



REGIONAL HOUSING AUTHORITY

Serving the Cities of Live Oak, Yuba City and Colusa • Counties of Sutter, Nevada, Colusa and Yuba

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

www.RegionalHA.org

September 29, 2022

TO: Chairperson Marc Boomgaarden
Vice-Chairperson Manny Cardoza
Commissioner Tony Kurlan
Commissioner Dan Miller
Commissioner Sue Hoek
Commissioner Denise Conrado
Commissioner Jeramy Chapdelaine
Commissioner Bob Woten
Commissioner Suzanne Gallaty
Commissioner Kent Boes
Commissioner Nicholas Micheli
Commissioner Doug Lofton
Commissioner John Loudon
Commissioner Randy Fletcher
Legal Counsel Brant Bordsen

Sutter County Board of Supervisors
Nevada County Board of Supervisors
Yuba County Board of Supervisors
Colusa County Board of Supervisors
City Council, Live Oak
City Council, Yuba City
City Council, Colusa
Duane Oliveira, General Counsel Emeritus
Appeal-Democrat
PEU Local #1
Judy Sanchez, City of Yuba City
The Union

NOTICE OF REGULAR MEETING

October 5, 2022

You are hereby notified that the Commissioners of the Regional Housing Authority are called to meet in Regular Session at **12:15 PM on Wednesday, October 5, 2022, at Richland Neighborhood Center, 420 Miles Avenue, Yuba City, CA 95991.**



Gustavo Becerra
Executive Director

AGENDA
REGULAR MEETING
OF THE BOARD OF COMMISSIONERS OF
REGIONAL HOUSING AUTHORITY

**Richland Neighborhood Center,
420 Miles Avenue, Yuba City, CA 95991
October 5, 2022, 12:15 PM**

- A. CALL TO ORDER: ROLL CALL
- B. PLEDGE OF ALLEGIANCE
- C. 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. Persons who wish to address the Board during public comment or with respect to an item that is on the agenda, will be limited to three (3) minutes.
- D. AWARDS AND PRESENTATIONS:
1. Family Self-Sufficiency Graduate Chelsea Sebastian
Josie Alcaraz, Family Self-Sufficiency Coordinator
- E. 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 54957.6 of the California Government Code
Conference with Labor Negotiator
Agency Negotiator: Patrick Clark
- F. 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.
3. Recommend Approval of Minutes – September 21, 2022 pg. 1
 4. Recommend Establishing the Findings to Allow the Board to meet virtually if they elect to do so pg. 5
 5. Resolution 22-1768 – Family Self-Sufficiency Graduate Chelsea pg. 7

Sebastian

- 6. Resolution 22-1769 – Public Housing Collection Loss Write-Off pg. 8
- 7. Resolution 22-1770 – Rural Development Collection Loss Write-Off pg. 10
- 8. Resolution 22-1771 – Housing Choice Voucher Fraud Recovery Collection Loss Write-Off pg.12
- 9. Recommend Approval of Pest Control Services Contract pg. 14

G. OLD BUSINESS: Discussion/Possible Action: NONE

H. NEW BUSINESS: Discussion/Possible Action:

- 10. Recommend the Approval of New Position of Limited Term Family Self-Sufficiency Coordinator and Approval of Changes to Organizational Chart pg. 17
Alisha Parker, Occupancy Manager

I. ADMINISTRATIVE REPORT:

- 11. Housing Choice Voucher Occupancy/Eligibility Update pg. 19
Alisha Parker, Occupancy Manager
- 12. Administrative Update
Gustavo Becerra, Executive Director

J. HOUSING COMMISSIONERS' COMMENTS:

K. NEXT MEETING: October 19, 2022

L. ADJOURNMENT:

REGIONAL HOUSING AUTHORITY
Minutes
Regular Board Meeting
September 21, 2022

ITEM NO. A - CALL TO ORDER:

Chairperson Marc Boomgaarden called the meeting to order.

ITEM NO. A - ROLL CALL:

Chairperson Marc Boomgaarden, Vice-Chairperson Manny Cardoza, Commissioners Doug Lofton, Sue Hoek, Denise Conrado, Jeramy Chapdelaine, Bob Woten, Kent Boes, Randy Fletcher, John Loudon, and Tony Kurlan were present. Commissioners Dan Miller, Suzanne Gallaty and Nicholas Micheli were absent. Legal Counsel Brant Bordsen was also present.

ITEM NO. B. – PLEDGE OF ALLEGIANCE:

Commissioner Fletcher led the pledge of allegiance.

ITEM NO. C. – PUBLIC PARTICIPATION: NONE

ITEM NO. D.1.- PRESENTATION FROM AMPLA HEALTH AND ADVENTIST HEALTH:

Executive Director Gustavo Becerra stated Ampla Health leases some land inside Richland Housing providing medical services to the community. Mr. Becerra explained the site is no longer being used for medical services since the new building on Garden Highway is now in operation. He shared Ampla Health has an option to extend their current lease for five years and they are hoping to trigger that extension to sublease to Adventist Health for a pilot program called Project Hope.

John Fleming, Ampla Health, and Ashten Phillips, Adventist Health, gave a presentation regarding the Project Hope Pilot program. Ms. Phillips said this program would provide a safe sobering center, medical recuperative care, short-term post hospitalization housing and wrap around support services. She said this would be a short-term lease of two to three years and the services would be exclusive for Yuba-Sutter residents at this time.

ITEM NO. D.2.- FAMILY SELF-SUFFICIENCY GRADUATE AUTUMN NESS:

Family Self-Sufficiency Coordinator Josie Alcaraz stated Autumn Ness enrolled in the program in 2016. At that time Ms. Ness was receiving cash aid as a single mom. Ms. Alcaraz shared Ms. Ness received her CNA license and is currently a full-time employee at Adventist Health and is graduating the program with \$25,202.35.

Ms. Ness said she appreciates programs such as this and is thankful for the help she has

received and is hoping to go back to school to become a RN and purchase a home.

ITEM NO. D.3.- RECOGNITION OF MARTHA LUNDGREN:

Mr. Becerra shared Ms. Martha Lundgren passed away and the Regional Housing Authority would like to recognize her ten plus years of service to the agency. Chief Financial Officer Marco Cruz appreciated her experience and willingness to accept the changes that were made in the department. Mr. Cruz also shared his appreciation in welcoming him to the team when he came back as CFO.

ITEM NO. E.4. – CLOSED SESSION: PURUSANT TO SECTION 54957.6 OF THE CALIFORINA GOVERNMENT CODE, CONFERENCE WITH LABOR NEOGTIATOR, AGENCY NEGOTIATOR: PATRICK CLARK:

Legal Counsel Brant Bordsen said the board gave director to the agency negotiator. No reportable action was taken.

ITEM NO. E.5. – CLOSED SESSION: PURUSANT TO SECTION 54957.6 OF THE CALIFORINA GOVERNMENT CODE, CONFERENCE WITH LABOR NEOGTIATOR, AGENCY NEGOTIATOR: BRANT BORDSEN:

Legal Counsel Brant Bordsen said the board gave director to the agency negotiator. No reportable action was taken.

ITEM NO. F.6-17. - CONSENT CALENDAR:

Commissioner Fletcher made a motion to approve the Consent Calendar as submitted. Commissioner Boes made the second. The following roll call vote was taken:

Vote: Ayes: Chairperson Marc Boomgaarden, Commissioners Jeremy Chapdelaine, Denise Conrado, Kent Boes, Randy Fletcher, Tony Kurlan, John Loudon, Bob Woten, Sue Hoek, and Doug Lofton
Nays: None
Abstain: None
Absent: Vice-Chairperson Manny Cardoza, Commissioners Suzanne Gallaty, Dan Miller, and Nicholas Micheli

ITEM NO. G.- OLD BUSINESS: NONE

ITEM NO. H.18. – RESOLUTION 22-1767 – IN MEMORY OF MARTHA LUNDGREN:

Chief Financial Officer Marco Cruz read Resolution 22-1767, In Loving Memory of Martha A. Lundgren into the record.

Commissioner Fletcher made a motion to approve Resolution 22-1767 – In Loving Memory of Martha A. Lundgren. Commissioner Lofton made the second. The following roll call vote was taken:

Vote: Ayes: Chairperson Marc Boomgaarden, Commissioners Jeramy Chapdelaine, Denise Conrado, Kent Boes, Randy Fletcher, Tony Kurlan, John Loudon, Bob Woten, Sue Hoek, and Doug Lofton
Nays: None
Abstain: None
Absent: Vice-Chairperson Manny Cardoza, Commissioners Suzanne Gallaty, Dan Miller, and Nicholas Micheli

ITEM NO. H.19. – AUTHORIZATION TO SUBMIT A LETTER OF INTEREST FOR ACQUISITION OF PROPERTY LOCATED AT 1500 E STREET, WILLIAMS, CA 95987:

Mr. Becerra stated the Williams Unified School District issued a letter following the surplus land act. He said staff has been working with Colusa County staff regarding the piece of land that is available. Mr. Becerra said Colusa County is looking to secure funding to acquire the property. He said staff is seeking authorization to submit a letter of interest to the school district to enter into negotiations, conditioned on the County securing funding to acquire the property. Mr. Becerra said there is a vacant home on the property and the vision of the County is to work with a local nonprofit who will be able to provide domestic violence services.

Mr. Becerra said it is not determined as to who would be the buyer, if it would be the Regional Housing Authority or the County of Colusa. Commissioner Boes said this is something he has been working on for over a year and it is finally moving forward.

Commissioner Fletcher made a motion to approves the submission of the attached letter of interest to the Williams Unified School District by the published deadline and authorize the Executive Director to execute such letter. Commissioner Hoek made the second. The following roll call vote was taken:

Vote: Ayes: Chairperson Marc Boomgaarden, Commissioners Jeramy Chapdelaine, Denise Conrado, Kent Boes, Randy Fletcher, John Loudon, Bob Woten, Sue Hoek, and Doug Lofton
Nays: None
Abstain: None
Absent: Vice-Chairperson Manny Cardoza, Commissioners Suzanne Gallaty, Tony Kurlan, Dan Miller, and Nicholas Micheli

ITEM NO. I.20. – ADMINISTRATIVE UPDATE: NONE

ITEM NO. J - HOUSING COMMISSIONERS' COMMENTS:

Commissioner Lofton apologized for his absences.

Commissioner Woten thanked Mr. Becerra for the Kristen Court updates.

Commissioner Conrado thanked Mr. Becerra for attending a meeting in Colusa and giving an update on the Rancho Colus project.

Commissioner Chapdelaine also thanked Mr. Becerra for the updates.

Commissioner Hoek stated the ribbon cutting for Brunswick Commons was amazing.

ITEM NO. K – NEXT MEETING: October 5, 2022

ITEM NO. L - ADJOURNMENT: The meeting was adjourned in memory of Martha Lundgren at 2:00 PM.

REGIONAL HOUSING AUTHORITY

STAFF REPORT

Date: October 5, 2022
To: Board of Commissioners
From: Jennifer Ruiz, Executive Assistant/HR Coordinator

SUBJECT: Ability to Hold Board Meetings Virtually as per AB361
RECOMMENDATION: Establish the Findings to Allow the Board to meet virtually if they elect to do so
FISCAL IMPACT: N/A

Background

On September 16, 2021, Governor Gavin Newsom signed AB 361 which will go into effect October 1, 2021. AB 361 extends the COVID-19 rules for conducting virtual or teleconference meetings under the Brown Act. In order to utilize the provisions of AB 361, a meeting must be held during a proclaimed state of emergency in which state or local officials have imposed or recommended measures to promote social distancing. The legislative body of the local agency must determine, by majority vote, that meeting in person would present imminent risks to health or safety of attendees.

If a proclaimed state of emergency still exists and the local agency wishes to continue to hold meetings in compliance with AB 361, the following must be done:

1. Within 30 days of the initial virtual or teleconference meeting, make the following findings by majority vote:
 - a. The agency has reconsidered the circumstances of the state of emergency, and
 - b. It either continues to directly impact the ability of members to meet safely in person, or state or local officials continue to impose or recommend measures to promote social distancing
2. Make the same findings by majority vote every 30 days thereafter.

Recommendation

It is recommended that the Board of Commissioners of Regional Housing Authority establish the findings to allow the Board to meeting virtually if they elect to do so as per AB 361.

Prepared by:

Submitted by:



Jennifer Ruiz
Executive Assistant/HR Coordinator



Gustavo Becerra
Executive Director



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RESOLUTION 22-1768

A RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE REGIONAL HOUSING AUTHORITY EXPRESSING RECOGNITION OF THE ACHIEVEMENTS OF CHELSEA SEBASTIAN

WHEREAS, the Regional Housing Authority encourages Housing Choice Voucher participants to enroll in the Family Self-Sufficiency (FSS) Program; and

WHEREAS, Chelsea Sebastian started in this program on 11/01/2016 and set goals for herself to become independent of government assistance; and happy.

WHEREAS, Chelsea Sebastian met her goals by 10/01/2022 and received sufficient earned income to generate an escrow account in the amount of \$10,878.92; and

WHEREAS, Chelsea Sebastian has now “graduated” from the FSS program;

NOW, THEREFORE, BE IT RESOLVED that the Board of Commissioners of the Regional Housing Authority congratulates Chelsea Sebastian for her determination to progress to a life that is independent of government assistance and conveys their best wishes for success in all his future endeavors.

This Resolution was approved at the regular meeting of the Board of Commissioners, this 5th day of October.

AYES:

NAYS:

ABSTAINED:

ABSENT:

Chairperson Marc Boomgaarden



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RESOLUTION 22-1769

RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE REGIONAL HOUSING AUTHORITY AUTHORIZING LOW INCOME HOUSING COLLECTION LOSS WRITE-OFF IN THE AMOUNT OF \$506.50

WHEREAS, the Regional Housing Authority operates low-income housing projects 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 makes every attempt to collect outstanding balances; and

WHEREAS, Exhibit A provides a list of uncollectible accounts for the period ending October 31, 2022 and is made a part of this resolution;

BE IT THEREFORE RESOLVED that the Board of Commissioners of the Regional Housing Authority authorizes the Executive Director to write-off as collection losses the tenant receivables listed on Exhibit A totaling \$506.50.

This Resolution is to take effect immediately.

This Resolution is presented at the Regular Meeting of the Board of Commissioners, passed and adopted this 5th day of October 2022 by the following vote:

AYES:

NAYS:

ABSTAINED:

ABSENT:

ATTEST:

Marc Boomgaarden,
Chairperson

Public Housing
Collection Loss Write Off
Period: October 2022

<u>Tenant</u>	<u>Property</u>	<u>Address</u>	<u>Date</u>		<u>Monthly Rent</u>	<u>Rent Owed</u>	<u>Late Fee's</u>	<u>Damages</u>	<u>Solar</u>	<u>Legal Fee's</u>	<u>Total Owed</u>	<u>Payback Agreement</u>
			<u>Move In</u>	<u>Move Out</u>								
T0001003 *	PH-Rich	474 Garden Hwy	06/01/20	07/31/22	\$ -	\$ -	\$ -	\$ 412.50	-	\$ -	\$ 412.50	No
T0008822	PH-Rich	466 Garden Hwy	10/30/19	07/31/22	\$ -	\$ -	\$ -	\$ 94.00	-	\$ -	\$ 94.00	No
											9/27/22	No
											\$ 506.50	Total Write Off

Deceased *

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

Exhibit A



REGIONAL HOUSING AUTHORITY

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RESOLUTION 22-1770

RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE REGIONAL HOUSING AUTHORITY AUTHORIZING RURAL DEVELOPMENT COLLECTION LOSS WRITE-OFF IN THE AMOUNT OF \$1,975.50

WHEREAS, the Regional Housing Authority operates low-income housing projects Centennial Arms, Butte View Estates and Rural Development farm work housing project Phases I, II and III pursuant to U.S. Department of Agriculture regulations; and

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

WHEREAS, the Regional Housing Authority makes every attempt to collect outstanding balances; and

WHEREAS, Exhibit A provides a list of uncollectible accounts for the period ending October 31, 2022 and is made a part of this resolution.

BE IT THEREFORE RESOLVED that the Board of Commissioners of the Regional Housing Authority authorizes the Executive Director to write-off as collection losses the tenant receivables listed on Exhibit A totaling \$1,975.50.

This Resolution is to take effect immediately.

This Resolution is presented at the Regular Meeting of the Board of Commissioners, passed, and adopted this 5th day of October 2022 by the following vote:

AYES:

NAYS:

ABSTAINED:

ABSENT:

ATTEST: _____

Marc Boomgaarden,
Chairperson

(SEAL)



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RESOLUTION 22-1771

A RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE REGIONAL HOUSING AUTHORITY AUTHORIZING HOUSING CHOICE VOUCHER FRAUD RECOVERY COLLECTION LOSS WRITE-OFF IN THE AMOUNT OF \$6,442.00

WHEREAS, the Regional Housing Authority operates the Housing Choice Voucher program for Sutter, Nevada, Yuba and Colusa Counties; and

WHEREAS, operations of the Housing Choice Voucher program include assisting families who are low income; and

WHEREAS, the Regional Housing Authority makes every attempt to collect outstanding balances due to fraud; and

WHEREAS, Exhibit A provides a list of uncollectible accounts for the period ending October 31, 2022 and is made a part of this resolution.

BE IT THEREFORE RESOLVED that the Board of Commissioners of the Regional Housing Authority authorizes the Executive Director to write-off as collection losses the tenant receivables listed on Exhibit A totaling \$6,442.00.

This Resolution is to take effect immediately.

This Resolution is presented at the Regular Meeting of the Board of Commissioners, passed, and adopted this 5th day of October 2022 by the following vote:

AYES:

NAYS:

ABSTAINED:

ABSENT:

ATTEST:

Marc Boomgaarden,
Chairperson

(SEAL)

HCV

Collection Loss Write Off

Period : October 2022

<u>Tenant</u>	<u>HAP</u>	<u>Late</u>	<u>NSF</u>	<u>Overpaid</u>	<u>Total</u>	<u>Payback</u>
	<u>Fraud Recovery Amount Owed</u>	<u>Fee's</u>	<u>Fee's</u>	<u>URP's</u>	<u>Owed</u>	<u>Agreement</u>
T0006189	670.00				670.00	Yes
T0001338	5,772.00				5,772.00	
		\$ 6,442.00	\$ -	\$ -	\$ 6,442.00	Total Write-Off

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

Exhibit A

OP
20 ~~SP~~ 22



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STAFF REPORT

Date: October 05, 2022
To: Board of Commissioners
From: Tom Goodwin, Operations Manager

SUBJECT: Pest control Services Contract
RECOMMENDATION: Approve a Five-year contract, with an optional 1-year extensions.
FISCAL IMPACT: \$43,664.40 per year (base Bid)

Overview – Every three to five years, the Regional Housing Authority (“RHA”) issues a Request for Proposals (“RFP”) for contracted services, among them are Landscape Pest Control Services. Staff sent out 26 packets to potential contractors, which included a letter that directed them to RHA’s website where the contract could be downloaded, and the RFP. Staff received three “return to sender” notifications. Staff conducted a mandatory meeting where three potential/eligible contractors signed-in, of the two contractors that turned in a bid. Right Way Pest Control is the current company under contract for RHA Pest Control services.

****Botanica Landscapes, (Yuba City, CA)**

FYE 2023 – \$43,664.40
FYE 2024 – \$43,664.40
FYE 2025 – \$43,664.40
FYE 2026 – \$43,664.40
FYE 2026 – \$43,664.40
Total – \$218,322.00

See attached sheet for breakdown of contractors and pricing.

RECOMMENDATION:

Based on Wright Way Pest Control proposed bid pricing, experience, availability of staff for Pest Control services for Regional Housing Authority’s properties, both owned and managed, staff recommends that the Board of Commissioners of Regional Housing Authority, approve the selection of Right Way Pest Control for a Five-year contract with a potential for one-year extensions, and authorize the Executive Director to execute all required documentation.

Prepared by:

Tom Goodwin, Operations Manager

Submitted by:

Gustavo Becerra, Executive Director



PEST CONTROL SERVICES BIDS

LOCATION	BID AMOUNT		I.C.E.
	Right Way	CLARK	
Richland Housing			
Richland Public Housing Miles Ave., Atwood Dr., John Tee, Bernard Dr., Samuel Dr., Garden Highway Yuba City			
Total	\$596.70	\$2,652.00	\$2,550.00
Yolo/ Heiken 556/554 Yolo St. 553 Heiken St. Yuba City			
Total	\$29.25	\$130.00	\$100.00
River City Manor 655 Joann Way Yuba City			
Total	\$146.25	\$650.00	\$650.00
Kingwood Commons Apts. 1340 Gray Ave. Yuba City			
Total	\$374.40	\$1,664.00	\$1,600.00
Percy Ave. Apts. 430 Percy Ave. Yuba City			
Total	\$52.65	\$234.00	\$225.00
Town Center Apts. 506 Plumas St. Yuba City			
Total	\$175.50	\$780.00	\$750.00
Migrant Housing 479 Bernard Ave. Yuba City			
Total	\$468.00	\$2,080.00	\$2,000.00
USDA Farm Labor Housing 420 Miles Ave., 368, 352 Bernard Dr. 288, 294 Samuel Dr. 380 McKeehan Dr. Yuba City			
Total	\$1,064.70	\$4,732.00	\$4,550.00
Senior Village 2750 Date St. Live Oak			
Total	\$298.35	\$1,326.00	\$1,275.00
Centennial Arms 9829 N St. Live Oak			
Total	\$128.70	\$572.00	\$550.00
Housing Authority Office 1455 Butte House Rd. Yuba City, 95993			
Total	\$5.85	\$26.00	\$25.00

Maintenance offices and Shops			
384 Miles Ave.			
Yuba City, 95991			
Total	\$5.85	\$104.00	\$100.00
814 F Street Four Plex (10 rooms)			
Marysville CA, 95901			
517,519 Teesdale Duplex (6 rooms)			
Yuba City CA, 95991			
Total	\$35.10	\$156.00	\$150.00
USDA Farm Labor Housing (ADA)			
400 unit 1, 2 Miles Ave			
363 1, 2			
367 unit 1, 2 McKeehan			
253 unit 1, 2			
257 unit 1, 2 McKeehan			
420 Community Center			
Total	\$64.35	\$234.00	\$225.00
Butte view Estates			
9400 Larkin Road			
Live Oak			
Total	\$193.05	\$858.00	\$825.00
TOTAL MONTHLY CHARGES	\$3,638.70	\$16,198.00	\$15,575.00

Regional Housing Authority

Staff Report

Date: October 5, 2022

To: Board of Commissioners

From: Alisha Parker, Occupancy Manager

Subject: Reclassification

Recommendation: Approval to reclassify Eligibility Specialist to Limited Term Family Self-Sufficiency Coordinator

Fiscal Impact: \$3,728.66 annually

Background:

Currently the Occupancy Department of the Regional Housing Authority (RHA) consists of the Occupancy Manager, Family Self-Sufficiency (FSS) Coordinator, Housing Inspector, and four (4) Eligibility Specialists. Recently, HUD completely revamped the Family Self-Sufficiency program resulting in many changes impacting services provided by RHA. Due to the increase in grant funding and the need for additional help implementing the changes, Staff are requesting approval of a limited term FSS Coordinator to be filled by a current RHA employee. The successful candidate would still be responsible for their current duties, as well as shared duties with the FSS program which currently would result in them working out of class.

Recommendation:

It is recommended that the Board of Commissioners of Regional Housing Authority approve the reclassification of one Eligibility Specialist to a Limited Term FSS Coordinator.

Prepared by:

Submitted by:

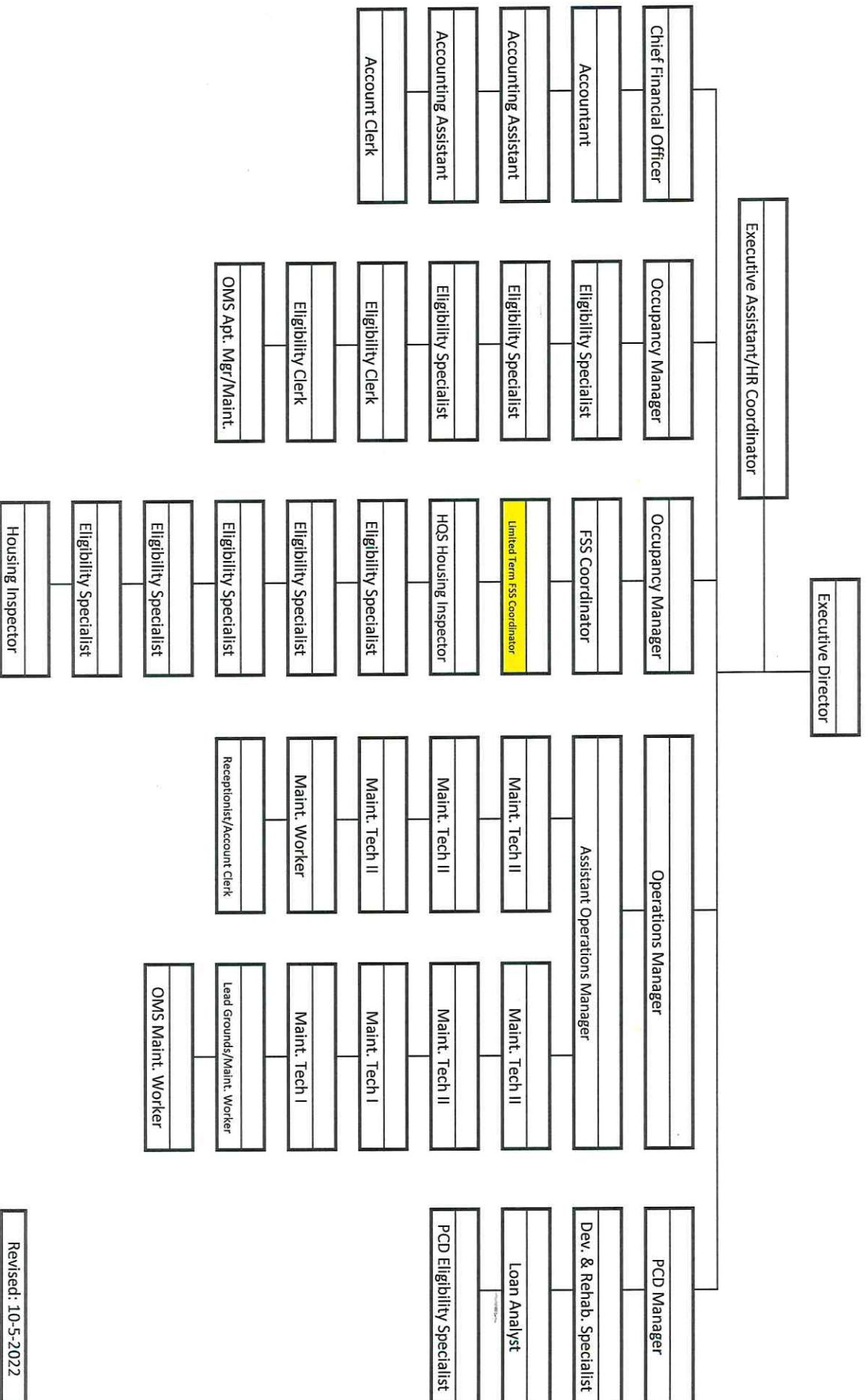


Alisha Parker
Occupancy Manager



Gustavo Becerra
Executive Director

Regional Housing Authority Organizational Chart



Revised: 10-5-2022

**Staff is requesting a Limited Term FSS Coordinator while funding is available

REGIONAL HOUSING AUTHORITY

STAFF REPORT

Date: October 5, 2022
To: Board of Commissioners
From: Alisha Parker, Occupancy Manager

SUBJECT: Quarterly Occupancy (Q1-FY 2022) report for quarter ending June 30, 2022

RECOMMENDATION: None

FISCAL IMPACT: None, informational only

U.S. Department of Housing and Urban Development (HUD) Funded Programs:

Program	Units Available	April	May	June
HCV (Section 8)/Project-Based Vouchers	Budget Based	Total-1,601	Total-1,589	Total-1,577
Mainstream	140	119	120	120
Emergency Housing Vouchers	127	46	60	74
Foster Youth to Independence	2	2	1	1
HCV Port-Out Administered	N/A	5	5	5
VASH	23 units for Nevada County 29 units for Yuba City	43	44	43

Wait List Information as of September 28, 2022

Bedrooms					
	1	2	3	4	N/A
Property/Program					
Brunswick Behavioral Health					1*
Bedrooms					
	1	2	3	4	N/A
Property/Program					
Brunswick Commons Hospitality House					50*
Cashin's Field	207	144	109		
Courtyard at Penn Valley		1,300	508		
Devonshire Apartments		285	71		
Kingwood Commons			374		
Grass Valley Terrace	481	136	93		
Lone Oak Senior Apartments	370	50*			
Maple Park I		254	114	503	
Maple Park II	231	66			
New Haven Court Behavioral Health					34*
New Haven Court Hands of Hope					32*
Percy Apartments	277				
Stony Creek 2	260*	194*			
Truckee Artist Lofts	653	552	186		
Yolo Apartments	63	689	49		
Housing Choice Voucher					910*

Comments: An * shows the waiting list is currently open. The Emergency Housing Vouchers went online in July 2021, these vouchers are a referral-only voucher program where the referral must come from the local Coordinated Entry offices. To date we have received 333 referrals, 130 have been housed, 20 currently have a voucher, 183 have been cancelled. Brunswick Commons began leasing up September 15th, which is why the waiting lists are low. Cedar Lane Permanent Supportive Housing's waiting list will open in the beginning of October, as with New Haven Court, referrals must be received from Hands of Hope, and Yuba-Sutter Behavioral Health. The Housing Choice Voucher waiting list opened July 11th, and will remain open for the foreseeable future.

Prepared by: 
Alisha Parker/Occupancy Manager

Submitted by: 
Gustavo Becerra/Executive Director