



California **Affordable** Housing Agency

AGENDA

**THE EXECUTIVE COMMITTEE OF THE BOARD OF DIRECTORS
CALIFORNIA AFFORDABLE HOUSING AGENCY
EXECUTIVE BOARD MEETING**

January 14, 2019

10:00 a.m.

806 W. 19th Street

Merced, CA 95340

(209) 354-3000

TELEPHONIC LOCATIONS

**2039 Forest Avenue Suite 10
Chico, California 95928**

**1701 Robertson Blvd.
Modesto, California 95351**

**1402 D Street
Brawley, California 92227**

**1400 West Hillcrest Drive
Newbury Park, California 91302**

**448 South Center Street
Stockton, California 95203**

I. CALL TO ORDER AND ROLL

II. DIRECTORS' AND/OR AGENCY ADDITIONS/DELETIONS TO THE AGENDA

(M/S/C): ____ / ____ / ____

III. APPROVAL OF MEETING MINUTES

1. December 10, 2018 Meeting

(M/S/C): ____ / ____ / ____

IV. UNSCHEDULED ORAL COMMUNICATIONS

NOTICE TO THE PUBLIC

At this time, any person(s) may comment on any item that is not on the Agenda. Please state your name and address for the record. Action will not be taken on an item that is not on the Agenda. If it requires action, it will be referred to Staff and/or placed on the next Agenda. In order that all interested parties have an opportunity to speak, please limit comments to a maximum of five (5) minutes.

V. FINANCIAL REPORT OF ADMINISTRATOR

Current Financials of the Agency

VI. RESOLUTION, ACTION AND INFORMATION/DISCUSSION ITEMS

A. RESOLUTIONS

None.

B. ACTION ITEMS:

None.

C. INFORMATION/DISCUSSION ITEM(S)

1. Nick Benjamin Report on Development;
2. Current update on Trio Program;
3. CalAHA website upgrade;
4. Current update on prospective projects and financings;
5. Current update on member projects and administrative matters.

VII. CLOSED SESSION

None.

VIII. DIRECTORS' COMMENTS

IX. SCHEDULING OF FUTURE EXECUTIVE BOARD MEETINGS

(The second Monday of the month):

February 11, 2019, March 11, 2019, April 8, 2019 May 13, 2019,
June 10, 2019, July 8, 2019, August 12, 2019, September 9. 2019, October 14, 2019,
November 18, 2019 and December 9, 2019

X. ADJOURNMENT



CaliforniaAffordableHousingAgency

MINUTES

THE EXECUTIVE COMMITTEE OF THE BOARD OF DIRECTORS CALIFORNIA AFFORDABLE HOUSING AGENCY MEETING

**December 10, 2018
10:00 a.m.**

**806 West 19th Street
Merced, CA**

- I. The Board Meeting of the Executive Board of the California Affordable Housing Agency was called to order by Ed Mayer at 10:02 a.m. The roll was taken and a quorum declared present. The following Executive Board Members were present for the meeting:

CalAHA Executive Board Members Present:

1. Chairperson, Ed Mayer, Executive Director, Housing Authority of the County of Butte
2. Andrea Roark Secretary/Treasurer, Andrea Roark, Executive Director, Imperial Valley Housing Authority
3. Peter Ragsdale, Executive Director, Housing Authority of the County of San Joaquin

Members Not Present:

4. Barbara Kauss, Vice Chairperson – Housing Authority of the County of Stanislaus
5. Michael Nigh, Executive Director – Area Housing Authority of the County of Ventura

Others Present:

6. Kao Xiong, Law Office of Thomas E. Lewis
7. Thomas E. Lewis, General Counsel
8. Julie Wunderlich, Jones Hall

9. Patrick Howard, Founding Member – Evergreen Pacific Capital, LLC (joined at 10:18 am)

10. Nicolas Benjamin, Director of Development

II. Directors' and/or Agency Additions/Deletions to the Agenda: None

(M/S/C): A. Roark/ P. Ragsdale -Motion to approve agenda as presented.
Approved: 3-0

III. Approval of the Minutes on October 15, 2018:

(M/S/C): P. Ragsdale/A. Roark -Motion to approve agenda as presented.
Approved: 3-0

IV. Unscheduled Oral Communication:

None.

V. FINANCIAL REPORT OF ADMINISTRATOR:

Tom Lewis presented a brief overview of the CalAHA financials and current status of the Agency's accounts.

VI. RESOLUTION, ACTION AND INFORMATION/DISCUSSION ITEMS:

A. RESOLUTION ITEMS:

RESOLUTION NO. 2018-06

A RESOLUTION OF THE CALIFORNIA AFFORDABLE HOUSING AGENCY AUTHORIZING THE BOARD CHAIR TO SIGN AND EXECUTE A DISCLOSURE CONSENT TO REPRESENTATION PURSUANT TO CALIFORNIA RULES OF PROFESSIONAL RESPONSIBILITY RULE 3-310

(M/S/C): A. Roark/ P. Ragsdale
Approved: 3-0)

B. ACTION ITEMS:

None.

C. INFORMATION/DISCUSSION ITEMS.

1. Nick Benjamin Report on Development – Mr. Benjamin indicated that he started working on a few projects with Housing Authority of the County of Stanislaus including multiple for sale homes in Modesto and 23 units of market rate rental housing in San Andreas. Mr. Benjamin plans to discuss further Trio Program ideas with Patrick Howard that can be utilized as part of these development projects. Tom Lewis indicated that Edwards Estates in Modesto and Bentley Estates in Waterford are construction projects for single family homes being developed by the Housing Authority of the County of Stanislaus. CalAHA will be buying the initially built homes in both of these projects to assist with the developments. This will initiate the Trio Program in the Central Valley of California and hopefully expand to neighboring counties.
2. Current update on Trio Program: Patrick Howard indicated that there should be new Trio activities coming in soon to CalAHA jurisdictions. Mr. Howard will provide spreadsheets of current Trio properties and status for future meetings.
3. Court of Fountains Project: Julie Wunderlich indicated that the property has been refinanced for 30 years with APR at 4.5% and every bond was sold.
4. Current update on prospective projects and financings: Ed Mayer indicated that the Housing Authority of the County of Butte lost a 12 unit property in the Paradise fire.
5. Current update on member projects and administrative matters: Mr. Lewis indicated that 5 employees of the Housing Authority of the County of Butte lost their homes due to the Paradise fire. Ed Mayer indicated that his agency has already found homes for each of the families.

VII. CLOSED SESSION:

None.

VIII. DIRECTORS' COMMENTS:

None.

IX. SCHEDULING OF FUTURE EXECUTIVE BOARD MEETINGS:

(The second Monday of the month):

(The second Monday of the month):

January 17, 2019, February 11, 2019, March 11, 2019, April 8, 2019, May 13, 2019, June 10, 2019, July 8, 2019, August 12, 2019, September 9, 2019, October 14, 2019, November 18, 2019 and December 9, 2019

X. ADJOURNMENT:

(M/S/C): A. Roark/P. Ragsdale Unanimous vote to adjourn (3-0).

Meeting adjourned @ 10:23 am.

Secretary

Date

MEMO

TO: California Affordable Housing Agency Board of Directors

FROM: Nick Benjamin, Director of Development/Consultant

SUBJECT: December 2018 Monthly Activity Report

Agency Direct Activity: Addressed logistical issues; email account, billing sheets, business cards etc. assisted by Tom Lewis.

Reviewed and began edit revisions for Cal AHA website. Submitted new opening page and additional copy/text for website to Tom Lewis and website designer.

Met with Tim Sciacqua of Pacific West Communities to discuss potential tax credit or other projects for Cal AHA.

Researched HCD website for enhanced/available funding for future projects.

Telephone call with Patrick Howard for update on TRIO program readiness.

Client Direct Activity: Met with StancoHA leadership/staff to review initial project load and conceptual plans for each respective project. Met with Ad Hoc Commissioner committee to discuss a local acquisition project. Met with newly selected architect for projects. Coordinated with StancoHA IT Director to establish email account and web portal access.

Developed informational TRIO Timeline for StancoHA.

Conducted site visits with photo orientation at; Foothill Terrace, San Andreas CA, Bentley Estates, Waterford CA, Modesto CA and Edwards Estates, Modesto CA.

TOTAL CLIENT HOURS TO BE BILLED FOR MONTH OF DECEMBER:

StancoHA – 11.75 hours