

MINUTES OF THE SPECIAL MEETING OF THE IRVINE COMMUNITY LAND TRUST

September 7, 2011

CALL TO ORDER

A Special Meeting of the Irvine Community Land Trust was called to order by President Mary Ann Gaido at 3:30 p.m., September 7, 2011, at the Central Park West Community Room, Irvine, CA 92612.

ROLL CALL

Present:	President:	Mary Ann Gaido
	Secretary/Treasurer:	Nancy Donnelly
	Board Member:	Scott Darrell
	Board Member:	Beth Krom
	Board Member:	Joyce Monaco
Absent:	Board Member:	Bryan Starr (excused)
	Board Member:	Patrick Strader (not excused)

Also present were; Mark Asturias, Executive Director, Adam Eliason and John Trauth both consultants with CivicStone, and Terri Goggin, Recording Secretary.

ADDITIONS OR DELETIONS TO THE AGENDA

None.

INTRODUCTIONS

None.

EXECUTIVE DIRECTOR'S REPORT

Executive Director Mark Asturias announced to the Board that all six of the Land Trust properties have been leased and families will be moving in by the first week in October. He also informed the Board that there will be a Grand Opening of the Stonegate Doria affordable apartments on October 19 with a luncheon from 11:00 am to 1:00 pm. He encouraged the Board to attend.

Mark shared that he has been working with Jamboree Housing on their application to the Board of Equalization for a Welfare Exemption but there are still some issues to be worked out.

PUBLIC COMMENTS

None.

BOARD BUSINESS

1. APPROVAL OF MINUTES

MOTION: It was moved by Board Member Krom, seconded by Secretary Treasurer Donnelly, and approved by the following vote to approve the minutes of the Special Meeting of the Irvine Community Land Trust held on June 1, 2011:

AYES: 5 – Darrell, Donnelly, Gaido, Krom, Monaco
NOS: 0
ABSENT: 2 – Starr, Strader

2. CONTRACT FOR PROPERTY MANAGEMENT SERVICES

Executive Director Mark Asturias informed the Board that over 100 requests for proposals were sent out, there were only two qualified bid responses. After review by staff and a third party, it was decided to contract Proactive Realty Investments as the property manager for the Land Trust rental properties. Their contract will be for one year with the option to renew the contract three times.

MOTION: It was moved by Board Member Krom, seconded by Secretary Treasurer Donnelly, and approved by the following vote to approve the selection of Proactive Realty Investments as the property manager of the Irvine Community Land Trust rental properties:

AYES: 5 – Darrell, Donnelly, Gaido, Krom, Monaco
NOS: 0
ABSENT: 2 – Starr, Strader

3. 2010 FINANCIAL STATEMENT AND TAX RETURNS

Executive Director Mark Asturias presented the 2010 Financial Statement and Tax Returns to the Board and also informed them that next year the City has contracted with a new firm to create the financial statement and tax returns. Board Member Krom made a motion to approve the financial statement and tax returns as presented and also directed Mark to forward them to the City.

MOTION: It was moved by Secretary Treasurer Donnelly, seconded by Board Chair Gaido, and approved by the following vote to approve the 2010 Financial Statement and Tax Returns as presented and also forward the documents to the City of Irvine:

AYES: 5 – Darrell, Donnelly, Gaido, Krom, Monaco
NOS: 0
ABSENT: 2 – Starr, Strader

4. OVERVIEW OF IRVINE COMMUNITY LAND TRUST MISSION AND BUSINESS PLAN

CivicStone Consultants Adam Eliason and John Trauth continued the discussion on the Land Trust's Mission and the Business Plan that was begun at the Board Retreat on July 29. They reviewed what the Irvine Community Land Trust has already accomplished with their strong relationship with the City of Irvine and how the Land Trust acts as the implementer of the City's housing programs and projects.

The Board agreed that it is time to take a more assertive approach toward developing or purchasing properties that would serve the community as affordable housing. Several ideas were placed on the table including converting buildings formerly used as industrial to residential and acquiring new properties. One area that was discussed borders the city of Lake Forest and is part of the former El Toro Marine Corps Air Station, also known as PA 35.

Executive Director Mark Asturias explained to the Board that the Irvine Company had offered to donate several acres to the City but the property was not "acceptable" due to the location. The Irvine Company has committed to donating three acres per year for five years to the City of Irvine beginning in December of this year.

Former school sites were also discussed as a possibility for Land Trust acquisition. Chair Mary Ann Gaido added that the school sites must be made available to non-profit organizations first. One example is a site on Irvine Boulevard that is currently owned by the University of California and is used for agricultural education.

(At this point, President Mary Ann Gaido left the meeting and did not vote)

MOTION: It was moved by Secretary Treasurer Donnelly, seconded by Board Member Monaco, and approved by the following vote to move forward on seeking more properties for the Irvine Community Land Trust and work on creating a working Business Plan document:

AYES: 4 – Darrell, Donnelly, Krom, Monaco
NOS: 0
ABSENT: 3 – Gaido, Starr, Strader

BOARD COMMENTS:

Board Member Krom suggested the Board contemplate sending the Business Plan to the City including a presentation. Beth also recommended bringing in a partner, such as Urban Land Institute (ULI). Chair Mary Ann Gaido added that the Urban Planning departments of University of California Irvine or other colleges may offer assistance and ideas.

ADJOURNMENT:

The meeting adjourned at 5:28 pm to the next Special Meeting on October 19, 2011 at 1:30 pm at the Doria Affordable Apartments, 1000 Crested Bird, Irvine, CA 92620 following the grand opening of the Doria Affordable Apartments.

SECRETARY