

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

**MEETING MINUTES OF December 16, 2021**

*The meeting was conducted via teleconference, web-conference and in person, as noticed.*

Vice Chair Pittman called the meeting of the Housing Authority of the County of Butte to order at 2:01 p.m.

1. ROLL CALL

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

Present for the Staff: Ed Mayer, Executive Director; Larry Guanzon, Deputy Executive Director; Hope Stone, Finance Director; Marysol Perez, Executive Assistant; and Angie Little, Section 8 Housing Manager, all in person.

Others Present: Tina Reszler, Community Program Specialist with the State Council on Developmental Disabilities (SCDD) attended by means of web-conference, and Regina Lambert, interested Tenant Commissioner applicant and Oroville resident, attended in person.

2. AGENDA AMENDMENTS

None.

3. CONSENT CALENDAR

Executive Director Mayer pointed out that item 3.14 Investment and Reserves analysis, would have been included in the November Board meeting, but was not prepared in time due to onboarding of new Finance Director; therefore, the analysis was included in this month's Board packet. Commissioner Hamman moved that consent calendar be accepted as presented. Commissioner Ober seconded. The vote in favor was unanimous.

4. CORRESPONDENCE

None.

5. REPORTS FROM EXECUTIVE DIRECTOR

- 5.1 Housing Authority of the County of Butte – A Resolution acknowledging HACB's 75 years of service was presented for adoption.

**\*RESOLUTION NO. 4849\***

Commissioner Ober moved that Resolution No. 4849 be adopted by reading of title only: “ACKNOWLEDGEMENT OF SEVENTY-FIVE YEARS OF SERVICE”. Commissioner Anderson seconded. The vote in favor was unanimous.

- 5.2 Recognition of Commissioner – Commissioner Moravec served just shy of fifteen years as a Commissioner of the HACB. During her years of service she served as Chair of the Board multiple times. She served and represented the interest of the community exceptionally well. Resolution to acknowledge her years of service to the HACB is recommended.

**\*RESOLUTION NO. 4850\***

Commissioner Hamman moved that Resolution No. 4850 be adopted by reading of title only: “RECOGNITION OF COMMISSIONER LAURA MORAVEC”. Commissioner Alford seconded. The vote in favor was unanimous.

- 5.3 Receive and File Proposed Section 8 Administrative Plan (AP) Draft – Section 8 Program has been challenged for the past 3 years; dating back to the Camp Fire disaster. In order to meet the needs of the community and increase the ability to lease-up Section 8 voucher holders, the HACB recommends changing the Section 8 Administrative Plan’s household Subsidy Standards. The recommended change would make the Subsidy Standard for each household in Section 8 mirror the Occupancy Standards for households in Public Housing, where small households qualify for larger sized units than senior and disabled households seeking studio and 1-bedroom housing. These changes are anticipated to provide better housing opportunity to senior and disabled households, and more practical housing for families, needing multiple bedrooms. The Occupancy Standards had been compressed during federal Sequestration in 2013. A Resident Advisory Board meeting was held December 8<sup>th</sup>, to take required comment, and staff recommends approval from the HACB Board to accept and file the Draft Section 8 Administrative Plan revisions today, setting in motion the required 45-day public review and comment period. Any comment received would be considered in the making of final approval at the February 17<sup>th</sup> HACB Board of Commissioners meeting. The revised plan, if adopted, would become effective March 1<sup>st</sup>, 2022.

**\*MOTION\***

Commissioner Ober moved to Receive and File the proposed Section 8 Administrative Plan Draft, authorize publication of public notice for public review and comment of the Plan, and further, to schedule public hearing for receipt of public comment and final adoption of the Plan document on February 17, 2022. Commissioner Alford seconded the motion. The vote in favor was unanimous.

- 5.4 Section 8 Project Based Voucher (PBV) – HACB issued three requests for Proposals (RFP’s) for project basing vouchers in new developments in Butte and Glenn Counties. The RFP’s were sought in support of 1) homeless and special

needs housing in Butte and Glenn Counties, 2) family housing in Chico, and 3) veterans HUD-VASH housing in Butte and Glenn Counties. The HACB received five (5) proposals total: two (2) supported homeless and special needs populations, both including State No Place Like Home components, and one (1) each to the family and veterans RFP's. The veteran's proposal was determined not ready for voucher commitment at the time, as the proposal did not evidence site control. Staff recommends awarding 118 Section 8 Vouchers to the following four entities:

1. CCHC, Inc. - Bar Triangle Apartments Chico, targeting families, award (7) 1-BR, (11) 2-BR, and (7) 3-BR PBV's;
2. RCHDC - Garden Park Apartments, Willows, targeting homeless Special Needs, including 15-unit State No Place Like Home component, award (21) 1-BR, and (10) 2-BR PBV's;
- 3) Pacific West Communities – Oleander Community Housing Apartments, Chico, targeting homeless Special Needs, including 15-unit State No Place Like Home component, award (21) Studio, and (16) 1-BR PBV's
- 4) Christian Church Homes - Humboldt Apartments, Chico, targeting seniors, award (25) 1-BR PBV's.

**\*RESOLUTION NO. 4851\***

Commissioner Alford moved that Resolution No. 4851 be adopted by reading of title only: "SECTION 8 HCV PROGRAM PROJECT-BASED VOUCHER AWARDS". Commissioner Ober seconded. The vote in favor was unanimous.

- 5.5 Development Activity –Executive Director Mayer also provided an update regarding the current development activity in the area, including a spreadsheet that identifies all current known affordable housing development projects in Butte and Glenn Counties. Five (5) BCAHDC projects have closed to date, of which four are under construction; one additional project is scheduled to close at the end of the month (December).

6. MEETING OPEN FOR PUBLIC DISCUSSION

Regina Lambert, member of the public presently living in Oroville, was present for the Board meeting. She indicated that she was interested in serving as a Commissioner after receiving notice in the mail for the current vacancy. Ms. Lambert has experience in serving on board's as she has been part of a radio station board as well as the board at her church.

7. MATTERS CONTINUED FOR DISCUSSION

None.

8. SPECIAL REPORTS

None.

9. REPORTS FROM COMMISSIONERS

None.

10. MATTERS INITIATED BY COMMISSIONERS

- 10.1 In follow up to the Board request to investigate increase to the Commissioner Stipend rate, the matter was referred to agency General Counsel Greg Einhorn for guidance. It is a matter of law that the stipend is limited to not more than \$50 per meeting. In summary, the stipend rate is capped at \$50 per day, and four (4) meetings total per month. The law provides for travel and subsistence, also, so the agency honors automobile mileage reimbursement at current IRS rates for Commissioner travel to and from meetings.

Commissioner Pittman requested a tour of the properties be scheduled in 2022, he indicated it would be a great opportunity to see all the new development projects in the area, and affirmed its usefulness to Commissioners in actually seeing the agency's properties. He also suggested inviting the media, so the community is aware of the development deals happening in the community and the Housing Authority's work.

11. EXECUTIVE SESSION

None.

12. COMMISSIONERS' CALENDAR

- **Next regular meeting – January 20, 2021**

13. ADJOURNMENT

Commissioner Ober moved that the meeting be adjourned. Commissioner Anderson seconded. The meeting was adjourned at 2:42 p.m.

Dated: December 16, 2021.

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David Pittman, Board Vice Chair

ATTEST:

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Edward S. Mayer, Secretary