

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

**MEETING MINUTES OF
December 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 2:05 p.m.

1. ROLL CALL

Present for the Commissioners: Randy Coy, Bob Crowe, David Pittman and Sarah Richter; all attended in person with the exception of Commissioner Coy, who attended by web conference.

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.

Others Present: Marco Cruz, CFO Consultant

2. AGENDA AMENDMENTS

None.

3. CONSENT CALENDAR

Commissioner Crowe moved that the Consent Calendar be accepted as presented. Commissioner Richter seconded. The approval of the consent calendar includes approval for staff to enter into contract negotiations with Smith Marion & Co. as new auditor selection for FYE 2025. The vote in favor was unanimous.

4. CORRESPONDENCE

None.

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5. REPORTS FROM EXECUTIVE DIRECTOR

- 5.1 Mayer Commons, Paradise – The HACB is seeking authorization to grant Pacific Gas and Electric (PG&E) a permanent utility easement at Mayer Commons (1561 Kay Court, Paradise). Project Manager Taylor Gonzalez shared that the easement allows PG&E to install and maintain utility infrastructure to serve an adjacent "flag lot" that lacks direct street access. The new easement is limited in scope and will be located primarily within an existing ingress-and-egress easement on the southwestern portion of the property. HACB staff determined the utilities will not interfere with current or future uses of Mayer Commons. Additionally, PG&E will pay a one-time fee of \$500 for the easement rights. The proposed easement and resolution has been reviewed and approved for presentation to the Board by HACB Counsel.

RESOLUTION NO. 4982

Commissioner Pittman moved that Resolution No. 4982 be adopted by reading of title only: "AUTHORIZING CONVEYANCE OF A PUBLIC UTILITY EASEMENT TO PACIFIC GAS AND ELECTRIC COMPANY ON AUTHORITY OWNED PARCEL 053-170-144". Commissioner Richter seconded. The vote in favor was unanimous.

8. SPECIAL REPORTS

Executive Director Guanzon shared that Rental Assistance Programs Manager Angie Little is the newly elected Butte Countywide Continuum of Care (CoC) Chair. Ms. Little shared that prior to being elected Chair she served as Vice Chair.

9. REPORTS FROM COMMISSIONERS

None.

10. MATTERS INITIATED BY COMMISSIONERS

None.

11. EXECUTIVE SESSION

An Executive Session was on the agenda, however there was not update to report on the item and therefor there was not Executive Session during the December 18, 2025 meeting.

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12. COMMISSIONERS' CALENDAR

- **Next Meeting: January 15, 2026**
- **January 25-27, 2026 NorCal/Nevada NAHRO 2026 Annual Conference, Napa, CA**

13. ADJOURNMENT

The meeting was adjourned at 2:27 p.m.

Dated: December 18, 2025.

David Pittman, Board Chair

ATTEST:

Lawrence C. Guanzon, Secretary