

**ACTION**  
**MINUTES OF THE REGULAR BOARD MEETING**  
**OF THE**  
**HOUSING AUTHORITY OF THE COUNTY OF MONTEREY**  
**HELD OCTOBER 27, 2014**

Commissioners met at the Central Office. Chair Elizabeth Williams called the meeting to order at 5 p.m. Present: Chair Elizabeth Williams, Vice Chair Kevin Healy and Commissioners Kathy Beuthin, Mary Jo Zenk, Kathleen Ballesteros, and Viviana Gama. Absent: Commissioner Tom Espinoza. Also Present: Jean Goebel, Executive Director; Lynn Santos, Director of Finance; Joni Ruelaz, Housing Programs Manager; Pat Wyatt, Human Resources Manager; and Starla Warren, Fee-for-Service Development Director. Recorder: Sandy Tebbs

PRESENTATIONS:

A. Service Award: Chair Williams announced a service award for Ramon Perea for five years of loyal service to the Housing Authority. The Board congratulates and thanks Mr. Perea for his years of service.

B. Certificate of Completion – NAHRO Commissioners’ Fundamentals Course: Chair Williams presented a Certificate of Completion for the NAHRO Commissioners’ Fundamentals Course to Commissioner Viviana Gama. The Board congratulated Commissioner Gama.

COMMENTS FROM THE PUBLIC:

Irene Banuelos commented about the failure on management part to provide timely performance evaluations and how that affects families.

Maricruz Medina also commented about management not providing timely performance evaluations.

The Chair thanked those for coming and reminded this Board has an open door policy at any time; she noted everyone is welcome at this meeting or any other meeting they would like to attend. She thanked those that came tonight.

Denise Turley, Vice President of the Preston and Abrams Park Tenant Association, commented in support of Catina Lovett and requested her situation be reviewed according to Section 14 of the guidelines and that her Section 8 continues while the review is in process.

Catina Lovett requested her termination be reconsidered; she stated she feels she has also been discriminated against as far as her ethnicity.

CONSENT AGENDA

- A. Minutes – Approval of Minutes of the Annual Board Meeting held September 22, 2014
- B. Minutes – Approval of Minutes of the Special Board Meeting held October 4, 2014
- C. Minutes – Approval of Minutes of the Special Joint HACM/HDC Board Meeting held October 4, 2014 (when completed)

Upon motion by Commissioner Healy; seconded by Commissioner Zenk, the Board approved the Consent Agenda. Motion carried with the following roll-call vote:

YES: Williams, Healy, Beuthin, Zenk, Ballesteros, Gama  
NOES: None  
ABSENT: Espinoza

(Note: Minutes – Approval of Minutes of the Special Joint HACM/HDC Board Meeting held October 4, 2014 were not completed for consideration; they will be considered at the next Board meeting.)

REPORTS OF COMMITTEES

Personnel Committee: Commissioner Zenk stated all items are on the agenda.

Finance/Dev Committee: Commissioner Healy reported all items are on the agenda.

Monterey County Housing, Inc.: Commissioner Zenk stated MCHI did not meet this month.

Affordable Acquisitions: Same as MCHI

Sunrise House: Commissioner Espinoza was absent; Staff noted that Sunrise House meets next month.

REPORT OF SECRETARY

A. Executive Report

Ms. Goebel reported she had nothing to add to her report. She stated she attended the NAHRO National Conference where former Commissioner Styles was presented with the Elizabeth B. Wells award. There were many attending that award ceremony.

NEW BUSINESS

A. Appointment to Ad Hoc Marketing Committee

Upon motion by Commissioner Healy; seconded by Commissioner Zenk, the Board Tabled this item at the request of the Chair. Motion carried with the following roll-call vote:

YES: Williams, Healy, Beuthin, Zenk, Ballesteros, Gama  
NOES: None  
ABSENT: Espinoza

INFORMATION

A. Finance Report

Ms. Santos reported she didn't have anything to add to her report. She responded to query that the scoring for the audit ending June 2014 would reflect whether HACM was a troubled agency. Ms. Santos reminded that hopefully we will be going to RAD before the scoring takes place.

B. Human Resources Report

Ms. Wyatt reported she had nothing to add to her report,

C. Development Report

Ms. Warren reported at the NAHRO Conference in Baltimore she learned a significant number of the RAD applications that went in under the 60K cap are falling out because their scope of work is larger than they anticipated and their financing will not work. She further reported that HUD is also circulating a preliminary rule on new disposition regulations which seems contrary to the RAD initiative, but there were a lot of things they did not address such as the use of proceeds and what is a proceed. Ms. Warren stated she would do research and provide an update next month. To queries, Ms. Warren replied the fact that RAD applications are falling out is good for HACM because that moves us closer to the cap.

Ms. Warren next reported that we have bond counsel opinion on the bond documents on Parkside and Casanova so that is moving along. With regards to the Castroville project application, the State scored it well enough to be funded and moved the recommendation up where it was then not funded. Staff will be meeting with Congressman Farr tomorrow on site on this non-funding issue. She also reported that the National Rural Organization that is the lobbying group for the rural community has accused USDA of not utilizing millions of dollars for two loan programs and that information has been passed to Congressman Farr's office.

To query regarding solar issue with PG&E, Ms. Warren explained that commercial businesses have the right to see their solar information, but a multi-family owner cannot get that information unless they get written permission from their tenants which has to be updated annually and would involve thousands of documents so a request is on the HDC agenda to hire a part-time position to start handling this task. We want to make a case that we are off-setting energy costs for our developments and we should have access to that information and ultimately it will go to the head of PG&E in San Francisco and if they are not able to resolve the issue then it will go to CPUC.

To another query regarding the RFP deadline on the HACM building, Ms. Warren replied it was extended a week and is due this Friday. She explained we were going to take sub-bids but we have two general contractors bidding and that is a good thing because they will have all the trades; there has been a lot of questions and interest.

D. Property Management Report

Ms. Goebel stated Ms. Tonkin could not be at tonight's meeting; there were no questions on property management.

E. Housing Programs Report Ms. Ruelaz reported

Ms. Ruelaz reported the job fair held on October 10<sup>th</sup> was a success. Staff continues with the intake push; recently another 600 were pulled from the wait list. The RFP for Project Based units is out with a deadline of November 6<sup>th</sup>; this will add 150 Project Based units to the authority. She further reported the next POWER Project meeting takes place next week with 83 invited to participate. To query on how many were notified of the RFP for Project Based units, Ms. Ruelaz replied we have a mailing list of about 20 different agencies.

COMMISSIONER COMMENTS

Commissioner Gama thanked Staff for all they do. She stated she enjoyed the Commissioners' Fundamentals course and can't wait to attend the Ethics course.

Commissioner Zenk thanked Staff for their hard work. She stated there is a State business group called California Economics Summit that focuses on trying to improve the economic situations in the State and particularly those related to jobs. They are trying to figure out the economic issues for each region in the State and each one looked at had affordable housing as a key issue. This organization is supported by other State-wide organizations but she noted there isn't any affordable housing State organizations that generally advocate for things. It is on the website under California Economics Summit. Ms. Goebel replied there is a portion of it for affordable housing but it is a complex process.

Commissioner Healy thanked Staff for their hard work and wished everyone a Happy Halloween.

Commissioner Ballesteros thanked Staff for all they do. She congratulated Commissioner Gama on her Commissioner training and noted she also is looking forward to the Ethics course. Commissioner Ballesteros next thanked the Chair of the Board for her comment to the employees that there was an open door policy and they are always welcome; that is very important.

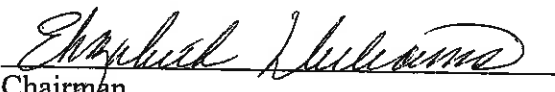
Commissioner Beuthin thanked everyone who attended the NAHRO National Conference and in particular for keeping up to date and abreast of the developments with the RAD program and the budget.

Commissioner Williams congratulated Commissioner Gama and noted she would like to see all the Commissioners get the Fundamentals training. She next thanked Staff for all their hard work. She next mentioned there is a conference in January in Napa that may offer one of the Commissioners' Certification courses on the weekend. Commissioner Williams requested that course information be brought to the Board when it is available. She thanked all those who attended the NAHRO National conference and noted she heard that former Commissioner Styles was well received by the NAHRO Staff and others at the conference. Alan Styles makes us proud that he was part of our organization and all the good that he did for NAHRO in general and specifically for this Housing Authority and we extend our congratulations to him.

The clerk announced there were two October birthdays this month, Commissioners Williams and Gama. The Board wished the Commissioners Happy Birthday.

ADJOURNMENT

There being no further business to come before the Board, the meeting was adjourned at 5:35 p.m.

  
Chairman

ATTEST:



Secretary

11-18-14

Date