

**BUTTE COUNTY AFFORDABLE HOUSING
DEVELOPMENT CORPORATION**

Board of Directors Meeting

2039 Forest Avenue
Chico, CA 95928

MEETING MINUTES

May 18, 2017

President Mayer called the meeting of Butte County Affordable Housing Development Corporation (BCAHDC) to order at 2:05 p.m.

1. ROLL CALL

Present for Directors: Kate Anderson, Patricia Besser, Roger Hart, Anne Jones and David Pittman.

Others Present: President Ed Mayer, Chief Financial Officer Sue Kemp, Secretary Marysol Perez, Larry Guanzon, Tamra Young, and Frankie Brown, resident of Walker Commons Apartments, Chico.

2. AGENDA AMENDMENTS

None.

3. CONSENT CALENDAR

Director Hart moved that the Consent Calendar be accepted as presented. Director Anderson seconded. The vote in favor was unanimous.

4. CORRESPONDENCE

None.

5. REPORTS FROM PRESIDENT

- 5.1 Gridley Springs I Apartments Audit Report – The Gridley Springs I Apartments audited financial statement for the year ended December 31, 2016 was presented. The 2016 year ended with a surplus of \$69,487. Despite the comprehensiveness of the data shared with the auditor, there were no questioned costs or findings. Ongoing transitions are occurring at the property: USRG changed hands, becoming a national property management company, moving operations to Texas; and there was a recent change in site manager change. Incidentally, there was a

recent drive-by shooting at the property, leaving bullet holes in the exterior of two units; gang activity suspected, the incident is subject to an open investigation.

MOTION

Director Anderson moved that the Gridley Springs I Apartments audit report be accepted as presented. Director Pittman seconded. The vote in favor was unanimous.

- 5.2 Harvest Park Apartments Audit Report – The Harvest Park Apartments audited financial statements for the year ended December 31, 2016 were presented. Financials, operations, and tenant files were all reviewed and found to be in compliance. The property maintained steady occupancy rates throughout the year. Despite the comprehensiveness of the data shared with the auditor, there were no questioned costs or findings. Director Hart noted that the audits being considered were prepared by two different accounting firms. Chief Financial Officer Kemp informed that in the tax-credit partnerships, different partners take on differing roles, depending on the partnership. In the case of Gridley Springs I, the property’s Admin General Partner, Dawson Holdings, is responsible for procuring the property’s audit. In the case of Harvest Park Apartments, the BCAHDC, as Managing General Partner, is responsible for production of the property audit.

MOTION

Director Pittman moved that the Harvest Park Apartments audit report be accepted as presented. Director Jones seconded. The vote in favor was unanimous.

- 5.3 1200 Park Avenue Apartments Audit – The 1200 Park Avenue Apartments audited financial statements for the year ended December 31, 2016 were presented. Financials, operations, and tenant files were all reviewed and found to be in compliance. Chief Financial Officer Kemp noted highlights from the audit; positive cash flow in 2016, the property is accruing income; 2016 was noted to be a better operational year. President Mayer added that the credit is due to current site manager Roberto Rojas; he has stabilized the property and has maintained steady occupancy rates. Director Hart inquired about the current status of previous trespassing, vandalism and car break ins. Deputy Executive Director Guanzon said the trespassing and vandalism issues have gotten better, adding there has been no incidents regarding violence or graffiti, or car break-ins either. Director Pittman inquired about the total number of parking spots available; in addition Director Besser asked if there was an extra charge for parking spaces to tenants. President Mayer response was that there are a total of 35 covered parking spaces and there is no additional charge to the tenants for parking. Despite the comprehensiveness of the data shared with the auditor, there were no questioned costs or findings.

MOTION

Director Anderson moved that the 1200 Park Avenue Apartments audit be accepted as presented. Director Hart 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 DIRECTORS

None.

10. MATTERS INITIATED BY DIRECTORS

Director Pittman brought forward news from the Oroville dam spillway. The long term construction project has brought 300-500 construction workers to the Oroville area. He is wondering if there has been any discussion within the county as to how the housing needs of the workers will impact the community? Executive Director Mayer indicated he'd contact the County to find out about any such discussion.

11. EXECUTIVE SESSION

None.

12. DIRECTOR'S CALENDAR

Next Meeting – August 17, 2017.

13. ADJOURNMENT

Director Anderson moved that the meeting be adjourned. Director Jones seconded. The meeting was adjourned at 2:46 p.m.

Dated: May 18, 2017.

Edward S. Mayer, President

ATTEST:

Marysol Perez, Secretary