

**ACTION
MINUTES OF THE REGULAR BOARD MEETING
OF THE
HOUSING AUTHORITY OF THE COUNTY OF MONTEREY
HELD NOVEMBER 26, 2007**

Commissioners met at the Central Office. Chair Josh Stewart called the meeting to order at 6:09 p.m. Present: Chair Josh Stewart, Vice Chair Alan Styles, and Commissioners York Gin, John Dalessio, Richard Rangel, Merri Bilek, and Elizabeth Williams. Also Present: Jim Nakashima, Executive Director; Mary Jo Zenk, Deputy Executive Director; Starla Warren, Director of Housing Management; Kelly Halcon, Human Resources Manager; Lynn Santos, Director of Finance; Susan Imwalle, Assistant Director of Finance; Jean Goebel, Director of Housing Management; Rosie Anderson, Director of Housing Assistance Programs; Kim Stemler, MICHI Executive Director; Recorder: Caritina Carbajal.

PRESENTATIONS

A moment of Silence was called by Chair Josh Stewart in memory of Supervisor Jerry Smith. The HACM Board had a plaque made for Supervisor Smith and was given to the family at the funeral services.

COMMENTS FROM THE PUBLIC:

Doreen and Rick Mathews from the Mediation Center were present for item 8A on the agenda.

CONSENT AGENDA

- A. Minutes - Approval of Minutes of the Regular Board Meeting held October 22, 2007**
- B. Resolution 2521: Authorization for ED to apply for relocation vouchers for Haciendas de San Vicente (Soledad, Monterey Street)**
- C. Resolution 2522: Authorization for ED to apply for relocation vouchers for Gabilan Vista**

Upon motion by Commissioner Williams, seconded by Commissioner Bilek the Board approved Consent Agenda items A- C. Motion carried.

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

REPORTS OF COMMITTEES

Personnel Committee	Commissioner John Dalessio, Chairman
Finance/Development Committee	Commissioner Alan Styles, Chairman
Monterey County Housing, Inc.	Starla Warren & Tony Caldwell, Rep.
Affordable Acquisitions	Starla Warren & Tony Caldwell, Rep.
AdHoc Committee for Rippling River	vacant, 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 – Commissioner Dalessio reported that the Committee had met at 4:30 p.m. prior to the Board meeting and request to table Resolution 2519 until next month for further discussion. No Action Required.

Finance/Dev Committee –No additions to report were made. No Action Required.

MCHI and MCHI AA – A report prepared by MCHI ED was distributed to the board of Commissioners and to staff. Ms. Warren reported on progress made by MCHI board. Commissioner Williams requested follow-up on comment in MCHI report regarding the Plaza House parking. No Action Required.

Resident Advisory Council – Commissioner Rangel provided a report hand out on the meeting held November 15, 2007. No Action Required.

Monterey County Housing Authority Development Corporation – No Action Required.

Tynan Village, Inc. – No Action Required.

Monterey County Affordable Housing LLC & Tynan Village Affordable Housing LP – No Action Required.

Rippling River Affordable Housing LLC & LP – No Action Required.

Monterey County Housing Authority Development Corp & Benito FLC, LP – No Action Required.

Soledad Affordable Housing LLC & Benito Affordable, FLC, LP – No Action Required.

Soledad Affordable Housing LLC & Monterey Affordable Housing LP- No Action Required.

REPORT OF SECRETARY

A. Secretary Report

Nothing to add to report. No Action Required

NEW BUSINESS

A. Mediation Center Donation Plan:

Ms. Mathews reported that the Mediation Center is in need of funds. The Board requested that a resolution be provided at the next board meeting to commit funds for the Conflict Mediation Center. The Board noted that we had only paid \$1000 of the \$10,000 that had been reserved the Center last year. The Board also agreed to provide \$1000 to Ms. Mathews by written request if needed sooner than next month.

B. Breakdown of Legal costs and contracts

Ms. Santos provided a summary of legal costs for previous years and the current contract for legal services.

Commissioner Stewart asked Mr. Nakashima to remind Tom Griffin of the packaged cost for uncontested eviction. He added that the legal firm should know that the board will be reviewing the legal bills.

C. Resolution 2519: Authorization of Revision of the PHA-owned properties grievance procedure

This item was tabled until the next month at request of the Personnel Committee.

**D. Resolution 2520: Authorizing a change in Personnel Complement
Finance/Accounting Department**

Upon motion by Commissioner Bilek, seconded by Commissioner Styles the Board approved Resolutions 2520. Motion carried with the following vote:

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

E. Commissioner Holiday Dinner

Commissioner Stewart assigned Commissioner Williams and Clerk to the Board to plan this dinner. The Board meeting for that evening will begin at 5:00 p.m. and the Dinner reservations shall be for 7:00 p.m. MCHI Board and spouses will be invited as well this year.

INFORMATION

- A. Administrative Report/Summary of Actions for October 2007/November 2007**
- B. Status Report: November 2007 Financial Statements and December 2007 Disbursements**
- C. Status Report: Monthly Development Report**
Nothing to add.
- B. Status Report: Monthly Housing Management Report**
Nothing to add.
- C. Status Report: Eligibility/Section 8 Reports**
Nothing to add.
- F. Status Report: Software Migration Update**
- G. Legislative Update**
- H. Media Update**
- I. Quarterly Cash Report**
- J. Follow-up & Referral items**
- K. MDC-20:** Approve contracting out Property Management services for Rippling River Affordable Housing, LP - Information only
MDC-21: Approve contracting out of Property Management services for Benito FLC, LP – Information Only
MDC-22: Signature Authority for the President and Corporate Secretary and Unanimous consent of Officers/Directors of Corporation Authorizing Borrowing – Information Only
TVI-08: Power Purchase Agreement –Tynan Village- Information Only

No action required for items 9A-9K

COMMISSIONER COMMENTS:

Commissioner Williams asked staff to provide information on traffic impact on the new Gonzales project. (Fano Vista)

ADJOURNMENT

There being no further business to come before the Board, the meeting was adjourned at 7:32 p.m.

November 26, 2007

Chairman

ATTEST:

Secretary

Date