

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

**MEETING MINUTES OF January 21, 2016**

Vice Chair Hamman called the meeting of the Housing Authority of the County of Butte to order at 2:03 p.m.

1. ROLL CALL

Present for the Commissioners: Kate Anderson, Patricia Besser, Larry Hamman, Roger Hart, and Clarence Lobo.

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

Others Present: Emma Clancy, HACB Student Intern; Dan Everhart, Chico Housing Action Team; and Lilith Iversen, HACB Student Intern (arrived late).

2. AGENDA AMENDMENTS

None.

3. CONSENT CALENDAR

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

4. CORRESPONDENCE

- 4.1 “2016 Standard Mileage Rates for Business, Medical and Moving Announced” – The mileage rate decreased 3.5¢, to 54¢/mile.

5. REPORTS FROM EXECUTIVE DIRECTOR

- 5.1 Reserves Analysis and Investment Report – Finance Officer Kemp said that the amount of funds in money market accounts are currently higher, in anticipating upcoming capital improvement project expenditures. Demo savings has decreased due to expenditures related to support of the Gridley Farm Labor Housing rehab project. Public Housing and Section 8 reserves have increased. There is approximately \$200,000 in excess Public Housing reserves that may be in jeopardy of being recaptured by HUD; Management will bring back a mid-year budget revision to the Board in March with consideration for use of the funds.

Reserves are planned to be spent on public housing landscape, site work, and other unit maintenance improvements not constituted as Capital Fund improvements.

## 6. MEETING OPEN FOR PUBLIC DISCUSSION

Executive Director Mayer introduced Emma Clancy, CSUC Social Work intern and Dan Everhart, her supervising Social Worker from the Peace and Justice Center. The other CSUC Social Work intern, Lilith Iversen, was not in attendance due to a job fair. Ms. Clancy and Ms. Iversen's primary duties during their year long internship are 1) to assess the community for supportive services capacity that could be coupled with housing assistance; 2) serve clients at the harm-reduction homeless shelter operated by the Community Housing Action Team; And 3) assist in organization of the CoC's Project Homeless Connect event, a one-day homeless services fair to be held at the Chico Fairgrounds in April 2016. Ms. Clancy thanked the Board for the opportunity to intern at HACB.

## 7. MATTERS CONTINUED FOR DISCUSSION

- 7.1 HACB Strategic Planning – Executive Director Mayer said the Strategic Plan was complete except polishing and packaging. Finalizing the Strategic Plan will fold into our Annual Plan work this spring.

*Lilith Iversen joined the meeting as a member of the public.*

- 7.2 Standard & Poor's Rating – Standard and Poor's credit analysis of the HACB is complete, and Executive Director Mayer discussed factors in considering whether to take the S&P rating public. His recommendation, per consultant advice, is to not release the rating until we are ready to enter the financing marketplace seeking financing, which would occur upon completion of the HACB Strategic Asset Plan. He said that there no driving reason to release the credit rating immediately; typically issuers will go public in advance to generate market interest. The reason to not go public with the rating would have to do with any negative performance, that would affect the rating, between the time the rating was made public and the time the HACB went to the markets for financing. The rating itself is very good. Commission Hart expressed concern about transparency, that the agency had spent meaningful funds to secure the rating, that as a public entity we seek transparency, and that the public would expect to know the outcome of the rating process. His greatest concern was how it would appear that a public entity would not make the rating public. In conclusion, he did not agree with Executive Director Mayer's recommendation. Upon further discussion, Executive Director Mayer indicated his recommendation was not hard and fast, and that he had not objection to the direction of the Board. Commissioner Anderson asked about the timetable to complete the Strategic Asset Plan. Executive Director Mayer said that the Plan will not be completed until sometime in the fall due, to the comprehensiveness of the Strategic Asset Plan and our

current work load. Executive Director Mayer left it up to the discretion of the Board. Commissioner Anderson agreed with Commissioner Hart that she would prefer to make the rating public now instead of waiting. Management will add an action item for this issue at the February Board meeting.

8. SPECIAL REPORTS

None.

9. REPORTS FROM COMMISSIONERS

None.

10. MATTERS INITIATED BY COMMISSIONERS

None.

11. EXECUTIVE SESSION

None.

12. COMMISSIONERS' CALENDAR

- Next Regular Meeting – February 18, 2016.

13. ADJOURNMENT

Commissioner Lobo moved that the meeting be adjourned. Commissioner Hart seconded. The meeting was adjourned at 2:38 p.m.

Dated: January 21, 2016.

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Laura Moravec, Board Chair

ATTEST:

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Edward S. Mayer, Secretary