

**BUTTE COUNTY AFFORDABLE HOUSING
DEVELOPMENT CORPORATION**

Board of Directors Meeting

2039 Forest Avenue
Chico, CA 95928

MEETING MINUTES

February 16, 2023

President Mayer called the meeting of Butte County Affordable Housing Development Corporation (BCAHDC) to order at 2:58 p.m.

The meeting was conducted via teleconference, web-conference and in person, as noticed.

1. ROLL CALL

Present for the Directors: Charles Alford, Randy Coy, Rich Ober, David Pittman, Sarah Richter and Regina Sayles-Lambert. All attended in person with the exception of Director Richter, who attended by means of web-conference.

Others Present: President Ed Mayer, Chief Financial Officer Hope Stone, Secretary Marysol Perez, Larry Guanzon, Tamra Young, Angie Little and Taylor Gonzalez; all attended in person.

2. AGENDA AMENDMENTS

None.

3. CONSENT CALENDAR

Director Pittman moved to accept the Consent Calendar as presented. Director Sayles-Lambert seconded. Director Coy abstained from voting due to being new to the Director role.

4. CORRESPONDENCE

None.

5. REPORTS FROM PRESIDENT

- 5.1 Housing Authority of the County of Butte (HACB) – BCAHDC has an ongoing Corporate Services Agreement with HACB. BCAHDC Management contracts with

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the HACB to perform two kinds of services, corporate services to maintain the corporate entity, and other services, including asset management and property improvements. The resolution presented seeks to maintain the services agreement with HACB, adopting HACB's 2023 billing rates starting March 1, 2023, authorizing up to \$20,000 in corporate services, and up to \$200,000 in extraordinary services relating to development and property re-positioning activity.

RESOLUTION NO. 23-1C

Director Sayles-Lambert moved that Resolution No. 23-1C be adopted by reading of title only: "HOUSING AUTHORITY OF THE COUNTY OF BUTTE MANAGEMENT SERVICES AGREEMENT 2023 BILLING RATES AND SERVICES AUTHORIZATIONS". Director Ober seconded. The vote in favor was unanimous.

- 5.2 Eaglepointe Apartments, Paradise – Resolution includes corporate authorizations to sign all transaction documents associated with the 43-unit affordable low-income housing development dedicated to serve families in Paradise. The resolution is necessary to authorize BCAHDC participation as Managing General Partner in the owning partnership, providing authorizations to sign on behalf of the partnership in securing loans, tax credit proceeds, and effecting the development as agreed in the Development Memorandum of Agreement with Pacific West Communities.

RESOLUTION NO. 23-2C

Director Alford moved that Resolution No. 23-2C be adopted by reading of title only: "EAGLEPOINTE APARTMENTS, PARADISE CORPORATE AUTHORIZATIONS". Director Sayles-Lambert seconded. The vote in favor was unanimous.

- 5.3 Development Activity – President Mayer provided an update to development activity, including a memo with pictures of new developments in which BCAHDC is partner, and a attachment identifying all current known affordable housing development projects and their status in Butte and Glenn Counties.

6. MEETING OPEN FOR PUBLIC DISCUSSION

None.

7. MATTERS CONTINUED FOR DISCUSSION

None.

8. SPECIAL REPORTS

None.

9. REPORTS FROM BOARD MEMBERS

None.

10. MATTERS INITIATED BY BOARD MEMBERS

None.

11. EXECUTIVE SESSION

None.

12. DIRECTOR'S CALENDAR

Next Meeting – May 18, 2023.

13. ADJOURNMENT

Director Ober moved that the meeting be adjourned. Director Pittman seconded. The meeting was adjourned at 3:15 p.m.

Dated: February 16, 2023.

Edward S. Mayer, President

ATTEST:

Marysol Perez, Secretary