

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

MEETING MINUTES OF January 17, 2019

Vice Chair Hart called the meeting of the Housing Authority of the County of Butte to order at 2:05 p.m.

1. ROLL CALL

Present for the Commissioners: Kate Anderson, Patricia Besser, Larry Hamman, Anne Jones, and David Pittman.

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

Others Present: Laura Moravec; and Loren Freeman, Public Housing Resident.

2. AGENDA AMENDMENTS

None.

3. CONSENT CALENDAR

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

4. CORRESPONDENCE

None.

5. REPORTS FROM EXECUTIVE DIRECTOR

- 5.1 Section 8 Housing Choice Voucher Payment Standards – Staff has reviewed the current Payments Standards and is recommending an additional 10% increase to the Payment Standards adopted in September, raising the Payment Standards to 100% of the HUD Fair Market Rents (FMR) for Butte County and Glenn Counties. The action is Camp Fire disaster-related. The increase is intended to

reinforce the Section 8 HCV program locally, supporting participant retention of, and access to, housing opportunity, given the market spiking witnessed post disaster. Executive Director Mayer expressed concern for impact to the Section 8 HCV program from the disaster; 319 voucher holder households were displaced, 15% of the HACB's Section 8 program total. Of the displaced voucher holders, 75 have ported out. Chair Anderson asked how many ports we had pre-Camp Fire, Finance Director Kemp response was thirty (30) ports.

RESOLUTION NO. 4726

Commissioner Pittman moved that Resolution No. 4726 be adopted by reading of title only: "CAMP FIRE DISASTER ADJUSTMENT TO 2019 PAYMENT STANDARDS FOR THE SECTION 8 HOUSING CHOICE VOUCHER PROGRAM". Commissioner Hamman seconded. The vote in favor was unanimous.

- 5.2 Farm Labor Housing (FLH) – HMR Architects Inc. has been determined to be the most qualified and appropriate firm to assume the role of Project Architect for the Gridley Farm labor Housing Modernization project, they will take over design and construction administration from Patricia Barnard & Associates, previous Project Architect. A contract has been negotiated, subject to USDA-RD approval.

RESOLUTION NO. 4727

Commissioner Jones moved that Resolution No. 4724 be adopted by reading of title only: "AUTHORIZATION TO ENTER INTO CONTRACT WITH HMR ARCHITECTS, INC. TO PROVIDE ARCHITECTURAL AND ENGINEERING SERVICES ON BEHALF OF REHABILITATION OF THE GRIDLEY FARM LABOR HOUSING PROPERTY". Commissioner Besser seconded. The vote in favor was unanimous.

- 5.3 Farm Labor Housing (FLH) – Information and copy of notice sent to Gridley Farm Labor residents regarding the presence of 1,2,3-Trichloropropane (TCP) found in the property's well water. TCP is a carcinogenic chemical used in the agricultural and solvent industries for decades; the State has started requiring periodic testing for the substance. The TCP found at the FLH property has been inconsistently present, and present at very low levels when found. Per State protocol, HACB is providing drinking and cooking water for residents, though it was reported by FLH staff that many families already purchase water for drinking and cooking purposes. HACB is working closely with Butte County Environmental Health to address the issue. Next step is preparation of a response plan by HACB, for consideration by County and State authorities. Commissioner Pittman shared related information regarding similar water issues in the Orange

County Water District. Should the TCP be documented at certain levels, remediation can include filtration, at an estimated preliminary cost of \$1,000,000, with an estimated \$70K/year operating cost.

- 5.4 Camp Fire – Executive Director Mayer provided the Board with a brief update addressing post-Camp Fire disaster subjects. The Red Cross will be leaving town at the end of January, meaning that the 700 individuals left at the shelter will need to vacate. HUD has a presence locally; they have been helping with outreach efforts at the shelter, and at FEMA’s Local Assistance Center, to help any displaced HCV participants at the shelter. HUD representatives have been participating in subject group meetings two times a week at the HACB, to coordinate efforts.
- 5.5 Government Shutdown – Brief update was provided in regards to the current government shutdown. Executive Director Mayer relayed that HACB has been funded for January and February, and that HACB has about one additional month’s worth of HAP reserves to make it through March, if necessary. If the government shutdown continues beyond February 15, 2019, HACB staff will need to notify Section 8 HCV participants and landlords that federal rent subsidies would not be provided.
- 5.6 Commissioner Appointments – Commissioner Terms for Commissioners Hart and Moravec expired January 7, 2019. The County Board of Supervisors has not yet re-appointed or appointed replacement Commissioners. Newly elected Board of Supervisors for Districts 1 and 2 asked for more time to think about the appointments to HACB.
- 5.7 Farm Labor Housing (FLH) – Gridley Farm Labor housing children, via Mi CASA, participated in the National NAHRO “What Home Means to Me” poster contest. HACB staff judged posters this morning and Commissioners will be asked to judge the posters as well. The winning posters will be sent to the NorCal NAHRO conference in Napa at the end of the month, for judging amongst entries from other housing authorities in NorCal. The winners from Napa will go on to NAHRO’s national contest.

6. MEETING OPEN FOR PUBLIC DISCUSSION

None.

7. MATTERS CONTINUED FOR DISCUSSION

- 7.1 Unfunded Pension Liability (UPL) – Finance Director Kemp provided a status report regarding UPL. Per previously established Board policy, \$2 million total is needed to be deposited into the Pension Trust to address the UPL. To date, \$1 million was deposited in August (decreasing \$16,000 in value post investment due to volatility of the market). Finance Director Kemp is recommending that the remaining \$1 million deposit be paid with Section 8 Administrative Fee Reserves. Acting on the side of caution given current political uncertainty, the Board agreed to deposit an additional \$500,000 now, and revisit the final deposit of \$500,000 when the government shutdown is over.

8. SPECIAL REPORTS

None.

9. REPORTS FROM COMMISSIONERS

None.

10. MATTERS INITIATED BY COMMISSIONERS

During last month's Board of Commissioners meeting, Commissioner Moravec and Vice Chair Hart tasked HACB staff to assess the needs of the five (5) HACB employees that have been displaced by the Camp Fire. HACB management met with staff and it was communicated that a "gift of time" - leave authorization - would be most useful to those five (5) HACB employees affected by the Camp Fire. Disaster displaced employees have been using vacation and sick leave simply to take care of personal matters relating to their displacement. Staff recommended, and the Board of Commissioners authorized, that forty (40) hours of additional "disaster" leave be provided to the five (5) HACB employees affected by the Camp Fire, such leave to be used by the end of the year, or lost. All Commissioners present concurred. An action item will be scheduled for the next regular meeting of the Board, to affirm this matter.

11. EXECUTIVE SESSION

None.

12. COMMISSIONERS' CALENDAR

- **NorCal/Nevada NAHRO Winter Conference, Napa, CA January 27-29, 2019**
- **Next regular meeting – February 21, 2019**

13. ADJOURNMENT

Commissioner Jones moved that the meeting be adjourned. Commissioner Pittman seconded. The meeting was adjourned at 3:39 p.m.

Dated: January 17, 2019.

Kate Anderson, Board Chair

ATTEST:

Edward S. Mayer, Secretary