

ACTION
MINUTES OF THE REGULAR BOARD MEETING
OF THE
HOUSING AUTHORITY OF THE COUNTY OF MONTEREY
HELD MAY 20, 2002

Commissioners met at the Central Office. The meeting was called to order by Chair Alan Styles at 6:05 p.m. Present: Chair Alan Styles, Vice Chair Lyn Ann Rosen, and Commissioners: York Gin, Mike Nichols, Tim Escamilla (arrived at 6:10 p.m.), and Carol Schneider. Absent: Commissioner Josh Stewart. Also Present: Jim Nakashima, Executive Director; Mary Jo Zenk, Deputy Executive Director/Chief Financial Officer; Barry Phillips, Chief Administrative Officer; Ulysses Pollard, Director Housing Management; Starla Warren, Director of Housing Development; and Lynn Santos, Finance Manager; and Sandra Reeder, Senior Community Development Planner. Recorder: Sandy Tebbs

COMMENTS FROM THE PUBLIC: Mr. Phillips introduced Tony Caldwell, HACM's new IT Manager. The Board welcomed Mr. Caldwell to the Housing Authority.

PRESENTATION

Commissioner Escamilla arrived at 6:10 p.m.

Rose Cade from the Enterprise Foundation presented information and provided handouts to the Board of Commissioners regarding the strategic planning process and recommended a retreat be setup to start that process. Ms. Cade noted she would rework the proposed agenda and forward it to Ms. Tebbs.

Upon motion by Commissioner Rosen, seconded by Commissioner Schneider, the Board approved setting up a Board of Commissioners Retreat. Motion carried with the following vote:

AYES: Styles, Rosen, Gin, Nichols, Schneider
NOES: Escamilla
ABSENT: Stewart

Upon motion by Commissioner Rosen, seconded by Commissioner Schneider, the Board approved a Retreat to be held on Saturday, August 3, 2002, 9 a.m. to 12 p.m. at the Housing Authority. The Board further approved the Executive Director's attendance at the Retreat. Motion carried with the following vote:

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

CONSENT AGENDA:

A. Minutes Approval of the Minutes of the Regular Board Meeting held on April 22, 2002.

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

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

REPORTS OF COMMITTEES

Finance/Development Committee
Personnel Committee
Monterey County Housing, Inc.
Affordable Acquisitions

Agenda items 9D, 9E, and 9F were not reviewed by Committee.

REPORT OF SECRETARY

A. Executive Report: Mr. Nakashima reported there are three finalists for the RCI process; the winner should be known by the first week of July. The clock on the RCI process starts the middle of July. The negotiations will take approximately four months and the approval process through Congress will make the start time in January 2003.

B. Administrative Report: Mr. Phillips reported there were no changes to his report.

C. Finance Report: Ms. Santos reported there were no changes to her report.

D. Development Report: Ms. Warren reported the Castroville Rehab project is 60% complete with the estimated completion now around the first week in June. Mr. Nakashima reminded that the Comp Grant has been reduced to \$1.3M from \$1.5M.

E. Housing Management Report: Mr. Pollard reported there were no changes to his report. Mr. Nakashima complimented the Development and Maintenance departments on their efficiency and coordination.

F. Eligibility/Section 8 Reports. Ms. Zenk reported in Ms. Anderson's absence that there were no changes to the report. To Board query, staff noted there were 12 applicants on a separate waiting list for the 1253 Del Monte project and that these applicants were being trained through Children's Services International.

OLD BUSINESS

A. Proposed Change to HACM Commissioners' Travel and Entertainment Policy

Upon motion by Commissioner Rosen, seconded by Commissioner Nichols, the Board approved the Proposed HACM Commissioners Travel and Entertainment Policy. Motion carried with the following vote:

AYES: Styles, Rosen, Gin, Nichols, Escamilla, Schneider

NOES: None

ABSENT: Stewart

NEW BUSINESS

A. Resolution 2139 - Transfer Reserves from the Section 8 Program to Public Housing

Upon motion by Commissioner Escamilla, seconded by Commissioner Rosen, the Board adopted Resolution 2139 to transfer \$85,000 of Section 8 reserves to Public Housing. Motion carried with the following vote:

AYES: Styles, Rosen, Gin, Nichols, Escamilla, Schneider

NOES: None

ABSENT: Stewart

B. Motion to accept settlement offer and write-off remaining receivables from Ray Harrod, Sr. and Ray Harrod, Jr.

Upon motion by Commissioner Escamilla, seconded by Commissioner Gin, the Board approved the motion to accept the settlement offer and approve write-off of receivables from Ray Harrod, Sr. and Ray Harrod, Jr. in the total amount of \$19,558.98. Motion carried with the following vote:

AYES: Styles, Gin, Nichols, Escamilla, Schneider
NOES: Rosen
ABSENT: Stewart

C. Two motions to change Board Agenda schedule

Upon motion by Commissioner Schneider, seconded by Commissioner Rosen, the Board adopted the following policy: "All agenda items from the Committees requiring Board action will be considered for the Board agenda for either the Consent or Old or New Business deliberation sections of the Agenda. Prior to voting for the Consent Agenda at the full Board, any Board member can request moving a Consent Agenda item to New or Old Business for deliberation." Motion carried with the following vote:

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

Upon motion by Commissioner Rosen, seconded by Commissioner Schneider, the Board approved amending the Bylaws, Article III, Section 6, Order of Business, to include "Information" between the New Business and Commissioners' Comments sections of the Board Agenda. Motion carried with the following vote:

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

The Board recessed to a break at 7:45 p.m. and reconvened to regular session at 7:51 p.m.

D. Overview of County General Plan and Environmental Impact Report and Draft General Plan, Guidance

During a lengthy discussion, the Board recommended HACM's response letter on the County's General Plan and EIR report include comments on inclusionary housing, density issues, waiver on the in-fill fee, and transportation. Chair Styles recommended that all Board Commissioners sign the response letter and that the letter be read at a Board of Supervisors meeting. No action required.

E. Pending Legislation

Mr. Nakashima noted the State bills are provided to the Board for information and direction by the Board of Commissioners as deemed appropriate. No action required.

F. County's General Plan Regarding Housing and Inclusionary Programs

The Board decided this agenda item should be sent to the Finance/Development Committee for further review.

G. Quarterly Cash Report: For information only.

H. Response to Audit Management Letter: For information only.

I. Departmental Cost Allocation--For Information Only: The Board tabled this item until the June Board meeting.

J. Update: RCI Process

Mr. Nakashima noted the RCI information was reported under his Executive Report. No action required.

K. East Garrison Development Plan Update: For information only.

COMMISSIONER COMMENTS: None.

ADJOURNMENT

There being no further business to come before the Board, the meeting was adjourned at 8:47 p.m.