

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

**MINUTES OF February 21, 2013**

Vice Chair Lobo called the meeting of the Housing Authority of the County of Butte to order at 2:05 p.m.

1. ROLL CALL

Present for the Commissioners: Kate Anderson, Patricia Besser, Sharon Chambers, Larry Hamman, Clarence “Bino” Lobo, and Gene McFarren.

Present for the Staff: Ed Mayer, Executive Director; Roy Peters, Deputy Executive Director; Larry Guanzon, Housing Director; Sue Kemp, Finance Officer; and Tamra Young, Executive Assistant.

2. AGENDA AMENDMENTS

None.

3. CONSENT CALENDAR

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

4. CORRESPONDENCE

4.1 Board of Supervisors appointment letter for Clarence Lobo.

4.2 Board of Supervisors appointment letter for Larry Hamman.

4.3 2012 Section 8 Management Assessment Program (SEMAP) Score from HUD – HACB has been designated as a High Performer.

4.4 2012 Public Housing Assessment System (PHAS) Score from HUD – HACB has been designated as a High Performer.

5. REPORTS FROM EXECUTIVE DIRECTOR

5.1 Harvest Park – AHDC held a groundbreaking ceremony for Harvest Park Apartments last week. Several Management staff and Commissioners attended; Executive Director Mayer spoke at the ceremony. When the HACB Board approved the \$600,000 loan to the Harvest Park Apartments project; the source of funding was not identified in the Resolution. Therefore monies for the loan were

taken from the HACB General Fund. Upon further consideration, it has been determined to be in the best interest of the Agency to utilize pre-2004 Section 8 Admin reserves as source of loan funds to Harvest Park LP. Pre-2004 Section 8 Admin reserves can be used for affordable housing projects only.

**\*RESOLUTION NO. 4493\***

Commissioner Chambers moved that Resolution No. 4493 be adopted by reading of title only: “AUTHORIZING USE OF PRE-2004 SECTION 8 HOUSING CHOICE VOUCHER ADMINISTRATIVE FEE RESERVE FUNDS AS SOURCE OF LOAN FUNDS MADE TO HARVEST PARK LP”. Commissioner McFarren seconded. The vote in favor was unanimous.

- 5.2 Gridley Springs II – When the HACB Board authorized the acquisition of Gridley Springs Apartments II, no source of funds was designated. Purchase of the property has already been approved. The proposed Resolution authorizes use of pre-2004 Section 8 Admin reserves as source of funds to purchase Gridley Springs Apartments II. Purchase price estimated at \$171,000 which is the approximate payoff amount of the current loan on the property, less a Seller credit.

**\*RESOLUTION NO. 4494\***

Commissioner Hamman moved that Resolution No. 4494 be adopted by reading of title only: “PRE-2004 HUD SECTION 8 HOUSING CHOICE VOUCHER PROGRAM ADMINISTRATIVE FEE RESERVE FUNDS AS SOURCE OF FUNDS TO ACQUIRE THE AFFORDABLE HOUSING PROPERTY KNOWN AS GRIDLEY SPRINGS APARTMENTS II, GRIDLEY”. Commissioner McFarren seconded. The vote in favor was unanimous.

- 5.3 Gridley Springs II – The proposed Resolution, relating to the assumption of existing State of California Department of Housing and Community Development (HCD) rental housing program loan obligation, is a “re-do” of Resolution No. 4485. The State requires additional detail for the Resolution.

**\*RESOLUTION NO. 4495\***

Commissioner Besser moved that Resolution No. 4495 be adopted by reading of title only: “RESOLUTION FURTHER AUTHORIZING ASSUMPTION OF EXISTING STATE OF CALIFORNIA DEPARTMENT OF HOUSING AND COMMUNITY DEVELOPMENT RENTAL HOUSING CONSTRUCTION PROGRAM LOAN OBLIGATION AS PART OF ACQUISITION OF THE GRIDLEY SPRINGS APARTMENTS – PHASE II PROPERTY, GRIDLEY.” Commissioner McFarren seconded. The vote in favor was unanimous.

- 5.4 Farm Labor Housing – HACB received notification of a Notice of Funding Availability (NOFA) for USDA Multi-Family Housing Revitalization Demonstration Program grant funds. While Congress has only allocated \$12,000,000 nationally and the funds will likely go to projects already in line from previous years’ NOFA’s, HACB has determined that it is in its best interest to apply for grant funds, to demonstrate that it is making every effort to fill the gap between available rehab funds and what is needed to complete the

rehabilitation effort. The action also puts the FLH rehab initiative in line for future funding opportunities, should Congress provide. Staff recommends completion of such application for funds.

**\*RESOLUTION NO. 4496\***

Commissioner Chambers moved that Resolution No. 4496 be adopted by reading of title only: “RESOLUTION AUTHORIZING AN APPLICATION FOR FUNDS TO THE USDA, RURAL DEVELOPMENT – MULTI-FAMILY HOUSING PRESERVATION AND REVITALIZATION DEMONSTRATION PROGRAM IN SUPPORT OF GRIDLEY FAMR LABOR HOUSING REHABILITATION. Commissioner Besser seconded. The vote in favor was unanimous.

- 5.5     HUD Programs Household Income Determination – HACB is required to adopt a Passbook Savings Rate. It is used to calculate household income attributable to assets in HUD rental assistance programs. In the past HUD has stipulated the interest rate to be used. HUD has now given us the authority to determine the Rate. Housing Director Guanzon contacted several local banks and researched national rates. Staff recommended that we use the federal rate, which is consistent with HUD’s prior calculations.

**\*MOTION\***

Commissioner Hamman moved that a Passbook Savings Rate at .07% be used, effective March 1, 2013, for purposes of determining participant household income in the HUD Public Housing, Section 8, and Shelter+Care Permanent Housing and Supportive Housing programs; and other HACB-administered tenant-based rental assistance programs where actual or imputed asset income is considered in calculation of total household income. Commissioner Besser 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

Commissioner Chambers expressed gratitude for the tree trimming and other issues taken care of by Maintenance. She is also impressed with Mai Vang’s ability to handle issues at the front desk.

10. MATTERS INITIATED BY COMMISSIONERS

None.

11. EXECUTIVE SESSION

None.

12. COMMISSIONERS' CALENDAR

- **Next meeting – March 21, 2013.**

13. ADJOURNMENT

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

Dated: February 21, 2013.

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Laura Moravec, Board Chair

ATTEST:

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Edward S. Mayer, Secretary