

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

WEDNESDAY, MAY 18, 2022, 10:00 A.M.

DOUG CHAFFEE
Chairman

STEPHEN FAESSEL
Vice Chairman

DON BARNES
Director

LISA A. BARTLETT
Director

JAMEY FEDERICO
Director

SHARI FREIDENRICH
Director

FRED JUNG
Director

DAVID PENALOZA
Director

ED SACHS
Director

Trust Manger
Adam Eliason

Trust Counsel
Lauren Kramer

Clerk of the Trust
Robin Stieler

ATTENDANCE: Directors Barnes, Chaffee, Faessel, Federico, Freidenrich, Jung, Penaloza and Sachs
(Members Faessel, Freidenrich, Jung, Penaloza and Sachs participated via Zoom)

ABSENT: Director Bartlett

PRESENT: Trust Counsel
Clerk of the Trust

Lauren Kramer
Valerie Sanchez, Chief Deputy

CALL TO ORDER

The Chairman called the meeting to order at 10:03 a.m.

PLEDGE OF ALLEGIANCE

Chairman Chaffee led the pledge of allegiance

ROLL CALL

The Clerk called the roll and confirmed quorum

CONSENT CALENDAR (Items 1-2)

1. Approve Orange County Housing Finance Trust minutes from the February 4, 2022 meeting
ON THE MOTION OF CHAIRMAN CHAFFEE, SECONDED BY DIRECTOR BARNES, BY A VOTE OF 8 TO 0, WITH DIRECTOR BARTLETT BEING ABSENT, APPROVED THE ORANGE COUNTY HOUSING FINANCE TRUST MINUTES FROM THE FEBRUARY 4, 2022 MEETING
2. Approve Orange County Housing Finance Trust minutes from the April 27, 2022 meeting
ON THE MOTION OF CHAIRMAN CHAFFEE, SECONDED BY DIRECTOR BARNES, BY A VOTE OF 8 TO 0, WITH DIRECTOR BARTLETT BEING ABSENT, APPROVED THE ORANGE COUNTY HOUSING FINANCE TRUST MINUTES FROM THE APRIL 27, 2022 MEETING

DISCUSSION ITEMS (Item 3-11):

3. Adopt Resolution finding that, due to the proclaimed state of emergency arising from the Novel Coronavirus (COVID-19) and local officials continued recommended measures to promote social distancing, it is necessary for Directors to participate in the meetings via teleconferencing
ON THE MOTION OF CHAIRMAN CHAFFEE, SECONDED BY DIRECTOR BARNES, BY A VOTE OF 7 TO 1, WITH DIRECTOR FEDERICO VOTING NO AND DIRECTOR BARTLETT BEING ABSENT, THE BOARD APPROVED ITEM AS RECOMMENDED
RESO: 22-006-OCHFT
4. Receive and file Federal and State funding advocacy update from Townsend Public Affairs
RECEIVED AND FILED STATE AND FEDERAL FUNDING ADVOCACY UPDATE FROM CORI TAKKINEN OF TOWNSEND PUBLIC AFFAIRS
5. Approve the revised Orange County Housing Finance Trust Procurement Policy
ON THE MOTION OF CHAIRMAN CHAFFEE, SECONDED BY DIRECTOR FEDERICO, BY A VOTE OF 8 TO 0, WITH DIRECTOR BARTLETT BEING ABSENT, THE BOARD APPROVED ITEM AS RECOMMENDED
6. Authorize the Trust Manager to execute a revised funding letter of commitment extending the funding expiration date for the Orchard View Senior Gardens to March 31, 2023
ON THE MOTION OF DIRECTOR BARNES, SECONDED BY CHAIRMAN CHAFFEE, BY A VOTE OF 8 TO 0, WITH DIRECTOR BARTLETT BEING ABSENT, THE BOARD APPROVED ITEM AS RECOMMENDED
7. Adopt resolution authorizing Trust Manager to apply for Local Housing Trust Fund (LHTF) program, execute Local Housing Trust Fund standard agreement and any subsequent amendments or modifications as well as any other documents related to the Program or the Local Housing Trust Fund program; and authorize the Trust Manager to work with the Trust's lobbyist to pursue legislative remedy related to eligibility to apply for Local Housing Trust Fund program
ON THE MOTION OF DIRECTOR BARNES, SECONDED BY DIRECTOR FEDERICO, BY A VOTE OF 8 TO 0, WITH DIRECTOR BARTLETT BEING ABSENT, THE BOARD APPROVED ITEM AS RECOMMENDED
RESO: 22-007-OCHFT

8. Approve the 2022 Orange County Housing Finance Trust Notice of Funding Availability (NOFA) projects for project funding; waive Meadows project capitalized operating subsidy reserve; and authorize Trust Manager to execute a contingent Letter of Intent to funding awardees
ON THE MOTION OF DIRECTOR BARNES, SECONDED BY DIRECTOR PENALOZA, BY A VOTE OF 8 TO 0, WITH DIRECTOR BARTLETT BEING ABSENT, THE BOARD APPROVED ITEM AS RECOMMENDED

9. Approve FY 2021-2022 Orange County Housing Finance Trust budget adjustment to increase management and administrative services for CivicStone, LLC (\$45,000 increase; new total \$285,000), County Counsel (\$42,000 increase; new total \$82,000), County Treasurer (\$6,250 increase; new total \$6,250) and County Auditor-Controller (\$4,500 increase; new total \$12,000)
ON THE MOTION OF DIRECTOR BARNES, SECONDED BY CHAIRMAN CHAFFEE, BY A VOTE OF 8 TO 0, WITH DIRECTOR BARTLETT BEING ABSENT, THE BOARD APPROVED ITEM AS RECOMMENDED

10. Approve waiver of City Member contributions for FY 2022-23; and approve Orange County Housing Finance Trust FY 2022-23 Budget
ON THE MOTION OF DIRECTOR FEDERICO, SECONDED BY DIRECTOR BARNES, BY A VOTE OF 8 TO 0, WITH DIRECTOR BARTLETT BEING ABSENT, THE BOARD APPROVED ITEM AS RECOMMENDED

11. Consider and select Option A or B: (A) Approve extension of agreement with CivicStone, LLC for management and administrative services, ending December 31, 2022 (\$130,000), authorize negotiation of sole source agreement with CivicStone, LLC for management and administrative services for a three-year term and return to the Board for approval; or (B) Approve a twelve-month extension of agreement with CivicStone, LLC for management and administrative services, ending June 30, 2023 (\$260,000), direct staff to issue a Request for Proposal for Trust management services and return to the Board for approval
ON THE MOTION OF DIRECTOR FEDERICO, SECONDED BY DIRECTOR BARNES, BY A VOTE OF 8 TO 0, WITH DIRECTOR BARTLETT BEING ABSENT, THE BOARD APPROVED ITEM AS RECOMMENDED WITH THE SELECTION OF OPTION A

HOUSING TRUST MANAGER REPORT (Item 12)

12. Oral Report from the Housing Trust Manager
POINT IN TIME COUNT DATA INDICATES A 16.6% DECREASE IN HOMELESSNESS SINCE 2019 COUNT; THE TRUST IS PART OF THE SOLUTION TO SEE THESE NUMBERS CONTINUE TO DECREASE; THERE ARE 756 AFFORDABLE AND PERMANENT SUPPORTIVE HOUSING UNITS CURRENTLY UNDER CONSTRUCTION WITH ANOTHER 248 UNITS IN THE PROCESS OF SECURING CONSTRUCTION LOANS

PUBLIC & TRUST COMMENTS:

PUBLIC COMMENTS: None

DIRECTOR COMMENTS:

Chairman Chaffee – Oral re: With no city member contributions to cover the administrative costs of the trust, more cities may decide to jump in; the more cities that join the trust the stronger the lobbying efforts will be

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Director Freidenrich – Oral re: Legislation AB1850 related to affordable housing may have impacts on revenue coming in, trust may need to review to determine any impacts to County or member cities

ADJOURNED: 11:47 a.m.

NEXT MEETING: June 8, 2022 at 10:00 a.m.

Signature of file

DOUG CHAFFEE

Chairman, Orange County Housing Finance Trust

Signature of file

ROBIN STIELER

Clerk of the Orange County Housing Finance Trust