

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

MEETING MINUTES OF June 15, 2023

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 2:00 p.m.

1. ROLL CALL

Present for the Commissioners: Randy Coy, Darlene Fredericks, Rich Ober, David Pittman, Sarah Richter and Regina Sayles-Lambert; all attended in person with the exception of Commissioner 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; Tamra Young, Administrative Operations Director; Taylor Gonzalez, Project Manager and Marysol Perez, Executive Assistant; all attended in person.

Others Present: Javi Pinedo, HACB Special Programs Coordinator and OE#3 Union Steward, who attended in person.

2. AGENDA AMENDMENTS

None.

3. CONSENT CALENDAR

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

4. CORRESPONDENCE

None.

5. REPORTS FROM EXECUTIVE DIRECTOR

5.1 Public Housing Admissions and Continued Occupancy Policy (ACOP) and Section 8 Administrative Plan (AP) –

5.2 Family Self-Sufficiency (FSS) –

5.3 Agency Annual Plan and Five-Year Capital Fund Program –

As a public agency administering the HUD Low Income Public Housing and Section 8 Housing Choice Voucher programs, HACB is required to annually submit to HUD

applicable agency and administrative plan documents 75 days prior to the end of HACB's fiscal year. Draft revisions of the Public Housing Admissions and Continued Occupancy Policy (ACOP), Section 8 Housing Choice Administrative Plan (AP), Annual Agency Plan, and Capital Fund Program, were received by the Board at the April 2023 meeting, where they were accepted and authorized for issuance for public comment; the highlights for each plan/document include: description of progress in meeting HACB's annual and 5-year goals, including new activity; refinement of Project Based Vouchers program policy in reflecting Development Activity, and changes reflecting newly implemented HOTMA regulations. Since the April meeting the only changes to the Public Housing ACOP was revised language from Nan McKay & Associates for the HOTMA-related Over-Income Rule HOTMA Changes; again, these changes are regulatory. This year, the 45-day Public Comment review period generated no comment. Once approved by the HACB Board, the plans become effective October 1st.

RESOLUTION NO. 4890

Commissioner Ober moved that Resolution No. 4890 be adopted by reading of title only: "ADOPTION OF PUBLIC HOUSING ADMISSIONS AND CONTINUED OCCUPANCY PLAN (ACOP) AND SECTION 8 HOUSING CHOICE VOUCHER ADMINISTRATIVE PLAN (AP)". Commissioner Coy seconded. The vote in favor was unanimous.

RESOLUTION NO. 4891

Commissioner Richter moved that Resolution No. 4891 be adopted by reading of title only: "ADOPTION OF ACTION PLAN FOR SECTION 8 HOUSING CHOICE VOUCHER FAMILY SELF-SUFFICIENCY PROGRAM". Commissioner Fredericks seconded. The vote in favor was unanimous.

RESOLUTION NO. 4892

Commissioner Coy moved that Resolution No. 4892 be adopted by reading of title only: "ADOPTION OF THE ONE-YEAR AGENCY PLAN OF THE HOUSING AUTHORITY OF THE COUNTY OF BUTTE". Commissioner Richter seconded. The vote in favor was unanimous.

- 5.4 Capital Fund – HUD awarded the HACB 2023 Public Housing Capital Fund Program funds in the amount of \$1,143,778.00. The HACB annually identifies its Capital Fund needs for its Public Housing properties in its Annual Plan and Five-Year Plan process. Staff recommends acceptance of the 2023 Public Housing Capital Fund monies.

RESOLUTION NO. 4893

Commissioner Richter moved that Resolution No. 4893 be adopted by reading of title only: "ACCEPTANCE OF U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT (HUD) 2023 PUBLIC HOUSING CAPITAL FUND PROGRAM FUNDS". Commissioner Ober seconded. The vote in favor was unanimous.

- 5.5 Development Activity – Executive Director Mayer summarized the latest update to the multiple new affordable housing developments in Butte and Glenn Counties. To date two (2) properties in Butte County are completed and leased up - Ford Avenue Apartments in

Gridley and Mitchell Avenue Apartments I in Oroville. Both projects are partnerships between BCAHDC and The Pacific Companies. In Chico, North Creek Crossings I in Meriam Park is actively leasing. In Oroville, Riverbend Apartments I has a certificate of completion, as well as Sunrise Village in Gridley - the next step for both of those properties is lease-up. Board Chair Pittman complimented the architecture design of Riverbend Apartments I.

6. MEETING OPEN FOR PUBLIC DISCUSSION

None.

7. MATTERS CONTINUED FOR DISCUSSION

7.1 Housing Authority of the County of Butte (HACB) – This is the third meeting at which the Board of Commissioners has been presented information on the agency’s mission, objectives, priorities and strategic visioning. This month, by means of a set of slides, Executive Director Mayer reviewed HACB’s portfolio of properties, including both the HACB’s and BCAHDC’s Property Organizational Charts. He provided a brief background on HACB’s 2015-16 Strategic Visioning effort. Many of the objectives of the Agency One- and Five-Year plans source from this work. He then reviewed 2019’s Asset Repositioning Study, performed by Brawner and Associates, and the Tax Credit Repositioning Plan, also by Brawner and Associates, which followed in 2021. That same year HUD provided a consultant to analyze HACB’s HUD Public Housing portfolio, with an eye to Repositioning. Much of the focus on asset management revolves around the fact that many of HACB’s properties are older, needing attention. With the Camp Fire Disaster, agency attention necessarily turned toward disaster response, and the affordable housing development opportunity that came along with it. With playout of the development wave, its time to refocus the agency’s attention on its assets and prioritization of effort.

8. SPECIAL REPORTS

8.1 **PSWRC-NAHRO – Annual Conference: May 22-24, 2023** – Deputy Executive Director Guanzon and Section 8 Housing Manager Angie Little attended the PSWRC-NAHRO Conference in Anaheim on May 22-24. Mr. Guanzon shared that he attended numerous preventative maintenance tracks, as well as tracks regarding the HOTMA Rule and new NSPIRE inspection protocol, which were very informative. He also went on a property tour to visit a 69-unit Jamboree affordable housing development in Anaheim, which he complimented.

9. REPORTS FROM COMMISSIONERS

Commissioner Richter reported that the Town of Paradise successfully turned on the new emergency sirens in town today.

10. MATTERS INITIATED BY COMMISSIONERS

None.

11. EXECUTIVE SESSION

Adjourned: 3:12 p.m.

Reconvened: 3:22 p.m.

11.1 Government Code 54957.6: The HACB Board of Commissioners unanimously agreed to provide a one-time payment of \$3,000 (collectively representing 4.3% of salary) to each full-time agency employee.

12. COMMISSIONERS' CALENDAR

Finance Director Hope Stone informed Budget Committee members that budget meeting invites will be sent out after the July 4th Holiday for one meeting in June and two meetings to follow in August.

- **2023 NAHRO Summer Symposium Washington D.C., July 14-15, 2023**
- **Next Meeting – July 20, 2023**
- **HACB Wide – Sexual Harassment Prevention Training, Wednesday August 16, 2023, 9:00 am -11:00 am**

13. ADJOURNMENT

Commissioner Fredericks moved that the meeting be adjourned. Commissioner Ober seconded. The meeting was adjourned at 3:29 p.m.

Dated: June 15, 2023.

David Pittman, Board Chair

ATTEST:

Edward S. Mayer, Secretary