

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

**MEETING MINUTES OF June 15, 2017**

Chair Anderson 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 and David Pittman.

Present for the Staff: Ed Mayer, Executive Director; 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

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

4. CORRESPONDENCE

Thank you letter received from Housing Tools in regards to sponsorship of annual fundraiser.

5. REPORTS FROM EXECUTIVE DIRECTOR

5.1 Public Housing Admissions and Continued Occupancy Policy (ACOP) and Section Administrative Plan (AP) –

5.2 Agency Annual Plan/Capital Fund Program – As a public agency administering the HUD Low Income Public Housing and Section 8 Housing Choice Voucher Programs, HACB is required to annually submit to HUD applicable agency and administrative plan documents 75 days prior to the end of HACB’s fiscal year. Draft revisions of the Public Housing Admissions and Continued Occupancy Policy (ACOP), Section 8 Housing Choice Administrative Plan (AP), Annual Agency Plan and Capital Fund Program, were accepted by the Board at the April 2017 meeting, and authorized for issuance for public comment; the required 45 day public comment period has not expired. The ACOP and AP have been revised to incorporate the changes recommended by Legal Services of Northern California, as outlined in the memo to the Board. As discussed at the April

meeting, Administrative Operations Director Young outlined the significant changes to the ACOP this year, including: required implementation of a Smoke Free-Policy in Public Housing, and discretionary implementation of self-certification of Community Service compliance. Chair Anderson asked for details regarding the self-certification policy. Executive Director Mayer explained that any able bodied adult, public housing tenant is required to complete 20 hours of community service per month if they are not otherwise working. HUD approved self-certification in an effort to reduce the reporting burden of entities providing Community Service opportunity. Chair Anderson was curious to know how often the emergency transfer policy under VAWA has been exercised. Executive Director Mayer replied that in the past there has been one (1) public housing emergency transfer and one (1) Section 8 emergency transfer. Executive Director Mayer also reviewed a key change to the Section 8 Admin Plan, regarding the agency's project-basing of Section 8 HCV program vouchers (S8 PBV). Participants would reside for one year at the project, and would be able to take the voucher with them. HACB would then provide a new voucher to the property. HOTMA regulatory relief now allows PHA's to project-base vouchers in properties in which they have ownership interest without having to seek competitive proposals and be subject to HUD layering review. There were no significant changes or additions made to the Agency Annual Plan, there was only a correction made in regards to reference of the Valley View Apartments; the property includes fourteen (14), not fifteen (15) units. There is also new VAWA implementation language that had to be re-added to the policy; the language was removed last year and it is being added back this year. The Chair opened the item for public comment - there was no public in attendance and the item was closed to further comment. The Board elected to adopt the plans with the changes outlined. The AP and the ACOP will become effective October 1<sup>st</sup>.

**\*RESOLUTION NO. 4662\***

Commissioner Pittman moved that resolution No. 4662 be adopted by reading of title only: "ADOPTION OF PUBLIC HOUSING ADMISSIONS AND CONTINUED OCCUPANCY PLAN (ACOP) AND SECTION 8 HOUSING CHOICE VOUCHER ADMINISTRATIVE PLAN (AO)". Commissioner Hamman seconded. The vote in favor was unanimous.

**\*RESOLUTION NO. 4663\***

Commissioner Hamman moved that resolution No. 4663 be adopted by reading of title only: "ADOPTION OF THE ONE-YEAR AGENCY PLAN OF THE HOUSING AUTHORITY OF THE COUNTY OF BUTTE". Commissioner Pittman seconded. The vote in favor was unanimous.

- 5.3 Town of Paradise – Because of her status as Town of Paradise employee, Chair Anderson recused herself from this agenda item. With her recusal, and the absence of three (3) Commissioners, a quorum was not met. It was recommended that the Tenant Based Rental Assistance (TBRA) Contract with the Town of Paradise be presented during the next month's Board meeting. The agenda item is

not a time sensitive material. Proposed Resolution No 4664 will be moved for consideration to the July meeting of the Board.

- 5.4 Gridley Farm and Labor Housing Budget – The proposed annual Farm Labor Housing operating budget was presented for adoption. Budget is required to be submitted to USDA-RD by June 30<sup>th</sup>, which is 30 days earlier than usual, necessitated by proposed rent increases. USDA will make comment and return for final adoption. Finance Director Kemp outlined a couple budget details; there were rent increases in the three- and four-bedroom units due to market changes affecting the Fair Market Rents. Electricity costs are high, mainly due to construction. Higher cash flows associated with newly rehabbed units facilitated the increase in Office Staff hours at the property, which for budget reasons had been cut in the past. Executive Director Mayer added that Farm Labor Housing is slowly gaining ground.

**\*RESOLUTION NO. 4665\***

Commissioner Pittman moved that resolution No. 46653 be adopted by reading of title only: “APPROVAL OF FISCAL YEAR 2018 BUDGET FOR THE USDA-RD FARM LABOR HOUSING PROGRAM”. Commissioner Besser seconded. The vote in favor was unanimous

- 5.5 Review of Local Homeless Documents – Executive Summaries of the Butte Countywide Homeless Continuum of Care (CoC) 2017 Point in Time (PIT) survey, and Impacts of Chico’s Public Safety Approach to Homelessness, were provided as informational items. Executive Director Mayer commented that the survey showed a 50% increase in homelessness in the area from the survey conducted two years previous. The majority of the homeless population is made up of locals, 88% have been in the county five years or longer. Two-thirds of the homeless population has mental illness or a substance abuse issue. In a separate effort, Chico State professors released an interesting study that analyzed Chico’s public safety approach to homelessness. The study discussed the laws that have been implemented that effectively criminalize the homeless; law enforcement has pushed homeless out of the downtown area into surrounding neighborhoods. Transient criminals are a small slice of the overall problem, but cause significant impact to the community and its perceptions. Chair Anderson asked which homeless population is growing in number; seniors? Executive Director Mayer commented the population is growing overall, but the community is seeing more frail seniors and youth, and those populations tend to become obvious really fast.
- 5.6 Homeless Initiatives – The local non-profit, Community Housing Action Team (CHAT), approached the Housing Authority seeking support and endorsement for its “Simplicity Village” tiny house proposal, as brought forward by Charles Withuhn. The project contemplates construction of a tiny house village at the corner of Bruce and Humboldt Roads in Chico. The project would be modeled after the successful Dignity Village, Portland, OR. The project proposal was provided as informational item to the Board. Executive Director Mayer sought to

gather the collective thoughts from the Board by way of forming a response. There was many questions brought up by the Board: will there be heating or a/c; what are the code and building requirements, how will the property be operated and rules enforced, what population exactly will be targeted for service, what is the reception from the homeless population? Executive Director Mayer suggested that, given homeless dynamics in the community, the idea is relevant and appropriate for community discussion, exploration, and implementation. Chair Anderson added that the proposal appears to be a private venture trying to make public. Executive Mayer suggested the Board reply with a one page letter of support, for the concept, making it clear the HACB does not comment of the specifics of development proposals brought forward by third parties. The Board was in agreement to the suggestion.

6. MEETING OPEN FOR PUBLIC DISCUSSION

None.

7. MATTERS CONTINUED FOR DISCUSSION

During the June Board meeting Executive Director Mayer inquired of the Board of Commissioners what their thoughts were in regards to being provided housing-related news-worthy material. In the past, news articles relevant to housing topics were discouraged from being provided in Board packets due to their possible perception as representing Board thinking and/or policy. The Board voiced interest in such materials, so Executive Director Mayer said he would look into the best platform to provide this information. After discussing such matter with HACB attorney and IT, it was determined possible to provide the news articles on the HACB website, under a disclaimer. The articles can be found under the Resources tab of the HACB website ([www.butte-housing.com](http://www.butte-housing.com)). The news articles are listed in chronological order, but can be filtered and sorted by subject. Articles focus on poverty, homelessness and housing.

8. SPECIAL REPORTS

Executive Director Mayer recently attended the open house event for the Valley View apartments, where the development Partnership gifted HACB with a plaque in gratitude for its support, made by means of the loan provided to the project.

9. REPORTS FROM COMMISSIONERS

Commissioner Pittman brought up the issue of temporary housing demand in Oroville caused by the influx of approximately 500 construction workers working to repair the dam. Construction workers are coming into town and sweeping up available housing, including purchasing homes overnight, settling in for a project that is expected to last five to eight years.

10. MATTERS INITIATED BY COMMISSIONERS

None.

11. EXECUTIVE SESSION

Adjourned – 3:06 p.m.  
Reconvened – 3:25 p.m.

11.1 Government Code Section 54957.6: Chair Anderson reported that the Board was given a status report of budget considerations relevant to this year’s Union negotiations.

11.2 Government Code 54957: Chair Anderson gave direction as to preference of survey vehicle and approach the Board would like to take with the Executive Director’s performance evaluation.

12. COMMISSIONERS’ CALENDAR

- **2017 NAHRO Indianapolis, IN Summer Conference, “Strengthening our Foundation” – July 16-18, 2017.**
- **Next regular meeting – July 20, 2017.**

13. ADJOURNMENT

Commissioner Pittman moved that the meeting be adjourned. Commissioner Hamman seconded. The meeting was adjourned at 3:27 p.m.

Dated: June 15, 2017.

---

Kate Anderson, Board Chair

ATTEST:

---

Edward S. Mayer, Secretary