

ACTION
MINUTES OF THE REGULAR BOARD MEETING
OF THE
HOUSING AUTHORITY OF THE COUNTY OF MONTEREY
HELD JUNE 22, 2009

Commissioners met at the Central Office. Chair Alan Styles called the meeting to order at 6:05 p.m. Present: Chair Alan Styles, and Commissioners Josh Stewart, Merri Bilek, Tom Espinoza, and Kevin Healy. Absent: Vice Chair Elizabeth Williams. 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 and Compliance; Starla Warren Director of Housing Development; Lynn Santos, Director of Finance; Shelley Giancola, Human Resources Manager; and Legal Counsel Thomas Griffin. Recorder: Sandy Tebbs

COMMENTS FROM THE PUBLIC:

Larry Hawkins, President of the Seaside Civic League; Rose Milan from Seaside; and Victoria Ciley from Seaside were present to speak about development in the City of Seaside. The Board stated they would address development after the Consent Agenda and the Reports of Committees.

PRESENTATIONS: Service Awards

Susan Imwalle was presented with her Five-Year Certificate and Pin. The Board thanked Ms. Imwalle for her service. The Board further thanked Teresa Leal for ten years of service and Angel Hernandez for five years of service, even though they were unable to attend tonight's meeting.

CONSENT AGENDA

- A. Minutes—Approval of Minutes of the Special Board Meeting held May 11, 2009
- B. Minutes—Approval of Minutes of the Regular Board Meeting held May 26, 2009
- C. Resolution 2599: Adoption of Enterprise Green Communities Criteria for Development

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

AYES: Styles, Stewart, Bilek, Espinoza, Healy
NOES: None
ABSENT: Williams

REPORTS OF COMMITTEES

<u>Personnel Committee</u>	Commissioner Merri Bilek, 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>	Tony Caldwell/Michelle Machado, 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

Personnel Committee did not meet due to lack of a quorum.

Commissioner Stewart reported that the Finance/Development Committee agenda items were on the Board agenda.

Mr. Rose reported that Ms. Reeder wasn't available tonight but MCHI and Affordable Acquisitions Boards have now attained full board status. Commissioner Stewart suggested the new MCHI Board members come to the next Board meeting for introduction.

Mr. Caldwell reported that the Resident Advisory Board (RAB) met last week and their primary focus was the translation of the Bylaws from Spanish into English; they are looking at issues that need to be added to the new Bylaws. The regular meeting time is changed to 2 p.m. here at the Housing Authority. The RAB board is going to be creating and publishing flyers to provide exposure to the Resident Advisory Board. This Board is also working on grant opportunities. The next meeting will be a Special meeting on July 9th and the next regular meeting is scheduled for July 16th.

Ms. Warren reported that the Monterey County Housing Development Corporation and other affiliates are reported in her development report or are on the agenda.

The Board moved agenda item 10C, Status Report: Monthly Development Report, forward to accommodate guests from the Seaside Civic League.

C. Status Report: Monthly Development Report

Ms. Warren reported there is an additional attachment to her development report that shows information on an application called NSP2, which is the second installment of federal funds. She explained that the attachment is a matrix that outlines the various projects and descriptions as well as the objective of what the NSP2 money would be used for such as eliminating blights and energy retrofit. She reported that the California Energy Commission has passed a regulation allowing public entities, such as the Housing Authority, to be able to sell energy under the solar process; that option is being considered also for the future.

Ms. Warren stated that any project that is being considered for the NSP2 funding has to have the capability of moving forward quickly and making sure that the money is spent in a timely manner. She explained that there is a consortium of seven members that have projects included in this application, but the Housing Authority or the Development Corporation have control to move the projects forward and getting the money spent as required. Commissioner Stewart stated he would like to see the Housing Authority and the Civic League have a project together in Seaside. After a lengthy discussion, it was decided that the Civic League would set up a special meeting before the deadline of this application to obtain approval for possible projects in Seaside being added to the application. Mr. Nakashima emphasized that the projects that are the most desired are considered to be “shovel” ready with the capacity to get the project started right away and that would create jobs. He mentioned that there is a point system that is also associated with the application and if the parameters are not met as required, then points go against that agency and it becomes difficult for them to apply for future funding allocations. Ms. Warren stated that if a project is worked out with Seaside, they would eventually need to do a Memorandum of Understanding with the Housing Authority or the Development Corporation as well as an agreement with the consortium. No action required.

The Board convened to Closed Session at 6:52 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 CLAIMS CLAIMANT: Juana Negro Abrams
AGENCY CLAIMED AGAINST: Housing Authority of the County of Monterey
ACTION: The Board denied the claim by Juana Negro Abrams.
- B. With respect to every item to be discussed in pursuant to Government Code Section 54957.6: CONFERENCE WITH LABOR NEGOTIATORS
AGENCY DESIGNATED REPRESENTATIVES: Tony Caldwell, Shelley Giancola, and Susan Imwalle
EMPLOYEE ORGANIZATION: Service Employees International Union 521
ACTION: The Board provided direction to the negotiating team for further negotiations.

The Board reconvened to regular session at 7:37 p.m.

REPORT OF SECRETARY

A. Executive Report

Mr. Nakashima reported that at a meeting today with Housing Authority Executive Directors in Northern California and HUD, the Section 8 voucher program will not be funded enough to maintain the current number of vouchers. According to the calculations with the HACM June numbers we are going to have to cancel existing Section 8 vouchers. Ms. Santos stated the number of vouchers isn't exact because the number changes due to various parameters. There are 54 vouchers that will have to be recalled, but these are vouchers that have been issued but a lease has not been executed with the landlord.

Ms. Santos explained that the funding for HAP payments has usually been about \$2.6M and that has been reduced to \$2.3M for several months and then the funding went down to \$1.8M for the month of June. We are allowed to keep one and one-half week's worth of funding in reserves but that doesn't help resolve the issue and we cannot move other funds to this program; there's no way to cover the shortfall. Ms. Anderson reported that she has searched for a solution to avoid termination of families and a decision needs to be made now. To delay a decision would increase the number of families affected.

After a long discussion, the Board directed the Executive Director to prepare a press release for tomorrow morning after the 54 individuals holding vouchers have been notified that their vouchers cannot be funded. The Board requested the Chair review the Press Release prior to release to the media and that the Board members be provided information in which to respond to or refer potential callers.

OLD BUSINESS

A. Organizational Structure – Board Direction

The Board requested this item be placed on the Board agenda for July.

NEW BUSINESS

A. Resolution 2598: Joint Powers Agreement Paso Robles Housing Authority – Oak Park

Upon motion by Commissioner Stewart, seconded by Commissioner Bilek, the Board adopted Resolution 2598, approving the Joint Powers Agreement between the Paso Robles Housing Authority and the Housing Authority of the County of Monterey relating to the financing of an affordable housing project and approving actions related thereto. Motion carried with the following vote:

AYES: Styles, Stewart, Bilek, Espinoza, Healy
NOES: None
ABSENT: Williams

B. Appointment to Committees

Chair Styles appointed Commissioners Espinoza and Healy to the Personnel Committee along with Commissioner Bilek, who was appointed as the Chair of that committee.

C. Retreat Summaries - Informational

The Board requested the Vision Statement be placed on the Board agenda for July.

INFORMATION

A. Status Report: Finance Update and May 2009 Disbursements

Ms. Santos reported she had some good news regarding Lakeview. The State has authorized a \$70K operating subsidy for Lakeview for FY 2009, which will unfortunately end next week, but the State is also supposed to pay us \$30K that they owed us in 2002. No action required.

B. Human Resources Report /Summary of Activity June 2009

Ms. Giancola reported one addition to her report is that HACM had a second round of interviews today for the Housing Management Aide position and we should have a decision tomorrow. No action required.

C. Status Report: Monthly Development Report

Ms. Warren reported she had nothing further to add to her report which was previously discussed after Reports of Committees. 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 the MASS inspection was completed last week; the FHEO inspection is currently ongoing. No action required

F. Status Report: Eligibility/Section 8 Reports

Ms. Anderson reported she had nothing to add to her report; 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 Stewart thanked everyone for the discussion with the Seaside Civic League; he hoped that the league left satisfied with our recommendations.

ADJOURNMENT

There being no further business to come before the Board, the meeting was adjourned at 8:24 p.m.

Chairman

ATTEST:

Secretary

Date