

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

MINUTES OF August 15, 2013

Chair Moravec called the meeting of the Housing Authority of the County of Butte to order at 2:02 p.m.

1. ROLL CALL

Present for the Commissioners: Kate Anderson, Patricia Besser, Sharon Chambers, Larry Hamman, 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: Walter Stiles, Sr.

2. AGENDA AMENDMENTS

None.

3. CONSENT CALENDAR

Commissioner Anderson asked Finance Officer Kemp about a few of the line items on the financial statements, which were answered. Chair Moravec asked about the status of the offer to purchase the limited partnership interest in Chico Commons LP from PG&E. Executive Director Mayer said that PG&E countered our offer of \$1 with \$0. The next step is to determine the closing date, dictated by audit considerations.

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

4. CORRESPONDENCE

- 4.1 Senator Feinstein sent a letter responding to HACB letter opposing proposed cuts in federal funding for HUD programs.

5. REPORTS FROM EXECUTIVE DIRECTOR

- 5.1 Utility Allowances – Utility allowances are reviewed annually, if the rates change more than 10% a revised utility allowance is required to be adopted. Utility Allowances are credited to tenants for payment utilities for which they are

responsible. HACB-retained consultant Management Resource Group established the utility allowances, using a “blended” methodology based on engineered analysis of utility use, checked against actual consumption. This year, the most significant change was to add an allowance for water and sewer utilities to Public Housing units that are individually metered for water service. The proposed utility allowances would be effective for tax-credit projects in 60 to 90 days, and HUD programs (Public Housing and Section 8) on January 1, 2014.

MOTION

Commissioner Chambers moved to implement Utility Allowances as proposed for the upcoming 2013/14 year, effective January 1, 2014. Commissioner Anderson seconded. The vote in favor was unanimous.

6. MEETING OPEN FOR PUBLIC DISCUSSION

Walt Styles, Jr. sold the approximately 5-acre parcel used for development of the Harvest Park Apartments, East Avenue, Chico. He asked if he could get a status report on the project. Deputy Executive Director Peters and Executive Director Mayer said that construction is approximately 70% complete, which puts construction approximately 1-2 months ahead of schedule. There have been no substantial change orders or problems at the project, and the Contractor is using both local and Fresno-based subcontractors. The color is starting to go on the buildings, which provides a better idea of what the finished project will look like. The traffic light should be operational in 2-3 weeks. WINN Residential, property manager, has received over 400 inquiries to the wait list already. It is anticipated that the first move-ins should start in October or November and expect to be fully leased by Christmas. We have not received any negative feedback from neighbors.

Walter Stiles, Sr. left the meeting.

7. MATTERS CONTINUED FOR DISCUSSION

None.

8. SPECIAL REPORTS

None.

9. REPORTS FROM COMMISSIONERS

Commissioner McFarren expressed a strong desire to recognize the success of Alma Luna, who spoke about Mi C.A.S.A. at the last meeting, and also other students who have been successful from the program. He feels that the achievements at Mi C.A.S.A. are noteworthy enough to let Senators Boxer and Feinstein know what’s going on. Executive Director Mayer said he felt that showing recognition should be well thought out and a decision should be made at what level we make that acknowledgement for consistency sake, for example all high school graduates or just

those who elect to go to college. He said that he will speak to Kathy McKenzie, Director, to get her recommendation on what level to acknowledge the success stories of Mi C.A.S.A. kids. One thought was to use a process similar to how we acknowledge FSS Graduates. Another suggestion was a Press Release or nomination for a NAHRO Award of Merit. The consensus of the Board was to pursue.

Commissioner Moravec reported that she had been contacted by a former commissioner regarding concerns about the Family Self-Sufficiency program. She reported that a former graduate of the FSS program received a large escrow check, yet is still receiving Section 8 assistance. Executive Director Mayer said that the requirements to graduate are that a participant be employed at least 30 hours a week and be free from welfare assistance for one year, however there is no requirement that the participant be free from Section 8 assistance. The FSS program is a once in a lifetime opportunity for participants; they are only able to participate in the program once. Management is going to research if there is any way to track the number of FSS graduates in the last five years who are still on the Section 8 program. If so, they will report to the Board their findings.

10. MATTERS INITIATED BY COMMISSIONERS

None.

11. EXECUTIVE SESSION

11.1 Section 54957.6: Conference with Labor Negotiators

11.2 Section 54956.8: Conference with Real Property Negotiators – Purchase of Walker Commons L.P. Limited Partnership interest from WNC & Associates, Inc.

11.3 Section 54957: Public Employee Performance Evaluation

Adjourn: 2:44 p.m.

Reconvene: 2:59 p.m.

Chair Moravec reported out from Executive Session:

- The Board authorized Executive Director Mayer to provide the Union a counter offer.
- Commissioner Chambers moved that HACB accept WNC's proposal that we purchase the limited partnership interest in Walker Commons LP for \$650,000 using pre-2004 Section 8 funds. Commissioner McFarren seconded. The vote in favor was unanimous.
- There was no report on the Performance Evaluation, to be continued at the next meeting.

12. COMMISSIONERS' CALENDAR

- **AB1825: Required Management Sexual Harassment Training, 9:30 a.m., September 18, 2013, HACB Training Room.**
- **Next meeting – September 19, 2013.**

13. ADJOURNMENT

The meeting was adjourned at 3:00 p.m.

Dated: August 15, 2013.

Laura Moravec, Board Chair

ATTEST:

Edward S. Mayer, Secretary