

**BUTTE COUNTY AFFORDABLE HOUSING  
DEVELOPMENT CORPORATION**

**Board of Directors Meeting**

2039 Forest Avenue  
Chico, CA 95928

**SPECIAL MEETING  
MEETING MINUTES**

April 19, 2018

President Mayer called the meeting of Butte County Affordable Housing Development Corporation (BCAHDC) to order at 2:01 p.m.

1. ROLL CALL

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

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

2. AGENDA AMENDMENTS

None.

3. CONSENT CALENDAR

None.

4. CORRESPONDENCE

None.

5. REPORTS FROM PRESIDENT

- 5.1 Walker Commons – Roof Replacement Project, Phase I was developed to address the deteriorating roofs at Walker Commons, the roof is now twenty two years old and is nearing the end of its expected life (25 years). Phase I of this project includes replacement of roofs for units 1-30, approximately half of the total roofing at the property. The Dutch Lap shingles will be replaced with a 40-year Dimensional Composition System that is Title 24 Compliant and a “Cool Roof”, helping to lower energy costs during the summer months. There were five (5) bids received, prices were better and more reasonable this (second) time around. Bids

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ranged from \$108,000 to \$325,000, in comparison to last year when the sole bid came in at \$258,000. Director Pittman asked if there were changes on the specifications from last year's bid; Modernization Coordinator Jerry Martin replied that no changes were made. Local contractor, Four Seasons Roofing, provided the lowest responsive and responsible bid for this project at \$108,865.00. The contract amount is greater than \$50K, so requires approval of the Board. Staff recommended contract authorization to work with the responsive low bidder, Four Seasons Roofing, for the Phase I of the Walker Commons Roof Replacement Project.

**\*RESOLUTION NO. 18-2C\***

Director Hart moved that Resolution No. 18-2C be adopted by reading of title only: "AUTHORIZATION TO ENTER INTO CONTRACT WITH FOUR SEASONS ROOFING FOR PHASE I ROOFING REPLACEMENTS AT WALKER COMMONS APARTMENTS, CHICO". Director Moravec 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

None.

11. EXECUTIVE SESSION

None.

12. DIRECTOR'S CALENDAR

**Next Meeting – May 17, 2018.**

13. ADJOURNMENT

Director Anderson moved that the meeting be adjourned. Director Jones seconded. The meeting was adjourned at 2:07 p.m.

Dated: April 19, 2018.

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Edward S. Mayer, President

ATTEST:

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Marysol Perez, Secretary