

June 30, 2008

ACTION
MINUTES OF THE REGULAR BOARD MEETING
OF THE
HOUSING AUTHORITY OF THE COUNTY OF MONTEREY
HELD JUNE 30, 2008

Commissioners met at the Central Office. Chair Josh Stewart called the meeting to order at 6:06 p.m. Present: Chair Josh Stewart, 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; Marilyn Rose, Development Analyst; Carolina Sahagun, Community Development Planner; Tom Sears, Construction Manager/Asst. Director of Development; Richard Russo, Modernization/Development Manager; Rosie Anderson, Director of Housing Programs; Kelly Halcon, Human Resources Manager; Lynn Santos, Director of Finance; Jean Goebel, Director of Housing Management; Claudia Rivera, Asst. Director of Housing Management; Recorder: Caritina Carbajal

Attorney Tom Griffin joined meeting at 6:40 and left at 7:40 p.m.

COMMENTS FROM THE PUBLIC:

Commissioner Stewart commented on Blues Festival 2008 and talked about the economy problems reflecting a loss at the festival. He added that the performances and whole event were excellent and continues to support his idea in hopes that we can foster a young jazz group from HACM among the residents.

PRESENTATIONS

An Award of Appreciation was given to Mr. Ray Austin upon his retirement. Mr. Austin thanked the Board added that he will miss most of the employees and he plans to enjoy his retirement to the fullest.

Guerdon Homes: Ms. Warren gave a presentation to the Board regarding this new type of building product. She added that it is a cost effective, great quality product and staff would like the Board to consider for future projects.

PUBLIC HEARING

Public Housing Admissions & Continued Occupancy Plan (ACOP)

Public hearing was opened for this matter at 6:45 p.m. and closed at 6:45 p.m. after no comments were made.

CONSENT AGENDA

- A. **Minutes—Approval of Minutes of the Regular Board Meeting held May 27, 2008**
- B. **Resolution 2554: Amend PHA Annual Plan**

Upon motion by Commissioner Styles, second by Commissioner Bilek the Board approved Consent Agenda items A- B. Motion carried.

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 Board	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:

June 30, 2008

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 –No Action Required.

Finance/Dev Committee –No Action Required.

MCHI and MCHI AA –Ms. Warren reported that at the last board meeting they accepted a new board member, received a verbal message that the Board Chair was resigning, and elected new officers. Mr. Caldwell is now the new Board Chair. No Action Required.

Resident Advisory Council – Commissioner Rangel proved a written report. 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. Nakashima reported that the definition of the farm worker has been changed for the USDA programs. No Action Required.

NEW BUSINESS

A. Resolution 2555: Approve 2008-2009 Budget and Personnel Complement for HACM

Ms. Zenk gave a presentation on the budget. Commissioners complimented her on a great presentation.

Upon motion by Commissioner Styles, seconded by Commissioner Bilek the Board approved Resolution 2555: Approve 2008-2009 Budget and Personnel Complement for HACM. Motion carried.

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

B. Resolution 2553: Approve Public Housing Admissions & Continued Occupancy Plan (ACOP)

Upon motion by Commissioner Styles, seconded by Commissioner Williams the Board approved Resolution 2553: Approve Public Housing Admissions & Continued Occupancy Plan (ACOP). Motion carried.

June 30, 2008

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

C. Resolution 2556: Approve Semi Annual Write Offs for HACM

Upon motion by Commissioner Bilek, seconded by Commissioner Styles the Board approved Resolution 2556: Approve Semi Annual Write Offs for HACM. Motion carried.

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

D. Resolution 2557: Authorize the Executive Director to enter into contract exceeding \$100k

Clarification was made that this is a one-time contract exceeding \$100K capital improvements at Casanova.

Upon motion by Commissioner Styles, seconded by Commissioner Bilek the Board approved Resolution 2557: Authorize the Executive Director to enter into contract exceeding \$100k. Motion carried.

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

E. Review Items on Follow-Up board report

The wrong memo was included in the packet. Commissioner Styles made a motion that this item be tabled for the July meeting. Commissioner Williams seconded and all approved.

F. Asset Management Training for PHA Boards – Information Only

Commissioner Styles requested that this website address be emailed to the Board members.

G. Resident Advisory Board Request for Donation

The Board requested that a letter be sent to the RAB Board Chair and explain that an officer of the RAB needs to make this request to the HACM Board. Staff was directed to give the RAB the budget and a list of activities that it can be used for. When the letter from the RAB President has been received, this item shall go back to the Finance/Dev. Committee for review.

H. Board Meeting Date change for July and December 2008

The Committee meetings were changed as follows:

July Personnel Monday, July 21, 2008 10:30 a.m.

July Finance Monday July 21, 2008 11:30 a.m.

July Board meeting Tuesday, July 29, 2008 6:00 p.m.

I. Resolution 2558: Approve renewal of \$4.0 million Line of Credit with Rabobank

Upon motion by Commissioner Dalessio, seconded by Commissioner Williams the Board approved Resolution 2558 be placed on the agenda as an emergency item. Motion carried.

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

Upon motion by Commissioner Williams, seconded by Commissioner Bilek the Board approved Resolution 2558: Approve renewal of \$4.0 million Line of Credit with Rabobank. Motion carried.

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

INFORMATION

- A. **Status Report: Financial Statements for April and May 2008 Disbursements** -Nothing to Add.
- B. **Human Resources Report April 2008/May 2008** – Nothing to Add.
- C. **Status Report: Monthly Development Report** – Nothing to Add.
- D. **Status Report: Monthly Housing Management Report** –Nothing to Add.
- E. **Status Report: Asset Management Report** – Nothing to Add.
- F. **Status Report: Eligibility/Section 8 Reports** – Nothing to Add.
- G. **Status Report: Administrative Report** –Nothing to Add.
- H. **Legislative Update** - Nothing to Add.
- I. **Legislative Correspondence** – Nothing to Add..
- J. **Media Update** - Nothing to Add
- K. **Follow-up & Referral items** – see item E under New Business
- L. **MCHDC- MDC-30: RESOLUTION TO AUTHORIZE ENTERING INTO AGREEMENTS WITH THE COMMUNITY DEVELOPMENT COMMISSION OF MENDOCINO COUNTY OR ITS AFFILIATE NON-PROFIT FOR THE PURPOSE OF DEVELOPMENT OF HOLLY RANCH-Information Only will be reviewed at the MCHDC meeting**

Tynan Village, Inc.- TVI-10: RESOLUTION OF THE BOARD OF DIRECTORS OF TYNAN VILLAGE, INC. AUTHORIZING THE SUBMITTAL OF AN APPLICATION FOR FUNDING FOR MULTIFAMILY HOUSING DEVELOPMENT FROM THE JOE SERNA, JR. FARMWORKER HOUSING GRANT PROGRAM OF THE STATE OF CALIFORNIA, DEPARTMENT OF HOUSING AND COMMUNITY DEVELOPMENT FOR THE PROPOSED AFFORDABLE RENTAL HOUSING PROJECT KNOWN AS "TYNAN VILLAGE APARTMENTS" IN THE CITY OF SALINAS-Information Only this item will be reviewed at the TVI meeting

No action required for items A-L.

Commissioners convened to the Closed Session of the Regular Board Meeting at 6:45 p.m.

CLOSED SESSION

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

- A. With respect to every item to be discussed in Closed Session pursuant to Government Code Section 54956.95 **LIABILITY CLAIM**
CLAIMANT: Beatrice Perez
AGENCY CLAIMED AGAINST: Housing Authority of the County of Monterey
ACTION: Board rejected the claim
- B. Closed Session: Section 54957.6: - **CONFERENCE WITH LABOR NEGOTIATORS**
AGENCY DESIGNATED REPRESENTATIVES: Jim Nakashima and Mary Jo Zenk.
EMPLOYEE ORGANIZATION: Service Employees International Union 521
ACTION: No Action Taken

June 30, 2008

The Commissioners reconvened to the Regular Board meeting at 7:40 p.m.

The Board closed meeting at 9pm to convene the Board meetings for the Monterey County Housing Authority Development Corporation Board and the Tynan Village, Inc. Board meetings. The Board reconvened to the Regular Board meeting at 9:15pm

COMMISSIONER COMMENTS:

Commissioner Bilek commented that she was pleased with the RAB and amazed at all the work HACM staff does. Commissioner Williams thanked Commissioners Stewart and Styles for letting her work on the budget and thanked Ms. Zenk for her work on the budget. Commissioner Dalessio noted that he missed the last board meeting and shared some highlights from his trip. Commissioner Rangel thanked Ms. Santos and Ms. Warren and their staff. Commissioner Styles told staff they are doing a great job. Commissioner Stewart thanked Mr. Caldwell for working on Del Monte Gardens.

ADJOURNMENT

There being no further business to come before the Board, the meeting was adjourned at 9:30 p.m.


Chairman

ATTEST:

Secretary

Date