

ACTION
MINUTES OF THE FINANCE/DEVELOPMENT COMMITTEE MEETING
OF THE
HOUSING AUTHORITY OF THE COUNTY OF MONTEREY
HELD ON FEBRUARY 19, 2008

Chair Alan Styles called the meeting to order at 11:44 a.m. Present: Commissioner Alan Styles and York Gin; Elizabeth Williams; 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; Rosie Anderson, Director of Housing Programs; Claudia Rivera, Assistant Director of Housing Management; Kelly Halcon, Human Resources Manager; and Recorder: Caritina Carbajal

COMMENTS FROM THE PUBLIC:

Commissioner Williams asked for a legal reading as to whether or not a 4th Commissioner can attend a Committee meeting without violation of the Brown Act.

MINUTES

The minutes for the January 22, 2008 were moved for approval by Commissioner Gin, seconded by Commissioner Williams. Motion carried

NEW BUSINESS

A. Resolution 2533: Approve revisions to Section 8 Housing Choice Voucher (HCV) Program Administrative Plan

Motion was made by Commissioner Williams, seconded by Commissioner Gin, to recommend Resolution #2533 be placed under Consent Agenda for full Board approval.

B. Resolution 2534: Authorization to Revise the Conventional Low Rent Security Deposits

Motion was made by Commissioner Williams, seconded by Commissioner Gin, to recommend Resolution 2534 be placed on the Consent Agenda for Board approval. Motion carried.

Commissioner Styles asked for the average cost of tenant charges at move out to compare to the security deposits.

C. Resolution 2535: Authorization to Increase the Tenant Charge Hourly Rate for Maintenance Service

Motion was made by Commissioner Williams, seconded by Commissioner Gin, to recommend Resolution 2535 be placed on the Consent Agenda for full Board approval. Motion carried.

D. Resolution 2537: Revised Conventional Low Rent Utility Allowances

Motion was made by Commissioner Williams, seconded by Commissioner Gin, to recommend Resolution 2537 be placed on the Consent Agenda for full Board approval. Motion carried.

INFORMATION

A. Status Report: December 2007 Financial Statements and January 2008 Disbursements

No action required.

B. Status Report: Monthly Development Report:

Commissioner Williams asked for a closed session on the Real Estate negotiation at the next Board meeting. No Action Required.

C. Status Report: Monthly Housing Management Report:

No action required.

D. Administrative Report:

No action required.

E. Quarterly Cash Report

No Action required

F. Resolution MDC-29: Signature Authority for the President and Corporate Secretary and Unanimous Consent of Officers/Directors of Corporation Authorizing-Information Only

FUTURE AGENDA ITEMS

None

COMMISSIONER COMMENTS:

Commissioner Styles thanked Ms. Santos for a great job.

Commissioner Williams thanked all staff for a great job.

ADJOURNMENT

There being no further business to come before the Committee, the meeting was adjourned at 12:25 p.m.

Vice Chairman

ATTEST:

Secretary

Date