

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

MEETING MINUTES OF November 21, 2019

Vice Board Chair Jones called the meeting of the Housing Authority of the County of Butte to order at 2:00 p.m.

1. ROLL CALL

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

Present for the Staff: Ed Mayer, Executive Director; Larry Guanzon, Deputy Executive Director; Sue Kemp, Finance Director; Marysol Perez, Executive Assistant; Jerry Martin, Modernization Coordinator and Angie Little, Section 8 Housing Manager.

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 Section 8 Management Assessment Certification – Annually, the HACB is required to submit a Section 8 Management Assessment Program (SEMAP) certification to HUD, substantiating program performance for the year. This was the first year that Angie Little, Section 8 Housing Manager, prepared the SEMAP Certification. The voucher utilization rate in the program plummeted after the Camp Fire disaster to

approximately 78%; the Section 8 department has worked diligently to address the situation in re-establishing the program. HACB just recently received notice from HUD that one of our agency's Disaster-related program Waivers was granted, regarding SEMAP Exemption for the year, so that the impact of the Disaster to the program did not impact HUD's assessment of agency performance. Other than the voucher utilization rate criteria, the HACB would have remained a High Performing under SEMAP criteria for the year. The waiver came at the perfect time. Commissioner Pittman asked Section 8 Housing Director Angie Little when she expects to see residents/Section 8 participants leasing back up in the area, a question she could not answer with confidence – the local rental markets remain “hyper” impacted, with scant housing opportunity. Executive Director Mayer, added it was premature to attempt to answer that question given that we still have to figure out how many affected residents still remain in the Chico area, and the reality is that most individuals will not be able to afford returning to the area.

RESOLUTION NO. 4757

Commissioner Hamman moved that Resolution No. 4757 be adopted by reading of title only: “APPROVAL OF SECTION 8 MANAGEMENT ASSESSMENT PROGRAM (SEMAP) CERTIFICATION”. Commissioner Pittman seconded. The vote in favor was unanimous.

- 5.2 Public Housing Flat Rents – The item is an annual routine action; per regulation, the HACB must review its Public Housing Flat Rent determinations. Public Housing tenants can choose one of two rents; either an “income-based rent”, which is calculated at roughly 30% of total household income, or a “Flat Rent”, which is based on market considerations and is set at not less than 80% of the applicable HUD-determined Fair Market Rent (FMR) for the area. The idea behind Flat Rents is to increase income diversity in Public Housing, allowing higher income households that would otherwise be forced out of the program by virtue of higher incomes. Currently there are thirteen (13) Public Housing Households that have chosen the Flat rent option.

RESOLUTION NO. 4758

Commissioner Besser moved that Resolution No. 4758 be adopted by reading of title only: “DETERMINATION OF PUBLIC HOUSING FLAT RENTS”. Commissioner Pittman seconded, the vote in favor was unanimous.

- 5.3 Public Housing Contract – HUD Public Housing funding requires that an Environmental Review be conducted in regards to improvements and maintenance activities planned within a five-year certification period. The current 5-year

Environmental Review expires in May 2020. Pursuant to HACB's procurement policy, the HACB solicited bids from consultants. The bid received from ECORP consulting, in the amount of \$75,052.20, was determined the lowest responsive and qualified bid. The 5-year Environmental review will be paid for with HUD Public Housing Capital Fund monies.

RESOLUTION NO. 4759

Commissioner Hamman moved that Resolution No. 4759 be adopted by reading of title only: "AUTHORIZATION TO ENTER INTO CONTRACT WITH ECORP CONSULTING, INC. FOR FIVE-YEAR ENVIRONMENTAL REVIEW OF HUD PUBLIC HOUSING CAPITAL FUND AND OPERATING FUND IMPROVEMENT AND MAINTENANCE ACTIVITIES". Commissioner Pittman seconded. The vote in favor was unanimous.

- 5.4 Personnel – The proposed modification in the HACB's IRS Section 125 Cafeteria Plan's Medical Flexible Spending Account (FSA) sets to establish a \$2,700 annual limit to employees' pre-tax contributions, consistent with the FSA ceiling established by the IRS for the 2020 year, an increase from the 2019's \$2,650 limit.

RESOLUTION NO. 4760

Commissioner Pittman moved that Resolution No. 4760 be adopted by reading of title only: "RESOLUTION AMENDING HOUSING AUTHORITY OF THE COUNTY OF BUTTE SECTION 125 CAFETERIA PLAN – FLEXIBLE SPENDING ACCOUNT". Commissioner Hamman seconded. The vote in favor was unanimous.

- 5.5 Strategic Asset Plan – Executive Director Mayer provided a brief status update. The Physical Needs assessments for the six (6) properties selected for bond re-finance were completed last month; the appraisals for six the (6) properties are currently underway. Executive Director Mayer reports there are multiple speculative affordable housing projects on the table. Sunrise Village in Gridley has been awarded MHP funding from the State and, having already been awarded project-based vouchers from HACB, looks to be a "go". Three projects are currently being considered in Oroville, including the 50-unit Veterans Resource Development Corporation (VRDC) project for veterans that seeks to relocate from Chico, having lost its site control. Pacific West Communities (PWC) is looking at two different properties; including one next to Winston Gardens, at which 40 1-BR units are contemplated for housing of formerly homeless individuals. The second proposed project is located at the intersection of Nelson Avenue and Table Mountain Boulevard, contemplated as a family project with municipal park and transit facilities adjacent. In the City of Chico, there is a CHIP multi-family project

proposing 100-units of housing for seniors. Finally, non-profit developer Jamboree Housing has secured a purchase agreement for the Jesus Center property on Park Avenue in Chico. Jamboree seeks to build 71 service-enriched units for families, elderly and disabled households at the site, and has approached the HACB as a potential partner in the project's partnership structure.

6. MEETING OPEN FOR PUBLIC DISCUSSION

None.

7. MATTERS CONTINUED FOR DISCUSSION

None.

8. SPECIAL REPORTS

None.

9. REPORTS FROM COMMISSIONERS

None.

10. MATTERS INITIATED BY COMMISSIONERS

None.

11. EXECUTIVE SESSION

None.

12. COMMISSIONERS' CALENDAR

- The HACB Holiday Luncheon will be held on December 18th at Nash's Restaurant, Chico.
- **Next regular meeting – December 19, 2019.**

13. ADJOURNMENT

Commissioner Hamman moved that the meeting be adjourned. Commissioner Pittman seconded. The meeting was adjourned at 2:50 p.m.

Dated: November 21, 2019.

Laura Moravec, Board Chair

ATTEST:

Edward S. Mayer, Secretary