

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

MEETING MINUTES OF February 16, 2017

Chair Moravec 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, Anne Jones, Laura Moravec and David Pittman.

Present for the Staff: Larry Guanzon, Deputy Executive Director; Sue Kemp, Finance Director; Tamra Young, Administrative Operations Director; and Marysol Perez, Executive Assistant.

2. AGENDA AMENDMENTS

None.

3. CONSENT CALENDAR

Commissioners Besser inquired about check number 147173, written on 01/27/2017, in the amount of \$65,959.00, to American Bankers Ins. Co. of FL. Deputy Executive Director Guanzon explained that the payment was for required flood insurance at our Public Housing properties in the Chico area. Commissioner Hart inquired how many units in Chico were insured. Deputy Executive Director Guanzon responded that 109 units are insured in Chico, along with the Willow Street Maintenance Shop; units are in federally designated flood zones because of their proximity to local creeks and drainages.

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

4. CORRESPONDENCE

None.

5. REPORTS FROM EXECUTIVE DIRECTOR

- 5.1 HUD Programs Household Income Determination – HACB is required to adopt a Passbook Savings Rate annually for purposes of determining participant household income in the HUD Public Housing, Section 8 and Homeless programs; and other HACB Administered tenant-based rental assistance programs where actual or imputed income from assets is considered in calculation of total household income. It is recommended to set Passbook Savings Rate at 0.06%,

which is the same as the National Savings Rate this year. In addition, in each of the last three years the HACB Board approved a passbook savings rate of 0.06%.

MOTION

Commissioner Hamman moved to keep the Passbook Savings Rate at .06%/year, effective March 1, 2017. Commissioner Hart seconded. The vote in favor was unanimous.

- 5.2 Affordable Housing Project Chico – Prospective partnership between CHIP and HACB was presented. Proposed project would be a 40-100 unit sized apartment complex, location of the project would be between Humboldt Ave and Notre Dame Blvd. Commissioner Anderson asked what the goals are to matchup with assets and concurrently what happened to HACB strategic asset plan? Commissioner Hart added that the board would like to avoid rushed situations and would like to avoid situations like the Valley View Apartments. He would like a status report on the status of the Valley View project and the \$300,000 loan. Administrative Operations Director Young, responded to Commissioner Anderson’s inquiry in regards to the status of the strategic asset plan; such plan is still on HACB radar, has not been completed due to the many staffing transitions that took priority during the last year. Deputy Executive Director Guanzon added that such proposed project is two to three years down the road. Chair Moravec asked how we would determine the highest priority for housing needs. Deputy Executive Director, Guanzon said 1-bedroom units are in high need and would be the easiest to fill. This development opportunity is recommended because of the severe need for affordable housing in Chico.
- 5.3 Affordable Housing Project Gridley – Prospective partnership between AMG and HACB was presented. Proposed project would be a senior housing project in the City of Gridley, the secured parcel of approximately 1.98 acres is suitable for a 32-40 unit, two story building; such proposal is still in its early stages. This development opportunity is recommended because of the severe need for affordable housing in the county.
- 5.4 Contract Rates – The HACB has ongoing contracts with Banyard Management and Butte County Affordable Housing Development Corporation (BCAHDC). The Corporate Services Agreements set out both the rates of compensation and a contract maximum, approved by mutual consent. The HACB seeks to change its billing rates for services per the attached Hourly Billing Rate schedule, effective March 1, 2017.

MOTION

Commissioner Hart moved to establish HACB billing rates, such rates to become effective March 1, 2017. Commissioner Pittman seconded. The vote in favor was unanimous.

- 5.5 Public Housing – On November 30, 2016. U.S. Housing and Urban Development

(HUD) Secretary Julian Castro announced that HUD-subsidized Public Housing properties in the U.S. will be required to provide smoke-free environments for their residents. The HACB is required to implement “smoke-free policies” within 18 months of the effective date of the final rule; February 3, 2017. Commissioner Hart asked how the policy would be enforced? Deputy Executive Director Guanzon said residents who violate the policy will receive warnings; but will also receive support from local agencies and entities working to help individuals overcome smoking addiction. Tenants will have multiple opportunities to resolve violations, using the program’s grievance procedure to arrive at negotiated tenancy settlements. HACB will be working directly with Butte County’s Public Health Department, for smoking cessation policy and assistance. Commissioner Besser asked if there would be a designated smoking area for residents. Deputy Executive Director Guanzon informed that for now the answer is no, because of the how scattered our properties are. It could become a possibility down the line, depending on availability of Capital Funds. Commissioner Anderson added that, due to the new policy, our turnover costs will potentially be less costly to the agency.

6. MEETING OPEN FOR PUBLIC DISCUSSION

Loren Freeman, Public Housing resident shared his thoughts in regards to his desire for HACB and current Public Housing residents to work in conjunction to address social service needs for Public Housing residents. He would also like to see collaboration between HACB and the local Public Health department to bring families out of poverty. He believes there is a wide substance abuse problem in the area and claims to see it first hand in his area of residence. He has seen substance abuse issues tear families apart and recommends a joint effort between HACB and residents to guide positive results. Chair Moravec thanked him and appreciated his comments and suggestions.

7. MATTERS CONTINUED FOR DISCUSSION

None.

8. SPECIAL REPORTS

NorCal/Nevada Chapter NAHRO Conference – Commissioner Pittman reported on his attendance to the conference in Napa. As a new commissioner he felt the information he obtained to be very valuable. Most notable to him was learning about portability within the Section 8 Housing Choice Voucher program. Finance Director Kemp reported that the portability numbers for HACB are pretty stable, compared to other housing authorities. The cost to a participant’s “porting out” does affect the cost of our program when participants chose to port to higher cost jurisdictions. Commissioner Pittman also noted that it was very comforting to see the recognition given to HACB at the conference; he stated it was very encouraging to see that sort of recognition and would like to compliment HACB staff for the work, and detail performed.

9. REPORTS FROM COMMISSIONERS

None.

10. MATTERS INITIATED BY COMMISSIONERS

Commissioner Anderson requested the Board review a draft document released by the State of California Department of Housing and Community Development, namely California's Housing Future: Challenges and Opportunities, a document addressing California's housing. The draft had been withdrawn by HCD by the time of the Board Meeting. The document will be brought back to the Board for discussion when published.

Commissioner Hart inquired about loan status regarding loan made to Valley View Apartments project. Information regarding loan status will be provided at the next meeting of the Board.

11. EXECUTIVE SESSION

12. COMMISSIONERS' CALENDAR

- **Next regular meeting – March 16, 2017**
- **2017 NAHRO Washington, D.C. Conference – March 26-28, 2017.**

13. ADJOURNMENT

Commissioner Hamman moved that the meeting be adjourned. Commissioner Jones seconded. The meeting was adjourned at 2:45 p.m.

Dated: February 16, 2017.

Laura Moravec, Board Chair

ATTEST:

Edward S. Mayer, Secretary