

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

**MINUTES OF February 20, 2014**

Vice Chair Lobo 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: Kate Anderson, Patricia Besser, Sharon Chambers, Larry Hamman, Clarence Lobo, and Gene McFarren.

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

2. AGENDA AMENDMENTS

None.

3. CONSENT CALENDAR

Highlights from this month's consent calendar included HACB's receipt of 2013 Public Housing and Section 8 HCV High Performer awards; receipt of the HUD Region IX Section 8 Housing Choice Voucher Program of the Year – Larger PHA Division; receipt of additional TBRA funds from the City of Chico, and several articles relating to the 50<sup>th</sup> anniversary of the "War on Poverty". Finance Officer Kemp noted an error in the Minutes; under 5.1 the property management company for Gridley Springs II should be U.S. Residential Group LLC not WINN Residential.

Commissioner Hamman moved that the Consent Calendar be accepted as presented, with correction to the Meeting Minutes. Commissioner McFarren seconded. The vote in favor was unanimous.

4. CORRESPONDENCE

None.

5. REPORTS FROM EXECUTIVE DIRECTOR

- 5.1 Family Self-Sufficiency (FSS) Graduate – The Board recognized the successful completion of the program by Family Self Sufficiency (FSS) Graduate Pravina Lal. Ms. Lal was unable to attend the meeting due to work obligations. She is

receiving an FSS escrow check in the amount of \$622.60. Ms. Lal met all terms of the program to graduate and is exiting the Section 8 program.

**\*RESOLUTION NO. 4533\***

Commissioner Anderson moved that Resolution No. 4533 be adopted by reading of title only: “RECOGNITION OF FSS GRADUATE PRAVINA LAL”. Commissioner McFarren seconded. The vote in favor was unanimous.

- 5.2 Public Housing – Six (6) years ago, consultant Disability Access Consultants (DAC) identified and ranked necessary physical accessibility improvements throughout the HACB, required by the ADA. Each year HACB takes on select and prioritized improvements for which it has budget capacity. HACB has determined that construction of certain site accessibility improvements are necessary at a number of Public Housing units found at Projects No. 43-3 and 43-13, located in Chico, including but not limited to creation of accessible paths of travel, grading, parking, curbs, railings, signage, and associated landscaping. The Independent Cost Estimate (ICE) by project architect Griffith Architects was \$87,939, but the lowest responsive qualified bid received was \$45,440.

**\*RESOLUTION NO. 4534\***

Commissioner Hamman moved that Resolution No. 4534 be adopted by reading of title only: “AUTHORIZATION TO ENTER INTO CONTRACT WITH THOMAS H WILLIAMS FOR CONSTRUCTION OF DISABLED ACCESS SITE IMPROVEMENTS AT CHICO PUBLIC HOUSING PROJECTS NO. 43-003 AND 43-013”. Commissioner Chambers seconded. The vote in favor was unanimous.

- 5.3 Public Housing 43-10 – The Board has established procurement policy such that contracts greater than Fifty Thousand Dollars (\$50,000.00) must be authorized by resolution of the Board. There is an issue with moisture penetration/mold caused by failing window flashing at 43-10 Winston Gardens, Oroville. The problem is due to the faulty installation by one of the original sub-contractors from 1982. The proposed contract covers replacement of sixteen (16) windows and surrounding walls. This is an expensive but necessary remediation, as it addresses water penetration, mold, and associated liabilities. Unfortunately, the HACB has no other recourse.

**\*RESOLUTION NO. 4535\***

Commissioner Chambers moved that Resolution No. 4535 be adopted by reading of title only: “AUTHORIZATION TO ENTER INTO CONTRACT WITH BELZ CONSTRUCTION FOR WINDOW REPLACEMENT AND REMEDIATION AT WINSTON GARDENS PROPERTY”. Commissioner McFarren seconded. The vote in favor was unanimous.

- 5.4 Capital Fund 501-12 – Board approval of the revision for Public Housing Capital Fund Project Number 501-12 will allow the HACB to finalize spend-down of this capital fund. This budget amendment is routine and will allow 100% of the funds to be obligated by March 11th. The largest part of this revision is the transfer of funds from the “operations” line item. Since HUD is not expected to take Public Housing reserves this year, HACB is electing to continue to save those reserves and use more Capital Fund dollars for Public Housing capital improvement projects.

**\*RESOLUTION NO. 4536\***

Commissioner Chambers moved that Resolution No. 4536 be adopted by reading of title only: “APPROVAL OF REVISED BUDGET FOR HUD PUBLIC HOUSING CAPITAL FUND PROGRAM PROJECT NUMBER 501-12”. Commissioner McFarren 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 the Passbook Savings Rate be set at .06% effective March 1, 2014, for purposes of determining participant household income in the HUD Public Housing, Section 8, and Homeless Programs (Shelter+Care and Supportive Housing); and other HACB-administered tenant-based rental assistance programs where actual or imputed asset income is considered in calculation of total household income. Commissioner Anderson 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 McFarren expressed concern over projected CalPERs rates; the rate increases will be addressed during Union negotiations.

Commissioner Chambers reported that HACB staff put up the “Slow for Children” sign in the La Lieta Court neighborhood. Unfortunately the sign is too small. A new sign is being ordered.

There was a discussion regarding the HACB property tour; Commissioners who attended shared some of their impressions with the Board.

10. MATTERS INITIATED BY COMMISSIONERS

None.

11. EXECUTIVE SESSION

None.

12. COMMISSIONERS’ CALENDAR

- **Next meeting – March 20, 2014.**
- **PSWRC-NAHRO Conference, May 4-6, 2014.**

13. ADJOURNMENT

Commissioner Chambers moved that meeting be adjourned. Commissioner McFarren seconded. The vote in favor was unanimous. The meeting was adjourned at 2:45 p.m.

Dated: February 20, 2014.

ATTEST:

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Laura Moravec, Board Chair

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Edward S. Mayer, Secretary