

HOUSING AUTHORITY OF THE COUNTY OF BUTTE

BOARD OF COMMISSIONERS MEETING

MINUTES OF August 18, 2011

Chair Lobo called the meeting of the Housing Authority of the County of Butte to order at 2:05 p.m.

1. ROLL CALL

Present for the Commissioners: Patricia Besser, Larry Hamman, Clarence “Bino” Lobo, Gene McFarren and Laura Moravec.

Present for the Staff: Ed Mayer, Executive Director; Roy Peters, Deputy Executive Director; Sue Kemp, Finance Officer; Larry Guanzon, Housing Director; and Tamra Young, Executive Assistant.

Others Present: Kathy McKenzie, Mi C.A.S.A. Education Inc. (5.1).

2. AGENDA AMENDMENTS

None.

3. CONSENT CALENDAR

Commissioner McFarren moved that the Consent Calendar be accepted as presented. Commissioner Moravec seconded. The vote in favor was unanimous.

4. CORRESPONDENCE

- 4.1 Letter from Congressman Wally Herger dated August 12, 2011 regarding public housing operating fund cuts – Letter from Congressman Herger in response to Executive Director Mayer’s letter expressing concerns regarding the President’s proposal to cut Public Housing operating funds.

5. REPORTS FROM EXECUTIVE DIRECTOR

- 5.1 Mi C.A.S.A. Education Inc. – Kathy McKenzie, representing Mi C.A.S.A. Education Inc. was present to provide a report on the programs activities and request funding in support of the After-School Homework Program, which provides free-of-charge tutoring services to children at Gridley Farm Labor Housing. Some of the highlights presented were Mi C.A.S.A., together with Awanas, is currently putting together a booth for the Butte County Fair, the students have adopted four (4) “grandpas” from Farm Labor Housing as a monthly service project, and a program asking parents for input to address personal needs of students has been implemented. Also, Ms. McKenzie gave a brief report on other sponsorship activities. “We have a living breathing

community out there” Executive Director Mayer said. He also complimented Mi C.A.S.A. on how well designed the program was. The proactive work with Residents by Mi C.A.S.A. and other programs saves the HACB money on lease enforcement, security, etc. Any financial contribution to the program from HACB can come from the \$1M in Demo reserves. Staff recommended that we continue to support Mi C.A.S.A. at the same level as last year.

MOTION

Commissioner Hamman moved that \$15,000 be donated to Mi C.A.S. A. Education Inc. from Demo funds for the 2011-12 school year. Commissioner Moravec seconded. The vote in favor was unanimous.

- 5.2 Public Housing – At the last Board meeting, Land Image Architects presented schematic renderings of proposed landscape improvements for Public Housing properties. The Board requested a list of examples of properties in the area whose landscape improvements reflect the kind of design themes being proposed. A list of five (5) sample sites was provided as a handout.
- 5.3 Farm Labor Housing – The Phase II Architect and Engineering Contract was presented for approval. The Phase I contract, in the amount of \$430,334, provided for completion of architectural work from schematic to about mid-way through design development documentation and for engineering work for well design and schematic design of water and sewer infrastructure. The Phase II contract, in the amount of \$562,693, is required to complete documentation necessary for construction bidding for the well-head, water and sewer infrastructure, unit rehab improvements, site and office accessibility and construction administration services. The total cost of architect and engineering contract less than 8% for rehab project, which is reasonable. Especially considering that this project has twelve (12) different unit designs including ADA accessible, community building improvements and site infrastructure improvements including well design. Commissioner McFarren asked what the proposed construction schedule is. Executive Director Mayer said that the tentative schedule is out-to-bid for the well in 60 days, well-head and infrastructure construction will take place this winter, construction permits next April and construction next summer. Contract approval is subject to approval by USDA-RD and close of grant and loan applications.

Also, Caleb Roope Pacific West, tax credit property developer, approached HACB with a proposal to make the FLH rehab a tax credit deal. On the positive side, it would enable the limited partner to do deal in one fatal swoop. However, Staff did not recommend due to other buildings on the property including Demo project and commercial buildings on site; it would compromise HACB’s flexibility.

RESOLUTION NO. 4413

Commissioner Moravec moved that Resolution No. 4413 be adopted by reading of title only: “AUTHORIZATION TO ENTER INTO CONTRACT WITH PATRICIA BARNARD ARCHITECT INC. AND Monighandesign – PBA/mdJV TO PROVIDE PHASE II ARCHITECTURAL AND ENGINEERING SERVICES ON BEHALF OF REHABILITATION OF THE GRIDLEY FARM

LABOR HOUSING PROPERTY”. Commissioner McFarren seconded. The vote in favor was unanimous.

- 5.4 Public Housing – Impact on California of HUD Proposal to Recapture PHA Operating Reserves was provided for information only.
- 5.5 Project Mapping – Draft HACB Program and Property org charts were presented for information. Executive Director Mayer briefly reviewed the four (4) charts: HACB-wide, Chico Commons, Walker Commons, and 1200 Park Avenue. Board expressed that it felt the charts were “helpful”.
- 5.6 CED – A draft report detailing the economic impact of the HACB on Butte County as presented. The report was commissioned by the HACB as a “pro-active” response to the challenging economic environment to 1) justify our activities 2) mark where we are today (things are changing quickly and greatly) and 3) as a promotional piece. Executive Director Mayer asked for feedback on draft before the final report is released and questioned whether the Board deemed it as a worthy endeavor. Commissioner McFarren and Moravec both responded affirmatively. Commissioner Besser recommended adding information on HACB’s boutique programs (i.e., contracts with City of Chico, Butte County Behavioral Health, etc.).
- 5.8 HACB Logo – The latest design concept of the HACB logo and stationary was presented for Board approval and authorization. Board and Management consensus was to postpone an agency name change until after we see how things “shake out” including possible absorption of Glenn County vouchers (which are on hold until notification from State) and other quickly changing mitigating factors which may significantly affect the way HACB looks.

MOTION

Commissioner Moravec moved that the logo be approved. Commissioner McFarren seconded. The vote in favor was unanimous.

6. MEETING OPEN FOR PUBLIC DISCUSSION

None.

7. MATTERS CONTINUED FOR DISCUSSION

None.

8. SPECIAL REPORTS

Executive Director reported that Commissioner Graham had some medical issues; she will be returning as soon as she is able. The Board and Staff wished her well.

9. REPORTS FROM COMMISSIONERS

None.

10. MATTERS INITIATED BY COMMISSIONERS

None.

11. EXECUTIVE SESSION

Adjourn: 3:15 p.m.
Reconvene: 4:52 p.m.

11.1 Government Code 54957.6: Conference with Labor Negotiators – Executive Director Mayer reported on status of Union negotiations.

11.2 Government Code 54957: Public Employee Performance Evaluation – The Board conducted Executive Director Mayer’s annual performance evaluation.

12. COMMISSIONERS’ CALENDAR

- **Next meeting – September 15, 2011.**

13. ADJOURNMENT

Commissioner McFarren moved that the meeting be adjourned. Commissioner Moravec seconded. The vote in favor was unanimous. The meeting was adjourned at 4:54 p.m.

Dated: August 18, 2011.

Clarence Lobo, Chair

ATTEST:

Edward S. Mayer, Secretary