

**HOUSING AUTHORITY OF THE COUNTY OF BUTTE  
BOARD OF COMMISSIONERS MEETING**

**MINUTES OF May 16, 2013**

Chair Moravec called the meeting of the Housing Authority of the County of Butte to order at 2:04 p.m.

1. ROLL CALL

Present for the Commissioners: Kate Anderson, Patricia Besser, Sharon Chambers, Larry Hamman, Clarence Lobo, Gene McFarren and Laura Moravec.

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

2. AGENDA AMENDMENTS

None.

3. CONSENT CALENDAR

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

4. CORRESPONDENCE

None.

5. REPORTS FROM EXECUTIVE DIRECTOR

- 5.1 Capital Fund – Board approval of Revision #1 for Public Housing Capital Fund Project Number 501-11 will allow the HACB to finalize spend-down of this capital fund. This budget amendment is routine and will allow 100% of the funds to be obligated by August 2nd. The largest part of this revision is the obligation of approximately \$181,000 for the Gridley Public Housing landscape improvement project; allowing the HACB to maintain approximately six (6) months in Public Housing Operating Reserves. Funding for the Gridley landscape project was initially to be sourced from the Public Housing Operating Reserves, to prevent their “taking” by HUD, as had occurred in the previous fiscal year. With the impact of federal budget sequestration, resulting in a final budget delivered to the HACB seven (7) months into its fiscal year, Public Housing Operating Reserves are needed to address the year’s budget shortfall. Sourcing funds for the landscape project from the Capital Fund allows for the use of Operating Reserves to address the budget shortfall, while maintaining sufficient Operating Reserves to fund six (6) months program operation, the minimum level of Operating Reserves recommended by staff.

**\*RESOLUTION NO. 4499\***

Commissioner Hamman moved that Resolution No. 4499 be adopted by reading of title only: “APPROVAL OF REVISED BUDGET FOR HUD PUBLIC HOUSING CAPITAL FUND PROGRAM PROJECT NUMBER 501-11”. Commissioner McFarren seconded. The vote in favor was unanimous.

- 5.2 Farm Labor Housing – HACB received three (3) responsive bids to complete improvements to the wellhead, including construction of the well platform and provision of associated pump, equipment, and controls for the newly drilled Community Well. The lowest responsive bidder was Clyde G. Steagall, Inc., in the amount of \$639,103. The completion of Well No. 3 is part of the FLH rehab effort and will provide significantly improved water to residents, in a quantity that will satisfy current fire flow requirements. Once the Well No. 3 is online, Well No. 1 will be capped, and Well No.2 will be kept as back-up.

**\*RESOLUTION NO. 4500\***

Commissioner Anderson moved that Resolution No. 4500 be adopted by reading of title only: “AUTHORIZATION TO ENTER INTO CONTRACT FOR WELLHEAD IMPROVEMENTS TO COMMUNITY WELL AT GRIDLEY FARM LABOR HOUSING, 850 EAST GRIDLEY ROAD”. Commissioner Chambers seconded. The vote in favor was unanimous.

- 5.3 Proposed Agency Annual Plan (2013-14), Public Housing Admissions and Continued Occupancy Policy (ACOP) and Section 8 Administrative Plan (AP) – The Board briefly discussed the proposed changes to policy documents.
- 5.4 Homeless Discussion – Executive Director Mayer recommended that the homeless discussion be postponed to the June meeting of the Board. Analysis of the Countywide Point-in-Time homeless survey should be complete and ready for discussion by next month’s meeting. Executive Director Mayer suggested inviting community homeless experts to speak at the meeting, possibly Meagan Meloy, Butte Countywide Continuum of Care Coordinator, Jennifer Haffner, Legal Services of Northern California and/or James Coles, Housing Tools consultant. The Board requested that the presentation and related discussion be limited to 20-30 minutes in length.

6. MEETING OPEN FOR PUBLIC DISCUSSION

None.

7. MATTERS CONTINUED FOR DISCUSSION

None.

8. SPECIAL REPORTS

None.

9. REPORTS FROM COMMISSIONERS

None.

10. MATTERS INITIATED BY COMMISSIONERS

None.

11. EXECUTIVE SESSION

Adjourn: 3:00 p.m.

(Commissioner Lobo left at 3:30 p.m.)

Reconvene: 3:51 p.m.

11.1 Section 54957.6: Conference with Labor Negotiators – Executive Director Mayer reported that the Board provided Staff with direction to open Union negotiations regarding the 2013-14 Union Memorandum of Understanding.

11.2 Section 54956.8: Conference with Real Property Negotiators – Executive Director Mayer reported that the Board was given an update on the status of the Housing Authority's purchase offer for the Limited Partner interest in Walker Commons L.P., owner of the Walker Commons Apartments, Chico, held by WNC & Associates, Inc.

12. COMMISSIONERS' CALENDAR

- **Next regular meeting – June 20, 2013.**

13. ADJOURNMENT

Commissioner Chambers moved that meeting be adjourned. Commissioner Hamman seconded. The vote in favor was unanimous. The meeting was adjourned at 3:52 p.m.

Dated: May 16, 2013.

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Laura Moravec, Board Chair

ATTEST:

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Edward S. Mayer, Secretary