

**ACTION  
MINUTES OF THE REGULAR BOARD MEETING  
OF THE  
HOUSING AUTHORITY OF THE COUNTY OF MONTEREY  
HELD MARCH 27, 2006**

Commissioners met at the Central Office. Chair Alan Styles called the meeting to order at 6:02 p.m. Present: Chair Alan Styles, Vice Chair Josh Stewart, and Commissioners: York Gin, Timothy Escamilla, and Richard Rangel, John Dalessio and Merri Bilek. Also Present: Jim Nakashima, Executive Director; Mary Jo Zenk, Deputy Executive Director/Chief Financial Officer; Tony Caldwell, Chief Information Officer; Jean Goebel, Director of Housing Management; Rosie Anderson, Director of Housing Assistance Programs, Starla Warren, Director of Housing Development; Lynn Santos, Director of Finance; Meredith McCormack, Human Resources Manager; Sandy Tebbs, Executive Assistant and Cheryl Carlson, Legal Counsel. Recorder: Caritina Carbajal

Cheryl Carlson, Board legal counsel was present for part of the meeting.

**3. PRESENTATION:**

- A. Introduction of the Housing Authority of the County of Monterey's second Section 8 Homeowner, Sandra Pimentel and daughter Mandy. Ms. Pimentel thanked Vivian Brennand and Carolina Sahagun for all their support and guidance.
- B. Yardi Software demonstration by Tony Caldwell

**4. COMMENTS FROM THE PUBLIC**

Sandy Tebbs announced her resignation and said it was a great honor to have worked with a fine group of Commissioners. She thanked them.

**5. PUBLIC HEARING**

The Chair opened the Public Hearing at 6:45 p.m.

HACM's PHA Plan. No public comments. Carolina Sahagun, Assistant Director of Housing Programs reported that we received no comments during the 45-day comment period.

Upon motion by Commissioner Rangel, seconded by Commissioner Gin, the Board approved all changes to the PHA Plan. Motion carried with the following vote:

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

The Chair closed the Public Hearing at 6:47 p.m.

**6. CONSENT AGENDA**

- A. Minutes—Approval of Minutes of the Regular Board Meeting held February 27, 2006
- B. Resolution 2406- Authorization to Write-Off Receivable from VTC was approved

Upon motion by Commissioner Rangel, seconded by Commissioner Gin, the Board approved Consent Agenda items A through B. Motion carried with the following vote:

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

**7. REPORTS OF COMMITTEES**

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

Commissioner Stewart reported that items from the Personnel Committee meeting are on the agenda

Commissioner Escamilla reported that items from the Finance/Development Committee meeting are on the agenda.

Commissioner Stewart reported that MCHI did not meet this month.

Commissioner Stewart reported that MCHI/MCHI-AA did not meet this month.

Commissioner Escamilla reported that the Ad Hoc Committee for Rippling River did not meet this month.

Commissioner Rangel reported that the RAC met on March 16<sup>th</sup>. Maria Hernandez talked to our residents about the HUD resident service and satisfactory survey that will be coming in the mail to residents.

**8. REPORT OF SECRETARY**

**A. Executive Report:**

Mr. Nakashima reported that Commissioner Stewart and Mary Jo Zenk went to a National NAHRO Legislative Conference and had good meeting with HUD Headquarters staff. Mr. Nakashima, Commissioner Stewart and Ms. Zenk met with Congressman Farr who continues to be a strong advocate for HACM. Commissioner Stewart reported out from the Conference some issues he learned. No Action Required.

**9. OLD BUSINESS**

**A. Rippling River- County's rewritten loan document**

Board directed staff to complete drafts for the Promissory Note, Deed of Trust and Regulatory Agreements prior to addressing the proposed changes to the already approved sub recipient agreement. The Board does not want anything to jeopardize funding for this project. The Board said they are willing to have a Special Board Meeting in April if necessary to approve these documents prior to closing. No motion was made.

**B. Monte Del Lago Status Report**

Three residents from Monte del Lago made statements to the board. Jean Bentel stated that the rents are being raised and she could not afford it anymore. Brad Houston also expressed his concern regarding high rent issues. Mr. Styles, as chair of the board, read the following statement. "We have made an offer and Equity Lifestyles had scheduled a meeting with our attorneys. That meeting was cancelled by Equity Lifestyles and has not been rescheduled. We do not have any further information and do not wish to raise the hopes that something may happen. We do not know."

No other comments. No action taken.

**10. NEW BUSINESS**

**A. Resolution 2402: Authorization to add HACM to Moving to Work Legislation.**

Upon motion by Commissioner Escamilla, seconded by Commissioner Stewart, the Board adopted Resolution 2402, approval of Authorization to add HACM to Moving to Work Legislation. Motion carried with the following vote:

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

**B. Resolution 2405: HCV Program Administrative Plan**

Upon motion by Commissioner Stewart, seconded by Commissioner Dalessio, the Board adopted Resolution 2405 to accept any changes and update the HCV Program Administrative Plan. Board asked for staff to provide list of all preferences and would like to know what percentage of people on our waiting list live outside the country. Staff will bring information to the Board. Motion carried with the following vote:

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

**C. Resolution 2407: Submittal of application and Execution of MHP funding for acquisition and rehab at "Lakeview"**

Upon motion by Commissioner Escamilla, seconded by Commissioner Rangel, the Board adopted Resolution 2407 authorizing the Executive Director to submit an application for MHP funding for Lakeview and execute any agreements should we be awarded.

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

**D. Resolution 2408: Authorizing the Selection of Tax Credit Equity Partners related to the financing of Rippling River in Carmel Valley, California**

Upon motion by Commissioner Dalessio, seconded by Commissioner Bilek, the Board adopted Resolution 2408 accepting Staff and Financial Advisors' recommendation to award this project to Alliant Capital. Motion carried with the following vote:

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

**E. Resolution 2409: PHA Certification of Compliance with the PHA Plan and Related Regulations (2006)**

Upon motion by Commissioner Stewart, seconded by Commissioner Dalessio, the Board adopted Resolution 2409 to approve the Agency's Annual PHA Plan. Motion carried with the following vote:

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

**F. Resolution 2410: Authorization to secure financing for anticipated construction cost shortfall**

Resolution was amended to change amount from \$5.2 million up to \$5.6 million. Commissioner Escamilla recommended staff ask Lender for letter agreeing to financing

this bridge loan and bring to the Board.

Upon motion by Commissioner Dalessio, seconded by Commissioner Bilek, the Board adopted Resolution 2410, authorizing to secure financing for anticipated construction cost shortfall. Motion carried by roll call vote:

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

**G. Resolution 2411: Authorization to enter into a Housing Cooperation Agreement with the City of Gonzales**

Upon motion by Commissioner Dalessio, seconded by Commissioner Rangel, the Board adopted Resolution 2411, authorize the Executive Director to enter into a Housing Cooperation Agreement with the City of Gonzales. Motion carried with the following vote:

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

**H. Resolution 2412: Authorizing the Submittal of an Application for funding from the 2006 Multifamily Housing Program of the State of California, Department of Housing and Community Development for the Proposed Mixed Income Housing Project know as “Tynan Village” in the City of Salinas**

Upon motion by Commissioner Bilek, seconded by Commissioner Rangel, the Board adopted Resolution 2412, authorizing the Executive Director to submit an application for MHP funding and execute any agreements should we be awarded, for the Front Street Project known as “Tynan Village”. Motion carried with the following vote

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

**I. Resolution 2413: Authorizing the Submittal of an Application for Funding from the Multifamily Housing Program of the State of California, Department of Housing and Community Development for the proposed Affordable Rental Housing Project known as “Benito Street Affordable” in the City of Soledad**

Upon motion by Commissioner Bilek, seconded by Commissioner Rangel, the Board adopted Resolution 2413, authorizing the Executive Director to submit an application for MHP funding and execute any agreements should we be awarded, for the Benito Street Affordable project. Motion carried with the following vote:

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

**J. Resolution 2414: Authorizing the Submittal of an Application for Funding from the Multifamily Housing Program of the State of California, Department of Housing and Community Development for the Proposed Affordable Rental Housing Project known as “Monterey Street Affordable” in the City of Soledad**

Upon motion by Commissioner Bilek, seconded by Commissioner Rangel, the Board adopted Resolution 2414, authorizing the Executive Director to submit an application for MHP funding and execute any agreements should we be awarded, for the proposed

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Affordable Rental Housing Project known as “Monterey Street Affordable” in the City of Soledad. Motion was carried with the following vote:

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

**K. Required Ethics Training – new law Revised Travel Reimbursement Policy for Commissioners and Staff**

Board directed staff to bring back revised travel policy to Personnel Committee for April Board Meeting. Staff will check with Board counsel for possible date to schedule this ethics training for HACM Board. If Board members take this ethics training elsewhere, Board members would need to provide a certification of training with date taken. No action required.

**11. INFORMATION**

- A. Administrative Report/Summary of Actions Feb 2006
- B. Status Report: January 2005 Financial Statements and February 2006 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. Media Update
- J. Percentage Increase to Management/Confidential Position Salary Ranges
- K. Follow-up & Referral items

There was no further discussion on any other Information Items; no action required.

**COMMISSIONER COMMENTS:**

Commissioners thanked Sandy for all her hard work and complimented her many years as Clerk to the Board. Commissioner Rangel said “Thank you Sandy”, Commissioner Stewart said “We will miss you Sandy, I wish you the best and Thank you”, Commissioner Dalessio, Bilek, Escamilla, and Styles all thank Sandy and wished her luck. Mr. Nakashima said, “Sandy has been here 8 years, I will miss you. Sandy has tremendous loyalty, integrity, and confidentiality, which he respects.

**ADJOURNMENT**

There being no further business to come before the Board, the meeting was adjourned at 9:00 p.m.

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Chairman

ATTEST:

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Secretary

\_\_\_\_\_  
Date