

BUTTE COUNTY AFFORDABLE  
HOUSING DEVELOPMENT CORPORATION

**Board of Directors Meeting**

2039 Forest Avenue  
Chico, CA 95928

**SPECIAL MEETING  
MEETING MINUTES**

October 15, 2020

President Mayer called the meeting of Butte County Affordable Housing Development Corporation (BCAHDC) to order at 2:08 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 the Directors: Richard Alford, Kate Anderson, Laura Moravec, and David Pittman. Commissioners Alford, Moravec and Pittman attended in person, Commissioner Anderson attended by means of web-conference.

Others Present: President Edward Mayer, Chief Financial Officer Sue Kemp, Secretary Marysol Perez, Larry Guanzon, Tamra Young, and Jerry Martin; all in person with the exception of Chief Financial Officer Kemp, who attended by web-conference.

2. AGENDA AMENDMENTS

None.

3. CONSENT CALENDAR

None.

4. CORRESPONDENCE

None.

5. REPORTS FROM PRESIDENT

- 5.1 Harvest Park Budget - The proposed operating budget for Chico Harvest Park, LP was presented for approval. The budget was prepared by WINN Residential, third party property manager, with CCHC (formerly AHDC, Administrative General Partner) and HACB staff input on behalf of BCAHDC. Greater rental income is anticipated due to maximization of LIHTC rents and increasing Section 8 HAP receipts. Budget is presented and recommended for adoption now because the budget needs to be delivered to the partners by November 1<sup>st</sup> to be in effect January 1<sup>st</sup>, 2021.

**\*RESOLUTION NO. 20-11C\***

Director Moravec moved that Resolution No. 20-11C be adopted by reading of title only: “APPROVAL OF THE FISCAL YEAR 2021 OPERATING BUDGET FOR HARVEST PARK APARTMENTS, CHICO CA”. Director Pittman seconded. The vote in favor was unanimous.

- 5.2 1200 Park Ave LP – HACB has been negotiating with Limited Partner agent Alden Torch to buy-out the Limited Partner interests. Acquisition terms have been agreed to and, as BCAHDC is the managing general partner in the Partnership, the transaction requires BCAHDC consent. The proposed resolution authorizes HACB membership in the partnership through its acquisition of the Limited Partner interests.

**\*RESOLUTION NO. 20-12C\***

Director Pittman moved that Resolution No. 20-12C be adopted by reading of title only: “CONSENT TO HOUSING AUTHORITY OF THE COUNTY OF BUTTE PURCHASE OF INVESTOR LIMITED PARTNER AND SPECIAL LIMITED PARTNER INTERESTS IN 1200 PARK AVENUE, L.P., A CALIFORNIA LIMITED PARTNERSHIP”. Director Moravec seconded. The vote in favor was unanimous.

- 5.3 Prospect View Apartments, Oroville: Permanent Supportive Housing (PSH) – Pacific West Communities (PWC) is proposing a development Memorandum of Agreement (MOA) with BCAHDC for development of a 40-unit low-income housing project serving special needs populations in Oroville, CA. The project would have a No Place Like Home component to it, with deep subsidy and deep services for individuals coming of the streets. The city of Oroville is involved and excited for the project. PWC is the largest California tax credit developer, and has a history of activity in the area. The proposed development project is to be located east of the County Hall of Records building on Nelson Avenue, Oroville. BCAHDC is invited to participate as MGP in the proposed development, in partnership with PWC, on the same terms as its other PWC partnerships. Director Anderson inquired about item number six of the MOA which states BCAHDC shall provide a capital funds loan in the amount of 15% of the developer fee. President Mayer responded that BCAHDC is to receive 20% of developer fee, and is being asked to loan back 15% ,or three quarters, of the development fee to the project as a silent loan, which sits on the property earning interest as equity over time.

**\*RESOLUTION NO. 20-13C\***

Director Pittman moved that Resolution No. 20-13C be adopted by reading of title only: “MEMORANDUM OF UNDERSTANDING WITH PACIFIC WEST COMMUNITIES FOR

*Butte County Affordable Housing Development Corporation  
Board of Directors*

*Minutes –Special Meeting of October 15, 2020*

*Page 2*

DEVELOPMENT AND OPERATION OF PROSPECT VIEW APARTMENTS, OROVILLE”.  
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 – November 20, 2020.**

13. ADJOURNMENT

Director Anderson moved that the meeting be adjourned. Director Moravec seconded. The meeting was adjourned at 2:31 p.m.

Dated: October 15, 2020.

ATTEST:

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Edward S. Mayer, President

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Marysol Perez, Secretary