



Regional Housing Authority of Sutter and Nevada Counties

1455 Butte House Road, Yuba City, CA 95993
Phone: (530) 671-0220, Toll Free: (888) 671-0220
TTY: (866) 735-2929 Fax: (530) 673-0775
Website: www.rhasnc.org

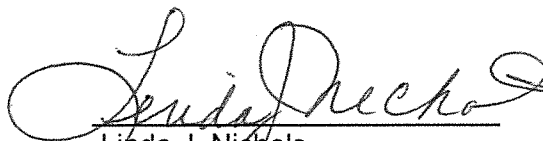
January 14, 2015

TO: Chairperson Diane Hodges
Commissioner Martha Griese
Commissioner Brian Foss
Commissioner Charles Epp
Commissioner Dan Miller
Commissioner Suzanne Gallaty
Commissioner Stanley Cleveland, Jr.
Commissioner Jim Whiteaker

Sutter County Board of Supervisors
Nevada County Board of Supervisors
Colusa County Board of Supervisors
City Council, Live Oak
City Council, Yuba City
Appeal-Democrat
Duane Oliveira, Legal Counsel
SCEA
Terrel Locke, City of Yuba City
Aaron Busch, City of Yuba City
The Union
Melody Lane
Yuba City Senior Center
Rob Choate, County of Nevada

**NOTICE OF REGULAR MEETING
January 21, 2015**

You are hereby notified that the Commissioners of the Regional Housing Authority of Sutter and Nevada Counties are called to meet in Regular Session at **12:15 PM on Wednesday, January 21, 2015 at River City Manor, 655 Joann Way, Yuba City, CA 95993.**


Linda J. Nichols
Executive Director

AGENDA
REGULAR MEETING OF THE BOARD OF COMMISSIONERS OF
REGIONAL HOUSING AUTHORITY OF SUTTER AND NEVADA COUNTIES
River City Manor, 655 Joann Way, Yuba City, CA 95993
January 21, 2015, 12:15 PM

- A. CALL TO ORDER: ROLL CALL

- B. PUBLIC PARTICIPATION: Members of the public shall be provided with an opportunity to address the Board on items of interest that are within the subject matter jurisdiction of the Board. Any member of the audience who may wish to bring something before the Board that is not on the agenda may do so at this time; however, State law provides that no action may be taken on any item not appearing on the posted Agenda.

- C. AWARDS AND PRESENTATIONS: None

- D. EXECUTIVE SESSION: May be held under California Government Code regarding pending and/or anticipated litigation, property acquisition, and/or personnel issues.
 - 2. CLOSED SESSION: Pursuant to Section 54956.8 of the California Government Code
 - Conference with Real Property Negotiators
 - Property: 1170 Market Street, Yuba City, CA 95991
 - Agency Negotiator: Linda Nichols and Bill Meagher
 - Under negotiation: Possible Acquisition of Property (includes instructions to negotiator regarding price and terms of payment)

- E. CONSENT CALENDAR: All matters listed under Consent Calendar are considered to be routine and can be enacted in one motion. There will be no separate discussion of these items prior to the time that the Board votes on the motion, unless members of the Board request specific items to be discussed or removed from the Consent Calendar for individual action.

None

- F. OLD BUSINESS: Discussion/Possible Action: None

- G. NEW BUSINESS: Discussion/Possible Action:
 - 3. Resolution 14-1374, Appreciation for Terry Lamphier pg. 1

 - 4. Resolution 14-1375 – Public Housing Collection Loss Write Off pg. 2

 - 5. Resolution 14-1376 – Kingwood Commons Collection Loss Write Off pg. 4

6. Approval of NAHRO trainings for Executive Director pg. 6
7. Resolution 15-1377 – Authorization to Purchase Real Property Located at 1170 Market Street, Yuba City, CA pg. 7
8. Appointment of Board of Commissioner to the Sutter Community Affordable Board of Directors
9. Resolution 15-1378 – Approval of 2015 Payment Standard for the Housing Choice Voucher Program pg. 9

H. ADMINISTRATIVE REPORT:

10. Occupancy/Eligibility Update pg. 10
11. Maintenance Update pg. 13
12. Administrative Update

I. HOUSING COMMISSIONERS' COMMENTS:

J. NEXT MEETING:

K. ADJOURNMENT:



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RESOLUTION 15-1374

A RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE REGIONAL HOUSING AUTHORITY OF SUTTER AND NEVADA COUNTIES EXPRESSING RECOGNITION AND APPRECIATION FOR THE DILIGENT SERVICE OF TERRY LAMPHIER

WHEREAS, Terry Lamphier, was first appointed to the office of Commissioner in the month of July 2011, and has served faithfully thereafter through December 2014; and

WHEREAS, he brought with him knowledge of community affairs which contributed substantially to the resolution of housing problems in Sutter, Nevada, Yuba and Colusa Counties; and

WHEREAS, he has been diligent and faithful to the public trust reposed on him, to the discharge of his responsibilities and in the fulfillment of his duties with the Housing Authority; Now

THEREFORE BE IT RESOLVED that the Board of Commissioners of the Regional Housing Authority of Sutter and Nevada Counties hereby honor Terry Lamphier upon his departure from the position of Commissioner and that his dedicated actions during the term he served as Commissioner be recognized and commended.

This Resolution was moved and approved at the Regular Meeting of the Board of Commissioners on January 21, 2015 as the Board conveys their best wishes in all his future endeavors.

Chairperson Diane Hodges

Commissioner Stan Cleveland

Commissioner Charles Epp

Commissioner Martha Griese

Commissioner Jim Whiteaker

Commissioner Dan Miller

Commissioner Suzanne Gallaty

Commissioner Brian Foss

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RESOLUTION 15-1375

RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE REGIONAL HOUSING AUTHORITY OF SUTTER AND NEVADA COUNTIES AUTHORIZING LOW INCOME HOUSING COLLECTION LOSS WRITE-OFF IN THE AMOUNT OF \$91.00

WHEREAS, the Regional Housing Authority of Sutter and Nevada Counties operates low-income housing projects CA 48-1, CA 48-2, CAL 48-4 and CAL 48-5 pursuant to U.S. Department of Housing and Urban Development annual contributions contract SF-211; and

WHEREAS, operations of low-income housing includes the collection of monthly rental amounts; and

WHEREAS, the Regional Housing Authority of Sutter and Nevada Counties makes every attempt to collect outstanding balances; and

WHEREAS, Exhibit A provides a list of uncollectible accounts for the period ending January 31, 2015 and is made a part of this resolution;

BE IT THEREFORE RESOLVED that the Board of Commissioners of the Regional Housing Authority of Sutter and Nevada Counties authorizes the Executive Director to write-off as collection losses the tenant receivables listed on Exhibit A totaling \$91.00.

This Resolution is to take effect immediately.

This Resolution is presented at the Regular Meeting of the Board of Commissioners, passed and adopted this 21st day of January, 2015 by the following vote:

AYES:
NAYS:
ABSTAINED:
ABSENT:

ATTEST: _____
Linda J. Nichols
Executive Director

(SEAL)

Public Housing
Collection Loss Write Off
Period: January 2015

<u>Name</u>	<u>Address</u>	<u>Date</u>		<u>Monthly Rent</u>	<u>Rent Owed</u>	<u>Late Fee's</u>	<u>Damages</u>	<u>Utilities</u>	<u>Legal Fee's</u>	<u>Total Owed</u>	<u>Payback Agreement</u>
		<u>Move In</u>	<u>Move Out</u>								
Thao, Moua	2750 Date	02/03/14	11/06/14	\$ 227.00	\$ -	\$ -	\$ 91.00	\$ -	\$ -	\$ 91.00	No
				\$ -	\$ -	\$ -	\$ 91.00	\$ -	\$ -	\$ 91.00	
										\$ 91.00	Total Write Off

Deceased *

Tenants listed with Payback Agreement's failed to honor the Agreement.

Utility costs incurred by PHA from tenant move-in date until transferred to tenant's name. Those charges are then billed to the tenant.

Exhibit A

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RESOLUTION 15-1376

A RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE REGIONAL HOUSING AUTHORITY OF SUTTER AND NEVADA COUNTIES AUTHORIZING KINGWOOD COMMONS APARTMENTS COLLECTION LOSS WRITE-OFF IN THE AMOUNT OF \$1,061.96

WHEREAS, the Regional Housing Authority of Sutter and Nevada Counties operates Kingwood Commons pursuant to Section 8 regulations; and

WHEREAS, operations of Kingwood Commons includes the collection of monthly rental amounts; and

WHEREAS, the Regional Housing Authority of Sutter and Nevada Counties makes every attempt to collect outstanding balances; and

WHEREAS, Exhibit A provides a list of uncollectible accounts for the period ending January 31, 2015 and is made a part of this resolution;

BE IT THEREFORE RESOLVED that the Board of Commissioners of the Regional Housing Authority of Sutter and Nevada Counties authorizes the Executive Director to write-off as collection losses the tenant receivables listed on Exhibit A totaling \$1,061.96.

This Resolution is to take effect immediately.

This Resolution is presented at the Regular Meeting of the Board of Commissioners, passed and adopted this 21st day of January, 2015 by the following vote:

AYES:
NAYS:
ABSTAINED:
ABSENT:

ATTEST: _____
Linda J. Nichols,
Executive Director

(SEAL)

Kingwood Commons
 1340 Gray Avenue, Yuba City
 Collection Loss Write Off
 Period: January 2015

<u>Name</u>	<u>Apartment</u>	<u>Date</u>	<u>Move In</u>	<u>Move Out</u>	<u>Monthly Rent</u>	<u>Rent Owed</u>	<u>Late Fee's</u>	<u>Damages</u>	<u>Utilities</u>	<u>Legal Fee's</u>	<u>Total Owed</u>	<u>Payback Agreement</u>
Spivey, Sheroya	44	04/05/12	08/20/14		\$ 563.00	\$ -	\$ -	\$ 40.84	\$ -	\$ -	\$ 40.84	No
Medina, Maribel Darlene	17	11/21/12	11/12/14		\$ 635.00	\$ 535.56	\$ 20.00	\$ 465.56	\$ -	\$ -	\$ 1,021.12	No
						\$ 535.56	\$ 20.00	\$ 506.40	\$ -	\$ -	\$ 1,061.96	Total Write Off

Deceased *

Tenants listed with Payback Agreement's failed to honor the Agreement.

Utility costs incurred by PHA from tenant move-in date until transferred to tenant's name. Those charges are then billed to the tenant.

Exhibit A

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REGIONAL HOUSING AUTHORITY
OF SUTTER AND NEVADA COUNTIES

STAFF REPORT

Date: January 21, 2015
To: Board of Commissioners
From: Linda J. Nichols, Executive Director

SUBJECT: NAHRO Conferences for Calendar year 2015
RECOMMENDATION: Approve Three NAHRO Trips for the Executive Director

Background

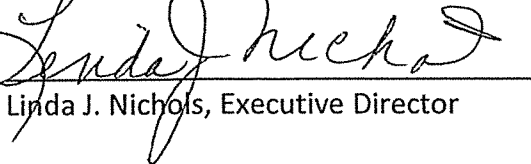
As a member of the National Executive Committee of NAHRO it is required that committee members attend a minimum of three conferences. This year's conferences are scheduled for the following dates and locations: 1. Legislative Conference, March 15-18, 2015, Washington, DC, 2. Summer Conference, July 30-August 1, 2015, Austin, TX and 3. National Conference, October 15-17, 2015, Los Angeles, CA. These trips are included in the current and 2015 budget.

An estimated cost per conference is \$2,500 for registration, hotel, airfare, per diem, etc. This price may vary depending on the location.

Recommendation

It is recommended that the Board of Commissioners of the Regional Housing Authority of Sutter and Nevada Counties approve attendance of these conferences by the Executive Director.

Submitted by:


Linda J. Nichols, Executive Director



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RESOLUTION 15-1377

**A RESOLUTION OF THE BOARD OF REGIONAL HOUSING AUTHORITY OF SUTTER AND NEVADA COUNTIES
HEREBY AUTHORIZES THE PURCHASE OF REAL PROPERTY
LOCATED AT 1170 MARKET STREET, YUBA CITY, CALIFORNIA WITH FUNDS RECEIVED FROM EQUITY OF 415
MILES AVENUE AND A COMMERCIAL LOAN FROM TRI COUNTIES BANK, YUBA CITY, CALIFORNIA**

WHEREAS, the Regional Housing Authority of Sutter and Nevada Counties (hereinafter "Authority") is a Public Housing Authority organized and existing under the laws of the State of California; and

WHEREAS, the owners of 1170 Market Street, Yuba City, California are willing to sell said complex to the Authority;

WHEREAS, the Authority entered into a Purchase Agreement dated October 7, 2014, with the owners of 1170 Market Street, Yuba City, California for the price of \$575,000; including \$35,000 in repairs paid for by Sellers and

WHEREAS, the Authority's financing is in the form of a commercial loan in the amount of \$562,000 with the difference between the purchase price and the actual amount being the down payment from equity of Authority property located at 415 Miles Avenue;

NOW, THEREFORE, BE IT RESOLVED THAT the Board of Commissioners of the Authority deems that it is in the best interests of the Authority to purchase said property located at 1170 Market Street, Yuba City, California for the purpose of providing warehouse, maintenance yard and storage space for Housing Authority personnel, equipment and secure files.

BE IT FURTHER RESOLVED THAT the Board of Commissioners approves the purchase of 1170 Market Street, Yuba City, California, and that escrow closes by February 5, 2015.

BE IT FURTHER RESOLVED THAT the Board of Commissioners of the Regional Housing Authority of Sutter and Nevada authorizes the Executive Director as authorized to sign any and all documents necessary to consummate the purchase of 1170 Market Street, Yuba City, California.

BE IT FURTHER RESOLVED THAT this Resolution shall be effective as of October 7, 2014 when the Board of Commissioners initially approved the purchase of 1170 Market Street, Yuba City, California at a meeting duly noticed and at which a quorum of the Board of Commissioners was present.

The undersigned Chairperson of the Board of Commissioners of the Regional Housing Authority of Sutter and Nevada Counties therefore named does hereby attest and certify that the foregoing is a true and

The Housing Authority is an equal opportunity employer and housing provider.

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full copy of a resolution of the Governing Board adopted at a duly convened meeting on the date above-mentioned, which has not been altered, amended or repealed.

This Resolution was approved at the Regular meeting of the Board of Commissioners, the 21st day of January, 2015.

AYES:
NAYS:
ABSTAINED:
ABSENT:

BY: _____

Diane Hodges, Chairperson

ATTEST: _____

Linda J. Nichols, Secretary, Board of Commissioners

Certification

I hereby certify that this resolution is a full, true and correct copy of the original document on file at the Regional Housing Authority of Sutter and Nevada Counties office, and that this certification was executed on January 21, 2015 in the County of Sutter, California.

BY: _____

Jennifer Ruiz, Administrative Assistant



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RESOLUTION 15-1378

A RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE REGIONAL HOUSING AUTHORITY OF SUTTER AND NEVADA COUNTIES APPROVAL OF 2015 PAYMENT STANDARD-HOUSING CHOICE VOUCHER PROGRAM

WHEREAS, the Regional Housing Authority of Sutter & Nevada Counties (RHASNC) manages up to 1619 Housing Choice Voucher Participants; and
WHEREAS, RHASNC and Yuba County Housing Authority have consolidated into one Regional Housing Authority; and
WHEREAS, the United States Department of Housing and Urban Development has made a change to the Housing Choice Voucher Fair Market Rents; and
WHEREAS, the Housing Choice Voucher Payment Standard must be recalculated whenever there is a change to the Housing Choice Voucher Fair Market Rents; and
WHEREAS, the Board of Commissioners of RHASNC has reviewed the information submitted;
NOW THEREFORE BE IT RESOLVED by the Board of Commissioners of the Regional Housing Authority of Sutter and Nevada Counties that:

1. The Housing Authority has conducted the HUD required annual review of the Yuba County Housing Choice Voucher Program Payment Standards.
2. The Housing Authority wishes to continue to establish the payment standard at 90% of HUD's published Fair Market Rent for Yuba County.
3. The Housing Authority has properly calculated the Housing Choice Voucher Payment Standard based on the HUD Approved Fair Market rents for Yuba County.
4. New payment standards will be implemented effective March 1, 2015, which are as follows:

	0 bedroom	1 bedroom	2 bedrooms	3 bedrooms	4 bedrooms
Yuba County	\$496	\$598	\$765	\$1106	\$1309

This Resolution was approved at the Regular Meeting of the Board of Commissioners on January 21, 2015 by the following vote:

AYES:
 NAYS:
 ABSTAINED:
 ABSENT:

ATTEST: _____
 Diane Hodges, Chair

(SEAL)

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**REGIONAL HOUSING AUTHORITY
OF SUTTER & NEVADA COUNTIES**

STAFF REPORT

Date: January 21, 2015
 To: Board of Commissioners
 From: Jeni Bobadilla, Chief of Housing Services

SUBJECT: Quarterly Occupancy (Q2 & Q3) report for quarter ending
 June 30, 2014 & September 30, 2014

RECOMMENDATION: None

FISCAL IMPACT: Budget based allocations per funding sources

Housing and Urban Development (HUD) Funded Programs:

Development/ Program	Units Available	April	May	June	July	August	September
HCV/Section 8 (Sutter-829 includes 49 Project Based Vouchers) Nevada-295 Colusa-36)	Budget Based Allocation	Total-985 Sutter-713 Nevada-246 Colusa-26	Total-975 Sutter-703 Nevada-245 Colusa-27	Total-972 Sutter-701 Nevada-244 Colusa-27	Total-968 Sutter-696 Nevada-246 Colusa-26	Total-980 Sutter-704 Nevada-250 Colusa-26	Total-994 Sutter-714 Nevada-255 Colusa-25
HCV Port-In Administered	N/A	4	3	1	0	0	0
Public Housing	173	164	165	169	171	172	171

United States Department of Agriculture (USDA)/Rural Development:

Development	Units Available	April	May	June	July	August	September
USDA/Farm Labor	180	142	144	144	145	144	146
Centennial Arms	21	16	16	16	16	16	16
Butte View	32	31	32	32	32	32	32

Office of Migrant (OMS) Services

Development	Units Available	April	May	June	July	August	September
Migrant Center	78	0	42	44	55	54	52

Local Camp 35 (LC35):

Development	Units Available	April	May	June	July	August	September
Transitional Trailer	1	1	1	1	1	1	1
Trailer Park	9	9	9	9	9	9	9

RHASNC Owned and/or Managed Affordable Housing Properties:

Development	Units Available	April	May	June	July	August	September
Kingwood Commons	64	54	53	52	53	54	58
Percy Avenue	8	6	6	5	5	7	7
Homes2Families	18	6	5	9	8	8	9
MH-Teesdale-SRO's	6	6	6	3	3	3	3
MH-814 F-SRO's	10	8	8	8	9	8	7
Neighborhood Stabilization Program -1	9	9	9	9	9	8	9
Neighborhood Stabilization Program-3	Fully Leased as Units were released for occupancy	4	4	4	5	7	7

Sutter Community Affordable Housing/Non-Profit

Development	Units Available	April	May	June	July	August	September
Town Center	28	28	28	27	28	28	27
Yolo-Heiken	5	5	5	5	5	5	5

Commercial Space

	Units	April	May	June	July	August	September
Miles Market	1	1	1	1	1	1	1
YCUSD-Bernard	1	1	1	1	1	1	1
Del Norte	1	1	1	1	1	1	1

||

Comments:

Housing Choice Voucher Program:

The program is continuing to issue and lease new vouchers from the waiting list. As of 11/24/2014 there are 1024 on the program and 175 vouchers searching. RHASNC was just awarded 10 VASH vouchers to assist Veterans in Nevada County. Yuba County will add another 449 vouchers, for a total of 1619 vouchers allotted to RHASNC.

USDA Rural Development:

The units continue to be scheduled for rehab and families are transitioning from one building to another as the rehab progresses. We are currently waiting for final funding to complete the remaining units.

Prepared by: _____
Jeni Bobadilla/Chief of Housing Services

Submitted by: 
Linda J. Nichols/Executive Director

REGIONAL HOUSING AUTHORITY
OF SUTTER COUNTY AND NEVADA COUNTIES

STAFF REPORT

Date:

To: Board of Commissioners

From: Tom Goodwin, Interim Chief Operations Manager

SUBJECT: Maintenance and Operations

RECOMMENDATION: None

FISCAL IMPACT: Not applicable

Department Update:

- Total work orders for April 2014 to June 2014 were 957, break down as follows:

Pending 0
Cancelled 0
Scheduled 2
Completed 935
 (Completed HQS: 56)
 (Completed Turn Over's: 33)

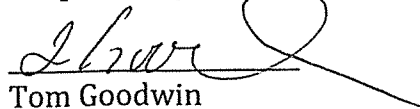
- Work Orders by Priority were:

Emergencies 232
Routine 685 (83 pest work orders)
Scheduled 7
Turn Over's 33

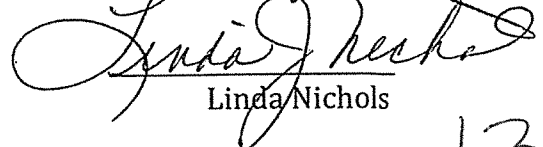
- Total number of Work Orders & Turn Over's by Projects:

	bve	ca	date	devonsh	h2f	joann	kc	Lc-35	mp	mh	nsp	oms	percy	rd	rich-02	tc	tp	tt	yolo	TOTAL
Work Orders	45	21	74	15	33	49	107	15	33	30	48	22	12	191	180	36	7	2	4	924
Turn Over's	2	2	2	0	2	0	7	0	2	1	0	0	2	9	3	1	0	0	0	33

Prepared By:


Tom Goodwin

Submitted By:


Linda Nichols

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REGIONAL HOUSING AUTHORITY
OF SUTTER COUNTY AND NEVADA COUNTIES

STAFF REPORT

Date:

To: Board of Commissioners

From: Tom Goodwin, Interim Chief Operations Manager

SUBJECT: Maintenance and Operations

RECOMMENDATION: None

FISCAL IMPACT: Not applicable

Department Update:

- Total work orders for July 2014 to September 2014 were 1109, break down as follows:

Pending 0
Cancelled 0
Scheduled 1
Completed 1108

(Completed HQS: 77)

(Completed Turn Over's: 40)

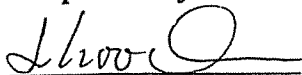
- Work Orders by Priority were:

Emergencies 276
Routine 788 (126 pest work orders)
Scheduled 5
Turn Over's 40

- Total number of Work Orders & Turn Over's by Projects:

	bve	ca	date	devonsh	h2f	joann	kc	Lc-35	mp	mh	nsp	oms	percy	rd	rich-02	tc	tp	tt	yolo	TOTAL
Work Orders	40	30	48	51	36	46	121	16	32	32	64	30	19	292	150	43	7	2	10	1069
Turn Over's	1	6	2	0	1	1	6	0	2	7	3	0	1	8	1	1	0	0	0	40

Prepared By:



Tom Goodwin

Submitted By:



Linda Nichols

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