

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

MEETING MINUTES OF December 17, 2015

Chair Moravec called the meeting of the Housing Authority of the County of Butte to order at 2:02 p.m.

1. ROLL CALL

Present for the Commissioners: Kate Anderson, Patricia Besser, Larry Hamman, Clarence Lobo, 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

Executive Director Mayer informed the Board that the Butte County Grand Jury is inquiring into local public sector funding related to homelessness.

3. CONSENT CALENDAR

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

4. CORRESPONDENCE

None.

5. REPORTS FROM EXECUTIVE DIRECTOR

- 5.1 Section 8 Housing Choice Voucher Payment Standards – Previously, HACB adopted Payment Standards by means of Resolution No.4602. Since then, HUD issued final Fair Market Rent (FMR) data. Therefore, HACB requires re-affirmation of its Payment Standards by means of Resolution No. 4608, with the final FMRs embedded in the table.

RESOLUTION NO. 4608

Commissioner Anderson moved that Resolution No. 4608 be adopted by reading of title only: “RE-AFFIRMATION OF DETERMINATION OF 2016 PAYMENT STANDARDS FOR THE SECTION 8 HOUSING CHOICE VOUCHER PROGRAM”. Commissioner Hamman seconded. The vote in favor was unanimous.

- 5.2 Public Housing Flat Rents – Tenants in the Public Housing program can choose one of two rents: a “Flat Rent”, which is based on market conditions and are not less than 80% of the applicable HUD-determined Fair Market Rent (FMR), or “Income-based Rent”, calculated at roughly 30% of total household income. Nine (9) HACB families are currently paying Flat Rents. Per regulation, the HACB must review its Flat Rent determination(s) annually. HACB proposes increasing Flat Rents for its 4- and 5-bedroom units in Gridley and 4-bedroom units in Chico, in order to remain compliant in 2016.

RESOLUTION NO. 4609

Commissioner Besser moved that Resolution No. 4609 be adopted by reading of title only: “DETERMINATION OF PUBLIC HOUSING FLAT RENTS”. Commissioner Lobo seconded. The vote in favor was unanimous.

- 5.3 Gridley Farm Labor Housing – In the process of negotiating the Gridley Farm Labor Housing budget with USDA, HACB was asked what can be done to optimally increase the rents of existing, non-rehabbed units, without losing too many tenants. HACB determined that rents could be raised to between \$695 and \$725. A rent reasonable analysis determined that the ceiling rent for “better quality” units in the city of Gridley ranges from \$750-900. Staff thinks that \$695 would work, but requested budget authority from the Board up to \$725, in order to provide room for budget negotiations with USDA. There are sixty (60) residents with rental assistance who would not be impacted by the increase, as well as fifteen (15) more who would qualify for rental assistance with the increased rents. The net impact of the rent increase would be born by fifteen (15) families that do not receive rental assistance. The last rent increase at FLH was in 2007. The proposed increase requires a 60 day notice and would become effective March 1st.

MOTION

Commissioner Hamman moved that the Board authorize the increase of monthly rents for the existing two bedroom units up to \$725 per month, effective March 1, 2016. Commissioner Anderson seconded. The vote in favor was unanimous.

- 5.4 HACB Property Management – One of HACB’s senior property specialists is leaving, creating an opportunity for the HACB to re-evaluate its property management strategy. The HACB can either re-hire the position, or not fill position and contract out four (4) properties. The four properties which were analyzed were Chico Commons Apartments and Walker Commons Apartments, Chico (tax credit), and Locust Street Apartments, Chico, and Park Place Apartments, Oroville. Upon review, Staff recommended that we contract out for the following reasons: there is local property management expertise, HACB employment costs are relatively burdensome, and the move serves as a hedge against HUD or Congressional action – its far easier to hire up than it is to lay off

staff. Additionally, a full-time on-site resident manager is recommended for Chico Commons, as it is a family property with higher management needs. HACB secured proposals from WINN, US Residential Group, and CHIP for management of the two (2) tax-credit properties. It is proposed RSC Associates manage the fifth of the bond-financed properties, Park Place, as they already manage the other four, as well as manage Locust, because of its close proximity to the Lincoln Apartments. The next step is to get Board approval from Banyard and Butte County Affordable Housing Development Corporation (BCAHDC) for their tax credit properties, Walker Commons and Chico Commons, respectively. Special Board meetings were scheduled for Tuesday, December 29th at 2:00 p.m., for HACB, Banyard Management, and BCAHDC. Also, the Board suggested that HACB go out to bid for property management services for the RSC-managed properties, as the properties have not been subject to competitive property management proposals since their purchase by HACB. Staff agreed, indicating the portfolio will be subject to an RFP for property management services midway through the 2016 year.

6. MEETING OPEN FOR PUBLIC DISCUSSION

None.

7. MATTERS CONTINUED FOR DISCUSSION

- 7.1 HACB Strategic Planning – The Board requested that Executive Director Mayer edit the draft Strategic Plan.

8. SPECIAL REPORTS

None.

9. REPORTS FROM COMMISSIONERS

None.

10. MATTERS INITIATED BY COMMISSIONERS

None.

11. EXECUTIVE SESSION

None.

12. COMMISSIONERS' CALENDAR

- Holiday Luncheon, Outback Steakhouse, 1990 E. 20th Street, Chico – 12:00 noon, December 18, 2015.
- Special Meeting – 2:00 p.m., December 29, 2015.
- Next Regular Meeting – January 21, 2016.
- NorCal/Nevada NAHRO Winter Conference, Napa CA, January 24-26, 2016.

13. ADJOURNMENT

Commissioner Hamman moved that the meeting be adjourned. Commissioner Anderson seconded. The meeting was adjourned at 3:19 p.m.

Dated: December 17, 2015.

Larry Hamman, Vice Chair

ATTEST:

Edward S. Mayer, Secretary