

**ACTION**  
**MINUTES OF THE FINANCE/DEVELOPMENT COMMITTEE MEETING**  
**OF THE**  
**HOUSING AUTHORITY OF THE COUNTY OF MONTEREY**  
**HELD ON DECEMBER 11, 2007**

Chair Alan Styles called the meeting to order at 11:35 a.m. Present: Commissioner Alan Styles York Gin and Commissioner Elizabeth Williams; Absent: Commissioner York Gin; Also Present: Jim Nakashima, Executive Director; Mary Jo Zenk, Deputy Executive Director, Starla Warren , Director of Development; Tony Caldwell, Chief Information Officer; Lynn Santos, Director of Finance; Susan Imwalle, Assistant Director of Finance, Rosie Anderson, Director of Housing Programs; and Recorder: Caritina Carbajal  
Commissioner Gin arrived at 11:36 a.m.

**COMMENTS FROM THE PUBLIC:**

No public comments.

**MINUTES**

The minutes for the November 20, 2007 were moved for approval by Commissioner Williams, seconded by Commissioner Styles. Motion carried

**NEW BUSINESS**

**A. Resolution 2523: Approve Semi-Annual Write-Offs for HACM**

Motion was made by Commissioner Williams, seconded by Commissioner Gin, to recommend Resolution #2523 be placed under New Business for full Board approval.

Commissioners asked staff to bring back to the board thoughts and ideas for options to assist families who are becoming homeless due to forelosures.

**B. Resolution 2524: Approve Revised Program for HHS Fort Ord Warehouse**

Motion was made by Commissioner Williams, seconded by Commissioner Gin, to recommend Resolution 2524, be placed on the New Business for Board discussion only. Motion carried.

**INFORMATION**

**A. Status Report: September 2007 Financial Statements and October 2007 Disbursements**

Mr. Nakashima requested that Commissioner Dalessio make a call right away to Supervisor Potter to further discuss the \$1.1 million we are owed by the County's Housing and Redevelopment department. Commissioner Styles said he will call the CAO. No action required.

**B. Status Report: Monthly Development Report:**

Ms. Warren talked about the Greenfield project and stated that we need to find a lender that will do Mortgages and the Construction loan for this project. No Action Required.

**C. Status Report: Monthly Housing Management Report:**

No action required.

**D. Administrative Report:**

Mr. Caldwell reported they hope have YARDI live by January 1, 2008 or February 1, 2008. No action required.

**FUTURE AGENDA ITEMS**

None

**COMMISSIONER COMMENTS:**

Commissioners discussed timeline for items and reports for Committee meetings and Board meetings. No handouts nor walk in reports or resolutions will be accepted from the Board. These items must be turned in by deadline given by the clerk to the board in order for

December 11, 2007

information to be received on time by Commissioners. This allows Commissioners the opportunity to read and understand all material in advance. All items will be due the Wednesday before the meetings by 5:00 p.m. Emergency items will only be allowed by the Development department upon board approval to amend the agenda.

**ADJOURNMENT**

There being no further business to come before the Committee, the meeting was adjourned at 1:10 p.m.

\_\_\_\_\_  
Vice Chairman

ATTEST:

\_\_\_\_\_  
Secretary

\_\_\_\_\_  
Date