

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

MEETING MINUTES OF November 17, 2022

The meeting was conducted via teleconference, web-conference and in person, as noticed.

Board Chair Pittman called the meeting of the Housing Authority of the County of Butte to order at 2:40 p.m.

1. ROLL CALL

Present for the Commissioners: Charles Alford, Robert Crowe, Larry Hamman, Rich Ober, David Pittman, Sarah Richter, and Regina Sayles-Lambert: all attended in person with the exception of Commissioners Richter and Sayles-Lambert, who attended by means of web-conference.

Present for the Staff: Ed Mayer, Executive Director; Hope Stone, Finance Director; Larry Guanzon, Deputy Executive Director; Angie Little, Section 8 Housing Manager; and Marysol Perez, Executive Assistant; all attended in person.

Others present: Darlene Fredericks.

2. AGENDA AMENDMENTS

None.

3. CONSENT CALENDAR

Commissioner Hamman moved that the Consent Calendar be accepted as presented, Commissioner Sayles-Lambert seconded. The vote in favor was unanimous.

4. CORRESPONDENCE

None.

5. REPORTS FROM EXECUTIVE DIRECTOR

- 5.1 Section 8 Management Assessment Plan – The HUD Section 8 Management Assessment Program (SEMAP) is a yearly exercise, required to self-certify program performance. SEMAP looks at voucher statistics; leasing rates, expenditures, compliance, distribution of vouchers throughout the community. This year the current leasing rate is the highest it has been since the November 2018 Camp Fire. During the past 3 years; 2019, 2020 and 2021, the HACB secured a SEMAP waiver for the leasing indicator, which awards ten points for a 98%+ lease

rate, and five points for a 95+% leasing rate. This year the HACB was very close to achieving the required 95% lease-up threshold, but due to multiple factors, including a software conversion this Fall, the HACB attained “Standard Performer” status for FY 2022. This is the first year in over a decade that the HACB did not attain High Performer status. There is no funding consequence to the slide in rating. More important, with the number of Project Base Vouchers coming online next year, staff anticipates attainment of High Performer status for 2023.

RESOLUTION NO. 4880

Commissioner Ober moved that Resolution No. 4880 be adopted by reading of the title only: “SECTION 8 MANAGEMENT ASSESSMENT PROGRAM (SEMAP) CERTIFICATION”. Commissioner Alford seconded. The vote in favor was unanimous.

- 5.2 Public Housing Flat Rents – Annually, the HACB must review its HUD Public Housing Flat Rent determinations. Public Housing tenants can choose one of two rent methods; either an “income-based rent”, which is calculated at roughly 30% of total household income, or a “Flat Rent”, which is based on marked considerations, and is set at not less than 80% of the applicable HUD-Determined Fair Market Rent (FMR) for the area. The idea behind Flat Rents is to increase income diversity in Public Housing, allowing higher income households that would otherwise be forced out of the program by virtue of higher incomes to remain in Public Housing. Currently there are eight (8) Public Housing households that have selected the Flat Rent option out of the 345 households served in Public Housing. The action updates the Flat Rent Schedule for 2023.

RESOLUTION NO. 4881

Commissioner Sayles-Lambert moved that Resolution No. 4881 be adopted by reading of the title only: “DETERMINATION OF PUBLIC HOUSING FLAT RENTS”. Commissioner Alford seconded. The vote in favor was unanimous.

- 5.3 Personnel – Last month the Board of Commissioners adopted the recommended change to the organizational structure of the HACB Accounting Department; the proposed change included the elimination of the second Senior Accountant position and re-establishment of an Accountant position. Staff is recommending adoption of a revised position description for the Accounting Technician position.

RESOLUTION NO. 4882

Commissioner Ober moved that Resolution No. 4882 be adopted by reading of the title only: “ADOPTION OF REVISED POSITION DESCRIPTION FOR ACCOUNTING TECHNICIAN”. Commissioner Hamman seconded. The vote in favor was unanimous.

- 5.4 Development Activity – A brief memo seeking further discussion on the agency’s affordable housing development objectives regarding Kathy Court Apartments, Paradise, and Fogg Avenue Apartments, Oroville. The discussion invited input on deployment of development resources.

6. MEETING OPEN FOR PUBLIC DISCUSSION

None.

7. MATTERS CONTINUED FOR DISCUSSION

- 7.1 HACB/BCAHDC – the Property Tour with Public Officials was successfully conducted on Thursday October 27th. The tour was approximately five hours and included eleven local public officials in attendance. A total of thirty-nine properties were seen. The tour was considered a success by those in attendance.

8. SPECIAL REPORTS

None.

9. REPORTS FROM COMMISSIONERS

Commissioner Crowe shared his recent attendance at a CHAT workshop, where he visited with the Founder of Emergent 3D out of Redding. Emergent 3D uses plasticized concrete to rapidly print energy efficient, fire resistant homes in the north state.

Chair Pittman reported that the Esperanza Project in Oroville was awarded a \$2.7 million grant, the project includes 20 pallet shelters, a safe parking area, as well as a camping area, all designed to serve homeless persons. The project is located next to, and will be operated by, the Oroville Rescue Mission.

10. MATTERS INITIATED BY COMMISSIONERS

Executive Director Mayer provided a quick status update regarding the upcoming Commissioner Terms expiring in January 2023. Commissioner Hamman confirmed that the December 15th HACB Board meeting will be his last meeting as a Commissioner as he will be resigning from his term early (term expires January 2025). Commissioner Hamman has served as a Commissioners for twenty-nine plus years.

11. EXECUTIVE SESSION

None.

12. COMMISSIONERS' CALENDAR

- **Holiday Luncheon** – Save the Date: Wednesday December 14, 2022
- **Next Meeting – December 15, 2022**

- **2023 NorCal/Nevada NAHRO Conference “Back in the Saddle, Post-Pandemic”**
– *Sunday January 22, 2023 (Commissioner Track), Monday – Tuesday January 23-24, 2023 (General Attendee Sessions)*

13. ADJOURNMENT

Commissioner Alford moved that the meeting be adjourned. Commissioner Ober seconded. The meeting was adjourned at 3:32 p.m.

Dated: November 17, 2022.

David Pittman, Board Chair

ATTEST:

Edward S. Mayer, Secretary