary of Actions for May/June 2005**
- B. Status Report: April 2005 Financial Statements and May 2005 Disbursements**
- C. Status Report: Monthly Development Report**
- D. Status Report: Monthly Housing Management Report**
- E. Status Report: Eligibility/Section 8 Reports**
- F. Status Report: Software Migration Update**
- G. Legislative Update**
- H. Legislative Correspondence**
- I. Follow-Up & Referral Items**

There was no discussion on the information items and no action required.

COMMISSIONER COMMENTS

Commissioner Rangel thanked the Board for the approval of the \$100 for the Resident Advisory Council start-up funds; he stated he would update the Board on how the money is spent.

Commissioner Escamilla commented that he had decided to resign in October 2005 to further his education.

Commissioner Styles commented that as a young man, he respects the decision of Commissioner Escamilla.

Commissioner Styles and the Board wished Mr. Phillips and Ms. Warren a Happy Birthday in June.

ADJOURNMENT

There being no further business to come before the Board, the meeting was adjourned at 8:15 p.m.

Chairman

ATTEST:

Secretary

Date