

**AGENDA**  
**HOUSING AUTHORITY OF THE COUNTY OF MONTEREY**  
**REGULAR BOARD MEETING**  
**BOARD OF COMMISSIONERS**

DATE: Monday, December 12, 2011  
TIME: 4:30 p.m.  
PLACE: Housing Authority of the County of Monterey  
Central Office  
123 Rico Street  
Salinas, CA 93907

**1. CALL TO ORDER (Pledge of Allegiance)**

**2. ROLL CALL**

PRESENT      ABSENT

Chair Elizabeth Williams	_____	_____
Vice Chair Kevin Healy	_____	_____
Commissioner Josh Stewart	_____	_____
Commissioner Alan Styles	_____	_____
Commissioner Tom Espinoza	_____	_____
Commissioner Andrew Jackson	_____	_____

**3. COMMENTS FROM THE PUBLIC**

**4. CONSENT AGENDA**

Items on the Consent Agenda are considered routine and, therefore, do not require separate discussion. However, if discussion is necessary or if a member of the public wishes to comment on any item, the item may be removed from the Consent Agenda and considered separately. Questions of clarification may be made by Commissioners without removal from the Consent Agenda. The Consent Agenda is adopted in one motion.

- A. Minutes - Approval of Minutes of the Regular Board Meeting held November 21, 2011
- B. Minutes – Approval of Minutes of the Joint Special HACM/HDC Board meeting held November 21, 2011
- C. Job Description Revisions: Executive Assistant, Director of Finance, Housing Programs Manager, and Housing Management Manager
- D. Maintenance/Quality Control Inspector Job Description Revision
- E. Amend Conflict of Interest Code of the Housing Authority of the County of Monterey

**5. REPORTS OF COMMITTEES**

<u>Personnel Committee</u>	Commissioner Tom Espinoza, Chairman
<u>Finance/Development Committee</u>	Commissioner Alan Styles, Chairman
<u>Monterey County Housing, Inc.</u>	Tony Caldwell, Representative
<u>Affordable Acquisitions</u>	Tony Caldwell, Representative
<u>Monterey County Housing Development Corporation</u>	Starla Warren, President
<u>TVI &amp; Tynan Village Affordable Housing LP</u>	Starla Warren, Authorized Signature
<u>Rippling River Affordable Housing LLC &amp; LP</u>	Starla Warren, Authorized Signature

MCHADC & Benito FLC, LP  
MCHADC & Benito Street Affordable Housing LP  
MCHADC & Monterey Affordable Housing LP  
MCHADC & Fanoe Vista, LP

Starla Warren, Authorized Signature  
Starla Warren, Authorized Signature  
Starla Warren, Authorized Signature  
Starla Warren, Authorized Signature

**6. REPORT OF SECRETARY**

- A. Executive Report

**7. OLD BUSINESS**

- A. HACM Board Retreat
- B. NAHRO Legislative Conference

**8. NEW BUSINESS**

- A. Resolution 2720: Conflict of Interest Policy Revision
- B. Resolution 2721: Semi-Annual Write-offs
- C. Change March 2012 Board and Committee Meeting Dates
- D. Executive Director's Contract

**9. INFORMATION**

- A. Finance Report
- B. Human Resources Report
- C. Development Report
- D. Property Management Report
- E. Asset Management Report
- F. Housing Programs Report

**10. CLOSED SESSION**

The Board of Commissioners will meet in Closed Session for the following purpose and reason:

- A. Government Code Section 54957(b): Personnel Matters

**11. COMMISSIONER COMMENTS**

**12. ADJOURNMENT**

\*\*\*\*\*  
This agenda was posted on the Housing Authority's Bulletin Boards at 123 Rico Street, Salinas, CA.  
The Board of Commissioners will next meet at the Regular Board Meeting on **January 23, 2012 at 5 p.m.**  
\*\*\*\*\*