



AGENDA

Housing Authority of Mono County

Board of Supervisors Chambers

SPECIAL MEETING

County Courthouse
Bridgeport, California 93517

April 13, 2010

NOTE: In compliance with the Americans with Disabilities Act if you need special assistance to participate in this meeting, please contact the Clerk of the Board at (760) 932-5538. Notification 48 hours prior to the meeting will enable the County to make reasonable arrangements to ensure accessibility to this meeting (See 42 USCS 12132, 28CFR 35.130).

Full agenda packets are available for the public to review in the County Clerk's Office in Bridgeport, California and **ON THE WEB:** You can view the upcoming agenda at www.monocounty.ca.gov.

2:30 p.m. Call meeting to Order

OPPORTUNITY FOR THE PUBLIC TO ADDRESS THE HOUSING

AUTHORITY on items of public interest that are within the subject matter jurisdiction of the Housing Authority. (Speakers may be limited in speaking time dependent upon the press of business and number of persons wishing to address the Housing Authority.)

- 1) Approval of Minutes**
Regular meeting of January 12, 2010.
- 2) Commission Member Reports**
The Commission may, if time permits, take Commissioner reports at any time during the meeting and not at a specific time.
- 3) Department Reports/Emerging Issues**
(Please limit comments to five minutes each)
- 4) Election of Chair and Vice Chair (Commission Members)**
5 minutes
RECOMMENDED ACTION: Conduct election for 2010 Chair and Vice Chair. Supervisor Hunt is currently the Chair, and Supervisor Bauer is currently the Vice Chair.
- 5) Update on Camp Antelope (Mary Booher)**
10 minutes
RECOMMENDED ACTION: Receive staff report on status of improvements at Camp Antelope; provide any desired direction to staff. Fiscal Impact: None at this time.

6)
30 minutes **Workshop on organizational structure of Housing Authority** (Mary Booher)
RECOMMENDED ACTION: Receive report on possible changes to the organizational structure of the Housing Authority; provide any desired direction to staff. Fiscal Impact: None at this time.

7)
15 minutes **2009 Housing Statistics Workshop** (Larry Johnston)
RECOMMENDED ACTION: Conduct workshop and review 2009 housing statistics. Fiscal Impact: None.

ADJOURNMENT

Approval of Minutes

(from prior meeting)

Item # 1



DRAFT MEETING MINUTES Housing Authority of Mono County

Board of Supervisors Chambers

County Courthouse
Bridgeport, California 93517

SPECIAL MEETING

January 12, 2010

Flash Drive	File	#1003
Minute Orders	M10-01	M10-01

10:30 a.m. Meeting called to order by Chairman Byng Hunt

OPPORTUNITY FOR THE PUBLIC TO ADDRESS THE HOUSING AUTHORITY

No one spoke.

1) **Approval of Minutes**

M10-01

ACTION: Approve minutes of the regular meeting of November 10, 2009.
Farnetti/Bauer 4-0

2) **Commission Member Reports**

The Commission may, if time permits, take Commissioner reports at any time during the meeting and not at a specific time.

Commissioner Bauer: We are not making a lot of progress with the Housing Authority; we might need to delegate this now? Someone with more energy? Impetus for this would be MORE activity, not less. Maybe bring back to next meeting?

Commissioner Hazard: Funding and management should be targeted at selling homes we already have; we aren't going to be building affordable housing right now. Maybe we should go to having a meeting every three months?

Dave Wilbrecht: His observations are that Board and Commission have wanted to do things but it's always come down to money. Mary has been working on getting money out of grants, Mary will come back with analysis of what other counties have done, are doing. Any other group is going to have the same money problems. Bring back to next meeting, put on agenda.

3) **Department Reports/Emerging Issues**
(Please limit comments to five minutes each)

Mary Booher: We had originally scheduled additional agenda items but they had to be pulled

NOTE

These draft meeting minutes have not yet been approved by the Mono County Housing Authority.

because we are waiting on various things. These will hopefully be brought back at the next meeting.

Scott Burns: In late November the state informed him that housing element has been approved by them.

4) Update on Improvements at Camp Antelope

ACTION: No Action taken.

Mary Booher: In mid-November she received reports that they were taking lots of stuff to the landfill without permits; update was given to Assessor's office; one of the houses up there had a fire, it's pretty destroyed. There will be more permits relating to this at some time. Staff is trying to do the maximum possible with the amount of grant money they have left. Mary will check on the status of the well.

ADJOURNMENT AT 10:45 a.m.

Adjourn meeting and reconvene on March 9, 2010, in the Board of Supervisors Chambers, County Courthouse, Bridgeport, California.

BYNG HUNT
Chairman

ATTEST:

SHANNON D. KENDALL
Sr. Deputy Clerk, Housing Authority

Commission Member Reports

Item # 2

DEPARTMENT REPORTS EMERGING ISSUES

Item # 3



OFFICE OF THE CLERK OF THE BOARD OF SUPERVISORS

PLEASE MARK ONE:					
<input type="checkbox"/> CONSENT <input checked="" type="checkbox"/> REGULAR		AGENDA REQUEST FOR THE MEETING OF:		<u>April 13, 2010</u>	
DEPARTMENT:		Housing Authority			
SUBJECT:		Election of Chair/Vice Chair for 2010			
REGULAR ITEMS ONLY Time Required:		10	REGULAR ITEMS ONLY Person Appearing Before the Board:		Mary Booher
Department Review (if applicable)		ACTION ITEMS and LEGAL DOCUMENTS: Fiscal Impact—Reviewed by Auditor-Controller and CAO Risk Exposure and Insurance—Reviewed by Risk Manager Legal Issues and Form—Reviewed by County Counsel (check one): Marshall Rudolph ___ Mark Magit _ Stacey Simon ___ Allen Berry Policy Establishment or Change—Reviewed by CAO Impact to Other Dept(s): _____ — Reviewed by: Personnel—Reviewed by Human Resources			Review Date _____ _____ _____ _____ _____
NAMES, TITLE, ADDRESS OF PERSONS TO RECEIVE COPIES					
<input type="checkbox"/> Certified Copy/ies requested (number of copies) ___ to: <input type="checkbox"/> Send ORIGINALS to: <input type="checkbox"/> URGENT ITEM- OVERNIGHT DELIVERY REQUESTED TO: <input type="checkbox"/> Request continued from the meeting of _____ <input type="checkbox"/> Questions? Contact _____ <input type="checkbox"/> Special Instructions for the Clerk:					

SUBMIT THE ORIGINAL DOCUMENT WITH ATTACHMENTS TO THE OFFICE OF THE CLERK OF THE BOARD **PRIOR TO 5:00 P.M. ON THE FRIDAY 11 DAYS PRECEDING THE TUESDAY BOARD MEETING.** PLEASE STATE THE RECOMMENDED ACTION IN DETAIL IN SPACES BELOW AND ATTACH STAFF REPORT AS REQUIRED:

Elect a Chair and a Vice Chair of the Housing Authority for 2010.

Fiscal Impact: None at this time.

Approved by CAO	
Initials	
Date	

Agenda Item 4



OFFICE OF THE CLERK OF THE BOARD OF SUPERVISORS

PLEASE MARK ONE:						
<input type="checkbox"/> CONSENT <input checked="" type="checkbox"/> REGULAR		AGENDA REQUEST FOR THE MEETING OF:		<u>April 13, 2010</u>		
DEPARTMENT:		Housing Authority				
SUBJECT:		Update on Camp Antelope				
REGULAR ITEMS ONLY Time Required:		10	REGULAR ITEMS ONLY Person Appearing Before the Board:		Mary Booher	
Department Review (if applicable)		ACTION ITEMS and LEGAL DOCUMENTS: Fiscal Impact—Reviewed by Auditor-Controller and CAO Risk Exposure and Insurance—Reviewed by Risk Manager Legal Issues and Form—Reviewed by County Counsel (check one): Marshall Rudolph ___ Mark Magit _ Stacey Simon ___ Allen Berry Policy Establishment or Change—Reviewed by CAO Impact to Other Dept(s): _____ Reviewed by: Personnel—Reviewed by Human Resources			Review Date _____ _____ _____ _____ _____	
NAMES, TITLE, ADDRESS OF PERSONS TO RECEIVE COPIES						
___ Certified Copies requested (number of copies) ___ to: ___ Send ORIGINALS to: ___ URGENT ITEM- OVERNIGHT DELIVERY REQUESTED TO: ___ Request continued from the meeting of _____ ___ Questions? Contact _____ ___ Special Instructions for the Clerk:						

SUBMIT THE ORIGINAL DOCUMENT WITH ATTACHMENTS TO THE OFFICE OF THE CLERK OF THE BOARD **PRIOR TO 5:00 P.M. ON THE FRIDAY 11 DAYS PRECEDING THE TUESDAY BOARD MEETING.** PLEASE STATE THE RECOMMENDED ACTION IN DETAIL IN SPACES BELOW AND ATTACH STAFF REPORT AS REQUIRED:

Receive report on status of improvements at Camp Antelope; and provide any desired direction to staff.

Fiscal Impact: None at this time.

Approved by CAO	
Initials	_____
Date	_____



COUNTY OF MONO

P.O. BOX 476, BRIDGEPORT, CALIFORNIA 93517
(760) 932-5583 • FAX (760) 932-5284
mboohier@mono.ca.gov

David Wilbrecht
County Administrative Officer

Mary Booher
Financial Analyst

April 13, 2010

TO: Mono County Housing Authority
FROM: Mary Booher, County Administrative Office Financial Analyst
SUBJECT: **Update on improvements at Camp Antelope**

Recommended Action:

Receive report on status of improvements at Camp Antelope; and provide any desired direction to staff.

Discussion:

Staff will provide an update of activities at Camp Antelope.

Fiscal Impact:

None at this time.

If there are any questions regarding this item, please contact Mary Booher at 932-5583.

Thank you,

Submitted by: _____ Date 2/19/10
Mary Booher, County Administrative Office Financial Analyst



OFFICE OF THE CLERK OF THE BOARD OF SUPERVISORS

PLEASE MARK ONE:			
<input type="checkbox"/> CONSENT <input checked="" type="checkbox"/> REGULAR	AGENDA REQUEST FOR THE MEETING OF:		<u>April 13, 2010</u>
DEPARTMENT:	Housing Authority		
SUBJECT:	Workshop on organizational structure of Housing Authority		
REGULAR ITEMS ONLY Time Required:	30	REGULAR ITEMS ONLY Person Appearing Before the Board:	Mary Booher
Department Review (if applicable)	ACTION ITEMS and LEGAL DOCUMENTS: Fiscal Impact—Reviewed by Auditor-Controller and CAO Risk Exposure and Insurance—Reviewed by Risk Manager Legal Issues and Form—Reviewed by County Counsel (check one): Marshall Rudolph ___ Mark Magit _ Stacey Simon ___ Allen Berry Policy Establishment or Change—Reviewed by CAO Impact to Other Dept(s): _____ — Reviewed by: Personnel—Reviewed by Human Resources		Review Date _____ _____ _____ _____ _____
NAMES, TITLE, ADDRESS OF PERSONS TO RECEIVE COPIES			
___ Certified Copies requested (number of copies) ___ to: ___ Send ORIGINALS to: ___ URGENT ITEM- OVERNIGHT DELIVERY REQUESTED TO: ___ Request continued from the meeting of _____ ___ Questions? Contact _____ ___ Special Instructions for the Clerk:			

SUBMIT THE ORIGINAL DOCUMENT WITH ATTACHMENTS TO THE OFFICE OF THE CLERK OF THE BOARD **PRIOR TO 5:00 P.M. ON THE FRIDAY 11 DAYS PRECEDING THE TUESDAY BOARD MEETING.** PLEASE STATE THE RECOMMENDED ACTION IN DETAIL IN SPACES BELOW AND ATTACH STAFF REPORT AS REQUIRED:

Receive report on possible changes to the organizational structure of the Housing Authority; and provide any desired direction to staff.

Fiscal Impact: None at this time.

Approved by CAO	
Initials	
Date	

Agenda Item 6



COUNTY OF MONO

P.O. BOX 476, BRIDGEPORT, CALIFORNIA 93517
(760) 932-5583 • FAX (760) 932-5284
mboohier@mono.ca.gov

David Wilbrecht
County Administrative Officer

Mary Booher
Financial Analyst

April 13, 2010

TO: Mono County Housing Authority

FROM: Mary Booher, County Administrative Office Financial Analyst

SUBJECT: **Workshop on organizational structure of Housing Authority**

Recommended Action:

Receive report on possible changes to the organizational structure of the Housing Authority; and provide any desired direction to staff.

Discussion:

In the January Housing Authority meeting, Commissioner Bauer asked that we review the structure of the Housing Authority, with the suggestion that a separate group be appointed to this function, similar to the planning commission.

When the Mono County Housing Authority was created, the goal stated at that time was to shape policy regarding housing, and to keep the topic in front of the policy-makers on a regular basis. The current format is one way of achieving that goal. Since the establishment of the Housing Authority, the following programs are established:

- Home Buyer Assistance programs for County residents, using grant funds and administered by Mammoth Lakes Housing are in place and functioning as grant funding becomes available.
- Rehabilitation program is being established with Housing Preservation Grant funds, and will continue as grant funding is obtained.
- Three county-owned properties are being managed in a manner consistent with county policies.
- Staff has worked with RPAC in Lee Vining to engage in on-going discussions regarding work-force housing. This is also available to other communities who indicate an interest.

Staff reviewed the organizational structure in the 23 counties we use for salary surveys and a table summarizing these results is attached. As these results show, only two have separate Housing Authorities. These counties, Humboldt and Sutter, manage several hundred rental units, thereby necessitating a separate governing body. Other counties that have significant budgets are managing Section 8 programs. In Mono County, Section 8 is administered through IMACA, which provides a steady source of revenue. By comparison, Mono County's Housing Mitigation trust balance is currently \$232,583, but we have received no revenue since June, 2008.

Based on the survey information, most small counties don't have a separate Housing Authority, and those that do have the Board of Supervisors serve in that capacity, as is currently the case in Mono County. Staff does not recommend the appointment of a separate group of people to serve as the Housing Authority. Not only is there not a steady revenue source to give such a group a budget to work with, we also have a difficult time filling vacancies on various commissions and boards as it is.

Staff does recommend reducing the number of Housing Authority meetings from six/year to one or two/year. One meeting/year could be focused on the annual review of the Housing Mitigation Ordinance. The second meeting could be an adjourned meeting a different community, based on the current interest in housing issues. To supplement this, staff can provide either a periodic update to the Board of Supervisors, either on a set schedule or on an as-needed basis.

A change in the meeting schedule will necessitate a change in the by-laws of the Housing Authority. Therefore, staff will take direction on this topic and bring these changes back to the meeting in May, to become effective at that time.

Fiscal Impact:

None at this time.

If there are any questions regarding this item, please contact Mary Booher at 932-5583.

Thank you,

Submitted by: _____ Date 2/19/10
Mary Booher, County Administrative Office Financial Analyst

Comparison of Housing Authorities

County	Board	Rental Mgmt (# of units)	1st time Homebuyer	Section 8	Rehab	Budget
Humboldt-joint administration with city of Eureka, 2 separate governing boards	Appt by BOS-7 members (1 from each dist, 1 Senior rep, 1 non-Senior rep)	269 units (some specific to Senior population)	Yes (mortgage credit certificates) Grant programs jointly w/ County	Yes	Yes-jointly with County	
Tehama County	Board of Supervisors- contracted to Community Action Agency	No	No	Yes	No	\$550,000 (section 8)
Lassen County	Board of Supervisors- Community Dev Dept		Yes-HOME Grant	Yes (Social Services Dept)	Yes	
Lake County	Board of Supervisors-Soc Services Dept		Yes	Yes	Yes	\$228,000 plus grant admin costs
Mariposa County	Board of Supervisors- Human Services Dept			Yes		\$108,000 (administration of Section 8)
San Benito County	Board of Supervisors- Housing and Comm Dev		Yes			
Nevada County	Board of Supervisors- Community Dev		Yes	Yes (Social Services)	Yes	\$665,000 (grant administration costs)

	Dept			Dept)		
Sutter County	Appt by BOS- separate entity	697 units		Yes		Not in county budget
Trinity County	Board of Supervisors				Yes	
Tuolumne County	Board of Supervisors	No mgmt-rental assistance		Yes		
Yuba County	Board of Supervisors- Community Dev Dept					\$210,000 net- no direct services shown
Glenn County	Board of Supervisors- Health and Human Serv				Yes	Included in Social Services Budget



OFFICE OF THE CLERK OF THE BOARD OF SUPERVISORS

version 1.1 (2007)

PLEASE MARK ONE:

CONSENT
 REGULAR

AGENDA REQUEST FOR THE MEETING OF:

April 13, 2010

DEPARTMENT:

HOUSING AUTHORITY

SUBJECT:

2009 Housing Statistics Workshop

REGULAR ITEMS ONLY

Time Required:

15 min

REGULAR ITEMS ONLY

Person Appearing Before the Board:

Larry Johnston, Asst. Comm.
Development Director

Department
Review
(if applicable)

ACTION ITEMS and LEGAL DOCUMENTS:

Fiscal Impact—Reviewed by Auditor-Controller and CAO
Risk Exposure and Insurance—Reviewed by Risk Manager
Legal Issues and Form—Reviewed by County Counsel (check one):
Marshall Rudolph Mark Magit Stacey Simon Allen Berrey
Policy Establishment or Change—Reviewed by CAO
Impact to Other Dept(s): _____ — Reviewed by: _____
Personnel—Reviewed by Human Resources

Review Date

NAMES, TITLE, ADDRESS OF PERSONS TO RECEIVE COPIES

Certified Copy/ies requested (number of copies) to:
 Send ORIGINALS to:
 URGENT ITEM- OVERNIGHT DELIVERY REQUESTED TO:
 Request continued from the meeting of _____
 Questions? Contact _____
 Special Instructions for the Clerk:

SUBMIT THE ORIGINAL DOCUMENT WITH ATTACHMENTS TO THE OFFICE OF THE CLERK OF THE BOARD **PRIOR TO 5:00 P.M. ON THE FRIDAY 11 DAYS PRECEDING THE TUESDAY BOARD MEETING.** PLEASE STATE THE RECOMMENDED ACTION IN DETAIL IN SPACES BELOW AND ATTACH STAFF REPORT AS REQUIRED:

RECOMMENDED ACTION:

Conduct workshop and review 2009 housing statistics.

() Continued on Page 2

Approved by CAO
Initials
Date

Agenda Item

7

**Mono County
Community Development Department**

P.O. Box 347
Mammoth Lakes, CA 93546
(760) 924-1800, fax 924-1801
commdev@mono.ca.gov

Planning Division

P.O. Box 8
Bridgeport, CA 93517
(760) 932-5420, fax 932-5431
www.monocounty.ca.gov

Date: April 13, 2010

To: Mono County Housing Authority

From: Larry Johnston, Ast. Com. Dev. Director

Re: 2009 Housing Statistics Review

Recommendation

Conduct workshop and review 2009 housing statistics.

Discussion

Staff will provide 2009 housing statistics in a workshop format at the March 9th Housing Authority meeting. This review will include building permit information, single family sales information, and related statistics through December, 2009.

Contact Larry Johnston at 760-924-1806 for any questions.