

BANYARD MANAGEMENT
Board of Directors Meeting
2039 Forest Avenue
Chico, CA 95928

MEETING MINUTES

November 15, 2018

President Mayer called the meeting of Banyard Management to order at 3:45 p.m.

1. ROLL CALL

Present for the Directors: Kate Anderson, Patricia Besser, Larry Hamman, Roger Hart, Anne Jones, Laura Moravec (remotely, via telephone), and David Pittman.

Others Present: President Ed Mayer, Chief Financial Officer Sue Kemp, Secretary Marysol Perez, Larry Guanzon, and Tamra Young.

2. AGENDA AMENDMENTS

None.

3. CONSENT CALENDAR

Director Anderson moved to accept the Consent Calendar as presented. Director Besser seconded the motion. The vote in favor was unanimous.

4. CORRESPONDENCE

None.

5. REPORTS FROM PRESIDENT

- 5.1 Chico Commons Budget – The FY2019 Chico Commons budget was presented for approval. The budget was prepared by AWI Property Management; third party property manager, with HACB staff input. Estimated total 2019 income is projected at \$633,779.00. Total Capital Improvements are budgeted at \$163,900.00, which includes appliance, flooring and cabinet replacements on turnovers, tree trimming, asphalt parking lot sealing and striping, and completion of exterior siding replacement.

RESOLUTION NO 18-3B

Director Hart moved that Resolution No. 18-3B be adopted by reading of title only: “APPROVAL OF THE OPERATING BUDGET FOR F/Y 2019 FOR CHICO COMMONS, CHICO, CA”. Director Jones seconded. The vote in favor was unanimous.

- 5.2 Chico Commons – Smoke-Free Housing Policy, was implemented at Chico Commons in November of 2017, when property manager AWI first started. This action is to address confusion about which of the three properties AWI manages (two properties owned by BCAHDC) had seen their no-smoking policies authorized by their Boards. Records research revealed that authorization to implement a no-smoking policy at Chico Commons, specifically, had been missed. AWI Property Management, reports since the implementation the complaints have been minimal and most residents are complying with the new policy. Similar to 1200 Park Avenue Apartments and Walker Commons Apartments, owned by BCAHDC, a “soft policy” will be implemented. Every effort will be made to work with residents in resolving ongoing smoking activity. Evictions will only be used as a last resort. It is recommended by staff that all three (3) properties managed by AWI, Chico Commons, Walker Commons and 1200 Park Avenue, be subject to consistent no-smoking policies.

MOTION

Director Pittman moved motion to authorize the implementation of smoke-free housing policy at Chico Commons Apartments, such policy to be consistent with the policies implemented at AWI-managed properties Walker Commons Apartments and 1200 Park Avenue Apartments, owned by the Butte County Affordable Housing Development Corporation. Director Besser 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 BOARD MEMBERS

None.

10. MATTERS INITIATED BY BOARD MEMBERS

None.

11. EXECUTIVE SESSION

None.

12. DIRECTOR’S CALENDAR

Next Meeting – February 21, 2018.

13. ADJOURNMENT

Director Anderson moved that the meeting be adjourned. Director Jones seconded. The meeting was adjourned at 3:50 p.m.

Dated: November 15, 2018.

ATTEST:

Edward S. Mayer, President

Marysol Perez, Secretary