ACTION
MINUTES OF THE REGULAR BOARD MEETING
OF THE
HOUSING AUTHORITY OF THE COUNTY OF MONTEREY
HELD AUGUST 27, 2018

Commissioners met at the Maria Torres Gil Community Center, 245 Calle Cebu, Salinas, CA 93901. Chair Kathleen Ballesteros called the meeting to order at 5:40 p.m. Present: Chair Kathleen Ballesteros, Vice Chair Mary Jo Zenk, and Commissioners Kevin Healy, Viviana Gama, and Yessica Ramirez. Also Present: Manny González, Executive Director; Kirk Mann, Director of Finance; Maria Madera, Director of Housing Programs; Shannon Tonkin, Director of Housing Management; Pat Wyatt, Human Resources Manager; and Tom Griffin, Legal Counsel. Recorder: Sandy Tebbs.

PRESENTATION: See Presentation after Reports of Committees.

COMMENTS FROM THE PUBLIC: None

CONSENT AGENDA
A. Minutes – Approval of Minutes of the Regular Board Meeting held June 25, 2018
B. Minutes – Approval of Minutes of the Special Board Meeting held July 26, 2018

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

YES: Ballesteros, Zenk, Healy, Gama, Ramirez
NOES: None
ABSENT: None

REPORTS OF COMMITTEES
Personnel Committee: Commissioner Zenk reported there was no meeting.
Finance/Dev Committee: Commissioner Gama reported there was no meeting.
Monterey County Housing, Inc.: & Affordable Acquisitions: Mr. Rose reported their meeting in July was rescheduled to August 9th and the next scheduled meeting is set for September 12th. He stated MCHI was able to seat a new Commissioner on August 9th; her name is Denise Harrison and she is very enthusiastic about blight and affordable housing. He further mentioned that Ms. Alvarado who complained at the HACM May Board meeting about the fence down between her property and Parkside was going to secure bids for both her building of the retaining wall and the fence but she hasn’t come up with anything yet so it is time for her to pursue it on her own and Mr. Chaffin will be apprising her of this shortly. Mr. Rose noted he would also be sending Ms. Alvarado an email and had recently sent a voicemail with this information. Mr. Rose next reported that another individual will hopefully be seated at the MCHI table on September 12th and that will make a full Board; a retreat to establish goals and strategies will be considered after MCHI has a full Board. Mr. Mann noted that he is working on the MCHI budget and had provided a draft for Mr. Rose to review; he will respond to Mr. Rose’s questions on the draft budget next week.

REPORT OF SECRETARY
A. Executive Report:
Ms. González reported he has a couple of additions to his report. With regards to RAD, he reported HACM servers have been down for several days at a time and Staff is looking into Alvarez IT folks moving us into the cloud because our servers are very old. Staff is also looking to bring all Staff up to the current operating system. Alvarez has been asked to come up with a price to replace our six servers because they are all past their useful life and have caused significant issues with information and data. Mr. González also apprised the Board that he had contacted Supervisor Salinas’ office to identify a person to replace the Commissioner vacancy.
He further noted he will be sitting down with Staff with regards to the Tenant Commissioner vacancy applications. Mr. González stated he looks forward to working on the RAD conversion as well as a few other things. He stated after meeting with each of the Commissioners that he has a good idea of what the Board would like to see as an organization and as a Board and he will be bringing back some recommendations.

The Board Chair then returned to presentation.

PRESENTATION: Service Award

Chair Ballesteros presented a five year service award to Jason Sotelo; the Board thanks Mr. Sotelo for his years of loyal and dedicated service to the Housing Authority.

The Board next convened to Closed Session at 5:50 p.m.

CLOSED SESSION

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

A. Government Code Section 54956.9 (b)(1): Litigation: Claimant State of CA Housing and Community Development claim for indemnification re the Lakeview Towers/Los Palmas Partnership settlement
   ACTION: The Board of Commissioners directed Legal Counsel to reject the claim of the State of California Housing and Community Development claim for indemnification regarding the Lakeview towers/Los Palmas Partnership settlement

B. Government code Section 54957.6: CONFERENCE WITH LABOR NEGOTIATORS AGENCY DESIGNATED REPRESENTATIVES: Kirk Mann, Pat Wyatt, and Vivian Brennan
   EMPLOYEE ORGANIZATION: Service Employees International Union 521
   ACTION: No action taken.

C. Government Code Section 54956.9(b): Anticipated Litigation. (2)
   ACTION: No action taken.

The Board reconvened to regular session at 7:12 p.m.

NEW BUSINESS

A. Resolution 2940: Commendation Resolution

Upon motion by Commissioner Zenk, seconded by Commissioner Healy, the Board adopted Resolution 2940, Resolution of Commendation for former Commissioner Elizabeth Williams. Motion carried with the following roll-call vote:

YES: Ballesteros, Zenk, Healy, Gama, Ramirez
NOES: None
ABSENT: None

B. Resolution 2941: Authorization to Apply for 2018 NOFA for Continuum of Care Homeless Assistance Housing Program

Upon motion by Commissioner Zenk, seconded by Commissioner Healy, the Board adopted Resolution 2941, authorizing the Executive Director to submit application for NOFA 2018 for renewal of the Homeless Assistance Housing grant at Pueblo del Mar. Motion carried with the following roll-call vote:

YES: Ballesteros, Zenk, Healy, Gama, Ramirez
NOES: None
ABSENT: None
C. Resolution 2942: Authorization to Contract with Sun Street Centers for Supportive Services at Pueblo Del Mar

Upon motion by Commissioner Zenk, seconded by Commissioner Gama, the Board adopted Resolution 2942, authorizing the Executive Director to execute a contract with Sun Street Centers for the provision of supportive services at Pueblo Del Mar for grant year beginning July 1, 2018. Motion carried with the following roll-call vote:

YES: Ballestros, Zenk, Healy, Gama, Ramirez
NOES: None
ABSENT: None

D. NAHRO National Conference

The Board Clerk requested those Commissioners interested in attending the NAHRO National Conference to please let her know by the early bird deadline of September 14th. Commissioners Ballestros, Gama, and Ramirez expressed interest in attending this conference.

E. Resolution 2944: FY 2018 Section 8 Management Assessment Program Submission

Upon motion by Commissioner Zenk, seconded by Commissioner Ramirez, the Board adopted Resolution 2944, authorizing the submittal to HUD by the Executive Director of the annual Section 8 Management Assessment Program scores for the Housing Choice Voucher Program. Motion carried with the following roll-call vote:

YES: Ballestros, Zenk, Healy, Gama, Ramirez
NOES: None
ABSENT: None

F. Resolution 2945: Amend Resolution 2927 Authorization to Provide a $1.4M Guaranty for the HUD Subsidies on the RAD Projects

After a very lengthy discussion and a phone call to Ms. Warren regarding Resolution 2945, the Board changed the wording of the last paragraph of Resolution 2945.

Upon motion by Commissioner Healy, seconded by Commissioner Zenk, the Board adopted Resolution 2945 with last paragraph changed to read, “Now, therefore be it resolved, the Board of Commissioners authorizes the Executive Director to proceed with the necessary steps to comply with the direction of this resolution to provide up to $1.4 million in guaranteed loans to the above mentioned projects to pay any qualified project costs and extraordinary expenses incurred without a source of funds. Be it further resolved that the Board of Commissioners directs the Executive Director to work with the President/CEO of the Housing Development Corporation on the appropriate loan documents”. Motion carried with the following roll-call vote:

YES: Ballestros, Zenk, Healy, Ramirez
NOES: None
ABSENT: None
ABSTAIN: Gama

INFORMATION

A. Finance Report

Mr. Mann reported he would like to add that the variances for the RAD properties are greater than shown because the June revenues are not posted yet. He next thanked the Board for having the special board meeting on July 26th regarding the sale of the Martella Street property. Mr. Mann further reported last week the Quality Control Division of HUD was here for the voucher program and we think we did well on this review. There are some items we need to improve on with our VMS submission, but overall there wasn’t a lot of costs that were considered disqualified. We should be getting that report in about a month.

Commissioner Gama departed at 8:21 p.m.
B. Human Resources Report:
Ms. Wyatt stated she had nothing to add to her report.

C. Development Report
Commissioner Zenk reminded that Ms. Warren provided this report in the Housing Development Corporation meeting.

D. Property Management Report
Chair Ballesteros noted this report was also provided in the Housing Development Corporation meeting. To query, Ms. Tonkin stated she had nothing to add.

E. Housing Programs Report
Ms. Madera reported her department has started purging the Housing Choice Vouchers (HCV) wait list and they will be scheduling over 500 families for interview at Parkside Manor Community room. HUD is recommending we issue more HCV vouchers and hopefully our utilization will go up based on our new payment standards. The utilization has been going up and families are finding units with the new payment standards.

F. Strategic Goals: Mr. González reported he had not had a chance to review the goals.

CLOSED SESSION: The closed session items were considered before New Business.

COMMISSIONER COMMENTS:
Commissioner Healy welcomed and congratulated Mr. González on his first official meeting; he further thanked Mr. González for his concise and direct executive report. Commissioner Healy next thanked Ms. Tonkin and Staff for their forward progress on RAD. He also congratulates Mr. Sotelo on his five years of loyal service to the Housing Authority.

Commissioner Zenk echoed Commissioner Healy’s congratulations to Mr. Sotelo on his service award. She next thanked Ms. Santos for attending the Board meeting tonight. Commissioner Zenk also thanked everyone for helping with the wordsmithing of Resolution 2945. She then congratulated Mr. González on making it through his first Board meeting.

Commissioner Ramirez congratulated Mr. González on his first meeting and also congratulated Mr. Sotelo for his five years of loyal service to the Housing Authority. She stated it was exciting to hear about the IT solutions because IT is very important to efficiently work and have the tools to succeed. Commissioner Ramirez thanked Ms. Tonkin for the progress with RAD and Ms. Santos for attending the long Board meeting.

Commissioner Ballesteros thanked Staff for being patient during the lengthy closed session. She next congratulated Mr. González and she echoed what Commissioner Healy stated regarding the executive report. Commissioner Ballesteros congratulated Mr. Sotelo for his five years of loyal service to the Housing Authority. She thanked Ms. Santos for attending tonight’s meeting and Ms. Tonkin for all she has been doing on RAD. Commissioner Ballesteros noted she has been having conversations with Mr. González and that reminded her to ask herself: Why is she here? Why is she a Commissioner? Who is she representing? She stated that is one of the things we have to remember that we are representing people who are receiving affordable housing. It is not about power or who tells who, but it’s how you say it. She emphasized to all to keep being professional and courteous even if those surrounding you are not. Commissioner Ballesteros further emphasized that it is very important that the person representing an agenda item be present when it is being considered.
ADJOURNMENT
There being no further business to come before the Board, the meeting was adjourned at 8:21 p.m.

Kathleen Kallistinos
Chairman

ATTEST:

[Signature]
Secretary

9/26/18
Date