

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

MEETING MINUTES OF February 15, 2024

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 2:00 p.m.

1. ROLL CALL

Present for the Commissioners: Charles Alford, Randy Coy, Rich Ober, David Pittman, and Sarah Richter; all attended in person with the exception of Commissioner Ober; who attended by means of web-conference.

Present for the Staff: Ed Mayer, Executive Director; Larry Guanzon, Deputy Executive Director; Tamra Young, Administrative Operations Director; Angie Little, Section 8 Housing Manager; Taylor Gonzalez, Project Manager and Marysol Perez, Executive Assistant; all attended in person.

2. AGENDA AMENDMENTS

None.

3. CONSENT CALENDAR

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

4. CORRESPONDENCE

- 4.1 “Selection for Inclusion in the Research Grant Titled “Impact of the Rental Assistance Demonstration (RAD) on Children in HUD-Assisted Households.” – Loma Linda University researchers working for HUD on national study regarding outcomes of children of Public Housing families in both conventional and converted public housing. The HACB was invited by HUD to participate in the study, seeking household data from HACB Public Housing residents.

5. REPORTS FROM EXECUTIVE DIRECTOR

- 5.1 Banyard Management – The HACB has an ongoing Corporate Services Agreement with Banyard Management. Banyard Management contracts with the HACB to perform two kinds of services; corporate services, to maintain the corporate entity, and other services, which include asset management and property capital

improvement work. The 2024 billing rates for the Housing Authority were adopted in the Consent Calendar. The resolution proposes renewal of the Services Agreement, applying the adopted 2024 billing rates, and proposing \$20,000 in corporate services and \$100,000 in other services.

RESOLUTION NO. 4916

Commissioner Richter moved that Resolution No. 4916 be adopted by reading of title only: “BANYARD MANAGEMENT SERVICES AGREEMENT 2024 BILLING RATES AND SERVICES AUTHORIZATIONS”. Commissioner Coy seconded. The vote in favor was unanimous.

- 5.2 Butte County Affordable Housing Development Corporation (BCAHDC) – HACB has an ongoing Corporate Services Agreement with BCAHDC. BCAHDC contracts with the HACB to perform two kinds of service; corporate services to maintain the corporate entity, and other services, which includes asset management and property capital improvement work. As previously mentioned, the 2024 billing rates for the Housing Authority were adopted in the Consent Calendar. The resolution authorizes renewal of the Services Agreement, applying the adopted 2024 billing rates, and authorization of \$25,000 in proposed corporate services and \$200,000 in other services.

RESOLUTION NO. 4917

Commissioner Coy moved that Resolution No. 4917 be adopted by reading of title only: “BUTTE COUNTY AFFORDABLE HOUSING DEVELOPMENT CORPORATION MANAGEMENT SERVICES AGREEMENT 2024 BILLING RATES AND SERVICES AUTHORIZATIONS”. Commissioner Alford seconded. The vote in favor was unanimous.

- 5.3 HUD Programs Household Income Determination - HACB is required to adopt a Passbook Savings Rate annually for purposes of determining participant household income in the HUD Public Housing, Section 8, and other HACB-administered tenant based rental assistance programs where actual or imputed income from assets is considered in calculation of total household income. HACB Property Manager Juan Meza surveyed local banks to determine the average passbook savings rate, ultimately recommending use of the National Savings Rate, which is consistent with past agency practice. The recommendation is to set Passbook Savings Rate at 0.47%/year, effective March 1, 2024.

MOTION

Commissioner Richter moved to set Passbook Savings Rate at 0.47% effective March 1, 2024, for purposes of determining participating household income in the HUD Public Housing, Section 8 HCV, and related rental-assistance programs in which imputed income is utilized in calculation of household income. Commissioner Coy seconded the vote in favor was not unanimous as Commissioner Alford abstained from voting in favor of the Motion.

6. MEETING OPEN FOR PUBLIC DISCUSSION

None.

7. MATTERS CONTINUED FOR DISCUSSION

None.

8. SPECIAL REPORTS

8.1 **2024 NorCal/Nevada NAHRO Conference “Navigating the Future” & Commissioner Training January 21-23, 2024, Napa, CA** – Commissioners Richter and Ober both attended the one-day Commissioner training, both relayed that the training was very basic, expecting more in-depth information from the trainer, the former Executive Director of the Alameda County Housing Authority. They’d like to attend a future conference to access a wider variety of housing related topics. Administrative Operations Director Tamra Young, Section 8 Housing Manager Angie Little, and several other HACB staff attended. Tamra Young appreciated the feedback from Commissioners Richter and Ober as she sits on the NorCal/Nevada Board, organizers of the training and conference. The conference was well attended. Executive Director Mayer shared that he was at the conference the second morning as a panel presenter on Project Based Voucher Development.

8.2 **CAHA Annual Conference: January 31 – February 2, 2024, Los Angeles, CA** – Executive Director Mayer and Deputy Executive Director Larry Guanzon attended the CAHA conference in downtown Los Angeles on January 31 – February 2. CAHA develops the federal and state legislative agendas for the collective California housing authorities. They toured affordable housing and commercial redevelopment work being completed by the Los Angeles housing authority in Watts, CA.

9. REPORTS FROM COMMISSIONERS

Chair Pittman shared admiration for a recent tour of the E. Center Child Development Center in Oroville, serving infant, pre-school and kindergarten youth.

10. MATTERS INITIATED BY COMMISSIONERS

Commissioner Richter brought up the possibility of re-naming Kathy Court apartments in Paradise. She expressed that it is the perfect opportunity for re-naming since the project is being re-built. The matter will be brought up at the next meeting.

11. EXECUTIVE SESSION

Adjourned: 3:15 p.m.

Reconvened: 4:00 p.m.

Executive Director Mayer and Commissioners were in attendance.

- 11.1 Government Code 54954: Public Employment: Executive Director – Executive Director recruitment.

The Board provided guidance regarding recruitment of the Executive Director.

12. COMMISSIONERS' CALENDAR

- **Next Meeting – March 21, 2024**
- **2024 Washington Conference: NAHRO; April 8-10, 2024, Washington, D.C.**

13. ADJOURNMENT

The meeting was adjourned at 4:02 p.m.

Dated: February 15, 2024.

David Pittman, Board Chair

ATTEST:

Edward S. Mayer, Secretary