

**ACTION
MINUTES OF THE REGULAR BOARD MEETING
OF THE
HOUSING AUTHORITY OF THE COUNTY OF MONTEREY
HELD FEBRUARY 25, 2008**

Commissioners met at the Central Office. Vice Chair Alan Styles called the meeting to order at 6:07 p.m. Present: Chair Josh Stewart (arrived at 6:08 p.m.), Vice Chair Alan Styles, and Commissioners York Gin, John Dalessio, Richard Rangel, Merri Bilek, and Elizabeth Williams. Also Present: Jim Nakashima, Executive Director; Mary Jo Zenk, Deputy Executive Director; Starla Warren, Director of Housing Development; Tony Caldwell, Chief Information Officer; Kelly Halcon, Human Resources Manager; Lynn Santos, Director of Finance; Rosie Anderson, Director of Housing Assistance Programs; Kim Stemler, MCHI Executive Director; Recorder: Caritina Carbajal.

COMMENTS FROM THE PUBLIC:

A member of the public representing a Section 8 applicant asked a question about whether that specific applicant was on the status of a person with an in-place preference. The Board could not respond to this question at this time and let him know that he would receive a response through U.S. mail from the Department Director.

Commissioner Stewart asked that we have the Housing Advocacy Council to come to a board meeting and make a presentation to the board about their programs.

PRESENTATIONS

HUD SEMAP High Performer certificates were presented

CONSENT AGENDA

- A. Minutes - Approval of Minutes of the Regular Board Meeting held January 28, 2008**
- D. Resolution 2535: Authorization to Increase the Tenant Charge Hourly Rate for Maintenance Service**
- E. Resolution 2536: Revised Job Description for Migrant Center Management Aide**
- F. Resolution 2537: Revised Conventional Low Rent Utility Allowances**

Upon motion by Commissioner Bilek, seconded by Commissioner Williams the Board approved Consent Agenda items A, D, E, F. Motion carried.

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

After questions for clarification the following items were moved for approval upon motion by Dalessio, second by Bilek and all approved.

- B. Resolution 2533: Approve revisions to Section 8 Housing Choice Voucher (HCV) Program Administrative Plan**
- C. Resolution 2534: Authorization to Revise the Conventional Low Rent Security Deposits**

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

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 – Nothing to add. No Action Required.

Finance/Dev Committee –Nothing to add. No Action Required.

MCHI and MCHI AA – Ms. Warren reported that their major concern is filling the three board vacancies and asked HACM for suggestions. No Action Required.

Resident Advisory Council – Commissioner Rangel reported that at the last RAC meeting, the PHA Annual Plan and Capital Fund Plan were presented. The RAC bylaws are being revised and will be brought back to HACM board. Mr. Nakashima complimented the new RAC board. No Action Required.

Monterey County Housing Authority Development Corporation – Nothing to Add. No Action Required.

Tynan Village, Inc. – Nothing to Add. No Action Required.

Monterey County Affordable Housing LLC & Tynan Village Affordable Housing LP –Nothing to Add. No Action Required.

Rippling River Affordable Housing LLC & LP – Nothing to Add. No Action Required.

Monterey County Housing Authority Development Corp & Benito FLC, LP – Nothing to Add. No Action Required.

Soledad Affordable Housing LLC & Benito Affordable, FLC, LP – Nothing to Add. No Action Required.

Soledad Affordable Housing LLC & Monterey Affordable Housing LP-Nothing to Add. No Action Required.

REPORT OF SECRETARY

A. Secretary Report

Mr. Caldwell will ask John Stewart Company to send out memo to Rippling River residents regarding their right and grievance process. No Action Required

OLD BUSINESS

A. Resolution 2538: Authorize submission of proposal to City of Marina to Administer Below Market Rate program

Upon motion by Commissioner Dalessio, seconded by Commissioner Rangel the Board approved resolution 2538 with amended changes to the number of units to 1,200 and to include statement that the final contract between City and HACM is contingent upon HACM board approval. Motion carried with the following vote:

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

NEW BUSINESS

- A. Board of Commissioners' Procedures for Approving Travel and Training

Board Chair and Committee Chairs of Finance/Development and Personnel Committees will meet to discuss policy and budget. Any increase in budget for training will require a decrease in another line item.

INFORMATION

- A. **Administrative Report/Summary of Actions for October 2007/November 2007**
Nothing to Add.
- B. **Status Report: November 2007 Financial Statements and December 2007 Disbursements**
Nothing to Add.
- C. **Status Report: Monthly Development Report**
* Board directed staff to plan for Groundbreaking for Fanoe Vista.
* The application for Tynan Villager's Joe Serna funds was denied for funding for this round. Ms. Warren will provide talking points for Commissioner Dalessio and Commissioner Styles.
* Commissioner's will contact senators and assembly members on this matter.
- B. **Status Report: Monthly Housing Management Report**
Nothing to add.
- C. **Status Report: Eligibility/Section 8 Reports**
Nothing to add.
- F. **Status Report: Software Migration Update**
Nothing to Add.
- G. **Legislative Update**
Nothing to Add.
- H. **Legislative Correspondence**
Nothing to Add.
- I. **Media Update**
Nothing to Add.
- J. **Quarterly Cash Report**
Nothing to Add.
- K. **Follow-Up and Referral Items**

No action required for items 10A-10K

Commissioners convened to the Closed Session of the Regular Board Meeting at 7:55 p.m.

CLOSED SESSION

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

- A. Government Code Section 54956.9: Real Estate Negotiation; Marina Coast Water District Surplus Property
ACTION: Nothing to Report

The Commissioners reconvened to the Regular Board meeting at 8:10 p.m.

February 25, 2008

COMMISSIONER COMMENTS:

Commissioner Williams thanked everyone for the flowers that were sent to her sister.

ADJOURNMENT

There being no further business to come before the Board, the meeting was adjourned at 8:11 p.m.

Chairman

ATTEST:

Secretary

Date