

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

MEETING MINUTES OF April 15, 2021

Vice Chair Hamman called the meeting of the Housing Authority of the County of Butte to order at 2:03 p.m.

(Pursuant to current State Public Health directives to shelter-in-place and practice social distancing, and as authorized by Governor Gavin Newsom’s Executive Orders N-25-20 and N-29-20, this Board of Commissioner meeting observed “social distancing” protocols, and was conducted via teleconference, web-conference, and in person. Meeting notice and public participation was addressed consistent with the State Governor’s COVID-19 Executive Order, providing for Brown Act exceptions.)

1. ROLL CALL

Present for the Commissioners: Kate Anderson, Theresa Ayers, Larry Hamman, and David Pittman. Commissioners Hamman attended in person, the balance by means of web-conference.

Present for the Staff: Ed Mayer, Executive Director; Larry Guanzon, Deputy Executive Director; Sue Kemp, Finance Director; Tamra Young, Administrative Operations Director; Marysol Perez, Executive Assistant; Jerry Martin, Modernization Coordinator; and Angie Little, Section 8 Manager all attended in person, with the exception of Ed Mayer, Executive Director; Sue Kemp, Finance Director who attended by means of web-conference.

2. AGENDA AMENDMENTS

None.

3. CONSENT CALENDAR

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

4. CORRESPONDENCE

None.

5. REPORTS FROM EXECUTIVE DIRECTOR

- 5.1 Election of Officers – Routine Annual Election of Officers. Vice Chair Hamman turned the meeting over to Executive Director/Board Secretary Mayer, to conduct the annual election of Board Officers in accordance with HACB’s Bylaws.

Executive Director Mayer asked for nominations for the positions of Chair and Vice Chair for the year April 2021 through March 2022. Commissioner Pittman nominated Chair Moravec to continue to serve as Chair, to which Commissioner Anderson seconded. Motion to close nominations was made by commissioner Hamman, Commissioner Pittman seconded. The vote in favor was unanimous. Chair Moravec was re-elected as Board Chair. Commissioner Hamman nominated Commissioners Pittman for the position of Vice Chair, Commissioner Ober seconded. Commissioner Hamman, moved the motion be closed for nominations, Commissioner Anderson seconded. The vote in favor was unanimous. Commissioner Pittman was elected as Vice Chair of the Board. Executive Director Mayer congratulated the newly elected officers, and appreciated the ongoing service of both re-elected officers, as well as the outgoing officer. The meeting was turned over to Vice Chair Pittman, in the absence of re-elected Chair Moravec.

- 5.2 Kathy Court Apartments – Architectural contract for the reconstruction of Kathy Court Apartments was presented for authorization. Procurement was solicited in accordance with state requirements; under law only required to consider qualifications. Basis Architecture out of San Rafael, was selected. They specialize in affordable housing and HACB has previously worked with Basis Architecture. Two other firms did respond to the bid; HMR Architects, Roseville, and David Griffith Architect, Chico. (All three architects have otherwise been retained by HACB using indefinite contracts, so are already part of HACB’s “stable” of professional contractors.) Basis’ services will be paid for from 2020A Bond proceeds, their work includes design, plan and specification development, permitting, and construction administration. Commissioner Ober asked about trying to achieve LEED certification. Jerry Martin replied it was discussed with the architect but it was not a plan or goal at the moment, given cost considerations. Commissioner Alford asked about the acronym LEED. Finance Director Kemp stated that LEED stands for “Leadership in Energy and Environmental Design”; it is a worldwide building standard. Staff recommends adoption of Resolution No. 4816, in the contract amount of \$345,355.00.

RESOLUTION NO. 4816

Commissioner Ober moved that Resolution No. 4816 be adopted by reading of title only: “AUTHORIZATION TO ENTER INTO CONTRACT WITH BASIS ARCHITECTURE AND CONSULTING, INC”. Commissioner Anderson seconded. The vote in favor was unanimous.

- 5.3 COVID-19 – Brief update, landscape shifting quickly, immunizations amongst staff are up and no infections originated in the office; all infections sourced from the outside. HACB is also nearing completion of COVID-19 building improvements; and staff anticipates the next board meeting will be held in the resurfaced training room.

5.4 Strategic Asset Plan – Recent focus has been on the repositioning of the three (3) tax credit properties: Walker Commons, 1200 Park Avenue and Chico Commons. Looking to conventionally reposition these properties, without use of tax credits, which are no longer feasible. Staff is now exploring means to address this portfolio. Staff has also been working with a HUD-sponsored consultant, analyzing HACB’s HUD Public Housing portfolio from an asset management perspective, specifically in regards to “disposition”, or “conversion”, of the portfolio to other financial/programmatic platform(s). The results of this analysis will be presented to the Board at their regular meeting of the Board in June.

5.5 Development Activity - Executive Director Mayer gave a status updated regarding the current development activity in the area, including a summary memo identifying all current known affordable housing development projects in Butte and Glenn Counties, their developers, target populations, funding and timing.

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

None.

11. EXECUTIVE SESSION

None.

12. COMMISSIONERS’ CALENDAR

- **Next regular meeting – May 20, 2021.**

13. ADJOURNMENT

Commissioner Anderson moved that the meeting be adjourned. Commissioner Ober seconded. The meeting was adjourned at 2:48 p.m.

Dated: April 15, 2021.

Laura Moravec, Board Chair

ATTEST:

Edward S. Mayer, Secretary