

ACTION
MINUTES OF THE REGULAR BOARD MEETING
OF THE
HOUSING AUTHORITY OF THE COUNTY OF MONTEREY
HELD FEBRUARY 23, 2009

Commissioners met at the Central Office. Chair Alan Styles called the meeting to order at 6:03 p.m. Present: Chair Alan Styles, Vice Chair Elizabeth Williams, and Commissioners Josh Stewart, John Dalessio, and Richard Rangel. Absent: Commissioners York Gin and Merri Bilek. Also Present: Jim Nakashima, Executive Director; Tony Caldwell, Chief Administrative and Operations Officer; Rosie Anderson, Director of Housing Assistance Programs; Jean Goebel, Director of Asset Management; Starla Warren, Director of Housing Development; Lynn Santos, Director of Finance; and Shelley Giancola, Human Resource Manager. Recorder: Sandy Tebbs

COMMENTS FROM THE PUBLIC:

Tina Wong complained that no one gets back to her regarding her housing.

Rick Novak commented on behalf of the residents of Pacific Meadows regarding the issues at that site.

Barbara Bixler also commented about the issues at Pacific Meadows.

Commissioner Styles stated that a letter was also received from Karin Strasser Kauffman regarding Pacific Meadows.

PRESENTATION

Commissioner Styles requested Presentation be moved to the end of the Agenda.

CONSENT AGENDA

- A. Minutes - Approval of Minutes of the Regular Board Meeting held January 26, 2009
- B. Resolution 2585: Section 8 HCV Program Administrative Plan Revision
- C. Resolution 2586: HACM Job Description – Procurement & Warehouse Specialist
- D. Resolution 2587: Authorization to Transfer Building 4481 at Former Ft. Ord to the Monterey County Department of Health, Behavioral Health Division
- E. Amended Conflict of Interest Code

Upon motion by Commissioner Dalessio, seconded by Commissioner Williams, the Board approved the Consent Agenda. Motion carried with the following vote:

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

The Board agreed to move forward and convened to the Closed Session at 6:12 p.m.

CLOSED SESSION

- A. With respect to every item to be discussed in Closed Session pursuant to Government Code Section 54956.8: CONFERENCE WITH REAL PROPERTY NEGOTIATORS; PROPERTY: 5315 Carmel Valley Road, Carmel, CA; AGENCY NEGOTIATORS: Jim Nakashima, Tony Caldwell, Starla Warren; NEGOTIATING PARTIES: ABHOW; UNDER NEGOTIATION: Price and terms of payment for lease renegotiation
ACTION: The Board gave direction to the negotiators to go forward.

The Board reconvened to Regular Session at 7:09 p.m.

Mrs. Warren provided and explained a handout of the timeline for Pacific Meadows to the Board and to the attendees from Pacific Meadows.

Commissioner Dalessio commented that he would like to meet with the residents of Pacific Meadows at their invitation. Chair Styles suggested that Commissioner Dalessio and Mr. Novak President of the Pacific Meadows Residents Association, get together to schedule a time to meet.

The Board took a break at 7:17 p.m. and reconvened to regular session at 7:22 p.m.

REPORTS OF COMMITTEES

<u>Personnel Committee</u>	Commissioner John Dalessio, Chairman
<u>Finance/Development Committee</u>	Commissioner Elizabeth Williams, Chairman
<u>Monterey County Housing, Inc.</u>	Starla Warren & Tony Caldwell, Representatives
<u>Affordable Acquisitions</u>	Starla Warren & Tony Caldwell, Representatives
<u>Resident Advisory Board</u>	Commissioner Richard Rangel, Representative
<u>Monterey County Housing Development Corporation</u>	Starla Warren, President
<u>TVI & Tynan Village Affordable Housing LP</u>	Starla Warren, Authorized Signature
<u>Rippling River Affordable Housing LLC & LP</u>	Starla Warren, Authorized Signature
<u>MCHADC & Benito FLC, LP</u>	Starla Warren, Authorized Signature
<u>MCHADC & Benito Street Affordable Housing LP</u>	Starla Warren, Authorized Signature
<u>MCHADC & Monterey Affordable Housing LP</u>	Starla Warren, Authorized Signature
<u>MCHADC & Fano Vista, LP</u>	Starla Warren, Authorized Signature

Commissioners Dalessio and Williams stated all committee items were on the Board agenda. Mr. Caldwell reported that Monterey County Housing, Inc. (MCHI) and Affordable Acquisitions (MCHI AA) have presented an offer letter to Sandra Reeder for the Part Time Executive Director; those Boards will be reviewing the contract document. Currently, those two organizations are transitioning from Ms. Stemler to Ms. Reeder as the new Executive Director with completion expected by the end of this month. MCHI/MCHI AA will have an office at 134 East Rossi and the files will be moved to that location.

Commissioner Rangel stated he had nothing to add to his written report which was provided on the table, but he wanted to thank Ms. Warren, Ms. Goebel, and Ms. Rose for the great job on the five-year Plan; they covered all the new organizations and projects for the HACM sites for the future.

Ms. Warren reported updates for all the development affiliates were in her development report.

REPORT OF SECRETARY

A. Executive Report

Mr. Nakashima reported there is a change in the number of people for registered unemployment benefits. It is now 5.1M instead of 4.2M; the Monterey Herald reported it as 6.5M. What wasn't reported was the average sellers have decreased by 10% across the nation. He reiterated that HACM may have to change direction depending on what HUD does; HUD seems to be more focused on public housing; they are increasing public housing capital funds to \$7B, but no one knows what the parameters will be nor who will get what amount. According to one HUD contact, it will go to the agencies that have the most public housing first. The East Coast Housing Authorities are focused on Public Housing whereas the West Coast Housing Authorities are more focused on Section 8. We don't know what the priorities are going to be but it appears the focus will not be on Section 8 as much as the other areas.

OLD BUSINESS

Commissioner Williams explained that she and Commissioner Dalessio met with Ms. Santos and Ms. Giancola and requested a red-line copy of the recommended changes to the Commissioner Travel & Entertainment Policy be provided to the full Board. Commissioner Dalessio requested one more change to the red-line document on page 4 that a period be placed after the words, standard baggage, on the first line. He recommended the rest of that sentence be removed ending with his/her personal luggage. The last sentence, The Authority will not reimburse for excess baggage charges, should remain as stated.

A. Commissioner Travel & Entertainment Policy Revision

Upon motion by Commissioner Dalessio, seconded by Commissioner Williams, the Board approved the recommended changes to the Board of Commissioners Travel & Entertainment policy and as further amended by Commissioner Dalessio's recommendation above. Motion carried with the following vote:

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

NEW BUSINESS

A. Change March Board Meeting

Upon motion by Commissioner Williams, seconded by Commissioner Dalessio, the Board approved changing the Board meeting scheduled for March 23rd to March 30, 2009. Motion carried with the following vote:

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

INFORMATION

A. Financial Report: December 2008 Financial Statements and January 2009 Disbursements

Ms. Santos reported she had nothing to add to her report; no action required.

B. Human Resources Report /Summary of Activity February 2009

Ms. Giancola reported she had two additions to her report: under Terminations add one employee retired and under New Claims add one injury. Mr. Nakashima stated that Ms. Giancola has been selected to be on the Board of Directors for Coastal TPA, Inc. The Board congratulated Ms. Giancola. No action required.

C. Status Report: Monthly Development Report

Ms. Warren stated she was proud to report that a final change order had been executed on the Fano Vista contract and HACM has a credit for \$398K and the same for Tynan Village with a credit for \$400K. The Board congratulated Ms. Warren on a good job. No action required.

D. Status Report: Monthly Property Management Report

Mr. Caldwell reported he had nothing to add to his report; no action required.

E. Status Report: Monthly Asset Management Report

Ms. Goebel reported that the Annual Plan is currently out for public comment and will be brought back to the Board for the Public Hearing and approval next month. This week HACM was notified that the renewal grant for Pueblo del Mar has been approved in the amount of \$368K. Mr. Nakashima stated it is remarkable in today's economy that we received this renewal. He further reported that Ms. Goebel was consulted by HUD on how things should be reported with regards to policy. The Board congratulated Ms. Goebel.

F. Status Report: Eligibility/Section 8 Reports

Ms. Anderson reported she had nothing to add to her report. Commissioner Dalessio and Mr. Nakashima requested Ms. Anderson explain to the Board the new process for orientation. Ms. Anderson reported that staff has been inviting potential clients to an open house held at the property site where a tour is given of the unit; the clients that are really interested in living at that

site will then be scheduled for an interview at the Housing Authority. Mr. Caldwell explained that there is approximately 50% more in attendance when scheduled at the sites. At the last open house 270 people were scheduled and 101 showed up and from that group 86 were scheduled for interviews. Commissioner Williams stated she was glad to see the advertisement for leasing Tynan Village on the movie screen at the Maya Cinema. Mr. Caldwell stated similar open house orientations and tours will be programmed for South County properties. No action required.

G. Status Report: Administrative Report

Mr. Caldwell reported he had nothing to add to his report; no action required.

H. Legislative Update

Mr. Caldwell reported he had nothing to add to his report; no action required.

I. Media Update

Mr. Caldwell reported he had nothing to add to his report; no action required.

COMMISSIONER COMMENTS

Commissioner Williams commented that this was Commissioner Rangel's last meeting as a Commissioner and it has been a pleasure working with him and she hopes he will visit.

Commissioner Dalessio commented to Commissioner Rangel that it has been a pleasure.

Commissioner Rangel commented that he had just been appointed as Vice Chair for the Alliance on Aging so he is now wearing another hat and he has more work to do. He stated, "I will take many very fine memories. I leave this board with a tremendous respect for my distinguished colleagues and a continued admiration for this very dedicated staff. The staff works with a purpose that far surpasses even the Board's expectations. All of you make a positive impact on the quality of life for our clients. With the task of qualifying them (potential clients) to become a HACM tenant and providing clean and affordable housing for all our disabled residents and families with or without children from every walk of life. We not only provide a necessary need and service, but we do it with absolute dedication. It has been my privilege to be a part of this very fine agency. It is also an honor to be in the same room with all of you. Thank you for the privilege."

PRESENTATION

Chairman Styles presented Resolution 2584 to Commissioner Rangel whose resignation is effective on February 28, 2009.

ADJOURNMENT

There being no further business to come before the Board, the meeting was adjourned at 7:47 p.m.

Chairman

ATTEST:

Secretary

Date