



CaliforniaAffordableHousingAgency

MINUTES

THE EXECUTIVE COMMITTEE OF THE CALIFORNIA AFFORDABLE HOUSING AGENCY

BOARD MEETING

April 9, 2012

10:00 a.m.

530 W. 21st Street

Merced, CA

(209) 722-3501

- I. The meeting was called to order by Ed Mayer at 10:02 a.m. The roll was taken:

CalAHA Executive Board Members Present:

1. Chairperson Ed Mayer, Executive Director – Butte County Housing Authority
2. Vice Chairperson Doug Tapping, Executive Director-Area Housing Authority of the County of Ventura
3. Secretary/Treasurer Linda Nichols, Executive Director-Regional Housing Authority of Sutter and Nevada Counties
4. Andrea Roark, Executive Director – Imperial Valley Housing Authority

CalAHA Executive Board Members Absent:

5. Rennise Ferrario, Executive Director, Merced County Housing Authority

Other CalAHA Members Present:



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6. Nicolas Benjamin-Executive Director-City of Madera Housing Authority
7. Lisa Baker-Executive Director-Yolo County Housing Authority
8. Bill Wilkins-Executive Director-Housing Authority of the City of Oxnard (joined at 10:30 a.m.)

Others Present:

9. Thomas E. Lewis, General Counsel – Silveira, Mattos & Lewis
10. Barbara Unruh, Legal Assistant – Silveira, Mattos & Lewis
11. Julie Wunderlich-Bond Counsel-Jones Hall
12. Patrick Howard, Founding Member – Evergreen Pacific Capital, LLC
13. Steve Melikian-Bond Counsel-Jones Hall (joined at 10:03 a.m.)
14. Michael Oxenreider, Accountant for CalAHA (joined at 10:11)

II. Directors and/or Agency Additions/Deletions to the Agenda:

Additions:

ACTION ITEM: 2012-A-01

Engagement Design Services Agreement

Mr. Lewis indicated the need to take action on the Engagement Design Services Agreement between Cascadia Leasing and California Affordable Housing Agency arose after the Agenda had been posted and the item needed to be approved before the next regularly scheduled board meeting.

(M/S/C): Linda Nichols / Doug Tapking / Approved as amended 4-0

III. Approval of the Minutes: December 12, 2011 Board of Directors Meeting:



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(M/S/C): Andrea Roark / Doug Tapking / Approved 4-0

IV. Unscheduled Oral Communication:

None.

V. Financial Report of Administrator:

Tom Lewis stated that the financials show approximately \$500,000. There is approximately an additional \$300,000 in funds which has not been recorded as of yet.

VI. Resolution, Information, Action, and Discussion Items

A. RESOLUTION ITEMS:

RESOLUTION NO. 2012-04

A RESOLUTION OF THE CALIFORNIA AFFORDABLE HOUSING AGENCY AUTHORIZING ITS PRESIDENT TO NEGOTIATE A LOAN TO THE HOUSING AUTHORITY OF THE COUNTY OF YOLO FOR THE PURCHASE OF THE CROSSWOOD APARTMENTS PROJECT LOCATED AT 646 3RD STREET IN THE CITY OF WOODLAND, CALIFORNIA AND AUTHORIZING ACTIONS

(M/S/C): Andrea Roark / Linda Nichols / Roll Call Vote - (Ed Mayer, Linda Nichols, Andrea Roark, Doug Tapking) Passed 4-0

B. ACTION ITEMS:

Action Item No. 2012-A-01

**Engagement Design Services Agreement
with Cascadia Equity Leasing**



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Patrick Howard acknowledged that Cascadia Equity Leasing is officially moving forward with its Trio program with CalAHA. Cascadia and CalAHA Engagement Agreement covers work and process involved.

The fees for the services related to the Madera County project will be \$25,000. \$15,000 will be due at signing and the remaining \$10,000 is due after 60 days.

A vote was taken to approve the agreement, authorize Mr. Mayer to enter into the agreement and authorize the use of funds (\$25,000).

M/S/C): Andrea Roark / Linda Nichols / Roll Call Vote - (Ed Mayer, Linda Nichols, Andrea Roark, Doug Tapking) Passed 4-0

C. INFORMATION ITEM(S):

1. Member Survey

Tom Lewis requested that this item be moved over to the next board meeting for discussion.

2. Strategies for moving forward with Center for the Greater Good, Newport Capital Bank and Equity Lock Solutions:

Patrick Howard is working with Newport Capital Bank. He is waiting to see how they perform on other projects that he is aware of.

Center for The Greater Good is working toward its funding goals. Tom Lewis stated that there is property next to a Senior Project in Merced for sale and Nick Benjamin



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mentioned five acres for sale in Madera for a possible Senior Project to propose to Center for The Greater Good. Tom Lewis is working on a summary of our bond projects to provide to Center for The Greater Good.

3. Current Update of Prospective Projects and Bond Issuance:

The Gridley project is moving forward and Tim Fleutsch is looking at a new project in Riverside.

4. Project Update Status Report:

None

VII. Directors' Comments:

None

VIII. Closed Session Items:

Proposed sale of Crosswood Apartments, 646 3rd Street, Woodland, California. Government Code §54956.8

The Board went into closed session at 9:39 a.m.

CalAHA Executive Board Members Present:

1. Chairperson Ed Mayer, Executive Director –Butte County Housing Authority
2. Vice Chairperson Doug Tapking, Executive Director –Ventura County Housing Authority
3. Secretary/Treasurer Linda Nichols, Executive Director –Regional Housing Authority of Sutter and Nevada Counties
4. Andrea Roark, Executive Director –Imperial Valley Housing Authority



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Other CalAHA Members Present:

- 5. Nicolas Benjamin, Executive Director –City of Madera Housing Authority

Others Present:

- 6. Thomas E. Lewis, General Counsel –Silveira, Mattos & Lewis
- 7. Barbara Unruh, Legal Assistant –Silveira, Mattos & Lewis

Out of closed session at 9:57 a.m.

Ed Mayer reported that no action had been taken.

IX. Scheduling of future Executive Board Meeting(s):

May 14, 2012; June 11, 2012; July 9, 2012; August 13, 2012; September 10, 2012; October 8, 2012; November 12, 2012; December 10, 2012

X. Adjournment

(M/S/C): Doug Tapking / Linda Nichols

Meeting adjourned at 10:38 a.m.

Secretary

Chairperson

Date

Date