

**BUTTE COUNTY AFFORDABLE HOUSING  
DEVELOPMENT CORPORATION**

**Board of Directors Meeting**

2039 Forest Avenue  
Chico, CA 95928

**MEETING MINUTES**

February 20, 2025

President Guanzon called the meeting of Butte County Affordable Housing Development Corporation (BCAHDC) to order at 4:26 p.m.

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

1. ROLL CALL

Present for the Directors: Randy Coy, Bob Crowe, Rich Ober, David Pittman, and Sarah Richter; all attended in person.

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

2. AGENDA AMENDMENTS

None.

3. CONSENT CALENDAR

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

4. CORRESPONDENCE

None.

5. REPORTS FROM PRESIDENT

- 5.1 Housing Authority of the County of Butte (HACB) – BCAHDC has an ongoing Corporate Services Agreement with HACB. BCAHDC Management contracts with

the HACB to perform two kinds of services, corporate services to maintain the corporate entity, and other services, including asset management and property improvements. The resolution presented once again seeks to maintain the services agreement with HACB, adopting HACB's 2025 billing rates starting March 1, 2025, authorizing up to \$25,000 in corporate services, and up to \$200,000 in extraordinary services relating to development and property re-positioning activity. As a reference Chief Financial Office Stone provided a spreadsheet with 2024 numbers, which were combined for a total of \$222,430.23; not going over the contracted amounts.

**\*RESOLUTION NO. 25-1C\***

Director Ober moved that Resolution No. 25-1C be adopted by reading of title only: "HOUSING AUTHORITY OF THE COUNTY OF BUTTE MANAGEMENT SERVICES AGREEMENT 2025 BILLING RATES AND SERVICES AUTHORIZATIONS". Director Coy seconded. The vote in favor was unanimous.

- 5.2     Harvest Park Audit Report – The Harvest Park Apartments audited financial statements, for the year ended December 31, 2024, were presented. BCAHDC receives a \$20,000 per year Managing General Partner fee. Despite the comprehensiveness of the data shared with the auditor, there were no questioned costs or findings.

**\*MOTION\***

Director Ober moved that the Harvest Park Apartments audit be accepted as presented. 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 – May 15, 2025.**

13. ADJOURNMENT

The meeting was adjourned at 4:30 p.m.

Dated: February 20, 2025.

---

Lawrence C. Guanzon, President

ATTEST:

---

Marysol Perez, Secretary