

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

Commissioners met at the Central Office. The meeting was called to order by Chair Josh Stewart at 6:00 p.m. Present: Chair Josh Stewart and Commissioners Alan Styles, Richard Rangel, York Gin, and John Dalessio. Absent: Commissioners Merri Bilek and Timothy Escamilla. Also Present: Jim Nakashima, Executive Director, Tony Caldwell, Chief Information Officer; Starla Warren, Director of Housing Management; Meredith McCormack, Human Resources Manager; Lynn Santos, Director of Finance; Jean Goebel, Director of Housing Management; Rosie Anderson, Director of Housing Assistance Programs; Barbara Mulholland, Procurement & Contract Manager; Cheryl Carlson, Legal Counsel; Recorder: Caritina Carbajal.

**COMMENTS FROM THE PUBLIC:**

Margarita Rosas from Hacienda Plaza expressed her concerns about parking and people living on site who are not leased residents. She complained about the caretaker not doing a productive job and having a problem with keeping confidentiality. Some of the residents have brought to Ms. Rosas attention that the caretaker has advised them of her complaints and Ms. Rosas now fears that the residents may retaliate against her. She would like to start a Neighborhood Watch program at the site but was told by the site manager that she could not.

Andrew Devogelaere a Federal employee and resident of Moss Landing Heights spoke on the pending sale of two Housing Authority homes. He commented that the area had come a long way from what it used to be and would like the Housing Authority to put a preference for people who are invested in Moss Landing to be selected first. He also wants the Housing Authority to strictly enforce the sales contract on these units.

Commissioner Stewart noted that the board could not respond at this time but that staff will get back to them.

**CONSENT AGENDA**

- A. Minutes - Approval of Minutes of the Special Board Meeting held January 22, 2007**
- B. Resolution 2473: Approve Reclassification of Office Assistant II to Administrative Assistant to Director of Housing Management in the Housing Management Department and Amend the Personnel Complement to Reflect the Change**
- C. Resolution 2475: Change to HACM Personnel Policy 905-Travel and Entertainment**
- D. Resolution 2476: Change to HACM Personnel Policy 470-Telephone/VoiceMail/Cellular Telephone Use**
- E. Resolution 2478: Approve revisions to Section 8 Housing Choice Voucher (HCV) Program Administrative Plan**
- F. Resolution 2479: Approve revision to Section 8 Energy Efficient Utility Allowances**
- G. Resolution 2480: Submittal of Application and Execution of Joe Serna Jr. Farmworker Housing Grant Program funding documents for the Elm Avenue Townhomes project**

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

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

**REPORTS OF COMMITTEES**

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** –All items on agenda. No Action Required.

**MCHI and MCHI AA** – Commissioner Stewart reported that MCHI board has not met. No Action Required.

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

**Resident Advisory Council** – Commissioner Rangel gave his report and added that Ms. Claudia Rivera did a great job answering questions of residents. The RAC meetings will begin a half hour earlier beginning in April. 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.

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

**REPORT OF SECRETARY**

**A. Secretary Report**

Mr. Nakashima noted that two HACM employees received the NOR-CAL Perfecto Villareal award for 2006, Mary Jo Zenk and Ed Canadas. He congratulated both on their accomplishments. Mr. Nakashima talked about staff working hard to meet Asset management requirements set down by HUD and updated staff on expected cuts in programs next year.

**NEW BUSINESS**

**A. Resolution 2481: Approve Selection of Insurance Broker/Direct Writer and authorize Executive Director to execute contract**

Upon motion by Commissioner Dalessio, seconded by Commissioner Styles the Board adopted Resolution 2481, Approving the Selection of Insurance Broker/Direct Writer and authorizing Executive Director to execute contract. Motion carried with the following vote:

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

**B. Housing America 2007 Campaign**

Staff talked about the importance of bringing the Affordable Housing crisis to the national level and what HACM could do to assist with that.

Mr. Nakashima suggested that HACM help NAHRO move to partner with more influential organizations.

Commissioner Styles stated that presidential candidates should be discussing the issue and that NAHRO should work to bring it into the campaign.

**C. Selection process of Legal Services Firm contract**

The board agreed on interviews taking place prior to the March full board meeting beginning at 5:00 p.m. The regular board would then meet at 6:30 p.m. Staff will send out interview packets to board.

**INFORMATION**

**A. Administrative Report/Summary of Actions for January 2007/February 2007**

**B. Status Report: December 2006 Financial Statements and January 2007 Disbursements**

**C. Status Report: Monthly Development Report**

Ms. Warren met with some residents in Moss Landing who would like to see a preference for buyers invested in Moss Landing. The board would like her to bring the item back to them.

**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. Quarterly Cash Report**

**J. Follow-up & Referral items**

No items were discussed. No action required for items 8A-8J

The Committee convened to Closed Session at 7:45 p.m

**CLOSED SESSION**

The Board of Commissioners will meet in Closed Session for the following purposes and reasons:

- A. With Respect to every item discussed in Closed Session pursuant to Government code Section 54956.95 LIABILITY CLAIM  
CLAIMANT: Fresh Software  
AGENCY CLAIMED AGAINST: Housing Authority of the County of Monterey  
**ACTION: Board agreed to settle claim for \$5250.00**

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- B. With respect to every item discussed in Closed Session pursuant to Government Code Section 54956.9: POTENTIAL LITIGATION (2)  
**ACTION: Nothing to Report**
  
- C. With Respect to every item discussed in Closed Session pursuant to Government code Section 54957: PUBLIC EMPLOYMENT EVALUTATION  
PERFORMANCE EVALUATION TITLE: Executive Director  
**ACTION: Nothing to Report**

The Committee reconvened to regular session at 8:00 p.m.

**COMMISSIONER COMMENTS:**

Commissioner Dalessio noted he met talked to Supervisor Potter and Armenta's office about the Tenant Commissioner delay and said things should be moving along now.

**ADJOURNMENT**

There being no further business to come before the Board, the meeting was adjourned at 8:01 p.m.

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Chairman

ATTEST:

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Secretary

\_\_\_\_\_  
Date