

**BUTTE COUNTY AFFORDABLE HOUSING  
DEVELOPMENT CORPORATION**

**Board of Directors Meeting**

2039 Forest Avenue  
Chico, CA 95928

MEETING MINUTES

May 17, 2018

Director Anderson called the meeting of Butte County Affordable Housing Development Corporation (BCAHDC) to order at 4:26 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 Edward Mayer, Chief Financial Officer Sue Kemp, Secretary Marysol Perez, Larry Guanzon, Tamra Young.

2. AGENDA AMENDMENTS

None.

3. CONSENT CALENDAR

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

4. CORRESPONDENCE

None.

5. REPORTS FROM PRESIDENT

- 5.1 Gridley Springs I Audit Report – The Gridley Springs I Apartments audited financial statement for the year ended December 31, 2017 was presented. The 2017 year ended with a surplus of \$50,839. Despite the comprehensiveness of the data shared with the auditor, there were no questioned costs or findings.

**\*MOTION\***

Director Moravec 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, 2017 were presented. Financials, operations and tenant files were reviewed and found to be in compliance. The property seems to be operating in a stable environment, no operational issues reported. Despite the comprehensiveness of the data shared with the auditor, there were no questioned costs or findings.

**\*MOTION\***

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

- 5.3 Prospective Affordable Housing Development Project, Gridley – Senior project in Gridley with 37 units, being developed by Pacific West Communities. A Request for Proposals (RFP) will be issued for application of Section 8 Project Based Vouchers (PBV); Memorandum of Agreement (MOA) will be presented to the Board of Directors in the next couple weeks. The project is gearing up to submit a CTCAC tax-credit application in July's round.
- 5.4 Prospective Affordable Housing Development Project, Chico – Homeless Veterans project in Chico, estimated 50 units, being developed by Urban Housing Communities and Veterans Resource Development Corporation. A Request for Proposals (RFP) will be issued for Project Based Vouchers (PBV). Project is preparing to submit a Veterans Housing and Homelessness Prevention Program application in July.
- 5.5 Prospective Affordable Housing Development Project, Chico – Senior and disabled project in Chico, with 100 estimated units, being developed jointly by CHIP and the Housing Authority. Project proposed to be built on City-owned land. Pre-development work underway, project pending City split of its land to suit project needs.

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 – August 16, 2018.**

13. ADJOURNMENT

Director Hamman moved that the meeting be adjourned. Director Moravec seconded. The meeting was adjourned at 4:41 p.m.

Dated: May 17, 2018.

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Edward S. Mayer, President

ATTEST:

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Marysol Perez, Secretary