

**ACTION
MINUTES OF THE REGULAR BOARD MEETING
OF THE
HOUSING AUTHORITY OF THE COUNTY OF MONTEREY
HELD DECEMBER 18, 2006**

Commissioners met at the Central Office. The meeting was called to order by Chair Josh Stewart at 4:00 p.m. Present: Chair Josh Stewart, Vice Chair Alan Styles, and Commissioners Richard Rangel, York Gin, John Dalessio, and Merri Bilek. Absent: Commissioner Timothy Escamilla. Also Present: Jim Nakashima, Executive Director; Mary Jo Zenk, Deputy Executive Director/Chief Financial Officer, Tony Caldwell, Chief Information Officer; Meredith McCormack, Human Resources Manager; Starla Warren, Director of Housing Development; Lynn Santos, Director of Finance; Jean Goebel, Director of Housing Management; Recorder: Caritina Carbajal.

COMMENTS FROM THE PUBLIC:

Commissioner Stewart reported how impressed he is with HACM staff. He added that staff has out done themselves and talked about all the positive comments he has heard from the public.

PUBLIC HEARING

Commissioner Stewart opened the public hearing for the Revisions to the Section 8 Housing Choice Voucher Program (HCV) Administrative plan at 4:09 p.m.

There being no comments from the public for the hearing, the hearing was closed at 4:10 p.m.

CONSENT AGENDA

- A. Minutes - Approval of Minutes of the Special Board Meeting held November 14, 2006**
- B. Minutes - Approval of Minutes of the Regular Board Meeting held November 27, 2006**
- C. Resolution 2461: Revision to Conflict of Interest Policy**
- D. Resolution 2462: Eligibility Specialist Pay Range Modification**
- E. Resolution 2463: Approve Amendment to Bylaws for Resident Advisory Council**
- F. Resolution 2464: Approving Revisions to Section 8 Housing Choice Voucher Program (HCV) Administrative Plan**
- G. Resolution 2466: Semi-Annual Write-offs**

Upon motion by Commissioner Styles, seconded by Commissioner Gin, the Board approved the Consent Agenda item A-G. Motion carried with the following vote:

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

REPORTS OF COMMITTEES

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

Jim Nakashima, President to the following committees:
Monterey County Housing Authority Development Corporation
Tynan Village, Inc.

Jim Nakashima, Authorized Signature to the following committees:
Monterey County Affordable Housing LLC & Tynan Village Affordable Housing LP

Rippling River Affordable Housing LLC & LP
Soledad Affordable Housing LLC, & Benito FLC, LP
Soledad Affordable Housing LLC & Benito Street Affordable Housing LP
Soledad Affordable Housing LLC & Monterey Affordable Housing LP

Personnel Committee – All items on agenda. No Action Required.

Finance/Dev Committee – Commissioner Stewart named Commissioner Styles chair of the Finance/Dev Committee and asked that the agenda be changed to reflect that. No Action Required.

MCHI and MCHI AA – Commissioner Stewart reported that MCHI board met last week and would report to the board at a later date. No Action Required.

AdHoc Committee for Rippling River – Commissioner Styles reported no meetings have been held. No Action Required.

Resident Advisory Council – Commissioner Rangel reported this committee would not meet until the December 21, 2006. A special meeting was held where the board was advised that the change to the RAC bylaws was going to HACM board. No Action Required.

Monterey County Housing Authority Development Corporation – No Action Required

Tynan Village, Inc. – Mr. Nakashima reported that the Tynan Village groundbreaking ceremony took place on December 15, 2006 and was a very successful event.

Monterey County Affordable Housing LLC & Tynan Village Affordable Housing LP – Nothing to report.

Rippling River Affordable Housing LLC & LP – Nothing to report.

Monterey County Housing Authority Development Corp & Benito FLC, LP – Nothing to report.

Soledad Affordable Housing LLC & Benito Affordable, FLC, LP – Nothing to report.

Soledad Affordable Housing LLC & Monterey Affordable Housing LP- Nothing to report.

Mr. Nakashima reported that all information is included in the Development report provided.

REPORT OF SECRETARY

A. Secretary Report

Mr. Nakashima reported that Commissioner Timothy Escamilla finished his Executive MBA from Duke University and graduated as one of the top 10% of his class.

Commissioner Stewart asked for a commendation to be presented at the next meeting for Commissioner Escamilla.

Commissioner Stewart congratulated Ms. Warren and her staff on her accomplished hard work for the mission. Item 8B was moved up for discussion to accommodate the public.

NEW BUSINESS

A. Resolution 2465: Disposition or long-term lease of Casas del Sol

Staff brought this item back to the board with the recommendation of selling property or pursuing long-term lease to non-profit organization with the need for housing low-income individuals.

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Upon motion by Commissioner Styles, seconded by Commissioner Gin the Board adopted Resolution 2465, Disposition or long-term lease of Casas del Sol. Motion carried with the following vote:

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

B. Resolution 2467: Approve Disposition of Gabilan Court Public Housing Units Site CA 33-2 in Gonzales

There were fourteen residents present adults and children whom expressed appreciation for this opportunity to move into new housing. One resident noted that the smell surrounding the property is extremely bad and she is anxious for this process to begin. A 12 year old resident provided Ms. Warren with his own revised housing sketch.

Commissioner Stewart thanked residents from Gonzales for taking the time to come to the meeting in support of Resolution 2467. Claudia Rivera, Assistant Director of Housing Management provided translation of the meeting to the residents in Spanish.

Upon motion by Commissioner Rangel, seconded by Commissioner Bilek the Board adopted Resolution 2467, Approving the Disposition of Gabilan Court Public Housing Units Site CA 33-2 Gonzales. Motion carried with the following vote:

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

C. Procuring General Counsel and Legal Services

Commissioner Stewart discussed current legal expenses with staff and shared different options that will cut down the cost using a part-time or full-time on site attorney.

Board recommends this item continue for discussion at the Personnel Committee level and directed staff to send out an RFP in January for legal services in such as way to divide up services if needed. Staff will compare costs with other agencies.

Mr. Nakashima will consult with Chair on another extension to extend legal contract for an additional 90 days.

D. HACM Legislative Priorities for State

Commissioner Stewart proposed sending this back to the Personnel Committee for discussion and asked them to bring back to the board with a recommendation.

E. HACM Support in Maintaining Affordable Housing in Perpetuity

Board determined that they will not pursue this as a board.

INFORMATION

- A. Administrative Report/Summary of Actions for November/December 2006
- B. Status Report: October 2006 Financial Statements and November 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. Media Update
- I. Follow-up & Referral items

No action required for items 9A-9I.

COMMISSIONER COMMENTS:

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Commissioner Dalessio provided update on Rippling River and acknowledged Commissioner Bilek's involvement and thanked her.

Commissioner Bilek said she was very pleased with the work being done at Rippling River.

Commissioner Dalessio wished everyone happy holidays.

Commissioner Rangel thanked staff for the great Tynan Village event and mention it was very moving. He complimented Ms. Warren and her staff in doing such a wonderful job.

Commissioner Styles commented on the Tynan Village groundbreaking and said people are still talking about how great it was. He complimented Ms. Nguyen's hard work.

Commissioner Stewart noted it was the last meeting of this year and said staff is wonderful.

ADJOURNMENT

There being no further business to come before the Board, the meeting was adjourned at 5:45 p.m.

Chairman

ATTEST:

Secretary

Date