



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

June 6, 2018

TO: Chairperson Dan Miller
Commissioner Kent Boes
Commissioner Brian Foss
Commissioner Manny Cardoza
Commissioner Jeremy Chapdelaine
Commissioner Diane Hodges
Commissioner Suzanne Gallaty
Commissioner Luis Uribe
Commissioner Ron Sullenger
Commissioner Toni Benson
Commissioner John Loudon
Commissioner Doug Lofton
Commissioner Andy Vasquez
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
Appeal-Democrat
Duane Oliveira, General Counsel Emeritus
PEU Local #1
Terrel Locke, City of Yuba City
Darin Gale, City of Yuba City
The Union
Judy Sanchez, City of Yuba City
Rob Choate, County of Nevada

NOTICE OF REGULAR MEETING

June 20, 2018

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, June 20, 2018 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
June 20, 2018, 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. EXECUTIVE SESSION: May be held under California Government Code regarding pending and/or anticipated litigation, property acquisition, and/or personnel issues.
 - 1. CLOSED SESSION: Pursuant to Section 54957.6 of the California Government Code
Conference with Labor Negotiator
Agency Negotiator: Patrick Clark
- E. AWARDS AND PRESENTATIONS: NONE
- 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.
 - 2. Approval of Minutes – May 16, 2018 pg. 1
 - 3. Resolution 18-1567, Public Housing Collection Loss Write-Off pg. 3
 - 4. Resolution 18-1568, Housing Choice Voucher Landlord Overpayment Collection Loss Write-Off pg. 5
- G. OLD BUSINESS: Discussion/Possible Action:
 - 5. Update on Hazardous Material Removal Project pg. 7

H. NEW BUSINESS: Discussion/Possible Action: NONE

I. ADMINISTRATIVE REPORT:

6. Administrative Update

Gustavo Becerra, Executive Director

J. HOUSING COMMISSIONERS' COMMENTS:

K. NEXT MEETING: July 18, 2018

L. ADJOURNMENT:

Ag06202018

REGIONAL HOUSING AUTHORITY
Minutes
Regular Board Meeting
May 16, 2018

ITEM NO. A - CALL TO ORDER:

Chairperson Dan Miller called the meeting to order at the Richland Neighborhood Center, 420 Miles Avenue, Yuba City, CA 95991.

ITEM NO. A - ROLL CALL:

Chairperson Dan Miller, Commissioners Luis Uribe, Brian Foss, Ron Sullenger, Suzanne Gallaty, Manny Cardoza, and Diane Hodges were present. Commissioners Toni Benson, Doug Lofton, John Loudon, Jeremy Chapdelaine and Kent Boes were absent. Legal Counsel Brant Bordsen was also present.

ITEM NO. B. – PLEDGE OF ALLEGIANCE:

Chief Finance Officer Gail Allen led the pledge of allegiance.

ITEM NO. C. – PUBLIC PARTICIPATION:

Robin Timoszyk, Public Local Union #1 AFSCME, presented a petition from the employees requesting a fair contract.

Rebecca Alonzo, resident at Maple Park Phase II, stated she has issues with the internet that are affecting her privacy and requested to be moved to another unit.

ITEM NO. D.1. – CLOSED SESSION: PURSUANT TO SECTION 54957.6 OF THE CALIFORNIA GOVERNMENT CODE: CONFERENCE WITH LABOR NEGOTIATOR, AGENCY NEGOTIATOR: PATRICK CLARK:

Chairperson Miller said there was no action taken.

ITEM NO. E. – AWARDS AND PRESENTATIONS: NONE

ITEM NO. F.2. through F.7. - CONSENT CALENDAR:

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

Vote: Ayes: Chairperson Dan Miller, Commissioners Ron Sullenger,
Manny Cardoza, Suzanne Gallaty, Luis Uribe, Diane Hodges
and Brian Foss

Nays: None

Abstain: None

Absent: Commissioners Doug Lofton, John Loudon, Jeremy
Chapdelaine, Toni Benson and Kent Boes

ITEM NO. G. – OLD BUSINESS: NONE

ITEM NO. H.8. – ELECTION OF OFFICERS:

Commissioner Hodges made a motion to elect Jeramy Chapdelaine as Vice-Chairperson. Commissioner Sullenger made the second.

Commissioner Uribe made a motion to elect Manny Cardoza as Vice-Chairperson. Commissioner Gallaty made the second.

Commissioner Cardoza was elected Vice-Chairperson by a majority vote.

ITEM NO. H.9. – APPROVAL OF HAZ MAT ABATEMENT AND DEMOLITION OF WOOD BUILDING IN MAINTENANCE YARD:

Senior Development and Rehab Specialist Larry Tinker explained this building is the last of the original buildings in the maintenance yard. He said there is both asbestos in the floor tiles and lead based paint that need to be abated.

Commissioner Cardoza made a motion to approve the bid from Ace Environmental Management, Inc. in the amount of \$31,562.00 for the hazardous material removal, and demolition of the wooden building located at 384 Miles Avenue in Yuba City, CA and authorize the Executive Director to execute the construction contract and all required documents. Commissioner Uribe made the second. All were in favor by voice vote.

ITEM NO. I.7. – ADMINISTRATIVE UPDATE:

Mr. Becerra shared the Office of Migrant Services units opened on May 1, 2018 and all available units were leased up on opening day. He stated the gas project at the center were completed on April 27, 2018.

Mr. Becerra mentioned HUD was out last week to conduct a compliance review. He said the feedback was positive and an official letter should be received within 30 to 45 days. Mr. Becerra reminded everyone the Stony Creek ribbon cutting taking place on May 24, 2018 at 10:00 AM.

ITEM NO. J. HOUSING COMMISSIONERS' COMMENTS:

Commissioner Cardoza stated the second Commissioner to represent the City of Yuba City is currently pending a background check and it will then go to the Council for approval.

ITEM NO. K – NEXT MEETING: June 6, 2018

ITEM NO. L - ADJOURNMENT: The meeting was adjourned at 1:23 PM.



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RESOLUTION 18-1567

RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE REGIONAL HOUSING AUTHORITY AUTHORIZING LOW INCOME HOUSING COLLECTION LOSS WRITE-OFF IN THE AMOUNT OF \$460.32

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 June 30, 2018 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 \$460.32.

This Resolution is to take effect immediately.

This Resolution is presented at the Regular Meeting of the Board of Commissioners, passed and adopted this 20th day of June 2018 by the following vote:

AYES:

NAYS:

ABSTAINED:

ABSENT:

ATTEST:

Dan Miller, Chairperson

(SEAL)

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Public Housing
Collection Loss Write Off
Period: June 2018

Tenant	Property	Address	Date		Monthly Rent	Rent Owed	Late Fee's	Damages	Solar	Legal Fee's	Total Owed	Payback Agreement
			Move In	Move Out								
T0000750	Date-04	2750 Date St, #38, L.O.	09/19/97	04/03/18	\$ -	\$ -	\$ -	\$ 304.32	\$ -	\$ -	\$ 304.32	No
T0000641	Date-04	2750 Date St, #32, L.O.	04/26/01	04/03/18	\$ -	\$ -	\$ 156.00	\$ 156.00	\$ -	\$ -	\$ 156.00	No
					\$ -	\$ -	\$ 460.32	\$ 460.32	\$ -	\$ -	\$ 460.32	
												Total Write Off

6/5/18

Deceased *

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

Exhibit A

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RESOLUTION 18-1568

A RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE REGIONAL HOUSING AUTHORITY AUTHORIZING HOUSING CHOICE VOUCHER LANDLORD OVERPAYMENT COLLECTION LOSS WRITE-OFF IN THE AMOUNT OF \$5,054.00

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 includes assisting families who are low income; 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 June 30, 2018 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 landlord overpayments listed on Exhibit A totaling \$5,054.00.

This Resolution is to take effect immediately.

This Resolution is presented at the Regular Meeting of the Board of Commissioners, passed and adopted this 20th day of June 2018 by the following vote:

AYES:

NAYS:

ABSTAINED:

ABSENT:

ATTEST:

Dan Miller, Chairperson

HCV Landlord Overpayments
Collection Loss Write Off
Period: June 2018

<u>Name</u>	<u>HCV Landlord Overpayment</u>	<u>Re-paid to RHA</u>	<u>Unpaid Balance</u>
V0000460	\$ 406.00 \$	\$ -	\$ 406.00
V0000626	\$ 334.00 \$	\$ 290.00	\$ 44.00
V0001051	\$ 449.00 \$	\$ -	\$ 449.00
V0000795	\$ 1,122.00 \$	\$ -	\$ 1,122.00
V0000869	\$ 957.00 \$	\$ -	\$ 957.00
V0001043	\$ 1,278.00 \$	\$ -	\$ 1,278.00
V0001300	\$ 3,990.00 \$	\$ 3,192.00	\$ 798.00
Total	\$ 8,536.00 \$	\$ 3,482.00 \$	\$ 5,054.00

Exhibit A

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REGIONAL HOUSING AUTHORITY

STAFF REPORT

Date: June 20, 2018
To: Board of Commissioners
From: Gustavo Becerra, Executive Director

SUBJECT: Hazardous material removal project – Housing Authority Maintenance Yard – 384 Miles Avenue – Yuba City, CA 95991

RECOMMENDATION: None, informational only.

FISCAL IMPACT: \$11,500.00 in a combination of restricted and unrestricted funds

Background:

On May 16, 2018, the Board of Commissioners of the Regional Housing Authority approved the award of a contract totaling \$31,562.00 to Ace Environmental Management, Inc. This award included both the hazardous material removal and the demolition of the building.

After further review, staff determined that it may be more cost effective to bid the hazardous material removal separately and conduct the demolition phase at a later date. An alternative is for agency staff to rent the heavy equipment and conduct the demolition project in-house.

Staff reached out to potential bidders for new bids for the hazardous material removal only, and the low bid totaled \$11,500.00. The bidder is West Coast Environmental (Rancho Cordova, CA).

The new bid is \$3,912.00 lower than the previous low bid for the removal of the hazardous material. Staff's belief that bidding the hazardous material removal as a stand-alone project would be lower, held true.

Staff's in-house cost estimate for the project scope of work totaled \$20,836.35.

Bids Submitted:

West Coast Environmental (Rancho Cordova, CA)	\$11,500.00
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The above bids include the payment of the higher of State prevailing wages, or federal Davis-Bacon wage rates.

Recommendation:

None, informational only.

Prepared and Submitted by:



Gustavo Becerra
Executive Director