

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

MEETING MINUTES OF October 17, 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 (*arrived 2:35 p.m.*), Randy Coy, 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; Angie Little, Rental Assistance Programs Manager; Juan Meza, Public Housing Manager; Taylor Gonzalez, Project Manager, and Marysol Perez, Executive Assistant; all attended in person.

Others Present: Sharice Atkins, Special Programs Coordinator and Sonya Snodgrass, FSS Graduate.

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 2131 Fogg Avenue Apartments, Oroville – FAQ and Article 24 Ballot Measure information was provided. Commissioner Richter suggested adding adjusted median income (AMI) limits to the FAQ. Chair Pittman added that he received positive feedback and comments from the Oroville City Council.

- 4.2 HDLI Comprehensive List of Industry Acronyms and Terms was provided and a copy will be added to the dropbox folder as well.

5. REPORTS FROM EXECUTIVE DIRECTOR

- 5.1 Family Self-Sufficiency (FSS Graduate) – Ms. Snodgrass enrolled as an FSS participant on May 1, 2019. She expressed gratitude and shared that being a participant was a great experience and she was provided with a lot of resources. While on the program she finished writing her book and as ready to publish. Her book is an inspirational book of poetry., motivation and love. Ms. Snodgrass will be re-locating to Texas and starting a new journey; she plans of purchasing a home with her escrow funds. Sharice Atkins, Special Programs Coordinator shared that she is proud of the work Ms. Snodgrass has accomplished. Ms. Snodgrass exits the program having accrued \$24,143.30 in FSS escrow earnings.

RESOLUTION NO. 4941

Commissioner Ober moved that Resolution No. 4941 be adopted by reading of title only: “RECOGNITION OF FSS GRADUATE SONYA SNODGRASS”. Commissioner Coy seconded. The vote in favor was unanimous.

- 5.2 Family Self-Sufficiency (FSS Graduate) – Mr. Mubarak enrolled as an FSS participant on December 1, 2018. His primary goals were to work on his credit and work his was off all subsidies. Upon graduation Mr. Mubarak has attained his goals and is exiting the FSS program having accrued \$4,195.65 in FSS escrow earnings.

RESOLUTION NO. 4942

Commissioner Fredericks moved that Resolution No. 4942 be adopted by reading of title only: “RECOGNITION OF FSS GRADUATE AMEER MUBARAK”. Commissioner Richter seconded. The vote in favor was unanimous.

- 5.3 Family Self-Sufficiency (FSS Graduate) – Ms. Bonner started the FSS program on September 1, 2020. Ms. Bonner’s goal was to finish her bachelor’s degree at Chico State and continue on to a Master’s Program. She is graduating early from the FSS program because she has attained her goals. Ms. Bonners exits the FSS program having accrued \$18,452.73.

RESOLUTION NO. 4943

Commissioner Ober moved that Resolution No. 4943 be adopted by reading of title only: “RECOGNITION OF FSS GRADUATE KENDRA BONNER”. Commissioner Richter seconded. The vote in favor was unanimous.

- 5.4 HACB Write-Offs – Annually the HACB records vacated tenant balances for doubtful accounts, reducing the net tenant accounts receivable shown on the balance sheet. The write-off accounts have been or will be sent to a collection agency for further actions. The write offs do not affect the financial standing of the agency.

RESOLUTION NO. 4944

Commissioner Coy moved that Resolution No. 4944 be adopted by reading of title only: “WRITE-OFF UNCOLLECTIBLE ACCOUNTS RECEIVABLE”. Commissioner Richter seconded. The vote in favor was unanimous.

- 5.5 Gridley Farm Labor Housing (GFLH)– The FY2023 and 2022 Gridley Farm Labor Housing Audit was presented for approval. Despite all the detail and complexities of the audit, there were no findings and no questioned costs.

MOTION

Commissioner Ober moved to accept the FY2023 Audit Report as presented. Commissioner Fredericks seconded. The vote in favor was unanimous.

- 5.6 Personnel – HACB offers health insurance to its employees as part of the HACB benefit package as outlined in the Memorandum of Understanding between the Operating Engineers Local Union No. 3 and the Housing Authority of the County of Butte from October 1, 2023 – December 31, 2028. As outlined, in the MOU, under #9 Health-Dental-Vision Insurance Benefits, HACB agrees to provide Health Insurance by means of the Affordable Care Act-compliant CSAC Silver PPO medical insurance plan (with a buy-down to CSAC Bronze or buy-up to the CSAC Gold plan). Such plan is provided through GSRMA. On September 30th, GSRMA sent an email requiring signature by Board Chair of their revised MOU in order to continue to participate in said Plan(s). HACB has reviewed the attached summary of changes and attached MOU, and have no issues with the proposed changes. Therefore, staff recommends adoption of the MOU, as presented.

RESOLUTION NO. 4945

Commissioner Richter moved that Resolution No. 4945 be adopted by reading of title only: “MEMORANDUM OF UNDERSTANDING”. Commissioner Fredericks seconded. The vote in favor was unanimous.

6. MEETING OPEN FOR PUBLIC DISCUSSION

None.

7. MATTERS CONTINUED FOR DISCUSSION

None.

8. SPECIAL REPORTS

- 8.1 NAHRO 2024 National Conference and Exhibition September 26-28, 2024 Orlando, FL – Executive Director Larry Guanzon and Deputy Executive Director Tamra Young attended the conference in Orlando. Executive Director Guanzon shared that there was over 1400 attendees despite the Hurricane threat during the conference. He arrived a couple days early due to commitments as part of NAHRO Committees he is a part of. Deputy Director Young appreciated the networking opportunity and really enjoyed the Women of NAHRO conference day on day 2.

9. REPORTS FROM COMMISSIONERS

Chair Pittman shared briefly on a new 4 story project in Oroville, Gold Creek Commons, between Mitchell Ave and Lincoln Blvd. The project will consist of 126- housing units at market rate and will have underground basement parking. The project will also consist of 100,000 sq. ft. of retail space all built on 7 acres.

10. MATTERS INITIATED BY COMMISSIONERS

None.

11. EXECUTIVE SESSION

None.

12. COMMISSIONERS' CALENDAR

- **Next Meeting – November 21, 2024**

13. ADJOURNMENT

The meeting was adjourned at 3:05 p.m.

Dated: October 17, 2024.

David Pittman, Board Chair

ATTEST:

Lawrence C. Guanzon, Secretary