

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

MEETING MINUTES OF May 18, 2019

Chair Moravec called the meeting of the Housing Authority of the County of Butte to order at 2:00 p.m.

1. ROLL CALL

Present for the Commissioners: Kate Anderson Patricia Besser, Larry Hamman, Anne Jones, Laura Moravec, David Pittman, and Heather Schlaff.

Present for the Staff: Ed Mayer, Executive Director; Larry Guanzon, Deputy Executive Director; Finance Director, Sue Kemp; Administrative Operations Director, Tamra Young; Marysol Perez, Executive Assistant and Jerry Martin, Modernization Coordinator.

Others Present: Roger Hart, Loren Freeman, Public Housing Resident, and Brad Long, Veterans Resource Center (arrived 2:34 p.m.)

2. AGENDA AMENDMENTS

None.

3. CONSENT CALENDAR

Commissioner Pittman 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 Recognition of Commissioner - Commissioner Hart was recognized and thanked for his term as Commissioner serving on the Board of the Housing Authority of the County of Butte; he served on the HACB Board of Commissioners for a full term of 4 years. Chair Moravec thanked Commissioner Hart for his thoughtful insights while serving on the Board of Commissioners, adding that she enjoyed her time on the Board with Commissioner Hart. Executive Director Mayer appreciated Commissioner Hart's service, giving particular appreciation for Commissioner Hart's work on the agency's Unfunded Pension Liability. A resolution of service recognition was signed by all current Commissioners and presented to Commissioner Hart.

RESOLUTION NO. 4734

Commissioner Pittman moved that Resolution No. 4734 be adopted by reading of the title only: “RECOGNITION OF COMMISSIONER ROGER HART”. Commissioner Hamman seconded. The vote in favor was unanimous.

- 5.2 Family Self Sufficiency (FSS) Graduate – Ms. Malinda Windsor was a participant of the FSS program since November of 2015. While a participant of the FSS program Ms. Windsor was able to obtain her Bachelor’s Degree, in 2017. She is currently working full time with Lulu’s Fashion Lounge. Ms. Windsor’s ultimate goal in to start her own small business.

RESOLUTION NO. 4735

Commissioner Anderson moved that Resolution No. 4735 be adopted by reading of title only: “RECOGNITION OF FSS GRADUATE MALINDA WINDSOR”. Commissioner Besser seconded. The vote in favor was unanimous.

- 5.3 Public Housing – Capital fund improvement project to perform needed parking lot and driveway roadway resurfacing was presented for approval. The site improvements would be for Public Housing projects at Rhodes Terrace, and SheltonOaks Apartments, Chico, and Winston Gardens Apartments, Oroville. The HACB received one contractor bid from D&S Asphalt Sealing Co, LLC, in the amount of \$232,669.83. This was the second time the project was bid.

RESOLUTION NO. 4736

Commissioner Hamman moved that Resolution No. 4736 be adopted by reading of title only: “AUTHORIZATION TO ENTER INTO CONTRACT WITH D&S ASPHALT SEALING COMPANY, LLC FOR PARKING AND DRIVEWAY ASPHALT AND CONCRETE IMPROVEMENTS AT HUD PUBLIC HOUSING PROPERTIES: 43-10, 43-13, 43-14, AND 43-15”. Commissioner Anderson seconded. The vote in favor was unanimous.

- 5.4 Public Housing – Sewer Lateral Camera Investigation and Rehabilitation Project was presented for approval. Hignell Incorporated, dba Experts in Your Home, came in as the sole bidder at \$162,136.00. Hignell completed the first phase of this project at the Chico Public Housing units, in 2017. Commissioner Pittman asked if there was a 10% contingency in the contract. Modernization Coordinator Jerry Martin replied that contingencies are not added in public bids.

RESOLUTION NO. 4737

Commissioner Pittman moved that Resolution No. 4737 be adopted by reading of title only: “AUTHORIZATION TO ENTER INTO CONTRACT WITH HIGNELL INCORPORATED, DBA EXPERTS IN YOUR HOME FOR SEWER LATERAL INVESTIGATION AT GRIDLEY AND BIGGS HUD PUBLIC HOUSING”. Commissioner Hamman seconded. The vote in favor was unanimous.

- 5.5 Moving to Work (MTW) - The HACB has been keenly interested in the HUD MTW demonstration program, as it was promoted to offer regulatory relief and flexibilities in the use of federal Public Housing and Section 8 program revenues. HUD is now engaged in the second round of MTW authorizations for interested agencies. However in the recent expansion of the program, HUD's has limited the de-regulated nature of the demonstration, creating four (4) pre-scribed cohorts to explore various aspects of program administration, such as the Second Cohort, which explores Rent Structure. The prescribed nature of the cohorts defeats the regulatory relief, so to sign up for MTW under the current regime, the HACB would be simply exchanging one prescribed program for another. The opportunity cost in making such transition is no longer deemed sufficient. Staff no longer recommends HACB pursuit of MTW status, as it no longer provides the regulatory flexibility promised with the initial program roll-out. Chair Moravec expressed disappointment in not being able to pursue MTW given the updates and changes in the program.
- 5.6 Section 8 Housing Choice Voucher (HCV) – The HACB is prepared to submit three (3) Waiver requests to HUD specific to the Section 8 Housing Choice Voucher Program. Currently the program has re-housed about one-third of the Camp Fire Section 8 participants that were displaced. Chair Moravec commended staff for being proactive. The three (3) waivers being requested include: 1) exemption from Section 8 program SEMAP scoring relating to leasing rates; 2) maintenance of the program's 2018 funding baseline for purposes of on-going funding; 3) denial of incoming "porting" Section 8 voucher households.
- 5.7 Property Insurance Levels – Current labor markets are very challenged. Construction costs have appreciated significantly, some estimates see increases at 40% post Disaster. There is an associated and corresponding increase in insurable values relating to property replacement costs. The Memo provided in the Board packet analyses cost ranges for different property types, evidencing research completed to date on the subject. Recommendations will be brought forward for Board consideration this year, part of upcoming budget development and insurance renewal considerations. The insurance plans for the properties renew October 1st.
- 5.8 Budget Committee – HACB staff seeks two to three Commissioners to volunteer on the HACB Budget Committee. Meetings will start mid- June and historically involve no more than four (4) meetings. Commissioners Pittman and Jones volunteered, along with Chair Moravec. Finance Director Kemp will send meeting invites to the Committee with documents provided timely before each meeting for Committee review.
- 5.9 Camp Fire Disaster - Executive Director Mayer provided the Board with the latest written update that is sent to HUD on a weekly basis. His update addressed

various post-Camp Fire disaster subjects as well as news articles detailing relevant Disaster data.

- 5.10 Strategic Asset Plan – Executive Director Mayer gave a brief update regarding the Strategic Asset Plan. The Plan work analyses the HACB’s non-HUD/USDA portfolio of properties for relevance, needs, coherence, and leverage opportunities. After several years of seeking to complete such Plan, Brawner & Associates has been retained through CalAHA to complete the process. Executive Director Mayer anticipates the process to be completed within the next 2-3 months. Commissioner Anderson was thanked for her initiative in supporting Strategic Asset Plan development by the HACB.

6. MEETING OPEN FOR PUBLIC DISCUSSION

None.

7. MATTERS CONTINUED FOR DISCUSSION

None.

8. SPECIAL REPORTS

None.

9. REPORTS FROM COMMISSIONERS

None.

10. MATTERS INITIATED BY COMMISSIONERS

- 10.1 A general letter in support of deregulation will be drafted and sent to Assemblyman Gallagher’s office.
- 10.2 Commissioners Schlaff, Pittman and Jones are interested in Property tour, Executive Assistant Perez, will coordinate tour date and details.
- 10.3 Measles Flyer from Butte County Public Health was provided as guidance.

11. EXECUTIVE SESSION

None.

12. COMMISSIONERS’ CALENDAR

- **2019 Annual Conference PSWRC NAHRO – May 20-21, 2019**
- **Next regular meeting – June 20, 2019**

13. ADJOURNMENT

Commissioner Hamman moved that the meeting be adjourned. Commissioner Pittman seconded. The meeting was adjourned at 3:17 p.m.

Dated: May 16, 2019.

ATTEST:

Laura Moravec, Board Chair

Edward S. Mayer, Secretary