

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

MEETING MINUTES OF March 17, 2022

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

Board Chair Pittman called the meeting of the Housing Authority of the County of Butte to order at 2:06 p.m.

1. ROLL CALL

Present for the Commissioners: Charles Alford, Robert Crowe, Larry Hamman, David Pittman, Sarah Richter, and Regina Sayles-Lambert. Commissioners Alford, Crowe, Hamman, and Pittman attended in person. Commissioners Richter and Sayles-Lambert attended by means of web-conference.

Present for the Staff: Ed Mayer, Executive Director; Larry Guanzon, Deputy Executive Director; Hope Stone, Finance Director; Tamra Young, Administrative Operations Director; Marysol Perez, Executive Assistant; Jerry Martin, Modernization Coordinator; and Angie Little, Section 8 Housing Manager; all attended in person.

2. AGENDA AMENDMENTS

None.

3. CONSENT CALENDAR

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

4. CORRESPONDENCE

5. REPORTS FROM EXECUTIVE DIRECTOR

- 5.1 Personnel – The proposed modification to the Flexible Spending Account (FSA), administered through Benefit Resource, Inc, would provide for prior year FSA rollover funds to be available two business days after the 15th of the month following the end of the prior year plan, making them available sooner than current plan policy. This modification would be made retroactive to January 1, 2022, consistent with the FSA plan year.

RESOLUTION NO. 4856

Commissioner Hamman moved that Resolution No. 4856 be adopted by reading of title only: “SECTION 125 CAFETERIA PLAN – FLEXIBLE SPENDING ACCOUNT”. Commissioner Crowe seconded. The vote in favor was unanimous.

- 5.2 Sunrise Village Senior Apartments, Gridley – Sunrise Village Senior Apartments is a development project located in Gridley. Pacific West Communities (PWC) entered into a Memorandum of Understanding with HACBs nonprofit instrumentality BCAHDC to develop thirty-seven (37) affordable housing units for seniors. PWC has requested the HACB approve a monthly utility allowance schedule specific to the development based on the use of the CTCAC sanctioned California Utility Allowance Calculator (CUAC), where building utility allowances are calculated by a California CUAC certified engineer. The requested action is consistent with HACB establishment of utility allowances at other LIHTC regulated properties. To date the HACB has approved the use of CUAC at four other developments.

RESOLUTION NO. 4857

Commissioner Hamman moved that Resolution No. 4857 be adopted by reading of title only: “SUNRISE VILLAGE SENIOR APARTMENTS, GRIDLEY – UTILITY ALLOWANCES”. Commissioner Crowe seconded. The vote in favor was unanimous.

- 5.3 Development Activity –Executive Director Mayer provided an update to ongoing agency-related development activity, including a summary spreadsheet and detailed memo identifying all current known affordable housing development projects in Butte and Glenn Counties.

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

Chair Pittman shared details regarding the expansion of resources and services planned by the Oroville Rescue Mission (ORM). He described new resources making for a “homeless village”, via Mission Esperanza, next door, that will provide safe parking, a tent area, and 30 pallet shelters, complementing ORM’s existing shelter and day services. Also, Suzi Kochems, former Homeless Solutions Coordinator, City of Chico, has been retained by the City of Oroville to be a Housing Navigator. Executive Director Mayer expressed support for ORM’s work in Oroville, citing long involvement with the Continuum of Care.

11. EXECUTIVE SESSION

None.

12. COMMISSIONERS’ CALENDAR

- **NAHRO Online Washington Conference – March 28-30, 2022**
- **Next Meeting – April 21, 2022**
- **PSWRC-NAHRO – Virtual Conference – May 24-25, 2022**
- **NAHRO Commissioner Fundamentals Virtual Classroom – July 12-14, 2022**

13. ADJOURNMENT

Commissioner Crowe moved that the meeting be adjourned. Commissioner Alford seconded. The meeting was adjourned at 3:10 p.m.

Dated: March 17, 2022.

ATTEST:

David Pittman, Board Chair

Edward S. Mayer, Secretary