

**BUTTE COUNTY AFFORDABLE HOUSING
DEVELOPMENT CORPORATION**

Board of Directors Meeting

2039 Forest Avenue
Chico, CA 95928

MEETING MINUTES

August 20, 2020

President Mayer called the meeting of Butte County Affordable Housing Development Corporation (BCAHDC) to order at 3:18 p.m.

(Pursuant to current State Public Health directives to shelter-in-place and practice social distancing, and as authorized by Governor Gavin Newsom’s Executive Orders N-25-20 and N-29-20, This Board of Directors meeting observed “social distancing” protocols, and was conducted via teleconference and web-conference. Meeting notice and public participation was addressed consistent with the State Governor’s COVID-19 Executive Order, providing for Brown Act exceptions.)

1. ROLL CALL

Present for Directors: Kate Anderson, Larry Hamman, Laura Moravec, Rich Ober, 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

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

4. CORRESPONDENCE

None.

5. REPORTS FROM PRESIDENT

- 5.1 Butte County Affordable Housing Development Corporation (BCAHDC) Budget – the FY 2020 BCAHDC budget was presented for approval. CFO Kemp noted not much change in the Revenue section. In the Expenses section the consulting fees and legal expenses have been bumped up as placeholders, due to refinancing and re-structuring of Walker Commons and 1200 Park Avenue, as it is expected that BCAHDC will take on the majority of the legal expenses. Current financial records show there is \$1 million in BCAHDC, this is due to the excess cash of \$300,000 from the Cordillera Apartments absorption going into the General Fund. Executive Director Mayer explained that the budget currently looks upside down, but there is a lot of work going on behind the scenes regarding the re-constituting of the properties, and BCAHDC wants to be pro-active and anticipate the activity that will be undertaking.

RESOLUTION NO. 20-10C

Director Moravec moved that Resolution No. 20-10C be adopted by reading of title only: “APPROVAL OF THE BUTTE COUNTY AFFORDABLE HOUSING DEVELOPMENT CORPORATION OPERATING BUDGET FOR F/Y 2021. Director Ober 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 inquired about possibly replacing or upgrading Commissioner iPad’s with CARES Fund monies. A brief survey was initiated by CFO Kemp regarding which Directors would be interested in a tablet vs. laptop. She did inform that CARES fund monies cannot be used for purchases regarding such Board items, but the objective could be accomplished through the General Fund. All of the Directors said they would be fine with existing tablets, Director Pittman added he just wanted to make sure they were up to date with software updates. CFO Kemp and

Secretary Perez would follow up with HACB IT Manager Tim Fox to make sure software upgrades are being implemented.

11. EXECUTIVE SESSION

None.

12. DIRECTOR'S CALENDAR

Next Meeting – August 20, 2020.

13. ADJOURNMENT

Director Moravec moved that the meeting be adjourned. Director Anderson seconded. The meeting was adjourned at 3:29 p.m.

Dated: August 20, 2020.

Edward S. Mayer, President

ATTEST:

Marysol Perez, Secretary