

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

MEETING MINUTES OF August 15, 2024

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

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

Present for the Staff: Larry Guanzon, Executive Director; Tamra Young, Deputy Executive Director; Hope Stone, Finance Director; Juan Meza, Public Housing Manager; Taylor Gonzalez, Project Manager, and Marysol Perez, Executive Assistant; all attended in person.

2. AGENDA AMENDMENTS

None.

3. CONSENT CALENDAR

Commissioner Ober moved that the Consent Calendar, including Resolution No. 4934 “ADOPT STANDARD CHARGES TO RESIDENTS FOR CLEANING, REPAIR, REPLACEMENT AND MISCELLANEOUS CHARGES”, be accepted as presented, Commissioner Fredericks seconded. The vote in favor was unanimous.

4. CORRESPONDENCE

4.1 HUD Correspondence regarding obligations of assistance Foster Youth Initiative (FYI).

5. REPORTS FROM EXECUTIVE DIRECTOR

5.1 Family Self-Sufficiency (FSS Graduate) – Ms. Jordan was not present for her recognition as a graduate of the FSS program. Ms. Jordan enrolled in the FSS

program in June of 2017, her goals while in the program included job training and job retention. She was able to attain those goals and stay gainfully employed through local staffing agencies. Ms. Jordan also attended Butte College and received a certificate in Floral design and Agriculture. Ms. Jordan exits the FSS program having accrued \$3,217.13.

RESOLUTION NO. 4935

Commissioner Ober moved that Resolution No. 4935 be adopted by reading of title only: “RECOGNITION OF FSS GRADUATE JILL JORDAN”. Commissioner Richter seconded. The vote in favor was unanimous.

- 5.2 Family Self-Sufficiency (FSS Graduate) – Ms. Hartman was not present for her recognition as a graduate of the FSS program. Ms. Hartman enrolled in the FSS program in February of 2019. Ms. Hartman goals included credit monitoring, vehicle search and gainful employment. Ms. Hartman has been gainfully employed as an IHSS worker for many years. Ms. Hartman exits the FSS program having accrued \$9,265.89.

RESOLUTION NO. 4936

Commissioner Richter moved that Resolution No. 4936 be adopted by reading of title only: “RECOGNITION OF FSS GRADUATE CAROL HARTMAN”. Commissioner Ober seconded. The vote in favor was unanimous.

- 5.3 Utility Allowances – The HACB has completed its annual review of the Utility Allowances (UA’s) used for administration of HACB’s properties and programs. The Utility Allowance review was completed under contract by Management Resource Group, Inc. using a blended methodology, combining “engineering-based” and “consumption-based” approaches. In comparison to last year’s UA’s, the HCV area wide UA’s remained stagnant with the exception of bottle gas (propane) which shows a significant decrease across the board. Public Housing UA’s have an increased in Chico, Oroville and Biggs, but decreased in Gridley.

MOTION

Commissioner Fredericks moved that the Utility Allowances for the upcoming 2024-/2025-year: effective January 1, 2025 for the Public Housing program; effective October 1, 2024 for the Section 8 HCV Program; effective as of October 1, 2024 for the Gridley Farm Labor, subject to USDA approval; and effective within 90 days of Board approval for Tax Credit properties; be adopted as proposed. Commissioner Richter seconded. The vote in favor was unanimous.

- 5.4 2020A Bonds Budget – The proposed budgets were prepared by RSC Associates in coordination with HACB staff and reviewed by the budget committee. The budgets address the following six (6) properties: Alamont Apartments, Chico; Cordillera Apartments, Chico; Lincoln Apartments, Chico; Locust Apartments, Chico; Evanswood Apartments, Oroville, and Park Place Apartments, Oroville. These six properties are not HUD subsidized, but they comprise the basis with which the HACB underwrote its 2020A Bond Issuance. These budgets will be rolled into the Agency Consolidated budget and presented to the Board at the September Board meeting.

RESOLUTION NO. 4937

Commissioner Ober moved that Resolution No. 4937 be adopted by reading of title only: “APPROVAL OF FISCAL YEAR 2025 BUDGET FOR HOUSING AUTHORITY SERIES 2020A BOND PROGRAM”. Commissioner Alford seconded. The vote in favor was unanimous.

- 5.5 Winston Gardens, Oroville – HUD Safety and Security Grant, Access Control and Video Surveillance Systems Project Approval. The described agenda item is not ready for presentation and approval. Staff is recommending pulling and tabling this item for a special board meeting in a couple weeks, due to bids being due this morning and unfortunately two of the bids came in two times higher than the estimated cost and the low bidder was rejected due to material omissions in the bid package. Contracts Administrator Sheri Bouvier will re-bid the safety project on September 4th and the grant has to be obligated by September 17th, hard deadline. A Special Board meeting was agreed by HACB Board of Commissioners to be scheduled on September 10, 2024 at 10:00 a.m. anticipating a successful re-bid of the project.

6. MEETING OPEN FOR PUBLIC DISCUSSION

None.

7. MATTERS CONTINUED FOR DISCUSSION

None.

8. SPECIAL REPORTS

The Foundation Ribbon cutting ceremony was held this morning. Executive Director Larry Guanzon; Deputy Executive Director Tamra Young; Project Manager Taylor Gonzalez; and

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Executive Assistant Marysol Perez attended the event on behalf of the HACB and BCAHDC and Chair Pittman and Commissioner Ober attended on behalf of HACB Board of Commissioners. The event was very well attended by executives, local politicians and community members. The Foundation is the first project in Butte County for Jamboree Housing.

9. REPORTS FROM COMMISSIONERS

None.

10. MATTERS INITIATED BY COMMISSIONERS

None.

11. EXECUTIVE SESSION

None.

12. COMMISSIONERS' CALENDAR

- **Special HACB Board Meeting – September 10, 2024 10:00 a.m.**
- **Next Meeting – September 19, 2024**

13. ADJOURNMENT

The meeting was adjourned at 3:04 p.m.

Dated: August 15, 2024.

David Pittman, Board Chair

ATTEST:

Lawrence C. Guanzon, Secretary