

**ACTION**  
**MINUTES OF THE REGULAR BOARD MEETING**  
**OF THE**  
**HOUSING AUTHORITY OF THE COUNTY OF MONTEREY**  
**HELD FEBRUARY 23, 2015**

Commissioners met at the Central Office. Chair Elizabeth Williams called the meeting to order at 5 p.m. Present: Chair Elizabeth Williams, Vice Chair Kevin Healy, and Commissioners Tom Espinoza, Mary Jo Zenk, Kathleen Ballesteros, and Viviana Gama. Also Present: Jean Goebel, Executive Director; Lynn Santos, Director of Finance; Joni Ruelaz, Housing Programs Manager; Pat Wyatt, Human Resources Manager; and Shannon Tonkin, Housing Management Manager. Recorder: Sandy Tebbs

PRESENTATIONS:

Chair Williams announced the service award for Juventino Hernandez for 15 years of loyal service to the Housing Authority; the Board congratulates and thanks Mr. Hernandez for his many years of service.

Executive Director Jean Goebel reported when she and Ms. Ruelaz attended the Northern California/Nevada Chapter of NAHRO Conference, the San Francisco HUD Field Office presented two Certificates to HACM for being High Performers for the Housing Choice Voucher (HCV) program and for Public Housing.

Chair Williams presented Resolution 2806, Resolution of Commendation for Kathy Beuthin, to former Commissioner Beuthin; the Board thanked Ms. Beuthin for her dedicated service to the Housing Authority as a Commissioner and wished her well in her future endeavors. Ms. Beuthin stated it has been an honor to sit on this Board and to get to know all of the hard working professionals that make affordable housing in Monterey County possible.

COMMENTS FROM THE PUBLIC:

Mr. Justin Kim commented about his eviction from Pacific Meadows and requested any assistance the Housing Authority could provide. The Chair of the Board directed the Executive Director to follow-up on Mr. Kim's comments. Mr. Kim provided a document and his current address to the Clerk of the Board.

CONSENT AGENDA

- A. Minutes –Approval of Minutes of the Regular Board Meeting held January 26, 2015
- B. Resolution 2808: Authorization to Contract with Sun Street Centers for Supportive Services at Pueblo Del Mar

Upon motion by Commissioner Healy, seconded by Commissioner Gama, the Board approved the Consent Agenda. Motion carried with the following roll-call vote:

YES: Williams, Healy, Espinoza, Zenk, Ballesteros, Gama  
NOES: None  
ABSENT: None

REPORTS OF COMMITTEES

Personnel Committee: Commissioner Zenk reported everything was on the agenda; she stated the Committee is working on a Board Conflict of Interest Policy and Statement to propose to the Board at the April meeting.

Finance/Dev Committee: Commissioner Espinoza reported the Committee met last week and reviewed Resolution 2808 which is on the Consent agenda. He noted Commissioner Healy chaired most of that meeting because he was late.

Monterey County Housing, Inc.: Mr. Rose reported MCHI meets every other month and their next meeting is scheduled for March 11<sup>th</sup> at which time MCHI will provide \$128K to HACM for repayment of a debt service on the Casanova and Parkside notes. He invited everyone to their March 11<sup>th</sup> meeting. Chair Williams stated HACM appreciates the money and the invitation by MCHI.

Affordable Acquisitions: Same as MCHI

Sunrise House: Commissioner Espinoza reported the Sunrise House Board meets every other month and their next meeting is scheduled for March 12<sup>th</sup>.

REPORT OF SECRETARY

A. Executive Report

Ms. Goebel pointed out the letter on the table regarding Driscoll's Charitable Funding through the Community Foundation of Santa Cruz County. She stated the foundation called to ask if HACM would accept \$1,000 for the general operations in recognition of Commissioner Healy's dedication to the Housing Authority and the Community. Ms. Goebel stated she replied that HACM would be very thankful for it. She noted also attached to her report is a copy of the Business News which indicates HACM as a High Performer for Public Housing and HCV. Ms. Goebel stated another attachment to her report is the President's proposed HUD budget which shows intent to fund housing programs. The Board and Staff thanked Commissioner Healy for his dedication to housing and the community and noted Driscoll must be a nice company to work for.

INFORMATION

A. Finance Report:

Ms. Santos reported the Finance/Development Committee went over her report last week. To query on whether there were any concerns, Ms. Santos replied she would provide concerns in next month's report. Commissioner Williams stated she is concerned about the HELP loans coming due.

B. Human Resources Report:

Ms. Wyatt reported offers are being made on the Housing Programs Specialist and Executive Assistant positions and she hopes to finalize those this week.

C. Development Report

Ms. Sahagun announced Staff from HDC will take questions in the absence of Ms. Warren. To query regarding the PACE Program, Ms. Sahagun replied it is a Department of Energy program.

D. Property Management Report:

Ms. Tonkin reported that Portola Vista received a HUD rent increase effective February 15<sup>th</sup>.

E. Housing Programs Report Ms. Ruelaz reported

Ms. Ruelaz reported the public notice is out for the Administrative Plan update and it is also on the website. She stated she is working on the Administrative Plan Summary for next month which will reflect different preferences than in the past. Ms. Ruelaz further reported she is in the process of developing an owner outreach; there are over 100 clients looking for units but it has been very difficult because rents are higher and there are fewer owners participating in the program. She noted she will be meeting with Home Depot as a possible sponsor for the owner outreach.

Ms. Ruelaz stated we will need to open our wait list probably in early summer. Staff saw a demonstration today of a system with an online application process; Staff will begin compiling the information needed for opening the wait list. To query, Ms. Ruelaz replied in 2008 there were about 5,800 applications and this year we are looking at possibly 10,000 applications. Ms. Goebel reminded rents are going up in California and landlords are choosing not to participate in our program because they can get market rents. Ms. Ruelaz emphasized that even if one multi-family unit could be made available for affordable housing per complex that would help a great deal. Commissioner Williams noted that Ms. Ruelaz does a wonderful job fair and she knows Ms. Ruelaz will have a successful owner outreach. Chair Williams stated that if the Board of Commissioners can help in any way with the owner outreach to please let her know. To query on a central location, Ms. Ruelaz stated someone is checking on Corral De Tierra.

To Commissioner Williams' query on Tenant Commissioner Applications, Ms. Goebel replied the deadline for turning in applications is March 16<sup>th</sup>.

F. Retreat Goals

Ms. Goebel reminded that the Ad Hoc Marketing Committee will be meeting this Thursday. She reported on the Retreat Goals that the new HACM website has been up and running since December. To query regarding deal structure, Ms. Santos replied the Board requested a different presentation but she and Ms. Warren have not had an opportunity to meet on that issue.

The Board convened to Closed Session at 5:40 p.m.

**CLOSED SESSION**

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

- A. Government Code Section 54957(b) Personnel Matters  
ACTION: No action to report.

The Board reconvened to open session at 5:55 p.m.

**COMMISSIONER COMMENTS**

Commissioner Zenk thanked Staff for their hard work and good information. She stated she wanted to report on two things: That she attended the Monterey Bay Regional Economic Summit and one of the big things out of that summit was affordable housing is a big detriment to getting jobs in this community; therefore there is probably more support right now for efforts to increase any kind of housing. She noted if we increase rental stock that would help drive down the high rents. In a meeting with Supervisor Parker last week she learned that Supervisor Salinas has been asking the County staff to look at property owned by the County that might be suitable for building housing. Commissioner Zenk suggested Supervisor Parker talk with HDC Staff.

Commissioner Espinoza thanked Staff for their hard work.

Commissioner Gama thanked Staff for all the information and stated to let her know if help is needed with the owner outreach.

Commissioner Ballesteros congratulated Mr. Hernandez for his 15 years of service at HACM. She further congratulated former Commissioner Beuthin and noted that was a nice presentation. Commissioner Ballesteros thanked Staff and stated she goes through her binders thoroughly because she has a responsibility to be accountable to the community. She thanked the Commissioners for their leadership.

Commissioner Healy echoed Commissioner Ballesteros' comments; he congratulated Mr. Hernandez for his 15 years of service because that is a great accomplishment. Commissioner Healy stated a definite congratulations and thank you to former Commissioner Beuthin; it was a pleasure serving with her and he wishes her the best. He next congratulated the whole team on the High Performer status for both Section 8 and Public Housing. Commissioner Healy thanked Driscoll for supporting the agency; he thinks that is an awesome program that Driscoll has and he is honored to represent them.


Commissioner Williams stated that there is a procedure in place when someone comes to the Board and speaks in public comments about a complaint or has a request; that procedure is Staff will handle the issue and the Chair of the Board is provided a copy of the response which is initialed, dated, and filed. If it is something that needs to come back to the full Board, the Chair will bring that information. Commissioner Williams stated she was summoned by the grand jury to talk about the Housing Authority and she met with them this morning. She cannot disclose what was discussed because she is under oath to not do that. Commissioner Williams next congratulated Commissioner Healy and stated that Driscoll thinks highly of him to do what they did in his name. She next stated she met with Supervisor Salinas last week and he talked about agricultural housing; Supervisor Salinas is letting the agricultural people in South County and the Cities know that money is needed from them for housing. Supervisor Salinas requested Ms. Warren give him a call. Commissioner Williams requested that information be passed to Ms. Warren and that any follow-up information be provided to her once that call has taken place.

Commissioner Williams reported that Supervisor Salinas did reappoint her for another four years and she suggested that each Commissioner meet with their Supervisor at least once a year. She stated she provided the Supervisor with information on the RAD program as well as information provided in the HDC binders on the after school programs, computer programs, cooking programs and ESL programs at the different sites. Supervisor Salinas was impressed with these programs. He was very pleased to hear about Staff working on the Castroville project.

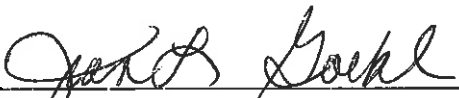
Commissioner Williams reminded that the NAHRO Summer Conference will be held in Austin, Texas, July 30 to August 1<sup>st</sup>; the National Conference will be in Los Angeles, October 15 to 17 which will be a close conference and she hopes many Board members will attend if possible. Commissioner Williams stated she had spoken with former Commissioner Alan Styles and he says hello to everyone.

ADJOURNMENT

There being no further business to come before the Board, the meeting was adjourned at 5:59 p.m.

  
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Chairman

ATTEST:

  
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Secretary

3-24-2015  
Date