

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

**MEETING MINUTES OF November 19, 2020**

Chair Moravec called the meeting of the Housing Authority of the County of Butte to order at 2:40 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 Commissioner meeting observed “social distancing” protocols, and was conducted via teleconference, web-conference, and in person. 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, Theresa Ayers, Larry Hamman, Laura Moravec, Rich Ober and David Pittman. Commissioners Hamman, Moravec and Pittman attended in person, the balance by means of web-conference.

Present for the Staff: Ed Mayer, Executive Director; Larry Guanzon, Deputy Executive Director; Sue Kemp, Finance Director; Tamra Young, Administrative Operations Director; Marysol Perez, Executive Assistant; Jerry Martin, Modernization Coordinator; all in person, with the exception of Sue Kemp, Finance Director, who attended by means of web-conference.

2. AGENDA AMENDMENTS

None.

3. CONSENT CALENDAR

Executive Director Mayer briefly addressed a couple matters: 3.4.1 HUD Section 8 SEMAP Waiver, which provides for retention of HACB’s HUD “High Performer” status through the COVID-19 pandemic. Also, brought attention to Items 3.9.1, Letter from Mi C.A.S.A. Education, Inc., and 3.9.2, National NAHRO Housing America Task Force “What Home Means to Me” poster contest, wherein FLH resident and Mi Casa participant Yesenia Castaneda was a finalist and will see her poster featured for a month in the 2021 Housing America “What Home Means to Me” calendar.

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

4. CORRESPONDENCE

None.

## 5. REPORTS FROM EXECUTIVE DIRECTOR

- 5.1 Family Self-Sufficiency (FSS) – The Family Self Sufficiency program is a sub program to the Section 8 HCV program. The FSS program requires an FSS Action Plan, which details policies and procedures for the administration of the program. Javi Pinedo, Special Programs Coordinator; Angie Little, Section 8 Manager; Tamra Young, Administrative Operations Director; and Executive Director Ed Mayer all worked on the FSS Action Plan update to reflect current program policies and procedures as well as consistency with the Section 8 Administrative Plan.

### **\*RESOLUTION NO. 4798\***

Commissioner Hamman moved that Resolution No. 4798 be adopted by reading of title only: “ADOPTION OF ACTION PLAN FOR SECTION 8 HOUSING CHOICE VOUCHER FAMILY SELF-SUFFICIENCY PROGRAM”. Commissioner Pittman seconded. The vote in favor was unanimous.

- 5.2 Public Housing Flat Rents – The item is an annual 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 to remain in Public Housing. Currently there are nine (9) Public Housing households, out of a total of three hundred forty-five (345) households, that have chosen the flat rent option.

### **\*RESOLUTION NO. 4799\***

Commissioner Hamman moved that Resolution No. 4799 be adopted by reading of title only: “DETERMINATION OF PUBLIC HOUSING FLAT RENTS”. Commissioner Pittman seconded. The vote in favor was unanimous.

- 5.3 COVID-19 (Coronavirus) – Executive Director Mayer provided a brief update as to HACB COVID-19 agency wide status. The office will not be opening to public soon given current COVID-19 trajectory and protocols. Next month’s Board of Commissioners Meeting will be conducted via GoToMeeting only, no hybrid option as the training room will be under construction. Planned office improvements are now under construction, including installation of hard flooring in the training room, repainting of publicly exposed walls with specialty paint to facilitate cleaning and sanitizing, installing security/sanitation dividers in the building interview rooms, installation of ionization devices in building HVAC systems, and placement of ironwork security enclosures around exterior HVAC condenser units. Staff is working on protocols such that the lobby area could be opened to the public. Staff has been able to conduct most business remotely. In the Section 8 department inspections were on hold including Public Housing inspections; just today, Executive Director Mayer

received news from staff that, despite administrative delays and setbacks earlier in the year regarding pandemic protocols and response, the HACB has caught up with all Public Housing and Section 8 inspections.

5.8 Strategic Asset Plan – Executive Director Mayer briefly provided a status update to Strategic Asset Plan. The limited partner interest at 1200 Park Avenue Apartments is now owned by HACB. Moving forward the focus is on evaluating how to reposition Chico Commons, Walker Commons and 1200 Park Avenue. Also, HACB is within three (3) weeks of closing the bond issuance. In the packet Executive Director Mayer included Standard & Poor’s rating of the bond issuance; of note is the A+ Credit Rating rating maintained by HACB, with the previous year’s “credit watch” removed. Chair Moravec emphasized that Standard & Poor’s really like our management staff; tipping the balance to achievement of the high rating. Executive Director Mayer added that HACB staff works hard to nurture the relationship and is curious to see the reception of the bond issuance in the markets.

5.9 Development Activity – Executive Director provided a brief update regarding the current development activity in the area, including a summary spreadsheet identifying all current known affordable housing development projects in Butte and Glenn Counties. In summary the HACB is involved in thirteen (13) different development MOU’s, including 866 units of housing. HACB recently issued another RFP for PBVs targeting the Oroville area, and RFP that targets the homeless population. Commissioner Anderson inquired about CDBG-DR funds in play, to increase and support the list of developments. Executive Director Mayer said he was aware that \$110 million had been identified in the State’s proposed plan for distribution of 2018 CDBG-DR funds to the disaster-affected County and its municipal jurisdictions. He expressed hope that the funds would be used to backfill the affordable housing development pipeline’s funding gaps, and fund additional affordable housing development in the area. Commissioner Pittman said the Oroville City Council just approved a re-zoning of its Public Works yard such that the property can be used for a low-income Veterans project in Oroville.

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

Adjourned – 3:06 p.m.

Reconvened – 3:47 p.m.

11.1 Government Code 54956.8: Conference with real estate negotiator – direction was given to HACB staff regarding acquisition of properties located at Evanswood Apartments, Oroville. Present were all persons identified in the Roll Call with the exception of Jerry Martin, Modernization Coordinator.

11.2 Government Code 54957.6: Conference with Labor Negotiators (Operating Engineers Local No.3) – direction and authority was provided to staff regarding union negotiations. Present were all persons identified in the Roll Call with the exception of Jerry Martin, Modernization Coordinator.

12. COMMISSIONERS' CALENDAR

- **Next regular meeting – December 17, 2020.**

13. ADJOURNMENT

Commissioner Hamman moved that the meeting be adjourned. Commissioner Pittman seconded. The meeting was adjourned at 3:48 p.m.

Dated: November 19, 2020.

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Laura Moravec, Board Chair

ATTEST:

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Edward S. Mayer, Secretary