

ACTION
MINUTES OF THE REGULAR BOARD MEETING
OF THE
MONTEREY COUNTY HOUSING AUTHORITY
DEVELOPMENT CORPORATION
HELD NOVEMBER 18, 2013

Directors met at 123 Rico Street, Salinas, CA 93907. The meeting was called to order by Chair Alan Styles at 6:47 p.m. Present: Directors Alan Styles, Tom Espinoza, Elizabeth Williams, Kevin Healy, Charmaine Scott and Mary Jo Zenk. Absent: Director Kathy Beuthin. Also in attendance HACM staff: Jean Goebel, Executive Director and Lynn Santos, Director of Finance. HDC Staff: Marilyn Rose, Senior Finance Officer and John Shores, Senior Construction Manager. Recorder: Kimmy Nguyen

COMMENTS FROM THE PUBLIC: None

CONSENT AGENDA

- A. Minutes—Approval of Minutes of the Annual Board Meeting held October 28, 2013
- B. Resolution MDC-110: Extend Memorandum of Understanding for Resident Services on Haciendas Phase Zero, 1 Haciendas Place and 2 Haciendas Place

Upon motion by Director Williams, seconded by Director Scott, the Board approved the Consent Agenda. Motion carried with the following vote:

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

NEW BUSINESS:

- A. Board Manual

Ms. Warren reported that this is to give update in terms of where we are with the board manual. She stated that this is not completed but if any Directors have a request to add to the manual, to please let us know and we can finalize this potentially in January. Director Zenk wanted to thank staff for putting together the manual. She commented that she thought that it would be helpful that the Board members have a manual that they can refer to. Director Espinoza commented that the manual was reviewed in detail at the Ad Hoc Personnel Committee meeting and that it is a work in process. Director Zenk commented that the Committee discussed having a printed copy for each Director and they can update as they go and that all the documents should be available online for them to access.

- B. Appointments to Committees

Chair Styles commented that he will assign Director Zenk to the Finance and Development Committee and assign Director Beuthin to the Ad Hoc Personnel Committee. He further requested that Director Healy be the Chair of the Ad Hoc Personnel Committee. The Finance and Development Committee consists of Director Williams as the Chair, Director Scott and Director Zenk. The Ad Hoc Personnel Committee consists of Director Healy as the Chair, Director Espinoza and Director Beuthin.

INFORMATION:

- A. Planning Report

Ms. Warren reported that Ms. Sahagun is not here tonight and she will answer any questions on the report in her absence. She further reported that there was nothing to add to this report.

B. Construction Manager Report

Mr. Shores reported that everything is in the report. Director Williams commented that she appreciated all the pictures and thanked Mr. Shores for including them. She stated that not all of them are able to walk the construction site and the pictures give them an idea of where things are at and how it's coming along. Director Styles commented that the Grand Opening should be coming soon for Haciendas 2 and Mr. Shores stated that everything is ahead of schedule. Ms. Warren commented that we have been working with the Torres-Gil Family regarding the Grand Opening.

C. Finance Report

Ms. Rose reported that there was nothing to add to this report.

D. Quarterly Financial Report (HACM)

Ms. Santos reported that there was nothing to add to this report.

E. Property Management Report

Ms. Goebel reported that there was nothing to add to this report.

Ms. Warren mentioned that on the project in Paso Robles, \$1.2M on the solar component has been deducted from the general contractor contract as well as \$120k in administrative fees. She stated that the contractor is non-responsive and she has been in contact with legal counsel on a lot of different matters concerning them. Mr. Shores commented that despite the challenge and difficulties, he stated that the buildings have been coming along really well. To queries, Ms. Warren responded that the worst case scenario would be that we might take a hit with the adjuster for a non-delivery of three buildings by December. She stated that there will be contingency left over which would mitigate any other negative financial aspect on that portion. Ms. Warren further responded that we go through qualifications when we choose our contractors and Mr. Shores further commented that another qualification that you go through would be to check references and a good way would be to know who you are dealing with and knowing people in the industry who has worked with the company.

DIRECTOR COMMENTS

Director Healy thanked everyone and commented that he would be interested in hearing what develops from the Paso Robles project. Director Healy requested to get an update on the marketing campaign presentation that was presented at the last board meeting.

Director Scott thanked Ms. Warren for all the information provided at the Board meeting. She further thanked Ms. Warren for all her hard work.

Director Williams thanked Ms. Warren on closing Plaza House and wanted to wish everyone a happy Thanksgiving. Director Williams mentioned that she has a TV show that she does on Friday afternoon on Comcast Channel 24 and that Director Scott is her producer. She further mentioned that last week on her show, Chair Styles was her guest and there were discussions on Tynan Village. Director Williams stated that she had a really good in depth conversation about how Tynan Village came about and the mixed use and commercial side of it. She also mentioned about HACM and their application process. Director Williams mentioned that the show is 23 minutes long and has not aired yet. She commented that once she gets a taping of it, she would like to share it with the Board and also commented that she wanted to thank the Chair for coming.

Director Espinoza commented that he is looking forward to the Haciendas Phase 2 Grand Opening event and the keynote speakers. Director Espinoza further commented that he would like to see the event as an opportunity to highlight what HDC does and how well they do it as

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well as highlighting to the audience how HACM and HDC work together to create what they've created. He wished everyone a happy Thanksgiving.

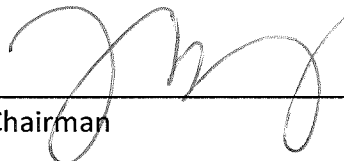
Director Zenk wished everyone a wonderful Thanksgiving and that they have a great time with their family and friends.

Director Styles wished everyone a Happy Thanksgiving and commented that he will see everyone back here in December.

The Board thanked Ms. Warren for the delicious dinner.

ADJOURNMENT

There being no further business to come before the Board, the meeting was adjourned at 7:15 p.m.



Chairman

ATTEST:



President/CEO

JANUARY 28, 2014
Date