

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

**MEETING MINUTES OF December 19, 2019**

Chair Moravec called the meeting of the Housing Authority of the County of Butte to order at 2:51 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; Marysol Perez, Executive Assistant; and Jerry Martin, Modernization Coordinator.

2. AGENDA AMENDMENTS

None.

3. CONSENT CALENDAR

Commissioner Anderson 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 Housing – a brief two-minute video from the Housing Authority of the City of Santa Barbara (HACSB) was played for those present. HACSB is dedicated to advocating for increased affordable housing opportunities for all members of the Santa Barbara community, and celebrates a “Housing Santa Barbara Day” each October, which falls in NAHRO’s national Housing America Month.

- 5.2 Local Agency Investment Fund (LAIF) Investment Resolution – Previous LAIF Authorizing Resolution is outdated. Resolution being presented today authorizes the following assigned officers: Edward Mayer, Executive Director; Sue Kemp, Finance Director and Larry Guanzon, Deputy Executive Director to order deposits or withdrawals of monies in the Local Agency Investment Fund. The agency found that current LAIF interest rates are currently yielding higher investment rates than the banks.

**\*RESOLUTION NO. 4761\***

Commissioner Pittman moved that Resolution No. 4761 be adopted by reading of title only: “AUTHORIZING INVESTMENT OF MONIES IN THE LOCAL AGENCY INVESTMENT FUND (LAIF)”. Commissioner Anderson seconded, the vote in favor was unanimous.

- 5.3 FNC Corporate Banking Resolution – An updated resolution was requested by Financial Northeastern Companies (FNC), HACB’s financial investment broker. The one on file is currently outdated. Edward Mayer, Executive Director; Sue Kemp, Finance Director and Larry Guanzon, Deputy Executive Director are authorized to act on behalf of the Corporation (HACB).

**\*RESOLUTION NO. 4762\***

Commissioner Anderson moved that Resolution No. 4762 be adopted by reading of title only: “FNC CORPORATE RESOLUTION CERTIFICATION”. Commissioner Pittman seconded. The vote in favor was unanimous.

- 5.4 Section 8 Project Based Voucher (PBV) Allocation – In order to alleviate the loss of the 15,000 housing units lost in the wake of the Camp Fire, the HACB issued a Request for Proposals on November 18, 2019, for project basing of vouchers in new housing developments in Butte and Glenn County. The HACB received six (6) PBV proposals from different entities, and of those six (6) requests, five (5) were recommended for PBV commitment awards by the HACB: Caminar - Base Camp Village II, Oroville, targeting homeless with disabilities, (12) twelve PBV’s; CHIP – Creekside Place Apartments, Chico, targeting seniors, (100) PBV’s; Jamboree Housing Corporation – Park Avenue Apartments, Chico, targeting single seniors/disabled, (43) PBV’s; Pacific West Communities - Liberty Bell Apartments, Orland, targeting seniors, (31) PBV’s; and Pacific West Communities - Woodland Family Apartments, Orland, targeting families, (25) PBV’s. All PBV’s carry a twenty-year commitment, and enables the Housing Authority to provide Disaster response to the area through creation of new affordable Section 8 opportunity.

**\*RESOLUTION NO. 4763\***

Commissioner Pittman moved that Resolution No. 4763 be adopted by reading of title only: “SECTION 8 HCV PROGRAM PROJECT-BASED VOUCHER AWARDS”. 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 and appraisals for the six (6) properties selected for bond re-finance have been completed. A consultant has been retained and is ready to commence guidance on the 15-year 1200 Park Avenue Apartments restructure.

6. MEETING OPEN FOR PUBLIC DISCUSSION

None.

7. MATTERS CONTINUED FOR DISCUSSION

None.

8. SPECIAL REPORTS

None.

9. REPORTS FROM COMMISSIONERS

Commissioner Jones reported on her attendance to the Mi Casa Appreciation Dinner, on November 22. It was her first time attending the annual dinner. She was pleasantly surprised to see the degree to which the property families and children participated in the dinner/presentation event.

Commissioner Pittman reported on significant development activity in the Oroville area, including development opportunity at Nelson Avenue and Table Mountain Boulevard.

10. MATTERS INITIATED BY COMMISSIONERS

None.

11. EXECUTIVE SESSION

None.

12. COMMISSIONERS' CALENDAR

- **Next regular meeting – January 16, 2020.**
- **NorCal/Nevada NAHRO Winter Conference, Napa CA – Jan 26-28, 2020.**

13. ADJOURNMENT

Commissioner Hamman moved that the meeting be adjourned. Commissioner Jones seconded. The meeting was adjourned at 3:28 p.m.

Dated: December 19, 2019.

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Laura Moravec, Board Chair

ATTEST:

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Edward S. Mayer, Secretary