

**ACTION
MINUTES OF THE REGULAR BOARD MEETING
OF THE
HOUSING AUTHORITY OF THE COUNTY OF MONTEREY
HELD JUNE 25, 2007**

Commissioners met at the Central Office. The meeting was called to order by Chair Josh Stewart at 5:04 p.m. Present: Chair Josh Stewart, Vice Chair Alan Styles and Commissioners York Gin, Richard Rangel, Merri Bilek, and Elizabeth Williams. Absent: Commissioner John Dalessio. Also Present: Jim Nakashima, Executive Director; Mary Jo Zenk, Deputy Executive Director/Chief Financial Officer; Tony Caldwell, Chief Information Officer; Starla Warren, Director of Housing Management; Marilyn Rose, Development Analyst; Bryan Dove, Community Development Planner; 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; Recorder: Caritina Carbajal.

COMMENTS FROM THE PUBLIC:

Commissioner Stewart welcomed Commissioner Williams to the HACM Board. All Commissioners gave a brief introduction of themselves and welcomed her.

CONSENT AGENDA

- A. Minutes---Approval of Minutes of the Regular Board Meeting held May 21, 2007
- B. 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.
- C. Resolution #2495 - Approve the acceptance of Standard Agreement Contract #06-OMS-852.

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

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

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 – All items on agenda. No Action Required.

Finance/Dev Committee –All items on agenda. No Action Required.

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MCHI and MCHI AA – Ms. Stemler, Executive Director to MCHI provided a written and verbal report. Ms. Warren added that the board approved having monthly board meetings, directed ED to do some due diligence on the MOU with Big Sur, approved executing a parking agreement for Plaza House with the City of Salinas but will not implement it until we determine if it is needed and asked ED to provide allocation of time so her costs can be charged appropriately to development projects. No Action Required.

AdHoc Committee for Rippling River – No meeting held. Commissioner Stewart requested that we send a letter to Supervisor Potter asking him to send us a written request as to what the County wants to do with regards to this joint committee. No Action Required.

Resident Advisory Council –Commissioner Rangel gave a summary of his report and provided a copy to board members. He complimented Mr. Lupe Soliz, a former HACM employee who organized a wonderful BBQ for staff working on the rehab for Leo Meyer. No Action Required.

Monterey County Housing Authority Development Corporation – Mr. Nakashima reported there would be a meeting tonight following the HACM board meeting. 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
No Action Required

NEW BUSINESS

A. Resolution 2493: Authorization of Housing Management Semi-Annual Write-Off of Bad Debts

Commissioner Stewart asked staff to provide a report on pending evictions to the Finance/Dev Committee on a monthly basis. He asked that this be left up to Commissioner Styles to work out with the Finance/Dev Committee.

Upon motion by Commissioner Bilek, seconded by Commissioner Styles the Board adopted Resolution 2493 Authorization of Housing Management Semi-Annual Write-Off of Bad Debts. Motion carried with the following vote:

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

B. Resolution 2496: Approve transfer of real property from Housing Authority of the County of Monterey to the Monterey County Housing Authority Development Corporation-Elm Terrace-Greenfield

Upon motion by Commissioner Styles, seconded by Commissioner Gin the Board adopted Resolution 2496 Approving transfer of real property from Housing Authority of

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the County of Monterey to the Monterey County Housing Authority Development Corporation-Elm Terrace-Greenfield. Motion carried with the following vote:

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

C. Resolution 2497: Acknowledgement of Equity and Lender selection for Monterey Street Affordable Development

Upon motion by Commissioner Styles, seconded by Commissioner Bilek and Rangel, the Board adopted Resolution 2497, Acknowledgement of Equity and Lender selection for Monterey Street Affordable Development. Motion carried with the following vote:

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

D. Resolution 2498: Authorization to Transfer Gabilan Vista into the Monterey County Housing Authority Development Corporation upon disposition approval from HUD

Upon motion by Commissioner Styles, seconded by Commissioner Bilek, the Board adopted Resolution 2498, Authorization to Transfer Gabilan Vista into the Monterey County Housing Authority Development Corporation upon disposition approval from HUD. Motion carried with the following vote:

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

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

Commissioner Styles told the board that due to the budget cuts from HUD we should not expect to be a high performer.

Ms. Santos provided a Power Point presentation of the proposed budget for next year.

Board thanked her for a job well done.

Upon motion by Commissioner Styles, seconded by Commissioner Bilek, the Board adopted Resolution 2494, Approve Agency Budget and Personnel Complement for 2007-2008. Motion carried with the following vote:

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

INFORMATION

- A. Administrative Report/Summary of Actions for May 2007/June 2007**
- B. Status Report: April 2007 Financial Statements and May 2007 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**
- J. Monterey County Housing Authority Development Corporation Resolutions**

No action required for items 8A-8J

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Board recessed at 7:24 p.m. for a break and reconvened at 7:32 p.m.

The Committee convened to Closed Session at 7:32 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 54957: PUBLIC EMPLOYMENT EVALUTATION
PERFORMANCE EVALUATION TITLE: Executive Director
ACTION: Executive Director received a Satisfactory Performance Evaluation

The Committee reconvened to regular session at 8:05 p.m.

COMMISSIONER COMMENTS:

Commissioner Rangel Thanked Ms. Carbajal for being at the meeting after having scheduled to be off that evening and he also said that Ms. Warren has done a magnificent job along with all her staff.

Commissioner Styles thanked Ms. Carbajal as well and is amazed by all the work Ms. Warren has and continues to achieve. He added that Lynn did a wonderful job on her presentation and all his questions were answered with that alone.

Commissioner Bilek thanked Ms. Santos and dittoed Commissioner Styles words. She also congratulated Mr. Nakashima on his evaluation and all his work.

Commissioner Stewart complimented Ms. Warren and asked what we would do without her and he complimented Mr. Caldwell as well. He also thanked Mr. Nakashima for having a great staff and appreciates the tone he has set as a team player. He added that Mr. Nakashima has never taken credit for anything and has always made sure staff gets credit for all they do.

Mr. Nakashima said this budget was tough to work with and things will get tougher form here on. He let Commissioners know that there will be structural changes in the near future and wanted to prepare them for this.

Commissioners asked Mr. Nakashima and Ms. Carbajal to coordinate a tour for them to see all the properties under development. They agreed on splitting the tour into two Saturdays.

ADJOURNMENT

There being no further business to come before the Board, the meeting was adjourned at 8:15 p.m.

Chairman

ATTEST:

Secretary

Date