

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

SPECIAL MEETING MINUTES OF November 10, 2020

Chair Moravec called the meeting of the Housing Authority of the County of Butte to order at 2:04 p.m.

(Pursuant to current State Public Health directives to shelter-in-place and practice social distancing, and as authorized by Governor Gavin Newsom’s Executive Orders N-25-20 and N-29-20, This Board of Directors meeting observed “social distancing” protocols, and was conducted via teleconference and web-conference. Meeting notice and public participation was addressed consistent with the State Governor’s COVID-19 Executive Order, providing for Brown Act exceptions.)

1. ROLL CALL

Present for the Commissioners: Charles Alford*, Kate Anderson, Laura Moravec, Rich Ober, and David Pittman. Commissioner Pittman attended in person, the balance by means of web-conference.

**Commissioner Charles Alford arrived to the meeting at 2:15 pm, by means of web-conference.*

Present for the Staff: Ed Mayer, Executive Director; Sue Kemp, Finance Director; Tamra Young, Administrative Operations Director; Marysol Perez, Executive Assistant; all in person, with the exception of Ed Mayer, Executive Director, and Sue Kemp, Finance Director, who attended by means of web-conference, respectively.

2. AGENDA AMENDMENTS

None.

3. CONSENT CALENDAR

None.

4. CORRESPONDENCE

None.

5. REPORTS FROM EXECUTIVE DIRECTOR

5.1 HACB Audit – Executive Director Mayer expressed gratitude to the Board of Commissioners for meeting to consider the special item, the 2019 Public Audit. The Audit is important not just because it has been delayed, with HUD authorization, due to the operational impacts of COVID-19, but because its acceptance by the Board is important to the agency’s financing efforts at this time. The Audit is particularly important because it covers the year of operation marked by the November 8, 2018 Camp Fire Disaster. The audit is being presented late due to COVID-19; HUD is allowing the audit to be delivered as late as December of 2020. Finance Director Kemp explained that the parties involved in the current bond issuance transaction wanted to see the audit completed and accepted by before proceeding with the pending transaction; timing is of the essence in completing the transaction before the holidays. The auditor was very accommodating in finishing their work to complete the audit. Highlights of FY 2019 included the Camp Fire Disaster, the associated impact and response to the Section 8 program, and HACB’s pay off of the Series 2000A Bonds. In addition, the established trust fund received the second \$1 million deposit towards the unfunded pension liability. The agency retained its HUD High Performer status in the administration of both its Section 8 and Public Housing programs. Remarkably, despite 15% of its Section 8 Voucher holders losing their homes to the Disaster, the program was able to recover to the point where economic continuity could be assured. The Management Discussion and Analysis was reviewed, discussing the agency’s programs and projects and operational consideration for the year and following. The rebuild of the Section 8 Program is still happening two years after the Disaster, now focusing on creation of housing opportunity through re-absorption of vouchers taken out of the jurisdiction, and the project-basing of vouchers in new developments. The Statement and Net position for HACB barely changed for the year. Restricted Net position (equity) remained the same. Lastly, Finance Director Kemp was happy to report that despite all detail and complexities of the audit, there were no findings and no questioned costs.

MOTION

Commissioner Anderson moved the HACB FY 2019 Audit Report be accepted as presented. Commissioner Ober seconded. The vote in favor was unanimous.

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

Commissioner Pittman wanted to make sure HACB staff was aware of CalPERS new rules requiring a salary schedule for all employee positions, including management. Tamra Young, HACB Administrative Operations Director, re-assured Commissioner Pittman that HACB was already in compliance, with a salary schedule for every employee.

11. EXECUTIVE SESSION

None.

12. COMMISSIONERS' CALENDAR

- **Next Meeting – November 19, 2020.**

13. ADJOURNMENT

Commissioner Pittman moved that the meeting be adjourned. Commissioner Anderson seconded. The meeting was adjourned at 2:25 p.m.

Dated: November 10, 2020.

Laura Moravec, Board Chair

ATTEST:

Edward S. Mayer, Secretary