Commissioners met at the Central Office. The meeting was called to order by Chair Lyn Ann Rosen at 6:03 p.m. Present: Chair Lyn Ann Rosen, Vice Chair Michael Nichols, and Commissioners: York Gin, Josh Stewart, Alan Styles, and Timothy Escamilla (arrived at 6:07 p.m.). Absent: Commissioner Carol Schneider. Also Present: Jim Nakashima, Executive Director; Mary Jo Zenk, Deputy Executive Director/Chief Financial Officer; Barry Phillips, Chief Administrative Officer; Tony Caldwell, Chief Information Officer; Rosie Anderson, Director Housing Assistance Programs; Jean Goebel, Director of Housing Management; Starla Warren, Director of Housing Development; Lynn Santos, Finance Manager; and Cheryl Ontiveros, Attorney. Recorder: Sandy Tebbs.

PRESENTATION

Certificates of Appreciation were presented to Nick Dorado, Jose Alfaro, Mario Mendoza, and Ramon Perea for their professionalism, urgency, and concern for the residents during the Parkside Apartment fire in February 2004. The Board thanked these gentlemen for their courage and fast action.

COMMENTS FROM THE PUBLIC: None

Ms. Warren introduced Marilyn Rose, newly selected Development Analyst.

PUBLIC HEARING

Chair Rosen opened the Public Hearing on the Housing Authority of the County of Monterey PHA Plan at 6:09 p.m. There were no public comments. Ms. Anderson reported this was the public hearing for the Annual Plan. Chair Rosen closed the Public Hearing at 6:10 p.m.

The Board moved the Closed Session forward to accommodate the Attorney. Staff recommended that the following individuals be added to Agency Negotiators for future labor negotiation closed sessions: Tony Caldwell, Rosie Anderson, and Jean Goebel. The Board convened to Closed Session at 6:10 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 54957.6: LABOR NEGOTIATIONS:
   ACTION: No action taken.

B. With respect to every item to be discussed in Closed Session pursuant to Government Code Section 54956.9: ANTICIPATED LITIGATION:
   Conference with Legal Counsel
   ACTION: No action taken.

The Board reconvened to regular session at 7:15 p.m. The Board recessed at 7:15 p.m. and reconvened to regular session at 7:25 p.m.

CONSENT AGENDA

Commissioner Stewart pulled Consent Agenda items B, C, D, and E for discussion. Commissioner Rosen requested clarification on Consent Agenda item F and whether the employees sign that they approve and have seen their evaluation. Staff responded they sign that they have seen the evaluation.
A. Minutes—Approval of Minutes of the Regular Board Meeting held February 23, 2004

F. Proposed Change to HACM Personnel Policy 605 – Employee Performance Evaluation

G. Resolution 2220: Revised Conventional Low Rent Utility Allowances

H. Resolution 2221: Second Revision of the Agency-wide Budget 2003-2004

I. Resolution 2222: Approval of Section 8 Requisition Budgets 2004/2005

J. Resolution 2223: Approval of Public Housing Operating Fund Formula 2004/2005

K. Resolution 2224: Funding application to the “Affordable Housing Program” sponsored by Bank of America for the Front Street Project

L. Resolution 2225: Funding application to the “Multifamily Housing Program” for the Front Street Project

M. Resolution 2226: Revisions to the Tenant Selection Plan for Portola Vista

Upon motion by Commissioner Nichols, seconded by Commissioner Styles, the Board approved the Consent Agenda items A, F, G, H, I, J, K, L, and M. Motion carried with the following vote:

AYES: Rosen, Nichols, Gin, Stewart, Styles, Escamilla
NOES: None
ABSENT: Schneider

B. Resolution 2216 – Position Revision - Finance Manager to Director of Finance

Commissioner Stewart asked if there was an additional cost to this job description change. Staff responded in the negative and that it was a title change in order to be consistent with the other department heads.

Upon motion by Commissioner Stewart, seconded by Commissioner Nichols, the Board adopted Resolution 2216 approving the revision of the Finance Manager job description to Director of Finance. Motion carried with the following vote:

AYES: Rosen, Nichols, Gin, Stewart, Styles, Escamilla
NOES: None
ABSENT: Schneider

C. Resolution 2217 – New Position – Assistant Director of Finance

To Board query, staff explained the Assistant Director of Finance will be the backup for the Director of Finance and will be performing the general accounting duties in order to provide more time for the Director to perform departmental duties.

Upon motion by Commissioner Stewart, seconded by Commissioner Nichols, the Board adopted Resolution 2217 approval of the new job description for Assistant Director of Finance with a slight impact on the budget. Motion carried with the following vote:

AYES: Rosen, Nichols, Gin, Stewart, Styles, Escamilla
NOES: None
ABSENT: Schneider

D. Resolution 2218 – Position Description Change – King City Migrant Center Manager to South County Housing Programs Manager

Commissioner Stewart asked about the funding portion that the Housing Authority would be paying for this position. Staff explained that currently the position was being funded 100% by the Migrant Center, but the new position would be funded by the property where the individual was actually working which will leave more money in the migrant center budget. Mr. Nakashima commented for the record that it is his personal opinion that HUD is looking for reasons to recover funds from PHAs. He explained a
housing authority in North Carolina with three-years of clean audits just received an IG report that indicated they were misusing public housing funds due to their allocation of funds between their 501(C)3 and public housing. Mr. Nakashima applauded Commissioner Escamilla for stressing the importance of understanding the allocation process.

Upon motion by Commissioner Stewart, seconded by Commissioner Nichols, the Board adopted Resolution 2218, approving the revision of the King City Migrant Center Manager job description to South County Housing Programs Manager. Motion carried with the following vote:

AYES: Rosen, Nichols, Gin, Stewart, Styles, Escamilla
NOES: None
ABSENT: Schneider

E. Resolution 2219 – Change in Personnel Complement

Upon motion by Commissioner Stewart, seconded by Commissioner Nichols, the Board adopted Resolution 2219 that modifies the previously Board-approved Personnel Complement that was amended by Resolution 2192. Motion carried with the following vote:

AYES: Rosen, Nichols, Gin, Stewart, Styles, Escamilla
NOES: None
ABSENT: Schneider

REPORTS OF COMMITTEES

Finance/Development Committee
Commissioner Stewart, Chairman

Personnel Committee
Commissioner Nichols, Chairman

Monterey County Housing, Inc.
Commissioner Tim Escamilla, Representative

Affordable Acquisitions
Commissioner Tim Escamilla, Representative

Commissioner Escamilla reported at a MCHI Finance Committee meeting there was information provided that MCHI might not be paying HACM some interest charges on the Plaza House deficit. In discussion, Staff stated the Plaza House limited partnership requested nothing be done to the debt structure until after year 15; staff noted that the Plaza House interest is a $40K yearly deficit for HACM.

REPORT OF SECRETARY

A. Executive Report: Mr. Nakashima reported that his written report appears strongly presented, but there are important issues ahead. In a lengthy discussion, staff stated a press release was being prepared on the flexible voucher program that is being pushed by Congress. This program will cause loss of funding and vouchers as well as hardship on HACM’s clients. Commissioner Escamilla stated he supports the news release but staff needs to carefully present the information in perspective to actual facts and numbers. Staff stated the PR firm would be assisting in the write-up of the press release.

NEW BUSINESS

A. Resolution 2227: Execute contracts and documents related to Environmental Services for Rippling River and the replacement site

Upon motion by Commissioner Stewart, seconded by Commissioner Gin, the Board adopted Resolution No. 2227, authorizing the Executive Director to execute all documents related to environmental services for Rippling River and the replacement site. Motion carried with the following vote:

AYES: Rosen, Nichols, Gin, Stewart, Styles, Escamilla
NOES: None
ABSENT: Schneider

The Board selected April 14, 2004 at 4 p.m. to have the Board’s environmental process training.

INFORMATION

A. Administrative Report/Summary of Actions for February/March 2004
March 22, 2004

D. Status Report: Monthly Housing Management Report
E. Status Report: Eligibility/Section 8 Reports
F. Legislative Update

There was no discussion under Information; no action required.

COMMISSIONER COMMENTS

The Board wished Commissioner Escamilla and Ms. Zenk a Happy Birthday.

Commissioner Styles welcomed back Commissioner Escamilla.

Commissioner Nichols commented everybody stay on top of it.

Commissioner Stewart commented that he was at a meeting with the Monterey County Herald and they would like to know about events going on and wanted somebody to do a column once a week; he suggested the Executive Director might want to put some things in the Monterey County Herald newspaper for the public.

Ms. Santos commented that HACM received the final audit and if the Commissioners would like to have a copy for their own to please see her after the meeting. Mr. Nakashima commented that staff is finding out there are very few housing authorities that have received no findings on the RIM inspection.

Commissioner Rosen commented that her trip summary was on the table. At the symposium in Washington, D.C. there wasn’t one idea that was suggested that HACM wasn’t trying or had not thought of. It was a good conference, but a bleak outlook.

Commissioner Styles further commented there was an article in the Californian about the Tynan property; there was also a letter to the editor that isn’t included in the Board packet after the article came out that staff might want to capture.

CLOSED SESSION: See Closed Session above.

ADJOURNMENT

There being no further business to come before the Board, the meeting was adjourned at 8:39 p.m.