

**ACTION  
MINUTES OF THE REGULAR BOARD MEETING  
OF THE  
HOUSING AUTHORITY OF THE COUNTY OF MONTEREY  
HELD JANUARY 22, 2007**

Commissioners met at the Central Office. The meeting was called to order by Chair Josh Stewart at 6:00 p.m. Present: Chair Josh Stewart and Commissioners Richard Rangel, York Gin, John Dalessio, and Merri Bilek. Absent: Commissioners Alan Styles and Timothy Escamilla. Also Present: Jim Nakashima, Executive Director; Mary Jo Zenk, Deputy Executive Director/Chief Financial Officer, Tony Caldwell, Chief Information Officer; Meredith McCormack, Human Resources Manager; Lynn Santos, Director of Finance; Jean Goebel, Director of Housing Management; Bryan Dove, Community Development Planner; Marilyn Rose, Development Analyst; Recorder: Caritina Carbajal.

**COMMENTS FROM THE PUBLIC:**

A Rippling River resident Julane expressed concern about the design of the disabled units not being suitable for the disabled and said that HACM is completely ignoring the needs of the Rippling River residents. She noted the ramp is gone and the residents need it in order to maneuver around the premises. The new heaters are leaking and residents feel hopeless.

Jim Cooper a former section 8 client asked for housing and noted that he is currently homeless.

Commissioner Stewart noted that the board could not respond at this meeting but that staff will get back to them.

**PRESENTATION**

A birthday card and ten year service pin were presented to Commissioner Josh Stewart. Commissioner Stewart was very thankful to all staff and Commissioners.

**CONSENT AGENDA**

- A. Minutes - Approval of Minutes of the Special Board Meeting held December 18, 2006**
- B. Resolution 2468: Modification to Employee of the Quarter Policy**
- C. Resolution 2469: Approve Whistleblower and Non Retaliation Policy**
- D. Resolution 2471: Authorization to apply for 2007 Homeownership Set-Aside Program**

Upon motion by Commissioner Dalessio, seconded by Commissioner Gin, the Board approved the Consent Agenda item A-D. Motion carried with the following vote:

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

**REPORTS OF COMMITTEES**

Personnel Committee	Commissioner John Dalessio, Chairman
Finance/Development Committee	Commissioner Alan Styles, Chairman
Monterey County Housing, Inc.	Commissioner Josh Stewart, Rep.
Affordable Acquisitions	Commissioner Josh Stewart, Rep.
AdHoc Committee for Rippling River	Commissioner Tim Escamilla, Chairman
Resident Advisory Council	Commissioner Richard Rangel, Rep.

Jim Nakashima, President to the following committees:

Monterey County Housing Authority Development Corporation  
Tynan Village, Inc.

Jim Nakashima, Authorized Signature to the following committees:

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Monterey County Affordable Housing LLC & Tynan Village Affordable Housing LP  
Rippling River Affordable Housing LLC & LP  
Soledad Affordable Housing LLC, & Benito FLC, LP  
Soledad Affordable Housing LLC & Benito Street Affordable Housing LP  
Soledad Affordable Housing LLC & Monterey Affordable Housing LP

**Personnel Committee** – All items on agenda. No Action Required.

**Finance/Dev Committee** –All items on agenda. No Action Required.

**MCHI and MCHI AA** – Commissioner Stewart reported that MCHI board has not met. Ms. Stemler sent in a report for the board and was included in the board packets. No Action Required.

**AdHoc Committee for Rippling River** – Commissioner Styles reported no meetings have been held. No Action Required.

**Resident Advisory Council** – Commissioner Rangel noted the HACM staff presented annual PHA plan and asked for input. They have resolved the tax ID issue and are very thankful for that. No Action Required.

**Monterey County Housing Authority Development Corporation** – No Action Required

**Tynan Village, Inc.** – No Action Required.

**Monterey County Affordable Housing LLC & Tynan Village Affordable Housing LP** – No Action Required

**Rippling River Affordable Housing LLC & LP** – No Action Required.

**Monterey County Housing Authority Development Corp & Benito FLC, LP** – No Action Required.

**Soledad Affordable Housing LLC & Benito Affordable, FLC, LP** – No Action Required.

**Soledad Affordable Housing LLC & Monterey Affordable Housing LP**- No Action Required.

Mr. Nakashima reported that all information is included in the Development report provided.

### **REPORT OF SECRETARY**

#### **A. Secretary Report**

Mr. Nakashima noted that although we are doing better than budget we are still in a deficit budget. He also noted that Congress is approving Continuing Resolutions for the Federal budget will mean significant reductions in funding.

### **NEW BUSINESS**

#### **A. Resolution 2470: HACM Annual Financial Audit Review**

Sunny Wong, CPA presented HACM's annual financial audit and management reports and answered questions.

Commissioner Stewart asked Ms. Santos to report back in nine months on status of outstanding issues in Management Letter.

Upon motion by Commissioner Bilek, seconded by Commissioner Rangel the Board adopted Resolution 2470, HACM Annual Financial Audit Review. Motion carried with the following vote:

AYES: Stewart, Gin, Dalessio, Bilek, Rangel

NOES: None  
ABSENT: Styles, Escamilla

**B. Legislative Priorities**

Commissioner Stewart asked Personnel Committee and Staff to draft letters on the legislative issues. He asked Commissioner Dalessio to bring issues to NorCal Conference in February to get to get other Housing Authorities to work on.

Commissioner Dalessio recommended that the Commissioners work directly on these legislative issues.

**INFORMATION**

- A. Administrative Report/Summary of Actions for December 2006/January 2007**
- B. Status Report: November 2006 Financial Statements and December 2006 Disbursements**
- C. Status Report: Monthly Development Report**
- D. Status Report: Monthly Housing Management Report**
- E. Status Report: Eligibility/Section 8 Reports**
- F. Status Report: Software Migration Update**
- G. Legislative Update**
- H. Legislative Correspondence**
- I. Media Update**
- J. MCHI/MCHI-AA Report**
- K. Schedule for HUD Annual Plan – Information Only**
- L. Follow-up & Referral items**

No items were discussed. No action required for items 9A-9L

The Committee convened to Closed Session at 7:12 p.m

**CLOSED SESSION**

The Board of Commissioners will meet in Closed Session for the following purposes and reasons:

- A. With Respect to every item discussed in Closed Session pursuant to Government code Section 54956.95 LIABILITY CLAIM  
CLAIMANT: Fresh Software  
AGENCY CLAIMED AGAINST: Housing Authority of the County of Monterey  
**ACTION: Board rejected the claim**
- B. With Respect to every item discussed in Closed Session pursuant to Government code Section 54957: PUBLIC EMPLOYMENT EVALUTATION  
PERFORMANCE EVALUATION TITLE: Executive Director  
**ACTION: Nothing to Report. This item will continue next month.**

The Committee reconvened to regular session at 7:41 p.m.

**COMMISSIONER COMMENTS:**

Commissioner Bilek was pleased with staff's work.

Commissioner Dalessio thanked Mr. Caldwell for getting all the legislative priorities together. Both Commissioner Dalessio and Stewart attended the Martin Luther King event in Seaside and had positive comments to report.

Commissioner Rangel congratulated staff on good audit. He noted that the Alliance for Aging will be honoring World War II and Korean War veterans. He thank Ms. Anderson and her staff for their good work. He noted that there is free tax help for low income elderly.

Ms. Goebel was asked to post notice of free tax help a the senior sites.

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Commissioner Stewart congratulated Ms. McCormack now Contreras on her marriage and wished her well.

**ADJOURNMENT**

There being no further business to come before the Board, the meeting was adjourned at 7:43 p.m.

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Chairman

ATTEST:

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Secretary

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Date