

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

MINUTES OF May 15, 2014

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.

Present for the Public: Loretta Torres.

2. AGENDA AMENDMENTS

The HACB received a one year injury-free award from CHWCA (California Housing Workers' Compensation Authority).

3. CONSENT CALENDAR

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

4. CORRESPONDENCE

None.

5. REPORTS FROM EXECUTIVE DIRECTOR

- 5.1 North Valley Housing Trust Fund (NVHTF) – The Board watched a short video produced by NVHTF, for its fund raising purposes. The video focused on homeless issues in Butte County. NVHTF is a vehicle for bringing donations and matching funds into the County on behalf of local housing needs. Two of the primary avenues to address homelessness is provision of housing and matching supportive services. While the message is clear, addressing homelessness is difficult due to limited capacity and overwhelming need. Some of the comments from the Board were that the video was too general, and should supply more specifics on how actual work is being accomplished in the area.

- 5.2 Section 8 Housing Choice Voucher Family Self-Sufficiency Program – HACB is submitting the annual application to HUD for FSS Coordinator grant funds renewal. The proposed Resolution is required as part of the application process. Due to the number of successful graduates, the HACB Family Self Sufficiency program is no longer mandatory; however because of the importance of this program to participants, in that housing assistance is packaged with supportive services, the HACB continues to maintain a maximum program size of fifty (50) participating households. The Board requested a report summarizing the results of the Program over the last five years. The report will be presented at the next Board meeting.

RESOLUTION NO. 4542

Commissioner Anderson moved that Resolution No. 4542 be adopted by reading of title only: “AUTHORIZE THE SUBMITTAL OF AN APPLICATION FOR FEDERAL ASSISTANCE FOR THE FY2014 HOUSING AUTHORITY OF THE COUNTY OF BUTTE SECTION 8 HOUSING CHOICE VOUCHER FAMILY SELF-SUFFICIENCY PROGRAM TO THE U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT”. Commissioner McFarren seconded. The vote in favor was unanimous.

- 5.3 Public Housing Rents – Public Housing tenants may elect to pay 30% of their adjusted gross income toward rent and utilities, or pay a flat rent. In the 2014 HUD Appropriations Act, Congress stipulated that Public Housing flat rents be set at no less than 80% of the applicable HUD Fair Market Rents. While most of the HACB’s flat rents were above the 80% benchmark, a few flat rents will need to be adjusted. The HACB set its flat rents based on a rent reasonableness study. HUD has stipulated this will require a change to the Public Housing Admissions and Continued Occupancy Policy (ACOP), a change that must be taken through the public hearing process. Staff will bring direction and recommendations to the Board at the next meeting, where the ACOP revision process can be initiated.
- 5.4 HACB Audit – The audited financial statements for the fiscal year ended September 30, 2013, for the Housing Authority of the County of Butte, and including the component units Butte County Affordable Housing Development Corporation and Banyard Management, were presented. The financials and tenant files are audited annually. Some of the highlights of the audit: \$1.6M was expended from the pre-2004 Section 8 reserve funds to purchase the limited partnerships of Chico Commons LP and Walker Commons LP, and to purchase Gridley Springs Apartments II. While expenditures are fairly stable, or being reduced where they can, revenues are volatile, mostly from the HUD sources. There was a \$300,000 change on the HACB General Fund balance sheet, the grant from HACB to BCAHDC to purchase Cordillera Apartments was mis-categorized as an equity investment in 1998. This year’s auditor was the most thorough auditor with whom we have ever worked – they requested documentation on everything. Despite the comprehensiveness of the data shared with the auditor, there were no questioned costs or findings.

MOTION

Commissioner Chambers moved that the Board receive and accept the FY 2013 HACB audit report as presented. Commissioner McFarren seconded. The vote in favor was unanimous.

11. EXECUTIVE SESSION

11.1 Section 54957.6: Conference with Labor Negotiators

Adjourn: 3:35 p.m.

Reconvene: 3:59 p.m.

Chair Moravec reported that the Board gave Executive Director Mayer direction on how to proceed with Union negotiations.

5.5 Budget Review Committee – The Budget Review Committee scheduled its first meeting for Wednesday, June 4th at 2:00 p.m.

6. MEETING OPEN FOR PUBLIC DISCUSSION

Ms. Torres said she thought we were doing a great job!

7. MATTERS CONTINUED FOR DISCUSSION

None.

8. SPECIAL REPORTS

8.1 PSWRC-NAHRO Annual Conference, Burlingame CA, May 4-6, 2014 – Executive Director Mayer reported that the core message is the same as he received at the NAHRO Legislative Conference. There is no money at the federal level, so “don’t ask”. The nation’s entitlement programs and debt are significant and growing, displacing discretionary spending capacity. This has impacted funding streams, pushing the affordable housing industry to re-tool. The HACB will continue to seek diversified opportunities. Housing Director Guanzon reiterated Mr. Mayer’s message on budget uncertainty. Chair Moravec attended different sessions, which were geared toward helping tenants succeed. She shared about educational programs, special needs developments, etc. Ms. Moravec also attended a workshop on media and communication for commissioners. Commissioners should refer all questions from the media to the Executive Director or Board Chair.

9. REPORTS FROM COMMISSIONERS

Commissioner McFarren reminded staff that Mi C.A.S.A. Education, Inc., after-school homework program provider at Gridley Farm Labor Housing, had received a \$1,000 donation

from the Beta Chapter of Omega Nu Foundation. He recommended the HACB send a letter of thanks to the foundation.

Commissioner Chambers recommended that the Board formally recognize the great job Finance Officer Kemp did on the audit. Commissioner Moravec concurred. Thanks Sue!

10. MATTERS INITIATED BY COMMISSIONERS

None.

12. COMMISSIONERS' CALENDAR

- **Next meeting – June 19, 2014**
- NAHRO Summer Conference, Tampa FL, July 17-18, 2014.

13. ADJOURNMENT

The meeting was adjourned at 4:23 p.m.

Dated: May 15, 2014

Laura Moravec, Board Chair

ATTEST:

Edward S. Mayer, Secretary