

ACTION
MINUTES OF THE FINANCE/DEVELOPMENT COMMITTEE MEETING
OF THE
HOUSING AUTHORITY OF THE COUNTY OF MONTEREY
HELD ON JUNE 19, 2007

Chair Alan Styles called the meeting to order at 11:32 a.m. Present, Commissioners Alan Styles, York Gin and Elizabeth Williams. Also Present: Jim Nakashima, Executive Director; Mary Jo Zenk, Deputy Executive Director; Claudia Rivera, Assistant Director of Housing Management; Starla Warren, Director of Housing Development; Lynn Santos, Director of Finance; Carolina Sahagun, Assistant Director of Housing Program; Tony Caldwell, Chief Information Officer; Kelly Halcon, Human Resource Manager; Chris Martinez and Recorder: Cari Carbajal

COMMENTS FROM THE PUBLIC:

No public comments

MINUTES

The minutes of the May 15, 2007 Finance/Development Committee Meeting were postponed and until Commissioner Gin's arrival. No Action Taken.

NEW BUSINESS

- A. Resolution MDC-09:** Submittal for Application for Funding for Single Family Housing Development from Joe Serna Jr. Farmworker Housing Grant Program funding for "Elm Terrace Townhomes" in Greenfield.

Informational item only. No Action Taken.

- B. Resolution TVI-06:** Authorizing the acceptance of funding from the Multifamily Housing Program of the State of California, Department of Housing and Community Development for the Affordable Rental Housing project known as "Tynan Village Apartments".

Informational item only. No Action Taken.

- C. Resolution 2492:** Approve Resolution to Amend Resolution #2417 (Authorize Executive Director to sign on behalf of HACM as President of Tynan Village, Inc., as Managing Member of Monterey County Affordable Housing, LLC and as General Partner of Tynan Affordable Housing LP.

A motion was made by Commissioner Williams, seconded by Commissioner Gin, the Committee recommends the Board Adopt Resolution 2492, Amending Resolution #2417 (Authorize Executive Director to sign on behalf of HACM as President of Tynan Village, Inc., as Managing Member of Monterey County Affordable Housing, LLC and as General Partner of Tynan Affordable Housing LP. The Committee further recommends this item be placed on the Consent Agenda for the full board. Motion carried.

- D. Resolution 2493:** Approve Semi-Annual Write-offs

A motion was made by Commissioner Williams, seconded by Commissioner Gin, the Committee recommends the Board forward Resolution 2493, Approving the Semi-Annual Write-offs. The Committee further recommends this item be placed under New Business on the Board agenda for full board discussion. Motion carried.

- E. Resolution 2494:** Approve Agency Budgets and Personnel Complement for 2007-2008

This item was postponed for a Special Finance/Dev meeting scheduled for Monday, June 25, 2007 at 5:00 p.m. Budgets were not ready for today's meeting.

F. Resolution 2495: Approve the Acceptance of Standard Agreement Contract #06-OMS-852

A motion was made by Commissioner Gin, seconded by Commissioner Williams, the Committee recommends the Board Adopt Resolution 2495, Approving the Acceptance of Standard Agreement Contract #06-OMS-852. The Committee further recommends this item be placed on the Consent Agenda for the full board. Motion carried.

INFORMATION

A. Status Report: April 2007 Financial Statements and May 2007 Disbursements

Ms. Santos reported that we were just informed by HUD that as of July 1, 2007, we will no longer be the contract administrator for the Section 8 new construction projects which results in a loss of \$60k in administrative fees for HACM.

Commissioner Williams requested that staff bring back historical information on the Health Trust Fund for the next Finance/Dev Committee meeting. No action required.

B. Status Report: Monthly Development Report:

Nothing to add to report. No action required.

C. Status Report: Monthly Housing Management Report:

Ms. Rivera talked about the recent Lakeview incident. Commissioner Williams requested that this site be included in her tour of the properties. She noted that we need to make sure that we do not get charged for everything related to the clean-up and that the other departments provide us with reports on what was done. No action required.

D. Status Report: Software Migration Update

Mr. Caldwell reported that Gabriel from Yardi will be here on Thursday to help us deal with the remaining 3% items that we need help with. No action required.

FUTURE AGENDA ITEMS

A. Health Trust Fund

COMMISSIONER COMMENTS:

Commissioner Williams thanked staff for all the information and patience. She added that staff is doing a great job.

Ms. Warren handed out a memo with a list of additional resolutions that would be brought to the board for the June 25th meeting and gave a brief summary of each.

Commissioner Williams asked that staff checkout the zoning area on the Fanoe property in Gonzales and bring back information to the committee.

ADJOURNMENT

There being no further business to come before the Committee, the meeting was adjourned at 12:30 p.m.

Vice Chairman

ATTEST:

Secretary

Date