

The BOARD of DIRECTORS

Of

Douglas Housing Corporations I and II
(Casas de Esperanza and Pioneer Village)

will meet

Monday, March 4, 2013 at 6:30 p.m.

At

City of Douglas Council Chambers
425 10th Street
Douglas AZ

Posted at:

City Hall

Douglas Police Department

Douglas Library

www.douglasaz.org

Tuesday, February 26, 2013 at 3:30 p.m.



Neighborhoods Office

PURSUANT TO THE AMERICANS WITH DISABILITIES ACT (ADA), THE CITY OF DOUGLAS DOES NOT, BY REASON OF A DISABILITY, EXCLUDE FROM PARTICIPATION IN OR DENY BENEFITS OF SERVICES, PROGRAMS OR ACTIVITIES OR DISCRIMINATE AGAINST ANY QUALIFIED PERSON WITH A DISABILITY. INQUIRIES REGARDING COMPLIANCE WITH ADA PROVISIONS, ACCESSIBILITY OR ACCOMMODATION CAN BE DIRECTED TO ALMA ANDRADE WITHIN 72 HOURS AT (520) 417-7302, FAX (520) 364-7507, 425 10TH STREET, DOUGLAS, ARIZONA 85607.

AGENDA

Board of Directors Meeting Douglas Housing Corporations I and II

Monday, March 4, 2013 at 6:30 p.m.

City of Douglas Council Chambers
425 10th Street
Douglas, AZ 85607

- I. Call to Order**
- II. Roll Call**
- III. Approval of Minutes – June 25, 2012**
- IV. Discussion/Decision** on approval of Resolution No. 13-0001, a resolution of the board of directors of the city of Douglas Housing Corporation I and II on approval of amendments to articles II and III of the bylaws dealing with board of directors appointment and terms for each respective corporation and to delegate authority to take all such actions on behalf of the corporation as are necessary or appropriate to accomplish the foregoing and to recommend that the Mayor and Council of the City of Douglas approve and authorize said amendments to the bylaws.
- V. Resignations/Appointments and possible Discussion/Decision on:**
 - a) Board to appoint a Vice-President as noted in the Bylaws.
 - b) Discussion/Direction item to informally recommend to Mayor, Danny Ortega Jr., candidates for possible appointment to the two (2) vacant seats on the Board(s).
- VI. Discussion/Decision**
 - a) On approval to acknowledge receipt of the proposed audit of financial statements for Douglas Housing Corporation I for the years ended June 30, 2012 and 2011 conducted by C. Wesley Addison, P.C
 - b) On approval to acknowledge receipt of the proposed audit of financial statements for Douglas Housing Corporation II for the years ended June 30, 2012 and 2011 conducted by C. Wesley Addison, P.C
 - c) On approval to acknowledge receipt of the Douglas Housing Corporation I Exempt Federal & State 2011 Income Tax returns for the fiscal year end June 30, 2012.
 - d) On approval to acknowledge receipt of the Douglas Housing Corporation II Exempt Federal & State 2011 Income Tax returns for the fiscal year end June 30, 2012.

- e) Discussion/Decision to ratify Resolution #2013-001, A Resolution of the Douglas Housing Corporation I, 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
- f) Discussion/Decision 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.
- g) Discussion/Decision to approve the Operating Cost Adjustment Factor (OCAF) Rent Adjustment of 1.019 for Casas De Eperanza based on 2013 utility analysis results.
- h) Discussion/Decision to approve the Operating Cost Adjustment Factor (OCAF) Rent Adjustment of 1.019 for Pioneer Village based on 2013 utility analysis results.
- i) Discussion/Decision to approve the liquidation and/or disposal of non-functioning appliances, unused bath tubs and miscellaneous items removed from Casas De Esperanza and Pioneer Village Units.

VII. Management Report

- a) City Manager, Carlos De La Torre to highlight topics of consideration for future discussion involving the possible sale/liquidation of corporate assets.
- b) Property Manager Michael Moulinet to discuss utility analysis, vacancies, inspections, installation of assets and maintenance.

VIII. Persons wishing to address the Board in writing or verbally, on any item not on the agenda.

IX. Next Meeting

X. Adjournment

For questions, please call Michael Moulinet at (520) 417-7314