

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

MEETING MINUTES OF August 18, 2016

Vice Chair Anderson 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, Roger Hart, Anne Jones, and Clarence “Bino” Lobo.

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

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

4. CORRESPONDENCE

None.

5. REPORTS FROM EXECUTIVE DIRECTOR

- 5.1 Section 8 Housing Choice Voucher – The HACB announced the opening of its Section 8 HCV wait list, from September 1 - 16, 2016. In the past, the Section 8 HCV wait list was opened every 2-3 years, to replenish the wait list once it ran low. Last year we changed the policy to an annual opening, randomly selecting a year’s worth of applicants to be added to the wait list. In November 2015 we received over 5,000 applications, for 1,000 spots, with the list open for one month. So this year we shortened the wait list open period to two (2) weeks. Also, given that 1,000 wait list applicants were just enough to fill the one year applicant pool goal, 1,200 applicants will be randomly selected for placement on the wait list this year. We have started advertising to local service providers and have begun releasing opening date

information to clients at the front desk. Next year, we would like to research the option of having an open interest list at all times, having the ability to pull pools at random to fill wait list needs. Under such a system, applicants would fall off the interest list after one year's time, and have to reapply annually to keep their status on the interest list.

- 5.2 Utility Allowances – The HACB has completed its review of Utility Allowances, used for administration of its owned and managed properties and programs. Utility Allowances also affect other properties in Butte and Glenn Counties, through the Section 8 Housing Choice Voucher program. Utility Allowances must be reviewed annually. The Utility Allowance review was conducted by Management Resource Group, Inc. (MRG), using a blended engineering- and consumption-based methodology. The revised Utility Allowances will be effective for Public Housing and Section 8 projects on January 1st and for all other properties in 90 days. The Utility Allowance schedule as proposed is consistent with previous years efforts.

MOTION

Commissioner Hamman moved to implement Utility Allowances as proposed for the upcoming 2016/17 year, effective January 1, 2017. Commissioner Hart seconded. The vote in favor was unanimous.

- 5.3 Esplanade House – HACB continued its discussion regarding possible ways to support Community Action Agency's Esplanade House program, which lost its HUD Homeless Programs funding. The Esplanade House transitional housing program assists homeless families with mental illness and substance abuse issues. A private investor has agreed to privately fund the Esplanade House for one year, giving time to work out alternate source(s) of funding. The HACB can assist the Esplanade House in two (2) ways: either providing Project Based Vouchers, or establishing a preference for homeless/transitional housing graduates. These graduates would come with case management for one year, to assist in the move from transitional housing to permanent housing. Commissioner Hart said that it would be a tragedy for Esplanade House go away and requested that the HACB continue looking for options to help. The consensus of the Board is that the Esplanade House is valuable to the community. Staff will continue to research possible course of action and provide the Board with regular reports on progress.
- 5.4 Moving to Work – Information on the HUD moving to work demo program was provided for discussion. The moving to work program is a de-regulated vehicle which provides flexibility to high performing housing authorities. Congress is expanding the number of moving to work agencies. HACB will pursue options to maintain eligibility as an MTW agency. Currently, HUD is working out the details on MTW program expansion.

- 5.5 Development/Acquisition Opportunities – Executive Director Mayer has been researching possible development and/or acquisition opportunities.

Aloha Building, Paradise – The Aloha Building is a former hospital that was picked up and renovated by a private developer. If an arrangement can be worked out with the Town of Paradise to get a multi-family designation and sewer upgrades, the property could provide 12-14 residential units. The studio units are approximately 300-400 square feet. There is a great need in Paradise community for studio and 1-bedroom units. HACB is interested in possible master lease with an option to purchase, and working with SHOR, Paradise’s homeless services agency.

Chico Senior/Special Needs Housing, CHIP – In answer to limited supplies of studio and 1-bedroom housing in the City of Chico, HACB is researching possible development of 1-bedroom units in partnership with CHIP. The proposed development would consist of 60-100 1-bedroom units, likely for seniors. We are currently working with BCAG to identify transit corridors for possible property locations. Next step is to develop a tentative Memorandum of Understanding (MOU) between the two agencies, outlining needs and development objectives.

Stairways (8-14 Person Facility) – Stairways serves homeless youth with substance abuse and/or mental illness. Stairways seeds a facility that can accommodate 8-14 persons, an ideal size for program management and efficiencies. HACB is looking into purchasing a facility or providing a loan for Stairways to purchase a facility. Stairways would cover the mortgage payments. One possibility is a joint venture between HACB and NVHT.

HACB is working to determine how to respond to community needs and best support front line homeless services providers. Commissioner Anderson inquired about and encouraged timely development of the agency’s strategic asset process. Executive Director Mayer recommended balancing completing the strategic asset plan with opportunities as they arise. The consensus of the Board is to continue to research opportunities and continue to provide progress reports.

6. MEETING OPEN FOR PUBLIC DISCUSSION

None.

7. MATTERS CONTINUED FOR DISCUSSION

None.

8. SPECIAL REPORTS

None.

9. REPORTS FROM COMMISSIONERS

Commissioner Hart asked about the property management at Harvest Park being fired. WinnResidential, property management company for Harvest Park, discovered that property managers at both Harvest Park and Parkside Terrace were skimming security deposit and late fee funds. Currently, WinnResidential is conducting an internal audit and interim property management is being placed.

Commissioner Besser asked about repairing the heaving sidewalks on Hazel Street. Unfortunately, the sidewalks in question are owned by the City of Chico, not the HACB.

10. MATTERS INITIATED BY COMMISSIONERS

None.

11. EXECUTIVE SESSION

11.1 Government Code 54957: Public Employee Performance Evaluation – postponed until next meeting.

12. COMMISSIONERS' CALENDAR

- **Next regular meeting – September 15, 2016.**
- **NAHRO National Conference, New Orleans LA – October 14-16, 2016.**

13. ADJOURNMENT

Commissioner Hart moved that the meeting be adjourned. Commissioner Jones seconded. The meeting was adjourned at 3:21 p.m.

Dated: August 18, 2016.

Laura Moravec, Board Chair

ATTEST:

Edward S. Mayer, Secretary