

**THE MINUTES OF THE REGULAR MEETING
OF THE COMMISSIONERS
OF THE HOUSING AUTHORITY
OF THE COUNTY OF SAN JOAQUIN
HELD JUNE 17, 2021**

The Commissioners of the Housing Authority of the County of San Joaquin met in a Regular Meeting at 2575 Grand Canal Blvd., Stockton, California, at 4:03 p.m. on June 17, 2021. Certain Commissioners and staff attended by teleconference (Zoom) as permitted by California Government Code §54953 and Executive Order N-29-20.

The Chairperson called the meeting to order and upon roll call, those present and absent were as follows:

Present: Patricia Barrett, First Vice Chairperson
Stephen Beckham, Commissioner
Ryan Gresham, Chairperson
Lester Patrick, Second Vice Chairperson
Crisanne Santini, Commissioner
Rudy Willey, Commissioner

Absent: Jon Mendelson, Commissioner

The Chairperson declared a quorum present and called for the Pledge of Allegiance.

Peter W. Ragsdale – Executive Director, Alan R. Coon – General Counsel, Gerald “Chip” Jones – Deputy Director, Melinda Hazard – Director of Finance, Carena Lane – Director of Occupancy and Housing Compliance, Tom Gerber – Director of Administration, and Douglas E. Englehart, Jr. – CPA, MSA of Smith Marion & Co. were in attendance.

APPROVAL OF THE MINUTES:

Following a discussion, Commissioner Willey moved, seconded by Commissioner Patrick that the following Resolution be approved as read:

RESOLUTION NO. 21-11

RESOLUTION APPROVING MINUTES

RESOLVED AND ORDERED by the Board of Commissioners of the Housing Authority of the County of San Joaquin meeting in a Regular Meeting this 17th day of June, 2021, that the Minutes of the Annual Meeting held May 20, 2021, be, and the same hereby are approved and adopted and the Secretary be, and he hereby is authorized and directed to sign said Minutes for and on behalf of the Authority.

Roll Call:

Ayes: Commissioners Barrett, Beckham, Gresham, Patrick, Santini, and Willey

Noes: None

Abstain: None

Absent: Commissioner Mendelson

Upon roll call, the Chairperson declared the foregoing Resolution passed and adopted.

SPECIAL PRESENTATION:

Douglas E. Englehart, Jr., CPA, MSA of Smith Marion & Co. presented and explained in detail of the Housing Authority of the County of San Joaquin Audited Annual Financial Statements for the Fiscal Year Ended September 30, 2020.

The Chairperson announced that the Board of Commissioners' meeting is recessed at this time, 5:03 p.m., so that the Commissioners could conduct the Delta Community Developers Corp. Board meeting.

The Board of Commissioners' meeting reconvened at 5:08 p.m.

The Chairperson called the meeting to order and upon roll call, those present and absent were as follows:

Roll Call:

Ayes: Commissioners Barrett, Beckham, Gresham, Patrick, Santini, and Willey

Noes: None

Abstain: None

Absent: Commissioner Mendelson

EXECUTIVE DIRECTOR'S REPORT:

1. COVID Update;
2. Development Updates;
3. Award of Emergency Housing Vouchers (EHV).

Please note that Executive Director's "Summary of Executive Director's Report" is attached as not part of the original posting of the Agenda.

REPORTS:

Each Commissioner received either a paper copy or an electronic copy of the Director of Finance/Executive Director Finance Reports; Significant Purchases and Contracts Report; Capital Fund Projects; Unlawful Detainer Report; Stockton Police Department Activity Report for Conway Homes, Sierra Vista and HCVP Liaison; and Vacancy Report.

PUBLIC COMMENTS:

None.

INFORMATION ITEMS:

As part of Agenda Packet, each Commissioner received either a paper copy or an electronic copy of the following information items:

1. KIPP Assignment of License Agreement to Single Purpose Entity.

CONSENT ITEMS:

None.

ACTION ITEMS:

1. Following a discussion, Commissioner Willey moved, seconded by Commissioner Barrett that the following Resolution be approved as read:

RESOLUTION NO. 21-12

**RESOLUTION APPROVING
2021/2022 PUBLIC HOUSING AGENCY (PHA) PLAN;
AUTHORIZING CHAIRPERSON TO EXECUTE PHA
CERTIFICATIONS OF COMPLIANCE WITH PHA PLANS
AND RELATED REGULATIONS (FORM HUD-50077); AND
AUTHORIZING EXECUTIVE DIRECTOR TO
SUBMIT 2021/2022 PUBLIC HOUSING AGENCY (PHA)
PLAN TO U.S. DEPARTMENT OF HOUSING
AND URBAN DEVELOPMENT**

RESOLVED AND ORDERED by the Board of Commissioners of the Housing Authority of the County of San Joaquin meeting in a Regular Meeting this 17th day of June, 2021, that that certain 2021/2022 Public Housing Agency (PHA) Plan, be and the same hereby is approved and adopted; that the Chairperson be, and he hereby is authorized and directed to execute PHA Certifications of Compliance with PHA Plans

and Related Regulations (form HUD-50077); and, that the Executive Director be, and he hereby is authorized and directed to submit the 2021/2022 Public Housing Agency (PHA) Plan to the U.S. Department of Housing and Urban Development.

Roll Call:

Ayes: Commissioners Barrett, Beckham, Gresham, Patrick, Santini, and Willey

Noes: None

Abstain: None

Absent: Commissioner Mendelson

Upon roll call, the Chairperson declared the foregoing Resolution passed and adopted.

2. Following a discussion, Commissioner Willey moved, seconded by Commissioner Barrett that the following Resolution be approved as read:

RESOLUTION NO. 21-13

RESOLUTION ACCEPTING AUDITED ANNUAL FINANCIAL STATEMENTS FOR THE HOUSING AUTHORITY OF THE COUNTY OF SAN JOAQUIN FOR THE FISCAL YEAR ENDED SEPTEMBER 30, 2020

RESOLVED AND ORDERED by the Board of Commissioners of the Housing Authority of the County of San Joaquin meeting in a Regular Meeting this 17th day of June, 2021, that the Audited Annual Financial Statements for the Housing Authority of the County of San Joaquin for the Fiscal Year Ended September 30, 2020, be and the same hereby is accepted.

Roll Call:

Ayes: Commissioners Barrett, Beckham, Gresham, Patrick, Santini, and Willey

Noes: None
Abstain: None
Absent: Commissioner Mendelson

Upon roll call, the Chairperson declared the foregoing Resolution passed and adopted.

3. Following a discussion, Commissioner Patrick moved, seconded by Commissioner Santini that the following Resolution be approved as read:

RESOLUTION NO. 21-14

**RESOLUTION APPROVING
CAPITAL FUND FIVE-YEAR ACTION PLAN**

RESOLVED AND ORDERED by the Board of Commissioners of the Housing Authority of the County of San Joaquin meeting in a Regular Meeting this 17th day of June, 2021, that that certain Capital Fund Five-Year Action Plan for the Housing Authority of the County of San Joaquin for 2021-2025, be and the same hereby is approved.

Roll Call:
Ayes: Commissioners Barrett, Beckham, Gresham, Patrick, Santini, and Willey
Noes: None
Abstain: None
Absent: Commissioner Mendelson

Upon roll call, the Chairperson declared the foregoing Resolution passed and adopted.

4. Following a discussion, Commissioner Barrett moved, seconded by Commissioner Beckham that the following Resolution be approved as read:

RESOLUTION NO. 21-15

**DELTA COMMUNITY DEVELOPERS CORP. FOR DCDC
COTTAGE VILLAGE, LLC AUTHORIZING RESOLUTION;
AND
RESOLUTION SUBORDINATING LOAN OF
HOUSING AUTHORITY OF THE COUNTY OF SAN JOAQUIN
(Cottage Village Senior Apartments)**

RE: FINANCING ACTIVITY

The undersigned Board of Directors of Delta Community Developers Corp. ("**DCDC**") and DCDC Cottage Village, LLC, a California limited liability company ("**DCDC CV LLC**") and Board of Commissioners for the Housing Authority of the County of San Joaquin ("**HACCSJ**") do hereby adopt the following resolution:

WHEREAS, DCDC is the sole member and manager of DCDC CV LLC which is the Co-Administrative General Partner along with RCC MGP LLC, a California limited liability company, as Managing General Partner, DFA Cottage Village LLC, a California limited liability company, as Administrative General Partner, CREA California Tax Credit Fund 58, LP, a Delaware limited partnership, as the Limited Partner and CREA SLP, LLC, an Indiana limited liability company, as the Special Limited Partner of DFA Cottage Village Associates LP, a California limited partnership (the "**Partnership**" or "**Borrower**");

WHEREAS, HACCSJ owns that certain parcel of land located at 510 North Cottage Avenue in the City of Manteca, in the State of California (the "**Property**");

WHEREAS, HACCSJ provided a pass through loan of funds received from the City of Manteca to the Owner in the approximate amount of One Million Eight Hundred Thirty Thousand Dollars (\$1,830,000) and One Hundred Thousand Dollars (\$100,000) (collectively the "**Authority Loan**") as evidenced by promissory notes and made pursuant to a loan agreement secured by a leasehold deed of trust and regulatory agreement (the "**Authority Loan Documents**");

WHEREAS, the Partnership entered into a ground lease for the Property with HACSJ in order to develop forty-seven (47) units of affordable multifamily rental housing, one manager's unit, and related facilities on the Partnership's leasehold interest in the Property (the "**Project**");

WHEREAS, the Partnership previously borrowed a Five Million Five Hundred Thousand Dollar (\$5,500,000) tax exempt loan from the California Municipal Finance Authority, a joint exercise of powers agency organized and existing under the laws of the State of California ("**CMFA**"), which tax exempt loan was assigned to Farmers & Merchants Bank (**F&M**), in order to finance the Project (the "**Original Bank Bond Construction Loan**");

WHEREAS, in order to provide additional financing for the Project, CMFA and F&M increased the Original Bank Bond Construction Loan by Two Million Dollars (\$2,000,000) to a new aggregate principal amount of Seven Million Five Hundred Thousand Dollars (\$7,500,000) (the "**Amended F&M Bank Bond Construction Loan**");

WHEREAS, the Borrower obtained an extension to the construction period for the Amended F&M Bank Bond Construction Loan on August 1, 2020, and further extension to the Amended F&M Bank Bond Construction Loan on March 22, 2021 (collectively, the "**Amended & Extended Construction Loan**");

WHEREAS, the Amended & Extended Construction Loan was anticipated to convert to a permanent loan in an amount not to exceed \$3,293,400 (the "**Original Permanent Loan**"), but the Borrower now desires to increase the contemplated permanent loan amount to an amount not to exceed \$5,000,000 and modify the interest rate (the "**Permanent Loan Modification**") and enter into any and all document necessary to secure the Permanent Loan Modification including, but not limited to, a third amendment and reaffirmation agreement, a certificate of arbitrage, certificates of no change, subordination agreements, and any and all other documents as may be requested by CMFA, F&M,

the title/escrow company in order to consummate the Permanent Loan Modification (the "**Permanent Loan Documents**"); and

WHEREAS, F&M requires the modification of the Authority Loan documents subordinating their interest to F&M as set forth in the Permanent Loan Documents,

NOW, THEREFORE, BE IT RESOLVED: That the Board of Directors of DCDC hereby approve on behalf of DCDC CV LLC, as the Co-Administrative General Partner of the Partnership to modify the Original Permanent Loan and enter into the Permanent Loan Documents.

FURTHER RESOLVED: Peter W. Ragsdale, as Executive Director of DCDC and HACSJ ("**Executive Director**"), acting alone, on behalf of HACSJ and DCDC in its capacity as the sole member and manager of DCDC CV LLC, and DCDC CV LLC in its capacity as the Co-Administrative General Partner of the Partnership, shall be authorized and directed to execute any and all documents and agreements described in this resolution, and any and all other documents necessary for the HACSJ, DCDC, DCDC CV LLC, and/or the Partnership to take all actions and perform any other activity contemplated in this resolution or as otherwise needed to effectuate the Project and obtain the financing for the Project.

FURTHER RESOLVED: The Executive Director of DCDC and HACSJ is hereby authorized, empowered and directed to take any and all such related or ancillary actions necessary and appropriate to achieve the foregoing purposes including refinements to the terms and documents set forth in this resolution as may be reasonably determined by Executive Director including approving changes to the loan amounts in connection with the Permanent Loan Documents. Any action by the Executive Director, officers, or any person or persons designated and authorized so to act by the HACSJ, DCDC or DCDC CV LLC acting as the Co-Administrative General Partner to do and perform, or cause to be done and performed, in name and on behalf of HACSJ, DCDC or DCDC CV LLC acting as the

Co- Administrative General Partner in furtherance of the purposes hereunder is hereby approved, ratified and confirmed.

FURTHER RESOLVED: The execution and delivery by HACSJ, DCDC or DCDC CV LLC acting as the Co- Administrative General Partner of any of the aforesaid agreements, documents and instruments authorized hereunder and the taking by the HACSJ or DCDC or its officers of any acts in any way related to the transactions contemplated hereunder, and such other agreements, documents and instruments shall be conclusive evidence of his approval thereof and of his or her authority to execute and deliver such agreements, documents and instruments and to take and perform such acts in the name and on behalf of HACSJ, DCDC or DCDC CV LLC acting as the Co-Administrative General Partner.

FURTHER RESOLVED: That to the extent that any actions authorized herein have already been performed, such actions are ratified and approved.

FURTHER RESOLVED: That this resolution shall take immediate effect upon adoption.

Upon motion duly made and unanimously accepted, adopted, approved and enacted this 17th day of June 2021 at Stockton, California by a vote of 5 yeas and 0 nays:

ROLL CALL:

AYES:	Commissioners Barrett, Beckham, Gresham, Patrick, and Santini
NOES:	None
ABSTAIN:	Commissioner Willey
ABSENT:	Commissioner Mendelson

IN WITNESS HEREOF, the undersigned of the respective Board has executed this action by unanimous written consent as of June 17, 2021.

Roll Call:

Ayes: Commissioners Barrett, Beckham,
Gresham, Patrick, Santini, and Willey
Noes: None
Abstain: None
Absent: Commissioner Mendelson

Upon roll call, the Chairperson declared the foregoing Resolution passed and adopted.

5. Following a discussion, Commissioner Patrick moved, seconded by Commissioner Barrett that the following Resolution be approved as read:

RESOLUTION NO. 21-16

**CONSIDER AUTHORIZING EXECUTIVE DIRECTOR
TO SUBMISSION OF THE INVENTORY
REMOVAL APPLICATION FOR DISPOSITION OF A
PORTION OF CONWAY HOMES FOR THE
DEVELOPMENT OF A CHARTER SCHOOL**

RESOLVED AND ORDERED, by the Commissioners of the Housing Authority of the County of San Joaquin meeting in a Regular Meeting this 17th day of June, 2021 that the Executive Director be, and he hereby is authorized and directed to investigate disposition of existing land within Conway Homes for ground lease or similar land grant to develop and operate charter schools.

BE IT FURTHER RESOLVED AND ORDERED, that the Executive Director be, and he hereby is authorized and directed to submission of the Inventory Removal Application Form OMB Approval No. 2577-0075 to the U.S. Department of Housing and Urban Development.

Roll Call:

Ayes: Commissioners Barrett, Beckham,
Gresham, Patrick, Santini, and Willey

Noes: None
Abstain: None
Absent: Commissioner Mendelson

Upon roll call, the Chairperson declared the foregoing Resolution passed and adopted.

6. Following a discussion, Commissioner Patrick moved, seconded by Commissioner Barrett that the following Resolution be approved as read:

RESOLUTION NO. 21-17

**RESOLUTION AUTHORIZING
EXECUTIVE DIRECTOR TO ATTEND
2021/2022 CONFERENCES AND TRAININGS**

BE IT RESOLVED AND ORDERED by the Commissioners of the Housing Authority of the County of San Joaquin meeting in a Regular Meeting this 17th day of June, 2021, that the Executive Director be, and he hereby is, authorized and directed to attend 2021/2022 conferences and trainings and that he be reimbursed for his expenses in accordance with the Housing Authority of the County of San Joaquin's Travel Policy.

Roll Call:
Ayes: Commissioners Barrett, Beckham, Gresham, Patrick, Santini, and Willey
Noes: None
Abstain: None
Absent: Commissioner Mendelson

Upon roll call, the Chairperson declared the foregoing Resolution passed and adopted.

7. Following a discussion, Commissioner Barrett moved, seconded by Commissioner Beckham that the following Resolution be approved as read:

RESOLUTION NO. 21-18

**RESOLUTION AUTHORIZING
GENERAL COUNSEL TO ATTEND
2021/2022 CONFERENCES AND TRAININGS**

BE IT RESOLVED AND ORDERED by the Commissioners of the Housing Authority of the County of San Joaquin meeting in a Regular Meeting this 17th day of June, 2021, that the General Counsel be, and he hereby is, authorized and directed to attend 2021/2022 conferences and trainings and that he be reimbursed for his expenses in accordance with the Housing Authority of the County of San Joaquin's Travel Policy.

Roll Call:

Ayes: Commissioners Barrett, Beckham, Gresham, Patrick, Santini, and Willey

Noes: None

Abstain: None

Absent: Commissioner Mendelson

Upon roll call, the Chairperson declared the foregoing Resolution passed and adopted.

WRITTEN COMMUNICATIONS:

1. Recordnet.com on May 28, 2021, Article Regarding Ribbon Cutting Ceremony at Crossway Residences – 421 S. El Dorado Street, "A Second Chance: Ribbon Cutting Celebrates Stockton's Newest Affordable Housing Community"

**COMMISSIONERS' QUESTIONS & COMMENTS/AGENDA
BUILDING:**

Inquired about workshop in financial reporting for Commissioners. Also, workshop or training session in conflict of interests as the roles of the Board of Commissioners.

CLOSED SESSION ITEMS:

Conference with Real Property Negotiators. Government Code §54956.8. **Property:** APN No. [TBD] – Tracy Property, Tracy, CA. **Agency Negotiator:** Peter W. Ragsdale and Alan R. Coon. **Negotiating Parties:** Housing Authority of the County of San Joaquin, DFA Development.

Conference with Real Property Negotiators. Government Code §54956.8. **Property:** Purchase of 1310 Irwin Ave., Escalon, CA and 706 California Street, Escalon, CA. **Agency Negotiator:** Peter W. Ragsdale and Alan R. Coon. **Negotiating Parties:** Housing Authority of the County of San Joaquin, DFA Development.

Conference with Real Property Negotiators. Government Code §54956.8. **Property:** Consider Development of certain APN No.s Rose Creek lots to be identified (10 Lots), Stockton, CA. **Agency Negotiator:** Peter W. Ragsdale and Alan R. Coon. **Under Negotiation:** Development and Ancillary Agreements with future authority regarding financing. **Negotiating Parties:** Housing Authority of the County of San Joaquin, Orchard Homes, LLC.

Conference with Real Property Negotiators. Government Code §54956.8. **Property:** APN No. 175-160-41 – 3617 Mourfield Avenue, Stockton, CA. **Agency Negotiator:** Peter W. Ragsdale and Alan R. Coon. **Negotiating Parties:** Housing Authority of the County of San Joaquin, San Joaquin County.

Conference with Real Property Negotiators. Government Code §54956.8. **Property:** Sierra Vista Homes - Memorandum of Understanding between Housing Authority of the County of San Joaquin and Aspire Public Schools, Stockton, CA. **Agency**

Negotiator: Peter W. Ragsdale and Alan R. Coon. **Negotiating Parties:** Housing Authority of the County of San Joaquin and Aspire Public Schools.

Conference with Real Property Negotiators. Government Code §54956.8. **Property:** APN No. 087-100-70 – Property located on Cherokee Road for potential Project HOMEKEY development; **Agency Negotiator:** Peter W. Ragsdale and Alan R. Coon. **Negotiating Parties:** Housing Authority of the County of San Joaquin and tbd real estate entity.

Conference with Real Property Negotiators. Government Code §54956.8. **Property:** Mokolunne Manor and Sartini Manor, Thornton, CA **Agency Negotiator:** Peter W. Ragsdale and Alan R. Coon. **Under Negotiation:** Development Plan, Financing, Construction and Partnership Related Agreements concerning Thornton Wastewater Project. **Negotiating Parties:** U.S. Department of Housing and Urban Development – Capital Fund Program, U.S. Department of Agriculture – Rural Development (USDA-RD), Sacramento Area Sewer District (SASD) and other related agencies.

Conference with Legal Counsel – Pending Litigation. K. Johnson EEOC Action #550-2020-01241. Government Code §54956.9 (c), (d)(1) and (e).

Conference with Legal Counsel – Potential Litigation/Personnel Matter. Government Code §§54954.5 (c), (e); 54956.9 (a), (d)(2); and 54957.

Public Employee Performance Evaluation. Government Code §54957 (b) (1). Executive Director.

Public Employee Performance Evaluation. Government Code §54957 (b) (1). General Counsel.

Commencing Housing Authority of the County of San Joaquin Closed Session at 6:00 p.m., the Chairperson called the meeting to order and upon roll call, those present and absent were as follows:

Present: Patricia Barrett, First Vice Chairperson
Stephen Beckham, Commissioner
Ryan Gresham, Chairperson
Lester Patrick, Second Vice Chairperson
Crisanne Santini, Commissioner
Rudy Willey, Commissioner

Absent: Jon Mendelson, Commissioner

The Chairperson declared a quorum present.

There was no reportable action taken with respect to the Closed Session items related the real property properties except that the Board did announce that they authorized and directed staff to move forward on the Thornton Wastewater Project. Thereafter, the Board did conduct in Closed Session the Public Employee Performance Evaluations of, first, Executive Director, and then General Counsel. The Board returned at 7:00 p.m. announcing it had completed the evaluations of the Executive Director and General Counsel and, after further discussion and upon vote to be presented in their respective Resolution #s 21-19 and 21-20, which shall also be considered as Amendment #6 to the Executive Director Contract and Amendment #9 to the General Counsel Agreement, respectively, announced that the Executive Director and General Counsel had high marks and met or exceeded their respective duties and, therefore, the Board does grant modifications to their respective contracts of employment as set forth in the attached Resolutions.

ADJOURNMENT:

Whereupon unanimously approved, the Meeting was adjourned.

Roll Call:

Ayes: Commissioners Barrett, Beckham, Gresham,
Patrick, Santini, and Willey

Noes: None

Abstain: None

Absent: Commissioner Mendelson

Upon roll call, the Chairperson declared the meeting adjourned at 7:00 p.m.



Peter W. Ragsdale, Secretary

Executive Director's Report - June 17, 2021

1. **COVID Update:** Currently we have 70 fully vaccinated out of 81 employees & temporary workers.

2. Development update: Both Crossways and Turnpike are on track to complete by the end of June.
 - Victory Gardens Completed:
 - Rough Grading
 - Building Pad Compactions
 - Sewer Offsite Connection and line into community
 - In Progress
 - Offsite Storm Construction
 - Today Sawcut Asphalt
 - Trenching to start tomorrow
 - Finish offsite next Friday
 - Waiting on Designs
 - We have Electrical
 - Waiting on gas
 - Creekside – Running numbers on permanent financing options for a modest rehab. Evaluating HCD programs for competitiveness.
 - Tracy – New Senior design for minimal demolition and relocation. Upcoming meeting with City of Tracy staff to discuss.
 - Escalon – Irwin Village – Waiting for owner signature to begin CEQA/NEPA and Phase 1

3. Emergency Housing Vouchers- We've hired two staff as Housing Navigators and Case Managers. We've received 723 referrals. Our award is:

Housing Choice Voucher Program

Section 8

June 16, 2021

Type of Funding	Increment Number	Budget Authority	Units	Effective Date	Term	Estimated Monthly Disbursement
EF	CA024EF0001	\$268,824		7/1/2021	18	\$14,935
EH	CA024EH0001	\$2,371,188	232	7/1/2021	18	\$131,733
EP	CA024EP0001	\$92,800		6/1/2021	1	
ES	CA024ES0001	\$812,000		6/1/2021	7	