

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

**MEETING MINUTES OF
January 16, 2025**

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, Randy Coy, Rich Ober, David Pittman, and Sarah Richter (arrived at 2:04 p.m.); 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 Coy had questions regarding the Financials in regards to fixed assets and depreciation as well as admin fees related to the HCV Financials. Finance Director Stone and Deputy Executive Director Young addressed his questions and Finance Director Stone said she would look further into the issue and provide more detail. Commissioner Coy also noted that numbers on the GSII financials seemed skewed, to which Executive Director Guanzon agreed, and informed Commissioner Coy that he had already inquired with Arrowhead and they were actively working on the issue with the numbers and would be providing correct information in the future. Additionally, Commissioner Coy questioned the Chico Commons Budget line item of Grounds Maintenance, which had a significant swing in budget. Executive Director Guanzon noted Commissioner Coy's finding and said he would follow up with AWI and provide details at the next board meeting. Executive Director Guanzon and Deputy Director Young provided a brief update on the HCV program and shared that the agency had applied for twenty more HUD-VASH vouchers.

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

4. CORRESPONDENCE

4.1 “IRS issues standard mileage rates for 2024”, IRS, December 19, 2024 – The IRS determined mileage rate increased from 67 cents/mile to 70 cents/mile.

5. REPORTS FROM EXECUTIVE DIRECTOR

5.1 Gridley Farm Labor Housing – The FY2022 Gridley Farm Labor Housing Audit was presented for approval. The GFLH audit was completed by a new auditor, which Finance Director Stone said was an awesome team. The audit was completed in a timely manner; inclusive prior to HCD deadline and will be reported to HCD in a timely manner. Despite all the detail and complexities of the audit, there were no findings and no questioned costs.

MOTION

Commissioner Richter moved to accept the Fiscal Years Audit 2024 and 2023 Audit Report for Gridley Farm Labor Housing as presented. Commissioner Coy 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

Executive Director Guanzon shared that Chair Pittman and Commissioner Richter were re-appointed by the Board of Supervisors and also shared that Commissioner Fredericks resigned and her term ended January 6th, 2025. Upon Commissioner Fredericks vacancy, previous Commissioner Robert Crowe expressed interest and has applied to serve as HACB Commissioner,

we anticipate his appointment by the February HACB Board of Commissioners meeting. Lastly Executive Director Guanzon shared that Ed Mayer has been hired as a consultant providing advocacy work on behalf of the HACB and working on new projects associated with BCAHDC.

10. MATTERS INITIATED BY COMMISSIONERS

- 10.1 Write-Off Comparison – Due to inquiries regarding the comparison of write-off amounts throughout the years Finance Director Hope Stone provided a chart with true write-off amounts as well as the past five years amounts and a six-year average. She did add that while the total amount is written off this fiscal year, they include past years balances due to being unable to collect due to COVID restrictions and numbers coming in from prior software that had to be confirmed and verified; a very time-consuming task.

11. EXECUTIVE SESSION

None.

12. COMMISSIONERS' CALENDAR

- **Lincoln Village, Oroville - Grand Opening, January 22, 2025, 10:00 a.m. to 12:00 p.m.**
- **Next Meeting – February 20, 2025**

13. ADJOURNMENT

The meeting was adjourned at 3:12 p.m.

Dated: January 16, 2025.

David Pittman, Board Chair

ATTEST:

Lawrence C. Guanzon, Secretary

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