

**BUTTE COUNTY AFFORDABLE HOUSING  
DEVELOPMENT CORPORATION**

**Board of Directors Meeting**

2039 Forest Avenue  
Chico, CA 95928

**MEETING MINUTES**

August 15, 2024

President Guanzon called the meeting of Butte County Affordable Housing Development Corporation (BCAHDC) to order at 3:12 p.m.

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

1. ROLL CALL

Present for the Directors: Charles Alford, Darlene Fredericks, Rich, Ober, David Pittman, and Sarah Richter; all attended in person.

Others Present: President Larry Guanzon, Chief Financial Officer Hope Stone, Secretary Marysol Perez, Tamra Young, Taylor Gonzalez and Juan Meza; all attended in person.

2. AGENDA AMENDMENTS

None.

3. CONSENT CALENDAR

Director Ober moved to accept the Consent Calendar as presented. Director Pittman seconded the motion. The vote in favor was unanimous.

4. CORRESPONDENCE

None.

5. REPORTS FROM PRESIDENT

- 5.1 Butte County Affordable Housing Development Corporation (BCAHDC) – Due to President Mayer’s recent retirement, and in order to ensure continuity of business operations with BCAHDC, it is recommended that the Board of Directors of BCAHDC authorize Lawrence C. Guanzon, while acting in his official capacity as President to be the signatory for all financial and business transactions that occur day-to-day operational basis effective July 1st, 2024.

**\*RESOLUTION NO. 24-6C\***

Director Ober moved that Resolution No. 24-6C be adopted by reading of title only: “AUTHORIZATION FOR LAWRENCE C. GUANZON, PRESIDENT TO ACT AS SIGNATORY ON BEHALF OF BUTTE COUNTY AFFORDABLE HOUSING DEVELOPMENT CORPORATION”. Director Richer seconded. The vote in favor was unanimous.

- 5.2 Butte County Affordable Housing Development Corporation (BCAHDC) – The FY2025 BCAHDC budget was presented for approval. The budget is similar to the Banyard Management budget, presented at the previous meeting. Again, this year \$200,000 is budgeted for Extraordinary Services, to compensate the HACB for asset repositioning work relating to Walker Commons LP and 1200 Park Avenue LP, as well as development and new partnership negotiations. The excess cash balance is estimated to be \$1.4 million, and BCAHDC receives Distributions from nineteen (19) tax credit partnerships, with is more than enough to address anticipated expenses.

**\*RESOLUTION NO. 24-7C\***

Director Fredericks moved that Resolution No. 24-7C be adopted by reading of title only: “APPROVAL OF BUTTE COUNTY AFFORDABLE HOUSING DEVELOPMENT CORPORATION 2025 GENERAL FUND OPERATING BUDGET”. Director Pittman 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 BOARD MEMBERS

None.

10. MATTERS INITIATED BY BOARD MEMBERS

None.

11. EXECUTIVE SESSION

None.

12. DIRECTOR'S CALENDAR

- **Next Meeting – November 21, 2024**

13. ADJOURNMENT

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

Dated: August 15, 2024

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Lawrence C. Guanzon, President

ATTEST:

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Marysol Perez, Secretary