



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

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www.RegionalHA.org

February 11, 2021

TO: Chairperson Kent Boes
Vice-Chairperson Randy Fletcher
Commissioner Tony Kurlan
Commissioner Dan Miller
Commissioner Brian Foss
Commissioner Denise Conrado
Commissioner Jeramy Chapdelaine
Commissioner Bob Woten
Commissioner Suzanne Gallaty
Commissioner Rick Millhollin
Commissioner Nicholas Micheli
Commissioner Doug Lofton
Commissioner John Loudon
Commissioner Shon Harris
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

February 17, 2021

You are hereby notified that the Commissioners of the Regional Housing Authority are called to meet in Regular Session at **12:00 PM on Wednesday, February 17, 2021.**

This meeting will be held via ZOOM. The link <https://zoom.us/j/91786138956>; Meeting ID: 917 8613 8956; Passcode: 287274; call in number 1-669-900-6833.



Gustavo Becerra
Executive Director

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

ZOOM MEETING

<https://zoom.us/j/91786138956>

Meeting ID: 917 8613 8956

Passcode: 287274

Call in number 1-669-900-6833

February 17, 2021, 12:00 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: NONE
- 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.
 - 1. Approval of Minutes – January 20, 2021 pg. 1
 - 2. Resolution 21-1693 – Rural Development Collection Loss Write-off pg. 6
- F. OLD BUSINESS: Discussion/Possible Action: NONE
- G. NEW BUSINESS: Discussion/Possible Action: NONE
- H. ADMINISTRATIVE REPORT:
 - 3. RHA Owned/Managed Properties Occupancy/Eligibility Update pg. 8
Pattra Runge, Occupancy Manager

4. Housing Choice Voucher Occupancy/Eligibility Update pg. 10
Alisha Parker, Occupancy Manager
5. Planning and Community Development Update pg. 12
Beckie Flores, Planning and Community
Development Manager
6. Maintenance Update pg. 16
Tom Goodwin, Operations Manager
7. Finance Update pg. 17
Marco Cruz, Chief Financial Officer
8. Administrative Update
Gustavo Becerra, Executive Director

I. HOUSING COMMISSIONERS' COMMENTS:

J. EXECUTIVE SESSION: May be held under California Government Code regarding pending and/or anticipated litigation, property acquisition, and/or personnel issues.

9. CLOSED SESSION: Pursuant to Section 54956.9 of the California Government Code:

Conference with Legal Counsel

Anticipated Litigation

Number of Potential Cases to be Discussed: 1

K. NEXT MEETING: March 3, 2021

L. ADJORNMENT:

REGIONAL HOUSING AUTHORITY
Minutes
Regular Board Meeting
Via Zoom
January 20, 2021

ITEM NO. A - CALL TO ORDER:

Vice-Chairperson Randy Fletcher called the meeting to order via Zoom.

ITEM NO. A - ROLL CALL:

Vice-Chairperson Randy Fletcher, Commissioners Dan Miller, Kent Boes, Jeramy Chapdelaine, Tony Kurlan, Bob Woten, Doug Lofton, and Suzanne Gallaty were present. Commissioners Brian Foss and Rick Millhollin arrived late. Commissioners Nicholas Micheli and John Loudon were absent. Legal Counsel Brant Bordsen was also present.

Staff present were: Executive Director Gustavo Becerra, Executive Assistant/HR Coordinator Jennifer Ruiz, Occupancy Manager Pattra Runge, Planning and Community Development Manager Beckie Flores, Operations Manager Tom Goodwin and Chief Financial Officer Marco Cruz.

Yuba City Councilmember Shon Harris was also present.

ITEM NO. B. – PLEDGE OF ALLEGIANCE:

Commissioner Boes led the Pledge of Allegiance.

ITEM NO. C. – PUBLIC PARTICIPATION: NONE

ITEM NO. D. – AWARDS AND PRESENTATIONS: NONE

ITEM NO. E. – EXECUTIVE SESSION: NONE

ITEM NO. F.1. THROUGH F.4. - CONSENT CALENDAR:

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

Vote: Ayes: Vice-Chairperson Randy Fletcher, Commissioners Kent Boes,
Jeramy Chapdelaine, Rick Millhollin, Bob Woten, Dan Miller,
Tony Kurlan, Brian Foss, Doug Lofton, and Suzanne Gallaty
Nays: None
Abstain: None
Absent: Commissioners Nicholas Micheli and John Loudon

ITEM NO. G.- OLD BUSINESS: NONE

ITEM NO. H.5. – APPROVAL OF FISCAL YEAR ENDING 2022 OPERATING BUDGET:

Chief Financial Officer Marco Cruz went over the budget provided in the packet. He pointed out that the Administrative Fee for the Housing Choice Voucher continues to be paid out at an 80% proration. Mr. Cruz went over some of the highlights for the 2022 budgets which include the minimum wage increase, an increase in health benefits and the property/liability insurance increase. He shared the property/liability insurance is estimated to increase 48% due to the wildfires and the lack of reinsurers.

Mr. Cruz explained the Housing Authority paid \$1.45 million in Additional Discretionary Payments to pay down the CalPERS unfunded pension liability. He mentioned the Housing Authority received CARES money in 2021 but it is not anticipated to receive any for 2022. Mr. Cruz shared he is looking forward to another strong fiscal year.

Executive Director Gus Becerra noted the prorations for both Public Housing and the Housing Choice Voucher programs have been in place for about a decade. He mentioned the Office of Migrant Services fiscal year runs July through June, slightly different than the Housing Authority's fiscal year. Mr. Becerra wanted to highlight the payments made to reduce the unfunded pension liability.

Commissioner Lofton asked about the increase in the insurance rates and if it affected the whole portfolio. Mr. Cruz explained because we are in a risk retention pool, it does affect the full portfolio, not specific jurisdictions.

Vice-Chairperson Fletcher recommended an Ad Hoc Committee be formed to review what other options may be out there. Vice-Chairperson Fletcher said he would be willing to be on the committee along with Commissioner Miller.

Commissioner Millhollin made a motion to approve an Ad Hoc Committee with Vice-Chairperson Fletcher and Commissioner Miller as members of the committee. Commissioner Gallaty made the second. The following roll call vote was taken:

Vote: Ayes: Vice-Chairperson Randy Fletcher, Commissioners Kent Boes, Jeremy Chapdelaine, Rick Millhollin, Bob Woten, Dan Miller, Tony Kurlan, Brian Foss, Doug Lofton, and Suzanne Gallaty
Nays: None
Abstain: None
Absent: Commissioners Nicholas Micheli and John Loudon

Commissioner Millhollin made a motion to approve the fiscal year ending 2022 operating budget. Commissioner Gallaty made the second. The following roll call vote was taken:

Vote: Ayes: Vice-Chairperson Randy Fletcher, Commissioners Kent Boes, Jeramy Chapdelaine, Rick Millhollin, Bob Woten, Dan Miller, Tony Kurlan, Brian Foss, Doug Lofton, and Suzanne Gallaty
Nays: None
Abstain: None
Absent: Commissioners Nicholas Micheli and John Loudon

ITEM NO. H.6. – RESOLUTION 21-1692 - APPROVAL OF PUBLIC HOUSING BUDGET:

Chief Financial Officer Marco Cruz explained HUD requires a resolution for the Public Housing portion of the budget.

Commissioner Lofton made a motion to approve Resolution 21-1692 – Approval of the Public Housing budget. Commissioner Foss made the second. The following roll call vote was taken:

Vote: Ayes: Vice-Chairperson Randy Fletcher, Commissioners Kent Boes, Jeramy Chapdelaine, Rick Millhollin, Bob Woten, Dan Miller, Tony Kurlan, Brian Foss, Doug Lofton, and Suzanne Gallaty
Nays: None
Abstain: None
Absent: Commissioners Nicholas Micheli and John Loudon

ITEM NO. H.7. – ELECTION OF CHAIRPERSON:

Commissioner Miller nominated Kent Boes as Chairperson.

Commissioner Miller made a motion to elect Kent Boes as Chairperson. Commissioner Gallaty made the second. The following roll call vote was taken:

Vote: Ayes: Vice-Chairperson Randy Fletcher, Commissioners Jeramy Chapdelaine, Rick Millhollin, Bob Woten, Dan Miller, Tony Kurlan, Brian Foss, Doug Lofton, and Suzanne Gallaty
Nays: None
Abstain: Commissioner Kent Boes
Absent: Commissioners Nicholas Micheli and John Loudon

ITEM NO. H.8. – APPOINTMENT OF COMMISSIONER TO SUTTER COMMUNITY AFFORDABLE HOUSING BOARD OF DIRECTORS:

Mr. Becerra explained Sutter Community Affordable Housing (SCHA) is one on the Non-Profits affiliated with the Housing Authority. SCAH is only allowed to operate in Sutter County.

Commissioners Rick Millhollin volunteered to be on the Sutter Community Affordable Housing Board of Directors.

Commissioner Lofton made a motion to elect Rick Millhollin to the Sutter Community Affordable Housing Board of Directors. Commissioner Miller made the second. The following roll call vote was taken:

Vote: Ayes: Chairperson Kent Boes Vice-Chairperson Randy Fletcher,
Commissioners Jeremy Chapdelaine, Bob Woten, Dan
Miller, Tony Kurlan, Brian Foss, Doug Lofton, and Suzanne
Gallaty
Nays: None
Abstain: Commissioner Rick Millhollin
Absent: Commissioners Nicholas Micheli and John Loudon

ITEM NO. H.9. – APPOINTMENT OF COMMISSIONER TO BUILDING BETTER PARTNERSHIPS, INC.
BOARD OF DIRECTORS:

Mr. Becerra shared this entity serves all jurisdiction and recommends the member be a Commissioner serving a jurisdiction outside of Sutter County.

Commissioners Doug Lofton volunteered to be on the Building Better Partnerships, INC. Board of Directors.

Vice-Chairperson Fletcher made a motion to elect Doug Lofton to the Building Better Partnerships, INC. Board of Directors. Commissioner Miller made the second. The following roll call vote was taken:

Vote: Ayes: Chairperson Kent Boes Vice-Chairperson Randy Fletcher,
Commissioners Jeremy Chapdelaine, Bob Woten, Dan
Miller, Tony Kurlan, Brian Foss, Rick Millhollin, and Suzanne
Gallaty
Nays: None
Abstain: Commissioner Doug Lofton
Absent: Commissioners Nicholas Micheli and John Loudon

ITEM NO. I.10 – ADMINISTRATIVE UPDATE:

Mr. Becerra introduced Shon Harris to the Board and stated Mr. Harris will be the new representative on the Board for the City of Yuba City. Mr. Harris said he is looking forward to learning more about the Housing Authority and helping where he can.

Mr. Becerra mentioned the Housing Choice Voucher (Section 8) waiting list will be opening in March or April. He shared the development projects are moving along with no major delays. He stated there have been a few material delays due to COVID-19.

ITEM NO. J - HOUSING COMMISSIONERS' COMMENTS:

Commissioner Woten gave a shout out to staff for a great job and all their hard work is appreciated.

Commissioner Millhollin mentioned he drove by the New Haven project and noticed light fixtures going up. He stated he is excited about all the new projects and is honored to be part of the Board.

ITEM NO. K – NEXT MEETING: February 3, 2021

ITEM NO. L - ADJOURNMENT: The meeting was adjourned at 12:43 PM.



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RESOLUTION 21-1693

RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE REGIONAL HOUSING AUTHORITY AUTHORIZING RURAL DEVELOPMENT COLLECTION LOSS WRITE-OFF IN THE AMOUNT OF \$3,468.57

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 February 28, 2021 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 \$3,468.57.

This Resolution is to take effect immediately.

This Resolution is presented at the Regular Meeting of the Board of Commissioners, passed, and adopted this 17th day of February 2021 by the following vote:

AYES:

NAYS:

ABSTAINED:

ABSENT:

ATTEST: _____

Chairperson Kent Boes

(SEAL)

**USDA
Collection Loss Write Off
Period: February 2021**

Tenant	Property	Address	Move In	Date	Move Out	Monthly Rent	Rent Owed	Late Fee's	Damages	Solar	Utilities	Legal Fee's	Total Owed	Payback Agreement
T0019706	RD	288 Samuel Dr. #B, Yuba City	04/02/19	10/13/20	\$ 420.00	\$ -	\$ -	\$ 794.42	\$ -	\$ -	\$ -	\$ -	\$ 794.42	No
T0022441	RD	352 Bernard Dr. #J, Yuba City	03/24/20	12/02/20	\$ 514.00	\$ 629.55	\$ -	\$ 71.00	\$ 275.88	\$ -	\$ -	\$ -	\$ 976.43	No
T0017652	RD	368 Bernard Dr. #M, Yuba City	10/09/18	11/10/20	\$ 681.00	\$ 138.47	\$ -	\$ 1,095.25	\$ -	\$ -	\$ -	\$ -	\$ 1,233.72	No
T0005124	BVE	9400 Larkin Rd. #8D, Live Oak	07/03/13	12/30/20	\$ 890.00	\$ 316.00	\$ -	\$ 148.00	\$ -	\$ -	\$ -	\$ -	\$ 464.00	No
													\$ 3,468.57	Total Write Off

Revised 2/9/2021

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.

Deceased *

Exhibit A

REGIONAL HOUSING AUTHORITY

STAFF REPORT

Date: February 17, 2021
To: Board of Commissioners
From: Pattra Runge, Occupancy Manager

SUBJECT: Quarterly Occupancy (Q3-2020) report for quarter ending December 31, 2020

RECOMMENDATION: None - update only

FISCAL IMPACT: None – informational only

Housing and Urban Development (HUD) Funded Programs:

Program	Units Available	October	November	December
Public Housing (Yuba City, Live Oak)	171	166	166	169

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

Development	Units Available	October	November	December
USDA/Farm Labor (Yuba City)	188	184	183	182
Centennial Arms (Live Oak)	21	21	20	20
Butte View (Live Oak)	31	30	31	30

Office of Migrant (OMS) Services

Development	Units Available	October	November	December
Migrant Center (Yuba City)	75	43	32	0

RHA Owned/Managed Affordable Housing Properties:

Development	Units Available	October	November	December
Kingwood Commons (Yuba City)	63	62	63	63
Percy Avenue (Yuba City)	8	8	8	8
Homes2Families (Yuba City)	9	9	8	9
MH-Teesdale-SRO's (Yuba City)	6	6	6	6
Neighborhood Stabilization Program -1 (Yuba City, Live Oak)	9	9	9	9
Neighborhood Stabilization Program-3 (Yuba City)	12	12	12	12
Regional Housing Authority Trailer (Yuba City)	1	1	1	1
Trailer Park (Yuba City)	7	7	7	7

Sutter Community Affordable Housing

Development	Units Available	October	November	December
Town Center (Yuba City)	27	27	27	27
Yolo-Heiken (Yuba City)	5	5	5	5
Maple Park I (Live Oak)	55	53	53	53
Kristen Court (Live Oak)	55	53	51	51
Kristen Court II (Live Oak)	24	24	24	24

Commercial Space

Development	Units	October	November	December
Miles Market (Yuba City)	1	1	1	1
YCUSD-Bernard (Yuba City)	1	1	1	1
Ampla Health Clinic (Yuba City)	1	1	1	1

Building Better Partnerships Inc.

Development	Units Available	October	November	December
MH-814 F-SRO's (Marysville)	10	8	9	9
Maple Park II (Live Oak)	34	34	34	34
Stony Creek II (Williams)	31	29	29	30
Grass Valley Terrace (Grass Valley)	69	64	64	64
Devonshire (Colusa)	27	23	24	26

Comments:

Currently the following property waitlists are open: USDA Rural Development – Richland, Centennial Arms, Butte View Estates, Town Center Senior Manor, and Kristen Court.

Two units at Richland Public Housing are offline for rehabilitation work which will occur on a rotation basis over the next 6-10 months. The application for Streamline Voluntary Conversion is currently under review with the HUD SAC Office.

Office of Migrant Center (OMS) closed November 25, 2020. The Center is scheduled to reopen Monday, May 3rd, 2021.

Prepared by: 
 Pattra Runge/Occupancy Manager

Submitted by: 
 Gustavo Becerra/Executive Director

REGIONAL HOUSING AUTHORITY

STAFF REPORT

Date: February 17, 2021
 To: Board of Commissioners
 From: Alisha Parker, Occupancy Manager

SUBJECT: Quarterly Occupancy (Q3-FY 2020) report for quarter ending December 31, 2021

RECOMMENDATION: None

FISCAL IMPACT: None, informational only

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

Program	Units Available	October	November	December
HCV/Section 8	Budget Based	Total-1,608	Total-1,604	Total-1,603
Mainstream	65	41	48	53
Foster Youth to Independence	25	0	0	1
HCV Port-Out Administered	N/A	11	11	11
VASH	23 units for Nevada County 29 units for Yuba City	26	25	25

Wait List Information as of February 10, 2021

	Bedrooms				
	1	2	3	4	N/A
Property/Program					
Courtyard at Penn Valley		1,014	462		
Devonshire Apartments		389	65		
Grass Valley Terrace	261	295	243		

Bedrooms					
	1	2	3	4	N/A
Property/Program					
Housing Choice Voucher					690
Kingwood Commons			92		
Lone Oak Senior Apartments	11	2			
Maple Park 2	308	90			
Maple Park I		136	91	449	
Percy Apartments	73				
Stony Creek 2	51	94			
Truckee Artist Lofts	312	302	197		
Yolo Apartments	93	686	48		

Comments: The following wait lists are currently open; Lone Oak Senior Apartments, Stony Creek II Senior Apartments, Truckee Artist Lofts, and Courtyard at Penn Valley. The Housing Choice Voucher waiting list is currently closed.

Prepared by: 
Alisha Parker/Occupancy Manager

Submitted by: 
Gustavo Becerra/Executive Director

**REGIONAL HOUSING AUTHORITY
STAFF REPORT**

Date: February 17, 2021
To: Board of Commissioners
From: Beckie Flores, Planning & Community Development Manager

SUBJECT: Planning & Community Development (PCD) Department Update
RECOMMENDATION: None.
FISCAL IMPACT: Not applicable.

Departmental Updates:

HOUSING PROGRAMS

Housing Rehabilitation Program – The PCD Department currently administers owner-occupied housing rehabilitation programs for the following jurisdictions: County of Butte, City of Gridley, City of Yuba City, City of Live Oak, City of Colusa and County of Lake. The following is a summary of housing rehabilitation projects approved since November, 2020:

<u>Jurisdiction</u>	<u># Projects Approved</u>
Butte County	1

First Time Homebuyer – The PCD Department currently administers first time homebuyer programs for the following jurisdictions: City of Gridley, City of Yuba City, City of Colusa and County of Lake. No projects were approved since November, 2020.

RHA CAPITAL PROJECTS

476 Garden Highway Remodel (Yuba City) – RHA has contracted with Bill Brewer Construction to renovate 14 units at 476 Garden Highway located at the Richland Housing Complex. So far 9 units have been completed and 1 unit is underway. The remaining four units will be rehabbed as funds allow.

New Office and Storage Building (Yuba City) – On April 15, 2020 the Board of Commissioners approved a contract to Buskirk Construction for the erection of a new steel building that will eventually serve as the new Maintenance Offices and equipment storage located at the Richland Maintenance Yard. The building assembly is complete and interior framing has started. Additional work on the interior will be completed as funds allow.

TAX CREDIT PROJECTS – NEW CONSTRUCTION

New Haven Court Permanent Supportive Housing (Yuba City) – Co-developer: Pacific West Communities; Number of units: 40; Target population: homeless and mentally disabled persons. The project is currently under construction with an estimated completion date of April, 2021. Stakeholder meetings are currently underway to coordinate supportive services and overall property management once the site is occupied.

Local Financing Commitments:

- Yuba County/Sutter County MHSA = \$1,547,676
- Yuba County/Sutter County non-competitive NPLH = \$1,096,705
- Sutter County CDBG = \$200,000
- City of Yuba City Capital Funds = \$800,000
- Sutter-Yuba Homeless Consortium HEAP = \$690,000
- Regional Housing Authority Land Loan = \$560,000
- Regional Housing Authority Capital Funds = \$18,440
- Sutter County Fee Deferral = \$103,080
- Yuba City Unified School District Fee Deferral = \$54,042
- Regional Housing Authority = 39 Project Based Vouchers (20-year contract)

Truckee Artist Lofts (Truckee) – Co-developer: CFY Development; Number of units: 76; Target population: low-income artists. Construction financing closed in October, 2019 and the project is currently under construction with an estimated completion date of April, 2021, although weather impacts may push the completion date to May, 2021.

Local Financing Commitments:

- Town of Truckee = \$1,650,000
- Tahoe Truckee Community Foundation = \$2,150,000
- Regional Housing Authority = 19 Project Based Vouchers (20-year contract)

Lone Oak Senior Housing (Penn Valley) – Co-developer: Pacific West Communities; Number of units: 31; Target population: low-income seniors. Construction financing closed on March 23, 2020. The project is currently under construction with an estimated completion date of April, 2021.

Local Financing Commitments:

- Nevada County HOME = \$304,768
- Nevada County Capital Funds = \$898,000
- Regional Housing Authority = 30 Project Based Vouchers (20-year contract)

Brunswick Commons Permanent Supportive Housing (Grass Valley) – Co-developer: Pacific West Communities; Number of units: 41; Target population: homeless and mentally disabled persons. Construction financing closed on December 16, 2020. The project is currently under construction with an estimated completion date of February, 2022.

Local Financing Commitments:

- Nevada County Land Contribution = \$500,000
- Nevada County competitive State HCD NPLH = \$1,601,076
- Homeless Resource Council of the Sierras HEAP = \$500,000
- Homeless Resource Council of the Sierras HHAP = \$200,000
- Nevada County Capital Funds = \$150,000
- Regional Housing Authority = 40 Project Based Vouchers (20-year contract)

Cedar Lane Permanent Supportive Housing (West Linda/Olivehurst) – Co-developer: Pacific West Communities; Number of units: 41; Target population: homeless and mentally disabled persons. The Housing Authority has committed 40 project-based Housing Choice Vouchers to the development. No Place Like Home (NPLH) funds have been awarded. Also, on October 14th it was announced that our application for 9% tax credits was also awarded. We expect to close on the construction financing in April, 2021.

Local Financing Commitments:

- Yuba County Land Loan = \$570,000
- Yuba County Fee Deferral = \$136,037
- Yuba County competitive State HCD NPLH = \$3,373,963
- Linda County Water District Fee Deferral = \$403,940
- Sutter-Yuba Homeless Consortium HHAP = \$262,000
- Regional Housing Authority = 40 Project Based Vouchers (20-year contract)

Cedar Lane Family Apartments (West Linda/Olivehurst) – Co-developer: Pacific West Communities; Number of units: 108; Target population: low-income families. On October 14th it was announced that our application for 9% tax credits was awarded. We expect to close on the construction financing in April, 2021.

Local Financing Commitments:

- Yuba County Land Loan = \$1,460,000
- Yuba County Fee Deferral = \$461,739
- Linda County Water District Fee Deferral = 50% of water/sewer connection fees (amount to be determined)

Kristen Court Phase III (Live Oak) – Co-developer: Pacific West Communities; Number of units: 32; Target population: low-income families. Our application for Multifamily Housing Program (MHP) funds was successful and staff has applied for 4% tax credits. Awards will be announced in April, 2021.

Cashin's Field (Nevada City) – Co-developer: Central California Housing Corporation; Number of units: 51; Target population: low-income families. The Housing Authority has committed 20 project-based Housing Choice Vouchers to the development. On November 18th it was announced that our application for 9% tax credits was also awarded. We expect to close on the construction financing in May, 2021.

Local Financing Commitments:

- Nevada County HMOIT = \$50,000
- City of Nevada City PLHA = \$157,730
- Nevada County PLHA = \$650,000
- City of Nevada City Fee Deferral = \$200,000
- Regional Housing Authority = 20 Project Based Vouchers (20-year contract)

Richland Village (Yuba City) – Co-developer: Neighborhood Partners; Number of units: 176; Target population: low-income families. The Richland Village project will be located at the current trailer park site at the Richland Housing campus. RHA and NP will seek funding from the Affordable Housing and Sustainable Communities (AHSC) program as well as 4% tax credits. Outreach to Yuba-Sutter Transit and other local partners continues. Also, Yuba City Planning Commission and City Council have approved the project entitlements. We expect AHSC applications to be due in May, 2021.

River Oaks Apartments (Plumas Lake) – Co-developer: Pacific West Communities; Number of units: 48; Target population: low-income families. PWC currently has site control of a property located on Algodon Road at River Oaks Boulevard in Plumas Lake (APN 016-640-105). In December it was announced that our application for Multifamily Housing Program (MHP) funds was awarded. We will apply for 4% tax credits in May or September, 2021 as well as continue to secure other forms of soft financing for the project.

Local Financing Commitments:

- Yuba County Fee Deferral = \$248,136

Bear Ridge Apartments (Wheatland) – Co-developer: Pacific West Communities; Number of units: 48 units; Target population: low-income families. PWC currently has site control of a property located on Spenceville Road in Wheatland (APN 015-360-001). In December it was announced that our application for Multifamily Housing Program (MHP) funds was awarded. We will apply for 4% tax credits in May or September, 2021 as well as continue to secure other forms of soft financing for the project.

Wheatland Senior Housing Project (Wheatland) – Co-developer: Pacific West Communities; Number of units: 32 units; Target population: low-income seniors. PWC currently has site control of a property located on the corner of First Street and E Street in Wheatland (APN 015-350-012). RHA and PWC will apply for HOME Investment Partnerships Program (HOME) funds in 2021 if the City Council approves the resolution for the application. If awarded, we will then apply for 4% tax credits in 2022. Staff is also working to secure other forms of soft financing for the project.

TAX CREDIT PROJECTS – ACQUISITION/REHABILITATION

Devonshire Apartments (Colusa) – Co-developer: Central California Housing Corporation; Number of units: 28; Target population: low-income families. Renovations to the Devonshire Apartments were completed in August and the project is fully leased. Permanent loan conversion scheduled to occur in October 2021.

Local Financing Commitments:

- City of Colusa CDBG = \$826,000
- City of Colusa HOME = \$290,000
- Regional Housing Authority Seller Financing = \$401,090
- Regional Housing Authority = 5 Project Based Vouchers (20-year contract)

Grass Valley Terrace (Grass Valley) - Co-developer: Impact Development Group; Number of units: 70; Target population: low-income families. Construction financing closed on March 20, 2020. Project construction is about 95% complete and is expected to wrap in March, 2021.

Local Financing Commitments:

- Regional Housing Authority = 25 Project Based Vouchers (20-year contract)

Prepared by:



Beckie Flores
Planning & Community Development Manager

Submitted by:



Gustavo Becerra
Executive Director

**REGIONAL HOUSING AUTHORITY
STAFF REPORT**

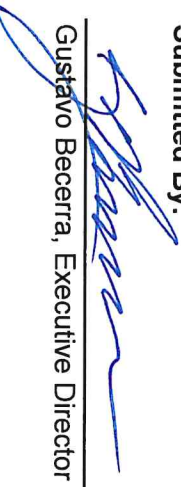
DATE: February 17, 2021
 TO: Board of Commissioners
 FROM: Tom Goodwin, Operations Manager

SUBJECT: Maintenance and Operations Update

- Total work orders for October, November, December, 2020 were 1036, break down as follows:
- Total number of work orders by projects:

Priority & Category	bve	ca	date	devons	h2f	joann	kc	kris-rha	lc-35	mh	mp	nsp	other	oms	percy	rd	rich	tc	tp	tr-185	RHAT	vo	yolo	TOTAL
Emergency	12	7	21		3	10	17			5	14	7			1	42	35	3	4	2			4	187
Make Ready's	3	1	3		1	1	1			2						9	1							22
Routine	22	25	101		7	33	73		15	35	82	23		26	15	160	140	66		3			4	830
Scheduled																								0
Total Property	37	33	125		11	44	91		15	42	96	30		26	16	211	176	69	4	5			8	1039
Pending			1		1												1							3
Completed	37	33	124		10	44	91		15	42	95	30		26	16	211	177	68	4	5			8	1036
Pest	2	1	3			1	8			2		4			2	22	29	3						77
Cancelled																								0
HQS			42				10		2	13				24		18	40	28						177
Grand Total																								

Prepared By: 
 Tom Goodwin, Operations Manager

Submitted By: 
 Gustavo Becerra, Executive Director

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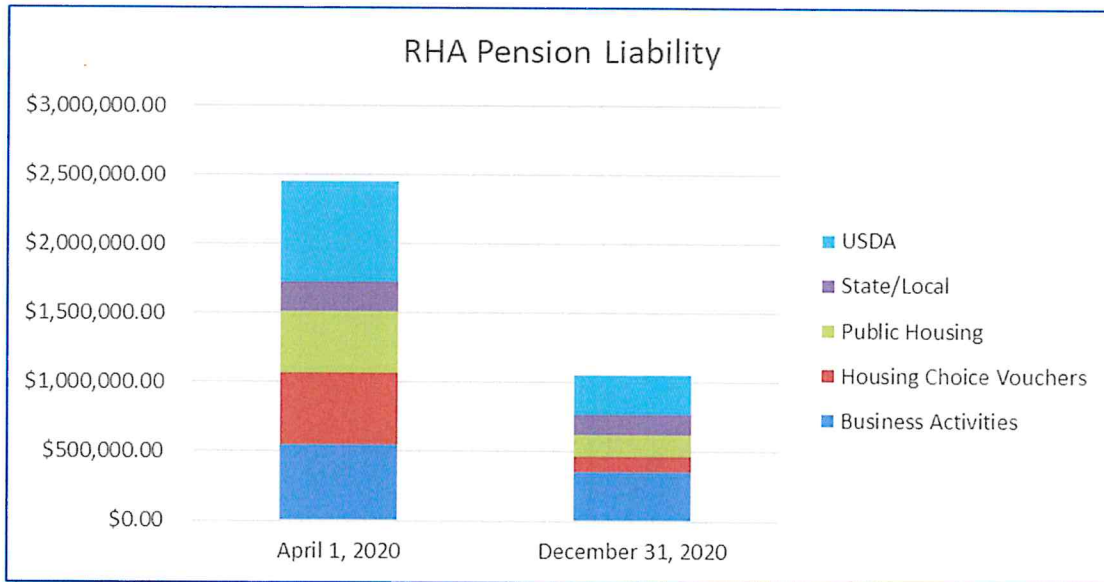
Date: February 17, 2021
To: Board of Commissioners
From: Marco Cruz – Chief Financial Officer
Subject: Financial Review
Project Net Income April 1, 2020 to December 31, 2020

Overall, the Fiscal Year Ending (FYE) 2021 has shown strong operating income except for our migrant OMS program. Positive cash flow and prior year reserves enabled RHA to continue Additional Discretionary Payments (ADP's) on its pension unfunded liabilities. As reported last quarter an accounting transfer of pension liabilities created significant Non-Operating expenses for most properties. This transfer did not affect cash.

Pension Liabilities

RHA's pension liability ADP's slowed in the third quarter as more programs brought their share of liability to zero. Remaining liability is concentrated in USDA and Business Activities programs that are currently unable to accelerate payments. ADP's will continue into 2022 along with creation of a trust to offset future liabilities.

Actuaries are calculating RHA's pension liability based on the most recent measurement date of June 30, 2020. RHA's pension liability is expected to increase as the 2020 CalPERS 4.7% return on investment was lower than their published 7% target. However, barring a major market correction between now and July 2021, 2022's actuarial valuation will offset the expected liability increase. Reminder, every \$1 in ADP produces \$1 in interest savings over the next 20 years resulting in \$1.4 million in saved interest costs.



Financials

Business Activities

	Kingwood Commons Actual	Kingwood Commons Budget	Kingwood Commons Variance	PCD Actual	PCD Budget	PCD Variance
REVENUE	\$501,897	\$464,724	\$37,173	\$92,207	\$214,227	(\$122,020)
OPERATING EXPENSES	\$318,321	\$333,459	\$15,138	\$121,963	\$214,002	\$92,039
OPERATING REVENUE	\$183,576	\$131,265	\$52,311	(\$29,757)	\$225	(\$29,982)
NON-OPERATING EXPENSES	\$220,084	\$124,866	(\$95,218)	\$126,575	\$0	(\$126,575)
NET INCOME	(\$36,508)	\$6,399	(\$42,907)	(\$156,332)	\$225	(\$156,557)

	Development Projects Actual	Development Projects Budget	Development Projects Variance	Other Business Activities Actual	Other Business Activities Budget	Other Business Activities Variance
REVENUE	\$1,488,584	\$0	n/a	\$697,017	\$305,838	\$391,179
OPERATING EXPENSES	\$289,159	\$0		\$451,639	\$224,127	(\$227,512)
OPERATING REVENUE	\$1,199,425	\$0		\$245,378	\$81,711	\$163,667
NON-OPERATING EXPENSES	\$0	\$0		\$122,762	\$55,593	(\$67,169)
NET INCOME	\$1,199,425	\$0		\$122,616	\$26,118	\$96,498

Kingwood Commons’ 3rd quarter operating income was impacted by the remaining exterior painting. PCD’s negative operating income is due to invoice reimbursement timing. PCD continues to see expenses below budget due to staff attrition. Most of the Development Projects revenue is restricted funding for Brunswick Commons and Cashin’s Field. Both our Lc-35 and solar projects continue to contribute to Other Business Activities Operating Income positive variance.

Housing Choice Voucher

	HCV Admin Actual	HCV Admin Budget	HCV Admin Variance	HCV Voucher Actual	HCV Voucher Budget	HCV Voucher Variance
REVENUE	\$1,455,822	\$835,317	\$620,505	\$8,486,156	\$0	n/a
OPERATING EXPENSES	\$953,252	\$833,706	(\$119,546)	\$8,363,212	\$0	
OPERATING REVENUE	\$502,570	\$1,611	\$500,959	\$122,944	\$0	
NON-OPERATING EXPENSES	\$330,546	\$0	(\$330,546)	(\$330,546)	\$0	
NET INCOME	\$172,024	\$1,611	\$170,413	\$453,490	\$0	

HCV Admin’s positive operating revenue includes \$512,000 in CARES funding. Operating expenses include CalPERS ADP’s of \$402,878. The HCV program has effectively paid off its share of RHA’s pension liability. Non-Operating expenses reflects a transfer between the HCV Admin and HAP to clear a liability from prior years. This did not affect cash flow. HCV HAP has positive receipts over voucher payments.

Public Housing

	Public Housing Actual	Public Housing Budget	Public Housing Variance
REVENUE	\$1,570,934	\$1,236,267	\$334,667
OPERATING EXPENSES	\$1,669,527	\$1,221,534	(\$447,993)
OPERATING REVENUE	(\$98,593)	\$14,733	(\$113,326)
NON-OPERATING EXPENSES	\$0	\$0	(\$0)
NET INCOME	(\$98,593)	\$14,733	(\$113,326)

Public Housing’s grant revenue (operating subsidy and capital funds) is higher than expected due to higher than expected rent and subsidy, early capital fund draws, and \$67,000 in CARES grants. Expenses are higher than budgeted due to \$286,508 of CalPERS ADP’s and capital improvements. Prior year operating reserves were utilized for capital improvements and the ADP payments. Future capital improvements include sewer lateral lines at Richland Public Housing that need to be replaced.

USDA

	USDA Actual	USDA Budget	USDA Variance
REVENUE	\$2,276,967	\$2,325,735	(\$48,768)
OPERATING EXPENSES	\$2,114,962	\$1,798,758	(\$316,204)
OPERATING REVENUE	\$162,005	\$526,977	(\$364,972)
NON-OPERATING EXPENSES	\$268,431	\$479,988	\$211,557
NET INCOME	(\$106,425)	\$46,989	(\$153,414)

USDA’s Tenant Rent is higher than expected but USDA rental assistance is lower than anticipated. Operating Expenses include \$446,872 of ADP’s. The \$268,431 in Non-Operating Expenses are USDA loan payments. Prior year operating reserves were utilized for the ADP payment.

State/Local

	NSP Actual	NSP Budget	NSP Variance	OMS* Actual	OMS Budget	OMS Variance
REVENUE	\$170,091	\$0	n/a	\$389,157	\$0	n/a
OPERATING EXPENSES	\$243,403	\$0		\$399,917	\$0	
OPERATING REVENUE	(\$73,312)	\$0		(\$10,760)	\$0	
NON-OPERATING EXPENSES	\$57,872	\$0		\$1,798	\$0	
NET INCOME	(\$131,184)	\$0		(\$12,558)	\$0	

*07/01/19-06/30/20 (modified accrual)

	Teesdale Actual	Teesdale Budget	Teesdale Variance
REVENUE	\$29,977	\$27,027	\$2,950
OPERATING EXPENSES	\$38,685	\$26,073	(\$12,612)
OPERATING REVENUE	(\$8,708)	\$954	(\$9,662)
NON-OPERATING EXPENSES	\$5,620	\$0	(\$5,620)
NET INCOME	(\$14,329)	\$954	(\$15,283)

Neighborhood Stabilization Program's negative Operating Revenue and Net Income are driven by pension transfers and an ADP of \$57,872. Teesdale's expense variance includes a \$5,600 ADP and \$6,000 in unbudgeted HVAC repairs. Our conversations with State of CA HCD regarding the OMS program were fruitful and they were willing to exceed their budgeted payments for the 07/01/19-06/30/20 contract year. The program's loss was \$12,558 rather than the original forecast of \$45,000.

Prepared by:

Submitted by:


 Marco Cruz, Chief Financial Officer


 Gustavo Becerra, Executive Director