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CHIEF EXECUTIVE OFFICER

Linda Braunschweiger

Housing Trust Fund Ventura County
Board of Directors Meeting – Wednesday, September 27, 2023
11:30 am – 1:00 pm, property tour until 1:30 pm
In-person meeting only held at
Housing Authority of the City of San Buenaventura,
Westview III Community Room, 336 W. Flint Street, Ventura

Minutes

Attendees: Tracy McAulay, Ken Trigueiro, Karen Flock, Alex Russell, Mary Ann Krause, Jennie Buckingham, Carrick DeHart, Anthony Mireles, Cathi Nye, Stratis Perros, Mark Pettit, Emilio Ramirez, Elenore Vaughn

Absent: Daniel Gonzalez, Dawn Dyer, Marni Brook, Sarah McCarthy-Garcia, Lynn Oshita

Staff:

Linda Braunschweiger, Jason Gaffner, Tobie Roach

Guests: Celita Stone

1. **Welcome/General Updates**

- Jeff Lambert welcomes the group and speaks of his new position and his role at the City of Ventura Housing Authority.
- Ken- Fillmore got approved, speaks of Supporting Housing Act, and how this project is in super NOFA round right now.
- Tobie- shares upcoming HTFVC event plans for 2024.
- Cathi- shares of schools beginning and student homeless count. That the United way was able to share over 2000 backpacks with school supplies.
- Mary Ann- Santa Paula is trying to get Housing Element approved right now.
- Alex- is the new CEO at Homes and Hope, an affiliate of McCarthy company. Shares about a first project working with a nonprofit in Burbank.
- Karen- Welcome to Westview Village. This is phase II here in the Community Room.
- Stratis- Thousand Oaks trying to get Housing Element moving forward, though our element was approved last May.

- Jason- 5 ½ week old baby & a new house.
- Celita- looking forward to going over the 2024 budget.
- Carrick- construction is going on at CSUCI campus: Children education centers, faculty offices being built. We had a 20% drop in student capacity. October 8 is the Presidents Dinner.
- Anthony- 585 after school program, ages 17-23 y/o.
- Jennie- Housing services division has two new managing analysts, so now a team of 5. Trying to get Housing Element certified. Waiting for NOFA.
- Mark- new developments coming in the next 5-10 years which have 24% or more units of affordable housing.
- Linda- Going to OFN Conference in Washington DC in two weeks and CACLTN conference in Oakland.

2. General BOD Approval

- a. July Financial Reports – **Motion Passed, see voting record 1a.**

3. CEO Report

- a. OFN CDFI Industry Survey/Recertification

- Linda is looking forward to reading report recertifications. We have to go through CDFI and will have 1 year to get our recertifications done.

- b. 2024 Event Location

- Walnut Grove @ Tierra Rejada (Underwood Property) on May 9th.
 - Cathi has volunteered to be on the event committee.
- Board Retreat will be January 24th, likely at Vallavanda Manor
- Annual Meeting will be at Camarillo Library in February

- c. Endowment & Planned Giving

- Linda and Tobie have been attending a yearlong webinar learning about Planned Giving and sometime next year we hope to get started making our plan to move forward.
- Carrick said he would be a good resource when we are ready.
- Tobie will likely be working on this.

- d. Statewide and Countywide Housing Measures

- V.C Housing Coalition- a local bond, Karen shares information about it.
- e. Linda medical leave
- surgery scheduled for October 27th, subject to change.
Prior to that, Linda will be attending the OFN conference in Washington and the Land Trust conference in Oakland. Jason will be available; Tobie will be on vacation as well.

4. Housing Land Trust

- a. New emails, website, separation of insurance policies
- We now have a new website. Linda asks the board to review and offer any feedback. We now have HLT emails, separate social media, and separate insurance policies. There are a lot of State interests in CA about Land Trusts.
- b. School Districts potential land for AH
- Has potential Land for A.H. Dawn mentioned at the Executive meeting that the likelihood of the land donation from a school district is low, so we likely wont head that direction with our efforts.

5. Lending Program Update

- a. College Community Court, PSHHC Loan Application-**Motion Passed, See voting record 1b.**
- \$1.5M predevelopment loan, 36% AMI, Telegraph Rd./Methodist Church, 57 units and is a head start facility. For homeless and identified in the Ventura Housing Element
- b. Meta bridge loan
 - Still providing challenges.
 - Tiny home builder missed deadline; 1st two houses were not approved by HCD.
- c. Impact of low 2023 loan volume & potential pipeline 2024
 - Group discussed why the low loan volume.
 - d. Loan products marketing.

We need to be sharing what we have available to loan.

- 6. **Adjourn for tour of Westview development 1:03pm**

Attachment #1
Voting Record for Minutes 9/27/2023 BOD Meeting

1) Motion: a. for board approval of the July BOD Minutes

Made by	Cathi Nye
Second	Jennie Buckingham
Results	Approved

Discussion:

Board Member	Yes	No	Abstain
Tracy McAulay	X		
Ken Trigueiro	X		
Karen Flock	X		
Daniel Gonzalez	Absent		
Alex Russell	X		
Dawn Dyer	Absent		
Mary Ann Krause	X		
Marni Brook	Absent		
Jennie Buckingham	X		
Carrick DeHart	X		
Sarah McCarthy-Garcia	Absent		
Anthony Mireles	X		
Cathi Nye	X		
Lynn Oshita	Absent		
Stratis Perros	X		
Mark Pettit	X		
Emilio Ramirez	X		
Elenore Vaughn	Absent for vote		

2) Motion: b. College Community Court,
 PSHHC Loan Application

Made by	Karen Flock
Second	Cathi Nye
Results	Approved

Discussion:

Board Member	Yes	No	Abstain
Tracy McAulay	X		
Ken Trigueiro	X		
Karen Flock	X		
Daniel Gonzalez	Absent		
Alex Russell	X		
Dawn Dyer	Absent		
Mary Ann Krause	X		
Marni Brook	Absent		
Jennie Buckingham	X		
Carrick DeHart	X		
Sarah McCarthy-Garcia	Absent		
Anthony Mireles	X		
Cathi Nye	X		
Lynn Oshita	Absent		
Stratis Perros	X		
Mark Pettit	X		
Emilio Ramirez	X		
Elenore Vaughn	X		

3) Motion: c. for board approval of the May Financial Reports

Made by	Karen Flock
Second	Mary Ann Krause
Results	Approved

Discussion:

Board Member	Yes	No	Abstain
Tracy McAulay	X		
Ken Trigueiro	X		
Karen Flock	X		
Daniel Gonzalez	Absent		
Alex Russell	Absent		
Dawn Dyer	X		
Mary Ann Krause	X		
Marni Brook	Absent		
Jennie Buckingham	Absent		
Carrick DeHart	Absent for vote		
Sarah McCarthy-Garcia	X		
Anthony Mireles	X		
Cathi Nye	X		
Lynn Oshita	X		
Stratis Perros	X		
Mark Pettit	X		
Emilio Ramirez	Absent for vote		
Elenore Vaughn	X		

4) Motion: d. for board approval to add signers to the Bank of the Sierra change of loan format from Line of credit to EQ2

Made by	Cathi Nye
Second	Anthony Mireles
Results	Approved

Discussion:

Board Member	Yes	No	Abstain
Tracy McAulay	X		
Ken Trigueiro	X		
Karen Flock	X		
Daniel Gonzalez	Absent		
Alex Russell	Absent		
Dawn Dyer	X		
Mary Ann Krause	X		
Marni Brook	Absent		
Jennie Buckingham	Absent		
Carrick DeHart	Absent for vote		
Sarah McCarthy-Garcia	X		
Anthony Mireles	X		
Cathi Nye	X		
Lynn Oshita	X		
Stratis Perros	Absent		
Mark Pettit	X		
Emilio Ramirez	Absent for vote		
Elenore Vaughn	X		

5) Motion: e. for board approval in support of the HTFVC writing a letter to Assembly Members regarding Statewide Bond Initiative AB 1657 (WICKS).

Made by	Dawn Dyer
Second	Anthony Mireles
Results	Approved

Discussion:

Board Member	Yes	No	Abstain
Tracy McAulay			X
Ken Trigueiro	X		
Karen Flock	X		
Daniel Gonzalez	Absent		
Alex Russell	Absent		
Dawn Dyer	X		
Mary Ann Krause	X		
Marni Brook	Absent		
Jennie Buckingham	Absent		
Carrick DeHart	Absent for vote		
Sarah McCarthy-Garcia	X		
Anthony Mireles	X		
Cathi Nye	X		
Lynn Oshita			X
Stratis Perros	Absent		
Mark Pettit	X		
Emilio Ramirez			X
Elenore Vaughn	X		