

Agenda – With Actions Taken

Board of Directors Meeting Douglas Housing Corporations I and II

Friday, February 17, 2012 at 12:00 p.m.

City of Douglas Executive Meeting Room
425 10th Street
Douglas, AZ 85607

I. Call to Order.

The meeting was called to order at 12:15 p.m. by Gary Clark.

II. Roll Call

Members present: Gary Clark, Carol Melis, Rosa Vertrees, Rita Rojas
Staff present: City Manager, Curtis Shook; City Attorney, Juan Pablo Flores;
Housing Property Manager, Michael Moulinet; Housing Programs Specialist,
Xenia Gonzalez

III. Approval of Minutes –

Motion by Carol Melis; second by Rosa Vertrees - to accept the minutes of January 20, 2012, as presented. Motion passed unanimously.

IV. Resignations/Appointments

No resignations/appointments.

V. Discussion/Decision

a) 6-month review of financials for Casas de Esperanza and Pioneer Village
Not an action item – information only

b) D/D on the request to write-off delinquent accounts (collections loss for DHC I & II)

Motion by Rosa Vertrees; second by Carol Melis – to write-off delinquent accounts and place them as collection loss. Motion passed unanimously.

c) D/D to ratify Resolution #2012-001, A Resolution of the Douglas Housing Corporation I & II, Approving a Memorandum of Agreement with ROOPE, LLC, to work in partnership on the submission of an application to the State of Arizona Department of Housing for Low Income Housing Tax Credits.

Motion by Rosa Vertrees; second by Carol Melis - to ratify the previous action to the resolution. Motion passed unanimously.

d) D/D to approve and authorize the entry into an agreement of limited partnership with Cochise Pacific Associates, an Arizona L.P., to operate a housing project known as Sun Ray Family Apartments

Motion to approve and authorize entry into agreement with Cochise Pacific Associates, L.P. Motion passed unanimously.

VI. Management Report

Management report was presented by Michael Moulinet.

VII. Next Meeting

May 16, 2012 @ 12:00 p.m.

VIII. Adjournment.

The meeting adjourned at 1:05 p.m. Motion by Carol Melis; second by Rita Rojas to adjourn the meeting. Motion passed unanimously.

Posted: February 17, 2012