

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

Commissioners met at the Central Office. Chair Elizabeth Williams called the meeting to order at 5:03 p.m. Present: Chair Elizabeth Williams and Commissioners Tom Espinoza, Mary Jo Zenk, and Kathleen Ballesteros. Absent: Vice Chair Kevin Healy and Commissioner Viviana Gama. Also Present: Jean Goebel, Executive Director; Joni Ruelaz, Housing Programs Manager; Shannon Tonkin, Housing Management Manager; and Starla Warren, Fee-for-Service Development Director. Recorder: Sandy Tebbs

PRESENTATION:

Chair Williams announced the service award for Gloria Venegas for 15 years of loyal service to the Housing Authority; the Board congratulates and thanks Ms. Venegas for her many years of service.

COMMENTS FROM THE PUBLIC:

Tommy Harris commented about some situations going on at his Parkside complex; Chair Williams requested Staff member Ms. Tonkin talk with Mr. Harris. Ms. Tonkin spoke with Mr. Harris outside the meeting room.

Tomas Moreno provided a letter to the Board Clerk and spoke about being taken off the housing program he is on because he did not pick up his mail for several weeks. Chair Williams referred this issue to Staff member Ms. Ruelaz.

Truman Long, Home Owners Association member for Vista del Sol, commented that he has concerns about issues going on at the Vista del Sol Condominium Complex that appear to be with clients of the Housing Authority and/or their guests. Chair Williams referred Mr. Long to Staff member Ms. Ruelaz.

PUBLIC HEARINGS:

Chair Williams opened the Public Hearing at 5:15 p.m.

- A. PHA Certification of Compliance with the PHA Plan and Related Regulations – Significant Amendment (2014): No comments were received.

Chair Williams closed the Public Hearing at 5:16 p.m.

Chair Williams opened the next Public Hearing at 5:16 p.m.

- B. PHA Certification of Compliance with the PHA Plan and Related Regulations (2015): No comments were received.

Chair Williams closed this Public Hearing at 5:17 p.m.

Chair Williams opened the following Public Hearing at 5:17 p.m.

- C. Approval of update to the 2015 HCV Administrative Plan. The following comments were received:

Joe Farotte, CalWorks Employment Services Branch, Monterey County Department of Social Services, spoke about and provided a letter in support of the approval of the local preferences

Commissioner Espinoza arrived at 5:19 p.m.

Glorietta Rowland, Department of Social Services, representing Director Elliott Robinson, spoke in support of local preferences for the homeless in the Administrative Plan.

Katherine Thoeni, Executive Officer of the Coalition of Homeless Services Providers, commented on behalf of the Coalition and also on behalf of the Salinas Downtown Community Board, they strongly encourage the Board of Commissioners to approve the local preferences for the homeless. Ms. Thoeni further thanked everyone for their service to the community; she thanked Ms. Goebel, HACM Executive Director, for her consistent and reliable leadership in the community.

Jill Allen, Executive Director of the Franciscan Workers of Junipero Serra or better known as Dorothy's Place located in China Town, spoke about serving the homeless and how difficult it is

when housing isn't available at the end of their evaluation. They are pleased to hear and encourage the Commission to approve this plan that advocates vouchers for homeless people.

Juanita Ruvalcaba, Case Manager for the Housing Resource Center, encouraged the Commission to approve the Administrative Plan that will provide vouchers for the homeless families.

Bonnie Jellison stated she is also from the Housing Resource Center of Monterey County. She represents the Veterans' Programs in the County of Monterey as well as San Benito and Santa Cruz. Ms. Jellison thanked HACM for adding a preference for Monterey County Residents.

Chair Williams, on behalf of herself and her fellow commissioners, thanked all those that spoke in Public Hearing for the job that they do; the Board knows it isn't easy and blessed are those of you in the trenches because it is very frustrating to the Board also that we don't have enough housing for everybody. Hopefully, we can all work together and in some miracle come up with a solution. Thank you all for coming tonight.

Chair Williams closed the Public Hearing at 5:28 p.m.

Upon motion by Commissioner Zenk, seconded by Commissioner Espinoza, the Board moved forward New Business agenda item Resolution 2814: Approval of update to the 2015 HCV Administrative Plan. Motion carried with the following roll-call vote:

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

C. Resolution 2814: Approval of update to the 2015 HCV Administrative Plan

Ms. Ruelaz stated most of the changes are for local preferences and regulation updates for Violence Against Women Act (VAWA); she stated another change is that the opening for the wait list will be a lottery process. To queries, Ms. Ruelaz noted approximately 50 agencies will be assisting our clients with the online application process. These agencies will also be listed on the HACM website. Ms. Goebel stated there will be a lot of advertising through media outlets as well as flyers. To query on providing a list of these agencies at the next Board meeting, Ms. Ruelaz responded Staff is looking to open the wait list in the summer plus the software system needs at least 90 days to be set up for this process. She stated she hopes to get together with all the agencies within the next 45 days. Some suggestions from the audience were to post flyers at thrift shops, churches, and laundries. Ms. Allen from Dorothy's Place reminded that there are many people that are functionally illiterate and cannot fill out a form and would need assistance. Another comment from the audience was people who are interested and are eligible to participate in the program will have a service provider, mentor, or an advocate more than willing to help them move through the application process. Ms. Goebel emphasized that Staff makes an all-out effort to get the information to everyone with a lot of television, radio, newspapers, flyers, as well as through communication with other organizations.

Commissioner Ballesteros thanked all the outside agencies that attended the meeting tonight; she stated she knows how it feels to be a recipient of assistance because she has been there. She stated that she hears what is being said loud and clear. Commissioner Ballesteros stated we are here to serve the community and we all work together and listen to each other.

Commissioner Zenk thanked everyone for coming and talking about supporting the preferences; it is helpful to know we are working together to address what the community feels is the need for this kind of housing and making it clear.

Commissioner Espinoza echoed the comments of Commissioners Ballesteros and Zenk and stated it is nice to put faces to the players and organizations that care about the same things we do. He thanked everyone for coming and noted we feel the strong sense of community and the team approach through your comments.

Commissioner Williams thanked everyone for attending the public hearings but stated it is important to not only see you at a public hearing but other times in the year when there are problems in the community. She stated we have a wonderful Staff that does a great job and their hearts are in the right place; Ms. Ruelaz and Ms. Tonkin are those that come in direct contact with the clients and this Board is well apprised.

Ted Elisee stated he has been involved in the Homeless Coalition work for more than ten years and has worked with Ms. Goebel elbow to elbow and Ms. Goebel is the best; she knows we depend upon her and she gives extra time when it is not necessary and he would like to say Thank you to Ms. Goebel.

Upon motion by Commissioner Zenk, seconded by Commissioner Ballesteros, the Board adopted Resolution 2814, approval of the 2015 update to the Housing Choice Voucher (HCV) Administrative Plan. Motion carried with the following roll-call vote:

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

Chair Williams thanked everyone for coming to the Public Hearing and she hopes they will come back and visit.

CONSENT AGENDA

- A. Minutes – Approval of Minutes of the Regular Board Meeting held February 23, 2015
- B. Resolution 2811: Authorization to Enter Into a MOA for Supportive Services In-Kind Match for the Grant Year 2015 Shelter Plus Care #2
- C. Resolution 2813: Board Policy Regarding Response to Public Comments Received at a Board Meeting

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

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

REPORTS OF COMMITTEES

Personnel Committee: Commissioner Zenk reported all items are on the agenda except for the Board Conflict of Interest which will be brought to the Board in April.

Finance/Dev Committee: Commissioner Espinoza reported Commissioner Healy chaired the meeting and items discussed at that meeting are on the agenda.

Monterey County Housing, Inc.: Mr. Rose reported MCHI allocated approximately \$126K to HACM out of a residual note that is payable by its own terms; and another \$201K plus for advances. He stated the Board also spent some on insurance that was due. Their next meeting is on May 13th and there will be elections at that meeting. Mr. Rose invited everyone to attend on May 13th.

Affordable Acquisitions: Same as MCHI

Sunrise House: Commissioner Espinoza reported there was a meeting on March 12th and Jim Rear, who will be leaving as of April 1st as their Executive Director, has agreed to come back for our April Board meeting along with Veronica Magana, the new Executive Director, who is finishing up her Master's Degree at San Jose State. They have been going to various agencies to introduce Ms. Magana. Sunrise House bought a new van and their fund balance is about \$264K. They will be doing a lot of things because April is alcohol awareness month. They will be doing a lot with the youth around alcohol awareness. They have a Prevention Youth Council (PYC) which is the after-school program for the high school group. They are going to be opposing Walgreens on North Main Street who is applying for an alcohol license; the PYC will be attending that public hearing to oppose the issuance of the alcohol license to Walgreens. We discussed Teen Closet which is at PYC and is for donated clothes for kids that are going for job interviews; currently Teen Closet needs men's tee-shirts and women's tops. The Board also talked about United Way who is cutting donations to charities and that will have a huge impact on many agencies. It is a two-year pilot program with a total of \$300K for 33 organizations for those two years, which is down dramatically. Sunrise House is in the process of obtaining a \$25K grant and continues to do grant writing; they obtain most of their funds through various grants.

REPORT OF SECRETARY

- A. Executive Report

Ms. Goebel added two things to her report: HACM was notified last month that we are going to get our renewal grants for our homeless program that totals about \$500K to support Pueblo Del Mar operations and the Shelter Plus Care voucher programs. Last Friday, HACM received notification from HUD that we are eligible for our commitment to enter into a Housing Assistance Payment Contract for Rental Assistance Demonstration (RAD) which means we are

eligible for our Commitment to enter into a Housing Assistance Payments contract (CHAP). There will be a lot of short-term things to accomplish and one is on the agenda, Significant Amendment to the Annual Plan. Commissioner Zenk thanked Ms. Goebel for the attached list of organizations that HACM is a member and what HACM is doing with the Cities and their housing elements.

NEW BUSINESS

A. Resolution 2809: PHA Certification of Compliance with the PHA Plan and Related Regulations - Significant Amendment (2014)

Ms. Goebel noted this was the first public hearing item that received no comments; this is required because we received our CHAP and have to amend the Annual Plan stating we are doing RAD and not just intending to do it. This includes all the requirements that HUD wants in the amended plan. She further stated we will be doing Project Based Rental Assistance (PRBA) with our capital fund and subsidy for public housing being converted to Section 8 subsidy like we have at Portola Vista.

Upon motion by Commissioner Zenk, seconded by Commissioner Espinoza, the Board adopted Resolution 2809, approval of the Significant Amendment to the Agency Annual Plan 2014. Motion carried with the following roll-call vote:

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

B. Resolution 2810: PHA Certification of Compliance with the PHA Plan and Related Regulations (2015)

Ms. Goebel explained this is similar to the last agenda item except it is for our Annual and Five-Year Plan starting July 1st.

Upon motion by Commissioner Zenk, seconded by Commissioner Ballesteros, the Board adopted Resolution 2810 approving the Agency Five Year and Annual Plan 2015. Motion carried with the following roll-call vote:

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

C. Resolution 2814: Approval of update to the 2015 HCV Administrative Plan: This resolution was moved forward and considered between the Public Hearings and the Consent Agenda.

Chair Williams thanked Staff for the great job they did on the three major public hearings and connected resolutions which went very smoothly.

D. Employment Agreement for the Executive Director

Chair Williams noted the Board put together a contract for the Executive Director and she has approved her portion and now the Board needs to approve their portion.

Upon motion by Commissioner Zenk, seconded by Commissioner Ballesteros, the Board approved the Employment Agreement for the Executive Director, Jean Goebel, Motion carried with the following roll-call vote:

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

INFORMATION

- A. Finance Report: Ms. Santos was not available at this meeting; there were no questions.
- B. Human Resources Report: Ms. Wyatt was not available at this meeting; there were no questions.
- C. Development Report

Ms. Warren reported regarding 123 Rico building that Commissioner Zenk had asked about the PACE Program and now we have some new information on the PACE program in terms of eligibility. She stated they are trying to work through whether or not HDC is an eligible entity that could be a recipient and have HACM be the sub-recipient. Ms. Warren stated once she

works through the technical threshold items, she should have more to say about the program. She stated she was advised there are two other additional pieces of funding that did not appear to be advantageous but she would like to review those two pieces. Ms. Warren hopes to have better information at the next Board meeting.

D. Property Management Report:

Ms. Tonkin reported we received our letter on the USDA Inspection and as expected we have some major repairs on the Castroville project that have to be done. To query, Ms. Warren noted the next tax credit round will be in September; she further stated she would give counsel to Ms. Tonkin with regards to the repairs to be done on the Castroville project. Ms. Tonkin emphasized some repairs are not optional because they are safety issues.

E. Housing Programs Report Ms. Ruelaz reported

Ms. Ruelaz thanked the Board for approving the Administrative Plan. She further stated the owner outreach is scheduled for April 29th, from 5:30 p.m. to 7 p.m., at Corral de Tierra, who is donating the space. A committee has been formed and Staff is working with the Veterans Affairs Office and with Housing Resource Center in getting owners to participate in the program. She stated she would provide more information as soon as the flyer is completed. Ms. Ruelaz requested anyone wishing to volunteer to be an MC to let her know. She stated that Steve McShane and a homeless veteran will be two of the speakers.

F. Retreat Goals: Chair Williams requested skipping this ongoing agenda item for tonight. There were no objections.

The Board convened to Closed Session at 6:07 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 6:36 p.m.

COMMISSIONER COMMENTS

Commissioner Ballesteros thanked Gloria Venegas for her 15 years of dedicated service to the Housing Authority. She stated she was touched by all the agencies that came for the Public Hearing representing residents in our community; she noted this was her first exposure to a Public Hearing and she meant what she said, the need is great. Commissioner Ballesteros stated we have a lot to shoulder (as a Board). She thanked HACM and HDC Staffs who work with the residents as one piece of the puzzle. Commissioner Ballesteros stated for her it was overwhelming but she is glad she is a Board Commissioner to represent the residents in Monterey County. She thanked everyone for coming.

Commissioner Zenk echoed what Commissioner Ballesteros stated about the other groups coming in and obviously it's great that we are making sure that our local preferences mesh with the needs of the community; and their expression and statements they made tonight have made her feel that the Board is doing the right thing by adopting the changes. She also thanked Staff for all the hard work in putting the three Public Hearing documents together; she requested everyone that was involved be thanked also. Commissioner Zenk stated that Supervisor Parker has reappointed her and provided her with a certificate thanking her for her service. The Board congratulated Commissioner Zenk on her reappointment and certificate.

Commissioner Espinoza congratulated Commissioner Zenk on her reappointment; he noted Commissioner Zenk is a big asset to the Board and he is in full support of Supervisor's confidence in Commissioner Zenk and is glad she was reappointed. He stated in terms of the people that came tonight, it is helpful to the Board to put faces with the various agencies. Commissioner Espinoza stated he doesn't know if it is something that is being done or even realistic, but in listening to the various speakers, he was wondering if there was any type of round table that could happen on a periodic basis around a given topic. Commissioner Espinoza stated he knows that all the agencies are in close communication. Ms. Goebel replied that the bulk of the people that came tonight were members of the Homeless Coalition that she attends two to three times a month. Ms. Warren noted that she thinks Ms. Goebel's participation in that coalition is probably as round table as we can get because there are so many service providers. Ms. Goebel further stated there are also community advisors as well as the public that come to those meetings. Commissioner Espinoza stated and with the objective of trying to get a better

sense from a Board's standpoint where the need is and to make sure that whatever this agency is doing is dovetailing what needs there are with the various communities we serve. Ms. Goebel noted she had suggested putting in the homeless preference and specifically target organizations that are participating in the coalition so that we know they meet HUD's guidelines and that they are active in the community and working as a team not just working on their own. There is a 10 year plan to end homelessness and they are all participating in that plan. Ms. Goebel stated that Ms. Ruelaz, in her participation with the homeless veterans, agreed to add the homeless preference to the plan. Commissioner Espinoza thanked Ms. Ruelaz and all of HACM Staff.


Commissioner Zenk further commented when we're doing the applications for HCV, it would be great to have some reports on the people that apply such as where they're from. Ms. Goebel stated she would pass that suggestion to Ms. Ruelaz because she is working with Yardi and it will depend on how their program is formulated and whether we can get reports like that or whether we have to custom build for that. Commissioner Zenk stated she thinks it will be helpful as we communicate the housing need in the County because the application process is going to give a big indication of the housing need in the County. If there is a way to pull that report out for the Commissioners or Staff, it would be a big help when they go to a particular community to be able to say what their particular need is. Ms. Goebel replied some of that might be a little difficult with applications because we do not require all their information

Ms. Goebel introduced Amanda Pina, her new Executive Assistant; the Board welcomed Ms. Pina.

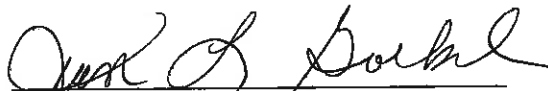
Commissioner Williams wished Commissioner Zenk a Happy Birthday. She next stated she wanted to reiterate what an outstanding job Staff did on the three Public Hearings and how smoothly they went. Commissioner Williams noted she was glad to see and hear all that Ms. Goebel has been doing in her job as the Executive Director because there were many people here to comment on it. Commissioner Williams stated she has been on this Board for 8 years and she hasn't ever seen that many people come for a public hearing. Commissioner Williams congratulated Commissioner Zenk on her reappointment and stated she has also been reappointed for four years. Commissioner Williams further commented that when Ms. Ruelaz first came to the Housing Authority and she started making all these changes, she was kind of hard on her and she was sorry Ms. Ruelaz had to leave early tonight and isn't here to hear what she has to say but she just thinks Ms. Ruelaz has done an excellent job. And the new things that she has implemented and some of the old things that she has redone have worked very well and she is very proud of Ms. Ruelaz and what she's done with that particular part of the Housing Authority.

ADJOURNMENT

There being no further business to come before the Board, the meeting was adjourned at 6:49 p.m.


Chairman

ATTEST:


Secretary

4-28-2015
Date