

BUTTE COUNTY AFFORDABLE  
HOUSING DEVELOPMENT CORPORATION

**Board of Directors Meeting**

2039 Forest Avenue  
Chico, CA 95928

**SPECIAL MEETING  
MEETING MINUTES**

April 20, 2023

President Mayer called the meeting of Butte County Affordable Housing Development Corporation (BCAHDC) to order at 4:10 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 Commissioner Richter, who attended by means of web-conference.

Others Present: President Edward Mayer, Chief Financial Officer Hope Stone, Secretary Marysol Perez, Larry Guanzon, Tamra Young, Angie Little and Taylor Gonzalez.

Public Present: Tiffany Lee, HACB Section 8 Occupancy Specialist.

2. AGENDA AMENDMENTS

None.

3. CONSENT CALENDAR

None.

4. CORRESPONDENCE

None.

5. REPORTS FROM PRESIDENT

- 5.1 North Creek Crossings I, Chico –
- 5.2 North Creek Crossings II, Chico – In connection with the State of California Infill Infrastructure Grant (IIG) award to the City of Chico for construction of infrastructure improvements in the vicinity of the two regulated affordable housing projects, the Partnerships are authorized and directed to enter into, execute, and deliver an IIG affordable housing covenant and any and all other documents required or deemed necessary or appropriate to acknowledge and carry out the full intent and purpose of the regulated affordable housing. Edward S. Mayer, President, or Hope Stone, Chief Financial Officer are authorized to execute the IIG documents and any amendments or modifications on behalf of BCAHDC in its capacity as Managing General Partner of the owning Partnerships.

**\*RESOLUTION NO. 23-4C\***

Director Sayles-Lambert moved that Resolution No. 23-4C be adopted by reading of title only: “NORTH CREEK CROSSINGS, RESOLUTION AUTHORIZING THE MANAGING GENERAL PARTNERS TO EXECUTE AN INFILL INFRASTRUCTURE COVENANT ON BEHALF OF THE LIMITED PARTNERSHIP”. Director Pittman seconded. The roll call vote in favor was unanimous.

**\*RESOLUTION NO. 23-5C\***

Director Sayles-Lambert moved that Resolution No. 23-5C be adopted by reading of title only: “NORTH CREEK CROSSINGS II, RESOLUTION AUTHORIZING THE MANAGING GENERAL PARTNERS TO EXECUTE AN INFILL INFRASTRUCTURE COVENANT ON BEHALF OF THE LIMITED PARTNERSHIP”. Director Pittman seconded. The roll call vote in favor was unanimous.

- 5.3 Orchard View Apartments, Gridley – Resolution includes corporate authorizations to sign all transaction documents associated with the 48-unit affordable low-income housing development that would serve families in Gridley. The resolution is necessary to authorize BCAHDC participation in the owning partnership as Managing General Partner, 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. 23-6C\***

Director Pittman moved that Resolution No. 23-6C be adopted by reading of title only: “ORCHARD VIEW APARTMENTS, GRIDLEY CORPORATE AUTHORIZATIONS”. Director Ober seconded. The vote in favor was unanimous.

- 5.4 Northwind Senior Apartments, Paradise – The Memorandum of Agreement (MOA) outlines BCAHDC’s role in the proposed development partnership with Pacific West Communities (PWC). The proposed MOA between BCAHDC and PWC is for the developments of a 21-unit affordable low-income housing development serving seniors in Paradise. The development, to be known as Northwind Senior Apartments, is to be located at 6983 Pentz Road, Paradise. Similar to the other

development projects with PWC, this development provides BCAHDC with 10% of the Developer Fee, ongoing Managing General Partner fees, and a shared option/right-of-first-refusal to purchase the development at the end of the 15-year federal tax-credit compliance period.

**\*RESOLUTION NO. 23-7C\***

Director Pittman moved that Resolution No. 23-7C be adopted by reading of title only: MEMORANDUM OF AGREEMENT WITH PACIFIC WEST COMMUNITIES FOR DEVELOPMENT AND OPERATION OF NORTHWIND SENIOR APARTMENTS, PARADISE”. Director Sayles-Lambert seconded. The vote in favor was unanimous.

- 5.1 Lincoln Senior Apartments, Oroville – The Memorandum of Agreement outlines BCAHDC’s role in the development partnership with The Richman Group of California (TRG). The proposed MOA between BCAHDC and TRG is for development of a 61-unit affordable low-income housing development that would serve seniors in Oroville. The project will be located on a 5.36-acre site, adjacent to the Lincoln Family Apartments, in which BCAHDC also participates with TRG as Managing General Partner.

**\*RESOLUTION NO. 23-8C\***

Director Sayles-Lambert moved that Resolution No. 23-8C be adopted by reading of title only: “MEMORANDUM OF AGREEMENT WITH THE RICHMAN GROUP FOR DEVELOPMENT AND OPERATION OF LINCOLN SENIOR APARTMENTS, OROVILLE”. 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

None.

11. EXECUTIVE SESSION

None.

12. DIRECTOR'S CALENDAR

**Next Meeting – May 18, 2023.**

13. ADJOURNMENT

Director Pittman moved that the meeting be adjourned. Director Sayles-Lambert seconded. The meeting was adjourned at 4:32 p.m.

Dated: April 20, 2023.

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Edward S. Mayer, President

ATTEST:

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Marysol Perez, Secretary