



Regional Housing Authority of Sutter and Nevada Counties

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

July 29, 2014

TO: Chairperson Diane Hodges
Commissioner Martha Griese
Commissioner Stan Cleveland Jr.
Commissioner Charles Epp
Commissioner Terry Lamphier
Commissioner Tej Maan
Commissioner Suzanne Gallaty
Commissioner Brian Foss

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

**NOTICE OF REGULAR MEETING
August 6, 2014**

You are hereby notified that the Commissioners of the Regional Housing Authority of Sutter and Nevada Counties are called to meet in Regular Session at **12:15 PM on Wednesday, August 6, 2014 at River City Manor, 655 Joann Way, Yuba City, CA 95993.**


Linda J. Nichols
Executive Director

AGENDA
REGULAR MEETING OF THE BOARD OF COMMISSIONERS OF
REGIONAL HOUSING AUTHORITY OF SUTTER AND NEVADA COUNTIES
River City Manor, 655 Joann Way, Yuba City, CA 95993
August 6, 2014, 12:15 PM

- A. CALL TO ORDER: ROLL CALL

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

- C. AWARDS AND PRESENTATIONS: None

- D. EXECUTIVE SESSION: May be held under California Government Code regarding pending and/or anticipated litigation, property acquisition, and/or personnel issues.
 - 1. CLOSED SESSION: Pursuant to Section 54957 of the California Government Code
Public Employee Performance Evaluation: Development & Rehab Specialist

- 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.
 - 2. Approval of Minutes – June 4, 2014 pg. 1

 - 3. Approval of Minutes – June 18, 2014 pg. 6

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

- G. NEW BUSINESS: Discussion/Possible Action:
 - 4. Resolution 14-1339, Authorization for Refinancing of Existing Debt of Kingwood Commons pg. 9

 - 5. Resolution 14-1340, Family Self-Sufficiency Graduate, Shannan Ramirez pg. 14

6. Resolution 14-1341 – Approval of the Annual Utility Study and Allowance for Housing Choice Voucher Program pg. 15
7. Approval of Y-Rate pg. 28
8. Resolution 14-1342 – Rural Development Collection Loss Write-Off pg. 30
9. Resolution 14-1343 – Kingwood Commons Collection Loss Write-Off pg. 32
10. Resolution 14-1344 – Public Housing Collection Loss Write-Off pg. 34
11. Resolution 14-1345 – Housing Choice Voucher Fraud Recovery Write-Off pg. 36

H. ADMINISTRATIVE REPORT:

12. Administrative Update

I. HOUSING COMMISSIONERS' COMMENTS:

J. NEXT MEETING:

K. ADJOURNMENT:

REGIONAL HOUSING AUTHORITY OF SUTTER AND NEVADA COUNTIES

Minutes

Regular Board Meeting

June 4, 2014

ITEM NO. A - CALL TO ORDER:

Chairperson Diane Hodges called the meeting to order at River City Manor, 655 Joann Way, Yuba City, CA 95993.

ITEM NO. A - ROLL CALL:

Chairperson Diane Hodges, Commissioners Charles Epp, Stanley Cleveland Jr., Martha Griese, Tej Maan, and Brian Foss were present. Commissioners Terry Lamphier and Suzanne Gallaty were absent. Legal Council Duane Oliveira was also present.

ITEM NO. B. – PUBLIC PARTICIPATION: None

ITEM NO. C. - AWARDS AND PRESENTATIONS: None

ITEM NO. D. – EXECUTIVE SESSION: MAY BE HELD UNDER CALIFORNIA GOVERNMENT CODE REGARDING PENDING AND/OR ANTICIPATED LITIGATION, PROPERTY ACQUISITION, AND/OR PERSONNEL ISSUES: None

ITEM NO. E.1 - CONSENT CALENDAR:

Commissioner Maan made a motion to approve the Consent Calendar with corrections to the minutes of March 19, 2014. Commissioner Cleveland made the second. All were in favor by voice vote.

ITEM NO. F. – OLD BUSINESS: None

ITEM NO. G.4. – APPROVAL TO ENTER INTO A LAND DEDICATION AGREEMENT FOR KRISTEN APARTMENTS:

Cameron Johnson with AMG and Associates, an affordable housing developer, spoke regarding land owned by their agency located in Live Oak. They would like to use this land for affordable housing. Mr. Johnson said their agency would like to donate the land to the Housing Authority. He spoke regarding the creative financing options, such as Tax Credits, and the interest to partner with the Housing Authority to develop the units and manage the property.

Planning and Community Development Manager Gustavo Becerra explained all of the documents are being reviewed by attorneys. He said it is very similar to the Maple Park Phase I project. Mr. Becerra stated Tax Credit applications are very competitive.

Mr. Johnson said the project would have a 55 year regulation to keep the units affordable.

Commissioner Cleveland made a motion to approve the Property Dedication Agreement with AMG/ART, and authorize the Executive Director to execute the Agreement and any other documents necessary to carry out the terms of the Agreement. Commissioner Griese made the second. All were in favor by voice vote.

ITEM NO. G.5. – APPROVAL TO ENTER INTO AN AGREEMENT WITH YUBA COUNTY FOR ADMINISTRATION OF HUD/HCD PROGRAMS:

Executive Director Linda Nichols stated the Housing Authority was successful in the RFP process with Yuba County to administer their Housing Programs including the Housing Choice Vouchers. She said the contract is to phase in the programs and see if it will work for both parties. Ms. Nichols said it is very similar to the agreement with Nevada County.

Commissioner Epp made a motion to approve the Agreement with Yuba County, and authorize the Executive Director to execute the Agreement and any other documents necessary to carry out the terms of the Agreement. Commissioner Foss made the second. All were in favor by voice vote. Commissioner Maan abstained from the vote.

ITEM NO. G.6. – APPROVAL TO ENTER INTO AN AGREEMENT WITH WILLIAMS FOR ADMINISTRATION OF PROGRAMS:

Ms. Nichols said the State HCD office recommended the Housing Authority to the City of Williams to administer their first time homebuyer program. She said it is similar to the contract the Housing Authority has with other jurisdictions.

Legal Council Duane Oliveira gave his comments on the agreement.

Commissioner Cleveland made a suggestion to bring back the agreement once the comments are incorporated into the contract.

This item will be deferred to a future meeting.

ITEM NO. G.7. – RESOLUTION 14-1331, KINGWOOD COMMONS COLLECTION LOSS WRITE-OFF:

Commissioner Maan made a motion to approve Resolution 14-1331, Kingwood Commons Collection Loss Write-Off in the amount of \$892.50. Commissioner Griese made the second. The following roll call vote was taken:

Vote: Ayes: Chairperson Diane Hodges, Commissioners Brian Foss, Martha Griese,
Tej Maan, Stanley Cleveland Jr. and Charles Epp

Nays: None

Abstain: None

Absent: Commissioners Terry Lamphier and Suzanne Gallaty

ITEM NO. G.8. – RESOLUTION 14-1332, MENTAL HEALTH COLLECTION LOSS WRITE-OFF:

Commissioner Maan made a motion to approve Resolution 14-1332, Mental Health Collection Loss Write-Off in the amount of \$351.30. Commissioner Griese made the second. The following roll call vote was taken:

Vote: Ayes: Chairperson Diane Hodges, Commissioners Brian Foss, Martha Griese,
Tej Maan, Stanley Cleveland Jr. and Charles Epp

Nays: None

Abstain: None

Absent: Commissioners Terry Lamphier and Suzanne Gallaty

ITEM NO. G.9. – RESOLUTION 14-1333, PUBLIC HOUSING COLLECTION LOSS WRITE-OFF:

Commissioner Maan made a motion to approve Resolution 14-1333, Public Housing Collection Loss Write-Off in the amount of \$5,442.30. Commissioner Griese made the second. The following roll call vote was taken:

Vote: Ayes: Chairperson Diane Hodges, Commissioners Brian Foss, Martha Griese,
Tej Maan, Stanley Cleveland Jr. and Charles Epp
Nays: None
Abstain: None
Absent: Commissioners Terry Lamphier and Suzanne Gallaty

ITEM NO. G.10. – RESOLUTION 14-1334, RURAL DEVELOPMENT COLLECTION LOSS WRITE-OFF:

Commissioner Maan made a motion to approve Resolution 14-1334, Rural Development Collection Loss Write-Off in the amount of \$1.00. Commissioner Griese made the second. The following roll call vote was taken:

Vote: Ayes: Chairperson Diane Hodges, Commissioners Brian Foss, Martha Griese,
Tej Maan, Stanley Cleveland Jr. and Charles Epp
Nays: None
Abstain: None
Absent: Commissioners Terry Lamphier and Suzanne Gallaty

ITEM NO. G.11. – RESOLUTION 14-1335, PHA CERTIFICATION OF COMPLIANCE WITH PHA PLANS AND RELATED REGULATIONS:

Housing Services Manager Jeni Bobadilla explained this is an amendment to the PHA plan for two reasons. The first reason is the dollar amount was received for some of the funding that we didn't have before, so that amount needed to be included and the second item is HUD changed the formula for calculating flat rate rents.

Commissioner Cleveland made a motion to approve Resolution 14-1335, PHA Certification of Compliance with PHA Plans and Related Regulations. Commissioner Epp made the second. The following roll call vote was taken:

Vote: Ayes: Chairperson Diane Hodges, Commissioners Brian Foss, Martha Griese,
Tej Maan, Stanley Cleveland Jr. and Charles Epp
Nays: None
Abstain: None
Absent: Commissioners Terry Lamphier and Suzanne Gallaty

ITEM NO. G.12. – RESOLUTION 14-1336, CIVIL RIGHTS CERTIFICATION:

Mrs. Bobadilla stated this resolution is part of the PHA Plan that is required by HUD.

Commissioner Maan made a motion to approve Resolution 14-1336, Civil Rights Certification. Commissioner Foss made the second. The following roll call vote was taken:

Vote: Ayes: Chairperson Diane Hodges, Commissioners Brian Foss, Martha Griese,
Tej Maan, Stanley Cleveland Jr. and Charles Epp
Nays: None
Abstain: None
Absent: Commissioners Terry Lamphier and Suzanne Gallaty

ITEM NO. G.13. – RESOLUTION 14-1337, APPROVAL OF FLAT RATE RENTS FOR LOW INCOME PUBLIC HOUSING:

Mrs. Bobadilla explained HUD came out with a new regulation regarding the calculation for flat rate rents. Tenants have the choice to choose between income based rent or flat rate rent.

Commissioner Griese made a motion to approve Resolution 14-1337, Approval of Flat Rate Rents for Low Income Public Housing. Commissioner Cleveland made the second. The following roll call vote was taken:

Vote: Ayes: Chairperson Diane Hodges, Commissioners Brian Foss, Martha Griese,
Tej Maan, Stanley Cleveland Jr. and Charles Epp
Nays: None
Abstain: None
Absent: Commissioners Terry Lamphier and Suzanne Gallaty

ITEM NO. H.14. – MAINTENANCE UPDATE:

Assistant Maintenance Manager Tom Goodwin stated with new staff on board the maintenance department is able to get caught back up. He said the turns of the units have been consistent. He said all of the rehabilitation is starting to show in the long term.

ITEM NO. H.15. – OCCUPANCY/ELIGIBILITY UPDATE:

Mrs. Bobadilla said the Housing Choice Voucher program is increasing. Staff is issuing vouchers and families are leasing, it is a very slow process but the numbers are going up. She stated the numbers for Centennial Arms units are down but that is because there is rehabilitation that is going on at that complex. Once the rehabilitation is complete all units will be leased.

Ms. Nichols explained the reason the units were left empty was due to relocation.

ITEM NO. H.16. – ADMINISTRATIVE UPDATE:

Ms. Nichols said the City of Yuba City approved a CDBG application to help put an existing well in Richland Housing back in use.

She also mentioned the new neighborhood center and the 10 new units in the Richland Housing is moving along. The pre-construction meeting with the contractor has taken place and now staff is just waiting for the City of Yuba City to issue the building permits.

Ms. Nichols said the rehabilitation on the store is complete. She said the Garden Highway project is on hold right now due to needing soft money for the tax credit application.

Ms. Nichols said an additional home has been purchase on the TRIO program.

ITEM NO. I. HOUSING COMMISSIONERS' COMMENTS: None

ITEM NO. J – NEXT MEETING: To be scheduled.

ITEM NO. K - ADJOURNMENT: The meeting was adjourned.

REGIONAL HOUSING AUTHORITY OF SUTTER AND NEVADA COUNTIES

Minutes

Regular Board Meeting

June 18, 2014

ITEM NO. A - CALL TO ORDER:

Chairperson Diane Hodges called the meeting to order at River City Manor, 655 Joann Way, Yuba City, CA 95993.

ITEM NO. A - ROLL CALL:

Chairperson Diane Hodges, Commissioners Charles Epp, Stanley Cleveland Jr., Terry Lamphier, Suzanne Gallaty, Tej Maan, and Brian Foss were present. Commissioner Martha Griese was absent. Legal Council Duane Oliveira was also present.

ITEM NO. B. – PUBLIC PARTICIPATION: None

ITEM NO. C. - AWARDS AND PRESENTATIONS: None

ITEM NO. D. – EXECUTIVE SESSION: MAY BE HELD UNDER CALIFORNIA GOVERNMENT CODE REGARDING PENDING AND/OR ANTICIPATED LITIGATION, PROPERTY ACQUISITION, AND/OR PERSONNEL ISSUES: None

ITEM NO. E. - CONSENT CALENDAR: None

ITEM NO. F.1. - APPROVAL TO ENTER INTO AN AGREEMENT WITH WILLIAMS FOR ADMINISTRATION OF PROGRAMS:

Executive Director Linda Nichols stated the comments from Legal Council were included in the agreement and the Legal Council for the City of Williams reviewed and did not have any further comments.

Ms. Nichols stated the 23% was for overhead expenses and the cost to provide services to the program and this amount is set by HCD.

Commissioner Cleveland made a motion to approve the revised agreement with the City of Williams, and authorize the Executive Director to execute the Agreement and any other documents necessary to carry out the terms of the Agreement. Commissioner Lamphier made the second. All were in favor by voice vote.

ITEM NO. G.2. – APPROVAL TO ENTER INTO A MEMORANDUM OF AGREEMENT FOR KRISTEN COURT APARTMENTS:

Ms. Nichols said this memorandum is between the Pacific West Communities and the Housing Authority. Attorneys on both sides have reviewed the agreement.

Ms. Nichols stated the Housing Authority does not have all of the experience necessary for tax credit units. This will be the Housing Authority's second tax credit property and with time and mentoring the Housing Authority will be able to take over the properties.

Mike Kelly, a representative of AMG/Pacific West Communities, explained the process of the partnership.

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Commissioner Cleveland made a motion to approve the Memorandum of Agreement with Pacific West Communities, Inc., and authorize the Executive Director to execute the Agreement and any other documents necessary to carry out the terms of the Agreement. Commissioner Maan made the second. All were in favor by voice vote.

ITEM NO. G.3. – AUTHORITY TO INITIATE A CREDIT RATING PROCESS WITH STANDARD AND POORS:

Ms. Nichols mentioned the Housing Authority is a member of the California Affordable Housing Agency (CalAHA). She said CalAHA would pay for a credit rating for the Housing Authority. She also stated the rating can be closed or it can be open.

Commissioner Lamphier made a motion to approve the Standard and Poor's Credit Rating Assessment with CalAHA as the sponsor, and authorize the Executive Director to execute the required documents and provide the information necessary to facilitate acquiring a S&P rating. Commissioner Gallaty made the second. All were in favor by voice vote.

ITEM NO. G.4. – APPROVAL OF SCHOOL LEASE:

Ms. Nichols said this is the renewal of the lease for the preschool in the Richland Housing. The Yuba City Unified School District has been renting the building since 1973. The lease in the past has been a year to year lease. She stated there are a few changes in the capital improvement section.

Commissioner Lamphier had questions regarding the definitions of capital improvements and restoration. Mr. Oliveira stated there was a definition on what capital improvements are in the lease and the IRS rules would not apply to this lease because you are dealing with two public entities.

Commissioner Maan made a motion to approve the lease agreement with legal counsel edits, and authorize the Executive Director to execute the lease and any other documents necessary to carry out the terms of the lease. Commissioner Epp made the second. All were in favor by voice vote.

ITEM NO. G.5. – RESOLUTION 14-1338, RURAL DEVELOPMENT COLLECTION LOSS WRITE-OFF:

Housing Services Manager Jeni Bobadilla explained the process of determining the rent for the Rural Development units. This particular tenant did not qualify for any rental assistance.

Commissioner Epp made a motion to approve Resolution 14-1338, Rural Development Collection Loss Write-Off in the amount of \$735.26. Commissioner Foss made the second. The following roll call vote was taken:

Vote: Ayes: Chairperson Diane Hodges, Commissioners Brian Foss, Terry Lamphier,
Tej Maan, Stanley Cleveland Jr., Charles Epp and Suzanne Gallaty
Nays: None
Abstain: None
Absent: Commissioner Martha Griese

ITEM NO. H.6. – ADMINISTRATIVE UPDATE:

Ms. Nichols said the 5 new ADA duplexes (10 units total) and community room should be breaking ground in the

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next few weeks. She also mentioned the rehabilitation at Centennial Arms is in process and Maple Park Phase II will be going to the Live Oak City Council tonight. She also mentioned staff is working with Yuba County and analyzing their programs before the Housing Authority takes over.

Assistant Planning and Community Development Manager Beckie Flores said the agency is growing. She also stated there are many callers interested in the Nevada County housing programs.

Mrs. Bobadilla said it is exciting to be growing. She also stated it feels good to see other agencies are contacting the Housing Authority instead of the Housing Authority approaching them to administer their various programs. She did mention the Housing Authority was contacted by El Dorado County Housing Authority regarding the Housing Choice Voucher program because they had heard our Housing Authority just recently took over Yuba County.

ITEM NO. I. HOUSING COMMISSIONERS' COMMENTS:

Commissioner Maan stated there was a ribbon cutting for the new Feather River bridge by East Nicholas.

Commissioner Foss was very impressed with the tour he was given after the last Board meeting of the different properties in Yuba City. He stated the Housing Element for Nevada County will be going to the Board for approval and it seems to be much more reasonable than the previous.

Commissioner Lamphier stated the growth is good but just take it easy and see what works and what will not work.

ITEM NO. J – NEXT MEETING: To be scheduled.

ITEM NO. K - ADJOURNMENT: The meeting was adjourned.



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RESOLUTION NO. 14-1339

A RESOLUTION OF THE REGIONAL HOUSING AUTHORITY OF SUTTER AND NEVADA COUNTIES
AUTHORIZING THE REFINANCING OF EXISTING DEBT AT THE KINGWOOD COMMONS APARTMENT
COMPLEX

WHEREAS, the Regional Housing Authority of Sutter and Nevada Counties (the "Authority") owns the development located at 1340 Gray Avenue, Yuba City, CA 95991, otherwise known as the Kingwood Commons Apartments (the "Development"); and

WHEREAS the Authority pursuant to Articles 1 through 5 of Chapter 1 of Part 2 of Division 24 of the Health and Safety Code of the State of California (the "Act"), is authorized to borrow moneys to finance and refinance the acquisition, rehabilitation and development of housing developments to be occupied, in part, by persons and families of low and very low income residing within the jurisdiction of the Authority; and

WHEREAS, the Authority desires to refinance the existing debt comprised of Affordable Housing Agency Multi-family Housing Pool Revenue Bonds Series 2003B in order to re-amortize the current mortgage balance and lower the monthly debt service payments; and

WHEREAS, River Valley Community Bank has expressed its interest in underwriting and obtaining credit approval for the refinancing transaction according to the terms and conditions outlined in its Letter of Intent dated May 1, 2014; and

WHEREAS, the Authority hereby finds and declares that it is necessary, essential and a public purpose for the Authority to refinance the existing debt at the Development; and

WHEREAS, the Authority hereby finds and declares that this resolution is being adopted pursuant to the powers granted by the Act; and

WHEREAS, all conditions, things and acts required to exist, to have happened and to have been performed precedent to and in connection with the Authority's borrowing of the moneys contemplated by this resolution and the documents referred to herein exist, have happened and have been performed in due time, form and manner as required by the laws of the State of California, including the Act.

NOW, THEREFORE, BE IT RESOLVED by the Regional Housing Authority of Sutter and Nevada Counties, as follows:

Section 1. The Authority hereby finds and declares that the above recitals are true and correct.

Section 2. The Authority hereby accepts the terms stipulated in the Letter dated May 1, 2014.

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

Section 3. All actions heretofore taken by the officers and agents of the Authority with respect to the financing contemplated by this Resolution, and the borrowing of moneys for the Development are hereby approved, confirmed and ratified, and the Executive Director of the Authority is hereby authorized, for and in the name and on behalf of the Authority, to do any and all things and take any and all actions and execute and deliver any and all certificates, agreements, assignments, notes and other documents which are necessary or advisable in order to carry out the purposes of the proposed refinancing, including but not limited to those certificates, agreements, assignments, notes and other documents as may be necessary to further the purposes hereof.

Section 4. This resolution shall take effect from and after its adoption.

DULY AND REGULARLY ADOPTED by the Board of Commissioners of the Regional Housing Authority of Sutter and Nevada Counties this 6th day of August, 2014.

AYES:

NAYS:

ABSENT:

ABSTAIN:

Attest: _____
Diane Hodges, Chairperson



RIVER VALLEY COMMUNITY BANK

May 1, 2014

Regional Housing Authority of Sutter & Nevada Counties
1455 Butte House Rd
Yuba City, Ca. 95993
ATTN: Gus Becerra

TERM SHEET

Dear Mr. Becerra

River Valley Community Bank ("RVCB") is pleased to extend this proposal, and for discussion purposes only. It is a general, non-binding expression of interest on the part of River Valley Community Bank. Rates and Terms can change without notice.

This Proposal is subject to fulfillment of additional conditions including, but not limited to, our normal credit approval process, a further in-depth evaluation of the credit and financial status of borrower(s) and guarantors, and an acceptable review of proposed collateral, the results of which are deemed satisfactory by River Valley Community Bank, at its sole discretion.

Commercial Real Estate Loan Proposal

Borrower:	Regional Housing Authority of Sutter & Nevada Counties
Guarantors:	N/A
Loan Amount:	\$2,540,000 (approx.) and not to exceed 75% appraised value . Loan amount is net of \$300,000 cash pay down on existing note.
Loan Purpose:	Refinance existing first deed on property and improvements at 1340 Gray Ave, Yuba City, Ca. known as Kingwood Commons
Interest rate:	5yr CMT + 3.00% (5.00% floor rate) fixed for 5-years
Payments	Principal & interest monthly (balloon payment due at maturity).
Terms	10-yr term / 30-yr amortization - \$13,582 /month (approx.)
Loan Fee:	\$18,975 origination fee (0.75%) + \$500 documentation fee Appraisal fee – paid cash Appraisal review fee - \$600 - \$700 Environmental TSA screen fee (TBD). Title & escrow fees at cost
Prepayment Provision:	5.0%, 4.0%, 3.0%, 2.0%, and 1.0% prepayment penalty, excluding up to 20% added principal reduction each calendar year. Prepayment provision is waived for Borrower cash payoff of note only.

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- Collateral:** A perfected first trust deed, assignment of rents and specific assignment of lease, if Applicable on property and improvements located at 1340 Gray Ave, Yuba City, Ca.
- Appraisal:** RVCB shall require that collateral be appraised prior to funding on this facility. The Appraiser shall be selected by RVCB. Borrower shall pay the cost of the appraisal. Appraisal will be reviewed by independent 3rd party appraiser. Borrower will pay cost of This review.
- Loan to Value:** Based on the above referenced appraisal, RVCB loan to value shall not exceed 75%, LTV, based on subject collateral only.
- Environmental Reports:** Borrower shall provide an acceptable Environmental Site Assessment for the Collateral, acceptable to RVCB. Borrower shall provide any additional environmental reports, questionnaires, certificates or audits as RVCB may request.
- Title Insurance:** Borrower provides extended mortgagee's title policy issued by a title insurance company satisfactory to RVCB insuring RVCB's lien position with respect to the Collateral, with no other liens or encumbrances except those accepted in writing by RVCB.
- Documentation:** Borrower, Guarantors and the other persons or entities granting a security interest in Collateral for this loan must execute the various loan documents provided by RVCB in a form and with content satisfactory to RVCB by the Closing Deadline. Borrower understands that the loan documents may contain additional covenants and conditions that are not referenced in this commitment letter.

Condition Subsequent:

1. At any time requested by RVCB, Borrower shall furnish any additional information regarding Borrower's financial condition and business operations. This information may include, but is not limited to, financial statements, tax returns, lists of assets and liabilities, aging of receivables and payables, inventory schedules, budgets and forecasts.
2. Borrowing entity and guarantors shall submit a personal financial statement and 3-years complete federal tax returns.
3. Borrowers will establish primary business deposit relationship with RVCB

Financial Covenants:

Debt Service Coverage Ratio (DSCR):

Subject property shall maintain a stand alone DSCR of at least 1.25 to 1.0 for 1st D/T based on net operating income of the property.

Borrower / guarantors shall maintain a "global" Debt Service Coverage Ratio based on EBITDA of not less than 1.35 to 1.00 as of the end of each year

Definition of Calculations for DSCR:

For the purposes of this agreement, "Debt Service Coverage" (DSCR) means the ratio of "cash flow" to "debt service" during each twelve month period ending with the effective date of calculation. "Cash flow" means the sum of Net Profits, Depreciation, Depletion, Amortization and Interest Expense minus Distributions, Withdrawals and Dividends. "Debt service" means the regularly scheduled payments of principal upon all long-term debt during that period plus Interest Expense of the Borrower and Guarantors.

Other Requirements:

All other requirements as determined at the sole discretion of RVCB

RVCB's approval is subject to the fulfillment of a number of usual and customary conditions including, but not limited to the execution and delivery of loan documents in a form satisfactory to RVCB and the absence of a material adverse change in the business, financial condition or prospect of Borrower or any Guarantor. The undersigned certifies that any financial information presented to RVCB in connection with this proposed obligation is and will be correct and complete. RVCB is authorized to investigate the credit and employment status of Borrower and the Guarantors, either directly or through any agent.

BORROWER ACKNOWLEDGES THAT ORAL AGREEMENT OR ORAL COMMITMENT TO LOAN MONEY OR EXTEND CREDIT IN AN AMOUNT GREATER THAN \$100,000 ARE NOT ENFORCEABLE UNDER CALIFORNIA LAW. BORROWER ACKNOWLEDGES THAT THIS TRANSACTION IS NOT PRIMARILY FOR PERSONAL, FAMILY OR HOUSEHOLD PURPOSES.

River Valley Community Bank appreciates the opportunity to extend this proposal and looks forward to your favorable reply. If the above terms and conditions are acceptable to you, please sign Acknowledgement - Attachment "A" and return it with a copy of this letter to the undersigned.

Sincerely,



Greg Heckman
Senior Vice President
1629 Colusa Ave
Yuba City, Ca. 95993

ACKNOWLEDGMENT:

Borrower hereby acknowledges and accepts this proposal subject to requirements, Terms and Conditions as outlined in the attached Discussion Term Sheet dated May 1, 2014

Borrower

By:  _____

Title: Executive Director

Dated: 5/7/14



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RESOLUTION 14-1340

A RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE REGIONAL HOUSING AUTHORITY OF SUTTER AND NEVADA COUNTIES EXPRESSING RECOGNITION OF THE ACHIEVEMENTS OF Shannan Ramirez

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

WHEREAS, Shannan Ramirez started in this program on 02/01/2012 and set goals for herself to become independent of government assistance; and

WHEREAS, Shannan Ramirez met her goals by January 1, 2014 and received sufficient earned income to generate an escrow account in the amount of \$273.13; and

WHEREAS, Shannan Ramirez has now "graduated" from the FSS program;

NOW, THEREFORE, BE IT RESOLVED that the Board of Commissioners of the Regional Housing Authority of Sutter and Nevada Counties congratulates Shannan Ramirez 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 6th day of August 2014.

Chairperson Diane Hodges

Vice-Chairperson Brian Foss

Commissioner Charles Epp

Commissioner Stan Cleveland

Commissioner Martha Griese

Commissioner Suzanne Gallaty

Commissioner Terry Lamphier

Commissioner Tej Maan



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RESOLUTION 14-1341

A RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE REGIONAL HOUSING AUTHORITY OF SUTTER AND NEVADA COUNTIES APPROVAL OF THE ANNUAL UTILITY STUDY AND ALLOWANCE-HOUSING CHOICE VOUCHER PROGRAM

WHEREAS, the Regional Housing Authority of Sutter & Nevada Counties (RHASNC) manages up to 1160 Housing Choice Voucher Participants; and

WHEREAS, the United States Department of Housing and Urban Development requires an annual study of the utility allowances for jurisdiction; and

WHEREAS, the Board of Commissioners of RHASNC has reviewed the information submitted;

NOW THEREFORE BE IT RESOLVED by the Board of Commissioners of the Regional Housing Authority of Sutter and Nevada Counties that:

1. The information provided in the Section 8 Housing Choice Voucher Survey and Study is true and accurate.
2. There was a qualifying change in cost of tenant provided utilities.
3. New utility allowances per the study should be implemented effective November 1, 2014 which are attached.

This Resolution was approved at the Regular Meeting of the Board of Commissioners on August 6, 2014 by the following vote:

AYES:
NAYS:
ABSTAINED:
ABSENT:

(SEAL)

ATTEST: _____
Diane Hodges, Chairperson

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

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**Allowances for Tenant
Furnished Utilities and other
Services**

U.S. Department of Housing and Urban
Development
Office of Public and Indian Housing

OMB Approval No. 2577-0169

Locality: Regional Housing Authority of Sutter and Nevada Counties, CA		Unit Type: Apartment/ Walk-Up				Date (mm/dd/yyyy)	
Utility or Service Colusa County (Arbuckle Public Utilities)		Monthly Dollar Allowances					
		0 BR	1 BR	2 BR	3 BR	4 BR	5 BR
Heating	a. Natural Gas	\$11.00	\$14.00	\$15.00	\$17.00	\$19.00	\$21.00
	b. Bottle Gas/Propane	\$24.00	\$28.00	\$30.00	\$35.00	\$41.00	\$46.00
	c. Electric	\$13.00	\$15.00	\$19.00	\$23.00	\$27.00	\$31.00
	Heat Pump	\$5.00	\$6.00	\$8.00	\$9.00	\$11.00	\$12.00
	d. Oil / Other						
Cooking	a. Natural Gas	\$5.00	\$5.00	\$6.00	\$8.00	\$9.00	\$10.00
	b. Bottle Gas/Propane	\$9.00	\$9.00	\$11.00	\$17.00	\$20.00	\$22.00
	c. Electric	\$8.00	\$9.00	\$11.00	\$13.00	\$15.00	\$17.00
Other Electric (Lights & Appliances)		\$25.00	\$30.00	\$39.00	\$49.00	\$58.00	\$69.00
Air Conditioning		\$8.00	\$9.00	\$14.00	\$19.00	\$25.00	\$30.00
Evaporative Coolers		\$11.00	\$15.00	\$19.00	\$23.00	\$30.00	\$34.00
Water Heating	a. Natural Gas	\$10.00	\$12.00	\$17.00	\$21.00	\$25.00	\$27.00
	b. Bottle Gas/Propane	\$22.00	\$26.00	\$35.00	\$46.00	\$52.00	\$56.00
	c. Electric	\$16.00	\$18.00	\$26.00	\$33.00	\$38.00	\$42.00
	d. Oil / Other						
Water		\$18.00	\$18.00	\$18.00	\$18.00	\$18.00	\$18.00
Sewer		\$18.00	\$18.00	\$18.00	\$18.00	\$18.00	\$18.00
Trash Collection Recology		\$27.00	\$27.00	\$27.00	\$27.00	\$27.00	\$27.00
Range / Microwave Tenant-purchasing/leasing		\$12.00	\$12.00	\$12.00	\$12.00	\$12.00	\$12.00
Refrigerator Tenant-purchasing/leasing		\$13.00	\$13.00	\$13.00	\$13.00	\$13.00	\$13.00
Other--specify: Mthly Elec Credit \$-4.97		-\$5.00	-\$5.00	-\$5.00	-\$5.00	-\$5.00	-\$5.00
Actual Family Allowances		Utility or Service		per month cost			
To be used by the family to compute allowance. Complete below for the actual unit rented.		Heating		\$			
Name of Family		Cooking		\$			
Address of Unit		Other Electric		\$			
		Air Conditioning		\$			
Number of Bedrooms		Water Heating		\$			
		Water		\$			
		Sewer		\$			
		Trash Collection		\$			
		Range / Microwave		\$			
		Refrigerator		\$			
		Other		\$			
Other		\$					
Total		\$					



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**Allowances for Tenant
Furnished Utilities and other
Services**

U.S. Department of Housing and Urban
Development
Office of Public and Indian Housing

OMB Approval No. 2577-0169

Locality: Regional Housing Authority of Sutter and Nevada Counties, CA		Unit Type: Row House/ Townhouse & Semi-Detached/ Duplex				Date (mm/dd/yyyy)	
Utility or Service Colusa County (Arbuckle Public Utilities)		Monthly Dollar Allowances					
		0 BR	1 BR	2 BR	3 BR	4 BR	5 BR
Heating	a. Natural Gas	\$27.00	\$33.00	\$33.00	\$33.00	\$34.00	\$34.00
	b. Bottle Gas/Propane	\$56.00	\$69.00	\$69.00	\$69.00	\$72.00	\$72.00
	c. Electric	\$19.00	\$22.00	\$27.00	\$32.00	\$37.00	\$42.00
	Heat Pump	\$8.00	\$9.00	\$11.00	\$13.00	\$15.00	\$17.00
	d. Oil / Other						
Cooking	a. Natural Gas	\$5.00	\$5.00	\$6.00	\$8.00	\$9.00	\$10.00
	b. Bottle Gas/Propane	\$9.00	\$9.00	\$11.00	\$17.00	\$20.00	\$22.00
	c. Electric	\$8.00	\$9.00	\$11.00	\$13.00	\$15.00	\$17.00
Other Electric (Lights & Appliances)		\$29.00	\$34.00	\$47.00	\$60.00	\$75.00	\$101.00
Air Conditioning		\$12.00	\$14.00	\$19.00	\$23.00	\$28.00	\$32.00
Evaporative Coolers		\$11.00	\$15.00	\$19.00	\$23.00	\$30.00	\$34.00
Water Heating	a. Natural Gas	\$10.00	\$12.00	\$17.00	\$21.00	\$25.00	\$27.00
	b. Bottle Gas/Propane	\$22.00	\$26.00	\$35.00	\$46.00	\$52.00	\$56.00
	c. Electric	\$16.00	\$18.00	\$26.00	\$33.00	\$38.00	\$42.00
	d. Oil / Other						
Water		\$18.00	\$18.00	\$18.00	\$18.00	\$18.00	\$18.00
Sewer		\$18.00	\$18.00	\$18.00	\$18.00	\$18.00	\$18.00
Trash Collection Recology		\$27.00	\$27.00	\$27.00	\$27.00	\$27.00	\$27.00
Range / Microwave Tenant-purchasing/leasing		\$12.00	\$12.00	\$12.00	\$12.00	\$12.00	\$12.00
Refrigerator Tenant-purchasing/leasing		\$13.00	\$13.00	\$13.00	\$13.00	\$13.00	\$13.00
Other--specify: Mthly Elec Credit \$-4.97		-\$5.00	-\$5.00	-\$5.00	-\$5.00	-\$5.00	-\$5.00
Actual Family Allowances				Utility or Service		per month cost	
To be used by the family to compute allowance. Complete below for the actual unit rented.				Heating		\$	
				Cooking		\$	
Name of Family				Other Electric		\$	
				Air Conditioning		\$	
				Water Heating		\$	
Address of Unit				Water		\$	
				Sewer		\$	
				Trash Collection		\$	
				Range / Microwave		\$	
				Refrigerator		\$	
				Other		\$	
				Other		\$	
				Total		\$	
Number of Bedrooms				Other		\$	



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**Allowances for Tenant
Furnished Utilities and other
Services**

U.S. Department of Housing and Urban
Development
Office of Public and Indian Housing

OMB Approval No. 2577-0169

Locality: Regional Housing Authority of Sutter and Nevada Counties, CA		Unit Type: Detached House & Mobile Home				Date (mm/dd/yyyy)		
Utility or Service Colusa County (Arbuckle Public Utilities)		Monthly Dollar Allowances						
		0 BR	1 BR	2 BR	3 BR	4 BR	5 BR	
Heating	a. Natural Gas	\$26.00	\$30.00	\$34.00	\$37.00	\$42.00	\$45.00	
	b. Bottle Gas/Propane	\$54.00	\$63.00	\$72.00	\$78.00	\$87.00	\$95.00	
	c. Electric	Heat Pump	\$27.00	\$32.00	\$36.00	\$41.00	\$45.00	\$50.00
			\$11.00	\$13.00	\$14.00	\$16.00	\$18.00	\$20.00
	d. Oil / Other							
Cooking	a. Natural Gas	\$5.00	\$5.00	\$6.00	\$8.00	\$9.00	\$10.00	
	b. Bottle Gas/Propane	\$9.00	\$9.00	\$11.00	\$17.00	\$20.00	\$22.00	
	c. Electric	\$8.00	\$9.00	\$11.00	\$13.00	\$15.00	\$17.00	
Other Electric (Lights & Appliances)		\$36.00	\$43.00	\$56.00	\$70.00	\$94.00	\$125.00	
Air Conditioning		\$11.00	\$13.00	\$20.00	\$28.00	\$36.00	\$43.00	
Evaporative Coolers		\$11.00	\$15.00	\$19.00	\$23.00	\$30.00	\$34.00	
Water Heating	a. Natural Gas	\$10.00	\$12.00	\$17.00	\$21.00	\$25.00	\$27.00	
	b. Bottle Gas/Propane	\$22.00	\$26.00	\$35.00	\$46.00	\$52.00	\$56.00	
	c. Electric	\$16.00	\$18.00	\$26.00	\$33.00	\$38.00	\$42.00	
	d. Oil / Other							
Water		\$18.00	\$18.00	\$18.00	\$18.00	\$18.00	\$18.00	
Sewer		\$18.00	\$18.00	\$18.00	\$18.00	\$18.00	\$18.00	
Trash Collection Recology		\$27.00	\$27.00	\$27.00	\$27.00	\$27.00	\$27.00	
Range / Microwave Tenant-purchasing/leasing		\$12.00	\$12.00	\$12.00	\$12.00	\$12.00	\$12.00	
Refrigerator Tenant-purchasing/leasing		\$13.00	\$13.00	\$13.00	\$13.00	\$13.00	\$13.00	
Other--specify: Mthly Elec Credit \$-4.97		-\$5.00	-\$5.00	-\$5.00	-\$5.00	-\$5.00	-\$5.00	
Actual Family Allowances		Utility or Service		per month cost				
To be used by the family to compute allowance. Complete below for the actual unit rented.		Heating		\$				
Name of Family		Cooking		\$				
Address of Unit		Other Electric		\$				
Number of Bedrooms		Air Conditioning		\$				
		Water Heating		\$				
		Water		\$				
		Sewer		\$				
		Trash Collection		\$				
		Range / Microwave		\$				
		Refrigerator		\$				
		Other		\$				
		Other		\$				
		Total		\$				



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**Allowances for Tenant
Furnished Utilities and other
Services**

U.S. Department of Housing and Urban
Development
Office of Public and Indian Housing

OMB Approval No. 2577-0169

Locality: Regional Housing Authority of Sutter and Nevada Counties, CA		Unit Type: Apartment/ Walk-Up				Date (mm/dd/yyyy)	
Utility or Service Nevada County (City of Grass Valley)		Monthly Dollar Allowances					
		0 BR	1 BR	2 BR	3 BR	4 BR	5 BR
Heating	a. Natural Gas	\$11.00	\$14.00	\$15.00	\$17.00	\$19.00	\$21.00
	b. Bottle Gas/Propane	\$24.00	\$28.00	\$30.00	\$35.00	\$41.00	\$46.00
	c. Electric	\$13.00	\$15.00	\$19.00	\$23.00	\$27.00	\$31.00
	Heat Pump	\$5.00	\$6.00	\$8.00	\$9.00	\$11.00	\$12.00
	d. Oil / Other						
Cooking	a. Natural Gas	\$5.00	\$5.00	\$6.00	\$8.00	\$9.00	\$10.00
	b. Bottle Gas/Propane	\$9.00	\$9.00	\$11.00	\$17.00	\$20.00	\$22.00
	c. Electric	\$8.00	\$9.00	\$11.00	\$13.00	\$15.00	\$17.00
Other Electric (Lights & Appliances)		\$25.00	\$30.00	\$39.00	\$49.00	\$58.00	\$69.00
Air Conditioning		\$8.00	\$9.00	\$14.00	\$19.00	\$25.00	\$30.00
Evaporative Coolers		\$11.00	\$15.00	\$19.00	\$23.00	\$30.00	\$34.00
Water Heating	a. Natural Gas	\$10.00	\$12.00	\$17.00	\$21.00	\$25.00	\$27.00
	b. Bottle Gas/Propane	\$22.00	\$26.00	\$35.00	\$46.00	\$52.00	\$56.00
	c. Electric	\$16.00	\$18.00	\$26.00	\$33.00	\$38.00	\$42.00
	d. Oil / Other						
Water		\$40.00	\$40.00	\$46.00	\$51.00	\$57.00	\$63.00
Sewer		\$43.00	\$43.00	\$43.00	\$43.00	\$43.00	\$43.00
Trash Collection Recology		\$27.00	\$27.00	\$27.00	\$27.00	\$27.00	\$27.00
Range / Microwave Tenant-purchasing/leasing		\$12.00	\$12.00	\$12.00	\$12.00	\$12.00	\$12.00
Refrigerator Tenant-purchasing/leasing		\$13.00	\$13.00	\$13.00	\$13.00	\$13.00	\$13.00
Other--specify: Mthly Elec Credit \$-4.97		-\$5.00	-\$5.00	-\$5.00	-\$5.00	-\$5.00	-\$5.00
Actual Family Allowances				Utility or Service		per month cost	
To be used by the family to compute allowance. Complete below for the actual unit rented. Name of Family _____ Address of Unit _____ Number of Bedrooms _____				Heating		\$	
				Cooking		\$	
				Other Electric		\$	
				Air Conditioning		\$	
				Water Heating		\$	
				Water		\$	
				Sewer		\$	
				Trash Collection		\$	
				Range / Microwave		\$	
				Refrigerator		\$	
				Other		\$	
				Other		\$	
				Total		\$	



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**Allowances for Tenant
Furnished Utilities and other
Services**

U.S. Department of Housing and Urban
Development
Office of Public and Indian Housing

OMB Approval No. 2577-0169

Locality: Regional Housing Authority of Sutter and Nevada Counties, CA		Unit Type: Row House/ Townhouse & Semi-Detached/ Duplex				Date (mm/dd/yyyy)	
Utility or Service Nevada County (City of Grass Valley)		Monthly Dollar Allowances					
		0 BR	1 BR	2 BR	3 BR	4 BR	5 BR
Heating	a. Natural Gas	\$27.00	\$33.00	\$33.00	\$33.00	\$34.00	\$34.00
	b. Bottle Gas/Propane	\$56.00	\$69.00	\$69.00	\$69.00	\$72.00	\$72.00
	Electric	\$19.00	\$22.00	\$27.00	\$32.00	\$37.00	\$42.00
	c. Heat Pump	\$8.00	\$9.00	\$11.00	\$13.00	\$15.00	\$17.00
	d. Oil / Other						
Cooking	a. Natural Gas	\$5.00	\$5.00	\$6.00	\$8.00	\$9.00	\$10.00
	b. Bottle Gas/Propane	\$9.00	\$9.00	\$11.00	\$17.00	\$20.00	\$22.00
	c. Electric	\$8.00	\$9.00	\$11.00	\$13.00	\$15.00	\$17.00
Other Electric (Lights & Appliances)		\$29.00	\$34.00	\$47.00	\$60.00	\$75.00	\$101.00
Air Conditioning		\$12.00	\$14.00	\$19.00	\$23.00	\$28.00	\$32.00
Evaporative Coolers		\$11.00	\$15.00	\$19.00	\$23.00	\$30.00	\$34.00
Water Heating	a. Natural Gas	\$10.00	\$12.00	\$17.00	\$21.00	\$25.00	\$27.00
	b. Bottle Gas/Propane	\$22.00	\$26.00	\$35.00	\$46.00	\$52.00	\$56.00
	c. Electric	\$16.00	\$18.00	\$26.00	\$33.00	\$38.00	\$42.00
	d. Oil / Other						
Water		\$40.00	\$40.00	\$46.00	\$51.00	\$57.00	\$63.00
Sewer		\$55.00	\$55.00	\$55.00	\$55.00	\$55.00	\$55.00
Trash Collection Recology		\$27.00	\$27.00	\$27.00	\$27.00	\$27.00	\$27.00
Range / Microwave Tenant-purchasing/leasing		\$12.00	\$12.00	\$12.00	\$12.00	\$12.00	\$12.00
Refrigerator Tenant-purchasing/leasing		\$13.00	\$13.00	\$13.00	\$13.00	\$13.00	\$13.00
Other—specify: Mthly Elec Credit \$-4.97		-\$5.00	-\$5.00	-\$5.00	-\$5.00	-\$5.00	-\$5.00
Actual Family Allowances				Utility or Service		per month cost	
To be used by the family to compute allowance. Complete below for the actual unit rented.				Heating		\$	
				Cooking		\$	
Name of Family				Other Electric		\$	
				Air Conditioning		\$	
Address of Unit				Water Heating		\$	
				Water		\$	
				Sewer		\$	
				Trash Collection		\$	
				Range / Microwave		\$	
				Refrigerator		\$	
Number of Bedrooms				Other		\$	
				Other		\$	
				Total		\$	



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**Allowances for Tenant
Furnished Utilities and other
Services**

U.S. Department of Housing and Urban
Development
Office of Public and Indian Housing

OMB Approval No. 2577-0169

Locality: Regional Housing Authority of Sutter and Nevada Counties, CA		Unit Type: Detached House & Mobile Home				Date (mm/dd/yyyy)	
Utility or Service Nevada County (City of Grass Valley)		Monthly Dollar Allowances					
		0 BR	1 BR	2 BR	3 BR	4 BR	5 BR
Heating	a. Natural Gas	\$26.00	\$30.00	\$34.00	\$37.00	\$42.00	\$45.00
	b. Bottle Gas/Propane	\$54.00	\$63.00	\$72.00	\$78.00	\$87.00	\$95.00
	c. Electric	\$27.00	\$32.00	\$36.00	\$41.00	\$45.00	\$50.00
	Heat Pump	\$11.00	\$13.00	\$14.00	\$16.00	\$18.00	\$20.00
	d. Oil / Other						
Cooking	a. Natural Gas	\$5.00	\$5.00	\$6.00	\$8.00	\$9.00	\$10.00
	b. Bottle Gas/Propane	\$9.00	\$9.00	\$11.00	\$17.00	\$20.00	\$22.00
	c. Electric	\$8.00	\$9.00	\$11.00	\$13.00	\$15.00	\$17.00
Other Electric (Lights & Appliances)		\$36.00	\$43.00	\$56.00	\$70.00	\$94.00	\$125.00
Air Conditioning		\$11.00	\$13.00	\$20.00	\$28.00	\$36.00	\$43.00
Evaporative Coolers		\$11.00	\$15.00	\$19.00	\$23.00	\$30.00	\$34.00
Water Heating	a. Natural Gas	\$10.00	\$12.00	\$17.00	\$21.00	\$25.00	\$27.00
	b. Bottle Gas/Propane	\$22.00	\$26.00	\$35.00	\$46.00	\$52.00	\$56.00
	c. Electric	\$16.00	\$18.00	\$26.00	\$33.00	\$38.00	\$42.00
	d. Oil / Other						
Water		\$40.00	\$40.00	\$46.00	\$51.00	\$57.00	\$63.00
Sewer		\$55.00	\$55.00	\$55.00	\$55.00	\$55.00	\$55.00
Trash Collection Recology		\$27.00	\$27.00	\$27.00	\$27.00	\$27.00	\$27.00
Range / Microwave Tenant-purchasing/leasing		\$12.00	\$12.00	\$12.00	\$12.00	\$12.00	\$12.00
Refrigerator Tenant-purchasing/leasing		\$13.00	\$13.00	\$13.00	\$13.00	\$13.00	\$13.00
Other—specify: Mthly Elec Credit \$-4.97		-\$5.00	-\$5.00	-\$5.00	-\$5.00	-\$5.00	-\$5.00
Actual Family Allowances				Utility or Service		per month cost	
To be used by the family to compute allowance. Complete below for the actual unit rented.				Heating		\$	
				Cooking		\$	
Name of Family				Other Electric		\$	
				Air Conditioning		\$	
				Water Heating		\$	
				Water		\$	
				Sewer		\$	
Address of Unit				Trash Collection		\$	
				Range / Microwave		\$	
				Refrigerator		\$	
				Other		\$	
				Other		\$	
Number of Bedrooms				Other		\$	
				Total		\$	



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**Allowances for Tenant
Furnished Utilities and other
Services**

U.S. Department of Housing and Urban
Development
Office of Public and Indian Housing

OMB Approval No. 2577-0169

Locality: Regional Housing Authority of Sutter and Nevada Counties, CA		Unit Type: Apartment/ Walk-Up				Date (mm/dd/yyyy)		
Utility or Service Sutter County (City of Live Oak)		Monthly Dollar Allowances						
		0 BR	1 BR	2 BR	3 BR	4 BR	5 BR	
Heating	a. Natural Gas	\$11.00	\$14.00	\$15.00	\$17.00	\$19.00	\$21.00	
	b. Bottle Gas/Propane	\$24.00	\$28.00	\$30.00	\$35.00	\$41.00	\$46.00	
	c. Electric	Heat Pump	\$5.00	\$6.00	\$8.00	\$9.00	\$11.00	\$12.00
		Oil / Other						
	Cooking	a. Natural Gas	\$5.00	\$5.00	\$6.00	\$8.00	\$9.00	\$10.00
b. Bottle Gas/Propane		\$9.00	\$9.00	\$11.00	\$17.00	\$20.00	\$22.00	
c. Electric		\$8.00	\$9.00	\$11.00	\$13.00	\$15.00	\$17.00	
Other Electric (Lights & Appliances)		\$25.00	\$30.00	\$39.00	\$49.00	\$58.00	\$69.00	
Air Conditioning		\$8.00	\$9.00	\$14.00	\$19.00	\$25.00	\$30.00	
Evaporative Coolers		\$11.00	\$15.00	\$19.00	\$23.00	\$30.00	\$34.00	
Water Heating	a. Natural Gas	\$10.00	\$12.00	\$17.00	\$21.00	\$25.00	\$27.00	
	b. Bottle Gas/Propane	\$22.00	\$26.00	\$35.00	\$46.00	\$52.00	\$56.00	
	c. Electric	\$16.00	\$18.00	\$26.00	\$33.00	\$38.00	\$42.00	
	d. Oil / Other							
Water		\$24.00	\$24.00	\$24.00	\$24.00	\$24.00	\$24.00	
Sewer		\$52.00	\$52.00	\$52.00	\$52.00	\$52.00	\$52.00	
Trash Collection Recology		\$27.00	\$27.00	\$27.00	\$27.00	\$27.00	\$27.00	
Range / Microwave Tenant-purchasing/leasing		\$12.00	\$12.00	\$12.00	\$12.00	\$12.00	\$12.00	
Refrigerator Tenant-purchasing/leasing		\$13.00	\$13.00	\$13.00	\$13.00	\$13.00	\$13.00	
Other—specify: Mthly Elec Credit \$-4.97		-\$5.00	-\$5.00	-\$5.00	-\$5.00	-\$5.00	-\$5.00	
Actual Family Allowances				Utility or Service		per month cost		
To be used by the family to compute allowance. Complete below for the actual unit rented.				Heating		\$		
				Cooking		\$		
Name of Family				Other Electric		\$		
				Air Conditioning		\$		
Address of Unit				Water Heating		\$		
				Water		\$		
				Sewer		\$		
				Trash Collection		\$		
				Range / Microwave		\$		
				Refrigerator		\$		
Number of Bedrooms				Other		\$		
				Other		\$		
				Total		\$		



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**Allowances for Tenant
Furnished Utilities and other
Services**

U.S. Department of Housing and Urban
Development
Office of Public and Indian Housing

OMB Approval No. 2577-0169

Locality: Regional Housing Authority of Sutter and Nevada Counties, CA		Unit Type: Row House/ Townhouse & Semi-Detached/ Duplex				Date (mm/dd/yyyy)	
Utility or Service Sutter County (City of Live Oak)		Monthly Dollar Allowances					
		0 BR	1 BR	2 BR	3 BR	4 BR	5 BR
Heating	a. Natural Gas	\$27.00	\$33.00	\$33.00	\$33.00	\$34.00	\$34.00
	b. Bottle Gas/Propane	\$56.00	\$69.00	\$69.00	\$69.00	\$72.00	\$72.00
	Electric	\$19.00	\$22.00	\$27.00	\$32.00	\$37.00	\$42.00
	Heat Pump	\$8.00	\$9.00	\$11.00	\$13.00	\$15.00	\$17.00
Cooking	a. Natural Gas	\$5.00	\$5.00	\$6.00	\$8.00	\$9.00	\$10.00
	b. Bottle Gas/Propane	\$9.00	\$9.00	\$11.00	\$17.00	\$20.00	\$22.00
	c. Electric	\$8.00	\$9.00	\$11.00	\$13.00	\$15.00	\$17.00
Other Electric (Lights & Appliances)		\$29.00	\$34.00	\$47.00	\$60.00	\$75.00	\$101.00
Air Conditioning		\$12.00	\$14.00	\$19.00	\$23.00	\$28.00	\$32.00
Evaporative Coolers		\$11.00	\$15.00	\$19.00	\$23.00	\$30.00	\$34.00
Water Heating	a. Natural Gas	\$10.00	\$12.00	\$17.00	\$21.00	\$25.00	\$27.00
	b. Bottle Gas/Propane	\$22.00	\$26.00	\$35.00	\$46.00	\$52.00	\$56.00
	c. Electric	\$16.00	\$18.00	\$26.00	\$33.00	\$38.00	\$42.00
	d. Oil / Other						
Water		\$24.00	\$24.00	\$24.00	\$24.00	\$24.00	\$24.00
Sewer		\$69.00	\$69.00	\$69.00	\$69.00	\$69.00	\$69.00
Trash Collection Recology		\$27.00	\$27.00	\$27.00	\$27.00	\$27.00	\$27.00
Range / Microwave Tenant-purchasing/leasing		\$12.00	\$12.00	\$12.00	\$12.00	\$12.00	\$12.00
Refrigerator Tenant-purchasing/leasing		\$13.00	\$13.00	\$13.00	\$13.00	\$13.00	\$13.00
Other--specify: Mthly Elec Credit \$-4.97		-\$5.00	-\$5.00	-\$5.00	-\$5.00	-\$5.00	-\$5.00
Actual Family Allowances				Utility or Service		per month cost	
To be used by the family to compute allowance. <i>Complete below for the actual unit rented.</i>				Heating		\$	
Name of Family				Cooking		\$	
Address of Unit				Other Electric		\$	
				Air Conditioning		\$	
Number of Bedrooms				Water Heating		\$	
				Water		\$	
				Sewer		\$	
				Trash Collection		\$	
				Range / Microwave		\$	
				Refrigerator		\$	
				Other		\$	
				Other		\$	
				Total		\$	



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**Allowances for Tenant
Furnished Utilities and other
Services**

U.S. Department of Housing and Urban
Development
Office of Public and Indian Housing

OMB Approval No. 2577-0169

Locality: Regional Housing Authority of Sutter and Nevada Counties, CA		Unit Type: Detached House & Mobile Home				Date (mm/dd/yyyy)			
Utility or Service Sutter County (City of Live Oak)		Monthly Dollar Allowances							
		0 BR	1 BR	2 BR	3 BR	4 BR	5 BR		
Heating	a. Natural Gas	\$26.00	\$30.00	\$34.00	\$37.00	\$42.00	\$45.00		
	b. Bottle Gas/Propane	\$54.00	\$63.00	\$72.00	\$78.00	\$87.00	\$95.00		
	c. Electric	Heat Pump	\$27.00	\$32.00	\$36.00	\$41.00	\$45.00	\$50.00	
		Heat Pump	\$11.00	\$13.00	\$14.00	\$16.00	\$18.00	\$20.00	
	d. Oil / Other								
Cooking	a. Natural Gas	\$5.00	\$5.00	\$6.00	\$8.00	\$9.00	\$10.00		
	b. Bottle Gas/Propane	\$9.00	\$9.00	\$11.00	\$17.00	\$20.00	\$22.00		
	c. Electric	\$8.00	\$9.00	\$11.00	\$13.00	\$15.00	\$17.00		
Other Electric (Lights & Appliances)		\$36.00	\$43.00	\$56.00	\$70.00	\$94.00	\$125.00		
Air Conditioning		\$11.00	\$13.00	\$20.00	\$28.00	\$36.00	\$43.00		
Evaporative Coolers		\$11.00	\$15.00	\$19.00	\$23.00	\$30.00	\$34.00		
Water Heating	a. Natural Gas	\$10.00	\$12.00	\$17.00	\$21.00	\$25.00	\$27.00		
	b. Bottle Gas/Propane	\$22.00	\$26.00	\$35.00	\$46.00	\$52.00	\$56.00		
	c. Electric	\$16.00	\$18.00	\$26.00	\$33.00	\$38.00	\$42.00		
	d. Oil / Other								
Water		\$24.00	\$24.00	\$24.00	\$24.00	\$24.00	\$24.00		
Sewer		\$69.00	\$69.00	\$69.00	\$69.00	\$69.00	\$69.00		
Trash Collection Recology		\$27.00	\$27.00	\$27.00	\$27.00	\$27.00	\$27.00		
Range / Microwave Tenant-purchasing/leasing		\$12.00	\$12.00	\$12.00	\$12.00	\$12.00	\$12.00		
Refrigerator Tenant-purchasing/leasing		\$13.00	\$13.00	\$13.00	\$13.00	\$13.00	\$13.00		
Other--specify: Mthly Elec Credit \$-4.97		-\$5.00	-\$5.00	-\$5.00	-\$5.00	-\$5.00	-\$5.00		
Actual Family Allowances		Utility or Service		per month cost					
To be used by the family to compute allowance. Complete below for the actual unit rented.		Heating		\$					
		Cooking		\$					
Name of Family		Other Electric		\$					
		Air Conditioning		\$					
		Water Heating		\$					
		Water		\$					
Address of Unit		Sewer		\$					
		Trash Collection		\$					
		Range / Microwave		\$					
		Refrigerator		\$					
		Other		\$					
		Number of Bedrooms		Other		\$			
				Total		\$			



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**Allowances for Tenant
Furnished Utilities and other
Services**

U.S. Department of Housing and Urban
Development
Office of Public and Indian Housing

OMB Approval No. 2577-0169

Locality: Regional Housing Authority of Sutter and Nevada Counties, CA		Unit Type: Apartment/ Walk-Up				Date (mm/dd/yyyy)		
Utility or Service Sutter County (City of Yuba City)		Monthly Dollar Allowances						
		0 BR	1 BR	2 BR	3 BR	4 BR	5 BR	
Heating	a. Natural Gas	\$11.00	\$14.00	\$15.00	\$17.00	\$19.00	\$21.00	
	b. Bottle Gas/Propane	\$24.00	\$28.00	\$30.00	\$35.00	\$41.00	\$46.00	
	c. Electric	Heat Pump	\$5.00	\$6.00	\$8.00	\$9.00	\$11.00	\$12.00
		Oil / Other						
	Cooking	a. Natural Gas	\$5.00	\$5.00	\$6.00	\$8.00	\$9.00	\$10.00
b. Bottle Gas/Propane		\$9.00	\$9.00	\$11.00	\$17.00	\$20.00	\$22.00	
c. Electric		\$8.00	\$9.00	\$11.00	\$13.00	\$15.00	\$17.00	
Other Electric (Lights & Appliances)		\$25.00	\$30.00	\$39.00	\$49.00	\$58.00	\$69.00	
Air Conditioning		\$8.00	\$9.00	\$14.00	\$19.00	\$25.00	\$30.00	
Evaporative Coolers		\$11.00	\$15.00	\$19.00	\$23.00	\$30.00	\$34.00	
Water Heating	a. Natural Gas	\$10.00	\$12.00	\$17.00	\$21.00	\$25.00	\$27.00	
	b. Bottle Gas/Propane	\$22.00	\$26.00	\$35.00	\$46.00	\$52.00	\$56.00	
	c. Electric	\$16.00	\$18.00	\$26.00	\$33.00	\$38.00	\$42.00	
	d. Oil / Other							
Water		\$20.00	\$20.00	\$20.00	\$20.00	\$20.00	\$20.00	
Sewer		\$29.00	\$29.00	\$29.00	\$29.00	\$29.00	\$29.00	
Trash Collection Recology		\$27.00	\$27.00	\$27.00	\$27.00	\$27.00	\$27.00	
Range / Microwave Tenant-purchasing/leasing		\$12.00	\$12.00	\$12.00	\$12.00	\$12.00	\$12.00	
Refrigerator Tenant-purchasing/leasing		\$13.00	\$13.00	\$13.00	\$13.00	\$13.00	\$13.00	
Other—specify: Mthly Elec Credit \$-4.97		-\$5.00	-\$5.00	-\$5.00	-\$5.00	-\$5.00	-\$5.00	
Actual Family Allowances		Utility or Service		per month cost				
To be used by the family to compute allowance. Complete below for the actual unit rented.		Heating		\$				
		Cooking		\$				
Name of Family		Other Electric		\$				
		Air Conditioning		\$				
		Water Heating		\$				
		Water		\$				
Address of Unit		Sewer		\$				
		Trash Collection		\$				
		Range / Microwave		\$				
		Refrigerator		\$				
		Other		\$				
		Number of Bedrooms		Other		\$		
		Total		\$				



**Allowances for Tenant
Furnished Utilities and other
Services**

U.S. Department of Housing and Urban
Development
Office of Public and Indian Housing

OMB Approval No. 2577-0169

Locality: Regional Housing Authority of Sutter and Nevada Counties, CA		Unit Type: Row House/ Townhouse & Semi-Detached/ Duplex				Date (mm/dd/yyyy)	
Utility or Service Sutter County (City of Yuba City)		Monthly Dollar Allowances					
		0 BR	1 BR	2 BR	3 BR	4 BR	5 BR
Heating	a. Natural Gas	\$27.00	\$33.00	\$33.00	\$33.00	\$34.00	\$34.00
	b. Bottle Gas/Propane	\$56.00	\$69.00	\$69.00	\$69.00	\$72.00	\$72.00
	c. Electric	\$19.00	\$22.00	\$27.00	\$32.00	\$37.00	\$42.00
	Heat Pump	\$8.00	\$9.00	\$11.00	\$13.00	\$15.00	\$17.00
Cooking	a. Natural Gas	\$5.00	\$5.00	\$6.00	\$8.00	\$9.00	\$10.00
	b. Bottle Gas/Propane	\$9.00	\$9.00	\$11.00	\$17.00	\$20.00	\$22.00
	c. Electric	\$8.00	\$9.00	\$11.00	\$13.00	\$15.00	\$17.00
Other Electric (Lights & Appliances)		\$29.00	\$34.00	\$47.00	\$60.00	\$75.00	\$101.00
Air Conditioning		\$12.00	\$14.00	\$19.00	\$23.00	\$28.00	\$32.00
Evaporative Coolers		\$11.00	\$15.00	\$19.00	\$23.00	\$30.00	\$34.00
Water Heating	a. Natural Gas	\$10.00	\$12.00	\$17.00	\$21.00	\$25.00	\$27.00
	b. Bottle Gas/Propane	\$22.00	\$26.00	\$35.00	\$46.00	\$52.00	\$56.00
	c. Electric	\$16.00	\$18.00	\$26.00	\$33.00	\$38.00	\$42.00
	d. Oil / Other						
Water		\$20.00	\$20.00	\$20.00	\$20.00	\$20.00	\$20.00
Sewer		\$36.00	\$36.00	\$36.00	\$36.00	\$36.00	\$36.00
Trash Collection Recology		\$27.00	\$27.00	\$27.00	\$27.00	\$27.00	\$27.00
Range / Microwave Tenant-purchasing/leasing		\$12.00	\$12.00	\$12.00	\$12.00	\$12.00	\$12.00
Refrigerator Tenant-purchasing/leasing		\$13.00	\$13.00	\$13.00	\$13.00	\$13.00	\$13.00
Other--specify: Mthly Elec Credit \$-4.97		-\$5.00	-\$5.00	-\$5.00	-\$5.00	-\$5.00	-\$5.00
Actual Family Allowances				Utility or Service		per month cost	
To be used by the family to compute allowance. Complete below for the actual unit rented.				Heating		\$	
				Cooking		\$	
Name of Family				Other Electric		\$	
				Air Conditioning		\$	
				Water Heating		\$	
Address of Unit				Water		\$	
				Sewer		\$	
				Trash Collection		\$	
				Range / Microwave		\$	
				Refrigerator		\$	
				Other		\$	
				Other		\$	
Number of Bedrooms				Other		\$	
				Total		\$	



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**Allowances for Tenant
Furnished Utilities and other
Services**

U.S. Department of Housing and Urban
Development
Office of Public and Indian Housing

OMB Approval No. 2577-0169

Locality: Regional Housing Authority of Sutter and Nevada Counties, CA		Unit Type: Detached House & Mobile Home				Date (mm/dd/yyyy)		
Utility or Service Sutter County (City of Yuba City)		Monthly Dollar Allowances						
		0 BR	1 BR	2 BR	3 BR	4 BR	5 BR	
Heating	a. Natural Gas	\$26.00	\$30.00	\$34.00	\$37.00	\$42.00	\$45.00	
	b. Bottle Gas/Propane	\$54.00	\$63.00	\$72.00	\$78.00	\$87.00	\$95.00	
	c. Electric	Heat Pump	\$27.00	\$32.00	\$36.00	\$41.00	\$45.00	\$50.00
		Heat Pump	\$11.00	\$13.00	\$14.00	\$16.00	\$18.00	\$20.00
	d. Oil / Other							
Cooking	a. Natural Gas	\$5.00	\$5.00	\$6.00	\$8.00	\$9.00	\$10.00	
	b. Bottle Gas/Propane	\$9.00	\$9.00	\$11.00	\$17.00	\$20.00	\$22.00	
	c. Electric	\$8.00	\$9.00	\$11.00	\$13.00	\$15.00	\$17.00	
Other Electric (Lights & Appliances)		\$36.00	\$43.00	\$56.00	\$70.00	\$94.00	\$125.00	
Air Conditioning		\$11.00	\$13.00	\$20.00	\$28.00	\$36.00	\$43.00	
Evaporative Coolers		\$11.00	\$15.00	\$19.00	\$23.00	\$30.00	\$34.00	
Water Heating	a. Natural Gas	\$10.00	\$12.00	\$17.00	\$21.00	\$25.00	\$27.00	
	b. Bottle Gas/Propane	\$22.00	\$26.00	\$35.00	\$46.00	\$52.00	\$56.00	
	c. Electric	\$16.00	\$18.00	\$26.00	\$33.00	\$38.00	\$42.00	
	d. Oil / Other							
Water		\$20.00	\$20.00	\$20.00	\$20.00	\$20.00	\$20.00	
Sewer		\$36.00	\$36.00	\$36.00	\$36.00	\$36.00	\$36.00	
Trash Collection Recology		\$27.00	\$27.00	\$27.00	\$27.00	\$27.00	\$27.00	
Range / Microwave Tenant-purchasing/leasing		\$12.00	\$12.00	\$12.00	\$12.00	\$12.00	\$12.00	
Refrigerator Tenant-purchasing/leasing		\$13.00	\$13.00	\$13.00	\$13.00	\$13.00	\$13.00	
Other--specify: Mthly Elec Credit \$-4.97		-\$5.00	-\$5.00	-\$5.00	-\$5.00	-\$5.00	-\$5.00	
Actual Family Allowances				Utility or Service		per month cost		
To be used by the family to compute allowance. Complete below for the actual unit rented.				Heating		\$		
				Cooking		\$		
Name of Family				Other Electric		\$		
				Air Conditioning		\$		
				Water Heating		\$		
				Water		\$		
Address of Unit				Sewer		\$		
				Trash Collection		\$		
				Range / Microwave		\$		
				Refrigerator		\$		
				Other		\$		
				Other		\$		
				Total		\$		
Number of Bedrooms				Other		\$		
				Total		\$		



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

STAFF REPORT

Date: August 6, 2014
To: Board of Commissioners
From: Linda Nichols, Executive Director

SUBJECT: Y-Rate
RECOMMENDATION: Approval to Y-Rate Maintenance Mechanic II
FISCAL IMPACT: N/A

Background

The Regional Housing Authority of Sutter and Nevada Counties (Housing Authority) manages many different programs for multiple jurisdictions. Staff needs are defined by the workload of their department. Due to a decrease in the workload for the Development and Rehab Specialist in the Planning and Community Development Department, this position was transferred to the Maintenance Department as a Maintenance Mechanic II. The Maintenance Mechanic II position salary is lower than that of the Development and Rehab Specialist.

Per the MOU:

XXII. PAY ADJUSTMENTS/ CLASSIFICATION/COMPENSATION STUDIES

A. Y-Rates:

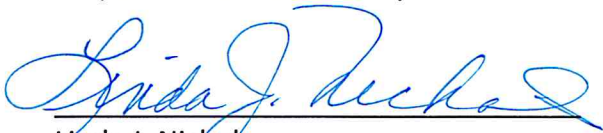
Whenever, without the fault or inability on the part of an employee, such employee would suffer an actual decrease in salary as a result of action taken by RHASNC, the Board may adopt a Y-rate to apply to the employee so affected. An employee whose compensation has been established at a Y-rate shall not receive any cost-of-living adjustments and shall remain at the Y-rate until the fifth step of the range established for his or her class exceeds the Y-rate. An employee receiving longevity pay whose compensation has been established at a Y-rate shall not receive any cost-of-living adjustments and shall remain in the Y-rate until the longevity pay for the range established for his or her class exceeds the Y-rate.

Due to the classification change, the Housing Authority, along with the approval from the Sutter-Yuba Employees Association, Local #1, is requesting that this position be Y-Rated.

Recommendation

Staff recommends that the Board of Commissioners of the Regional Housing Authority of Sutter and Nevada Counties approve the Y-Rate of John Guanzon, Maintenance Mechanic II as provided in the Memorandum of Understanding.

Prepared and submitted by:



Linda J. Nichols
Executive Director



Regional Housing Authority of Sutter and Nevada Counties

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

RESOLUTION 14-1342

A RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE REGIONAL HOUSING AUTHORITY OF SUTTER AND NEVADA COUNTIES AUTHORIZING RURAL DEVELOPMENT COLLECTION LOSS WRITE-OFF IN THE AMOUNT OF \$687.41

WHEREAS, the Regional Housing Authority of Sutter and Nevada Counties operates farm work housing project Phases I, II and III pursuant to Rural Development regulations; and

WHEREAS, operations of farm work housing includes the collection of monthly rental amounts; and

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

WHEREAS, Exhibit A provides a list of uncollectible accounts for the period ending July 31, 2014 and is made a part of this resolution;

BE IT THEREFORE RESOLVED that the Board of Commissioners of the Regional Housing Authority of Sutter and Nevada Counties authorizes the Executive Director to write-off as collection losses the tenant receivables listed on Exhibit A totaling \$687.41.

This Resolution is to take effect immediately.

This Resolution is presented at the Regular Meeting of the Board of Commissioners, passed and adopted this 6th day of July, 2014 by the following vote:

AYES:
NAYS:
ABSTAINED:
ABSENT:

ATTEST:

Linda J. Nichols,
Executive Director

(SEAL)

H:Reso\14-1342

**Rural Development Properties
Collection Loss Write Off
Period: July 2014**

<u>Name</u>	<u>Address</u>	<u>Move In</u>	<u>Date</u>	<u>Move Out</u>	<u>Monthly Rent</u>	<u>Rent Owed</u>	<u>Late Fee's</u>	<u>Damages</u>	<u>Utilities</u>	<u>Legal Fee's</u>	<u>Total Owed</u>	<u>Payback Agreement</u>
Quintero, Jose *	368 Bernard Dr., Unit O	09/09/10	06/04/14	\$ 368.00	\$ 305.65	\$ -	\$ -	\$ 381.76	\$ -	\$ -	\$ 687.41	No
					\$ 305.65	\$ -	\$ -	\$ 381.76	\$ -	\$ -	\$ 687.41	
											\$ 687.41	Total Write Off

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

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Regional Housing Authority of Sutter and Nevada Counties

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

RESOLUTION 14-1343

A RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE REGIONAL HOUSING AUTHORITY OF SUTTER AND NEVADA COUNTIES AUTHORIZING KINGWOOD COMMONS APARTMENTS COLLECTION LOSS WRITE-OFF IN THE AMOUNT OF \$122.05

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

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

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

WHEREAS, Exhibit A provides a list of uncollectible accounts for the period ending July 31, 2014 and is made a part of this resolution;

BE IT THEREFORE RESOLVED that the Board of Commissioners of the Regional Housing Authority of Sutter and Nevada Counties authorizes the Executive Director to write-off as collection losses the tenant receivables listed on Exhibit A totaling \$122.05.

This Resolution is to take effect immediately.

This Resolution is presented at the Regular Meeting of the Board of Commissioners, passed and adopted this 6th day of July, 2014 by the following vote:

AYES:
NAYES:
ABSTAINED:
ABSENT:

ATTEST: _____
Linda J. Nichols,
Executive Director

(SEAL)

Kingwood Commons
1340 Gray Avenue, Yuba City
Collection Loss Write Off
Period: July 2014

<u>Name</u>	<u>Apartment</u>	<u>Move In</u>	<u>Date</u>	<u>Move Out</u>	<u>Monthly Rent</u>	<u>Rent Owed</u>	<u>Late Fee's</u>	<u>Damages</u>	<u>Utilities</u>	<u>Legal Fee's</u>	<u>Total Owed</u>	<u>Payback Agreement</u>
Betancourt, Alicia	27	03/14/12	06/11/14	\$ 635.00	\$ -	\$ -	\$ 122.05	\$ -	\$ -	\$ -	\$ 122.05	No
					\$0.00	\$0.00	\$122.05	\$0.00	\$0.00	\$0.00	\$122.05	
											Total Write Off	

Deceased *

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

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

Exhibit A



Regional Housing Authority of Sutter and Nevada Counties

1455 Butte House Road, Yuba City, CA 95993
Phone (530) 671-0220, Toll Free: (888) 671-0220
TTY: (866) 735-2929 Fax (530) 673-077
Website: www.rhasnc.org

RESOLUTION 14-1344

RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE REGIONAL HOUSING AUTHORITY OF SUTTER AND NEVADA COUNTIES AUTHORIZING LOW INCOME HOUSING COLLECTION LOSS WRITE-OFF IN THE AMOUNT OF \$702.01

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

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

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

WHEREAS, Exhibit A provides a list of uncollectible accounts for the period ending July 31, 2014 and is made a part of this resolution;

BE IT THEREFORE RESOLVED that the Board of Commissioners of the Regional Housing Authority of Sutter and Nevada Counties authorizes the Executive Director to write-off as collection losses the tenant receivables listed on Exhibit A totaling \$702.01.

This Resolution is to take effect immediately.

This Resolution is presented at the Regular Meeting of the Board of Commissioners, passed and adopted this 6th day of July, 2014 by the following vote:

AYES:
NAYS:
ABSTAINED:
ABSENT:

ATTEST: _____
Linda J. Nichols
Executive Director

(SEAL)

**Public Housing
Collection Loss Write Off
Period: April 2014**

<u>Name</u>	<u>Address</u>	<u>Move In</u>	<u>Date</u> <u>Move Out</u>	<u>Monthly</u> <u>Rent</u>	<u>Rent</u> <u>Owed</u>	<u>Late</u> <u>Fee's</u>	<u>Damages</u>	<u>Utilities</u>	<u>Legal</u> <u>Fee's</u>	<u>Total</u> <u>Owed</u>	<u>Payback</u> <u>Agreement</u>
Rosales, Maximino	303 Bernard Drive	11/04/13	04/23/14	\$ 330.00	\$ -	\$ -	\$ 299.78	\$ -	\$ -	\$ 299.78	No
Smith, Bessie	2750 Date St., #40	10/14/10	05/01/14	\$ 205.00	\$ -	\$ -	\$ 306.50	\$ -	\$ -	\$ 306.50	No
Wiley, Jo	2750 Date St., #49	07/15/13	06/05/14	\$ 213.00	\$ -	\$ -	\$ 95.73	\$ -	\$ -	\$ 95.73	No
					\$ -	\$ -	\$ 702.01	\$ -	\$ -	\$ 702.01	Total Write Off

Deceased *

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

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

Exhibit A

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Regional Housing Authority of Sutter and Nevada Counties

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

RESOLUTION 14-1345

A RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE REGIONAL HOUSING AUTHORITY OF SUTTER AND NEVADA COUNTIES AUTHORIZING HOUSING CHOICE VOUCHER COLLECTION LOSS WRITE-OFF IN THE AMOUNT OF \$4,889.80

WHEREAS, the Regional Housing Authority of Sutter and Nevada Counties operates the Housing Choice Voucher program for Sutter, Nevada 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 of Sutter and Nevada Counties makes every attempt to collect outstanding balances due to fraud; and

WHEREAS, Exhibit A provides a list of uncollectible accounts for the period ending July 31, 2014 and is made a part of this resolution;

BE IT THEREFORE RESOLVED that the Board of Commissioners of the Regional Housing Authority of Sutter and Nevada Counties authorizes the Executive Director to write-off as collection losses the tenant receivables listed on Exhibit A totaling \$4,889.80.

This Resolution is to take effect immediately.

This Resolution is presented at the Special Meeting of the Board of Commissioners, passed and adopted this 6th day of July, 2014 by the following vote:

AYES:
NAYS:
ABSTAIN:
ABSENT:

ATTEST:

Linda J. Nichols,
Executive Director

(SEAL)

H:Reso\14-1345

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**HCV Fraud Recovery
Collection Loss Write Off
Period: July 2014**

Name	HAP		Late Fee's	NSF Fee's	Legal Fee's	Total Owed	Payback Agreement
	Fraud Recovery Amount Owed						
Saucedo, Lizet	\$ 472.00	\$ -	\$ -	\$ -	\$ -	\$ 472.00	Yes
Roach. Dustin	\$ 638.80	\$ -	\$ -	\$ -	\$ -	\$ 638.80	Yes
Martinez, Victoria	\$ 1,924.00	\$ -	\$ -	\$ -	\$ -	\$ 1,924.00	Yes
Cockerham Jr., Michael	\$ 435.00	\$ -	\$ -	\$ -	\$ -	\$ 435.00	Yes
Johnson, Cindy	\$ 1,420.00	\$ -	\$ -	\$ -	\$ -	\$ 1,420.00	Yes
	\$ 4,889.80	\$ -	\$ -	\$ -	\$ -	\$ 4,889.80	Total Write-Off

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

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