

**SPECIAL MEETING SUMMARY ACTION MINUTES
ORANGE COUNTY HOUSING FINANCE TRUST**

TUESDAY, DECEMBER 12, 2023, 10:00 A.M.

KATRINA FOLEY
Chair

JESSIE LOPEZ
Vice Chair

VACANT
Director

NATALIE MOSER
Director

MIKE FROST
Director

STEPHEN FAESSEL
Director

SHARI FREIDENRICH
Director

TAMMY KIM
Director

VICENTE SARMIENTO
Director

Trust Manger
Adam Eliason

Trust Counsel
Lauren Kramer

Clerk of the Trust
Valerie Sanchez

ATTENDANCE: Directors Faessel, Foley, Freidenrich, Frost, Kim, Lopez, Moser and Sarmiento

ABSENT:

PRESENT: Trust Counsel
Clerk of the Trust
Trust Manager

Lauren Kramer
Joanne Golden, Deputy Clerk
Adam Eliason

CALL TO ORDER

The Chair called the meeting to order at 10:02 a.m.

PLEDGE OF ALLEGIANCE

Director Kim led the pledge of allegiance

ROLL CALL

The Clerk called the roll and confirmed quorum

CONSENT CALENDAR

1. Approve Orange County Housing Finance Trust minutes from the September 20, 2023, meeting **ON THE MOTION OF DIRECTOR KIM, SECONDED BY DIRECTOR FAESSEL, BY A VOTE OF 8 TO 0, THE BOARD UNANIMOUSLY APPROVED THE MINUTES OF THE SEPTEMBER 20, 2023 REGULAR MEETING**

DISCUSSION ITEMS:

2. Receive and file a presentation to introduce the Trust's new online property mapping **ON THE MOTION OF DIRECTOR FREIDENRICH, SECONDED BY DIRECTOR KIM, BY A VOTE OF 8 TO 0, THE BOARD UNANIMOUSLY VOTED TO RECEIVE AND FILE WITH NOTED RECOMMENDATIONS TO PROVIDE SUPERVISORIAL DISTRICT BOUNDARIES, PROVIDE BETTER EASE OF USE (USER-FRIENDLY), INCLUDE DISCLAIMERS ON LIABILITIES, MEET WITH CHAIR FOLEY TO DISCUSS LIDAC COMMUNITIES ENVIRONMENTAL INFORMATION, ELIMINATE YEAR "2020" TITLE ON FILTER, MEET WITH CHAIR FOLEY AND CBRE COMMERCIAL BROKERAGE FIRM AND CONSIDER INTEGRATION OF CALOPTIMA DATA.**
3. Approve funding of three development projects pursuant to supplemental 2023 Orange County Housing Finance Trust Notice of Funding Availability; and authorize Trust Manager to execute a Letter of Intent to fund awardees **ON THE MOTION OF DIRECTOR SARMIENTO, SECONDED BY DIRECTOR FREIDENRICH, BY A VOTE OF 8 TO 0, THE BOARD UNANIMOUSLY APPROVED AS RECOMMENDED**
4. Approve amendment to the agreement with CivicHome for professional management services for the term beginning January 1, 2023 and ending December 31, 2025, to increase the total contract amount to total not-to-exceed amount of \$1,140,000 and add additional staff for accounting. **ON THE MOTION OF CHAIR FOLEY, SECONDED BY DIRECTOR KIM, BY A VOTE OF 8 TO 0, THE BOARD UNANIMOUSLY APPROVED ITEM AS AMENDED TO APPROVE A REVISED AMENDMENT AMOUNT TO ADD \$40,000 TO THE CURRENT CONTRACT YEAR ENDING DECEMBER 31, 2023 AND TO WORK TO FORM AN AD HOC COMMITTEE TO REVIEW CIVICHOME CONSULTING CONTRACT, DISCUSS FY 2024/2025 BUDGET, AND 2024 TRUST STRATEGIC PLAN RETREAT AGENDA AND RETURN TO THE BOARD WITH RECOMMENDATIONS BY THE SECOND MEETING OF THE YEAR.**
5. Adopt a resolution establishing the 2024 Orange County Housing Finance Trust meeting calendar **ON THE MOTION OF DIRECTOR SARMIENTO, SECONDED BY DIRECTOR FROST, BY A VOTE OF 8 TO 0, THE BOARD UNANIMOUSLY APPROVED ITEM AS RECOMMENDED**
RESO 23-004
6. Receive and file a presentation regarding the Trust Notice of Funding Availability process **RECEIVED AND FILED**

HOUSING TRUST MANAGER REPORT:

7. Oral Report from the Housing Trust Manager
NONE PRESENTED

PUBLIC COMMENTS:

None

DIRECTOR COMMENTS:

Director Faessel – Oral Re: Announced resignation, with December 12, 2023 meeting being his final meeting; stated a new Director has not yet been appointed in his place but expected it would happen soon; stated it was time to make room for a new Director and thanked the Trust for the work they have accomplished together

ADJOURNED: 12:08 p.m.

NEXT MEETING: January 17, 2024 at 10:00 a.m.

Signature on File

KATRINA FOLEY

Chair, Orange County Housing Finance Trust

Signature on File

JOANNE GOLDEN

Clerk of the Orange County Housing Finance Trust