

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

MEETING MINUTES OF November 16, 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 2:02 p.m.

1. ROLL CALL

Present for the Commissioners: Charles Alford (late arrival 2:13 p.m.), Randy Coy, Darlene Fredericks, David Pittman, and Sarah Richter: all attended in person.

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

2. AGENDA AMENDMENTS

Executive Director Mayer requested an Agenda Amendment. The amendment adds Agenda Item 5.5 Chico Rancheria MOU – Resolution No. 4914. The item is time sensitive and relates to re-establishing a MOA with Chico Rancheria Housing Corporation for purposes of an application to HUD for ROSS Services Coordinator funds.

MOTION

Motion to amend Agenda, adding Item 5.5, and acceptance of modified agenda.

Commissioner Coy moved to amend the agenda as requested. Commissioner Richter seconded. The vote in favor was unanimous.

3. CONSENT CALENDAR

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

4. CORRESPONDENCE

None.

5. REPORTS FROM EXECUTIVE DIRECTOR

- 5.1 Section 8 Management Assessment Plan (SEMAP) – The HUD Section 8 Management Assessment Program (SEMAP) is a yearly require exercise, were HACB self-certifies its program performance in each jurisdiction it serves (Butte and Glenn Counties). SEMAP looks at voucher statistics; leasing rates, expenditures, compliance, distribution of vouchers throughout the community. This year the HACB will receive 140 points out of a possible 145 points, which is 97%, and results in the HACB regaining High Performer Status.

RESOLUTION NO. 4910

Commissioner Fredericks moved that Resolution No. 4910 be adopted by reading of title only: “SECTION 8 MANAGEMENT ASSESSMENT PROGRAM (SEMAP) CERTIFICATION”. Commissioner Richter 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 ten (10) 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 the 2024 operating year.

RESOLUTION NO. 4911

Commissioner Coy moved that Resolution No. 4911 be adopted by reading of title only: “DETERMINATION OF PUBLIC HOUSING FLAT RENTS”. Commissioner Fredericks seconded. The vote in favor was unanimous.

- 5.3 Family Self-Sufficiency (FSS Graduate) – Ms. Credell enrolled as an FSS participant in February of 2022. In the brief period that Ms. Credell was a participant of the FSS program she was able to secure fulltime employment. She now has the opportunity to purchase a mobile home, using her FSS escrow monies towards the purchase. Ms. Credell exits the FSS program having accrued \$7,848.78 in FSS Escrow earnings.

RESOLUTION NO. 4912

Commissioner Fredericks moved that Resolution No. 4912 be adopted by reading of title only: “RECOGNITION OF FSS GRADUATE DIANA CREDELL”. Commissioner Richter seconded. The vote in favor was unanimous.

- 5.4 HACB Audit – The agency audit was not ready to be presented during the November Board meeting. The item was pulled and is anticipated to be ready to be presented during the December 2023 Board meeting.
- 5.5 Chico Rancheria MOU – Proposed is a Memorandum of Agreement with Chico Rancheria Housing Corporation, the area Indian Housing Authority. The MOA provides for Chico Rancheria delivery of social services support and coordination to Housing Authority Public Housing households that include Native American household members. The MOA has been renewed several times through the years; last time being 2020, each time Chico Rancheria re-ups their HUD ROSS Grant, providing for the services. HACB has identified fifteen (15) Public Housing households that have Native American members. The MOA involves no money, the HACB’s only obligation is to help identify and coordinate the services delivery.

RESOLUTION NO. 4913

Commissioner Richter moved that Resolution No. 4913 be adopted by reading of title only: “MEMORANDUM OF AGREEMENT WITH CHICO RANCHERIA HOUSING CORPORATION AUTHORIZING APPLICATION FOR 2023 HUD ROSS SERVICE CORDINATOR FUNDS”. Commissioner Fredericks seconded. The vote in favor was unanimous.

6. MEETING OPEN FOR PUBLIC DISCUSSION

None.

7. MATTERS CONTINUED FOR DISCUSSION

None

8. SPECIAL REPORTS

None.

9. REPORTS FROM COMMISSIONERS

- 9.1 Executive Director Compensation – Chair Pittman, on behalf of the Board of Commissioners, was honored to recognize Executive Director Mayer’s exemplary performance in service to the Agency, the Board of Commissioners and the citizens of Butte County, during his fifteen (15) years of service. Collectively the Board of Commissioners authorized eighty (80) hours of Administrative Leave time to be used within the following twelve (12) months.

MOTION

Commissioner Alford moved to authorize eighty (80) hours of Administrative leave to be used within the next twelve (12) months. Commissioner Richter seconded. The vote in favor was unanimous.

10. MATTERS INITIATED BY COMMISSIONERS

Chair Pittman briefly expressed the concern for a lack of housing for juvenile mental health patients in Butte County.

Commissioner Richter shared that she read a recent NPR article quoting Executive Director Mayer.

11. EXECUTIVE SESSION

Adjourned: 3:00 pm

Reconvened: 3:14 pm

Everyone identified in the roll call was in attendance.

11.1 Government Code 54956.8: Conference with Real Estate Negotiator – Direction was provided to staff regarding the authority-owned single-family home located at 1744 Laurel Street.

12. COMMISSIONERS' CALENDAR

- **Next Meeting – December 21, 2023**

13. ADJOURNMENT

Commissioner Alford moved that the meeting be adjourned. Commissioner Richter seconded. The meeting was adjourned at 3:15 p.m.

Dated: November 16, 2023.

David Pittman, Board Chair

ATTEST:

Edward S. Mayer, Secretary