

BUTTE COUNTY AFFORDABLE  
HOUSING DEVELOPMENT CORPORATION  
**Board of Directors Meeting**

2039 Forest Avenue  
Chico, CA 95928

**SPECIAL MEETING**  
**MEETING MINUTES**

March 21, 2019

President Mayer called the meeting of Butte County Affordable Housing Development Corporation (BCAHDC) to order at 3:24 p.m.

1. ROLL CALL

Present for the Directors: Patricia Besser, Larry Hamman, Anne Jones, David Pittman and Heather Schlaff.

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

2. AGENDA AMENDMENTS

None.

3. CONSENT CALENDAR

None.

4. CORRESPONDENCE

None.

5. REPORTS FROM PRESIDENT

- 5.1 Walker Commons – Phase II of this project includes replacement of roofs for units 31-56 and the Clubhouse, completing the second half of roofing replacements at the property. Steele’s Roofing Company, provided the lowest responsive and responsible bid for this work at \$103,225.00. Contract compensation will be paid for with Walker Commons Apartments Reserves Funds. The contract amount is greater than \$50,000, so requires approval of the Board. Staff recommended contract authorization to work with the responsive low bidder, Steele’s Roofing Company, for Phase II of the Walker Commons Roofing Replacements at Walker Commons Apartments.

**\*RESOLUTION NO. 19-1C\***

Director Hamman moved that Resolution No. 19-1C be adopted by reading of title only: "AUTHORIZATION TO ENTER INTO CONTRACT WITH STEELE'S ROOFING COMPANY FOR PHASE II ROOFING REPLACEMENTS AT WALKER COMMONS APARTMENTS, CHICO". Director Pittman 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 16, 2019.**

13. ADJOURNMENT

Director Hamman moved that the meeting be adjourned. Director Jones seconded. The meeting was adjourned at 3:26 p.m.

Dated: March 21, 2019.

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Edward S. Mayer, President

ATTEST:

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Marysol Perez, Secretary