

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

**MEETING MINUTES OF
February 16, 2026**

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 2:04 p.m.

1. ROLL CALL

Present for the Commissioners: Bob Crowe, David Pittman, Sarah Richter and Jean Snow; all attended in person.

Present for the Staff: Larry Guanzon, Executive Director; Tamra Young, Deputy Executive Director; Marysol Perez, Executive Assistant; Angie Little, Rental Assistance Programs Manager; Juan Meza, Public Housing Manager; and Taylor Gonzalez, Project Manager; all attended in person.

2. AGENDA AMENDMENTS

None.

3. CONSENT CALENDAR

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

4. CORRESPONDENCE

4.1 Newly appointed Tenant Commissioner Paula “Jean” Snow was introduced and welcomed to the HACB Board. She was appointed by the Butte County Board of Supervisors on January 13th.

4.2 Congress Passes Full Year 2026 THUD Bill, ending partial government shutdown.

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4.3 NAHRO Releases 2026 Legislative Policy Priorities.

5. REPORTS FROM EXECUTIVE DIRECTOR

5.1 Banyard Management – The Housing Authority of the County of Butte (HACB) maintains an ongoing Corporate Services Agreement with Banyard Management. Under this agreement, HACB provides two primary service categories: Corporate Services: Essential functions to maintain the corporate entity's standing. Extraordinary Services: Technical services including asset management and property capital improvement projects. While billing rates remained flat in 2025, the proposed 2026 rates reflect an overall 5% increase. This adjustment accounts for actual increases in staff salary and benefits, specifically related to step advancements, longevity pay, and Cost-of-Living Adjustments (COLA), as previously adopted in the 2026 Housing Authority Billing Rates via the Consent Calendar. The proposed resolution authorizes the renewal of the Services Agreement at these updated rates. Furthermore, it establishes a "Not to Exceed" (NTE) limit of \$100,000 for Corporate Services and \$100,000 for Extraordinary Services. These increased limits are necessitated by an expanded volume of work associated with Managing General Partner duties.

RESOLUTION NO. 4984

Commissioner Crowe moved that Resolution No. 4984 be adopted by reading of title only: “BANYARD MANAGEMENT SERVICES AGREEMENT 2026 BILLING RATES AND SERVICES AUTHORIZATIONS”. Commissioner Richter seconded. The vote in favor was unanimous.

5.2 Butte County Affordable Housing Development Corporation (BCAHDC) – The Housing Authority of the County of Butte (HACB) maintains an ongoing Corporate Services Agreement with the Butte County Affordable Housing Development Corporation (BCAHDC). Under this agreement, HACB provides two primary service categories: Corporate Services: Essential functions to maintain the corporate entity's standing. Extraordinary Services: Technical services including asset management and property capital improvement projects. While billing rates remained flat in 2025, the proposed 2026 rates reflect an overall 5% increase. This adjustment accounts for actual increases in staff salary and benefits, specifically related to step advancements, longevity pay, and Cost-of-Living Adjustments (COLA), as previously adopted in the 2026 Housing Authority Billing Rates via the Consent Calendar. The proposed resolution authorizes the renewal of the

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Services Agreement at these updated rates. Furthermore, it establishes a "Not to Exceed" (NTE) limit of \$200,000 for Corporate Services and \$200,000 for Extraordinary Services. These increased limits are necessitated by an expanded volume of work associated with Managing General Partner duties.

RESOLUTION NO. 4985

Commissioner Richter moved that Resolution No. 4985 be adopted by reading of title only: "BUTTE COUNTY AFFORDABLE HOUSING DEVELOPMENT CORPORATION MANAGEMENT SERVICES AGREEMENT 2026 BILLING RATES AND SERVICES AUTHORIZATIONS". Commissioner Crowe seconded. The vote in favor was unanimous.

- 5.3 HUD Programs Household Income – In accordance with the Housing Opportunities Through Modernization Act (HOTMA), HUD has updated the annual Passbook Savings Rate to 0.40%, effective January 1, 2026. This routine adjustment requires that for households with assets exceeding \$50,000, annual income must include the greater of the actual income earned or the imputed income based on this new rate. HUD now mandates this rate be updated annually using FDIC data. Commissioner Richter suggested that for the future we move this agenda item to December since the rate is set by HUD and effective January 1st. HACB staff will look out for the official notice in the late fall and bring it forward for action via consent calendar for 2027.

MOTION

Commissioner Crowe moved to set Passbook Savings Rate at 0.40%, effective March 1, 2026, for purposes of determining participating household income in the HUD Public Housing, Section 8 HCV, and related rental assistance programs in which imputed income is utilized in calculation of total household income. Commissioner Crowe seconded. The vote in favor was unanimous.

- 5.4 Receive and File Proposed Section 8 Administrative Plan (AP) – The Emergency Housing Voucher (EHV) program is scheduled to sunset on September 30, 2030, with funding expected to be exhausted by the end of 2026. To prevent household displacement and potential homelessness, HUD is encouraging PHAs to transition EHV participants into the regular Housing Choice Voucher (HCV) program. To facilitate this, HACB has received HUD approval for a waiver to streamline the placement of all EHV families onto the HCV waiting list with an appropriate preference. Because this alters standard admission procedures, HACB is now initiating the formal Administrative Plan amendment process to implement these changes. Staff recommends receiving and filing of the documents for public review and comment. All commissioners present were in favor of receiving draft

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documents and authorize publication of Public Notice for public review and comment as well as scheduling Public Hearing for receipt of comment and final adoption of documents during the April 16th, 2026 Board of Commissioners meeting.

- 5.5 Recognition of Commissioner – Commissioner Coy was recognized for his three (3) years of service to the HACB. A resolution will be given to him on behalf of the HACB Board of Commissioners. The HACB is appreciative to Commissioner Coy for his commitment and dedication to serving the HACB Board of Commissioners.

RESOLUTION NO. 4986

Commissioner Crowe moved that Resolution No. 4986 be adopted by reading of title only: “RECOGNITION OF COMMISSIONER RANDY COY”. Commissioner Richter seconded. The vote in favor was unanimous.

6. MEETING OPEN FOR DISCUSSION

None.

7. MATTERS CONTINUED FOR DISCUSSION

None.

8. SPECIAL REPORTS

- 8.1 NorCal/Nevada NAHRO 2026 Annual Conference “Balancing Acts & Big Top Facts: Housing Under the Big Tent, January 25-27, 2025 Napa, CA- Executive Assistant Marysol Perez attended the Conference for the first time. She is also a Board Member at Large for the Norcal/Nevada NAHRO chapter. She shared that she spent her time at the conference as working the registration desk and helping with duties as assigned throughout the conference. Seven (7) other HACB staff members from the Public Housing, Maintenance and Section 8 Departments also attended. She thoroughly enjoyed the collaboration and enthusiasm with the participating Housing Authorities and attendees and looks forward to the next conference.

- 8.2 CAHA Annual Conference: February 10-12, 2026, Sacramento, CA – Executive Director Guanzon attended this two-day conference, the conference is attended by Housing Authority Executive Director’s from California and they spend their time drafting up legislative pieces to present at the NAHRO Washington Conference. This year they also worked on updating CAHA’s bylaws.

9. REPORTS FROM COMMISSIONERS

None.

10. MATTERS INITIATED BY COMMISSIONERS

None.

11. EXECUTIVE SESSION

None.

12. COMMISSIONERS’ CALENDAR

- **2026 NAHRO Legislative Conference, Washington DC, March 9-11, 2026**
- **Next Meeting: March 19, 2026**

13. ADJOURNMENT

The meeting was adjourned at 3:21 p.m.

Dated: February 16, 2026.

David Pittman, Board Chair

ATTEST:

Lawrence C. Guanzon, Secretary