



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

April 28, 2021

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

May 5, 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, May 5, 2021.**

**This meeting will be held via ZOOM. The link <https://zoom.us/j/93901470665>;
Meeting ID: 939 0147 0665; Passcode: 157591; 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/93901470665>

Meeting ID: 939 0147 0665

Passcode: 157591

Call in number 1-669-900-6833

May 5, 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 – April 7, 2021 pg. 1
 - 2. Resolution 21-1702 – Resolution, Waiver of Notice and Unanimous Consent to Action pg. 5
 - 3. Resolution 21-1703 – Corporate Resolution Authorizing Guaranty And Indemnity Agreement pg. 7
- F. OLD BUSINESS: Discussion/Possible Action: NONE
- G. NEW BUSINESS: Discussion/Possible Action:
 - 4. Recommend Approval of an Allocation of HCV Administrative pg. 11

Fee Reserves for New Haven Court Project-Based Voucher Development Costs

Beckie Flores, Planning and Community Development Manager

- 5. Consideration of Returning to In Person Meetings pg. 12
Gustavo Becerra, Executive Director
- 6. Election of Officers (Chairperson and Vice-Chairperson)
- 7. Appointment of Commissioner to Sutter Community Affordable Housing Board of Directors
Kent Boes, Chairperson

H. ADMINISTRATIVE REPORT:

- 8. RHA Owned/Managed Properties Occupancy/Eligibility Update pg. 13
Pattra Runge, Occupancy Manager
- 9. Housing Choice Voucher Occupancy/Eligibility Update pg. 15
Alisha Parker, Occupancy Manager
- 10. Planning and Community Development Update pg. 17
Beckie Flores, Planning and Community Development Manager
- 11. Maintenance Update pg. 21
Tom Goodwin, Operations Manager
- 12. 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.

K. CLOSED SESSION: Pursuant to Section 54956.9 of the California Government Code:
NONE

L. NEXT MEETING: May 19, 2021

M. ADJORNMENT:

REGIONAL HOUSING AUTHORITY
Minutes
Regular Board Meeting
Via Zoom
April 7, 2021

ITEM NO. A - CALL TO ORDER:

Chairperson Kent Boes called the meeting to order via Zoom.

ITEM NO. A - ROLL CALL:

Chairperson Kent Boes, Vice-Chairperson Randy Fletcher, Commissioners Dan Miller, Jeremy Chapdelaine, Tony Kurlan, Bob Woten, Shon Harris, Sue Hoek, Rick Millhollin Nicholas Micheli, John Loudon, Denise Conrado and Suzanne Gallaty were present. Commissioner Doug Lofton was absent. Legal Counsel Brant Bordsen also was absent.

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

Former Commissioners Manny Cardoza, Brian Foss and Ron Sullenger were also present.

ITEM NO. B. – PLEDGE OF ALLEGIANCE: DISPENSED

ITEM NO. C. – PUBLIC PARTICIPATION: NONE

ITEM NO. D.1. – APPRECIATION FOR FORMER COMMISSIONER RON SULLENGER:

Chairperson Boes read Resolution 21-1695 – Recognition and Appreciation for the Diligent Service of Former RHA Commissioner Ron Sullenger and thanked him for his many years of service.

Mr. Sullenger thanked everyone and expressed the pleasure serving on the board.

ITEM NO. D.2. – APPRECIATION FOR FORMER COMMISSIONER MANNY CARDOZA:

Chairperson Boes read Resolution 21-1696 – Recognition and Appreciation for the Diligent Service of Former RHA Commissioner Manny Cardoza and thanked him for his service.

Mr. Cardoza thanked staff and the board for all they do and the great accomplishments for the community.

ITEM NO. D.3. – APPRECIATION FOR FORMER COMMISSIONER BRIAN FOSS:

Chairperson Boes read Resolution 21-1697 – Recognition and Appreciation for the Diligent Service of Former RHA Commissioner Brian Foss and thanked him for his years of service.

Mr. Foss gave his appreciation for allowing him to serve on the board and thanked staff for all of their hard work.

ITEM NO. E.4. THROUGH E.13. - CONSENT CALENDAR:

Items 6-8 were pulled from the Consent Calendar.

Vice-Chairperson Fletcher made a motion to approve Items 4, 5, 9, 10, 11, 12, and 13 of the Consent Calendar as submitted. Commissioner Gallaty made the second. The following roll call vote was taken:

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

ITEM NO. E.6. – RESOLUTION 21-1695 – RECOGNITION AND APPRECIATION FOR THE DILLIGENT SERVICE OF FORMER RHA COMMISSIONER RON SULLENGER:

Commissioner Miller made a motion to approve Resolution 21-1695 – Recognition and Appreciation for the Diligent Service of Former RHA Commissioner Ron Sullenger. Vice-Chairperson Fletcher made the second. The following roll call vote was taken:

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

ITEM NO. E.7. – RESOLUTION 21-1696 – RECOGNITION AND APPRECIATION FOR THE DILLIGENT SERVICE OF FORMER RHA COMMISSIONER MANNY CARDOZA:

Vice-Chairperson Fletcher made a motion to approve Resolution 21-1696 – Recognition and

Appreciation for the Diligent Service of Former RHA Commissioner Manny Cardoza. Commissioner Millhollin made the second. The following roll call vote was taken:

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

ITEM NO. E.8. – RESOLUTION 21-1697 – RECOGNITION AND APPRECIATION FOR THE DILLIGENT SERVICE OF FORMER RHA COMMISSIONER BRIAN FOSS:

Vice-Chairperson Fletcher made a motion to approve Resolution 21-1697 – Recognition and Appreciation for the Diligent Service of Former RHA Commissioner Brian Foss. Commissioner Miller made the second. The following roll call vote was taken:

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

ITEM NO. F.- OLD BUSINESS: NONE

ITEM NO. G.15- AUTHORIZATION FOR STAFF TO ENTER INTO AN AGREEMENT WITH THE CALIFORNIA PUBLIC EMPLOYERS’ RETIREMENT SYSTEM (CALPERS) CALIFORNIA EMPLOYERS’ RETIREE BENEFIT (CERBT) TO ESTABLISH A 115 TRUST:

Chief Financial Officer Marco Cruz stated since most of the unfunded liability has been met, staff is now able to focus on the Other post-employment benefits (OPEB). He explained there are two options for covering OPEB costs and setting up a 115 trust is one of those options. Mr. Cruz said this will allow the agency to meet its future obligations.

Executive Director Gustavo Becerra said the agency is currently paying on a “pay-as-you-go” basis, which is currently working but it is not a good long-term option.

Vice-Chairperson Fletcher made a motion to authorize RHA staff to enter into an agreement with the California Public Employees’ Retirement System (CalPERS) California Employers’ Retiree Benefit (CERBT) to establish a 115 trust and authorize the Executive Director to sign all necessary documents and agreements. Commissioner Miller made the second. The following roll call vote was taken:

Vote: Ayes: Chairperson Kent Boes, Vice-Chairperson Randy Fletcher, Commissioners Jeramy Chapdelaine, Rick Millhollin, Bob Woten, Dan Miller, Tony Kurlan, Brian Foss, Nicholas Micheli, Shon Harris, Denise Conrado, John Loudon, and Suzanne Gallaty

Nays: None

Abstain: None

ITEM NO. H.16 – ADMINISTRATIVE UPDATE:

Mr. Becerra stated the Section 8 waiting list should be opening in mid-June.

ITEM NO. I - HOUSING COMMISSIONERS' COMMENTS:

Vice-Chairperson Fletcher asked about the ability to use DocuSign. Executive Assistant/HR Coordinator Jennifer Ruiz stated staff can sign documents in PDF format. Mr. Becerra shared the Section 8 department has DocuSign.

Commissioner Miller said the Cashins' Field project is moving ahead and is looking promising.

Commissioner Hoek said she is looking forward to working with the group.

Commissioner Conrado said she is happy to be here.

Commissioner Chapdelaine thanked staff for their hard work and believes the agency is moving in the right direction.

Commissioner Woten also expressed his appreciation for staff and looking out for the people.

Commissioner Millhollin expressed his appreciation for all that the Housing Authority does for the community. He announced this would be his last meeting and will be resigning from the Board. He stated he has enjoyed his time on the Board.

Commissioner Micheli said he is looking forward to meeting everyone in person.

ITEM NO. J – 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

There was no reportable action taken.

ITEM NO. K – NEXT MEETING: April 21, 2021

ITEM NO. L - ADJOURNMENT: The meeting was adjourned at 1:04 PM.



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RESOLUTION 21-1702

RESOLUTION, WAIVER OF NOTICE, AND UNANIMOUS CONSENT TO ACTION

The Board of Commissioners of Regional Housing Authority (“RHA”), a California public body corporate and politic, by this writing approves the following resolutions and consents to their adoption and individually and collectively waive any right to notice of any meeting required, if any:

WHEREAS, Nevada City Cashin’s Field, LP, a California limited partnership (the "Partnership"), was formed for and is authorized to acquire, develop, construct and operate a 51-unit low income housing tax credit project in Nevada City, California (the "Project");

WHEREAS, RHA wishes to provide construction/permanent financing for the Project and it will be necessary for RHA to enter into and execute various documents and agreements in order to facilitate the acquisition, financing, development, construction, and operation of the Project;

WHEREAS, RHA wishes to provide guaranties with respect to various obligations of the Partnership related to the acquisition, development, construction, and operation of the Project.

NOW THEREFORE, IT IS HEREBY RESOLVED, that Gustavo Becerra as Executive Director is hereby authorized to negotiate, execute and deliver the following documents on behalf of RHA, for its own account, as applicable:

- Construction/permanent loan documents, security interests, trust deeds, financing statements and any and all other documents relating to securing and closing construction/permanent loans from RHA, or an affiliate thereof, to the Partnership in the approximate amount of up to \$50,000 in connection with the transaction;
- Regulatory agreements, easements, or documents with local government entities, utilities and any other documents and agreements necessary or convenient to facilitate the transaction;
- Guaranty agreements in connection with various obligations of the Partnership related to the acquisition, development, construction, and operation of the Project, including but not limited to that (i) that certain Guaranty executed by RHA for the benefit of R4 CFCA Acquisition LLC, a Delaware limited liability company, and the Partnership, (ii) that certain Hazardous Materials Indemnity Agreement RHA in favor of Wells Fargo Bank, National Association, a national association (“Wells”), (iii) that certain Repayment Guaranty executed by RHA in favor of Wells, (iv) that certain Completion Guaranty executed by RHA in favor of Wells, and (v) that certain Guaranty Multistate by RHA

for the benefit of Berkadia Commercial Mortgage LLC, a Delaware limited liability company (collectively, the “Guaranty Agreements”).

BE IT FURTHER RESOLVED that Gustavo Becerra as Executive Director of RHA (with or without the co-signature of any other officer of RHA) is authorized to execute and deliver, on behalf of RHA, for its own account, any and all agreements, documents, and guaranties related to the acquisition, development, construction and operation of the Project, including but not limited to the Guaranty Agreements.

BE IT FURTHER RESOLVED that any and all actions taken by RHA, and any and all actions taken on behalf of RHA by Gustavo Becerra and/or its authorized agents, in furtherance of the foregoing, including any actions prior to the passage of this resolution, are hereby authorized, ratified and approved.

This resolution is presented at a Regular Meeting of the Board of Commissioners, passed and adopted this 5th day of May, 2021 by the following vote:

AYES:

NAYS:

ABSTAINED:

ABSENT:

ATTEST: _____
Kent Boes, Chairperson

**REGIONAL HOUSING AUTHORITY
STAFF REPORT**

Date: May 5, 2021
To: Board of Commissioners
From: Beckie Flores, Planning & Community Development Manager

SUBJECT: Wells Fargo Bank Corporate Resolution, Cashin's Field
RECOMMENDATION: Approve the form of Corporate Resolution Authorizing Guaranty and Indemnity Agreement, and authorize the execution of the resolution once Wells Fargo Bank obtains credit approval for the Cashin's Field construction loan.

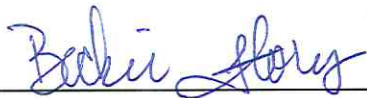
Background:

Wells Fargo Bank is the construction lender for the Cashin's Field 51-unit new construction project to be located in Nevada City, CA. As a guarantor for the project, Regional Housing Authority will be required to execute various documents as part of the closing of construction financing which is estimated to take place within the next few weeks. Wells Fargo has requested Regional Housing Authority adopt the attached Corporation Resolution Authorizing Guaranty and Indemnity Agreement. However, the resolution cannot be executed until after Wells Fargo obtains credit approval for the Cashin's Field construction loan. Due to timing of the construction close taking place before our next RHA Board meeting, staff requests that the resolution be approved as to form and that the resolution be executed once Wells Fargo receives credit approval for the Cashin's Field construction loan.

Recommendation:

Staff recommends the Board of Commissioners approve the form of Corporate Resolution Authorizing Guaranty and Indemnity Agreement, and authorize the execution of the resolution once Wells Fargo Bank obtains credit approval for the Cashin's Field construction loan.

Prepared by:



Beckie Flores
Planning & Community Development Manager

Submitted by:



Gustavo Becerra
Executive Director

Attachment:

Corporate Resolution Authorizing Guaranty and Indemnity Agreement



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RESOLUTION 21-1703

CORPORATE RESOLUTION AUTHORIZING GUARANTY AND INDEMNITY AGREEMENT

1. **RESOLVED:** that this corporation, REGIONAL HOUSING AUTHORITY, a California public body corporate and politic ("**Guarantor**"), is an affiliate of Nevada City Cashin's Field, LP, a California limited partnership (the "**Borrower**") and will benefit by any credit now or hereafter extended by Wells Fargo Bank, National Association (together with its representatives, successors, heirs and assigns, "**Lender**") to Borrower.

2. **RESOLVED:** that any one of the following officers:

Gustavo Becerra, Executive Director

("Authorized Officers") of this corporation be and he or she is hereby authorized and empowered to act for and on behalf of and in the name of this corporation and as its corporate act and deed in their discretion:

to execute and deliver to Lender such guaranties, repayment guaranties, completion guaranties, continuing guaranties, indemnities, including (i) that certain Hazardous Materials Indemnity Agreement dated as of <<TBD>>, 2021, executed by Guarantor in favor of Lender, (ii) that certain Repayment Guaranty dated as of <<TBD>>, 2021, executed by Guarantor in favor of Lender, (iii) that certain Completion Guaranty dated as of <<TBD>>, 2021, executed by Guarantor in favor of Lender, and endorsements, deeds of trust, mortgages, consents to future modifications of Borrower's obligations, pledge agreements, security agreements and/or other related documents, all in form and substance satisfactory to Lender, as Lender may request, together with such other contracts or instruments as Lender deems necessary or convenient to accomplish the purposes of this resolution and/or to perfect or continue the rights, remedies and security interests to be given to Lender hereunder.

3. **RESOLVED:** that any one of the Authorized Officers is hereby authorized and empowered to act for and on behalf of and in the name of this corporation and as its corporate act and deed in the execution and delivery of all documents by and between this corporation or the Borrower and Lender.

4. **RESOLVED:** that the authority hereby conferred shall be deemed retroactive, and any and all acts authorized herein which were performed prior to the passage of this resolution are hereby approved and ratified. The authority hereby conferred is in addition to that conferred by any other resolution heretofore or hereafter delivered to Lender and shall continue in full force and effect until Lender shall have received notice in writing, certified by the Board Clerk of this corporation, of the revocation hereof by a resolution duly adopted by the Board of Commissioners of this corporation. Any such revocation shall be effective only as to actions taken by this corporation as a partner in the Partnership subsequent to Lender's receipt of such notice.

This resolution is presented at a Regular Meeting of the Board of Commissioners, passed and adopted this 5th day of May, 2021 by the following vote:

AYES:
NAYS:
ABSTAINED:
ABSENT:

ATTEST: _____
Kent Boes, Chairperson

CERTIFICATION

I, Jennifer Ruiz, Board Clerk of Regional Housing Authority created and existing under the laws of the State of California, do hereby certify and declare that the foregoing is a full, true and correct copy of the resolutions duly passed and adopted by the Board of Commissioners of said corporation, by a meeting of the Executive Committee of the Board of Commissioners of said corporation or at a meeting of said Board duly and regularly called, noticed and held on May 5, 2021, at which meeting a quorum of the Board of Commissioners was present and at which a majority of the Commissioners present voted in favor of said resolutions; that said resolutions are now in full force and effect; that there is no provision in the Articles of Incorporation or Bylaws of said corporation, or any shareholder agreement, limiting the power of the Board of Commissioners of said corporation to pass the foregoing resolutions and that such resolutions are in conformity with the provisions of said Articles of Incorporation and Bylaws; and that no approval by the shareholders of, or the outstanding shares of, said corporation is required with respect to the matters which are the subject of the foregoing.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the corporate seal of said corporation this 5th day of May 2021.

By:

Jennifer Ruiz, Board Clerk of
REGIONAL HOUSING AUTHORITY

**REGIONAL HOUSING AUTHORITY
STAFF REPORT**

Date: May 5, 2021
To: Board of Commissioners
From: Beckie Flores, Planning & Community Development Manager

SUBJECT: Allocation of HCV Administrative Fee Reserves for New Haven Court Project-Based Voucher Development Costs

RECOMMENDATION: Approve an allocation of \$55,000 from Housing Choice Voucher (HCV) Administrative Fee Reserves to Hands of Hope for New Haven Court project-based voucher development costs

FISCAL IMPACT: \$55,000 HCV Admin Fee Reserves

Background:

In anticipation of the completion of the 40-unit New Haven Court (Yuba City, CA) permanent supportive housing project, project stakeholders have been planning for the staffing and oversight of the project for several months. In addition to the onsite manager, Sutter Yuba Behavioral Health (SYBH) and Hands of Hope (HOH) will have staff onsite providing supportive services to the residents at New Haven Court. Hands of Hope's initial commitment was budgeted at 30 hours per week coverage. However, a greater time commitment is needed in order to adequately serve the homeless target population and leverage the extended coverage provided by SYBH.

Hands of Hope has estimated that it would cost approximately \$55,000 annually to increase from 30 hours per week to 90 hours per week staffing at New Haven Court. Additionally, HOH does not have sufficient financial resources to cover any staffing beyond their initial commitment. However, since there are thirty-nine (39) project-based vouchers approved for New Haven Court, the project is eligible to receive funding from Housing Choice Voucher Administrative Fee Reserves that can be used to cover costs associated with project-based voucher developments. There is currently over \$1,600,000 available in HCV Admin Fee Reserves. The allocation of \$55,000 to Hands of Hope would provide supportive services staffing at the project for one year from the hours of 7:30 AM to 1:30 AM, seven days per week, thereby improving the staffing coverage at the property.

Recommendation:

Staff recommends the Board of Commissioners approve an allocation of \$55,000 from Housing Choice Voucher (HCV) Administrative Fee Reserves to Hands of Hope for New Haven Court project-based voucher development costs. Funds will be used to cover supportive services staffing and oversight at the project for one year.

Prepared by:



Beckie Flores
Planning & Community Development Manager

Submitted by:



Gustavo Becerra
Executive Director

2021 Calendar

January

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31

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28						

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REGIONAL HOUSING AUTHORITY

STAFF REPORT

Date: May 5, 2021

To: Board of Commissioners

From: Pattra Runge, Occupancy Manager

SUBJECT: Quarterly Occupancy (Q4-2021) report for quarter ending March 31, 2021

RECOMMENDATION: None - update only

FISCAL IMPACT: None – informational only

Housing and Urban Development (HUD) Funded Programs:

Program	Units Available	January	February	March
Public Housing (Yuba City, Live Oak)	171	167	169	167

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

Development	Units Available	January	February	March
USDA/Farm Labor (Yuba City)	188	184	184	184
Centennial Arms (Live Oak)	21	20	21	21
Butte View (Live Oak)	31	31	31	31

Office of Migrant (OMS) Services

Development	Units Available	January	February	March
Migrant Center (Yuba City)	75	0	0	0

RHA Owned and/or Managed Affordable Housing Properties:

Development	Units Available	January	February	March
Kingwood Commons (Yuba City)	63	61	62	60
Percy Avenue (Yuba City)	8	8	8	8
Homes2Families (Yuba City)	9	9	9	9
MH-Teesdale-SRO's (Yuba City)	6	6	6	6
Neighborhood Stabilization Program -1 (Yuba City, Live Oak)	9	8	8	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	6

Sutter Community Affordable Housing

Development	Units Available	January	February	March
Town Center (Yuba City)	27	27	27	27
Yolo-Heiken (Yuba City)	5	5	5	5
Maple Park I (Live Oak)	55	55	55	55
Kristen Court (Live Oak)	55	53	53	53
Kristen Court II (Live Oak)	24	24	24	23

Commercial Space

Development	Units	January	February	March
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	January	February	March
MH-814 F-SRO's (Marysville)	10	9	9	9
Maple Park II (Live Oak)	34	34	34	34
Stony Creek II (Williams)	31	31	31	31
Grass Valley Terrace (Grass Valley)	69	69	68	68
Devonshire (Colusa)	27	27	27	27

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. The application for Streamline Voluntary Conversion was submitted to US Department of Housing and Urban Development (HUD) and we received a conditional approval pending final steps to complete the conversion.

Office of Migrant Center (OMS) opened on Monday, May 3rd, 2021. The Sutter County Health Department conducted a COVID 19 vaccination clinic for our migrant residents on Tuesday, May 4th, 2021 at our Richland Neighborhood Center.

Prepared by: 
 Pattra Runge/Occupancy Manager

Submitted by: 
 Gustavo Becerra/Executive Director

REGIONAL HOUSING AUTHORITY

STAFF REPORT

Date: May 5, 2021
 To: Board of Commissioners
 From: Alisha Parker, Occupancy Manager

SUBJECT: Quarterly Occupancy (Q4-FY 2020) report for quarter ending March 31, 2021

RECOMMENDATION: None

FISCAL IMPACT: None, informational only

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

Program	Units Available	January	February	March
HCV/Section 8	Budget Based	Total-1,640	Total-1,639	Total-1,636
Mainstream	140	53	58	61
Foster Youth to Independence	7	2	2	2
HCV Port-Out Administered	N/A	11	11	10
VASH	23 units for Nevada County 29 units for Yuba City	26	26	30

Wait List Information as of April 28, 2021

	Bedrooms				
	1	2	3	4	N/A
Property/Program					
Courtyard at Penn Valley		1,126	479		
Devonshire Apartments		389	65		
Grass Valley Terrace	306	314	248		

Bedrooms					
	1	2	3	4	N/A
Property/Program					
Housing Choice Voucher					322
Kingwood Commons			80		
Lone Oak Senior Apartments	30	1			
Maple Park 2	308	90			
Maple Park I		136	91	448	
Percy Apartments	73				
Stony Creek 2	41	95			
Truckee Artist Lofts	311	290	3		
Yolo Apartments	94	683	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: May 5, 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 Colusa and County of Lake. The following is a summary of housing rehabilitation projects approved since February, 2021:

<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 February, 2021.

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 2 units are underway. The remaining three 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. Now that the building assembly is complete, work on the interior has started and interior framing is almost complete. The contractor has started work on rough electrical and plumbing, insulation of interior office walls and ceiling, and installation of coaxial cabling. Additional interior work 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. Construction is complete

and leasing activities are underway. Stakeholder meetings continue to be held weekly to coordinate supportive services and overall property management.

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 June, 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 June, 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. Construction

financing closed on April 20, 2021. The project will begin construction soon with an estimated completion date of June, 2022.

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 May, 2021.

Local Financing Commitments:

- Yuba County Land Loan = \$1,460,000
- Yuba County Fee Deferral = \$461,739
- Linda County Water District Fee Deferral = \$648,744

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. While the project is being recommended for funding, official awards won't be announced until April 28, 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
- Nevada County Regional Housing Trust Fund = \$1,575,000
- City of Nevada City Competitive PLHA = \$2,485,447
- City of Nevada City Fee Deferral = \$200,000
- Regional Housing Authority = 20 Project Based Vouchers (20-year contract)

Richland Village (Yuba City) – Co-developer: Sage Housing Group; 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. Sutter County has approved a development impact fee deferral loan in the amount of \$453,552. We have also applied for Affordable Housing Program (AHP) funds through the Federal Home Loan Bank. RHA and Sage will also seek funding from the Affordable Housing and Sustainable Communities (AHSC) program as well as 4% tax credits. AHSC applications are due June 8, 2021.

Local Financing Commitments:

- Sutter County Fee Deferral = \$453,552

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 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 September, 2021.

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). The City of Wheatland approved a development impact fee deferral loan in the amount of \$650,000. The City also committed to supporting a HOME Investment Partnerships Program (HOME) application for the project later this year. If HOME funds are awarded, we will then apply for 4% tax credits in 2022.

Local Financing Commitments:

- City of Wheatland Fee Deferral = \$650,000

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 is 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 complete and the project is fully leased. Permanent loan conversion is scheduled to occur in May, 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: May 5, 2021
 TO: Board of Commissioners
 FROM: Tom Goodwin, Operations Manager

SUBJECT: Maintenance and Operations Update

- Total work orders completed for January, February, March, 2021 were 1046, break down as follows:
- Total number of work orders by projects:

Priority & Category	be	ca	date	devons	h2t	joann	kc	kris	tha	lc-35	mh	mp	nsp	other	oms	perc	rd	rich	tc	tp	tr-185	RHAT	vo	yolo	TOTAL
Emergency	10	9	11		2	5	10			1	4	6	2		2	28	25	7						1	123
Make Ready's			1			1	5				1	1	1			8	2								20
Routine	82	38	88		14	33	113			25	45	86	26		4	22	169	138	39	3	2	5	2	2	934
Scheduled																									0
Total Property	92	47	100	0	16	39	128	0	26	50	93	29	0	4	4	24	205	165	46	3	2	5	0	3	1077
Pending	1		3				4			1	4	2					10	1	1						27
Completed	91	47	97		16	39	124		26	49	89	27				24	195	164	45	3	2	5	3	3	1046
Pest		1	5		1	1	11			3		3					13	19				1			58
Cancelled																									0
HQS	37		19				48		2	20				1	10	36	51					2			226
Total Completed																							1046		

Prepared By: *Tom Goodwin*
 Tom Goodwin, Operations Manager

Submitted By: *Gustavo Becerra*
 Gustavo Becerra, Executive Director