

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

MINUTES OF January 16, 2014

Chair Moravec called the meeting of the Housing Authority of the County of Butte to order at 2:55 p.m.

1. ROLL CALL

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

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

2. AGENDA AMENDMENTS

None.

3. CONSENT CALENDAR

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

4. CORRESPONDENCE

- 4.1 2013 Section 8 Management Assessment Program (SEMAP) Score from HUD – HACB has been designated as a High Performer, with a score of 100%.

5. REPORTS FROM EXECUTIVE DIRECTOR

- 5.1 Gridley Springs II – Gridley Springs II Apartments was purchased at the end of July. Since that time we have been working with WINN, the property management company, on creation of a budget. The proposed FY 2014 budget has already been approved by the State of California. There is a positive cash flow of approximately \$27,000 which would go to pay off loan at State per the Regulatory Agreement. However, HACB is currently working on a deal with the State which would allow us to use excess cash for much needed capital improvements (i.e., paint, etc.). Also, going forward we will need to change the budget year from a calendar year to HACB fiscal year (starting October 1st). Due to the discrepancy between Gridley Springs II and HACB budget years, Gridley Springs II will require a separate audit for 2013.

RESOLUTION NO. 4532

Commissioner Hamman moved that Resolution No. 4532 be adopted by reading of title only: “APPROVAL OF THE OPERATING BUDGET FOR F/Y 2014 FOR GRIDLEY SPRINGS II APARTMENTS, GRIDLEY CA”. Commissioner McFarren seconded. The vote in favor was unanimous.

- 5.2 North Valley Housing Trust Fund – Executive Director Mayer has been involved with the City of Chico for the past three (3) years in the creation of a Housing Trust Fund as one of the strategies identified in the city’s Housing Element. The Trust Fund is seen as a necessary funding source, given the retreat of federal and state funds, including the demise of Redevelopment Agencies, to support local housing and supportive service efforts. The City of Chico has put \$10,000 to \$15,000 per year toward the creation of North Valley Housing Trust Fund (NVHTF). This year there are two (2) grant applications which could potentially bring in up to \$1 million in matching funds to the area. In order to apply for these funds NVHTR needs to become a 501(c)(3) non-profit corporation. Seed money is required to create nonprofit status, for promotional material and other necessities to apply for the grants. HACB has been asked to contribute \$2,000, while Community Action Agency (CAA), Community Housing Improvement Program (CHIP) and Northern Valley Catholic Social Services (NVCSS) have each agreed to donate \$1,000, for a total of \$5,000 in seed money. The \$2,000 contribution from the HACB would come from the General Fund.

MOTION

Commissioner Hamman moved that the Housing Authority of the County of Butte donate \$2,000 from the General Fund towards establishment of the North Valley Housing Trust Fund, supporting affordable housing opportunity. Commissioner Anderson seconded. The vote in favor was unanimous.

- 5.3 Board Calendar - Due to conflict with Executive Director Mayer’s mandatory attendance at NAHRO Conferences this year, it was recommended to change the dates of the July and October Board meetings. The recommendation was to move the regularly scheduled Board meeting(s) from the third to the fourth Thursday for July and October only.

MOTION

Commissioner Hamman moved that the Board approve the 2014 Board meeting schedule as presented. Commissioner McFarren seconded. The vote in favor was unanimous.

- 5.4 Reserves Analysis and Investment Report – Gridley Springs II Apartments was added to the Investment Report. Interest rates are still very low. Most of the higher earning CD's have matured. Walker Commons and Chico Commons have large cash balances which will need to be moved after the year-end cash distributions to the partners. Important note on Lincoln Apartments, although it appears as though there is a deficit; Lincoln actually has a positive cash flow. Excess cash flow is being used to pay the HACB back for the cash fronted for the purchase.

6. MEETING OPEN FOR PUBLIC DISCUSSION

None.

7. MATTERS CONTINUED FOR DISCUSSION

- 7.1 Executive Director Mayer received an invitation to participate in the City of Chico Mayor's Task Force on Community Services, organized to address the City's issues with undesirable behavior in the community, including services to the homeless. Mr. Mayer written response to the Mayor's invitation was provided to the Board. In his letter, he outlined the HACB's current involvement in the community homeless programs and committees and also addressed HACB's and BCAHDC's need to hire security at its apartment complexes, impacted by non-residents, especially at their senior/disabled projects. The letter to the Mayor was cc'd to the Chico City Council as requested by BCAHDC Board of Directors.

8. SPECIAL REPORTS

None.

9. REPORTS FROM COMMISSIONERS

Commissioner Chambers asked about the signs at La Lieta Court. Housing Director Guanzon said that we are in the process of getting bids.

Executive Director Mayer asked Commissioner Besser about the parking situation on Natoma Court. She said it has improved.

10. MATTERS INITIATED BY COMMISSIONERS

None.

11. EXECUTIVE SESSION

None.

12. COMMISSIONERS' CALENDAR

- **HACB Property Tour – January 24, 2014 at 11:00 a.m.**
- **NorCal/Nevada NAHRO Winter Conference, Napa CA, January 27-28, 2014**
- **Next meeting – February 20, 2014.**

13. ADJOURNMENT

Commissioner Chambers moved that meeting be adjourned. Commissioner McFarren seconded. The vote in favor was unanimous. The meeting was adjourned at 3:36 p.m.

Dated: January 16, 2014.

Clarence Lobo, Board Vice Chair

ATTEST:

Edward S. Mayer, Secretary