

## **DRAFT**

REGULAR MEETING OF THE MARIN COUNTY HOUSING AUTHORITY BOARD OF COMMISSIONERS HELD TUESDAY, FEBRUARY 5, 2008, AT 8:45 A.M.

### Roll Call

Present: Commissioner Wallace; Commissioner Brown; Commissioner Adams;  
Commissioner McGlashan

Absent: Commissioner Kinsey; Commissioner Thompson; Commissioner Arnold

The Marin County Housing Authority Board of Commissioners convened at 8:45 a.m.

### 1a. APPROVAL OF MINUTES

M/s Commissioner Adams - Commissioner Brown to approve the minutes of the meetings of November 20, 2007, and January 15, 2008.

Vote: Motion carried 4-0

AYES: Commissioner Wallace, Commissioner Brown, Commissioner Adams,  
Commissioner McGlashan

ABSENT: Commissioner Kinsey, Commissioner Thompson, Commissioner Arnold

### 1b. Open time

#### Housing Authority Issues

A member of the Golden Gate Village Resident Council ("GGVRC") expressed concerns regarding resident participation in the planning process for solving Housing Authority financial challenges, the asset management plan as submitted to the U.S. Department of Housing and Urban Development ("HUD"), and the lack of Housing Authority funding for the Youth Employment Mentoring Program ("YEMP").

A Marin City resident requested financial support for the Golden Gate Village YEMP.

(Commissioner Arnold present at 8:49 a.m.)

#### Public Meetings

Two GGVRC representatives expressed concern regarding the location of Board meetings and workshops.

#### Public Housing

A Marin City resident expressed concern regarding potential loss of existing public housing.

#### Cooperative Problem Solving

A Homestead Terrace Tenant Representative expressed concern regarding the tone of comments made by other speakers and expressed optimism regarding the opportunity to work cooperatively toward required changes in existing public housing.

#### Community Land Trusts

A member of the public briefly commented on the concept of community land trusts.

(Commissioner Kinsey present at 8:58 a.m.)

#### Marin City Cultural History

The Director of Marin City Performing Stars Felecia Gaston spoke to the Board regarding preservation of Marin City cultural history and buildings.

1c. BOARD OF COMMISSIONERS' MATTERS

Housing Authority Retreat, January 14, 2008

Commissioner McGlashan commented on misinformation circulated in the public housing community regarding funding challenges and emphasized the Board's commitment to dialogue with all members of the community. Commissioner McGlashan briefly commented on the more stringent HUD requirements and the need to cooperatively solve the Housing Authority's funding challenges.

Commissioners individually commented on the Board's intentions to maintain local control of public housing and the need for cooperative participation by the community in seeking solutions to challenges facing the Housing Authority.

Commissioner Wallace expressed concerns regarding the contents of a letter circulated by a Marin City resident, noting its inflammatory nature and misstatements.

(Commissioner Brown absent at 9:30 a.m.)

Several public housing community members expressed concern regarding accuracy of speaker statements, HUD proposed actions, and community reaction.

(Commissioner Brown present at 9:43 a.m.)

1d. EXECUTIVE DIRECTOR'S REPORT

The Executive Director advised that, in the interest of time, she had nothing to report.

1e. MARIN HOUSING BOARD RETREAT, JANUARY 14, 2008, RECOMMENDATIONS AND ACTIONS

By letter dated February 5, 2008, Executive Director Barbara Collins submitted her report and recommendations for Board approval of a capital needs assessment for all public housing properties, approval of a Request for Qualifications for a consultant to perform a door-to-door housing needs analysis of Marin City residents and a comprehensive community process for solving long term deficit issues, and authorization to pursue grant funds to cover the costs associated with the community process.

Ms. Collins commented briefly on the main challenges addressed at the Housing Board Retreat, and advised of the availability of the retreat presentation on the internet.

(Commissioner Kinsey absent at 9:51 a.m.)

(Commissioner Adams absent at 9:52 a.m.)

Ms. Collins responded to a question from the public regarding public housing land ownership and questions from Commissioner Brown regarding the costs associated with and the potential funding sources for the capital needs assessment, community process and housing analysis.

(Commissioners Adams and Kinsey present at 9:55am)

Board members discussed the value of a capital needs assessment and the potential impact of the study results. Individually, the Commissioners commented on exploring outside funding sources, the importance of using a door-to-door canvassing of Marin City residents to gather housing needs information, and prioritizing of issues brought forward by the analysis.

(Commissioner Brown absent at 10:04 a.m.)

Several members of the public expressed concerns regarding hiring a consultant, the low number public housing residents at the retreat, consideration of deficit solutions offered by public housing residents, respectful cooperation among public housing residents, and the effects of new HUD regulations.

(Commissioner Brown present at 10:11 a.m.)

A member of public housing volunteered to assist with translating the housing needs analysis questions for non-English speaking residents.

Commissioner McGlashan directed public housing residents to submit suggestions to Ms. Collins for consideration during the needs analysis.

M/s Commissioner Kinsey - Commissioner Arnold on behalf of Commissioner McGlashan, to authorize Executive Director to: (i) contract with a vendor to conduct a capital needs assessment of all public housing developments; (ii) develop and issue a Request for Qualifications to conduct a community process including a tenant survey; and (iii) pursue funding sources for these purposes.

AYES: ALL

The Marin County Housing Board of Commissioners took a brief recess at 10:25 a.m. to convene as the Marin County Board of Supervisors.

The Board recessed at 10:38 a.m. and reconvened as the Marin County Housing Authority Board of Commissioners at 10:39 a.m.

#### Roll Call

Present: Commissioner Kinsey; Commissioner Wallace; Commissioner Arnold;  
Commissioner Adams; Commissioner McGlashan  
Absent: Commissioner Brown; Commissioner Thompson

#### 1f. CONTRACT WITH BARBARA SHERRILL FOR LEGAL SERVICES RELATED TO TENANCY

By letter dated February 5, 2008, Executive Director Barbara Collins submitted her report and recommendations regarding the above-captioned matter.

M/s Commissioner Kinsey - Commissioner Arnold to authorize Executive Director to execute agreement with Barbara Sherrill, in the amount of \$40,000, on a fee for service basis for legal services related to tenancy.

Vote: Motion carried 5-0  
AYES: Commissioner Kinsey, Commissioner Wallace, Commissioner Arnold,  
Commissioner Adams, Commissioner McGlashan  
ABSENT: Commissioner Brown, Commissioner Thompson

1g. RESOLUTION APPROVING THE PUBLIC HOUSING ASSESSMENT SYSTEM ("PHAS")  
MANAGEMENT OPERATIONS CERTIFICATION FOR FY 2007

By letter dated February 5, 2008, Executive Director Barbara Collins submitted her report and recommendations regarding the above-captioned matter.

M/s Commissioner Arnold - Commissioner Adams to: (i) adopt Resolution No. 3-2008 approving the Public Housing Assessment System ("PHAS"); and (ii) authorize the Executive Director to execute the 2007 Management Operations Certification.

Ms. Collins informed the Board that the 2006 PHAS score in the report should be 90 which qualifies as "High Performer" status and clarified the information to be transmitted to HUD.

Vote: Motion carried 5-0

AYES: Commissioner Kinsey, Commissioner Wallace, Commissioner Arnold,  
Commissioner Adams, Commissioner McGlashan

ABSENT: Commissioner Brown, Commissioner Thompson

1h. AMENDMENT TO CONTRACT WITH MARK HILLARD FOR ARCHITECTURAL SERVICES  
RELATED TO CAPITAL IMPROVEMENTS

By letter dated February 5, 2008, Executive Director Barbara Collins submitted her report and recommendations regarding the above-captioned matter.

M/s Commissioner Adams - Commissioner Arnold to authorize the Executive Director to execute an amendment to the agreement with Mark Hillard, extending the contract term for one year and increasing the contract by an amount not to exceed \$50,000, for architectural services related to capital improvements.

A Homestead Terrace Tenant representative expressed concern regarding ineffective communication between residents and Mr. Hillard.

Vote: Motion carried 5-0

AYES: Commissioner Kinsey, Commissioner Wallace, Commissioner Arnold,  
Commissioner Adams, Commissioner McGlashan

ABSENT: Commissioner Brown, Commissioner Thompson

1i. AUTHORIZE THE EXECUTIVE DIRECTOR TO TAKE ACTIONS NECESSARY TO EXERCISE  
OPTION TO PURCHASE A BELOW MARKET RATE ("BMR") PROPERTY AT ALMOND  
COURT, SAN RAFAEL, FOR THE CURRENT BMR VALUE OF \$241,878, USING INTERIM  
FUNDS PROVIDED BY THE CITY OF SAN RAFAEL, TO RETAIN THE PROPERTY IN THE  
BMR PROGRAM. (APN 179-471-51)

By letter dated February 5, 2008, Executive Director Barbara Collins submitted her report and recommendations regarding the above-captioned matter.

M/s Commissioner Kinsey - Commissioner Adams to authorize Executive Director to: (i) exercise the Option to Purchase BMR Property and execute required documents; (ii) take necessary steps to borrow the interim funds; and (iii) approve related actions as detailed in staff report dated February 5, 2008.

Vote: Motion carried 5-0

AYES: Commissioner Kinsey, Commissioner Wallace, Commissioner Arnold,  
Commissioner Adams, Commissioner McGlashan

ABSENT: Commissioner Brown, Commissioner Thompson

1j. AMENDMENT TO CONTRACT WITH HARN & DOLAN FOR ACCOUNTING AND AUDITING SERVICES

By letter dated February 5, 2008, Executive Director Barbara Collins submitted her report and recommendations regarding the above-captioned matter.

M/s Commissioner Adams - Commissioner Arnold to authorize the Executive Director to execute amendment to agreement with Harn & Dolan, Certified Public Accountants, extending the contract term for one year and increasing the contract by an amount not to exceed \$50,000, for accounting and auditing services.

Vote: Motion carried 5-0

AYES: Commissioner Kinsey, Commissioner Wallace, Commissioner Arnold,  
Commissioner Adams, Commissioner McGlashan

ABSENT: Commissioner Brown, Commissioner Thompson

(Commissioner Arnold absent at 10:45 a.m.)

1k. RESOLUTION APPROVING THE 2007 SECTION 8 MANAGEMENT ASSESSMENT PROGRAM ("SEMAP") CERTIFICATIONS

By letter dated February 5, 2008, Executive Director Barbara Collins submitted her report and recommendations regarding the above-captioned matter.

M/s Commissioner Adams - Commissioner Kinsey to adopt Resolution No. 02-2008 approving the 2007 Section 8 Management Assessment Program ("SEMAP") Certifications.

Ms. Collins reported that the Housing Authority scored 93 in the self assessment of the Section 8 Program, which qualifies for "High Performer" status.

Vote: Motion carried 4-0

AYES: Commissioner Kinsey, Commissioner Wallace, Commissioner Adams,  
Commissioner McGlashan

ABSENT: Commissioner Brown, Commissioner Thompson, Commissioner Arnold

The Marin County Housing Authority Board of Commissioners adjourned at 10:46 a.m.

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ATTEST:

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CHAIR

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CLERK