

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

MEETING MINUTES OF February 21, 2019

Chair Kate Anderson called the meeting of the Housing Authority of the County of Butte to order at 2:24 p.m.

1. ROLL CALL

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

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

Others Present: Loren Freeman, Public Housing Resident.

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

None.

5. REPORTS FROM EXECUTIVE DIRECTOR

- 5.1 California Housing Workers' Compensation Authority (CHWCA) – HACB is a member of CHWCA, a joint powers authority providing Workers Compensation Insurance to the HACB. The CHWCA Executive Committee has requested approval of changes to the Joint Powers Agreement addressing updated

Underwriting Guidelines. HACB has reviewed the proposed amended Joint Powers agreement and confirms the appropriateness of the revisions.

RESOLUTION NO. 4728

Commissioner Pittman moved that Resolution No. 4728 be adopted by reading of title only: “RESOLUTION OF THE HOUSING AUTHORITY OF THE COUNTY OF BUTTE APPROVING AMENDED JOINT POWERS AGREEMENT CREATING THE CALIFORNIA HOUSING WORKERS’ COMPENSATION AUTHORITY (CHWCA)”. Commissioner Jones seconded. The vote in favor was unanimous.

- 5.2 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; as well as other HACB Administered tenant-based rental assistance programs where actual or imputed income from assets is considered in calculation of total household income. HACB Deputy Executive Director Guanzon, surveyed local banks to determine the average passbook savings rate, recommending use of the National Savings Rate, because the actual impact of the interest rates are minimal and continue to remain low. The recommended rate increases the rate from .07% to .09%.

MOTION

Commissioner Hamman moved to set the Passbook Savings Rate at 0.09%/year, effective March 1, 2019. Commissioner Pittman seconded. The vote in favor was unanimous.

- 5.3 Contract Rates – The HACB has an ongoing Corporate Services Agreement with Banyard Management. The agreement sets the rates of compensation and an annual contract maximum. The HACB seeks to update its billing rates for services per the attached Hourly Billing Rate schedule, effective March 1, 2019, and affirm the contract maximum for the 2019 operating year.

MOTION

Commissioner Jones moved to approve updated billing rates for HACB personnel effective March 1, 2019, authorization to submit such rates to Banyard for consideration, and re-affirmation of the annual contract maximum in the amount of \$15,000.00 for the period extending from October 1, 2018 through September 30, 2019. Commissioner Besser seconded. The vote in favor was unanimous.

- 5.4 Contract Rates – The HACB has an ongoing Corporate Services Agreement with Butte County Affordable Housing Development Corporation. The agreement sets the rates of compensation and an annual contract maximum. The HACB seeks to update its billing rates for services per the attached Hourly Billing Rate schedule, effective March 1, 2019, and affirm the contract maximum for the 2019 operating year.

MOTION

Commissioner Jones moved to approve updated billing rates for HACB personnel effective March 1, 2019, authorization to submit such rates to Banyard for consideration, and re-affirmation of the annual contract maximum in the amount of \$18,500.00 for the period extending from October 1, 2018 through September 30, 2019. Commissioner Hamman seconded. The vote in favor was unanimous

- 5.5 Camp Fire - Executive Director Mayer provided the Board with written updates that are sent to HUD on a weekly basis, updates addressing various post-Camp Fire disaster subjects. HUD representatives continue to participate in subject group meetings once a week at the HACB, to coordinate efforts.

6. MEETING OPEN FOR PUBLIC DISCUSSION

Loren Freeman, Public Housing resident, read an excerpt from Chico State's Orion Newspaper regarding inclusionary zoning. A short discussion followed.

7. MATTERS CONTINUED FOR DISCUSSION

- 7.1 Unfunded Pension Liability (UPL) –During the January Board of Commissioners meeting the Board of Commissioners agreed to deposit an additional \$500,000 into the Pension Trust to address the agency's UPL, and to revisit the final deposit of \$500,000 when the government shutdown was over. As the government shutdown is over, the Board affirmed the making of the final \$500,000 deposit. This action brings to a total \$2 million in deposits made to the Pension Trust, satisfying previously established Board Policy.

MOTION

Commissioner Pittman moved motion to proceed with the final \$500,000 deposit into the PARS Trust. Commissioner Hamman seconded. The vote in favor was unanimous.

- 7.2 Status of Employees displaced by disaster – During the January Board of Commissioners meeting, the Board authorized, that forty (40) hours of additional “Disaster” leave be provided to the five (5) HACB employees who lost homes in the Camp Fire Disaster, such leave to be used by the end of the year, or lost. As the authorization was not publically noticed on the Agenda for the meeting, a follow up action is required to effect the motion.

MOTION

Commissioner Pittman moved motion to affirm and authorize forty (40) hours of additional “disaster” leave to the five (5) HACB employees who lost homes in the Camp Fire Disaster. Commissioner Jones seconded.

8. SPECIAL REPORTS

- 8.1 Nor/Cal Nevada NAHRO Chapter Conference – Administrative Operations Director Young attended the conference. She attended Human Resources and Section 8 sessions; she found the networking portion of the conference particularly beneficial as she was able to learn from her peers. Deputy Executive Director Guanzon was also at the conference, attending Homelessness and Human Resources tracks. Once again HACB was awarded HUD High Performer status in both the HUD Section 8 and Public Housing programs.

9. REPORTS FROM COMMISSIONERS

None.

10. MATTERS INITIATED BY COMMISSIONERS

None.

11. EXECUTIVE SESSION

None.

12. COMMISSIONERS’ CALENDAR

- **Next regular meeting – March 21, 2019**
- **2019 NAHRO Washington Conference – April 7-9, 2019**

13. ADJOURNMENT

Commissioner Pittman moved that the meeting be adjourned. Commissioner Hamman seconded. The meeting was adjourned at 3:55 p.m.

Dated: February 21, 2019.

Kate Anderson, Board Chair

ATTEST:

Edward S. Mayer, Secretary