

**Habitat for Humanity of Merced County**  
**Minutes July 24, 2008 Special Meeting**  
**Home of Lyle Allen**  
**471 W N. Bear Creek Dr.**  
**Merced CA 95340**

President: Michelle Paloutzian present  
Secretary: Mary Ann Reynolds absent  
Volunteer/Finance Chair: Patti Houbein present  
Public Information Chair: Bill Sanford present  
Family Selection/Partnership: Diane Bair present  
Construction Chair: Lyle Allen present  
Member at Large: Fred Pillsbury present  
Member at Large: Genny Mesa present

Vice President: George Gallaher present  
Treasurer: Hilda Miranda present  
Administrative Chair: Donna Hall present  
Church Relations Chair: Jan Sorge present  
Fund Raising Chair: Pat Shay absent  
Site Selection Chair: Jim Tolladay present  
Member at Large: Fernando Bravo absent

MSC: Motion, second, carried

Call to order: 7:08 p.m. by President Michelle Paloutzian.

A quorum was present.

This special meeting was called to order to discuss and approve the DDA (agreement contract) for the three lots.

Lyle went through the agreement that is with the Redevelopment Agency/City of Merced and Habitat. The following lots are described as:

1A – 512 W. 11<sup>th</sup> St

B – 927 W. 8<sup>th</sup> St.

C – 195 South T St.

Details of the agreement contract presented:

- To open the escrow a \$100 must be paid on each parcel within three days
- Request to change to Chicago Title – request granted
- Half of the escrow fee will be used for notary, recording fee
- the premium for title insurance is paid by the redeveloper
- if legal advice is necessary, Habitat would pay it
- ALTA – title insurance which includes surveying, etc. will be paid by the Redevelopment Agency
- Habitat will pay tax upon receiving the deed
- A schedule of performance will be provided by Dan

If the Board approves the agreement contract, it will go to the City Council agenda August 4<sup>th</sup> and 18<sup>th</sup>.

Escrow could be opened right after. Upon receipt of the title, it would go to the Planning Dept to split the one parcel into two properties.

Time line for building: 14 months for 11<sup>th</sup> St. and 11 months each additional site.

An insurance policy of commercial general liability with a million dollar endorsement naming the City as additional insured. Lyle will get clarification from Dan if this covers all three properties.

A \$5000 good faith deposit is necessary as security of performance.

A copy of the CD will be given as it is for this purpose. When the deposit is returned, it will be used for the next project.

The entire development is the responsibility of Habitat. A floor plan as been given to Dan.

The Plan submission goes to the Redevelopment Agency first, then to the Planning Dept. Habitat can't encumber the property to get a construction loan. Habitat must build according to the plans and landscape the front yards. The Redevelopment Plan will be in place until 2027. The family will sign a Covenant that for 45 years, the property needs to be kept with low income families which is 80% of Merced median income.

Two resolutions were brought to the table by Lyle:

- 1) Resolve to accept the DDA from the City of Merced as amended in the discussion with Dan Ainslie – Development Coordinator
- 2) 2) Authorize Michelle Paloutzian and George Gallaher to sign the DDA agreement for Habitat for Humanity of Merced County.

MSC Fred Pillsbury/Hilda Miranda to pass both resolutions.

Requirements to take in on Friday, July 25:

- 1) bank statements
- 2) CD copy
- 3) Funding for build out
- 4) Preliminary plans – already given
- 5) Minutes of special meeting with resolutions

Funding Plan presented with a total of \$257,918 will be presented. Materials costs has averaged about \$55 per sq ft with a total of under \$60,000 per house.

Conventional construction will be done on these homes with the new method of construction thoroughly considered for the next project.

Update on Gerard property: It was given to UC Merced.

Update on Restore possible property: Genny shared that the Food Bank is moving from Castle into the old Savemart warehouse property and they will not need the whole building and would be willing to share it with Habitat for a Restore plus storage area and office area. The cost would be very reasonable. More research and information will be given at the next meeting.

Bill and George attended a meeting that involved with housing in Merced and the agencies connected to it. Bill made some good connections with the CEO of Community Action Agency Brenda Callahan Johnson and a HMong spokesperson.

Flood Insurance was discussed for the property at Childs & S. Jim will research this and report at the next meeting.

Affiliate Update newsletter was shared by Bill and those desiring to receive it were to sign up and he'll submit their names.

Nomination suggestions were discussed and people are to refer names to Bill to contact. George will put the form on the website.

Michelle announced that at the Sept. 20<sup>th</sup> Planning Seminar, the facilitator Betsy Murphy suggested a one year plan to begin with.

She also suggested each Chair get a Vice Chair as part of their committee so the Vice Chair could attend the meeting if the Chair was unable to.

Patti will check the Volunteer list to see if there are possibilities for some of the committees.

Bill asked to be excused at the August meeting as he will be on a trip.

MSC Fred/George to adjourn the meeting.

Jan Sorge, acting secretary for Mary Ann Reynolds