

**ACTION**  
**MINUTES OF THE REGULAR BOARD MEETING**  
**OF THE**  
**HOUSING AUTHORITY OF THE COUNTY OF MONTEREY**  
**HELD FEBRUARY 27, 2017**

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

PRESENTATIONS

Service Award: Chair Zenk presented a 20-year service award to Socorro Vasquez and a 5-year service award to Kimberly Shehorn; the Board thanks Ms. Vasquez and Ms. Shehorn for their years of loyal service to the Housing Authority.

COMMENTS FROM THE PUBLIC:

Maia Ventura commented she appreciated and was impressed with the Housing Authority; she thanked the Board of Commissioners for their service.

CONSENT AGENDA

- A. Minutes – Approval of Minutes of the Regular Board Meeting held January 23, 2017
- B. Minutes – Approval of Minutes of the Regular Board Meeting held February 6, 2017

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

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

REPORTS OF COMMITTEES

Personnel Committee: Commissioner Ballesteros reported there was no meeting this month.

Finance/Dev Committee: Commissioner Healy reported everything discussed is on the agenda.

Monterey County Housing, Inc.: Mr. Rose reported their next meeting will be Wednesday, March 15, 2017, but the venue is changed to 303 Front Street. Mr. Rose invited everyone to attend.

Sunrise House: Commissioner Espinoza reported Sunrise House Board met last week plus there is a Closed Session item on the agenda.

REPORT OF SECRETARY

- A. Executive Report: Ms. Goebel reported she had nothing to add to her report.

NEW BUSINESS

- A. Resolution 2888: Authorization to Transfer Shelter Plus Care #2 Grant Renewal FY2016 to Interim, Inc.

Upon motion by Commissioner Espinoza, seconded by Commissioner Dady, the Board adopted Resolution 2888, authorizing the transfer of Shelter Plus Care #2 Rental Assistance under the Continuum of Care for FY2016 to Interim, Inc. Motion carried with the following roll-call vote:

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

B. Resolution 2889: Revised Authorization to Execute Loan documents Relative to the Haciendas 3, LP Development

Upon motion by Commissioner Williams, seconded by Commissioner Gama, the Board adopted Resolution 2889, to approve revised authorization to execute loan documents relative to the Haciendas 3, LP Development. Motion carried with the following roll-call vote:

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

C. HACM Bylaws

Ms. Goebel explained the Ad Hoc Board of Governance met on February 21st and reviewed the HACM Bylaws and recommends that Order of Business under Article III, Section 6, be removed from the Bylaws in order to streamline the Board meetings and agendas. Removing this section also removes current Amendments 1, 4, and 7 and renumbers the remaining amendments.

Upon motion by Commissioner Williams, seconded by Commissioner Dady, the Board approved the Revised Bylaws dated February 27, 2017 with the removal of Order of Business and associated amendments. Motion carried with the following roll-call vote:

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

INFORMATION

A. Finance Report: Ms. Santos reported she had nothing to add to her report. Commissioner Williams stated one of the HELP loans is paid off and the other loan has an extension.

B. Human Resources Report: Ms. Wyatt reported she will be setting up the two-hour online sexual harassment prevention mandatory training for the Board members.

C. Development Report: Ms. Warren reported we have two potential investors for Castroville which is significant since some projects are getting no investors but we don't know yet what the pricing will be.

D. Property Management Report: Ms. Tonkin reported the properties held up well during the recent storms. We had a fence and quite a few trees and limbs that fell but we did a lot of preventative maintenance and nothing hit the buildings. Ms. Tonkin further stated Haciendas Senior moved in their last tenant today and the caretaker moved in over the weekend.

E. Housing Programs Report: Ms. Ruelaz reported her department is interviewing the project based sites that applied for and received Project Based Vouchers. Commissioner Zenk congratulated the FSS Intern for being awarded a scholarship from NAHRO. To query on landlords and whether lease-up was getting better, Ms. Ruelaz replied it is a little better because we increased the payment standards in December and the Homeless Coalition has also been helping us through their ads on television and print about needing landlords.

F. Strategic Goals

Ms. Goebel reported the Ad Hoc Board of Governance Committee met and decided to amend the Bylaws first by removing the order of business for agendas; the committee also discussed streamlining board meetings and possibly having one combined report for one Board instead of a report for both HDC and HACM Boards.

Chair Zenk noted under Goal #2 that Commissioners Healy and Espinoza have reached out to their County Supervisors and Commissioner Ballesteros was planning to meet with her Supervisor. To query on the visits to the city council meetings, Ms. Tebbs replied she had not received all the Commissioner responses on their available dates/times.

Ms. Goebel reported Ms. Wyatt was obtaining compensation information from other Housing Authorities and received some good information from the County of Ventura.

Upon motion by Commissioner Ballesteros, seconded by Commissioner Espinoza, the Board adjourned to the call of the Chair at 5:40 p.m. Motion carried with the following roll-call vote:

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

At the call of the Chair, the Housing Authority Board of Commissioners reopened the Board meeting for February 27, 2017 at 6 p.m. and immediately convened to Closed Session.

CLOSED SESSION:

The Board of Commissioners met in Closed Session for the following purposes and reasons:

- A. Government Code Section 54956.9(d)(1) Existing Litigation  
ACTION: Nothing to report.
- B. Government Code Section 54956.9(a) Las Palmas Ranch v. HACM  
ACTION: This item was not considered.
- C. Government Code Section 54957(b) Personnel Matters  
ACTION: Nothing to report.

The Board of Commissioners reconvened to regular session at 7:10 p.m.

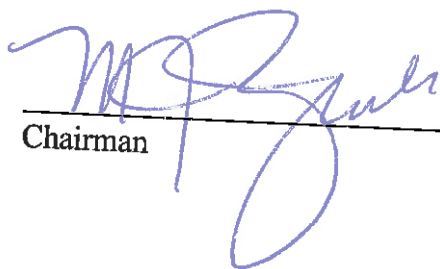
COMMISSIONER COMMENTS:

Commissioner Gama, Williams, Ballesteros, Dady, Espinoza, and Zenk congratulated Ms. Vasquez for her 20 years and Ms. Shehorn for her 5 years of dedicated service to HACM.

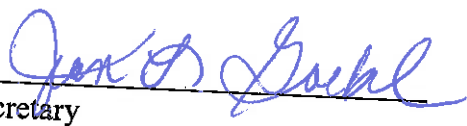
Commissioner Zenk further commended Property Management and Maintenance for having the properties in good shape during the storms.

ADJOURNMENT

There being no further business to come before the Board, the meeting was adjourned at 7:24 p.m.

  
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Chairman

ATTEST:

  
\_\_\_\_\_  
Secretary

3-28-2017  
Date