

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

MEETING MINUTES OF November 16, 2017

Chair Anderson called the meeting of the Housing Authority of the County of Butte to order at 2:14 p.m.

1. ROLL CALL

Present for the Commissioners: Kate Anderson, Patricia Besser, Larry Hamman, Anne Jones, Laura Moravec 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; Marysol Perez, Executive Assistant; and Jerry Martin, Modernization Coordinator.

Others present: Bow Lee, Special Programs Coordinator, HACB; and Lisa Steele, FSS Graduate (5.1).

2. AGENDA AMENDMENTS

None.

3. CONSENT CALENDAR

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

4. CORRESPONDENCE

None.

REPORTS FROM EXECUTIVE DIRECTOR

- 5.1 Family Self-Self Sufficiency (FSS) Graduate – Special Programs Coordinator, Bow Lee and FSS Graduate Lisa Steele were present for the Board’s recognition of Ms. Steele’s completion of the FSS program. Ms. Steele successfully completed her FSS contract, accruing an FSS escrow balance of \$1,526.22. Ms. Steele is currently employed as a graphic designer at a local print shop. She told the Board of Commissioners that she appreciated being a participant in both the Section 8 program and FSS program. While she was a Section 8 participant she was hospitalized and, without the assistance of a housing choice voucher, Ms. Steele believes she would have been homeless.

RESOLUTION NO. 4685

Commissioner Moravec moved that Resolution No. 4685 be adopted by reading of title only: “RECOGNITION OF FAMILY SELF SUFFICIENCY GRADUATE LISA STEELE”. Commissioner Pittman seconded. The vote in favor was unanimous.

- 5.2 Public Housing Flat Rents – Tenants in the Public Housing program can choose one of two rents: a “Flat Rent”, which is based on market conditions and are not less than 80% of the applicable HUD-determined Fair Market Rent (FMR), or “Income-based Rent”, calculated at roughly 30% of total household income. Fifteen (15) HACB families are currently paying Flat Rents. Per regulation, the HACB must review its Flat Rent determination(s) annually. The HACB is proposing to raise Flat Rents to market or close to market as an encouragement to residents to move on.

RESOLUTION NO. 4686

Commissioner Pittman moved that Resolution No. 4686 be adopted by reading of title only: “DETERMINATION OF HUD PUBLIC HOUSING FLAT RENTS”. Commissioner Hamman seconded. The vote in favor was unanimous.

- 5.3 Gridley Springs II Apartments, Property Management – HACB received notice from U.S. Residential, Inc., and as of October 30, 2017 is no longer working at the Gridley Springs II property. U.S. Residential indicated that a corporate decision had been made to exit service at all affordable housing properties. The CBM Group Inc. came highly recommended to HACB by BCAHDC’s partner in GS I, as CBM was retained by the GS I Partnership to manage GS I. CBM has agreed to manage the property under substantively the same terms as U.S. Residential. HACB staff recommends action by HACB Board of Commissioners, authorizing the retention of CBM Group Inc. at the Gridley Springs II property.

MOTION

Commissioner Jones moved motion to approve retention of The CBM Group, Inc. as property manager at the Gridley Springs II property, 200 Ford Ave, Gridley. Commissioner Moravec seconded. The vote in favor was unanimous

6. MEETING OPEN FOR PUBLIC DISCUSSION

None.

7. MATTERS CONTINUED FOR DISCUSSION

- 7.1 Unfunded Pension Liability – Brief update and information provided to the Board of Commissioners by Executive Director Mayer. HACB is still awaiting the availability of its third party actuary, who will develop pension funding option for Board consideration.

- 7.2 Chair Anderson wanted to remind the Board of Commissioners that the Strategic Asset Plan continues to be a high priority on list of to-do's. Executive Director Mayer agreed that the plan has to be developed, recalling that while the number one objective on the HACB strategic plan is to create housing opportunities in the community, both objectives are essential and interdependent because of their dependence on resource allocation.
- 7.3 Executive Director Mayer relayed the status of Oroville's 70 unit family development being brought forward by Jamboree housing. The City and Jamboree have approached the HACB, indicating that State tax-credit and Cap-and-Trade funding benchmarks necessitate use of project-based Section 8 vouchers. The HACB has responded, indicating it is developing a project-based Section 8 voucher program, but that it won't be ready for implementation in time to make the February 2018 Cap-and-Trade application round. The development will seek funding in the following round, with the HACB included in the tax-credit partnership.

8. SPECIAL REPORTS

- 8.1 NAHRO National Conference and Exhibition, Pittsburgh PA, October 27-29, 2017 – Executive Director Mayer reported on his attendance at the National Conference. It had been 35 years since he was last in Pittsburgh; was very surprised to see such a clean, high tech community. Pittsburgh houses UBER and Home Depot headquarters. This was Executive Director Mayer's last conference as PSWRC-NAHRO President. Hot sessions attended at the conference included; Project- Basing of Section 8 Vouchers, HOTMA, AFFH, and the TRIO Lease-Option-to-Own program.

9. REPORTS FROM COMMISSIONERS

None.

10. MATTERS INITIATED BY COMMISSIONERS

11. EXECUTIVE SESSION

- 11.1 Government Code 54957 Public Employee Performance Evaluation – Executive Director Performance Evaluation – Continued item, status update provided; still pending responses from a few Commissioners.

12. COMMISSIONERS' CALENDAR

- **Next regular meeting – December 21, 2017**

- Holiday Luncheon – December 22, 2017, 12:00 p.m., Nash’s Restaurant 1717 Esplanade, Chico.
- NorCal/Nevada NAHRO Winter Conference, Napa CA, January 28-30, 2018.

13. ADJOURNMENT

Commissioner Hamman moved that the meeting be adjourned. Commissioner Besser seconded. The meeting was adjourned at 3:12 p.m.

Dated: November 16, 2017.

Kate Anderson, Board Chair

ATTEST:

Edward S. Mayer, Secretary