

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

**MEETING MINUTES OF September 19, 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 2:18 p.m.

1. ROLL CALL

Present for the Commissioners: Charles Alford, Randy Coy, Darlene Fredericks, Rich Ober, David Pittman, and Sarah Richter; all attended in person with the exception of Chair Pittman who attended by means of web conference.

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 be accepted as presented, Commissioner Fredericks seconded. The vote in favor was unanimous.

4. CORRESPONDENCE

4.1 HUD Correspondence regarding award of additional funding point of Obligation Letter for HUD VASH.

4.2 US Interagency Council on Homelessness – Larry Guanzon, Executive Director participated in this council with multiple agencies.

5. REPORTS FROM EXECUTIVE DIRECTOR

- 5.1 HACB Consolidated Budget – The FY 2024-25 budget was presented for approval. This is a routine annual item; the proposed budget becomes effective October 1st, 2024, and was reviewed and discussed by the Board Budget Committee. The operating budget presented addresses and budgets anticipated expenses and revenues of the agency for all agency programs and projects. It includes roll-up of sub-budgets, many of which were previously reviewed and approved by the Board. In summary, this is a routine budget, consistent with previous operations activity and trajectory, presented for approval.

**\*RESOLUTION NO. 4939\***

Commissioner Richter moved that Resolution No. 4939 be adopted by reading of title only: “APPROVAL OF FISCAL YEAR 2024-25 CONSOLIDATED OPERATING BUDGET INCLUDING THE HUD SECTION 8 HOUSING CHOICE VOUCHER PROGRAM, HUD CONVENTIONAL LOW RENT PUBLIC HOUSING PROGRAM, USDA FARM LABOR HOUSING PROGRAM, AUTHORITY OWNED PROJECTS, AND OTHER AUTHORITY ADMINISTERED PROGRAMS AND CONTRACTS”. Commissioner Coy seconded. The vote in favor was unanimous.

- 5.2 Section 8 Housing Choice Voucher (HCV) & Emergency Housing Voucher (EHV) – Area Fair Market Rents (FMR’s) by bedroom size for Butte and Glenn Counties are issued by HUD annually. HACB analyzes them to set Payment Standards for purposes of program administration. This year HUD- published FMR’s saw an average increase of 2%. Rental Assistance Program Manager Angie Little and Deputy Executive Director Tamra Young, analyzed the program projections for 2025 and 2026 as well as the HACB’s Budget and determined the agency is not able to support an increase to the HCV Payment Standards at this time; by not increasing the Payment Standards the Section 8 HCV program will minimize overspending, while still being able to provide adequate rental subsidy to participants. The EHV program is a separate funding source and analysis of the budget and program indicate adequate funding to provide the maximum 120% of FMR. Staff is recommending the HCV Payment Standards remain unchanged from 2024 and increase the EHV Payment Standards to 120% of FMR for 2025.

**\*RESOLUTION NO. 4940\***

Commissioner Richter moved that Resolution No. 4940 be adopted by reading of title only: “DETERMINATION OF 2025 PAYMENT STANDARDS FOR THE HUD SECTION 8 HOUSING CHOICE VOUCHER AND EMERGENCY HOUSING VOUCHER PROGRAMS”. Commissioner Fredericks seconded. The vote in favor was unanimous.

6. MEETING OPEN FOR PUBLIC DISCUSSION

None.

7. MATTERS CONTINUED FOR DISCUSSION

2131 Fogg Avenue, Oroville – Taylor Gonzalez, Project Manager is working on Fogg Avenue/Article 34 FAQ and once complete it will be provided to Commissioners and posted on the website.

8. SPECIAL REPORTS

Hope Stone, Finance Director provided a brief update of the Accounting/Finance Department. The contract with the auditors Novogradac & Company LLP was not renewed and Bowman & Company, LLP was hired in their place. The Bowman team is currently working on the FYE 2023 Audit and the expected delivery of the FYE 2023 Audit is in a couple weeks. Additionally, YARDI was on site a couple weeks ago trying to find resolution to accounting problems with their software and were unsuccessful, this was a last-ditch effort to fix the accounting issues that have been ongoing since the initial conversion in the fall of 2021. Since the failed visit with YARD, HACB Accounting Department has moved forward with contracting a new software company (MIP) for accounting purposes only, YARDI will still remain contracted for all other HACB departments/programs. Finance Director Stone reports she is hopeful for 2025.

9. REPORTS FROM COMMISSIONERS

Chair Pittman shared update that City of Oroville has hired two (2) full-time Housing navigators, to assist the homeless on a daily basis. He also reported that the Esperanza Village project in Oroville will have a soft opening in December.

10. MATTERS INITIATED BY COMMISSIONERS

None.

11. EXECUTIVE SESSION

None.

12. COMMISSIONERS' CALENDAR

- **NAHRO: 2024 National Conference and Exhibition, Orlando, FL - September 26-28, 2024**
- **Next Meeting – October 17, 2024**

13. ADJOURNMENT

The meeting was adjourned at 3:20 p.m.

Dated: September 19, 2024.

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David Pittman, Board Chair

ATTEST:

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Lawrence C. Guanzon, Secretary