

# CONTRACT ROUTING SHEET

Date Prepared: 04/16/08

Need Date: 05/02/08

**PROCESSING DEPARTMENT:**

Department: Human Services  
Dept. Contact: Joyce Aldrich  
Phone #: x. 7276  
Department  
Head Signature: \_\_\_\_\_  
Doug Nowka, Director

**CONTRACTOR:**

Name: California Housing Finance Agency  
Address: PO Box 4034  
Sacramento, CA 95812  
Phone: 916-445-9313

2008 APR 18 PM 56  
EL DORADO COUNTY COUNSEL  
*Amal Reddy*

**CONTRACTING DEPARTMENT:**

Human Services

Service Requested: CalHFA Loan No. HELP-022607-02  
Contract Term: Ten years from date of execution Contract Value: \$1,500,000  
Compliance with Human Resources requirements? Yes: N/A No: \_\_\_\_\_  
Compliance verified by: \_\_\_\_\_

**COUNTY COUNSEL:** (Must approve all contracts and MOU's)

Approved: X Disapproved: \_\_\_\_\_ Date: 4/29/08 By: [Signature]  
Approved: \_\_\_\_\_ Disapproved: \_\_\_\_\_ Date: \_\_\_\_\_ By: \_\_\_\_\_

ASSIGNMENT

|                  |             |
|------------------|-------------|
| DATE             | 04/22/2008  |
| ATTORNEY         | Chadler     |
| DEPT / INDEX NO. | 530160      |
| BY:              | [Signature] |

PLEASE FORWARD TO RISK MANAGEMENT

**RISK MANAGEMENT:** (All contracts and MOU's except boilerplate grant funding agreements)

Approved: ✓ Disapproved: \_\_\_\_\_ Date: 4/30/08 By: [Signature]  
Approved: \_\_\_\_\_ Disapproved: \_\_\_\_\_ Date: \_\_\_\_\_ By: \_\_\_\_\_

08 APR 29 PM 2:58  
HUMAN RESOURCES DEPT

PLEASE CALL SHARON AT EXT. 4889 WHEN READY FOR PICK UP

**OTHER APPROVAL:** (Specify department(s) participating or directly affected by this contract).

Departments: \_\_\_\_\_  
Approved: [Signature] Disapproved: \_\_\_\_\_ Date: \_\_\_\_\_ By: \_\_\_\_\_  
Approved: \_\_\_\_\_ Disapproved: \_\_\_\_\_ Date: \_\_\_\_\_ By: \_\_\_\_\_

# Memo

**To:** County Counsel  
**From:** Joyce Aldrich *Joyce*  
**Date:** April 16, 2008  
**Re:** California Housing Finance Agency HELP Program Loan Agreement

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The Department of Human Services, Community Services Division, submitted an application for a \$1.5 million loan to the California Housing Finance Agency (CalHFA) under the Housing Enabled by Local Partnerships (HELP) Program.

Subsequent to the submittal of the application staff learned that an opinion letter regarding Article 16, Section 18 of the California Constitution must be provided prior to execution of the loan agreement. Because this requirement does not apply to separate public entities, such as Public Housing Authorities, it has been determined that it is more appropriate for the El Dorado County Public Housing Authority (EDCPHA) to be the applicant. The Department confirmed with CalHFA that amending the application to change the applicant entity is acceptable. CalHFA has provided a revised Loan Agreement No. HELP-022607-02 replacing the County of El Dorado with the EDCPHA as the applicant. Agenda item 08-0571 requesting approval to amend the application is scheduled for the May 6, 2008 Board of Supervisors meeting.

A copy of the CalHFA HELP Program Loan Agreement No. HELP-022607-02 and the original application are attached for your review and approval.

Thanks much.