

IRVINE CAMPUS HOUSING AUTHORITY
Board of Directors' Meeting
September 12, 2018

BOARD MEMBERS PRESENT: Jennifer Aaron, Greg Jue, Diane O'Dowd, Heike Rau, Barbara Sarnecka, Christy Teague.

OTHERS PRESENT: Jennifer Barb, Bryce Bunker, Barbara Correa, Karlie George, Andrew Herndon, Ron Reid, Robyn Stelk, Victor Van Zandt, Elaine Vatakis.

CALL TO ORDER: Greg Jue called the meeting to order.

APPROVAL OF MINUTES: The Board approved the minutes of June 13, 2018.

REPORT ON OPERATIONS

The Chair opened the Operations Report for questions and comments. CEO and President Van Zandt asked all managers to present reports for their respective departments:

Vice President Herndon reported that two disputes between two pairs of residents were avoided through the efforts of ICHA staff: one resulting in a compromise solution to screen an already approved improvement, the other resulting in a cost sharing to repair a commonly-owned side yard fence.

Asset Manager Ron Reid discussed the following:

- Street slurry project completed over the summer.
- Street sign reconfiguration at Owen and California and the replacement of bike lanes with parking slots on Gabrielino Drive.

In response to concerns from the community about the loss of bike lane striping on Gabrielino and Owen Drives, ICHA and the HRB, in consultation with former members of the University Hills Transportation Task Force, have asked the engineering firm that helped draft the University Hills Transportation Study to reassess the recommendations with a priority on pedestrians and bicycles over parking needs. Once the engineering firm responds, the HRB will review the results and make a recommendation back to ICHA.

Manager Bunker reported on the following:

- Area 11-2 homes are scheduled to begin closing next week.
- The GIS software was installed last week. Phase 1 of data input will continue through the fiscal year.
- The Las Lomas roof project is scheduled to be completed by the end of September.

Director George reported that the percentage of residents that are retirees increased to 18%, or 213 households, in the past year.

Director Barb reported that the outside auditing firm, Haskell & White, will present findings to the audit committee in October.

Director Correa said that ICHA has chosen Yardi as its new property management software provider, to be implemented in early 2019. She also provided statistics on email communication showing increased engagement with the community.

Vice President Vatakis reported a successful outcome on the furniture shipment for the rental properties.

President Van Zandt announced that University of California President Janet Napolitano plans to visit University Hills this fall.

OLD BUSINESS

- **Area 11 Rental Project Update**

President Van Zandt provided details about the architectural update to the Area 11 Rental Townhome project. He also reported that ICHA has received authorization from UCOP to execute a permanent loan on the Area 11 Rental Townhome project up to \$20M once the project is constructed. This eliminates a significant risk to the project and is the final University approval needed before the construction can begin in early 2019.

NEW BUSINESS

- **Area 11-3 Construction Loan Terms**

Manager of Planning & Construction Bryce Bunker gave a presentation reviewing the structure, terms and timeline of the 11-3 construction loan, adding that the Board will take up approval of the construction contract with the builder and authorization to facilitate the financing agreement with the lender at the October Board meeting. Manager Bunker provided an explanation of the loan structure, reviewed the key loan documents and offered a comparison with Area 11-2 construction financing. The parties, terms, structure and documents for 11-3 are substantively the same as Area 11-2. He explained that the continued use of the Tri-Party Finance Agreement ensures that the builder will execute the construction loan and that ICHA agrees to repay the loan with the sale of each home. Due to a more favorable loan to value ratio for Area 11-3 compared to Area 11-2 financing, actual interest on the Area 11-3 loan will be lower, however the loan fee has doubled. The Appraisal Report is complete.

- **Define Incoming Recruit Class**

Director of Sales & Marketing Karlie George explained the rationale for the annual update to the definition for incoming recruits to reflect hiring activity by the University. She shared detailed data demonstrating that all members of the prior new recruit date range purchased homes, were offered homes, or elected to take themselves off the wait list.

RESOLVED: That effective October 1, 2018, in accordance with the direction from the Provost/EVC's office, "new recruit" status be defined as Academic Senate members and potential hires to the Academic Senate with appointment dates on or after June 30, 2016.

EXECUTIVE SESSION

The Board went into Executive Session.

ADJOURNMENT

The meeting adjourned at 5:09 pm.