

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

**MEETING MINUTES OF
September 18, 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 2:05p.m.

1. ROLL CALL

Present for the Commissioners: Randy Coy, Bob Crowe, Rich Ober, and David Pittman; all attended in person.

Present for the Staff: Larry Guanzon, Executive Director; Tamra Young, Deputy Executive 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.

2. AGENDA AMENDMENTS

None.

3. CONSENT CALENDAR

Commissioner Ober moved that the Consent Calendar be accepted as presented. Commissioner Crowe seconded. *The approval of the consent calendar is without agenda item 3.3 Financial Reports.* The vote in favor was unanimous.

4. CORRESPONDENCE

None.

5. REPORTS FROM EXECUTIVE DIRECTOR

- 5.1 Utility Allowances – The HACB 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 by Management Resource Group, Inc. using a blended methodology that combines "engineering-based" and consumption-based approaches. This year for the HCV area wide UA's there was a general decrease in PG&E, in comparison to the Public Housing department, where they say an increase in utilities across the board except for the Winston Gardens property in Oroville. After the UA's are approved by the Board, the Public Housing rates will go into effect January 1, 2026, as a 60-day notice must be given to tenants. The rates will be effective October 1, 2025 for the Section 8 HCV program as well as Gridley Farm Labor and lastly the rates will be effective within 90 days of Board approval for the Tax Credit properties.

MOTION

Commissioner Coy moved motion to adopt Utility Allowances as proposed for the upcoming 2025/2026-year, effective January 1, 2026 for the Public Housing program and October 1, 2025 for the Section 8 HCV Program. Commissioner Ober seconded. The vote in favor was unanimous.

- 5.2 HACB Consolidated Budget - The FY 2025-26 budget was presented for approval. This is a routine annual item; the proposed budget becomes effective October 1st, 2025, and was reviewed and discussed by the Board Budget Committee and HACB staff. The operating budget presented addresses and budgets anticipated expenses and revenues of the agency for all agency programs and projects. Individual fund budgets were crafted using revenue and expense trends from FY 2025 plus various assumptions. In summary, this is a routine budget, consistent with previous operations activity and trajectory, presented for approval.

RESOLUTION NO. 4972

Commissioner Ober moved that Resolution No. 4972 be adopted by reading of title only: "APPROVAL OF FISCAL YEAR 2025-26 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 Crowe seconded. The vote in favor was unanimous.

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- 5.3 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 10%. Rental Assistance Program Manager Angie Little and Deputy Executive Director Tamra Young, analyzed the program projections for 2026; they conducted an extensive analysis of the HCV program budget versus expenses, taking into account multiple factors such as: the effect of the effect of the project based vouchers on the program's per unit cost, as these rents are expected to increase by approximately 14%; the plan to transfer EVH participants into HCV mid-2026; predicted budget shortfall in 2026; and lastly the current housing market indicates a surplus of affordable housing units, providing competitive rental rates. Because of the factors described HACB staff is recommending unchanged HCV payment standards for the second year in a row. Additionally, because the EHV program is sunsetting in 2026, staff is currently drafting a plan to absorb these participants into the HCV program and therefore also recommends to change to the EHV Payment Standards.

RESOLUTION NO. 4973

Commissioner Crowe moved that Resolution No. 4973 be adopted by reading of title only: "DETERMINATION OF 2026 PAYMENT STANDARDS FOR THE HUD SECTION 8 HOUSING CHOICE VOUCHER AND EMERGENCY HOUSING VOUCHER PROGRAMS". Commissioner Ober seconded. The vote in favor was unanimous.

8. SPECIAL REPORTS

Executive Director Guanzon, shared that the date for the Mi CASA 25th anniversary which will be held on Friday November 21st. Additionally, the Board and staff shared the Mayer Commons Grand Opening this week was a nicely attended event.

9. REPORTS FROM COMMISSIONERS

None.

10. MATTERS INITIATED BY COMMISSIONERS

None.

11. EXECUTIVE SESSION

None.

12. COMMISSIONERS' CALENDAR

- **NAHRO National Conference, Phoenix Convention Center | Phoenix, AZ | September 28-30, 2025**
- **Next Meeting October 16, 2025**
- **Save the Date: Monday December 15, 2025 HACB Holiday Luncheon**

13. ADJOURNMENT

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

Dated: September 18, 2025.

David Pittman, Board Chair

ATTEST:

Lawrence C. Guanzon, Secretary