

**ACTION**  
**MINUTES OF THE REGULAR BOARD MEETING**  
**OF THE**  
**MONTEREY COUNTY HOUSING AUTHORITY**  
**DEVELOPMENT CORPORATION**  
**HELD APRIL 22, 2013**

Directors met at 123 Rico Street, Salinas, CA 93907. The meeting was called to order by Vice Chair Tom Espinoza at 6:44 p.m. Present: Directors Tom Espinoza, Elizabeth Williams, Kevin Healy, Charmaine Scott, Kathy Beuthin and Mary Jo Zenk. Absent: Chair Alan Styles. Also Present: Starla Warren, President/CEO. Also in attendance HACM staff: Lynn Santos, Director of Finance. HDC Staff: Carolina Sahagun, Senior Community Development Planner; Marilyn Rose, Senior Finance Officer and John Shores, Senior Construction Manager. Recorder: Kimmy Nguyen

**COMMENTS FROM THE PUBLIC:** None

**CLOSED SESSION**

**The Board convened to Closed Session at 6:45 p.m.**

The Board of Directors met in Closed Session for the following purposes and reason:

- A. CONFERENCE WITH LEGAL COUNSEL – Initiation of litigation pursuant to subdivision (c) of Government Code section 564956.9: 1 potential case  
**ACTION:** No actions were taken in closed session

The Board reconvened to regular session at 7:03 p.m.

**PRESENTATION**

Ms. Warren presented to the Board a Pre-Construction Activity video that displayed the Salinas Police department doing various trainings and utilizing the old buildings at the Haciendas Phase 2 site. She mentioned that this is an augmentation of the news coverage that was previously sent to the Directors. Ms. Warren commented that this will be posted on our website.

**CONSENT AGENDA**

- A. Minutes—Approval of Minutes of the Regular Board Meeting held March 25, 2013

Upon motion by Director Williams, seconded by Director Zenk, the Board approved the minutes for the Regular Board Meeting held March 25, 2013. Motion carried with the following vote:

AYES: Espinoza, Williams, Healy, Scott, Beuthin, Zenk  
NOES: None  
ABSENT: Styles

**NEW BUSINESS**

- A. Appointments

Due to Chair Styles absence, he requested that this item be tabled until the next meeting.

- B. Resolution MDC-103: Board Minutes Retention Policy

Ms. Warren mentioned that this is reflecting what was verbally discussed and now formalizing it from the last meeting.

Upon motion by Director Healy, seconded by Director Williams, the Board approved Resolution MDC-103 adopting the Board Minutes Retention Policy. Motion carried with the following vote:

AYES: Espinoza, Williams, Healy, Scott, Beuthin, Zenk  
NOES: None  
ABSENT: Styles

### **INFORMATION**

#### **A. Monthly Development Report**

Ms. Warren reported that going forward she recommended that instead of having a big report all lumped into one, she will parse it out and have the resident component be given by Ms. Sahagun and adding a construction status report to be given by Mr. Shores. Pertaining to the Salvage policy, Ms. Warren mentioned that HDC had taken out the heaters at Portola Vista to be recycled. The heaters were cut up and the copper was then taken out. Ms. Warren shared with the Board that we received \$920.00 for recycling. To query, Ms. Warren responded that we could use this piece for marketing but she feels that we could do a bigger piece on recycling because of the construction demolition activities and mentioned that we recycle 75% of our debris. However, she stated that we have plenty of marketing activities going on right now and commented that it is certainly something to think about going forward.

Ms. Warren further mentioned that another thing that HDC is doing is that we will be gathering all the kids together on Haciendas Phase 1 to create some murals and to be presented at the Groundbreaking ceremony. The date has not been set yet. She commented that after Phase 2 is completed and leased up, we will do the same thing for the kids on Phase 2 and augment the murals and mount them in the community center. Ms. Warren went over the attachments of the development report mentioning the Tynan newsletter, the quarterly report from CSUMB and a picture of Oak Park. She mentioned that going forward, Mr. Shores will be providing more pictures and more specific details relative to where we are in construction.

#### **B. Property Management Report**

To Board queries, Ms. Warren responded that the E. Rossi vacancies are the balance of Phase O and it is the third phase of phases 1-3. She stated that we are using it for swing space for moving residents. Ms. Warren commented that they do have vacancies but it is not an issue because this site is going to be going under redevelopment. Ms. Warren responded that she believes that there is an on-site caretaker but she will confirm it with Ms. Tonkin. Ms. Santos responded that for the caretaker position, they do not receive any salary.

### **DIRECTOR COMMENTS**

Director Zenk thanked Ms. Warren and staff.

Director Scott thanked Ms. Warren and staff for all their hard work and she appreciated everyone.

Director Healy thanked Ms. Warren and he is excited to see more involvement in the reporting as far as the development report.

Director Williams thanked staff and commented that staff always does a good job.


Director Beuthin thanked staff for all their abilities.

### **ADJOURNMENT**

There being no further business to come before the Board, the meeting was adjourned at

April 22, 2013

7:20 p.m.

  
\_\_\_\_\_  
Chairman

ATTEST:

  
\_\_\_\_\_  
President/CEO

MAY 21, 2013  
Date

